



# MULTNOMAH COUNTY OREGON

BOARD OF COUNTY COMMISSIONERS  
ROOM 606, COUNTY COURTHOUSE  
1021 S.W. FOURTH AVENUE  
PORTLAND, OREGON 97204

GLADYS McCOY • CHAIR • 248-3308  
PAULINE ANDERSON • DISTRICT 1 • 248-5220  
GARY HANSEN • DISTRICT 2 • 248-5219  
RICK BAUMAN • DISTRICT 3 • 248-5217  
SHARRON KELLEY • DISTRICT 4 • 248-5213  
CLERK'S OFFICE • 248-3277

## AGENDA

### MEETINGS OF THE MULTNOMAH COUNTY BOARD OF COMMISSIONERS

FOR THE WEEK OF

June 10 - 14, 1991

Tuesday, June 11, 1991 - 9:30 AM - Board Briefings. . . .Page 2  
Tuesday, June 11, 1991 - 1:30 PM - Agenda Review. . . .Page 2  
Thursday, June 13, 1991 - 9:00 AM - Executive Session . . .Page 2  
Thursday, June 13, 1991 - 9:30 AM - Regular Meeting . . .Page 2

Thursday Meetings of the Multnomah County Board of Commissioners are recorded and can be seen at the following times:

Thursday, 10:00 PM, Channel 11 for East and West side subscribers  
Friday, 6:00 PM, Channel 27 for Paragon Cable (Multnomah East) subscribers  
Saturday 12:00 PM, Channel 21 for East Portland and East County subscribers

Tuesday, June 11, 1991 - 9:30 AM  
Multnomah County Courthouse, Room 602

BOARD BRIEFINGS

1. Oregon Legislative Session Briefing. Presented by Fred Neal and Howard Klink. TIME CERTAIN 9:30 - 10:30 AM
2. Proposed Interim Solution to Accommodate Courtroom Needs and Board Discussion Concerning Sixth Floor Space Option and Implementation of Moves and Modifications. Presented by Hank Miggins, F. Wayne George and Jim Emerson. TIME CERTAIN 10:30 - 11:30 AM
3. Library Board to Brief the Multnomah County Board on Structural Problems and Remedies. TIME CERTAIN 11:30 AM

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Tuesday, June 11, 1991 - 1:30 PM  
Multnomah County Courthouse, Room 602

AGENDA REVIEW

1. Review of Agenda for Regular Meeting of June 13, 1991

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Thursday, June 13, 1991 - 9:00 AM  
Multnomah County Courthouse, Room 602

EXECUTIVE SESSION

Pursuant to ORS 192.660 (1)(d), the Multnomah County Board of Commissioners will Meet in Executive Session to Discuss Labor Negotiations.

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Thursday, June 13, 1991 - 9:30 AM  
Multnomah County Courthouse, Room 602

REGULAR MEETING

REGULAR AGENDA

DEPARTMENT OF ENVIRONMENTAL SERVICES

- motion to Halsey  
12K*
- R-1 PUBLIC HEARING and Board Review in the Matter of ORDER 91-75 Approved by the Board May 16, 1991 Requesting Approval to Transfer 60 Tax Foreclosed Properties to Northeast Community Development Corporation.
  - R-2 In the Matter of Request for Adoption of Procedures and Criteria to Enact Ordinance 672: Housing Affordability Demonstration Project.

NON-DEPARTMENTAL

- Hearing  
Set for  
6-27-91*
- R-3 ORDER in the Matter of the Request for Approval to Transfer Tax Foreclosed Properties to the American Institute of Architects and Homeownership One Street at a Time.

91-83

DEPARTMENT OF ENVIRONMENTAL SERVICES

*Motion  
to Repeal  
from Agenda*

R-4 RESOLUTION in the Matter of Opposing HJR-61 (House Joint Resolution) and Recommending Amendments.

*App*

R-5 Ratification of an Intergovernmental Agreement Between the State of Oregon, Department of Insurance and Finance and Multnomah County for a Wage Subsidy Agreement whereby the Workers' Compensation Division, will Reimburse 50 Percent of Wages Paid Previously Injured County Worker for the First Six Months of Permanent Re-employment Not to Exceed \$5,200.00.

*App*

R-6 Ratification of an Intergovernmental Agreement Between the Metropolitan Services District and Multnomah County for the Transfer of \$16,000 to Metro as Multnomah County's Share of Phase 3 Costs of the Metropolitan Greenspaces Program.

DEPARTMENT OF HUMAN SERVICES

*App*

R-7 Budget Modification DHS #41 Authorizing Addition of \$57,515 in the Title XIX Grant Funds to the Aging Services Division, Long Term Care Budget to Fund Community Health Nurses (through the Health Division) who are Participating on Multi-Disciplinary Teams Serving At-Risk Elderly.

*App*

R-8 Budget Modification DHS #42 Authorizing Reduction of the Personnel Expenses to Decrease the Aging Services Division Budget by \$21,346 Title XIX Grant Funds due to a Decrease in Allocation From the State, and Shifts \$2,952 Title XIX Grant Funds from Professional Services to Pass Through in Aging Services Division/Long Term Care Budget.

*App*

R-9 Budget Modification DHS #43 Authorizing Addition of \$3,500 of Grant Revenues Dedicated to the Gatekeeper Program to the Professional Services Line of the Aging Services Division Budget to Pay for a Gatekeeper Program Training Contract.

*App*

R-10 Budget Modification DHS #45 Authorizing Transfer of \$30,497 of Federal/State Funding from Aging Services Division Permanent Personnel to Professional Services, for Temporary Agency Hires Used to Cover Critical Position Functions.

*App*

R-11 Budget Modification DHS #46 Authorizing Increases the MED Office of Child and Adolescent Mental Health Services Program Budget by \$109,559 and Decreases the Social Services Division Administration Budget by \$35,124 to Reflect Additional Funding of the EPSDT Pilot Project.

R-12 Budget Modification DHS #47 Authorizing Transfer of \$1,850 within the Aging Services Division, Temporary Personnel Costs to Pass-Through to Pay for an Additional 9 Burials/Cremations of Indigent Persons.

*App*

JUSTICE SERVICES

SHERIFF'S OFFICE

*App*  
R-13 Ratification of an Intergovernmental Agreement Between Portland Community College and Multnomah County Sheriff's Office to Provide GED Testing within all Correctional Facilities.

NON-DEPARTMENTAL

*App*  
R-14 In the Matter of Approval of Recently Negotiated Amendment to the Corrections Officers' Contract. (Continued from June 6, 1991) ~~9-5-91~~

*App*  
R-15 RESOLUTION in the Matter of Supporting Federal Legislation Which Will Deem Licensed Health Care Employees at Community and Migrant Health Centers to be Federal Employees for Purposes of Liability Protection Under the Federal Torts Claim Act. 9-5-91

R-16 First Reading of an ORDINANCE Relating to the Business Income Tax; Amending Multnomah County Code 5.70.045. (Continued from June 6, 1991)

*First Reading App. Second Reading 9-5-91.*

*First Reading tabled. TO Come Back on August 1, 1991.*

0103C/46-49  
cap

ANNOTATED MINUTES

Tuesday, June 11, 1991 - 9:30 AM  
Multnomah County Courthouse, Room 602

BOARD BRIEFINGS

1. Oregon Legislative Session Briefing. Presented by Fred Neal and Howard Klink. (TIME CERTAIN 9:30 - 10:30 AM)

FRED NEAL WITH HOWARD KLINK PRESENTED AND EXPLAINED THE UPDATED 1991 LEGISLATIVE SESSION MULTNOMAH COUNTY PRIORITY BILLS.

2. Proposed Interim Solution to Accommodate Courtroom Needs and Board Discussion Concerning Sixth Floor Space Option and Implementation of Moves and Modifications. Presented by Hank Miggins, F. Wayne George and Jim Emerson. (TIME CERTAIN 10:30 - 11:30 AM)

HANK MIGGINS INTRODUCED WILLIAM LINDEN JR., STATE COURT ADMINISTRATOR, JUDGE LONDER AND DOUGLAS BRAY, COURT ADMINISTRATOR. THE STATE REQUESTED THE BOARD TO DECIDE A DATE CERTAIN FOR THE COURTS TO ACQUIRE THE SPACE REQUIRED FOR THE NEW JUDGES.

3. Library Board to Brief the Multnomah County Board on Structural Problems and Remedies. (TIME CERTAIN 11:30 AM)

BILL NAITO, LIBRARY BOARD CHAIRMAN, EXPLAINED THE STRUCTURAL PROBLEMS OF THE MAIN LIBRARY AND POSSIBLE WAYS TO FUND THE REPAIRS NECESSARY TO SAVE THIS FACILITY.

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Tuesday, June 11, 1991 - 1:30 PM  
Multnomah County Courthouse, Room 602

AGENDA REVIEW

1. Review of Agenda for Regular Meeting of June 13, 1991

---

Thursday, June 13, 1991 - 9:00 AM  
Multnomah County Courthouse, Room 602

EXECUTIVE SESSION

Pursuant to ORS 192.660 (1)(d), the Multnomah County Board of Commissioners will Meet in Executive Session to Discuss Labor Negotiations.

EXECUTIVE SESSION HELD.

Thursday, June 13, 1991 - 9:30 AM  
Multnomah County Courthouse, Room 602

REGULAR MEETING

REGULAR AGENDA

DEPARTMENT OF ENVIRONMENTAL SERVICES

R-1 PUBLIC HEARING and Board Review in the Matter of ORDER 91-75 Approved by the Board May 16, 1991 Requesting Approval to Transfer 60 Tax Foreclosed Properties to Northeast Community Development Corporation.

PUBLIC HEARING CONTINUED TO THURSDAY, JUNE 20, 1991.

R-2 In the Matter of Request for Adoption of Procedures and Criteria to Enact Ordinance 672: Housing Affordability Demonstration Project.

CONTINUED TO THURSDAY, JUNE 20, 1991.

NON-DEPARTMENTAL

R-3 ORDER in the Matter of the Request for Approval to Transfer Tax Foreclosed Properties to the American Institute of Architects and Homeownership One Street at a Time.

ORDER 91-83 APPROVED. PUBLIC HEARING DATE SET FOR THURSDAY, JUNE 27, 1991.

DEPARTMENT OF ENVIRONMENTAL SERVICES

R-4 RESOLUTION in the Matter of Opposing HJR-61 (House Joint Resolution) and Recommending Amendments.

TABLED.

R-5 Ratification of an Intergovernmental Agreement Between the State of Oregon, Department of Insurance and Finance and Multnomah County for a Wage Subsidy Agreement whereby the Workers' Compensation Division, will Reimburse 50 Percent of Wages Paid Previously Injured County Worker for the First Six Months of Permanent Re-employment Not to Exceed \$5,200.00.

APPROVED.

R-6 Ratification of an Intergovernmental Agreement Between the Metropolitan Services District and Multnomah County for the Transfer of \$16,000 to Metro as Multnomah County's Share of Phase 3 Costs of the Metropolitan Greenspaces Program.

CONTINUED TO THURSDAY, JUNE 20, 1991.

DEPARTMENT OF HUMAN SERVICES

R-7 Budget Modification DHS #41 Authorizing Addition of \$57,515 in the Title XIX Grant Funds to the Aging Services Division, Long Term Care Budget to Fund Community Health Nurses (through the Health Division) who are Participating on Multi-Disciplinary Teams Serving At-Risk Elderly.

APPROVED.

R-8 Budget Modification DHS #42 Authorizing Reduction of the Personnel Expenses to Decrease the Aging Services Division Budget by \$21,346 Title XIX Grant Funds due to a Decrease in Allocation From the State, and Shifts \$2,952 Title XIX Grant Funds from Professional Services to Pass Through in Aging Services Division/Long Term Care Budget.

APPROVED.

R-9 Budget Modification DHS #43 Authorizing Addition of \$3,500 of Grant Revenues Dedicated to the Gatekeeper Program to the Professional Services Line of the Aging Services Division Budget to Pay for a Gatekeeper Program Training Contract.

APPROVED.

R-10 Budget Modification DHS #45 Authorizing Transfer of \$30,497 of Federal/State Funding form Aging Services Division Permanent Personnel to Professional Services, for Temporary Agency Hires Used to Cover Critical Position Functions.

APPROVED.

R-11 Budget Modification DHS #46 Authorizing Increases the MED Office of Child and Adolescent Mental Health Services Program Budget by \$109,559 and Decreases the Social Services Division Administration Budget by \$35,124 to Reflect Additional Funding of the EPSDT Pilot Project.

APPROVED.

R-12 Budget Modification DHS #47 Authorizing Transfer of \$1,850 within the Aging Services Division, Temporary Personnel Costs to Pass-Through to Pay for an Additional 9 Burials Cremations of Indigent Persons.

APPROVED.

JUSTICE SERVICES

SHERIFF'S OFFICE

R-13      Ratification of an Intergovernmental Agreement Between Portland Community College and Multnomah County Sheriff's Office to Provide GED Testing within all Correctional Facilities.

APPROVED.

NON-DEPARTMENTAL

R-14      In the Matter of Approval of Recently Negotiated Amendment to the Corrections Officers' Contract.  
(Continued from June 6, 1991)

APPROVED.

R-15      RESOLUTION in the Matter of Supporting Federal Legislation Which Will Deem Licensed Health Care Employees at Community and Migrant Health Centers to be Federal Employees for Purposes of Liability Protection Under the Federal Torts Claim Act.

RESOLUTION 91-84 APPROVED.

R-16      First Reading of an ORDINANCE Relating to the Business Income Tax; Amending Multnomah County Code 5.70.045.  
(Continued from June 6, 1991)

FIRST READING TABLED AND CONTINUED TO  
THURSDAY, AUGUST 1, 1991.

0151C/1-4  
cap



BOARD OF COUNTY COMMISSIONERS  
 FORMAL BOARD MEETING  
 RESULTS

MEETING DATE: 6-13-91 Cont.

| Agenda Item # | Motion   | Second    | APP/NOT APP |
|---------------|--|-----------|-------------|
| <u>R-15</u>   | <u>PA</u>  | <u>SK</u> | <u>App</u>  |
| <u>R-16</u>   | <u>PA</u>  | <u>GH</u> |             |
| (2300)        | motion to approve 1st Reading w/ 2nd Reading to be - |           |             |
|               | Amended Motion to Continue 1st Reading to Sept. 5    |           |             |
|               | <u>SK</u>  | <u>GH</u> |             |
| (2820)        | <u>SK</u>  | <u>GH</u> |             |
|               | motion for 2nd Reading on 9-5-91                     |           |             |
|               |  |           |             |
|               |  |           |             |
| ★ (3420)      | motion to table R-16 till Aug. 1st, 1991             |           |             |
|               | <u>GH</u>  | <u>SK</u> |             |
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A-  
 K-  
 B-  
 H-  
 Mc-  
 SK-✓  
 GH-✓  
 GM-no  
 RB-no  
 PA-no  
 B-no  
 A-no  
 K-✓  
 H-✓  
 M-✓  
 A-✓  
 B-✓  
 K-✓  
 H-✓  
 Mc-✓

SHARRON KELLEY  
Multnomah County Commissioner  
District 4



606 County Courthouse  
Portland, Oregon 97204  
(503) 248-5213

M E M O R A N D U M

TO: Board of Commissioners  
Dave Warren

FROM: Commissioner Sharron Kelley SK

RE: Reducing Personnel Expenses

DATE: June 14, 1991

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This memo will outline some different approaches for reducing personnel expenses to the general fund. These are not mutually exclusive approaches. I would be interested in hearing your thoughts about these issues in the next week.

A. Application of Contingency Criteria to Salary Savings

This policy, adopted by the Board on May 30 as part of Resolution 91-78, is a useful starting point for this memo. The policy states that "Departmental requests for use of General Fund salary savings from vacancies will be screened and acted upon by the Board using contingency criteria." The primary goal of the policy as stated in the report was to force departmental priorities into the regular budget process or the contingency process.

In other words, the effect of this policy should be to reduce expenditures on materials and supplies which were being funded by salary savings. It is not really a policy that will reduce personnel costs. In fact, it may increase personnel costs to the extent managers fill vacancies more quickly because they have lost their incentive to hold on to a vacancy to fund a major equipment purchase with a budget modification request.

B. Require Board Approval for New Hires

Attached is an ordinance which would stiffen the current selective hiring freeze by requiring Board approval of new hires. To assist the Board in this function, a committee of three, appointed by the Chair, would evaluate personnel needs and shifts for each vacancy. New hires would then be subject to three reviews. First, the responsible manager would

determine that the position should be filled. Second, the committee would evaluate the request and prepare a report. (See Section 3.B. of the attached draft ordinance.) Third, Board approval would be required. With respect to the first screen, the responsible manager would be elected officials for their employees. For the majority of county employees, the Chair would be the responsible manager if she chose not to delegate this decision; or, it would be either the departmental, division, or program manager depending on how this authority were delegated.

The advantage of this approach is that it may lead to fewer new hires and a more productive distribution of existing personnel. It would require more time of the Board and whoever was put on the committee.

C. Advance Deductions in Contemplation of Salary Savings

This is an option which would bring the county budgeting process more closely in line with the state budgeting process. In the April approved budget, the county gave each elected official and department a personnel budget equal to the anticipated salary for all current employees during FY 1991-1992. This included COLA's for MCSO and the DA as well as step and anniversary increases across the board.

In contrast, most state agencies receive a personnel budget which covers the salaries of current personnel as of July 1, 1991. The personnel budget that the agency receives does not include the expense to the agency of salary increases during the biennium such as anniversary increases, step increases, and the COLA for the second year. The agency must use its savings from vacancies to cover salary increases during the biennium. These vacancy savings consist of the personnel savings during a normal hiring period in which a position remains vacant as well as the savings an agency may gain by leaving a position vacant and not filling it for an extended period of time.

Because the county budget covers only one year and because the county employees who receive a COLA this year will receive it as of July 1, this type of budgeting procedure can be implemented in the county by requiring all departments to fund the anniversary and step increases of their employees from salary savings due to vacancies. The initial savings of such an approach would need to be calculated by the budget office, but they are probably in the the range of \$500,000 - \$600,000 for the general fund.

It is possible that this approach would transfer funds that would have ended up in beginning working capital the following year. However, this approach would restore some incentives for managers to keep vacancies unfilled or open longer and should lead to actual savings in personnel budgets. In addition, it would have the effect of transferring money into the budget for the current year where it may be needed.

D. Reduce or Eliminate Funding for Current Vacant Positions

This approach would involve adding up the dollar amounts in each departmental budget which involve general fund and were set aside for positions currently vacant. Then each budget would be reduced by a specified percentage of this amount (e.g. 10, 25, 33, 50 or 100).

This approach would require departments to fill fewer of their vacancies, resulting in budget savings and hopefully a more efficient and productive distribution of workload.

I look forward to hearing from each of you about this memo.

DRAFT

Page 1 of 4

BEFORE THE BOARD OF COMMISSIONERS  
FOR THE COUNTY OF MULTNOMAH

ORDINANCE NO. \_\_\_\_\_

An ordinance establishing a selective hiring freeze and procedures to govern hiring for general fund supported positions.

Multnomah County ordains as follows:

Section 1. Findings and Purpose

A. The current budget situation of the county and the anticipated budget situation for the near future requires extreme scrutiny in new hiring and careful review of all staffing levels.

B. Achieving maximum deployment of existing county personnel and reducing new hiring will minimize the risk of future layoffs.

Section 2. Imposition of Selective Hiring Freeze

A. No vacant county position which is supported fully or partially by the general fund shall be filled unless approval is received from the Board of Commissioners in the manner provided in this ordinance.

# DRAFT

B. For purposes of this ordinance, the term "supported fully or partially by the general fund" shall include but not be limited to:

- (1) all positions funded by the federal - state fund where the position is partially or fully supported by the general fund transfer to the federal - state fund; and
- (2) all positions supported by the recreation fund because of the authority of the Board to modify the ordinance establishing the fund; and
- (3) all positions supported by the library levy fund because savings in budgeted positions may result, at the discretion of the Board, in general fund savings through reduced general fund support of the library; and
- (4) all positions generally understood to be fully or partially supported by the general fund.

### Section 3. Establishment of a Standing Committee on New Hires

A. The Chair shall appoint a committee consisting of three members to review all requests to fill vacant positions as defined in Section 2. The members of this committee may be either county employees or outside experts or both.

B. For each vacancy defined in Section 2 for which the manager responsible to fill the vacancy requests that the vacancy be filled, the committee shall investigate (1) whether

the workload of the vacant position may be redistributed to existing employees; (2) whether there exist county employees who may be shifted over to cover the workload of the vacant position while redistributing the workload of the shifted employee; and (3) the impact of not filling the vacancy or leaving the position vacant for an extended period of time. The Committee shall prepare a brief written report and make a recommendation to the Chair and the Board about the relative need to fill each such vacancy and any potential cost savings or shifts with respect to the vacancy.

#### Section 4. Authorization to Fill Certain Vacancies

A. The Committee shall place on the Board agenda for the last meeting of each month a request for authorization to fill any vacancy covered by this ordinance which the Committee recommends be filled in full or in part. The Committee may also place on the agenda for such meetings any budget modifications necessary to implement recommended personnel shifts.

(B) For each vacancy defined in Section 2 for which the manager responsible to fill the vacancy disagrees with the recommendation of the Committee, the manager may place on the Board agenda for the last meeting of each month a request for authorization to fill the vacancy. The report of the Committee

# DRAFT

Page 4 of 4

with respect to the vacancy shall be attached to any such request.

ADOPTED this \_\_\_\_\_ day of \_\_\_\_\_, 1991, being the date of its second reading before the Board of County Commissioners of Multnomah County.

(SEAL)

By \_\_\_\_\_  
Gladys McCoy, Chair  
Multnomah County, Oregon

REVIEWED:

\_\_\_\_\_  
Laurence Kressel, County Counsel  
of Multnomah County, Oregon

1566L - 61

Meeting Date: JUN 13 1991

Agenda No.: Executive Session

(Above space for Clerk's Office Use)

AGENDA PLACEMENT FORM  
(For Non-Budgetary Items)

SUBJECT: EXECUTIVE SESSION 9:00 a.m. TC

AGENDA REVIEW/  
BOARD BRIEFING \_\_\_\_\_ (date) REGULAR MEETING June 13, 1991 (date)

DEPARTMENT Nondepartmental DIVISION County Counsel

CONTACT Mark B. Williams TELEPHONE 3138

PERSON(S) MAKING PRESENTATION \_\_\_\_\_

ACTION REQUESTED:

INFORMATIONAL ONLY       POLICY DIRECTION       APPROVAL

ESTIMATED TIME NEEDED ON BOARD AGENDA: one half hour

CHECK IF YOU REQUIRE OFFICIAL WRITTEN NOTICE OF ACTION TAKEN: \_\_\_\_\_

BRIEF SUMMARY (include statement of rationale for action requested, as well as personnel and fiscal/budgetary impacts, if applicable):  
Executive Session -- Pursuant to ORS 192.660(1)(d) to discuss labor negotiations

CLERK OF  
COUNTY COMMISSIONERS  
1991 JUN - 6 PM 12:55  
MULTNOMAH COUNTY  
OREGON

(If space is inadequate, please use other side)

SIGNATURES:

ELECTED OFFICIAL \_\_\_\_\_

Or

DEPARTMENT MANAGER *Log [Signature]*

(All accompanying documents must have required signatures)

✓  
# 1

DATE

6/14/91

NAME

Deborah Long

ADDRESS

5511 SE ST

STREET

CITY

Portland, Oregon

ZIP CODE

97206

I WISH TO SPEAK ON AGENDA ITEM #

R-1

SUBJECT

Rehannah

FOR

X

AGAINST

PLEASE PRINT LEGIBLY!

#

2

DATE

6/13/91

NAME

WALTER MUHAMMAD

ADDRESS

3134 N. RUSSET

STREET

CITY

PORTLAND, OR.

ZIP CODE

97207

I WISH TO SPEAK ON AGENDA ITEM #

RI

SUBJECT

X

FOR

AGAINST

PLEASE PRINT LEGIBLY!

#

3

DATE

6-13-91

NAME

B. J. Richardson

ADDRESS

1732 N.E. Oetum

STREET

Portland, Oregon 97211

CITY

ZIP CODE

I WISH TO SPEAK ON AGENDA ITEM #

R-1

SUBJECT

Rheumatia

FOR

AGAINST

PLEASE PRINT LEGIBLY!

✓  
# 4

DATE 6/13/91

NAME

ORA L. Hart

ADDRESS

317 W. F. Kingsworth

STREET

CITY

Portland

ZIP CODE

97212

I WISH TO SPEAK ON AGENDA ITEM #

R1

SUBJECT

Proposals to NE CDC

FOR

AGAINST

PLEASE PRINT LEGIBLY!

✓  
# 3

DATE 6-13-91

NAME Mr. Bruce Crossard

ADDRESS \_\_\_\_\_

STREET Portland Oregon 97211

CITY \_\_\_\_\_ ZIP CODE \_\_\_\_\_

I WISH TO SPEAK ON AGENDA ITEM # R-1

SUBJECT \_\_\_\_\_

\_\_\_\_\_ FOR \_\_\_\_\_ AGAINST

PLEASE PRINT LEGIBLY!

✓  
# 6

DATE

June 13/91

NAME

Louise Weidlich

ADDRESS

7720 SW Papstul Hill Rd

STREET

Portland, Oregon 97219

CITY

ZIP CODE

I WISH TO SPEAK ON AGENDA ITEM #

R-1

SUBJECT

Transfer of property for

a public purpose FOR

PLEASE PRINT LEGIBLY!

AGAINST

Meeting Date: JUN 13 1991

Agenda No.: R-1

(Above space for Clerk's Office Use)

JUN 20 1991

R-1

AGENDA PLACEMENT FORM  
(For Non-Budgetary Items)

SUBJECT: PUBLIC HEARING

AGENDA REVIEW/  
BOARD BRIEFING \_\_\_\_\_ 6/13/91  
(date) REGULAR MEETING (date)

DEPARTMENT Environmental Services DIVISION Facilities/Community Development

CONTACT Bob Oberst/Cecile Pitts TELEPHONE X-3322/X-3044

PERSON(S) MAKING PRESENTATION Cecile Pitts/Bob Oberst

ACTION REQUESTED:

INFORMATIONAL ONLY       POLICY DIRECTION       APPROVAL

ESTIMATED TIME NEEDED ON BOARD AGENDA: \_\_\_\_\_

CHECK IF YOU REQUIRE OFFICIAL WRITTEN NOTICE OF ACTION TAKEN: \_\_\_\_\_

BRIEF SUMMARY (include statement of rationale for action requested, as well as personnel and fiscal/budgetary impacts, if applicable):

Public Hearing and Board Review in the Matter of ORDER 91-75 Approved by the Board May 16, 1991 Requesting Approval to Transfer 60 Tax Foreclosed Properties to Northeast Community Development Corporation.

*Continued to 6-20-91.*

(If space is inadequate, please use other side)

SIGNATURES:

ELECTED OFFICIAL *Gladys McCoy*

Or

DEPARTMENT MANAGER \_\_\_\_\_

(All accompanying documents must have required signatures)

BEFORE THE BOARD OF COUNTY COMMISSIONERS  
FOR MULTNOMAH COUNTY, OREGON

In the Matter of the Request )  
for Approval to Transfer of 60 )  
Tax Foreclosed Properties to ) ORDER  
Northeast Community Development ) 91-75  
Corporation )  
\_\_\_\_\_ )

WHEREAS, pursuant to Ordinance 672, the Northeast Community Development Corporation has filed a request for transfer of Sixty (60) tax foreclosed properties; and

WHEREAS, in accord with the ordinance, the Tax Title Unit has reported the request to the Board at a public meeting; and

WHEREAS, based on the report, it appears that the public interest will be served by the transfer;

NOW THEREFORE, it is ORDERED that a public hearing on the request shall be held on Thursday, June 13, 1991 - 9:30 am, and the Director shall publish notice of the hearing as required by Ordinance 672.

ADOPTED this 16th day of May, 1991.



BOARD OF COUNTY COMMISSIONERS  
MULTNOMAH COUNTY, OREGON

*Gladys McCoy*  
\_\_\_\_\_  
Gladys McCoy  
Multnomah County Chair

REVIEWED: \_\_\_\_\_  
Laurence Kressel, County Counsel  
for Multnomah County, Oregon

By *[Signature]*  
\_\_\_\_\_

Journal

Page

Entered May 16, 1991

REPORT ON REQUEST TO TRANSFER TAX FORECLOSED PROPERTY

DATE: February 24, 1991

REQUESTING AGENCY: NORTHEAST COMMUNITY DEVELOPMENT CORP.

PROPOSED USE: CONSTRUCTION, RECONSTRUCTION AND REHABILITATION TO PROVIDE SAFE SANITARY AND AFFORDABLE HOUSING FOR PERSONS AND FAMILIES OF LOW INCOME UNDER THE FEDERAL NEHEMIAH HOUSING OPPORTUNITY PROGRAM.

| <u>LEGAL DESCRIPTION AND LOCATION</u>  | <u>TAXES</u> | <u>COSTS</u> | <u>ASSESSED VALUE</u> |
|--|--------------|--------------|-----------------------|
| ALBINA HOMESTEAD<br>LOT 4, BLOCK A<br>4316 NE GARFIELD   | \$ 4,837.33  | \$ 30.50     | \$ 10,100.00          |
| ALBINA HOMESTEAD<br>N 1/2 OF LOT 11, BLOCK 3<br>3930 NE GARFIELD   | \$ 3,401.06  | \$ 80.00     | \$ 3,500.00           |
| ALBINA HOMESTEAD<br>W 1/2 OF LOT 1, BLOCK 12<br>126 NE MASON ST  | \$ 3,714.57  | \$ 987.32    | \$ 4,700.00           |
| ALBINA HOMESTEAD<br>LOT 11, BLOCK 12<br>SOUTH OF 4038 NE RODNEY  | \$ 1,048.60  | \$ 308.00    | \$ 1,000.00           |
| ALBINA HOMESTEAD<br>W 29' OF E 70' OF LOT 1, BLOCK 14<br>W 29' OF E 70' OF N 10' OF LOT 2,<br>BLOCK 14<br>WEST OF 136 NE FAILING | \$ 189.22    | \$ 478.00    | \$ 500.00             |
| ALBINA HOMESTEAD<br>N 19.6' OF LOT 15, BLOCK 27<br>S 10.6' OF LOT 16, BLOCK 27<br>4070 N VANCOUVER AVE                           | \$ 3,676.76  | \$ 887.60    | \$ 8,700.00           |
| ARLETA PARK<br>LOT 1, EXC PT IN ST, LOT 6<br>NE 9TH AVE, S OF 870 NE ROSELAWN  | \$ 122.30    | \$ 240.00    | \$ 800.00             |
| ARLETA PARK<br>LOTS 35 & 38<br>WEST OF 724 NE SUMNER   | \$ 1,065.58  | \$ 977.80    | \$ 6,000.00           |
| ARLETA PARK<br>LOTS 46 & 51<br>727 NE WEBSTER ST   | \$ 4,417.69  | \$ 0.00      | \$ 15,300.00          |
| CENTRAL ALBINA<br>LOT 2, BLOCK 5<br>FORMER 4415 N KERBY  | \$ 2,604.66  | \$ 2,455.16  | \$ 5,500.00           |

| <u>LEGAL DESCRIPTION AND LOCATION</u>  | <u>TAXES</u> | <u>COSTS</u> | <u>ASSESSED VALUE</u> |
|--|--------------|--------------|-----------------------|
| CENTRAL ALBINA<br>LOT 1, BLOCK 7<br>FORMER 4235 N BORTHWICK AVE                    | \$ 4,308.76  | \$ 5,041.32  | \$ 16,400.00          |
| CENTRAL ALBINA<br>LOT 11, BLOCK 11<br>SOUTH OF 4134 N HAIGHT                       | \$ 821.85    | \$ 270.75    | \$ 6,100.00           |
| CENTRAL ALBINA<br>W 55' OF LOTS 15 & 16, BLOCK 19<br>FORMER 3966-3970 N ALBINA     | \$ 5,726.64  | \$38,402.59  | \$ 2,500.00           |
| CENTRAL ALBINA<br>LOT 11, BLOCK 30<br>FORMER 3726 NE ALBINA AV                     | \$ 1,310.23  | \$ 619.43    | \$ 3,700.00           |
| CENTRAL ALBINA<br>W 1/2 OF LOT 18, BLOCK 31<br>NORTH OF 3634 N ALBINA AVE          | \$ 534.84    | \$ 0.00      | \$ 2,600.00           |
| CENTRAL ALBINA<br>LOT 1, BLOCK 36<br>3633 N VANCOUVER AVE                          | \$ 3,981.63  | \$ 1,380.81  | \$ 19,900.00          |
| CENTRAL ALBINA ADD<br>LOT 5, BLOCK 16<br>SOUTH OF 4512 N COMMERCIAL                | \$ 814.72    | \$ 862.00    | \$ 4,900.00           |
| CENTRAL ALBINA ADD<br>LOT 6, BLOCK 18<br>NORTH OF 4506 N GANTENBEIN                | \$ 853.16    | \$ 280.00    | \$ 5,300.00           |
| CLIFFORD ADD<br>LOT 5, BLOCK 1; N 1/2 LOT 6,<br>BLOCK 1<br>4529-4535 N MISSISSIPPI | \$ 7,894.42  | \$ 1,656.03  | \$ 10,000.00          |
| CLOVERDALE EXTENSION & PLAT 2<br>LOT 11, BLOCK 13<br>835 NE JESSUP ST              | \$ 4,493.95  | \$ 2,093.97  | \$ 5,800.00           |
| CLOVERDALE EXTENSION & PLAT 2<br>LOT 12, BLOCK 13<br>5719-5721 NE 9TH AVE          | \$ 6,603.31  | \$ 319.23    | \$ 5,000.00           |
| CLOVERDALE EXTENSION & PLAT 2<br>LOTS 13 & 14, BLOCK 13<br>5711 NE 9TH AVE         | \$ 8,653.22  | \$ 1,728.30  | \$ 9,000.00           |
| CLOVERDALE TRACT<br>LOT 16, BLOCK 2<br>E OF 625 NE CHURCH                          | \$ 916.11    | \$ 592.00    | \$ 1,500.00           |
| DAVIS HIGHLAND<br>LOTS 11 & 12, BLOCK 3<br>FORMER 4803 NE GRAND                    | \$ 2,194.21  | \$ 556.09    | \$ 6,000.00           |

| <u>LEGAL DESCRIPTION AND LOCATION</u>  | <u>TAXES</u> | <u>COSTS</u> | <u>ASSESSED VALUE</u> |
|--|--------------|--------------|-----------------------|
| HIGHLAND SCHOOLHOUSE<br>LOT 14, BLOCK 3<br>FORMER 4841 NE 12TH   | \$ 1,101.06  | \$ 148.00    | \$ 4,500.00           |
| LINCOLN PARK<br>LOT 13, BLOCK 19<br>FORMER 3607 NE 8TH   | \$ 874.38    | \$ 319.39    | \$ 5,300.00           |
| LINCOLN PARK<br>LOT 15, BLOCK 21<br>3623 NE 6TH AVE  | \$ 2,809.81  | \$ 1,324.30  | \$ 6,000.00           |
| LINCOLN PARK ANNEX<br>LOT 3, BLOCK 4<br>4406 NE 7TH AVE  | \$ 3,823.24  | \$ 1,062.00  | \$ 5,700.00           |
| LINCOLN PARK ANNEX<br>LOT 4, BLOCK 5<br>SOUTH OF 4404 NE 8TH AVE   | \$ 743.41    | \$ 969.00    | \$ 4,900.00           |
| LINCOLN PARK ANNEX<br>W 1/2 OF LOT 9, BLOCK 10<br>821 NE MASON ST  | \$ 7,462.46  | \$ 902.19    | \$ 10,000.00          |
| LINCOLN PARK ANNEX<br>LOT 4, BLOCK 18<br>FORMER 4046 NE 7TH AVE  | \$ 3,493.36  | \$ 618.52    | \$ 5,800.00           |
| LINCOLN PARK ANNEX<br>LOT 5, BLOCK 19<br>FORMER 4036 NE 8TH AVE  | \$ 2,159.78  | \$ 840.65    | \$ 1,000.00           |
| LINCOLN PARK ANNEX<br>E 59' OF LOT 16, BLOCK 23<br>FORMER 3973 NE 10TH AVE   | \$ 1,682.57  | \$ 616.84    | \$ 3,800.00           |
| M PATTONS & SUB<br>SUB TRACT K, LOT 5, BLOCK 1<br>844 N EMERSON  | \$ 4,149.77  | \$ 1,232.07  | \$ 39,800.00          |
| M PATTONS & SUB<br>SUB E 1/2 OF TRACT L, LOT 12<br>FORMER 627 NE WEBSTER   | \$ 3,498.90  | \$ 270.00    | \$ 6,000.00           |
| M PATTONS & SUB<br>N 53' OF LOT 1, E 1/2 OF BLOCK L;<br>N 53' OF W 17' OF LOT 2, E 1/2<br>OF BLOCK L<br>5134-5138 N ALBINA AVE | \$ 8,243.32  | \$ 35.52     | \$ 8,200.00           |
| MAEGLY HIGHLAND<br>LOT 5, BLOCK 1<br>4905 NE CLEVELAND   | \$ 3,997.49  | \$ 1,331.00  | \$ 6,500.00           |

| <u>LEGAL DESCRIPTION AND LOCATION</u>  | <u>TAXES</u> | <u>COSTS</u> | <u>ASSESSED VALUE</u> |
|--|--------------|--------------|-----------------------|
| MAEGLY HIGHLAND<br>LOT 7, BLOCK 12<br>4504 NE CLEVELAND AVE                                  | \$ 3,584.75  | \$ 4,517.33  | \$ 9,600.00           |
| MULTNOMAH<br>LOTS 14 & 16, BLOCK 14<br>SOUTH OF 4026 N MICHIGAN                              | \$ 2,363.18  | \$ 312.80    | \$ 10,300.00          |
| MULTNOMAH<br>S 2' OF LOT 4, BLOCK 23<br>N 31' OF LOT 6, BLOCK 23<br>SOUTH OF 3964 N MICHIGAN | \$ 733.80    | \$ 0.00      | \$ 3,800.00           |
| MULTNOMAH<br>S 19' OF LOT 6, BLOCK 23<br>N 14' OF LOT 8, BLOCK 23<br>FORMER 3950 N MICHIGAN  | \$ 3,023.82  | \$ 0.00      | \$ 3,300.00           |
| MULTNOMAH<br>S 1/2 OF LOT 8, BLOCK 36<br>3610 N MISSISSIPPI                                  | \$ 4,098.64  | \$ 178.50    | \$ 8,500.00           |
| NORTH ALBINA<br>LOT 4, BLOCK 25<br>5916 N MISSOURI AVE                                       | \$ 5,586.39  | \$ 4,449.14  | \$ 23,700.00          |
| NORTH IRVINGTON<br>LOT 10, BLOCK 1<br>3913 NE GRAND AVE                                      | \$ 3,591.82  | \$ 735.04    | \$ 11,500.00          |
| NORTH IRVINGTON<br>LOT 14, BLOCK 4<br>FORMER 3953 NE 8TH AVE                                 | \$ 2,946.78  | \$ 360.00    | \$ 6,000.00           |
| NORTH IRVINGTON<br>LOT 14, BLOCK 6<br>FORMER 3953 NE 10TH AVE                                | \$ 2,640.66  | \$ 0.00      | \$ 5,000.00           |
| NORTH IRVINGTON<br>LOT 12, BLOCK 25<br>4316 NE 11TH AVE                                      | \$ 3,420.59  | \$ 3,417.93  | \$ 5,500.00           |
| PIEDMONT<br>LOTS 6 & 7, BLOCK 4<br>5621 NE RODNEY AVE  | \$ 8,951.28  | \$ 0.00      | \$ 49,900.00          |
| PIEDMONT<br>LOT 17, BLOCK 19<br>5765 NE GARFIELD ST  | \$ 8,711.50  | \$ 0.00      | \$ 46,400.00          |
| ROSEDALE & ANNEX<br>LOT 13, BLOCK 9<br>5045 NE 13TH AVE                                      | \$ 4,234.31  | \$ 1,171.47  | \$ 9,200.00           |

| <u>LEGAL DESCRIPTION AND LOCATION</u>   | <u>TAXES</u>        | <u>COSTS</u>        | <u>ASSESSED VALUE</u> |
|---|---------------------|---------------------|-----------------------|
| ROSEDALE & ANNEX<br>LOT 2, BLOCK 11<br>5044 NE 14TH AVE                             | \$ 3,827.56         | \$ 240.00           | \$ 8,700.00           |
| ROSELAWN<br>LOT 6, BLOCK 4<br>FORMER 845 NE ROSELAWN ST                             | \$ 3,920.71         | \$ 279.82           | \$ 2,000.00           |
| ROSELAWN<br>LOT 5, BLOCK 7<br>W OF 440 NE ROSELAWN                                  | \$ 389.58           | \$ 210.00           | \$ 1,400.00           |
| ROSELAWN<br>LOT 9, BLOCK 7<br>WEST OF 524 NE ROSELAWN ST                            | \$ 630.47           | \$ 0.00             | \$ 3,000.00           |
| ROSELAWN<br>LOT 10, BLOCK 7<br>524 NE ROSELAWN                                      | \$ 4,930.95         | \$ 331.94           | \$ 2,000.00           |
| ROSELAWN<br>LOT 11, BLOCK 7<br>FORMER 534 NE ROSELAWN ST                            | \$ 3,171.46         | \$ 1,114.67         | \$ 3,000.00           |
| ROSELAWN<br>LOT 19, BLOCK 7; W 15' OF LOT 20,<br>BLOCK 7<br>WEST OF 726 NE ROSELAWN | \$ 639.75           | \$ 0.00             | \$ 2,200.00           |
| VERNON<br>LOT 15, BLOCK 2<br>S 24' OF LOT 16, BLOCK 2<br>FORMER 5321 NE 15TH AVE    | \$ 1,347.24         | \$ 140.00           | \$ 5,100.00           |
| WALNUT PARK<br>LOT 7, BLOCK 23<br>FORMER 5022 NE RODNEY ST                          | \$ 5,482.77         | \$ 807.97           | \$ 6,000.00           |
| WILLIAMS AVENUE ADD 2<br>W 1/2 OF LOT 17, BLOCK 1<br>FORMER 134 N ALBERTA ST        | \$ 3,313.38         | \$ 75.00            | \$ 4,800.00           |
| <b>TOTALS</b>   | <b>\$199,765.76</b> | <b>\$ 88,257.99</b> | <b>\$493,200.00</b>   |

3 Options to Reduce Risk in Transfer  
of Tax Foreclosed Properties

I.

Amend H.B. <sup>3064</sup>~~3046~~, which amends ORS 271.330, to authorize conveyances to assist programs resulting in transfer of tax foreclosed properties to low income families and individuals.

II.

Add a provision in County deeds for reversion to the County if the property is not used for a "housing project" defined in the statute and in County ordinance 672.

III.

Add a deed restriction to prevent future transfers to persons other than low income families or individuals. The restriction could be perpetual or limited in duration.

Meeting Date: JUN 13 1991

Agenda No.: R-2

(Above space for Clerk's Office Use)

JUN 20 1991  
R-2

AGENDA PLACEMENT FORM  
(For Non-Budgetary Items)

SUBJECT: Adopt Procedures & Criteria to Enact Ordinance 672

AGENDA REVIEW/  
BOARD BRIEFING \_\_\_\_\_ REGULAR MEETING 6/13/91  
(date) (date)

DEPARTMENT Environmental Services DIVISION Facilities/Community Development

CONTACT Bob Oberst/Cecile Pitts TELEPHONE X-3322/X-5000

PERSON(S) MAKING PRESENTATION Bob Oberst/Cecile Pitts

ACTION REQUESTED:

INFORMATIONAL ONLY       POLICY DIRECTION       APPROVAL

ESTIMATED TIME NEEDED ON BOARD AGENDA: \_\_\_\_\_

CHECK IF YOU REQUIRE OFFICIAL WRITTEN NOTICE OF ACTION TAKEN: \_\_\_\_\_

BRIEF SUMMARY (include statement of rationale for action requested, as well as personnel and fiscal/budgetary impacts, if applicable):

Request Adoption of Procedures and Criteria to Enact Ordinance 672:  
Housing Affordability Demonstration Project

*Continued to 6-20-91*

(If space is inadequate, please use other side)

SIGNATURES:

ELECTED OFFICIAL \_\_\_\_\_

Or

DEPARTMENT MANAGER Paul Yarborough

(All accompanying documents must have required signatures)

TO: Gladys McCoy, Chair  
Board of County Commissioners

FROM: Cecile Pitts, Community Development  
Bob Oberst, Facility Management

RE: Housing Affordability Demonstration Program

DATE: June 4, 1991

Time has been reserved for the June 11 informal Board meeting to discuss the implementation of County Ordinance 672 adopted by the Board last fall. A draft procedure and criteria are attached. The purpose of the Board review is to discuss the implications of the program, consider the various questions and give staff guidance as to the direction and focus of this program.

The purpose of the program is to foster development of affordable housing for lower income families. The procedure describes a demonstration phase which will provide information about how to carry out this goal. The proposal assumes that the program will result in the award of a limited number of properties, and some vacant lots. Following the first phase of the program, a report of recommendations and impacts will be submitted to the Board for review.

The following are some of the policy questions which are raised by Ordinance 672:

1. What properties should be included in the demonstration phase?
2. How will the properties be maintained during the development phase?
3. What are the desired criteria for successful projects?
4. What are the sanctions for non performance?
5. How will the decisions be made?
6. Who oversees the program during the demonstration phase?
7. Is an application fee appropriate?

Time has scheduled for the formal agenda to take action on the procedure and criteria.

DRAFT

1991 Housing Affordability  
Demonstration Program  
Property Transfer Procedure

I. Purpose: The purpose of the Housing Affordability Demonstration Program is to foster the development of affordable housing for lower income families using the inventory of County tax foreclosed property. For this program, lower income families shall have the meaning stated in section 3 (b) of the United States Housing Act of 1937 and the most recent adjustment schedule published by the US Department of Housing of Urban Development.

This procedure will be used to designate \_\_\_\_ properties as part of the 1991 demonstration project. No fewer than \_ \_ \_ of these properties shall be vacant lots.

II. Application Process

A. County Tax/Title will publish a list of available properties.  
During the demonstration phase of this program the available properties shall be screened to exclude those not suitable for residential uses, and those currently occupied.

Notice of the available properties shall be sent to interested public agencies and non profit housing sponsors. Notice of the program will be published in the Oregonian.

B. Eligible Applicants: Public agencies and non profit housing sponsors.

C. Application Period.

Eligible applicants shall have 60 days to respond to published property list on a form provided by the County (see attached). Applicants can apply for up to five properties unless they have the demonstrated capacity to carry out more than five properties in the program year.

A non-refundable application fee of \$50 will be required to for each requested property.

The technical review committee may recommend restriction of an applicant's award of properties based on the demonstrated capacity of the sponsor. Only full and complete applications received during the 60-day application period will be considered.

D. Technical Review.

A technical review committee shall be formed to review applications and make recommendations to the Board of Commissioners. The review shall be a a non-binding staff recommendation about the merits of a project to the BCC according to adopted criteria. The technical review committee for the demonstration project shall include representatives from the Community Development Division, Tax/Title Program, City of Portland, and the Commissioners' office. The review committee shall examine each application and provide a narrative report to the BCC. The technical report shall also include location of property, taxes owed, and costs incurred by the County in managing the property. Applicants must be able to answer affirmatively to each criteria. Points will be awarded on the basis of the strength of the answers. Program criteria and relative weighting are as follows:

- a. Sponsor must demonstrate capacity to carry out the project. (15 points)

- b. Sponsor must demonstrate project plan that will result in timely completion and use. (10 points)
- c. Sponsor must demonstrate financial plan sufficient to carry out the project. (10 points)
- d. Sponsor must demonstrate capacity to provide ongoing operation, maintenance and hazard insurance during development phase. (5 points)
- e. Sponsor must demonstrate community support (5 points)
- f. Sponsor must demonstrate the project contributes to neighborhood stability. (5 points)
- g. Sponsor must demonstrate understanding of planning, zoning, and building requirements (5 points)
- h. Sponsor must demonstrate that the project will result in affordable housing for lower income families. (5 points)
- i. Sponsor may demonstrate that the project will result in affordable housing for very low income families. (5 bonus points)

### III. Hearing Process

Following technical review, a hearing will be scheduled before the Board of County Commissioners to consider the requests for transfer of property under this program. The BCC will receive the technical review committee report as part of their agenda package. Board hearing will include the technical report and public testimony. The hearing shall require a representative of the technical review committee to describe its findings and be available to answer questions.

IV. Transfer Process

A \$200 non-refundable transfer fee will be charged for each property awarded through the program.

The successful applicant will receive title to the tax foreclosed property after an Agreement with the County and lien instrument are executed. Basically the County is donating the value of land and structure to the agency and expecting benefit to accrue to lower income people in increased affordability. If we accept the premise that encouraging low income housing requires monitoring the progress and successes of the non-profit developers, security in the form of encumbering documents is the starting point.

When title is transferred to the successful applicant, the transfer will be conditioned to the development of affordable housing for lower income families. The resulting Agreement will specify a 12 month period by which financing will be obtained, and a total of 24 months for the renovations described in the application to be completed. After transfer, the property will revert to County ownership only if: the non-profit developer is unable to demonstrate adequate financing for the project has been obtained, the developer does not complete renovations during the 24-month construction term, or the terms of the Agreement with the County are breached. Annually, during this development or construction phase the applicant will be required to file financial status reports that provide both project specific fiscal information and corporate financial statements. The technical review committee will track the applicant financial reports and report to the Board if serious problems or inadequacies are presented. The technical review committee will make periodic site inspections of project construction progress and Agreement compliance. Project completion is initiated by the County upon

receipt of completion notice from local building codes jurisdiction. Completion of the project rehabilitation requires final inspection and Certificate of Completion to be issued by the County. Upon completion of the project, the County shall remove the short term development conditions from the title.

We anticipate three different housing models, with differing contractual and lien documents, to result from this demonstration program. Different procedures and enforcement documents must follow the different uses and types of housing promulgated by the applicants. The structure of enforcement during the development phase of the projects will remain the same whatever the type of housing proposed. The structure of longer term enforcement processes for the three housing models is as follows:

Model #1 Homeless Shelter or Special Needs Housing.

The non-profit developer wishes to own and renovate tax-foreclosed property for homeless shelter. County and developer sign an Agreement, secured by a promissory note and trust deed in the amount of the tax arrears and penalties. The Agreement and lien documents would stipulate the face amount of the note be reduced by 20% per year to be completely extinguished after five years of performance by the non-profit developer in providing homeless shelter. Any County interest or restriction in the property would disappear after five years. If the property is sold or changes use prior to completion of the five-year performance term, the balance of the note shall be payable to the County.

Model #2 Affordable Rental Housing.

The non-profit developer intends to develop affordable rental housing for lower income families. The property will be owned and operated by the applicant or a non profit property management agency which is approved by the County. Performance is secured by an Agreement secured by a note and trust deed as for the homeless shelter development. The restriction described in the encumbering documents will ensure low-income renters and

housing affordability. The term of the restrictions will be 10 years. This total encumbrance would be due and payable only if the developer breaches the terms of the Agreement.

Model #3 Home Ownership Models.

The non-profit developer of owner occupied housing seeking the subsidy of County tax foreclosed property will be required to sign an Agreement secured by a trust deed for the amount of the tax arrears. The Agreement would specify beneficiaries, project completion and marketing term to qualified lower income buyer, two years from transfer to sale. At sale the County's trust deed would transfer to the property buyer as a second mortgage. The mortgage would be performance based, enforcing a five year occupancy and no sale or rental requirement. If the property was sold previous to the sunset of the second mortgage, title search at escrow would show the encumbrance due and payable. In the case of contract sales without title assignment, our ensuring continued lower income ownership is problematical.

Final Notes.

Hopefully other housing products will be suggested by the non-profit developers. The proposed document stream for the three differing housing types is flexible enough to incorporate other innovative housing and ownership models. The Technical Review Committee may recommend additional Special Conditions to fit the applications received during the demonstration program.

The technical review committee will advise the Board regarding program delivery policy throughout the demonstration phase.

MULTNOMAH COUNTY PROPERTY TRANSFER APPLICATION

DRAFT

I. APPLICANT INFORMATION

Name:

Address:

Applicant Status ( ) Non-Profit Organization

( ) Government Sponsored Agency

Does your organization have a 501(c)3 status? Yes ( )

(Enclose a copy of IRS letter 1045.) No ( )

Contact Person:

Federal TIN:

**Certification:** I certify that to the best of my knowledge, all information in this application is accurate, and that this proposal has been adopted and approved by the organization I represent. If funding is received, this applicant will comply with all applicable program requirements.

NAME: \_\_\_\_\_ SIGNATURE: \_\_\_\_\_

TITLE: \_\_\_\_\_ DATE: \_\_\_\_\_

ORGANIZATION: \_\_\_\_\_

II. PROJECT DESCRIPTION

A. Project Name:

B. Property Location:

C. Proposed Use:

D. Number and type of dwelling units:

1. Non-residential uses:

E. Please provide concise description of project. (Please include proposed use, project beneficiaries and project cost).

III. RESPONSE TO PROJECT AND APPLICANT CRITERIA

- A. Sponsor must demonstrate capacity to carry out project. (Maximum one page.)
1. Describe experience of staff, board and volunteers.
  2. Describe previous project experience.
  3. Describe partnership if more than one organization will be involved.
- B. Demonstrate project plan that will result in timely completion and use. (Maximum three pages.)
1. Describe project timeline.
  2. Provide construction cost estimate.
  3. Provide analysis of needed volunteer and professional services.
- C. Demonstrate financial plan. (One page with attached documentation to support all contributions: cash and in-kind.)
1. Identify funding commitments and sources.
  2. Describe application of funds, predevelopment through take-out financing.
- D. Demonstrate capacity to provide on-going maintenance and operation of project. (Maximum one page.)
1. Describe the maintenance plan during the development period. Be sure to include property hazard insurance costs.
  2. Describe continuing project oversight, funding and required reporting.

E. Demonstrate community support. (Maximum one page.)

1. Projects demonstrating support from local neighborhood and community organizations will receive priority. Please provide documentation. (Projects that promote use of community organization or neighborhood residents in construction, maintenance and management of facility will be given preference.)

F. Community Stability. (Maximum one page.)

Projects receiving the highest score will demonstrate a commitment to serving and stabilizing the existing community. Affirmative marketing is critical. Housing project owners or tenants should be drawn from surrounding neighborhoods, as much as is practicable.

G. Demonstrate understanding of planning, zoning, and building requirements. (Maximum one page.)

H. Income Qualification. (Maximum one page.)

1. Define the low-to-moderate income beneficiaries of your project. (The principal purpose of the Housing Transfer Ordinance is to increase the available housing for very low income households - 50% or below median income - and low and moderate income households - 80% or below median in that priority order.)

Meeting Date: JUN 13 1991

Agenda No.: R-3

(Above space for Clerk's Office Use)

AGENDA PLACEMENT FORM  
(For Non-Budgetary Items)

SUBJECT: Transfers for Low Income Housing

BCC Informal \_\_\_\_\_ BCC Formal June 13, 1991  
(date) (date)

DEPARTMENT Environmental Service DIVISION Community Development

CONTACT Cecile Pitts TELEPHONE 248-3044

PERSON(S) MAKING PRESENTATION Tom Benjamin, Ted Gilbert, Ross Dey

ACTION REQUESTED:

INFORMATIONAL ONLY  POLICY DIRECTION  APPROVAL

ESTIMATED TIME NEEDED ON BOARD AGENDA: 10 minutes

CHECK IF YOU REQUIRE OFFICIAL WRITTEN NOTICE OF ACTION TAKEN: X

BRIEF SUMMARY (include statement of rationale for action requested, as well as personnel and fiscal/budgetary impacts, if applicable):

The American Institute of Architects and Homeownership One Street at a Time have requested transfer of a total of five (5) tax foreclosed properties for development of low income housing.

A delay in transferring these properties will result in a loss of material or financial support for these projects

Attached is the report required by Multnomah County Ordinance 672

Request that the Board schedule a public hearing  
(If space is inadequate, please use other side)

*Sent Copies to Cecile Pitts* SIGNATURES:

ELECTED OFFICIAL Pauline Anderson 91-83

Or

DEPARTMENT MANAGER \_\_\_\_\_

BOARD OF  
COUNTY COMMISSIONERS  
1991 JUN -6 AM 11:23  
MULTNOMAH COUNTY  
OREGON

(All accompanying documents must have required signatures)

BEFORE THE BOARD OF MULTNOMAH COUNTY COMMISSIONERS  
FOR MULTNOMAH COUNTY, OREGON

In the Matter of the Request )  
for Approval to Transfer Tax )  
Foreclosed Properties to the ) ORDER 91-83  
American Institute of Architects )  
and Homeownership One Street )  
at a Time )

Whereas, pursuant to Ordinance 672, the American Institute of Architects has filed a request for transfer of one (1) tax foreclosed property; and

Whereas, pursuant to Ordinance 672, H.O.S.T.- Homeownership One Street at a Time has filed a request for transfer of four (4) tax foreclosed properties; and

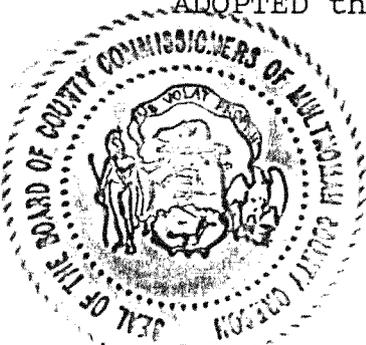
Whereas, in accord with the ordinance, the Tax Title Unit has reported the request to the Board at a public meeting; and

Whereas, based on the report, it appears that the public interest will be served by the transfer; and

Whereas a delay in transferring these properties would result in loss of material and financial support for these projects by other organizations who have assured their involvement contingent upon the County's timely transfer of these properties

NOW THEREFORE, it is ORDERED that a public hearing on the requests shall be held on June 27, 1991 and the Director shall publish notice of the hearing as required by Ordinance 672.

ADOPTED this 13th day of June 1991.



By: Gladys McCoy  
Gladys McCoy  
Multnomah County Chair

Reviewed by:

Laurence Kressel  
Laurence Kressel, County Counsel  
for Multnomah County, Oregon

REPORT ON REQUEST TO TRANSFER TAX FORECLOSED PROPERTY

June 6, 1991

Requesting Agency: American Institute of Architects

| <u>Legal Description &amp; Location</u>  | <u>Taxes</u> | <u>Cost</u> | <u>Assessed Value</u> |
|--|--------------|-------------|-----------------------|
| King Neighborhood<br>Highland Park<br>Lots 11 & 12, Block 21<br>N. 5' of Lot 10, Block 21<br>SW corner of NE 6th & Going | \$2,570      | \$1,562     | \$8,400               |

Requesting Agency: Home Ownership One Street at a Time

| <u>Legal Description &amp; Location</u>  | <u>Taxes</u> | <u>Cost</u> | <u>Assessed Value</u> |
|--|--------------|-------------|-----------------------|
| King Neighborhood<br>North Irvington<br>Lot 14, Block 5<br>3957 NE 9th                       | \$3,086      | \$1,317     | \$12,000              |
| King Neighborhood<br>North Irvington<br>East half of Lot 1, Block E<br>Former 808 NE Failing | \$0          | \$2,281     | \$4,300               |
| King Neighborhood<br>North Irvington<br>West half of Lot 2, Block E<br>Former 808 NE Failing | \$0          | \$740       | \$4,300               |
| King Neighborhood<br>Lincoln Park<br>Lot 5, Block 5<br>Former 3724 NE 8th                    | \$1,366      | \$4,149     | \$6,000               |

Meeting Date JUN 13 1991

Agenda No.: R-4

(Above space for Clerk's Office Use)

**AGENDA PLACEMENT FORM**  
**(For Non-Budgetary Items)**

SUBJECT: Resolution Opposing HJR-61 Sandy River Scenic Waterway

BCC Informal \_\_\_\_\_ (date) BCC Formal June 13, 1991 (date)

DEPARTMENT Environmental Services DIVISION Parks Services

CONTACT Charles Ciecko TELEPHONE 248-5050

PERSON(S) MAKING PRESENTATION Charles Ciecko

**ACTION REQUESTED:**

INFORMATIONAL ONLY       POLICY DIRECTION       APPROVAL

ESTIMATED TIME NEEDED ON BOARD AGENDA: 10 minutes

CHECK IF YOU REQUIRE OFFICIAL WRITTEN NOTICE OF ACTION TAKEN: YES

**BRIEF SUMMARY** (include statement of rationale for action requested, as well as personnel and fiscal/budgetary impacts, if applicable):

Resolution in opposition to HJR-61 in its current form, supports incorporation of amendments which address County concerns.

*Removed from Agenda. Tabled.*

(If space is inadequate, please use other side)

**SIGNATURES:**

ELECTED OFFICIAL Gladys McCoy

Or

DEPARTMENT MANAGER \_\_\_\_\_

(All accompanying documents must have required signatures)

CLERK OF COUNTY COMMISSIONERS  
MULTNOMAH COUNTY  
OREGON  
1991 JUN - 6 PM 3:22

BEFORE THE BOARD OF COUNTY COMMISSIONERS  
MULTNOMAH COUNTY, OREGON

In the Matter of Opposing )  
HJR-61 and Recommending )  
Amendments )  
\_\_\_\_\_ )

RESOLUTION  
No.

WHEREAS, the Board of Commissioners has formally voiced its support for the Sandy River Scenic Waterway and its associated values, such as fish, wildlife, and recreation on many occasions; and

WHEREAS, it is apparent that private water purveyors in Hoodland Corridor have been selling Sandy River Basin water without legal water rights; and

WHEREAS, legal water rights cannot be issued by the Water Resources Commission until flows necessary for the Scenic Waterway have been identified and protected; and

WHEREAS, HJR-61 seeks to establish a "Hoodland Area Water Supply Task Force" which would develop a plan for the coordination of the Hoodland Corridor drinking water supply and preservation of the Sandy River as a Scenic Waterway; and

WHEREAS, in its current form, HJR-61 does not address the interests of Multnomah County;

NOW, THEREFORE, BE IT RESOLVED, that the Board of County Commissioners of Multnomah County, Oregon, does resolve as follows:

1. We oppose HJR-61 in its current form;
2. We support the incorporation of amendments which would accomplish the following:
  - Expand the task force composition to include agencies and organizations with statutory responsibilities and/or direct interest in the management of the Scenic Waterway. Examples include but are not limited to Oregon Depts. of State Parks and Fish & Wildlife, and Multnomah County;
  - Direct the task force to develop their plan and recommendations in a manner which preserves instream flows at the level required for the Sandy River Scenic Waterway;
  - Prevent the expansion of unpermitted consumptive water uses in the Sandy Basin during the interim; and
  - Direct the Water Resources Dept. to continue the flow assessment process for the Sandy River Scenic Waterway as mandated by the Oregon Supreme Court.

*On a manner*      *Need a*  
*Signed*  
*Original*

Resolution  
Opposing HJR-61  
Page 2

Approved this \_\_\_\_\_ day of June, 1991.

MULTNOMAH COUNTY, OREGON

\_\_\_\_\_  
Gladys McCoy, Chair

\_\_\_\_\_  
Commissioner Pauline Anderson  
District #1

\_\_\_\_\_  
Commissioner Gary Hansen  
District #2

Reviewed:

Laurence Kressel, County Counsel  
for Multnomah County, Oregon

\_\_\_\_\_  
Commissioner Rick Bauman  
District #3

By \_\_\_\_\_  
Deputy

\_\_\_\_\_  
Commissioner Sharron Kelley  
District #4

4182p

BEFORE THE BOARD OF COUNTY COMMISSIONERS  
MULTNOMAH COUNTY, OREGON

In the Matter of Opposing )  
HJR-61 and Recommending )  
Amendments )  
\_\_\_\_\_ )

RESOLUTION  
No.

WHEREAS, the Board of Commissioners has formally voiced its support for the Sandy River Scenic Waterway and its associated values, such as fish, wildlife, and recreation on many occasions; and

WHEREAS, it is apparent that private water purveyors in Hoodland Corridor have been selling Sandy River Basin water without legal water rights; and

WHEREAS, legal water rights cannot be issued by the Water Resources Commission until flows necessary for the Scenic Waterway have been identified and protected; and

WHEREAS, HJR-61 seeks to establish a "Hoodland Area Water Supply Task Force" which would develop a plan for the coordination of the Hoodland Corridor drinking water supply and preservation of the Sandy River as a Scenic Waterway; and

WHEREAS, in its current form, HJR-61 does not address the interests of Multnomah County;

NOW, THEREFORE, BE IT RESOLVED, that the Board of County Commissioners of Multnomah County, Oregon, does resolve as follows:

1. We oppose HJR-61 in its current form;
2. We support the incorporation of amendments which would accomplish the following:
  - Expand the task force composition to include agencies and organizations with statutory responsibilities and/or direct interest in the management of the Scenic Waterway. Examples include but are not limited to Oregon Depts. of State Parks and Fish & Wildlife, and Multnomah County;
  - Direct the task force to develop a plan and recommendations which preserve instream flows at the level required for the Sandy River Scenic Waterway;
  - Prevent the expansion of unpermitted consumptive water uses in the Sandy Basin during the interim; and
  - Direct the Water Resources Dept. to continue the flow assessment process for the Sandy River Scenic Waterway as mandated by the Oregon Supreme Court.

Resolution  
Opposing HJR-61  
Page 2

Approved this \_\_\_\_\_ day of June, 1991.

MULTNOMAH COUNTY, OREGON

---

Gladys McCoy, Chair

---

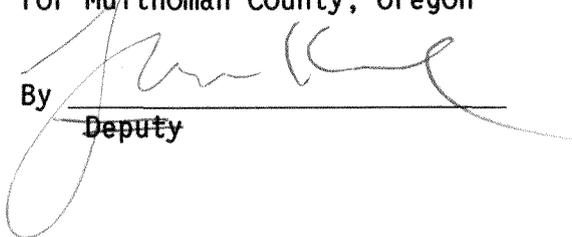
Commissioner Pauline Anderson  
District #1

---

Commissioner Gary Hansen  
District #2

Reviewed:

Laurence Kressel, County Counsel  
for Multnomah County, Oregon

By   
Deputy

---

Commissioner Rick Bauman  
District #3

---

Commissioner Sharron Kelley  
District #4

4182p

BCC



# CLACKAMAS COUNTY

Board of Commissioners

To: Multnomah County Commissioners  
 From: Clackamas County Commissioners  
 Date: June 12, 1991  
 Re: Your resolution opposing HJR 61

*Judith Darlene*  
*Judith*

ED LINDQUIST  
 CHAIR  
 JUDIE HAMMERSTAD  
 COMMISSIONER  
 DARLENE HOOLEY  
 COMMISSIONER  
 MICHAEL F SWANSON  
 CHIEF EXECUTIVE OFFICER

It has come to our attention that you plan to take action on Thursday to oppose HJR 61 in its "current form." We would have appreciated the opportunity to talk with you about this issue so that both our commissions could have presented a united front regarding the problem to be solved. You are probably aware that we are working on amendments that might have enabled you to support, rather than oppose, this bill.

It is our understanding that your interest is in meeting the flow requirements as set out in the Diack decision and thus protecting the recreational, fish and wildlife values of the Sandy River Scenic Waterway. Because the lower portion of the Sandy River runs through Multnomah County and Oxbow Park, we recognize this as a legitimate concern. Because the majority of the river runs through Clackamas County and has great value for its scenic beauty, wildlife, fish and recreation, this is also our interest.

In addition, we have one other interest. We currently have about 7500 residents in unincorporated Clackamas County who live in the Hoodland corridor. They have access to water through rights that fall under the general categories of legal, exempt, unadjudicated, unverified and illegal. The amount of water currently used in the corridor is about 3-4 cfs and at build-out as identified by the Clackamas County Comprehensive Plan, (20,000) would be approximately 6-10 csf: a minor amount of water. Considering the amount of water used by Portland's exclusive water rights in the Bull Run and Little Sandy Rivers which impact the lower Sandy in the extreme, we are a little puzzled that you are targetting the Hoodland corridor needs and ignoring the Portland uses. An appropriate conservation plan by all users, including Portland, would have a far more significant effect.

We feel that the answers to these problems, including a study and a conservation plan, lie in HJR 61. We are currently working toward a compromise as presented by Oregon Rivers Council over Charles Cieko's signature. We are confident that you understand our position of trying to solve a problem for our residents - obtaining an assured, legal water supply, while complying with the flow requirements according to the Diack decision. We do not see these desires as being inconsistent with your interests.

We would appreciate your help.

Meeting Date JUN 13 1991

Agenda No.: R-5

(Above space for Clerk's Office Use)

AGENDA PLACEMENT FORM  
(For Non-Budgetary Items)

SUBJECT: Intergovernmental Agreement with State of Oregon, Department of Insurance and Finance, Workers' Compensation Division

BCC Informal \_\_\_\_\_ (date) BCC Formal June 13, 1991 (date)

DEPARTMENT Environmental Services DIVISION Transportation

CONTACT Virginia Webster TELEPHONE 248-5050

PERSON(S) MAKING PRESENTATION Virginia Webster

ACTION REQUESTED:

/ / INFORMATIONAL ONLY      / / POLICY DIRECTION      /X/ APPROVAL

ESTIMATED TIME NEEDED ON BOARD AGENDA: 10 minutes

CHECK IF YOU REQUIRE OFFICIAL WRITTEN NOTICE OF ACTION TAKEN: YES

BRIEF SUMMARY (include statement of rationale for action requested, as well as personnel and fiscal/budgetary impacts, if applicable):

Department of Environmental Services, Transportation Division, requests approval to enter into a Wage Subsidy Agreement with State of Oregon. The Department of Insurance and Finance, Workers' Compensation Division will reimburse 50 percent of wages paid previously injured county worker for first six months of permanent re-employment not to exceed \$5,200.00.

*Sent originals to Virginia Webster 6-18-91.*

(If space is inadequate, please use other side)

SIGNATURES:

ELECTED OFFICIAL \_\_\_\_\_

Or

DEPARTMENT MANAGER \_\_\_\_\_

*[Handwritten signature]*

(All accompanying documents must have required signatures)

MULTNOMAH COUNTY OREGON  
1991 JUN - 6 PM 12:55  
CLERK OF COUNTY COMMISSIONER



# CONTRACT APPROVAL FORM

(See Administrative Procedure #2106)

Contract # 3-0235-1

MULTNOMAH COUNTY OREGON

Amendment # \_\_\_\_\_

|   |  |   |
|---|--|---|
| <b>CLASS I</b><br><input type="checkbox"/> Professional Services under \$10,000 | <b>CLASS II</b><br><input type="checkbox"/> Professional Services over \$10,000 (RFP, Exemption)<br><input type="checkbox"/> PCR B Contract<br><input type="checkbox"/> Maintenance Agreement<br><input type="checkbox"/> Licensing Agreement<br><input type="checkbox"/> Construction<br><input type="checkbox"/> Grant<br><input type="checkbox"/> Revenue | <b>CLASS III</b><br><input checked="" type="checkbox"/> Intergovernmental Agreement<br><p style="text-align: center;"><b>RATIFIED</b><br/> <b>Multnomah County Board</b><br/> <b>of Commissioners</b></p> <p style="text-align: center;"><u>R-5 6-13-91</u></p> |
|---|--|---|

Contact Person Virginia Webster Phone 248-5384 Date 5/22/91

Department Environmental Services Division Transportation Bldg/Room 425

Description of Contract Wage Subsidy Agreement; County agrees to re-employ preferred worker as Bridge Operator; State of Oregon, Department of Insurance and Finance agrees to reimburse Multnomah County 50 percent worker's wages for six months not to exceed \$5,200.00.

RFP/BID # \_\_\_\_\_ Date of RFP/BID \_\_\_\_\_ Exemption Exp. Date \_\_\_\_\_

ORS/AR # \_\_\_\_\_ Contractor is  MBE  WBE  QRF

Contractor Name State of Oregon, Department of Insurance and Finance  
Mailing Address 21 Labor & Industries Bldg.  
Salem, OR 97310

Phone 378-5421

Employer ID # or SS # \_\_\_\_\_

Effective Date June 1, 1991

Termination Date December 1, 1991

Original Contract Amount \$ 5,200.00

Amount of Amendment \$ \_\_\_\_\_

Total Amount of Agreement \$ \_\_\_\_\_

### Payment Term

- Lump Sum \$ \_\_\_\_\_
- Monthly \$ \_\_\_\_\_
- Other \$ \_\_\_\_\_
- Requirements contract - Requisition required.
- Purchase Order No. \_\_\_\_\_
- Requirements Not to Exceed \$ \_\_\_\_\_

### REQUIRED SIGNATURES:

Department Manager [Signature] Date 5-28-91

Purchasing Director (Class II Contracts Only) \_\_\_\_\_ Date \_\_\_\_\_

County Counsel [Signature] Date 6/3/91

County Chair/Sheriff [Signature] Date 6/13/91

| VENDOR CODE |      |        | VENDOR NAME  |         |          |                    |         | TOTAL AMOUNT \$ |                  |        |              |
|-------------|------|--------|--------------|---------|----------|--------------------|---------|-----------------|------------------|--------|--------------|
| LINE NO.    | FUND | AGENCY | ORGANIZATION | SUB ORG | ACTIVITY | OBJECT Rev. Source | SUB OBJ | REPT CATEG      | LGFS DESCRIPTION | AMOUNT | INC/ DEC IND |
| 01.         | 161  | 030    | 6640         |         |          | 4900               |         |                 |                  |        |              |
| 02.         |      |        |              |         |          |                    |         |                 |                  |        |              |
| 03.         |      |        |              |         |          |                    |         |                 |                  |        |              |

INSTRUCTIONS ON REVERSE SIDE

WHITE - PURCHASING    CANARY - INITIATOR    PINK - CLERK OF THE BOARD    GREEN - FINANCE



# WAGE SUBSIDY AGREEMENT

Department of Insurance & Finance • Workers' Compensation Division  
Rehabilitation Review Section • Reemployment Assistance Reserve

## EMPLOYER

Legal Name: Multnomah County  
Doing Business As: Multnomah County  
Address: 1120 SW Fifth Avenue, 14th Floor  
Portland, Oregon 97204  
Phone: 248-5190  
WCD Employer Reg. No.: 5880729  
WCD Insurer: Self-Insured - Scott Wetzel Svcs.  
Federal Tax ID No.: 936002309  
Unemployment Ins. Reg. No.: 502083

## WORKER

Name: Donald J. Miller  
Address: 11500 NE Fremont Court  
Portland, OR 97220 Phone: \_\_\_\_\_  
Social Security No.: 543-52-2346  
Insurer at Injury: Multnomah County  
Claim No.: 002722 Hire Date: 6/1/91  
Date of Injury: 6/14/88 Preferred Worker No.: E42-7180  
Job at Injury: Road Maintenance Worker  
 New Employer  Modified Job  
 Same Employer  New Job

*Employer at Injury or Employer at Aggravation — Premium Exemption and Wage Subsidy may be provided with prior Division approval for the worker's regular employment only when substantial job alteration is necessary or substantial worksite modification is required to accommodate the worker's permanent limitations as a result of the Injury.*

The employer and worker must be eligible for reemployment assistance as prescribed in OAR 436-110.

The employer must have and shall maintain workers' compensation insurance.

The worker, employer, and the Department of Insurance & Finance (Department), enter into the following agreement:

- The employer agrees to employ the worker in an approved suitable job according to the same business practices and personnel policies affecting all employees.
- The employer agrees to employ the worker on a permanent basis as a (Position Title) Bridge Operator (DOT Code) 371.362-010 at the base wage of \$9.52 per  hour  week  month.
- The Department, as prescribed in OAR 436-110, will reimburse 50 percent of the wages paid the worker for six months. (Wages include paid leave but do not include commission, tips, overtime, board, rent, housing, or other payment.) Total reimbursement is not to exceed \$5,200.00.
- To obtain reimbursement, the employer must submit a Department-issued reimbursement request (Form 1427) to the Department.
- This agreement ceases if employment ends prior to the agreement termination date, or the Department may end this agreement by written notice to the employer and worker, if the employer or worker has not complied with all other appropriate state and federal statutes regarding employment.
- If this agreement is terminated because of any breach, default, or omission by the employer, the Department will be reimbursed for all costs as determined appropriate by the Department.

**THIS AGREEMENT IS NOT VALID UNTIL SIGNED BY A REPRESENTATIVE OF THE DEPARTMENT OF INSURANCE & FINANCE.**

*I have reviewed the job analysis for this position, and can perform this job.  
I have the knowledge, skills, abilities, and accept the wage for this job.*

REVIEWED:

[Signature]  
COUNTY COUNSEL FOR MULTNOMAH COUNTY

[Signature]  
Preferred Worker's signature  
[Signature]  
GLADYS MCCOM, MULTNOMAH COUNTY CHAIR  
Department Representative (State of Oregon)

5-8-91  
Date  
6/13/91  
Date  
Date

**If you have questions or need further assistance, please contact the worker's Insurer, vocational counselor or the Rehabilitation Review Section in Salem at 378-5421, or 1-800-445-3948.**

Send to: Rehabilitation Review Section  
21 Labor & Industries Building, Salem, OR 97310

(440-2190) (12/90/DIF/CSS)

RRS Use only

Effective Date: \_\_\_\_\_  
Termination Date: \_\_\_\_\_



# JOB ANALYSIS FOR WAGE SUBSIDY

Department of Insurance & Finance • Workers' Compensation Division  
Rehabilitation Review Section • Reemployment Assistance Reserve

## EMPLOYER

(Fill out this section)

Employer Multnomah County

Contact Person/Title Mary Cosby, Workers' Compensation Specialist

Employer at Injury or Employer at Aggravation — If the wage subsidy requested is for regular work which is modified, please explain how the job duties or the work site have been substantially modified (requires prior Rehabilitation Review Section approval):

Worker Information:

Job Title Bridge Operator

Hours Per Week 40

Job Duties Responsible for operations of 4 bridges over the Willamette River. Observe and control waterway and road traffic.

I certify that this job analysis is true and correct:

Employer Signature \_\_\_\_\_

Date \_\_\_\_\_

Physical Requirements - Please check the correct box for each task the worker will do on this job.

| Body Movements          | Total hours in 8-hour day |     |     |     |     |
|-------------------------|---------------------------|-----|-----|-----|-----|
|                         | 0-1                       | 1-3 | 3-6 | 6-8 | N/A |
| Bend at waist           |                           | X   |     |     |     |
| Twist upper body        |                           | X   |     |     |     |
| Kneel                   |                           | X   |     |     |     |
| Walk - Uneven Surface   | X                         |     |     |     |     |
| Climb                   |                           |     | X   |     |     |
| Reach Above Shoulder    |                           | X   |     |     |     |
| Repetitive Use of Hands | X                         |     |     |     |     |
| (a) Squeezing           | X                         |     |     |     |     |
| (b) Keyboarding         | X                         |     |     |     |     |
| Operate Foot Controls   | X                         |     |     |     |     |
| Crouch                  | X                         |     |     |     |     |

| Endurance | Total hours in 8-hour day |     |     |     |     |
|-----------|---------------------------|-----|-----|-----|-----|
|           | 0-1                       | 1-3 | 3-6 | 6-8 | N/A |
| Sit       |                           |     |     | X   |     |
| Stand     |                           | X   |     |     |     |
| Walk      |                           | X   |     |     |     |

| Physical     | Total hours in 8-hour day |     |     |     |     | On wheels? N/A |    |
|--------------|---------------------------|-----|-----|-----|-----|----------------|----|
|              | 0-1                       | 1-3 | 3-6 | 6-8 | N/A | YES            | NO |
| <b>Lift</b>  |                           |     |     |     |     |                |    |
| 1 - 10 lbs.  |                           | X   |     |     |     |                |    |
| 11 - 20 lbs. |                           | X   |     |     |     |                |    |
| 21 - 50 lbs. | X                         |     |     |     |     |                |    |
| over 50 lbs. | X                         |     |     |     |     |                |    |
| <b>Carry</b> |                           |     |     |     |     |                |    |
| 1 - 10 lbs.  |                           | X   |     |     |     |                |    |
| 11 - 20 lbs. |                           | X   |     |     |     |                |    |
| 21 - 50 lbs. | X                         |     |     |     |     |                |    |
| over 50 lbs. | X                         |     |     |     |     |                |    |
| <b>Push</b>  |                           |     |     |     |     |                |    |
| 1 - 10 lbs.  | X                         |     |     |     |     |                |    |
| 11 - 20 lbs. | X                         |     |     |     |     |                |    |
| 21 - 50 lbs. | X                         |     |     |     |     |                |    |
| over 50 lbs. | X                         |     |     |     |     |                |    |
| <b>Pull</b>  |                           |     |     |     |     |                |    |
| 1 - 10 lbs.  | X                         |     |     |     |     |                |    |
| 11 - 20 lbs. | X                         |     |     |     |     |                |    |
| 21 - 50 lbs. | X                         |     |     |     |     |                |    |
| over 50 lbs. | X                         |     |     |     |     |                |    |

## PREFERRED WORKER

(Fill out this section)

Preferred Worker Donald J. Miller

Type of Injury Back/discectomy

According to my doctor, I can lift up to: 35 lbs.

According to my doctor, other physical limits are: Avoid repetitive bending, stooping, twisting, and lifting

### OPTIONAL

My patient  is  is not released to do this job.

Physician Signature \_\_\_\_\_

Date \_\_\_\_\_

If you do not know if you can do this job, ask your doctor to look at this Job Analysis.

Donald J. Miller

Worker Signature

5-8-91  
Date

REVERSE SIDE OF NEW PREFERRED WORKER CARD  
TO BE FILLED OUT BY EMPLOYER AND WORKER AS INSTRUCTED

**Employer:** When you hire a Preferred Worker, you do not pay workers' compensation insurance premiums or premium assessments on that worker for three years. If the Preferred Worker has a new injury during this time, the Workers' Compensation Division will repay your insurer all claim costs. Your rates will not go up because of that claim. *Employer at Injury or Employer at Aggravation: Premium Exemption will only be approved if substantial job alteration or worksite modification is required.*

When you hire a Preferred Worker you must:

- Maintain Oregon workers' compensation insurance.
- Pay workers' compensation employer assessments (cents per day) and withhold employee contributions (cents per day) on the Preferred Worker.
- Complete, sign and date this card no later than 14 days after hiring.
- Mail this card no later than 7 days after signing.

If you are using Wage Subsidy, attach the Job Analysis and Agreement form to this card. *Questions? Call 1-800-445-3948 or (503) 378-5421.*

Employer's Legal Name: Multnomah County

Doing Business As: Multnomah County Phone: 248-5190

Address: 1120 SW Fifth Avenue, 14th Floor

City: Portland State: OR Zip: 97204

Hire Date: 6/1/91 Title of Job: Bridge Operator

Workers' Comp. Insurer: Self-Insured, Scott Wetzel Services

WCD Reg. No.: 5880729 Unemployment Ins. Reg. No.: 502083

Employer's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Job at Injury: Road Maintenance

Worker's Signature: Donald J. Miller Date: 5-8-91

Send completed card to:

Rehabilitation Review Section, 21 Labor & Industries Bldg, Salem, OR 97310



# MULTNOMAH COUNTY OREGON

BOARD OF COUNTY COMMISSIONERS  
GLADYS McCOY  
PAULINE ANDERSON  
GARY HANSEN  
RICK BAUMAN  
SHARRON KELLEY

DEPARTMENT OF GENERAL SERVICES  
PORTLAND BUILDING  
1120 SW FIFTH, 14TH FLOOR  
PORTLAND, OR 97204-1934

AT OTHER LOCATIONS:

OFFICE OF THE DIRECTOR (503) 248-3303  
EMPLOYEE SERVICES (503) 248-5015  
FINANCE (503) 248-3312  
LABOR RELATIONS (503) 248-5135

ADMINISTRATIVE SERVICES (503) 248-5111  
ASSESSMENT & TAXATION (503) 248-3345  
ELECTIONS (503) 248-3720  
INFORMATION SERVICES (503) 248-3749

## MEMORANDUM

TO: VIRGINIA L. WEBSTER, ADMINISTRATIVE ASSISTANT

FROM: MARY L. COSBY, RISK MANAGEMENT *Mary*

DATE: MAY 17, 1991

RE: WORKERS' COMPENSATION  
DONALD MILLER  
WAGE SUBSIDY AGREEMENT

As we discussed attached is the wage subsidy agreement regarding Donald Miller. You will note in the attached letter that Linda Weidig indicates that the County requires wage subsidy agreements to be reviewed and signed by the commissioners. That was how we previously understood that it needed to be accomplished we have since found out that a revenue contract will suffice.

Thank you for your help. If you have questions, please do not hesitate to call me at 248-5190.

May 8, 1991

Mary Cosby, Risk Management  
Multnomah County  
1120 SW Fifth Avenue, 14th Floor  
Portland, Oregon 97204

RE: Donald J. Miller  
Claim No.: 002722

Dear Mary:

Enclosed are the wage subsidy agreement and job analysis forms. I completed a copy of what is on the reverse side of the new Preferred Workers card. On the wage subsidy agreement form (bottom left hand corner), is where the County Commissioners are required to sign. On the job analysis for wage subsidy form, the employer signs on the upper left hand corner, certifying that the job analysis is true and correct. It has been reviewed by both Vern Souders and Bart Bonney. On the reverse side of the Preferred Workers card, at the bottom, the employer's signature and dates are required. Mr. Miller has signed off.

The return to work date is June 1, 1991. Vern Souders explained that even though Mr. Miller returned to work on April 7, 1991, he has been in an in-house training phase. Mr. Souders reports that he anticipates Mr. Miller will be certified to operate all bridges and begin a regular full time assignment on June 1, 1991. Therefore, the Workers' Compensation Department will reimburse Mr. Miller's wages 50% from June 1, 1991 through the 1st week of November, 1991.

**ADMINISTRATIVE OFFICE:**

P.O. BOX 7545, EUGENE, OREGON 97401 (503) 342-4234, FAX (503) 683-8829

**REGIONAL OFFICES:**

OREGON: PORTLAND, SALEM, EUGENE, COOS BAY, ROSEBURG, MEDFORD  
WASHINGTON: SPOKANE, WENATCHEE, SEATTLE  
CALIFORNIA: REDDING, SACRAMENTO

After the forms are signed, please mail to Rehabilitation Review Section for processing.

If you have any questions, please call 244-9836.

Respectfully,

*Linda D. Weidig/mL*

Linda D. Weidig, M.S., C.R.C.  
Disability Management Consultant

6600 SW 92nd Ave., #24  
Portland, Oregon 97223  
(503) 244-9836

Attachments: Wage Subsidy Agreement  
Job Analysis for Wage Subsidy form  
Reverse side of the Preferred Workers card  
(Completed)

smd/crd/pl333886

**ADMINISTRATIVE OFFICE:**

P.O. BOX 7545, EUGENE, OREGON 97401 (503) 342-4234, FAX (503) 683-8829

**REGIONAL OFFICES:**

OREGON: PORTLAND, SALEM, EUGENE, COOS BAY, ROSEBURG, MEDFORD  
WASHINGTON: SPOKANE, WENATCHEE, SEATTLE  
CALIFORNIA: REDDING, SACRAMENTO

April 24, 1991

Re-Employment Specialist  
Preferred Worker Program  
Workers' Compensation  
Rehabilitation Review Section  
21 Labor and Industries Bldg.  
Salem, Oregon 97310

RE: Donald J. Miller  
WCD NO: E42-7180  
SS NO: 543-52-2346

Wage Subsidy/Premium Exemption

Dear Re-Employment Specialist:

Mr. Miller was referred for an Eligibility Evaluation and was determined eligible for vocational assistance under the administrative rules on November 29, 1990.

Mr. Miller sustained two prior back injuries from 1979 through 1989. Regarding the particular incident of June 14, 1988, Mr. Miller failed to respond to conservative treatment, and underwent an L5-S1 lumbar discectomy on October 19, 1988. He returned to regular work in 1988, and was declared medically stationary in April 1989.

The following October, on the 11th, 1989, Mr. Miller received a Determination Order of 19% PPD for his low back. Mr. Miller continued to work from December 1989 through July 1990 as a Parking Garage Attendant, with Multnomah County. He filed an aggravation of his condition in January of 1990 and remained on light duty until July of 1990, when the employer indicated they could no longer accommodate his physical capabilities.

Mr. Miller was determined medically stationary again on August 3, 1990, by his treating physician, Dr. Brett. Dr. Brett indicates that Mr. Miller's physical restrictions include avoiding repetitive bending, stooping, twisting, and lifting. Mr. Miller is not to carry more than 35 pounds at one time, and should avoid sitting and standing for more than two consecutive hours.

Don Winkley, Personnel Analyst, arranged for Mr. Miller to interview for a position as Bridge Operator. Consequently, an offer of this position was made to Mr. Miller. He did return to work on April 7, 1991, for job orientation requiring training on

**ADMINISTRATIVE OFFICE:**

P.O. BOX 7545, EUGENE, OREGON 97401 (503) 342-4234, FAX (503) 683-8829

**REGIONAL OFFICES:**

OREGON: PORTLAND, SALEM, EUGENE, COOS BAY, ROSEBURG, MEDFORD  
WASHINGTON: SPOKANE, WENATCHEE, SEATTLE  
CALIFORNIA: REDDING, SACRAMENTO

all four of the bridges operated by Multnomah County. His actual return to work date, on a full time permanent assignment, working independently is June 1, 1991. The DOT Code number for Bridge Operator is: 371.362-010. Mr. Miller is earning \$9.52 per hour. Dr. Brett has released Mr. Miller for the bridge operator position. This position is sedentary with some light category aspects.

Multnomah County is requesting reimbursement of 50% of these wages for a period of six months, in addition to premium exemption benefits and claim cost reimbursement under the Preferred Workers' Program.

This request may be submitted to Rehabilitation Review Section beyond the 21 day period allotted by the Department. Multnomah County requires that their county commissioners review and sign the paper work.

If there are any questions, please call 244-9836.

Respectfully,

*Linda D. Weidig/ml*

Linda D. Weidig, M.S., C.R.C.  
Disability Management Consultant

6600 SW 92nd Ave., #24  
Portland, Oregon 97223  
(503) 244-9836

Attachment: Wage Subsidy Agreement  
Job Analysis for Wage Subsidy  
Reverse side of the Preferred Workers' Card

smd/crd/pl333856

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WASHINGTON: SPOKANE, WENATCHEE, SEATTLE  
CALIFORNIA: REDDING, SACRAMENTO

Meeting Date JUN 13 1991  
Agenda No.: R-6

(Above space for Clerk's Office Use)

AGENDA PLACEMENT FORM  
(For Non-Budgetary Items)

SUBJECT: Metropolitan Greenspaces Phase 3

BCC Informal \_\_\_\_\_ (date) BCC Formal \_\_\_\_\_ (date)

DEPARTMENT Environmental Services DIVISION Park Services

CONTACT Charles Ciecko TELEPHONE 5050

PERSON(S) MAKING PRESENTATION Charles Ciecko, Mel Huie, Metro

ACTION REQUESTED:

/ / INFORMATIONAL ONLY      / / POLICY DIRECTION      /X/ APPROVAL

ESTIMATED TIME NEEDED ON BOARD AGENDA: 5 minutes

CHECK IF YOU REQUIRE OFFICIAL WRITTEN NOTICE OF ACTION TAKEN: YES

BRIEF SUMMARY (include statement of rationale for action requested, as well as personnel and fiscal/budgetary impacts, if applicable):

The Park Services Division is transferring \$16,000 to Metro as Multnomah County's share of Phase 3 costs of the Metropolitan Greenspaces Program. Phase 3 will continue analysis and data collection for the natural area inventory.

*Continued to 6-20-91.*

(If space is inadequate, please use other side)

SIGNATURES:

ELECTED OFFICIAL \_\_\_\_\_

Or

DEPARTMENT MANAGER *cc* 

(All accompanying documents must have required signatures)



**CONTRACT APPROVAL FORM**  
(See Administrative Procedure #2106)

Contract # 302301

Amendment # \_\_\_\_\_

MULTNOMAH COUNTY OREGON

| CLASS I   | CLASS II  | CLASS III   |
|---|---|---|
| <input type="checkbox"/> Professional Services under \$10,000 | <input type="checkbox"/> Professional Services over \$10,000 (RFP, Exemption)<br><input type="checkbox"/> PCR B Contract<br><input type="checkbox"/> Maintenance Agreement<br><input type="checkbox"/> Licensing Agreement<br><input type="checkbox"/> Construction<br><input type="checkbox"/> Grant<br><input type="checkbox"/> Revenue | <input checked="" type="checkbox"/> Intergovernmental Agreement |

Contact Person Charles Ciecko Phone 5050 Date 5/17/91

Department Environmental Services Division Park Services Bldg/Room 425

Description of Contract An Intergovernmental Agreement between Multnomah County and the Metropolitan Services District for Phase III of the Metropolitan Greenspaces Program

RFP/BID # \_\_\_\_\_ Date of RFP/BID \_\_\_\_\_ Exemption Exp. Date \_\_\_\_\_

ORS/AR # \_\_\_\_\_ Contractor is  MBE  WBE  QRF

Contractor Name Mei Huie, Metro

Mailing Address 2000 SW First Ave.

Portland, OR 97201-5398

Phone 220-1186

Employer ID # or SS # \_\_\_\_\_

Effective Date Upon Execution

Termination Date Feb. 29, 1992

Original Contract Amount \$ 16,000.00

Amount of Amendment \$ \_\_\_\_\_

Total Amount of Agreement \$ 16,000.00

Payment Term

Lump Sum \$ \_\_\_\_\_

Monthly \$ \_\_\_\_\_

Other \$ \_\_\_\_\_

Requirements contract - Requisition required.

Purchase Order No. \_\_\_\_\_

Requirements Not to Exceed \$ \_\_\_\_\_

**REQUIRED SIGNATURES:**

Department Manager *[Signature]* Date 5-21-91

Purchasing Director \_\_\_\_\_ Date \_\_\_\_\_  
(Class II Contracts Only)

County Counsel \_\_\_\_\_ Date \_\_\_\_\_

County Chair/Sheriff \_\_\_\_\_ Date \_\_\_\_\_

| VENDOR CODE |      |        | VENDOR NAME  |         |          |        |         |            | TOTAL AMOUNT     |        | \$           |  |
|-------------|------|--------|--------------|---------|----------|--------|---------|------------|------------------|--------|--------------|--|
| LINE NO.    | FUND | AGENCY | ORGANIZATION | SUB ORG | ACTIVITY | OBJECT | SUB OBJ | REPT CATEG | LGFS DESCRIPTION | AMOUNT | INC/ DEC IND |  |
| 01.         | 100  | 030    | 5350         |         |          | 6110   |         |            |                  |        |              |  |
| 02.         |      |        |              |         |          |        |         |            |                  |        |              |  |
| 03.         |      |        |              |         |          |        |         |            |                  |        |              |  |

INSTRUCTIONS ON REVERSE SIDE

WHITE - PURCHASING    CANARY - INITIATOR    PINK - CLERK OF THE BOARD    GREEN - FINANCE

INTERGOVERNMENTAL AGREEMENT

Between the Metropolitan Service District  
and Multnomah County

THIS AGREEMENT, made and entered into as of the \_\_\_\_ day of \_\_\_\_\_, by and between the METROPOLITAN SERVICE DISTRICT, hereinafter referred to as "Metro," whose address is 2000 S.W. First Ave., Portland, OR 97201-5398, and MULTNOMAH COUNTY, hereinafter referred to as "County," whose address is 1021 S.W. Fourth Ave., Portland, OR 97204.

**WITNESSETH:**

WHEREAS, It would be in the public interest for local governments, Metro and the state of Oregon to cooperate and work together in addressing regional park and natural areas issues affecting the Portland metropolitan area; and

WHEREAS, Metro will conduct an analysis of natural areas within the region as part of the Metropolitan Greenspaces Program as described in Attachment "A" and Attachment "B" attached hereto; and

WHEREAS, the total cost for the project is \$169,809. The County agrees to contribute \$16,000 to Metro to complete this analysis for the entire geographic area of the County; and

WHEREAS, The County, the state of Oregon, local governments and Metro are direct beneficiaries of the regional natural areas analysis, and are willing to contribute to the funding of said project, now, therefore,

IN CONSIDERATION of those mutual promises and the terms and conditions set forth hereafter, and under authority of the ORS Chapter 190.010 and 190.110, the parties agree as follows:

1. TERM:

The term of this Agreement shall be from date of execution to and including February 29, 1992.

2. CONTRIBUTION:

The County agrees to pay SIXTEEN THOUSAND DOLLARS and No/100ths (\$16,000) by June 30, 1991 to Metro for the regional natural areas analysis project.

3. FISCAL AGENT:

Metro shall be the fiscal agent for all entities contributing to the project. Metro shall receive and account for all contributions and expenditures necessary to complete the project.

4. METRO's PROJECT OFFICER:

Metro's Project Officer is Mel Huie. Metro shall give prompt written notice of any redesignation of its Project Officer.

5. ACCESS TO RECORDS:

The County shall have access to such books, documents, receipts, papers, and records of Metro that are directly pertinent to this Agreement for the purpose of making audit, examination, excerpts, and transcripts.

6. WORK IS PROPERTY OF METRO and the COUNTY:

All work performed under this Agreement for the geographic area covering Multnomah County shall be the property of Metro and the County.

IN WITNESS WHEREOF, the parties have caused this Intergovernmental Agreement to be executed by their duly appointed officers the date first written above.

MULTNOMAH COUNTY

METROPOLITAN SERVICE DISTRICT

By: cc \_\_\_\_\_

By \_\_\_\_\_

Name: \_\_\_\_\_

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Title: \_\_\_\_\_

APPROVED AS TO FORM:

\_\_\_\_\_  
Multnomah County Counsel

*"Attachment A"*

## Scope of Work:

## URBAN NATURAL AREAS ANALYSIS FOR METROPOLITAN GREENSPACES

I. PROJECT DESCRIPTIONA. Project Summary

This project involves the analysis of remotely sensed and field collected data concerning natural areas in the Portland Metropolitan Service District (Metro) Region. Eight discrete tasks are identified:

1. Review of the sufficiency of previously collected field data for providing a statistically reliable sample of the natural areas in the region;
2. Updating and maintenance of the database developed in the previous inventory phase of this project;
3. Performance of additional field surveys (if needed) in order to provide a sufficiently detailed cross-section of sites in the region;
4. Analysis of the natural areas data using numeric and spatial analytical techniques;
5. Identification of additional sets information that might be used in conjunction with the natural areas data to analyze and identify present and future patterns of natural areas preservation and loss;
6. Analysis of the natural areas data in conjunction with additional data;
7. Define values of natural areas and the contribution that they make to the metropolitan region can be effectively evaluated;
8. Establishment of priorities for the acquisition and preservation of specific natural areas sites.

B. Project Goals and Purpose

In 1989 Metro, through its Parks and Natural Areas Advisory Group, initiated a study of natural areas in the region. Phase 1 of that study involved the acquisition of current color infrared aerial photography of the region and was performed in May and June, 1989.

In September, 1989, Metro contracted with Portland State University to perform Phase 2, an inventory of the "Natural Areas" within the Metropolitan Service District. That inventory was completed in the Fall, 1990 and consisted of aerial photo interpretation and mapping of natural areas, field surveys of more than 100 sites, and entry of the map and field data into an Arc/Info Geographical Information System. The results of Phase 2 will provide the basis for:

1. identifying areas of region-wide importance;
2. developing a short-term strategy for the monitoring and

protection of natural areas;

3. developing a long-term plan for the acquisition, permanent protection and management of natural areas;
4. developing a digital database of natural areas information to serve as a component of Metro's developing RLIS system.
5. providing a set of baseline data from which to monitor and evaluate future changes in natural areas.

Phase 3 of the study focusses on the analysis of the data collected during Phase 2. The analysis will include several elements, including a description and summary of existing conditions in the study area, an evaluation of ecological interactions that relate to habitat quality, an appraisal of the potential impacts on natural areas of future region-wide development, an examination of the ways that adverse impacts might be avoided or mitigated, an identification of general areas where acquisition may be most appropriate, and the generation of ecological guidelines for optimizing management of natural areas within the Metropolitan Service District boundaries.

#### C. Task Descriptions

This project has been divided into eight separate tasks. Initial contracting will not include all tasks and actual contracting for individual tasks will occur as Metro acquires the necessary funds. As additional funds become available, Portland State University will be notified by a contract amendment from Metro to proceed on the additional task(s).

Though the description of the tasks below generally follows the sequence in which they should be performed for logical management of the project, some flexibility in the sequence is possible as the project develops.

### 1. Review Field Data Sufficiency

In order to be able to perform the field survey portion of the inventory at the optimal season (late Spring), the selection of field survey sites had to be made in the early Spring, prior to the entry of the data into the computer mapping system and when there was still only a preliminary understanding of the character and mix of sites. To ensure that the number of field visits provides sufficient detail on the full range of sites for statistical analysis, a review will be performed of the existing field data.

- 1.1 Analyze Field Data. This will deal primarily with whether the number of sites sampled in the field provides a representative sample of the vegetation communities and their geographic distribution with the study area.
- 1.2 Prepare Report. A description of the sufficiency of the data will be included. If the number of surveyed sites is insufficient, the areas and kinds of insufficiency will be detailed and recommendations will be on additional site visits.

### 2. Update Natural Areas Database

The system of field survey data has been designed for ease of update and expansion with additional data. This additional data will likely come from two sources. First, many field personnel from agencies and consultants in the Portland-Vancouver metropolitan region have agreed to use the field data collection forms that were developed for the inventory project. Since they are involved in ongoing project work there is a need to regularly enter their new data into the Natural Areas Database (NAD). Second, there is a great deal of data available in existing studies. However, this data needs to be collated and transferred into the NAD format.

To ensure that both of these sources of data are entered into the database, student personnel will be supervised in the task of maintaining and updating the database. This will provide the mechanism for expanding the database established during the inventory and will ensure that there will be an improved working set of information available for future natural areas planning.

- 2.1 Collect Reports. Local researchers will be contacted and existing reports, studies; and species lists for sites will be collected.
- 2.2 Code Data Sheets. The materials will be read and their data recorded on the data collection forms.
- 2.3 Enter Data. The data derived from the existing studies as well as the data from new forms provided by field workers will be entered into the NAD.
- 2.4 System Maintenance. Recommendations will be made on how to maintain and update the information base for natural areas.

### 3. Field Surveys

This task will be use the results from Task 1 to select and survey additional sites.

- 3.1 Identify Survey Sites. Based on the parameters recommended in the Task 1 report, additional sites for field survey will be selected.
- 3.2 Perform Surveys. Field surveys will be performed using the same techniques as in the initial inventory and recorded on the field data collection forms.
- 3.3 Enter Data into NAD. Data from the field forms will be entered into the Natural Areas Database.
- 3.4 Prepare Report. The results of the field survey and the data summarization will be described.

### 4. Develop Natural Areas Maps and Descriptive Statistics

The goal of this portion of the analysis is to identify the key features of the inventoried natural areas data and their spatial characteristics. This analysis will rely heavily on statistical methodology and the spatial data manipulation capabilities of the geographic information system (GIS). These will be used for producing a number of maps and graphics.

- 4.1 Photo Interpreted Data. Preparation of maps and statistics on acreage and number of sites for: (a) all natural areas, (b) each natural area category, (c) connected natural areas, (d) isolated natural areas, (e) sites that are isolated but that have nearby sites and would be usefully connected (i.e., sites that are not now connected but could be connected via one or two acquisitions of property).
- 4.2 Field Survey Data. The field survey provided a number of additional parameters that will be examined. This will involve the preparation of maps and statistics for some selected summary parameters: (a) all surveyed areas, (b) various individual categories.
- 4.3 Indexed Data. This task will explore the development of quantitative indexes for selected parameters of the field survey data, such as diversity of plant and wildlife species, species diversity vs area size, species diversity vs habitat type, and species diversity vs degree of isolation. Such indexes may prove to be important indicators of site quality.
- 4.4 Examine Variation. A key part of the analysis will look at the variation within and between mapped vegetation types. The results of the index development in Task 4.3 will be applied here. The feasibility of extrapolating some of the parameters of the field data to the various photo interpreted sites, then maps and statistics on acreage and number of sites will be prepared for (a) all natural areas, (b) each natural area category, (c)

connected natural areas; (d) isolated natural areas will be investigated.

4.6. Habitat Distribution and Interconnections. An evaluation of the existing spatial relationships of natural areas, identifying areas where connections are in good condition and areas where connections can be enhanced.

4.7 Prepare Report. This report will consist primarily of maps accompanied by descriptive and explanatory text.

#### 5. Identify Additional Data

Among the types of additional data that would be of importance for the natural areas analysis are zoning, population densities, E-zone boundaries, floodplain delineations, wetland delineations, present and projected land uses, transportation plans (including trails and bike paths), utility right-of-ways, severe slope and unstable soils information, aquifer and recharge area delineations, land ownership, stream sub-basins outlines, original land cover, historical patterns of natural area change, and assessed valuation of properties.

Metro's Data Resource Center (DRC) is in the process of developing a Regional Land Information System (RLIS) using the Arc/Info Geographic Information System. Their major task at present is the compilation and entering of data. Much of the data that would be necessary for the natural areas analysis either is or will be included in RLIS and there is no need for this project to duplicate their data collection effort. However, it is essential that the analysis team work closely with the DRC personnel to coordinate the analysis effort with the DRC's compilation effort.

5.1 Identify Overall Needs. Determine which data layers would be most useful to analyze in conjunction with the natural areas data and the form of these analyses.

5.2 Meet with DRC. Several meetings will be necessary with DRC personnel to determine which data they can provide, the details of that data (age, spatial resolution, attributes, etc.), and its suitability for use with the natural areas data. This will also allow for exploring other sources of data that DRC may be aware of.

5.3 Identify Additional Needs. Identify needs for data additional to that to be provided by the DRC or other agencies. Determine the best method of acquiring this additional data, including the possibility of digitization by the analysis team.

5.4 Prepare Report. This would include a listing of the data needs, how the various data sets would be employed in subsequent analysis, and the general plan for acquiring the data.

#### 6. Perform Analysis of Combined Data

Analysis of the data in previous tasks has looked simply at

the characteristics of the natural areas data in isolation. One of the major advantages of the GIS approach to storing and manipulating spatial data is that it provides a tool that allows consideration of the data in relation to other data sets. This task will take advantage of that ability to deal with multiple spatial data sets to analyze the data in conjunction with other landscape patterns and will use the data sets identified in Task 5. The level of analysis will be dependent on the amount and types additional information available.

- 6.1 Development Susceptibility. This analysis will attempt to identify the potential susceptibility of natural areas to development, as determined from adjacent land uses and other factors.
- 6.2 Adjacent Land Use Effects. This task will be based on data collected during the field surveys and will assess the possible degree and kinds of impacts resulting from adjacent land uses, especially on items such as corridor integrity, habitat interspersions, isolation of individual natural area patches, effects of alien / invasive species, etc.
- 6.3 Build-out Scenarios. This will explore the relationship between projected population changes, future development, human disturbance, and various natural area protection strategies to identify a "future map" of the area.
- 6.4 Connections. This will explore the connections between already protected natural areas and areas that are not yet protected.
- 6.5 Prepare Report. Overall conclusions regarding the abundance, variety, and condition of urban natural areas will be provided. Probable impacts of future development will be described.

## 7. Define Values of Natural Areas

Following an examination of the various roles, functions and values of natural areas, a conceptual scheme will be developed that focuses on how these functions and values can be maximized in ways compatible with development.

- 7.1 Identification of Natural Areas Values. Through assessment of literature and discussions with planners, biologists and community leaders, the roles, functions and values of natural areas (e.g., habitat, flood control, water quality, aesthetics) will be identified.
- 7.2 Identify Alternatives. Several different systems of natural area protection will be identified, involving different patterns of natural areas and various levels of diversity and sizes.
- 7.3 Evaluate Alternatives. The various systems, representing different levels of natural area preservation, will be evaluated using existing information on costs and

- compatibility with land use plans available through RLIS.
- 7.4 Prepare Report. The natural areas values will be discussed and the advantages and disadvantages of each alternative will be summarized.

8. Establish Acquisition Priorities

Working within the framework of developing the general system identified in Task 7, criteria for prioritizing acquisition will be developed.

- 8.1 Develop Evaluation Criteria. Evaluation criteria for individual sites will be developed, incorporating the values identified in Task 7.
- 8.2 Prepare Report. This will present and discuss the criteria developed.

## II. UPDATES AND BRIEFINGS

Metro will be provided with progress reports on a regular basis, both in the form of written status reports and verbal briefings.

### A. Personnel

Principal Investigator for the contractor will be Joseph Poracsky, Associate Professor of Geography, Portland State University. In addition to overall project supervision, he will have direct responsibility for the GIS and mapping tasks. Work on these areas will be performed by students at PSU.

Lynn Sharp and Esther Lev, Environmental Consultants, will be assisting in various aspects of the project and will have primary responsibility for the biological aspects.

Primary Metro contacts will be personnel from the Planning and Development Department, Richard Carson (Director), Patrick Lee (Regional Planning Supervisor), and Mel Huie (Senior Planner.)

### B. Coordination with Metropolitan Wildlife Refuge System

The goals of this project closely relate to the efforts of the Audubon Society of Portland to establish a Metropolitan Wildlife Refuge System in the Portland-Vancouver region. Successful completion of the aerial photo acquisition required for this project was the result of a cooperative effort with Portland Audubon and their assistance was invaluable in the completion of the inventory. It is anticipated that work on this analysis will continue to be coordinated with the Audubon Society's efforts surrounding the Refuge System.

### C. Schedule of Progress Reports

On the 15th of each month Metro will receive a memo describing progress to date, significant problems / questions encountered, and anticipated progress over the next one month period. At the completion of each major task there will be a detailed briefing of the Metro Staff.

## III. PROJECT PRODUCTS

Metro will provide a set of 1 inch = 2,000 foot aerial photos to PSU for use during the various stages of the project.

PSU will provide to Metro the following products:

### 1. Report and Recommendations on Data Sufficiency

A written report will be prepared that describes the sufficiency and/or the shortcomings of the collected field data and identifying what additional data, if any, needs to be collected.

### 2. Updated Database

As it is compiled and coded from existing sources or as it is

provided by ongoing field work, data will be entered into the existing database and delivered to Metro.

3. Report an Summary on Additional Field Surveys

(Note: this will only be provided if additional field surveys are deemed necessary and are performed.) A report will be prepared which summarizes the results of the additional surveys.

4. Report on Descriptive Characteristics of Natural Areas Data

A report will be prepared that describes the patterns and characteristics identified within the natural areas data.

5. Report on Additional Data

This report will detail the other types of data that should be utilized in combination with the natural areas data and the ways in which it should be employed.

6. Report on Spatial Analysis of Natural Areas

This will describe potential impacts of interaction between natural areas and other landscape features and processes, with the goal of detailing future patterns of natural areas that are likely to result from these interactions.

7. Report on Values of Natural Areas

The key values of natural areas will be discussed and a final system of natural areas proposed.

8. Report on Acquisition Priorities for Natural Areas

This will discuss the general areas and criteria for natural areas acquisition within the context of an integrated system.

IV. COMPENSATION SUMMARY

Portland State will enter into this price and performance contract on a task-by-task basis. Each task or group of tasks will require a written agreement between the two parties stipulating the fixed price cost for each task in question, the period of service for completing the task(s), and directing Portland State to proceed on a specific task or tasks.

Payment shall be made for each task upon the delivery to Metro of the final product(s) identified for that task and the receipt of an invoice from Portland State University.

ATTACHMENT B

PROJECT BUDGET/TERMS OF PAYMENT

1. Total costs shall not exceed \$90,315. until contract amendment(s) are approved by Metro authorizing expenditures up to a maximum of \$169,809.
2. Metro retains the right to contract with other parties or conduct the work in-house for the work tasks 5.1 through 8.2 per "Attachment A -- Scope of Work."
3. As additional funds for the project are raised and appropriated by Metro, they will be expended on this Agreement per Attachments A and B if Metro chooses to continue a contractual relationship with the University beyond work task 4.7. Contract amendments to this Agreement will be made at the appropriate time(s) to increase expenditures.
4. University will enter into this Agreement on a task-by-task basis. Each task or group of tasks, as detailed in Attachments A and B herein, exceeding \$90,315 will require contract amendment(s) and written agreements between the two parties. The amendments will stipulate the fixed price cost for each task in question, the period of service for completing the task(s), the dates of delivery of products and materials to Metro, and direct the University to proceed on the additional task(s).
5. Payments shall be made to the University within 14 business days following the receipt of an invoice for each task(s) and the delivery to Metro of the final products and materials as identified in "Attachment A -- Scope of Work." Final products and materials must be approved by Metro as to meeting the terms of this Agreement and as described in "Attachment A -- Scope of Work" prior to financial compensation to the University; and
6. This Agreement is in effect during the period December 15, 1989 through twelve (12) months beyond the date this Agreement is signed.
7. This Agreement will be carried out during two Metro fiscal years (FY 90-91 and FY 91-92). Metro budget and contract requirements will be followed to carry out this Agreement.
8. Payments to the University shall be sent to:

Portland State University  
Attn: Research Accounting  
P.O. Box 751  
Portland, Oregon 97207

"Attachment B"

Budget Estimate\*:  
METROPOLITAN GREENSPACES PROGRAM -  
URBAN NATURAL AREAS ANALYSIS

10/21/90

| Task                        | Poracsky        | Share           | Lev             | Students        | Supplies        | Total            |
|-----------------------------|-----------------|-----------------|-----------------|-----------------|-----------------|------------------|
| REVIEW DATA SUFFICIENCY     | \$1,036         | \$2,415         | \$2,243         |                 | \$510           | \$6,204          |
| 1.1 Analyze Field Data      | 10              | 20              | 20              |                 |                 | 50               |
| 1.2 Report                  | 10              | 10              | 10              |                 |                 | 30               |
| UPDATE NA DATABASE          | \$3,364         | \$2,810         | \$2,243         | \$9,660         | \$585           | \$18,670         |
| 2.1 Collect Reports         | 10              | 10              | 10              | 30              |                 |                  |
| 2.2 Code Data Sheets        | 10              | 15              | 10              | 200             |                 |                  |
| 2.3 Enter Data              | 20              |                 |                 | 40              |                 |                  |
| 2.4 System Maintenance      | 25              | 10              | 10              | 10              |                 |                  |
| FIELD SURVEYS               | \$2,019         | \$6,038         | \$5,980         | \$3,278         | \$1,827         | \$19,142         |
| 3.1 ID Survey Sites         | 2               | 5               | 5               | 5               |                 |                  |
| 3.2 Perform Surveys         | 2               | 55              | 60              |                 |                 | 117              |
| 3.3 Enter Data into NAD     | 10              |                 |                 | 40              |                 | 50               |
| 3.4 Report                  | 25              | 15              | 15              | 50              |                 | 105              |
| NA MAPS & DES STATS         | \$8,539         | \$12,478        | \$11,586        | \$10,350        | \$3,346         | \$46,299         |
| 4.1 PI Data Summary         | 20              |                 |                 | 40              |                 | 60               |
| 4.2 Field Data Summary      | 10              | 40              | 40              | 40              |                 | 130              |
| 4.3 Indexed Data Summ       | 40              | 30              | 30              | 40              |                 | 140              |
| 4.4 Examine Variation       | 20              | 25              | 25              | 40              |                 | 110              |
| 4.5 Extrap Data Summ        | 20              | 20              | 20              | 40              |                 |                  |
| 4.6 Habitat Distrib         | 15              | 20              | 20              | 40              |                 |                  |
| 4.7 Report                  | 40              | 20              | 20              | 60              |                 |                  |
| Subtotal - Tasks 1.1 - 4.7: |                 |                 |                 |                 |                 | \$90,315         |
| ID ADDITIONAL DATA          | \$3,623         | \$2,415         | \$2,243         | \$2,415         | \$632           | \$11,328         |
| 5.1 ID Overall Needs        | 20              | 10              | 10              | 20              |                 | 60               |
| 5.2 Meet with DRC           | 10              | 5               | 5               | 10              |                 | 30               |
| 5.3 ID Additional Needs     | 10              | 5               | 5               | 20              |                 | 40               |
| 5.4 Report                  | 30              | 10              | 10              | 20              |                 | 70               |
| ANALYZE COMBINED DATA       | \$8,798         | \$5,635         | \$5,233         | \$5,520         | \$1,885         | \$27,071         |
| 6.1 Dev Susceptibility      | 25              | 10              | 10              | 20              |                 | 65               |
| 6.2 Adjacent LU Effects     | 35              | 20              | 20              | 30              |                 | 105              |
| 6.3 Build-Out Scenarios     | 30              | 10              | 10              | 30              |                 | 80               |
| 6.4 Connections             | 30              | 10              | 10              | 40              |                 |                  |
| 6.5 Report                  | 50              | 20              | 20              | 40              |                 |                  |
| DEFINE VALUES OF NAs        | \$7,245         | \$6,440         | \$5,980         | \$4,140         | \$1,863         | \$25,668         |
| 7.1 ID NA Values            | 30              | 20              | 20              | 30              |                 |                  |
| 7.2 ID Alternatives         | 30              | 20              | 20              | 30              |                 |                  |
| 7.3 Evaluate Alt's          | 30              | 20              | 20              | 20              |                 |                  |
| 7.4 Report                  | 50              | 20              | 20              | 40              |                 |                  |
| ESTAB ADQ PRIORITIED        | \$5,175         | \$3,220         | \$4,485         | \$2,240         | \$384           | \$15,427         |
| 8.1 Develop Eval Crnt       | 50              | 20              | 40              | 30              |                 | 145              |
| 8.2 Report                  | 50              | 20              | 20              | 30              |                 | 120              |
| <b>TOTAL</b>                | <b>\$89,799</b> | <b>\$41,459</b> | <b>\$39,993</b> | <b>\$27,636</b> | <b>\$10,952</b> | <b>\$169,809</b> |

\* Numbers represent either hours or dollars (where noted with \$).

BUDGET MODIFICATION NO. DHS#41

**JUN 13 1991**

(For Clerk's Use) Meeting Date \_\_\_\_\_  
Agenda No. R-7

1. REQUEST FOR PLACEMENT ON THE AGENDA FOR \_\_\_\_\_ (Date)

DEPARTMENT: HUMAN SERVICES DIVISION: AGING SERVICES

CONTACT: Shirley Sanders TELEPHONE: 248-3646

\*NAME(S) OF PERSON MAKING PRESENTATION TO BOARD: Billi Odegaard/Jim McConnell

SUGGESTED AGENDA TITLE (To assist in preparing a description for the printed agenda)

DHS Budget Modification #41 adds \$57,515 in Title XIX Grant funds to the Aging Services Division, Long Term Care budget to fund community health nurses (through the Health Division) who are participating on multi-disciplinary teams serving at-risk elderly.

2. DESCRIPTION OF MODIFICATION (Explain the changes this Bud Mod makes. What budget does it increase? What do the changes accomplish? Where does the money come from? What budget is reduced? Attach additional information if you need more space.)

PERSONNEL CHANGES ARE SHOWN IN DETAIL ON THE ATTACHED SHEET

DHS Budget Modification #41 adds \$57,515 of Title XIX Grant funds, which brings total Title XIX funds to \$5,884,237, to the Internal Services line in the Aging Services Division Long Term Care (Org 1905) budget. These funds will be used to purchase community health nurse services through the Health Division.

3

3. REVENUE IMPACT (Explain revenues being changed and the reason for the change)

- Increase Org. 1905 Long Term Care by \$57,515 Title XIX Grant funds.
- Increase General Fund Indirect Support for Aging Services by \$3,739.
- Increase Service Reimbursement from F/S to General Fund by \$3,739.

4. CONTINGENCY STATUS (to be completed by Finance/Budget)

(Specify Fund) Contingency before this modification (as of \_\_\_\_\_) \$ \_\_\_\_\_  
(Date) After this modification \$ \_\_\_\_\_

*SMS*

|  |                        |   |                        |
|--|------------------------|---|------------------------|
| Originated By<br><u>James McConnell/SMS</u>  | Date<br><u>5/28/91</u> | Department Manager<br><u>Billi Odegaard</u> | Date<br><u>5/30/91</u> |
| Finance/Budget<br><u>Kathleen Jennis</u>     | Date<br><u>5/31/91</u> | Employee Relations                          | Date                   |
| Board Approval<br><u>Carrie A. Parkinson</u> | Date<br><u>6-13-91</u> |   |                        |

bm11/wp

*Sent Original to Kathy Jennis 6-18-91.*

RECEIVED  
 JUN 15 11 12 AM '91  
 CLERK OF COUNTY CLERK'S OFFICE  
 MULTNOMAH COUNTY  
 OREGON

28-May-91

File Name: bm11

EXPENDITURE

| TRANSACTION EB [ ]       |        | GM [ ] |        | TRANSACTION DATE |          | ACCOUNTING PERIOD  |                 |                | BUDGET FY 1990-91 |                            |                          |                             |
|--------------------------|--------|--------|--------|------------------|----------|--------------------|-----------------|----------------|-------------------|----------------------------|--------------------------|-----------------------------|
| Document Number          | Action | Fund   | Agency | Organi- zation   | Activity | Reporting Category | Object          | Current Amount | Revised Amount    | Change Increase (Decrease) | Subtotal                 | Description                 |
|                          |        | 156    | 010    | 1905             |          |                    | <del>7100</del> | 660            |                   | 57,515                     |                          | Internal Services           |
|                          |        | 156    | 010    | 1905             |          |                    | 7100            |                |                   | 3,739                      | 61,254                   | Indirect<br>TOTAL, ORG 1905 |
|                          |        | 100    | 010    | 0105             |          |                    | 7608            |                |                   | 3,739                      |                          | Cash Transfer               |
| TOTAL EXPENDITURE CHANGE |        |        |        |                  |          |                    |                 |                |                   | 64,993                     | TOTAL EXPENDITURE CHANGE |                             |

File Name: bm11

REVENUE

| TRANSACTION RB [ ]   |        | GM [ ] |        | TRANSACTION DATE |          | ACCOUNTING PERIOD  |                |                | BUDGET FY 1990-91 |                            |                      |  |
|----------------------|--------|--------|--------|------------------|----------|--------------------|----------------|----------------|-------------------|----------------------------|----------------------|--|
| Document Number      | Action | Fund   | Agency | Organi- zation   | Activity | Reporting Category | Revenue Source | Current Amount | Revised Amount    | Change Increase (Decrease) | Subtotal             | Description                              |
|                      |        | 156    | 010    | 1905             |          |                    | 2609           |                |                   | 57,515                     |                      | Title XIX                                |
|                      |        | 156    | 010    | 1905             |          |                    | 7601           |                |                   | 3,739                      | 61,254               | Gen.Fund Ind. Support<br>TOTAL, ORG 1905 |
|                      |        | 100    | 045    | 7410             |          |                    | 6602           |                |                   | 3,739                      |                      | Serv.Reimb./Gen.Fund                     |
| TOTAL REVENUE CHANGE |        |        |        |                  |          |                    |                |                |                   | 64,993                     | TOTAL REVENUE CHANGE |  |



# MULTNOMAH COUNTY OREGON

DEPARTMENT OF HUMAN SERVICES  
AGING SERVICES DIVISION  
AREA AGENCY ON AGING  
421 S.W. 5TH, 3RD FLOOR  
PORTLAND, OREGON 97204  
(503) 248-3646  
TDD: 248-3683

BOARD OF COUNTY COMMISSIONERS  
GLADYS McCOY • CHAIR OF THE BOARD  
PAULINE ANDERSON • DISTRICT 1 COMMISSIONER  
GRETCHEN KAFOURY • DISTRICT 2 COMMISSIONER  
RICK BAUMAN • DISTRICT 3 COMMISSIONER  
SHARRON KELLEY • DISTRICT 4 COMMISSIONER

## MEMORANDUM

TO: Gladys McCoy, County Chair

VIA: Bill Odegaard, Acting Director  
Department of Human Services

FROM: Jim McConnell, Director  
Aging Services Division *Jim McConnell*

DATE: May 28, 1991

SUBJECT: DHS Budget Modification #41

Recommendation: The Aging Services Division recommends Board of County Commissioner approval of the attached DHS Budget Modification #41 .

Analysis: DHS Budget Modification #41 increases Aging Services Division Long Term Care Internal Services budget by \$57,515 in Title XIX Grant funds. These funds will purchase community health nurse services through the County Health Division, in support of the multi-disciplinary teams serving at-risk elderly.

Background: The Aging Services Division, Social Services Division, and Health Division are together providing multi-disciplinary consultation and treatment services to elderly with mental health problems. These multi-disciplinary teams are spread throughout the county, except on the west side. The program originated from a State Divisions' of Mental Health and Senior and Disabled Services Division grant. The three county divisions have been able to leverage more funds for the teams due to the need, interest, and success of the teams. Aging Services Division has been able to allocate Title XIX grant funds for this program because many of the clients are Medicaid recipients.

The funds for this Budget Modification are included in the amended revenue contract with the State Senior and Disabled Services Division, Modification #2, which is being routed separately for processing.

bm11z

BUDGET MODIFICATION NO. DHS#42

**JUN 13 1991**

(For Clerk's Use) Meeting Date \_\_\_\_\_  
Agenda No. R-8

1. REQUEST FOR PLACEMENT ON THE AGENDA FOR \_\_\_\_\_ (Date)

DEPARTMENT: HUMAN SERVICES DIVISION: AGING SERVICES  
CONTACT: Shirley Sanders TELEPHONE: 248-3646  
\*NAME(S) OF PERSON MAKING PRESENTATION TO BOARD: Billi Odegaard/Jim McConnell

SUGGESTED AGENDA TITLE (To assist in preparing a description for the printed agenda)

DHS Budget Modification #42 reduces personnel expenses to decrease the Aging Services Division Budget by \$21,346 Title XIX Grant funds due to a decrease in allocation from the State, and shifts \$2,952 Title XIX Grant funds from professional services to pass through in Aging Services Division/Long Term Care budget.

2. DESCRIPTION OF MODIFICATION (Explain the changes this Bud Mod makes. What budget does it increase? What do the changes accomplish? Where does the money come from? What budget is reduced? Attach additional information if you need more space.)

PERSONNEL CHANGES ARE SHOWN IN DETAIL ON THE ATTACHED SHEET

DHS Budget Modification #42 adjusts the Aging Services Division Central Office budget by reducing \$21,346 Title XIX Grant funds from permanent personnel costs (salary, fringe, insurance) due to a decrease in Title XIX Grant funds from the State. The funds to be reduced are in unexpended personnel costs accrued from staff vacancies. The Budget Modification also shifts \$2,952 Title XIX Grant funds from professional services to pass through in the Division's Long Term Care (Org 1905) budget.

3. REVENUE IMPACT (Explain revenues being changed and the reason for the change)

- Reduce Org 1710, ASD Central, by \$21,346 in Title XIX Grant funds.
- Reduce General Fund Support for ASD by \$1,558.
- Reduce Service Reimbursement from F/S to General Fund by \$1,558.
- Reduce Service Reimbursement from F/S to Insurance Fund by \$2,358.

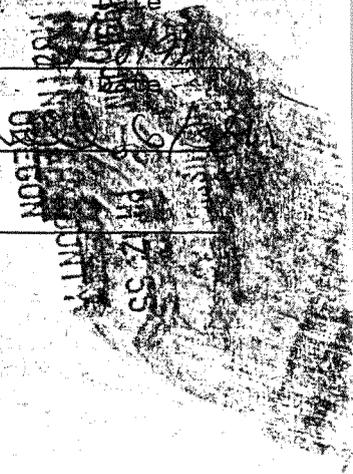
4. CONTINGENCY STATUS (to be completed by Finance/Budget)

(Specify Fund) Contingency before this modification (as of \_\_\_\_\_) \$ \_\_\_\_\_  
(Date) After this modification \$ \_\_\_\_\_

|   |                        |   |                        |
|---|------------------------|---|------------------------|
| Originated By<br><u>James McConnell</u>     | Date<br><u>5/20/91</u> | Department Manager<br><u>Billi Odegaard</u> | Date<br><u>5/20/91</u> |
| Finance/Budget                              | Date                   | Employee Relations                          |                        |
| Board Approval<br><u>Cassie A. Peterson</u> | Date<br><u>6-13-91</u> | <u>Sueann Dams</u>                          |                        |

bm9/wp

*Sent original to Kathy Dennis 6-18-91.*



PERSONNEL DETAIL FOR BUD MOD NO: DHS#42

5. ANNUALIZED PERSONNEL CHANGES (Compute on a full year basis even though this action affects only a part of a year.)

| A N N U A L I Z E D           |                |                                    |  |                                 |
|-------------------------------|----------------|------------------------------------|--|---------------------------------|
| FTE<br>Increase<br>(Decrease) | POSITION TITLE | BASE PAY<br>Increase<br>(Decrease) | FRINGE/INSURANCE<br>Increase(Decrease) | TOTAL<br>Increase<br>(Decrease) |

N/A, one-time savings due to staff vacancies.

TOTAL CHANGE (ANNUALIZED)

6. CURRENT YEAR PERSONNEL DOLLAR CHANGES (calculate costs or savings that will take place within this fiscal year; these should explain the actual dollar amounts being changed by this Bud Mod.)

| C U R R E N T F Y                                       |                          |                                    |  |                                 |
|---|--------------------------|------------------------------------|--|---------------------------------|
| Full Time Position<br>Part Time, Overtime<br>or Premium | Explanation of<br>Change | BASE PAY<br>Increase<br>(Decrease) | FRINGE/INSURANCE<br>Increase(Decrease) | TOTAL<br>Increase<br>(Decrease) |
| (.47)   | PDS-LTC #219 . Vacancy   | (\$12,388)                         | (\$4,065)/(\$2,021)                    | (\$18,474)                      |
| (.08)   | Off.Asst Sr.#602 Vacancy | ( 2,000)                           | ( 535)/( 337)                          | ( 2,872)                        |

TOTAL CHANGE                      (\$14,388)      (\$4,600)/(\$2,358)      (\$21,346)

16-May-91

File Name: bm9

EXPENDITURE

TRANSACTION EB [ ]

GM [ ] TRANSACTION DATE

ACCOUNTING PERIOD

BUDGET FY 1990-91

| Document Number          | Action | Fund | Agency | Organization | Activity | Reporting Category | Object | Current Amount | Revised Amount | Change Increase (Decrease) | Subtotal | Description                 |
|--------------------------|--------|------|--------|--------------|----------|--------------------|--------|----------------|----------------|----------------------------|----------|-----------------------------|
|                          |        | 156  | 010    | 1710         |          |                    | 5100   |                |                | (14,388)                   |          | Permanent Personnel         |
|                          |        | 156  | 010    | 1710         |          |                    | 5500   |                |                | (4,600)                    |          | Fringe                      |
|                          |        | 156  | 010    | 1710         |          |                    | 5550   |                |                | (2,358)                    | (21,346) | Insurance                   |
|                          |        | 156  | 010    | 1710         |          |                    | 7100   |                |                | (1,387)                    | (22,733) | SUBTOTAL PERSONNEL Indirect |
|                          |        | 156  | 010    | 1905         |          |                    | 6060   |                |                | 2,952                      |          | Pass Through                |
|                          |        | 156  | 010    | 1905         |          |                    | 6110   |                |                | (2,952)                    |          | Professional Svc            |
|                          |        | 156  | 010    | 1905         |          |                    | 7100   |                |                | (171)                      | (171)    | Indirect                    |
|                          |        | 100  | 010    | 0105         |          |                    | 7608   |                |                | (1,558)                    |          | Cash Transfer               |
|                          |        | 400  | 040    | 7531         |          |                    | 6520   |                |                | (2,358)                    |          | Serv Reimb/Insurance        |
| TOTAL EXPENDITURE CHANGE |        |      |        |              |          |                    |        |                |                | (26,820)                   |          | TOTAL EXPENDITURE CHANGE    |

File Name: bm9

REVENUE

TRANSACTION RB [ ]

GM [ ] TRANSACTION DATE

ACCOUNTING PERIOD

BUDGET FY 1990-91

| Document Number      | Action | Fund | Agency | Organization | Activity | Reporting Category | Revenue Source | Current Amount | Revised Amount | Change Increase (Decrease) | Subtotal | Description           |
|----------------------|--------|------|--------|--------------|----------|--------------------|----------------|----------------|----------------|----------------------------|----------|-----------------------|
|                      |        | 156  | 010    | 1710         |          |                    | 2609           |                |                | (21,346)                   |          | Title XIX             |
|                      |        | 156  | 010    | 1710         |          |                    | 7601           |                |                | (1,387)                    | (22,733) | Gen.Fund Ind. Support |
|                      |        | 156  | 010    | 1905         |          |                    | 7601           |                |                | (171)                      | (171)    | Gen.Fund Ind. Support |
|                      |        | 100  | 045    | 7410         |          |                    | 6602           |                |                | (1,558)                    |          | Serv.Reimb./Gen.Fund  |
|                      |        | 400  | 040    | 7531         |          |                    | 6602           |                |                | (2,358)                    |          | Serv.Reimb./Insurance |
| TOTAL REVENUE CHANGE |        |      |        |              |          |                    |                |                |                | (26,820)                   |          | TOTAL REVENUE CHANGE  |



# MULTNOMAH COUNTY OREGON

DEPARTMENT OF HUMAN SERVICES  
AGING SERVICES DIVISION  
AREA AGENCY ON AGING  
421 S.W. 5TH, 3RD FLOOR  
PORTLAND, OREGON 97204  
(503) 248-3646  
TDD: 248-3683

BOARD OF COUNTY COMMISSIONERS  
GLADYS McCOY • CHAIR OF THE BOARD  
PAULINE ANDERSON • DISTRICT 1 COMMISSIONER  
GRETCHEN KAFOURY • DISTRICT 2 COMMISSIONER  
RICK BAUMAN • DISTRICT 3 COMMISSIONER  
SHARRON KELLEY • DISTRICT 4 COMMISSIONER

## MEMORANDUM

**TO:** Gladys McCoy, County Chair

**VIA:** Bill Odegaard, Acting Director  
Department of Human Services

**FROM:** Jim McConnell, Director  
Aging Services Division *JM*

**DATE:** May 22, 1991

**SUBJECT:** DHS Budget Modification #42

**Recommendation:** The Aging Services Division recommends Board of County Commissioner approval of the attached DHS Budget Modification #42.

**Analysis:** DHS Budget Modification #42 reduces Aging Services Division Central Office budget, permanent personnel, by \$21,346 in Title XIX Grant funds, due to a decrease in Title XIX allocation from the State Senior and Disabled Services Division. The reduced funds are from personnel savings accrued due to staff vacancies.

The Budget Modification also shifts \$2,952 State Title XIX funds in Organization 1905 (Long Term Care) from professional services to pass through, to more appropriately represent the type of service being contracted.

**Background:** The Emergency Board of the Oregon Legislature reduced Title XIX allocations for Area Agencies on Aging for FY 1990-91. The Aging Services Division's reduction is \$21,346. Savings accrued from personnel vacancies are being used to respond to the reduction in allocation, as a means to minimize the impact of this reduction on client services provided through Aging Services Division's case management program.

bm9z

BUDGET MODIFICATION NO. DHS #43

(For Clerk's Use) Meeting Date JUN 13 1991  
Agenda No. R-9

1. REQUEST FOR PLACEMENT ON THE AGENDA FOR \_\_\_\_\_ (Date)

DEPARTMENT: HUMAN SERVICES DIVISION: AGING SERVICES  
CONTACT: Shirley Sanders TELEPHONE: 248-3646  
\*NAME(S) OF PERSON MAKING PRESENTATION TO BOARD: Billi Odegaard/Jim McConnell

SUGGESTED AGENDA TITLE (To assist in preparing a description for the printed agenda)

DHS Budget Modification #43 adds \$3,500 of grant revenues dedicated to the Gatekeeper Program to the professional services line of the Aging Services Division budget to pay for a Gatekeeper Program training contract.

2. DESCRIPTION OF MODIFICATION (Explain the changes this Bud Mod makes. What budget does it increase? What do the changes accomplish? Where does the money come from? What budget is reduced? Attach additional information if you need more space.)

PERSONNEL CHANGES ARE SHOWN IN DETAIL ON THE ATTACHED SHEET

DHS Budget Modification #43 adds \$3,500 of grant revenues dedicated to the Gatekeeper Program to the professional services line of the Aging Services Division Central Office budget. These funds will be used to provide training for businesses with client contacts, such as banks, utilities, telephone companies, which participate in the countywide Gatekeeper Program administered by Aging Services Division.

3. REVENUE IMPACT (Explain revenues being changed and the reason for the change)

- Increase Org. 1710, Aging Services Division by \$3,500 dedicated grant revenues.
- Increase General Fund Indirect Support for Aging Services Division by \$228.
- Increase Service Reimbursement from F/S to General Fund by \$228.

4. CONTINGENCY STATUS (to be completed by Finance/Budget)

(Specify Fund) Contingency before this modification (as of \_\_\_\_\_) \$ \_\_\_\_\_  
(Date) After this modification \$ \_\_\_\_\_

|  |                        |   |                        |
|--|------------------------|---|------------------------|
| Originated By<br><u>James McConnell</u>    | Date<br><u>5/20/91</u> | Department Manager<br><u>Billi Odegaard</u> | Date<br><u>5/30/91</u> |
| Finance/Budget<br><u>Kathleen Jones</u>    | Date<br><u>5/31/91</u> | Employee Relations                          |                        |
| Board Approval<br><u>Chris A. Peterson</u> | Date<br><u>6-13-91</u> |   |                        |

MULTI-COUNTY BOARD OF COMMISSIONERS  
MULTI-COUNTY BOARD OF COMMISSIONERS  
JUN 13 1991  
-6 PM 12:56  
OREGON

bml2/wp

Sent Original to Kathy Jones 6-18-91.

16-May-91

File Name: bm12

EXPENDITURE

TRANSACTION EB [ ]

GM [ ] TRANSACTION DATE \_\_\_\_\_

ACCOUNTING PERIOD \_\_\_\_\_

BUDGET FY 1990-91

| Document Number          | Action | Fund | Agency | Organization | Activity | Reporting Category | Object | Current Amount | Revised Amount | Change Increase (Decrease) | Subtotal | Description                 |
|--------------------------|--------|------|--------|--------------|----------|--------------------|--------|----------------|----------------|----------------------------|----------|-----------------------------|
|                          |        | 156  | 010    | 1710         |          |                    | 6110   |                |                | 3,500                      |          | Professional Svc            |
|                          |        | 156  | 010    | 1710         |          |                    | 7100   |                |                | 228                        | 3,728    | Indirect<br>TOTAL, ORG 1710 |
|                          |        | 100  | 010    | 0105         |          |                    | 7608   |                |                | 228                        |          | Cash Transfer               |
| TOTAL EXPENDITURE CHANGE |        |      |        |              |          |                    |        |                |                | 3,956                      |          | TOTAL EXPENDITURE CHANGE    |

File Name: bm12

REVENUE

TRANSACTION RB [ ]

GM [ ] TRANSACTION DATE \_\_\_\_\_

ACCOUNTING PERIOD \_\_\_\_\_

BUDGET FY 1990-91

| Document Number      | Action | Fund | Agency | Organization | Activity | Reporting Category | Revenue Source | Current Amount | Revised Amount | Change Increase (Decrease) | Subtotal | Description                              |
|----------------------|--------|------|--------|--------------|----------|--------------------|----------------|----------------|----------------|----------------------------|----------|--|
|                      |        | 156  | 010    | 1710         |          |                    | 6823           |                |                | 3,500                      |          | Gatekeeper Grant                         |
|                      |        | 156  | 010    | 1710         |          |                    | 7601           |                |                | 228                        | 3,728    | Gen.Fund Ind. Support<br>TOTAL, ORG 1710 |
|                      |        | 100  | 045    | 7410         |          |                    | 6602           |                |                | 228                        |          | Serv.Reimb./Gen.Fund                     |
| TOTAL REVENUE CHANGE |        |      |        |              |          |                    |                |                |                | 3,956                      |          | TOTAL REVENUE CHANGE                     |



# MULTNOMAH COUNTY OREGON

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GRETCHEN KAFOURY • DISTRICT 2 COMMISSIONER  
RICK BAUMAN • DISTRICT 3 COMMISSIONER  
SHARRON KELLEY • DISTRICT 4 COMMISSIONER

## MEMORANDUM

**TO:** Gladys McCoy, County Chair

**VIA:** Bill Odgaard, Acting Director  
Department of Human Services

**FROM:** Jim McConnell, Director  
Aging Services Division *J. McConnell*

**DATE:** May 28, 1991

**SUBJECT:** DHS Budget Modification #43

Recommendation: The Aging Services Division recommends Board of County Commissioner approval of the attached DHS Budget Modification #43 .

Analysis: DHS Budget Modification #43 adds \$3,500 of dedicated grant revenues from Gatekeeper organizations to the Aging Services Division, professional services budget to pay for training contracts for the Gatekeeper organizations. Gatekeeper organizations are businesses which have contact with elderly, such as utility, telephone companies and banks, and which are likely to identify elderly having difficulties maintaining themselves in the community. Costs will be incurred only to the level of grant funds received.

Background: The Aging Services Division has funded the Gatekeeper Program for about three years. The original sponsor, Human Solutions, turned over administration of the program to Aging Services Division when that agency terminated its contract with the Division in October, 1990. Several businesses contribute grant funds to the Gatekeeper Program, e.g., U.S. Bank, N.W. Natural Gas, PP&L, PGE, GTE, and U.S. West. These funds are being added to the County Budget through this Budget Modification.

bm12z

RECEIVED

MAY 29 1991

BUDGET MODIFICATION NO. DHS#45

EMPLOYEE SERVICES  
MULTI-COUNTY  
JUN 13 1991

(For Clerk's Use) Meeting Date \_\_\_\_\_  
Agenda No. R-10

1. REQUEST FOR PLACEMENT ON THE AGENDA FOR \_\_\_\_\_ (Date)

DEPARTMENT: HUMAN SERVICES DIVISION: AGING SERVICES  
CONTACT: Shirley Sanders TELEPHONE: 248-3646  
\*NAME(S) OF PERSON MAKING PRESENTATION TO BOARD: Billi Odegaard/Jim McConnell

SUGGESTED AGENDA TITLE (To assist in preparing a description for the printed agenda)

DHS Budget Modification #45 moves federal/state funding for Aging Services Division permanent personnel to professional services, for temporary agency hires used to cover critical position functions.

2. DESCRIPTION OF MODIFICATION (Explain the changes this Bud Mod makes. What budget does it increase? What do the changes accomplish? Where does the money come from? What budget is reduced? Attach additional information if you need more space.)

PERSONNEL CHANGES ARE SHOWN IN DETAIL ON THE ATTACHED SHEET

DHS Budget Modification #45 reduces permanent personnel costs (salaries, fringe, and insurance) by \$30,497 of federal and state grant funding and increases professional services by \$30,497 within the Aging Services Division Central Office budget. Positions in which savings have accrued have had vacancies; the increase in professional services is needed to cover temporary agency costs of people hired to perform those positions' critical functions.

3. REVENUE IMPACT (Explain revenues being changed and the reason for the change)

Reduce Service Reimbursement from F/S to Insurance Fund by \$3,328.

4. CONTINGENCY STATUS (to be completed by Finance/Budget)

(Specify Fund) Contingency before this modification (as of \_\_\_\_\_) \$ \_\_\_\_\_  
(Date) After this modification \$ \_\_\_\_\_

|                           |                |                                   |                |
|---------------------------|----------------|-----------------------------------|----------------|
| Originated By             | Date           | Department Manager                | Date           |
| <i>James H. Council</i>   | <i>5/20/91</i> | <i>Billi Odegaard (as Acting)</i> | <i>5/22/91</i> |
| Finance/Budget            | Date           | Employee Relations                | Date           |
| <i>Kathleen Jones</i>     | <i>5/24/91</i> | <i>Susan Danneberg</i>            | <i>5/30/91</i> |
| Board Approval            | Date           |                                   |                |
| <i>Janis A. Patterson</i> | <i>6-13-91</i> |                                   |                |

bm8

Sent Original to Kathy Jones 6-18-91.

MULTI-COUNTY  
OREGON  
JUN 13 1991  
BOARD OF  
COUNTY COMMISSIONERS  
- 6 PM 12:56

PERSONNEL DETAIL FOR BUD MOD NO: DHS #45

5. ANNUALIZED PERSONNEL CHANGES (Compute on a full year basis even though this action affects only a part of a year.)

| FTE<br>Increase<br>(Decrease) | POSITION TITLE | A N N U A L I Z E D                |  |                                 |
|-------------------------------|----------------|------------------------------------|--|---------------------------------|
|                               |                | BASE PAY<br>Increase<br>(Decrease) | FRINGE/INSURANCE<br>Increase(Decrease) | TOTAL<br>Increase<br>(Decrease) |

N/A, one-time savings due to staff vacancies.

TOTAL CHANGE (ANNUALIZED)

6. CURRENT YEAR PERSONNEL DOLLAR CHANGES (calculate costs or savings that will take place within this fiscal year; these should explain the actual dollar amounts being changed by this Bud Mod.)

| Full Time Position<br>Part Time, Overtime<br>or Premium | Explanation of<br>Change | C U R R E N T F Y                  |  |                                 |
|---|--------------------------|------------------------------------|--|---------------------------------|
|   |                          | BASE PAY<br>Increase<br>(Decrease) | FRINGE/INSURANCE<br>Increase(Decrease) | TOTAL<br>Increase<br>(Decrease) |
| (.05) Adm Svc Officer #114                              | Vacancy                  | (\$1,745)                          | (\$467)/ (\$224)                       | (\$2,436)                       |
| (.06) Fin Spec. 2 #121                                  | Vacancy                  | ( 2,100)                           | ( 562)/ ( 342)                         | ( 3,004)                        |
| (.24) Off. Assis 2 #643                                 | Vacancy                  | ( 4,500)                           | (1,204)/ ( 996)                        | ( 6,700)                        |
| (.02) PDS #218  | Vacancy                  | ( 500)                             | ( 134)/ ( 76)                          | ( 710)                          |
| (.31) Data Analyst #701                                 | Vacancy                  | (10,500)                           | (2,542)/(1,329)                        | (14,371)                        |
| (.04) PDS #203  | Vacancy                  | ( 1,350)                           | ( 361)/ ( 180)                         | ( 1,891)                        |
| (.03) Adm Spec 2 #117                                   | Vacancy                  | ( 950)                             | ( 254)/ ( 181)                         | ( 1,385)                        |
| TOTAL CHANGE  |                          | (\$21,645)                         | (\$5,524)/(\$3,328)                    | (\$30,497)                      |

bmp8

07-May-91

File Name: bm8  
EXPENDITURE  
TRANSACTION EB [ ]

|                          |        | GM [ ] |        | TRANSACTION DATE |          | ACCOUNTING PERIOD  |        | BUDGET FY 1990-91 |                |                            |          |                           |
|--------------------------|--------|--------|--------|------------------|----------|--------------------|--------|-------------------|----------------|----------------------------|----------|---------------------------|
| Document Number          | Action | Fund   | Agency | Organi- zation   | Activity | Reporting Category | Object | Current Amount    | Revised Amount | Change Increase (Decrease) | Subtotal | Description               |
|                          |        | 156    | 010    | 1710             |          |                    | 5100   |                   |                | (21,645)                   |          | Permanent Personnel       |
|                          |        | 156    | 010    | 1710             |          |                    | 5500   |                   |                | (5,524)                    |          | Fringe                    |
|                          |        | 156    | 010    | 1710             |          |                    | 5550   |                   |                | (3,328)                    |          | Insurance                 |
|                          |        | 156    | 010    | 1710             |          |                    | 6110   |                   |                | 30,497                     | (30,497) | SUBTOTAL PERSONNEL        |
|                          |        | 156    | 010    | 1710             |          |                    | 7100   |                   |                | 0                          | 0        | Professional Svc Indirect |
|                          |        | 400    | 040    | 7531             |          |                    | 6520   |                   |                | (3,328)                    | 0        | TOTAL, ORG 1710           |
| TOTAL EXPENDITURE CHANGE |        |        |        |                  |          |                    |        |                   |                | (3,328)                    |          | TOTAL EXPENDITURE CHANGE  |

File Name: bm8  
REVENUE  
TRANSACTION RB [ ]

|                      |        | GM [ ] |        | TRANSACTION DATE |          | ACCOUNTING PERIOD  |                | BUDGET FY 1990-91 |                |                            |          |                       |
|----------------------|--------|--------|--------|------------------|----------|--------------------|----------------|-------------------|----------------|----------------------------|----------|-----------------------|
| Document Number      | Action | Fund   | Agency | Organi- zation   | Activity | Reporting Category | Revenue Source | Current Amount    | Revised Amount | Change Increase (Decrease) | Subtotal | Description           |
|                      |        | 400    | 040    | 7531             |          |                    | 6602           |                   |                | (3,328)                    |          | Serv.Reimb./Insurance |
| TOTAL REVENUE CHANGE |        |        |        |                  |          |                    |                |                   |                | (3,328)                    |          | TOTAL REVENUE CHANGE  |



# MULTNOMAH COUNTY OREGON

DEPARTMENT OF HUMAN SERVICES  
AGING SERVICES DIVISION  
AREA AGENCY ON AGING  
421 S.W. 5TH, 3RD FLOOR  
PORTLAND, OREGON 97204  
(503) 248-3646  
TDD: 248-3683

BOARD OF COUNTY COMMISSIONERS  
GLADYS McCOY • CHAIR OF THE BOARD  
PAULINE ANDERSON • DISTRICT 1 COMMISSIONER  
GRETCHEN KAFOURY • DISTRICT 2 COMMISSIONER  
RICK BAUMAN • DISTRICT 3 COMMISSIONER  
SHARRON KELLEY • DISTRICT 4 COMMISSIONER

## MEMORANDUM

TO: Gladys McCoy, County Chair

VIA: Billi Odegaard, Acting Director *Billi Odegaard (cc), Acting*  
Department of Human Services

FROM: Jim McConnell, Director *J. McConnell*  
Aging Services Division

DATE: May 22, 1991

SUBJECT: DHS Budget Modification #45

Recommendation: The Aging Services Division recommends Board of County Commissioner approval of the attached DHS Budget Modification #45 .

Analysis: DHS Budget Modification #45 moves \$30,497 in one-time permanent personnel savings in Aging Services Division Central Office to professional services. The savings, which are federal and state grant funds, have accrued due to staff vacancies. The increase in professional services is to cover costs of temporary agency people hired to perform the critical functions of vacant positions.

Background: The Aging Services Division has relied on temporary agency hires to conduct critical business services functions during the interim time periods prior to permanent hires. Some of these positions were then frozen after passage of Measure 5. Aging Services Division continued to use temporary agency hires from month to month before and after November during the time of uncertainty about budget cuts this year and next. These costs have already been incurred; the transfer of funds will balance fund accounts within Aging Services Division. The savings are all federal and state grant funds.

bm8z

1. REQUEST FOR PLACEMENT ON THE AGENDA FOR \_\_\_\_\_

DEPARTMENT Human Services DIVISION Social Services  
CONTACT Susan Clark/Kathy Tinkle TELEPHONE 248-3691

NAME OF PERSON MAKING PRESENTATION TO BOARD \_\_\_\_\_

SUGGESTED AGENDA TITLE (To assist in preparing a description for the printed agenda:  
Budget Modification DHS # 46 increases the MED Office of Child and Adolescent  
Mental Health Services program budget by \$109,559 and decreases the SSD Admin  
budget by \$35,124 to reflect additional funding of the EPSDT Pilot project.

(ESTIMATED TIME NEEDED ON THE AGENDA )

2. DESCRIPTION OF MODIFICATION (Explain the changes this bud mod makes. What budget does it increase? What do changes accomplish? Where does the money come from? What budget is reduced? Attach additional information if you need more space.)

PERSONNEL CHANGES ARE SHOWN IN DETAIL ON THE ATTACHED SHEET

Budget Modification DHS # 46 increases the MED Office of Child and Adolescent Mental Health Services (OCAMHS) program budget by \$109,559. This appropriation increase reflects \$71,776 State Mental Health Division funding for the EPSDT pilot project.

In a technical adjustment, County General Fund of \$32,977 is transferred from SSD Administration to OCAMHS for contracts with community service providers to fund start-up costs associated with the EPSDT project to reduce client wait lists. These funds were originally budgeted in SSD Admin via budget modification DHS # 20, although the contracts are charged and budgeted in OCAMHS. CGF is further increased \$4,806 in OCAMHS and decreased \$2,147 in SSD Admin to reflect indirect cost recovery.

BOARD OF COUNTY COMMISSIONERS  
CLATSOP COUNTY  
JUN - 6 PM 12:56  
OREGON

3. REVENUE IMPACT

Increases State Mental Health Grant revenue by \$ 71,776.  
Increases County General Fund by \$ 2,659.  
Increases Service Reimbursement Fed/State Fund to General Fund by \$4,727, Telephone Fund by \$721 and the Insurance Fund by \$6,235.

4. CONTINGENCY STATUS (To be completed by Finance/Budget.) No change.

|   |                         |   |                         |
|---|-------------------------|---|-------------------------|
| Originated by:<br><i>Susan Clark</i>        | Date:<br><i>5/28/91</i> | Department Director:<br><i>Belli Odegaard</i> | Date:<br><i>5/30/91</i> |
| Finance/Budget:<br><i>Kathleen Jones</i>    | Date:<br><i>6/3/91</i>  | Employee Relations:<br><i>CKilmeras</i>       | Date:<br><i>6/3/91</i>  |
| Board Approval:<br><i>Chris A. Anderson</i> | Date:<br><i>6-13-91</i> |   |                         |

*Sent Original to Kathy Jones 6-18-91.*

| EXPENDITURE TRANSACTION  |        | EB [ ] | GM [ ] | TRANSACTION DATE |              | ACCOUNTING PERIOD |                | BUDGET FISCAL YEAR |                     |                                 |                        |
|--|--------|--------|--------|------------------|--------------|-------------------|----------------|--------------------|---------------------|---------------------------------|------------------------|
| Document   | Number | Action | Fund   | Agency           | Organization | Object Code       | Current Amount | Revised Amount     | Increase (Decrease) | Subtotal                        | Description            |
|  | 156    |        | 010    |                  | 1365         | 5100              |                |                    | 43,899              |                                 | Permanent              |
|  | 156    |        | 010    |                  | 1365         | 5500              |                |                    | 11,703              |                                 | Fringe                 |
|  | 156    |        | 010    |                  | 1365         | 5550              |                |                    | 6,235               |                                 | Insurance              |
|  |        |        |        |                  |              |                   |                |                    |                     | 61,837                          | PS Subtotal            |
|  | 156    |        | 010    |                  | 1365         | 6060              |                |                    | 32,977              |                                 | Pass Thorough          |
|  | 156    |        | 010    |                  | 1365         | 6120              |                |                    | 700                 |                                 | Printing               |
|  | 156    |        | 010    |                  | 1365         | 6230              |                |                    | 2,600               |                                 | Supplies               |
|  | 156    |        | 010    |                  | 1365         | 6310              |                |                    | 750                 |                                 | Education and Training |
|  | 156    |        | 010    |                  | 1365         | 6330              |                |                    | 1,600               |                                 | Local Travel           |
|  | 156    |        | 010    |                  | 1365         | 7150              |                |                    | 721                 |                                 | Telephone              |
|  | 156    |        | 010    |                  | 1365         | 7100              |                |                    | 4,806               |                                 | Indirect Costs         |
|  | 156    |        | 010    |                  | 1365         | 7400              |                |                    | 2,068               |                                 | Building Mgmt          |
|  |        |        |        |                  |              |                   |                |                    |                     | 46,222                          | MS Subtotal            |
|  | 156    |        | 010    |                  | 1365         | 8400              |                |                    | 1,500               |                                 | Equipment              |
|  |        |        |        |                  |              |                   |                |                    |                     | 1,500                           | Co Subtotal            |
|  |        |        |        |                  |              |                   |                |                    |                     | 109,559                         | Org 1365 Total         |
|  | 156    |        | 010    |                  | 1100         | 6110              |                |                    | (32,977)            |                                 | Professional Services  |
|  | 156    |        | 010    |                  | 1100         | 7100              |                |                    | (2,147)             |                                 | Indirect Costs         |
|  |        |        |        |                  |              |                   |                |                    |                     | (35,124)                        | Org 1100 Total         |
|  | 402    |        | 040    |                  | 7990         | 6140              |                |                    | 721                 |                                 | Telephone              |
|  | 100    |        | 030    |                  | 5610         | 7400              |                |                    | 2,068               |                                 | Bldg Mgmt              |
|  | 400    |        | 040    |                  | 7531         | 6520              |                |                    | 6,235               |                                 | Insurance              |
|  | 100    |        | 010    |                  | 0104         | 7608              |                |                    | 2,659               |                                 | Cash Transfer/Indirect |
|  |        |        |        |                  |              |                   |                |                    |                     | 11,683                          |                        |
| <b>TOTAL EXPENDITURE CHANGE</b> // |        |        |        |                  |              |                   |                |                    | 86,118              | <b>TOTAL EXPENDITURE CHANGE</b> |                        |

| REVENUE TRANSACTION  |        | RB [ ] | GM [ ] | TRANSACTION DATE |              | ACCOUNTING PERIOD |                | BUDGET FISCAL YEAR |                     |                             |                             |
|--|--------|--------|--------|------------------|--------------|-------------------|----------------|--------------------|---------------------|-----------------------------|-----------------------------|
| Document   | Number | Action | Fund   | Agency           | Organization | Revenue Source    | Current Amount | Revised Amount     | Increase (Decrease) | Subtotal                    | Description                 |
|  | 156    |        | 010    |                  | 1365         | 2605              |                |                    | 71,776              |                             | State Mental Health Grant   |
|  | 156    |        | 010    |                  | 1365         | 7601              |                |                    | 37,783              |                             | CGF                         |
|  |        |        |        |                  |              |                   |                |                    |                     | 109,559                     | Org 1365 Total              |
|  | 156    |        | 010    |                  | 1100         | 7601              |                |                    | (35,124)            |                             | CGF                         |
|  | 402    |        | 040    |                  | 7990         | 6602              |                |                    | 721                 |                             | Svs Reim F/S to Tele Fund   |
|  | 100    |        | 030    |                  | 5610         | 6602              |                |                    | 2,068               |                             | Svs Reim F/S to GF Bldg Mgt |
|  | 400    |        | 040    |                  | 7531         | 6602              |                |                    | 6,235               |                             | Svs Reim F/S to Ins Fund    |
|  | 100    |        | 045    |                  | 7410         | 6602              |                |                    | 2,659               |                             | Svs Reim F/S to Gen Fund    |
| <b>TOTAL REVENUE CHANGE</b> // |        |        |        |                  |              |                   |                |                    | 86,118              | <b>TOTAL REVENUE CHANGE</b> |                             |

PERSONNEL DETAIL FOR BUD MOD DHS #46

5. ANNUALIZED PERSONNEL CHANGES (compute on a full year basis even though this action affects part of the fiscal year).

|                           |                          | ANNUALIZED |        |           |        |
|---------------------------|--------------------------|------------|--------|-----------|--------|
| FTE                       | POSITION TITLE           | BASE PAY   | FRINGE | INSURANCE | TOTAL  |
| 1.0                       | Mental Health Consultant | 28,805     | 8,047  | 4,245     | 42,097 |
| 1.0                       | Program Supervisor       | 29,889     | 8,070  | 4,531     | 42,490 |
| TOTAL CHANGE (ANNUALIZED) |                          | 58,694     | 16,117 | 8,776     | 84,587 |

6. CURRENT YEAR PERSONNEL CHANGES (calculate costs or savings that will take place within this fiscal year: these should explain the actual dollar amounts changed on the Bud Mod.

|                             |                              | CURRENT FISCAL YEAR |        |           |        |
|-----------------------------|------------------------------|---------------------|--------|-----------|--------|
| FTE                         | POSITION TITLE / EXPLANATION | BASE PAY            | FRINGE | INSURANCE | TOTAL  |
| .67                         | FTE Mental Health Consultant | 19,817              | 5,301  | 2,962     | 28,080 |
| .07                         | FTE Mental Health Consultant | 2,133               | 529    | 108       | 2,770  |
| .67                         | FTE Program Supervisor       | 21,949              | 5,873  | 3,165     | 30,987 |
| TOTAL CHANGE (CURRENT YEAR) |                              | 43,899              | 11,703 | 6,235     | 61,837 |



# MULTNOMAH COUNTY OREGON

DEPARTMENT OF HUMAN SERVICES  
SOCIAL AND FAMILY SERVICES DIVISION  
ADMINISTRATIVE OFFICES  
426 S.W. STARK ST., 6TH FLOOR  
PORTLAND, OREGON 97204  
(503) 248-3691  
FAX (503) 248-3379

BOARD OF COUNTY COMMISSIONERS  
GLADYS MCCOY • CHAIR OF THE BOARD  
PAULINE ANDERSON • DISTRICT 1 COMMISSIONER  
GARY HANSEN • DISTRICT 2 COMMISSIONER  
RICK BAUMAN • DISTRICT 3 COMMISSIONER  
SHARRON KELLEY • DISTRICT 4 COMMISSIONER

## MEMORANDUM

TO: Gladys McCoy  
Multnomah County Chair

VIA: Bill *Belle* Odgaard, Acting Director  
Department of Human Services

FROM: Gary Smith, *DSM* Director  
Social Services Division

DATE: May 24, 1991

SUBJECT: Approval of Budget Modification DHS # 46

**RECOMMENDATION:** The Social Services Division recommends County Chair and Board approval of the attached budget modification DHS # 46 which increases the Office of Child and Adolescent Mental Health Services (OCAMHS) budget \$109,559 and reduces SSD Administration budget by \$35,124.

**ANALYSIS:** This budget modification increases State Mental Health Grant (SMHG) funding in the OCAMHS budget by \$71,776 for the EPSDT pilot project as reflected in the SMHG Amendment #44. The increase is used to fund the EPSDT treatment planning coordinators to insure that each medicaid-eligible child in need of mental health care is provided services deemed necessary in their plan of care. The amendment also provides funding for a program supervisor to coordinate EPSDT activities.

In a technical adjustment, County General Fund of \$32,977 is transferred from SSD Administration to OCAMHS for contracts with community services providers to fund start-up costs associated with this project. These funds were originally budgeted in SSD Admin, although the contracts are charged to the OCAMHS budget. Additionally, County General Fund support of indirect costs is increased in OCAMHS by \$4,806 and decreased in SSD Admin by \$2,147.

**BACKGROUND:** The EPSDT pilot project was approved via the supplemental budget for FY 90-91. That budget appropriated both County General Fund support of the project and projected Medicaid fees. This budget modification appropriates the Treatment Planning Coordinator piece of the project and allows for funding of a program supervisor to coordinate EPSDT activities.

(052501/KT)

BUDGET MODIFICATION NO. DHS#47

(For Clerk's Use) Meeting Date JUN 13 1991  
Agenda No. R-12

1. REQUEST FOR PLACEMENT ON THE AGENDA FOR \_\_\_\_\_ (Date)

DEPARTMENT: HUMAN SERVICES DIVISION: AGING SERVICES  
CONTACT: Shirley Sanders TELEPHONE: 248-3646  
\*NAME(S) OF PERSON MAKING PRESENTATION TO BOARD: Billi Odegaard/Jim McConnell

SUGGESTED AGENDA TITLE (To assist in preparing a description for the printed agenda)

DHS Budget Modification #47 adjusts the Indigent Burial program budget within the Aging Services Division by moving \$1,850 temporary personnel costs to pass-through to pay for an additional 9 burials/cremations of indigent persons.

2. DESCRIPTION OF MODIFICATION (Explain the changes this Bud Mod makes. What budget does it increase? What do the changes accomplish? Where does the money come from? What budget is reduced? Attach additional information if you need more space.)

PERSONNEL CHANGES ARE SHOWN IN DETAIL ON THE ATTACHED SHEET

DHS Budget Modification #47 reduces temporary personnel costs (salary, fringe, and insurance) by \$1,850 and increases pass-through by \$1,850 County General Funds within Organization 1960, Indigent Burial program, Aging Services Division. This action allows the County to fund an additional 9 burials/cremations.

BOARD OF  
COUNTY COMMISSIONERS  
1991 JUN - 6 PM 12: 56  
MULTI-COUNTY  
OREGON

3. REVENUE IMPACT (Explain revenues being changed and the reason for the change)  
Reduce Service Reimbursement from F/S to Insurance fund by \$51.

4. CONTINGENCY STATUS (to be completed by Finance/Budget)  
Contingency before this modification (as of \_\_\_\_\_) \$ \_\_\_\_\_  
(Specify Fund) (Date)  
After this modification \$ \_\_\_\_\_

Originated By James E. Connel Date 5/28/91 Department Manager Bill Odegaard Date 5/30/91

Finance/Budget Kathleen Adams Date 6/3/91 Employee Relations Suzanne Daniels Date 6/3/91

Board Approval Cecilia A. Anderson Date 6-13-91

Sent original to Kathy Jones 6-18-91.

AB  
370

bml10

PERSONNEL DETAIL FOR BUD MOD NO: DHS#47

5. ANNUALIZED PERSONNEL CHANGES (Compute on a full year basis even though this action affects only a part of a year.)

| A N N U A L I Z E D    |                |                        |                     |                        |
|------------------------|----------------|------------------------|---------------------|------------------------|
| FTE                    | POSITION TITLE | BASE PAY               | FRINGE/INSURANCE    | TOTAL                  |
| Increase<br>(Decrease) |                | Increase<br>(Decrease) | Increase (Decrease) | Increase<br>(Decrease) |

N/A, one-time funding for temporary positions.

TOTAL CHANGE (ANNUALIZED)

6. CURRENT YEAR PERSONNEL DOLLAR CHANGES (calculate costs or savings that will take place within this fiscal year; these should explain the actual dollar amounts being changed by this Bud Mod.)

| C U R R E N T F Y                                       |                          |                        |                     |                        |
|---|--------------------------|------------------------|---------------------|------------------------|
| Full Time Position<br>Part Time, Overtime<br>or Premium | Explanation of<br>Change | BASE PAY               | FRINGE/INSURANCE    | TOTAL                  |
|   |                          | Increase<br>(Decrease) | Increase (Decrease) | Increase<br>(Decrease) |
| Temporary   | Shift to Pass-Thru       | (\$1,669)              | (\$130) / (\$51)    | (\$1,850)              |

TOTAL CHANGE (\$1,669) (\$130) / (\$51) (\$1,850)

bmp10

16-May-91

File Name: bml0  
EXPENDITURE

| TRANSACTION EB [ ]       |        | GM [ ] |        | TRANSACTION DATE |          | ACCOUNTING PERIOD  |        | BUDGET FY 1990-91 |                |                            |          |                          |
|--------------------------|--------|--------|--------|------------------|----------|--------------------|--------|-------------------|----------------|----------------------------|----------|--------------------------|
| Document Number          | Action | Fund   | Agency | Organi- zation   | Activity | Reporting Category | Object | Current Amount    | Revised Amount | Change Increase (Decrease) | Subtotal | Description              |
|                          |        | 100    | 010    | 1960             |          |                    | 5200   |                   |                | (1,669)                    |          | Temporary Personnel      |
|                          |        | 100    | 010    | 1960             |          |                    | 5500   |                   |                | (130)                      |          | Fringe                   |
|                          |        | 100    | 010    | 1960             |          |                    | 5550   |                   |                | (51)                       |          | Insurance                |
|                          |        | 100    | 010    | 1960             |          |                    | 6060   |                   |                | 1,850                      | (1,850)  | SUBTOTAL PERSONNEL       |
|                          |        | 100    | 010    | 1960             |          |                    | 7100   |                   |                | 0                          | 0        | Pass Through             |
|                          |        |        |        |                  |          |                    |        |                   |                |                            | 0        | Indirect                 |
|                          |        |        |        |                  |          |                    |        |                   |                |                            |          | TOTAL, ORG 1710          |
|                          |        | 400    | 040    | 7531             |          |                    | 6520   |                   |                | (51)                       |          | Serv Reimb/Insurance     |
| TOTAL EXPENDITURE CHANGE |        |        |        |                  |          |                    |        |                   |                | (51)                       |          | TOTAL EXPENDITURE CHANGE |

File Name: bml0  
REVENUE

| TRANSACTION RB [ ]   |        | GM [ ] |        | TRANSACTION DATE |          | ACCOUNTING PERIOD  |                | BUDGET FY 1990-91 |                |                            |          |                       |
|----------------------|--------|--------|--------|------------------|----------|--------------------|----------------|-------------------|----------------|----------------------------|----------|-----------------------|
| Document Number      | Action | Fund   | Agency | Organi- zation   | Activity | Reporting Category | Revenue Source | Current Amount    | Revised Amount | Change Increase (Decrease) | Subtotal | Description           |
|                      |        | 400    | 040    | 7531             |          |                    | 6602           |                   |                | (51)                       |          | Serv.Reimb./Insurance |
| TOTAL REVENUE CHANGE |        |        |        |                  |          |                    |                |                   |                | (51)                       |          | TOTAL REVENUE CHANGE  |



# MULTNOMAH COUNTY OREGON

DEPARTMENT OF HUMAN SERVICES  
AGING SERVICES DIVISION  
AREA AGENCY ON AGING  
421 S.W. 5TH, 3RD FLOOR  
PORTLAND, OREGON 97204  
(503) 248-3646  
TDD: 248-3683

BOARD OF COUNTY COMMISSIONERS  
GLADYS McCOY • CHAIR OF THE BOARD  
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RICK BAUMAN • DISTRICT 3 COMMISSIONER  
SHARRON KELLEY • DISTRICT 4 COMMISSIONER

## MEMORANDUM

**TO:** Gladys McCoy, County Chair

**VIA:** Bill Odegaard, Acting Director  
Department of Human Services

**FROM:** Jim McConnell, Director  
Aging Services Division *JMcConnell*

**DATE:** May 28, 1991

**SUBJECT:** DHS Budget Modification #47

**Recommendation:** The Aging Services Division recommends Board of County Commissioner approval of the attached DHS Budget Modification #47 .

**Analysis:** DHS Budget Modification #47 moves \$1,850 County General Funds from temporary personnel costs to pass-through in the Indigent Burial program, Aging Services Division budget in order to pay for an additional 9 burials/cremations for indigent persons.

**Background:** Demand for reimbursement for burials/cremations of indigent persons exceeded the budget in March, 1991. These are funds used when no other resources exist to pay for the disposal of remains of indigent persons. Funds originally budgeted in temporary personnel for the Indigent Burial program are being moved to increase services. The Indigent Burial program is a General Fund program.

bm10z



# CONTRACT APPROVAL FORM

(See Administrative Procedure #2106)

Contract # 800052

MULTNOMAH COUNTY OREGON

Amendment # \_\_\_\_\_

| CLASS I   | CLASS II   | CLASS III  |
|---|--|--|
| <input type="checkbox"/> Professional Services under \$10,000 | <input type="checkbox"/> Professional Services over \$10,000 (RFP, Exemption)<br><input type="checkbox"/> PCRB Contract<br><input type="checkbox"/> Maintenance Agreement<br><input type="checkbox"/> Licensing Agreement<br><input type="checkbox"/> Construction<br><input type="checkbox"/> Grant<br><input type="checkbox"/> Revenue | <input checked="" type="checkbox"/> Intergovernmental Agreement<br><br><i>R-13 6-13-91</i> |

Return to Larry Aab 313/225  
Contact Person Bill Wood Phone 248-3256 Date 4/23/91

Department Sheriff's Office Division Corrections Bldg/Room 119/307

Description of Contract Allow for GED testing for inmates at Multnomah County Correctional facilities and provide coordination with State Department of Education.

RFP/BID # \_\_\_\_\_ Date of RFP/BID \_\_\_\_\_ Exemption Exp. Date \_\_\_\_\_

ORS/AR # \_\_\_\_\_ Contractor is  MBE  WBE  QRF

Contractor Name Portland Community College

Mailing Address P.O. Box 19000, Portland, OR 97219 ATTN: Robert Palmer

Phone 244-6111 Ext. 4372

Employer ID # or SS # 93-0575187

Effective Date 7/1/91

Termination Date 6/30/92

Original Contract Amount \$ 9,350.00

Amount of Amendment \$ \_\_\_\_\_

Total Amount of Agreement \$ 9,350.00

### Payment Term

- Lump Sum \$ \_\_\_\_\_
- Monthly \$ \_\_\_\_\_
- Other \$ As billed for services
- Requirements contract - Requisition required.
- Purchase Order No. \_\_\_\_\_
- Requirements Not to Exceed \$ \_\_\_\_\_

BOARD OF COUNTY COMMISSIONERS  
 MULTNOMAH COUNTY  
 OREGON  
 1991 JUL 16 AM 10:43

### REQUIRED SIGNATURES:

Department Manager [Signature]

Purchasing Director (Class II Contracts Only) \_\_\_\_\_

County Counsel [Signature]

County Chair/Sheriff [Signature]

Date \_\_\_\_\_

Date \_\_\_\_\_

Date 5-28-91

Date 6/19/91

| VENDOR CODE |      |        | VENDOR NAME  |         |          |        |         |            | TOTAL AMOUNT     |        | \$           |  |
|-------------|------|--------|--------------|---------|----------|--------|---------|------------|------------------|--------|--------------|--|
| LINE NO.    | FUND | AGENCY | ORGANIZATION | SUB ORG | ACTIVITY | OBJECT | SUB OBJ | REPT CATEG | LGFS DESCRIPTION | AMOUNT | INC/ DEC IND |  |
| 01.         | 168  | 025    | 4043         |         |          |        |         |            |                  | 9,350  |              |  |
| 02.         |      |        |              |         |          |        |         |            |                  |        |              |  |
| 03.         |      |        |              |         |          |        |         |            |                  |        |              |  |

INSTRUCTIONS ON REVERSE SIDE

WHITE - PURCHASING    CANARY - INITIATOR    PINK - CLERK OF THE BOARD    GREEN - FINANCE

### INSTRUCTIONS FOR COMPLETING CONTRACT APPROVAL FORM

1. **CLASS I, CLASS II, CLASS III** - Check off appropriate class of contract in one of the three columns on the top of the form.
2. **CONTRACT #** - To be issued by designated person in each Division or call Purchasing to get a number.
3. **AMENDMENT #** - Sequential numbering to original contract as changes are made and approved.
4. **DESCRIPTION OF CONTRACT** - Summary of product purchased or services to be performed. Note if an amendment or extension.
5. **RFP/BID #** - Enter number if contract is a result of RFP/Bid selection process.
6. **DATE RFP/BID** - Enter date of RFP/Bid public opening.
7. **EXEMPTION EXPIRATION DATE** - Enter exemption expiration date from competitive bidding granted by BCC or the Chair.
8. **ORS/AR#** - Refer to Oregon Revised Statutes and/or Administrative Rule #, when applicable.
9. **CONTRACTOR IS MBE, WBE, QRF** - Check appropriate box if contractor is certified as an MBE, WBE, or QRF (Qualified Rehabilitation Facility).
10. **CONTRACTOR NAME, MAILING ADDRESS, PHONE** - Enter current information.
11. **EMPLOYEE ID# OR SS#** - Enter employee federal ID# or Social Security # if contractor is an individual.
12. **EFFECTIVE DATE** - Date stated on contract to begin services.
13. **TERMINATION DATE** - Date stated on contract to terminate services.
14. **ORIGINAL CONTRACT AMOUNT** - Enter amount of original contract.
15. **AMOUNT OF AMENDMENT** - Enter amendment or change order amount only, if applicable.
16. **TOTAL AMOUNT OF AGREEMENT** - Enter original amount of contract. If this is an amendment or change order, please include original amount and amended amount.
17. **PAYMENT TERMS** - Designate payment terms by checking appropriate box and entering dollar amount.
18. **REQUIREMENTS CONTRACT - Requisition Required** - Check this box to note that a purchase order will be issued to initiate payment.
19. **PURCHASE ORDER #** - Enter number of purchase order to be issued. If number is not known, enter "PO will be issued."
20. **REQUIREMENTS NOT TO EXCEED** - List the estimated dollar amount of requirements contracts.
21. **REQUIRED SIGNATURES** - To be completed as approved. Purchasing Director needs to sign all Class II contracts only.
22. **ACCOUNT CODE STRUCTURE** - Enter account code structure for the type of agreement; i.e., expense or revenue.
23. **LGFS DESCRIPTION** - Abbreviated description for Data Entry purposes.
24. **AMOUNT** - If total dollar amount is being split among different account numbers, indicate dollar amounts here.



**CONTRACT APPROVAL FORM**  
(See Administrative Procedure #2106)

MULTNOMAH COUNTY OREGON

Contract # 3-0235-1

Amendment # \_\_\_\_\_

|  |  |   |
|--|--|---|
| <p><b>CLASS I</b></p> <p><input type="checkbox"/> Professional Services under \$10,000</p> | <p><b>CLASS II</b></p> <p><input type="checkbox"/> Professional Services over \$10,000 (RFP, Exemption)</p> <p><input type="checkbox"/> PCRB Contract</p> <p><input type="checkbox"/> Maintenance Agreement</p> <p><input type="checkbox"/> Licensing Agreement</p> <p><input type="checkbox"/> Construction</p> <p><input type="checkbox"/> Grant</p> <p><input type="checkbox"/> Revenue</p> | <p><b>CLASS III</b></p> <p><input checked="" type="checkbox"/> Intergovernmental Agreement</p> <p style="text-align: right; font-size: 1.2em;">R-5      6-13-91</p> |
|--|--|---|

Contact Person Virginia Webster Phone 248-5384 Date 5/22/91

Department Environmental Services Division Transportation Bldg/Room 425

Description of Contract Wage Subsidy Agreement; County agrees to re-employ preferred worker as Bridge Operator; State of Oregon, Department of Insurance and Finance agrees to reimburse Multnomah County 50 percent worker's wages for six months not to exceed \$5,200.00.

RFP/BID # \_\_\_\_\_ Date of RFP/BID \_\_\_\_\_ Exemption Exp. Date \_\_\_\_\_

ORS/AR # \_\_\_\_\_ Contractor is  MBE  WBE  QRF

Contractor Name State of Oregon, Department of Insurance and Finance  
Mailing Address 21 Labor & Industries Bldg.  
Salem, OR 97310  
Phone 378-5421

Employer ID # or SS # \_\_\_\_\_

Effective Date June 1, 1991

Termination Date December 1, 1991

Original Contract Amount \$ 5,200.00

Amount of Amendment \$ \_\_\_\_\_

Total Amount of Agreement \$ \_\_\_\_\_

**Payment Term**

- Lump Sum \$ \_\_\_\_\_
- Monthly \$ \_\_\_\_\_
- Other \$ \_\_\_\_\_
- Requirements contract - Requisition required.
- Purchase Order No. \_\_\_\_\_
- Requirements Not to Exceed \$ \_\_\_\_\_

1991 AUG 12 AM 10:40  
 MULTNOMAH COUNTY OREGON  
 COUNTY DEPARTMENT OF INSURANCE AND FINANCE

**REQUIRED SIGNATURES:**

Department Manager [Signature] Date 5-28-91

Purchasing Director \_\_\_\_\_ Date \_\_\_\_\_  
(Class II Contracts Only)

County Counsel \_\_\_\_\_ Date 6/1/91

County Chair/Sheriff [Signature] Date 6/13/91

| VENDOR CODE |      | VENDOR NAME |              |         |          |                    |         |            | TOTAL AMOUNT     | \$     |              |
|-------------|------|-------------|--------------|---------|----------|--------------------|---------|------------|------------------|--------|--------------|
| LINE NO.    | FUND | AGENCY      | ORGANIZATION | SUB ORG | ACTIVITY | OBJECT Rev. Source | SUB OBJ | REPT CATEG | LGFS DESCRIPTION | AMOUNT | INC/ DEC IND |
| 01.         | 161  | 030         | 6640         |         |          | 4900               |         |            |                  |        |              |
| 02.         |      |             |              |         |          |                    |         |            |                  |        |              |
| 03.         |      |             |              |         |          |                    |         |            |                  |        |              |

INSTRUCTIONS ON REVERSE SIDE

WHITE - PURCHASING    CANARY - INITIATOR    PINK - CLERK OF THE BOARD    GREEN - FINANCE

## INSTRUCTIONS FOR COMPLETING CONTRACT APPROVAL FORM

1. **CLASS I, CLASS II, CLASS III** - Check off appropriate class of contract in one of the three columns on the
2. **CONTRACT #** - To be \_\_\_\_\_ sion or call Purchasing to get a number. Bldg. #101/Rm. 609  
Clerk of the Board
3. **AMENDMENT #** - Sequence #425/109  
Transportation Div. as changes are made and approved.
4. **DESCRIPTION OF CONTRACT** - Summary of product purchased or services to be performed. Note if an amendment or extension.
5. **RFP/BID #** - Enter number if contract is a result of RFP/Bid selection process.
6. **DATE RFP/BID** - Enter date of RFP/Bid public opening.
7. **EXEMPTION EXPIRATION DATE** - Enter exemption expiration date from competitive bidding granted by BCC or the Chair.
8. **ORS/AR#** - Refer to Oregon Revised Statutes and/or Administrative Rule #, when applicable.
9. **CONTRACTOR IS MBE, WBE, QRF** - Check appropriate box if contractor is certified as an MBE, WBE, or QRF (Qualified Rehabilitation Facility).
10. **CONTRACTOR NAME, MAILING ADDRESS, PHONE** - Enter current information.
11. **EMPLOYEE ID# OR SS#** - Enter employee federal ID# or Social Security # if contractor is an individual.
12. **EFFECTIVE DATE** - Date stated on contract to begin services.
13. **TERMINATION DATE** - Date stated on contract to terminate services.
14. **ORIGINAL CONTRACT AMOUNT** - Enter amount of original contract.
15. **AMOUNT OF AMENDMENT** - Enter amendment or change order amount only, if applicable.
16. **TOTAL AMOUNT OF AGREEMENT** - Enter original amount of contract. If this is an amendment or change order, please include original amount and amended amount.
17. **PAYMENT TERMS** - Designate payment terms by checking appropriate box and entering dollar amount.
18. **REQUIREMENTS CONTRACT - Requisition Required** - Check this box to note that a purchase order will be issued to initiate payment.
19. **PURCHASE ORDER #** - Enter number of purchase order to be issued. If number is not known, enter "PO will be issued."
20. **REQUIREMENTS NOT TO EXCEED** - List the estimated dollar amount of requirements contracts.
21. **REQUIRED SIGNATURES** - To be completed as approved. Purchasing Director needs to sign all Class II contracts only.
22. **ACCOUNT CODE STRUCTURE** - Enter account code structure for the type of agreement; i.e., expense or revenue.
23. **LGFS DESCRIPTION** - Abbreviated description for Data Entry purposes.
24. **AMOUNT** - If total dollar amount is being split among different account numbers, indicate dollar amounts here.

800052

ORIGINAL

Meeting Date: JUN 13 1991

Agenda No.: R-13

(Above space for Clerk's Office Use)

AGENDA PLACEMENT FORM  
(For Non-Budgetary Items)

SUBJECT: Ratification of IGA - Portland Community College

AGENDA REVIEW/  
BOARD BRIEFING (date) REGULAR MEETING June 13, 1991 (date)

DEPARTMENT Sheriff's Office DIVISION Corrections

CONTACT Larry Aab - Mgr of Planning and Budget TELEPHONE 251-2489

PERSON(S) MAKING PRESENTATION Robert G. Skipper

ACTION REQUESTED:

INFORMATIONAL ONLY  POLICY DIRECTION  APPROVAL

ESTIMATED TIME NEEDED ON BOARD AGENDA: 2-5 Minutes

CHECK IF YOU REQUIRE OFFICIAL WRITTEN NOTICE OF ACTION TAKEN:

BRIEF SUMMARY (include statement of rationale for action requested, as well as personnel and fiscal/budgetary impacts, if applicable):

Ratification of IGA between Portland Community College and Sheriff's Office.

IGA provides for Portland Community College to provide GED testing within all correctional facilities.

*Sent originals to Larry Aab 6-17-91.*

**RATIFIED**  
Multnomah County Board  
of Commissioners

(If space is inadequate, please use other side)

SIGNATURES:

ELECTED OFFICIAL Robert G. Skipper

Or Robert G. Skipper, Sheriff

DEPARTMENT MANAGER

(All accompanying documents must have required signatures)

MULTNOMAH COUNTY  
OREGON  
1991 JUN -8 PM 12:55  
CLERK OF COUNTY COMMISSIONERS



**CONTRACT APPROVAL FORM**  
(See Administrative Procedure #2106)

MAY 31

MULTNOMAH COUNTY OREGON

Contract # 800052

Amendment # \_\_\_\_\_

|   |   |  |
|---|---|--|
| <p align="center">CLASS I</p> <input type="checkbox"/> Professional Services under \$10,000 | <p align="center">CLASS II</p> <input type="checkbox"/> Professional Services over \$10,000 (RFP, Exemption)<br><input type="checkbox"/> PCRB Contract<br><input type="checkbox"/> Maintenance Agreement<br><input type="checkbox"/> Licensing Agreement<br><input type="checkbox"/> Construction<br><input type="checkbox"/> Grant<br><input type="checkbox"/> Revenue | <p align="center">CLASS III</p> <input checked="" type="checkbox"/> Intergovernmental Agreement<br><p align="center"><b>RATIFIED</b></p> <p align="center"><b>Multnomah County Board of Commissioners</b></p> <p align="center"><i>R-13 6-13-91 mp</i></p> |
|---|---|--|

Return to Larry Aab 313/225 Bill Wood Phone 248-3256 Date 4/23/91

Department Sheriff's Office Division Corrections Bldg/Room 119/307

Description of Contract Allow for GED testing for inmates at Multnomah County Correctional facilities and provide coordination with State Department of Education.

RFP/BID # \_\_\_\_\_ Date of RFP/BID \_\_\_\_\_ Exemption Exp. Date \_\_\_\_\_

ORS/AR # \_\_\_\_\_ Contractor is  MBE  WBE  QRF

Contractor Name Portland Community College  
 Mailing Address P.O. Box 19000, Portland, OR 97219 ATTN: Robert Palmer  
 Phone 244-6111 Ext. 4372  
 Employer ID # or SS # 93-0575187  
 Effective Date 7/1/91  
 Termination Date 6/30/92  
 Original Contract Amount \$ 9,350.00  
 Amount of Amendment \$ '  
 Total Amount of Agreement \$ 9,350.00

Payment Term  
 Lump Sum \$ \_\_\_\_\_  
 Monthly \$ \_\_\_\_\_  
 Other \$ As billed for services.  
 Requirements contract - Requisition required.  
 Purchase Order No. \_\_\_\_\_  
 Requirements Not to Exceed \$ \_\_\_\_\_

**REQUIRED SIGNATURES:**  
 Department Manager [Signature]  
 Purchasing Director \_\_\_\_\_  
 (Class II Contracts Only)  
 County Counsel Sandra Duffy  
 County Chair/Sheriff \_\_\_\_\_

Date \_\_\_\_\_  
 Date \_\_\_\_\_  
 Date 5-28-91  
 Date \_\_\_\_\_

| VENDOR CODE |      |        | VENDOR NAME  |         |          |        |         |            | TOTAL AMOUNT \$  |        |              |
|-------------|------|--------|--------------|---------|----------|--------|---------|------------|------------------|--------|--------------|
| LINE NO.    | FUND | AGENCY | ORGANIZATION | SUB ORG | ACTIVITY | OBJECT | SUB OBJ | REPT CATEG | LGFS DESCRIPTION | AMOUNT | INC/ DEC IND |
| 01.         | 168  | 025    | 4043         |         |          |        |         |            |                  | 9,350  |              |
| 02.         |      |        |              |         |          |        |         |            |                  |        |              |
| 03.         |      |        |              |         |          |        |         |            |                  |        |              |

INSTRUCTIONS ON REVERSE SIDE

WHITE - PURCHASING    CANARY - INITIATOR    PINK - CLERK OF THE BOARD    GREEN - FINANCE

ORIGINAL

INTERGOVERNMENTAL AGREEMENT  
PORTLAND COMMUNITY COLLEGE - MULTNOMAH COUNTY  
GED TESTING SERVICES

800052

The agreement, made and entered into by Portland Community College and Multnomah County, a home rule subdivision of the State of Oregon; hereinafter referred to as County; deals with the provision of GED testing services for the benefit of incarcerated individuals involved in the educational program within the Multnomah County correctional facilities. The following provisions comprise this agreement.

I. RECITATION

- A. Portland Community College, a college sanctioned by the State of Oregon to provide GED instruction and testing, maintains a GED/ABE instructional and testing program both on campus and in other locations.
- B. The County desires to maintain a GED testing program for inmates in the County correctional facilities.
- C. ORS Chapter 190 provides for intergovernmental cooperative agreements for the performance of functions and activities of either party by the other, in the interest of furthering economy and efficiency in local government, and into that end declares that the provisions of ORS 190.003 to 190.110 shall be literally construed.

II. SERVICES PROVIDED

- A. Portland Community College shall perform as follows:
  1. Provide training and test examiner status to referred Sheriff's Office staff who will be responsible for the actual GED test administration within the facilities.
  2. Register and maintain registration records for all inmates participating in the testing program.
  3. Collect and remit the State processing fees and student service charges.
  4. Provide GED test materials.
  5. Provide persons tested under this program the opportunity to complete their GED testing at Portland Community College after their release from custody.
  6. Prepare and maintain records related to the administration of the testing program.

- B. The County shall perform as follows:
1. Provide administration and supervision of GED testing within the County facilities during established testing hours, and provide Portland Community College with the location sites, calendar of test dates and hours, and:
  2. Arrange for physical facilities, equipment and security arrangements for GED testing, which are within State Department-of Education standards, Portland Community College standards, and will notify the College that these standards have been met, and:
  3. Provide information to Robert Palmer, Chief Examiner, indicating when a participant is released from confinement.
- C. Compensation Rate and Mode of Payment:
1. For the duration of this annual agreement, the County shall pay to Portland Community College, upon receipt of a monthly request for payment, seventeen dollars (\$17.00) per inmate registered for testing during the month.
    - a.) State processing fee - \$15.00 per individual tested.
    - b.) Student service charge - \$7.00 per individual tested.
- Fees associated with this agreement shall not exceed \$9,350 throughout the agreement period.

### III. CONSTRAINTS

- A. Persons involved in this agreement will make continuous and persistent efforts to protect the integrity of the GED testing program, as regulated by the American Council on Education, Office of Education Credit.
- B. The GED testing program identified in this agreement will be operated under the general supervision of Robert Palmer, Chief Examiner, in accordance with policies and regulations provided and set forth by the Oregon Council on Education, Office of Educational Credit (GED Testing Services).
- C. This agreement is expressly subject to the debt limitation of Oregon counties set forth in Article XI, Section 10, of the Oregon Constitution and is contingent upon funds being appropriated therefor. Any provisions herein which would conflict with law are deemed inoperative to that extent.

D. Portland Community College shall adhere to all applicable laws, regulations and policies relating to equal employment opportunity, nondiscrimination in services, and affirmative action; including all regulations implementing Executive Order No. 11246 of the President of the United States; Section 402 of the Vietnam Readjustment Assistance Act of 1974; and Section 503 of the Rehabilitation Act of 1973. County shall maintain copies of said laws and regulations on file with it's duly-appointed Affirmative Action Officer.

IV. AGREEMENT TERM AND TERMINATION

- A. This agreement shall apply from July 1, 1991, through and including June 30, 1992, and is subject to renewal.
- B. This agreement may be terminated prior to the expiration of the agreed-upon terms:
  - 1. By mutual written consent of the parties.
  - 2. Either party may unilaterally terminate this agreement on one month's written notice.

IN WITNESS WHEREOF, the parties have caused this agreement to be executed by their duly authorized officers on the 1st day of July, 1991.

PORTLAND COMMUNITY COLLEGE

**RATIFIED**  
**Multnomah County Board**  
**of Commissioners**

R-13 6-13-91 [Signature]

\_\_\_\_\_  
Dr. Daniel F. Moriarty, President

Date: \_\_\_\_\_

APPROVED AS TO FORM

MULTNOMAH COUNTY, OREGON

LARRY KRESSEL  
County Counsel for  
Multnomah County, Oregon

\_\_\_\_\_  
Sheriff Robert G Skipper

By: Sandra Duffy

Date: \_\_\_\_\_

CERTIFICATE OF COMPLIANCE WITH ORS 305.380-.385

The undersigned provided of goods, services, or real estates to Multnomah County hereby certifies under penalty of perjury that to the best of my knowledge, the undersigned is not in violation of any Oregon Tax Laws Ascribed in ORS 305.380 (4).

Dated: \_\_\_\_\_

By: \_\_\_\_\_

Meeting Date: JUN 06 1991

Agenda No.: R-11

(Above space for Clerk's Office Use) JUN 13 1991

R-14

AGENDA PLACEMENT FORM  
(For Non-Budgetary Items)

SUBJECT: Amendment to Corrections Officers' Labor Contract  
AGENDA REVIEW/ \*Executive Session  
BOARD BRIEFING June 4, 1991 REGULAR MEETING June 6, 1991  
(date) (date)  
DEPARTMENT Non-Departmental DIVISION County Counsel  
CONTACT Mark B. Williams TELEPHONE 248-3138  
PERSON(S) MAKING PRESENTATION Mark B. Williams

ACTION REQUESTED:

INFORMATIONAL ONLY  POLICY DIRECTION  APPROVAL

ESTIMATED TIME NEEDED ON BOARD AGENDA: 10 minutes

CHECK IF YOU REQUIRE OFFICIAL WRITTEN NOTICE OF ACTION TAKEN: Yes

BRIEF SUMMARY (include statement of rationale for action requested, as well as personnel and fiscal/budgetary impacts, if applicable):

Approval of recently negotiated amendment to Corrections Officers' contract. Tentative amendment agreement reached as result of settlement of grievance. No fiscal/budgetary impact expected.

*Sent Originals to Mark Williams 6-17-91.*

(If space is inadequate, please use other side)

SIGNATURES:

ELECTED OFFICIAL Gladys McCoy

Or

DEPARTMENT MANAGER L. K...

BOARD OF  
COUNTY COMMISSIONERS  
1991 MAY 30 PM 12:30  
MULTNOMAH COUNTY  
OREGON

(All accompanying documents must have required signatures)

MEMORANDUM OF UNDERSTANDING

The parties agree to the following settlement of the MCCOA (Herr Grievance).

1. The parties agree to replace current Article 13(3)(e) with the following language:

(e) If the absence due to disability is for a period of 30 days or more, and the employee's physician's statement states that the employee will be unable to resume the full unrestricted duties of his or her classification within 180 days after the date which the employee is first off the job due to the current disability, the Sheriff has the sole and exclusive discretion to terminate supplemental benefits or PERS continuation. If the employee's physician states that the employee will be able to resume the full unrestricted duties of his or her classification within 180 days after the date the employee is first off the job due to the current disability, the Sheriff may arrange for an additional medical examination by a physician chosen by the Sheriff. If the physician chosen by the Sheriff states that, in his or her judgment, the employee is unlikely to return to full unrestricted duty within 180 days, the Sheriff has

the sole and exclusive discretion to terminate supplemental or PERS continuation benefits. The findings of the physician chosen by the Sheriff are unappealable in any forum.

The Sheriff has the sole and exclusive discretion to terminate supplemental benefits or PERS continuation benefits in the following additional circumstances:

1. After 180 days from the date the employee is first off the job due to the current period of disability, or
2. After the employee has received supplemental benefits or PERS continuation for a total of 330 work days on any specific injury. This 330 work day limitation shall only apply to injuries which occur on or after 3/8/91.

(f) If the physician chosen by the Sheriff finds that the employee is likely to return to full duty within 180 days, or if the Sheriff does not challenge the employee's physician's statement to that effect, the Sheriff shall continue to pay supplemental or PERS continuation benefits during

the employee's disability, subject to the Sheriff's discretionary ability to terminate his benefits as stated in subsections (e) 1 and 2 above.

(g) The parties agree that the Sheriff's discretionary decision to terminate benefits in excess of requirements of paragraphs (e), or (f), shall be unappealable in any forum.

2. The County shall pay Michael Herr nine (9) weeks worth of supplemental workers' compensation pay, in full satisfaction of Herr's and MCCOA's grievance and in full satisfaction of their claims of unfair treatment, whether under the collective bargaining agreement or under Oregon's workers' compensation laws. Mr. Herr shall sign a release releasing the county from any liability based on his claims of handicap discrimination.

3. The County and MCCOA shall split evenly the arbitrator's fees and expenses for this arbitration.

4. This offer is contingent on approval by the Sheriff and the Board of County Commissioners and by the MCOA executive board.

Dated this \_\_\_\_ day of April, 1991.

FOR MULTNOMAH COUNTY CORRECTIONS OFFICERS ASSOCIATION (MCOA):

Stanley J. Cargill  
William J. Crosby  
Jerry Proch  
Sidney E. Waters  
Douglas VanRhan

FOR MULTNOMAH COUNTY:

Gladys McCreary  
Sharon Kullup  
Suzanne Anderson  
Jack Baum  
Gay Hansen

K:\MBW\110MBW.PLD\mw

[Signature]

REVIEWED BY:

LAURENCE KRESSEL, COUNTY COUNSEL  
FOR MULTNOMAH COUNTY

[Signature]

Meeting Date: JUN 13 1991

Agenda No.: R-15

(Above space for Clerk's Office Use)

AGENDA PLACEMENT FORM  
(For Non-Budgetary Items)

SUBJECT: RESOLUTION IN SUPPORT OF THE FEDERALLY ASSISTED HEALTH CLINICS LEGAL PROTECTION ACT H.B. 2239

AGENDA REVIEW/  
BOARD BRIEFING June 11, 1991 REGULAR MEETING June 13, 1991  
(date) (date)

DEPARTMENT Non-Dept. DIVISION BCC Comm. Anderson

CONTACT Jean Bucciarelli TELEPHONE x 6216

PERSON(S) MAKING PRESENTATION Bev Lauck and Howard Klink

ACTION REQUESTED:

INFORMATIONAL ONLY  POLICY DIRECTION

ESTIMATED TIME NEEDED ON BOARD AGENDA: 5 minutes

CHECK IF YOU REQUIRE OFFICIAL WRITTEN NOTICE OF ACTION TAKEN

BRIEF SUMMARY (include statement of rationale for action requested, as well as personnel and fiscal/budgetary impacts, if applicable):

This is a resolution in support of H.R. 2239, The Federally Assisted Health Clinics Legal Protection Act. This legislation would help federally funded Community and Migrant Health Centers serve more medically needy persons by halting the rising medical malpractice insurance costs. Presently as much as 15% of such federally supported health clinics' budgets go to medical malpractice insurance expenses. Since the insurance burden is greatest on facilities providing pre-natal and obstetrical care, extending the protection of the Federal Torts Claims Act should result in being able to provide critical medical services to more expectant mothers and infants.

(If space is inadequate, please use other side)

SIGNATURES:

ELECTED OFFICIAL *Pauline Anderson* 91-84

Or

DEPARTMENT MANAGER \_\_\_\_\_

(All accompanying documents must have required signatures)

*Sent Copies to Jean Bucciarelli 6-18-91.  
& Howard Klink.*

BOARD OF  
COUNTY COMMISSIONERS  
1991 JUN - 6 AM 11:12  
MULTI-COUNTY  
OREGON APPROVAL

RESOLUTION  
BEFORE THE BOARD OF COUNTY COMMISSIONERS  
OF MULTNOMAH COUNTY, OREGON

In the matter of supporting federal legislation ) RESOLUTION  
which will deem licensed health care employees at ) 91-84  
community and migrant health centers to be federal )  
employees for purposes of liability protection under )  
the Federal Torts Claim Act. )

WHEREAS, the County Health Divison's mission is to serve the primary care health needs of Multnomah County's low income population, and

WHEREAS, there are ten community and migrant health centers in Oregon, and

WHEREAS, these health centers spend approximately 5 to 15% of their budget for private malpractice and liability insurance, and

WHEREAS, these funds could be utilized to serve 7,500 more medically needy Oregonians, and

WHEREAS, H. R. 2239: The Federally Assisted Health Clinics Legal Protection Act extends protection of the Federal Tort Claims Act to licensed health care professionals serving in federally supported clinics, and

WHEREAS, this Board of County Commissioners supports improved health care throughout the State of Oregon.

THEREFORE, BE IT RESOLVED that this Board encourages the passage of H.R. 2239: The Federally Assisted Health Clinics Legal Protection Act.

ADOPTED this 13th day of June, 1991



By Gladys McCoy  
Gladys McCoy, Chair  
Multnomah County Board of Commissioners

Laurence Kressel  
Laurence Kressel, County Counsel  
of Multnomah County, Oregon



National Association of  
Community Health Centers, Inc.

April 26, 1991

Representative Ron Wyden  
2452 Rayburn Building  
U.S. Capitol  
Washington, D.C. 20515

Dear Representative Wyden;

The National Association of Community Health Centers (NACHC) is pleased to support your proposal to provide medical liability protection to our centers through the Federal Tort Claims Act.

Thanks to your leadership, we can now look to the end of the significant and continuing erosion of our centers' ability to serve their six million low-income, medically underserved patients nationally.

Community Health Centers and related programs support comprehensive primary care centers, operated by community-based, not-for-profit organizations, serving low-income people in localities with high medical needs and low numbers of medical providers. These programs are a significant part of the federal safety net, addressing infant mortality, HIV, drug addiction and a host of other health care crises in America's communities today.

Over the past few years health centers have been hit with escalating malpractice premiums and restrictions in coverage, forcing them to reduce or even eliminate services, at the very same time that they are attempting to serve the ever-increasing numbers of low-income uninsured people who are turning to them for care.

Three key federally-supported low-income health programs -- Community and Migrant Health Centers and Health Care for the Homeless Programs -- support over 2,000 clinics. They are the main source for millions in this country, including 4 million minorities, 2.5 million children, and 1.8 million women of childbearing age. Health centers last year provided maternity care to over one third of pregnant teenagers nationally.

In 1989 health centers spent approximately \$58 million -- more than 11 percent of their federal grant budget -- on medical malpractice costs, even though health centers were estimated to have experienced only about \$4 million in actual malpractice claims-related costs that year, a ratio of about eight percent, compared to an industry standard of 60 percent. The funds paid by health centers to purchase malpractice coverage could be used

Representative Ron Wyden  
April 26, 1991

Page Two

to serve another half-million patients. Full insurance coverage, especially for obstetrical services, is becoming increasingly unaffordable, and in some cases, unobtainable at any cost.

Centers are unable to recruit or retain personnel in many areas of the country because of the high cost of coverage. Some health centers report that they have waiting lists equal in size to 15 - 25 percent of their current caseload.

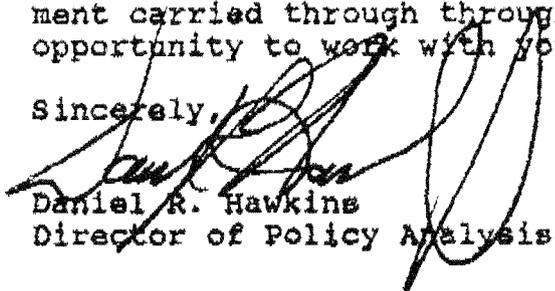
In 1988 we established our own Risk Purchase Group; no carrier of Physicians' Liability coverage for obstetrical care would join our plan so it has remained an unfulfilled promise. Last year a risk-retention proposal was offered, but the re-insurance that would still be required was not available.

This crisis hit our centers six years ago and we began seeking relief here three years ago. Our preference has been and remains protection under the Federal Tort Claims Act. While this issue has been the subject of other legislative proposals introduced in Congress, we wish affirm to you that the mechanism you propose is the most preferred option by this organization and among individual health centers as well. This will be essentially a re-instatement of coverage that had previously existed when most of the National Health Service Corps (NHSC) physicians at Community Health Centers were covered as federal employees.

We believe firmly that these federal programs deserve federal protection. We cannot do our job faced with these costs and this climate. We must have a solution. At present we are doing our level best to respond to the ever-growing and ever more critical health problems in our communities, but our efforts are seriously jeopardized.

We continue to represent a first line of defense in the community. Ours is a uniquely federal mission. We should be fortified, not handicapped. Some form of action is absolutely necessary -- and now, not later.

We appreciate your commitment to work with us on this quest for the past two years, and your leadership in introducing this legislation. We stand ready to work with you to see that commitment carried through through to realization. Thank you for this opportunity to work with you and your fine staff.

Sincerely,  
  
Daniel R. Hawkins  
Director of Policy Analysis

cc: Graydon Forrer  
Beverly Lauck  
Oregon Primary Care Association  
National Association of Community Health Centers, Inc.

# News From Congressman RON WYDEN



2452 Rayburn House Office Building \* Washington \* DC \* 20515 \* (202) 225-4811

PRESS RELEASE  
WEDNESDAY, MAY 7, 1991

CONTACT: GRADY FORRER  
(202)225-7797  
WENDY HORWITZ  
(202)225-4811

WYDEN INTRODUCES LEGISLATION TO HELP COMMUNITY  
AND MIGRANT HEALTHCARE CENTERS;

SPIRALLING MEDICAL MALPRACTICE COSTS THREATEN  
MEDICAL CARE TO THE NATION'S NEEDIEST

WASHINGTON, D.C. -- Today, Ron Wyden, D-Ore., unveiled legislation to help federally funded Community and Migrant Healthcare Centers halt the spiralling medical malpractice insurance costs now threatening clinics providing critical medical services to expectant mothers and infants.

Over 2,000 community and migrant healthcare clinics now serve the medical needs of the nation's neediest citizens -- poor women, children and migrant workers. In recent years, rising medical malpractice insurance costs have drained critical funds away from healthcare programming and into insurance company coffers. Wyden's legislation -- H.R. 2239: The Federally Assisted Health Clinics Legal Protection Act -- extends the protections of the Federal Torts Claims Act to licenced healthcare professionals serving in these federally supported clinics. This action will free clinics to use tens of millions of dollars more in their federal funds in direct services targeted to these needy populations.

"Skyrocketing medical malpractice costs," said Wyden, "are quite literally taking patient care dollars away from poor women, children and migrant laborers.

"This bill frees clinics to do the job Congress intended," Wyden argued.

Community healthcare and migrant healthcare programs currently receive over \$450 million annually in federal grants. These facilities spend almost \$50 million a year for private carrier, malpractice and liability insurance for the healthcare professionals working in these clinics. This, in spite of the fact that these clinics incur only about \$4 million in malpractice related claims costs each year.

The malpractice insurance burden falls heaviest on those facilities providing pre-natal and obstetrical care.

Extending the protections of the Federal Torts Claims Act to licenced healthcare professionals serving in these facilities will free-up millions of dollars currently used to pay malpractice insurance costs, making those funds available to improve these essential healthcare programs.

The Wyden legislation was offered as part of a series of pro-health initiatives introduced this week by the Congressional Rural Healthcare Coalition.

✓  
# 1

DATE 6/13/91

NAME DONALD McCLAVE

ADDRESS PORTLAND CHAMBER

STREET

CITY

ZIP CODE

I WISH TO SPEAK ON AGENDA ITEM # R-16

SUBJECT BUSINESS INCOME TAX

FOR X

AGAINST

PLEASE PRINT LEGIBLY!

✓ # 2

DATE 6/13

NAME

Maya Levine-Robert

ADDRESS

1333 NW Eastman Ave

STREET

Gresham OR 97030

CITY

ZIP CODE

I WISH TO SPEAK ON AGENDA ITEM #

R-16

SUBJECT

Business Tax

FOR

AGAINST

PLEASE PRINT LEGIBLY!

✓  
#

3

Gussie Mc Roberts  
Read her letter for  
the Record.

DATE

6-13

NAME

JOANN PASCO - Gresham Area Chamber

ADDRESS

150 W. Powell

STREET

Gresham, Or.

CITY

ZIP CODE

I WISH TO SPEAK ON AGENDA ITEM #

R-16

SUBJECT

Business Income Tax

FOR

X

AGAINST

PLEASE PRINT LEGIBLY!

#

ad

DATE

June 13

NAME

ROBIN WHITE

ADDRESS

% Portland BOMA

STREET

1211 SW 7th #2722 Pdx 97204

CITY

ZIP CODE

I WISH TO SPEAK ON AGENDA ITEM #

R-14

SUBJECT

Business Income Tax

FOR

X

AGAINST

PLEASE PRINT LEGIBLY!

Meeting Date: JUN 06 1991

Agenda No.: R-12

(Above space for Clerk's Office Use) JUN 13 1991

R-16

AGENDA PLACEMENT FORM  
(For Non-Budgetary Items)

SUBJECT: Amendment to the BIT Ordinance

AGENDA REVIEW/  
BOARD BRIEFING: 6/4/91 (date) REGULAR MEETING 6/6/91 (date)

DEPARTMENT Nondepartmental DIVISION County Chair's Office

CONTACT Ben Buisman TELEPHONE 248-3883

PERSON(S) MAKING PRESENTATION Ben Buisman, Merlin Reynolds

ACTION REQUESTED:

INFORMATIONAL ONLY  POLICY DIRECTION  APPROVAL

ESTIMATED TIME NEEDED ON BOARD AGENDA: 15 minutes

CHECK IF YOU REQUIRE OFFICIAL WRITTEN NOTICE OF ACTION TAKEN: \_\_\_\_\_

BRIEF SUMMARY (include statement of rationale for action requested, as well as personnel and fiscal/budgetary impacts, if applicable):

Amendment to existing Business Income Tax Ordinance. This Amendment would increase the Business Income Tax by .5%.

*First Reading Approved. Second Reading Scheduled 9-5-91.*

BOARD OF  
COUNTY COMMISSIONERS  
MULTNOMAH COUNTY  
OREGON  
1991 MAY 30 PM 12:30

(If space is inadequate, please use other side)

SIGNATURES:

ELECTED OFFICIAL \_\_\_\_\_

Or

DEPARTMENT MANAGER \_\_\_\_\_

(All accompanying documents must have required signatures)



# MULTNOMAH COUNTY OREGON

OFFICE OF COUNTY COUNSEL  
1120 S.W. FIFTH AVENUE, SUITE 1530  
P.O. BOX 849  
PORTLAND, OREGON 97207-0849  
(503) 248-3138  
FAX 248-3377

BOARD OF COUNTY COMMISSIONERS  
GLADYS McCOY, CHAIR  
PAULINE ANDERSON  
RICK BAUMAN  
GARY HANSEN  
SHARRON KELLEY

## M E M O R A N D U M

TO: Ben Buisman (106/1400)  
Planning & Budget

FROM: Laurence Kressel (106/1530)  
County Counsel

DATE: May 23, 1991

SUBJECT: Draft Business Income Tax Ordinance

COUNTY COUNSEL  
LAURENCE KRESSEL

CHIEF ASSISTANT  
JOHN L DU BAY

ASSISTANTS  
SANDRA N. DUFFY  
J. MICHAEL DOYLE  
GERALD H. ITKIN  
H.H. LAZENBY, JR.  
MATTHEW O. RYAN  
JACQUELINE A. WEBER  
MARK B. WILLIAMS

Here is the latest revision, showing the changes you requested.

With respect to the retroactivity aspect of MCC 5.70.045(D), our research indicates there is no constitutional flaw. See *Collins v. Tax Commission*, 3 OTR 275, 280-82 (1968) (excerpt attached).

### Attchments

cc: H. C. Miggins (101/134)  
David Boyer (106/1430)

R:\FILES\087LK.MEM\dc

1                   BEFORE THE BOARD OF COUNTY COMMISSIONERS

2                                 FOR MULTNOMAH COUNTY, OREGON

3   ORDINANCE NO. \_\_\_\_\_

4  
5             An ordinance relating to the Business Income Tax; amending  
6 MCC 5.70.045.

7  
8             Multnomah County ordains as follows:

9  
10 SECTION 1. FINDINGS.

- 11
- 12 A.     The citizens of the State of Oregon enacted Ballot Measure 5,  
13         the Property Tax Limitation Initiative, in November of 1990.  
14         As a result of that limitation, services and programs funded  
15         through the Multnomah County General Fund must be sharply cut.  
16
- 17 B.     It has been made plain in testimony from the citizens of  
18         Multnomah County that the required cuts are unacceptable.  
19         Alternative revenue sources must be established.  
20
- 21 C.     This ordinance modestly increases the County's Business Income  
22         Taxes for a limited period of time as a means of partially  
23         funding public services and programs that would otherwise be  
24         lost.     Approval of the ordinance will result in a total  
25         business income tax rate of 1.96% until January 1, 1994, when  
26         the rate shall return to its current 1.46%.

1 SECTION 2. AMENDMENT

2  
3 MCC 5.70.045 is amended to read as follows:

4  
5 (A) Except as otherwise provided in this chapter,  
6 a tax is hereby imposed upon each person doing business  
7 within Multnomah County equal to six-tenths of one  
8 percent (0.006) of the net income from that business  
9 within the county.

10  
11 (B) In addition to the tax imposed under  
12 subsection (A) above, a tax equal to thirty-five  
13 hundredths of one percent (0.0035) of the net income from  
14 each person doing business within Multnomah County is  
15 hereby imposed upon that business within the county  
16 effective with tax years beginning January 1, 1986.

17  
18 (C) In addition to the tax imposed under  
19 subsections (A) and (B) above, a tax equal to fifty-one  
20 hundredths of one percent (0.51%) of the net income  
21 (0.0051) from each person doing business within Multnomah  
22 County is hereby imposed upon that business within the  
23 county effective with tax years beginning January 1,  
24 1987.

1           (D) In addition to the tax imposed under  
2 subsections (A), (B), and (C) above, a tax equal to five-  
3 tenths of one percent (0.5%) of the net income from each  
4 person doing business within Multnomah County is hereby  
5 imposed upon that business within the county effective  
6 with tax years beginning January 1, 1991.

7  
8           (E) The tax imposed by subsection (D) above shall  
9 be levied for three (3) years and shall expire as of the  
10 tax year beginning January 1, 1994.

11  
12           (F) The tax prescribed in subsections (A), (B),  
13 [and] (C), and (D) of this section is for revenue  
14 purposes and is not imposed for regulatory purposes. The  
15 payment of the tax and the acceptance of it by the county  
16 shall not entitle a taxpayer to carry on any business not  
17 in compliance with all other legal requirements.

18  
19  
20 SECTION 3. ADOPTION.

21  
22           This Ordinance, being necessary for the health, safety, and  
23 general welfare of the people of Multnomah County, shall take  
24 effect on the thirtieth (30th) day after its adoption, pursuant to  
25 Section 5.50 of the Charter of Multnomah County.  
26

1 ADOPTED this \_\_\_\_\_ day of \_\_\_\_\_, 1991, being  
2 the date of its \_\_\_\_\_ reading before the Board of County  
3 Commissioners of Multnomah County.

4  
5 (SEAL)

6  
7 By \_\_\_\_\_  
8 Gladys McCoy, Chair  
9 Multnomah County, Oregon

10 REVIEWED:

11 By \_\_\_\_\_  
12 Laurence Kressel, County Counsel  
13 For Multnomah County, Oregon

14  
15 05/23/91:2  
16 R:\FILES\067LK.ORD\dc

Also Section 2 of the Act provided as follows:

"The amendment of ORS 316.405 by section 1 of this Act applies to all *transactions* occurring on or after July 1, 1965." (Emphasis supplied.)

The parties agree on two features: (1) that the 1965 Act did not include losses from worthless securities as sales or exchanges of capital assets and therefore did not adopt § 165(g)(1) of the Internal Revenue Code of 1954,<sup>①</sup> and (2) that the 1967 amendment to ORS 316.405 did include losses from worthless securities as sales or exchanges and did adopt § 165(g)(1) of the Internal Revenue Code which treated losses from worthless securities as a loss from a sale or exchange of a capital asset.<sup>②</sup>

<sup>①</sup>The commission's Reg 316.405 (1965) made this clear. It stated in part:

"\* \* \* \* \*

"Certain sections of the federal capital gains law are considered not to have been adopted by ORS 316.405 because the Oregon law is restricted to sales and exchanges and does not include transactions which, for federal purposes, are treated as if they were sales or exchanges. (\* \* \* Other examples of such items are: I.R.C. § 165(g)(1) which provides that if any security which is a capital asset becomes worthless during the taxable year, the loss resulting therefrom shall, for purposes of the subtitle, be treated as a loss from the sale or exchange, on the last day of the taxable year, of a capital asset; and I.R.C. § 166(d)(1)(B) which provides that where any nonbusiness debt becomes worthless within the taxable year, the resulting loss therefrom shall be considered as a loss from the sale or exchange, during the taxable year, of a capital asset held for not more than six months. In both of these situations, no sale or exchange has taken place. Therefore, the loss which results from either of these transactions is an ordinary loss and not a capital loss for Oregon income tax purposes. A taxpayer applying the federal capital gains laws to Oregon income should be careful that only the income which results from a *sale or exchange* of a capital asset is treated as such.) \* \* \*"

The above regulation was repealed in 1967.

<sup>②</sup>Section 165(g)(1) of the Internal Revenue Code of 1954 provides as follows:

"(g) Worthless Securities.

(Continued on page 279)

Cite as 3 OTR 275

1. The plaintiffs' first contention is that the "transaction" involved in this case did not occur in 1966 when the stock became worthless but occurred in 1964 when it was purchased. Therefore plaintiffs argue that Or L 1967, ch 110, did not apply because it related to "all transactions occurring on or after July 1, 1965." This contention is without merit. Section 165(g)(1) of the Internal Revenue Code, *supra*, clearly states that if a security becomes worthless, the loss shall be treated as the loss from a sale or exchange of a capital asset "on the last day of the taxable year." (Emphasis supplied.) The parties have stipulated that on December 31, 1966, the stock had no value. The stock did not become worthless when it was purchased. Concerning this subject, 5 *Mertens, Law of Federal Income Taxation*, § 28.15, states "losses are ordinarily deductible when sustained. \* \* \* In general, losses must be evidenced by closed and completed transactions, fixed by identifiable events, bona fide and actually sustained during the taxable period for which allowed." The completed transaction in this case occurred when the stock became worthless in 1966, not when it was purchased. It was, therefore, a transaction that occurred after July 1, 1965 and was within the provisions of the 1967 amendment.

2. The plaintiffs argue in their brief that the retroactive provisions of the 1967 Act applying to transactions occurring on or after July 1, 1965, violates Art I, § 21, of the Oregon Constitution which provides against enactment of ex post facto laws or laws im-

(Continued from page 278)

"(1) General Rule.—If any security which is a capital asset becomes worthless during the taxable year, the loss resulting therefrom shall, for purposes of this subtitle, be treated as a loss from the sale or exchange, on the last day of the taxable year, of a capital asset."

pairing the obligation of contracts. Plaintiffs' position cannot be sustained on either theory. The reference in the Constitution to ex post facto laws applies only to statutes that are criminal in nature. *In re Idleman's Commitment*, 146 Or 13, 27, 27 P2d 305, 310 (1933); *Fisher et al v. City of Astoria*, 126 Or 268, 286, 269 P 853, 859 (1928).

3, 4. The retroactive effect of the 1967 Act was not unconstitutional as impairing the obligation of contract. Credits, deductions or exemptions to or from income are matters of legislative grace and not a matter of taxpayer right. *Keyes v. Chambers et al*, 209 Or 640, 646, 307 P2d 498, 501 (1957); *Plywood & Veneer Local v. Commission*, 2 OTR 520, 523 (1967). In *Welch v. Henry*, 305 US 134, 146, 59 S Ct 121, 125, 83 L ed 87, 93, 21 AFTR 973, 977 (1938), the United States Supreme Court stated: "Taxation is neither a penalty imposed on the taxpayer nor a liability which he assumes by contract. It is but a way of apportioning the cost of government among those who in some measure are privileged to enjoy its benefits and must bear its burdens. Since no citizen enjoys immunity from that burden, its retroactive imposition does not necessarily infringe due process, and to challenge the present tax it is not enough to point out that the taxable event, the receipt of income, antedated the statute."

5. The Oregon Constitution does not prohibit retroactive legislation. *Fisher et al v. City of Astoria*, *supra*, at p 286.

6. The general rule regarding constitutionality of retroactive tax statutes is stated by *Mertens* as follows: "A retroactive statute is not of itself unconstitutional unless it conflicts with the due process clause. Although it has sometimes been argued to be

Cite as 3 OTR 275

an injustice, in the light of the decided cases retroactive income taxation has become well established as a constitutional power of Congress. \* \* \*." 1 *Mertens, Law of Federal Income Taxation*, § 4.14. See also *Garrett Freight Lines v. State Tax Commission*, 103 Utah 390, 135 P2d 523, 526, 146 ALR 1003, 1006 (1943), 73 Har L Rev 692, 706-711.

In *Welch v. Henry*, *supra*, the United States Supreme Court upheld a Wisconsin statute enacted in 1935 imposing a tax on corporate dividends received in 1933 and found that the retroactive application of the statute did not violate due process. The Court stated:

"\* \* \* In each case it is necessary to consider the nature of the tax and the circumstances in which it is laid before it can be said that its retroactive application is so harsh and oppressive as to transgress the constitutional limitation.

"\* \* \* \* \*

"\* \* \* The contention that the retroactive application of the Revenue Acts is a denial of the due process guaranteed by the Fifth Amendment has been uniformly rejected. [Citing cases.] \* \* \*." 305 US at 147-149.

7. The loss was deductible in 1966. However, the 1967 amendment by its terms was clearly intended to be retroactive to July 1, 1965. It did not eliminate the loss but, as previously mentioned, treated it as a capital loss limited to an offset against ordinary income to \$1,000 per year with a carryover to succeeding years. The legislature has the authority to enact a law which has a reasonable retroactive effect upon transactions occurring prior to its enactment. This is particularly true with respect to tax statutes where there is no constitutional prohibition against retroactive or retrospective laws. *Mechem v. State Tax*

*Commission*, 17 Utah2d 321, 410 P2d 1008 (1966). It cannot be said here that the act was "so harsh and oppressive as to transgress the constitutional limitation." *Welch v. Henry, supra*.

The order of the tax commission is affirmed.

SOUTHERN OREGON HEALTH SERVICE,  
INC. v. COMMISSION

Suit to set aside an order of the commission denying plaintiff an exemption from corporate excise taxes under ORS 317.080(8). The Court held that where plaintiff provided only health and accident insurance it was not "like" a life insurance company; nor did it show that it was a mutual company where there was no evidence of the relationship between the reserves and the insurance in force.

Judicial construction—Tax exemption statutes

1. Rules of judicial construction require strict but reasonable construction of tax exemption statutes; and one seeking the benefit of an exemption statute must show that he comes clearly within the legislative intent of the statute.

"Like"—Definition—Mutual insurance exemption

2. An insurance company issuing health and accident insurance is not "like" a company issuing hail, cyclone or fire insurance.

Statutory interpretation—Federal law—Administrative construction

3. Where an Oregon statute has been copied from federal law, the Oregon courts will adopt the interpretation given the federal act by the federal court. But, "[I]n the absence of judicial construction, administrative construction is informative, and unless clearly at variance with the express terms of the statute, is entitled to respect."

"Like"—Definition—Mutual insurance exemption

4. A company issuing both health and accident insurance plus death benefits would be similar to a life insurance company because of the death benefits allowed, but a company writing only health and accident insurance would not be "like" a life insurance company because of the absence of any death benefits.

Mutual insurance company—Definition

5. A mutual insurance company is an association of persons having the objective of obtaining insurance substantially at cost.

Mutual insurance company—Defined

6. The characteristics of a mutual insurance company are:
- a. The common equitable ownership of the assets by the members;
  - b. The right of all policyholders to be members to the exclusion of other persons and to choose the management;

BEFORE THE BOARD OF COUNTY COMMISSIONERS

FOR MULTNOMAH COUNTY, OREGON

ORDINANCE NO. \_\_\_\_\_

An ordinance relating to the Business Income Tax; amending  
MCC 5.70.045.

Multnomah County ordains as follows:

SECTION 1. FINDINGS.

- A. The citizens of the State of Oregon enacted Ballot Measure 5, the Property Tax Limitation Initiative, in November of 1990. As a result of that limitation, services and programs funded through the Multnomah County General Fund must be sharply cut.
- B. It has been made plain in testimony from the citizens of Multnomah County that the required cuts are unacceptable. Alternative revenue sources must be established.
- C. This ordinance modestly increases the County's Business Income Taxes for a limited period of time as a means of partially funding public services and programs that would otherwise be lost. Approval of the ordinance will result in a total business income tax rate of 1.96% until January 1, 1994, when the rate shall return to its current 1.46%.

1           (D) In addition to the tax imposed under  
2 subsections (A), (B), and (C) above, a tax equal to five-  
3 tenths of one percent (0.5%) of the net income from each  
4 person doing business within Multnomah County is hereby  
5 imposed upon that business within the county effective  
6 with tax years beginning January 1, 1991.

7  
8           (E) The tax imposed by subsection (D) above shall  
9 be levied for three (3) years and shall expire as of the  
10 tax year beginning January 1, 1994.

11  
12           (F) The tax prescribed in subsections (A), (B),  
13 [and] (C), and (D) of this section is for revenue  
14 purposes and is not imposed for regulatory purposes. The  
15 payment of the tax and the acceptance of it by the county  
16 shall not entitle a taxpayer to carry on any business not  
17 in compliance with all other legal requirements.

18  
19  
20 SECTION 3. ADOPTION.

21  
22           This Ordinance, being necessary for the health, safety, and  
23 general welfare of the people of Multnomah County, shall take  
24 effect on the thirtieth (30th) day after its adoption, pursuant to  
25 Section 5.50 of the Charter of Multnomah County.

1 SECTION 2. AMENDMENT

2  
3 MCC 5.70.045 is amended to read as follows:

4  
5 (A) Except as otherwise provided in this chapter,  
6 a tax is hereby imposed upon each person doing business  
7 within Multnomah County equal to six-tenths of one  
8 percent (0.006) of the net income from that business  
9 within the county.

10  
11 (B) In addition to the tax imposed under  
12 subsection (A) above, a tax equal to thirty-five  
13 hundredths of one percent (0.0035) of the net income from  
14 each person doing business within Multnomah County is  
15 hereby imposed upon that business within the county  
16 effective with tax years beginning January 1, 1986.

17  
18 (C) In addition to the tax imposed under  
19 subsections (A) and (B) above, a tax equal to fifty-one  
20 hundredths of one percent (0.51%) of the net income  
21 (0.0051) from each person doing business within Multnomah  
22 County is hereby imposed upon that business within the  
23 county effective with tax years beginning January 1,  
24 1987.

1 ADOPTED this \_\_\_\_ day of \_\_\_\_\_, 1991, being  
2 the date of its \_\_\_\_\_ reading before the Board of County  
3 Commissioners of Multnomah County.  
4

5 (SEAL)

6  
7 By \_\_\_\_\_  
8 Gladys McCoy, Chair  
9 Multnomah County, Oregon

10 REVIEWED:

11 By   
12 Laurence Kressel, County Counsel  
13 For Multnomah County, Oregon  
14

15 05/23/91:2  
16 R:\FILES\067LK.ORD\dc  
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26



CITY OF GRESHAM

1333 N.W. Eastman Parkway  
Gresham, OR 97030-3813  
(503) 661-3000

Mayor  
Gussie McRobert

Councilors  
Jack Adams  
Jack Gallagher  
Bernie Giusto  
Jo Haverkamp  
Joel Malone  
Barbara Wiggin

June 5, 1991

Multnomah County Commission  
Gladys McCoy, Chair  
Multnomah County Court House  
1021 SW Fourth  
Portland, OR 97204

Dear Gladys:

The Gresham City Council voted unanimously at its June 4th Council meeting to oppose the increase in the Business License Tax which is being considered by your board.

The Council feels it is inappropriate for the County to impose a tax when the voters have said they will not accept new taxes at this time. The League of Oregon Cities and the Association of Oregon Counties have gone on record encouraging cities and counties not to increase taxes in the immediate aftermath of the Measure 5 vote.

In addition, the Council sees this as an added burden to the local business community, which already pays a good portion of its profits to the County. In a climate where Oregon businesses are now recovering from a recession, we should be encouraging business growth.

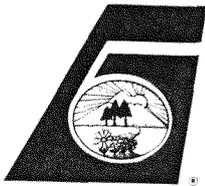
The Gresham City Council does not view an increase in a tax as a well thought out option to the County's budget problems. We continue to be willing to work with you to take advantage of opportunities to reduce costs for both our jurisdictions as an alternative to this proposed tax increase.

Sincerely,

Jo Haverkamp  
Gresham City Councilor

JH:KF:hs

cc: Multnomah County Commission  
Gresham Council



**GRESHAM AREA  
CHAMBER OF COMMERCE**

*Serving:  
Gresham  
Troutdale  
Wood Village  
Fairview  
Rockwood  
Boring  
Damascus*

June 13, 1991

TO: Multnomah County Commission  
FR: Gresham Area Chamber of Commerce

Testimony: Opposition to the Business Income Tax Increase

We remain opposed to this tax due to its negative impact on business growth in Multnomah county. We must maintain a high level of family wage earning jobs in our county in order to pay for the growing number of indigents and county service programs. Any measure which makes us less competitive as a business community with our neighboring counties is counter productive and will cost us long term dollars. We are indeed turning over a dollar to collect a dime with this tax.

Should you pursue the tax and this increase, we urge you to include a two year sunset on the increase, and a freeze from further increases for five years. At the very least, today we ask you to delay any action for the following reasons:

Total revenue available for this fiscal year is still an unknown. The total impact from cost cutting measures is still an unknown. The dollars from state government are still uncertain.

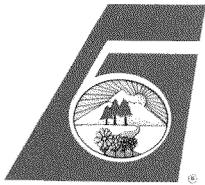
In this particular case, the timing of implementation of a new tax may have stronger political ramifications than budget timing as advised by your analysts.

We urge you to delay the first reading of this ordinance until September when a lower amount can be considered if the revenue is higher than currently projected.

Thank you again for the opportunity to share our concerns with you.

Joan Pasco, Executive Director  
Gresham Area Chamber of Commerce

R-16  
6-13-91  
Handout #1



**GRESHAM AREA  
CHAMBER OF COMMERCE**

*Serving:*  
Gresham  
Troutdale  
Wood Village  
Fairview  
Rockwood  
Boring  
Damascus

June 13, 1991

**TO: Multnomah County Commission**  
**FR: Gresham Area Chamber of Commerce**

**Testimony: Opposition to the Business Income Tax Increase**

We remain opposed to this tax due to its negative impact on business growth in Multnomah county. We must maintain a high level of family wage earning jobs in our county in order to pay for the growing number of indigents and county service programs. Any measure which makes us less competitive as a business community with our neighboring counties is counter productive and will cost us long term dollars. We are indeed turning over a dollar to collect a dime with this tax.

Should you pursue the tax and this increase, we urge you to include a two year sunset on the increase, and a freeze from further increases for five years. At the very least, today we ask you to delay any action for the following reasons:

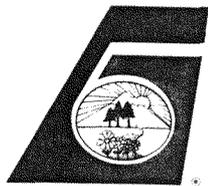
Total revenue available for this fiscal year is still an unknown. The total impact from cost cutting measures is still an unknown. The dollars from state government are still uncertain.

In this particular case, the timing of implementation of a new tax may have stronger political ramifications than budget timing as advised by your analysts.

We urge you to delay the first reading of this ordinance until September when a lower amount can be considered if the revenue is higher than currently projected.

Thank you again for the opportunity to share our concerns with you.

Joan Pasco, Executive Director  
Gresham Area Chamber of Commerce



**GRESHAM AREA  
CHAMBER OF COMMERCE**

*Handout #1  
R-16  
6-13-91*

*Serving:  
Gresham  
Troutdale  
Wood Village  
Fairview  
Rockwood  
Boring  
Damascus*

June 13, 1991

TO: Multnomah County Commission  
FR: Gresham Area Chamber of Commerce

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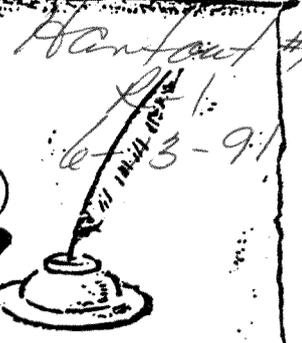
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OUR AMERICAN HERITAGE



# The Bill of Rights

As provided in the FIRST TEN AMENDMENTS TO THE CONSTITUTION OF THE UNITED STATES  
Effective December 15, 1791

## Preamble

The conventions of a number of the States having at the time of their adopting the Constitution, expressed a desire, in order to prevent misconstruction or abuse of its powers, that further declaratory and restrictive clauses should be added: And as extending the ground of public confidence in the Government, will best insure the beneficent ends of its institution.

- 1 **Right to Freedom of Religion, Speech, Press, Assembly, Petition.**  
Congress shall make (no law) respecting an (establishment of religion,) or prohibiting the free exercise thereof; or abridging the freedom of speech, or of the press; or the right of the people peaceably to assemble, and to petition the Government for a redress of grievances.
- 2 **Right to Keep and Bear Arms.**  
A well regulated Militia, being necessary to the security of a free State, the right of the people to keep and bear Arms, shall not be infringed.
- 3 **Rights on Quartering of Soldiers.**  
No Soldier shall, in time of peace, be quartered in any house, without the consent of the Owner, nor in time of war, but in a manner to be prescribed by law.
- 4 **Right against Unreasonable Search and Seizure.**  
The right of the people to be secure in their persons, houses, papers, and effects, against unreasonable searches and seizures, shall not be violated, and no Warrants shall issue, but upon probable cause, supported by Oath or affirmation, and particularly describing the place to be searched, and the persons or things to be seized.
- 5 **Right to Protection of Persons and Property.**  
No person shall be held to answer for a capital, or otherwise infamous crime, unless on a presentment or indictment of a Grand Jury, except in cases arising in the land or naval forces, or in the Militia, when in actual service, in time of War or public danger; nor shall any person be subject for the same offense to be twice put in jeopardy of life or limb; nor shall be compelled in any Criminal Case to be a witness against himself, nor be deprived of life, liberty, or property, without due process of law; nor shall private property be taken for (public use,) without just compensation.
- 6 **Rights of Persons Accused of Crime.**  
In all criminal prosecutions, the accused shall enjoy the right to a speedy and public trial, by an impartial jury of the State and district wherein the crime shall have been committed, which districts shall have been previously ascertained by law, and to be informed of the nature and cause of the accusation; to be confronted with the witnesses against him; to have compulsory process for obtaining Witnesses in his favor, and to have the Assistance of Counsel for his defense.
- 7 **Right of Trial by Jury.**  
In suits at common law, where the value in controversy shall exceed twenty dollars, the right of trial by jury shall be preserved, and no fact tried by a jury shall be otherwise re-examined in any Court of the United States, than according to the rules of the common law.
- 8 **Right to Protection Against Excessive Fines, Bail, Punishment.**  
Excessive bail shall not be required, nor excessive fines imposed, nor cruel and unusual punishment inflicted.
- 9 **Rights not enumerated retained by the people.**  
The enumeration in the Constitution of certain rights, shall not be construed to deny or disparage others retained by the people.
- 10 **Rights reserved to the States and the People.**  
The powers not delegated to the United States by the Constitution, nor prohibited by it to the States, are reserved to the States respectively, or to the people.

Neighborhoods THE BILL OF RIGHTS COMMEMORATION COMMITTEE—Joe Crell, Chairman.  
Protective Association, P.O. Box 19224 Portland, Oregon 97219 June 13, 1991.

Dear Members of the Board of Multnomah County Commissioners: Chairperson McCoy, Commissioners Anderson, Bauman, Hansen, and Kelley,  
We are here this morning in regard to the public hearing regarding "Notice of Intent to Transfer the following tax foreclosed properties to Northeast Community Development Corp. for a public purpose. Legal Description and Location:" The list, as advertised in The Oregonian, is very long! It looks like approximately sixty properties being foreclosed on for taxes! What is the tax value placed on these properties?? What hardship, economically, caused them to be here? Is not part of it...confiscatory taxation, which is why Ballot Measure 5 was passed by the voters?? Who is this Community Development Corp. representing? How do they get the right to this property for a PUBLIC PURPOSE? What are their credentials and why do they want it...and for what PUBLIC PURPOSE?? The taking of private property for a PUBLIC PURPOSE violates our Constitution and Bill of Rights. Taxes only for necessary basic services needed to keep an orderly society! We feel that this violates the Bill of Rights: Articles 4, 5, 6, 7, 8, 9, & 10! Earnestly EXCESSIVE TAXATION? YES! In a declining economy? Yes! (Mrs.) Louise Weidlich, Director

PAULINE ANDERSON  
Multnomah County Commissioner  
District 1



605 County Courthouse  
Portland, Oregon 97204  
(503) 248-5220

June 13, 1991

To: Board of County Commissioners  
From: Pauline Anderson *PC*  
Re: Space Plan for New Judges

These are the steps I am willing to take to accommodate the needs of the judges for new courtrooms.

1. Commissioner Bauman and his staff move to the Mead Bldg. by September 1st.
2. Judge LaMar uses that space for her mediation sessions.
3. The Board shares Room 602 with Judge Londer. The Board will only use the room in the afternoons.
4. I will move "down the hall", if Judge Londer would like to use my office for his chambers.
5. Judge Londer's current courtroom will be used by a new Judge who could arrive as early as July 1, 1991.

This provides a low cost, status quo option. If the Legislature authorizes a second new judge for Multnomah County, the courts can provide rotating space for that judge in the same manner that they have for the past few years. Our decision to not provide an additional new courtroom should not administratively prevent the arrival of that new judge.

I see no reason for the Board to leave the Courthouse at additional cost to the County when we can meet the needs of both the Board and courts at minimal cost and disruption.

2398

DRAFT

BEFORE THE BOARD OF COUNTY COMMISSIONERS  
MULTNOMAH COUNTY , OREGON

In the Matter of Moving )  
the Board of County ) RESOLUTION  
Commissioners out of the Courthouse )

WHEREAS, the Governor will soon appoint two Multnomah County Judges; and

WHEREAS, Multnomah County has statutory responsibility to provide courtrooms for County judges; and

WHEREAS, Ballot Measure 5 has significantly reduced the revenues available to Multnomah County in the 1991-92 fiscal year; and

WHEREAS, citizen access to the Board of County Commissioners and cost savings can be increased by locating Commissioner Offices within their districts.

THEREFORE, BE IT RESOLVED THAT, the County shall vacate room 606 no later than September 1, 1991; and

BE IT FURTHER RESOLVED THAT, the Board of County Commissioners shall vacate all other offices in the County Courthouse by December 31, 1992; and

BE IT FURTHER RESOLVED THAT, the County shall provide three additional courtrooms from space vacated by the Board of County Commissioners; and

ADOPTED this \_\_\_\_\_ day of \_\_\_\_\_, 1991.

By \_\_\_\_\_  
Gladys McCoy, County Chair

REVIEWED  
LAURENCE KRESSEL, COUNTY COUNSEL  
for Multnomah County, Oregon

By \_\_\_\_\_

DRAFT