

## ANNOTATED MINUTES

Tuesday, May 9, 1995 - 9:30 AM  
Multnomah County Courthouse, Room 602  
1021 SW Fourth, Portland

### BUDGET SESSION

Chair Beverly Stein convened the meeting at 9:31 a.m., with Commissioners Gary Hansen, Tanya Collier and Dan Saltzman present, Vice-Chair Sharron Kelley arriving at 9:32 a.m.

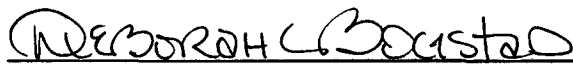
- WS-1      Aging Services Division Budget Overview, Highlights and Action Plans. ASD Citizen Budget Advisory Committee Presentation. Opportunity for Public Testimony on the Proposed 1995-96 Multnomah County Budget. Issues and Opportunities. Board Questions and Answers.

**JIM McCONNELL BUDGET AND ACTION PLANS HIGHLIGHTS AND RESPONSE TO BOARD QUESTIONS. KATHY GILLETTE RESPONSE TO BOARD QUESTIONS. ROBERT SMITH PRESENTATION IN SUPPORT OF PMCoA/CBAC RECOMMENDATIONS. THELMA SKELTON PRESENTATION IN SUPPORT OF FUNDING FOR ADULT CARE HOME PROGRAM. MR. SMITH PRESENTATION IN SUPPORT OF FUNDING FOR PUBLIC GUARDIAN PROGRAM. JOE ANDERSON PRESENTATION IN SUPPORT OF FUNDING FOR EAST COUNTY ELDER SAFETY PROGRAM AND RESPONSE TO BOARD QUESTIONS. NARCISA PIMENTEL PRESENTATION IN SUPPORT OF FUNDING FOR MULTI-ETHNIC ELDER PROGRAMS. NENE AGUINALDO TESTIMONY IN SUPPORT OF FUNDING FOR MULTI-ETHNIC ELDERLY SERVICES. AVELINA SAMPSON TESTIMONY IN SUPPORT OF SENIOR HOUSING PROGRAM SERVICES. JOAN SCHNELL AND JOE MAHONEY OF OREGON FAIR SHARE TESTIMONY IN SUPPORT OF ADDITIONAL FUNDING FOR ADULT FOSTER CARE PROGRAM. JIM PAYNTER TESTIMONY REGARDING BUDGET PROCESS AND NEED FOR LOCAL FUNDING PLAN TO SUPPORT DISTRICT CENTERS. DAN GRIGORAS TESTIMONY IN OPPOSITION TO FUNDING FOR ADULT CARE HOME PROGRAM. LORENA CAMPBELL AND SUSAN EMMONS TESTIMONY IN SUPPORT OF AN EAST COUNTY FOCAL POINT SATELLITE OFFICE. JEAN DeMASTER**

**PRESENTATION REGARDING ADULT CARE HOME PROGRAM AND RESPONSE TO BOARD QUESTIONS AND DISCUSSION. MR. McCONNELL AND MS. DeMASTER RESPONSE TO BOARD QUESTIONS AND DISCUSSION. HOLLY BERMAN PRESENTATION REGARDING PUBLIC GUARDIAN PROGRAM. MR. McCONNELL AND BETTY GLANTZ PRESENTATION REGARDING ADULT PROTECTIVE SERVICES PROGRAM AND RESPONSE TO BOARD QUESTIONS AND DISCUSSION. BOARD IDENTIFIED FOLLOW UP ISSUES FOR FURTHER STAFF ELABORATION DURING BUDGET DELIBERATIONS. COMMISSIONER KELLEY PROPOSED BUDGET AMENDMENT ADDING EAST COUNTY OFFICE. COMMISSIONER SALTZMAN PROPOSED BUDGET AMENDMENT INCREASING SAME DAY EMERGENCY TRANSPORTATION. COMMISSIONER HANSEN PROPOSED BUDGET AMENDMENT FOR ADDITIONAL MULTI-ETHNIC OUTREACH FUNDS. COMMISSIONER COLLIER PROPOSED BUDGET AMENDMENTS FOR ADDITIONAL PUBLIC GUARDIAN AND ADDITIONAL ADULT PROTECTIVE SERVICES STAFF.**

There being no further business, the meeting was adjourned at 11:30 a.m.

OFFICE OF THE BOARD CLERK  
MULTNOMAH COUNTY, OREGON



Deborah L. Bogstad

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Wednesday, May 10, 1995 - 9:30 AM  
Multnomah County Courthouse, Room 602  
1021 SW Fourth, Portland

**BUDGET SESSION**

Chair Beverly Stein convened the meeting at 9:31 a.m., with Vice-Chair Sharron Kelley, Commissioners Tanya Collier and Dan Saltzman present, and Commissioner Gary Hansen arriving at 9:32 a.m.

WS-2 Department of Environmental Services Budget Overview, Highlights and Action Plans. DES Citizen Budget Advisory Committee Presentation. Opportunity for Public Testimony on the Proposed 1995-96 Multnomah County Budget. Issues and Opportunities. Board Questions and Answers.

BETSY WILLIAMS DEPARTMENT OVERVIEW SLIDE PRESENTATION. MIKE ZOLLITSCH PRESENTATION IN SUPPORT OF CBAC RECOMMENDATIONS. KERI HARDWICK AND JIM MUNZ PRESENTATION AND RESPONSE TO BOARD QUESTIONS AND DISCUSSION. MS. WILLIAMS AND MR. MUNZ RESPONSE TO BOARD QUESTIONS REGARDING STATUS OF DPMC AND SPIT COMMITTEES. MS. WILLIAMS PRESENTATION AND RESPONSE TO BOARD QUESTIONS REGARDING CIP PLAN. WAYNE GEORGE AND MS. WILLIAMS RESPONSE TO BOARD QUESTIONS AND DISCUSSION REGARDING SEISMIC ISSUES, STRATEGIC PLAN, CUSTODIAL ISSUES AND STATUS OF FACILITIES ADVISORY STAFF TEAM. MS. WILLIAMS PRESENTATION REGARDING PARKS AND EXPO TRANSFER TO METRO AND RESPONSE TO BOARD QUESTIONS. LARRY NICHOLAS RESPONSE TO BOARD QUESTION REGARDING BRIDGE FUNDING. MS. WILLIAMS RESPONSE TO BOARD QUESTIONS AND DISCUSSION REGARDING GIS SYSTEM AND BOARD OF EQUALIZATION. TOM GUINEY PRESENTATION AND RESPONSE TO BOARD QUESTIONS REGARDING ARCHIVIST. BOARD IDENTIFIED FOLLOW UP ISSUES FOR FURTHER STAFF ELABORATION DURING BUDGET DELIBERATIONS. COMMISSIONER HANSEN PROPOSED BUDGET AMENDMENT FOR ADDITIONAL CUSTODIAL SERVICES. COMMISSIONER COLLIER PROPOSED BUDGET AMENDMENT FOR TEMPORARY STAFF TO COORDINATE BRIDGE LIGHTING PROJECT. COMMISSIONER SALTZMAN PROPOSED BUDGET AMENDMENT TO FUND RECORDS ARCHIVIST.

There being no further business, the meeting was adjourned at 11:25 a.m.

OFFICE OF THE BOARD CLERK  
MULTNOMAH COUNTY, OREGON



Deborah L. Bogstad

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Thursday, May 11, 1995 - 9:30 AM  
Multnomah County Courthouse, Room 602  
1021 SW Fourth, Portland

## **REGULAR MEETING**

Chair Beverly Stein convened the meeting at 9:30 a.m., with Vice-Chair Sharron Kelley, Commissioners Gary Hansen, Tanya Collier and Dan Saltzman present.

**COMMISSIONER COLLIER INTRODUCED AND WELCOMED VISITING MADISON HIGH SCHOOL STUDENTS THEIR TEACHER.**

## **CONSENT CALENDAR**

**UPON MOTION OF COMMISSIONER KELLEY, SECONDED BY COMMISSIONER HANSEN, THE CONSENT CALENDAR (ITEMS C-1 THROUGH C-2) WAS UNANIMOUSLY APPROVED.**

## **NON-DEPARTMENTAL**

- C-1 In the Matter of the Appointment of Clayborn Collins to the MULTNOMAH COUNTY COMMUNITY ACTION COMMISSION

## **DEPARTMENT OF HEALTH**

- C-2 Ratification of Intergovernmental Agreement Contract 202025 Between the City of Portland and Multnomah County, Providing Monitoring and Control of Rats within the City's Wastewater Collection System, for the Period July 1, 1995 through June 30, 1996

## **REGULAR AGENDA**

## **PUBLIC COMMENT**

- R-1 Opportunity for Public Comment on Non-Agenda Matters. Testimony Limited to Three Minutes Per Person.

**THOMAS BUCHHOLZ COMMENTED IN OPPOSITION TO ANIMAL CONTROL DISPOSITION OF AN ANIMAL ABUSE ISSUE. RICHARD KOENIG COMMENTED IN OPPOSITION TO FAMILY SERVICES MEDIATION PROCESS AND EXECUTIVE ORDER 122. AT THE REQUEST OF CHAIR STEIN, COUNTY COUNSEL LARRY KRESSEL ADVISED MR. KOENIG HAS FILED AN APPEAL OF HIS APRIL CRIMINAL TRESPASS CONVICTION WITH THE COURT SYSTEM, AND DISCUSSED THE CRITERIA USED BY SHERIFF'S OFFICE WHEN IMPLEMENTING EXECUTIVE ORDER 122.**

**RICHARD GRADY COMMENTED IN OPPOSITION TO EXECUTIVE ORDER 122 AND HIS EXCLUSION FROM THE COURTHOUSE. AT THE REQUEST OF CHAIR STEIN, MR. KRESSEL DESCRIBED THE CRITERIA USED IN MR. GRADY'S NOTICE OF EXCLUSION AND EXPLAINED HIS LEGAL RECOURSE.**

**SERVICE DISTRICTS**

(Recess as the Board of County Commissioners and convene as the Budget Committee for Dunthorpe Riverdale Sanitary Service District No. 1)

- R-2      Selection of Budget Committee Chair and Secretary and PUBLIC HEARING to Consider and Approve the 1995-96 Dunthorpe Riverdale Sanitary Service District No. 1 Proposed Budget for Submittal to the Tax Supervising and Conservation Commission

**UPON MOTION OF COMMISSIONER KELLEY, SECONDED BY COMMISSIONER SALTZMAN, THE APPOINTMENT OF KENNETH UNDERDAHL CHAIR AND JERRY SCOTT SECRETARY TO THE DUNTHORPE RIVERDALE SANITARY SERVICE DISTRICT WAS UNANIMOUSLY APPROVED. CHAIR UNDERDAHL EXPLANATION AND COMMENTS IN SUPPORT OF BUDGET. UPON MOTION OF CHAIR UNDERDAHL, SECONDED BY SECRETARY SCOTT, THE SERVICE DISTRICT BUDGET WAS UNANIMOUSLY APPROVED.**

(Recess as the Budget Committee for Dunthorpe Riverdale Sanitary Service District No. 1 and reconvene as the Board of County Commissioners)

**NON-DEPARTMENTAL**

- R-8      PROCLAMATION in the Matter of Honoring Veterans of the Second World War on the Occasion of the 50th Anniversary of V-E Day

**COMMISSIONER SALTZMAN MOVED AND COMMISSIONER KELLEY SECONDED, APPROVAL OF R-8. PROCLAMATION READ. COMMISSIONER SALTZMAN PRESENTATION ACKNOWLEDGING CONTRIBUTION OF VETERANS. COMMISSIONER SALTZMAN WELCOMED AND INTRODUCED WORLD WAR II VETERANS KEN TANNER, ED ZMERZLIKAR AND CHARLES ALTIG. BOARD AND AUDIENCE ACKNOWLEDGEMENT IN SUPPORT. PROCLAMATION 95-101 UNANIMOUSLY APPROVED.**

**VICE-CHAIR KELLEY INTRODUCED AND WELCOMED VISITING REYNOLDS SCHOOL DISTRICT THIRD GRADE STUDENTS AND THEIR TEACHERS.**

**SERVICE DISTRICTS**

(Recess as the Board of County Commissioners and convene as the Budget Committee for Mid County Street Lighting Service District No. 14)

- R-3      Selection of Budget Committee Chair and Secretary and PUBLIC HEARING to Consider and Approve the 1995-96 Mid County Street Lighting Service District No. 14 Proposed Budget for Submittal to the Tax Supervising and Conservation Commission

**UPON MOTION OF COMMISSIONER HANSEN, SECONDED BY COMMISSIONER SALTZMAN, THE APPOINTMENT OF BEVERLY STEIN AS CHAIR, AND SHARRON KELLEY AS SECRETARY OF THE MID COUNTY STREET LIGHTING SERVICE DISTRICT WAS UNANIMOUSLY APPROVED. JOHN DORST EXPLANATION. NO ONE WISHED TO TESTIFY. UPON MOTION OF COMMISSIONER COLLIER, SECONDED BY COMMISSIONER HANSEN, THE SERVICE DISTRICT BUDGET WAS UNANIMOUSLY APPROVED.**

(Recess as the Budget Committee for Mid County Street Lighting Service District No. 14 and reconvene as the Board of County Commissioners)

**SHERIFF'S OFFICE**

- R-4      Request for Approval of a Notice of Intent to Apply for a \$90,000 Edward Byrne Memorial Formula Grant to Pay for up to 75% of the Cost of Implementing the Work-in-Lieu-of-Jail Program

**AT THE REQUEST OF CHAIR STEIN AND UPON MOTION OF COMMISSIONER KELLEY, SECONDED BY COMMISSIONER COLLIER, R-4 WAS UNANIMOUSLY POSTPONED INDEFINITELY.**

**DEPARTMENT OF HEALTH**

- R-5      Budget Modification MCHD 12 Requesting Authorization to Increase HIV Programs within the HIV and STD Services Division Budget to Reflect Receipt of Ryan White Title 1 Supplemental Funds to Enhance Services for HIV Positive Clients

**COMMISSIONER KELLEY MOVED AND COMMISSIONER HANSEN SECONDED, APPROVAL OF R-5. BILLI ODEGAARD AND LIZ FOSTERMAN EXPLANATION. BUDGET MODIFICATION UNANIMOUSLY APPROVED.**

**DEPARTMENT OF ENVIRONMENTAL SERVICES**

- R-6 PUBLIC HEARING and Consideration of an ORDER in the Matter of Approving Request for Transfer of Tax Foreclosed Properties to Portland Public Schools for Public Uses**

**COMMISSIONER KELLEY MOVED AND COMMISSIONER COLLIER SECONDED, APPROVAL OF R-6. RICHARD PAYNE EXPLANATION. NO ONE WISHED TO TESTIFY. ORDER 95-102 UNANIMOUSLY APPROVED.**

- R-7 Ratification of Intergovernmental Agreement Contract 301885 Between the State of Oregon Department of Transportation and Multnomah County, Providing \$1,000,000 in Federal Congestion Mitigation and Air Quality Project Grant Funds to Construct Sidewalk, Bikeway, Pedestrian and Disabled Accessibility Improvements to Various Willamette River Bridges and Ramps**

**COMMISSIONER SALTZMAN MOVED AND COMMISSIONER COLLIER SECONDED, APPROVAL OF R-7. ED PICKERING EXPLANATION. AGREEMENT UNANIMOUSLY APPROVED.**

**NON-DEPARTMENTAL**

- R-9 RESOLUTION in the Matter of Approving a Negotiating Team for the First Application Received Under the Multnomah County Strategic Investment Program Policy and Authorizing the Lead Negotiator to Add Up to Two People to the Negotiating Team**

**COMMISSIONER SALTZMAN MOVED AND COMMISSIONER HANSEN SECONDED, APPROVAL OF R-9. CHAIR STEIN EXPLANATION, ADVISING THE RESOLUTION APPOINTS TANYA COLLIER AS MULTNOMAH COUNTY REPRESENTATIVE, AN AS YET UNNAMED REPRESENTATIVE FROM THE CITY OF GRESHAM, AND AN AS YET UNNAMED EXPERT CONSULTANT. COMMISSIONER COLLIER ACKNOWLEDGED APPOINTMENT AND ADVISED SHE LOOKS FORWARD TO MEETING WITH EACH**

**BOARD MEMBER PRIOR TO BEGINNING NEGOTIATIONS. IN RESPONSE TO A QUESTION OF COMMISSIONER HANSEN, COMMISSIONER COLLIER EXPLAINED THE TIME LINE AND PROCEDURES TO OCCUR PRIOR TO A RECOMMENDATION BEING SUBMITTED TO THE BOARD. RESOLUTION 95-103 UNANIMOUSLY APPROVED.**

There being no further business, the regular meeting was adjourned at 10:15 a.m., and the briefing convened at 10:20 a.m.

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Thursday, May 11, 1995  
**(IMMEDIATELY FOLLOWING REGULAR MEETING)**  
Multnomah County Courthouse, Room 602  
1021 SW Fourth, Portland

**BOARD BRIEFING**

- B-1 Exempt Evaluation Advisory Committee Recommendations and Request for Policy Direction Regarding the Exempt Employee Evaluation and Pay Administration System. Presented by Curtis Smith and Committee Members.

**CURTIS SMITH INTRODUCED COMMITTEE MEMBERS BILLI ODEGAARD, JACKIE BABICKY, TAMARA HOLDEN, JANICE DRUIAN, MERLIN JUILFS, KENNETH UPTON, JERRY WALKER, JIM ANDERSON AND ROBERT PHILLIPS. MR. SMITH PRESENTATION OF RECOMMENDATIONS AND RESPONSE TO BOARD QUESTIONS AND DISCUSSION. BOARD CONSENSUS TO PROPOSE BUDGET AMENDMENT ADDING \$9,000 INCENTIVE AWARDS FOR EXEMPT EMPLOYEES.**

There being no further business, the meeting was adjourned at 10:59 a.m.

OFFICE OF THE BOARD CLERK  
MULTNOMAH COUNTY, OREGON

  
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Deborah L. Bogstad





# MULTNOMAH COUNTY OREGON

OFFICE OF THE BOARD CLERK  
SUITE 1510, PORTLAND BUILDING  
1120 S.W. FIFTH AVENUE  
PORTLAND, OREGON 97204

BOARD OF COUNTY COMMISSIONERS		
BEVERLY STEIN •	CHAIR •	248-3308
DAN SALTZMAN •	DISTRICT 1 •	248-5220
GARY HANSEN •	DISTRICT 2 •	248-5219
TANYA COLLIER •	DISTRICT 3 •	248-5217
SHARRON KELLEY •	DISTRICT 4 •	248-5213
CLERK'S OFFICE •	248-3277 •	248-5222

## AGENDA

### MEETINGS OF THE MULTNOMAH COUNTY BOARD OF COMMISSIONERS

#### FOR THE WEEK OF

MAY 8, 1995 - MAY 12, 1995

*Tuesday, May 9, 1995 - 9:30 AM - Budget Session . . . . . Page 2*

*Wednesday, May 10, 1995 - 9:30 AM - Budget Session . . . . . Page 2*

*Thursday, May 11, 1995 - 9:30 AM - Regular Meeting . . . . . Page 2*

*Thursday, May 11, 1995 - Board Briefing . . . . . Page 4*

#### (IMMEDIATELY FOLLOWING REGULAR MEETING)

*Thursday Meetings of the Multnomah County Board of Commissioners are  
\*cablecast\* live and taped and can be seen by Cable subscribers in Multnomah County  
at the following times:*

*Thursday, 9:30 AM, (LIVE) Channel 30*

*Friday, 10:00 PM, Channel 30*

*Sunday, 1:00 PM, Channel 30*

*\*Produced through Multnomah Community Television\**

**INDIVIDUALS WITH DISABILITIES MAY CALL THE OFFICE OF THE BOARD  
CLERK AT 248-3277 OR 248-5222, OR MULTNOMAH COUNTY TDD PHONE 248-  
5040, FOR INFORMATION ON AVAILABLE SERVICES AND ACCESSIBILITY.**

*Tuesday, May 9, 1995 - 9:30 AM*

*Multnomah County Courthouse, Room 602  
1021 SW Fourth, Portland*

**BUDGET SESSION**

- WS-1**     *Aging Services Division Budget Overview, Highlights and Action Plans. ASD Citizen Budget Advisory Committee Presentation. Opportunity for Public Testimony on the Proposed 1995-96 Multnomah County Budget. Issues and Opportunities. Board Questions and Answers. 2.5 HOURS REQUESTED.*
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*Wednesday, May 10, 1995 - 9:30 AM*

*Multnomah County Courthouse, Room 602  
1021 SW Fourth, Portland*

**BUDGET SESSION**

- WS-2**     *Department of Environmental Services Budget Overview, Highlights and Action Plans. DES Citizen Budget Advisory Committee Presentation. Opportunity for Public Testimony on the Proposed 1995-96 Multnomah County Budget. Issues and Opportunities. Board Questions and Answers. 2.5 HOURS REQUESTED.*
- 

*Thursday, May 11, 1995 - 9:30 AM*

*Multnomah County Courthouse, Room 602  
1021 SW Fourth, Portland*

**REGULAR MEETING**

**CONSENT CALENDAR**

**NON-DEPARTMENTAL**

- C-1**     *In the Matter of the Appointment of Clayborn Collins to the MULTNOMAH COUNTY COMMUNITY ACTION COMMISSION*

**DEPARTMENT OF HEALTH**

- C-2**     *Ratification of Intergovernmental Agreement Contract 202025 Between the City of Portland and Multnomah County, Providing Monitoring and Control of Rats within the City's Wastewater Collection System, for the Period July 1, 1995 through June 30, 1996*

## **REGULAR AGENDA**

### **PUBLIC COMMENT**

- R-1      *Opportunity for Public Comment on Non-Agenda Matters. Testimony Limited to Three Minutes Per Person.*

### **SERVICE DISTRICTS**

*(Recess as the Board of County Commissioners and convene as the Budget Committee for Dunthorpe Riverdale Sanitary Service District No. 1)*

- R-2      *Selection of Budget Committee Chair and Secretary and PUBLIC HEARING to Consider and Approve the 1995-96 Dunthorpe Riverdale Sanitary Service District No. 1 Proposed Budget for Submittal to the Tax Supervising and Conservation Commission*

*(Recess as the Budget Committee for Dunthorpe Riverdale Sanitary Service District No. 1 and convene as the Budget Committee for Mid County Street Lighting Service District No. 14)*

- R-3      *Selection of Budget Committee Chair and Secretary and PUBLIC HEARING to Consider and Approve the 1995-96 Mid County Street Lighting Service District No. 14 Proposed Budget for Submittal to the Tax Supervising and Conservation Commission*

*(Recess as the Budget Committee for Mid County Street Lighting Service District No. 14 and reconvene as the Board of County Commissioners)*

### **SHERIFF'S OFFICE**

- R-4      *Request for Approval of a Notice of Intent to Apply for a \$90,000 Edward Byrne Memorial Formula Grant to Pay for up to 75% of the Cost of Implementing the Work-in-Lieu-of-Jail Program*

### **DEPARTMENT OF HEALTH**

- R-5      *Budget Modification MCHD 12 Requesting Authorization to Increase HIV Programs within the HIV and STD Services Division Budget to Reflect Receipt of Ryan White Title 1 Supplemental Funds to Enhance Services for HIV Positive Clients*

### **DEPARTMENT OF ENVIRONMENTAL SERVICES**

- R-6      *PUBLIC HEARING and Consideration of an ORDER in the Matter of Approving Request for Transfer of Tax Foreclosed Properties to Portland Public Schools for Public Uses*

- R-7      *Ratification of Intergovernmental Agreement Contract 301885 Between the State of Oregon Department of Transportation and Multnomah County, Providing \$1,000,000 in Federal Congestion Mitigation and Air Quality Project Grant Funds to Construct Sidewalk, Bikeway, Pedestrian and Disabled Accessibility Improvements to Various Willamette River Bridges and Ramps*

**NON-DEPARTMENTAL**

- R-8      *PROCLAMATION in the Matter of Honoring Veterans of the Second World War on the Occasion of the 50th Anniversary of V-E Day*
- R-9      *RESOLUTION in the Matter of Approving a Negotiating Team for the First Application Received Under the Multnomah County Strategic Investment Program Policy and Authorizing the Lead Negotiator to Add Up to Two People to the Negotiating Team*
- 

*Thursday, May 11, 1995*  
**(IMMEDIATELY FOLLOWING REGULAR MEETING)**

*Multnomah County Courthouse, Room 602  
1021 SW Fourth, Portland*

**BOARD BRIEFING**

- B-1      *Exempt Evaluation Advisory Committee Recommendations and Request for Policy Direction Regarding the Exempt Employee Evaluation and Pay Administration System. Presented by Curtis Smith and Committee Members. 15 MINUTES REQUESTED.*

MEETING DATE MAY 10 1995

AGENDA NUMBER WS-2

**AGENDA PLACEMENT FORM**

**SUBJECT:** 1995-96 Budget - Work Session - Environmental Services

**BOARD BRIEFING:** Date Requested May 10, 1995  
9:30

Amount of Time Needed: 2 and 1/2 hours

**REGULAR MEETING:** Date Requested   

Amount of Time Needed:   

**DEPARTMENT:** Nondepartmental **DIVISION** Budget & Quality

**CONTACT:** Dave Warren **TELEPHONE :** 248-3822  
**BLDG/ROOM:** 106/1400

**PERSON(S) MAKING PRESENTATION:** Department staff and budget staff

**ACTION REQUESTED**

☐ INFORMATIONAL ONLY    ☐ POLICY DIRECTION    ☒ APPROVAL    ☐ OTHER

**SUMMARY** (Statement of rationale for action requested, personnel and fiscal/budgetary impacts, if applicable):

Presentation of the 1995-96 budget for the Department of Environmental Services, CBAC report, issue review and discussion.

CLERK OF  
COUNTY COMMISSIONERS  
1995 APR 20 PM 4:20  
MULTNOMAH COUNTY  
OREGON

**SIGNATURES REQUIRED:**

**ELECTED OFFICIAL:** Beverly Stein

**OR**

**DEPARTMENT MANAGER:**   

**ALL ACCOMPANYING DOCUMENTS MUST HAVE REQUIRED SIGNATURES**

**Any Questions: Call the Office of the Board Clerk 248-3277/248-5222**



# MULTNOMAH COUNTY OREGON

DEPARTMENT OF ENVIRONMENTAL SERVICES  
2115 S.E. MORRISON  
PORTLAND, OREGON 97214  
(503) 248-5000

BOARD OF COUNTY COMMISSIONERS  
BEVERLY STEIN • CHAIR OF THE BOARD  
DAN SALTZMAN • DISTRICT 1 COMMISSIONER  
GARY HANSEN • DISTRICT 2 COMMISSIONER  
TANYA COLLIER • DISTRICT 3 COMMISSIONER  
SHARRON KELLEY • DISTRICT 4 COMMISSIONER

**DEPARTMENT OF ENVIRONMENTAL SERVICES  
1995/96 BUDGET HEARING  
Wednesday, May 10, 1995, 9:30 a.m., BCC Chambers**

**AGENDA**

- |       |                                                                               |                                            |
|-------|-------------------------------------------------------------------------------|--------------------------------------------|
| 9:30  | <b>A. DEPARTMENT OVERVIEW</b>                                                 | <b>Betsy Williams</b>                      |
| 9:50  | <b>B. CBAC PRESENTATION</b>                                                   | <b>Mike Zollitsch</b>                      |
| 10:00 | <b>C. PUBLIC TESTIMONY</b>                                                    |                                            |
| 10:15 | <b>D. ISSUES &amp; OPPORTUNITIES</b>                                          |                                            |
|       | 1. Information Management                                                     | <b>Betsy Williams/Jim Munz</b>             |
|       | 2. Facilities                                                                 | <b>Betsy Williams/Wayne George</b>         |
|       | 3. Transfer of Parks/Expo to Metro                                            | <b>Betsy Williams</b>                      |
|       | 4. Animal Control                                                             | <b>Betsy Williams/Dave Flagler</b>         |
| 11:15 | <b>E. BCC QUESTIONS &amp; ANSWERS<br/>AND<br/>ADDITIONAL PUBLIC TESTIMONY</b> | <b>Betsy Williams &amp; Division Mgrs.</b> |

TO: Beverly Stein, Chair of the Multnomah County Board  
of Commissioners  
Multnomah County Board of Commissioners  
Central Citizen Budget Advisory Committee

FROM: DES Citizen Budget Advisory Committee  
• Michael Zollitsch, Chair  
• Mark Jones, CCBAC Representative  
• Ben Kasubuchi  
• Harvey Garnett  
• Christopher Eykamp

DATE: March 6, 1995

SUBJECT: DES CITIZEN BUDGET ADVISORY COMMITTEE REPORT

The DES Citizen Budget Advisory Committee (CBAC) has reviewed the budget issues and add packages with regard to the Department of Environmental Services for the fiscal year 1995-96.

#### I. OBSERVATIONS AND RECOMMENDATIONS

The Department of Environmental Services (DES) budget covers a wide variety of services that relate to Multnomah County's (County) ability to deliver services to its citizens including youth, elderly, and developmentally disabled; providing for internal service operations and; providing services that enhance the quality and livability for the citizens of Multnomah County.

Three add packages all have one common theme and are considered by this Committee to be the most important areas in need of funding. All three of these packages concern areas that we believe the County is falling dangerously behind in its responsibilities and is not meeting its own benchmarks in the areas of infrastructure investment, access to facilities, increased productivity, and good government.

Two of the add packages affect most or all of the County's ability to serve its citizens and the third relates more directly to the programs of the Department of Environmental Services (DES). Listed below in priority order are the three add packages that this Committee considers absolutely necessary to fund:

- *Capital Improvement Plan\Additional Funding for the CIP Plan*

The need to complete MAJOR deferred maintenance projects and implement the Space Strategic Plan is far greater than the funding that has been allocated in the past. Even prior to the passage of Ballot Measure 5, maintenance projects have been deferred when funds were needed for other programs. We are now realizing the consequences and impacts on our facilities due to the lack of funding for maintenance and absence of a

comprehensive space plan.

The risks and liability of deferred maintenance must be considered when decisions on space are debated. As improvement and maintenance projects are delayed, not only is there a chance of increased liability, but overall costs to complete the projects are subject to inflation. The situations at the Donald E. Long Home and the detox center are prime examples. We understand that there are cost savings to the County when they own their own space, however there is also a FALSE sense of economy when maintenance is ignored. If the County is NOT going to keep up with the needs of their buildings, maybe it is time to lease space and let the owners take care of the maintenance. If we were to factor in an on-going expense for maintenance, perhaps it would be cheaper to lease property.

We do not hold the current Board or any particular board of the past responsible for this situation. However collectively all the Boards share this responsibility. It is time to put an end to short sighted politics and make a long term commitment to run the County in a business like manner. The facilities are a prime resource investment and should be treated as such. We are not advocating spending money on facilities that may no longer serve the County's purposes, but where needs are clear, improvements should be made while a long range plan is developed and a commitment made to its implementation.

The Department of Environmental Services has established a system that allows you to determine what the space costs are for each County program. This aids in determining total program costs. This information can be used to evaluate where you want to spend your resources. This could be the time to cut some programs and make sure that the programs you are committed to are operated in an efficient manner.

- *New Development for Information Systems Applications*

The CBAC recognizes the efforts of this division to run their operation like a business as much as possible. However if resources are not committed to keep up with information technology the County will not be able to serve its citizens productively and efficiently. As population increases in Multnomah County, County employees are being asked to do more with less. New developments in information applications can provide the



tools necessary for County employees to provide required services in a more efficient manner. We feel that the longer this is deferred, the more it will eventually cost.

Considerable time has been spent to evaluate the needs of the County with regard to information services. The plans that have been developed and are being developed need to be implemented and have the required resources devoted towards them.

- *DES Education and Training Plan*

Simply stated, County employees need to have the tools to do their jobs efficiently and productively. This includes education and training. We strongly support this important and sometimes overlooked benchmark established by the Board.

The next four add packages are strongly recommended for Board consideration for funding.

- *Land Use Records*

This add package would provide funding to improve management of permanent records that the County is required to maintain. The improvements would increase access to the records for both the public and County personnel. Moving towards modernization of file storage and retrieval and improving the management of these records should be a high priority and lead to better governmental responsiveness and increase the County's accountability. This add package also includes off setting revenue.

- *Records Archivist*

Similar to the land use records add package, this committee believes that record maintenance and storage is a primary responsibility of the County. This package also improves the County's accountability and leads to "better government."

- *Animal Control Service Enhancement*

This add package will fund much needed improvements in the Animal Control Division. This Division has continually been asked to do more with less. As population in the County grows, so does the demand for

more service. This program should lead to an increase in citizen satisfaction. Since some of the cost of the program would come from off-setting revenue, the benefit for the general fund contribution is greatly enhanced.

- *Animal Control Phone Improvement*

An on going area of citizen complaints has been the phone system at Animal Control. Upgrading the system is overdue and should lead to greater citizen satisfaction. The amount of the request is small and should lead to more effective and productive use of time for both citizens and County employees.

The Johnson Creek Water Quality Project should be funded if funds are available. This Committee feels that the County would be remiss if it did not take part in important natural resource issues that affect its citizens and to be a willing participant with other governments in jointly solving problems for its citizens.

The DES Citizen Budget Advisory Committee does not recommend funding the add package for Contracting Animal Damage Control services. There is already a responsible agency for this program and we do not see it as a good use of County dollars at this time.

The Committee could not reach a consensus agreement on the Feral Cat Program and therefore makes no recommendation. We do however appreciate the Animal Control Division's creative ideas in dealing with difficult problems.



# MULTNOMAH COUNTY, OREGON

BOARD OF COUNTY COMMISSIONERS  
BEVERLY STEIN  
DAN SALTZMAN  
GARY HANSEN  
TANYA COLLIER  
SHARRON KELLEY

BUDGET & QUALITY  
PORTLAND BUILDING  
1120 S.W. FIFTH - ROOM 1400  
P. O. BOX 14700  
PORTLAND, OR 97214  
PHONE (503)248-3883

TO: Betsy Williams, Environmental Services Director  
Mike Oswald, Management Assistant

FROM: Dave Warren *DCW*

DATE: May 10, 1995

SUBJECT: Follow Up Items from the Board's Budget Work Session of May 10, 1995

BOARD OF  
COUNTY COMMISSIONERS  
1995 MAY 11 AM 8:51  
MULTNOMAH COUNTY  
OREGON

Here is a list of items about which the Board of Commissioners would like additional information.

Please prepare responses to the Board's questions. I suggest the responses state the question and then state the response. If appropriate, the response may be a reference to an attached document. Please respond to all the questions by Friday, May 19. If you cannot complete the analysis necessary by May 19, suggest a time by which the Board can expect an answer.

- Send a copy of the answer(s) to Keri Hardwick. She will review it (for no more than one working day after it arrives), perhaps even supplement it with additional work, and forward it to the Chair's Office;
- Taking no more than one working day, Meganne or Bill will review the responses to see that they answer the question(s) clearly, add anything they feel is needed, and return it to Keri;
- Keri will communicate any proposed changes to you or give you the OK to print;
- Deliver 10 copies to Kathy Nash in Budget & Quality. She will package your material with a sequentially numbered cover page and an index so the Board can tell what they receive, tell that it is in response to issues raised and at which hearing, the date they received it, and be assured they have received all the packets.
- Budget & Quality will deliver the packets to the Office of the Board Clerk who will distribute them to the Board.

## Follow up Items

### Environmental Services

1. Document the DPMC role and process and review the Information Services strategic plan process/timeline.
2. Review how we will address the seismic retrofitting issue -- what we have to do, what options there are for seismic upgrades that are not currently mandated, and how and when the Board will get a chance to have a policy discussion.
3. Review the proposed CIP strategic planning process / timeline.
4. Discuss using a general contractor for the whole package of CIP projects.
5. Cost compare contracted custodial services versus in-house custodial services -- review the FAST team process for reviewing how to improve custodial service
6. Provide a copy of the Parks/Expo issue paper -- summarize a likely process for deciding on the transfer.
7. Prepare an Issue/Opportunity paper on bridge funding so that the Board can begin to consider the overall picture prior to discussion of potential bond measures.
8. Review the decision to fund Elections Building deferred maintenance.
9. Discuss ways to streamline the Planning process for citizens / review current efforts to improve this process and their potential outcomes / discuss the potential for the value that would be added by a consultant to help
10. How do we intend to pay for access for the Metro GIS?
11. Discuss separating BOE/A&T.
12. Discuss the proposed Archivist project, including alternatives that could address part of the workload.

### **Amendments**

Please prepare the following amendments as requested by the Board. Use the attached form for these amendments. Send a copy of them to Keri Hardwick who will review them for completeness. If there are any proposed changes, Keri will communicate them to you or give you the OK to print them. Send 10 copies to Kathy Nash. She will distribute them to the Board for further consideration.

DES 1 Custodial (Commissioner Gary Hansen)

DES 2 Staff time to coordinate bridge lighting \$20,000 (Commissioner Collier)

DES 3 Archivist (Commissioner Saltzman)

c. Board of County  
Commissioners

Larry Aab  
Kelly Bacon  
Sheriff John Bunnell  
Susan Clark  
Elyse Clawson  
Ginnie Cooper  
Lance Duncan

Marie Eighmey  
Margaret Epting  
Bill Farver  
Tom Fronk  
Kathy Gillette  
Tamara Holden  
Susan Kaeser  
Jim McConnell  
Billi Odegard

Lorenzo Poe  
District Attorney Mike  
Schrunk  
Tom Simpson  
Meganne Steele  
Kathy Tinkle  
CIC  
Patrol

BUDGET AMENDMENT NO. \_\_\_\_\_

Date Proposed \_\_\_\_\_

Date Approved \_\_\_\_\_

Proposed By \_\_\_\_\_

Dept \_\_\_\_\_ Fund \_\_\_\_\_ Budget Pages \_\_\_\_\_

Description of Amendment

**Personnel Changes**

Job Title	FTE	Base	Fringe	Insurance	Total

**Revenue Impact**

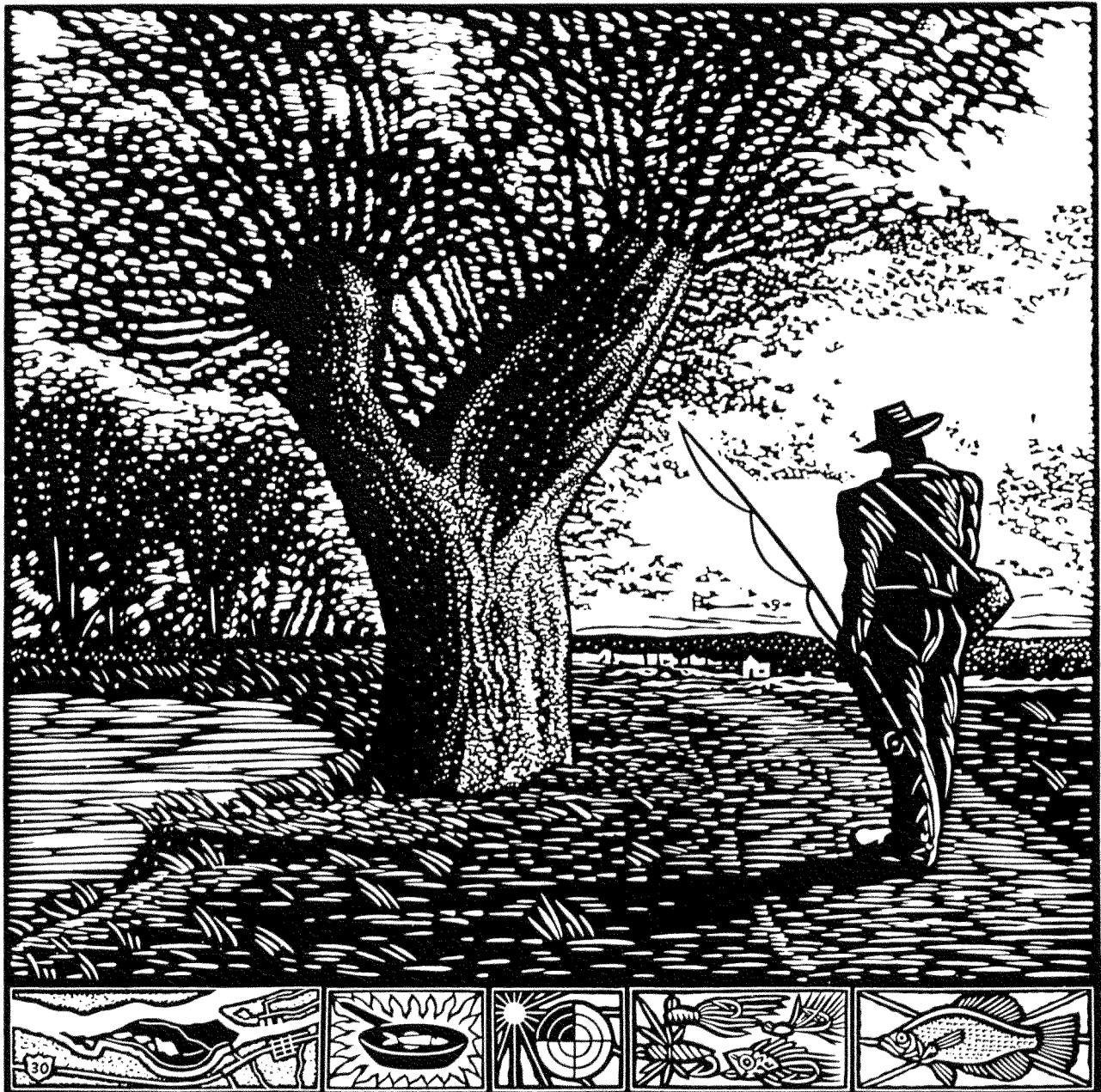
Fund	Agency	Organi- zation	Object/ Revenue	Increase (Decrease)	Notes

Effect on GENERAL fund CONTINGENCY \$ \_\_\_\_\_

1999, 2000, 2001, 2002, 2003, 2004, 2005, 2006, 2007, 2008, 2009, 2010, 2011, 2012, 2013, 2014, 2015, 2016, 2017, 2018, 2019, 2020, 2021, 2022, 2023, 2024, 2025, 2026, 2027, 2028, 2029, 2030, 2031, 2032, 2033, 2034, 2035, 2036, 2037, 2038, 2039, 2040, 2041, 2042, 2043, 2044, 2045, 2046, 2047, 2048, 2049, 2050, 2051, 2052, 2053, 2054, 2055, 2056, 2057, 2058, 2059, 2060, 2061, 2062, 2063, 2064, 2065, 2066, 2067, 2068, 2069, 2070, 2071, 2072, 2073, 2074, 2075, 2076, 2077, 2078, 2079, 2080, 2081, 2082, 2083, 2084, 2085, 2086, 2087, 2088, 2089, 2090, 2091, 2092, 2093, 2094, 2095, 2096, 2097, 2098, 2099, 2100, 2101, 2102, 2103, 2104, 2105, 2106, 2107, 2108, 2109, 2110, 2111, 2112, 2113, 2114, 2115, 2116, 2117, 2118, 2119, 2120, 2121, 2122, 2123, 2124, 2125, 2126, 2127, 2128, 2129, 2130, 2131, 2132, 2133, 2134, 2135, 2136, 2137, 2138, 2139, 2140, 2141, 2142, 2143, 2144, 2145, 2146, 2147, 2148, 2149, 2150, 2151, 2152, 2153, 2154, 2155, 2156, 2157, 2158, 2159, 2160, 2161, 2162, 2163, 2164, 2165, 2166, 2167, 2168, 2169, 2170, 2171, 2172, 2173, 2174, 2175, 2176, 2177, 2178, 2179, 2180, 2181, 2182, 2183, 2184, 2185, 2186, 2187, 2188, 2189, 2190, 2191, 2192, 2193, 2194, 2195, 2196, 2197, 2198, 2199, 2200, 2201, 2202, 2203, 2204, 2205, 2206, 2207, 2208, 2209, 2210, 2211, 2212, 2213, 2214, 2215, 2216, 2217, 2218, 2219, 2220, 2221, 2222, 2223, 2224, 2225, 2226, 2227, 2228, 2229, 2230, 2231, 2232, 2233, 2234, 2235, 2236, 2237, 2238, 2239, 2240, 2241, 2242, 2243, 2244, 2245, 2246, 2247, 2248, 2249, 2250, 2251, 2252, 2253, 2254, 2255, 2256, 2257, 2258, 2259, 2260, 2261, 2262, 2263, 2264, 2265, 2266, 2267, 2268, 2269, 2270, 2271, 2272, 2273, 2274, 2275, 2276, 2277, 2278, 2279, 2280, 2281, 2282, 2283, 2284, 2285, 2286, 2287, 2288, 2289, 2290, 2291, 2292, 2293, 2294, 2295, 2296, 2297, 2298, 2299, 2300, 2301, 2302, 2303, 2304, 2305, 2306, 2307, 2308, 2309, 2310, 2311, 2312, 2313, 2314, 2315, 2316, 2317, 2318, 2319, 2320, 2321, 2322, 2323, 2324, 2325, 2326, 2327, 2328, 2329, 2330, 2331, 2332, 2333, 2334, 2335, 2336, 2337, 2338, 2339, 2340, 2341, 2342, 2343, 2344, 2345, 2346, 2347, 2348, 2349, 2350, 2351, 2352, 2353, 2354, 2355, 2356, 2357, 2358, 2359, 2360, 2361, 2362, 2363, 2364, 2365, 2366, 2367, 2368, 2369, 2370, 2371, 2372, 2373, 2374, 2375, 2376, 2377, 2378, 2379, 2380, 2381, 2382, 2383, 2384, 2385, 2386, 2387, 2388, 2389, 2390, 2391, 2392, 2393, 2394, 2395, 2396, 2397, 2398, 2399, 2400, 2401, 2402, 2403, 2404, 2405, 2406, 2407, 2408, 2409, 2410, 2411, 2412, 2413, 2414, 2415, 2416, 2417, 2418, 2419, 2420, 2421, 2422, 2423, 2424, 2425, 2426, 2427, 2428, 2429, 2430, 2431, 2432, 2433, 2434, 2435, 2436, 2437, 2438, 2439, 2440, 2441, 2442, 2443, 2444, 2445, 2446, 2447, 2448, 2449, 2450, 2451, 2452, 2453, 2454, 2455, 2456, 2457, 2458, 2459, 2460, 2461, 2462, 2463, 2464, 2465, 2466, 2467, 2468, 2469, 2470, 2471, 2472, 2473, 2474, 2475, 2476, 2477, 2478, 2479, 2480, 2481, 2482, 2483, 2484, 2485, 2486, 2487, 2488, 2489, 2490, 2491, 2492, 2493, 2494, 2495, 2496, 2497, 2498, 2499, 2500, 2501, 2502, 2503, 2504, 2505, 2506, 2507, 2508, 2509, 2510, 2511, 2512, 2513, 2514, 2515, 2516, 2517, 2518, 2519, 2520, 2521, 2522, 2523, 2524, 2525, 2526, 2527, 2528, 2529, 2530, 2531, 2532, 2533, 2534, 2535, 2536, 2537, 2538, 2539, 2540, 2541, 2542, 2543, 2544, 2545, 2546, 2547, 2548, 2549, 2550, 2551, 2552, 2553, 2554, 2555, 2556, 2557, 2558, 2559, 2560, 2561, 2562, 2563, 2564, 2565, 2566, 2567, 2568, 2569, 2570, 2571, 2572, 2573, 2574, 2575, 2576, 2577, 2578, 2579, 2580, 2581, 2582, 2583, 2584, 2585, 2586, 2587, 2588, 2589, 2590, 2591, 2592, 2593, 2594, 2595, 2596, 2597, 2598, 2599, 2600, 2601, 2602, 2603, 2604, 2605, 2606, 2607, 2608, 2609, 2610, 2611, 2612, 2613, 2614, 2615, 2616, 2617, 2618, 2619, 2620, 2621, 2622, 2623, 2624, 2625, 2626, 2627, 2628, 2629, 2630, 2631, 2632, 2633, 2634, 2635, 2636, 2637, 2638, 2639, 2640, 2641, 2642, 2643, 2644, 2645, 2646, 2647, 2648, 2649, 2650, 2651, 2652, 2653, 2654, 2655, 2656, 2657, 2658, 2659, 2660, 2661, 2662, 2663, 2664, 2665, 2666, 2667, 2668, 2669, 2670, 2671, 2672, 2673, 2674, 2675, 2676, 2677, 2678, 2679, 2680, 26

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# Multnomah County



PACKET #13

Department of Environmental Services

1995-96

Follow-up questions/packet

(distribution 5-31-95)



## MULTNOMAH COUNTY, OREGON

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Department of Environmental Services  
Director's Office  
2110 SE Morrison  
Portland, OR 97214

Beverly Stein  
County Chair

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To: Board of County Commissioners

From: Betsy Williams, Director  
Department of Environmental Services

Date: May 25, 1995

Re: Follow-Up Items to the Board's Budget Work Session of May 10, 1995

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We in DES respect and value all individuals and acknowledge that their varied perspectives enrich the way we do our work

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### **Environmental Services - Budget Follow-up Items**

**1. Document the DPMC role and process and review the Information Services strategic plan process/time line.**

See attached description of the current roles and responsibilities of the Data Processing Management Committee. The composition and responsibilities of the DPMC are under review as part of the strategic planning process; and recommendations for change may come out of this process.

Under separate cover, I am also forwarding to Commissioner Saltzman a copy of a recent report provided by ISD on computer purchases approved through the DPMC process.

As we reviewed with you at our recent Board briefing, the strategic planning process for information technology is currently underway by SPIT. The DPMC has requested that SPIT provide them with a draft plan no later than July 31; and it is the intention of SPIT to meet this time frame. Upon its review and approval by the DPMC, the plan will be forwarded to the Board for review and adoption, hopefully by the end of the Summer of this year.



**2. Review how we will address the seismic retrofitting issue --what we have to do, what options there are for seismic upgrades that are not currently mandated, and how and when the Board will get a chance to have a policy discussion.**

BCC Resolution 92-121 directed DES and Risk Management to continue to study and estimate the hazards and expenses associated with this issue. We now have preliminary studies on 15 buildings and have requested budget to study 3 more in 1995-96. All buildings so far are calculated to be deficient in seismic strength.

The only mandated retrofit so far are both already budgeted; Central Library and the Kelly Building. With the new Interim /Seismic Standards adopted for a two-year period by the City of Portland, we do not know what specific remediation will be required at any other site. Little, if any, retrofitting will be necessary from a code standpoint in buildings at which we do not apply for permits to remodel. Where we do remodel, there are a number of overlapping "triggers" which could initiate full or partial remediation. The next "test case" will be the McCoy Building, which the Health Department intends to remodel to accommodate clinic needs.

The County could decide, after suitable policy discussion, to remediate or divest itself of buildings with substantial seismic risk, independent of City code requirements, in order to reduce risks to and liability from the public and employees. Funding discussions are in the future but could include G. O. Bonds or lease/purchase instruments.

On May 24, 1995, the Facilities Client Committee will be briefed on the latest seven reports, and will consider seismic conditions and costs as one of the factors in recommendations made in the Strategic Space Planning process. A briefing and/or work session to discuss this issue is anticipated in Summer 1995.

**3. Review the proposed CIP strategic planning process/time line**

The Strategic Space Plan, representing the thinking of the Departments and Divisions during 1994-5 and the suggestions of a broad-based consultant team, will be printed and distributed during June 1995. This document is intended as a catalyst and data base for thought and discussion on the relevant space and facilities issues the County will face in the next 10-20 years.

I will be on special assignment for several months, beginning next week, to focus on two major projects, the Strategic Space Plan being one of them. The intent is to move from a list of recommendations, to resolutions for action on at least the initial elements of the Plan. The Board will be briefed and likely have at least one work session during Summer 1995. Such sessions will include the related discussions on seismic issues, the integration of technological innovation into our

facilities efforts; the future needs of the Courts; and the work of the Public Safety Facilities Task Force.

I look forward to MANY discussions with each of you on these important issues over the course of the next few months.

**4. Discuss using a general contractor for the whole package of CIP projects.**

This concept raises both practical and legal difficulties. While it offers the attractive idea of reducing the number of bids the County would have to process, due to the size of the contract(s), we would still have to pay prevailing wage rates, and the work would still have to be supervised at multiple work sites, so there is no savings in the cost incurred in construction activities at each site.

From a practical standpoint, in order to engage a contractor on a bid basis, all the work--a very diverse group of projects involving many trades in many buildings all over the County--would have to be designed ahead of time, and specified in bid documents. It would take a year before actual construction could start. Change orders would be massive. If engaged on a Construction Manager/General Contractor basis, the work could be in schematic design, with final design to follow; but the scope would still have to be defined up front to achieve the Guaranteed Maximum Price. In reality, the scope of CIP Maintenance work generally changes some during the year as projects are begun, completed, and costed. New conditions are encountered, and discrepancies between estimates and bids occur. It would be very difficult to commit to a large block of work at once.

Another practical effect is that even with Construction Manager/General Contractor, the County must still exercise project control to be responsible to building occupants and the budget. At best, the 4-person request in the CIP could be cut no further than to two additional people. And we would be paying the extra overhead and profit for the Construction Manager services - at least \$75,000 for \$1.5 million in projects, for example, on multiple sites, without the dedicated quality, attention, and priority in-house.

From a legal standpoint, the Construction Manager/General Contractor procedure requires that for the Board to approve the exemption, they must find that contractual requirements are clearly stated in the solicitation, that substantial cost savings will occur, and that competition and access will not be reduced. For this class of work (many small projects, exactly the kind of work which the Association of General Contractors, the minority contractors, and all small-to-medium contractors pursue) it would be impossible for Facilities Management to support those findings. (See PCRB 10.086 and ORS 279.015)

The Purchasing Section concurs with Facilities Management on this point. We urge consideration of CM/G only for unique, large projects with special phasing,

technical, or historic elements, or where time is truly of essence on a particular project.

**5. Compare the costs of contracted custodial services versus in-house custodial services--review the FAST team process for reviewing how to improve custodial service.**

Since 1980, Facilities and Property Management, with the support of all administrations, has been out-sourcing custodial service through attrition, the main reason being economics. As examples, the most recent contracted cost for the Courthouse is \$206,903 compared to \$277,465 for what was an insufficient number of county custodians. The Justice Center costs \$116,629 contracted out vs. \$213,972 using in-house custodians. The Mead Building costs \$45,000 contracted out vs. \$142,648 with in-house custodians. Another benefit of contracting out is that contractors supply the equipment necessary for cleaning such as buffers, vacuums, water extractors, etc. In addition, contractors are responsible for vacation and sick relief; whereas, we have found it extremely difficult to maintain a qualified temporary custodial list for vacation and sick relief for in-house county custodians, most of whom have a maximum of 5 weeks vacation/yr. County custodians are presently paid a starting hourly wage of \$10.24 to \$11.44 (base salary). Lead custodians are \$12.22/hour. Currently the City/County "Fair Wages" Contracting Committee is reviewing what a fair wage would be for service providers such as custodians and security guards. The committee has not completed their task, but a May 4 draft report lists several options regarding a "fair" wage. However, effective June 1, the county contract for detention facilities will increase from \$5.21 hr. with no benefits to \$7.98 including benefits. This is still an approximate \$6,000/yr/employee difference not including the need for vacation, sick relief, uniforms, equipment cost, etc.

The Facilities Advisory Staff Team (FAST) reviewed custodial service and identified potential service improvements at its May 18 meeting. It was recognized that our custodial problem is two-fold - we are not adequately enforcing the terms of our existing contracts, but, even if we were, budget considerations have resulted in service that is too infrequent to maintain a desired level of custodial service. Therefore, suggestions for improving custodial services fell under three categories:

- Enforce the terms of the existing custodial contracts;
- Improve the contracting process to create better contracts;
- Service level improvements.

The Facilities Client Committee (FCC) reviewed the recommendations from FAST at its May 24 meeting. Their recommended approach to improving service, and thereby to improve the condition of our County facilities is to hire one FTE to monitor the contracts, and especially act as a liaison between occupants of County facilities and the custodial contractors and/or building owners (for leased facilities) and provide education to both County employees

and custodial contractors as to the expected levels of service; and increase the frequency of window and carpet cleanings. These three options can be found in Budget Amendments DES 1A, 1B and 1C.

6. **Provide a copy of the Parks/Expo issue paper--summarize a likely process for deciding on the transfer.**

Copy of Issue Paper attached. Also attached is a copy of a recent letter to you from Beverly, suggesting a process and time line for negotiating the transfer of ownership of Parks and Expo.

7. **Prepare an Issue/Opportunity paper on bridge funding so that the Board can begin to consider the overall picture prior to discussion of potential bond measures.**

Being developed.

8. **Review the decision to fund Elections Building deferred maintenance.**

The Facilities Client Committee and the Finance Director recommend funding the approximately \$1 million in deferred maintenance and seismic needs at the Elections Building via a short-term issue of Certificates of Participation. The concept is that the savings in inflation, bid costs, and scale of work (compared to several small jobs bid over several years) will more than offset the interest costs on the Certificates.

The Elections Building was selected as a candidate because it has a number of significant needs due in 1995-96 and 1996-97, such as roof, HVAC and seismic - and, significantly, it is a building which we have every indication of keeping for the long-term. The following groups have all recommended retention of the Elections Building long-term: Facilities Client Committee, in the context of the Strategic Space Plan; SERA Architects and their consultant team; The Facilities and Land Holdings Task Force (1992); Elections Division management; Facilities and Property Management Division.

In the case of this building, there is no benefit in delaying the decision for re-analysis. All options within the Strategic Space Plan assume and recommend our continued use of this building for Elections.

9. **Discuss ways to streamline the planning process for citizens/review current efforts to improve this process and their potential outcomes/discuss the potential for the value that would be added by a consultant to help.**

Current efforts to improve the process - ways to streamline the process. Since October 1994, the Planning Division has been involved with a redesign project of the Quasi-Judicial process. The redesign project has been designed to examine the entire Quasi-Judicial process, beginning with the public inquiry step and ending with the Board appeal step. The primary objectives of the Quasi-Judicial Redesign Project are:

- 1) Streamline the process by eliminating unnecessary time, effort and cost by reducing "task times", "transfer times" and "queue times"; and,
- 2) Improve responsiveness and customer satisfaction in the Land Use process by identifying better ways to explain the process to customers, improving certainty and measuring/monitoring customer satisfaction.

The project has been organized around a redesign team consisting of members representing the Board staff, public, Hearings Officer, the Department of Environmental Services, and the Planning Division. The team work will be summarized in a report which will be presented to the Board during a briefing this coming July. The report will discuss the process and list issues and recommended solutions.

Funding has been included in the FY95-96 budget to support several issues that were identified early on in the redesign project. In general, these are issues dealing with the need to update the County's land use information data base. Accurate information needs to be provided to customers in a more timely manner. Consequently, moneys have been programmed for archive work and updating aerials and basic maps.

The redesign process is a problem solving approach which involves stakeholders in a factual-based evaluation and improvement of a service delivery system from a customer perspective. The value of using a consultant was recognized early in the planning stages of the project. The division was able to utilize the services of Jim Munz, ISD Director to serve as project facilitator. Jim is experienced in re-engineering, quality improvement and group process---at no cost to the Planning Division. The Quasi-judicial Process Redesign Project is an experiment in the use of a quality redesign tool. This approach, if successful, can be applied to other improvement efforts in the Land Use Planning Division, as well as, elsewhere in the department. It is our recommendation that we allow this redesign project to complete its analysis, report its recommendations and implement improvement strategies. An evaluation will be part of the project follow-up.

#### **10. How do we intend to pay for access for the Metro GIS?**

See attached memorandum from Jim Munz. In addition, a technical amendment will be prepared to move funds from capital to professional services within the

Natural Areas Fund to provide for mapping costs for the greenspace portions of the Tax Title program.

**11. Discuss separating the Board of Equalization from Assessment & Taxation.**

The following is the explanation Janice Druian and I provided in our response to Gary Blackmer's Property Value Appeals Audit (January 1995).

"We recognize the potential appearance of a conflict of interest under the current structure. However, in considering this recommendation it is important to understand the history behind this organizational placement.

Support for the BOE most recently reported to a division under the now disbanded Department of General Services, (as did A&T). When this department was disbanded, due to budget cuts, it was determined that support for the BOE could be more efficiently managed under A&T -- it would be brought into the information strategic planning processes of A&T, the established quality improvement processes of A&T, the management development and performance planning processes of A&T, and A&T could provide clerical support, computer technical and appraisal support, all without duplication of administrative support.

While similar underlying support systems could all be provided if support for the BOE reported into a different organization, possibly on a cost transfer basis, we believe that the administrative costs would increase.

In addition, an appraisal position reports to the BOE. However, this position is supervised by a registered supervisor in A&T. This level of supervision is required by the DOR (and administrative rule). If the person were not supervised by A&T and did not participate in the DOR authorized training, he or she would lost state registration and be unable to perform the duties of the job.

After considering all elements of quality and the cost of government, we do not think that moving support for the BOE out from under its current administration would be in the best interest of either the BOE or county government. Nor would it improve, in any way, the service provided to the taxpayer."

**12. Discuss the proposed Archivist project, including alternatives that could address part of the workload.**

The County Records Program provides internal support services to county users in the area of records management, including operation of the county Records Center, retention scheduling, microfilming, reprographics, and related functions. The goals of the program are to meet legal records keeping requirements, and to maximize the efficiency of records operations. The focus of the program is broad. The amount of detail dealt with rarely gets below the box level.

Among the records stored by the Records Program exists a large and growing volume of permanent archival materials. Records such as County Commissioner Records [1855-Present], or Edgefield Manor Records [1990-1982] represent a rich historical resource that is of growing interest to researchers, students, genealogists, other governments, historical societies, and internal users. In addition, many of these records (such as Plat Maps [1871-Present], or Marriage Records [1855-Present]), have on-going, long-term legal value. To maintain and make accessible such records requires a level of detailed analysis (often at the folder or document level) that the current Records Program, with its broader focus on large volume record series and cost efficiencies, has neither the resources or the expertise to address.

Potential archival records consist of over 22,000 rolls of microfilm in the Records Center and at the State Archives, as well as 1,500 boxes of permanent records in the Records Center, and approximately 5,500 plats, maps, and plans. Less than 1% of this material has been indexed, 94% is being stored in non-preservation environments, and 64% is unidentified in any finding aid. These figures do not include archival collections elsewhere in the county, or the over 15,000 boxes of non-permanent records stored in the Records Center.

The goal of the Records Program in seeking an archivist position is to preserve this resource for future generations, and to make it accessible to the public and internal users. Access could be provided to internal users using the county WAN, and to external users utilizing the Library's on-line public access system, through finding aids which meet national descriptive standards. We could explore including archival records located in other agencies (such as Planning and Development and Transportation) in the system, resulting in a centralized, coordinated means of improved public access to currently disconnected and oftentimes inaccessible collections.

To achieve our vision, our first approach would be to take steps to prevent adding to existing problems. These steps would include improving microfilming processes, and developing appraisal standards to better identify archival materials. Next, a survey of our holdings will allow us to develop priorities for further processing, estimate preservation needs, and identify materials which may be readily discarded.

Concurrent with these efforts, we would begin developing the structural and resource aspects of the program. In partnership with ISD and the Library, we could work towards creating an on-line access system that complies with national descriptive standards. We could also partner with historical societies, educational institutions, and other organizations to explore the possibility of involving graduate students, interns, and volunteers in our efforts.

The wide scope and large volume of work to be done could, if professionally guided, involve individuals of quite varied skill levels. For example, the level of

processing, description, and preservation needed for archival materials varies from record to record. Records such as Voter Registration Cards [1911-1991], require a greater degree of content analysis and skill, more appropriate to a graduate student. Description at the collection or organizational level require the skill of a professional archivist to ensure compliance with national standards. These standards are required to connect to regional and nationwide on-line systems, and often must be met to receive grant funding.

This proposal seeks to add a professional Archivist and related equipment to provide the currently unavailable technical expertise to help us work towards this vision. By developing appraisal and descriptive standards early, partnering with other agencies and stakeholders, and coordinating the work of semi-skilled and skilled participants, the Archivist would provide the basis to achieve our vision in a more cost-effective and timely manner. Utilization of our archival assets could be increased both internally and externally, and we could reverse the growing danger of losing this valuable resource to the ravages of time and a lack of care.

If the proposal is not accepted at this time, the Records Program will continue to do its best to address preservation concerns. However, due to limited staff, only partial, interim solutions are possible.

*Amendments are still being developed at this time.*



# **Data Processing Management Committee Roles and Responsibilities**

The following are the Roles and Responsibilities of the Data Processing Management Committee.

- 1) TO ESTABLISH POLICIES AND A PLANNING PROCESS TO GUIDE ACQUISITION AND OPERATION OF INFORMATION TECHNOLOGY THAT MEETS THE COUNTY'S NEEDS AND TO REVIEW THESE ON AN ANNUAL BASIS.**

DPMC Operating Staff will draft and maintain policies for review and approval by the DPMC. It will be the responsibility of the DPMC representative to review all requests for acquisition of information technology which do not require review by the DPMC to see that they adhere to established policies.

- 2) TO REVIEW AND COMMENT ON ALL REQUESTS FOR DATA PROCESSING HARDWARE, SOFTWARE OR CONSULTING WITH A TOTAL COST IN EXCESS OF \$10,000<sup>1</sup> WHICH OCCUR IN DEPARTMENT OR DIVISION BUDGETS TO ENSURE COMPLIANCE WITH DPMC POLICIES REGARDING EQUIPMENT AND APPLICATIONS ACQUISITION AND MAINTENANCE AND TO ASSESS THEIR FUTURE IMPACT ON ISD.**

ISD, working with Purchasing, will review all requests which meet the above criteria and provide a quarterly report to the DPMC. If questions arise, ISD or the initiating agency may refer the request to the Operating Staff for further review or clarification. Any member of the Operating Staff may request that the issue be placed as an agenda item before the DPMC at its next regularly scheduled meeting.

- 3) TO REVIEW ALL REQUESTS FOR SYSTEMS MODIFICATIONS, ENHANCEMENTS, AND NEW DEVELOPMENT TO BE FUNDED OUT OF DPMC FUNDS (I.E., NONDEPARTMENTAL SPECIAL APPROPRIATION), DEVELOP A PROCESS TO PRIORITIZE AND DETERMINE WHICH PROJECTS WILL BE FUNDED.**

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1. The approval limit was lowered to \$1,000 by resolution of the Board of County Commissioners on 5/30/91.

DPMC Operating Staff, working with ISD, will survey the needs for systems modifications, enhancements, and new computer systems development which cannot be accomplished with the resources available in ISD's budget or with resources available within the Department. These requests will be prioritized using criteria approved by the DPMC and presented to the DPMC prior to the start of the County's annual budget process. The DPMC will determine which projects should be funded and provide the County Chair with a recommended funding level for data processing.

**4) TO REVIEW AND APPROVE ISD'S ANNUAL SERVICE LEVEL COMMITMENTS AND TO REVIEW ISD'S LONG RANGE PLAN, ANNUAL CAPACITY, SOFTWARE AND HARDWARE PLANS, AND ANNUAL BUDGET.**

ISD, working with department steering committees, will develop estimates of each department's or division's use of the County's central computing resource. These estimates will be submitted to the DPMC for review and approval at the beginning of the annual budget process. ISD will annually develop a long range plan for data processing. The DPMC will review this along with ISD's annual budget request.

**5) TO REVIEW QUARTERLY ISD'S SERVICE DELIVERY**

ISD will review the actual use of the County's central computing facility by department and major application, identify significant deviations from the estimates approved by the DPMC and present these to the DPMC quarterly. ISD or the using agency may refer anticipated deviations or requests for resources that exceed approved estimates to the Operating Staff. Any member of the Operating Staff may request that deviations from the approved estimates be brought before the DPMC as an agenda item at its next regularly scheduled meeting.

# Data Processing Management Committee Policies

## General Policies Governing the Selection Acquisition and Operation of Information Technology

- 1) Multnomah County will acquire or develop information systems that support the County's mission. Potential information systems opportunities will be identified and prioritized based on the extent to which they support the County's annual plan.
- 2) Multnomah County will acquire or develop information systems (including office automation and word processing) in a manner that promotes and facilitates compatibility and integration with existing, installed countywide systems. "Standalone" applications and hardware should adhere to the compatibility/integration policy to the maximum extent possible.
- 3) Multnomah County's intent is to see that its information processing requirements are met by encouraging interagency sharing and using commercial or other public options where cost effective. Only if the cost effectiveness of "in-house" developed software is clear and documented should the County proceed with development.
- 4) Multnomah County will develop standards to guide the information systems development process. These standards will facilitate communication between data processing and the end users of the system, identify benchmarks by which progress can be measured and define the deliverables of the systems development effort.
- 5) Multnomah county encourages the use of common data standards throughout all County operating agencies and divisions. Acquisition and development of information processing systems for major county applications that include the use of common or shared data will be promoted. Exceptions to this policy will be allowed where it can be demonstrated that costs of using standards exceed the benefits or that the standards impede the County from accomplishing its goals and objectives.
- 6) Multnomah county will establish a level of security for all major county information systems commensurate with the sensitivity of the information, risk and magnitude of loss or harm that could result from improper operation of the

information system. The County will assure that only authorized personnel have access to the information system and facilities and that a plan has been developed and implemented that provides continuity of support in the event that normal operations are disrupted.

- 7) Multnomah county will assure that its information systems operate effectively and accurately and that reasonable levels of service are maintained.
- 8) Multnomah County will share available information processing capacity with other county and non-county agencies to the extend practicable and legally permissible.

Adopted by the Data Processing Management Committee 7/16/87

BEFORE THE BOARD OF COUNTY COMMISSIONERS

MULTNOMAH COUNTY, OREGON

ORDINANCE NO. 511

An ordinance establishing committees to assist in data processing planning, funding and project management.

Multnomah County ordains as follows:

SECTION I. FINDINGS

1. The Board finds that a need exists for ongoing planning and management in the area of data processing.
2. There is a need to clearly define the goals and objectives of data processing planning and funding.
3. Committees should be established to provide for the organization and management of data processing planning, funding and project management.

SECTION II. ESTABLISHMENT OF MANAGEMENT COMMITTEE

There is hereby established a Data Processing Management Committee, which shall function as described below.

1. The purpose of the Management Committee shall be to:
  - A. Act as the policy setting body for all County data processing.
    - 1) Authorize, monitor, and annually approve a Data Processing Plan.
    - 2) Authorize funding levels for new systems development and establish a funding mechanism necessary to finance the development of those applications set forth in the Plan.
    - 3) Review and approve data processing service objective, and the Capital Replacement Plan.
  - B. Provide management control for all County data processing.
    - 1) Review and approve the County annual budget request for all data processing needs.
    - 2) Review and approve requests for data processing support and determine the method by which projects will be monitored.
  - C. Monitor all County data processing activity.
    - 1) Review quarterly DP spending for compliance with the budget.

- 2) Review progress on major projects for schedule and budget compliance.

- 2. Membership: The membership of the Management Committee shall consist of each County Department Head, the Sheriff, the District Attorney, and a private sector business executive appointed in accordance with charter provisions who shall be appointed for a two-year term.
- 3. Organization and Support: The chair person shall be chosen by committee members for a term that is mutually acceptable to all members. The Management Committee shall meet monthly the first year and no less than quarterly thereafter. The Director of Information Services shall be responsible to staff the committee.

### SECTION III. ESTABLISHMENT OF USER STEERING COMMITTEE

There is hereby established a Data Processing User Steering Committee for each County department, which shall function as described below:

- 1. Purpose: For each department, a User Steering Committee is established to:
  - A. Identify and define new systems opportunities and monitor the progress of ongoing systems development efforts within the Department.
  - B. Develop a long-term data processing development plan for the Department which will subsequently be incorporated into the Data Processing Plan for the County.
  - C. Assume responsibilities for the specifications of DP systems and the justification for such systems as may be required for planning, budgeting, or other purposes.
- 2. Membership: Members shall be user representatives from each functional organization affected by data processing systems. Each Department Head shall appoint the members to serve on the Steering Committee for his/her department. The Sheriff and the District Attorney shall appoint members from the respective organizations to serve on the Justice Services User Steering Committee.

### SECTION IV. ANNUAL REPORTS

The Management Committee shall submit to the Board of County Commissioners an updated Data Processing Plan as set forth in Section II above, no later than November 30 of each year.

ADOPTED this 17th day of April 1986, being the date of its second reading before the Board of County Commissioners of Multnomah County, Oregon.

BOARD OF COUNTY COMMISSIONERS  
FOR MULTNOMAH COUNTY, OREGON

(SEAL)

By Gretchen Kefauver  
Gretchen Kefauver  
Presiding Officer

AUTHENTICATED by the County Executive on the 21st day of April, 1986.

Dennis Buchanan  
Dennis Buchanan  
County Executive

APPROVED AS TO FORM:

JOHN B. LEAHY, COUNTY COUNSEL  
FOR MULTNOMAH COUNTY, OREGON

By Pete Keating  
Assistant County Counsel

2411E/KB/js

1                   BEFORE THE BOARD OF COUNTY COMMISSIONERS

2                   FOR THE MULTNOMAH COUNTY, OREGON

3                   ORDINANCE NO. 671

4  
5  
6       An ordinance amending Ordinance No. 511 by adding provisions  
7       for telecommunications planning, funding and project management.

8  
9       Multnomah County ordains as follows:

10  
11       SECTION I. FINDINGS

- 12  
13       1. Ordinance No. 511 established a Data Processing Management  
14       Committee, provided for membership and assigned functions.  
15  
16       2. The assigned functions related entirely to data processing  
17       and did not include reference to telecommunications.  
18  
19       3. The Board wishes to expand the assigned functions of the  
20       Data Processing Committee to include management review for  
21       all County telecommunications.

22  
23       SECTION II. AMENDMENTS

- 24  
25       1. Section I, Findings, of Ordinance No. 511 is amended to  
26       read as follows:



1       A. The Board finds that a need exists for ongoing  
2       planning and management in the area of data processing  
3       and telecommunications.

4  
5       B. There is need to clearly define the goals and  
6       objectives of data processing and telecommunications  
7       planning and funding.

8  
9       C. Committees should be established to provide for the  
10      organization and management of data processing and  
11      telecommunications planning, funding and project  
12      management.

13  
14      2. Section II A of Ordinance No. 511 is amended by adding the  
15      following:

16  
17      4. Provide management review for all County  
18      telecommunications.

19  
20      a) Review the County annual telecommunications needs  
21      and budget.

22  
23      b) Review telecommunications projects prior to  
24      initiation for conformance with County  
25      telecommunications policies.  
26

1     3. Section IV, Annual Reports, of Ordinance No. 511 is amended  
2         to read as follows:

3  
4         The Management Committee shall submit to the Board of  
5         County Commissioners an updated Data Processing Plan as set  
6         forth in Section I above, no later than February 15  
7         [November 30] of each year.

8  
9         ADOPTED this 13th day of December, 1990, being the  
10        date of its second reading before the Board of County  
11        Commissioners of Multnomah County, Oregon.



BOARD OF COUNTY COMMISSIONERS  
FOR MULTNOMAH COUNTY, OREGON

By

*Gladys McCoy*  
Gladys McCoy  
Multnomah County Chair

18        REVIEWED:

19        LARRY KRESSEL, COUNTY COUNSEL  
20        FOR MULTNOMAH COUNTY, OREGON

21        By

*Larry Kessel*  
Deputy County Counsel

Betsy Williams



## Beverly Stein, Multnomah County Chair

Room 1515, Portland Building  
1120 S.W. Fifth Avenue  
Portland, Oregon 97204

Phone: (503) 248-3308  
FAX: (503) 248-3093  
E-Mail: MultChair@aol.com

### MEMORANDUM

TO: Board of County Commissioners  
FROM: Beverly Stein  
DATE: May 12, 1995  
RE: County/Metro IGA - Phase II Negotiations

The Intergovernmental Agreement transferring Parks and the Expo Center from the County to Metro requires us to begin Phase II discussions soon.

The IGA calls for initiation of negotiations for full transfer of ownership of the facilities no later than July 1, 1995. We must, according to the IGA, have a signed mutual written agreement for Phase II, Transfer of Ownership in place by January 1, 1996 or the agreement terminates.

I am assigning a staff committee, to work with Metro staff, to be responsible for identifying issues, gathering information, and exploring options. The staff committee would then report back no later than August 31. Members of the staff committee for the county team are Mike Oswald, Acting Manager Department of Environmental Services; Lance Duncan, Financial Analyst, Department of Environmental Services; Dave Boyer, Finance Manager; and Darlene Carlson, representing DES Liaison Commissioner Tanya Collier.

This committee will report back to a negotiating team consisting of the following:

- County Chair
- County Commissioner
- Manager, Department of Environmental Services
- Metro Executive Officer
- Metro Presiding Officer
- Director, General Services

The final recommendation will then go to the Board of County Commissioners in December.

c: Mike Burton, Metro



# Environmental Services

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## **1. Topic**

"Transfer of Ownership of Parks and Exposition Center to Metro"

## **2. Introduction**

In December, 1993 Multnomah County entered into a two-year Intergovernmental Agreement with Metro, to transfer operations and management of the County Parks and Expo Center to Metro, effective January 1, 1994. The IGA anticipated a Phase II of this agreement, which would transfer actual ownership of these facilities to Metro in July, 1996.

Negotiation of the Phase II agreement will occur during FY 95/96, with negotiations to be initiated no later than July 1, 1995 and to be concluded by January 1, 1996. Under the terms of the current IGA, in the event that a signed mutual agreement for Phase II, Transfer of Ownership, has not been entered into by January 1, 1996, the current Agreement shall terminate.

## **3. Analysis/Alternatives**

The premise of the Intergovernmental Agreement with Metro was that it was in the best interest of our community to transfer responsibility and resources for County programs with regional cultural, economic, entertainment, recreational, and historical significance to Metro, consistent with County priorities and within the scope of Metro's newly-revised charter.

The current IGA with Metro became effective in January, 1994. The principal terms of the IGA are as follows:

- All operational and management rights and responsibilities for County programs budgeted in the Multnomah County Recreation Fund, along with all funds and revenue related to these programs, were transferred to Metro. These facilities included all park facilities (except Vance Park) and natural areas owned and operated by the County, Glendoveer Golf Course, Pioneer Cemeteries, the Expo Center, and any new acquisitions of regional natural areas by the County subsequent to this agreement.

# Environmental Services

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- Metro agreed to a maintenance of effort at least equal to that maintained by the County prior to the transfer.
- The beneficial use of all real and personal property comprising these facilities was transferred to Metro.
- Metro agreed to continue to contract with the County for Fleet and Electronics Services for these programs.
- All relevant contracts and licenses for these programs were assigned to Metro.
- The County agreed to complete currently budgeted capital improvement and/or ADA compliance projects for these facilities.
- All current assets of the Recreation Fund, less current obligations, were transferred to Metro; and Metro agreed to create a Metro Regional Parks/Expo Fund to budget and account for these programs.
- Special considerations were agreed to by Metro for the Multnomah County Fair during this two-year operational agreement.
- All County staff budgeted in Parks and the Expo Center were transferred to Metro.

The current IGA also anticipated a Phase II of this agreement, in which actual transfer of ownership of these facilities would occur July, 1996. Negotiations for the Phase II agreement will occur during fiscal year 1995/96, to be concluded no later than January, 1996.

Many issues, on both the County's and Metro's side, will be of concern during these negotiations. These issues include, but are by no means limited to, the following:

A. Of the facilities transferred to Metro in the Phase I agreement, are there any of doubtful "regional significance?".....a requirement for Metro to assume ownership. There is some discussion that the Pioneer Cemeteries are not regional facilities and that Metro ought not assume their ownership. If the County agrees to take back responsibility for the cemeteries, how will they be funded?

B. In addition, during the Phase I negotiations, the City of Portland questioned the regional significance of the Glendoveer Golf Course, arguing that the golf course was

# Environmental Services

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more appropriately a municipal facility. This issue may resurface during discussions.

C. The Expo Center has very large capital improvement needs, which will be difficult to finance within the capacity of Metro's Regional Parks/Expo Fund.

D. The assessed value of the Expo Center at the time of the IGA was in excess of \$6 million. Given the County's current fiscal situation and its own large capital needs, might the County want some financial consideration if ownership of the Expo Center is to be transferred to Metro? If transfer of ownership is to be made with no financial consideration, what will be the terms of this transfer?

E. A condition of the current IGA is that Expo Center profits subsidize the operating deficit for the Parks system. Will Metro be willing to continue this commitment once ownership of the facilities is transferred?

F. If the Greenspaces Bond measure, scheduled for the May election, fails, what will be Metro's future role in the region in the acquisition and operation of natural areas? I.e., will it continue to make sense for Metro to be a parks provider; and, if not, what does this mean for the future of the County's parks system?

G. Will Metro continue to provide special considerations at the Expo Center to support the Multnomah County Fair? Given that the County has relinquished responsibility for the production of the County Fair, what role, if any, will the County want to play in negotiating on behalf of the Friends of the Multnomah County Fair, who have assumed this responsibility?

H. What will be the County's ongoing commitment, if any, to the Natural Areas Acquisition and Protection Fund, which currently provides revenue to Metro for staff support and other current costs?

This list of issues is by no means complete but is intended only to give a sense of the complexities that will likely be involved in these negotiations.

The County has a variety of alternatives regarding this pending transfer of ownership:

A. Negotiate a full transfer agreement for all facilities, as anticipated in the original IGA.

# Environmental Services

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B. Agree to reassume responsibility for some facilities that Metro may argue are not of "regional" significance (i.e., Pioneer Cemeteries) and/or agree to compensate Metro to continue to operate these facilities on behalf of the County.

C. Transfer all facilities and staff back to the County, and either resume operation of these programs again or pursue another transfer of responsibility to another jurisdiction(s).

D. Negotiate an extension of the Phase I agreement, pending resolution of outstanding issues.

**It is recommended that the County pursue the first alternative.**

## 4. Financial Impact

Depending on the final outcome of the negotiations, the financial impact of these transfers on Multnomah County could be great (i.e., we transfer the facilities back to the County) or nominal (i.e., we successfully negotiate a full transfer of ownership with no continuing financial responsibility to these facilities). It is improbable, however, that there will be any financial impact on the County in fiscal year 1995/96.

The only exception is \$25,000 that has been included in the DES Director's Office budget to conduct an operational and financial audit on Parks and the Expo Center, to provide information that will be necessary during the negotiations. This amount has been funded within the DES General Fund constraint.

## 5. Legal Issues

A small but active group of community advocates believe the Expo Center is a fairground and rightfully belongs to the Multnomah County Fair. They have filed and appealed a lawsuit to that effect and have initiated legislative action that would force the County to comply with their position. Their activity could complicate the negotiations with Metro.

In addition, there are currently State revenue sources to the County for Parks purposes that may require legislative action to continue to pass those revenues through to Metro.

# Environmental Services

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## 6. Controversial Issues

The current IGA stirred considerable debate in the region regarding the appropriate role of Metro regarding some of these programs, particularly within the other two counties. It is likely this issue will surface again. In addition, the future of the County Fair will continue to be a controversy that will impact these negotiations.

## 7. Link to Current County Policies

Recent County policy has been to focus the County's resources on public safety, human services and libraries and to divest the County, when possible, of those functions that are unrelated to these priorities. Transfer of ownership of the Expo Center and Parks to Metro is consistent with current County policy.

County and community benchmarks supported by this effort include: Good Government, Open Spaces and Economic Prosperity.

## 8. Citizen Participation

As was the case in the Phase I agreement, approval by the County and Metro of a Phase II intergovernmental agreement will involve considerable public debate and numerous public hearings on the issues.

In addition, the Multnomah County Citizen Involvement Committee has monitored this issue very carefully and speaks to it in their 1994 DES Dedicated Fund Review. That report recommends the following: "The Central CBAC recommends that, before property is transferred to Metro, the County Auditor review Metro's accounting procedures and protection of the property and employee rights during the contract phase in order to predict good stewardship after the transfer of this public property."

## 9. Partnerships & Collaboration

From its inception, this transfer agreement has been a collaborative effort between Metro and Multnomah County. In addition, other stakeholders have been actively involved, including the environmental community, County Fair advocates, users of the Expo Center and other local jurisdictions, including the City of Portland and



## Environmental Services

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Washington and Clackamas Counties. It is anticipated that this important dialogue will continue during the Phase II negotiations.

**MULTNOMAH COUNTY OREGON**

DEPARTMENT OF ENVIRONMENTAL SERVICES  
INFORMATION SERVICES DIVISION  
4747 EAST BURNSIDE  
PORTLAND, OREGON 97215  
(503) 248-3749

BOARD OF COUNTY COMMISSIONERS  
BEVERLY STEIN • CHAIR OF THE BOARD  
DAN SALTZMAN • DISTRICT 1 COMMISSIONER  
GARY HANSEN • DISTRICT 2 COMMISSIONER  
TANYA COLLIER • DISTRICT 3 COMMISSIONER  
SHARRON KELLEY • DISTRICT 4 COMMISSIONER

TO: Betsy Williams, Director  
Department of Environmental Services

FROM: Jim Munz, Manager *mm*  
Information Services Division

DATE: May 22, 1995

SUBJECT: Metro's Data Resource Center "Subscription" Program

In March of this year, Metro proposed a fundamental change in the method of funding their Data Resource Center. For the last five years, the County has supported the Data Resource Center through the payment of "local dues" and by providing Metro with the County's parcel based maps and property tax-role data. In return, Metro has provided the County with Geographic Information System services and products produced by the Data Resource Center. Our relationship with Metro prevents unnecessary duplication of effort and allows each agency to focus its energies on what it does best.

Recognizing that it is in our interest to continue this relationship, the Information Services Division is doing the following:

1. We have budgeted in ISD's professional services line item \$4,815 to pay the County's membership fee and allow us to establish a subscription to the Data Resource Center.
2. We will continue to work with the City of Portland and Metro to define the standards for maintaining the parcel base maps. We will also determine the value of these maps in terms of the exchange of digital data between Metro and the County. This will allow the County to receive a data usage charge credit for maintaining the parcel and centerline GIS databases which will be applicable to any Metro service request.

Metro has identified the following services as part of the Subscribers' membership package:

- Digital RLIS data, formatted for use on the members' computer system
- Updated and newly developed RLIS layers in digital form
- Published reports and map products
- Custom GIS analysis and map production services (up to \$ amount of retainage account)
- Economic and demographic research services (up to \$ amount of retainage account)
- On-line RLIS access
- Priority job status for all requests (go to the head of the line)

My suggestion would be to limit the services available through the Subscription service by excluding custom GIS analysis and economic and demographic research. County departments and divisions who need custom services would budget and pay for these services separately. Generally the Data Resource Center charges for these services at an hourly rate. The total Subscription service fee could be exhausted by a single County agency in a one to two week project.

cc: Keri Hardwick