

**ANNOTATED MINUTES**

Tuesday, April 25, 1995 - 9:30 AM  
Multnomah County Courthouse, Room 602  
1021 SW Fourth, Portland

**CHAIR'S BUDGET PRESENTATION**

- B-1 Chair Beverly Stein Will Present the Chair's Proposed 1995-96 Multnomah County Budget to the Budget Committee. This is a Public Meeting and Citizens May Appear and Testify on the Budget.

**CHAIR BEVERLY STEIN BUDGET PRESENTATION.**

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Tuesday, April 25, 1995 - 1:30 PM  
Multnomah County Courthouse, Room 602  
1021 SW Fourth, Portland

**PLANNING ITEMS**

Chair Beverly Stein convened the meeting at 1:32 p.m., with Vice-Chair Sharron Kelley, Commissioners Gary Hansen, Tanya Collier and Dan Saltzman present.

- P-1 NSA 1-95 Review the March 23, 1995 Hearings Officer Decision APPROVING, Subject to Conditions, a Request for Columbia River Gorge National Scenic Area Site Review to Remove an Existing Residence and Accessory Buildings and to Construct Ball Fields, a Sewage Drain Field, and a Graveled Parking Area in Conjunction with the Existing Corbett Elementary, Middle and High School Complex, for Property Located at 35600 E HISTORIC COLUMBIA RIVER HIGHWAY

**DECISION READ, NO APPEAL FILED, DECISION STANDS.**

- P-2 SEC 8-94 Review the April 3, 1995 Hearings Officer Decision AFFIRMING, AND MODIFYING the Planning Director Decision and DENYING an Appeal in the Matter of APPROVING, Subject to Conditions, a Requested Significant Environmental Concern (SEC) Permit for an Addition to an Existing Single Family Dwelling, for Property Located at 5830 NW CORNELL ROAD

**DECISION READ, APPEAL FILED. UPON MOTION OF COMMISSIONER KELLEY, SECONDED BY COMMISSIONER SALTZMAN, IT WAS UNANIMOUSLY APPROVED THAT A DE NOVO HEARING BE SCHEDULED FOR 1:30 PM, TUESDAY,**

**MAY 23, 1995, WITH TESTIMONY LIMITED TO MINUTES PER SIDE.**

- P-3 Request for Approval of FINAL ORDER MC 1-94/LD 13-94 Findings in Support of Decision to Uphold the Decisions of the Hearings Officer and Transportation Division Staff and Approve a Land Partition, Access by Easement and Variance to the Street Standards Code, for Property Located at 01400 SW MILITARY ROAD

**FOLLOWING DISCUSSION AND AT THE REQUEST OF CHAIR STEIN AND UPON MOTION OF COMMISSIONER COLLIER, SECONDED BY COMMISSIONER HANSEN, IT WAS UNANIMOUSLY APPROVED THAT P-3 BE CONTINUED TO THURSDAY, MAY 4, 1995, IN ORDER TO ALLOW COUNTY COUNSEL TIME TO PREPARE AND SUBMIT A WRITTEN OPINION IN RESPONSE TO THE CONCERNS OF LEGAL COUNSEL FOR THE PARTIES.**

- P-4 CU 2-95/ HV 2-95 DE NOVO HEARING With Testimony Limited to 20 Minutes Per Side, Including Rebuttal, in the Matter of the March 3, 1995 Hearings Officer Decision DENYING Conditional Use Approval for a Single Family Dwelling Not Related to Forest Management and Variances to Two Side Yard Setback Requirements on a 16.43 Acre Existing Parcel in the Commercial Forest Use Zoning District, for Property Located at 16200 NW McNAMEE ROAD

**PLANNER GARY CLIFFORD PRESENTED STAFF REPORT AND EXHIBITED SLIDES OF THE SUBJECT PROPERTY. HEARINGS OFFICER BARRY ADAMSON PRESENTATION AND SUBMITTAL OF APPLICABLE STATUTES USED IN ARRIVING AT HIS DECISION. APPELLANT ATTORNEY FRANK HAMMOND TESTIMONY IN SUPPORT OF REVERSAL OF HEARINGS OFFICER DECISION. CLIFFORD HAMBY TESTIMONY IN SUPPORT OF HEARINGS OFFICER DECISION. COUNTY COUNSEL JOHN DuBAY AND MR. ADAMSON EXPLANATION AND RESPONSE TO BOARD QUESTIONS AND DISCUSSION. COMMISSIONER KELLEY MOVED AND COMMISSIONER HANSEN SECONDED, TO REVERSE THE HEARINGS OFFICER DECISION AND APPROVE THE CONDITIONAL USE APPROVAL. BOARD COMMENTS. REVERSAL APPROVED, WITH COMMISSIONERS KELLEY, HANSEN, COLLIER AND**

**STEIN VOTING AYE, AND COMMISSIONER SALTZMAN VOTING NO. AT THE SUGGESTION OF MR. DuBAY, CHAIR STEIN DIRECTED PLANNING STAFF TO PREPARE FINDINGS AND SUBMIT FINAL ORDER FOR BOARD APPROVAL.**

There being no further business, the planning meeting was adjourned at 2:30 p.m. and the briefing convened at 2:40 p.m.

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Tuesday, April 25, 1995  
**(IMMEDIATELY FOLLOWING PLANNING ITEMS)**

Multnomah County Courthouse, Room 602  
1021 SW Fourth, Portland

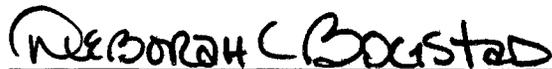
**BOARD BRIEFING**

B-2 Oregon Health Plan and Managed Care Developments, Specifically Discussion of Issues Related to Oregon Health Plan Alcohol and Drug Services Implementation Scheduled for May 1, 1995 and Progress of Children's Capitation Planning Efforts. Presented by Lorenzo Poe, Howard Klink, Judy Robison, Norma Jaeger, James Edmondson, Tom Fronk and Karen Maki.

**LOLENZO POE, KAREN MAKI, HOWARD KLINK,  
NORMA JAEGER, BILL THOMAS, JAMES  
EDMONDSON AND JUDY ROBISON PRESENTATION  
AND RESPONSE TO BOARD QUESTIONS AND  
DISCUSSION.**

There being no further business, the meeting was adjourned at 3:15 p.m.

OFFICE OF THE BOARD CLERK  
for MULTNOMAH COUNTY, OREGON



Deborah L. Bogstad

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Thursday, April 27, 1995 - 9:30 AM  
Multnomah County Courthouse, Room 602  
1021 SW Fourth, Portland

**REGULAR MEETING**

Chair Beverly Stein convened the meeting at 9:34 a.m., with Vice-Chair Sharron Kelley, Commissioners Gary Hansen, Tanya Collier and Dan Saltzman present.

**BOARD AND COUNSEL GUESTS TRACI AVALOS, LYNDSEY PIMENTEL, ADRIANNE SALTZMAN AND JENNY KRESSEL INTRODUCED THEMSELVES. BOARD ACKNOWLEDGED AUDIENCE GUESTS PARTICIPATING IN "BRING YOUR DAUGHTERS TO WORK" DAY.**

**CONSENT CALENDAR**

**UPON MOTION OF COMMISSIONER KELLEY, SECONDED BY COMMISSIONER HANSEN, THE CONSENT CALENDAR (ITEMS C-1 THROUGH C-12) WAS UNANIMOUSLY APPROVED.**

**NON-DEPARTMENTAL**

- C-1 In the Matter of the Reappointment of Rich Goheen to Serve as the City of Fairview Representative on the MULTNOMAH COUNTY ANIMAL CONTROL ADVISORY COMMITTEE, for a Term Ending March 30, 1997
- C-2 RESOLUTION in the Matter of Establishing a Three Year Term for the Multnomah County Appointment to the MT. HOOD CABLE REGULATORY COMMISSION

**RESOLUTION 95-84.**

**SHERIFF'S OFFICE**

- C-3 Ratification of Intergovernmental Agreement Contract 800026 Between Metro and Multnomah County, Wherein the Sheriff's Office Will Provide a Supervised Inmate Work Crew to Perform General Labor Such as Ground Maintenance, Yard and Nursery Work, Light Carpentry and Painting at Sites Owned, Operated or Managed by Metro, for the Period April 1, 1995 through June 30, 1996

**AGING SERVICES DIVISION**

- C-4 Ratification of Intergovernmental Agreement Contract 104385 Between Washington County and Multnomah County, for Administration of the Korean American Senior Citizens Association Meal Site Contract, Providing Meals and Rides to Korean Elders Living in Multnomah County, for the Period July 1, 1994 through December 31, 1995

**DEPARTMENT OF ENVIRONMENTAL SERVICES**

- C-5 ORDER in the Matter of the Execution of Deed D951175 Upon Complete Performance of a Contract to R. C. Industries, Inc.

**ORDER 95-85.**

- C-6 ORDER in the Matter of the Execution of Deed D951179 Upon Complete Performance of a Contract to William Scott Burlando, Personal Representative of the Estate of William F. Burlando, Deceased

**ORDER 95-86.**

- C-7 ORDER in the Matter of the Execution of Deed D951182 for Repurchase of Tax Acquired Property to Former Owners Leroy Fleming, Sr. and Ethel V. Fleming

**ORDER 95-87.**

- C-8 ORDER in the Matter of the Execution of Deed D951183 Upon Complete Performance of a Contract to Kevin L. Mullen

**ORDER 95-88.**

- C-9 ORDER in the Matter of the Execution of Deed D951184 Upon Complete Performance of a Contract to Frank S. Rytel

**ORDER 95-89.**

**COMMUNITY AND FAMILY SERVICES DIVISION**

- C-10 RESOLUTION in the Matter of Authorizing Designees of the Mental Health Program Director to Direct a Peace Officer to Take an Allegedly Mentally Ill Person into Custody

**RESOLUTION 95-90.**

- C-11 Budget Modification CFSD 9 Requesting Authorization to Increase the Alcohol and Drug Community Awareness and Prevention Budget by \$45,762 to Reflect Renewal of the Regional Drug Initiative Contract
- C-12 Ratification of Intergovernmental Agreement Contract 101665 Between Multnomah County and the State Board of Higher Education, Oregon Health Sciences University, University Hospital, Providing Emergency Psychiatric Hold Beds at Set Rates for Involuntary Commitment Placement Clients of Multnomah County, for the Period July 1, 1994 through June 30, 1995

**REGULAR AGENDA**

**PUBLIC COMMENT**

- R-1 Opportunity for Public Comment on Non-Agenda Matters. Testimony Limited

to Three Minutes Per Person.

**NO ONE WISHED TO COMMENT.**

**MANAGEMENT SUPPORT SERVICES**

R-2 Presentation in the Matter of Employee Service Awards Honoring Multnomah County Employees with Five to Twenty-Five Years of Service

**BOARD GREETED, ACKNOWLEDGED AND PRESENTED 5 YEAR AWARDS TO SANDRA KIRKLAND OF ASD, ELIZABETH TERRELL OF CFS, SUSAN HOWE OF DA, SCOTT RAYFIELD OF DCC, MOLLIE BALLEW, KENNETH COLLMER, LANCE DUNCAN, PAUL HEINE AND DIANE ILG OF DES, BEVERLY COOK AND JOHN MILLER OF JJD, WESLEY STEVENS AND CONNIE THELIN OF DLS, AND GERALD ITKIN AND CARL STEWARD OF NOND; 10 YEAR AWARDS TO BUNNY HARROLD OF CFS, ALFREDO RANGEL OF DCC, BRIAN FOWLES OF DES, LAVORIS JACKSON OF JJD AND DONNA THOMPSON OF DLS; 15 YEAR AWARDS TO PRISCILLA MURRAY OF CFS, LISA MOORE OF DA, LAWRENCE MONAGON OF DCC, LAUREN ARMSTRACHAN, TERRY RUDD AND DUANE SPERL OF DES AND KATHERINE CHARTIER OF DLS; 20 YEAR AWARDS TO SAUNDRA WEDGE OF DCC AND EUNICE BUTLER OF DES; AND 25 YEAR AWARDS TO JOAN VIELHAUER OF DES. CURTIS SMITH ANNOUNCED NEXT PRESENTATION WILL BE JULY 20, 1995.**

**DEPARTMENT OF ENVIRONMENTAL SERVICES**

R-3 PUBLIC HEARING and Consideration of an ORDER in the Matter of Approving Request for Transfer of Tax Foreclosed Property to City of Portland for Low Income Housing Development

**COMMISSIONER SALTZMAN MOVED AND COMMISSIONER COLLIER SECONDED, APPROVAL OF R-3. RICHARD PAYNE EXPLANATION. GRETCHEN DURSCH FROM HOUSING OUR FAMILIES AND GREG CARLSON FROM CITY OF PORTLAND TESTIMONY IN SUPPORT. ORDER 95-91 UNANIMOUSLY APPROVED.**

R-4 ORDER Setting May 11, 1995 as a Hearing Date in the Matter of Approving

Requests for Transfers of Tax Foreclosed Properties to Portland Public Schools for Public Uses

**COMMISSIONER COLLIER MOVED AND COMMISSIONER SALTZMAN SECONDED, APPROVAL OF R-4. MR. PAYNE EXPLANATION AND RESPONSE TO BOARD QUESTION. ORDER 95-92 UNANIMOUSLY APPROVED.**

**DEPARTMENT OF COMMUNITY CORRECTIONS**

R-5      Ratification of the 1993-1995 Community Corrections Plan Amendment Contract 900374 Between the State of Oregon Department of Corrections and Multnomah County, Reflecting Various Changes in Program Funding

**COMMISSIONER KELLEY MOVED AND COMMISSIONER HANSEN SECONDED, APPROVAL OF R-5. SUSAN KAESER AND CARY HARKAWAY EXPLANATION AND RESPONSE TO BOARD QUESTIONS AND DISCUSSION REGARDING ITEMS R-5 AND R-6. COMMISSIONER SALTZMAN MOVED AND COMMISSIONER COLLIER SECONDED, TO RETAIN \$20,000 OF THE \$247,000 BUDGETED IN INTENSIVE CASE MANAGEMENT, TO BE USED IN THE FINAL TWO MONTHS OF THIS FISCAL YEAR TO PROVIDE A SALARY INCENTIVE TO GET AN EXISTING PAROLE OFFICER TO GO INTO INTENSIVE SUPERVISION AND MONITOR PREDATORY SEX OFFENDERS, OR TO USE THE \$20,000 FOR A TARGETED RECRUITMENT CAMPAIGN FOR THIS POSITION. MS. KAESER EXPLANATION IN RESPONSE TO BOARD QUESTIONS AND DISCUSSION. COMMISSIONERS SALTZMAN AND COLLIER WITHDREW THEIR MOTION AND SECOND. COMMISSIONER COLLIER MOVED AND COMMISSIONER SALTZMAN SECONDED, THAT A PLAN REGARDING STAFFING OF THE INTENSIVE CASE MANAGEMENT UNIT BE DEVELOPED IN WRITING BY MAY 15, 1995. MR. HARKAWAY EXPLANATION IN RESPONSE TO BOARD QUESTIONS AND DISCUSSION. AMENDMENT UNANIMOUSLY APPROVED. BOARD COMMENTS. AGREEMENT APPROVED, WITH COMMISSIONERS HANSEN, KELLEY, SALTZMAN AND STEIN VOTING AYE, AND COMMISSIONER COLLIER VOTING NO.**

- R-6 Budget Modification DCC 5 Requesting Authorization to Increase the Department's Management Information Systems Budget from Personnel Cost Savings and Unfilled Sanction Violation Beds, to Add 3 Positions, Materials and Services and Equipment for System Development and Support within the Department

**UPON MOTION OF COMMISSIONER KELLEY, SECONDED BY COMMISSIONER HANSEN, BUDGET MODIFICATION IS APPROVED, WITH COMMISSIONERS HANSEN, KELLEY, SALTZMAN AND STEIN VOTING AYE, AND COMMISSIONER COLLIER VOTING NO.**

**NON-DEPARTMENTAL**

- R-7 RESOLUTION in the Matter of Approving the Chair's Proposed 1995-96 Budget for Submittal to the Tax Supervising and Conservation Commission as Required by Law
- R-10 RESOLUTION in the Matter of Constructing 32 Additional Beds at the Multnomah County Juvenile Justice Complex and Exploring the Feasibility of Constructing a Triage Center on that Site
- R-11 RESOLUTION in the Matter of Constructing Additional Beds for the Multnomah County Juvenile Justice Complex and Examining the Feasibility of Using a Portion of that Facility for a Mental Health Crisis Triage Center

**AT THE REQUEST OF CHAIR STEIN AND UPON MOTION OF COMMISSIONER KELLEY, SECONDED BY COMMISSIONER HANSEN, ITEMS R-7, R-10 AND R-11 WERE UNANIMOUSLY CONTINUED TO THURSDAY, MAY 4, 1995.**

- R-8 RESOLUTION in the Matter of Endorsing and Siting the Gladys McCoy Citizen Participation Award

**COMMISSIONER COLLIER MOVED AND COMMISSIONER KELLEY SECONDED, APPROVAL OF R-8. JOHN LEGRY AND DERRY JACKSON PRESENTATION AND COMMENTS. CHAIR STEIN ACKNOWLEDGED BILL GORDON AS FIRST RECIPIENT OF AWARD. RESOLUTION 95-93 UNANIMOUSLY APPROVED.**

- R-9 Presentation and Request for Approval of the Proposed 1995-96 Mt. Hood Cable Regulatory Commission Budget

**COMMISSIONER COLLIER MOVED AND COMMISSIONER KELLEY SECONDED, APPROVAL OF R-9. JACK ADAMS AND BLYTHE OLSON TESTIMONY IN SUPPORT OF BUDGET. DAVID OLSON EXPLANATION AND RESPONSE TO BOARD QUESTIONS. COMMISSIONER SALTZMAN REQUESTED A BRIEFING TO DISCUSS CABLE FOR INMATES. JIM WHITTENBURG TESTIMONY. BUDGET UNANIMOUSLY APPROVED.**

The regular meeting was adjourned at 10:58 a.m., and the briefing convened at 11:03 a.m.

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Thursday, April 27, 1995  
**IMMEDIATELY FOLLOWING REGULAR MEETING**  
Multnomah County Courthouse, Room 602  
1021 SW Fourth, Portland

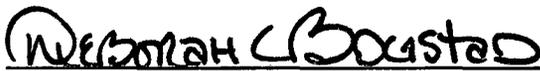
**BOARD BRIEFING**

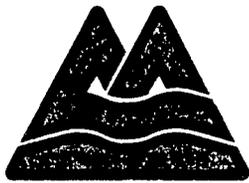
B-3 Presentation of the Results of the Multnomah County Animal Control Budget Study. Presented by David Flagler, Heidi Soderberg and Keri Hardwick.

**HEIDI SODERBERG, DAUGHTER LYNDSEY PIMENTEL, DAVE FLAGLER AND DAUGHTER STACY FLAGLER PRESENTATION. MR. FLAGLER, KERI HARDWICK AND MS. SODERBERG RESPONSE TO BOARD QUESTIONS AND DISCUSSION.**

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

OFFICE OF THE BOARD CLERK  
for MULTNOMAH COUNTY, OREGON

  
\_\_\_\_\_  
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

#### APRIL 24, 1995 - APRIL 28, 1995

- Tuesday, April 25, 1995 - 9:30 AM - Chair's Budget . . . . . Page 2*
- Tuesday, April 25, 1995 - 1:30 PM - Planning Items . . . . . Page 2*
- Tuesday, April 25, 1995 - Board Briefing . . . . . Page 3*  
**(IMMEDIATELY FOLLOWING PLANNING ITEMS)**
- Thursday, April 27, 1995 - 9:30 AM - Regular Meeting . . . . . Page 3*
- Thursday, April 27, 1995 - Board Briefing . . . . . Page 6*  
**(IMMEDIATELY FOLLOWING REGULAR MEETING)**

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

- Thursday, 6:00 PM, Channel 30*
- Friday, 10:00 PM, Channel 30*
- Saturday, 12:30 PM, Channel 30*
- Sunday, 1:00 PM, Channel 30*

**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, April 25, 1995 - 9:30 AM

Multnomah County Courthouse, Room 602  
1021 SW Fourth, Portland

**CHAIR'S BUDGET PRESENTATION**

- B-1 Chair Beverly Stein Will Present the Chair's Proposed 1995-96 Multnomah County Budget to the Budget Committee. This is a Public Meeting and Citizens May Appear and Testify on the Budget.
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Tuesday, April 25, 1995 - 1:30 PM

Multnomah County Courthouse, Room 602  
1021 SW Fourth, Portland

**PLANNING ITEMS**

- P-1 NSA 1-95 Review the March 23, 1995 Hearings Officer Decision APPROVING, Subject to Conditions, a Request for Columbia River Gorge National Scenic Area Site Review to Remove an Existing Residence and Accessory Buildings and to Construct Ball Fields, a Sewage Drain Field, and a Graveled Parking Area in Conjunction with the Existing Corbett Elementary, Middle and High School Complex, for Property Located at 35600 E HISTORIC COLUMBIA RIVER HIGHWAY
- P-2 SEC 8-94 Review the April 3, 1995 Hearings Officer Decision AFFIRMING, AND MODIFYING the Planning Director Decision and DENYING an Appeal in the Matter of APPROVING, Subject to Conditions, a Requested Significant Environmental Concern (SEC) Permit for an Addition to an Existing Single Family Dwelling, for Property Located at 5830 NW CORNELL ROAD
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- P-4 CU 2-95/  
HV 2-95 DE NOVO HEARING With Testimony Limited to 20 Minutes Per Side, Including Rebuttal, in the Matter of the March 3, 1995 Hearings Officer Decision DENYING Conditional Use Approval for a Single Family Dwelling Not Related to Forest Management and Variances to Two Side Yard Setback Requirements on a 16.43 Acre Existing Parcel in the Commercial Forest Use Zoning District, for Property Located at 16200 NW McNAMEE ROAD

Tuesday, April 25, 1995

**(IMMEDIATELY FOLLOWING PLANNING ITEMS)**

Multnomah County Courthouse, Room 602  
1021 SW Fourth, Portland

**BOARD BRIEFING**

- B-2 *Oregon Health Plan and Managed Care Developments, Specifically Discussion of Issues Related to Oregon Health Plan Alcohol and Drug Services Implementation Scheduled for May 1, 1995 and Progress of Children's Capitation Planning Efforts. Presented by Lorenzo Poe, Howard Klink, Judy Robison, Norma Jaeger, James Edmondson, Tom Fronk and Karen Maki. 1 HOUR REQUESTED.*
- 

Thursday, April 27, 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 Reappointment of Rich Goheen to Serve as the City of Fairview Representative on the MULTNOMAH COUNTY ANIMAL CONTROL ADVISORY COMMITTEE, for a Term Ending March 30, 1997*
- C-2 *RESOLUTION in the Matter of Establishing a Three Year Term for the Multnomah County Appointment to the MT. HOOD CABLE REGULATORY COMMISSION*

**SHERIFF'S OFFICE**

- C-3 *Ratification of Intergovernmental Agreement Contract 800026 Between Metro and Multnomah County, Wherein the Sheriff's Office Will Provide a Supervised Inmate Work Crew to Perform General Labor Such as Ground Maintenance, Yard and Nursery Work, Light Carpentry and Painting at Sites Owned, Operated or Managed by Metro, for the Period April 1, 1995 through June 30, 1996*

**AGING SERVICES DIVISION**

- C-4 *Ratification of Intergovernmental Agreement Contract 104385 Between Washington County and Multnomah County, for Administration of the Korean*

*American Senior Citizens Association Meal Site Contract, Providing Meals and Rides to Korean Elders Living in Multnomah County, for the Period July 1, 1994 through December 31, 1995*

**DEPARTMENT OF ENVIRONMENTAL SERVICES**

- C-5      *ORDER in the Matter of the Execution of Deed D951175 Upon Complete Performance of a Contract to R. C. Industries, Inc.*
- C-6      *ORDER in the Matter of the Execution of Deed D951179 Upon Complete Performance of a Contract to William Scott Burlando, Personal Representative of the Estate of William F. Burlando, Deceased*
- C-7      *ORDER in the Matter of the Execution of Deed D951182 for Repurchase of Tax Acquired Property to Former Owners Leroy Fleming, Sr. and Ethel V. Fleming*
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**COMMUNITY AND FAMILY SERVICES DIVISION**

- C-10     *RESOLUTION in the Matter of Authorizing Designees of the Mental Health Program Director to Direct a Peace Officer to Take an Allegedly Mentally Ill Person into Custody*
- C-11     *Budget Modification CFSD 9 Requesting Authorization to Increase the Alcohol and Drug Community Awareness and Prevention Budget by \$45,762 to Reflect Renewal of the Regional Drug Initiative Contract*
- C-12     *Ratification of Intergovernmental Agreement Contract 101665 Between Multnomah County and the State Board of Higher Education, Oregon Health Sciences University, University Hospital, Providing Emergency Psychiatric Hold Beds at Set Rates for Involuntary Commitment Placement Clients of Multnomah County, for the Period July 1, 1994 through June 30, 1995*

**REGULAR AGENDA**

**PUBLIC COMMENT**

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

## MANAGEMENT SUPPORT SERVICES

- R-2 *Presentation in the Matter of Employee Service Awards Honoring Multnomah County Employees with Five to Twenty-Five Years of Service*

## DEPARTMENT OF ENVIRONMENTAL SERVICES

- R-3 *PUBLIC HEARING and Consideration of an ORDER in the Matter of Approving Request for Transfer of Tax Foreclosed Property to City of Portland for Low Income Housing Development*
- R-4 *ORDER Setting May 11, 1995 as a Hearing Date in the Matter of Approving Requests for Transfers of Tax Foreclosed Properties to Portland Public Schools for Public Uses*

## DEPARTMENT OF COMMUNITY CORRECTIONS

- R-5 *Ratification of the 1993-1995 Community Corrections Plan Amendment Contract 900374 Between the State of Oregon Department of Corrections and Multnomah County, Reflecting Various Changes in Program Funding*
- R-6 *Budget Modification DCC 5 Requesting Authorization to Increase the Department's Management Information Systems Budget from Personnel Cost Savings and Unfilled Sanction Violation Beds, to Add 3 Positions, Materials and Services and Equipment for System Development and Support within the Department*

## NON-DEPARTMENTAL

- R-7 *RESOLUTION in the Matter of Approving the Chair's Proposed 1995-96 Budget for Submittal to the Tax Supervising and Conservation Commission as Required by Law*
- R-8 *RESOLUTION in the Matter of Endorsing and Siting the Gladys McCoy Citizen Participation Award*
- R-9 *Presentation and Request for Approval of the Proposed 1995-96 Mt. Hood Cable Regulatory Commission Budget*
- R-10 *RESOLUTION in the Matter of Constructing 32 Additional Beds at the Multnomah County Juvenile Justice Complex and Exploring the Feasibility of Constructing a Triage Center on that Site*
- R-11 *RESOLUTION in the Matter of Constructing Additional Beds for the Multnomah County Juvenile Justice Complex and Examining the Feasibility of Using a Portion of that Facility for a Mental Health Crisis Triage Center*

Thursday, April 27, 1995

**IMMEDIATELY FOLLOWING REGULAR MEETING**

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

**BOARD BRIEFING**

*B-3 Presentation of the Results of the Multnomah County Animal Control Budget Study. Presented by David Flagler, Heidi Soderberg and Keri Hardwick. 30 MINUTES REQUESTED.*

Meeting Date: APR 27 1995

Agenda No.: C-1

(Above Space for Board Clerk's Use *ONLY*)

AGENDA PLACEMENT FORM

SUBJECT: Reappointment to Animal Control Advisory Board

BOARD BRIEFING: Date Requested:  
Amount of Time Needed:

REGULAR MEETING: Date Requested: 4/27/95  
Amount of Time Needed: Consent Calendar

DEPARTMENT: Nondepartmental DIVISION: Chair's Office

CONTACT: Delma Farrell TELEPHONE: X-3953  
BLDG/ROOM: 106/1515

PERSON(S) MAKING PRESENTATION:

**ACTION REQUESTED:**

INFORMATIONAL ONLY  POLICY DIRECTION  APPROVAL  OTHER

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

Appointment of Rich Goheen to second term, Position #4 Fairview Representative, on the Animal Control Advisory Committee. Term ending 3/30/97.

SIGNATURES REQUIRED:

ELECTED OFFICIAL: Beverly Stein

OR

MANAGER: \_\_\_\_\_

*Any Questions? Call the Office of the Board Clerk at 248-3277 or 248-5222.*

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BOARD OF  
COUNTY COMMISSIONERS  
1995 APR 18 AM 11:03  
MULTNOMAH COUNTY  
OREGON

CITY  
OF

# FAIRVIEW

300 HARRISON ST., P.O. BOX 337  
FAIRVIEW, OREGON 97024  
(503)665-7929 FAX 666-0888

April 7, 1995

David R. Flagler, Director  
Multnomah County Animal Control  
1700 W. Columbia River Highway  
Troutdale, Oregon 97060-1093

Dear Mr. Flagler:

The Fairview City Council, at its regular meeting of April 5, 1995, reappointed Rich Goheen to serve as the City's representative for the Multnomah County Animal Control Advisory Committee.

Sincerely,  
CITY OF FAIRVIEW

*Caren C. Huson Quiniones*

Caren C. Huson Quiniones  
City Recorder

/cch  
cc: Rich Goheen

*2nd term  
Ending 3/30/97*



Meeting Date: APR 27 1995

Agenda No.: C-2

(Above Space for Board Clerk's Use *ONLY*)

AGENDA PLACEMENT FORM

SUBJECT: Resolution

BOARD BRIEFING: Date Requested:  
Amount of Time Needed:

REGULAR MEETING: Date Requested: 4/27/95  
Amount of Time Needed: Consent Agenda

DEPARTMENT: Nondepartmental DIVISION: Chair's Office

CONTACT: Maria Rojo de Steffey TELEPHONE: X-3955  
BLDG/ROOM: 106/1515

PERSON(S) MAKING PRESENTATION: Julie Omelchuk, Mt. Hood Cable Regulatory Commission

**ACTION REQUESTED:**

INFORMATIONAL ONLY  POLICY DIRECTION  APPROVAL  OTHER

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

Resolution in the Matter of Establishing a Three-Year Term for the Multnomah County Appointment to the Mt. Hood Cable Regulatory Commission

5/1/95 copies to Delma Farrell and Sally Kinsey @ Mt. Hood Cable

SIGNATURES REQUIRED:

ELECTED OFFICIAL: Beverly Steen

OR

MANAGER: \_\_\_\_\_

BOARD OF  
COUNTY COMMISSIONERS  
1995 APR 19 AM 10 35  
MULTNOMAH COUNTY  
OREGON

Any Questions? Call the Office of the Board Clerk at 248-3277 or 248-5222.  
forms\apf.doc

BEFORE THE BOARD OF COUNTY COMMISSIONERS  
FOR MULTNOMAH COUNTY, OREGON

In the Matter of Establishing a Three-Year Term )  
for the Multnomah County Appointment to the ) RESOLUTION  
Mt. Hood Cable Regulatory Commission ) 95-84

WHEREAS, the Board of County Commissioners has one appointment to represent Multnomah County on the Mt. Hood Cable Regulatory Commission (MHCRC); and

WHEREAS, according to Intergovernmental Agreement that created the MHCRC, Multnomah County has the authority to define the term for its appointment to the MHCRC; and

WHEREAS, in November, 1994, the MHCRC adopted a recommendation that its member jurisdictions appoint their representatives based on three-year terms with specific appointment dates which would result in staggered terms for the eight MHCRC positions; and

WHEREAS, the MHCRC found that staggered terms would increase leadership development and continuity among its members; and

WHEREAS, the MHCRC recommended that current term of office for the Multnomah County representative end May 31, 1995, and that subsequent appointments be made for three-year terms.

NOW, THEREFORE IT IS RESOLVED that the Board of County Commissioners adopt a three-year term of office for the Multnomah County appointment to the MHCRC; and

IT IS FURTHER RESOLVED that the current term of office shall end May 31, 1995; and

IT IS FURTHER RESOLVED that the Board of County Commissioners may appoint representatives to subsequent terms; and

IT IS FURTHER RESOLVED that if the Multnomah County appointment resigns mid-term, the Board of County Commissioners shall appoint a representative to fulfill the remaining term of office.

APPROVED this 27th day of April, 1995.



REVIEWED:  
LAURENCE KRBSSEL, COUNTY COUNSEL  
MULTNOMAH COUNTY, OREGON

By Katie Gaetjens 4/18/95  
Katie Gaetjens, Deputy

MULTNOMAH COUNTY, OREGON

By Beverly Stein  
Beverly Stein, Chair

(Above Space for Board Clerk's Use ONLY)

AGENDA PLACEMENT FORM

SUBJECT: IGA between METRO and the Sheriffs Office

BOARD BRIEFING: Date Requested:

Amount of Time Needed:

REGULAR MEETING: Date Requested: April 13, 1995

Amount of Time Needed: 5 minutes

DEPARTMENT: Sheriff's Office DIVISION: Corrections

CONTACT: Larry Aab TELEPHONE #: 251-2489 BLDG/ROOM #: 313/231

PERSON(S) MAKING PRESENTATION: Sheriff John Bunnell

ACTION REQUESTED:

[X] INFORMATIONAL ONLY [ ] POLICY DIRECTION [ ] APPROVAL [ ] OTHER

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

IGA between METRO and the Sheriffs Office to provide a supervised inmate work crew to perform general labor such as ground maintenance, yard and nursery work, light carpentry, painting, etc.

5/2/95 ORIGINALS TO LARRY AAB

CONSENT

SIGNATURES REQUIRED:

ELECTED OFFICIAL: John Bunnell

OR

DEPARTMENT MANAGER:

ALL ACCOMPANYING DOCUMENTS MUST HAVE REQUIRED SIGNATURES

Any Questions: Call the Office of the Board Clerk 248-3277/5222 0516C/63 6/93

BOARD OF COUNTY COMMISSIONERS MULTNOMAH COUNTY OREGON 1995 APR 18 AM 11:03



# CONTRACT APPROVAL FORM

(See Administrative Procedure #2106)

Contract # 800026

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

MULTNOMAH COUNTY OREGON

<p><b>CLASS I</b></p> <input type="checkbox"/> Professional Services under \$25,000	<p><b>CLASS II</b></p> <input type="checkbox"/> Professional Services over \$25,000 (RFP, Exemption) <input type="checkbox"/> PCRFB Contract <input type="checkbox"/> Maintenance Agreement <input type="checkbox"/> Licensing Agreement <input type="checkbox"/> Construction <input type="checkbox"/> Grant <input type="checkbox"/> Revenue	<p><b>CLASS III</b></p> <input checked="" type="checkbox"/> Intergovernmental Agreement  <p style="text-align: center;"><b>APPROVED MULTNOMAH COUNTY BOARD OF COMMISSIONERS</b></p> <p>AGENDA # <u>C-3</u> DATE <u>4/27/95</u>  <u>DEB BOGSTAD</u>          BOARD CLERK</p>
---	--	---

Department SHERIFF'S OFFICE Division CORRECTIONS Date MARCH 10, 1995

Contract Originator SGT. DAVE KEITH Phone 248-5060 Bldg/Room 314/MCIJ

Administrative Contact LARRY AAB Phone 251-2489 Bldg/Room 313/231

Description of Contract PROVIDE A SUPERVISED INMATE WORK CREW TO PERFORM GENERAL LABOR AND GROUNDS MAINTENANCE.

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

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

Contractor Name METRO  
 Mailing Address 600 NE GRAND AVE  
PORTLAND OR 97232-2736  
 Phone 797-1700 ATTN: Todd Sadio  
 Employer ID# or SS# \_\_\_\_\_  
 Effective Date April 1, 1995  
 Termination Date JUNE 30, 1996  
 Original Contract Amount \$ 28,650.00  
 Total Amount of Previous Amendments \$ \_\_\_\_\_  
 Amount of Amendment \$ \_\_\_\_\_  
 Total Amount of Agreement \$ \_\_\_\_\_

Remittance Address \_\_\_\_\_ (If Different)

Payment Schedule Terms

Lump Sum \$ \_\_\_\_\_  Due on receipt

Monthly \$ AS BILLED  Net 30

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

Requirements contract - Requisition required.

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

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

**REQUIRED SIGNATURES:**

Department Manager [Signature]

Purchasing Director (Class II Contracts Only) [Signature]

County Counsel [Signature]

County Chair / Sheriff [Signature]

Contract Administration (Class I, Class II Contracts Only) \_\_\_\_\_

Encumber: Yes  No

Date March 10, 1995

Date \_\_\_\_\_

Date 4/13/95

Date April 27, 1995

Date \_\_\_\_\_

VENDOR CODE		VENDOR NAME							TOTAL AMOUNT \$		
LINE NO.	FUND	AGENCY	ORGANIZATION	SUB ORG	ACTIVITY	OBJECT/REV SRC	SUB OBJ	REPT CATEG	LGFS DESCRIPTION	AMOUNT	INC/DEC IND
01.	1169	025	3961			2780					
02.											
03.											

\* If additional space is needed, attach separate page. Write contract # on top of page.

INSTRUCTIONS ON REVERSE SIDE

WHITE - CONTRACT ADMINISTRATION CANARY - INITIATOR PINK - FINANCE

ORIGINAL

INTERGOVERNMENTAL AGREEMENT

THIS AGREEMENT, entered into under the provisions of ORS Chapter 190.010 et seq. and ORS 206.345 between Metro, a metropolitan service district organized under the laws of the State of Oregon and the 1992 Metro Charter, located at 600 NE Grand Avenue, Portland, OR 97232-2736, and the Multnomah County Sheriff's Office (MCSO), jointly with and on behalf of Multnomah County (County). Metro, MCSO, and County will be referred to collectively as "parties" hereafter.

WHEREAS, Metro is a unit of local government authorized to enter into intergovernmental agreements pursuant to the provisions of ORS 190.010, et seq.; and

WHEREAS, Multnomah County is a political subdivision of the State of Oregon and is a unit of local government authorized to enter into intergovernmental agreements pursuant to the provisions of ORS 190.010, et seq.; and

WHEREAS, The Multnomah County Sheriff is authorized to enter into intergovernmental agreements jointly with and on behalf of the County, pursuant to the provisions of ORS 206.345; and

WHEREAS, Metro desires to contract with the County for the performance of certain functions related to Metro's purpose and authority, to be performed by the County through the MCSO; and

WHEREAS, the County through MCSO is able and prepared to provide the services required by Metro under those terms and conditions set forth;

ORIGINAL

IT IS MUTUALLY AGREED AS FOLLOWS:

I. Inmate Work Crews

- a) MCSO agrees to provide, at Metro's request, a supervised inmate work crew to perform general labor, including but not limited to grounds maintenance, yard and nursery work, light carpentry, painting, and debris removal, at sites owned, operated, or managed by Metro. Grounds maintenance includes, but is not limited to cutting grass, edging grass, mulching, weed control, trimming trees and shrubs, fertilizing grass and flowers, debris removal, and maintenance of irrigation system.
- b) MCSO agrees to provide a supervised inmate work crew a minimum of five days per month and a maximum of ten days per month to perform the services provided under this agreement.
- c) MCSO agrees that each inmate work crew provided under this agreement will be supervised by one or more corrections officers trained and experienced in managing inmate work crews.
- d) MCSO agrees that each inmate work crew provided under this agreement will be comprised of sentenced, local inmates eligible for outside public works and who pose a minimal threat to the public;
- e) MCSO agrees that each work crew vehicle will be radio-equipped, self-contained, and furnished with hand and power tools appropriate for each job. The parties further agree that if the work crew does not have in its own inventory the tools or equipment required to perform the job requested by Metro, then MCSO may lease the equipment required and include the costs of such equipment rental in its bill to Metro.

- f) Metro agrees to provide all materials, including but not limited to paint, nursery stock, lumber and similar building materials, required for the work performed or services provided under this agreement.

**II. Hazardous Materials Exception**

The parties agree that:

- a) Clean-up of dump sites containing known or suspected hazardous materials is beyond the scope, skill, training and experience of an inmate work crew;
- b) No inmate work crew provided under this agreement shall be required to clean up any dump site where known or suspected hazardous materials are present; and
- c) In the event the inmate work crew discovers known or suspected hazardous materials at a dump site, the work crew supervisor shall immediately cease the clean-up activity until such time as the site is inspected and declared or made safe by the appropriate hazardous materials authority.

**III. Compensation**

- a) Metro agrees to pay to MCSO for services rendered under this agreement an amount not to exceed TWENTY-EIGHT THOUSAND, SIX HUNDRED FIFTY AND NO/100THS DOLLARS (\$28,650.00), which represents a maximum one hundred fifty (150) days of service at the rate of \$191.00 per day.
- b) MCSO agrees to bill Metro on the last working day of each calendar month. Metro agrees to pay MCSO within thirty (30) days of receipt of MCSO's monthly invoice.

IV. Personnel Matters

- a) The parties agree that the corrections officers provided hereunder by MCSO (hereinafter, "Assigned Personnel") shall be and remain employees of the County. All Assigned Personnel shall be supervised by MCSO and shall perform their duties in accordance with the administrative and operational procedures of MCSO.
- b) The parties agree that Metro does not assume any liability for the direct payment of any wages, salaries, or other compensation to Assigned Personnel performing services pursuant to the terms of this agreement or for any other liability not provided for in this agreement.
- c) The County agrees to maintain workers' compensation insurance coverage for its Assigned Personnel, either as a carrier insured employer or a self-insured employer as provided in ORS chapter 656.
- d) The parties agree that matters concerning direct or indirect monetary benefits, hours, vacations, sick leave, grievance procedures and other conditions of employment regarding Assigned Personnel under this agreement shall be governed by the provisions of existing collective bargaining agreements between the Assigned Personnel's bargaining unit and their public employer.
- e) The parties agree that all labor disputes arising out of this agreement shall be governed by the provisions of applicable collective bargaining agreements in effect during this agreement, and the personnel rules of the County.

V. Indemnification and Liability

- a) Subject to the limitations of the Oregon Torts Claims Act and the Oregon Constitution, MCSO and the County shall indemnify, defend and hold harmless Metro, its officers, employees and agents from all claims, suits, actions or expenses of any nature resulting from or arising out of the acts, errors or omissions of the MCSO personnel acting pursuant to the terms of this agreement.
- b) Subject to the limitations of the Oregon Torts Claims Act and the Oregon Constitution, Metro shall indemnify, defend, and hold harmless County and MCSO, their officers, employees and agents from all claims, suits, actions or expenses of any nature resulting from or arising out of the acts, errors or omissions of Metro personnel acting pursuant to the terms of this agreement.

VI. Dispute Resolution

Any dispute arising from this agreement shall be resolved in the manner provided by Section 5 of the intergovernmental agreement (Multnomah County Contract No. 301174), entered into by and between Metro and Multnomah County relating to the transfer of operation and management of County parks to Metro.

VII. Contract Administration

- a) MCSO designates Sergeant David Keith, Work Crew Supervisor, to represent MCSO in all matters pertaining to administration of this agreement.
- b) Metro designates Penny Erickson, Senior Site Manager, to represent Metro in all matters pertaining to administration of this agreement.

- c) Any notice or notices provided for by this agreement or by law to be given or served upon either party shall be given or served by certified letter, deposited in the US mail, postage prepaid, and addressed to:

John Bunnell  
Multnomah County Sheriff  
12240 NE Glisan St.  
Portland, OR 97230

Todd Sadlo  
Office of General Counsel  
600 NE Grand Ave.  
Portland, OR 97232-2736

VIII. Contract Modification and Termination

- a) This agreement shall be effective from the 1st day of April 1995, and shall run through the 30th day of June 1996.
- b) The parties agree that in the event the parties to this agreement desire to renew this contract after the expiration thereof, they shall notify the other parties within ninety (90) days prior to its expiration.
- c) The parties agree that any party to this agreement may terminate said agreement by giving the other party(s) not less than ninety (90) days written notice.
- d) The parties agree that this agreement may be modified or amended by mutual agreement of the parties. Any modification to this agreement shall be effective only when incorporated herein by written amendments and signed by both Metro and the Multnomah County Sheriff, and approved by the Multnomah County Board of Commissioners.

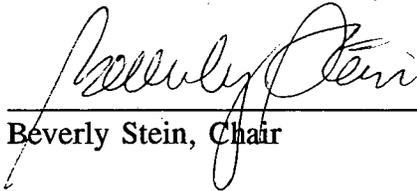
- IX. Severability. If any portion of this Agreement is found to be illegal or unenforceable, this Agreement nevertheless shall remain in full force and effect and the offending provision shall be stricken.

**Contract #: 800026**

IN WITNESS WHEREOF, the parties have caused this agreement to be executed by their duly appointed officers on the date written below.

MULTNOMAH COUNTY, OREGON

METRO

  
\_\_\_\_\_  
Beverly Stein, Chair

\_\_\_\_\_  
Name

\_\_\_\_\_  
Title

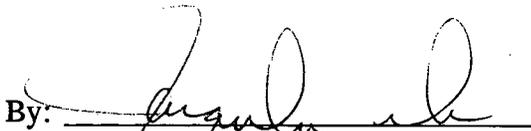
\_\_\_\_\_  
April 27, 1995  
Date

\_\_\_\_\_  
Date

\_\_\_\_\_  
John Bunnell, Sheriff

\_\_\_\_\_  
Date

REVIEWED:  
Lawrence Kressel  
Multnomah County Counsel

By:   
\_\_\_\_\_  
Jacqueline Weber, Deputy  
DATE: 4/13/95

**APPROVED MULTNOMAH COUNTY  
BOARD OF COMMISSIONERS**  
AGENDA # C-3 DATE 4/27/95  
DEB BOGSTAD  
\_\_\_\_\_  
BOARD CLERK

Meeting Date: APR 27 1995

Agenda No: C-4

(Above space for Board Clerk's Office Use ONLY)

AGENDA PLACEMENT FORM

Subject: FY94/96 Agreement with Washington County for Aging Services Korean Meal Site

BOARD BRIEFING Date Requested:  
Amount of time:

REGULAR MEETING Date Requested: April 20, 1995  
Amount of time: 5 minutes

DEPARTMENT: NA DIVISION: Aging Services  
CONTACT: Caroline Sullivan TELEPHONE: 248-3620  
BLDG/RM #: 161/3rd floor

PERSON(S) MAKING PRESENTATION: Jim McConnell/Kathy Gillette  
ACTION REQUESTED:

INFORMATIONAL ONLY  POLICY DIRECTION  APPROVAL  OTHER

SUMMARY (include statement of rationale for action requested, personnel and fiscal/budgetary impacts, if needed):  
The Aging Services Division requests approval of Intergovernmental Agreement #104385 with Washington County, to purchase meals and rides delivered by the Korean American Senior Citizens Association for the period July 1, 1994 through December 31, 1995.

The Washington County Department of Aging Services administers a contract with the Korean Senior Citizens Association to provide services for Korean elders living in Multnomah or Washington County. This agreement provides \$52,828 in federal funds for services provided for Multnomah County residents over an 18 month period. Funds are budgeted for this purpose.

A Request for Proposal (RFP) will be issued in fall 1995 for all the special ethnic programs funded by the Aging Services Division, including the Korean meal site, to select new contracts scheduled to begin on January 1, 1996.

*5/2/95 ORIGINALS to CAROLINE SULLIVAN*

This arrangement with Washington County avoids administrative duplication and simplifies paperwork for the provider and the participants in this program.

SIGNATURES REQUIRED:

ELECTED OFFICIAL: \_\_\_\_\_  
OR  
DEPARTMENT MANAGER: *James W. Howell*

ALL ACCOMPANYING DOCUMENTS MUST HAVE REQUIRED SIGNATURES  
Any Questions: Call the Office of the Board Clerk 248-3277/248-5222

0516C/63  
BCCwcko.95

1995 APR 19 11 03 AM  
MULTNOMAH COUNTY  
OREGON  
CLERK OF BOARD



# MULTNOMAH COUNTY OREGON

DEPARTMENT OF SOCIAL SERVICES  
AGING SERVICES DIVISION  
AREA AGENCY ON AGING  
421 S.W. 5TH, 3RD FLOOR  
PORTLAND, OREGON 97204  
SENIOR HELPLINE: (503) 248-3646 ADMINISTRATION: 248-3620  
TDD: 248-3683 FAX: 248-3656

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

## MEMORANDUM

TO: Beverly Stein, Multnomah County Chair  
FROM: Jim McConnell, Director, Aging Services Division   
DATE: April 6, 1995  
SUBJECT: FY 1994-96 Intergovernmental Agreement #104385 with Washington County for administration of Korean American Senior Citizen Meal Site Contract

Retroactive Status: This agreement is retroactive to July 1, 1994. Processing the contract was delayed because the site location has changed twice and County staff have needed additional time to work out technical details for operations of this contract and the services provided through it.

I. Recommendation: The Aging Services Division recommends Board approval of Intergovernmental Agreement #104385 with Washington County, for 18 months from July 1, 1994 through December 31, 1995.

II. Analysis: In order to facilitate streamlined administration of contracts with the Korean American Senior Meal Sites, for meals provided to Korean Elders residing in both Washington and Multnomah Counties and accessible through public transportation, Multnomah County has contracted with Washington County to administer the contract with the Korean American Senior Citizens Association.

This is the second year of this arrangement. The meal site, now located in downtown Portland, has already moved three times back and forth between the two counties, and is planning another move back to Washington County. Multnomah County is planning to issue a Request for Proposal for all special ethnic programs, including this Korean site in the fall of 1995, with new contracts scheduled to begin January 1, 1996. This contract provides an estimated 393 meals and 50 Tri-Met bus passes per month to be used by participants to come to and from the meal site for an estimated 70 elderly persons primarily of Korean heritage who live in Multnomah County. As part of the meal program, the Korean American Senior Citizens Association arranges for education, recreation and social activities consistent with the interests and needs of the participants. The program also serves as an access point to other needed social and health services.

III. Financial Impact: Funds are budgeted for FY94-95 and FY95-96 in the amount of \$52,828 of Federal Older American Act and the U.S. Department of Agriculture (USDA) funds to be paid to Washington County on a fee for service basis. In addition, an estimated \$1,521 is anticipated from voluntary client contributions to be used towards the costs of the meals.

IV. Legal Issues: A formal procurement process is not required for intergovernmental agreements.

V. Controversial Issues: NA

VI. Link to Current County Policies: Included in Aging Services Annual Plan.

VII. Citizen Participation: Services under this agreement are approved by the Portland Multnomah Commission on Aging (PMCoA) and its AAA and Multi-Ethnic standing Committees.

VIII. Other Government Participation: Washington and Multnomah Counties are working cooperatively.

tl.wck



CONTRACT APPROVAL FORM
(See Administrative Procedure #2106)

Contract # 104385

Amendment #

MULTNOMAH COUNTY OREGON

CLASS I, CLASS II, CLASS III selection boxes. Includes checkboxes for Professional Services, Intergovernmental Agreement, and Revenue. Includes stamp: APPROVED MULTNOMAH COUNTY BOARD OF COMMISSIONERS AGENDA # C-4 DATE 4/27/95 DEB BOGSTAD BOARD CLERK

Department Aging Services Division Division ASD Date April 12, 1995

Contract Originator Caroline Sullivan/Kathy Gillette Phone 248-3620 Bldg/Room 161/3rd floor

Administrative Contact Caroline Sullivan/Kathy Gillette Phone 248-3620 Bldg/Room 161/3rd floor

Description of Contract Assigns responsibility for administering and paying for meals and rides delivered by the Korean American Senior Citizen Association to Korean elders living in Multnomah County.

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

ORS/AR # Contractor is MBE WBE QRF

Contractor Name Washington County Dept of Aging Services

Mailing Address 133 SE 2nd Avenue Hillsboro OR 97123

Phone 640-3489

Employer ID# or SS#

Effective Date July 1, 1994

Termination Date December 31, 1995

Original Contract Amount \$ 52,828

Total Amount of Previous Amendments \$

Amount of Amendment \$

Total Amount of Agreement \$ 52,828

Remittance Address (If Different)

Payment Schedule Terms

- Payment Schedule options: Lump Sum, Monthly (checked), Other. Terms: Due on receipt, Net 30 (checked), Other. Requirements contract - Requisition required. Purchase Order No. Requirements Not to Exceed \$

Encumber: Yes No Date April 12, 1995

Date

Date 4/18/95

Date April 27, 1995

Date

REQUIRED SIGNATURES:

Department Manager James W. Connell

Purchasing Director (Class II Contracts Only)

County Counsel Katie Davjens

County Chair / Sheriff

Contract Administration (Class I, Class II Contracts Only)

Table with columns: VENDOR CODE, VENDOR NAME, TOTAL AMOUNT, LINE NO., FUND, AGENCY, ORGANIZATION, SUB ORG, ACTIVITY, OBJECT/REV SRC, SUB OBJ, REPT CATEG, LGFS DESCRIPTION, AMOUNT, INC/DEC IND. Row 01 contains 'SEE ATTACHED'.

INSTRUCTIONS ON REVERSE SIDE

4/06/95

CONTRACT APPROVAL FORM SUPPLEMENT

Page 1

FISCAL YEAR: 95

CONTRACTOR: WASHINGTON COUNTY ASD

AGENCY CODE: KO

CONTRACT #: 104385

EFFECTIVE DATE: 1-Jul-94

END DATE: 31-Dec-95

AMENDMENT#: 0

AMENDMENT DATE:

LINE #	FUND	AGY	ORGN CODE	LGFS ACT	LGFS OBJT	REPT CAT	FND CAT	ORIGINAL AMOUNT	MOD1	MOD2	MOD3	FINAL AMOUNT
01	156	010	1814	EMZZ	6060	1723	IIIB	9,450				9,450
02	156	010	1814	EMZZ	6060	1724	IIIC1	38,703				38,703
03	156	010	1814	EMZZ	6060	1712	USDA	4,675				4,675
TOTAL								52,828	0	0	0	52,828

ORIGINAL

INTERGOVERNMENTAL AGREEMENT FOR OPERATION OF KOREAN SENIOR CITIZENS MEAL PROGRAM

SECTION I. INTRODUCTION

This agreement is between WASHINGTON COUNTY, and MULTNOMAH COUNTY. This agreement, subject to execution by all parties, is for the period July 1, 1994 through December 30, 1995.

SECTION II. RECITALS

A. WHEREAS, under the auspices of the Older Americans Act of 1965, as amended, MULTNOMAH COUNTY and WASHINGTON COUNTY have demonstrated support for providing congregate meal services for residents age 60 and older, with special emphasis on locating and serving older persons who have the greatest economic and social need

B. WHEREAS, MULTNOMAH COUNTY and WASHINGTON COUNTY have both identified Korean elders as a population underserved because of language and cultural barriers

C. WHEREAS, WASHINGTON COUNTY currently manages a contract with the Korean-American Senior Citizens Association for the operation of a Korean meal site originally located in Washington County, moved to Multnomah County, making plans to move back to Washington County, and easily accessible to eligible and interested residents of Multnomah and Washington Counties by public transportation

D. WHEREAS, a single Korean Senior Citizens Meal Program for residents of both Washington and Multnomah Counties is the most efficient, cost-effective means to deliver congregate meal services and to maintain on-going responsiveness to the needs of Korean elders within a changing community

THEREFORE, WASHINGTON COUNTY and COUNTY agree as follows.

SECTION III: AGREED/WASHINGTON COUNTY and MULTNOMAH COUNTY

A. WASHINGTON COUNTY and MULTNOMAH COUNTY will continue to fund jointly the Korean Meal program for the period of this agreement.

B. Parties mutually agree that the Director of the Aging Services Division, shall be the administrative authority for Multnomah County and the designated contact person for Multnomah County and that the Director of the Washington County Department of Aging Services shall be the administrative authority and designated contact for Washington County for operations and services provided under this agreement.

C. WASHINGTON COUNTY will select a provider qualified for nutrition services in compliance with requirements of the Older Americans Act of 1965, as amended, with the consent of MULTNOMAH COUNTY, and will develop and administer an agreement and monitor expenditure of funds, quality of services, and compliance with program, fiscal, and administrative standards and requirements for the provision of congregate meals and access services (e.g. transportation, information and referral) for Korean elders. WASHINGTON COUNTY shall assure that the program shall comply with requirements of the Older Americans Act of 1965, as amended, and applicable State and local policies, statutes, and administrative rules.

D. WASHINGTON COUNTY agrees to monitor and project monthly service levels and expenses to maintain services throughout the contract period.

E. MULTNOMAH COUNTY and WASHINGTON COUNTY agree to make a joint site visit at least annually to review program operations and assess program quality and compliance with established standards. WASHINGTON COUNTY agrees to make periodic

site visits at least quarterly and to assure service quality and compliance through corrective action, training, or technical assistance, as appropriate.

F. MULTNOMAH COUNTY and WASHINGTON COUNTY agree to continue joint participation in cooperative planning efforts to assure the responsiveness of the Korean Meal Program to the needs of elderly residents of Washington and Multnomah Counties and to coordinate the program with the existing aging services networks, program priorities, and on going program development in Washington and Multnomah Counties.

SECTION IV: COMPENSATION

COUNTY will reimburse WASHINGTON COUNTY for meals and transportation services utilized by residents of Multnomah County in accordance with the following terms:

A. Reimbursement to WASHINGTON COUNTY for meals and transportation shall be on a fee-for service basis, at rates mutually agreed upon by WASHINGTON COUNTY and MULTNOMAH COUNTY. Agreement about rates shall be in writing as shown in Attachment A.

B. Total reimbursement shall not exceed \$52,828:

FY94/95 (12 months)	FY 95/96 (6 months)	Total (18 months)	
\$25,802	\$ 12,901	\$ 38,703	Older Americans Act, Title IIIC1
3,117	1,558	4,675	United States Department of Agriculture (USDA) funds at a rate of \$0.6146/meal meals, subject to availability of funds.
<u>6,300</u>	<u>3,150</u>	<u>9,450</u>	Older Americans Act Title IIIB
<u>\$35,219</u>	<u>\$ 17,609</u>	<u>52,828</u>	

C. WASHINGTON COUNTY agrees to collect and account for voluntary participant donations, hereinafter called "program income", in accordance with the contribution policy of the federal Older Americans Act of 1965, as amended. All program income shall be used to increase the number of meal or transportation services for the Korean Meal program. WASHINGTON COUNTY will distribute program income collected during each month between COUNTY and WASHINGTON COUNTY based on the proportion of meals served to residents of the respective counties. COUNTY's proportion of program income will be deducted from billing as indicated below (Section IV.E).

D. COUNTY agrees to pay WASHINGTON COUNTY a surcharge of 5% of Older Americans Act funds as part of the reimbursement described in Section IV.B above to cover the costs of coordination, monitoring, technical assistance, and administrative services necessary for management of the Korean Meal Program contract.

E. COUNTY agrees to reimburse WASHINGTON COUNTY monthly upon receipt of a statement showing total numbers of meals and rides provided and individuals served, amount of program income collected, amounts of cash and in-kind contributions from the provider, number of services utilized by Multnomah County residents, and proportion and amount of program income applied toward Multnomah County costs. Payment shall be fee-for-service for services utilized by Multnomah County residents at the established rate, less the amount of program income applied towards Multnomah County costs.

SECTION V: PROGRAM RECORDS

A. WASHINGTON COUNTY agrees to provide client-identifiable demographic and service data for Multnomah County residents, in a format compatible with the Multnomah County Aging Services Division MIS Network. Information shall include initial client registration data (name, social security number, 360 and other

system identifying numbers, address, telephone number, birthdate, gender), client demographic data (ethnicity, marital status, living situation, language spoken, monthly income), and number of services received each month.

B. Client service information shall be submitted monthly; client registration shall be submitted when services begin and updated as necessary.

SECTION VI. INTEGRATION

The contract contains the entire agreement between the parties and supersedes all prior written or oral discussions or agreements.

SECTION VII. SEPARABILITY

Should any Section or portion thereof, of this Agreement be held unlawful and unenforceable by any court of competent jurisdiction, or any administrative agency having jurisdiction over the subject matter, such decision shall apply only to specific Section or portion thereof directly specified in the decision. All other portions of the Agreement as a whole shall continue without interruption for the term hereof.

SECTION VIII. TERM OF AGREEMENT

This continuation Agreement shall commence July 1, 1994 and continue until December 31, 1995 or until terminated or replaced. The agreement may be amended by written consent of the parties.

SECTION IX. TERMINATION

All or part of this contract may be terminated by mutual consent by both parties, or upon 60 days written notice by either party, delivered to the designated contact person.

IN WITNESS, the parties have caused this instrument to be executed by their duly authorized officers.

MULTNOMAH COUNTY

WASHINGTON COUNTY

By: Jim McConnell 4-10-95  
Jim McConnell, Director Date  
Aging Services Division

By: \_\_\_\_\_  
Mary Lou Ritter, Director Date  
Department of Aging  
Services

By: Beverly Stein 4/27/95  
Beverly Stein  
Multnomah County Chair

By: \_\_\_\_\_  
Chair Date  
Board of County  
Commissioners

REVIEWED:  
LAURENCE KRESSEL  
County Counsel for  
Multnomah County, Oregon

REVIEWED:  
County Counsel for  
Washington County, Oregon

By: Katie Gaejens 4/17/95  
Katie Gaejens Date  
Assistant County Counsel

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

APPROVED MULTNOMAH COUNTY  
BOARD OF COMMISSIONERS  
AGENDA # C-4 DATE 4/27/95  
DEB BOGSTAD  
BOARD CLERK

ATTACHMENT A

MULTNOMAH COUNTY/WASHINGTON COUNTY INTERGOVERNMENTAL AGREEMENT:  
OPERATION OF MEAL PROGRAM FOR KOREAN SENIORS  
REIMBURSEMENT RATES/PROCEDURES

1. Washington County provides an initial registration form and subsequent updates as needed for each Multnomah County resident who participates in the program.
2. Washington County submits a monthly detailed invoice showing:
  - Name of each Multnomah County participant and # of meals for each
  - Number of meals provided: a) for all participants and b) for Multnomah County residents
  - Number of bus passes purchased and number of program-related 1-way rides provided: a) for all participants and b) for Multnomah County residents
  - Amount of program income collected and amount, based on proportion of meals, to be applied towards Multnomah County costs.
  - Amount of agency contribution toward the cost of the program and amount, based on proportion of meals, applied toward Multnomah County costs.
3. a) Multnomah County will reimburse Washington County for an estimated 5,235 meals at the rate of \$5.66/meal and for an estimated 7,004 one-way rides through the purchase of an estimated 50 bus passes per month at the rate of \$10.00/bus pass/month. Multnomah County will also reimburse Washington County additional funds at the rate of 5% of IIIC and IIIB funds expended for expenses incurred for program planning and coordination and contract management. Detail of expenses and sources of revenue are shown in item 4 below.  
  
b) The reimbursement for meals and transportation includes a surcharge of 5% of Older Americans Act funds for costs incurred by Washington County in coordinating the program and managing the service contract.  
  
The surcharge for transportation is added to the unit cost/service.  
  
The surcharge for meals is paid as a separate service cost, calculated as 5% of the IIIC funds expended.  
  
c) Units will be funded from County funds and program income. If less program income is collected, units will be reduced by an equivalent amount; if more program income is collected, units may be increased by an equivalent amount at the established rate.  
  
d) The amount due from Multnomah County to Washington County is reduced by the amount of program income to be applied toward costs for Multnomah County residents. On a monthly basis, program income shall be applied towards expenses of Washington and Multnomah Counties, based on the proportionate number of meals served to residents of the respective counties.  
  
e) The amount paid by Multnomah County will include USDA funds at a rate of \$.6146/eligible meal.  
  
f) Multnomah County shall not disburse more than \$38,703 from Title IIIC-1 for meals and program coordination, \$4,675 from USDA for meals and \$9,450 from III-B for rides and program coordination under this agreement. Program income, from participant voluntary donations, is estimated to be \$1,521.

ATTACHMENT A (con't)

4. Detail of expenses and revenue are as follows:

TRANSPORTATION DETAIL

Bus pass (payment to Tri-Met)	\$10.00
Program Coordination cost @5%	<u>.50</u>
	<u>\$10.50</u>

50 passes x 18 months x \$10.50 = \$9,450

MEAL DETAIL

MEAL COST BY SOURCE OF REVENUE		MEAL COST BY TYPE OF EXPENSES	
IIIC1	\$5.0854	Meal site mangmt (IIIC-1)	\$4.8454
USDA	.6146	Meal site mangmt (Prog. Inc)	.2000
Program Income	<u>.2000</u>	Food (USDA)	<u>.6146</u>
	<u>\$5.9000</u>	Total meal/site management	5.6600
		Program coordination (IIIC-1) (@ 5% of IIIC1 funds)	<u>.2400</u>
		<b>TOTAL MEAL REIMBURSEMENT</b>	<u><b>\$5.90</b></u>

Note: The total cost/meal, including the 5% surcharge paid for coordination of the meal program, will vary depending on the amount of program income received. The 5% surcharge is applied against the actual amount of IIIC funds expended. e.g. if the IIIC portion is increased because less program income is received, the surcharge will be higher and the total cost per meal is increased. Also, the rate/meal from USDA funds may decrease because of changes from the federal level. If the USDA available is less than .6146/meal, IIIC1 funds will fill in the deficit amount, thus reducing the number of meals which can be funded through this contract.

REVENUE SOURCES FOR MEALS		<u>TOTAL CONTRACT</u> (Meals & Rides)
7,607 meals @ \$5.66/meal = \$43,056		IIIB \$ 9,450
IIIC-1 \$36,860		IIIC-1 38,703
USDA (@.6146/meal) 4,675		USDA <u>4,675</u>
Prog. Inc. <u>1,521</u>	(est)	TOTAL COUNTY <u>52,828</u>
	43,056	Prog Inc <u>1,521</u>
IIIC-1 (Coordination) <u>1,843</u>		TOTAL (with Prog Inc) <u>\$ 54,349</u>
	<u>\$44,899</u>	

5. These rates and procedures may be changed at any time by mutual agreement of designated administrative authority from each County. All changes shall be made in writing similar in form to Attachment A.

AGREED:  
MULTNOMAH COUNTY

WASHINGTON COUNTY

  
Jim McConnell, Director  
Aging Services Division  
Multnomah County

Date

\_\_\_\_\_  
Mary Lou Ritter, Director Date  
Department of Aging Services  
Washington County

MEETING DATE: APR 27 1995

AGENDA NO: C-5

(Above Space for Board Clerk's Use ONLY)

**AGENDA PLACEMENT FORM**

SUBJECT: Request Approval of Deed to Contract Purchaser for Completion of Contract.

BOARD BRIEFING: Date Requested: \_\_\_\_\_

Amount of Time Needed: \_\_\_\_\_

REGULAR MEETING: Date Requested: \_\_\_\_\_

Amount of Time Needed: Consent

DEPARTMENT: Environmental Services DIVISION: Assessment & Taxation

CONTACT: Kathy Tuneberg TELEPHONE #: 248-3590

BLDG/ROOM #: 166/200/Tax Title

PERSON(S) MAKING PRESENTATION: Kathy Tuneberg

**ACTION REQUESTED:**

[ ] INFORMATIONAL ONLY [ ] POLICY DIRECTION [X] APPROVAL [ ] OTHER

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

Request approval of deed to contract purchaser for completion of Contract #15697 (Property originally purchased at public auction.)

Deed D951175 and Board Order attached.

*5/1/95 copies & ORIGINAL DEED TO VANESSA, TAX TITLE*

**SIGNATURES REQUIRED:**

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

OR

DEPARTMENT MANAGER: *[Signature]* Betsy Willia

ALL ACCOMPANYING DOCUMENTS MUST HAVE REQUIRED SIGNATURES

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

BOARD OF  
COUNTY COMMISSIONERS  
MULTNOMAH COUNTY  
OREGON  
1995 APR 18 AM 11:03

BEFORE THE BOARD OF COUNTY COMMISSIONERS  
FOR MULTNOMAH COUNTY, OREGON

In the matter of the Execution of )  
Deed D951175 Upon Complete Performance of ) ORDER  
a Contract to ) 95-85  
)  
)  
R C INDUSTRIES, INC )

It appearing that heretofore on July 21, 1992, Multnomah County entered into a contract with R C INDUSTRIES, INC for the sale of the real property hereinafter described; and

That the above contract purchaser has fully performed the terms and conditions of said contract and is now entitled to a deed conveying said property to said purchaser;

NOW THEREFORE, it is hereby ORDERED that the Chair of the Multnomah County Board of County Commissioners execute a deed conveying to the contract purchaser the following described real property, situated in the County of Multnomah, State of Oregon:

PARKHILL & REPLAT  
TL #14 OF LOTS 47-49  
AS DESCRIBED ON ATTACHED EXHIBIT A

Dated at Portland, Oregon this 27th day of April, 1995.



BOARD OF COUNTY COMMISSIONERS  
MULTNOMAH COUNTY, OREGON

*Beverly Stein*  
\_\_\_\_\_  
Beverly Stein, Chair

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

BY *Matthew O. Ryan*  
\_\_\_\_\_  
Matthew O. Ryan, Deputy

R64630-0590

EXHIBIT A

Lots 47, 48 and 49, PARKHILL, Multnomah County, Oregon, EXCEPT that part of Lot 49 described as follows:  
Beginning at the Northwest corner of said Lot 49; thence North 75° 09' East along the Northerly line of said Lot 49, 60.0 feet to the Northeast corner thereof; thence South 6° 00' 07" East 160.44 feet to a point in the Southerly line of said Lot 50 that is North 68° 31' West 13.56 feet from the Southeasterly corner of said Lot 50; thence North 68° 31' West 22.84 feet to a point of curve; thence along the arc of a 177.0 foot radius curve to the left through a central angle of 13° 38' 53" (the cord bears North 75° 20' 27" West 42.06 feet) an arc distance of 42.16 feet; thence North 5° 51' 01" West 125.83 feet to the point of beginning.

DEED D951175

MULTNOMAH COUNTY, a political subdivision of the State of Oregon, Grantor, conveys to R C INDUSTRIES, INC, Grantee, the following described real property, situated in the County of Multnomah, State of Oregon:

PARKHILL & REPLAT  
TL #14 OF LOTS 47-49  
AS DESCRIBED ON ATTACHED EXHIBIT A

The true and actual consideration paid for this transfer, stated in terms of dollars is \$12,100.00.

THIS INSTRUMENT WILL NOT ALLOW USE OF THE PROPERTY DESCRIBED IN THIS INSTRUMENT IN VIOLATION OF APPLICABLE LAND USE LAWS AND REGULATIONS. BEFORE SIGNING OR ACCEPTING THIS INSTRUMENT, THE PERSON ACQUIRING FEE TITLE TO THE PROPERTY SHOULD CHECK WITH THE APPROPRIATE CITY OR COUNTY PLANNING DEPARTMENT TO VERIFY APPROVED USES.

Until a change is requested, all tax statements shall be sent to the following address:

PO BOX 91550  
PORTLAND, OR 97291

IN WITNESS WHEREOF, MULTNOMAH COUNTY has caused these presents to be executed by the Chair of the Multnomah County Board of County Commissioners this 27th day of April, 1995, by authority of an Order of the Board of County Commissioners heretofore entered of record.



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

By Matthew O. Ryan  
Matthew O. Ryan, Deputy

BOARD OF COUNTY COMMISSIONERS  
MULTNOMAH COUNTY, OREGON

Beverly Stein  
Beverly Stein, Chair

DEED APPROVED:  
Janice Druian, Director  
Assessment & Taxation

By K. A. Juncberg

After recording, return to Multnomah County Tax Title, 166/200

R64630-0590

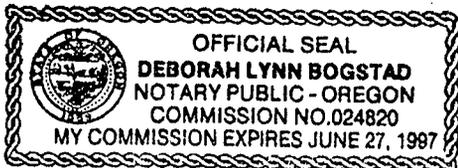
EXHIBIT A

Lots 47, 48 and 49, PARKHILL, Multnomah County, Oregon, EXCEPT that part of Lot 49 described as follows:  
Beginning at the Northwest corner of said Lot 49; thence North  $75^{\circ} 09'$  East along the Northerly line of said Lot 49, 60.0 feet to the Northeast corner thereof; thence South  $6^{\circ} 00' 07''$  East 160.44 feet to a point in the Southerly line of said Lot 50 that is North  $68^{\circ} 31'$  West 13.56 feet from the Southeasterly corner of said Lot 50; thence North  $68^{\circ} 31'$  West 22.84 feet to a point of curve; thence along the arc of a 177.0 foot radius curve to the left through a central angle of  $13^{\circ} 38' 53''$  (the cord bears North  $75^{\circ} 20' 27''$  West 42.06 feet) an arc distance of 42.16 feet; thence North  $5^{\circ} 51' 01''$  West 125.83 feet to the point of beginning.

STATE OF OREGON )  
 ) ss  
COUNTY OF MULTNOMAH )

On this 27th day of April, 1995, before me, a Notary Public in and for the County of Multnomah and State of Oregon, personally appeared Beverly Stein, Chair, Multnomah County Board of Commissioners, to me personally known, who being duly sworn did say that the attached instrument was signed and sealed on behalf of the County by authority of the Multnomah County Board of Commissioners, and that said instrument is the free act and deed of Multnomah County.

IN TESTIMONY WHEREOF, I have hereunto set my hand and affixed my official seal the day and year first in this, my certificate, written.



*Deborah Lynn Bogstad*

Notary Public for Oregon

My Commission expires: 6/27/97

MEETING DATE: APR 27 1995

AGENDA NO: C-6

(Above Space for Board Clerk's Use ONLY)

**AGENDA PLACEMENT FORM**

SUBJECT: Request Approval of Deed to Contract Purchaser for Completion of Contract.

BOARD BRIEFING: Date Requested: \_\_\_\_\_

Amount of Time Needed: \_\_\_\_\_

REGULAR MEETING: Date Requested: \_\_\_\_\_

Amount of Time Needed: Consent

DEPARTMENT: Environmental Services DIVISION: Assessment & Taxation

CONTACT: Kathy Tuneberg TELEPHONE #: 248-3590  
BLDG/ROOM #: 166/200/Tax Title

PERSON(S) MAKING PRESENTATION: Kathy Tuneberg

**ACTION REQUESTED:**

[ ] INFORMATIONAL ONLY [ ] POLICY DIRECTION [X] APPROVAL [ ] OTHER

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

Request approval of deed to contract purchaser for completion of Contract #15248 (Property originally repurchased by former contract purchaser.)

Deed D951179 and Board Order attached.

*5/1/95 copies & original deed to Vanessa @ tax title*

BOARD OF COUNTY COMMISSIONERS  
MULTNOMAH COUNTY  
OREGON  
1995 APR 17 PM 2:42

**SIGNATURES REQUIRED:**

ELECTED OFFICIAL: *James M. ...*

OR

DEPARTMENT MANAGER: *Betsy Wallia*

ALL ACCOMPANYING DOCUMENTS MUST HAVE REQUIRED SIGNATURES

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

BEFORE THE BOARD OF COUNTY COMMISSIONERS  
FOR MULTNOMAH COUNTY, OREGON

In the matter of the Execution of )  
Deed D951179 Upon Complete Performance of ) ORDER  
a Contract to ) 95-86  
)  
WILLIAM SCOTT BURLANDO, )  
PERSONAL REPRESENTATIVE OF THE ESTATE )  
OF WILLIAM F. BURLANDO, DECEASED )

It appearing that heretofore on February 17, 1984, Multnomah County entered into a contract with WILLIAM SCOTT BURLANDO, PERSONAL REPRESENTATIVE OF THE ESTATE OF WILLIAM F. BURLANDO, DECEASED, for the sale of the real property hereinafter described; and

That the above contract purchaser has fully performed the terms and conditions of said contract and is now entitled to a deed conveying said property to said purchaser;

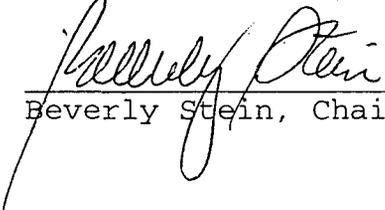
NOW THEREFORE, it is hereby ORDERED that the Chair of the Multnomah County Board of County Commissioners execute a deed conveying to the contract purchaser the following described real property, situated in the County of Multnomah, State of Oregon:

PADDOCK ACRES  
EXC S 100' LOT 1, BLOCK 9

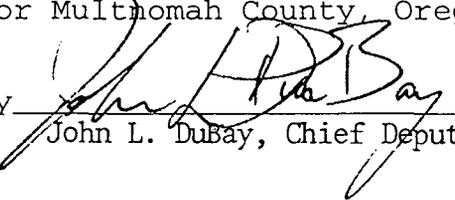
Dated at Portland, Oregon this 27th day of April, 1995.



BOARD OF COUNTY COMMISSIONERS  
MULTNOMAH COUNTY, OREGON

  
Beverly Stein, Chair

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

By   
John L. DuBay, Chief Deputy

DEED D951179

MULTNOMAH COUNTY, a political subdivision of the State of Oregon, Grantor, conveys to WILLIAM SCOTT BURLANDO, PERSONAL REPRESENTATIVE OF THE ESTATE OF WILLIAM F. BURLANDO, DECEASED, Grantee, the following described real property, situated in the County of Multnomah, State of Oregon:

PADDOCK ACRES  
EXC S 100' LOT 1, BLOCK 9

The true and actual consideration paid for this transfer, stated in terms of dollars is \$2,249.43.

THIS INSTRUMENT WILL NOT ALLOW USE OF THE PROPERTY DESCRIBED IN THIS INSTRUMENT IN VIOLATION OF APPLICABLE LAND USE LAWS AND REGULATIONS. BEFORE SIGNING OR ACCEPTING THIS INSTRUMENT, THE PERSON ACQUIRING FEE TITLE TO THE PROPERTY SHOULD CHECK WITH THE APPROPRIATE CITY OR COUNTY PLANNING DEPARTMENT TO VERIFY APPROVED USES.

Until a change is requested, all tax statements shall be sent to the following address:

6404 NE WYGANT ST  
PORTLAND, OR 97218-3156

IN WITNESS WHEREOF, MULTNOMAH COUNTY has caused these presents to be executed by the Chair of the Multnomah County Board of County Commissioners this 27th day of April, 1995, by authority of an Order of the Board of County Commissioners heretofore entered of record.



BOARD OF COUNTY COMMISSIONERS  
MULTNOMAH COUNTY, OREGON

*Beverly Stein*  
Beverly Stein, Chair

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

DEED APPROVED:  
Janice Druian, Director  
Assessment & Taxation

By *John L. DuBay*  
John L. DuBay, Chief Deputy

By *Kathleen A. Junberg*

After recording, return to Multnomah County Tax Title, 166/200

STATE OF OREGON

)

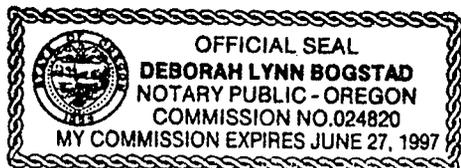
) ss

COUNTY OF MULTNOMAH

)

On this 27th day of April, 1995, before me, a Notary Public in and for the County of Multnomah and State of Oregon, personally appeared Beverly Stein, Chair, Multnomah County Board of Commissioners, to me personally known, who being duly sworn did say that the attached instrument was signed and sealed on behalf of the County by authority of the Multnomah County Board of Commissioners, and that said instrument is the free act and deed of Multnomah County.

IN TESTIMONY WHEREOF, I have hereunto set my hand and affixed my official seal the day and year first in this, my certificate, written.



*Deborah Lynn Bogstad*

Notary Public for Oregon

My Commission expires: 6/27/97

MEETING DATE: APR 27 1995

AGENDA NO: C-7

(Above Space for Board Clerk's Use ONLY)

**AGENDA PLACEMENT FORM**

SUBJECT: Request Approval of Deed to Contract Purchaser for Completion of Contract.

BOARD BRIEFING: Date Requested: \_\_\_\_\_

Amount of Time Needed: \_\_\_\_\_

REGULAR MEETING: Date Requested: \_\_\_\_\_

Amount of Time Needed: Consent

DEPARTMENT: Environmental Services DIVISION: Assessment & Taxation

CONTACT: Kathy Tuneberg TELEPHONE #: 248-3590

BLDG/ROOM #: 166/200/Tax Title

PERSON(S) MAKING PRESENTATION: Kathy Tuneberg

**ACTION REQUESTED:**

[ ] INFORMATIONAL ONLY [ ] POLICY DIRECTION [X] APPROVAL [ ] OTHER

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

Request approval of deed to contract purchaser for completion of Contract #15615 (Property originally repurchased by former contract purchaser.)

Deed D951182 and Board Order attached.

*5/1/95 copies & ORIGINAL DEED TO VANESSA @ TAX TITLE*

1995 APR 17 PM 2:42  
MULTNOMAH COUNTY  
CLERK OF COUNTY COMMISSIONERS  
OREGON

**SIGNATURES REQUIRED:**

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

OR

DEPARTMENT MANAGER: *James W. Dunn* *Betsy Williams*

ALL ACCOMPANYING DOCUMENTS MUST HAVE REQUIRED SIGNATURES

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

BEFORE THE BOARD OF COUNTY COMMISSIONERS  
FOR MULTNOMAH COUNTY, OREGON

In the Matter of the Execution of )  
Deed D951182 for Repurchase of ) ORDER  
Tax Acquired Property to ) 95-87  
Former Owners )  
LEROY FLEMING, SR )  
and ETHEL V. FLEMING )

It appearing that heretofore Multnomah County acquired the real property hereinafter described through foreclosure of liens for delinquent taxes, and that LEROY FLEMING, SR and ETHEL V. FLEMING are the former record owners thereof, and have applied to the county to repurchase said property for the amount of \$6,644.26 which amount is not less than that required by Section 275.180 ORS; and that it is for the best interests of the County that said application be accepted and that said property be sold to said former owners for said amount;

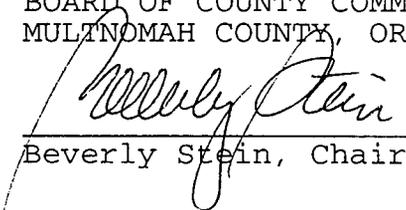
NOW, THEREFORE, it is hereby ORDERED that the Chair of the Multnomah County Board of County Commissioners execute a deed conveying to the former owners the following described property situated in the County of Multnomah, State of Oregon:

CENTRAL ALBINA  
INC 1/2 VAC ALLEY E OF & ADJ, LOT 17, BLOCK 35

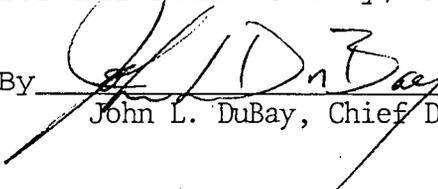
Dated at Portland, Oregon this 27th day of April, 1995.



BOARD OF COUNTY COMMISSIONERS  
MULTNOMAH COUNTY, OREGON

  
Beverly Stein, Chair

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

By   
John L. DuBay, Chief Deputy

DEED D951182

MULTNOMAH COUNTY, a political subdivision of the State of Oregon, Grantor, conveys to LEROY FLEMING, SR and ETHEL V. FLEMING, Grantees, the following described real property, situated in the County of Multnomah, State of Oregon:

CENTRAL ALBINA  
INC 1/2 VAC ALLEY E OF & ADJ, LOT 17, BLOCK 35

The true and actual consideration paid for this transfer, stated in terms of dollars is \$6,644.26.

This instrument will not allow use of the property described in this instrument in violation of applicable land use laws and regulations. Before signing or accepting this instrument, the persons acquiring fee title to the property should check with the appropriate City or County Planning department to verify approved uses.

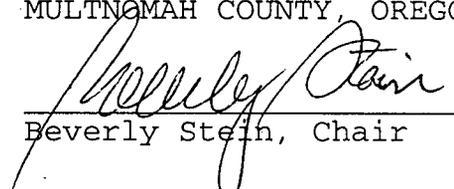
Until a change is requested, all tax statements shall be sent to the following address:

3626 N HAIGHT ST  
PORTLAND, OR 97227

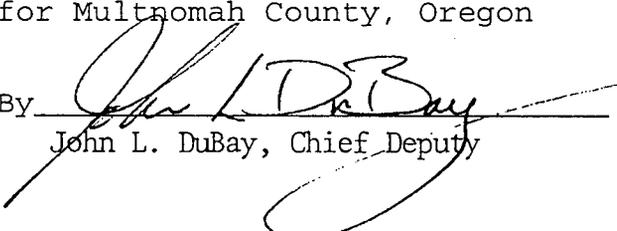
IN WITNESS, WHEREOF, MULTNOMAH COUNTY has caused these presents to be executed by the Chair of the Multnomah County Board of County Commissioners this 27th day of April, 1995, by authority of an Order of said Board of County Commissioners heretofore entered of record.



BOARD OF COUNTY COMMISSIONERS  
MULTNOMAH COUNTY, OREGON

  
Beverly Stein, Chair

REVIEWED  
Laurence Kressel, County Counsel  
for Multnomah County, Oregon

By   
John L. DuBay, Chief Deputy

DEED APPROVED:  
Janice Druian, Director  
Assessment & Taxation

By 

After recording return to Multnomah County Tax Title PO Box 2716  
Portland, Or 97208 166/200/Tax Collections

STATE OF OREGON

)

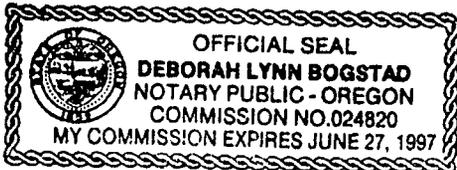
) ss

COUNTY OF MULTNOMAH

)

On this 27th day of April, 1995, before me, a Notary Public in and for the County of Multnomah and State of Oregon, personally appeared Beverly Stein, Chair, Multnomah County Board of Commissioners, to me personally known, who being duly sworn did say that the attached instrument was signed and sealed on behalf of the County by authority of the Multnomah County Board of Commissioners, and that said instrument is the free act and deed of Multnomah County.

IN TESTIMONY WHEREOF, I have hereunto set my hand and affixed my official seal the day and year first in this, my certificate, written.



*Deborah Lynn Bogstad*

Notary Public for Oregon

My Commission expires: 6/27/97

MEETING DATE: APR 27 1995

AGENDA NO: C-8

(Above Space for Board Clerk's Use ONLY)

**AGENDA PLACEMENT FORM**

SUBJECT: Request Approval of Deed to Contract Purchaser for Completion of Contract.

BOARD BRIEFING: Date Requested: \_\_\_\_\_

Amount of Time Needed: \_\_\_\_\_

REGULAR MEETING: Date Requested: \_\_\_\_\_

Amount of Time Needed: Consent

DEPARTMENT: Environmental Services DIVISION: Assessment & Taxation

CONTACT: Kathy Tuneberg TELEPHONE #: 248-3590

BLDG/ROOM #: 166/200/Tax Title

PERSON(S) MAKING PRESENTATION: Kathy Tuneberg

**ACTION REQUESTED:**

[ ] INFORMATIONAL ONLY [ ] POLICY DIRECTION [X] APPROVAL [ ] OTHER

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

Request approval of deed to contract purchaser for completion of Contract #15283R (Property originally repurchased by former contract purchaser.)

Deed D951183 and Board Order attached.

*5/1/95 copies & ORIGINAL DEED TO VANESSA @ TAX TITLE*

**SIGNATURES REQUIRED:**

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

OR

DEPARTMENT MANAGER: *Jamie W. Jones* *Betsy Willis*

ALL ACCOMPANYING DOCUMENTS MUST HAVE REQUIRED SIGNATURES

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

BOARD OF  
COUNTY COMMISSIONERS  
MULTNOMAH COUNTY  
OREGON  
1995 APR 17 PM 2:42

BEFORE THE BOARD OF COUNTY COMMISSIONERS  
FOR MULTNOMAH COUNTY, OREGON

In the matter of the Execution of )  
Deed D951183 Upon Complete Performance of ) ORDER  
a Contract to ) 95-88  
KEVIN L. MULLEN )

It appearing that heretofore on July 5, 1991, Multnomah County entered into a contract with KEVIN L. MULLEN for the sale of the real property hereinafter described; and

That the above contract purchaser has fully performed the terms and conditions of said contract and is now entitled to a deed conveying said property to said purchaser;

NOW THEREFORE, it is hereby ORDERED that the Chair of the Multnomah County Board of County Commissioners execute a deed conveying to the contract purchaser the following described real property, situated in the County of Multnomah, State of Oregon:

HIGHLAND  
LOTS 11 & 12, BLOCK 16

Dated at Portland, Oregon this 27th day of April, 1995.



BOARD OF COUNTY COMMISSIONERS  
MULTNOMAH COUNTY, OREGON

*Beverly Stein*  
Beverly Stein, Chair

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

By *Matthew O. Ryan*  
Matthew O. Ryan, Deputy

DEED D951183

MULTNOMAH COUNTY, a political subdivision of the State of Oregon, Grantor, conveys to KEVIN L. MULLEN, Grantee, the following described real property, situated in the County of Multnomah, State of Oregon:

HIGHLAND  
LOTS 11 & 12, BLOCK 16

The true and actual consideration paid for this transfer, stated in terms of dollars is \$14,282.85.

THIS INSTRUMENT WILL NOT ALLOW USE OF THE PROPERTY DESCRIBED IN THIS INSTRUMENT IN VIOLATION OF APPLICABLE LAND USE LAWS AND REGULATIONS. BEFORE SIGNING OR ACCEPTING THIS INSTRUMENT, THE PERSON ACQUIRING FEE TITLE TO THE PROPERTY SHOULD CHECK WITH THE APPROPRIATE CITY OR COUNTY PLANNING DEPARTMENT TO VERIFY APPROVED USES.

Until a change is requested, all tax statements shall be sent to the following address:

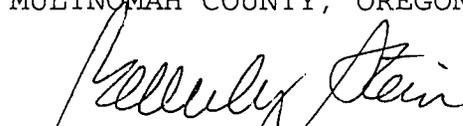
1032 NE GOING ST  
PORTLAND, OR 97211

IN WITNESS WHEREOF, MULTNOMAH COUNTY has caused these presents to be executed by the Chair of the Multnomah County Board of County Commissioners this 27th day of April, 1995, by authority of an Order of the Board of County Commissioners heretofore entered of record.



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

BOARD OF COUNTY COMMISSIONERS  
MULTNOMAH COUNTY, OREGON

  
Beverly Stein, Chair

DEED APPROVED:  
Janice Druian, Director  
Assessment & Taxation

BY   
Matthew O. Ryan, Deputy

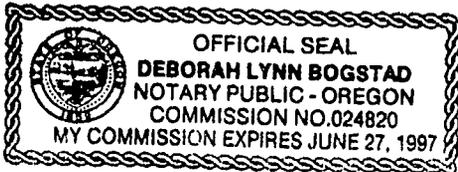
BY 

After recording, return to Multnomah County Tax Title, 166/200

STATE OF OREGON )  
 ) ss  
COUNTY OF MULTNOMAH )

On this 27th day of April, 1995, before me, a Notary Public in and for the County of Multnomah and State of Oregon, personally appeared Beverly Stein, Chair, Multnomah County Board of Commissioners, to me personally known, who being duly sworn did say that the attached instrument was signed and sealed on behalf of the County by authority of the Multnomah County Board of Commissioners, and that said instrument is the free act and deed of Multnomah County.

IN TESTIMONY WHEREOF, I have hereunto set my hand and affixed my official seal the day and year first in this, my certificate, written.



Deborah Lynn Bogstad  
Notary Public for Oregon  
My Commission expires: 6/27/97

MEETING DATE: APR 27 1995

AGENDA NO: C-9

(Above Space for Board Clerk's Use ONLY)

**AGENDA PLACEMENT FORM**

SUBJECT: Request Approval of Deed to Contract Purchaser for Completion of Contract.

BOARD BRIEFING: Date Requested: \_\_\_\_\_

Amount of Time Needed: \_\_\_\_\_

REGULAR MEETING: Date Requested: \_\_\_\_\_

Amount of Time Needed: Consent

DEPARTMENT: Environmental Services DIVISION: Assessment & Taxation

CONTACT: Kathy Tuneberg TELEPHONE #: 248-3590

BLDG/ROOM #: 166/200/Tax Title

PERSON(S) MAKING PRESENTATION: Kathy Tuneberg

**ACTION REQUESTED:**

[ ] INFORMATIONAL ONLY [ ] POLICY DIRECTION [X] APPROVAL [ ] OTHER

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

Request approval of deed to contract purchaser for completion of Contract #15634 (Property originally repurchased by former contract purchaser.)

Deed D951184 and Board Order attached.

*5/1/95 copies & ORIGINAL DEED TO VANESSA @ TAX TITLE*

**SIGNATURES REQUIRED:**

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

OR

DEPARTMENT MANAGER: *[Signature]* *Betsy Willis*

ALL ACCOMPANYING DOCUMENTS MUST HAVE REQUIRED SIGNATURES

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

BEFORE THE BOARD OF COUNTY COMMISSIONERS  
FOR MULTNOMAH COUNTY, OREGON

In the matter of the Execution of )  
Deed D951184 Upon Complete Performance of ) ORDER  
a Contract to )  
FRANK S. RYTEL ) 95-89

It appearing that heretofore on February 11, 1992, Multnomah County entered into a contract with FRANK S. RYTEL for the sale of the real property hereinafter described; and

That the above contract purchaser has fully performed the terms and conditions of said contract and is now entitled to a deed conveying said property to said purchaser;

NOW THEREFORE, it is hereby ORDERED that the Chair of the Multnomah County Board of County Commissioners execute a deed conveying to the contract purchaser the following described real property, situated in the County of Multnomah, State of Oregon:

COLSON SUB  
LOT 9, BLOCK 2

Dated at Portland, Oregon this 27th day of April, 1995.



BOARD OF COUNTY COMMISSIONERS  
MULTNOMAH COUNTY, OREGON

*Beverly Stein*  
Beverly Stein, Chair

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

By *Matthew O. Ryan*  
Matthew O. Ryan, Deputy

DEED D951184

MULTNOMAH COUNTY, a political subdivision of the State of Oregon, Grantor, conveys to FRANK S. RYTEL, Grantee, the following described real property, situated in the County of Multnomah, State of Oregon:

COLSON SUB  
LOT 9, BLOCK 2

The true and actual consideration paid for this transfer, stated in terms of dollars is \$5,062.62.

THIS INSTRUMENT WILL NOT ALLOW USE OF THE PROPERTY DESCRIBED IN THIS INSTRUMENT IN VIOLATION OF APPLICABLE LAND USE LAWS AND REGULATIONS. BEFORE SIGNING OR ACCEPTING THIS INSTRUMENT, THE PERSON ACQUIRING FEE TITLE TO THE PROPERTY SHOULD CHECK WITH THE APPROPRIATE CITY OR COUNTY PLANNING DEPARTMENT TO VERIFY APPROVED USES.

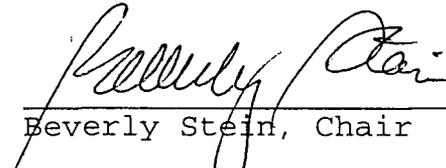
Until a change is requested, all tax statements shall be sent to the following address:

12710 SE ELLIS ST.  
PORTLAND, OR 97236-4216

IN WITNESS WHEREOF, MULTNOMAH COUNTY has caused these presents to be executed by the Chair of the Multnomah County Board of County Commissioners this 27th day of April, 1995, by authority of an Order of the Board of County Commissioners heretofore entered of record.



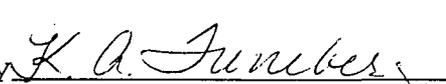
BOARD OF COUNTY COMMISSIONERS  
MULTNOMAH COUNTY, OREGON

  
Beverly Stein, Chair

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

DEED APPROVED:  
Janice Druian, Director  
Assessment & Taxation

By   
Matthew O. Ryan, Deputy

By 

After recording, return to Multnomah County Tax Title, 166/200

STATE OF OREGON

)

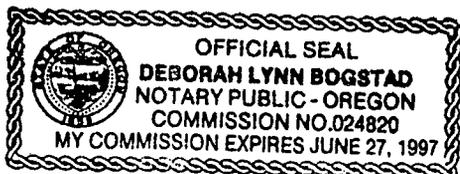
) ss

COUNTY OF MULTNOMAH

)

On this 27th day of April, 1995, before me, a Notary Public in and for the County of Multnomah and State of Oregon, personally appeared Beverly Stein, Chair, Multnomah County Board of Commissioners, to me personally known, who being duly sworn did say that the attached instrument was signed and sealed on behalf of the County by authority of the Multnomah County Board of Commissioners, and that said instrument is the free act and deed of Multnomah County.

IN TESTIMONY WHEREOF, I have hereunto set my hand and affixed my official seal the day and year first in this, my certificate, written.



*Deborah Lynn Bogstad*

Notary Public for Oregon

My Commission expires: 6/27/97

MEETING DATE: APR 27 1995

AGENDA NO: C-10

(Above Space for Board Clerk's Use ONLY)

**AGENDA PLACEMENT FORM**

**SUBJECT:** Director Custody Designees

**BOARD BRIEFING**      **Date Requested:** \_\_\_\_\_

**Amount of Time Needed:** \_\_\_\_\_

**REGULAR MEETING:**      **Date Requested:** \_\_\_\_\_

**Amount of Time Needed:** 3 Minutes

**DEPARTMENT:** \_\_\_\_\_      **DIVISION:** Community & Family Services

**CONTACT:** Cathy Horey      **TELEPHONE #:** 248-5464 ext. 4447

**BLDG/ROOM #:** 160/6th Floor

**PERSON(S) MAKING PRESENTATION:** Lorenzo Poe/Cathy Horey

**ACTION REQUESTED:**

INFORMATIONAL ONLY       POLICY DIRECTION       APPROVAL       OTHER

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

Routine Request for Director Custody Designees

No Budget Impact

*5/1/95 copy to Cathy Horey*

See Attached Briefing Memo

BOARD OF  
 COUNTY COMMISSIONERS  
 MULTNOMAH COUNTY  
 OREGON  
 1995 APR 18 AM 11:05

**SIGNATURES REQUIRED:**

**ELECTED OFFICIAL:** \_\_\_\_\_

OR

**DEPARTMENT MANAGER:** *Lorenzo Poe*

**ALL ACCOMPANYING DOCUMENTS MUST HAVE REQUIRED SIGNATURES**

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



# MULTNOMAH COUNTY OREGON

COMMUNITY AND FAMILY SERVICES DIVISION  
ADULT MENTAL HEALTH PROGRAM  
426 SW STARK, 6TH FLOOR  
PORTLAND, OREGON 97204  
(503) 248-5464 FAX (503) 248-3926  
TDD (503) 248-3598

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: BOARD OF COUNTY COMMISSIONERS  
FROM: LOLENZO POE, DIRECTOR *Lorenzo Poe*  
COMMUNITY AND FAMILY SERVICES DIVISION  
TODAY'S DATE: APRIL 6, 1995  
REQUESTED PLACEMENT DATE: ASAP  
RE: DIRECTOR'S CUSTODY DESIGNATION

- I. Recommendation/Action Requested:  
Ratification of the changes in the list of designees for Director Custody Holds (mental health holds).
- II. Background/Analysis:  
In 1987 the Board of County Commissioners ratified the participation of Multnomah County in the authority to place Director Custody Holds. ORS 426.215 enables a designee of the Community Mental Health Program Director to cause police to transport an allegedly mentally ill person dangerous to self or others to local hospitals for investigation prior to a possible court hearing for commitment to the state mental health division.  
  
In 1994 2,700 people were placed on a hold. While many people are released a majority of people placed on a hold by a mental health director designee end up being committed to the state hospital which suggests that this hold is not used indiscriminately when less restrictive, alternative methods can be used to meet the needs of people with mental illness. The Psychiatric Emergency Operations Team, which includes staff from the County, hospitals, law enforcement agencies, and mental health agencies, reviews interorganizational coordination.
- III. Financial Impact:  
No impact.
- IV. Legal Issues:  
The rules governing Director Custody Holds are found in ORS 426.233.

V. Controversial Issues:

Process has been in effect since 1987. We see no current political controversy in this matter.

VI. Link to Current County Policies:

This is consistent with current County policies.

VII. Citizen Participation:

We do not anticipate citizen involvement at this meeting.

VIII. Other Government Participation:

There are no other jurisdiction/county departments affected.

BEFORE THE BOARD OF COUNTY COMMISSIONERS

FOR MULTNOMAH COUNTY, OREGON

In the Matter of Authorizing )  
 Designees of the Mental Health ) RESOLUTION  
 Program Director to Direct a Peace ) 95- 90  
 Officer to Take an Allegedly Mentally )  
 Ill Person into Custody )

WHEREAS, if authorized by a county governing body, a designee of a mental health program director may direct a peace officer to take into custody a person whom the designee has probable cause to believe is dangerous to self or others and whom the designee has probable cause to believe is in need of immediate care, custody, and treatment for mental illness; and

WHEREAS, there is a current need for specified designees of the Multnomah County Mental Health Program Director to have the authority to direct a peace officer to take an allegedly mentally ill person into custody; and

WHEREAS, all the designees listed below have been specifically recommended by the Mental Health Program Director and meet the standards established by the Mental Health Division; now therefore

IT IS HEREBY ORDERED that the individuals listed below are authorized as designees of the Mental Health Program Director for Multnomah County to direct any peace officer to take into custody a person whom the designee has probable cause to believe is dangerous to self or others and whom the designee has probable cause to believe is in need of immediate care, custody or treatment for mental illness:

Added to the list of designees are:

Kimberly Balsam (547-59-1283)  
 Lois Ryan (604-52-8926)  
 Dena Chilikos (369-62-9680)

DATED this 27th day of April, 1995.



BOARD OF COUNTY COMMISSIONERS  
 FOR MULTNOMAH COUNTY, OREGON

*Beverly Stein*  
 \_\_\_\_\_  
 Beverly Stein, Chair

REVIEWED:

LAURENCE KRESSEL, COUNTY COUNSEL  
 MULTNOMAH COUNTY, OREGON

By *Katie Gaetjens*  
 \_\_\_\_\_  
 Katie Gaetjens, Assistant Counsel

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

DEPARTMENT: COMMUNITY AND FAMILIES SERVICES DIVISION: N/A

CONTACT: KATHY TINKLE / WENDY BYERS PHONE: 3691

\* NAME(S) OF PERSON MAKING PRESENTATION TO BOARD: SUSAN CLARK/KATHY TINKLE

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

**Budget Modification # 9 will increase the Alcohol and Drug Community Awareness and Prevention budget by \$45,762 to reflect the renewal of the Regional Drug Initiative contract.**

2. DESCRIPTION OF MODIFICATION: [Explain the changes being made: What budget does it increase/decrease? What do the changes accomplish? Where does the money come from?

**[ X ] PERSONNEL CHANGES ARE SHOWN IN DETAIL ON THE ATTACHED SHEET**

This budget modification increases the Alcohol and Drug Program budget by \$45,762. This increase is due to the receipt of a CSAP grant which funds the Regional Drug Initiative to provide drug abuse prevention programs for Multnomah county.

Personnel changes include the addition of two full time Program Development Specialists (PDS), one PDS Lead, and and one Office Assistant 2. All have an estimated hire date of between March 1 and April 1, 1995. These additions are partially off set by the reduction of a Program Development Tech. position.

Motor Pool expenses are also increased by this modification.

BOARD OF  
 COUNTY COMMISSIONERS  
 1995 APR 20 AM 11:37  
 MULTNOMAH COUNTY  
 OREGON

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

Regional Drug Initiative	\$44,125
CGF Indirect Support	\$1,637
Svs Reimb F/S to GF (Indirect)	\$1,637
Svs Reimb F/S to Insurance Fd	\$2,956
<b>TOTAL</b>	<b>\$50,355</b>

4. CONTINGENCY STATUS [to be completed by Budget & Planning]

Fund Contingency BEFORE THIS MODIFICATION (as of \_\_\_\_\_): \$ \_\_\_\_\_

(Specify Fund) AFTER THIS MODIFICATION: \$ \_\_\_\_\_

Originated By: <u>Susan Clark/g</u>	Date: <u>3/16/95</u>	Department Director: <u>Lorenzo Pae me</u>	Date: <u>3/17/95</u>
Plan/Budget Analyst: <u>Christine Relee</u>	Date: <u>4/19/95</u>	Employee Services: <u>CRumbros</u>	Date: <u>4/20/95</u>
Board Approval: <u>Deborah C Boast</u>	Date: <u>4/27/95</u>		









# MULTNOMAH COUNTY OREGON

COMMUNITY AND FAMILY SERVICES DIVISION  
ADMINISTRATIVE OFFICES  
421 S.W. FIFTH AVENUE, 2ND FLOOR  
PORTLAND, OREGON 97204  
(503) 248-3691 / FAX (503) 248-3379  
TDD (503) 248-3598

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

## MEMORANDUM

TO: Board of County Commissioners

FROM: Lorenzo Poe, Director *Lorenzo Poe mas*  
Community and Family Services Division

DATE: March 16, 1995

SUBJECT: Budget Modification CFSD # 9

**I. RECOMMENDATION/ACTION REQUESTED:** The Community and Family Services Division recommends the approval of Budget Modification CFSD #9. This modification increases the Alcohol and Drug program budget by \$45,762.

**II. BACKGROUND/ANALYSIS:** This Budget Modification will add two Program Development Specialists, one Program Development Specialist Lead and one Office Assistant 2 all with an estimated hire date between March 1, and April 1, 1995. The modification also includes the partial reduction of a Program Development Tech position.

The increases are the result of a five year Federal Center for Substance Abuse Prevention (CSAP) grant received by the Regional Drug Initiative (RDI) to develop a coalition between the City of Portland and the City of Gresham. The new positions will staff the new Gresham office, and provide support for the new partnership.

The grant funds are passed through the City of Portland which is the fiscal agent for the RDI.

**III. FINANCIAL IMPACT:** The budget change that results from this Modification is an increase of \$44,125 from Regional Drug Initiative. \$1,637 in County General Fund Cash Transfer to this program to provide support for Indirect Costs and the Service Reimbursement from the Federal State Fund back to the general fund. Service reimbursement to the Insurance Fund (\$2,956) is also increased.

IV. LEGAL ISSUES: N/A

V. CONTROVERSIAL ISSUES: N/A

VI. LINK TO CURRENT COUNTY POLICY: N/A

VII. CITIZEN PARTICIPATION: N/A

VIII. OTHER GOVERNMENT PARTICIPATION: N/A

MEETING DATE: APR 27 1995

AGENDA NO: C-12

(Above Space for Board Clerk's Use Only)

AGENDA PLACEMENT FORM

SUBJECT: Ratification of an Agreement with University Hospital

BOARD BRIEFING Date Requested: \_\_\_\_\_

Amount of Time Needed: 5 Minutes

REGULAR MEETING: Date Requested: \_\_\_\_\_

Amount of Time Needed: \_\_\_\_\_

DEPARTMENT: \_\_\_\_\_ DIVISION Community and Family Services

CONTACT: Carolynne Webber TELEPHONE #: 248-3691 x2583  
BLDG/ROOM #: 161/200

PERSON(S) MAKING PRESENTATION: Lorenzo Poe/Rex Surface

ACTION REQUESTED:

INFORMATION ONLY  POLICY DIRECTION  APPROVAL  OTHER

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

Approval of the attached Intergovernmental Agreement between the Multnomah County Community and Family Services Division's Adult Mental Health Program and the University Hospital for the period July 1, 1994 through July 30, 1995. This agreement provides Emergency Hold beds at set rates ICP clients of Multnomah County.

*5/2/95 ORIGINALS TO CAROLYNNE WEBBER*

SIGNATURES REQUIRED:

ELECTED OFFICIAL: \_\_\_\_\_  
OR

DEPARTMENT MANAGER/DIVISION DIRECTOR: *Lorenzo Poe*

ALL ACCOMPANYING DOCUMENTS MUST HAVE REQUIRED SIGNATURES

Any Question: Call the Office of the Board Clerk 248-5222

(WPDOC)

6/93

BOARD OF  
COUNTY COMMISSIONERS  
1995 APR 20 AM 11:32  
MULTNOMAH COUNTY  
OREGON



# MULTNOMAH COUNTY OREGON

COMMUNITY AND FAMILY SERVICES DIVISION  
ADMINISTRATIVE OFFICES  
421 S.W. FIFTH AVENUE, 2ND FLOOR  
PORTLAND, OREGON 97204  
(503) 248-3691 / FAX (503) 248-3379  
TDD (503) 248-3598

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

## MEMORANDUM

TO: Board of County Commissioners

FROM: Lorenzo T. Poe, Jr., Director *Lorenzo Poe, Jr.*  
Community and Families Services Division

DATE: April 11, 1995

REQUESTED PLACEMENT DATE:

RE: Approval of an Agreement with University Hospital

I. Action Requested: The Community and Family Services Division, Adult Mental Health Program requests Board of County Commissioner approval of the attached contract with University Hospital for the period July 1, 1994 through June 30, 1995.

II. Background/Analysis: The agreement attached is a revised version of the original document presented and approved in June of 1994. The Hospital then requested more revisions and renegotiations ensued. The document attached is the result and will continue emergency psychiatric care, custody, and treatment of people detained in the hospital in a precommitment status commonly referred to as E-Hold.

III. Financial Impact: The contract is on a requirements basis, for the amount of funds available for Emergency Holds.

IV. Legal Issues:  
N/A

V. Controversial Issues:  
N/A

VI. Link to Current County Policies: This service ties to the County benchmarks concerning access to health and mental health services.

VII. Citizen Participation:  
N/A

VIII. Other Government Participation: This contract represents an agreement between Multnomah County and University Hospital for the provision of hospital services for people in precommitment status.

**MULTNOMAH COUNTY  
CONTRACT APPROVAL FORM**  
(See Administrative Procedures CON-1)

Contract # 101665

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

<p align="center"><b>CLASS I</b></p> <p><input type="checkbox"/> Professional Services under \$25,000</p>	<p align="center"><b>CLASS II</b></p> <p><input type="checkbox"/> Professional Services over \$25,000 (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 align="center"><b>CLASS III</b></p> <p><input checked="" type="checkbox"/> Intergovernmental Agreement</p> <p><input type="checkbox"/> Intergovernmental Revenue Agreement</p> <p align="center"><b>APPROVED MULTNOMAH COUNTY BOARD OF COMMISSIONERS</b></p> <p>AGENDA # <u>C-12</u> DATE <u>4/27/95</u></p> <p align="center"><u>DEB BOGSTAD</u> BOARD CLERK</p>
---	---	--

Department: \_\_\_\_\_ Division: COMMUNITY & FAMILY SERVICES Date: APRIL 11, 1995

Contract Originator: \_\_\_\_\_ Phone: \_\_\_\_\_ Bldg/Room: \_\_\_\_\_

Administrative Contact: CAROLYNNE WEBBER Phone: 248-3691 X2583 Bldg/Room: 161/200

Description of Contract: Renewal of the revised annual agreement for the provision of Emergency Hold Services (E-Holds) for FY 94/95. This revised version replaces the document processed in July 1994.

RFP/BID #: N/A IGA Date of RFP/BID: \_\_\_\_\_ Exemption Expiration Date: \_\_\_\_\_

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

<p>Contractor Name: <u>UNIVERSITY HOSPITAL - OP331</u></p> <p>Mailing Address: <u>3181 SW SAM JACKSON PARK RD</u> <u>PORTLAND OR 97201</u></p> <p>Phone: <u>494-8548</u></p> <p>Employer ID# or SS#: <u>93-6001786W</u></p> <p>Effective Date: <u>JULY 1, 1994</u></p> <p>Termination Date: <u>JUNE 30, 1995</u></p> <p>Original Contract Amount: \$ _____</p> <p>Total Amt of Previous Amendments: \$ _____</p> <p>Amount of Amendment: \$ _____</p> <p>Total Amount of Agreement: \$ _____ <u>REQUIREMENTS</u></p>	<p>Remittance Address (if different) _____</p> <p>Payment Schedule _____ Terms _____</p> <p><input type="checkbox"/> Lump Sum \$ _____ <input type="checkbox"/> Due on Receipt</p> <p><input type="checkbox"/> Monthly \$ _____ <input type="checkbox"/> Net 30</p> <p><input checked="" type="checkbox"/> Other \$ <u>FEE FOR SERVICE</u> <input type="checkbox"/> Other</p> <p><input type="checkbox"/> Requirements contract - Requisition Required</p> <p>Purchase Order No. _____</p> <p><input type="checkbox"/> Requirements Not to Exceed \$ <u>Funds Available</u></p> <p>Encumber: Yes <input type="checkbox"/> No <input checked="" type="checkbox"/></p>
--	--

REQUIRED SIGNATURES:

Department Manager: Lorenzo Poemba Date: 4/17/95

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

County Counsel: Katie Dantz Date: 4/24/95

County Chair/Sheriff: William Stein Date: April 27, 1995

Contract Administration: \_\_\_\_\_ Date: \_\_\_\_\_  
(Class I, Class II Contracts Only)

VENDOR CODE				VENDOR NAME				TOTAL AMOUNT: \$			
LINE NO.	FUND	AGENCY	ORGANIZATION	SUB ORG	ACTIVITY	OBJECT/REV SRC	SUB OBJ	REPT CATEG	LGFS DESCIP	AMOUNT	INC DEC IND
01.	156	010	1012		19AM	6060				REQ.	

If additional space is needed, attach separate page. Write contract # on top of page.

DISTRIBUTION: Contracts Administration, Initiator, Finance



**INTERGOVERNMENTAL AGREEMENT  
PSYCHIATRIC HOLDS  
FY 1994-95**

THIS AGREEMENT is made and entered into by and between MULTNOMAH COUNTY, a home rule political subdivision of the State of Oregon (hereinafter referred as "COUNTY"), and State of Oregon acting by and through the State Board of Higher Education for and on behalf of the Oregon Health Sciences University, UNIVERSITY HOSPITAL, (hereinafter referred to as "HOSPITAL").

WITNESSETH:

WHEREAS, COUNTY's Community and Family Services Division (CFSD) requires services which HOSPITAL is capable of providing, under terms and conditions hereinafter described, and

WHEREAS, HOSPITAL is able and prepared to provide such services as COUNTY does hereinafter require, under those terms and conditions set forth; now, therefore,

IN CONSIDERATION of those mutual promises and the terms and conditions set forth hereafter, the parties agree as follows:

**I. TERM.**

The term of this Agreement shall be from July 1, 1994 to and including June 30, 1995 unless sooner terminated under the provisions hereof.

**II. SERVICES AND COMPENSATION.**

Services under this Agreement shall consist of the following:

**A. County Obligations. The COUNTY agrees as follows:**

1. Payment will be made for care provided during the time period when the person is lawfully detained in the hospital in precommitment status. COUNTY or designees will notify the HOSPITAL in person or by phone that an order of dismissal has been initiated by the court. COUNTY ceases payment at this point. Last day room charges shall not be paid unless duration of hospitalization is only one day.

2. Payment will be made by COUNTY for those services which the COUNTY agrees constitute emergency psychiatric care, custody, and treatment related to or

**Intergovernmental Agreement, FY 94-95**  
**Psychiatric Holds**  
**Page 2**

resulting from such psychiatric condition for those persons who are held pursuant to the requirements of ORS 426.

3. For eligible patients admitted from July 1, 1994 through June 30, 1995, COUNTY will pay HOSPITAL: (a) \$593 per day for hospital services; and (b) \$150 for the first day and \$50 per day for each additional day for Physician services; less the amount of payments received for the same hospital or physician services by first or thirdparty payors; except that Medicaid payment will constitute full payment for Medicaid eligible patients.

4. For patients diverted from pre-commitment hospitalization from July 1, 1994 through June 30, 1995: Patients who have been evaluated in the emergency room by a physician for "dangerousness" may be diverted in the emergency room, in consultation with a quadrant mental health worker, to the Special Care Facility, crisis respite, community treatment services/adults/acute care, or non-hospital crisis services, in lieu of pre-commitment hospitalization. In these cases, COUNTY will pay HOSPITAL \$135 per encounter per patient, less the amount of payments received for the same services by first or third party payors; except that Medicaid payment will constitute full payment for Medicaid eligible patients.

5. COUNTY agrees to pay HOSPITAL within 30 days of receipt of billings received on the County billing form.

6. Any appeals concerning denied claims shall be directed to the Division Director, Multnomah County (or designee) who shall resolve the dispute within 30 days.

7. Inpatient services are one component of a larger system of acute care services, herein referred to as the PROGRAM. COUNTY will, through participation in the Metro Acute Care Advisory Council, assist in the development of appropriate measures for monitoring contract performance and for assessing overall PROGRAM efficiency; and shall review these data sources as a means of monitoring the HOSPITAL contract and evaluating the overall PROGRAM. Retrospective reviews may be conducted for the purpose of evaluation of clinical components, but will not result in a negative financial ruling to the Hospital.

**B. Hospital Obligations. The HOSPITAL agrees as follows:**

1. The HOSPITAL shall provide administrative and direct patient care services for PROGRAM patients meeting the admission criteria defined by the Metro Acute Care Advisory Council. The HOSPITAL will provide these services on a 24-hour-per-day, 7-day-per-week, continuous basis.

2. HOSPITAL agrees to provide Community Hospital Services in compliance with administrative rules OAR 309-33-200 through -970, Standards for Civil Commitment.

**Intergovernmental Agreement, FY 94-95**  
**Psychiatric Holds**  
**Page 3**

3. **HOSPITAL** will maintain State certificate of compliance with the administrative rules cited above, as required by the State Office of Mental Health Services and as determined through the site review process.

4. For all persons hospitalized under the terms of this Agreement, a physician shall have examined the patient and documented clear evidence on the Notice of Mental Illness that the patient is in need of emergency psychiatric care, custody, and treatment for mental illness AND is currently dangerous to self or others.

5. At the point in time when the patient no longer meets the conditions specified above, **HOSPITAL** agrees to withdraw the Notice of Mental Illness and notify the Court and **COUNTY**.

6. **HOSPITAL** agrees to cooperate with the **COUNTY** and community mental health agencies who contract with the **COUNTY** to promote and utilize all alternatives to involuntary hospitalization under ORS 426 and for whom payment would be sought under this Agreement.

7. **HOSPITAL** is not required to deliver nor shall any reimbursement be made for services which do not meet the criteria according to both **HOSPITAL** and **COUNTY** for emergency psychiatric care, custody, and treatment related to or resulting from such psychiatric condition for those persons who are held pursuant to the requirements of ORS 426.

8. **HOSPITAL** will aggressively pursue all avenues to obtain Medicare, Medicaid, Veterans Administration, insurance and client payment for care provided to patients served under this contract, as it does for all other patients, and will bill the **COUNTY** only after all other sources have been exhausted. **HOSPITAL** will maintain documentation of uncollectability for a minimum of three years.

9. Billing procedures:

(a) Effective date of this agreement is July 1, 1994, for all holds initiated on or after that date.

(b) **HOSPITAL** agrees to submit billings within twelve months of the services performed unless other collection efforts are still in process and **HOSPITAL** notifies **COUNTY** in writing of the exception.

10. **HOSPITAL** agrees to reimburse **COUNTY** in the amount of any payments received at **HOSPITAL** by or on behalf of patients for whose care **COUNTY** has paid.

11. **HOSPITAL** agrees to release allegedly mentally ill persons upon notification that an order of dismissal has been initiated by the court, unless the allegedly mentally ill person agrees to remain in the hospital voluntarily.

12. **HOSPITAL** will provide such billing and service documentation as the **COUNTY** may reasonably require.

13. **HOSPITAL** agrees to maintain Medicare and Medicaid certification and eligibility to participate in the Medicare and Medicaid reimbursement program for psychiatric services in a general hospital.

14. **HOSPITAL** will participate in scheduled meetings of the **COUNTY** Psychiatric Emergency Operations Team.

15. Patient Care Program

(a) **HOSPITAL** will develop and implement, with the active participation of the Metro Acute Care Advisory Council, the philosophy of treatment and the treatment model used in providing psychiatric hospital services for severely mentally ill individuals in the **PROGRAM**.

(b) **HOSPITAL** shall administer and schedule all patient services and coordinate these activities with required **PROGRAM** services.

(c) **HOSPITAL** will operate the patient data collection and program evaluation system consistent with its mission, developed by the Metro Acute Care Advisory Council. This system defines program objectives and patient outcome objectives and the criteria used to measure them.

16. Emergency Room Assessment and Pre-Admission Services

(a) **HOSPITAL** shall provide and staff an area to hold consumers presenting at the emergency room who are at risk of an involuntary hold.

(b) **HOSPITAL**, through its medical staff, shall assess consumers presented at the emergency room who are at risk of an involuntary hold with the consultation of mental health professionals on contract with the **COUNTY**.

17. Hospital Holding Services

(a) **HOSPITAL** shall provide sufficient capacity to maintain four (4) patients in a secure setting. **HOSPITAL** staff and physicians will move patient to less restrictive settings as soon as appropriate.

(b) **HOSPITAL** shall hire an adequate number of employees for the various hospital tasks. **HOSPITAL** shall assign tasks and schedule and supervise (including evaluate, train, discipline and terminate) an adequate number of nurses, technicians, office and other employees for the various hospital tasks.

(c) **HOSPITAL** shall provide direct patient services for **PROGRAM** patients.

18. Physician Services

(a) **HOSPITAL** shall designate a hospital representative with administrative expertise to oversee the patient care program and serve as a liaison between the **HOSPITAL** and county mental health personnel.

(b) **HOSPITAL** shall maintain a sufficient number of psychiatrists and other physicians, as are necessary and desirable, to adequately support the operations of the **PROGRAM**, and who will see each patient within 12 hours of admission and perform a history and physical within 24 hours of admission.

19. Continuity of Care

(a) **HOSPITAL** agrees to comply with protocols governing the coordination of services or transfer of patients to and from the **PROGRAM** that are developed in consultation with the Metro Acute Care Advisory Council.

(b) **HOSPITAL** shall, in consultation with the Metro Acute Care Advisory Council, propose and develop a utilization review process for the **PROGRAM**, which conforms to all state and federal laws, regulations or guidelines.

(c) **HOSPITAL** shall, in consultation with the Metro Acute Care Advisory Council, propose and develop, consistent with its mission, a quality assurance and peer review process for the **PROGRAM**, which conforms to all state and federal laws, regulations and guidelines. **HOSPITAL** shall administer the program in its facility.

(d) Given that the PROGRAM is a multi-agency service, HOSPITAL shall, as a member of the Metro Acute Care Advisory Council, cooperate with the COUNTY in developing transportation policies and procedures and scheduling and planning for transportation of patients.

20. Minimum Qualifications for Emergency Room Assessment and Pre-admission Services:

(a) HOSPITAL shall hold a hospital license as a general hospital, psychiatric hospital or special health care facility.

(b) HOSPITAL shall operate a 24 hours-per-day, 7 days-per-week physician staffed emergency room and provide all ancillary services required for a general hospital.

(c) HOSPITAL shall maintain a state certified holding room.

**III. LIABILITY.**

HOSPITAL and COUNTY recognize that each is a public body governed by the Oregon Tort Claims Act and subject to the limits and liabilities therein.

A. HOSPITAL is an independent contractor and is solely responsible for the conduct of its programs. HOSPITAL, its employees and agents shall not be deemed employees or agents of COUNTY. COUNTY is an independent contractor and is solely responsible for the conduct of its programs. Neither COUNTY, nor COUNTY's employees or agents shall be deemed employees or agents of HOSPITAL.

B. HOSPITAL shall defend, indemnify, hold and save harmless the COUNTY its officers, agents and employees from damages arising out of the tortious acts of the HOSPITAL or its officers, agents, and employees acting within the scope of their employment and duties in performance of this contract subject to the limitations and conditions of the Oregon Tort Claims Act, ORS 30.260 through 30.300, and the Oregon Constitution, Article XI, Section 7.

C. COUNTY shall defend, indemnify, hold and save harmless HOSPITAL, its officers, agents, and employees from damages arising out of the tortious acts of COUNTY, or its officers, agents and employees acting within the scope of their employment and duties in performance of this contract subject to the limitations and conditions of the Oregon Tort Claims Act, ORS 30.260 through 30.300, and the Oregon Constitution, Article XI, Section 9.

D. **HOSPITAL** is an agency of the State of Oregon. The State of Oregon is self-insured under the provisions of ORS 278.425 and 278.435 for tort liability, including personal injury and property damage. The limits of liability for this coverage are established by ORS 30.270.

**IV. WORKERS' COMPENSATION INSURANCE.**

A. Each party shall maintain Workers' Compensation insurance coverage for all non-exempt workers, employees, and subcontractors either as a carrier insured employer or a self-insured employer and shall comply with ORS 656.017. A certificate evidencing current Workers' Compensation insurance shall be provided upon request to the other party.

**V. ADHERENCE TO LAW.**

A. **HOSPITAL** shall adhere to all applicable laws governing its relationship with its employees, including but not limited to laws, rules, regulations and policies concerning workers' compensation, and minimum and prevailing wage requirements.

B. Unless exempted under the rules, regulations and relevant orders of the Secretary of Labor, 41 CFR, Ch. 60, **HOSPITAL** agrees to comply with all provisions of Executive Order No. 11246 as amended by Executive Order No. 11375 of the President of the United States dated September 24, 1965, Title VI of the Civil Rights Act of 1964 and Section 504 of the Rehabilitation Act of 1973 as implemented by 45 CFR 84.4, which states, "No qualified person shall, on the basis of handicap, be excluded from participation in, be denied benefits of, or otherwise be subjected to discrimination under any program or activity which receives or benefits from Federal financial assistance." **HOSPITAL** will also comply with all applicable rules, regulations and orders of the Secretary of Labor concerning equal opportunity in employment and the provisions of ORS Chapter 659.

**VI. MODIFICATION.**

Any modification of the provisions of this Agreement shall be reduced to writing and signed by the parties.

**VII. INTEGRATION.**

This Agreement contains the entire agreement between the parties and supersedes all prior written or oral discussions or agreements as they relate to Psychiatric Holds.

**VIII. EARLY TERMINATION.**

A. Violation of any of the terms of the Agreement shall, at the option of either party, be cause for termination of the Agreement and unless and until corrected, of funding support by the COUNTY and services by the HOSPITAL or be cause for placing conditions on said funding and/or services, which may include withholding of funds. Waiver by either party of any violation of this Agreement shall not prevent said party from invoking the remedies of this paragraph for any succeeding violations of the Agreement.

B. This Agreement may be terminated prior to the expiration of the agreed-upon term:

1. Immediately upon mutual written consent of the parties, or at such time as the parties agree; or

2. By either party upon 30 days' written notice to the other, delivered by certified mail or in person.

C. Termination under any provision of this paragraph shall not affect any right, obligation or liability of HOSPITAL or COUNTY which accrued prior to such termination.

**IX. DISCRIMINATION.**

Neither COUNTY nor HOSPITAL shall unlawfully discriminate against any individual with respect to hiring, compensation, terms, conditions or privileges of employment, nor shall any person be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity because of such individual's race, color, religion, sex, national origin, age, or handicap. In that regard, each party must comply with all applicable provisions of Executive Order Number 11246 as amended by Executive Order Number 11375 of the President of the United States dated September 24, 1965, Title VI of the Civil Rights Act of 1964 {42 U.S.C. 2000(d)} and Section 504 of the Rehabilitation Act of 1973 as implemented by 45 C.F.R. 84.4. Each party will also comply with all applicable rules, regulations and orders of the Secretary of Labor concerning equal opportunity in employment and the provisions of ORS Chapter 659.

**X. RECOVERY OF FUNDS.**

Expenditures of the HOSPITAL may be charged to this contract only if they are: 1) in payment for services performed under this contract; 2) performed in conformance with applicable state and federal regulations and statutes; 3) are in payment of an obligation incurred during the contract period; and 4) are not in excess of 100% of allowable program costs. Recovery of funds will be made in the event of unauthorized expenditures, non-performance of

contract conditions, excess payments, payment withholding, or contract termination. Any refunds to the federal government resulting from federal audits of HOSPITAL's program and due solely as a result of HOSPITAL's actions shall be the sole responsibility of HOSPITAL. HOSPITAL agrees to make such payments within twenty (20) working days of formal notice of disallowance of contract expenditures.

Any COUNTY funds paid to HOSPITAL for purposes not authorized by this contract shall be deducted from future payments made by COUNTY to HOSPITAL or refunded to COUNTY by HOSPITAL no later than thirty (30) days after: 1) the contract's expiration; or 2) notification by COUNTY. HOSPITAL shall be responsible for prior contract period overpayments and unrecovered advances provided by COUNTY. Repayment of prior period obligations shall be made by HOSPITAL in a manner specified by COUNTY.

#### **XI. AUDITS.**

A. The HOSPITAL agrees to permit authorized representatives of COUNTY, State Mental Health Division, State of Oregon Division of Audits and/or the applicable audit agency of the United States Department of Health and Human Services (DHHS) to make such review of the records of the HOSPITAL as COUNTY, State Mental Health Division or auditor or DHHS may deem necessary to satisfy audit and/or program evaluation purposes related to the services provided under the terms of this agreement. HOSPITAL shall permit authorized representatives of COUNTY Community and Family Services Division and State Mental Health Division to site visit all programs covered by this contract. Contract costs disallowed as a result of such audits, review or site visits will be the sole responsibility of the HOSPITAL. If a contract cost is disallowed after reimbursement has occurred, the HOSPITAL will make prompt repayment of such costs.

B. HOSPITAL is a state agency and such audit will be performed in conformity with the Federal Single Audit Act of 1984. Public Law 98-502, Title 31, Section (2), V, Chapter 75, U.S.C.

C. Audit will be made available by HOSPITAL to the COUNTY Community and Family services Division upon written request.

#### **XII. WITHHOLDING OF CONTRACT PAYMENTS.**

Notwithstanding any other payment provision of this contract, failure of the HOSPITAL to submit required reports when due, or failure to perform or document the performance of contracted services, may result in the withholding of payments under this contract. Such withholding shall begin thirty (30) days after written notice is given by COUNTY to the HOSPITAL. Such withholding of payment for cause, may continue until the HOSPITAL submits required reports, submits executed contract, amendment or change order, performs

required services, or establishes, to COUNTY's satisfaction, that such failure arose out of causes beyond the control, and without the fault or negligence of the HOSPITAL.

**XIII. DISPUTES.**

In the event of a dispute, the parties agree to attempt resolution at the lowest level and to strive for mutual agreement prior to taking other action.

**XIV. NON-VIOLATION OF TAX LAWS.**

Both parties hereby certify under penalty of perjury that to the best of their knowledge, they are not in violation of any Oregon tax laws described in ORS 305.380(4).

**XV. NOTICES.**

All notices, certificates, or communications shall be delivered or mailed postage prepaid to the parties at their respective places of business as identified below, unless otherwise designated in writing.

**HOSPITAL**

Contract Manager, Mail code FS  
University Hospital  
Oregon Health Sciences University  
3181 SW Sam Jackson Park Road  
Portland, OR 97201-3098

**COUNTY**

Contract Manager, Multnomah County  
Community and Family Services Division  
421 SW Fifth Avenue, 2nd floor  
Portland, OR 97204

**XVI. MERGER.**

**THIS CONTRACT CONSTITUTES THE ENTIRE AGREEMENT BETWEEN THE PARTIES FOR PSYCHIATRIC HOLDS. THERE ARE NO UNDERSTANDINGS, AGREEMENTS, OR REPRESENTATIONS, ORAL OR WRITTEN, NOT SPECIFIED HEREIN REGARDING THIS CONTRACT. NO AMENDMENT, CONSENT, OR WAIVER OF TERMS OF THIS CONTRACT SHALL BIND EITHER PARTY UNLESS IN WRITING AND SIGNED BY ALL PARTIES. ANY SUCH AMENDMENT, CONSENT, OR WAIVER SHALL BE EFFECTIVE ONLY IN THE SPECIFIC INSTANCE AND FOR THE SPECIFIC PURPOSE GIVEN. THE PARTIES, BY THE**

**Intergovernmental Agreement, FY 94-95**  
**Psychiatric Holds**  
**Page 11**

**SIGNATURE HERETO OF THEIR AUTHORIZED REPRESENTATIVE,  
ACKNOWLEDGES HAVING READ AND UNDERSTOOD THE CONTRACT AND THE  
PARTIES AGREE TO BE BOUND BY ITS TERMS AND CONDITIONS.**

95UNIVEH.IGA



Meeting Date: APR 27 1995  
Agenda Number: R-2

(Above Space for Board Clerk's Use ONLY)

**AGENDA PLACEMENT FORM**

SUBJECT: Service Awards - First Quarter 1995

BOARD BRIEFING: Date Requested: 4/27/95  
Amount of Time Needed: 15 min

REGULAR MEETING: Date Requested: \_\_\_\_\_  
Amount of Time Needed: \_\_\_\_\_

DEPARTMENT: Non-Dept DIVISION: Employee Services

CONTACT: Curtis Smith TELEPHONE #: 2206 or 2538  
or Brian Foster BLDG/ROOM #: 106/1430

PERSON(S) MAKING PRESENTATION: Curtis Smith

ACTION REQUESTED

Informational Only     Policy Direction     Approval     Other

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

Presentation of Employee Service Awards - 34 employees have indicated they plan to attend the meeting to receive their awards.

SIGNATURES REQUIRED:

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

OR

DEPARTMENT MANAGER: Curtis Smith

All Accompanying Documents Must Have Required Signatures

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

155 APR 27 1995  
MULTIMEDIA CENTER  
09:00 AM  
REC'D

SERVICE AWARDS - 1995 - FIRST QUARTER (JAN-MAR) - ATTENDEES 4/27/95

**ASD - Five Year**

Sandra Kirkland

**CFS - Five Year**

Martha Good  
Elizabeth Terrell

**DA'S - Five Year**

Susan G. Howe

**DCC - Five Year**

Scott Rayfield

~~Kathleen Treb~~

**DES - Five Year**

Mollie Ballew  
Kenneth Collmer  
D. Lance Duncan  
Paul Heine  
Diane Ilg

**JJD - Five Year**

Larry J. Fast → *Beverly Cook*  
John Miller

**LIB - Five Year**

Wesley Stevens  
Connie Thelin

**NON-D - Five Year**

Gerald Itkin  
Carl Stewart

**ASD - Ten Year**

Bunny Harrold

**CFS - Ten Year**

Janice Peterson

**DCC - Ten Year**

Alfredo Rangel

**DES - Ten Year**

Brian Fowles

**JJD - Ten Year**

Lavoris Jackson

**LIB - Ten Year**

Donna Thompson

-----  
**CFS - Fifteen Year**

Priscilla Murray

**DA'S - Fifteen Year**

Lisa Moore

**DCC - Fifteen Year**

Lawrence Monagon

**DES - Fifteen Year**

Lauren Armstrachan  
Terry Rudd  
Duane Sperl

**LIB - Fifteen Year**

Katherine Chartier

-----  
**DCC \_ Twenty Year**

Saundra Wedge

**DES - Twenty Year**

Eunice Butler

**DES - Twenty-Five Year**

Joan Vielhauer

#1

**PLEASE PRINT LEGIBLY!**

MEETING DATE 4/27/95

NAME

Gretchen Dursch

ADDRESS

5315 N Vancouver

STREET

PHd

CITY

ZIP

I WISH TO SPEAK ON AGENDA ITEM NO. R-3

SUPPORT

OPPOSE

**SUBMIT TO BOARD CLERK**

place10

MEETING DATE: APR 27 1995  
AGENDA NO: R-3

(Above Space for Board Clerk's Use ONLY)

**AGENDA PLACEMENT FORM**

SUBJECT: PUBLIC HEARING IN THE MATTER OF APPROVING REQUEST FOR TRANSFER OF TAX FORECLOSED PROPERTY TO THE CITY OF PORTLAND FOR LOW INCOME HOUSING DEVELOPMENT

BOARD BRIEFING      Date Requested:  
                                 Amount of Time Requested:

REGULAR MEETING      Date Requested:              April 27, 1995  
                                 Amount of Time Requested:      5 Minutes

DEPARTMENT:      Environmental Services              DIVISION:      Assessment & Taxation

CONTACT:              Richard Payne                              TELEPHONE: Extention 3632

BLDG/RM:      412/206

PERSON(S) MAKING PRESENTATION:      David Sweet, City of Portland

**ACTION REQUESTED**

INFORMATIONAL ONLY       POLICY DIRECTION       APPROVAL       OTHER

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

COUNTY ORDINANCE REQUIRES THAT A HEARING BE HELD TO RECEIVE PUBLIC TESTIMONY PRIOR TO THE BOARD OF COUNTY COMMISSIONERS CONSIDERING DONATION OF TAX FORECLOSED PROPERTY TO GOVERNMENT AGENCIES OR NON-PROFIT CORPORATIONS.

*5/1/95 copy of ORDER & ORIGINAL DEED & copy of all to RICHARD PAYNE*

AN ORDER AND DEED TO ACCOMPLISH THE TRANSFER, IF APPROVED, ARE ATTACHED FOR SIGNATURE.

**SIGNATURE REQUIRED:**

ELECTED OFFICAL:

or

DEPARTMENT MANAGER:

*[Signature]*

ALL ACCOMPANYING DOCUMENTS MUST HAVE REQUIRED SIGNATURES

*Betsy H. Williams*

BOARD OF COUNTY COMMISSIONERS  
MULHOMAN COUNTY  
OREGON  
APR 17 PM 2:42

Any Questions: Call the Office of the Board Clerk, 248-3277 or 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

## AGENDA ITEM BRIEFING - STAFF REPORT SUPPLEMENT

TO: BOARD OF COUNTY COMMISSIONERS

FROM: RICHARD C. PAYNE  
Department of Environmental Services

DATE: APRIL 14, 1995

REQUESTED PLACEMENT DATE: APRIL 27, 1995

SUBJECT: PUBLIC HEARING IN THE MATTER OF APPROVING REQUEST  
FOR TRANSFER OF TAX FORECLOSED PROPERTY TO CITY  
OF PORTLAND, BUREAU OF BUILDINGS, FOR LOW INCOME  
HOUSING DEVELOPMENT

### I. RECOMMENDATION / ACTION REQUESTED:

That the Board of County Commissioners receive public testimony concerning the subject request for transfer of tax foreclosed property, for no monetary consideration, from Multnomah County's Tax Title Section and decide on whether the requested transfer to City of Portland, Bureau of Buildings, shall be approved.

### II. BACKGROUND / ANALYSIS:

See attached memorandum from David Sweet, City of Portland, Bureau of Buildings.

### III. FINANCIAL IMPACT:

This request is for transfer of Tax Title property without any monetary consideration. Therefore, the Taxing Jurisdictions within Multnomah County will not receive any of the back property taxes, interest and penalties currently owed on the property.

The Tax Title Fund will incur expenses associated with preparation of application materials, processing transfer request, preparation of Board documents, newspaper publications and legal transfer document, which will not be recovered.

## AGENDA ITEM BRIEFING - STAFF REPORT SUPPLEMENT

### Page 2

#### IV. LEGAL ISSUES:

No legal issue is expected to develop as result of this action.

#### V. CONTROVERSIAL ISSUES:

This requested transfer differs from the current donation process in effect within Multnomah County. County Ordinance No. 795 calls for all properties transferred to governmental agencies or non-profit corporations for development of low-income housing to go through the County's competitive Affordable Housing Development Program (A.H.D.P.) process prior to the Board of County Commissioners consideration of donations without monetary consideration.

This request has not gone through the A.H.D.P. process for the following reasons (see attached memorandum, dated August 19, 1994, from City of Portland Bureau of Buildings):

1. The property is currently in the process of City of Portland's Housing Receivership Program.
2. Monies have been expended to rehabilitate the property.
3. The property is being rented to a low-income family.

#### VI. LINK TO CURRENT COUNTY POLICIES:

There are no conflicts with County policies.

#### VII. CITIZEN PARTICIPATION:

Notices of this public hearing were published in the Oregonian for two successive weeks prior to the hearing.

#### VIII. OTHER GOVERNMENT PARTICIPATION:

City of Portland Bureau of Building, Portland Development Commission and Housing Our Families, a non-profit low-income housing developer, have been involved.



CITY OF  
**PORTLAND, OREGON**  
BUREAU OF BUILDINGS

1120 S.W. 5th Avenue  
Portland, Oregon 97204-1992  
Mailing Address: P.O. Box 8120  
Portland, Oregon 97207-8120  
(503) 823-7300 2?  
FAX: (503) 823-6983  
TDD: (503) 823-6868

## MEMO

DATE: August 19, 1994

TO: Rich Payne, Multnomah County, Department of Environmental Services

FROM:  David Sweet, City of Portland, Bureau of Buildings

SUBJECT: Receivership - 5049 NE 14th Avenue; R-72450-1480

### BACKGROUND:

This house has a long history of code enforcement actions, and has been a prominent neighborhood eyesore for years. In 1992, the Vernon Neighborhood Action Group featured this house on its Halloween "Street of Screams" tour. In March 1993, at the request of the city, the court appointed Housing Our Families as receiver for the property under the Oregon Housing Receivership Act.

In November of 1989, the City Council passed Chapter 29.80 of the City Code, entitled Housing Receivership. This enabled the City to make use of the Oregon Housing Receivership Act. The act was adopted by the 1989 session of the legislature, at the request of the City of Portland. It gives the City standing to file a court action seeking to have a receiver appointed for housing that has persistent code violations.

The receiver, which may be either a nonprofit housing corporation or the Housing Authority of Portland, would correct the code violations and rehabilitate the structure. In order to do this, the receiver could borrow money against the property, terminate and initiate tenancies, collect rents and apply them to costs, and charge a management fee. All the receiver's costs would be assessed as a lien against the property, which would have priority over other existing financial interests. An owner could redeem the property by paying all the receiver's costs, and showing the court that the property would be responsibly managed in the future. Absent such a showing, the receiver could foreclose on the lien, and take ownership of the property.

A few eastern cities have used receivership as a tool for housing rehabilitation. Results have been mixed in limited experience, but it appears that receivership can be an effective approach. Oregon is the first western state to adopt enabling legislation for receivership programs. Portland is the first western city to have a receivership program. This is our first completed project under the program.

Receivership - 5049 NE 14th Ave.  
August 19, 1994  
Page 2

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Housing Our Families is a nonprofit community development corporation working to provide affordable rental housing in inner North and Northeast Portland. Using a \$56,000 low-interest loan from the Portland Development Commission, Housing Our Families has completely renovated this 5-bedroom house. It is currently rented to a large, low-income family for \$500 per month. Housing Our Families is now in the process of having its renovation costs assessed as a lien on the property. It can then foreclose, and take title to the property.

**THE PROBLEM:**

As you know, the property is currently in redemption for tax foreclosure. The redemption period expires September 30, 1994. I understand that the amount needed to pay off the account is about \$6,550. Housing Our Families could pay this money and redeem the property, but that additional cost of acquisition would make the house less affordable as a rental. Moreover, it seems that what has been accomplished here is compatible with the goals of the county's program to donate tax foreclosed properties to eligible nonprofits. Therefore I am writing to you in hopes that we can find an alternative to paying the taxes.

**OPTIONS:**

Our favorite idea is some sort of tax abatement. I don't know if this is feasible under any existing program. Is there some new approach we could take? This issue is going to come up again, since most properties that get placed in receivership will be tax delinquent. It would be great if we could set up a process to deal with these.

Another option might be an agreement that the County will take title to the property on September 30, and then deed it to Housing Our Families. This might make PDC nervous as the lender, but I am sure we can work with them.

Perhaps you have another idea of how best to approach this. Please let me know what you think. You can reach me at 823-7329. Thank you for agreeing to work with me on this.

cc: Gretchen Dursch, Housing Our Families

BEFORE THE BOARD OF COUNTY COMMISSIONERS  
FOR MULTNOMAH COUNTY, OREGON

In the Matter of Approving Request for )  
Transfer of Tax Foreclosed Property to ) ORDER 95-91  
City of Portland for Low Income Housing )  
Development )

WHEREAS, State of Oregon statute and Multnomah County ordinance allow for transfer of Tax Foreclosed Properties to governmental agencies and non-profit corporations for low income housing and public uses, and

WHEREAS, City of Portland has formally requested transfer of certain property, described hereunder, for low income housing development, and

Address:	5049 NE 14th St.	Taxes & Interest:	\$3,671.02
Neighborhood:	King	Co. Maintenance Expenses:	\$205.00
Addition:	Rosedale Annex	Market (Assessed) Value:	\$25,800.00
Legal Description:	Lot 14, Block 10	Greenspace Designation:	Park Deficient
Tax Account No.:	R72450-1480		

WHEREAS, after holding a public hearing on the requested transfer, as required by State of Oregon stature and Multnomah County ordinance, the Multnomah County Board of County Commissioners finds the requested transfer of tax foreclosed property to serve the public interest.

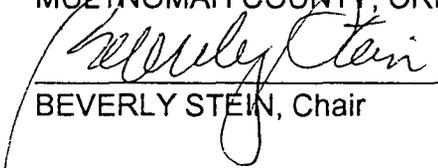
NOW, THEREFORE, it is ORDERED that the Multnomah County Board of County Commissioners hereby transfers property described above, without monetary consideration, to City of Portland, and

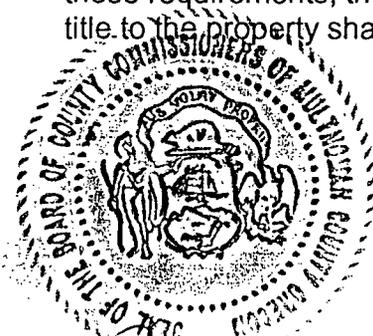
It is further ORDERED that the Chair of the Multnomah County Board of County Commissioners execute a deed conveying title to City of Portland for property described above.

PROVIDED that said property shall be used and continue to be used by City of Portland for low income housing in the State of Oregon, meet all conditions of ownership, lease or rental, and fulfill reconstruction or construction time requirements, as spelled out in the deed of conveyance. Should the property uses cease to meet all these requirements, the interests of City of Portland shall automatically terminate and title to the property shall revert to Multnomah County.

Approved this 27th day of April, 1995.

BOARD OF COUNTY COMMISSIONERS  
MULTNOMAH COUNTY, OREGON

  
BEVERLY STEIN, Chair



Reviewed By:

  
for LAURENCE KRESSEL, County Counsel  
Multnomah County, Oregon

DEED

MULTNOMAH COUNTY, a political subdivision of the State of Oregon, the Grantor, conveys to the CITY OF PORTLAND, the Grantee, the following described property located within the City of Portland, Multnomah County, Oregon. This transfer is without monetary consideration.

<u>Addition</u>	<u>Lot</u>	<u>Block</u>	<u>Tax Account Number</u>	<u>Deed Number</u>
Rosedale Annex	14	10	R72450-1480	D951189

So long as any renovation, rehabilitation or construction necessary for development of said properties shall be completed within thirty-six (36) months of the date of conveyance.

Upon completion of the renovation, rehabilitation or construction, for so long as Grantee uses said property for housing of person(s) or entity qualified as "low income families", as defined in Section 3(b) of the United States Housing Act of 1937 and the most recent adjustment schedule published by the U.S. Department of Housing and Urban Development for the applicable area.

At any time, upon Grantee's failure to comply with the above conditions regarding any parcel conveyed under this instrument, all right, title and interest in that property shall automatically revert to Grantor.

THIS INSTRUMENT WILL NOT ALLOW USE OF THE PROPERTIES DESCRIBED IN THIS INSTRUMENT IN VIOLATION OF APPLICABLE LAND USE LAWS AND REGULATIONS. BEFORE SIGNING OR ACCEPTING THIS INSTRUMENT, THE PERSON ACQUIRING FEE TITLE TO THE PROPERTIES SHOULD CHECK WITH THE APPROPRIATE CITY OR COUNTY PLANNING DEPARTMENT TO VERIFY APPROVED USES AND TO DETERMINE ANY LIMITS ON LAWSUITS AGAINST FARMING OR FOREST PRACTICES AS DEFINED IN ORS 30.930.

Until a change is requested, all tax statements shall be sent to the following address:



City of Portland  
Bureau of Buildings  
1120 SW 5th Avenue, Room 930  
Portland, OR 97204-1933

MULTNOMAH COUNTY

Dated this 27th day of April, 1995.

By:

*Beverly Stein*  
BEVERLY STEIN  
Multnomah County Chair

Reviewed By:

*Laurence Kressel*  
LAURENCE KRESSEL  
Multnomah County Counsel

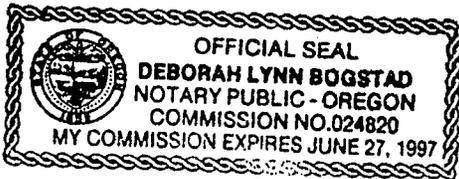
Approved By:

*Janice Druihan*  
JANICE DRUIHAN, Director  
Division of Assessment & Taxation

STATE OF OREGON )  
 ) ss  
COUNTY OF MULTNOMAH )

On this 27th day of April, 1995, before me, a Notary Public in and for the County of Multnomah and State of Oregon, personally appeared Beverly Stein, Chair, Multnomah County Board of Commissioners, to me personally known, who being duly sworn did say that the attached instrument was signed and sealed on behalf of the County by authority of the Multnomah County Board of Commissioners, and that said instrument is the free act and deed of Multnomah County.

IN TESTIMONY WHEREOF, I have hereunto set my hand and affixed my official seal the day and year first in this, my certificate, written.



*Deborah Lynn Bogstad*  
Notary Public for Oregon  
My Commission expires: 6/27/97

place11

MEETING DATE: APR 27 1995  
AGENDA NO: R-4

(Above Space for Board Clerk's Use ONLY)

**AGENDA PLACEMENT FORM**

SUBJECT: ORDER Setting a Hearing Date

BOARD BRIEFING      Date Requested:  
                                 Amount of Time Requested:

REGULAR MEETING      Date Requested:              April 20, 1995  
                                 Amount of Time Requested:      5 Minutes

DEPARTMENT:      Environmental Services              DIVISION:      Assessment & Taxation

CONTACT:              Richard Payne                              TELEPHONE: Extention 3632

BLDG/RM:              412/206

PERSON(S) MAKING PRESENTATION:              Richard Payne

**ACTION REQUESTED**

INFORMATIONAL ONLY     POLICY DIRECTION     APPROVAL     OTHER

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

Order Setting May <sup>11</sup>4, 1995 as a Hearing Date in the Matter of Approving Requests for Transfers of Tax Foreclosed Properties to Portland Public Schools for Public Uses.

5/1/95 copy to RICHARD PAYNE

1995 APR 17 PM 2:42  
CLERK OF BOARD OF COUNTY COMMISSIONERS  
DEPARTMENT OF COMMUNITY DEVELOPMENT  
CLERK OF BOARD OF COUNTY COMMISSIONERS  
DEPARTMENT OF COMMUNITY DEVELOPMENT  
OREGON

**SIGNATURE REQUIRED:**

ELECTED OFFICIAL:

or

DEPARTMENT MANAGER: *Betsy Williams*

ALL ACCOMPANYING DOCUMENTS MUST HAVE REQUIRED SIGNATURES

Any Questions: Call the Office of the Board Clerk, 248-3277 or 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

## AGENDA ITEM BRIEFING - STAFF REPORT SUPPLEMENT

TO: BOARD OF COUNTY COMMISSIONERS

FROM: RICHARD C. PAYNE Department of Environmental Services 

DATE: APRIL 3, 1995

REQUESTED PLACEMENT DATE: APRIL 20, 1995

SUBJECT: ORDER SETTING MAY <sup>11</sup>~~4~~, 1995 AS A HEARING DATE IN THE MATTER OF APPROVING REQUESTS FOR TRANSFERS OF TAX FORECLOSED PROPERTIES TO PORTLAND PUBLIC SCHOOLS FOR PUBLIC USES.

### I. RECOMMENDATION / ACTION REQUESTED:

That the Board of County Commissioners set May <sup>11</sup>~~4~~, 1995 to receive public testimony concerning the subject requests for transfers of tax foreclosed properties, for no monetary consideration, from Multnomah County's Tax Title Section and decide on whether the requested transfers to Portland Public Schools shall be approved.

### II: BACKGROUND / ANALYSIS:

During the year 1976, various activities were conducted and concluded between The Portland Public Schools, the City of Portland and private property owners to pave the way for construction of a new school administration site in the area directly north of the Memorial Coliseum. Permits were issued, streets vacated, easements granted, utilities relocated, and properties acquired, assigned, exchanged and deeded.

Unfortunately, two taxable parcels were either not properly covered by the above activities or were not properly recorded with the County Recorder and, thus, were foreclosed by Multnomah County for non-payment of property taxes in 1981 and became part of the Tax Title inventory.

The Portland Public Schools would like to have proper title to these properties upon which their administration building now sits.

## AGENDA ITEM BRIEFING - STAFF REPORT SUPPLEMENT

### Page 2

#### III. FINANCIAL IMPACT:

These requests are for transfers of Tax Title properties without any monetary consideration. Therefore, the Taxing Jurisdictions within Multnomah County will not receive any of the back property taxes, interest and penalties currently owed on the properties.

The Tax Title Fund will incur expenses associated with preparation of application materials, processing transfer requests, preparation of Board documents, newspaper publications and legal transfer documents, which will not be recovered.

#### IV. LEGAL ISSUES:

No legal issue is expected to develop as result of this action.

#### V. CONTROVERSIAL ISSUES:

These requested transfers differ from the current donation process in effect within Multnomah County. County Ordinance No. 795 calls for property transferred to a governmental agency for public, non-housing use shall simultaneously be made available to all governmental entities within Multnomah County prior to the Board of County Commissioners consideration of donation without monetary consideration.

These requests have not gone through the normal donation process because there is only one government agency, Portland Public Schools, that has legitimate interests in acquiring title to these properties.

#### VI. LINK TO CURRENT COUNTY POLICIES:

There are no conflicts with County policies.

#### VII. CITIZEN PARTICIPATION:

Notices of this public hearing will be published in the Oregonian newspaper for two successive weeks prior to the hearing.

#### VIII. OTHER GOVERNMENT PARTICIPATION:

None

BEFORE THE BOARD OF COUNTY COMMISSIONERS

FOR MULTNOMAH COUNTY, OREGON

Setting May 11, 1995 as a Hearing )  
Date in the Matter of Approving ) ORDER  
Requests for Transfers of Tax ) 95-92  
Foreclosed Properties to Portland )  
Public Schools for Public Uses )

WHEREAS, State of Oregon statute and Multnomah County ordinance allow for transfer of tax foreclosed properties to governmental agencies and non-profit corporations for low income housing and public uses; and

WHEREAS, Portland Public Schools has requested transfers of certain property, described on attached Exhibit A, for public uses; and

WHEREAS, State of Oregon statute and Multnomah County ordinance require that a public hearing be held prior to any such transfers; now therefore

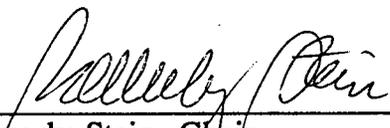
IT IS HEREBY ORDERED that the Multnomah County Board of Commissioners will conduct a public hearing at 9:30 a.m., Thursday, May 11, 1995 in room 602 of the Multnomah County Courthouse, 1021 SW Fourth Avenue, Portland, to consider transfer of the property described on attached Exhibit A to Portland Public Schools pursuant to ORS 271.330(2) and Multnomah County Ordinance 795; and

IT IS FURTHER ORDERED that comments or objections to this transfer must be filed with the Office of the Board Clerk on or before the May 11, 1995 public hearing.

DATED this 27th day of April, 1995.

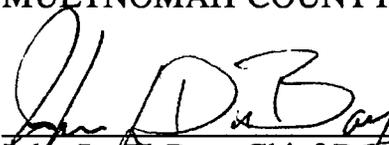


BOARD OF COUNTY COMMISSIONERS  
MULTNOMAH COUNTY, OREGON

  
\_\_\_\_\_  
Beverly Stein, Chair

REVIEWED:

LAURENCE KRESSEL, COUNTY COUNSEL  
MULTNOMAH COUNTY, OREGON

  
\_\_\_\_\_  
John L. DuBay, Chief Deputy

TAX PROPERTIES REQUESTED BY PORTLAND PUBLIC SCHOOLS

Multnomah County Tax Title Section

\*March 29, 1995\*

NBRHD	PROP	ADDITION	LEGAL1	NUMBER	GREENSPC	CANBYFC	EXPENSE	MARKET
ELIOT	WI/ 401 N DIXON ST	ALBINA	BLOCK 97	00961-8600	-----	\$136.95	\$0.00	\$9,800.00
ELIOT		DELMER SHAVERS 2ND ADD	INC PT VAC ST, LOT 2, BLOCK 2	20400-0120	-----	\$2,741.69	\$0.00	\$51,400.00
====	=====	=====	=====	=====	=====	=====	=====	=====
Total:						\$2,878.64	\$0.00	\$61,200.00
Count:					2			

Column Header Definitions:

NUMBER = Tax Account Number    PROP = Property Address    LEGAL1 = Legal Property Description    EXPENSE = County Maintenance Expenses  
 NBRHD = Neighborhood    ADDITION = Legal Property Addition    CANBYFC = Property Taxes & Interest    MARKET = Assessed Value when Foreclosed

MEETING DATE: APR 27 1995

AGENDA NO: R-5

(Above Space for Board Clerk's Use ONLY)

**AGENDA PLACEMENT FORM**

SUBJECT: 1993 - 1995 CCA Plan Amendment

REGULAR MEETING: Date Requested: April 13, 1995

Amount of Time Needed: 5 minutes

BOARD BRIEFING: Date Requested: \_\_\_\_\_

Amount of Time Needed: \_\_\_\_\_

DEPARTMENT: Community Corrections DIVISION: \_\_\_\_\_

CONTACT: Cary Harkaway/Susan Kaeser TELEPHONE #: 248-3701  
BLDG/ROOM #: 161/600

PERSON(S) MAKING PRESENTATION: M Tamara Holden/Cary Harkaway

**ACTION REQUESTED:**

INFORMATIONAL ONLY     POLICY DIRECTION     APPROVAL     OTHER

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

Approval of the 1993 - 1995 Community Corrections Act Plan Amendment.

*5/2/95 Contract Approval Form to Susan Kaeser*

**SIGNATURES REQUIRED:**

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

OR

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

ALL ACCOMPANYING DOCUMENTS MUST HAVE REQUIRED SIGNATURES

Any Questions: Call the Office of the Board Clerk at 248-3277 or 248-5222

PLAC.FORM

1995 APR 18 AM 11:04  
MULTI-COUNTY  
CLERK OF COUNTY  
OREGON

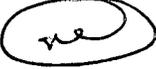


**MULTNOMAH COUNTY DEPARTMENT OF  
COMMUNITY CORRECTIONS**

**MEMORANDUM**

---

**TO:** *Board of County Commissioners*

**FROM:** *M. Tamara Holden* 

**DATE:** *April 3, 1995*

**SUBJECT:** *CCA Plan Amendment and Budget Modification - DCC 5*

**I. Recommendation/Action Requested**

Approval of the 1993 - 1995 Community Corrections Plan Amendment as approved by the Community Corrections Advisory Committee on March 28, 1995 and approval of Budget Modification DCC 5 to shift \$585,156.00 of unspent state Sanctions and Services money to allow for expenditure of state revenues for enhancements to the MIS system. The CCA Plan takes in account the approval of DCC 5.

**II. Background/Analysis**

CCA Plan Amendment

The Department of Community Corrections 1993 - 1995 CCA Plan Amendment reflects a net shift between programs of approximately \$707,000 or a 2.5% change. The primary changes are described on the attached documentation but fall into four areas: the increase in Administration reflects the proposed budget modification, Safety Coordinator, purchase of safety equipment including radios and vests, and training increases; the increase in transitional housing was the purchase of more beds; the increase in Female Offender Case Management was due to the expiration of the ADAPT grant; and the decrease in the probation/work release was due to the late start up of the work release center and difficulty in purchasing other secure sanction beds.

MIS Project

Currently all of the Department of Community Correction's database information is housed on a midrange computer system in Salem and not readily accessible to Multnomah County. DCC 5 allows for: the development of a LAN in the Department's administrative offices; upgrade of the data connection lines; purchase and installation of a local database system; and upgrade and purchase of additional computers and printers. The proposed MIS project,

utilizing state revenues, has been reviewed and approved by the state Department of Corrections Information Services Unit, the county Information Services Division, and the county Data Processing Management Committee. The proposed system is supported in that it:

- Minimizes duplicated development and hardware efforts of DOC, all northwest region offices, and ISD by improving the shared communication/data lines and decreasing the daily use of the DOC's midrange system;
- Provides for expansion options that benefit the department and other major stakeholders;
- Allows for the development of an information system network that can connect to existing information systems in the county and the state; and
- Adopts industry standard in the field of information system development towards distributed processing and open architecture.

The Department has reviewed its MIS Plan with the state Community Corrections Advisory Board who support this use of unspent state sanctions and services revenues.

### **III. Financial Impact**

The Department's 1993 - 1994 and 1994 - 1995 approved budgets are reflected in the CCA Plan amendment with the exception of those changes requested for using unspent sanction and services revenue for the MIS Project/DCC 5. \$519,765 of proposed MIS Project funding are for one-time-only expenditures including equipment, communication upgrades, supplies, and consultants. On-going costs would be approximately \$220,000 for 3 FTE and contractor costs. Due to the on-going installation, upgrades, and training required in converting to automation, the Department temporarily filled two of the three FTE with Computer Technicians for most of 1994 - 1995. Continued support for the 3 FTE will be required as we install LANs in other offices, upgrade from terminals to personal computers, and continue to require user support. This requirement may change with the Strategic Planning for Information Technology finishes its report.

### **IV. Legal Issues**

Approval of the CCA Plan Amendment is required under the statutes.

### **V. Controversial Issues**

Currently the county has a Strategic Planning for Information Systems process that will impact how the county and the department plan for future MIS endeavors. The Department has made every effort to coordinate with impacted parties to ensure this move is consistent with other county efforts and has the flexibility to be modified or allow for connectivity in the future.

**VI. Link to County Polices**

All of the data related to field supervision is currently stored on the system in Salem. Data for evaluating our key results, cross tabulating with our sanction programs, and in analysis of our workload is not currently easily accessible. This would allow for the data to be locally maintained and accessed.

**VII. Citizen Participation**

The CCA Plan Amendment and MIS project were reviewed and approved by the Community Corrections Advisory Committee.

**VIII. Other Government Participation**

The modified CCA Plan have been evaluated by the state and were approved pending approval by the BCC.

	93-95 BIENNIEUM BUDGET (23 MOS)	93-95 PROJ EXPEND as of 12/31/94	ADJ TO 94-95 PROJ EXPEND UNDER/(OVER)
ADMIN	1,045,441	2,085,425.08	(1,039,984.08)
PROG DEVELOP	196,566	301,147.81	(104,581.81)
CONTRACT SVCS INDIRECT	14,996	22,360.46	(7,364.46)
DIAGNOSTIC/SANCTIONS & SERVICES	1,171,071	1,406,170.61	(235,099.61)
DIAGNOSTIC/FIELD ALLOCATION	2,598,771	2,296,973.56	301,797.44
SUPERVISION/SANCTIONS & SERVICE	341,706	361,807.61	(20,101.61)
SUPERVISION/FIELD ALLOCATION	12,072,799	12,550,992.94	(478,193.94)
INTENS CASE MGNT	1,553,988	1,306,341.20	247,646.80
OUTPATIENT TRTMNT (TASC)	137,800	126,533.33	11,266.67
DETOX & RESID TRTMNT (CODA)	424,000	465,879.00	(41,879.00)
RESID TRTMNT (DE PAUL)	76,320	163,792.60	(87,472.60)
WOMEN'S RESID SVCS (YWCA)	332,840	223,929.00	108,911.00
MENTAL HEALTH (MT HOOD)	135,680	130,396.03	5,283.97
PSYCH SVCS	76,320	53,700.00	22,620.00
SEX OFFENDER EVALUATIONS	0	36,000.00	(36,000.00)
POLYGRAPH	19,200	35,797.50	(16,597.50)
CASE MGMNT (TRANS PROJ)	334,960	322,573.34	12,386.66
TRANS HSG (CCC)	94,000	65,329.66	28,670.34
TRANS HSG (STAY CLEAN)	149,000	421,114.21	(272,114.21)
FEMALE OFFEND CASE MGNT/ADAPT	327,794	709,159.83	(381,365.83)
DRUG TESTING LAB	362,208	233,766.10	128,441.90
DAY RPTG	1,509,994	972,920.11	537,073.89
ACS	802,342	680,386.48	121,955.52
FOREST PROJ	1,063,233	1,020,230.80	43,002.20
RESTITUTION CENTER-SHERIFF	702,566	624,657.35	77,908.65
PROB/WRK REL/DROP BEDS	2,818,587	1,744,797.39	1,073,789.61
SUB-TOTAL	28,362,182	28,362,182.00	(0.00)



# CONTRACT APPROVAL FORM

(See Administrative Procedure #2106)

MULTNOMAH COUNTY OREGON

Contract # 900374

Amendment # 1

<b>CLASS I</b> <input type="checkbox"/> Professional Services under \$25,000	<b>CLASS II</b> <input type="checkbox"/> Professional Services over \$25,000 (RFP, Exemption) <input type="checkbox"/> PCRFB Contract <input type="checkbox"/> Maintenance Agreement <input type="checkbox"/> Licensing Agreement <input type="checkbox"/> Construction <input type="checkbox"/> Grant <input type="checkbox"/> Revenue	<b>CLASS III</b> <input checked="" type="checkbox"/> Intergovernmental Agreement  <b>APPROVED MULTNOMAH COUNTY BOARD OF COMMISSIONERS</b> AGENDA # <u>R-5</u> DATE <u>4/27/95</u> <u>DEB BOGSTAD</u> <b>BOARD CLERK</b>
---	--	---

Department DCC Division Admin. Date 4-18-95

Contract Originator Susan Kaeser Phone 248-3701 Bldg/Room 161/600

Administrative Contact Sherine Murphy Phone 248-3701 Bldg/Room 161/600

Description of Contract CCAC Plan Amendment with the Dept. of Corrections

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

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

Contractor Name Dept. of Corrections  
 Mailing Address State of Oregon  
2575 Center St. N.E.  
Salem, Oregon 97310  
 Phone \_\_\_\_\_  
 Employer ID# or SS# \_\_\_\_\_  
 Effective Date 1993-1995 July 1, 1993  
 Termination Date June 30, 1995  
 Original Contract Amount \$ \_\_\_\_\_  
 Total Amount of Previous Amendments \$ \_\_\_\_\_  
 Amount of Amendment \$ \_\_\_\_\_  
 Total Amount of Agreement \$ \_\_\_\_\_

Remittance Address \_\_\_\_\_ (If Different) \_\_\_\_\_

Payment Schedule \_\_\_\_\_ Terms \_\_\_\_\_

Lump Sum \$ \_\_\_\_\_  Due on receipt  
 Monthly \$ \_\_\_\_\_  Net 30  
 Other \$ \_\_\_\_\_  Other \_\_\_\_\_  
 Requirements contract - Requisition required.  
 Purchase Order No. \_\_\_\_\_  
 Requirements Not to Exceed \$ \_\_\_\_\_

Encumber: Yes  No   
 Date April 18, 1995  
 Date \_\_\_\_\_  
 Date April 20, 1995  
 Date April 27, 1995  
 Date \_\_\_\_\_

**REQUIRED SIGNATURES:**  
 Department Manager M. Tamara Holden  
 Purchasing Director (Class II Contracts Only) \_\_\_\_\_  
 County Counsel [Signature]  
 County Chair / Sheriff [Signature]  
 Contract Administration (Class I, Class II Contracts Only) \_\_\_\_\_

VENDOR CODE			VENDOR NAME							TOTAL AMOUNT	\$	
LINE NO.	FUND	AGENCY	ORGANIZATION	SUB ORG	ACTIVITY	OBJECT/REV SRC	SUB OBJ	REPT CATEG	LGFS DESCRIPTION	AMOUNT	INC/DEC IND	
01.												
02.												
03.												
* If additional space is needed, attach separate page. Write contract # on top of page.												

INSTRUCTIONS ON REVERSE SIDE

WHITE - CONTRACT ADMINISTRATION CANARY - INITIATOR PINK - FINANCE

## MULTNOMAH COUNTY DEPARTMENT OF COMMUNITY CORRECTIONS

### PLAN AMENDMENT NARRATIVE

1. Administration (Sanctions & Services) Increased to cover organization development contract, addition of safety coordinator, and costs associated with staff, equipment, and installation of MIS/ISIS throughout the department. Approximately \$600,000 of the increase is associated with the planned enhancement of our MIS as presented to the State Advisory Board in January (attached).
2. Program Development (Sanctions & Services) Increased to cover addition of 2 FTE.
3. Indirects (Sanctions & Services) Increased as contract services were added.
4. Diagnostic Center (Sanctions & Services) Increased with addition of Hearings Officer, technician staff, and clerical support.
5. Diagnostic Center (Field Allocation) & Supervision (Field Allocation) These programs are combined for purposes of the Plan Amendment because staff were shifted between DC and field operations as necessary during the biennium. Increase due to salary and PERS costs.
6. Supervision (Sanctions & Services) Increase due to hiring of additional technician to assist with drug testing.
7. Intensive Case Management (Sanctions & Services) Decrease due to vacancies.
8. Outpatient Treatment/contract (Sanctions & Services) Decrease due to under utilization.
9. Detox & Residential Treatment/contract (Sanctions & Services) Increase due to purchase of additional beds.
10. Residential/CIRT Treatment/contract (Sanctions & Services) Increase due to purchase of additional beds.
11. Women's Residential Services/contract (Sanctions & Services) Decreased due to under-utilization.
12. Mental Health Services/contract (Sanctions & Services) Decreased due to delayed start-up.

13. Psychological Services/contract (Sanctions & Services) Decreased due to under-utilization of psychological evaluations associated with PSIs.
14. Sex Offender Evaluations/contract (Sanctions & Services) This program was shifted from County General Fund at mid-biennium.
15. Polygraph/contract (Sanctions & Services) Increased due to demand for polygraph examinations used by sex offender specialists.
16. Case Management/contract (Sanctions & Services) Decreased due to under-utilization.
17. Transitional Housing/contract (Sanctions & Services) Increased due to purchase of additional beds.
18. Women's Transition Services/ADAPT (Sanctions & Services) Increased due to loss of Federal Grant revenue.
19. Drug Testing/contract (Sanctions & Services) Decreased due to under-utilization.
20. Day Reporting (Sanctions & Services) Decreased due to late start-up, staff vacancies, and contracting delays.
21. Alternative Community Service (Sanctions & Services) Decreased due to vacancies.
22. Forest Project (Sanctions & Services) Decreased due to vacancies.
23. Restitution Center/Sheriff (Sanctions & Services) Decreased due to under-utilization.
24. PV/Work Release Center/DROP Beds (Sanctions & Services) Decreased due to late start-up.

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

(Date)

DEPARTMENT Community Corrections  
CONTACT Susan Kaeser

DIVISION Administration/MIS  
TELEPHONE 248-3701

\* NAME(S) OF PERSON MAKING PRESENTATION TO BOARD \_\_\_\_\_

SUGGESTED

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

**A budget modification to increase the DCC MIS budget from personnel cost savings and unfilled sanction violation beds.**

(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

The MIS budget will increase personnel, materials and services, and capital equipment as a result of one time only cost savings in other DCC programs from late start up of Work Release, unfilled sanction violation beds, unfilled vacancies, and delayed hiring. There will be no change in the net affect of expenditures or revenues. State Sanctions & Services revenue will be shifted from Parole Violation Work Release Center, Intensive Case Management, and Contracts. This increase to the MIS budget will provide additional staff and equipment to fully support download of the State AS/400 Computer system data, an Administration LAN, and upgrade of communication/data lines.

3. REVENUE IMPACT

(Explain revenues being changed and reason for the change)

None

BOARD OF  
COUNTY COMMISSIONERS  
MULTNOMAH COUNTY  
OREGON  
1995 APR 18 AM 11:03

4. CONTINGENCY STATUS

(to be completed by Budget & Planning)

Fund Contingency before this modification (as of \_\_\_\_\_)

\$ \_\_\_\_\_

Date

After this modification

\$ \_\_\_\_\_

Originated By

Date

Department Director

Date

Plan/Budget Analyst

Date

Employee Services

Date

Board Approval

Date

*[Signature]*  
*[Signature]*  
*[Signature]*

4/11/95

4/13/95

4/27/95

*M. Tamera Holden*

*[Signature]*

4-11-95

4-14-95

PERSONNEL DETAIL FOR BUDGET MODIFICATION NO.

DCC5

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

FTE Increase (Decrease)	POSITION TITLE	BASE PAY Increase (Decrease)	ANNUALIZED Increase/(Decrease)		TOTAL Increase (Decrease)
			Increase/(Decrease)		
			Fringe	Ins.	
1.00	Data Analyst 6073	33,886	5,952	5,388	45,226
2.00	Computer Technician 7226	95,368	12,318	10,926	118,612
(4.00)	Probation/Parole Officer 6276	(127,747)	(44,420)	(25,009)	(197,176)
(1.00)	Corrections Technician 6266	(24,884)	(6,385)	(5,389)	(36,658)
(1.00)	Corrections Counselor 6268	(31,591)	(8,173)	(5,682)	(45,446)
	(Deletions are one-time-only savings)				
(3.00)	TOTAL CHANGE (ANNUALIZED)	(54,968)	(40,708)	(19,766)	(115,442)

6. CURRENT YEAR PERSONNEL DOLLAR CHANGES (Calculate costs/savings that will take place in this FY; these should explain the actual dollar amounts being changed by this BudMod.)

Permanent Positions, Temporary, Overtime, or Premium	Explanation of Change	BASE PAY Increase (Decrease)	CURRENT FY Increase/(Decrease)		TOTAL Increase (Decrease)
			Increase/(Decrease)		
			Fringe	Ins.	
Perm	<b>156-021-2180</b> Add 1 FTE Data Analysts for 2 months 6073	5,648	992	898	7,538
Perm	Add 2 FTE Computer Tech 7226	35,764	4,066	2,947	42,777
Temp	( 3 mos Perm/3 mos Temp)				
Perm	<b>156-021-2826</b> Unfilled 3.25 FTE Probation/Parole Off 6276	(80,074)	(27,845)	(17,338)	(125,257)
Perm	<b>156-021-2834</b> Unfilled 1 FTE Corrections Tech 6266	(24,884)	(6,385)	(5,389)	(36,658)
	Unfilled 1 FTE Corrections Counselor 6268	(31,591)	(8,173)	(5,682)	(45,446)
	Late filled Resident Supervisor 6284	0	(29,030)	(7,336)	(36,366)
TOTAL CURRENT FISCAL YEAR CHANGES		(95,137)	(37,345)	(24,564)	(157,046)

BUDGET MODIFICATION NO. DCC5

EXPENDITURE  
TRANSACTION EB GM [ ]      TRANSACTION DATE \_\_\_\_\_      ACCOUNTING PERIOD 9      BUDGET FY 94-95

Document Number	Action	Fund	Agency	Organization	Activity	Reporting Category	Object	Current Amount	Revised Amount	Change Increase (Decrease)	Subtotal	Description
		156	021	2180			5100	162,194	191,684	29,490		Permanent
		156	021	2180			5200	0	11,922	11,922		Temporary
		156	021	2180			5500	42,357	47,415	5,058		Fringe
		156	021	2180			5550	28,732	32,577	3,845		Insurance
											50,315	
		156	021	2180			6110	90,000	66,076	(23,924)		Professional Services
		156	021	2180			6140	10,800	20,800	10,000		Communications
		156	021	2180			6230	52,618	117,618	65,000		Supplies
		156	021	2180			6310	2,700	16,725	14,025		Education & Training
											65,101	
		156	021	2180			7100	21,297	28,037	6,740		Indirect
		156	021	2180			7150	3,966	8,966	5,000		Telephone
		156	021	2180			7400	22,728	42,728	20,000		Building Management
											31,740	
		156	021	2180			8400	108,450	546,450	438,000		Equipment
											438,000	
		156	021	2834			5100	489,175	432,700	(56,475)		Permanent
		156	021	2834			5300	23,184	9,271	(13,913)		Overtime
		156	021	2834			5500	148,890	105,302	(43,588)		Fringe
		156	021	2834			5550	90,628	72,221	(18,407)		Insurance
											(132,383)	
		156	021	2834			7100	38,884	32,530	(6,354)		Indirect
											(6,354)	
		156	021	2310			6060	3,068,370	2,755,370	(313,000)		Pass Thru
											(313,000)	
		156	021	2310			7100	27,571	25,380	(2,191)		Indirect
											(2,191)	
		156	021	2826			5100	469,378	389,304	(80,074)		Permanent
		156	021	2826			5500	156,410	128,565	(27,845)		Fringe
		156	021	2826			5550	84,499	67,161	(17,338)		Insurance
											(125,257)	
		156	021	2826			7100	38,481	32,510	(5,971)		Indirect
											(5,971)	
		400	050	7531			6520			(31,900)	(31,900)	Svc Reimb Insurance Fund
		402	030	7990			6140			5,000	5,000	Svc Reimb Telephone Fund
<b>TOTAL EXPENDITURE CHANGE</b>										(26,900)	(26,900)	

REVENUE  
TRANSACTION EB GM [ ]      TRANSACTION DATE \_\_\_\_\_      ACCOUNTING PERIOD 9      BUDGET FY 94-95

Document Number	Action	Fund	Agency	Organization	Activity	Reporting Category	Revenue	Current Amount	Revised Amount	Change Increase (Decrease)	Subtotal	Description
		156	021	2180			2337			585,156		State Sanctions & Services
		156	021	2834			2337			(585,156)		
											0	
		400	050	7040			6602			(31,900)		Svc Reimb to Insurance Fund
		402	030	7990			6602			5,000		Svc Reimb to Telephone Fund
											(26,900)	
<b>TOTAL REVENUE CHANGE</b>										(26,900)	(26,900)	



# MULTNOMAH COUNTY, OREGON

---

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

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

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TO: Board of County Commissioners  
FROM: Shaun Coldwell, Budget Analyst  
DATE: April 13, 1995  
SUBJECT: BUDGET MODIFICATION DCC #5

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Attached is a budget modification, DCC #5, which will modify the Management Information Systems section in DCC Administration.

This budget modification adds 3 positions, materials and services and equipment for system development and support within the department. Funds for this budget modification come from unspent state money for the 1993-95 biennium. This package is continued in the DCC Proposed Budget for 1995-96.

I recommend approval of this budget modification. Please call me if you have any questions.

cc: Tamara Holden  
Cary Harkaway  
Susan Kaeser



**MULTNOMAH COUNTY DEPARTMENT OF  
COMMUNITY CORRECTIONS**

**MEMORANDUM**

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**TO:** *Board of County Commissioners*

**FROM:** *M. Tamara Holden* 

**DATE:** *April 3, 1995*

**SUBJECT:** *CCA Plan Amendment and Budget Modification - DCC 5*

**I. Recommendation/Action Requested**

Approval of the 1993 - 1995 Community Corrections Plan Amendment as approved by the Community Corrections Advisory Committee on March 28, 1995 and approval of Budget Modification DCC 5 to shift \$585,156.00 of unspent state Sanctions and Services money to allow for expenditure of state revenues for enhancements to the MIS system. The CCA Plan takes in account the approval of DCC 5.

**II. Background/Analysis**

CCA Plan Amendment

The Department of Community Corrections 1993 - 1995 CCA Plan Amendment reflects a net shift between programs of approximately \$707,000 or a 2.5% change. The primary changes are described on the attached documentation but fall into four areas: the increase in Administration reflects the proposed budget modification, Safety Coordinator, purchase of safety equipment including radios and vests, and training increases; the increase in transitional housing was the purchase of more beds; the increase in Female Offender Case Management was due to the expiration of the ADAPT grant; and the decrease in the probation/work release was due to the late start up of the work release center and difficulty in purchasing other secure sanction beds.

MIS Project

Currently all of the Department of Community Correction's database information is housed on a midrange computer system in Salem and not readily accessible to Multnomah County. DCC 5 allows for: the development of a LAN in the Department's administrative offices; upgrade of the data connection lines; purchase and installation of a local database system; and upgrade and purchase of additional computers and printers. The proposed MIS project,

utilizing state revenues, has been reviewed and approved by the state Department of Corrections Information Services Unit, the county Information Services Division, and the county Data Processing Management Committee. The proposed system is supported in that it:

- Minimizes duplicated development and hardware efforts of DOC, all northwest region offices, and ISD by improving the shared communication/data lines and decreasing the daily use of the DOC's midrange system;
- Provides for expansion options that benefit the department and other major stakeholders;
- Allows for the development of an information system network that can connect to existing information systems in the county and the state; and
- Adopts industry standard in the field of information system development towards distributed processing and open architecture.

The Department has reviewed its MIS Plan with the state Community Corrections Advisory Board who support this use of unspent state sanctions and services revenues.

### **III. Financial Impact**

The Department's 1993 - 1994 and 1994 - 1995 approved budgets are reflected in the CCA Plan amendment with the exception of those changes requested for using unspent sanction and services revenue for the MIS Project/DCC 5. \$519,765 of proposed MIS Project funding are for one-time-only expenditures including equipment, communication upgrades, supplies, and consultants. On-going costs would be approximately \$220,000 for 3 FTE and contractor costs. Due to the on-going installation, upgrades, and training required in converting to automation, the Department temporarily filled two of the three FTE with Computer Technicians for most of 1994 - 1995. Continued support for the 3 FTE will be required as we install LANs in other offices, upgrade from terminals to personal computers, and continue to require user support. This requirement may change with the Strategic Planning for Information Technology finishes its report.

### **IV. Legal Issues**

Approval of the CCA Plan Amendment is required under the statutes.

### **V. Controversial Issues**

Currently the county has a Strategic Planning for Information Systems process that will impact how the county and the department plan for future MIS endeavors. The Department has made every effort to coordinate with impacted parties to ensure this move is consistent with other county efforts and has the flexibility to be modified or allow for connectivity in the future.

**VI. Link to County Polices**

All of the data related to field supervision is currently stored on the system in Salem. Data for evaluating our key results, cross tabulating with our sanction programs, and in analysis of our workload is not currently easily accessible. This would allow for the data to be locally maintained and accessed.

**VII. Citizen Participation**

The CCA Plan Amendment and MIS project were reviewed and approved by the Community Corrections Advisory Committee.

**VIII. Other Government Participation**

The modified CCA Plan have been evaluated by the state and were approved pending approval by the BCC.

	93-95 BIENNIEUM BUDGET (23 MOS)	93-95 PROJ EXPEND as of 12/31/94	ADJ TO 94-95 PROJ EXPEND UNDER/(OVER)
ADMIN	1,045,441	2,085,425.08	(1,039,984.08)
PROG DEVELOP	196,566	301,147.81	(104,581.81)
CONTRACT SVCS INDIRECT	14,996	22,360.46	(7,364.46)
DIAGNOSTIC/SANCTIONS & SERVICES	1,171,071	1,406,170.61	(235,099.61)
DIAGNOSTIC/FIELD ALLOCATION	2,598,771	2,296,973.56	301,797.44
SUPERVISION/SANCTIONS & SERVICE	341,706	361,807.61	(20,101.61)
SUPERVISION/FIELD ALLOCATION	12,072,799	12,550,992.94	(478,193.94)
INTENS CASE MGNT	1,553,988	1,306,341.20	247,646.80
OUTPATIENT TRTMNT (TASC)	137,800	126,533.33	11,266.67
DETOX & RESID TRTMENT (CODA)	424,000	465,879.00	(41,879.00)
RESID TRTMENT (DE PAUL)	76,320	163,792.60	(87,472.60)
WOMEN'S RESID SVCS (YWCA)	332,840	223,929.00	108,911.00
MENTAL HEALTH (MT HOOD)	135,680	130,396.03	5,283.97
PSYCH SVCS	76,320	53,700.00	22,620.00
SEX OFFENDER EVALUATIONS	0	36,000.00	(36,000.00)
POLYGRAPH	19,200	35,797.50	(16,597.50)
CASE MGMNT (TRANS PROJ)	334,960	322,573.34	12,386.66
TRANS HSG (CCC)	94,000	65,329.66	28,670.34
TRANS HSG (STAY CLEAN)	149,000	421,114.21	(272,114.21)
FEMALE OFFEND CASE MGNT/ADAPT	327,794	709,159.83	(381,365.83)
DRUG TESTING LAB	362,208	233,766.10	128,441.90
DAY RPTG	1,509,994	972,920.11	537,073.89
ACS	802,342	680,386.48	121,955.52
FOREST PROJ	1,063,233	1,020,230.80	43,002.20
RESTITUTION CENTER-SHERIFF	702,566	624,657.35	77,908.65
PROB/WRK REL/DROP BEDS	2,818,587	1,744,797.39	1,073,789.61

SUB-TOTAL

28,362,182 28,362,182.00

(0.00)

## MULTNOMAH COUNTY DEPARTMENT OF COMMUNITY CORRECTIONS

### PLAN AMENDMENT NARRATIVE

1. Administration (Sanctions & Services) Increased to cover organization development contract, addition of safety coordinator, and costs associated with staff, equipment, and installation of MIS/ISIS throughout the department. Approximately \$600,000 of the increase is associated with the planned enhancement of our MIS as presented to the State Advisory Board in January (attached).
2. Program Development (Sanctions & Services) Increased to cover addition of 2 FTE.
3. Indirects (Sanctions & Services) Increased as contract services were added.
4. Diagnostic Center (Sanctions & Services) Increased with addition of Hearings Officer, technician staff, and clerical support.
5. Diagnostic Center (Field Allocation) & Supervision (Field Allocation) These programs are combined for purposes of the Plan Amendment because staff were shifted between DC and field operations as necessary during the biennium. Increase due to salary and PERS costs.
6. Supervision (Sanctions & Services) Increase due to hiring of additional technician to assist with drug testing.
7. Intensive Case Management (Sanctions & Services) Decrease due to vacancies.
8. Outpatient Treatment/contract (Sanctions & Services) Decrease due to under utilization.
9. Detox & Residential Treatment/contract (Sanctions & Services) Increase due to purchase of additional beds.
10. Residential/CIRT Treatment/contract (Sanctions & Services) Increase due to purchase of additional beds.
11. Women's Residential Services/contract (Sanctions & Services) Decreased due to under-utilization.
12. Mental Health Services/contract (Sanctions & Services) Decreased due to delayed start-up.

13. Psychological Services/contract (Sanctions & Services) Decreased due to under-utilization of psychological evaluations associated with PSIs.
14. Sex Offender Evaluations/contract (Sanctions & Services) This program was shifted from County General Fund at mid-biennium.
15. Polygraph/contract (Sanctions & Services) Increased due to demand for polygraph examinations used by sex offender specialists.
16. Case Management/contract (Sanctions & Services) Decreased due to under-utilization.
17. Transitional Housing/contract (Sanctions & Services) Increased due to purchase of additional beds.
18. Women's Transition Services/ADAPT (Sanctions & Services) Increased due to loss of Federal Grant revenue.
19. Drug Testing/contract (Sanctions & Services) Decreased due to under-utilization.
20. Day Reporting (Sanctions & Services) Decreased due to late start-up, staff vacancies, and contracting delays.
21. Alternative Community Service (Sanctions & Services) Decreased due to vacancies.
22. Forest Project (Sanctions & Services) Decreased due to vacancies.
23. Restitution Center/Sheriff (Sanctions & Services) Decreased due to under-utilization.
24. PV/Work Release Center/DROP Beds (Sanctions & Services) Decreased due to late start-up.

MEETING DATE APR 27 1995

AGENDA NUMBER R-7

**AGENDA PLACEMENT FORM**

SUBJECT: 1995-96 Budget

BOARD BRIEFING: Date Requested: \_\_\_\_\_

Amount of Time Needed: \_\_\_\_\_

REGULAR MEETING: Date Requested: April 27, 1995

Amount of Time Needed: \_\_\_\_\_

DEPARTMENT: Nondepartmental DIVISION Budget & Quality

CONTACT: Dave Warren TELEPHONE : 248-3822

BLDG/ROOM: 106/1400

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

**ACTION REQUESTED**

INFORMATIONAL ONLY  POLICY DIRECTION  APPROVAL  OTHER

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

**BOARD MUST CONVENE AS THE BUDGET COMMITTEE**

The item before the Board sitting as the Budget Committee will be a resolution to forward the 1995-96 Chair's Proposed Budget to the Tax Supervising and Conservation Commission (TSCC) to meet the legal requirement to provide TSCC with a budget prior to May 15

**SIGNATURES REQUIRED:**

ELECTED OFFICIAL: Beverly Hunt

OR

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

BOARD OF  
COUNTY COMMISSIONERS  
1995 APR 17 AM 10:47  
MULTI-STATE COUNTY  
OREGON

**ALL ACCOMPANYING DOCUMENTS MUST HAVE REQUIRED SIGNATURES**

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



# MULTNOMAH COUNTY, OREGON

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

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

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TO: Board of County Commissioners

FROM: Dave Warren *DCW*

TODAY'S DATE:

REQUESTED PLACEMENT DATE: April 27, 1995

SUBJECT: Submitting Budget to Tax Supervising

---

I. Recommendation / Action Requested:

Transmit the Executive Budget to Tax Supervising. Begin budget hearings in May.

II. Background / Analysis:

The 1995-96 budget process is based on the plan to forward the budget to Tax Supervising on April 27. This will comply with the formal requirement that the Budget Committee submit a budget prior to May 15. It does not, of course, imply agreement on the part of the Board with the policies included in the budget, nor with the Chair's proposed allocation of resources.

We had many reasons for this process, but two of them are significant. First, a major portion of the County's General Fund revenues are provided by the Business Income Tax - about \$27 million this year, we think. Typically, we receive about 70% of the Business Income Tax revenue in April, and get the first reliable reports of the amount in early May. Fluctuations in those receipts have required us to make major funding revisions in five of the last six budgets. By delaying budget decisions until we have reasonable certainty about this revenue, we should be able to have a more coherent process and make priority allocations with which the Board is comfortable, based on reliable information. Second, the process will allow the Board to balance proposed solutions to problems against each other and establish its priorities in a unified set of decisions.

III. Financial Impact:

None

IV. Legal Issues:

Approval of the Chair's Proposed Budget for submittal meets the legal requirement to submit a budget to Tax Supervising. After that budget has been submitted, no Fund may be increased by more than 10% in total revenue, and no property tax larger than the amounts included in the Executive Budget may be levied. However, neither of these problems is likely to arise this year.

V. Controversial Issues:

Voting to forward the budget without extensive public review and comment might produce adverse comment if it were not clearly understood that the process meets the technical requirement of the law, or if the Board were not to hold extensive public review before adopting the budget. Seven weeks of hearings and work sessions have been scheduled prior to adopting the budget. This should give ample time for public review and comment.

VI. Link to Current County Policies:

n/a

VII. Citizen Participation:

CBAC's have reviewed the budget requests and made recommendations about those requests. Transmitting the Executive Budget will allow them time to review the Chair's recommendations before they make comments to the Board at the departmental hearings scheduled for May and June.

VIII. Other Government Participation:

n/a



Resolution Approving 1995-96 Budget for Submittal to Tax Supervising  
April 27, 1995

WHEREAS, the Board's approval of the 1995-96 Chair's Proposed Budget for submittal to the Tax Supervising and Conservation Commission is intended to express Budget Committee approval but to reflect the probability of changes before final budget adoption;

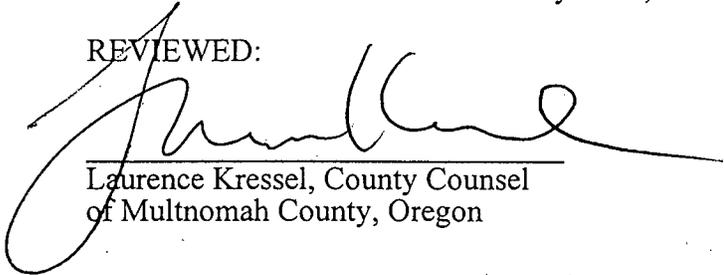
THEREFORE BE IT RESOLVED, that the Budget and Quality Office shall prepare the 1995-96 Approved Budget and forward it to the Tax Supervising and Conservation Commission.

Adopted this 27th day of April, 1995

BOARD OF COUNTY COMMISSIONERS  
MULTNOMAH COUNTY, OREGON

By \_\_\_\_\_  
Beverly Stein, Chair

REVIEWED:



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

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

In the matter of approving the Chair's	)	
Proposed 1995-96 Budget for submittal	)	RESOLUTION
to the Tax Supervising and Conservation	)	
Commission as required by law	)	

WHEREAS, the above-entitled matter is before the Board sitting as the Budget Committee under ORS Ch. 294 to consider approving the Multnomah County Chair's Proposed Budget for the fiscal year July 1, 1995 to June 30, 1996 for submittal to the Tax Supervising and Conservation Commission; and

WHEREAS, on April 25, 1995 the Board of County Commissioners, sitting as the Budget Committee under ORS Ch. 294, received the budget message from the Multnomah County Chair and the budget document in compliance with ORS Ch. 294.401; and

WHEREAS, the Board of County Commissioners intends to conduct an extensive review of the 1995-96 Budget which will avoid duplicate hearings and will permit them to deal with the full range of policy and resource allocations at one time; and

WHEREAS, the fluctuating nature of the County's Business Income Tax from year to year, and the uncertainty of property value growth often require budget adjustments after the end of May; and

WHEREAS, transmittal of the Budget to the Tax Supervising and Conservation Commission prior to May 15 is a statutory obligation; and

WHEREAS, the Budget submitted to the Tax Supervising and Conservation Commission establishes the maximum expenditure in each fund; the Board is aware it cannot subsequently increase these expenditures by more than ten percent; and

WHEREAS, the Chair's Proposed Budget does not include authorization to construct additional detention units at the County's Juvenile Facility, and

WHEREAS, the Budget submitted to the Tax Supervising and Conservation Commission establishes the maximum property tax levy for Multnomah County; the Board is aware it cannot subsequently increase these tax levies, and

WHEREAS, the Board understands that submitting the Budget to the Tax Supervising and Conservation Commission does not prevent the Board from making reallocations within the parameters noted above; and

Resolution Approving 1995-96 Budget for Submittal to Tax Supervising  
April 27, 1995

WHEREAS, at the time of adopting the 1995-96 Budget the Board anticipates making changes to the program allocations contained in the Budget submitted to the Tax Supervising and Conservation Commission; and

WHEREAS, the Board's approval of the 1995-96 Chair's Proposed Budget for submittal to the Tax Supervising and Conservation Commission is intended to express Budget Committee approval but to reflect the probability of changes before final budget adoption;

THEREFORE BE IT RESOLVED, that the Chair's Proposed Budget is amended to include in the Lease/Purchase Project Fund an additional \$3,872,000 of receipts from the sale of Certificates of Participation and to authorize expenditure of this \$3,872,000 on issue costs and the construction of detention units at the Juvenile Facility, and

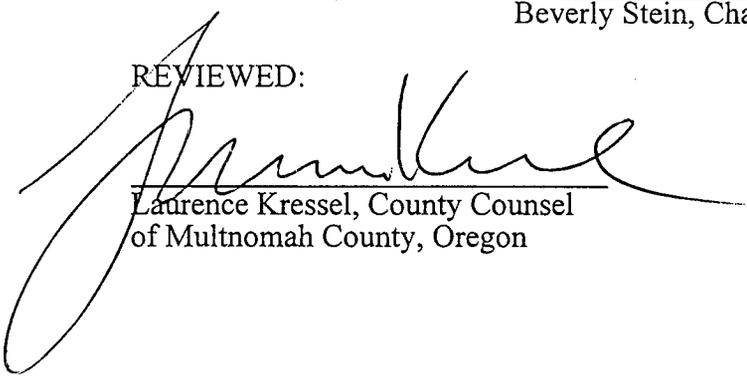
BE IT FURTHER RESOLVED, that the Budget and Quality Office shall prepare the 1995-96 Approved Budget and forward it to the Tax Supervising and Conservation Commission.

Adopted this 27th day of April, 1995

BOARD OF COUNTY COMMISSIONERS  
MULTNOMAH COUNTY, OREGON

By \_\_\_\_\_  
Beverly Stein, Chair

REVIEWED:

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



WHEREAS, at the time of adopting the 1995-96 Budget the Board anticipates making changes to the program allocations contained in the Budget submitted to the Tax Supervising and Conservation Commission; and

WHEREAS, the Board's approval of the 1995-96 Chair's Proposed Budget for submittal to the Tax Supervising and Conservation Commission is intended to express Budget Committee approval but to reflect the probability of changes before final budget adoption;

THEREFORE BE IT RESOLVED, that the Chair's Proposed Budget is amended to include in the Lease/Purchase Project Fund an additional \$7,405,000 of receipts from the sale of Certificates of Participation and to authorize expenditure of this \$7,405,000 on issue costs and the construction of detention units at the Juvenile Facility, and

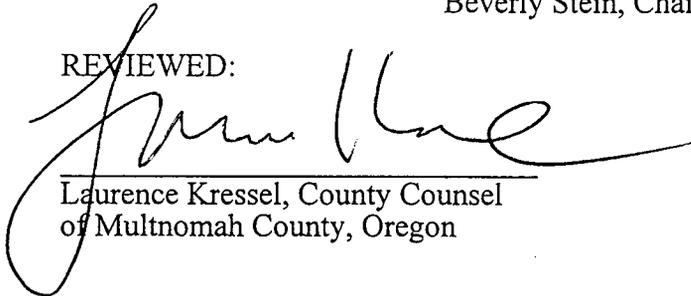
BE IT FURTHER RESOLVED, that the Budget and Quality Office shall prepare the 1995-96 Approved Budget and forward it to the Tax Supervising and Conservation Commission.

Adopted this 27th day of April, 1995

BOARD OF COUNTY COMMISSIONERS  
MULTNOMAH COUNTY, OREGON

By \_\_\_\_\_  
Beverly Stein, Chair

REVIEWED:



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

MEETING DATE: APR 27 1995

AGENDA NO: R-8

(Above Space for Board Clerk's Use ONLY)

AGENDA PLACEMENT FORM

SUBJECT: In the Matter of Endorsing and Siting the Gladys McCoy Citizen Participation Award

BOARD BRIEFING Date Requested: \_\_\_\_\_ Amount of Time Needed: \_\_\_\_\_

REGULAR MEETING: Date Requested: April 27, 1995  
Amount of Time Needed: 5 minutes

DEPARTMENT: Nondepartmental DIVISION: Commissioner Kelley

CONTACT John Legry TELEPHONE #: 248-3450  
BLDG/ROOM #: 106/1500

PERSON(S) MAKING PRESENTATION: John Legry

ACTION REQUESTED

INFORMATIONAL ONLY  POLICY DIRECTION  APPROVAL  OTHER

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

Rationale is provided in the Whereas Clauses.

*5/1/95 copies to SHARRON Kelley & JOHN LEGRY*

SIGNATURES REQUIRED:

ELECTED OFFICIAL: Sharon Kelley

OR

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

BOARD OF  
COUNTY COMMISSIONERS  
MULTNOMAH COUNTY  
OREGON  
1995 APR 13 PM 1:10

## MEMORANDUM

TO: Board of County Commissioners

FROM: Commissioner Sharron Kelley

RE: Resolution: In the Matter of Endorsing Siting the Gladys McCoy Citizen Participation Award

DATE: April 20, 1995

AGENDA DATE: April 27, 1995

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I. Recommendation/Action Requested

Approval of Resolution endorsing award and siting it in the Courthouse.

II. Background/Analysis

See Whereas Clauses.

III. Financial Impact

None.

IV. Legal Issues

None known. The Courthouse is a County building.

V. Controversial Issues

None.

VI. Link to Current County Policies

The County seeks to encourage volunteer service.

VII. Citizen Participation

This Resolution has been proposed by the Citizen Involvement Committee.

CIC Memo -- page 2

VIII. Other Government Participation

None.

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

In the Matter of Endorsing and     )  
Siting the Gladys McCoy         )  
Citizen Participation Award     )

**RESOLUTION**  
95-93

**WHEREAS**, the Multnomah County Citizen Involvement Committee has established the Gladys McCoy Award for Citizen Participation; and

**WHEREAS**, the Gladys McCoy Award for Citizen Participation will be presented annually by the Multnomah County Citizen Involvement Committee to a person who has brought about major change through volunteer service, in a manner that exemplifies the life of the former Chair of the Board of County Commissioners; and

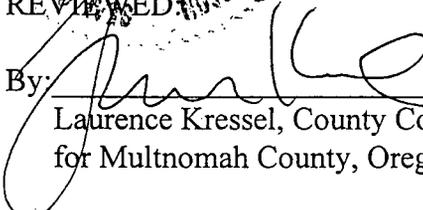
**WHEREAS**, the persons so honored will serve as examples to the residents of Multnomah County that individuals working with the community can bring about improvements in the daily life of the residents of Multnomah County; and

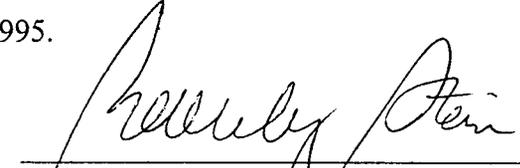
**WHEREAS**, the Gladys McCoy Award for Citizen Participation will be presented to William Gordon on April 27, 1995, during National Volunteer Week.

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Commissioners of Multnomah County endorses the Gladys McCoy Award for Citizen Participation and directs staff to hang the annual award in the Multnomah County Courthouse.

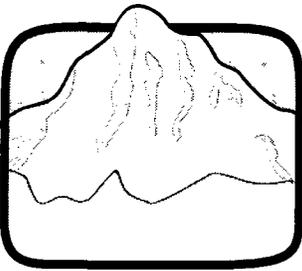
ADOPTED this 27 th day of April, 1995.



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

  
Beverly Stein, Chair  
Multnomah County, Oregon





**MT. HOOD CABLE REGULATORY COMMISSION**

1211 SW Fifth Avenue, Room 1160 • Portland, OR 97204-3711

Phone: (503) 823- 5385 • Fax: (503) 823-5370

Serving Multnomah County and the Cities of Fairview, Gresham, Portland, Troutdale and Wood Village

TO: Board of County Commissioners

FROM: Sally L. Kimsey, Deputy Director 

DATE: April 18, 1995

RE: Mt. Hood Cable Regulatory Commission FY 1995-96 Budget

I. Recommendation/ Action Required

The Mt. Hood Cable Regulatory Commission presents the enclosed FY 1995-96 budget request for your consideration and recommends approval.

II. Background/ Analysis

The budget has been extensively reviewed by the Commission and by a budget subcommittee of the Commission. The Commission unanimously approved the budget on January 23, 1995 for submission to each jurisdiction.

The mission of the Commission is to enforce and administer cable television franchise agreements for the cities of Fairview, Gresham, Portland, Troutdale and Wood Village and Multnomah County; to oversee contracts for community access of information and advocacy on matters related to cable communications for the member jurisdiction and their citizens.

III. Financial Impact

Multnomah County's share of expected franchise fees is \$74,530. After a \$19,704 contribution to the operating budget and estimated payments of \$33, 472 to MCTV and \$7,497 to PCA, approximately \$13,857 will be returned to the County. The Commission used a modified zero-based budget approach in developing the FY 1995-96 budget. The process involved developing a budget at 95% of the current year's budget and a series of optional service level increments called "decision packages."

IV. Legal Issues

The Intergovernmental Agreement requires the unanimous approval of the jurisdictions. If adopted by the jurisdictions, the budget will become effective July 1, 1995.

V. Controversial Issues

N/A

VI. Link to Current County Policies

N/A

VII. Citizen Participation

All budget hearings were open to the public. Additionally, the Commissioners are citizen volunteers representing the interests of their jurisdictions. I would not anticipate citizen testimony at the board meeting.

VIII. Other Government Participation

The Commission is a multi-jurisdictional commission serving the cities of Fairview, Gresham, Portland, Troutdale and Wood Village and Multnomah County. Each jurisdiction will hold a hearing on this budget.



# MULTNOMAH COUNTY, OREGON

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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: Board of County Commissioners  
FROM: Ching Hay, Budget Analyst *CH*  
DATE: April 19, 1995  
SUBJECT: Cable Commission Budget

---

I have reviewed the Mt. Hood Cable Regulatory Commission's 1995-96 proposed budget.

The Cable Commission is proposing that the average increase of all the jurisdictions for 1995-96 be 5.0%. The change for Multnomah County is 4.0%, the same as other jurisdictions other than Portland, which has an increase of 5.6%.

A change in the budget is the way expenses are allocated among the jurisdictions. The Cable Commission feels that a base amount from 1994-95 should be used with a similar percentage change each year for all the jurisdictions. Future major growth or decline in a particular jurisdiction will result in a review of this methodology.

I do not see any other substantial changes in this budget and recommend that it be approved.

# MT. HOOD CABLE REGULATORY COMMISSION

*City of Fairview*

*City of Gresham*

*Multnomah County*

*City of Portland*

*City of Troutdale*

*City of Wood Village*

## PROPOSED BUDGET FISCAL YEAR 1995-96

JANUARY 1995

### COMMISSIONERS:

Jack Adams

Barbara Rutherford Crest

Larry Micohn

Ken Osuna

J. Dennis Quail

Stan Saunders

Jan Shearer

Joella Werlin

David C. Olson, Director

MT. HOOD CABLE REGULATORY COMMISSION  
FY 95-96 PROPOSED BUDGET

TABLE OF CONTENTS

Page Numbers

Overview. . . . .	2
Financial Summary . . . . .	6
Line Item Detail. . . . .	7
Appendix One	
Cable Regulatory Budget Narrative. . . . .	9
Cable Regulatory Budget Financial Detail Summary . . . . .	11
Cable Regulatory Budget Line Item Detail . . . . .	12
Cost Allocation Worksheet. . . . .	14
Detail Summary of Resources & Disbursements. . . . .	15
Appendix Two	
PCTV Budget Summary & Narrative. . . . .	16
Appendix Three	
PCA Budget Summary & Narrative. . . . .	19
Appendix Four	
MCTV Budget Summary & Narrative. . . . .	25

# MT.HOOD CABLE REGULATORY COMMISSION

## Overview

The Mt. Hood Cable Regulatory Commission (MHCRC) was created in February of 1993 by Multnomah County and the cities of Fairview, Gresham, Portland, Troutdale and Wood Village for the purposes of:

- advocating for and protecting the public interest in the regulation and development of cable communications systems;
- monitoring and helping resolve cable subscribers' concerns; and,
- participating in the planning and development of future telecommunications technologies which make use of the public right of way.

Each of the Commission member jurisdictions appoints citizen representatives to the Commission. Over the past year, these citizen appointees have committed hundreds of hours of volunteer time in order to fulfill the Commission's mission. They have attended over 30 Commission and standing committee meetings, kept abreast of issues of concern to their jurisdictions, and presented information at city council and county commission meetings. The Commission has addressed a variety of issues and engaged in many activities over the past year. A few of those are highlighted below:

### Consumer Protection and Customer Service

- assisted in the resolution of approximately 1,000 complaints from cable subscribers.
- conducted a survey of cable company customers which revealed between half to two-thirds of cable subscribers (depending on the cable company) believe their rates are too high and three in four subscribers believed cable television rates should be regulated.
- established a common complaint process among 12 organizations, including the District Attorney's Office, area access centers, local law enforcement agencies and regulatory offices, to ensure that citizens with complaints do not end up on an agency "treadmill."

### Rate Regulation

- ordered reductions in cable company equipment rates which benefitted about two-thirds of Paragon Cable subscribers and about one-third of TCI's subscribers, and additional rate reductions in various one-time charges such as installation charges.
- conducted public hearings about rate regulation which drew comments from nearly 100 citizens.
- filed for review by the FCC of expanded basic rates on behalf of all subscribers in order to establish the earliest possible date for subscriber refunds, if applicable.

### Telecommunications Planning and Legislative Activities

- participated in the Oregon Telecommunications Forum, a state-wide group of telecommunications leaders facilitated by the Governor's office.
- attended meetings and presented information to various national organizations, including National League of Cities, National Association of Counties, US Conference of Mayors and Public Technology Inc.
- shared expertise with other jurisdictions, including meetings with Corvallis area city managers and the Clackamas County commissioners about creating consortium regulatory commissions, and contracting with the City of Happy Valley for the Commission to provide franchise renewal services.

## 1995-96 Commission Goals and Objectives

Since its inception in 1993, the MHCRC has engaged in a planning process in order to set goals and objectives, develop annual workplans, evaluate the Commission's organizational structure and operations, and anticipate future circumstances which might impact the Commission and its member jurisdictions. At its Fall retreat, the Commission established the following goals and objectives which provide direction to the Commission in allocating its resources.

**Goal 1:** *To effectively administer and negotiate cable television franchise agreements that serve the public interest and our member jurisdictions.*

### Objectives

- Complete the renewal process for the Portland Paragon franchise agreement and conduct the process for the East Multnomah Paragon franchise.
- Complete the TCI/Columbia transfer of ownership process.
- Implement a renewal process for the Multnomah County (westside) TCI franchise agreement.
- Conduct effective cable rate regulation which meets the spirit and intent of federal legislation and FCC rulemakings.
- Provide consumer protection for citizens and subscribers in cable television matters by assisting with complaint resolution, setting customer service standards, and enforcing franchise compliance related to consumer issues.

**Goal 2:** *To communicate, educate and respond in a timely and accurate manner to our jurisdictions, cable subscribers and the general public regarding telecommunications issues.*

### Objectives

- Work with other cable regulatory commissions and agencies on regional and statewide telecommunications planning.
- Communicate regularly with our six jurisdictions in a way which meets their needs and expectations and keeps them apprised of their options.
- Encourage citizen participation in the Commission and its activities.
- Stay current with evolving technologies and their possible local applications and impacts.

**Goal 3:** *To advocate for citizen and community access to and uses of current and emerging telecommunications technology.*

### Objectives

- Promote the use of the institutional network (INET) and other cable-based technologies by community institutions.
- Participate in and encourage advocacy efforts in legislative activities and FCC proceedings on behalf of our jurisdictions' and citizens' interests.
- Anticipate and plan for potential impacts on our communities of emerging telecommunications services.
- Collaborate with other agencies and organizations in advocacy efforts.

**Goal 4:** *To prioritize Commission goals and resources to best meet the needs of our stakeholders.*

### Objectives

- Educate Commissioners about ongoing telecommunications issues and their role as appointed Commissioners.
- Prioritize Commission programs and allocate financial and staff resources accordingly.
- Adopt a 1995-96 Commission workplan.

## 1995-96 Budget Highlights

The major workload challenges for the MHCRC in fiscal year 1995-96 include:

- **Complete the Paragon Franchise Renewal.**

The Portland Paragon franchise expires in May 1996 and the Multnomah East franchise expires in 1998. The Commission is engaged in a renewal process which includes ascertaining community communication needs and reviewing the past performance of the cable company. Extensive community, citizen and jurisdictional involvement is expected.

- **Implement the Public Development Fund Plan.**

Under the Multnomah East franchise agreement, Paragon Cable is required to provide \$250,000 in order to fund equipment for projects by public agencies and organizations to utilize the cable system's communications technology. The Commission will provide technical assistance to the agencies.

- **Continue Rate Regulation Proceedings.**

The Commission will continue to implement rate regulation rules as defined by the Federal Communications Commission under federal law.

- **Evaluate and Improve Communications.**

The Commission has developed an outreach plan in order to increase the visibility of the Commission's mission and its services. It includes more consistent informational presentations to city councils and the county commission, increased availability of print materials and greater use of the community access channels.

- **Complete the Columbia/TCI transfer of ownership process.**

Columbia Cable announced its intent to sell its systems in the Portland metropolitan area to TCI in 1995. The Commission will conduct a transfer of ownership process to ensure the integrity of the franchise agreement remains intact. However, because the timing of the transfer is controlled by Columbia and TCI and federal law, it is possible that the work associated with the transfer will be substantially complete before fiscal year 1995-96 begins.

- **Implement a Renewal Process for the Multnomah County (westside) TCI Franchise Agreement.**

The TCI franchise agreement with Multnomah County for cable service in the Sylvan/Dunthorpe area expires in 1997. In accordance with federal law, TCI initiated the three-year renewal process. The Commission will begin the renewal process which includes ascertaining community communication needs and reviewing the past performance of the cable company.

- **Provide Leadership in Telecommunications Planning and Federal Legislation Advocacy.**

The telecommunications landscape is rapidly changing, both technically and legislatively. The MHCRC and its staff is sought out, on national, state and local levels, as an experts in telecommunications and cable television regulation. The Commission will continue to participate in efforts to develop telecommunications planning and policies for Oregon and to support national advocacy efforts to protect local government's ability to manage the public right of way.

## Revenues

Revenue sources include:

First, the Commission collects all cable television franchise fee revenue from Gresham, Troutdale, Fairview, Wood Village and Multnomah County. These revenues are projected at \$547,601 in FY 1995-96. This represents a projected 5% decrease due to a major annexation from the County to the City of Portland;

Second, the Commission administers the proceeds from the East Paragon Settlement Fund which totals approximately \$2.36 million. These monies are proposed to be disbursed during FY 1994-95. The Settlement Fund results from a 1989 payment by KBLCOM and Rogers Cablesystem to the Multnomah Cable Regulatory Commission (MCRC) for settlement of certain obligations of the East Multnomah Franchise Agreement, including operational support for Multnomah Community Television, production of locally-oriented programming (East Metro Edition) and the Program in Community Television at Mt. Hood Community College. The funds are being disbursed in order to continue these three programs past 1998 (which is the life of the franchise agreement). The annual payment for the Settlement Fund is included in the event the Settlement Fund is not fully disbursed in FY 1994-95.

Third, all participating jurisdictions contribute a total of \$381,140 to the operation of the MHCRC as follows:

Fairview	\$ 4,084
Gresham	\$ 88,774
Multnomah County	\$ 19,704
Portland	\$254,030
Troutdale	\$ 11,351
Wood Village	\$ 3,196

The methodology for funding the operation of the Commission is based on the FY 1994-95 contribution from all jurisdictions plus an average of 5.0% which is the percentage increase of the jurisdictional contributions. Greater detail is available on the cost allocation worksheet which appears in Appendix One.

Fourth, the Commission administers the cable companies' funding of the annual consumer survey conducted by the Commission.

Fifth, the Commission receives interest on its funds and beginning fund balance.

A detailed summary of the revenue sources is attached in Appendix One.

## Expenditures

Major expenditures included within this budget are: franchise fee payments to the jurisdictions; grant funds to Multnomah Community Television (MCTV) for access programming; grant payments to the Program in Community Television at Mt. Hood Community College; and Cable Regulatory Office expenses.

The franchise fee payments to the jurisdictions are the total amount of fees collected for Gresham, Troutdale, Fairview, Wood Village and Multnomah County less the amount each jurisdiction contributes to MCTV and the Commission staff support expenses.

Cable Regulatory Office proposed expenditures have increased by 5.0% (excluding reimbursements) from the current year operating budget. A line item detail of all expenditures is attached in Appendix One.

**MT. HOOD CABLE REGULATORY COMMISSION**

**Fiscal Year 1995-96**

**Financial Summary**

<b>RESOURCES</b>	<b>1992-93 Actuals</b>	<b>1993-94 Actuals</b>	<b>1994-95 Adopted</b>	<b>1995-96 Proposed</b>
Beginning Balance	4,040,831	3,448,066	2,743,984	2,225,951
Balance Carry over from FY 93-94 Budget				1,853
Cable Revenues *	708,235			
E.County Cable Franch. Fees		591,956	560,701	547,601
Access Revenue-Annexed PDX **		86,479	131,070	176,700
Portland Share of Admin. Bud.		207,060	226,577	254,030
Reimb.Cable Co.(Paragon Ren. & Cust. Survey)		10,800	117,500	72,500
TCI Multnomah West			18,000	18,000
Interest	193,500	113,981	108,413	73,000
Portland General Fund	181,369	Consolidated	Consolidated	Consolidated
<b>Total Resources</b>	<b>\$4,942,566</b>	<b>\$4,458,342</b>	<b>\$3,906,245</b>	<b>\$3,369,635</b>
<b>REQUIREMENTS</b>	<b>1992-93 Actuals</b>	<b>1993-94 Actuals</b>	<b>1994-95 Proposed</b>	<b>1995-96 Proposed</b>
<b>EXPENDITURES</b>				
Jurisdictional Payments	181,941	103,221	98,792	95,680
Mt. Hood Comm. College, (S.F.)	108,000	113,004	495,174	130,800
Multnomah Community TV - SP. ACCESS, (S.F.)	882,975	423,000		496,320
Access Payments, E. County		355,174	336,421	317,315
Annexed Portland		86,479	131,070	176,700
Settlement Fund Disbursement			1,855,359	
Multnomah Comm. TV , LO, (S.F.)	129,000	128,748	501,864	135,600
Mt. Hood Cabel Regulatory Commission	381,658	348,032	356,868	382,993
Paragon Renewal & Customer Survey			117,500	72,500
PCA, 40% TCI Multnomah			7,200	7,497
<b>Total</b>	<b>\$1,683,574</b>	<b>\$1,557,658</b>	<b>\$3,900,248</b>	<b>\$1,815,405</b>
Contingency	16,000	3,304	5,997	5,997
Unappropriated Balance	3,242,992	2,897,380	0	1,548,233
<b>Total Requirements</b>	<b>\$4,942,566</b>	<b>\$4,458,342</b>	<b>\$3,906,245</b>	<b>\$3,369,635</b>

\* Cable Revenues are individually listed starting FY 94-95

\*\* MCTV access payment for PDX annexed areas is subject to final approval by the Portland City Council.

**MT. HOOD CABLE REGULATORY COMMISSION**  
**FISCAL YEAR 1995-96 PROPOSED BUDGET - LINE ITEM DETAIL**

<i>Expenditure Classification</i>	<i>Actual FY 92-93</i>	<i>Actual FY 93-94</i>	<i>Adopted FY 94-95</i>	<i>Request FY 95-96</i>
511000 Full-Time Employees	\$152,515	\$143,890	153,322	162,524
514000 Overtime	286	913	500	600
517000 Benefits	61,882	57,122	60,115	62,850
<b>Total Personal Services</b>	<b>\$214,683</b>	<b>\$201,925</b>	<b>\$213,937</b>	<b>\$225,974</b>
521000 Professional Services	\$39,574	\$49,673	159,500	109,000
524000 Repair & Maintenance		695	1,700	1,700
529000 Miscellaneous Services *	1,302,389	1,211,699	3,676,880	1,362,232
531000 Office Supplies	1,586	709	1,000	1,200
532000 Operating Supplies	849	574	1,600	2,100
541000 Education	3,334	2,246	750	1,150
542000 Local Travel		0	600	1,000
543000 Out-of-Town Travel	8,152	6,206	1,900	3,650
549000 Miscellaneous	2,618	4,261	2,880	3,849
<b>Total External Materials &amp; Svcs</b>	<b>\$1,358,502</b>	<b>\$1,276,063</b>	<b>\$3,846,810</b>	<b>\$1,485,881</b>
551000 Fleet Services	\$1,553	\$972	1,038	1,048
552000 Printing/Distribution	12,950	8,401	12,000	12,996
553000 Facilities Services	8,980	8,988	9,513	14,107
554000 Communications	4,572	6,021	4,675	4,312
555000 Data Processing	238	380	339	346
556000 Insurance	4,230	5,931	4,236	5,368
<b>Total Internal Materials &amp; Svcs</b>	<b>\$32,523</b>	<b>\$30,693</b>	<b>\$31,801</b>	<b>\$38,177</b>
<b>Total Materials &amp; Services</b>	<b>\$1,391,025</b>	<b>\$1,306,756</b>	<b>\$3,878,611</b>	<b>\$1,524,058</b>
564000 Equipment		2,780	700	1,000
572101 General Fund Overhead Transfer		57,000	57,000	58,000
Contingency		3,303	5,997	6,372
<b>Total Appropriation</b>	<b>\$1,605,708</b>	<b>\$1,571,764</b>	<b>\$4,156,245</b>	<b>\$1,815,404</b>

\* MCTV payment for annexed Portland is subject to final approval by the Portland City Council

<u>529000 Miscellaneous Service - DETAIL</u>	<u>FY 95-96</u>	<u>521000 Professional Services</u>	<u>FY 95-96</u>
Administrative Budget	2,320	Administrative Budget	36,500
Access Payment, Annexed Portland	176,700	Reimbursement from Cable Companies:	
Access Payment, E. County	317,315	Paragon Renewal	55,000
Settlement Fund Disbursement:**		<u>Customer Satisfaction &amp; Tech.Surve</u>	<u>17,500</u>
Mt. Hood Comm. College(PCTV)	130,800	<b>TOTAL</b>	<b>\$109,000</b>
MCTV Special Access	496,320		
MCTV Local Origination	135,600		
Jurisdictional Payments; bal. fr. Franch. fees	95,680		
PCA, 40% of Mult. West	<u>7,497</u>		
<b>TOTAL</b>	<b>\$1,362,232</b>		

\*\* The Cable Office is currently negotiating with Mt.Hood Community College and MCTV on disbursement of the settlement funds. Staff believes that if the monies are not disbursed in the 1994-95 fiscal year the organizations will choose to continue to receive the monies on a monthly basis. Therefore, one year's worth of disbursements is included in the 1995-96 budget.

Vineitem

10-Mar-95

APPENDIX ONE  
CABLE REGULATORY OFFICE  
FY 95-96 BUDGET

**CABLE REGULATORY OFFICE BUDGET**  
**FY 1995-6**  
**Budget Narrative**

Cable Regulatory proposed expenditures have increased by 5.0% (excluding reimbursements) from the current year's operating budget. A line item detail of all expenditures is attached. A three year history of expenditures and revenues for Cable Regulation is included for your information.

Budget Development Process

The detailed budget was developed and evaluated by the Administrative Standing Committee of the Mount Hood Cable Regulatory Commission (MHCRC). The Committee used a modified zero-based approach to developing the budget. The process involved developing a budget at 95% of the current year's budget (excluding reimbursements) and a series of optional service level increments called "decision packages". A total of six decision packages were evaluated. The Administrative Standing Committee eliminated one decision package, reduced funding for two of the decision packages and funded the other three in their entirety.

Expenditures

The proposed budget provides increases as follows: personnel services (up 5.6% or \$12,037 due to cost of living and step increases), materials and services (up .1% or \$39 excluding the Paragon Renewal and Customer Survey - both will be reimbursed), internal services (up 20.0% or \$6,376 due to increased space, insurance and postage), and capital outlay (up 42.9% or \$300 due to capital replacement need).

The Mt. Hood Cable Regulatory Commission (MHCRC) recommends funding the following decision packages:

Existing staff position (.25 of staffing, \$19,599)

As part of the modified zero-based approach to budgeting .25 of staffing was reduced. This restores the position which will allow staffing for the MHCRC's three Standing Committees;

I-NET Technical Assistance (\$10,000)

This will provide technical assistance to the jurisdictions in order to fully expend the \$250,000 Public Development Fund;

Financial Analysis for rate regulation (\$5,000)

Rate regulation requires expert financial analysis assistance;

Efficiency/Improved Workspace package (\$5,962)

This package will provide funds to upgrade computer software (Desktop publishing and Procomm) and hardware (install 3 1/2 inch disc drive on 3 computers) and training on the software (\$1,400). Also provides Compass access for 4 computers (\$300). The improved workspace component represents an increase in workspace for staff (\$4,262). When the cable consolidation took place, an additional staff person was added with no

increase in space. With the move to the PacWest Building, the Commission has the opportunity to provide each staff member with the minimum recommended space allowance; and

**Education and Travel (local and out of town) (\$2,100)**

Provides subscriptions for the Community Media Review for Access Standing Committee members (\$100). Provides local travel reimbursement for the eight members of the Mt. Hood Cable Regulatory Commission Members (\$400). Provides travel for one person to participate in one national Urban Telecommunications Task Force meeting and for one person to attend the national Alliance for Community Media Conference (\$1,600).

The Proposed Budget provides for 3 full-time equivalent positions, associated materials and services, and overhead. The Office of Cable Communications and Franchise Management manages two programs: Cable Regulation and Utility Franchise Management. There are 5 staff positions within the Office. The equivalent of 3 full-time positions will focus on cable on behalf of the Commission with the other two full-time equivalent positions focusing on Utility Franchise Management (the Utility Franchise Management Program is funded by the City of Portland). The detail of the positions appears later in this Appendix.

Funding Allocation

All participating jurisdictions contribute to the operation of the Mt. Hood Cable Regulatory Commission which is staffed by the Office of Cable Communications and Franchise Management of the City of Portland. The Commission uses a funding methodology based on the FY 1994-95 cost allocation plus an average increase of 5.0% for each jurisdiction (with the exception of cost shifting due to annexation). A summary of the cost allocation worksheet is attached.

Revenues

The Cable Regulatory Office has five revenue sources: beginning balance, jurisdictional contributions based on the cost allocation methodology, funding by Paragon of franchise renewal costs, funding from the cable companies for the annual consumer survey and interest on cable office funds.

**FY 1995-96 Proposed Operating Budget  
CABLE REGULATORY OFFICE**

<b>Acct.</b>	<b>Title</b>	<b>FY 92-93 Actual</b>	<b>FY 93-94 Actual</b>	<b>FY 94-95 Adopted</b>	<b>FY 95-96 Proposed</b>
5110	Full-Time Employees	146,021	143,890	153,322	162,524
5140	Overtime	476	913	500	600
5170	Benefits	57,252	57,122	60,115	62,850
<b>Personal Services</b>		<b>203,750</b>	<b>201,924</b>	<b>213,937</b>	<b>225,974</b>
5210	Professional Services *	39,574	38,873	159,500	109,000
5240	Repair & Maintenance	1,619	695	1,700	1,700
5290	Miscellaneous Services	473	2,073	1,000	2,320
5310	Office Supplies	952	709	1,000	1,200
5320	Operating Supplies	1,524	574	1,600	2,100
5410	Education	714	2,246	750	1,150
5420	Local Travel			600	1,000
5430	Out-of-Town Travel	1,810	6,206	1,900	3,650
5490	Miscellaneous	2,743	4,261	2,880	3,849
<b>External Materials and Services</b>		<b>49,409</b>	<b>55,636</b>	<b>170,930</b>	<b>125,969</b>
5510	Fleet Services	989	972	1,038	1,048
5520	Print/Distribution	11,429	8,401	12,000	12,996
5530	Facilities Services @	9,060	8,988	9,513	14,107
5540	Communications Services	4,452	6,021	4,675	4,312
5550	Data Processing Services @	323	380	339	346
5560	Insurance @	4,034	5,931	4,236	5,368
<b>Internal Services</b>		<b>30,287</b>	<b>30,693</b>	<b>31,801</b>	<b>38,177</b>
5640	Capital Outlay	0	2,780	700	1,000
	Capital Outlay	667	2,780	700	1,000
<b>T O T A L</b>		<b>284,112</b>	<b>\$291,033</b>	<b>\$417,368</b>	<b>\$391,120</b>
	Overhead/Indirect Costs	56,822	57,000	57,000	58,000
<b>Tot. Budget Plus OH/Indirect Costs</b>		<b>340,934</b>	<b>\$348,033</b>	<b>\$474,368</b>	<b>\$449,120</b>
	Contingency	16,000	\$3,303	\$5,997	\$6,372
<b>TOTAL</b>		<b>356,934</b>	<b>\$351,336</b>	<b>\$480,365</b>	<b>\$455,493</b>
<b>JURISDICTIONS' SHARE</b>					<b>\$382,993</b>
<b>Less Carryover from FY 93-94</b>					<b>(\$1,853)</b>
<b>Net Jurisdictions' Contribution</b>					<b>\$381,140</b>

\* Includes \$17,500 for customer survey and \$55,000 for Paragon renewal, which will be reimbursed by the cable companies

@ Represents 60% of Total Cable Office's budget, other 40% goes to Utility Program

MT. HOOD CABLE REGULATORY COMMISSION  
 BUDGET REQUEST, LINE ITEM DETAIL

FY 1995-96

Line Item No.	Description		FY 94-95 Adopted	FY 95-96 Request
5110	Full-Time Employees			
	Director	0.5	33,088	36,679
	Dep. Director	0.5	29,246	28,417
	Financial Analyst	0.5	23,810	25,250
	Hearings Clerk	0.5	17,039	19,014
	Program Coordinator	1.0	50,139	53,164
	<b>Total</b>		<b>\$153,322</b>	<b>\$162,524</b>
5140	Overtime			
	Hearings Clerk		\$500	\$600
5170	Benefits			
	Director	0.5	11,679	12,488
	Dep. Director	0.5	11,191	11,418
	Financial Analyst	0.5	9,772	9,981
	Hearings Clerk	0.5	8,208	8,374
	Program Coordinator	1.0	19,265	20,590
	<b>Total</b>		<b>\$60,115</b>	<b>\$62,850</b>
	<b>Personal Services, Total</b>		<b>\$213,937</b>	<b>\$225,974</b>
5210	Professional Services			
	Technical Service(E. Paragon & TCI Franch. Requirement)		7,000	3,500
	I-Net Technical Assistance		10,000	10,000
	Financial Service(All Cable Franchises)		25,000	23,000
	Paragon Renewal		100,000	55,000
	Customer Survey(Paragon & TCI Franchise requirement, reimbursed by the cable companies)		17,500	17,500
	Annual Planning Retreat Facilitator			
	<b>Total</b>		<b>\$159,500</b>	<b>\$109,000</b>
5240	Repair & Maintenance			
	Computer Hardware Maint.		1,400	1,400
	Typewriter		300	300
	Other			
	<b>Total</b>		<b>\$1,700</b>	<b>\$1,700</b>
5290	Miscellaneous Services			
	Temp. Clerical Suppt		500	1,800
	Courier Service, Federal Express, & UPS		500	520
	<b>Total</b>		<b>\$1,000</b>	<b>\$2,320</b>
5310	Office Supplies		\$1,000	1,200
5320	Operating Supplies,			
	Printer, Fax, & other supplies		600	1,100
	Software Upgrade(Lotus & WordPerfect)		1,000	1,000
	<b>Total</b>		<b>\$1,600</b>	<b>\$2,100</b>
5410	Education			
	Computer Training		250	400
	Seminar/Conference Fees			
	NATOA, Regional & National		500	550
	ACM			200
	<b>Total</b>		<b>\$750</b>	<b>\$1,150</b>

MT. HOOD CABLE REGULATORY COMMISSION  
BUDGET REQUEST, LINE ITEM DETAIL

FY 1995-96

Line Item No.	Description	FY 94-95 Adopted	FY 95-96 Request
5420	local Travel	600	1,000
5430	Out-of-Town Travel		
	NATOA Regional	800	850
	NATOA National Conference	1,100	1,200
	Public Technology Inc. Urban Telecommunications		800
	Alliance for Community Media		800
	<b>Total</b>	<b>\$2,500</b>	<b>\$4,650</b>
5490	Miscellaneous		
	Memberships:		
	NATOA	450	465
	ACM	250	258
	Parking; MHCRC & Customers	700	723
	Subscriptions:		
	Multichannel News	385	385
	Oregonian	70	72
	Gresham Outlook	35	36
	Cable Television Law	600	620
	Cable TV Fact Book		500
	Cable Monitor	300	300
	Refreshments for MHCRC meetings	90	90
	Community Media Review		100
	Compass : Internet subscription		300
	<b>Total</b>	<b>\$2,880</b>	<b>\$3,849</b>
	<b>Total, External M &amp; S</b>	<b>\$170,930</b>	<b>\$125,969</b>
	Internal Service (Estimated)		
5510	Fleet Services	1,038	1,048
5520	Print/Distribution	12,000	12,996
5530	Facilities Services(Rent)(added 60% of \$7,106)	9,513	14,107
5540	Communications Services:		
	Assigned Equipment	3,000	1,876
	Long Distance	1,000	2,000
	Cellular Phone	300	250
	Telecommunication Service Charge	225	0
	Gen. Svc. Overhead	150	186
5550	Data Processing Services:		
	Service charge	339	346
5560	Insurance/Worker's Comp.	4,236	5,368
	<b>Total, Internal Svcs(Estimated)</b>	<b>\$31,801</b>	<b>\$38,177</b>
5,640	Capital Outlay		
	2 Chairs, White Board, Conference Table for move	700	1,000
	<b>Total</b>	<b>\$417,368</b>	<b>\$391,120</b>
	Overhead	57,000	58,000
	Contingency 2% of Total less reimb. funds	5,997	6,372
	<b>G. Total</b>	<b>\$480,365</b>	<b>\$455,493</b>
	<i>Jurisdictions' Share</i>	<i>362,865</i>	<i>382,993</i>
	<i>Less Carryover from FY 93-94</i>		<i>(1,853)</i>
	<i>Net Jurisdictions' Contribution</i>		<i>381,140</i>

Percentage of Increase
5.0%

\* Paragon renewal and customer survey costs will be reimbursed by cable companies, and are not included in the Jurisdiction's contribution \$72,500

## COST ALLOCATION METHODOLOGY FOR THE MHCRC

Staff was given the responsibility of modifying the cost allocation policy as a part of the budget process for fiscal year 1995-96. The ideal policy is fair to all jurisdictions and relatively easy to understand. Staff has spent numerous hours trying to create such a policy. The only methodology that staff was able to eliminate was a purely subscriber-based allocation. A subscriber driven allocation does not recognize that all costs are not subscriber driven.

### Recommendation

The easiest and fairest methodology is one that, with the exception of the cost shifting due to annexation and/or major build-outs, uses FY 94-95 as a base year with increased jurisdictional costs allocated on a strict percentage basis. This methodology has the advantage of being easy to understand and fair. Additionally, it treats the six jurisdictions as equal members of one Commission. This methodology was approved by the MHCRC's Administrative Standing Committee.

### Future Adjustments

Staff will work with the Administration Standing Committee and the jurisdictional staffs to develop a method which will accommodate major changes in subscriber numbers. These changes could result from annexation, a major build-out and/or subscriber growth/decline in a particular jurisdiction. This will be an annual evaluation. Any adjustments to the methodology would be effective at the beginning of the following budget cycle.

### Offset

Five of the jurisdictions' contributions are based on estimated expenditures. This amount is determined when the budget is approved. Portland makes its contribution quarterly based on actual expenditures. The offset is monies which were unexpended at the end of FY 1993-94.

### PROPOSED FY 1995-96 COST ALLOCATION METHODOLOGY

Jurisdiction	FY 94-95 Contrib.	Annex. Cost Shift	Adjust. FY94-95	Prelim. FY95-96 Contrib.	(Offset) FY 93-94 Balance	FINAL FY95-96 Contrib.	% Bud. Inc.
Fairview	\$ 3,926		\$ 3,926	\$ 4,144	\$ (60)	\$ 4,084	4.0%
Gresham	85,335		85,335	90,069	(1,294)	88,774	4.0%
Multnomah Cty	33,044	(14,103)	18,941	19,992	(287)	19,704	4.0%
Portland	226,577	14,103	240,680	254,030	0	254,030	5.6%
Troutdale	10,911		10,911	11,516	(165)	11,351	4.0%
Wood Village	3,072		3,072	3,242	(47)	3,196	4.0%
<b>Totals</b>	<b>\$362,865</b>	<b>0</b>	<b>\$362,865</b>	<b>\$382,993</b>	<b>\$(1,853)</b>	<b>\$381,140</b>	<b>5.0%</b>

**MT. HOOD CABLE REGULATORY COMMISSION**  
**Resources and Disbursements**  
**FY 1995-96**

Jurisdictions	Franchise Fees	Contribut. to Oper. Bud.	MCTV Payments	PCTV	Jurisdictional Payments	PCA
PORTLAND *		254,030	176,700		N/A	
Consumer Survey (Reimb. by Cable CO.)		17,500				
Paragon Renewal(Reimb. by Cable CO.)		55,000				
<b>TOTAL</b>		<b>\$326,530</b>	<b>\$176,700</b>			
E. County(Former MCRC)						
BALANCE CARRY OVER FROM FY 93-94		1853			0	
GRESHAM	386,044	88,774	231,626		65,644	
MULTNOMAH CO.	55,787	19,704	33,472		2,611	
MULTNOMAH CO, TCI WEST **	18,743				11,246	7,497
TROUTDALE	55,787	11,351	33,472		10,964	
FAIRVIEW	17,851	4,084	10,711		3,056	
WOOD VILLAGE	13,389	3,196	8,033		2,160	
<b>TOTAL</b>	<b>\$547,601</b>	<b>\$128,962</b>	<b>\$317,315</b>	<b>\$0</b>	<b>\$95,680</b>	<b>\$7,497</b>
East County S.F. Disbursements: ***						
Grant, MCTV Access			496,320			
Local Origination, MCTV			135,600			
PCTV				130800		
<b>East Co. Settl. Fund Total</b>	<b>\$0</b>	<b>\$0</b>	<b>\$631,920</b>	<b>\$130,800</b>	<b>\$0</b>	<b>\$0</b>
<b>Grant Total</b>	<b>\$547,601</b>	<b>\$455,492</b>	<b>\$1,125,935</b>	<b>\$130,800</b>	<b>\$95,680</b>	<b>\$7,497</b>

\* MCTV payment from Portland is subject to final approval by the Portland City Council

\*\* Contribution of MHCRC for TCI West included in Multnomah County, line above.

\*\*\* Detail, East County Settlement Fund

FY 95-96

<b>Settlement Fund Balance</b>	
Beginning Balance FY 94-95	2,855,551
Payments, FY 94-95	(702,600)
Estimated Interest, FY 94-95	73,000
<b>Est. Balance as of July 1, 1995</b>	<b>\$2,225,951</b>
<b>Requirements: FY 1995-96</b>	
MCTV Special Access, Reimbursement	496,320
MCTV LO, Reimbursement	135,600
PCTV, Reimbursement	130,800
<b>Total</b>	<b>\$762,720</b>

Est. balance June 30, 1996

\$1,463,231

APPENDIX TWO  
MT. HOOD COMMUNITY COLLEGE  
PROGRAM IN COMMUNITY TELEVISION  
FY 1995-96 BUDGET



# MT. HOOD COMMUNITY COLLEGE

26000 S.E. STARK ST., GRESHAM, OREGON 97030 • (503) 667-6422 • FAX (503) 667-7389

MEMO

Dr. Paul E. Kreider, *President*

11/29/94  
PCTV Budget Proposal  
FY 95/96

Generally the PCTV budget for FY 95/96 is about half what it was two years ago. This represents a continuing strategy to pull away from a single full time instructor, place direction within the Television Production Technology Program and by lowering costs extend the Program in Community Television beyond its funding end date. Additional changes are being planned to aid in this goal and bring about an open entry/open exit curriculum to PCTV and Mt Hood Community College.

## PERSONNEL

Full Time and Part Time instruction - These figures reflect an assumption that program courses can be covered with 36 instructional load credits a year of part time instruction. That amount will cover the TV and CTV course required for PCTV majors. It also structures the program to bring more working Community Television professionals into the instructional mix.

## SUPPLIES & SERVICES

Supplies Office - The costs of computer software upgrades and daily office supplies is covered from this budget area.

Supplies Graphic Serv.-duplication and printing costs for the program are covered here.

Supplies Instruction- This covers expendables, dues, subscriptions and license fees. Production expendables are essential to the smooth operation of any video production but also represent only a portion of this line item. Dues, i.e. *Alliance for Community Media, Assoc. of Independent Video & Filmmakers* and subscriptions, i.e. Multichannel News are to a degree flexible and can be reviewed on a yearly basis. The same is true with licensing costs paid to Dewolf Music which keeps production music available to student producers as well as program productions. There is a one year cycle on most of these and though we've cut it nearly in half I believe the amount will be sufficient.

Travel represents professional development for the program director and instructional staff. Currently the program sends a representative to one ACM region per year and every other annual ACM national conference. There is also a trade show and broadcast educational association meeting that is attended in years ACM national is not. As special workshops come up it is possible to work them into the mix as has been done with TESOL conference presentations in past years.

Repair & replacement allows equipment that becomes outdated to be replaced and facilities to be kept in good working order. Replacement is cyclic and not anticipated this budget year. Repair is a constant guessing game in a teaching facility but we have excellent preventive maintenance. This line is for worst case events.

## CAPITAL

In the coming year we anticipate adding a Hi8 system: Camcorder and cuts only editing bay. The additional capability is quickly absorbed and will to some degree aid in the phasing out of older systems so there is no loss in the availability of editing or production equipment to students.

**DRAFT**

	FY 92/93	FY 93/94	FY 94/95	FY 95/96
	budget	budget	Budget	Proposed
MHCRC payment	\$108,000.00	\$113,000.00	\$120,000.00	\$130,800.00
Un-expended/carry-over	\$2,010.88	\$23,740.29	\$30,150.13	\$50,796.41
total Revenue	\$110,010.88	\$136,740.29	\$150,150.13	\$181,596.41
Sal. Instructor	\$36,836.88	\$38,227.59	\$38,566.00	\$0.00
Extra Teach	\$2,762.81	\$3,983.50	\$0.00	\$0.00
Sal. Instructors P/T	\$1,017.81	\$1,058.52	\$5,000.00	\$14,004.00
Sal. Instructor Summer	\$2,515.90	\$338.41	\$1,000.00	\$1,000.00
Sal. Maint. Tech	\$455.10	\$5,000.00	\$5,000.00	\$5,000.00
Sal. Students	\$4,766.28	\$6,552.76	\$7,000.00	\$6,000.00
Fringe	\$16,039.30	\$12,535.92	\$17,337.72	\$3,180.60
PERSONNEL	\$64,394.08	\$67,696.70	\$73,903.72	\$29,184.60
Supplies-Office	\$654.05	\$118.76	\$400.00	\$400.00
Supplies-Graphic Serv.	\$615.21	\$496.69	\$500.00	\$500.00
Supplies instruction	\$5,105.34	\$4,464.66	\$3,000.00	\$3,000.00
Education/Travel	\$1,148.36	\$1,717.67	\$1,000.00	\$2,000.00
Cont. Serv. - Personal	\$500.00	\$1,000.00	\$0.00	\$0.00
Phone	\$465.80	\$425.97	\$550.00	\$550.00
Repair & Replacement	\$8,168.74	\$16,913.83	\$5,000.00	\$5,000.00
SUPPLIES & SERVICES	\$16,657.50	\$25,137.58	\$10,450.00	\$11,450.00
Capital Outlay	\$5,219.01	\$13,755.88	\$15,000.00	\$10,000.00
CAPITAL	\$5,219.01	\$13,755.88	\$15,000.00	\$10,000.00
TOTAL	\$86,270.59	\$106,590.16	\$99,353.72	\$50,634.60

APPENDIX THREE  
PORTLAND CABLE ACCESS  
FY 1995-96 BUDGET



# **PORTLAND CABLE ACCESS TELEVISION**

9 December 1994

Mt. Hood Cable Regulatory Commission  
1120 SW Fifth Avenue, Room 1021  
Portland, OR 97204

Dear Commission Members:

Attached is the 1995 - 1996 budget passed by the Portland Cable Access (PCA) Board of Directors at their December 7, 1994 meeting. The MHCRC Administration Standing Committee asked, at their December 6, 1994 meeting, that we submit the PCA budget in a budget comparison format and you will find that we have done that in this packet. You will notice that our overall operating cost has increased by only 3.27% from the current fiscal year.

As we submit this budget, it is important to note that there are several factors that will influence it during the coming fiscal year. The most severe is that PCA had requested over \$260,000 from the capital grants fund. Mary Beth Henry informed me at the December 6 meeting that PCA would only be receiving \$5000 from that fund. *This means the total budget revenue for 95 - 96 is expected to be lower than it has been in the last six years.*

The other factor involved here is that we are in the process of hiring a new General Manager. This position may not be filled until March 1995 and a strategy to deal with this significant budget shortfall may not be developed and put into place until the beginning of the fiscal year. The PCA Board decided not to develop short term options at this time. It is critical to involve the new GM in revenue generation issues and options. A PCA planning retreat is set for May.

The last factor is the willingness shown by the board to consider other fundraising possibilities. This may come in the form of a commitment to hire a grantswriter, to host events that generate revenue and public relations opportunities, etc.

## REVENUE

PCA is expecting revenue from the following sources, for the following amounts:

658000	Franchise fees
60000	Interest from the sale settlement funds
12000	Interest from the sale of PCA's "North" facility
10000	Teleconferencing revenue
10000	Contract for services with METRO
5000	Sale of tapes and dubs
5000	Capital Funds Grant
<hr/>	
760000	Total Revenue

## EXPENSES

### BUDGET REDUCTIONS

#### Line Item

531	Training & Education - Staff
532	Training & Education - Board
542	Out of Town Travel
543	Hospitality
544	Board Travel Expenses
625	Other Outside Services
652	Repair & Maintenance - Building & Grounds
653	Repair & Maintenance - Equipment
661	Office Supplies
665	Small Tools & Equipment
684	Fees
688	Miscellaneous Expenses
702	Bank Service Charges

PCA 1995 - 1996 BUDGET

Page Three

**BUDGET INCREASES**

Line Item

- 501 Salaries
- 511 Payroll Taxes
- 512 Pension Contributions
- 513 Med/Dent/Life/Dis Insurance
  - \* Salary level remains 16 FTE with 1 new FTE split between the Municipal and Production/Training Departments.
  
- 522 Temporary Outside Help
  - \* This is what allows PCA to hire adequate crew to shoot teleconferences and municipal productions.
  
- 541 Local Travel
  - \* Gas prices have increased.
  
- 602 Legal
  - \* This cost has been unusually low the last two years.
  
- 603 Computer Programming
  - \* This will allow us to install and bring online additional computers for the front desk and the Westside/Wilson site.
  
- 604 Other Professional Services
  - \* This cost has been unusually low the last two years.
  
- 621 Janitorial Services
  - \* PCA was dissatisfied with past performance and changed service.
  
- 641 Equipment Rental
  - \* Related to municipal and teleconference production.
  
- 651 Repair & Maintenance - Vehicles
  - \* Service Cost - PCA's Mobile Production Vehicle is depreciating.
  
- 663 Replacement Bulbs
- 664 Batteries
- 671 Printing & Duplicating
- 683 Dues & Subscriptions
- 687 Advertising
  - \* All of these items have increased in price.

The last note that needs to be made is that the Board is looking into using investment funds to pay off the mortgage for the NE King facility. The loan year basically coincides with our fiscal year. The board approved paying off 10% of the principal with no penalty in December 1994. The decision to pay off the remainder of the loan will depend on interest rates in late spring. If the board decides to pay off the loan line items 700 and 252 will change significantly.

If you have any questions please feel free to contact me. Thank you for your consideration.

Sincerely,

A handwritten signature in black ink, appearing to read 'Melinda McCrossen', written in a cursive style.

Melinda McCrossen  
General Manager

PORTLAND CABLE ACCESS TELEVISION  
BUDGET COMPARISON

ACCOUNT	90-91 BUDGET/SPENT	91-92 BUDGET/SPENT	92-93 BUDGET/SPENT	93-94 BUDGET/SPENT	94-95 REV. BUDGET	95-96 PROP. BUDGET
501 Salaries	283556	387616	421257	406023	452205	464087
	77					
511 Payroll Taxes	31411	45185	43838	38166	39925	40648
512 Pension Contributions	21689	26104	30428	30241	31855	35180
513 Med/Dent/Life/Dis Insurance	25713	34849	37779	36337	37625	42787
521 Employee Recruitment	908	715	1209	1154	500	500
522 Temporary Outside Help	18399	18165	13870	14700	15000	22000
531 Training & Education - Staff	1869	1814	3928	3163	5000	4000
532 Training & Education - Board	2081	295	758	834	2500	750
541 Local Travel	821	1048	755	644	1000	1150
542 Out of Town Travel	4185	2955	7295	5834	6000	4250
543 Hospitality	3212	7568	2476	2627	4250	2500
544 Board of Directors	17	242	85	450	1000	500
601 Accounting	30540	14433	30927	20686	21000	21000
602 Legal	5823	4890	3261	282	1500	3500
603 Computer Programming	0	0	1455	125	250	1500
604 Other Professional Services	7990	7313	3351	2399	2500	3500
621 Janitorial Service	2700	2415	2930	2664	2000	4500
622 Security Service	968	1080	1875	1108	1750	1750
623 Photographic Services	480	1129	5	7	250	250
624 Data Processing	0	94	268	0	0	0
625 Other Outside Services	0	0	1335	2170	1750	750
631 Electricity	8415	9915	10446	9822	10000	10000
632 Telephone	3810	4798	8200	7296	7200	7500
633 Other Utilities	3790	3207	2263	2000	2225	2225
641 Equipment Rental	510	478	563	682	500	750
651 Repair & Maint-Vehicles	801	547	31	755	1000	1250
652 Repair & Maint-Bldgs/Grounds	4810	5024	4783	3348	3500	3000
653 Repair & Maint-Equipment	7707	8508	7378	13568	14000	13000
654 Other Repairs & Maintenance	1164	2228	2612	998	1000	1000
661 Office Supplies	3923	4682	5079	4358	5000	4000
662 Video Tapes	5426	4985	5185	7142	8000	8000
663 Replacement Bulbs	3031	3108	4488	4678	4000	5000
664 Batteries	295	219	140	857	250	850
665 Small Tools & Equipment	5666	11252	6407	5954	5500	4500
671 Printing and Duplication	7000	8838	6233	4355	5000	5500
672 Postage and Shipping	5115	5025	4112	2111	3500	3000
681 Vehicle Expense	428	652	261	445	500	500
682 Computer Software	0	166	0	0	0	500
683 Dues and Subscriptions	375	968	642	1057	1000	1250
684 Fees	1829	942	1063	732	1250	750
685 Insurance	21211	23048	23728	22762	23000	22465
686 Property Taxes	4707	4287	0	0	0	0
687 Advertising	3226	156	436	170	4500	5000
688 Miscellaneous Expenses	1223	508	612	165	750	500
689 Bad Debt Expense				40	0	0
700 Interest Expense	33300	32347	22787	22388	22500	21320
702 Bank Service Chrgs.	0	33	234	164	300	0
TOTAL ACCRUED BUDG/EXP	572201	693838	726704	685460	752335	776872
FIXED ASSETS						
163 Building Improvements	73286	19560	101411	888	0	0
164 Production Equipment	82113	151546	91785	72272	6324	0
165 Programming Equipment	27212	19045	3397	34009	51638	0
166 Office Equip, Furn & Fixrs	35009	6865	84175	2344	2050	0
167 Vehicles	58403	0	0	0	0	0
168 Leasehold Improvements				0	0	0
169 Intangible Assets				0	0	0
TOTAL FIXED ASSETS BUDG/EXP	286023	197016	280768	109511	60012	0
252 Principal Payments - Mortgages	3698	4963	3718	4780	5000	4500
TOTAL BUDG/EXP	861922	895817	1011190	789751	817347	781472

APPENDIX FOUR  
MULTNOMAH COMMUNITY TELEVISION  
FY 1995-96  
ACCESS AND LOCAL ORIGINATION BUDGETS



16 December 1994

**Multnomah  
Community  
Television**

*Serving East  
Multnomah County*

*Located at Mt. Hood  
Community College*

26000 S.E. Stark St.  
Gresham, OR 97030  
**503/667-7636**  
**FAX 503/667-7417**

**Programming  
Services:**

- Public Access •
- Educational •
- Government •
- Community •
- East Metro Edition •

**MCTV Channels**  
*Seen on Paragon  
Cable:*

**11**  
CAN

Community Access  
Network

**21**  
MCTV

Multnomah Community  
Television

**22**

Community Bulletin Board  
Live NASA Missions  
(East County Only)

**30**

MPAC  
Multnomah Public Affairs

**31**

Mind Extension University  
(Portland Public Schools)

**32**

Educational Access  
MHCC Telecourses  
(East County Only)

**33**

Portland Cable Access

**58**

MCTV Program Guide  
Video Newsletter  
(East County Only)

TO: Mt. Hood Cable Regulatory Commission  
From: Rob Brading  
Re: MCTV FY 1995-96 Budget

Following guidelines established by the MCTV Board, the MCTV management team began developing FY 1995-96 budgets in September. The attached MCTV FY 1995-96 PEG and LO Budgets were recommended by the MCTV Finance Committee at its October 31 meeting and approved by the MCTV Board at its November 16 meeting.

## PUBLIC, EDUCATION AND GOVERNMENT ACCESS

### Revenues

Projected PEG revenues from franchise fees have increased for FY 1995-96. Other funds come from the Settlement funds that come from the sale of the franchise from Rogers Cable to Paragon Cable. Revenues are also derived from interest, an administrative fee charged to LO programming for administrative services, and other sources, including special events and fees for services.

### Increases

MCTV is moving to charge activity fees and to charge for classes in early 1995. The revenues generated from these fees (\$18,000) are estimated very conservatively and will be closely monitored. If the activity fees do not generate the anticipated revenues in the remainder of FY 1994-95 appropriate cuts in





**MCTV**

**Multnomah  
Community  
Television**

*Serving East  
Multnomah County*

*Located at Mt. Hood  
Community College*

26000 S.E. Stark St.  
Gresham, OR 97030  
**503/667-7636**  
**FAX 503/667-7417**

**Programming  
Services:**

- Public Access ▪
- Educational ▪
- Government ▪
- Community ▪
- East Metro Edition ▪

**MCTV Channels**  
*Seen on Paragon  
Cable:*

**11**

**CAN**

Community Access  
Network

**21**

**MCTV**

Multnomah Community  
Television

**22**

Community Bulletin Board  
Live NASA Missions  
(East County Only)

**30**

**MPAC**

Multnomah Public Affairs

**31**

Mind Extension University  
(Portland Public Schools)

**32**

Educational Access  
MHCC Telecourses  
(East County Only)

**33**

Portland Cable Access

**58**

MCTV Program Guide  
Video Newsletter  
(East County Only)

expenditures will be made before FY 1995-96 begins. It is most likely that cuts would come in personnel.

**Expenditures**

Significant changes in MCTV's PEG FY 1995-96 budget from FY 1994-95 include:

Reductions

- Food by 16%.
- Graphics by 58%.
- Insurance by 11%.
- Maintenance Supplies by 20%.
- Operation Supplies by 21%.
- Printing by 32%.
- Marketing and Promotion by 38%.

Increases

- Consulting by 64%, resulting from additional costs for refranchising negotiations and computer consulting. Data needs were previously managed in-house; the new structure will provide savings by allowing data management to be done on a consulting basis, saving at least the cost of benefits.
- Education and Training by 34% due to training needs of new staff as well as keeping up with rapid technological change.
- Postage by 13% due to anticipated increases in U.S. postal rates.
- Repairs and Maintenance by 14% due to increasing age of equipment.
- Rent by 23% because of building expansion.
- Videotape by 8% because of increased use of MCTV.

Personnel expenses will increase 1.8% in FY 1995-96. These expenses have been limited by streamlining administrative work and continuing to enlarge the role of team management at MCTV.

This budget also targets \$192,855, over 18% of FY 1995-96 revenues, for the MCTV endowment.



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## LOCALLY ORIENTED PROGRAMMING

### Revenues

Projected LO revenues have increased slightly for FY 1995-96 as has interest revenue due to increased interest rates. Because MCTV has been relatively unsuccessful in producing alternative sources of revenue no revenues from fund raising are included in this budget although MCTV will continue its fund raising efforts on behalf of LO programming.

### Expenditures

Significant changes in MCTV's LO FY 1995-96 budget from FY 1994-95 include:

#### Reductions

- Personnel by 18.4% due to use of contractors. (See "Consulting" under Increases.)

#### Increases

- Consulting by 197% due to using contractors to produce stories which saves money by avoiding benefits costs. (See "Personnel" under Reductions.)
- Insurance by 29.8%, based on actual costs for insurance in FY 1993-94.
- Phones by 22.9%, based on actual costs for phone service in FY 1993-94.
- Repairs and Maintenance by 233% due to increase age of equipment and based on actual costs for FY 1993-94.
- Vehicle Maintenance by 100% due to increased age of vehicles.



## MULTNOMAH COMMUNITY TELEVISION BUDGET OVERVIEW

Over the last three fiscal years, MCTV's operating expenses increased by 5.4%. In that same period, the national CPI increased by 11.3% and the Portland CPI by 14.7%. MCTV expenditures for FY 1995-96 are anticipated to rise at a higher rate than for the last three fiscal years but the rise from FY 1991-92 through FY 1995-96 will be substantially less than the CPI for the same period. (MCTV operating expenses for each fiscal year are shown on the last line of the attached line item budget.) The proposed MCTV budget for FY 1995-96 shows MCTV expenses increasing by 14.6% from FY 1992-93 while projections for the same period show over a 20% increase.

At the same time as MCTV has been holding expenses in line, programming has increased. Every quarter in FY 1993-94 broke records for both the number of programs and the hours of programming produced. Overall, MCTV programming increased by approximately 50%. Per program and per hour costs have also dropped significantly as public access producers and MCTV staff found more efficient methods for producing programming.

The MCTV Board has been particularly conscious of incurring increased costs because of the uncertainties arising from franchise renegotiation. The current franchise expires in 1998 and a new franchise will probably bring great changes to MCTV and to community media in East County. MCTV is preparing for these changes in a variety of ways.

### **MCTV Endowment**

MCTV anticipates saving some of this year's revenues to provide for community media services when the current franchise expires. A new line item, "9000, Endowment Fund" has been added to the MCTV budget this year. When Rogers Cable sold the franchise to Paragon a Settlement Fund was created. These funds are over and above the portion of franchise fees that MCTV receives and are designated for community television and may not be used for other purposes.

The Settlement Fund (referred to in the line item budget as "Access Support") has provided more than half of MCTV's annual revenues over the years. Because of changes in federal legislation, local franchising authorities are no longer able to require cable companies to provide operating expenses over and above franchise fees. The Settlement Fund was intended to be spent to 0 by the end of the franchise in 1998 but MCTV, anticipating the

possibility of a substantial drop in revenues in 1998, has saved a portion of its Settlement Fund revenue each year.

The money saved has been placed in an Endowment Fund where it is generating revenue for future use. In the new franchise these funds will be used to continue to provide public, education and government community television services for the citizens and communities of East Multnomah County. Without these savings and the long-term revenue generated from them, the level and quality of community media services provided to East County residents and communities will be drastically reduced.

### **Building**

In the current fiscal year MCTV has completed a long awaited building project which added 1000 sq. feet, including an additional studio for "talking heads" programming, more public space and additional space for staff. No longer will eight staff be sharing three desks. Line Item 8020 shows the Building Fund that MCTV has been accumulated over several years. These funds will be expended in FY 1994-95 and will raise this year's overall expenditures. Projected operating expenses, less the capital building expense for this fiscal year, are shown in the last line of the budget. MCTV anticipates that the construction will lead to greater efficiencies and increase the public's use of the facility because of the additional studio and community space.

### **Refranchising**

MCTV will focus this year and next on the franchise negotiation that is just beginning. MCTV's first step will be to conduct a major community needs ascertainment in early 1995. This needs ascertainment will identify the kind of community that a broad spectrum of people within the MCTV service area want and envision for the future. MCTV will be looking to determine:

- key values and unique characteristics of the community;
- key problems and issues that will impact the community;
- the requirements for effective community problem solving; and
- what types of information the community needs and how that information needs to be communicated.

In FY 1995-96 MCTV will use the information collected from the community ascertainment to promote and support organizational change and to be an active participant in franchise negotiations so that MCTV can continue to provide for East County's communication needs.

MULTNOMAH COMMUNITY TELEVISION Budget, FY 1995-96

		ACTUAL	ACTUAL	ACTUAL	ACTUAL	BUDGET	PROPOSED
		1990-91	1991-92	1992-93	1993-94	1994-95	BUDGET
							1995-96
		ACTUAL	ACTUAL	ACTUAL	ACTUAL	BUDGET	PROPOSED
		1990-91	1991-92	1992-93	1993-94	1994-95	BUDGET
							1995-96
	INCOME:						
	Carry-Over						
4152	Access Support	\$ 359,500	\$ 370,000	\$ 407,000	\$423,000	\$ 451,200	\$ * 496,320
4130	Franchise Fees, Multnomah	317,846	351,892	367,330	335,174	336,421	317,315
4140	Franchise Fees, Portland	62,618	61,898	122,535	118,257	131,070	176,700
4090	Interest	22,724	21,709	16,933	20,211	10,000	10,000
4270	Activity Fees/Fees for Service						18,000
4200	Other	10,994	25,857	5,100	7,324	5,800	10,000
4120	Administration-LO	23,400	24,600	25,000	20,000	20,000	20,000
4280	Building					158,548	
	TOTAL OPERATING INCOME	\$ 797,082	\$ 855,956	\$ 943,898	\$ 923,966	\$ 1,113,039	\$ 1,048,335
	Funds:						
	Equipment Replacement Fund					\$ 172,072	\$ 172,072
	TOTAL INCOME					\$ 1,285,111	\$ 1,220,407
	EXPENSES:						
7020	Full-Time Salaries	\$ 231,766	\$ 275,067	\$ 325,645	\$ 380,142	\$ 404,591	\$ 417,793
7030	Part-Time Salaries	121,249	117,501	92,904	75,400	80,885	80,862
7050	Taxes & Fringe Benefits	82,616	91,222	96,742	102,024	121,369	119,677
	Total Personal Services	\$ 435,631	\$ 483,790	\$ 515,291	\$ 557,566	\$ 606,845	\$ 618,332
6020	Accounting	\$ 2,438	\$ 3,086	\$ 3,462	\$ 4,278	\$ 5,215	\$ 5,500
6030	Books	481	504	230	700	500	615
6040	Cable Installations					0	
6041	Consulting	6,526	12,220	13,184	17,054	15,300	25,000
6051	Dues & Subscriptions	2,882	5,394	6,697	9,030	6,699	7,039
6060	Educational Program Acquisition	275	0	1,785	1,710	2,800	3,325
6061	Education & Travel	13,679				0	
6061	Education & Training		9,560	12,214	12,725	5,625	7,515
6063	Ed. Tuition Reimbursement			189		500	250
6062	Business Meals/Related	882	1,259	2,111	1,754	1,430	1,250
6064	Events				605	2,500	2,500
6070	Food	6,916	2,996	7,938	4,961	5,200	4,360
6080	Graphics	329	1,670	1,580	1,431	3,250	1,375
6100	Insurance	24,542	25,453	24,313	25,976	33,593	29,767
6110	Janitorial	2,157	7,994	7,980	7,980	7,980	8,539
6130	Legal	4,430	7,993	25,440	9,466	12,500	12,500
6131	Local Travel & Mileage	3,051	4,651	3,297	2,552	3,270	3,005
6140	Maintenance Supplies	7,417	6,978	10,680	9,933	12,500	10,000
	Transfer To LO		1,113				
6160	Office Supplies	6,447	7,362	5,210	6,361	7,000	7,500
6161	Operation Supplies	4,409	4,794	8,820	14,205	13,500	10,650
6170	Personnel Recruitment	1,779	11,962	2,554	651	1,000	1,000
6171	Phones	5,291	4,363	5,049	5,739	6,000	6,500
6172	Postage	6,249	5,713	7,992	7,828	8,000	9,000
6173	Printing	16,145	9,084	12,656	11,172	13,550	9,205
6174	Marketing/Promotion	3,352	5,923	6,747	7,264	12,000	7,500
6190	Repairs & Maintenance	4,414	7,579	2,265	6,288	5,900	6,700
6200	Rent, Utilities, Maintenance	19,959	17,992	17,494	21,922	21,744	26,753
6211	Travel		1,366	7,007	9,348	4,950	5,150
6230	Vehicle Maintenance	1,951	2,028	862	1,485	1,950	2,000
6231	Videotape	4,883	9,641	8,506	11,856	10,320	11,150
	Total Materials & Services	\$ 150,884	\$ 178,678	\$ 206,262	\$ 214,274	\$ 224,776	\$ 225,648

MULTNOMAH COMMUNITY TELEVISION Budget, FY 1995-96

		ACTUAL	ACTUAL	ACTUAL	ACTUAL	BUDGET	PROPOSED
		1990-91	1991-92	1992-93	1993-94	1994-95	BUDGET
							1995-96
8020	Building				\$ 0	\$ 176,000	\$ 0
8030	Leasehold Improvements	4,843	27,480	0	0	3,000	2,500
8040	Office Equipment	8,794	6167	14607	3,516	7,000	2,500
8050	Office Furnishings	6,106	1288	852	801	1,400	1,500
8060	Production & Maintenance Equip.	31,984	48,968	38465	11,221	94,018	5,000
	Total Capital	\$ 51,727	\$ 83,903	\$ 53,924	\$ 15,538	\$ 281,418	\$ 11,500
9000	Savings to Endowment**						\$ 192,855
	TOTAL OPERATING EXPENSES	\$ 638,242	\$ 746,371	\$ 775,477	\$ 787,378	\$ 1,113,039	\$ 1,048,355
	Unexpended Balance:						
	Equipment Replacement Fund*					172,072	172,072
	TOTAL EXPENSES					\$ 1,285,111	\$ 1,220,427
	Operating Expenses	\$ 638,242	\$ 746,371	\$ 775,477	\$ 787,378	\$830,563#	\$855,480##
	*The Equipment Replacement Fund started in FY 1991-92 to provide for MCTV's long term equipment needs.						
	**MCTV has created and Endowment to provide for possible funding cuts at the end of the current franchise in 1998.						
	#Projected Operating Expenses for FY 1994-95. Does not include expenditure of building fund.						
	##Projected Operating Expenses for FY 1995-96.						

**MULTNOMAH COMMUNITY TELEVISION**  
**PUBLIC, EDUCATION AND GOVERNMENT ACCESS**  
**FY 1995 - 1996 BUDGET**  
**LINE ITEM EXPLANATION**

**INCOME:**

**4152            Access Support**

A portion of settlement funds from the sale of Rogers Cable TV to Paragon Cable, invested by MCTV and taken from the MCTV endowment.

**4130            Franchise Fees, Multnomah**

5% of total gross revenue of Paragon Cable for the East Multnomah County system, of which MCTV receive 60%. The MHCRC receives the funds and passes through payments to MCTV. Income projections provided by Paragon Cable and the MHCRC.

**4140            Franchise Fees, Portland**

MCTV serves a portion of the east Portland Paragon Cable system regulated by the MHCRC. MCTV receives a 40% split of franchise fees in this area, with income projections provided by Paragon Cable and the MHCRC.

**4090            Interest**

Income projected based on current interest rates.

**4200            Other**

Tape duplication, refunds, tape sales, special events.

**4120 Administration-LO**

Pass-through payment made from the Locally Oriented Programming to budget to MCTV for administrative, engineering, and marketing and promotional services.

**4270 Activity/Fees for Service**

Monies raised from activity fees and charging for MCTV services.

**FUNDS:**

**Equipment Replacement Fund**

MCTV funds set aside to replace television equipment as it wears out. Over the years MCTV has extended the use of equipment beyond its anticipated life but eventually equipment will break down and have to be replaced.

**EXPENSES:**

Salaries compensate 20 full-time equivalent employees, including interns.

**7020 Full-time Salaries**

Salaries for full-time employees. Includes the following staff by department:

Administration	Salary Range
Executive Director	\$ 40,000
Director of Operations	\$ 22,506-34,778
Comptroller	\$ 18,907-27,602
Administrative Assistant	\$ 14,976-21,258
Playback	
Program Coordinator	\$ 18,907-27,602
Playback Operator/Programming Assistant	\$ 13,936-19,635

Community Development

Development Director		\$ 22,506-34,778
Volunteer/Outreach Coordinator		\$ 17,236-24,939

Engineering

Technical Manager		\$ 22,506-34,778
Engineer		\$ 17,236-24,939

Government & Education Programming

Programming Director		\$ 18,907-27,602
Municipal Producer		\$ 14,976-21,258
Educational Producer		\$ 14,976-21,258

Public Access

Training Coordinator		\$ 17,236-24,939
Production Specialist		\$ 14,976-21,258

7030 Part-Time Salaries

Salaries for part-time employees. Includes the following staff by department:

Playback Operator		Salary Range
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Playback Operator	.6 FTE	\$ 11,149-15,708
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Government Programming

Production Specialist	.6 FTE	\$ 8,986-12,755
Intern	.4 FTE	\$ 4,368- 4,674
Intern	.4 FTE	\$ 4,368- 4,674

Educational Programming

Production Specialist	.4 FTE	\$ 5,990- 8,503
Intern	.5 FTE	\$ 5,460- 5,843

Public Access

Production Specialist	.8 FTE	\$ 11,981-17,006
Production Specialist	.8 FTE	\$ 11,981-17,006
Production Specialist	.4 FTE	\$ 11,981-17,006
Intern	.4 FTE	\$ 5,460- 5,843

**7050 Taxes and Fringe Benefits**

Figured as 24% of full- and part-time salaries. (Includes pension plan contribution, medical and dental insurance, life and disability insurance, employer-contributed FICA, Tri-Met tax, and state unemployment tax.)

**6020 Accounting**

Outside accounting services. Includes annual audit, on-going accounting support, and bank charges for Corporate Sweep Account.

**6030 Books**

Training books, videos, and other books.

**6041 Consulting**

Outside professional services except for accounting, legal, graphics, janitorial and equipment repair. Projected expenses include assistance with planning and facilitating for board retreat; upgrading computer software; meeting marketing and promotional objectives; pension plan administration; personnel issues; outreach strategies; time and equipment management for the public access department; advertising agency consultation for public access educational program, and development of ad campaign for government and education program departments.

**6051 Dues and Subscriptions**

Magazine and newspaper subscriptions, memberships in professional organizations.

**6060 Educational Program Acquisition**

Purchase, rental, or licensing fee for any acquired programming.

**6061 Education and Training**

Training and education for nine Board members and twenty-three employees. Includes costs for conferences, workshops, seminars.

**6063 Education Tuition Reimbursement**

Includes employer costs for MCTV tuition reimbursement policy.

**6062 Business Meals/Related**

Meals purchased for business-related purposes.

**6064 Events**

Speakers fees, facility rental and other costs associated with special events.

**6070 Food**

Food for volunteer crew members working on MCTV productions; for special volunteer recognition events.

**6080 Graphics**

Outside contract work for graphic services for print, video and promotional items.

**6100 Insurance**

Organization insurance including Workers' Compensation, Volunteer, Liability, (also includes property and auto), Excess Liability, Media Special Perils, Officers and Directors, Pension Board.

**6110 Janitorial**

Janitorial services (excluding those services provided by Mt. Hood Community College.)

**6130 Legal**

Attorney's fees, costs for legal filings.

**6131 Local Travel and Mileage**

Gas and parking for vehicles, employee mileage reimbursement.

**6140 Maintenance Supplies**

Materials used to maintain and install production, engineering and office equipment; parts used to construct items for production, playback and engineering.

**6160 Office Supplies**

Items less than \$100 that are not production-related and are primarily used in an office setting (e.g., pencils, paper, clipboards, bulletin boards.)

**6161 Operating Supplies**

Items less than \$100 that are production-related (e.g., adapters, duct tape, lamps.)

**6170 Personnel Recruitment**

Advertising for job openings and volunteer positions.

**6171 Phones**

Local and long distance phone charges, fax and phone line charges.

**6172 Postage**

Postage for all outgoing mail through Mt. Hood Community College, stamps, bulk mail postage (for newsletters and invitations to volunteer recognition events), Federal Express, UPS and other shipping, Ad-Mail for bulk mail preparation.

**6173 Printing**

Printing done outside including newsletter, invitations, handbook, forms, stationary, business cards.

**6174 Marketing and Promotion**

Includes advertising (except job openings), promotional item such as T-shirts and pins, decorations and entertainment for special events, marketing surveys and services.

**6190 Repairs and Maintenance**

Repair work done outside for production and office equipment; maintenance contract for office equipment.

**6200 Rent, Utilities and Maintenance**

Payments made to Mt. Hood Community College for building (includes utilities and College services.)

**6211 Travel**

Transportation for travel to regional and national conferences and seminars.

**6230 Vehicle Maintenance**

On-going maintenance and repairs for two vehicles.

**6231 Videotape**

Blank videotape (VHS, SVHS, 3/4", 3/4" SP.)

**8030 Leasehold Improvements**

Improvements to MCTV building such as mini-blinds, painting and carpeting.

**8040 Office Equipment**

Office equipment items in excess of \$100 such as computers, copiers, fax machines, phones, printers, etc. Includes software upgrades, RAM upgrades, new software, tape backup, scanner.

**8050 Office Furnishings**

Items in excess of \$100 such as chairs, desks, cabinets, bookcases, file cabinets, etc.

**8060 Production and Maintenance Equipment**

Items in excess of \$100 in production, playback and engineering.

**9000 Endowment Fund**

Funds set aside for use after the end of the current franchise in 1998.

MCTV Locally Oriented Budget, FY 1995-96

		ACTUAL	ACTUAL	ACTUAL	ACTUAL	BUDGET	PROPOSED
		1990-91	1991-92	1992-93	1993-94	1994-95	BUDGET
							1995-96
		ACTUAL	ACTUAL	ACTUAL	ACTUAL	BUDGET	PROPOSED
		1990-91	1991-92	1992-93	1993-94	1994-95	BUDGET
							1995-96
	INCOME:						
	LO Capital Carry-Over					\$ 5,326	\$ 12,635
	Operating Carry-Over						
4153	Special Access Funding	\$ 117,000	\$ 123,000	\$ 129,000	\$ 128,748	\$ 131,400	\$ 135,600
4087	Interest Income	5,039	4,997	2,299	2,621	1,500	2,500
4200	Other/Fund Raising		1,113	500	532	12,500	
4155	Outside Contract Services				152		
4156	Capital (Equipment)	232,143			48,334		
	TOTAL OPERATING INCOME	\$ 354,182	\$ 129,110	\$ 131,799	\$ 180,387	\$ 150,726	\$ 150,735
	Funds:						
	New Equipment					43,008	43,008
	Equipment Replacement Fund					59,985	47,350
	TOTAL INCOME					\$253,719	\$ 241,093
	EXPENSES:						
7021	Full-Time Salaries	\$ 27,452	\$ 52,858	\$ 69,566	\$ 77,329	\$ 75,572	\$ 61,219
7031	Part-Time Salaries	692	8,537	601	0		
7051	Taxes & Fringe Benefits	7,181	15,267	15,778	18,004	18,893	15,305
	Total Personal Services	\$ 35,325	\$ 76,662	\$ 85,945	\$ 95,333	\$ 94,465	\$ 76,524
6020	Accounting		1,200	1,300	1,743	\$ 2,050	\$ 2,100
6022	Administrative-MCTV	23,400	24,600	25,000	20,000	20,000	20,000
6030	Books				14	0	
6041	Consulting	8,900	6,900		3,300	3,100	9,207
6051	Dues & Subscriptions	239	855	973	595	375	500
6061	Education & Travel	2,025	3,499	84	0		0
6061	Education & Training				13	0	0
6063	Ed/Tuition Reimbursement				0	0	0
6062	Business Meals/Related	19	144	153	75	0	75
6070	Food	42	21		0	0	50
6080	Graphics	1,672			0	0	0
6100	Insurance	3,654	6,518	5,647	6,013	5,303	6,884
6110	Janitorial	455	1,690	1,560	1,560	1,560	1,615
6130	Legal	46	285		0	200	400
6131	Local Travel & Mileage	407	731	825	541	400	800
6140	Maintenance Supplies	1,318	758		0	100	100
6160	Office Supplies	1,446	625	406	255	400	400
6161	Operation Supplies	1,799	593	202	254	200	250
6170	Personnel Recruitment	598	196	418	0	200	200
6171	Phones	1,647	2,557	2,711	3,230	2,847	3,500
6172	Postage	32	79	127	95	150	125
6173	Printing	1,195	256	1,799	135	350	350
6174	Marketing/Promotion	82	315	103	349	1,000	1,000
6190	Repairs & Maintenance	674	343	268	1,282	300	1,000
6200	Rent, Utilities, Maintenance	7,115	8,387	8,819	9,059	9,900	10,020
6211	Travel				0	0	0
6230	Vehicle Maintenance	56	676	801	969	500	1,000
6231	Videotape	1,225	1,443	1,825	923	2,000	2,000
	Total Material & Services	\$ 58,046	\$ 62,671	\$ 53,021	\$ 50,405	\$ 50,935	\$ 61,576

MCTV Locally Oriented Budget, FY 1995-96

		ACTUAL	ACTUAL	ACTUAL	ACTUAL	BUDGET	PROPOSED
		1990-91	1991-92	1992-93	1993-94	1994-95	BUDGET
							1995-96
8130	Leasehold Improvements	\$915	\$0	\$0	\$ 0	\$ 0	\$ 0
8140	Office Equipment	10,009	416	130	0	800	500
8150	Office Furnishings	4,298	0	125	0	125	125
8160	Production & Maintenance Equipment	100,436	46,534	1,877	1,827	4,401	12,010
	Total Capital	115,658	46,950	2,132	1,827	\$ 5,326	\$ 12,635
	TOTAL OPERATING EXPENSES	\$ 209,029	\$ 186,283	\$ 141,098	\$ 147,565	\$ 150,726	\$ 150,735
	Unexpended Balance:						
	New Equipment					43,008	43,008
	Equipment Replacement Fund					\$ 59,985	47,350
	TOTAL EXPENSES	\$ 209,029	\$ 186,283	\$ 141,098	\$ 147,565	\$ 253,719	\$ 241,093

# MULTNOMAH COMMUNITY TELEVISION

L.O. FY 1995-96 Budget

Line Item Explanation

## INCOME

- 4153 Special Access Funding:  
A portion of settlement funds from the sale of Rogers Cable TV to Paragon Cable received from Mt. Hood Cable Regulatory Commission.
- 4087 Interest Income:  
To be earned by DCIA account and checking account.

## EXPENSES

- 7021 Full-Time Salaries:  
Represents a decrease of one part-time position.
- L.O. News Producer (FT)  
L.O. News Producer (FT)  
L.O. News Producer (FT)
- 7031 Part-Time Salaries:  
None.
- 7051 Taxes & Fringe Benefits:  
25% of full-time salaries.
- 6020 Accounting:  
Annual audit.
- 6022 Administrative:  
Pass-through payment to MCTV for administrative and engineering services.

- 6041 Consulting:  
One community needs assessment.
- 6051 Dues and Subscriptions:  
Cable, magazine and newspaper subscriptions, memberships in professional organizations.
- 6061 Education and Travel:  
For travel and training at industry conferences, seminars and workshops.
- 6063 Education/Tuition Reimbursement :  
For staff tuition reimbursement
- 6062 Business Meals/Related:  
Meals and related expenses for company-related purposes.
- 6080 Graphics:  
Video and print graphic services used in connection with promotional items.
- 6100 Insurance:  
Includes automobile and equipment insurance, and any additional insurance requirements in the Locally Oriented Programming Agreement.
- 6110 Janitorial:  
One-year contract for janitorial services.
- 6130 Legal:  
Attorney's fees for consultation and advice.
- 6131 Local Travel and Mileage:  
Employee reimbursement for business-related mileage and parking .
- 6140 Maintenance Supplies:  
Supplies need to repair and maintain television equipment.

- 6160            Office Supplies:  
Items that are less than \$100 that are not production-related  
and are primarily used in an office setting (i.e., pencils, paper,  
clipboards, bulletin boards).
- 6161            Operating Supplies:  
Items less than \$100 that are production-related (i.e., adapters,  
duct tape, lamps).
- 6170            Personnel Recruitment:  
Advertising for position openings.
- 6171            Phones:  
Includes regular phone service and cellular phone.
- 6172            Postage:  
For all outgoing mail, stamps, Federal Express, UPS and other  
shipping.
- 6173            Printing:  
Business cards and print promotional material.
- 6174            Promotion:  
For printing of ads and billboards.
- 6190            Repairs and Maintenance:  
Includes Fax maintenance agreement for two years.
- 6200            Rent, Utilities, Maintenance:  
Rent  
PGE  
Garbage collection  
Alarm
- 6230            Vehicle Maintenance:  
Includes monthly cleanup, lube and maintenance

- 6231 Videotape:  
60 30 MINUTE SP  
100 30 MINUTE SVHS  
20 60 MINUTE SP
- 8140 Office Equipment:  
Includes cost of two cellular phones at estimated total cost of \$500, plus \$500 for unexpected equipment needs.
- 8150 Office Furnishings:  
Computer stand, credenza, additional chairs.
- 8160 Production and Maintenance Equipment:  
Camera filters, computer cards and software.

Meeting Date: APR 27 1995

Agenda No.: R-10

(Above Space for Board Clerk's Use *ONLY*)

AGENDA PLACEMENT FORM

SUBJECT: Resolution

BOARD BRIEFING: Date Requested:  
Amount of Time Needed:

REGULAR MEETING: Date Requested: Thursday April 27, 1995  
Amount of Time Needed: 15 Minutes

DEPARTMENT: Nondepartmental DIVISION: County Chair's Office

CONTACT: Bill Farver TELEPHONE: X-3958  
BLDG/ROOM: 106/1515

PERSON(S) MAKING PRESENTATION: Bill Farver, Elyse Clawson

ACTION REQUESTED:

INFORMATIONAL ONLY  POLICY DIRECTION  APPROVAL  OTHER

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

In the Matter of Constructing 32 Additional Beds at the Juvenile Home and Exploring the Feasibility of Constructing a Triage Center on that Site

SIGNATURES REQUIRED:

ELECTED OFFICIAL: Beverly Stein

OR

MANAGER: \_\_\_\_\_

*Any Questions? Call the Office of the Board Clerk at 248-3277 or 248-5222.*

forms\apf.doc

BOARD OF  
COUNTY COMMISSIONERS  
MULTNOMAH COUNTY  
OREGON  
1995 APR 20 PM 4 19



## 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

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

TO : Board of County Commissioners  
FROM : Bill Farver  
DATE : April 20, 1995  
RE : Resolution in the Matter of Constructing 32  
Additional Beds at the Multnomah County  
Juvenile Justice Complex and Exploring the  
Feasibility of Constructing a Triage Center on  
that Site

REQUESTED  
PLACEMENT DATE : April 27, 1995

#### I. Recommendation/Action Requested:

Recommend authorization to construct an additional 32 beds at the Multnomah County Juvenile Justice Complex with Washington County and to explore the feasibility of constructing a Triage Center at that site.

#### II. Background/Analysis:

See attached materials:

- 1) April 6 memo outlining staff research and recommendations
- 2) April 19 memo providing additional information Chart showing annualized costs for Detention Facility Expansion Options
- 3) PSU Population Data for Multnomah County (data from Washington and Clackamas will be supplied)
- 4) Summary of contacts with other counties

Item needs to go to the Board now to take advantage of the construction savings.

#### III. Financial Impact:

See chart showing annualized costs. Costs for construction and operation of Multnomah County's additional beds are included in Executive Budget.



Page Two  
Staff Report  
April 20, 1995

IV. Legal Issues:

None.

V. Controversial Issues:

Number of beds. Separate Resolution will ask for construction of 64 beds.

VI. Link to Current County Policies:

Linked to urgent benchmarks of increasing success of diversion programs and reducing juvenile recidivism and child abuse.

VII. Citizen Participation:

Possible testimony. There has been extensive participation in the past on the issue of space at the facility.

VIII. Other Government Participation:

Washington will build 16 more beds. Washington and Clackamas will both rent additional beds because of the additional flexibility provided by the construction. Representatives from those counties attended a previous briefing.



## Beverly Stein, Multnomah County Chair

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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 *BS*  
DATE : April 19, 1995  
RE : New Construction at Juvenile

Here are my recommendations based on staff research after our briefing last Tuesday regarding new construction at the Juvenile site.

- I. Build 32 new beds in conjunction with Washington County. (Option B as discussed last week).
- II. Do not build the second 32 secure juvenile beds now, based on our analysis of the needs of other jurisdictions, our expected need, and the budget impact.
- III. Explore siting and constructing the Triage Center on that site. Evaluate in late May as part of Community and Family Service budget proposal.

Here is my rationale.

- I. Build 32 new beds in conjunction with Washington County. (Option B in the memo).

I believe we had Board consensus on this option last week. This option will preserve our regional facility concept and enable us to do better work with several populations:

- McLaren youth returning to the community
- sex offenders
- parole and probation violators

With the 32 beds which will be operational by July, this will increase our total population at the Juvenile Facility from the current 96 to 144 - a 50% increase.



- II. Do not build a second 32 secure juvenile beds now, based on our analysis of the needs of other jurisdictions, our expected need, and the budget impact.

Elyse Clawson talked with the state and several neighboring counties about their needs. The state requires long term beds that this facility would not be suitable for. In general, other counties outside the metropolitan area will be able to access the new regional detention centers for detention space. Therefore, we were unable to find any jurisdiction to pay for the additional construction cost.

(The only exception to this was our contact with Clatsop County. They would like access to 2 to 3 beds over the next 18 months and are willing to operate on a month to month arrangement to accommodate our needs. Given that flexibility on their part, we believe we can accommodate their request).

We do not foresee any short or long term need for the space. The state growth in bed capacity should absorb the youth sentenced under BM11 and in time help stabilize our system. Portland State population projections indicate that between 1995 and 2000 the number of 15 to 19 year olds will decline from 44,650 to 41,970. The number of 10 to 14 year olds will also decline slightly from 37,805 to 36,814. Even projecting to 2010, the total number of 10 to 19 year olds in Multnomah County will show a slight decline from the totals for 1995. (82,455 to 80,247)

Under the worst case scenarios, we could attempt to site program based units in the community and/or reexamine the annual lease agreements with Washington and Clackamas Counties.

The potential savings for construction are lost if the units are not used within a two year period. The additional cost of certificates of participation is approximately \$350,000. The only undesignated money in the budget is an additional amount to our reserves which could be used to selectively back fill state reductions in human services.

Finally, I am also not recommending a partial build out because Facilities Management indicates that the overall savings are relatively minor. Under that scenario, we commit ourselves to a twenty year outlay of money, but have no useful purpose for the construction.

- III. Explore siting and constructing the Triage Center on that site. Evaluate in late May as part of Community and Family Service budget proposal.

It is possible that it would be economically, programmatically and politically feasible to build a Triage Center for adults and juveniles on the site. Numerous factors would have to be considered:

- change in design
- separate access
- comparison with alternative sites
- whether it is better to link the Triage Center with a new justice facility and/or jail
- best location for access
- feasibility of building as part of the current contract with Hoffman and possible savings
- potential of having the payment included on a GO Bond
- best use of seed money included in Executive Budget for Triage Center
- siting issues, if any

If the Board is interested, I will ask Community and Family Services to explore the feasibility of constructing a Triage Center on this site and bring us a recommendation in late May.

In my budget, I tried to strike a balance between prudent new construction and community programs. Our long term goal is to get youth out of these systems. We don't have the luxury to build because we might need the space in the juvenile system, when we know we have inadequate support services for juveniles and inadequate hard beds and sanctions for adults.

cc: Elyse Clawson  
Lorenzo Poe

**ANNUALIZED COSTS FOR DETENTION FACILITY  
EXPANSION OPTIONS**

	<u>Option A</u>	<u>Option B</u>	<u>Option C</u>
<b>Pod D:</b>			
capital costs [already incurred]	0	0	0
operating			
Pod D :Unit 1 - Cap Mgt.	585,000	585,000	585,000
Pod D: Unit 2 - BM 11 Youth	<u>429,000</u>	<u>429,000</u>	<u>429,000</u>
subtotal operating	<u>1,014,000</u>	<u>1,014,000</u>	<u>1,014,000</u>
total capital & operating Pod D	1,014,000	1,014,000	1,014,000
<b>POD E</b>	n/a		
capital costs		173,000	173,000
operating			
Pod E: Unit 1 - Sex Offender		865,000	865,000
Pod E: Unit 2 - Wash. Co. Gen.Pop.		<u>0</u>	<u>0</u>
subtotal operating		<u>865,000</u>	<u>865,000</u>
total capital & operating Pod E		1,038,000	1,038,000
<b>POD F</b>	n/a	n/a	
capital costs			314,883
operating			
Pod F : Unit 1 - general population			585,000
Pod F: Unit 2 - general population			<u>429,000</u>
subtotal operating			<u>1,014,000</u>
Total Capital & Operating Pod F			1,328,883
<b>TOTAL ANNUALIZED COSTS</b>	1,014,000	2,052,000	3,380,883

THE ABOVE TABLE REFLECTS MULTNOMAH COUNTY COSTS ONLY & ASSUMES THAT WASHINGTON COUNTY WILL PAY CAPITAL AND OPERATING COSTS FOR A 16 BED UNIT. POTENTIAL REVENUE FROM CLACKAMAS COUNTY AND OTHERS IS NOT REFLECTED.

Multnomah County

	Births	Deaths	Natural Increase	Net Migration	Total Change	Total Population					
						Age	1990	1995	2000	2005	2010
1990 - 1995	44,285	25,168	19,117	21,067	40,184	0 - 4	41,696	42,161	43,087	43,126	43,293
1995 - 2000	45,257	26,727	18,530	3,349	21,879	5 - 9	38,806	38,606	39,837	39,895	39,930
2000 - 2005	45,298	27,878	17,420	2,746	20,166	10 - 14	35,215	37,005	36,814	37,228	38,066
2005 - 2010	45,473	28,979	16,494	1,710	18,204	15 - 19	34,548	44,650	41,970	41,775	42,201
						20 - 24	43,331	45,712	51,942	49,102	48,895
						25 - 29	51,515	52,471	50,393	56,655	53,793
						30 - 34	56,077	57,192	53,598	51,657	57,520
						35 - 39	56,293	53,598	54,659	51,223	49,367
						40 - 44	46,671	54,691	52,076	53,094	49,753
						45 - 49	32,179	45,654	53,502	50,946	51,932
						50 - 54	24,017	30,987	43,962	51,521	49,064
						55 - 59	21,291	22,655	28,967	41,096	48,166
						60 - 64	22,855	19,361	20,410	26,319	37,339
						65 - 69	23,426	20,221	17,128	18,044	23,257
						70 - 74	19,928	19,885	17,144	17,144	15,286
						75 - 79	16,203	16,626	16,584	14,276	12,091
						80 - 84	10,707	12,183	12,500	12,451	10,701
						85 +	9,129	10,613	12,177	13,177	13,686
						Total	503,887	624,071	645,950	666,116	684,320

Female Population

Age	1990	1995	2000	2005	2010
0 - 4	20,307	20,681	21,136	21,155	21,237
5 - 9	18,930	18,807	19,153	19,575	19,592
10 - 14	17,333	18,172	18,054	18,387	18,792
15 - 19	17,300	21,505	20,608	20,485	20,831
20 - 24	21,936	22,102	24,847	23,884	23,753
25 - 29	25,498	25,312	23,711	26,436	25,479
30 - 34	27,801	27,319	25,378	23,885	26,427
35 - 39	27,625	26,625	26,163	24,304	22,874
40 - 44	22,978	27,039	26,059	25,607	23,788
45 - 49	15,938	22,597	26,592	25,628	25,183
50 - 54	12,161	15,446	21,899	25,771	24,837
55 - 59	11,135	11,514	14,625	20,735	24,402
60 - 64	12,242	10,348	10,698	13,588	19,265
65 - 69	13,256	11,146	9,420	9,740	12,372
70 - 74	11,724	11,624	9,774	8,260	8,541
75 - 79	9,947	10,202	10,115	8,505	7,188
80 - 84	7,145	7,978	8,182	8,113	6,822
85 +	6,782	7,707	8,832	9,526	9,875
Total	300,038	316,212	325,246	333,584	341,258

Male Population

Age	1990	1995	2000	2005	2010
0 - 4	21,389	21,480	21,951	21,971	22,056
5 - 9	19,876	19,799	19,884	20,320	20,338
10 - 14	17,882	18,833	18,760	18,841	19,254
15 - 19	17,248	23,145	21,362	21,290	21,370
20 - 24	21,395	23,610	27,095	25,218	25,142
25 - 29	26,017	27,159	26,682	30,219	28,314
30 - 34	28,276	29,873	28,220	27,772	31,093
35 - 39	28,668	26,973	28,496	26,919	26,493
40 - 44	23,693	27,652	26,017	27,487	25,965
45 - 49	16,241	23,057	26,910	25,318	26,749
50 - 54	11,856	15,541	22,063	25,750	24,227
55 - 59	10,156	10,941	14,342	20,361	23,764
60 - 64	10,613	9,015	9,712	12,731	18,074
65 - 69	10,170	9,075	7,708	8,304	10,885
70 - 74	8,204	8,261	7,370	6,261	6,745
75 - 79	6,256	6,424	6,469	5,771	4,903
80 - 84	3,562	4,205	4,318	4,348	3,879
85 +	2,347	2,816	3,345	3,651	3,811
Total	283,849	307,859	320,704	332,532	343,062

MEMORANDUM

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TO: Bill Morris

FROM: Bill Fogarty

DATE: April 19, 1995

SUBJECT: Potential for Renting, Leasing, Selling Detention Beds

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Per your request, I contacted Juvenile Court directors for Clatsop, Columbia, Hood River, and Clark counties to determine whether they have any potential need to rent, lease, or buy detention beds from another county in the foreseeable future.

Ernie Veech-White, Clark County (206/699-2201), reports that Clark County now has 38 detention beds and frequently has to rent detention beds from other counties as they are often over capacity. Just this week, he met with architects and others to begin serious planning for an additional 82 detention beds. He projects that Clark County will have a total of 120 beds by late 1997 and that a significant number of these beds will be available for rent or lease. With respect to their short term need for additional detention beds, he suggested that they would be interested in exploring a rental or lease arrangement with Multnomah County but thought that our \$148.00 per day rate was rather high.

Dennis Kenna, Clatsop County (325-8601), reports that Clatsop, Tillamook, and Columbia counties have developed a Juvenile Justice Task Force to develop a detention needs plan by August 1995. At this time, these three counties do not have any detention beds and must rent beds from a variety of other counties to include Marion, Lane, Lincoln, and Deschutes. He expects that Clatsop will have their own detention beds by August 1997 and between now and then he projects a need for 3 to 5 beds ADP.

Stan Mendenhall, Columbia County (397-0276), confirms the Clatsop, Tillamook, Columbia County plan to build a detention facility within the next two to three years. He indicates an immediate and continuing need for detention beds over the next two to three years and projects a need for one ADP during this period. Stan also indicated that he had been approached by Washington County two weeks ago regarding the potential of Columbia County joining with Washington County in the purchase/construction of detention beds in Multnomah County. Stan indicates that Columbia County is not interested in that approach.

Donita Huskey-Wilson, Hood River County (386-1030), reports that Hood River County now rents detention space from Umatilla and Wasco counties, though Wasco county's four bed detention facility will close on July 1, 1995. She indicates that Hood River County would be interested in renting beds on a very limited periodic basis over the next few years and suggested that renting beds from Multnomah County would be far more convenient though more expensive, Hood River County now pays \$90.00 per day and she was quick to point out that there is only \$2000.00 in their annual budget for detention beds.

In summary, it appears that there is indeed potential for renting a very limited number of detention beds to these four counties over the next two years. By 1997, however, it would appear that Clark, and the Clatsop/Columbia/Tillamook consortium will have excess detention beds for lease or rent.



## 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

To: Multnomah County Board of Commissioners

From: Beverly Stein, Chair 

Re: Regional Partnership in Expanding Detention and Community-based Program Capacity for the Juvenile Justice System

Date: April 6, 1995

I am scheduling a work session on April 11, 1995, to discuss whether we need to expand capacity in our regional juvenile justice system. The question we must address is:

Should we build additional beds at the new Juvenile Facility to be used by Washington, Clackamas, and Multnomah Counties for increased pretrial detention needs resulting from Ballot Measure 11 and/or increased pressure on the statewide cap for youth committed to state training schools?

The timing on this decision is awkward. The Board will be deliberating on the budget in May and June. However, to gain the savings from having the construction crew on site, we would need to at least commit to the construction costs by mid April.



## **BACKGROUND**

Since the Multnomah County Board decision in 1992 to construct a new juvenile facility, the following has happened:

- ◆ Multnomah County has received a detention reform grant from the Casey Foundation which provides us with the capacity to expand detention alternatives and do a better job of determining who should be in detention using a risk assessment tool
- ◆ Juvenile crime statistics have risen, while adult crime has fallen
- ◆ Ballot Measure 11 passed, mandating minimum sentences for juveniles convicted of a number of crimes
- ◆ Multnomah County has experienced increasing difficulty staying within the state cap, despite additional state money and a slight increase in the cap

Our regional partners, Washington and Clackamas Counties, now rent a total of 20 beds from us. They are feeling the same impact of these trends and have requested additional secure preadjudication detention space. At the same time, they are very supportive of the detention reform effort we have started and want to join with us in developing a common risk assessment instrument and using additional detention alternatives.

## **BALLOT MEASURE 11 IMPLICATIONS**

In discussions with the Counties, I could not commit enough space in our two vacant, existing units to meet their needs. As you know from our briefing earlier this month, the County faces great uncertainty with the impact of Ballot Measure 11:

- ◆ how will the District Attorney's charging policies change?
- ◆ how long will it take to bring Ballot Measure 11 cases to trial?
- ◆ will juries convict youth at the same rate?
- ◆ how many youth will be eligible for pretrial release?
- ◆ how many youth currently held as probation violators can be dealt with through the Day Reporting Centers?
- ◆ will the diversion reform effort yield long term results?
- ◆ how will the sex offender treatment unit impact commitments?
- ◆ how much of the new state space will be available for non-Ballot Measure youth?

**Table 1.**

**Additional beds needed for Youths Charged with Measure 11 Offenses**

# Referrals: 236

		days held pre-trial				
# Charges:	190	48	60	90	100	120
% detained pre-trial	80%	14	19	31	36	44
	60%	9	13	22	25	31
	40%	4	6	13	15	19

Note: this estimate is the net increase from the 6 beds/day presently occupied by BM11 offenders

As shown in Table 1 above, current estimates are that we may need anywhere between 4 to 44 additional beds for Ballot Measure 11 youth held pre-trial, depending on the District Attorney's charging practices, the percent detained pre-trial and the length of stay. This impact is expected to be phased-in over the coming months.

**RELATIONSHIP WITH THE STATE**

A key policy issue is the relationship between state and county responsibilities. Traditionally, the state has provided space for committed offenders. It could be argued that rather than provide additional pre or post commitment options to judges and the state locally, the county should simply continue to advocate with the state for additional space. Prior to Ballot Measure 11, that appeared to be an effective strategy. Although four new regional facilities are being planned in addition to a proposal for modular facilities on MacLaren campus, it is anticipated those beds will quickly be taken. There may be little relief under the cap for

Multnomah County, and because of the inevitable delays in construction, our cap management problems may even grow over the next two years.

### History of Downsizing

In 1981-82, Oregon had 735 close custody beds available to juveniles in the 36 Counties in the state. The legislature decided to downsize its juvenile institutions (MacLaren and Hillcrest) to 513 beds and use the savings to create better community based programs to keep youth from going to the large aggregate institutions. The money the State originally offered Multnomah County for downsizing wasn't enough to adequately manage our committed youth in the community. So for several years, Multnomah County declined to accept the downsizing money and the State retained responsibility for our population.

In the late 1980's, State Juvenile Corrections managers began further dialogue with Multnomah County about downsizing. During that period gang problems surfaced in Portland. The State increased the offer of downsizing funds to support community based programs dealing with gang affected youth. In July 1990, Multnomah County agreed to participate in downsizing and be responsible for our close custody cap.

In response, Multnomah County established: the Assessment, Intervention and Transition Program (AIT) and the Gang Resource Intervention Team (GRIT); participated in development of House of Umoja; and supported community based mentoring, and drug and alcohol and residential treatment programs. It also took responsibility for parole revocations, working more closely with state juvenile parole and screening youth recommended for commitment closely.

Overall cap pressures have increased on the State facilities as a result of a 13% increase in the population of children 17 or under and a 93% increase in violent juvenile crime between 1986 and 1993. This has led to an increase in referrals from jurisdictions across the State: with other jurisdictions now more fully using their authorized share of spaces at MacLaren/Hillcrest, the State is no longer able to absorb Multnomah County's referrals when they exceed cap. Multnomah County has needed to make wholesale releases from close custody on two different occasions in the last 12 months. The first was in May of 1994 when we released 27 youth in a 30 day period and the second was in December of 1994 when we released 25 youth. This contrasts with a typical parole rate 8-12 youth in months when we are below our cap. These wholesale releases were made when we were 20+ over our cap and MacLaren was sleeping youth in their infirmary and crisis intervention units. Despite these dramatic release efforts to get to cap, we have *not been below* our cap in the last 10 months.

The early releases that are now routine at MacLaren/Hillcrest have been demonstrated to increase recidivism. Hasty administrative releases undermine the effectiveness of both the treatment programs and youths' transitions back to the community.

There does not seem to be a climate to solve these problems on a statewide basis. Efforts have been made at a statewide level to get consensus on what youth should be in the training schools. This has not met with agreement as community standards of tolerance are much different between smaller rural counties and larger metropolitan counties. Similarly, efforts to create a standardized classification instrument for commitments to the state training school have not been embraced by any county, except Multnomah.

### Cap Management

Local efforts to manage our cap have included recent changes in our parolee revocation practices. Multnomah County is now holding parole violators locally at the Donald E. Long Home pending their hearing when they have committed felonies while on parole. If placement can be found for these youth in the community after their hearing, we are generally releasing them. If no placement can be found, we will send them back to MacLaren. This approach thereby impacts our local detention capacity management problems.

Within recent weeks, our cap management problem has become more urgent. In March, we participated in a meeting of the Cap Reform sub committee of the Juvenile Corrections Council which is an advisory committee to the State Juvenile Corrections Division. This sub committee agreed the first step toward cap reform should be that all counties honor their contract to be at or below their allotted cap by May 1, 1995. Preliminary discussions indicate support of this plan. To Multnomah County that will mean we will have to release 15 youth from close custody above the number we commit and revoke between now and May 1.

The following three strategies are planned to cope with the Cap management challenges:

⇒ **Develop a risk instrument** that will be used to objectively classify all Multnomah County committed youth for risk of danger to community. This risk assessment will attempt to take the uncomfortable subjective decision being made by parole officers out of the equation, and leave them with finding the best placements for youth as they become eligible for parole. It will also allow us to share with decision makers and others the problem the cap presents.

- ⇒ **Create a commitment review panel** comprised of JJD staff who will review all recommendations of commitment. This committee would be responsible for development of a risk instrument and would offer alternatives to close custody, if possible. Judges should be involved this discussion, so they are aware of evolving resources.
  
- ⇒ **Develop a classification instrument for all adjudicated youth.** This tool would be used to weigh risk and need of youth for community based programs, secure custody programs and commitment to state training schools. It would delineate those youth needing intensive, regular and minimum supervision, and would allow us to shape our probation staff to the needs of our clients. It would give us an objective view of those youth who would best fit the profile of youth needing close custody from a Multnomah County perspective. Conceivably mitigating and aggravating factors could be considered in determining scores for committed youth and deciding who should come out of MacLaren first and would be least risk to the community.

These steps should help mitigate the public safety risks related to early releases. However, we should also consider whether the County wants to provide additional space here. Before outlining the options for additional construction on the site, it may be helpful to review what is available at the existing facility.

#### **EXISTING COUNTY DETENTION CAPACITY**

The Donald E. Long Home has four "detention pods" currently constructed. Each pod consists of two, sixteen bed units which function separately for programmatic purposes but are designed to share staffing for nighttime security. The facility currently has 96 beds in use and a built capacity of 128 beds. Multnomah County funds the operation of 76 beds while Washington and Clackamas Counties each fund 10 beds.

**Table 2. Current Detention Facility Capacity  
by Funding Jurisdiction and Use**

<i>By Funding Jurisdiction:</i>		
Multnomah		76
Washington		10
Clackamas		10
	<i>subtotal</i>	<b>96</b>
vacant		32
	<i>total</i>	<b>128</b>
 <i>By Use:</i>		
General population & BM 11		80
MacLaren Cap Unit		0
P/P Violators Unit		0
AITP Unit		16
Sex Offender Unit		0
	<i>subtotal</i>	<b>96</b>
vacant		32
	<i>total</i>	<b>128</b>

As shown above, most beds [80] are used for general population youth; 60 of these beds are available for Multnomah County use. Most of these beds are used for very short stays of usually just one or two nights; the average stay is 4.8 days since some youth stay for several months. Over forty percent [ 40%] of the general population beds are currently used by parole or probation violators. The detention reform initiative, Ballot Measure 11 and cap management challenges are all expected to support a trend toward a general "hardening" of the youth detention population. Use of risk assessment tools will result in detention of youth presenting the highest public safety risk to the community. This will also mean that fewer girls are detained.

Multnomah County also operates the Assessment, Intervention and Treatment Program [AITP] which serves post-adjudicated youth in one unit; the program operates at capacity with a waiting list of about one month. This program appears to be successful at reducing recidivism and keeping youth out of the state training schools.

## USE OF TWO EXISTING, NOW VACANT UNITS

It is recommended that the two existing, now vacant units be used for Ballot Measure 11 youth and to assist in managing the cap at state training schools.

**Table 3. Planned Funding and Uses for Existing Units**

CAPACITY	CHANGE OVER TIME		
	now	May-95	Jul-95
<i>By Funding Jurisdiction:</i>			
Multnomah	76	88	99
Washington	10	10	14
Clackamas	10	14	15
<i>subtotal</i>	96	112	128
vacant	32	16	0
<i>total</i>	128	128	128
 <i>By Use:</i>			
General population & BM 11	80	80	80
MacLaren Cap Unit	0	16	16
P/P Violators Unit	0	0	16
AITP Unit	16	16	16
Sex Offender Unit	0	0	0
<i>subtotal</i>	96	112	128
vacant	32	16	0
<i>total</i>	128	128	128

### Transition Unit Back from State Training School [ MacLaren Cap Unit]

It is anticipated that one additional unit will be opened in May 1995 to be used for Multnomah County youth returning to the community from MacLaren. This unit would take 16 youth out of our close custody cap, preferably from the camp programs who would be most ready for community based treatment. These youth would be housed in a detention unit, but could have flexible day releases for work or treatment, close contact with parole officers and programs who they would work with in the community, availability for home passes, or passes to residential placements. It would allow us the opportunity to ease youth into the community, with some control.

This arrangement would parallel the effort in the adult system at the Columbia River Correctional Institute and the County work release center on the Clackamas/Multnomah line.

**Pros**

- \* Mitigates the immediate public safety risk of early releases from MacLaren / Hillcrest.
- \* Is expected to reduce recidivism through continuity of treatment services and assistance in transition back to the community.
- \* Program staffing and related costs are not expected to exceed what is typically provided for general population units.

**Cons**

- \* Serves a population which is currently the exclusive responsibility of the State

Jurisdictional funding responsibility is also expected to change somewhat in May. Clackamas would like to start leasing an additional four beds from us as soon as possible, so that revenue will partly offset the additional expenses in 1994-95. The incremental operating cost for the additional unit in last two months of 1994-95 will be \$113,000. The annualized cost is \$ 585,000 in 1995-96.

**Probation/Parole Violation Program Unit [ P/P Violation Unit]**

The second 16 bed unit, to be opened in July 1995, would have the effect of adding bed capacity for the Ballot Measure 11 youth while supporting a new programming focus. It is estimated that over forty percent of the current detention population are there because of probation/parole violations . This new unit would be used as a " drop" program for youth who have violated probation/parole, thereby freeing up another unit for the additional Ballot Measure 11 youth. Ballot Measure 11 youth will be managed as part of the general population in the facility: factors such as the age, size, sophistication and severity of offense are considered in assigning youth to units.

Youth who have violated their parole or probation have specific issues that can be better served with a specific program. It is anticipated that these program services could be provided within the budget typically provided for a general population unit.

It should be noted this unit would blend with current efforts at detention reform where day reporting programs would be used for many probation and parole violators. However, this unit could serve as a backup to day reporting programs as they develop.

When MacLaren ran an Assessment and observation center (two units) in detention in the 1980's, they divided the populations between newly committed youth and parole violators, believing the parole violators were not a positive influence on the newly committed youth. The same would hold true under these circumstances.

**Pros**

- \* Increases overall facility capacity to absorb Ballot Measure 11 youth
- \* Provides an opportunity to focus program efforts on a population with similar situations
- \* Program staffing and related costs are not expected to exceed what is typically provided for general population units.

**Cons**

- \* None identified

Jurisdictional funding relationships are expected to change once again in July. Clackamas would like to start leasing one more beds from us and Washington wants four beds, so those revenues will partly offset the additional expenses in 1995-96. The incremental operating cost for the additional unit in 1995-96 is \$429,000.

**FUTURE DEMAND FOR DETENTION BEDS**

Additional bed capacity in the detention facility would be used for delayed start-up of the sex offender treatment program and for future needs related to Ballot Measure 11.

**Sex Offender Treatment Unit**

Opening of a unit for sex offender treatment would be postponed until March 1996, assuming the Board accepts a recommendation to build at least one additional detention pod. The Board approved establishment of a sex offender treatment unit with adoption of the 1994-95 budget. Due to financial constraints, it was budgeted to open mid-year in January 1995. Mid-year budget considerations pushed scheduled opening to April 1995. Now the impact of Ballot Measure 11 and the challenge of managing our cap at MacLaren lead us to recommend postponement once again.

The sex offender treatment unit remains a high priority for the County. Evaluations of programs with similar designs indicate that the investment in an intensive, residential treatment program for youth under 15 years of age should be cost effective. A recent study found such treatment reduced recidivism; 90% of those treated had not reoffended in the subsequent two years.

## General Population Beds

Future regional demand for general population beds is difficult to estimate. Since the impact of Ballot Measure 11 threatens to be so enormous and is largely beyond our control, it appears prudent to have at least one additional 16 bed unit available for use during 1996. Recognizing the uncertainties, we have developed three scenarios for July 1996 facility use :

Scenario 1: No additional beds are needed, in total, by Washington, Clackamas and Multnomah Counties. [Multnomah County might be able to reallocate beds to Washington or Clackamas Counties, if our detention alternatives, treatment and other community programs are highly successful.]

Scenario 2 : An additional 8 beds in total is needed by Washington, Clackamas and Multnomah Counties.

Scenario 3: An additional 16 beds in total is needed by Washington, Clackamas and Multnomah Counties.

**Table 4. Detention Facility Capacity and Use Changes Over Time**

USE	CHANGES OVER TIME						
	now	May-95	Jul-95	Mar-96	Jul-96	Jul-96	Jul-96
					Scenario 1	cenario	Scenario 3
General population & BM	80	80	80	80	80	88	96
MacLaren Cap	0	16	16	16	16	16	16
P/P Violators	0	0	16	16	16	16	16
Sex Offender	0	0	0	16	16	16	16
A.I.T.P.	16	16	16	16	16	16	16
<i>subtotal</i>	96	112	128	144	144	152	160
vacant	32	16	0	16	16	8	0
<i>total</i>	128	128	128	160	160	160	160

## **THE ROLE OF DETENTION REFORM**

Through implementation of the Detention Reform Project, it is the goal of Multnomah County to aggressively alter the use of the juvenile detention facility. The primary goal of the project is to detain those youth who pose the highest level of risk to public safety through the use of an objective Risk Assessment Instrument. This instrument and the creation of a Community Detention Program will allow us to free-up an estimated 26 detention beds by placing low risk, pre-

adjudicated youth in community detention and fill those same beds with high-risk Ballot Measure 11 youth. Additionally, through the creation of a day reporting center, post-adjudicated youth who would otherwise have cycled through as probation violators will now be going through day reporting and thus free-up another 21 beds for high risk youth. Both of these populations will have access to detention as a back-up for noncompliance with the conditions of their community placements. The exact number of beds needed for back-up is not known at this time. However, the adult system reports that when secure confinement is used in this manner, approximately 30-50% of the youth in the community based alternatives may need a bed in detention at some point in time. The law allows the detaining of such youth for up to 8 days. It is not known how many days a youth might need to stay in detention before returning to the community.

### THE ROLE OF COMMUNITY-BASED PROGRAMS

As the detention population "hardens", the role of community-based programs becomes increasingly important. Community capacity enhancements are needed to address community protection issues and to increase overall system effectiveness. Reducing violent crime and reducing recidivism are two of our urgent benchmarks.

During the next few months, the new Division Director will work with staff and interested stakeholders to assess community capacity and to design specific program enhancements. Consideration will be given to the following suggestions which were developed by a team of Juvenile Counselor Supervisors.

1. **Parole Trackers:** Trackers would intensively monitor a caseload of five paroled youths in the community for a period of up to six months. These youth would be expected to enroll in community based programs, school, employment; trackers would check on youth, log their contacts, and report to parole officers on youth compliance. Since 180 to 240 Multnomah County youth are expected to be paroled annually from MacLaren/Hillcrest, only about half [ 100] of them would be assigned to a tracker. Priority would be given to tracking youth who pose the greatest risk to the community.
2. **Residential, staff secure coed Alcohol and Drug Program:** Currently there is only one residential A & D program in the city. Private hospitals offer this service, but generally it only applies to families with insurance. This program enhancement supports the four urgent benchmarks related to: reducing teen drug and alcohol abuse, increasing drug-free babies, increasing access to alcohol and drug programs and reducing recidivism.
3. **Evaluation staff to monitor program effectiveness:** Historically we have been never had the staff support to properly evaluate the effectiveness of

programs. To be certain we are satisfied with the results of the programs, we need to have an orderly design that will measure program effectiveness, in these and other programs throughout the Division.

4. **Female specific programs:** Programs for delinquent girls have been in short supply for over a decade. With the projected cap management plans, it is anticipated girls who have been committed to Hillcrest will be released, with no particular programs in the community. In the short run two female trackers will be assigned to help assure these youth get the community programming needed.

5. **Residential group home for AITP aftercare:** Currently the AITP model teaches problem solving and personal management skills to youth for a 25-30 day program. Unless the youth is transitioned to a program that allows the youth to continue to practice those skills, the effect of programming is lost.

6. **Intensive Supervision:** This concept can be reached in several ways: the one most familiar to Juvenile Justice is the GRIT (Gang Resource Intervention Team) where counselors have small caseloads (less than 20) and are able to intensively supervise probation youth. Recent commitment data (enclosed) show a rise in commitments from Hispanic and Asian youth. At the same time, the community based efforts have been successful in reducing the commitment rates among Afro-American youth. Replicate the GRIT model for Asian and Hispanic youth.

7. **Day Reporting:** Currently day reporting through detention reform initiative is designed to provide 21 slots. With a two-week program duration, 546 youth can be served yearly. If parole youth are added to the community as rapidly as expected they may use more of those beds than anticipated.

8. **Family Empowerment:** groups and classes to develop survival skills in families and youth.

#### **BUILD-OUT POTENTIAL ON THE SITE**

Enclosed please find a map illustrating the new facility and the construction potential. There is room to double the existing capacity by building for four additional units, with a resulting total capacity of 256 beds. Two factors urge a decision now: the cap management problems ; and an expected savings of \$700,000 in building now, rather than a year from now.

#### **Construction Options**

When faced with these uncertainties, needing to plan long term, and wanting to maintain and enhance our regional partnership, the three Counties have discussed a range of options. As you are aware, Washington and Clackamas

County each shared in the construction costs related to ten beds in our new facility. Both counties expressed initial interest in repeating such an arrangement for additional beds in the near future. Washington County would like to partner in the construction of an additional detention pod; they would like to lease 4 beds as of July 1995, and additional beds as needed. However, Clackamas County has recently informed us that they are not prepared to participate as a partner in construction; their need will be met by the planned lease of an additional 4 beds in May 1995 and then one more than that as of July 1995. For simplification, the following analysis of options assumes that the Clackamas County beds and associated revenue would be realized regardless of the construction options below.

Three construction options have been developed for your consideration:

- OPTION A : TAKE NO ADDITIONAL ACTION AT THIS TIME
- OPTION B: BUILD ADDITIONAL 32 BEDS WITH WASHINGTON COUNTY
- OPTION C: BUILD ADDITIONAL 64 BEDS WITH WASHINGTON COUNTY

#### **OPTION A : TAKE NO ADDITIONAL ACTION AT THIS TIME**

##### **Pros**

- \* Does not cost additional money.
- \* Does not create space that may or may not be needed.
- \* Maintains clear lines of responsibility between county and state.
- \* Maintains flexibility of expanding in the future  
(perhaps as part of a public safety GO Bond)

##### **Cons**

- \* Does not allow us to manage the cap more effectively: early releases undermine treatment program effectiveness and jeopardize public safety.
- \* May threaten the state allocation to Multnomah County for the implementation of downsizing.
- \* Does not deal with the overload on diversion, community programs and secure detention in our community.
- \* Is not responsive to the needs of our regional partners.

#### **OPTION B: BUILD ADDITIONAL 32 BEDS WITH WASHINGTON COUNTY**

Washington and Multnomah Counties will fund the construction of an additional 32 beds for an estimated \$3,400,000. Washington will build 16 of those beds and have the opportunity to access them for a twenty year period. Construction and COP financing costs would be shared as appropriate; Washington County is considering whether to pay their share up-front or to join in our COP issuance.

The COP costs to Multnomah County would be \$ 172,898 annually for twenty years. Direct, annual operating expenses would be approximately \$ 865,000 for the sex offender unit and \$ 585,000 for the general population unit. Washington County would reimburse us for the full cost per bed for care and custody and operations/maintenance.

Washington County has proposed to periodically negotiate the exact number of beds they pay to operate. This proposal is being considered cautiously since the marginal costs for operating a unit do not change much based upon occupancy level. We are working with Washington County to establish mutually acceptable principles to use in deciding when the unit will be opened. There is an understanding that there will need to be some risk assumed by Washington County but that Multnomah County will work in good faith to develop mutually acceptable plans. [ Please refer to Table 4 on page 10.]

#### **Pros**

- \* Maintains our strong regional partnership on juvenile facilities and enables Washington and Clackamas to avoid consideration of building their own facilities.
- \* Multnomah County gains 16 beds now.
- \* Allows us more efficient cap management.
- \* Helps protect the state allocation to Multnomah county for the implementation of downsizing.
- \* Helps deal with the overload on secure detention and community programs in Multnomah County.

#### **Cons**

- \* Increased cost for the County
- \* May have the appearance of contradicting the Casey contract although that contract is focused on pre-adjudicatory youth.

### **OPTION C: BUILD ADDITIONAL 64 BEDS WITH WASHINGTON COUNTY**

Washington and Multnomah Counties will fund the construction of an additional 64 beds which would offer four additional 16 bed units. Washington would pay for 16 beds and Multnomah County would pay for the construction of the remaining 42 beds. Construction costs for 64 beds will be approximately \$ 6,500,000. The annual capital costs for those three units are estimated at \$ 598,159 for Multnomah County. Direct annual operating costs would be approximately \$865,000 for the sex offender unit and \$957,000 in total for the two general population units funded by Multnomah County. Washington County would reimburse us for the full cost per bed for care and custody and operations/maintenance costs of the 16 beds which they fund.

The COP costs to Multnomah County would be \$ 172,898 annually for twenty years. Direct, annual operating expenses would be approximately \$ 865,000 for the sex offender unit and \$ 585,000 for the general population unit. Washington County would reimburse us for the full cost per bed for care and custody and operations/maintenance.

Washington County has proposed to periodically negotiate the exact number of beds they pay to operate. This proposal is being considered cautiously since the marginal costs for operating a unit do not change much based upon occupancy level. We are working with Washington County to establish mutually acceptable principles to use in deciding when the unit will be opened. There is an understanding that there will need to be some risk assumed by Washington County but that Multnomah County will work in good faith to develop mutually acceptable plans. [ Please refer to Table 4 on page 10.]

### Pros

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- \* Multnomah County gains 16 beds now.
- \* Allows us more efficient cap management.
- \* Helps protect the state allocation to Multnomah county for the implementation of downsizing.
- \* Helps deal with the overload on secure detention and community programs in Multnomah County.

### Cons

- \* Increased cost for the County
- \* May have the appearance of contradicting the Casey contract although that contract is focused on pre-adjudicatory youth.

### **OPTION C: BUILD ADDITIONAL 64 BEDS WITH WASHINGTON COUNTY**

Washington and Multnomah Counties will fund the construction of an additional 64 beds which would offer four additional 16 bed units. Washington would pay for 16 beds and Multnomah County would pay for the construction of the remaining 42 beds. Construction costs for 64 beds will be approximately \$ 6,500,000. The annual capital costs for those three units are estimated at \$ 487,883 for Multnomah County. Direct annual operating costs would be approximately \$865,000 for the sex offender unit and \$957,000 in total for the two general population units funded by Multnomah County. Washington County would reimburse us for the full cost per bed for care and custody and operations/maintenance costs of the 16 beds which they fund.

The first unit would open in March 1996 for the residential sex offender treatment program. The other three unit(s) would be shelled in, but unoccupied until future needs dictate. The schedule for opening the other units would be established as we gain experience with the effect of Ballot Measure 11, the detention reform initiative and the State response to capacity limitations.

### **Pros**

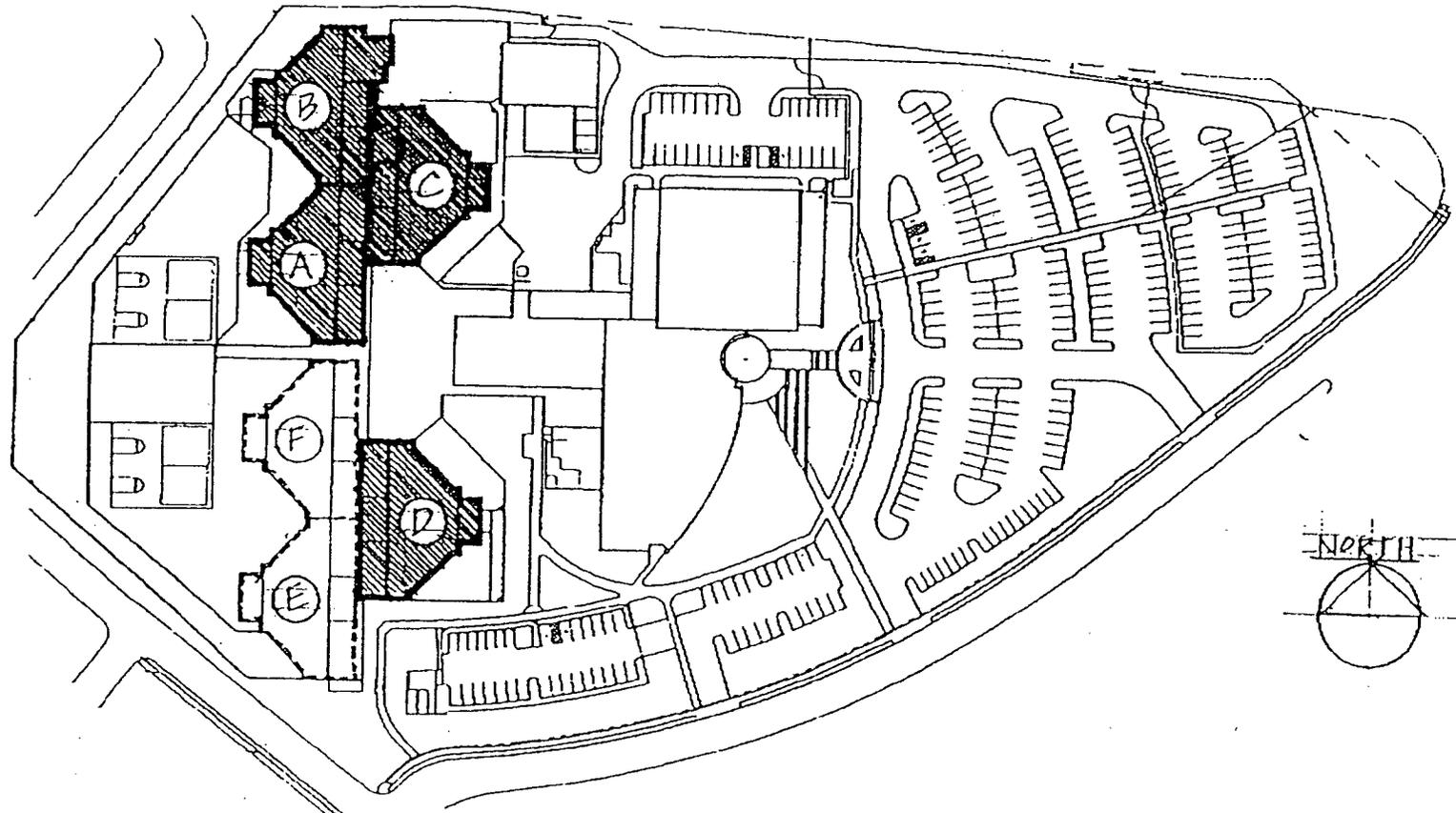
- \* Maintains our strong regional partnership on juvenile facilities and enables Washington and Clackamas to avoid consideration of building their own facilities.
- \* Enables the County to complete the build out of the facility for the lowest possible cost. (Additional savings from the economies of scale of construction)
- \* Allows us more efficient cap management.
- \* Helps protect the state allocation to Multnomah County for the implementation of downsizing.
- \* Helps deal with the overload on diversion, community programs and secure detention in our community.

### **Cons**

- \* Increased cost for the County
- \* May have the appearance of contradicting the Casey contract which is focused on preadjudicatory youth.
- \* Creates pressure to use the most expensive sanction that may or may not be needed.
- \* May foreclose option of going to the voters on a GO Bond to complete facility build out.

## **RECOMMENDATIONS**

1. Approve the concept of partnership with Washington County in the construction of an additional pod with 32 Beds and direct staff to proceed with construction bidding and sublease negotiations.
2. Authorize JJD to operate the two existing, additional units as a transition unit back from State training school and as a probation/parole violation program unit.
3. Support the enhancement of community-based programs for juveniles to reduce recidivism and improve public safety.

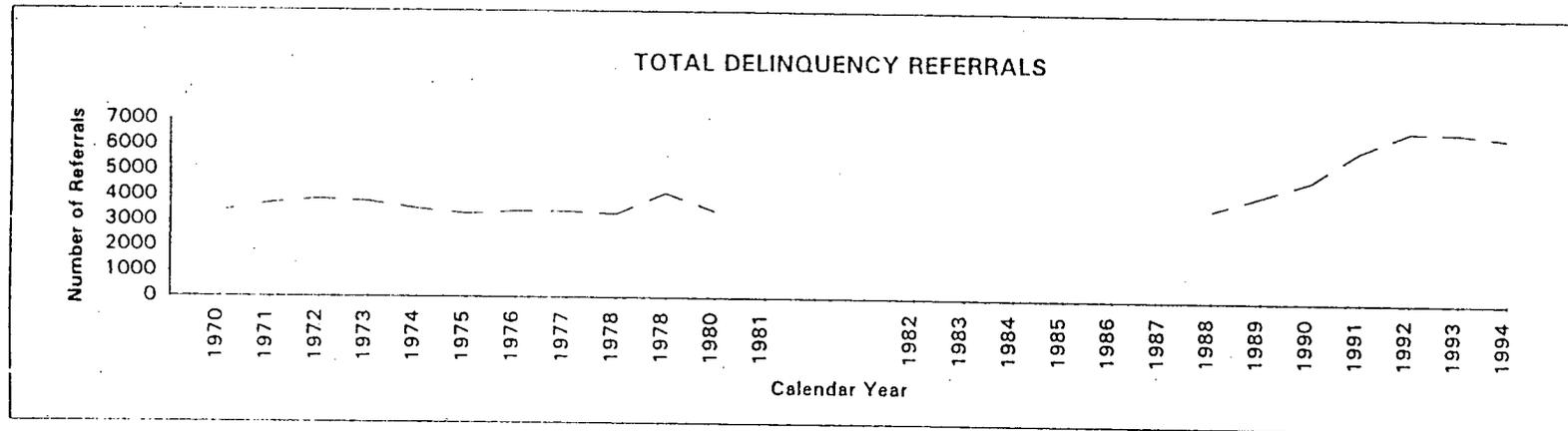


- EXISTING PODS (A)(B)(C)(D) ..... 128 BEDS
- BUILD ONE POD (E) ..... 32 BEDS
- BUILD TWO PODS (E)(F) ..... 64 BEDS

JUVENILE JUSTICE COMPLEX  
WALTON COUNTY

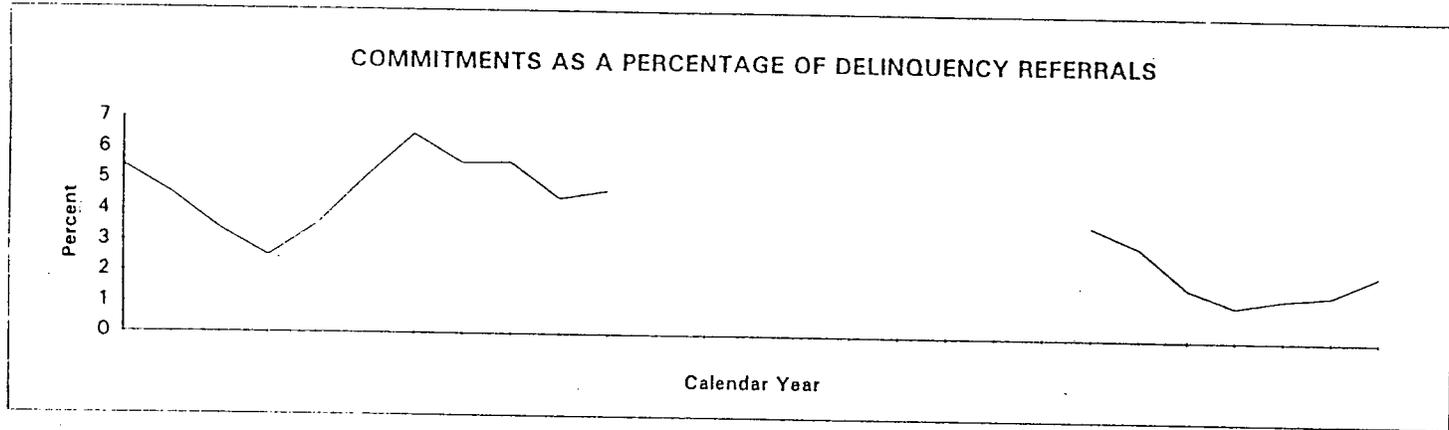
## Juvenile Justice Division Total Delinquency Referrals

	1970	1971	1972	1973	1974	1975	1976	1977	1978	1978	1980	1981
Number of Delinquency Referrals	3374	3692	3860	3772	3492	3301	3400	3406	3321	4141	3449	
Number of Commitments	184	168	131	95	124	168	221	190	186	184	162	
Commitments as a % of Referrals	5.45	4.55	3.39	2.52	3.55	5.09	6.5	5.58	5.6	4.44	4.7	



## Juvenile Justice Division Total Delinquency Referrals

	1982	1983	1984	1985	1986	1987	1988	1989	1990	1991	1992	1993	1994
Number of Delinquency Referrals							3647	4228	4827	6049	6819	6793	6578
Number of Commitments			116	126	127	124	135	128	82	69	95	103	143
Commitments as a % of Referrals							3.7	3.03	1.7	1.14	1.39	1.52	2.19



## MULTNOMAH COUNTY JUVENILE JUSTICE DIVISION

### Commitments to Close Custody by Crime Grouping

	Public Safety Reserve	Crimes Against Persons	Crimes Against Property	Crimes Against Public Order & Safety	TOTAL
1984	11	10	86	9	116
1985	16	10	93	7	126
1986	10	10	99	8	127
1987	14	14	85	11	124
1988	19	13	91	12	135
1989	24	18	72	14	128
1990	13	16	46	7	82
1991	14	15	31	9	69
1992	32	9	42	12	95
1993	29	17	49	8	103
1994	37	25	70	11	143

There are several trends of note on the above table.

- 1) Commitments for Public Safety Reserve crimes have doubled in the last 3 years.
- 2) Commitments for crimes against persons increased in 1994.
- 3) The drop in total commitments which occurred in 1990 was primarily in crimes against property.  
In 1994 these commitments resumed previous levels.
- 4) Commitments for crimes against Public Order and Safety have remained stable.

TANYA COLLIER  
Multnomah County Commissioner  
District 3



1120 SW Fifth St, Suite 1500  
Portland, OR 97204  
(503) 248-5217

Amendments to April 27, 1995 Resolution 10

WHEREAS; the certificates of participation to finance the construction of the additional 32 beds will cost about \$350,000 annually, and,

WHEREAS; in August 1992, the County issued \$36,000,000 in certificates of participation with an annual payment of about \$3,035,000 to construct the new Juvenile Justice Complex, and,

WHEREAS; Federal and State law allow governmental agencies to "Advance Refund" or refinance certificates of participation with General Obligation Bonds, and,

WHEREAS; an Advance Refunding of the certificates with General Obligation Bonds will allow the County to annually redirect about \$3,210,000 of resources to other uses, and,

WHEREAS; it may be feasible to ask the voters of Multnomah County to approve a General Obligation Bond Measure to Advance Refund the certificates of participation, and,

WHEREAS; if Multnomah County asks for voter approval of a General Obligation Bond Measure and the voters do not approve the measure, it is the intent of Multnomah County to continue appropriating sufficient funds to retire the outstanding certificates of participation, and,

BE IT RESOLVED; that the Chair will direct the Director of Finance to begin preparing an Advance Refunding Plan to be sent to the State Treasurer's Office for approval, and,

BE IT FURTHER RESOLVED; that if the Advance Refunding Plan is approved by the State Treasurer's Office, the Board will incorporate the measure with other Bond measures and begin the process of asking the voters for approval to Advance Refund the certificates of participation.

BOARD OF  
COUNTY COMMISSIONERS  
1995 APR 26 AM 11:55  
MULTNOMAH COUNTY  
OREGON

BEFORE THE BOARD OF COUNTY COMMISSIONERS  
FOR MULTNOMAH COUNTY, OREGON

In the Matter of Constructing 32 Additional            )  
Beds at the Multnomah County Juvenile                )  
Justice Complex and Exploring the Feasibility        ) R E S O L U T I O N  
of Constructing a Triage Center on that Site            )

WHEREAS, the construction of 32 additional beds will allow Multnomah County to cope with increased detention needs presented by Ballot Measure 11 and the ongoing problems with meeting our facility cap at McLaren; and

WHEREAS, the construction of 32 additional beds will allow Multnomah, Washington and Clackamas Counties to preserve the Juvenile Home as a regional facility by allowing Washington and Clackamas Counties to meet their short term needs and increase the beds they lease from 10 to 19. The construction will enable Washington County to plan for projected growth; and

WHEREAS, the construction of 32 additional beds will allow Multnomah County to reduce recidivism and protect public safety by providing a greater range of meaningful sanctions to the following populations:

- McLaren youth returning to the community;
- sex offenders;
- parole and probation violators.

WHEREAS, with the 32 beds which will be operational by July, the construction of 32 additional beds will increase the total population at the Multnomah County Juvenile Justice Complex by 50%, from the current 96 to 144; and

WHEREAS, a survey of the state and neighboring counties indicates that at this time, no jurisdiction wishes to finance the construction, or lease the 32 additional beds from Multnomah County. The state requires long term beds not suitable for this facility. In general, other counties outside the metropolitan area will be able to access the new regional detention centers for detention space; and

WHEREAS, the survey revealed that Clatsop County would like access to two to three beds over the next 18 months and are willing to operate on a month-to-month arrangement to accommodate our needs. Given that flexibility, Multnomah County will accommodate their request; and

WHEREAS, Multnomah County does not foresee any probable short or long term need for space above the additional 32 beds. The state growth in bed capacity should absorb the youth sentenced under Ballot Measure 11 and, in time, help stabilize our system because youth sentenced for these crimes will be removed from the county system. Portland State University population projections indicate the number of 15 to 19 year olds will decline from 44,650 to 41,970 between 1995 and 2000. The number of 10 to 14 year olds will also decline slightly from 37,805 to 36,814. Projecting to 2010, the total number of 10 to 19 year olds in Multnomah County will show a slight decline from the totals for 1995. (82,455 to 80,247); and

WHEREAS, the potential savings for construction of an additional 32 beds are lost if units are not used within a two year period. The additional cost of certificates of participation is approximately \$350,000 annually, not currently budgeted; and

WHEREAS, partial construction of an additional 32 beds yields only small savings and commits the County to a twenty year outlay of money with no useful purpose for the construction; and

WHEREAS, it is possible that it would be economically, programmatically and politically feasible to build a Triage Center for adults and juveniles on the site. Numerous factors would have to be considered:

- change in design;
- separate access;
- comparison with alternative sites and advantages of using a hospital site;
- whether it is better to link the Triage Center with a new justice facility and/or jail;
- best location for citizen and law enforcement access;
- feasibility of building as part of the current contract with Hoffman and possible savings;
- potential of having the payment included on a GO Bond;
- best use of seed money included in Executive Budget for Triage Center
- siting issues, if any; and

WHEREAS, effective community programs are an essential compliment to detention and secure program facilities. The County is committed to developing an effective continuum of services and sanctions within limit resources.

NOW, THEREFORE IT IS RESOLVED, that Multnomah and Washington Counties will jointly build an additional 32 new beds at the Multnomah County Juvenile Justice Complex; and

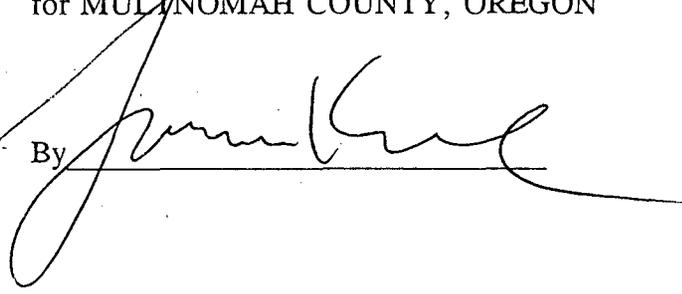
IT IS FURTHER RESOLVED, that the Chair will direct the Director of Community and Family Services to explore the feasibility of constructing a Triage Center on the site and bring a recommendation to the Board by May 31, 1995.

APPROVED this \_\_\_\_\_ day of \_\_\_\_\_, 1995.

MULTNOMAH COUNTY, OREGON

By \_\_\_\_\_  
Beverly Stein, Chair

REVIEWED:  
LAURENCE KRESSEL, COUNTY COUNSEL  
for MULTNOMAH COUNTY, OREGON

By \_\_\_\_\_  


MEETING DATE: APR 27 1995

AGENDA NO: R-11

(Above Space for Board Clerk's Use ONLY)

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AGENDA PLACEMENT FORM

SUBJECT: Resolution In the Matter of Constructing Additional Beds For the Multnomah County Juvenile Detention Home and Examining the Feasibility of Using a Portion of that Facility for a Mental Health Crisis Triage Center.

BOARD BRIEFING: Date Requested:

Amount of Time Needed:

REGULAR MEETING: Date Requested: April 27, 1995

Amount of Time Needed: 15 minutes

DEPARTMENT: Non-departmental

DIVISION: Commissioner Saltzman

CONTACT: Mark Wiener

TELEPHONE #: 248-5220

BLDG/ROOM #:

PERSON(S) MAKING PRESENTATION: Commissioner Dan Saltzman

ACTION REQUESTED:

INFORMATIONAL ONLY     POLICY DIRECTION     APPROVAL     OTHER

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

Currently, construction of Multnomah County's new juvenile detention facility will not fully accommodate the needs that we can reasonably expect. With the County's construction contractors on site now, it affords us the opportunity for significant savings if we decide to increase the number of beds now. Additionally, the County has identified a Mental Health Crisis Triage Center as an important need. However it has proved difficult to site. The resolution calls for the construction of 64 additional beds for the Juvenile Detention Home, and directs the Community and Family Services Division to examine the feasibility of locating the Mental Health Crisis Triage Center there.

SIGNATURES REQUIRED:

ELECTED OFFICIAL: Dan Saltzman

OR

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

BOARD OF  
COUNTY COMMISSIONERS  
MULTNOMAH COUNTY  
OREGON  
1995 APR 20 PM 4:18

ALL ACCOMPANYING DOCUMENTS MUST HAVE REQUIRED SIGNATURES

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



**DAN SALTZMAN, Multnomah County Commissioner, District One**

1120 S.W. Fifth Avenue, Suite 1500 • Portland, Oregon 97204 • (503) 248-5220 • FAX (503) 248-5440

**BOARD OF COUNTY COMMISSIONERS  
AGENDA ITEM BRIEFING  
STAFF REPORT SUPPLEMENT**

TO: BOARD OF COUNTY COMMISSIONERS

FROM: COMMISSIONER DAN SALTZMAN

*D.S.*

TODAY'S DATE: APRIL 20, 1995

REQUESTED PLACEMENT DATE: APRIL 25, 1995

RE: Resolution In the Matter of Constructing Additional Beds For the Multnomah County Juvenile Justice Complex and Examining the Feasibility of Using a Portion of that Facility for a Mental Health Crisis Triage Center.

I. Recommendation/Action Requested:

Approval of resolution.

II. Background/Analysis

Both Multnomah County's and the region's need for secure juvenile detention beds has increased steadily. However, capacity has not kept pace: there has been no major changes to the Donald E. Long Home for 45 years. While we are in the process of constructing a new facility, current plans reflect no increase in beds: it certainly will not fully accommodate the needs that we can reasonably expect. With the County's construction contractors on site now, it affords us the opportunity for significant savings if we decide to increase the number of beds now. Increasing capacity now will also enable Multnomah County to take a leadership role in the regionalization of juvenile justice services.

Additionally, the County has identified a Mental Health Crisis Triage Center as an important need. However it has proved difficult to site. Co-location of these two functions may be a way to accomplish that goal

The resolution calls for the construction of 64 additional beds for the Multnomah County Juvenile Justice Complex, and directs the Community and Family Services Division to examine the feasibility of locating the Mental Health Crisis Triage Center there.

III. Financial Impact

Constructing the full 64 additional beds now would reflect an approximate \$700,000 savings over constructing them at a later date.

IV. Legal Issues

There may be legal issues surrounding the location of a mental health facility within a juvenile detention facility. The feasibility study for the Triage Center will examine those issues.

V. Controversial Issues

The decision to build in anticipation of demand may be controversial.

VI. Link to Current County Policies:

This resolution conforms with County policy to maximize our capital investments, appropriate co-location of County services, and pursuing regional approaches to regional problems.

VII. Citizen Participation:

Public testimony at Board hearing.

VIII. Other Government Participation:

Nearby county governments have been consulted as potential regional partners in the construction and use of the expanded facility.

TANYA COLLIER  
Multnomah County Commissioner  
District 3



1120 SW Fifth St., Suite 1500  
Portland, OR 97204  
(503) 248-5217

Amendments for April 27, 1995 Resolution 11

WHEREAS; the certificates of participation to finance the construction of the additional 64 beds will cost about \$700,000 annually, and,

WHEREAS; in August 1992, the County issued \$36,000,000 in certificates of participation with an annual payment of about \$3,035,000 to construct the new Juvenile Justice Complex, and,

WHEREAS; Federal and State law allow governmental agencies to "Advance Refund" or refinance certificates of participation with General Obligation Bonds, and,

WHEREAS; an Advance Refunding of the certificates with General Obligation Bonds will allow the County to annually redirect about \$3,560,000 of resources to other uses, and,

WHEREAS; it may be feasible to ask the voters of Multnomah County to approve a General Obligation Bond Measure to Advance Refund the certificates of participation, and,

WHEREAS; if Multnomah County asks for voter approval of a General Obligation Bond Measure and the voters do not approve the measure, it is the intent of Multnomah County to continue appropriating sufficient funds to retire the outstanding certificates of participation, and,

BE IT RESOLVED; that the Chair will direct the Director of Finance to begin preparing an Advance Refunding Plan to be sent to the State Treasurer's Office for approval, and,

BE IT FURTHER RESOLVED; that if the Advance Refunding Plan is approved by the State Treasurer's Office, the Board will incorporate the measure with other Bond measures and begin the process of asking the voters for approval to Advance Refund the certificates of participation.

BOARD OF  
COUNTY COMMISSIONERS  
1995 APR 26 AM 11:55  
MULTNOMAH COUNTY  
OREGON

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

In the Matter of Constructing Additional                    )  
Beds For the Multnomah County Juvenile                    )  
Justice Complex and Examining the Feasibility            )        RESOLUTION  
of Using a Portion of that Facility                         )  
for a Mental Health Crisis Triage Center                    )

WHEREAS, juvenile arrests in Multnomah County have increased by approximately 60% between 1988 and 1992; and,

WHEREAS, recent changes in law will further increase the demand for additional juvenile detention facilities; and,

WHEREAS, Multnomah County is currently constructing a new Juvenile Justice Complex; and,

WHEREAS, this reflects the first renovation or construction of a Multnomah County juvenile facility in 45 years; and

WHEREAS, this facility as currently planned reflects no increase in the number of beds available for juvenile detention; and,

WHEREAS, the site and plans for this facility could accommodate additional beds; and,

WHEREAS, the current presence of the County's construction contractors on site means that constructing these additional beds now would reflect a substantial savings over constructing them later; and,

WHEREAS, this represents a unique opportunity for the County; and,

WHEREAS, Multnomah County is also in need of a mental health crisis intervention unit containing secure beds; and,

WHEREAS, the County has been unable to secure a site for a mental health crisis intervention unit.

NOW, THEREFORE BE IT RESOLVED that the Board of Multnomah County Commissioners directs that 64 additional beds, in two pods of 32 beds each, be constructed as part of the new Multnomah County Juvenile Justice Complex.

BE IT FURTHER RESOLVED that the County negotiate with other jurisdictions for financial participation in the project.

BE IT FURTHER RESOLVED that the Multnomah County Community and Family Services Division, in cooperation with the Juvenile Justice Division, explore siting and constructing a Mental Health Crisis Triage Center on that site. Factors to be considered should include:

- design changes;
- separate access;
- comparison with alternative sites;
- whether it is better to link the Triage Center with a new justice facility and/or jail;
- best location for access;
- feasibility of building as part of the current contract and possible savings;
- potential of having the payment included on a General Obligation Bond;
- best use of seed money included in the Executive Budget for Triage Center; siting issues, if any.

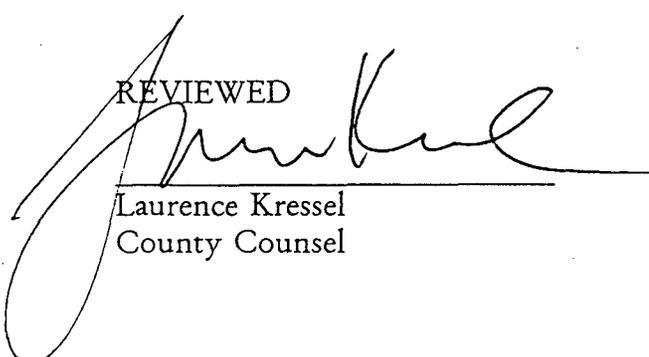
BE IT FURTHER RESOLVED that the Multnomah County Community and Family Services Division report the results of that examination to the Board of County Commissioners no later than May 31, 1995.

ADOPTED this 27th day of April, 1995

BOARD OF COUNTY COMMISSIONERS FOR  
MULTNOMAH COUNTY, OREGON

By \_\_\_\_\_  
Beverly Stein, Chair  
Multnomah County, Oregon

REVIEWED



\_\_\_\_\_  
Laurence Kressel  
County Counsel