

**Multnomah County  
Commissioners**

June 7, 2007

3:43:00



Multnomah County Oregon

# Board of Commissioners & Agenda

connecting citizens with information and services

REVISED

## BOARD OF COMMISSIONERS

### Ted Wheeler, Chair

501 SE Hawthorne Boulevard, Suite 600  
Portland, Or 97214

Phone: (503) 988-3308 FAX (503) 988-3093

Email: [mult.chair@co.multnomah.or.us](mailto:mult.chair@co.multnomah.or.us)

### Maria Rojo de Steffey, Commission Dist. 1

501 SE Hawthorne Boulevard, Suite 600  
Portland, Or 97214

Phone: (503) 988-5220 FAX (503) 988-5440

Email: [district1@co.multnomah.or.us](mailto:district1@co.multnomah.or.us)

### Jeff Cogen, Commission Dist. 2

501 SE Hawthorne Boulevard, Suite 600  
Portland, Or 97214

Phone: (503) 988-5219 FAX (503) 988-5440

Email: [district2@co.multnomah.or.us](mailto:district2@co.multnomah.or.us)

### Lisa Naito, Commission Dist. 3

501 SE Hawthorne Boulevard, Suite 600  
Portland, Or 97214

Phone: (503) 988-5217 FAX (503) 988-5262

Email: [district3@co.multnomah.or.us](mailto:district3@co.multnomah.or.us)

### Lonnie Roberts, Commission Dist. 4

501 SE Hawthorne Boulevard, Suite 600  
Portland, Or 97214

Phone: (503) 988-5213 FAX (503) 988-5262

Email: [lonnie.j.roberts@co.multnomah.or.us](mailto:lonnie.j.roberts@co.multnomah.or.us)

### On-line Streaming Media, View Board Meetings

[www.co.multnomah.or.us/cc/live\\_broadcast.shtml](http://www.co.multnomah.or.us/cc/live_broadcast.shtml)

### On-line Agendas & Agenda Packet Material

[www.co.multnomah.or.us/cc/agenda.shtml](http://www.co.multnomah.or.us/cc/agenda.shtml)

Americans with Disabilities Act Notice: If you need this agenda in an alternate format, or wish to participate in a Board Meeting, please call the Board Clerk (503) 988-3277, or the City/County Information Center TDD number (503) 823-6868, for information on available services and accessibility.

## JUNE 5 & 7, 2007 BOARD MEETINGS FASTLOOK AGENDA ITEMS OF INTEREST

Pg 2	9:30 a.m. Tuesday Budget Work Session
Pg 2	9:00 a.m. Thursday Resolution Supporting Veteran Reintegration Efforts and Co-Hosting a Summit Meeting
Pg 3	9:30 a.m. Thursday Hearings and Resolutions Adopting 2007-2008 Service District Budgets
Pg 4	9:40 a.m. Thursday Hearings and Resolutions Establishing Fees and Repealing Resolutions
Pg 4	10:00 a.m. Thursday Tax Supervising and Conservation Commission Hearings on the 2006-2007 Multnomah County Supplemental Budget and 2007-2008 Budget
Pg 5	10:40 a.m. Thursday Hearings and Resolutions Adopting the 2006-2007 Multnomah County Supplemental Budget and the 2007-2008 Multnomah County Budget

Thursday meetings of the Multnomah County Board of Commissioners are cable-cast live and taped and may be seen by Cable subscribers in Multnomah County at the following times:

Thursday, 9:00 AM, (LIVE) Channel 30

Saturday, 10:00 AM, Channel 29

Sunday, 11:00 AM, Channel 30

Tuesday, 8:00 PM, Channel 29

Produced through MetroEast Community Media

(503) 667-8848, ext. 332 for further info

or: <http://www.mctv.org>

Tuesday, June 5, 2007 - 9:30 AM  
Multnomah Building, First Floor Commissioners Boardroom 100  
501 SE Hawthorne Boulevard, Portland

## **BUDGET WORK SESSION**

WS-1 Multnomah County 2007-2008 Budget Work Session – Proposal and Review of Amendments. This meeting is open to the public however no public testimony will be taken. 2 HOURS REQUESTED.

---

Thursday, June 7, 2007 - 9:00 AM  
Multnomah Building, First Floor Commissioners Boardroom 100  
501 SE Hawthorne Boulevard, Portland

## **REGULAR MEETING**

### **CONSENT CALENDAR - 9:00 AM** **DEPARTMENT OF COMMUNITY JUSTICE**

C-1 Budget Modification DCJ-19 Reclassifying Three Positions in the Employee, Community and Clinical Services Division, as Determined by the Class/Comp Unit of Central Human Resources

### **SHERIFF'S OFFICE**

C-2 Amendment 1 to Government Revenue Agreement 0607003 with the U. S. Department of Agriculture, Forest Service, for Summer Patrols of Forest Service Lands

### **REGULAR AGENDA** **NON-DEPARTMENTAL - 9:00 AM**

R-1 RESOLUTION Supporting Veteran Reintegration Efforts and Co-Hosting a Summit Meeting in Coordination with the Oregon National Guard Reintegration Program

R-2 NOTICE OF INTENT to Apply for Grant Funding of Up to \$25,000 from the Energy Trust of Oregon to Study the Feasibility of Entering into a Wind Power Purchase Agreement

### **SHERIFF'S OFFICE – 9:20 AM**

- R-3 Budget Modification MCSO-12 Appropriating \$55,000 from the Oregon Department of Transportation for Patrol Services in Work Zones
- R-4 Budget Modification MCSO-13 Appropriating \$105,050 in Homeland Security Grant Funding Law Enforcement Terrorism Prevention Program (LETPP) and State Homeland Security Program (SHSP)

**DEPARTMENT OF HEALTH – 9:25 AM**

- R-5 NOTICE OF INTENT to Request Recertification of Grant Funding from the United Way to Support Access to Health Care and Other Services for Homeless Families (Recertification will Enable the Department to be awarded an Additional \$162,000 in Grant Funding)
- R-6 Budget Modification HD-28 Appropriating \$8,000 in New Revenue from the Oregon Association of Hospitals and Health Systems for the Health Department's Regional Emergency Preparedness Program

**PUBLIC COMMENT - 9:30 AM**

Opportunity for Public Comment on non-agenda matters. Testimony is limited to three minutes per person. Fill out a speaker form available in the Boardroom and turn it into the Board Clerk.

**SERVICE DISTRICTS - 9:30 AM**

(Recess as the Board of County Commissioners and convene as the governing body for **DUNTHORPE RIVERDALE SANITARY SERVICE DISTRICT NO. 1**)

- R-7 PUBLIC HEARING on Proposed RESOLUTION Adopting the 2007-2008 Budget for Dunthorpe Riverdale Sanitary Service District No. 1 and Making Appropriations

(Adjourn as the governing body for Dunthorpe Riverdale Sanitary Service District No. 1 and convene as governing body for **MID-COUNTY STREET LIGHTING SERVICE DISTRICT NO. 14**)

- R-8 PUBLIC HEARING on Proposed RESOLUTION Adopting the 2007-2008 Budget for Mid-County Street Lighting Service District No. 14 and Making Appropriations

(Adjourn as the governing body for Mid-County Street Lighting Service District No. 14 and reconvene as Board of County Commissioners)

**NON-DEPARTMENTAL - 9:40 AM**

R-9 PUBLIC HEARING on Proposed RESOLUTION Establishing Fees and Charges for Chapter 27, Community Services, of the Multnomah County Code and Repealing Resolution No. 06-092

R-10 PUBLIC HEARING on Proposed RESOLUTION Establishing Fees and Charges for Chapter 29, Building Regulations, of the Multnomah County code and Repealing Resolution No. 06-093

R-11 PUBLIC HEARING on Proposed RESOLUTION Establishing Fees and Charges for MCC 11.05 Land Use General Provisions, 11.15 Zoning, 11.45 Land Divisions, 37 Administration and Procedures, 38 Columbia River Gorge National Scenic Area, and Repealing Resolution No. 06-130

**DEPARTMENT OF COUNTY MANAGEMENT – 9:50 AM**

R-12 RESOLUTION Authorizing Salary Adjustments for Employees Not Covered by Collective Bargaining Agreements for Fiscal Year 2007-2008

***THE REGULAR BOARD MEETING WILL BE RECESSED JUST PRIOR TO 10:00 AM, TO BE RECONVENED IMMEDIATELY FOLLOWING THE TAX SUPERVISING AND CONSERVATION COMMISSION HEARINGS.***

---

Thursday, June 7, 2007 - **10:00 AM**  
Multnomah Building, First Floor Commissioners Boardroom 100  
501 SE Hawthorne Boulevard, Portland

**TAX SUPERVISING AND CONSERVATION  
COMMISSION PUBLIC BUDGET HEARINGS**

PH-1 The Tax Supervising and Conservation Commission will conduct PUBLIC HEARINGS on the 2006-2007 Multnomah County Supplemental Budget and on the 2007-2008 Multnomah County Budget.

Thursday, June 7, 2007 - 10:40 AM  
**(OR IMMEDIATELY FOLLOWING THE TSCC BUDGET HEARINGS)**  
Multnomah Building, First Floor Commissioners Boardroom 100  
501 SE Hawthorne Boulevard, Portland

**REGULAR MEETING - continued**

**DEPARTMENT OF COUNTY MANAGEMENT – 10:40 AM**

- R-15 RESOLUTION Adopting the 2006-2007 Multnomah County Supplemental Budget and Making Appropriations as Required by ORS 294.480
- R-13 RESOLUTION Adopting Financial and Budget Policies for Multnomah County, Oregon for Fiscal Year 2007-2008 and Repealing Resolution 06-109
- R-14 RESOLUTION Defining the Funds to be Used in Fiscal Year 2007-2008 and Repealing Resolution 06-110
- R-16 PUBLIC HEARING on Proposed RESOLUTION Adopting the 2008 Budget for Multnomah County and Making Appropriations Thereunder, Pursuant to ORS 294.435
- R-17 RESOLUTION Levying Ad Valorem Property Taxes for Multnomah County, Oregon, for Fiscal Year 2008



Multnomah County Oregon

# Board of Commissioners & Agenda

connecting citizens with information and services

## BOARD OF COMMISSIONERS

### Ted Wheeler, Chair

501 SE Hawthorne Boulevard, Suite 600  
Portland, Or 97214

Phone: (503) 988-3308 FAX (503) 988-3093

Email: [mult.chair@co.multnomah.or.us](mailto:mult.chair@co.multnomah.or.us)

### Maria Rojo de Steffey, Commission Dist. 1

501 SE Hawthorne Boulevard, Suite 600  
Portland, Or 97214

Phone: (503) 988-5220 FAX (503) 988-5440

Email: [district1@co.multnomah.or.us](mailto:district1@co.multnomah.or.us)

### Jeff Cogen, Commission Dist. 2

501 SE Hawthorne Boulevard, Suite 600  
Portland, Or 97214

Phone: (503) 988-5219 FAX (503) 988-5440

Email: [district2@co.multnomah.or.us](mailto:district2@co.multnomah.or.us)

### Lisa Naito, Commission Dist. 3

501 SE Hawthorne Boulevard, Suite 600  
Portland, Or 97214

Phone: (503) 988-5217 FAX (503) 988-5262

Email: [district3@co.multnomah.or.us](mailto:district3@co.multnomah.or.us)

### Lonnie Roberts, Commission Dist. 4

501 SE Hawthorne Boulevard, Suite 600  
Portland, Or 97214

Phone: (503) 988-5213 FAX (503) 988-5262

Email: [lonnie.j.roberts@co.multnomah.or.us](mailto:lonnie.j.roberts@co.multnomah.or.us)

**On-line Streaming Media, View Board Meetings**  
[www.co.multnomah.or.us/cc/live\\_broadcast.shtml](http://www.co.multnomah.or.us/cc/live_broadcast.shtml)

**On-line Agendas & Agenda Packet Material**  
[www.co.multnomah.or.us/cc/agenda.shtml](http://www.co.multnomah.or.us/cc/agenda.shtml)

**Americans with Disabilities Act Notice:** If you need this agenda in an alternate format, or wish to participate in a Board Meeting, please call the Board Clerk (503) 988-3277, or the City/County Information Center TDD number (503) 823-6868, for information on available services and accessibility.

## JUNE 5 & 7, 2007 BOARD MEETINGS FASTLOOK AGENDA ITEMS OF INTEREST

Pg 2	9:00 a.m. Tuesday if needed Executive Session
Pg 2	9:00 a.m. Thursday Resolution Supporting Veteran Reintegration Efforts and Co-Hosting a Summit Meeting
Pg 3	9:30 a.m. Thursday PUBLIC Hearings and Resolutions Adopting the 2007-2008 Service District Budgets
Pg 5	10:00 a.m. Thursday Tax Supervising and Conservation Commission Public Hearings on the 2006-2007 Multnomah County Supplemental Budget and 2007-2008 Budget
Pg 5	10:45 a.m. Thursday Public Hearings and Resolutions Adopting the 2006-2007 Multnomah County Supplemental Budget and the 2007-2008 Multnomah County Budget

Thursday meetings of the Multnomah County Board of Commissioners are cable-cast live and taped and may be seen by Cable subscribers in Multnomah County at the following times:

Thursday, 9:00 AM, (LIVE) Channel 30  
Saturday, 10:00 AM, Channel 29  
Sunday, 11:00 AM, Channel 30  
Tuesday, 8:00 PM, Channel 29

Produced through MetroEast Community Media  
(503) 667-8848, ext. 332 for further info  
or: <http://www.mctv.org>

Tuesday, June 5, 2007 - 9:00 AM  
Multnomah Building, Sixth Floor Commissioners Conference Room 635  
501 SE Hawthorne Boulevard, Portland

## **IF NEEDED EXECUTIVE SESSION**

- E-1 The Multnomah County Board of Commissioners will meet in Executive Session Pursuant to ORS 192.660(2)(d),(e) and/or (h). Only Representatives of the News Media and Designated Staff are allowed to attend. News Media and All Other Attendees are Specifically Directed Not to Disclose Information that is the Subject of the Session. No Final Decision will be made in the Session. Presented by County Attorney Agnes Sowle. 15-30 MINUTES REQUESTED.
- 

Thursday, June 7, 2007 - 9:00 AM  
Multnomah Building, First Floor Commissioners Boardroom 100  
501 SE Hawthorne Boulevard, Portland

## **REGULAR MEETING**

### **CONSENT CALENDAR - 9:00 AM** **DEPARTMENT OF COMMUNITY JUSTICE**

- C-1 Budget Modification DCJ-19 Reclassifying Three Positions in the Employee, Community and Clinical Services Division, as Determined by the Class/Comp Unit of Central Human Resources

### **SHERIFF'S OFFICE**

- C-2 Amendment 1 to Government Revenue Agreement 0607003 with the U. S. Department of Agriculture, Forest Service, for Summer Patrols of Forest Service Lands

### **REGULAR AGENDA** **NON-DEPARTMENTAL - 9:00 AM**

- R-1 RESOLUTION Supporting Veteran Reintegration Efforts and Co-Hosting a Summit Meeting in Coordination with the Oregon National Guard Reintegration Program

- R-2 NOTICE OF INTENT to Apply for Grant Funding of Up to \$25,000 from the Energy Trust of Oregon to Study the Feasibility of Entering into a Wind Power Purchase Agreement

**SHERIFF'S OFFICE – 9:20 AM**

- R-3 Budget Modification MCSO-12 Appropriating \$55,000 from the Oregon Department of Transportation for Patrol Services in Work Zones
- R-4 Budget Modification MCSO-13 Appropriating \$105,050 in Homeland Security Grant Funding Law Enforcement Terrorism Prevention Program (LETPP) and State Homeland Security Program (SHSP)

**DEPARTMENT OF HEALTH – 9:25 AM**

- R-5 NOTICE OF INTENT to Request Recertification of Grant Funding from the United Way to Support Access to Health Care and Other Services for Homeless Families (Recertification will Enable the Department to be awarded an Additional \$162,000 in Grant Funding)
- R-6 Budget Modification HD-28 Appropriating \$8,000 in New Revenue from the Oregon Association of Hospitals and Health Systems for the Health Department's Regional Emergency Preparedness Program

**PUBLIC COMMENT - 9:30 AM**

Opportunity for Public Comment on non-agenda matters. Testimony is limited to three minutes per person. Fill out a speaker form available in the Boardroom and turn it into the Board Clerk.

**SERVICE DISTRICTS - 9:30 AM**

(Recess as the Board of County Commissioners and convene as the governing body for **DUNTHORPE RIVERDALE SANITARY SERVICE DISTRICT NO. 1**)

- R-7 PUBLIC HEARING on Proposed RESOLUTION Adopting the 2007-2008 Budget for Dunthorpe Riverdale Sanitary Service District No. 1 and Making Appropriations

(Adjourn as the governing body for Dunthorpe Riverdale Sanitary Service District No. 1 and convene as governing body for **MID-COUNTY STREET LIGHTING SERVICE DISTRICT NO. 14**)

R-8 PUBLIC HEARING on Proposed RESOLUTION Adopting the 2007-2008 Budget for Mid-County Street Lighting Service District No. 14 and Making Appropriations

(Adjourn as the governing body for Mid-County Street Lighting Service District No. 14 and reconvene as Board of County Commissioners)

**NON-DEPARTMENTAL - 9:40 AM**

R-9 PUBLIC HEARING on Proposed RESOLUTION Establishing Fees and Charges for Chapter 27, Community Services, of the Multnomah County Code and Repealing Resolution No. 06-092

R-10 PUBLIC HEARING on Proposed RESOLUTION Establishing Fees and Charges for Chapter 29, Building Regulations, of the Multnomah County code and Repealing Resolution No. 06-093

R-11 PUBLIC HEARING on Proposed RESOLUTION Establishing Fees and Charges for MCC 11.05 Land Use General Provisions, 11.15 Zoning, 11.45 Land Divisions, 37 Administration and Procedures, 38 Columbia River Gorge National Scenic Area, and Repealing Resolution No. 06-130

**DEPARTMENT OF COUNTY MANAGEMENT - 9:50 AM**

R-12 RESOLUTION Authorizing Salary Adjustments for Employees Not Covered by Collective Bargaining Agreements for Fiscal Year 2007-2008

**THE REGULAR BOARD MEETING WILL BE RECESSED JUST PRIOR TO 10:00 AM, TO BE RECONVENED IMMEDIATELY FOLLOWING THE TAX SUPERVISING AND CONSERVATION COMMISSION HEARINGS.**

Thursday, June 7, 2007 - 10:00 AM  
Multnomah Building, First Floor Commissioners Boardroom 100  
501 SE Hawthorne Boulevard, Portland

**TAX SUPERVISING AND CONSERVATION  
COMMISSION PUBLIC BUDGET HEARINGS**

PH-1 The Tax Supervising and Conservation Commission will conduct PUBLIC HEARINGS on the 2006-2007 Multnomah County Supplemental Budget and on the 2007-2008 Multnomah County Budget.

---

Thursday, June 7, 2007 - 10:40 AM  
***(OR IMMEDIATELY FOLLOWING THE TSCC BUDGET HEARINGS)***  
Multnomah Building, First Floor Commissioners Boardroom 100  
501 SE Hawthorne Boulevard, Portland

**REGULAR MEETING - continued**

**DEPARTMENT OF COUNTY MANAGEMENT – 10:40 AM**

- R-13 RESOLUTION Adopting Financial and Budget Policies for Multnomah County, Oregon for Fiscal Year 2007-2008 and Repealing Resolution 06-109
- R-14 RESOLUTION Defining the Funds to be Used in Fiscal Year 2007-2008 and Repealing Resolution 06-110
- R-15 RESOLUTION Adopting the 2006-2007 Multnomah County Supplemental Budget and Making Appropriations as Required by ORS 294.480
- R-16 PUBLIC HEARING on Proposed RESOLUTION Adopting the 2008 Budget for Multnomah County and Making Appropriations Thereunder, Pursuant to ORS 294.435
- R-17 RESOLUTION Levying Ad Valorem Property Taxes for Multnomah County, Oregon, for Fiscal Year 2008



**MULTNOMAH COUNTY**  
**AGENDA PLACEMENT REQUEST (long form)**

APPROVED : MULTNOMAH COUNTY  
BOARD OF COMMISSIONERS  
AGENDA # C-1 DATE 06/07/07  
DEBORAH L. BOGSTAD, BOARD CLERK

**Board Clerk Use Only**

Meeting Date: 06/07/07  
Agenda Item #: C-1  
Est. Start Time: 9:00 AM  
Date Submitted: 05/24/07

**BUDGET MODIFICATION: DCJ - 19**

**Agenda Title: Budget Modification DCJ-19 Reclassifying Three Positions in the Employee, Community and Clinical Services Division, as Determined by the Class/Comp Unit of Central Human Resources**

*Note: If Ordinance, Resolution, Order or Proclamation, provide exact title. For all other submissions, provide a clearly written title.*

Requested Meeting Date: June 7, 2007 Amount of Time Needed: N/A  
Department: Dept. of Community Justice Division: Employee, Community & Clinical Svcs  
Contact(s): Shaun Coldwell  
Phone: 503-988-3961 Ext. 83961 I/O Address: 503 / 250  
Presenter(s): Consent Calendar

**General Information**

**1. What action are you requesting from the Board?**

The Department of Community Justice (DCJ) requests approval of a budget modification to reclassify three positions in the Employee, Community & Clinical Services Division which has been reviewed by the HR Class Comp and deemed necessary for changes in the classifications.

**2. Please provide sufficient background information for the Board and the public to understand this issue. Please note which Program Offer this action affects and how it impacts the results.**

The following three position re-classes were approved for recommendation to the Board of County Commissioners by HR Class Comp on May 18, 2007, to be retro-active to May 1, 2007.

- 1) Reclassification of a 1.00 FTE Program Development Specialist [Prg Dev Spc] position to a Background Investigator [Bk Grd Invst]. The scope of work will change so that the individual in this position is conducting thorough background investigations. In addition, this budget modification will move the position and its costs from the Contracts Unit (program offer 50002) to the Human Resources Unit (program offer 50004).
- 2) Reclassification of a 1.00 FTE Program Development Specialist [Prg Dev Spc] position to a

Contract Specialist [Contract Spec]. The scope of work will change so that the individual in this position is processing complex professional, human service contracts and intergovernmental agreements for the department. In addition, this budget modification will move the position and its costs from the Quality Systems Management & Evaluation Services Unit (program offer 50003) to the Contracts Unit (program offer 50002).

- 3) Reclassification of a 1.00 FTE HR Technician [HR Tech] position to a HR Analyst 2 [HR Ayst 2]. The individual in this position will administer, organize, develop and evaluate department training programs and coordinate training resources, materials and training records. This position is located in the Training & Volunteer Services Unit (program offer 50002).

**3. Explain the fiscal impact (current year and ongoing).**

The increased personnel expense of \$2,034 for the HR Analyst 2 position is accomplished within current FY 2007 budgeted resources by reducing the Travel & Training in this unit's budget. The reclassifications to Background Investigator and Contract Specialist have no fiscal impact because they are in the same pay scale group as their previous position classifications.

The Background Investigator reclassification and position move was anticipated and accounted for in the FY 2008 Proposed Budget. The HR Analyst 2 & Contract Specialist reclassifications and position moves are not accounted for in the FY 2008 Proposed Budget as the information was not available at the time the budget was prepared.

**4. Explain any legal and/or policy issues involved.**

Local 88 represented employees have a contractual right to appeal and arbitrate the outcome of a reclassification request, which would include Board action to disapprove the request. It is the policy of Multnomah County to make all employment decisions without regard to race, religion, color, national origin, sex, age marital status, disability, political affiliations, sexual orientation, or any other non-merit factor.

**5. Explain any citizen and/or other government participation that has or will take place.**

N/A

---

# ATTACHMENT A

---

---

## Budget Modification

---

If the request is a Budget Modification, please answer all of the following in detail:

- **What revenue is being changed and why?**  
Insurance revenue increases by \$88.
- **What budgets are increased/decreased?**  
Insurance expense increases by \$88
- **What do the changes accomplish?**  
Three positions are re-classed within the Employee, Community & Clinical Services Division. In addition, two of these positions are moved to another work unit within the division.
- **Do any personnel actions result from this budget modification? Explain.**
  - 1) 1.00 FTE Program Development Specialist position is re-classed to Background Investigator and moved from the Contracts Unit to the Human Resources Unit.
  - 2) 1.00 FTE Program Development Specialist position is re-classed to a Contract Specialist and moved from the Quality Systems Management & Evaluation Services Unit to the Contracts Unit.
  - 3) 1.00 FTE HR Technician position is re-classed to a HR Analyst 2. This position remains in the Training & Volunteer Services Unit.
- **How will the county indirect, central finance and human resources and departmental overhead costs be covered?**  
N/A
- **Is the revenue one-time-only in nature? Will the function be ongoing? What plans are in place to identify a sufficient ongoing funding stream?**  
N/A
- **If a grant, what period does the grant cover?**  
N/A
- **If a grant, when the grant expires, what are funding plans?**  
N/a

*NOTE: If a Budget Modification or a Contingency Request attach a Budget Modification Expense & Revenues Worksheet and/or a Budget Modification Personnel Worksheet.*

---

## ATTACHMENT B

---

**BUDGET MODIFICATION: DCJ - 19**

---

### Required Signatures

---

**Elected Official or  
Department/  
Agency Director:**

*Sharon Brown for Steve Lewis*

---

**Date:** 05/22/07

**Budget Analyst:**

*C. E. E.*

---

**Date:** 05/24/07

**Department HR:**

*/s/ Prudence Veach*

---

**Date:** 05/22/07

**Countywide HR:**

*Arthur Ketting*

---

**Date:** 05/22/07

Budget Modification ID: **DCJ-19****EXPENDITURES & REVENUES**

Please show an increase in revenue as a negative value and a decrease as a positive value for consistency with MERLIN.

Budget/Fiscal Year: 2007

Line No.	Fund Center	Fund Code	Func. Area	Accounting Unit			Cost Element	Current Amount	Revised Amount	Change Increase/ (Decrease)	Subtotal	Description
				Internal Order	Cost Center	WBS Element						
1	50-05	1000	50		500300		60000	288,426	279,104	(9,322)		Permanent
2	50-05	1000	50		500300		60130	91,443	88,452	(2,991)		Fringe
3	50-05	1000	50		500300		60140	70,677	68,452	(2,225)		Insurance
4									0		(14,538)	Remove re-classed position out of Quality Systems Mgmt & Evaluation Svcs Unit
5									0			
6	50-05	1000	50		509020		60000	384,437	393,759	9,322		Permanent
7	50-05	1000	50		509020		60130	123,864	126,855	2,991		Fringe
8	50-05	1000	50		509020		60140	83,098	85,323	2,225		Insurance
9									0		14,538	Add re-classed position to Human Resources Unit
10									0			
11	50-05	1000	50		509050		60000	106,109	107,582	1,473		Permanent
12	50-05	1000	50		509050		60130	32,099	32,572	473		Fringe
13	50-05	1000	50		509050		60140	26,355	26,443	88		Insurance
14	50-05	1000	50		509050		60260	32,353	30,319	(2,034)		Travel & Training
15									0		0	Re-class position in Training Unit to a HR Ayst 2
16									0			
17	72-10	3500	20		705210		50316		(88)	(88)		Insurance revenue
18	72-10	3500	20		705210		60330		88	88		Insurance expense
19									0			
20									0			
21									0			
22									0			
23									0			
24									0			
25									0			
26									0			
27									0			
28									0			
29									0			
										0	0	Total - Page 1
										0	0	GRAND TOTAL





# MULTNOMAH COUNTY OREGON

DEPARTMENT OF COUNTY  
MANAGEMENT  
CENTRAL HUMAN RESOURCES  
CLASSIFICATION/COMPENSATION UNIT

MULTNOMAH BUILDING  
501 SE HAWTHORNE BLVD, 4<sup>th</sup> floor  
PORTLAND OR 97214

PHONE (503) 988-5015  
FAX (503) 988-3009  
TDD (503) 988-5170

To: James Opoka, DCJ HR Manager  
From: Ruth Nutting, Class/Comp Unit, Central HR (503/4) *Ruth Nutting*  
Date: May 18, 2007  
Subject: Reclassification Request #685 – Reorganization

We have completed our review of your request for a classification determination as outlined below.

### Position Information

Date Request Received: April 12, 2007      Position Number: 700966  
Current Classification: Program Development Spec.      JCN: 6021  
Requested Classification: Background Investigator      JCN: 6248  
Request is:  Approved     Denied      Allocated Classification: Background Investigator  
Effective Date: May 1, 2007

Please note this classification decision is subject to any required Board of County Commissioners approval under County Personnel Rule 5-50-030 and is considered preliminary until such approval is received.

### Incumbent/Employee Information (If reclassification is approved and position is not vacant)

Name of Incumbent Employee: Jeanne Tichenor  
Incumbent Reclassified with Position:     Yes  No

#### **If No:**

- The reason the incumbent employee is not reclassified with the position:
- The change in duties, authority, and responsibility has not occurred gradually over a period of time
  - Employee has not been performing the new duties for at least 6 months prior to the reclassification request
  - Other: Reorganization

If an employee is not reclassified with the position then the position may be filled using limited recruitment or normal appointment procedures.

### Reason for Classification Decision

The individual in the position will conduct thorough investigations and prepare written report and recommendations. Analyst and summarize personal, professional, and applicant information and decide whether or not an applicant is suitable for employment. Maintain applicable files and records in accordance with Federal, State and County rules and laws.

Best fit for the duties outlined above is Background Investigator.

If you have any questions, please feel free to contact me at 503-988-5015 extension 22432.

cc: Class Comp File Copy  
Local 88



# MULTNOMAH COUNTY OREGON

DEPARTMENT OF COUNTY  
MANAGEMENT  
CENTRAL HUMAN RESOURCES  
CLASSIFICATION/COMPENSATION UNIT

MULTNOMAH BUILDING  
501 SE HAWTHORNE BLVD, 4<sup>th</sup> floor  
PORTLAND OR 97214

PHONE (503) 988-5015  
FAX (503) 988-3009  
TDD (503) 988-5170

To: James Opoka, DCJ HR Manager  
From: Ruth Nutting, Class/Comp Unit, Central HR (503/4) *Ruth Nutting*  
Date: May 18, 2007  
Subject: Reclassification Request #687 – Reorganization

We have completed our review of your request for a classification determination as outlined below.

### Position Information

Date Request Received: April 12, 2007      Position Number: 706202

Current Classification: Program Development Spec      JCN: 6021

Requested Classification: Contract Specialist      JCN: 6015

Request is:  Approved     Denied      Allocated Classification: Contract Specialist

Effective Date: May 1, 2007

Please note this classification decision is subject to any required Board of County Commissioners approval under County Personnel Rule 5-50-030 and is considered preliminary until such approval is received.

### Incumbent/Employee Information (If reclassification is approved and position is not vacant)

Name of Incumbent Employee: Alandria Taylor

Incumbent Reclassified with Position:     Yes  No

#### **If No:**

The reason the incumbent employee is not reclassified with the position:

- The change in duties, authority, and responsibility has not occurred gradually over a period of time
- Employee has not been performing the new duties for at least 6 months prior to the reclassification request
- Other: Reorganization

If an employee is not reclassified with the position then the position may be filled using limited recruitment or normal appointment procedures.

### Reason for Classification Decision

The individual in the position will process complex professional, human service contracts and intergovernmental agreements for the dept. Responsible for writing formal and intermediate procurements and exemptions. This individual will recommend policy goals and objective for program area, interpret policy and procedures and ensure compliance with all applicable rules and regulations.

Best fit for the duties outlined above is Contract Specialist.

If you have any questions, please feel free to contact me at 503-988-5015 extension 22432.

cc: Class Comp File Copy  
Local 88



# MULTNOMAH COUNTY OREGON

DEPARTMENT OF COUNTY  
MANAGEMENT  
CENTRAL HUMAN RESOURCES  
CLASSIFICATION/COMPENSATION UNIT

MULTNOMAH BUILDING  
501 SE HAWTHORNE BLVD, 4<sup>th</sup> floor  
PORTLAND OR 97214

PHONE (503) 988-5015  
FAX (503) 988-3009  
TDD (503) 988-5170

To: James Opoka, DCJ HR Manager  
From: Ruth Nutting, Class/Comp Unit, Central HR (503/4) *Ruth Nutting*  
Date: May 18, 2007  
Subject: Reclassification Request #686 – Reorganization

We have completed our review of your request for a classification determination as outlined below.

### Position Information

Date Request Received: April 12, 2007      Position Number: 701661  
Current Classification: HR Technician      JCN: 6101  
Requested Classification: HR Analyst 2-Rep      JCN: 6103  
Request is:  Approved     Denied      Allocated Classification: HR Analyst 2 - Rep  
Effective Date: May 1, 2007

Please note this classification decision is subject to any required Board of County Commissioners approval under County Personnel Rule 5-50-030 and is considered preliminary until such approval is received.

### Incumbent/Employee Information (If reclassification is approved and position is not vacant)

Name of Incumbent Employee: Leslie Waldow  
Incumbent Reclassified with Position:  Yes  No  
If No:

- The reason the incumbent employee is not reclassified with the position:
- The change in duties, authority, and responsibility has not occurred gradually over a period of time
- Employee has not been performing the new duties for at least 6 months prior to the reclassification request
- Other: Reorganization

If an employee is not reclassified with the position then the position may be filled using limited recruitment or normal appointment procedures.

### Reason for Classification Decision

The individual in the position will administer, organize, develop evaluate department training programs, coordinate training resources and materials and training records.

Best fit for the duties outlined above is HR Analyst 2 - Represented.

If you have any questions, please feel free to contact me at 503-988-5015 extension 22432.

cc: Class Comp File Copy  
Local 88



**MULTNOMAH COUNTY**  
**AGENDA PLACEMENT REQUEST (short form)**

**Board Clerk Use Only**

Meeting Date: 06/07/07  
 Agenda Item #: C-2  
 Est. Start Time: 9:00 AM  
 Date Submitted: 05/30/07

**Amendment 1 to Government Revenue Agreement 0607003 with the U. S.**  
**Agenda Department of Agriculture, Forest Service, for Summer Patrols of Forest Service**  
**Title: Lands**

*Note: If Ordinance, Resolution, Order or Proclamation, provide exact title. For all other submissions, provide a clearly written title.*

**Requested Meeting Date:** June 7, 2007 **Amount of Time Needed:** N/A  
**Department:** Sheriff's Office **Division:** Enforcement  
**Contact(s):** Brad Lynch  
**Phone:** 503-988-4336 **Ext.** 84336 **I/O Address:** 503/350  
**Presenter(s):** Consent Calendar

**General Information**

**1. What action are you requesting from the Board?**

Approval of government revenue contract amendment 0607003-1.

**2. Please provide sufficient background information for the Board and the public to understand this issue. Please note which Program Offer this action affects and how it impacts the results.**

The U. S. Forest Service will reimburse the Sheriff's Office for patrols on Forest Service lands within the Columbia River Gorge National Scenic Area and the Zigzag River Ranger District. The patrols include National Forest day use areas, campgrounds, vehicle parking areas, and trailheads, and are included in the MCSO Patrol-East program offer. Patrol activity begins May 24, 2007 and ends September 5, 2007.

**3. Explain the fiscal impact (current year and ongoing).**

The Forest Service will reimburse the Sheriff's Office based on an hourly rate, with a maximum payment of \$30,000.00 for the patrol period. This revenue has been anticipated and is included in the budgets for fiscal year 07 and 08.

**4. Explain any legal and/or policy issues involved.**

The contract amendment has been reviewed by the County Attorney's office.

**5. Explain any citizen and/or other government participation that has or will take place.**

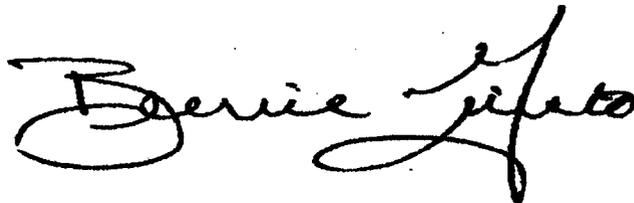
None, other than those described above.

---

**Required Signature**

---

**Elected Official or  
Department/  
Agency Director:**

A handwritten signature in cursive script that reads "Bernice Zifato". The signature is written in black ink and is positioned above a horizontal line.

**Date: 05/25/07**

**LYNCH Brad B**

---

**From:** WEBER Jacquie A [jacquie.a.weber@co.multnomah.or.us]  
**Sent:** Wednesday, May 23, 2007 9:19 AM  
**To:** LYNCH Brad B  
**Subject:** RE: Contract Review Request - US Forest Service

This contract amendment may be circulated for signature.

---

**From:** LYNCH Brad B  
**Sent:** Tuesday, May 22, 2007 9:30 AM  
**To:** WEBER Jacquie A  
**Subject:** Contract Review Request - US Forest Service

Here are the CAF, APR, and amendment for Forest Service patrols for this summer. I've also attached the original agreement, done last year.

Thank you, Brad

<<US Forest Service CAF\_0607003-1.doc>> <<US Forest Service APR\_0607003-1.doc>> <<U S Forest Service 0607003-1.pdf>> <<US Forest Service 0607003.pdf>>

**Brad Lynch**

Multnomah County Sheriff's Office  
Fiscal Unit  
501 SE Hawthorne Blvd, STE 350  
Portland, OR 97214  
Phone (503) 988-4336  
Fax (503) 988-4317

email: [brad.lynch@mcsos.us](mailto:brad.lynch@mcsos.us)  
<http://www.co.multnomah.or.us/sheriff/>

CONFIDENTIALITY NOTICE: This email message, including any attachments, is for the sole use of the intended recipient(s) and may contain confidential and privileged information. Any unauthorized review, use, disclosure, or distribution is prohibited. If you are not the intended recipient, please contact the sender by reply email and destroy all copies of the original message.

# MULTNOMAH COUNTY CONTRACT APPROVAL FORM (CAF)

Contract #: 0607003

Pre-approved Contract Boilerplate (with County Attorney signature)  Attached  Not Attached

Amendment #: 1

CLASS I Based on Informal / Intermediate Procurement	CLASS II Based on Formal Procurement	CLASS III Intergovernmental Contract (IGA)
<input type="checkbox"/> Personal Services Contract	<input type="checkbox"/> Personal Services Contract	<input type="checkbox"/> Expenditure Contract
<input type="checkbox"/> PCR B Contract <input type="checkbox"/> Goods or Services <input type="checkbox"/> Maintenance or Licensing Agreement <input type="checkbox"/> Public Works / Construction Contract <input type="checkbox"/> Architectural & Engineering Contract	<input type="checkbox"/> PCR B Contract <input type="checkbox"/> Goods or Services <input type="checkbox"/> Maintenance or Licensing Agreement <input type="checkbox"/> Public Works / Construction Contract <input type="checkbox"/> Architectural & Engineering Contract	<input checked="" type="checkbox"/> Revenue Contract <input type="checkbox"/> Grant Contract <input type="checkbox"/> Non-Financial Agreement
<input type="checkbox"/> Revenue Contract <input type="checkbox"/> Grant Contract <input type="checkbox"/> Non-Financial Agreement	<input type="checkbox"/> Revenue Contract <input type="checkbox"/> Grant Contract <input type="checkbox"/> Non-Financial Agreement	<input type="checkbox"/> <b>INTER-DEPARTMENTAL AGREEMENT (IDA)</b>

Department: Sheriff's Office  
 Originator: Captain Brett Elliott  
 Contact: Brad Lynch

Division/  
 Program: Enforcement  
 Phone: 503-255-3600  
 Phone: 503-988-4336

Date: 05/11/07  
 Bldg/Room: 313  
 Bldg/Room: 503/350

Description of Contract: Patrol services for Forest Service lands.

RENEWAL:  PREVIOUS CONTRACT #(S) 0111029

EEO CERTIFICATION EXPIRES

PROCUREMENT EXEMPTION OR CITATION # 46-0130(1)(f)      ISSUE DATE: \_\_\_\_\_      EFFECTIVE DATE: \_\_\_\_\_      END DATE: \_\_\_\_\_

CONTRACTOR IS:  MBE  WBE  ESB  QRF State Cert# \_\_\_\_\_ or  Self Cert  Non-Profit  N/A (Check all boxes that apply)

Contractor	<u>USDA, Forest Service</u>			Remittance address (If different)	
Address	<u>16400 Champion Way</u>				
City/State	<u>Sandy, OR</u>			Payment Schedule / Terms:	
ZIP Code	<u>97055</u>			<input type="checkbox"/> Lump Sum \$ _____	<input type="checkbox"/> Due on Receipt
Phone	<u>503-668-1789</u>			<input type="checkbox"/> Monthly \$ _____	<input type="checkbox"/> Net 30
Employer ID# or SS#				<input type="checkbox"/> Other \$ _____	<input type="checkbox"/> Other
Contract Effective Date	<u>06/01/06</u>	Term Date	<u>09/30/06</u>	<input type="checkbox"/> Price Agreement (PA) or Requirements Funding Info:	
Amendment Effect Date	<u>03/01/07</u>	New Term Date	<u>02/29/08</u>		
Original Contract Amount	<u>\$ 30,000.00</u>			Original PA/Requirements Amount	\$ _____
Total Amt of Previous Amendments	\$ _____			Total Amt of Previous Amendments	\$ _____
Amount of Amendment	<u>\$ 30,000.00</u>			Amount of Amendment	\$ _____
Total Amount of Agreement \$	<u>\$ 60,000.00</u>			Total PA/Requirements Amount	\$ _____

**REQUIRED SIGNATURES:**

Department Manager \_\_\_\_\_ DATE \_\_\_\_\_  
 County Attorney [Signature] \_\_\_\_\_ DATE 6/13/07  
 CPCA Manager \_\_\_\_\_ DATE \_\_\_\_\_  
 County Chair [Signature] \_\_\_\_\_ DATE 06-07-07  
 Sheriff BERNIE GIUSTO by TM \_\_\_\_\_ DATE 05-25-07  
 Contract Administration \_\_\_\_\_ DATE \_\_\_\_\_

COMMENTS:

**EXHIBIT A**  
**2007**  
**FINANCIAL AND OPERATING PLAN**  
*between*  
**MULTNOMAH COUNTY SHERIFF'S OFFICE**  
**PORTLAND, OREGON**  
*and*  
**USDA FOREST SERVICE, MT. HOOD NATIONAL FOREST**  
**SANDY, OREGON**  
**USDA FOREST SERVICE, COLUMBIA RIVER GORGE NATIONAL SCENIC AREA**  
**HOOD RIVER, OREGON**

This Annual Financial and Operating Plan (Operating Plan), is hereby made and entered into by and between the Multnomah County Sheriff's Department, hereinafter referred to as the Cooperator, and the United States Department of Agriculture, Columbia River Gorge National Scenic Area and the Mt. Hood National Forest, herein after referred to as Forest Service, under the provisions of Cooperative Agreement # 06-LE-11060600-775 executed on July 25, 2006.

*This Operating Plan is made and agreed to as of the last date signed below and is for the period beginning March 1, 2007 and ending Feb 29, 2008.*

**I. GENERAL:**

Assign a Deputy Sheriff, fully equipped and with motor vehicles to patrol National Forest System lands within the Columbia River Gorge National Scenic Area and the Zigzag River Ranger District. The patrols will concentrate on National Forest day use areas, campgrounds, vehicle parking areas, trailheads and other more dispersed recreation areas.

Both the Cooperator and the Forest Service approve the Deputy assigned to work under the provisions of this Agreement.

The following individuals shall be the designated and alternate representative(s) of each party, so designated, to make or receive requests for special enforcement activities:

Designated Representatives:

**Brett Elliot**  
**Captain**  
**Multnomah County**  
**12240 NE Glisan St.**  
**Portland, OR 97230**  
**(503) 251-2410**

**Andrew Coriell**  
**Patrol Captain**  
**Mt. Hood National Forest**  
**16400 Champion Way**  
**Sandy, OR 97055**  
**(503) 668-1789**

Alternate Representatives:

*Monte Reiser*  
*Lieutenant*  
*Multnomah County*  
*12240 NE Glisan St.*  
*Portland, OR 97230*  
*(503) 255-3600*

*Laurence Olson*  
*Law Enforcement Officer*  
*Clackamas River Ranger District*  
*595 NW Industrial Way*  
*Estacada, OR 97023*  
*(503) 630-8702*

Reimbursement for all types of enforcement activities shall be at the following rates unless specifically stated otherwise: \$67.95 per hours, with an overtime rate of \$86.09.

***Total amount to be paid under the terms of this operating plan cannot exceed \$30,000.00.***

## **II. PATROL ACTIVITIES:**

Time schedules for patrols will be flexible to allow for emergencies, other priorities, and day-to-day needs of both the Cooperator and the Forest Service. Ample time will be spent in each area to make residents and visitors aware that law enforcement officers are in the vicinity.

Timely reports and/or information relating to incidents or crimes that have occurred on NFS lands should be provided to the Forest Service as soon as possible.

Patrol activity will begin on May 24, 2007 and end September 5, 2007. Tour of duty will be ten hours per day Friday, Saturday and Sunday, and include the national holidays of May 28, 2007, July 4, 2007 and September 3, 2007. Dates for patrol activity may be varied to address agency staffing needs after mutual agreement between the Cooperator's and the Forest Service's representatives.

Each tour of duty should begin between 12:00 PM and 4:00 PM. However, work hours may be varied after mutual agreement between the Cooperator's and the Forest Service's representatives.

The assigned Deputy will check in, as practical, with the Multnomah Falls Visitor Center on which they begin their tour of duty, in person, by radio or telephone.

The assigned Deputy would be available for other support and assistance as requested by the Service.

There are patrol related activities, which will impact the Cooperating Deputy's time and will cause them to be away from the patrol route (court, reports, or responding to incidents off National Forest). No adjustment to this plan will be required so long as the activities are held to, not more than 5 percent of the Deputy's scheduled time.

Patrol on following Forest Service roads:

The patrol will begin near Troutdale, Oregon and will include National Forest lands and roads, north and south of Scenic Hwy. and I-84, and east of the Forest Service boundary to Eagle Creek.

Patrol in the following campgrounds, developed sites, or dispersed areas:

Wahkeena Falls, trailhead and picnic area; Multnomah Falls, vistas and parking areas; Oneonta trailhead and parking area; Horsetail Falls, trailhead and parking area; Eagle Creek Trailhead, picnic area and campground; Larch Mt. parking and picnic area, and Camp "A" Loop; Wahclella Falls Trailhead; dispersed site along Tanner Creek Road; dispersed site in the Sandy River Delta.

Patrol routes may be varied at the discretion of the assigned Deputy in order to effectively deal with incidents at other locations as they occur.

Search and rescue within the National Forest System, within Multnomah County, is the responsibility of the Multnomah County Sheriff. The role of the assigned Deputies assigned to this agreement, is to take initial action on search and rescue incidents and to coordinate subsequent (short term) activities.

### **III. EQUIPMENT:**

*See Cooperative Agreement # 06-LE-11060600-775 Provisions IV-J, IV-K and IV-L for additional information.*

### **IV. SPECIAL ENFORCEMENT SITUATIONS:**

A. Special Enforcement Situations includes but is not limited to: Fire Emergencies, Drug Enforcement, and certain Group Gatherings.

B. Funds available for special enforcement situations vary greatly from year to year and must be specifically requested and approved prior to any reimbursement being authorized. Requests for funds should be made to the Forest Service designated representative listed in Item I-A of this Operating Plan. The designated representative will then notify the Cooperator whether funds will be authorized for reimbursement. If funds are authorized, the parties will then jointly prepare a revised Operating Plan.

This includes but is not limited to situations which are normally unanticipated or which typically include very short notice, large group gatherings such as rock concerts, demonstrations, and organizational rendezvous.

### **V. BILLING FREQUENCY:**

*See Cooperative Agreement No. 06-LE-11060600-775 Provisions II-H and III-B for additional information.*

Cooperator will submit itemized billings for reimbursement at the end of each County accounting period, along with a certification that the services requested have been performed.

The authority and format of this Operating Plan have been reviewed and approved as to form.

/s/ Ronald E. Boehm  
RON BOEHM, Grants and Agreements Specialist

12/13/2006  
Date

In witness whereof, the parties hereto have executed this Operating Plan as of the last date written below.

BERNIE GIUSTO by TM  
BERNIE GIUSTO, Sheriff  
Multnomah County

05-10-07  
Date

[Signature]  
County Counsel for Multnomah County

6/13/07  
Date

[Signature]  
County Chair, Multnomah County

06.07.07  
Date

[Signature]  
GARY L. LARSEN, Forest Supervisor  
Mt. Hood National Forest

4/23/07  
Date

[Signature]  
DANIEL T. HARKENRIDER, Area Manager  
Columbia River Gorge National Scenic Area

5/2/07  
Date

[Signature]  
THOMAS J. LYONS, Special Agent in Charge  
Pacific Northwest Region

4/10/07  
Date



**MULTNOMAH COUNTY**  
**AGENDA PLACEMENT REQUEST (short form)**

**Board Clerk Use Only**

**Meeting Date:** 06/07/07  
**Agenda Item #:** R-1  
**Est. Start Time:** 9:00 AM  
**Date Submitted:** 05/30/07

**Agenda Title:** **RESOLUTION Supporting Veteran Reintegration Efforts and Co-Hosting a Summit Meeting in Coordination with the Oregon National Guard Reintegration Program**

*Note: If Ordinance, Resolution, Order or Proclamation, provide exact title. For all other submissions, provide a clearly written title.*

**Requested Meeting Date:** June 7, 2007      **Amount of Time Needed:** 15 minutes  
**Department:** Non-Departmental      **Division:** Commission District 2  
**Contact(s):** Jeff Cogen, Warren Fish, Marissa Madrigal  
**Phone:** 503.988.5219      **Ext.** x85219      **I/O Address:** 503/6  
**Presenter(s):** Commissioner Jeff Cogen, Bob Durston, Mary Shortall, and others TBD.

**General Information**

1. **What action are you requesting from the Board?**  
 Resolving to recognize the great sacrifices made by our Veterans who are returning from combat in Iraq and Afghanistan; to ready our community and county to offer support and care to these Veterans; to work in collaboration with all the interested groups in our community to make sure that we do not repeat the mistakes of the Vietnam era as pertains to returning Veterans.
2. **Please provide sufficient background information for the Board and the public to understand this issue. Please note which Program Offer this action affects and how it impacts the results.**  
 Returning Veterans deserve a hero's welcome. Some will need more support than others. The family of a Veteran may be the party seeking assistance, rather than the Veteran him or herself. We have seen the disastrous results of poorly reintegrating Veterans from the Vietnam War, and cannot afford to repeat the mistakes that led to so much homelessness, addiction, joblessness and misery.
3. **Explain the fiscal impact (current year and ongoing).**  
 No fiscal impact. This is a collaborative effort to educate, identify areas for needed attention, and coordinate levels of support from the relevant agencies in our community.

**4. Explain any legal and/or policy issues involved.**

No legal or policy implications.

**5. Explain any citizen and/or other government participation that has or will take place.**

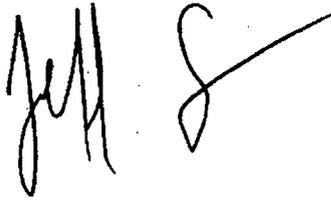
The City of Portland is bringing a similar resolution to City Council on June 6. The National Guard Reintegration Program and its Career Transition Assistance Program, the Veterans Resource Center at Portland State University, churches, business groups, and other stakeholders with an interest in and ability to help with Veterans care and support are also involved in this collaborative community-wide effort.

---

**Required Signature**

---

**Elected Official or  
Department/  
Agency Director:**

A handwritten signature in black ink, appearing to be 'JMS', written over a horizontal line.

**Date: 05/30/07**

BEFORE THE BOARD OF COUNTY COMMISSIONERS  
FOR MULTNOMAH COUNTY, OREGON

**RESOLUTION NO. \_\_\_\_\_**

Supporting Veteran Reintegration Efforts and Co-Hosting a Summit Meeting in  
Coordination with the Oregon National Guard Reintegration Program

**The Multnomah County Board of Commissioners Finds:**

- a. 18,204 Oregonians have served in Iraq or Afghanistan since the beginning of hostilities.
- b. Over 5,000 of those troops are from the Oregon National Guard (ONG) and many others are from various service reserves.
- c. All Veterans deserve our respect and appreciation for their service to our community and country.
- d. While the federal government has primary responsibility for the welfare of our nation's Veterans, all communities should stand prepared to welcome their Veterans home and offer support whenever necessary or appropriate.
- e. All combat Veterans may face challenges upon returning home; the challenges facing citizen soldiers are particularly acute given the nature of their deployments.
- f. An estimated ten percent of those who served in Iraq or Afghanistan may experience some degree of undiagnosed traumatic brain injury and the incidence of post traumatic stress disorder or other mental health issues range from 20-50% of all combat Veterans.
- g. One of the biggest challenges faced by many younger Veterans returning to our community is the need for a living wage job.
- h. Members of the ONG and other reserve unit Veterans represent an excellent pool of well-trained and proven job candidates.
- i. The ONG's Veterans Reintegration Program is a national model and the only state program with a dedicated employment program (Career Transition Assistance Program).

- j. The ONG's Veterans Reintegration Program 24-hotline receives approximately 75 assistance calls per week: 50% for mental health issues; 40% for employment; and 10% for emergency assistance or housing.
- k. Efforts are underway to create a Veterans Resource Center at Portland State University. This project (The Returning Veterans Resource Project NW) is just one example of many new or existing community-based efforts supporting Veterans.
- l. As the Iraq war comes to an end and our troops come home, local service providers anticipate that more and more Veterans and their families will be reaching out to them for help.

**The Multnomah County Board of Commissioners Resolves:**

- 1. The Board of Commissioners extends its gratitude to all Veterans with special appreciation for those who are returning to our community after serving in Afghanistan or Iraq.
- 2. The Board supports the Oregon National Guard Reintegration Program effort to establish a Veterans resource center at Portland State University.
- 3. The County Chair is appointed the County's contact for military and community groups supporting Veterans within our community.
- 4. Multnomah County will advocate at both the Federal and State levels of government for full funding of Veteran services.
- 5. The County will support Veteran re-integration efforts by:
  - a. participating in welcome home ceremonies and extending appreciation from the County to all Veterans who have served our community;
  - b. working with the Veteran Reintegration Program and its Career Transition Assistance Program to foster a work environment that is supportive and conducive to the successful reintegration of those Veterans returning to the County's workforce;
  - c. developing outreach and recruitment tools to employ Veterans; and
  - d. facilitating local businesses and community-based organizations in efforts to welcome and support Veterans returning to our community.

6. Multnomah County will co-host a summit meeting, in coordination with the Oregon National Guard Reintegration Program, with all parties in the Portland metropolitan area interested in Veteran care and support.

ADOPTED this 7th day of June, 2007.

BOARD OF COUNTY COMMISSIONERS  
FOR MULTNOMAH COUNTY, OREGON

---

Ted Wheeler, Chair

REVIEWED:

AGNES SOWLE, COUNTY ATTORNEY  
FOR MULTNOMAH COUNTY, OREGON

By \_\_\_\_\_  
Agnes Sowle, County Attorney

SUBMITTED BY:  
Jeff Cogen, Commissioner, District 2

# Post Deployment Assistance Team

COL (Ret) Scott McCrae  
Director  
scott.h.mccrae@mil.state.or.us  
503-580-4176 - W

MAJ (Chaplin) Daniel Thompson  
Reintegration Executive Officer  
jon.thompson@us.army.mil  
503-932-2571 - C



1SG (Ret) Ray Lewallen  
Operations NCOIC / Salem / Central Oregon  
raylewallen@or.ngb.army.mil  
503-584-2391 - W, 503-510-7374 - C

SFC Phillip "Vince" Jacques, 2-162 IN  
NCOIC, Corvallis & Southern Oregon  
phillip.jacques@us.army.mil  
503-932-2360

SSG (Ret) Luke Wilson  
3/116 Cav / Eastern Oregon  
lucas.wilson@or.ngb.army.mil  
541-922-8303  
503-991-6086

SSG Kevin Coady  
Medical Mobilization Liaison  
kevin.m.coady@us.army.mil  
503-584-2282

SGT Benjamin Hier, Med Hold  
41 BCT / Portland Metro  
benjamin.hier@us.army.mil  
503-576-0214



## Oregon

# Post Deployment Reintegration



*"Helping Soldiers help  
themselves"*

1-888-688-2264

<https://oregonarmyguard.or.ngb.army.mil/reinteg>

# Our Mission

*Oregon National Guard actively assists demobilizing Oregon National Guard members transition back to their families, their job or school, and their community.*

# Our Goals

Provide easy and accurate referral information to 100% of our soldiers and immediate families on military, federal, state, local, and non-governmental agencies that provide benefits for post-mobilized National Guard members "Traffic Cops"

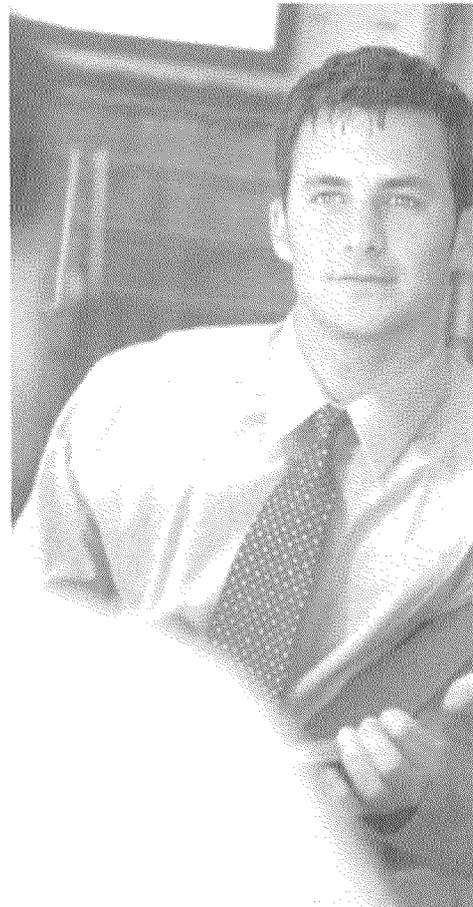
Provide active post-mob support for commanders and soldiers by coordinating applicable agencies to conduct workshops and/or seminars at unit armories at 30 days, 60 days, 90 days, and 180 days after post-mob, as coordinated with command.

Provide a single information source for commanders, Guard members, and families by having a "Helpline" (1-888-688-2264) available to provide referral assistance 24 / 7.

Act as an advocate on soldier issues for Guardsmen and families.

# Our Partners

Elected Officials  
Veteran's Administration  
VA Hospital  
DAV  
Vet Centers  
County: VSO's and Health Dept.  
Ore Dept. of Veteran Affairs  
TRICARE / TRIWEST  
Dept. of Labor - TAMP  
ESGR / Employers  
Ore Employment Division  
Assoc. of Oregon Industries  
Dept. of Human Services  
Dept. of Education / Colleges  
Dept. of Corrections  
Dept. of Veteran Services  
Red Cross  
Veteran's of Foreign Wars  
American Legion  
Chaplains - Family Support



Oregon National Guard Post Deployment Assistance  
1-888-688-2264 or 503-584-2391  
[www.orng-vet.org](http://www.orng-vet.org)

Oregon Military Dept.	1-800-452-7500 / 503-584-3980
DVA 1-800-827-1000	<a href="http://www.va.gov">www.va.gov</a>
ODVA	1-800-828-8801
VA Hospital Portland	1-800-949-1004
VA Hospital Roseburg	1-541-440-1000
TriCare (TriWest)	1-888-TriWest (874-9378)
Army One Source	1-800-464-8107
ESGR	1-800-452-7500 / 503-584-2837
Family Readiness Program	1-877-881-5181 / 503-584-3543
Career Transition Assistance Program	1-800-452-7500 / 503-584-2393

BEFORE THE BOARD OF COUNTY COMMISSIONERS  
FOR MULTNOMAH COUNTY, OREGON

**RESOLUTION NO. 07-107**

Supporting Veteran Reintegration Efforts and Co-Hosting a Summit Meeting in  
Coordination with the Oregon National Guard Reintegration Program

**The Multnomah County Board of Commissioners Finds:**

- a. 18,204 Oregonians have served in Iraq or Afghanistan since the beginning of hostilities.
- b. Over 5,000 of those troops are from the Oregon National Guard (ONG) and many others are from various service reserves.
- c. All Veterans deserve our respect and appreciation for their service to our community and country.
- d. While the federal government has primary responsibility for the welfare of our nation's Veterans, all communities should stand prepared to welcome their Veterans home and offer support whenever necessary or appropriate.
- e. All combat Veterans may face challenges upon returning home; the challenges facing citizen soldiers are particularly acute given the nature of their deployments.
- f. An estimated ten percent of those who served in Iraq or Afghanistan may experience some degree of undiagnosed traumatic brain injury and the incidence of post traumatic stress disorder or other mental health issues range from 20-50% of all combat Veterans.
- g. One of the biggest challenges faced by many younger Veterans returning to our community is the need for a living wage job.
- h. Members of the ONG and other reserve unit Veterans represent an excellent pool of well-trained and proven job candidates.
- i. The ONG's Veterans Reintegration Program is a national model and the only state program with a dedicated employment program (Career Transition Assistance Program).

- j. The ONG's Veterans Reintegration Program 24-hotline receives approximately 75 assistance calls per week: 50% for mental health issues; 40% for employment; and 10% for emergency assistance or housing.
- k. Efforts are underway to create a Veterans Resource Center at Portland State University. This project (The Returning Veterans Resource Project NW) is just one example of many new or existing community-based efforts supporting Veterans.
- l. As the Iraq war comes to an end and our troops come home, local service providers anticipate that more and more Veterans and their families will be reaching out to them for help.

**The Multnomah County Board of Commissioners Resolves:**

- 1. The Board of Commissioners extends its gratitude to all Veterans with special appreciation for those who are returning to our community after serving in Afghanistan or Iraq.
- 2. The Board supports the Oregon National Guard Reintegration Program effort to establish a Veterans resource center at Portland State University.
- 3. The County Chair is appointed the County's contact for military and community groups supporting Veterans within our community.
- 4. Multnomah County will advocate at both the Federal and State levels of government for full funding of Veteran services.
- 5. The County will support Veteran re-integration efforts by:
  - a. participating in welcome home ceremonies and extending appreciation from the County to all Veterans who have served our community;
  - b. working with the Veteran Reintegration Program and its Career Transition Assistance Program to foster a work environment that is supportive and conducive to the successful reintegration of those Veterans returning to the County's workforce;
  - c. developing outreach and recruitment tools to employ Veterans; and
  - d. facilitating local businesses and community-based organizations in efforts to welcome and support Veterans returning to our community.

6. Multnomah County will co-host a summit meeting, in coordination with the Oregon National Guard Reintegration Program, with all parties in the Portland metropolitan area interested in Veteran care and support.

ADOPTED this 7th day of June, 2007.

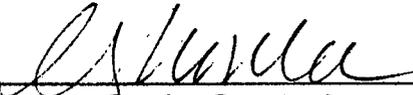


BOARD OF COUNTY COMMISSIONERS  
FOR MULTNOMAH COUNTY, OREGON

  
\_\_\_\_\_  
Ted Wheeler, Chair

REVIEWED:

AGNES SOWLE, COUNTY ATTORNEY  
FOR MULTNOMAH COUNTY, OREGON

By   
\_\_\_\_\_  
Agnes Sowle, County Attorney

SUBMITTED BY:

Jeff Cogen, Commissioner, District 2



**MULTNOMAH COUNTY**  
**AGENDA PLACEMENT REQUEST (long form)**

APPROVED : MULTNOMAH COUNTY  
 BOARD OF COMMISSIONERS  
 AGENDA # R-2 DATE 06/07/07  
 DEBORAH L. BOGSTAD, BOARD CLERK

**Board Clerk Use Only**

**Meeting Date:** 06/07/07  
**Agenda Item #:** R-2  
**Est. Start Time:** 9:15 AM  
**Date Submitted:** 05/30/07

**Agenda Title:** **NOTICE OF INTENT to Apply for Grant Funding of Up to \$25,000 from the Energy Trust of Oregon to Study the Feasibility of Entering into a Wind Power Purchase Agreement**

*Note: If Ordinance, Resolution, Order or Proclamation, provide exact title. For all other submissions, provide a clearly written title.*

**Requested Meeting Date:** June 7, 2007      **Amount of Time Needed:** 5 minutes  
**Department:** Non-Departmental      **Division:** Commission District 2  
**Contact(s):** Jeff Cogen, Carol Ford, Warren Fish  
**Phone:** 503.988.5219      **Ext.** x 5219      **I/O Address:** 503/6  
**Presenter(s):** Commissioner Jeff Cogen

**General Information**

**1. What action are you requesting from the Board?**

Authorize application for a grant to pay for studying the feasibility of entering into a wind power purchase agreement. This grant will allow us to hire outside experts to help us analyze a potential deal at no cost to the County.

**2. Please provide sufficient background information for the Board and the public to understand this issue. Please note which Program Offer this action affects and how it impacts the results.**

Wind generated electricity is clean, renewable, and a lot of it is produced here in Oregon. Multnomah County may have an opportunity to purchase electricity from an Oregon wind farm to offset our use of more polluting sources of electricity. Although permanent Multnomah County staff does include lawyers, financial analysts and engineers, we do not have staff with expertise in power purchase agreements or electricity markets to adequately analyze a deal like this in-house.

**3. Explain the fiscal impact (current year and ongoing).**

Will increase County budget by \$25,000 for one year. Final total of grant amount to be received by the County depends on total expenses incurred from outside experts. Grant terminates at project completion. Possible carryover into second year if funds not yet exhausted and project still ongoing. This grant normally has a matching requirement but it is being waived.

**4. Explain any legal and/or policy issues involved.**

Applying for this grant funding does not obligate the County to pursue a wind power purchase agreement or to take action on any other renewable energy policy. The goal for the grant is to protect the County's interest by bringing in the appropriate experts to study the agreement for us.

**5. Explain any citizen and/or other government participation that has or will take place.**

The City of Portland has been working for a few years on arranging an agreement to purchase the electricity output of a wind farm in Oregon. If this deal is completed, Multnomah County may enter into a separate agreement with the same parties and same terms. Multnomah County has been included in the City of Portland's negotiation and decision making process as the terms of this deal have come together over the last six months.

---

## ATTACHMENT A

---

---

### Grant Application/Notice of Intent

---

If the request is a Grant Application or Notice of Intent, please answer all of the following in detail:

- **Who is the granting agency?**

Energy Trust of Oregon

- **Specify grant (matching, reporting and other) requirements and goals.**

Direct support, up to \$25,000. No matching requirement. Reporting to include scope of work provided, billable hours.

The goal, fundamentally, is to protect the County's financial interests. Any long term wind power purchase agreement comes with risks. Understanding, quantifying and verifying those risks will help the County go into the decision making process on this agreement with all possible facts and information.

- **Explain grant funding detail – is this a one time only or long term commitment?**

One time only. We are responsible for identifying and contracting with appropriate experts. We will be billed and pay directly for their services. Then the grantor, Energy Trust, will verify our billing charges and reimburse us on a net 30 days basis.

- **What are the estimated filing timelines?**

June 14th, 2007.

- **If a grant, what period does the grant cover?**

June 14<sup>th</sup>, 2007 through June 13<sup>th</sup>, 2009.

- **When the grant expires, what are funding plans?**

None. Do not expect to need funding for any feasibility or expert analysis beyond grant expiration date. If we do, will need to make other arrangements.

- **How will the county indirect, central finance and human resources and departmental overhead costs be covered?**

Administrative expenses and County staff time are not covered by this grant. Overhead charges will be absorbed within existing resources.

---

## ATTACHMENT B

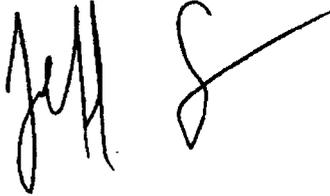
---

---

### Required Signatures

---

**Elected Official or  
Department/  
Agency Director:**



**Date:** 05/30/07

**Budget Analyst:**



**Date:** 05/30/07



**MULTNOMAH COUNTY**  
**AGENDA PLACEMENT REQUEST (long form)**

APPROVED : MULTNOMAH COUNTY  
 BOARD OF COMMISSIONERS  
 AGENDA # R-3 DATE 06/07/07  
 DEBORAH L. BOGSTAD, BOARD CLERK

**Board Clerk Use Only**

Meeting Date: 06/07/07  
 Agenda Item #: R-3  
 Est. Start Time: 9:20 AM  
 Date Submitted: 05/24/07

**BUDGET MODIFICATION: MCSO - 12**

**Agenda Title: Budget Modification MCSO-12 Appropriating \$55,000 from the Oregon Department of Transportation for Patrol Services in Work Zones**

*Note: If Ordinance, Resolution, Order or Proclamation, provide exact title. For all other submissions, provide a clearly written title.*

Requested Meeting Date: June 7, 2007 Amount of Time Needed: 5 Minutes  
 Department: Sheriff's Office Division: Law Enforcement  
 Contact(s): Wanda Yantis, Budget Manager  
 Phone: 503-988-4455 Ext. 84455 I/O Address: 503/350  
 Presenter(s): Larry Aab and Wanda Yantis

**General Information**

**1. What action are you requesting from the Board?**

The Sheriff's Office is requesting approval of Budget Modification MCSO-12 to appropriate \$55,000 in Federal State funds to our Enforcement Division budget awarded thru ODOT's Work Zone Project. The revenue will be used to support patrol services in specified work zones on state highways.

**2. Please provide sufficient background information for the Board and the public to understand this issue. Please note which Program Offer this action affects and how it impacts the results.**

Federal studies show that work zone crashes tend to be more severe than other types of accidents. Moreover, 40% of work zone accidents occur in the transition zone prior to entering the work area. To maximize safety in work zones, ODOT has sought to enlist the forces of state and local law enforcement agencies in compliance with the provisions of local cooperative policing agreements, to patrol specified work zones on State highways.

ODOT will reimburse the Sheriff's Office for overtime costs in providing patrol services in specified work zones on State highways. The grant stipulates that the Sheriff's Office provide an

18% match on overtime hours billed. The match will be found in already existing funding in MCSO's FY 07 Adopted Budget.

**3. Explain the fiscal impact (current year and ongoing).**

This will increase the Enforcement Division's revenue by \$55,000 in the Federal/State Fund. All overhead costs are covered.

**4. Explain any legal and/or policy issues involved.**

N/A

**5. Explain any citizen and/or other government participation that has or will take place.**

N/A

---

## ATTACHMENT A

---

### Budget Modification

---

If the request is a Budget Modification, please answer all of the following in detail:

- **What revenue is being changed and why?**

This is an increase of revenue of \$55,000 in the Federal/State Funding for the Sheriff's Office Enforcement Division due to patrol services for the ODOT Work Zone Project.

- **What budgets are increased/decreased?**

-Then Enforcement Division will increase their Federal/State budget by \$55,000

-Increase Dept Indirect by \$2,091

-Increase Central Indirect by \$1,270

-Increase Insurance by \$3,239

- **What do the changes accomplish?**

This is an increase of revenue of \$55,000 in the Federal/State Funding for the Sheriff's Office Enforcement Division due to patrol services for the ODOT Work Zone Project.

- **Do any personnel actions result from this budget modification? Explain.**

No.

- **How will the county indirect, central finance and human resources and departmental overhead costs be covered?**

All overhead costs are covered.

- **Is the revenue one-time-only in nature? Will the function be ongoing? What plans are in place to identify a sufficient ongoing funding stream?**

This program is renewed from year to year. When the funding is exhausted, the program ends. This is tied to program offer 60024E MCSO LE: Patrol East in the FY 07 Budget.

- **If a grant, what period does the grant cover?**

FY 07

- **If a grant, when the grant expires, what are funding plans?**

Our participation will end once the funding ends.

<p><i>NOTE: If a Budget Modification or a Contingency Request attach a Budget Modification Expense &amp; Revenues Worksheet and/or a Budget Modification Personnel Worksheet.</i></p>
---

---

**ATTACHMENT B**

---

**BUDGET MODIFICATION: MCSO - 12**

---

**Required Signatures**

---

**Elected Official or  
Department/  
Agency Director:**



---

**Date:** 05/24/07

**Budget Analyst:**



---

**Date:** 05/24/07

**Department HR:**

\_\_\_\_\_

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

**Countywide HR:**

\_\_\_\_\_

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

Budget Modification ID: **MCSO-12****EXPENDITURES & REVENUES**

Please show an increase in revenue as a negative value and a decrease as a positive value for consistency with MERLIN.

Budget/Fiscal Year: 2007

Line No.	Fund Center	Fund Code	Func. Area	Accounting Unit			Cost Element	Current Amount	Revised Amount	Change Increase/ (Decrease)	Subtotal	Description
				Internal Order	Cost Center	WBS Element						
1	60-50	32136				SOENF.ODOT.CZE	50236	-	(55,000)	(55,000)		IG-OP-Charges for Svcs
2	60-50	32136				SOENF.ODOT.CZE	60110		35,988	35,988		Overtime
3	60-50	32136				SOENF.ODOT.CZE	60130		12,412	12,412		Salary Related
4	60-50	32136				SOENF.ODOT.CZE	60140		3,239	3,239		Insurance
5	60-50	32136				SOENF.ODOT.CZE	60350		1,270	1,270		Central Indirect
6	60-50	32136				SOENF.ODOT.CZE	60355		2,091	2,091		Dept. Indirect
7									0			
8	60-11	1000			604020		50370		(2,091)	(2,091)		Dept Indirect Revenue
9	60-11	1000			604020		60240		2,091	2,091		Supplies
10									0			
11	19	1000			9500001000		50310		(1,270)	(1,270)		Indirect Revenue
12	19	1000			9500001000		60470		1,270	1,270		Contingency
13									0			
14	72-10	3500			705210		50316		(3,239)	(3,239)		Insurance Revenue
15	72-10	3500			705210		60330		3,239	3,239		Offsetting Expense
16									0			
17									0			
18									0			
19									0			
20									0			
21									0			
22									0			
23									0			
24									0			
25									0			
26									0			
27									0			
28									0			
29									0			
									0	0		Total - Page 1
									0	0		GRAND TOTAL

**ODOT GRANT ADJUSTMENT**  
**Transportation Safety Division**

REC'D 5.21.07  
 VIA  
 US POST

Project No.: 050707WKZN-421 007  
 Project Name: SFY 2007 MCSO WZ Enforcement  
 Agency: Multnomah County Sheriff's Office 2  
 Grant Adjustment No.: \_\_\_\_\_ 2  
 Grant Adjustment Effective Date: \_\_\_\_\_  
 Increase/Decrease in \$ +/-(-): \$ \_\_\_\_\_ 5,000  
 Fund Source: FHWA Funds

**Nature of Adjustment:**  
 Additional \$5,000 of R1 Work Zone budget funds for a new grant total of \$55,000.  
 SOLE. ODOT. CZE  
 201370  
 50236

**COPY**

**PLEASE NOTE: Two copies with original signatures & new budget attached REQUIRED to process financial adjustment**

<u>Budget Line Item</u>	<u>Current TSD Share</u>	<u>\$ + or (-) Change</u>	<u>Proposed TSD Share</u>	<u>Proposed Match</u>
Staff Assigned	\$ -	\$ -	\$ -	\$ 12,100
Overtime	\$ 50,000	\$ 5,000	\$ 55,000	\$ -
Volunteer Time	N/A	N/A	N/A	\$ -
<b>1 Personnel Costs Total</b>	<b>\$ 50,000</b>	<b>\$ 5,000</b>	<b>\$ 55,000</b>	<b>\$ 12,100</b>
<b>2 Personnel Benefits Total</b>	\$ -	\$ -	\$ -	\$ -
<b>3 Equipment Total</b>	\$ -	\$ -	\$ -	\$ -
<b>4 Materials/Printing Total</b>	\$ -	\$ -	\$ -	\$ -
<b>5 Overhead/Indirect Costs</b>	N/A	N/A	N/A	\$ -
Travel In-State	\$ -	\$ -	\$ -	\$ -
Travel Out of State	\$ -	\$ -	\$ -	\$ -
Office Expenses	\$ -	\$ -	\$ -	\$ -
Other Costs	\$ -	\$ -	\$ -	\$ -
<b>6 Other Project Costs Total</b>	\$ -	\$ -	\$ -	\$ -
<b>7 Consult/Contractual Svcs.</b>	\$ -	\$ -	\$ -	\$ -
<b>8 Mini-Grants Total</b>	\$ -	\$ -	\$ -	\$ -
<b>Total Costs</b>	<b>\$ 50,000</b>	<b>\$ 5,000</b>	<b>\$ 55,000</b>	<b>\$ 12,100</b>

**LT DAVE RADER 23813** \_\_\_\_\_  
 Project Director's Signature

\_\_\_\_\_ 5/8/07  
 Date

\_\_\_\_\_ (if changing Project Director)  
 Authorizing Official's Signature

\_\_\_\_\_ 5/9/07  
 Date

\_\_\_\_\_ (Signature)  
 Approved by: TSD Program Manager's Signature

\_\_\_\_\_ 5/15/07  
 Date

\_\_\_\_\_ (Signature)  
 Approved by: TSD Manager's Signature (for funding increases only)

\_\_\_\_\_ 5/15/07  
 Date

<i>TSD Office Use Only</i>		Enter Yes or No
Federal to Local Percentage		
Reviewed by Fiscal Specialist	<u>SS</u>	<u>YES</u>
Reviewed by Grants/Contracts Coordinator	<u>SS</u>	<u>YES</u>
Change in Total TSD Funding:		<u>NO</u>
Revised Budget Attached:		<u>NO</u>
HSP Mod./Change Order required		<u>NO</u>
Rvsd. Proj. Smry. (changed objectives)		<u>NO</u>

**RECEIVED**  
 MAY 09 2007  
 By \_\_\_\_\_

# ODOT GRANT BUDGET AND COST SHARING

Project No.: 050707WKZN-421 007  
 Project Name: SFY 2007 MCSO WZ Enforcement  
 Agency: Multnomah County Sheriff's Office 2

Project Period: 07/01/06  
 (From)

06/30/07  
 (To)

(Office Use Only)

Grant Adjustment #: 2

Grant Adjust. Effective Date: 5/3/2007

Project Yr. (1-2-3, Ongoing): \_\_\_\_\_

This form should include all budget information. If additional information is required for clarity, please include on a separate page referencing appropriate budget item.

**1. Personnel Costs\***

A. Staff assigned and estimated hours:		Rate	
<u>Straight Deputy Matcl</u>	<u>295</u> @	\$ <u>38.50</u> /hr =	\$ <u>11,340.95</u>
<u>Straight Sgt. Match</u>	<u>15</u> @	\$ <u>49.85</u> /hr =	\$ <u>759.22</u>
_____	<u>0</u> @	\$ <u>-</u> /hr =	\$ <u>-</u>
_____	<u>0</u> @	\$ <u>-</u> /hr =	\$ <u>-</u>
_____	<u>0</u> @	\$ <u>-</u> /hr =	\$ <u>-</u>
_____	<u>0</u> @	\$ <u>-</u> /hr =	\$ <u>-</u>
<b>Staff Subtotal</b>		<b>\$</b>	<b>12,100.16</b>
B. OT Deputy		<u>867</u> @	\$ <u>57.75</u> /hr = \$ <u>50,045.00</u>
OT Sgt.		<u>66</u> @	\$ <u>74.77</u> /hr = \$ <u>4,955.01</u>
<b>Overtime Subtotal</b>		<b>\$</b>	<b>55,000.00</b>
C. Volunteer Time		<u>0</u> @	\$ <u>-</u> /hr = \$ <u>-</u>
Volunteer Time		<u>0</u> @	\$ <u>-</u> /hr = \$ <u>-</u>
<b>Volunteer Subtotal</b>		<b>\$</b>	<b>-</b>

**2. Personnel Benefits**

A. _____	\$	-
B. _____	\$	-
<b>Benefits Total</b>	<b>\$</b>	<b>-</b>

**3. Equipment**

A. _____	\$	-
B. _____	\$	-
C. _____	\$	-
D. _____	\$	-
<b>Equipment Total</b>	<b>\$</b>	<b>-</b>

**4. Materials/Printing**

A. Reports: _____	\$	-
B. Brochures: _____	\$	-
C. Other: _____	\$	-
<b>Materials Total</b>	<b>\$</b>	<b>-</b>

**5. Overhead/Indirect Costs\*\* (match only)**

A. _____	\$	-
B. _____	\$	-
<b>Overhead Total</b>	<b>\$</b>	<b>-</b>

TSD FUNDS	MATCH	TOTAL
\$0	\$12,100	\$12,100
\$55,000	\$0	\$55,000
\$0	\$0	\$0
\$0	\$0	\$0
\$0	\$0	\$0
\$0	\$0	\$0
\$0	\$0	\$0



ODOT

AGENCY CLAIM FOR REIMBURSEMENT

Bill to: ODOT Transportation Safety Division  
 235 Union St NE, Salem OR 97301-1054  
 and email to TSD Program Manager

Vendor No.: 59447 00

Claim No.: 4

Project No.: 050707WKZN-421 007  
 Project Name: SFY 2007 MCSO WZ Enforcement

Final Claim   
 Grant Adjusted  1  
 Grant Adjust Effective Date: 10/31/06

Agency: Multnomah County Sheriff's Office  
 Address: 12240 NE Glisan Street  
 City: Portland  
 State: OR Zip: 97230  
 Contact/Phone: Lt. Dave Rader / 503-251-2430

Total TSD Funding: \$50,000  
 Federal Tax ID No.: 93-6002309  
 Billing Period: through

Office Use Only  
 Agreement No.:  
 EA: 0507WKZN  
 SJ: 421

(Fill in figures for the COSTS INCURRED THIS PERIOD - shaded in yellow)

DETAIL OF TSD COSTS	TSD TOTAL	COSTS INCURRED THIS PERIOD	COSTS BILLED PREVIOUSLY	TOTAL COSTS TO DATE
Staff Assigned	\$ 0		\$ 0.00	\$ 0.00
Overtime	\$ 50,000		\$ 14,437.50	\$ 14,437.50
Volunteer Time	N/A	N/A	N/A	N/A
<b>1. Personnel Costs Total</b>	\$ 50,000	\$ 0.00	\$ 14,437.50	\$ 14,437.50
<b>2. Personnel Benefits Total</b>	\$ 0	\$	\$ 0.00	\$ 0.00
<b>3. Equipment Total</b>	\$ 0	\$	\$ 0.00	\$ 0.00
<b>4. Materials/Printing Total</b>	\$ 0	\$	\$ 0.00	\$ 0.00
<b>5. Overhead/Indirect Costs</b>	N/A	N/A	N/A	N/A
Travel In-State	\$ 0	\$	\$ 0.00	\$ 0.00
Travel Out-of-State	\$ 0	\$	\$ 0.00	\$ 0.00
Office Expenses	\$ 0	\$	\$ 0.00	\$ 0.00
Other Direct Costs	\$ 0	\$	\$ 0.00	\$ 0.00
<b>6. Other Project Costs Total</b>	\$ 0	\$ 0.00	\$ 0.00	\$ 0.00
<b>7. Consult/Contractual Svcs Total</b>	\$ 0	\$	\$ 0.00	\$ 0.00
<b>8. Mini-Grants</b>	\$ 0	\$	\$ 0.00	\$ 0.00
<b>TOTAL TSD COSTS</b>	\$ 50,000	\$ 0.00	\$ 14,437.50	\$ 14,437.50

I certify that this billing is correct and is based upon actual costs incurred in accordance with the project agreement:

X \_\_\_\_\_  
 Project Director (Original signature required) Title Phone No. Date

Crew	EA	SJ	Activity	Object Detail	Amount
6700	0507WKZN	421			\$0.00

Approved for Payment by TSD (Signature) Anne Holder, TSD Prog Mgr Title Date

ODOT

**AGENCY CLAIM FOR REIMBURSEMENT**

Bill to: ODOT Transportation Safety Division  
 235 Union St NE, Salem OR 97301-1054  
 and email to TSD Program Manager

Vendor No.: 59447 00

Project No.: 050707WKZN-421 007  
 Project Name: SFY 2007 MCSO WZ Enforcement

**COPY**  
 Claim No.: 4

Final Claim   
 Grant Adjust. No.: 1  
 Grant Adjust. Effective Date: 10/31/06

(Fill in figures for the COSTS INCURRED THIS PERIOD - shaded in yellow)

DETAIL OF LOCAL/STATE COSTS	MATCH TOTAL	COSTS INCURRED THIS PERIOD	COSTS REPORTED PREVIOUSLY	TOTAL COSTS TO DATE
Staff Assigned	\$ 11,000	\$	\$ 7,700.00	\$ 7,700.00
Overtime	\$ 0	\$	\$ 0.00	\$ 0.00
Volunteer Time	\$ 0	\$	\$ 0.00	\$ 0.00
<b>1. Personnel Costs Total</b>	\$ 11,000	\$ 0.00	\$ 7,700.00	\$ 7,700.00
<b>2. Personnel Benefits Total</b>	\$ 0	\$	\$ 0.00	\$ 0.00
<b>3. Equipment Total</b>	\$ 0	\$	\$ 0.00	\$ 0.00
<b>4. Materials/Printing Total</b>	\$ 0	\$	\$ 0.00	\$ 0.00
<b>5. Overhead/Indirect Costs</b>	\$ 0	\$	\$ 0.00	\$ 0.00
Travel In-State	\$ 0	\$	\$ 0.00	\$ 0.00
Travel Out-of-State	\$ 0	\$	\$ 0.00	\$ 0.00
Office Expenses	\$ 0	\$	\$ 0.00	\$ 0.00
Other Direct Costs	\$ 0	\$	\$ 0.00	\$ 0.00
<b>6. Other Project Costs Total</b>	\$ 0	\$ 0.00	\$ 0.00	\$ 0.00
<b>7. Consult Svcs/Contractual Total</b>	\$ 0	\$	\$ 0.00	\$ 0.00
<b>8. Mini-Grants</b>	\$ 0	\$	\$ 0.00	\$ 0.00
<b>TOTAL LOCAL/STATE COSTS</b>	\$ 11,000	\$ 0.00	\$ 7,700.00	\$ 7,700.00



**MULTNOMAH COUNTY**  
**AGENDA PLACEMENT REQUEST (long form)**

APPROVED : MULTNOMAH COUNTY  
 BOARD OF COMMISSIONERS  
 AGENDA # R-4 DATE 06/07/07  
 DEBORAH L. BOGSTAD, BOARD CLERK

**Board Clerk Use Only**

**Meeting Date:** 06/07/07  
**Agenda Item #:** R-4  
**Est. Start Time:** 9:22 AM  
**Date Submitted:** 05/24/07

**BUDGET MODIFICATION: MCSO - 13**

**Agenda Title:** **Budget Modification MCSO-13 Appropriating \$105,050 in Homeland Security Grant Funding Law Enforcement Terrorism Prevention Program (LETPP) and State Homeland Security Program (SHSP)**

*Note: If Ordinance, Resolution, Order or Proclamation, provide exact title. For all other submissions, provide a clearly written title.*

**Requested Meeting Date:** June 7, 2007 **Amount of Time Needed:** 5 Minutes  
**Department:** Sheriff's Office **Division:** Law Enforcement  
**Contact(s):** Wanda Yantis, Budget Manager  
**Phone:** 503-988-4455 **Ext.** 84455 **I/O Address:** 503/350  
**Presenter(s):** Larry Aab and Wanda Yantis

**General Information**

**1. What action are you requesting from the Board?**

The Sheriff's Office is requesting approval of Budget Modification MCSO-13 to appropriate \$105,050 in Fed/State funds to our Enforcement Division budget awarded thru the Homeland Security Grant from the Department of Homeland Security, Office for Domestic Preparedness to provide overtime funding for NIMS (National Incident Management System) compliance training for personnel and provide supply funding for items that directly support increased security measures as enacted in the UASI jurisdictions such as cameras and monitor system for the Justice Center, MW-800 Mobile Data Terminals with accompanying Private Data Tac w/Heater, Video Ray Pro w/GTO.

**2. Please provide sufficient background information for the Board and the public to understand this issue. Please note which Program Offer this action affects and how it impacts the results.**

The Law Enforcement Terrorism Prevention Program (Formerly SHSP) awarded a grant through the Oregon Office of Homeland Security Criminal Justice Services Division to the Sheriff's Office. The funding focus was on training and exercises, with special emphasis on bringing agencies into

compliance with NIMS (National Incident Management System), which will be a prerequisite for federal funding beginning next year. But also, funding is to support select operational expenses associated with increased security measures at critical infrastructure sites. Approved expenses are personal protective equipment, interoperable communications, physical security enhancement, logistical support/power equipment, training and explosive device mitigation.

**3. Explain the fiscal impact (current year and ongoing).**

This will increase the Enforcement Division's revenue by \$105,050 in the Federal/State Fund. The funds also covers the central indirect for administration of the funds.

**4. Explain any legal and/or policy issues involved.**

N/A

**5. Explain any citizen and/or other government participation that has or will take place.**

N/A

---

# ATTACHMENT A

---

## Budget Modification

---

If the request is a Budget Modification, please answer all of the following in detail:

• **What revenue is being changed and why?**

This is an increase of revenue of \$105,050 in the Federal/State Fund for The Sheriff's Office Enforcement Division due to the LETPP award.

• **What budgets are increased/decreased?**

- The Enforcement Division will increase their Federal/State budget by \$105,050
- Increase Dept Indirect by \$3,462
- Increase Central Indirect by \$496
- Increase Insurance by \$262

• **What do the changes accomplish?**

This is an increase of revenue of \$105,050 in the Federal/State Fund for The Sheriff's Office Enforcement Division due to the LETPP award.

• **Do any personnel actions result from this budget modification? Explain.**

No.

• **How will the county indirect, central finance and human resources and departmental overhead costs be covered?**

All overhead is covered.

• **Is the revenue one-time-only in nature? Will the function be ongoing? What plans are in place to identify a sufficient ongoing funding stream?**

This is one-time-only revenue. When the funding is exhausted, the program ends. This is tied to program offer 60005 MCSO Training in the FY 07 Budget.

• **If a grant, what period does the grant cover?**

FY 07.

• **If a grant, when the grant expires, what are funding plans?**

Our participation will end once the funding ends.

*NOTE: If a Budget Modification or a Contingency Request attach a Budget Modification Expense & Revenues Worksheet and/or a Budget Modification Personnel Worksheet.*

---

## ATTACHMENT B

---

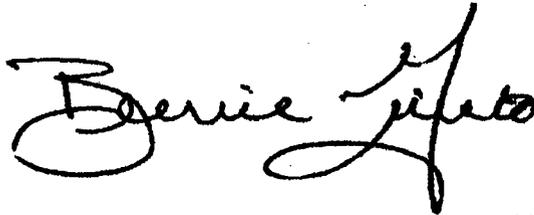
**BUDGET MODIFICATION: MCSO - 13**

---

### Required Signatures

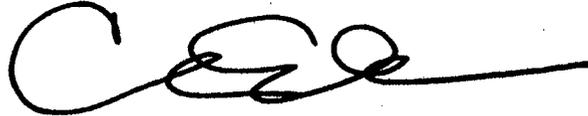
---

**Elected Official or  
Department/  
Agency Director:**



**Date:** 05/24/07

**Budget Analyst:**



**Date:** 05/24/07

**Department HR:**

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

**Countywide HR:**

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

Budget Modification ID: **MCSO-13****EXPENDITURES & REVENUES**

Please show an increase in revenue as a negative value and a decrease as a positive value for consistency with MERLIN.

Budget/Fiscal Year: 2007

Line No.	Fund Center	Fund Code	Func. Area	Accounting Unit			Cost Element	Current Amount	Revised Amount	Change Increase/ (Decrease)	Subtotal	Description
				Internal Order	Cost Center	WBS Element						
1	32106	60-50				SOENF.LETPP.M&S	50190	0	(65,140)	(65,140)		Fed - Thru State
2	32106	60-50				SOENF.LETPP.CAP	50185	0	(13,985)	(13,985)		Fed - Thru State - CAP.
3	32106	60-50				SOENF.LETPP.NIMS	50190	0	(4,456)	(4,456)		Fed - Thru State
4	32106	60-50				SOENF.SHSP	50190	0	(21,469)	(21,469)		Fed - Thru State
5									0			
6	32106	60-50				SOENF.LETPP.M&S	60240	0	36,000	36,000		Supplies
7	32106	60-50				SOENF.LETPP.M&S	60260	0	25,159	25,159		Travel & Training
8	32106	60-50				SOENF.LETPP.M&S	60350	0	1,505	1,505		Indirect - Central
9	32106	60-50				SOENF.LETPP.M&S	60355	0	2,477	2,477		Indirect - Dept
10									0			
11	32106	60-50				SOENF.LETPP.CAP	60550	0	13,985	13,985		Capital Equipment
12									0			
13	32106	60-50				SOENF.LETPP.NIMS	60110	0	2,916	2,916		Overtime
14	32106	60-50				SOENF.LETPP.NIMS	60130	0	1,006	1,006		Salary Related
15	32106	60-50				SOENF.LETPP.NIMS	60140	0	262	262		Insurance
16	32106	60-50				SOENF.LETPP.NIMS	60350	0	103	103		Indirect - Central
17	32106	60-50				SOENF.LETPP.NIMS	60355	0	169	169		Indirect - Dept
18									0			
19	32106	60-50				SOENF.SHSP	60240	0	20,157	20,157		Supplies
20	32106	60-50				SOENF.SHSP	60350	0	496	496		Indirect - Central
21	32106	60-50				SOENF.SHSP	60355	0	816	816		Indirect - Dept
22									0			
23	60-00	1000			604020		50370		(3,462)	(3,462)		Inc. Dept Indirect Rev.
24	60-00	1000			604020		60240		3,462	3,462		Supplies
25									0			
26	72-10	3500			705210		50316		(262)	(262)		Insurance Revenue
27	72-10	3500			705210		60330		262	262		Offsetting Expense
28												
									0	0		<b>Total - Page 1</b>
									0	0		<b>GRAND TOTAL</b>

Budget Modification ID: **MCSO-13****EXPENDITURES & REVENUES**

Please show an increase in revenue as a negative value and a decrease as a positive value for consistency with MERLIN.

Budget/Fiscal Year: 2007

Line No.	Fund Center	Fund Code	Func. Area	Accounting Unit			Cost Element	Current Amount	Revised Amount	Change Increase/ (Decrease)	Subtotal	Description
				Internal Order	Cost Center	WBS Element						
29	19	1000			950001000		50310		(2,104)	(2,104)		Central Indirect Revenue
30	19	1000			950001000		60470		2,104	2,104		Contingency



- Region I
- Region II
- Region III
- Region IV
- Region V
- Region VI
- Region VII
- Region VIII
- Region IX
- Region X

Home » Regions » Region X

**Search FEMA**

» [Advanced Search](#)

# Region X

Serving AK, |

**FEMA Region X**

- [About Region X](#)
- [Region X News Releases](#)
- [Disaster History](#)
- [Tribal Relations](#)
- [Regional Partners](#)
- [Environmental Site](#)
- [What's New](#)
- [Monthly HAZMAT "Updates"](#)
- [Photographs](#)
- [Region X National Preparedness Division](#)
- [Fire Management Assistance Grant Program Resources](#)

FEMA Region X states include Alaska, Idaho, Oregon and Washington. The Federal Region (FRC) is located in Bothell, Washington, six miles from Seattle's northern city limit. The Region employs 85 full-time employees, and can draw on a cadre of over 300 Disaster Temporary Employees (DTEs) or "reservists" during a Presidential Disaster Declaration.

**Active Disasters**

*There are currently no active disasters in this region.*



130 228th Street, SW  
Bothell, WA 98021  
(425) 487-4600



**Pets Prefer Prepared "Parents?"**

If disaster strikes and pet owners are forced to evacuate...what happens to their pets? The Pacific Northwest Regional Office of the Humane Society United States (HSUS) Emergency Animal Shelter Training, June 20 & 21 at the King County Animal - Kent Shelter (21615 64th Avenue SW, Kent, Washington) provides answers. The two-day workshop includes a full day of classroom instruction and demonstrations, a tabletop exercise and hands-on emergency sheltering simulations, and according to Humane Society Director of Disaster Services Arlene Culver, the training is invaluable for emergency responders; public safety and local law enforcement; animal care and control agencies.

**June is National Safety Month -You're Not Safe Unless You Are READY**

The National Safety Council (NSC), which works through its local chapters to promote Citizen Corps Councils and provide citizen training in emergency preparedness, has declared June National Safety Month. This year's theme is "Safety: Where We Live, Work and Play," and according to U.S. Department of Homeland Security Under Secretary and FEMA Director D. Brown, engaging citizens in homeland security and community and family preparedness well to that theme.



**Seismic Scientists And Emergency Managers Idaho**

Hundreds of geoscientists, engineers, insurance regulators, building officials and emergency managers converge in Boise, Idaho to take part in the West States Seismic Policy Council (WSSPC) Annual Conference, 11-14 September 2005, at The Grove & Boise Centre. Sponsored by WSSPC, the Idaho Department of Homeland Security, Idaho Geological Survey, and FEMA, the three-day conference combines presentations, sessions and a field trip to identify challenges to measuring and communicating hazards assessment; change perceptions to risks; set priorities for seismic safety and implement seismic networks. According

State	Adjacent/ Integrated Urban Areas	Urban Area	Defined Urban Area <sup>4</sup>	Core County(ies)	FY05 Allocation <sup>5</sup>	FY05 Nonprofit Allocation
OR		Portland	City of Portland; Counties of Washington, Multnomah, Clackamas, and Columbia (OR); Clark County (WA).		\$10,391,037	\$100,000
PA		Philadelphia	City of Philadelphia; Philadelphia County; Counties of Bucks, Chester, Delaware, and Montgomery.		\$22,818,091	\$1,347,598
		Pittsburgh	City of Pittsburgh; Counties of Allegheny, Armstrong, Beaver, Butler, Cambria, Fayette, Greene, Indiana, Lawrence, Mercer, Somerset, Washington, and Westmoreland.		\$9,635,991	
TX	Dallas/Fort Worth Area	Arlington	City and County of Dallas; Counties of Collin, Denton, Kaufman, Rockwall; and the additional components of Tarrant County, DFW Airport, North Central Texas Council of Governments and the DFW Hospital Council.		\$5,072,852	
		Dallas			\$13,891,234	\$261,148
		Fort Worth			\$5,391,784	
		Houston	City of Houston; Counties of Harris, Fort Bend, Montgomery, Brazoria, and Galveston; inclusive of Transit Authority and Port Authority.		\$18,570,464	\$681,984
		San Antonio	City of San Antonio; the counties of Bexar and Comal; Alamo Area Councils of Government.		\$5,973,524	
WA		Seattle	City of Seattle; Counties of King, Pierce, and Snohomish.		\$11,840,034	\$153,978
WI		Milwaukee	City of Milwaukee; Counties of Milwaukee, Waukesha, Washington County.		\$6,325,872	
<b>Total</b>					<b>\$829,656,751</b>	<b>\$24,999,999</b>

ELIGIBLE APPLICANTS AND FUNDING AVAILABILITY

*Note: ODP encourages all current and former geographically contiguous UASI urban areas to continue existing coordinated and collaborative planning structures and efforts in developing, integrating, and implementing homeland security activities. This includes, but is not limited to, participation on advisory committees and working groups involved in homeland security planning and preparedness processes and activities.*

**Table 1. FY05 HSGP Funding Allocations**

State/Territory	State Homeland Security Program	Urban Areas Security Initiative	Law Enforcement Terrorism Prevention Program	Citizen Corps Program	Emergency Management Performance Grant Program	Metropolitan Medical Response System Program	Total
CFDA Number	97.073	97.008	97.074	97.053	97.042	97.071	
Alabama	\$ 17,888,796	\$ -	\$ 6,432,290	\$ 224,559	\$ 2,896,618	\$ 910,368	\$ 28,152,631
Alaska	\$ 9,368,591	\$ -	\$ 3,406,760	\$ 118,934	\$ 1,529,911	\$ 455,184	\$ 14,879,381
Arizona	\$ 20,021,731	\$ 9,995,463	\$ 7,280,630	\$ 254,176	\$ 3,241,450	\$ 910,368	\$ 41,704,818
Arkansas	\$ 13,854,701	\$ -	\$ 5,038,073	\$ 175,885	\$ 2,264,789	\$ 227,592	\$ 21,561,040
California	\$ 84,613,816	\$ 148,278,663	\$ 30,768,660	\$ 1,074,172	\$ 13,790,111	\$ 4,096,656	\$ 282,622,077
Colorado	\$ 17,796,658	\$ 8,718,395	\$ 6,471,512	\$ 225,929	\$ 2,903,630	\$ 682,776	\$ 36,798,900
Connecticut	\$ 15,491,248	\$ -	\$ 5,833,181	\$ 196,661	\$ 2,531,746	\$ 227,592	\$ 24,080,428
Delaware	\$ 9,732,926	\$ -	\$ 3,539,246	\$ 123,559	\$ 1,588,053	\$ -	\$ 14,983,784
District of Columbia	\$ 9,184,053	\$ 82,000,000	\$ 3,339,656	\$ 110,592	\$ 1,503,841	\$ -	\$ 96,144,140
Florida	\$ 44,728,450	\$ 30,885,716	\$ 16,264,891	\$ 567,828	\$ 7,244,714	\$ 1,593,144	\$ 101,284,742
Georgia	\$ 28,726,187	\$ 13,333,587	\$ 9,718,613	\$ 339,289	\$ 4,345,323	\$ 455,184	\$ 54,818,163
Hawaii	\$ 10,683,582	\$ 6,454,763	\$ 3,884,939	\$ 135,628	\$ 1,743,745	\$ 227,592	\$ 23,130,249
Idaho	\$ 10,918,426	\$ -	\$ 3,970,337	\$ 138,609	\$ 1,777,897	\$ -	\$ 18,805,270
Illinois	\$ 35,298,866	\$ 48,000,000	\$ 12,835,959	\$ 448,119	\$ 5,782,151	\$ 227,592	\$ 102,592,707
Indiana	\$ 21,349,773	\$ 5,664,822	\$ 7,763,654	\$ 271,035	\$ 3,491,346	\$ 455,184	\$ 38,995,714
Iowa	\$ 14,326,334	\$ -	\$ 5,209,676	\$ 181,873	\$ 2,345,389	\$ 227,592	\$ 22,290,764
Kansas	\$ 13,849,834	\$ -	\$ 5,038,340	\$ 175,825	\$ 2,260,809	\$ 455,184	\$ 21,784,091
Kentucky	\$ 16,861,675	\$ 5,000,000	\$ 6,131,518	\$ 214,059	\$ 2,756,510	\$ 455,184	\$ 31,418,947
Louisiana	\$ 17,679,253	\$ 14,531,875	\$ 6,428,819	\$ 224,438	\$ 2,895,235	\$ 910,368	\$ 42,669,788
Maine	\$ 10,787,521	\$ -	\$ 3,922,735	\$ 136,948	\$ 1,761,346	\$ -	\$ 16,608,549
Maryland	\$ 19,866,423	\$ 11,437,517	\$ 7,224,154	\$ 252,204	\$ 3,242,045	\$ 227,592	\$ 42,249,934
Massachusetts	\$ 21,863,377	\$ 28,075,000	\$ 7,950,319	\$ 277,556	\$ 3,587,028	\$ 682,776	\$ 62,436,056
Michigan	\$ 29,739,980	\$ 17,684,608	\$ 10,814,638	\$ 377,649	\$ 4,875,422	\$ 682,776	\$ 64,074,878
Minnesota	\$ 18,895,426	\$ 5,763,411	\$ 6,871,064	\$ 239,877	\$ 3,086,137	\$ 455,184	\$ 35,311,099
Mississippi	\$ 14,190,727	\$ -	\$ 5,180,264	\$ 180,151	\$ 2,322,271	\$ 227,592	\$ 22,081,008
Missouri	\$ 20,288,866	\$ 15,253,865	\$ 7,377,769	\$ 257,567	\$ 3,318,368	\$ 455,184	\$ 46,951,640
Montana	\$ 9,949,207	\$ -	\$ 3,617,894	\$ 126,505	\$ 1,624,359	\$ -	\$ 15,317,765
Nebraska	\$ 11,724,020	\$ 5,148,300	\$ 4,263,280	\$ 148,836	\$ 1,915,921	\$ 455,184	\$ 23,655,542
Nevada	\$ 12,808,048	\$ 8,456,728	\$ 4,657,472	\$ 162,598	\$ 2,073,887	\$ 227,592	\$ 28,388,325
New Hampshire	\$ 10,748,552	\$ -	\$ 3,908,565	\$ 136,453	\$ 1,754,428	\$ 227,592	\$ 16,775,590
New Jersey	\$ 26,026,137	\$ 19,353,418	\$ 9,692,232	\$ 388,019	\$ 4,356,104	\$ 455,184	\$ 60,811,164
New Mexico	\$ 12,016,319	\$ -	\$ 4,369,571	\$ 152,547	\$ 1,960,687	\$ 227,592	\$ 18,726,716
New York	\$ 49,417,927	\$ 221,082,907	\$ 17,970,155	\$ 627,380	\$ 8,114,323	\$ 1,137,960	\$ 298,350,633
North Carolina	\$ 26,126,856	\$ 5,479,243	\$ 9,500,675	\$ 331,680	\$ 4,260,009	\$ 682,776	\$ 46,381,239
North Dakota	\$ 9,336,232	\$ -	\$ 3,394,993	\$ 118,523	\$ 1,526,451	\$ -	\$ 14,376,200
Ohio	\$ 32,668,546	\$ 26,131,917	\$ 11,879,471	\$ 414,727	\$ 5,363,019	\$ 1,365,552	\$ 77,823,233
Oklahoma	\$ 15,552,074	\$ 5,570,181	\$ 5,655,300	\$ 197,434	\$ 2,543,443	\$ 455,184	\$ 29,973,615
Oregon	\$ 15,655,892	\$ 10,491,037	\$ 5,693,052	\$ 198,752	\$ 2,553,324	\$ 227,592	\$ 34,819,649
Pennsylvania	\$ 34,676,812	\$ 33,801,680	\$ 12,609,677	\$ 440,219	\$ 5,687,940	\$ 455,184	\$ 87,671,312
Rhode Island	\$ 10,291,661	\$ -	\$ 3,742,422	\$ 130,653	\$ 1,681,441	\$ 227,592	\$ 16,073,769
South Carolina	\$ 16,925,018	\$ -	\$ 6,154,562	\$ 214,883	\$ 2,761,710	\$ 227,592	\$ 26,283,785
South Dakota	\$ 9,618,052	\$ -	\$ 3,497,474	\$ 122,101	\$ 1,571,539	\$ -	\$ 14,809,166
Tennessee	\$ 20,585,357	\$ -	\$ 7,485,584	\$ 261,331	\$ 3,362,684	\$ 910,368	\$ 32,605,325
Texas	\$ 55,743,279	\$ 49,842,990	\$ 20,270,283	\$ 707,661	\$ 9,046,712	\$ 2,958,696	\$ 138,569,621
Utah	\$ 13,046,325	\$ -	\$ 4,744,118	\$ 165,623	\$ 2,124,715	\$ 227,592	\$ 20,308,373
Vermont	\$ 9,304,415	\$ -	\$ 3,383,424	\$ 118,120	\$ 1,520,181	\$ -	\$ 14,326,139
Virginia	\$ 23,921,666	\$ -	\$ 8,698,787	\$ 303,685	\$ 3,894,890	\$ 1,365,552	\$ 38,184,581
Washington	\$ 21,211,105	\$ 11,994,012	\$ 7,713,129	\$ 269,275	\$ 3,459,280	\$ 682,776	\$ 45,329,577
West Virginia	\$ 11,877,517	\$ -	\$ 4,319,097	\$ 150,785	\$ 1,941,687	\$ -	\$ 18,289,086
Wisconsin	\$ 19,787,345	\$ 6,325,872	\$ 7,195,398	\$ 251,200	\$ 3,236,049	\$ 455,184	\$ 37,251,048
Wyoming	\$ 9,049,826	\$ -	\$ 3,280,848	\$ 114,888	\$ 1,478,311	\$ -	\$ 13,933,869
Puerto Rico	\$ 16,344,796	\$ -	\$ 5,943,562	\$ 207,497	\$ 2,673,229	\$ -	\$ 25,169,085
Virgin Islands	\$ 2,890,316	\$ -	\$ 1,051,024	\$ 86,693	\$ 633,753	\$ -	\$ 4,611,786
American Samoa	\$ 2,779,462	\$ -	\$ 1,010,713	\$ 35,285	\$ 454,033	\$ -	\$ 4,279,493
Guam	\$ 2,990,093	\$ -	\$ 1,087,307	\$ 37,959	\$ 590,228	\$ -	\$ 4,705,587
Northern Mariana Islands	\$ 2,805,231	\$ -	\$ 1,020,084	\$ 35,612	\$ 472,042	\$ -	\$ 4,332,970
Republic of the Marshall Islands	\$ -	\$ -	\$ -	\$ -	\$ 50,075	\$ -	\$ 50,075
Federated States of Micronesia	\$ -	\$ -	\$ -	\$ -	\$ 50,075	\$ -	\$ 50,075
<b>Total</b>	<b>\$ 1,062,285,226</b>	<b>\$ 854,656,750</b>	<b>\$ 386,285,837</b>	<b>\$ 13,485,708</b>	<b>\$ 173,828,492</b>	<b>\$ 28,221,408</b>	<b>\$ 2,518,763,121</b>

\*Pursuant to the Compact of Free Association, \$50,000 each may be available for the Federated States of Micronesia and the Republic of the Marshall Islands under EMPG.

ELIGIBLE APPLICANTS AND FUNDING AVAILABILITY

METROPOLITAN MEDICAL RESPONSE SYSTEM

Table 3. FY05 MMRS Jurisdictions by State

State	MMRS Jurisdictions
Alabama	Birmingham, Huntsville, Mobile, and Montgomery
Alaska	Anchorage and Southeast Alaska
Arizona	Glendale, Mesa, Phoenix, and Tucson
Arkansas	Little Rock
California	Los Angeles, San Francisco, San Diego, San Jose, Long Beach, Oakland, Sacramento, Fresno, Santa Ana, Anaheim, Riverside, Glendale, Huntington Beach, Stockton, Bakersfield, Fremont, Modesto, and San Bernardino
Colorado	Aurora, Colorado Springs, and Denver
Connecticut	Hartford
Florida	Miami, Jacksonville, Tampa, St. Petersburg, Hialeah, Ft. Lauderdale, and Orlando
Georgia	Atlanta and Columbus
Hawaii	Honolulu
Illinois	Chicago
Indiana	Ft. Wayne and Indianapolis
Iowa	Des Moines
Kansas	Kansas City and Wichita
Kentucky	Lexington/Fayette and Louisville
Louisiana	Baton Rouge, Jefferson Parish, New Orleans, and Shreveport
Maryland	Baltimore
Massachusetts	Boston, Springfield, Worcester
Michigan	Detroit, Grand Rapids, and Warren
Minnesota	Minneapolis and St. Paul
Mississippi	Jackson
Missouri	Kansas City and St. Louis
Nebraska	Lincoln and Omaha
Nevada	Las Vegas
New Hampshire	Northern New England MMRS (also serves Maine and Vermont)
New Jersey	Jersey City and Newark
New Mexico	Albuquerque
New York	Buffalo, New York City, Rochester, Syracuse, and Yonkers
North Carolina	Charlotte, Greensboro, and Raleigh
Ohio	Akron, Cincinnati, Cleveland, Columbus, Dayton, and Toledo
Oklahoma	Oklahoma City and Tulsa
Oregon	Portland
Pennsylvania	Allegheny County and Philadelphia
Rhode Island	Providence
South Carolina	Columbia
Tennessee	Chattanooga, Knoxville, Memphis, and Nashville
Texas	Amarillo, Arlington, Austin, Corpus Christi, Dallas, El Paso, Fort Worth, Garland, Houston, Irving, Lubbock, San Antonio, Southern Rio Grande
Utah	Salt Lake City
Virginia	Arlington County, Chesapeake, Newport News, Norfolk, Richmond, and Virginia Beach
Washington	Seattle, Spokane, and Tacoma
Wisconsin	Madison and Milwaukee
<b>TOTAL</b>	<b>124 MMRS Jurisdictions</b>

ELIGIBLE APPLICANTS AND FUNDING AVAILABILITY



Home · Site Map · Contact Us

Search:



DHS Organization    Emergencies & Disasters    Travel & Transportation    Immigration & Borders    Research & Technology    Threats & Protection    Working with DHS

Print

## DHS Organization

### Department Components

- ▶ Border & Transportation Security
- ▶ Emergency Preparedness & Response
- ▶ Information Analysis & Infrastructure Protection
- ▶ Science & Technology
- ▶ Management
- ▶ Coast Guard
- ▶ Secret Service
- ▶ Citizenship & Immigration Services
- ▶ Inspector General

### The DHS Transition

### Leadership

### Budget

### DHS Agencies

## DHS Organization

### Emergency Preparedness & Response

### Fact Sheet: National Incident Management System (NIMS)

[Download the National Incident Management System \(NIMS\) \(PDF, 152 pages\)](#)

U. S. Department of Homeland Security Secretary Tom Ridge today announced a new approach to managing incidents of all types, including terrorism, natural disasters, and other emergencies. The approach is the [National Incident Management System \(NIMS\)](#), (PDF, 152 pages - 7.6MB) the Nation's first standardized management approach that unifies Federal, state, and local lines of government for incident response.

### NIMS makes America safer, from our Nation to our neighborhoods:

NIMS establishes standardized incident management processes, protocols, and procedures that all responders -- Federal, state, tribal, and local -- will use to coordinate and conduct response actions. With responders using the same standardized procedures, they will all share a common focus, and will be able to place full emphasis on incident management when a homeland security incident occurs -- whether terrorism or natural disaster. In addition, national preparedness and readiness in responding to and recovering from an incident is enhanced since all of the Nation's emergency teams and authorities are using a common language and set of procedures.

### Advantages of NIMS:

NIMS incorporates incident management best practices developed and proven by thousands of responders and authorities across America. These practices, coupled with consistency and national standardization, will now be carried forward throughout the Nation's incident management processes: exercises, qualification and certification, communication, interoperability, doctrinal changes, training, and publications, public affairs, equipment, and incident management. All of these measures unify the response of the entire community as never before.

### NIMS was created and vetted by representatives across America including:

- Federal government,
- States,
- Territories,
- Cities, counties, and townships,
- Tribal officials,
- First responders.

### Key features of NIMS:

- **Incident Command System (ICS).** NIMS establishes ICS as a standard incident management organization with five functional areas -- command, operations, planning, logistics, and finance/administration -- for management of all major incidents. To ensure further coordination, and during incidents involving multiple jurisdictions or agencies, the principle of unified command has been universally incorporated into NIMS. This unified command not only coordinates the efforts of many jurisdictions, but provides for and assures joint decisions on objective strategies, plans, priorities, and public communications.
- **Communications and Information Management.** Standardized communications during an incident are essential and NIMS prescribes interoperable communications systems for both incident and information management. Responders and agencies across all agencies and jurisdictions must have a common operating picture for a more efficient and effective incident response.
- **Preparedness.** Preparedness incorporates a range of measures, actions, and processes accomplished before an incident happens. NIMS preparedness measures include planning, training, exercises, qualification and certification, equipment acquisition and certification, and publication management. All measures serve to ensure that pre-incident actions are standardized and consistent with a mutually-agreed doctrine. NIMS further places emphasis on mitigation activities to enhance preparedness. Mitigation includes public education and outreach, structural modifications to lessen the loss of life or destruction of property, law enforcement in support of zoning rules, land management, and building code flood insurance and property buy-out for frequently flooded areas.
- **Joint Information System (JIS).** NIMS organizational measures enhance public communication effort. The Joint Information System provides the public with timely and accurate incident information and unified public messages. This system employs Joint Information Centers (JIC) and brings incident communicators together during an incident to develop, coordinate, and deliver a unified message. This will ensure that Federal, state, and local levels of government are releasing the same information during an incident.
- **NIMS Integration Center (NIC).** To ensure that NIMS remains an accurate and effective management tool, the NIMS NIC will be established by the Secretary of Homeland Security to assess proposed changes to NIMS, capture, and evaluate lessons learned, and employ best practices. The NIC will provide strategic oversight of the NIMS, supporting both routine maintenance and continuous refinement of the system and its components over the long term. The NIC will develop and facilitate national standards for NIMS education and training, responder communications and equipment, typing of resources, qualification and credentialing of incident management and responder personnel, and standardization of equipment maintenance and resources. The NIC will use the collaborative process of Federal, state, tribal, local, multi-discipline and private authorities to assess prospective changes and assure continuity and accuracy.

###



# FEMA

## NIMS Training

### National Incident Management System Training

The NIMS Integration Center is coordinating the development of a National Standard Curriculum for NIMS, which will be built around available federal training opportunities and course offerings that support NIMS implementation. The curriculum also will serve to clarify training that is necessary for NIMS-compliance and streamline the training approval process for courses recognized by the curriculum.

Initially, the curriculum will be made up of NIMS awareness training and training to support the Incident Command System, (ICS). Eventually it will expand to include all NIMS training requirements including training established to meet national credentialing standards. Presently, this site only lists NIMS-related course offerings available through EMI, USFA and the Noble Training Center.

The NIMS center recognizes that many operational aspects of the NIMS, including ICS training, are available through, state, local and tribal training agencies and private training vendors. It is not necessary that the training requirements be met through a federal source.

Information about NFA and EMI training is available at <http://training.fema.gov/>, while information concerning Noble Training Center courses can be found at <http://training.fema.gov/emiweb/ntc>. For information about training offered at the state level see <http://www.usfa.fema.gov/pocs/>. Questions concerning NIMS and related training issues may be directed to [NIMS-Integration-Center@dhs.gov](mailto:NIMS-Integration-Center@dhs.gov).

- **NIMS National Standard Curriculum: Training Development Guidance (PDF 169KB, TXT 68KB)**  
These are guidelines for ICS training providers that will help them ensure that the training they offer meets the requirements of the National Incident Management System (NIMS). The Guidance provides an evaluation checklist for content that may be used to make sure that ICS training meets the "as taught by DHS" standard. It also outlines NIMS ICS concepts and principles, management characteristics, organizations and operations, organizational element titles and recommendations for a model curriculum.
- **IS700 NIMS Course Materials Available for Classroom Setting**  
IS700 NIMS: An Introduction is a Web-based awareness level course that explains NIMS components, concepts and principles. Although it is designed to be taken online as an interactive Web-course, course materials may be downloaded and used in a group or classroom setting. Answer sheets may be obtained from the Emergency Management Institute by calling the EMI Independent Study Office at 301-447-1256. To obtain the IS700 course materials or take the course online go to <http://training.fema.gov/emiweb/IS/is700.asp>. More than 80,000 persons have now completed the course. All together, course completions for Introduction to and Basic ICS for Federal Disaster Workers, the National Response Plan and NIMS Introduction total 117,000 as of Feb. 20, 2005.
- **National Response Plan Training**  
Michael D. Brown, Under Secretary of the Department of Homeland Security for Emergency Preparedness and Response, has announced the release of IS-800 The National Response Plan (NRP), an Introduction, a distance-learning course available online that introduces emergency management practitioners to the NRP. The course is designed for federal departments and agencies, but state, local, tribal and private sector will find it useful also.

### Emergency Management Institute

The Emergency Management Institute (EMI) offers a broad range of training that addresses key elements of NIMS. Basic and advanced public affairs officer courses, for example, support NIMS incident communications provisions. The primary purpose of the Integrated Emergency Management curriculum is to teach multi-agency coordination. EMI also offers courses in preparedness and resource management. Both NIMS and the NRP are being incorporated into virtually every course offered.

being incorporated into virtually every course offered.

### EMI Incident Command System Curriculum

EMI's ICS curriculum is evolving rapidly to both align with the NIMS and to include the new federal disaster worker audience. As this process continues, EMI will phase out certain ICS courses and replace them with courses that more accurately reflect NIMS guidance. ICS training is generally offered at four course levels: ICS 100, ICS 200, ICS 300 and ICS 400.

New ICS courses include:

- ICS 100-Introduction to ICS
- ICS 200-Basic ICS
- ICS 300-Intermediate ICS
- ICS 400-Advanced ICS

The 100 and 200 level courses will be available in a Web-based independent study format and as classroom-delivered courses.

### ICS Courses for State, Tribal and Local Governments

EMI plans Law Enforcement, Public Works, Public Health and generic ICS courses. These entry-level ICS courses are suitable for persons working in an ICS environment. Each course uses discipline-specific examples and exercises to teach the same ICS content. These materials will be posted on EMI's Virtual Campus as they are developed.

The 300 and 400 level courses are classroom based multi-discipline or multi-jurisdiction courses intended for persons with supervisory responsibilities, such as the incident commander or planning section chief.

### ICS for Federal Disaster Workers

#### IS100 Introduction to ICS (I100) for Federal Disaster Workers

This is a Web-based course, based on the National Interagency Incident Management System (NIIMS) training program, and designed for employees of FEMA and other federal departments and agencies that have disaster responsibilities.

#### IS200 Basic ICS (I200) for Federal Disaster Workers

A follow-up to IS100, this Web-based course provides more hands-on training in ICS and is designed for federal audiences.

### ICS Courses Developed Pre-NIMS (To be phased out by December 2005)

#### G190-194 ICS Courses

These are four I100-200-level ICS courses especially designed for Law Enforcement (G190), Public Works (G191), Public Officials (G194), and ICS-Emergency Operations Center interface (G191). These courses remain available but are under revision to create separate NIMS-based, Web-based I100 and I200 level training for the various disciplines.

#### G195/196 ICS Intermediate/ICS Advanced Courses

These are two EMI field courses that are delivered by state trainers. Currently they are under revision and will become I300 and I400.

#### IS195 Introduction to the Incident Command System (ICS)

This is an independent study course available online from EMI that is designed to provide general ICS awareness training for all audiences.

### NIMS Training

#### IS700 NIMS: An Introduction

This is a Web-based awareness level course designed to explain NIMS components, concepts and principles. The classroom version of this course may be downloaded at <http://training.fema.gov/EMIWeb/IS/is700.asp>. Over 30,000 thousand individuals had already completed this course as of December 2004.

**IS800 The National Response Plan: An Introduction**

This is a comprehensive, interactive Web-based introduction to the new federal protocol for responding to incidents of national significance.

**Integrated Emergency Management Courses (IEMC)**

Since 1983, the Integrated Emergency Management Course (IEMC) has been the Federal Emergency Management Agency's premier course addressing emergency response activities. The "integration" of community functions, resources, organizations and individuals in all phases of emergency management, is stressed throughout this exercise-based training. The following are the course objectives: analyze emergency plans, policies, and procedures; identify additional planning needs; clarify roles and responsibilities; improve teamwork and coordination; and improve response and recovery capabilities. All courses stress the incident command system, multi-agency coordination systems, and public information systems of NIMS. The following is a list of both resident and field IEMC programs:

E900/E901 - IEMC/All Hazards  
E905/E906 - IEMC/Hurricane  
E910/E911 - IEMC/Earthquake  
E920 - IEMC/Hazardous Materials  
E915 - IEMC/Homeland Security (Terrorism)  
E916 - IEMC/Agriculture – Food (Terrorism)  
E940 - IEMC/Special Event (National Conventions, Olympic Sites, Major Sporting events, etc)  
E930 - IEMC/Community Specific  
B960 - IEMC/Metropolitan Medical Response System (MMRS)  
E925 - IEMC/State Specific  
E950 - Federal Agency Specific (DHS/FEMA, CDC, FDA, etc.)

**B960 Healthcare Leadership Course**

This four-day, exercise-based training course provides a realistic setting in which expert instructors assist healthcare professionals develop appropriate decisions in response to a Weapons of Mass Destruction (WMD) event. It is conducted at the Noble Training Center in Alabama. This course stresses the incident command system, multi-agency coordination systems, and public information systems of NIMS for a healthcare audience.

**Public Information Training****E388 Advanced Public Information Officers**

This advanced course builds on the foundations established in the Basic Public Information Officers course (G290) by focusing on PIO responsibilities in large -scale emergencies. Topics include legal issues, risk communication, communication in emergencies and use of the Joint Information System.

**G290 Basic Public Information Officers**

This course is intended for the new or less-experienced PIO. It emphasizes the basic skills and knowledge needed for emergency management public information activities. Topics include the the role of the PIO, writing news releases and conducting television interviews.

**Planning Courses****IS235 Emergency Planning**

This course addresses basic planning elements such as hazard analysis, the basic plan, annexes and appendices.

**G358 Evacuation and Re-entry Planning Course**

This course provides participants with the knowledge and skills needed to design and implement an evacuation and re-entry plan for their jurisdictions.

**G360 Hurricane Planning**

This course assists persons responsible for developing or revising emergency operations hurricane plans and procedures.

**G408 Homeland Security Planning for Local Governments**

This course teaches participants to evaluate, revise or develop a homeland security appendix to their

jurisdiction's existing emergency operations plan. It addresses such key issues as vulnerability analysis and command and management for homeland security events.

## National Fire Academy

The National Fire Academy (NFA) offers a broad range of training that addresses key elements of NIMS within an all-hazard environment. The numerous command and control courses, for example, support provisions of the NIMS ICS. NFA also has courses that address incident-specific areas, including hazardous materials and terrorism emergency response and emergency medical services. NFA offers courses in preparedness planning, training and management as well as resident, field and self-study courses. Both NIMS and the NRP are being incorporated into virtually every course offered by the NFA.

NFA field courses are coordinated through state fire training agencies; a list of these can be accessed at <http://www.usfa.fema.gov/pocs/>. Train-the-Trainer courses are available through the state fire training agencies for all field courses. Web-based self-study courses, or "Q" courses, are available through the NETC Virtual Campus, also available at <http://training.fema.gov/>. NFA resident course application procedures may be obtained at <http://training.fema.gov/>, or specifically at <http://www.usfa.fema.gov/training/nfa/about/attend/nfa-abt1c.shtm>.

### NFA's Incident Command System Courses

NFA's ICS courses have, for many years, taught FIRESCOPE ICS – the same ICS used in the NIMS. The courses are all being updated to more accurately reflect the nuances associated with the NIMS guidance and new courses are being added to address a broader "all-hazards" approach. NFA's "new" courses, to be made available in early 2005, include:

#### Introduction to ICS (I100)

This is a Web based, all-hazards ICS course especially designed for all entities of the first responder community with operational responsibilities during emergencies and disasters.

#### Basic ICS: ICS for Single Resources and Initial Action Incidents (I200)

This course is designed to follow Introduction to ICS. It is a Web based, all-hazards ICS course especially designed for all entities of the first responder community with operational responsibilities during emergencies and disasters.

#### Intermediate ICS: ICS for Expanding Incidents and Supervisors (I300)

This is a follow-up to Basic ICS that combines Web-based and classroom-based instruction. An all-hazards ICS course, it is designed for all entities of the first responder community that have operational responsibilities during emergencies and disasters.

#### Advanced ICS: ICS for Command and General Staff and Complex Incidents (I400)

This course will be a follow-up to Intermediate ICS. It combines Web-based and classroom-based instruction and is an all-hazards ICS course especially designed for all entities of the first responder community with operational responsibilities during emergencies and disasters.

#### F163 NIMS ICS for EMS

This is a two-day, instructor-led field course equivalent to I100 and I200, designed to introduce students to the concepts of the incident command system as applied in pre-hospital emergency medical services.

#### F806 NIMS ICS for the Fire Service

This is a two-day, instructor-led field course equivalent to I100 and I200, designed to introduce students to the concepts of the incident command system as applied in the fire service.

### All-Hazards ICS and Incident Management Team Courses

#### Q316 Introduction to Command and General Staff

This is a paper-based, self-study course designed for those emergency services providers who may assume command and general staff functions during a large/complex incident. (This course is being replaced by the Web-based I100 and I200 courses in early 2005).

#### O305 All-Hazards Incident Management Team

This is the training portion of a Technical Assistance program to develop state and regional IMTs to function under the NIMS during a large incident or a major event. This course is designed for those who are assigned to function in a Type 3 All-Hazards IMT during a large/ complex incident, typically extending into the second operational period.

#### R306 Executive Analysis of Fire Service Operations in Emergency Management

R306 is a resident course designed to prepare fire, EMS and law enforcement senior staff officers in the ICS functions necessary to manage the operational components of a large incident or disaster in compliance with NIMS.

#### R308 Command and Control of Fire Department Operations at Natural and Man-Made Disasters

This is a two-week resident course that addresses fire and rescue operations at natural and human-caused disasters that may require inter-agency or inter-jurisdictional coordination.

#### R317 Command and General Staff Functions in ICS

This is a six-day resident/regional delivery course to better prepare emergency response personnel to manage large, complex incidents effectively by using the functional components of ICS under the National Incident Management System (NIMS). It also is used in the development of Type 4 and Type 5 Incident Management Teams (IMTs).

#### F315 Introduction to Unified Command for Multi-Agency and Catastrophic Incidents

This is a field course designed for fire, EMS and law enforcement officers who would be likely to assume an ICS command or general staff position during a multi-agency operation. The goal is to help them develop a better understanding of the complexities of multi-agency incidents and the skills necessary to operate in that environment in compliance with the NIMS.

#### F719 Incident Safety Officer

This is a two-day field course that focuses on the role of the safety officer within an ICS operation.

#### F322 ICS for Structural Collapse Incidents

This is a two-day field course designed to provide emergency service officers with an understanding of command operations at structural collapse incidents.

#### R831 Command and Control of Incident Operations

This is a six-day resident course designed to introduce volunteer emergency service officers to ICS applications during the initial phases of all types of emergency incidents.

### Fire-Specific ICS Courses

#### R304 Command and Control of Fire Department Operations at Multi-Alarm Incidents

This is a two-week simulation-intensive resident course that focuses on the command officer's responsibilities while conducting major operation involving multi-alarm incidents.

#### R825/R314 Command and Control of Fire Department Operations at Target Hazards

This is a six-day resident course intended to introduce command officers to the complexities of commanding incidents in high-risk areas.

#### F321 Incident Command for High Rise Incidents

This is a two-day field course designed to assist responders who may have to manage high-rise emergency incidents.

#### F455 Strategy and Tactics for Initial Company Operations

This two-day field course is designed to help company officers develop the management skills needed to accomplish tactical assignments at emergency incidents.

#### F610 Introduction to Wildland/Urban Interface Firefighting for the Structural Company Officer

This two-day course identifies operational and safety concerns for structural company officers assigned to wildland/urban interface incidents.

#### F612 Command and Control of Wildland/Urban Interface Operations for Structural Chief Officer

This is a two-day course designed to provide the chief or company officers who may have command responsibility for multiple resources, with the essential tools and skills to operate safely in wildland/urban interface environments.

mitigate environments.

**F827 Fire Protection Systems for Incident Commanders**

This course integrates the importance of NIMS-based pre-incident planning and incident command with strategic and tactical uses of built-in fire protection systems.

**Incident Command and Control Simulation Series**

This is a series of self-contained CD-ROM, computer-based training programs designed to provide challenges to the newly appointed, inexperienced fire officer as well as experienced fire officers.

**Emergency Medical Services (EMS) Specific Courses****Q157 EMS Operations at Multi-Casualty Incidents**

This is a four-hour, Web-based course that addresses preparedness planning; management of the incident; safe and efficient triage, treatment and transportation of patients; and the de-escalation of the response. It is not intended to provide detailed steps in the care of patients.

**R152 EMS Special Operations**

This resident course is designed to enable EMS system managers to prepare their organizations to respond to mass-gathering events, natural and man-made disasters, dignitary visits, and other actual or potential multiple casualty incidents using ICS for both preparation and response and to integrate into a multi-agency coordination system.

**R149 EMS Management of Community Health Risks**

This two-week course targets EMS providers, supervisors and program managers who have the responsibility for developing and implementing community health and safety programs, including injury prevention and fire prevention programs and public health preparedness.

**Hazardous Materials and Terrorism Emergency Response Courses****R229 Hazardous Materials Operating Site Practices**

This is a two-week technician level course built around a "risk-based" decision-making model, utilizing ICS to manage and coordinate hazardous materials incidents, including those involving CBRNE agents. The course focuses on team operational elements and functional implementation, and their relationship to ICS.

**R243 Hazardous Materials Incident Management**

This is a six-day resident course that focuses on the duties and responsibilities of emergency response personnel who may assume the incident commander role in hazardous materials emergencies after the initial response.

**F552 Emergency Response to Terrorism: Tactical Considerations for Company Officers**

This is a two-day course for the initial first-responding supervisor designed to build upon the Emergency Response to Terrorism: Basic Concepts course. It covers initial actions, building an ICS organization, security considerations, anticipating unusual response circumstances, assessing information and initiating self-protection actions.

**F555 Emergency Response to Terrorism: Strategic Concepts for Command Officers**

This is a two-day course designed for senior-level officers who may be responsible for command of incidents involving terrorism. The person in this position assists the command officer in preparing an effective response to the consequences of terrorism and in managing the incident as part of a multi-agency, multidiscipline and multi-jurisdictional response.

**Planning/Training/Management Courses****R280 Leading Community Risk Reduction**

This two-week course instills in the students the belief that community risk reduction is an essential tool in reducing and minimizing risk from all hazards in a community. Subject areas include: all-hazards management, coalition building, community changes, data analysis and application, legal issues, and program evaluation. The community risk reduction process involves all four phases of emergency management: preparedness, mitigation, response and recovery.

**R309 Strategic Analysis of Community Risk Reduction**

This two-week resident course begins with an historical perspective of fire prevention and then leads the

This two-week resident course begins with an historical perspective of fire prevention and then leads the student into the concepts of community risk reduction. The risks faced by a community are catalogued and analyzed using a model of injury prevention and preliminary strategies using education, enforcement, and engineering solutions for reducing these risks are presented to the students and discussed.

#### **R342 Training Program Management**

This two-week course will enable the student to discuss and evaluate many of today's issues facing the training officer in a fire or emergency medical services organization. The course addresses many leadership aspects of training personnel, such as the complexities of performing training need assessments, how to deal with personnel involved in a training function, and how to develop a training budget for the organization.

#### **R507 Partnering for Fire Defense and Emergency Services Planning**

A resident course for senior fire executives and their community partners with a systems approach for the development of the appropriate annexes under their community's Master Plan, part of the Preparedness Planning identified in the National Incident Management System (NIMS).

#### **R802 Fire Service Planning Concepts for the 21st Century**

This six-day course is offered in both field and on campus formats, and focuses on community fire defense master planning that targets fire protection needs in terms of fire service readiness issues and homeland security strategic goals and objectives. Fire officers are encouraged to have a local official or community planner attend this course with them.

#### **R815 Challenges for Local Training Officers**

This six-day course is designed to help students develop leadership skills to serve as training officer for a volunteer emergency services organization. Current training issues will be discussed, and students will learn to better plan, implement and evaluate their training responsibilities.

#### **R154/R822 Advanced Safety Operations and Management**

This six-day course focuses on applying the risk management model to health and safety aspects of emergency services operations, including program management, day-to-day operations, and incident safety. Content areas include firefighter and emergency services fatality and injury problem; the risk management process; safety responsibilities of department members; regulations, standards, and policies affecting emergency services safety; and appropriate documentation and recordkeeping pertaining to firefighter and emergency services health and safety.

*Last  
Updated:  
April 29,  
2005 02:40  
PM*

---

FEMA 500 C Street, SW Washington, D.C. 20472 Phone: (202) 566-1600

**COPY**

**GRANTEE COPY**

OREGON OFFICE OF HOMELAND SECURITY *REC'D FROM*  
CRIMINAL JUSTICE SERVICES DIVISION *BRUCE 523.0*

**LAW ENFORCEMENT TERRORISM PREVENTION PROGRAM**

**CFDA # 97.074** *NOT CHANGED*

**GRANT AWARD CONDITIONS AND CERTIFICATIONS**

PROGRAM NAME:	Multnomah County Collaborative LETPP Application	GRANT NO:	#05-168
GRANTEE:	Multnomah County Sheriff's Office	FY 2005 AWARD:	\$228,798
ADDRESS:	501 SE Hawthorne Blvd., Suite 350 Portland, OR 97214	AWARD PERIOD:	5/1/05 thru 12/31/05
PROGRAM CONTACT:	Lt. Bruce McCain bruce.mccain@mcsso.us	TELEPHONE:	(503) 988-4375
		FAX:	(503) 988-4316
FISCAL CONTACT:	Wanda Yantis	TELEPHONE:	(503) 988-4455

**BUDGET**

**REVENUE**

Federal Grant Funds \$228,798

**TOTAL REVENUE: \$228,798**

**EXPENDITURES**

Personal Protective Equipment	\$6,000
Interoperable Communications	\$1,700
Physical Security Enhancement	\$26,500
Logistical Support / Power Equipment	\$11,440
Training	\$161,468
Explosive Device Mitigation	\$21,690

**TOTAL EXPENDITURES: \$228,798**

This document along with the terms and conditions and grant application attached hereto and any other document referenced constitutes an agreement between the Criminal Justice Services Division (CJSD) of the Oregon Office of Homeland Security and the Grantee. No waiver, consent, modification or change of terms of this agreement shall be binding unless agreed to in writing and signed by both the Grantee and CJSD. Such waiver, consent, modification or change, if made, shall be effective only in the specific instance and for the specific purpose given. There are no understandings, agreements, or representations, oral or written, not specified herein regarding this agreement. The Grantee, by signature of its authorized representative, hereby acknowledges that he/she has read this agreement, understands it, and agrees to be bound by its terms and conditions (including all references to other documents). Failure to comply with this agreement and with applicable state and federal rules and guidelines may result in the withholding of reimbursement, the termination or suspension of the agreement, denial of future grants, and/or damages to CJSD.

## TERMS AND CONDITIONS

### I. CONDITIONS OF AWARD

- A. The Grantee agrees to operate the program as described in the application and to expend funds in accordance with the approved budget unless the Grantee receives prior written approval by CJSD to modify the program or budget. CJSD may withhold funds for any expenditure not within the approved budget or in excess of amounts approved by CJSD. Failure of the Grantee to operate the program in accordance with the written agreed upon objectives contained in the grant application and budget will be grounds for immediate suspension and/or termination of the grant agreement.
- B. The Grantee agrees that all publications created with funding under this grant shall prominently contain the following statement: "This document was prepared under a grant from the Office of State and Local Government Coordination and Preparedness (SLGCP), United States Department of Homeland Security. *For all training manuals* Points of view or opinions expressed in this document are those of the authors and do not necessarily represent the official position or policies of SLGCP or the U.S. Department of Homeland Security."
- C. The Grantee agrees that, when practicable, any equipment purchased with grant funding shall be prominently marked as follows: "Purchased with funds provided by the U.S. Department of Homeland Security."
- D. Maintenance, Retention and Access to Records; Audits.
1. Maintenance and Retention of Records. The Grantee agrees to maintain accounting and financial records in accordance with Generally Accepted Accounting Principles (GAAP) and the standards of the Office of the Comptroller set forth in the March 2005 Office of Justice Programs (OJP) Financial Guide, including without limitation in accordance with Office of Management and Budget (OMB) Circulars A-87, A-102, A-122, A-128, A-133. All financial records, supporting documents, statistical records and all other records pertinent to this grant or agreements under this grant shall be retained by the Grantee for a minimum of five years for purposes of State of Oregon or Federal examination and audit. It is the responsibility of the Grantee to obtain a copy of the OJP Financial Guide from the Office of the Comptroller and apprise itself of all rules and regulations set forth.
  2. Retention of Equipment Records. Records for equipment shall be retained for a period of three years from the date of the disposition or replacement or transfer at the discretion of the awarding agency. Title to all equipment and supplies purchased with funds made available under the SHSGP shall vest in the Grantee agency that purchased the property, if it provides written certification to CJSD that it will use the property for purposes consistent with the State Homeland Security Grant Program.
  3. Access to Records. CJSD, Oregon Secretary of State, the Office of the Comptroller, the General Accounting Office (GAO) or any of their authorized representatives, shall have the right of access to any pertinent books, documents, papers, or other records of Grantee and any contractors or subcontractors of Grantee, which are pertinent to the grant, in order to make audits, examinations, excerpts, and transcripts. The right of access is not limited to the required retention period but shall last as long as the records are retained.
  4. Audits. If Grantee *expends* \$500,000 or more in Federal funds (from all sources) in its fiscal year, Grantee shall have a single organization-wide audit conducted in accordance with the provisions of OMB Circular A-133. Copies of all audits must be submitted to CJSD within 30 days of completion. If Grantee *expends* less than \$500,000 in its fiscal year in Federal funds, Grantee is exempt from Federal audit requirements for that year. Records must be available for review or audit by appropriate officials as provided in Section I.D.1 herein.
  5. Audit Costs. Audit costs for audits not required in accordance with OMB Circular A-133 are unallowable. If Grantee did not expend \$500,000 or more in Federal funds in its fiscal year, but contracted with a certified public accountant to perform an audit, costs for performance of that audit shall not be charged to the grant.

E. Funding.

1. Matching Funds. This Grant does not require matching funds.
2. Supplanting. The Grantee certifies that federal funds will not be used to supplant state or local funds, but will be used to increase the amount of funds that, in the absence of federal aid, would be made available to the Grantee to fund programs consistent with Law Enforcement Terrorism Prevention Program guidelines.

F. Reports. Failure of the Grantee to submit the required program, financial, or audit reports, or to resolve program, financial, or audit issues may result in the suspension of grant payments and/or termination of the grant agreement.

1. Progress Reports, Initial Strategy Implementation Plan (ISIP), and Biannual Strategy Implementation Report (BSIR). The Grantee agrees to submit two types of semi-annual reports on its progress in meeting each of its agreed upon goals and objectives. One is a narrative progress report that addresses specific information regarding the activities carried out under the FY 2005 Homeland Security Grant Program and how they address identified project specific goals and objectives. Progress reports are due **January 17, 2006; July 18, 2006; and January 15, 2007 or whenever Requests for Reimbursement are submitted, whichever comes first..** Narrative reports may be submitted separately or included in the "Project Notes" section of the BSIR. *now*

The second is a set of web-based applications that details how funds are linked to one or more projects, which in turn must support specific goals and objectives in the State or Urban Area Homeland Security Strategy. The first report, the Initial Strategy Implementation Plan (ISIP), is due by **May 2, 2005**.

Biannual Strategy Implementation Reports (BSIR) must be received no later than **July 15, 2005, January 17, 2006; July 18, 2006; and January 15, 2007**. A final BSIR will be due 90 days after the grant award period.

Examples of information to be captured in the ISIP and BSIR include:

- Total dollar amount received from each funding source (e.g., Law Enforcement Terrorism Prevention Program, State Homeland Security Program, Citizen Corps).
- Projects(s) to be accomplished with funds provided during the grant award period.
- State or Urban Area Homeland Security Strategy goal or objective supported by the project(s).
- Amount of funding designated for each discipline from each grant funding source.
- Solution area which expenditures will be made and the amount that will be expended under each solution area from each grant funding source.
- Metric and or narrative discussion indicating project progress / success.

**Any progress report, Initial Strategy Implementation Plan, or Biannual Strategy Implementation Report that is outstanding for more than one month past the due date may cause the suspension and/or termination of the grant. Grantee must receive prior written approval from CJSD to extend a progress report requirement past its due date.**

2. Financial Reimbursement Reports.

- a. In order to receive reimbursement, the Grantee agrees to submit a signed Request for Reimbursement (RFR) which includes **supporting documentation for all grant expenditures**. RFRs may be submitted quarterly but no less frequently than semi-annually during the term of the grant agreement. **At a minimum, RFRs must be received no later than January 31, 2006; July 31, 2006; and January 31, 2007.**

Reimbursements for expenses will be withheld if progress reports are not submitted by the specified dates or are incomplete.

- b. Reimbursement rates for travel expenses shall not exceed those allowed by the State of Oregon. Requests for reimbursement for travel must be supported with a detailed statement identifying the person who traveled, the purpose of the travel, the times, dates, and places of travel, and the actual expenses or authorized rates incurred.

- c. Reimbursements will only be made for actual expenses incurred during the grant period. The Grantee agrees that no grant funds may be used for expenses incurred before May 1, 2005 or after December 31, 2006. Reimbursements will not be made for services or fees (contractual, maintenance, warranties) that extend beyond the grant award period.
- d. Grantee shall be accountable for and shall repay any overpayment, audit disallowances or any other breach of grant that results in a debt owed to the Federal Government. CJSD shall apply interest, penalties, and administrative costs to a delinquent debt owed by a debtor pursuant to the Federal Claims Collection Standards and OMB Circular A-129.

3. Audit Reports. Grantee shall provide CJSD copies of all audit reports pertaining to this Grant Agreement obtained by Grantee, whether or not the audit is required by OMB Circular A-133.

G. Indemnification. The Grantee shall, to the extent permitted by the Oregon Constitution and by the Oregon Tort Claims Act, defend, save, hold harmless, and indemnify the State of Oregon and CJSD, their officers, employees, agents, and members from all claims, suits and actions of whatsoever nature resulting from or arising out of the activities of Grantee, its officers, employees, subcontractors, or agents under this grant.

Grantee shall require any of its contractors or subcontractors to defend, save, hold harmless and indemnify the State of Oregon, Criminal Justice Services Division, and the Oregon Office of Homeland Security, their officers, employees, agents, and members, from all claims, suits or actions of whatsoever nature resulting from or arising out of the activities of subcontractor under or pursuant to this grant.

Grantee shall, if liability insurance is required of any of its contractors or subcontractors, also require such contractors or subcontractors to provide that the State of Oregon, Criminal Justice Services Division, and the Oregon Office of Homeland Security and their officers, employees and members are Additional Insureds, but only with respect to the contractor's or subcontractor's services performed under this grant.

H. Copyright and Patents:

1. Copyright. If this agreement or any program funded by this agreement results in a copyright, the CJSD and the Office for Domestic Preparedness reserve a royalty-free, nonexclusive and irrevocable license to reproduce, publish or otherwise use, and to authorize others to use, for government purposes, the work or the copyright to any work developed under this agreement and any rights of copyright to which Grantee, or its contractor or subcontractor, purchases ownership with grant support.
2. Patent. If this agreement or any program funded by this agreement results in the production of patentable items, patent rights, processes, or inventions, the Grantee or any of its contractors or subcontractors shall immediately notify CJSD. The CJSD will provide the Grantee with further instruction on whether protection on the item will be sought and how the rights in the item will be allocated and administered in order to protect the public interest, in accordance with federal guidelines.

I. No Implied Waiver, Cumulative Remedies. The failure of Grantor to exercise, and any delay in exercising any right, power, or privilege under this Agreement shall not operate as a waiver thereof, nor shall any single or partial exercise of any right, power, or privilege under this Agreement preclude any other or further exercise thereof or the exercise of any other such right, power, or privilege. The remedies provided herein are cumulative and not exclusive of any remedies provided by law.

J. Governing Law; Venue; Consent to Jurisdiction. This Agreement shall be governed by and construed in accordance with the laws of the State of Oregon without regard to principles of conflicts of law. Any claim, action, suit, or proceeding (collectively, "Claim") between Grantor (and/or any other agency or department of the State of Oregon) and Grantee that arises from or relates to this Agreement shall be brought and conducted solely and exclusively within the Circuit Court for the State of Oregon; provided, however, if the Claim must be brought in a federal forum, then it shall be brought and conducted solely and exclusively within the United States District Court for the District of Oregon. **Grantee, By Execution Of This Agreement, Hereby Consents To The In Personam Jurisdiction Of Said Courts.**

K. Notices. Except as otherwise expressly provided in this Section, any communications between the parties hereto or notice to be given hereunder shall be given in writing by personal delivery, facsimile, or mailing the same by registered or certified mail, postage prepaid to Grantee or Grantor at the address or number set forth on page 1 of this Agreement, or to such other addresses or numbers as either party may hereafter indicate

pursuant to this section. Any communication or notice so addressed and sent by registered or certified mail shall be deemed delivered upon receipt or refusal of receipt. Any communication or notice delivered by facsimile shall be deemed to be given when receipt of the transmission is generated by the transmitting machine. Any communication or notice by personal delivery shall be deemed to be given when actually delivered. The parties also may communicate by telephone, regular mail or other means, but such communications shall not be deemed Notices under this Section unless receipt by the other party is expressly acknowledged in writing by the receiving party.

- L. Successors and Assigns. This Agreement shall be binding upon and inure to the benefit of Grantor, Grantee, and their respective successors and assigns, except that Grantee may not assign or transfer its rights or obligations hereunder or any interest herein without the prior consent in writing of Grantor.
- M. Survival. All provisions of this Agreement set forth in the following sections shall survive termination of this Agreement: Section I.C (Maintenance, Retention and Access to Records; Audits); Section I.E (Reports); and Section I.F (indemnification).
- N. Severability. If any term or provision of this Agreement is declared by a court of competent jurisdiction to be illegal or in conflict with any law, the validity of the remaining terms and provisions shall not be affected, and the rights and obligations of the parties shall be construed and enforced as if this Agreement did not contain the particular term or provision held to be invalid.
- O. Relationship of Parties. The parties agree and acknowledge that their relationship is that of independent contracting parties and neither party hereto shall be deemed an agent, partner, joint venturer or related entity of the other by reason of this Agreement.

## II. Grantee Compliance and Certifications

- A. Debarment, Suspension, Ineligibility and Voluntary Exclusion. The Grantee certifies by accepting grant funds that neither it nor its principals are presently debarred, suspended, proposed for debarment, declared ineligible, nor voluntarily excluded from participation in this transaction by any Federal department or agency. (This certification is required by regulations published May 26, 1988, implementing Executive Order 12549, Debarment and Suspension, 28 CFR Part 69 and 28 CFR Part 67.)
- B. Standard Assurances and Certifications Regarding Lobbying. The Anti-Lobbying Act, 18 U.S.C. § 1913, was amended to expand significantly the restriction on use of appropriated funding for lobbying. This expansion also makes the anti-lobbying restrictions enforceable via large civil penalties, with civil fines between \$10,000 and \$100,000 per each individual occurrence of lobbying activity. These restrictions are in addition to the anti-lobbying and lobbying disclosure restrictions imposed by 31 U.S.C. § 1352. The Office of Management and Budget (OMB) is currently in the process of amending the OMB cost circulars and the common rule (codified at 28 C.F.R. part 69 for DOJ grantees) to reflect these modifications. However, in the interest of full disclosure, all applicants must understand that no federally-appropriated funding made available under this grant program may be used, either directly or indirectly, to support the enactment, repeal, modification or adoption of any law, regulation, or policy, at any level of government, without the express approval of the U.S. Department of Justice. Any violation of this prohibition is subject to a minimum \$10,000 fine for each occurrence. This prohibition applies to all activity, even if currently allowed within the parameters of the existing OMB circulars.
- C. Compliance with Applicable Law. The Grantee agrees to comply with all applicable laws, regulations, and guidelines of the State of Oregon, the Federal Government and CJSD in the performance of this agreement including but not limited to:
  - 1. The provisions of 28 CFR applicable to grants and cooperative agreements including Part 18, Administrative Review Procedure; Part 20, Criminal Justice Information Systems; Part 22, Confidentiality of Identifiable Research and Statistical Information; Part 23, Criminal Intelligence Operating Policies; Part 30, Intergovernmental Review of Department of Justice Programs and Activities; Part 42, Non-Discrimination/Equal Employment Opportunity Policies and Procedures; Part 61, Procedures for Implementing the National Environmental Policy Act; Part 63, Floodplain Management and Wetland Protection Procedures, and Federal laws or regulations applicable to Federal assistance programs.
  - 2. Uniform Relocation Assistance and Real Property Acquisitions Act of 1970 (P.L. 91-646).

3. Section 102(a) of the Flood Disaster Protection Act of 1973, P.L. 93-234, 87 Stat.97, approved December 31, 1976.
4. Section 106 of the National Historic Preservation Act of 1966 as amended (16 USC 470), Executive Order 11593, and the Archeological and Historical Preservation Act of 1966 (16 USC 569a-1 et seq.)
5. National Environmental Policy Act of 1969; 42 USC 4321 et seq.
6. Flood Disaster Protection Act of 1973, 42 USC 4001 et seq.
7. Clean Air Act, 42 USC 7401 et seq.
8. Clean Water Act, 33 USC 1368 et seq.
9. Federal Water Pollution Control Act of 1948, as amended, 33 USC 1251 et seq.
10. Safe Drinking Water Act of 1974, 42 USC 300f et seq.
11. Endangered Species Act of 1973, 16 USC 1531 et seq.
12. Wild and Scenic Rivers Act of 1968, as amended, 16 USC 1271 et seq.
13. Historical and Archaeological Data Preservation Act of 1960, as amended, 16 USC 469 et seq.
14. Coastal Zone Management Act of 1972, 16 USC 1451 et seq.
15. Coastal Barrier Resources Act of 1982, 16 USC 3501 et seq.
16. Indian Self-Determination Act, 25 USC 450f.
17. Hatch Political Activity Act of 1940, as amended, 5 USC 1501 et seq.
18. Animal Welfare Act of 1970, 7 USC 2131 et seq.
19. Demonstration Cities and Metropolitan Development Act of 1966, 42 USC 3301 et seq.
20. Federal Fair Labor Standards Act of 1938 (as appropriate), as amended, 29 USC 201 et seq.

D. Certification of Non-discrimination.

1. The Grantee, and all its contractors and subcontractors, certifies that no person shall be excluded from participation in, denied the benefits of, subjected to discrimination under, or denied employment in connection with any activity funded under this agreement on the basis of race, color, age, religion, national origin, handicap, or gender. The Grantee, and all its contractors and subcontractors, assures compliance with the following laws:
  - a. Non-discrimination requirements of the Omnibus Crime Control and Safe Streets Act of 1968, as amended;
  - b. Title IV of the Civil Rights Act of 1964, as amended;
  - c. Section 504 of the Rehabilitation Act of 1973, as amended;
  - d. Title II of the Americans with Disabilities Act (ADA) of 1990,
  - e. Title IX of the Education Amendments of 1972;
  - f. The Age Discrimination Act of 1975;
  - g. The Department of Justice Nondiscrimination Regulations 28 CFR Part 42, Subparts C, D, E, and G;
  - h. The Department of Justice regulations on disability discrimination, 28 CFR Part 35 and Part 39.
2. In the event that a Federal or State court or administrative agency makes a finding of discrimination after a due process hearing on the grounds of race, color, age, religion, national origin, handicap or gender against the Grantee or any of its contractors or subcontractors, the Grantee or any of its contractors or subcontractors will forward a copy of the finding to the Criminal Justice Services

Division (CJSD). CJSD will forward a copy of the finding to the Office for Civil Rights, Office of Justice Programs.

- E. Civil Rights Compliance. All recipients of federal grant funds are required, and Grantee agrees, to comply with nondiscrimination requirements of Title VI of the Civil Rights Act of 1964, as amended, 42 U.S.C. § 2000d et seq. (prohibiting discrimination in programs or activities on the basis of race, color, and national origin); Omnibus Crime Control and Safe Streets Act of 1968, as amended, 42 U.S.C. § 3789d(c)(1) (prohibiting discrimination in employment practices or in programs and activities on the basis of race, color, religion, national origin, and gender); Section 504 of the Rehabilitation Act of 1973, 29 U.S.C. § 794 et seq. (prohibiting discrimination in employment practices or in programs and activities on the basis of disability); Title II of the Americans with Disabilities Act of 1990, 42 U.S.C. § 12131 (prohibiting discrimination in services, programs, and activities on the basis of disability); The Age Discrimination Act of 1975, 42 U.S.C. § 6101-07 (prohibiting discrimination in programs and activities on the basis of age); and Title IX of the Education Amendments of 1972, 20 U.S.C § 1681 et seq. (prohibiting discrimination in educational programs or activities on the basis of gender).
- F. Equal Employment Opportunity Program. If the Grantee, or any of its contractors or subcontractors, has 50 or more employees, is receiving more than \$25,000 pursuant to this agreement, and has a service population with a minority representation of three percent or more, the Grantee, or any of its contractors or subcontractors, agrees to formulate, implement and maintain an equal employment opportunity program relating to employment practices affecting minority persons and women. If the Grantee, or any of its contractors or subcontractors, has 50 or more employees, is receiving more than \$25,000 pursuant to this agreement, and has a service population with a minority representation of less than three percent, the Grantee or any of its contractors or subcontractors, agrees to formulate, implement and maintain an equal employment opportunity program relating to its practices affecting women. The Grantee, and any of its contractors and subcontractors, certifies that an equal employment opportunity program as required by this section will be in effect on or before the effective date of this agreement. Any Grantee, and any of its contractors or subcontractors, receiving more than \$500,000, either through this agreement or in aggregate grant funds in any fiscal year, shall in addition submit a copy of its equal employment opportunity plan at the same time as the application submission, with the understanding that the application for funds may not be awarded prior to approval of the Grantee's, or any of its contractors or subcontractors, equal employment opportunity program by the Office for Civil Rights, Office of Justice Programs.
- If required to formulate an Equal Employment Opportunity Program (EEO), the Grantee must maintain a current copy on file which meets the applicable requirements.
- G. Services to Limited English Proficient (LEP) Persons. Recipients of ODP financial assistance are required to comply with several federal civil rights laws, including Title VI of the Civil Rights Act of 1964, as amended. These laws prohibit discrimination on the basis of race, color, religion, national origin, and sex in the delivery of services. National origin discrimination includes discrimination on the basis of limited English proficiency. To ensure compliance with Title VI, recipients are required to take reasonable steps to ensure that LEP persons have meaningful access to their programs. Meaningful access may entail providing language assistance services, including oral and written translation, where necessary. Grantees are encouraged to consider the need for language services for LEP persons served or encountered both in developing their proposals and budgets and in conducting their programs and activities. Reasonable costs associated with providing meaningful access for LEP individuals are considered allowable program costs. For additional information, please see <http://www.lep.gov>.
- H. National Environmental Policy Act (NEPA): Special Condition for U.S. Department of Justice Grant Programs.
1. Prior to obligating grant funds, Grantee agrees to first determine if any of the following activities will be related to the use of the grant funds. Grantee understands that this special condition applies to its following new activities whether or not they are being specifically funded with these grant funds. That is, as long as the activity is being conducted by the Grantee, a contractor, subcontractor or any third party and the activity needs to be undertaken in order to use these grant funds, this special condition must first be met. The activities covered by this special condition are:
    - a. new construction;
    - b. minor renovation or remodeling of a property either (a) listed on or eligible for listing on the National Register of Historic Places or (b) located within a 100-year floodplain;

- c. a renovation, lease, or any other proposed use of a building or facility that will either (a) result in a change in its basic prior use or (b) significantly change its size; and
- d. implementation of a new program involving the use of chemicals other than chemicals that are (a) purchased as an incidental component of a funded activity and (b) traditionally used, for example, in office, household, recreational, or educational environments.

2. Application of This Special Condition to Grantee's Existing Programs or Activities: For any of the Grantee's or its contractors' or subcontractors' existing programs or activities that will be funded by these grant funds, the Grantee, upon specific request from the Office for Domestic Preparedness, agrees to cooperate with the Office for Domestic Preparedness in any preparation by the Office for Domestic Preparedness of a national or program environmental assessment of that funded program or activity.

I. Certification Regarding Drug Free Workplace Requirements. Grantee certifies that it will provide a drug-free workplace by:

1. Publishing a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession or use of a controlled substance is prohibited in the Grantee's workplace and specifying the actions that will be taken against employees for violation of such prohibition;
2. Establishing a drug-free awareness program to inform employees about:
  - a. The dangers of drug abuse in the workplace;
  - b. The Grantee's policy of maintaining a drug-free workplace;
  - c. Any available drug counseling, rehabilitation, and employee assistance programs; and
  - d. The penalties that may be imposed upon employees for drug abuse violations occurring in the workplace.
3. Requiring that each employee engaged in the performance of the grant be given a copy of the employer's statement required by paragraph (a).
4. Notifying the employee that, as a condition of employment under the award, the employee will:
  - a. Abide by the terms of the statement; and
  - b. Notify the employer of any criminal drug statute conviction for a violation occurring in the workplace not later than five days after such conviction.
5. Notifying the Grantee within ten days after receiving notice from an employee or otherwise receiving actual notice of such conviction.
6. Taking one of the following actions, within 30 days of receiving notice, with respect to any employee who is so convicted:
  - a. Taking appropriate personnel action against such an employee, up to and including termination; or
  - b. Requiring such employee to participate satisfactorily in a drug abuse assistance or rehabilitation program approved for such purposes by federal, state, or local health, law enforcement, or other appropriate agency.
7. Making a good faith effort to continue to maintain a drug-free workplace.

### III. Suspension or Termination of Funding

The Criminal Justice Services Division may suspend funding in whole or in part, terminate funding, or impose another sanction on a Law Enforcement Terrorism Prevention Program recipient for any of the following reasons:

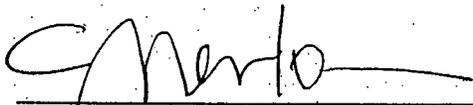
- A. Failure to comply substantially with the requirements or statutory objectives of Law Enforcement Terrorism Prevention Program guidelines issued thereunder, or other provisions of federal law.
- B. Failure to make satisfactory progress toward the goals and objectives set forth in the application.

- C. Failure to adhere to the requirements of the grant award and standard or special conditions.
- D. Proposing or implementing substantial plan changes to the extent that, if originally submitted, the application would not have been selected.
- E. Failing to comply substantially with any other applicable federal or state statute, regulation, or guideline. Before imposing sanctions, the Criminal Justice Services Division will provide reasonable notice to the Grantee of its intent to impose sanctions and will attempt to resolve the problem informally.

**IV. Grantee Representations and Warranties**

Grantee represents and warrants to Grantor as follows:

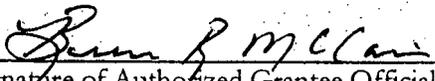
1. Existence and Power. Grantee is a political subdivision of the State of Oregon. Grantee has full power and authority to transact the business in which it is engaged and full power, authority, and legal right to execute and deliver this Agreement and incur and perform its obligations hereunder.
2. Authority, No Contravention. The making and performance by Grantee of this Agreement (a) have been duly authorized by all necessary action of Grantee, (b) do not and will not violate any provision of any applicable law, rule, or regulation or order of any court, regulatory commission, board or other administrative agency or any provision of Grantee's articles of incorporation or bylaws and (c) do not and will not result in the breach of, or constitute a default or require any consent under any other agreement or instrument to which Grantee is a party or by which Grantee or any of its properties are bound or affected.
3. Binding Obligation. This Agreement has been duly authorized, executed and delivered on behalf of Grantee and constitutes the legal, valid, and binding obligation of Grantee, enforceable in accordance with its terms.
4. Approvals. No authorization, consent, license, approval of, filing or registration with, or notification to, any governmental body or regulatory or supervisory authority is required for the execution, delivery or performance by Grantee of this Agreement.



Carmen Merlo, Director  
 Criminal Justice Services Division  
 Oregon Office of Homeland Security  
 4760 Portland Road NE  
 Salem, OR 97305  
 (503) 378-4145 ext 545

5.17.05

Date



Signature of Authorized Grantee Official

May 12, 2005

Date

Lt. Bruce R. McCain, MCSO Executive Office

Name/Title



**MULTNOMAH COUNTY**  
**AGENDA PLACEMENT REQUEST (long form)**

APPROVED : MULTNOMAH COUNTY  
 BOARD OF COMMISSIONERS  
 AGENDA # R-5 DATE 06/07/07  
 DEBORAH L. BOGSTAD, BOARD CLERK

**Board Clerk Use Only**

Meeting Date: 06/07/07  
 Agenda Item #: R-5  
 Est. Start Time: 9:25 AM  
 Date Submitted: 05/24/07

**Agenda Title:** **NOTICE OF INTENT to Request Recertification of Grant Funding from the United Way to Support Access to Health Care and Other Services for Homeless Families (Recertification will Enable the Department to be awarded an Additional \$162,000 in Grant Funding)**

*Note: If Ordinance, Resolution, Order or Proclamation, provide exact title. For all other submissions, provide a clearly written title.*

**Requested Meeting Date:** June 7, 2007      **Amount of Time Needed:** 5 minutes  
**Department:** Health      **Division:** Integrated Clinical Services  
**Contact(s):** Kim Tierney, Tom Waltz  
**Phone:** 503-988-3674      **Ext.** 22850      **I/O Address:** 160/5  
**Presenter(s):** Kim Tierney

**General Information**

**1. What action are you requesting from the Board?**

Authorize the Director of the Health Department to submit a "recertification" application to the United Way of the Columbia-Willamette to obtain an additional \$162,000 in grant funding to improve access to health services for homeless families using the Department's medical van. (The original Notice of Intent for this grant was authorized by the Board on March 16, 2006, and funding from the United Way was awarded to the Health Department during June 2006.) **As a part of the United Way's annual recertification process, the agency informed the Department that it intends to increase the funding originally awarded for the project during its remaining two years by \$162,000 (i.e., \$123,000 for year 2, which is an increase of \$75,000; and \$123,000 for year 3, which is an increase of \$87,000).**

**2. Please provide sufficient background information for the Board and the public to understand this issue. Please note which Program Offer this action affects and how it impacts the results.**

The Health Department provides primary care services to approximately 54,500 residents each year, with nearly 140,000 primary care visits annually. Services are provided at County-operated clinics for medically underserved populations, which include homeless people, migrant workers, school-aged children, residents of public housing, and individuals with special health care needs. People

receiving services include low-income individuals who face barriers to accessing health services because of income, language, cultural differences, and/or lack of transportation. For many of the county's underserved residents, County-operated facilities are their only option for accessing health services because many private physicians will not accept patients that are not able to pay market rates for health care. More than 30% of the Health Department clients speak a language other than English, making access to health services a challenge for the clients and providers.

During June 2006, the United Way of the Columbia-Willamette awarded the Health Department \$211,000 (\$123,000 for year 1, \$48,000 for year 2, and \$36,000 for year 3) to support the Department's proposal to establish a medical van to serve homeless families. As proposed to the United Way, the Department purchased a medical van and began providing health services at six locations that serve homeless families. As a part of the United Way's annual recertification process, the agency informed the Department that it intends to increase the funding originally awarded for the project during its remaining two years by \$162,000 (i.e., \$123,000 for year 2, which is an increase of \$75,000; and \$123,000 for year 3, which is an increase of \$87,000).

**Impact on program offers:** Grant funding from the United Way will support the Department ability to provide health services to homeless families through the Department's medical van. This project impacts Program Offer 40021B, Westside Health Center – Van and Homeless Outreach. Westside is the anchor service site for healthcare and mental health program for Multnomah County's homeless residents. Services include comprehensive medical, behavioral, and addictions (A&D) healthcare, access to medications, social services, and nutrition counseling. The Program Offer includes the Outreach Program (two Satellite Clinics and the Mobile Medical Van for Homeless), as well as a Respite Program for uninsured homeless leaving hospitals but too sick to enter shelters.

**3. Explain the fiscal impact (current year and ongoing).**

Grant funding will allow the Health Department to provide psychiatric mental health care to homeless families without impacting the County General Fund.

**4. Explain any legal and/or policy issues involved.**

None known. Providing health services to medically underserved populations is consistent with County policy.

**5. Explain any citizen and/or other government participation that has or will take place.**

None. However, the Multnomah County Community Health Council provides citizen and stakeholder participation in the delivery of health services provided through the Health Department.

---

## ATTACHMENT A

---

---

### Grant Application/Notice of Intent

---

If the request is a Grant Application or Notice of Intent, please answer all of the following in detail:

- **Who is the granting agency?**

United Way of the Columbia-Willamette.

- **Specify grant (matching, reporting and other) requirements and goals.**

No local match is required for this grant. The United Way provides resources to programs and non-profit organizations that make a distinct contribution to enhance the quality of life for underserved communities. Grantees are required to monitor expenses and report activities at regular intervals as established in the grant agreement, and provide a final report upon the completion of the grant funded project.

- **Explain grant funding detail – is this a one time only or long term commitment?**

This is year two of a three-year commitment.

- **What are the estimated filing timelines?**

The reapplication was submitted on May 21, 2007 as is required by the United Way.

- **If a grant, what period does the grant cover?**

July 1, 2007 - June 30, 2009.

- **When the grant expires, what are funding plans?**

Ongoing funding is being provided through a continuous grant from the Health Resources and Services Administration, Bureau of Primary Health Care. Additional funding for this project will be sought through grants as opportunities are identified.

- **How will the county indirect, central finance and human resources and departmental overhead costs be covered?**

Indirect can be charged as a grant expense.

---

## ATTACHMENT B

---

---

### Required Signatures

---

**Elected Official or  
Department/  
Agency Director:**

*Lillian Shirley*

---

**Date:** 05/22/07

---

**Budget Analyst:**

*Debraha*

---

**Date:** 05/23/07

---



**MULTNOMAH COUNTY**  
**AGENDA PLACEMENT REQUEST (long form)**

APPROVED : MULTNOMAH COUNTY  
 BOARD OF COMMISSIONERS  
 AGENDA # R-6 DATE 06/07/07  
 DEBORAH L. BOGSTAD, BOARD CLERK

**Board Clerk Use Only**

**Meeting Date:** 06/07/07  
**Agenda Item #:** R-6  
**Est. Start Time:** 9:28 AM  
**Date Submitted:** 05/18/07

**BUDGET MODIFICATION: HD - 28**

**Budget Modification HD-28 Appropriating \$8,000 in New Revenue from the**  
**Agenda Oregon Association of Hospitals and Health Systems for the Health**  
**Title: Department's Regional Emergency Preparedness Program**

*Note: If Ordinance, Resolution, Order or Proclamation, provide exact title. For all other submissions, provide a clearly written title.*

**Requested Meeting Date:** June 7, 2007      **Amount of Time Needed:** 5 minutes  
**Department:** Health      **Division:** Director's Office  
**Contact(s):** Lester A. Walker, Finance and Budget Manager  
**Phone:** 503-988-3674      **Ext.** 26457      **I/O Address:** 167/2/210  
**Presenter(s):** Kathryn Richer, Program Manager

**General Information**

**1. What action are you requesting from the Board?**

During the last five years the Oregon Department of Human services (DHS) has received federal funds through the Health Resources and Services Administration (HRSA) to strengthen response capabilities to bioterrorism incidents or other public health emergencies. The State of Oregon, in association with the OAHHS, has developed an assessment process to facilitate distribution of these funds. OAHHS has awarded new HRSA grant funds to Multnomah County to improve the County's ability to respond to a bioterrorism event or other public health emergency.

We are requesting approval and appropriation of \$8,000 in additional funding from the Oregon Association of Hospitals and Health Systems (OAHHS) for the Health Department to continue ongoing regional health system emergency preparedness planning and operations.

**2. Please provide sufficient background information for the Board and the public to understand this issue. Please note which Program Offer this action affects and how it impacts the results.**

In December 2005, the Multnomah Board of Commissioners approved a grant from the Oregon Association of Hospitals and Health Systems to fund a project to identify systems for

communicating with culturally specific population in an emergency. With the new revenue, the Health Department will continue to support and coordinate this project.

OAHHS FY07 funds are appropriated under FY07 Bud Mods HD-04 and HD-18. FY08 funds for this project are included in Program Offer #40005 – Public Health and Regional Health Systems Emergency Preparedness.

**3. Explain the fiscal impact (current year and ongoing).**

Approval of the budget modification will increase the Health Department's Federal/State budget by \$8,000 in FY07. Ongoing funding for the OAHHS project is included in FY08 Program Offer #40005 – Public Health and Regional Health Systems Emergency Preparedness.

**4. Explain any legal and/or policy issues involved.**

This activity represents a continuation of the County's ongoing work to develop a coordinated public/private health response to bioterrorism and other public health emergencies. No significant legal issues are anticipated.

**5. Explain any citizen and/or other government participation that has or will take place.**

The requested/recommended approach represents the consensus of key public and private parties in local health emergency preparedness. The approach has been specifically approved by the Directors of the Health Departments of Clackamas and Washington Counties, and the Health Preparedness Organization Steering Committee.

# ATTACHMENT A

## Budget Modification

If the request is a Budget Modification, please answer all of the following in detail:

• **What revenue is being changed and why?**

The Health Department's federal/state revenue budget will increase by \$8,000 in FY07 as a result of the work performed under this grant.

• **What budgets are increased/decreased?**

The Health Department's Director's Office - Regional Emergency Preparedness FY07 federal/state budget will increase by a total of \$8,000. Temporary personnel expenses will increase by \$6,859, materials and supplies by \$551, and indirect costs by \$590.

• **What do the changes accomplish?**

The Health Department's Regional Emergency Preparedness Program will use funds to continue its role as Regional Lead Agency, responsible for coordinating regional health system emergency preparedness planning efforts throughout the region, including identifying systems for communicating with culturally specific populations in an emergency.

• **Do any personnel actions result from this budget modification? Explain.**

This budget modification does not increase FTE. Existing FTE will perform services and temporary personnel will assist with the project.

• **How will the county indirect, central finance and human resources and departmental overhead costs be covered?**

The revenue covers all indirect costs.

• **Is the revenue one-time-only in nature? Will the function be ongoing? What plans are in place to identify a sufficient ongoing funding stream?**

The revenue is not one-time-only in nature. The function will be ongoing and additional funding is anticipated through 2010.

• **If a grant, what period does the grant cover?**

The OAHHS funding grant period is 8/31/06 – 8/31/07.

• **If a grant, when the grant expires, what are funding plans?**

Additional funding for this project is expected to continue through 2010. An FY08 budget modification will be prepared for funding received subsequent to 8/31/07. The department does not intend to backfill expired grant funds with county general fund.

*NOTE: If a Budget Modification or a Contingency Request attach a Budget Modification Expense & Revenues Worksheet and/or a Budget Modification Personnel Worksheet.*

---

## ATTACHMENT B

---

**BUDGET MODIFICATION: HD - 28**

---

### Required Signatures

---

**Elected Official or  
Department/  
Agency Director:**

*Lillian Shirley*

---

**Date: 05/16/07**

---

**Budget Analyst:**

*Debra*

---

**Date: 05/18/07**

---

**Department HR:**

*Karen*

---

**Date: 05/09/07**

---

**Countywide HR:**

---

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

---

Budget Modification ID: **HD-28****EXPENDITURES & REVENUES**

Please show an increase in revenue as a negative value and a decrease as a positive value for consistency with MERLIN.

Budget/Fiscal Year: 2007

Line No.	Fund Center	Fund Code	Func. Area	Accounting Unit			Cost Element	Current Amount	Revised Amount	Change Increase/	Subtotal	Description
				Internal Order	Cost Center	WBS Element						
1	40-20	32180	30			4CA73-02-3	50195	(8,000)	(8,000)		OAHHS Grant	
2	40-20	32180	30			4CA73-02-3	60100	5,040	5,040		Temp to help execute project	
3	40-20	32180	30			4CA73-02-3	60135	1,617	1,617		salary related expense	
4	40-20	32180	30			4CA73-02-3	60145	202	202		insurance	
5	40-20	32180	30			4CA73-02-3	60180	200	200		materials for meetings	
6	40-20	32180	30			4CA73-02-3	60240	201	201		office supplies	
7	40-20	32180	30			4CA73-02-3	60250	150	150		catering for 2 community meetings	
8	40-20	32180	30			4CA73-02-3	60350	182	182		central indirect	
9	40-20	32180	30			4CA73-02-3	60355	408	408		departmental indirect	
10								0				
11	19	1000	0020		9500001000		50310	(182)	(182)		Indirect reimbursement revenue in GF	
12	19	1000	0020		9500001000		60470	182	182		CGF Contingency expenditure	
13								0				
14	40-90	1000	30		409050		50370	(408)	(408)		Indirect Dept reimbursement revenue in GF	
15	40-90	1000	30		409001		60000	408	408		Off setting Dept expenditure in GF	
16								0				
17	72-10	3500	0020		705210		50316	(202)	(202)		Insurance Revenue	
18	72-10	3500	0020		705210		60330	202	202		Offsetting expenditure	
19								0				
20								0				
21								0				
22								0				
23								0				
24								0				
25								0				
26								0				
27								0				
28								0				
29								0				
								0	0		Total - Page 1	
								0	0		GRAND TOTAL	



**MULTNOMAH COUNTY**  
**AGENDA PLACEMENT REQUEST (short form)**

**Board Clerk Use Only**

**Meeting Date:** 06/07/07  
**Agenda Item #:** R-7  
**Est. Start Time:** 9:30 AM  
**Date Submitted:** 05/24/07

**Agenda Title:** **Public Hearing and RESOLUTION Adopting the 2007-2008 Budget for Dunthorpe Riverdale Sanitary Service District No. 1 and Making Appropriations**

*Note: If Ordinance, Resolution, Order or Proclamation, provide exact title. For all other submissions, provide a clearly written title.*

**Requested Meeting Date:** June 7, 2007      **Amount of Time Needed:** 5 minutes  
**Department:** DCS      **Division:** LUT  
**Contact(s):** Tom Hansell  
**Phone:** 503 988-5050      **Ext.** 29833      **I/O Address:** 425/1/Trans/Tom Hansell  
**Presenter(s):** Tom Hansell

**General Information**

**1. What action are you requesting from the Board?**

Convene as the governing body of the Dunthorpe-Riverdale Service District to:

- Open Public Hearing to hear and consider any testimony from persons present and respond to questions about the approved budget and fiscal policies;
- Approve resolution adopting the fiscal year 2007 – 2008 budget for the Dunthorpe-Riverdale Sanitary Service District No. 1 and make appropriations.

**2. Please provide sufficient background information for the Board and the public to understand this issue. Please note which Program Offer this action affects and how it impacts the results.**

The Dunthorpe-Riverdale Sanitary Service District No. 1 was formed in the middle 1960's and by 1970 had removed a significant source of pollution from the Willamette River. Its 560 clients are mainly located in unincorporated Multnomah County with a few customers in northern Clackamas County.

The Dunthorpe-Riverdale Service District contracts with the City of Portland for all operations of the sewage system. The City of Portland provides design and engineering services for construction,

reconstruction and/or improvement of the district's facilities. Multnomah County's Department of Community Services provides administrative and financial services to the District. The FY 2007-08 budget is designed to sustain a current service level for maintenance and operations of the program. The district's \$200,000 capital program for FY 2007-08 is programmed to address pipe rehabilitation and installation of a bypass pipe to divert flow from the Elk Rock Basin.

**3. Explain the fiscal impact (current year and ongoing).**

The district budget was approved at \$771,000 for FY 2008. System maintenance and disposal charges from the City of Portland were lowered 12%, after the district renegotiated their wholesale customer rate. The district capital plan at \$200,000 will be accomplished by exercising a \$400,000 inter-fund loan to be repaid in five years.

To meet the anticipated treatment, maintenance, and capital requirements for FY 2008, the district monthly rate was approved to move to \$90.00 (\$10.00 increase over current year). The new monthly rate provides the necessary operating resources to meet the district's operational requirements.

**4. Explain any legal and/or policy issues involved.**

The district is a separate legal entity. Because of its size, it requires a budget committee. On April 26, 2007 in the Board Room of the Multnomah Building, the district budget committee was convened to hear the budget. A budget committee was formed, with Commissioner Maria Rojo de Steffey as chair and Commissioner Jeff Cogen as secretary. Tom Hansell from the Department of Community Services serves as the district budget officer.

Because the district covers a population of less than 100,000, it is not legally necessary to request a TSCC hearing for the budget. The approved budget for the district has been submitted to TSCC and they have certified the budget. TSCC identified no recommendations or objections.

Today's public hearing fulfills the requirement of Oregon's Budget Law. The district's financial summary was published in the Oregonian showing changes between the current adopted and the approved FY 2008 budget.

The Board of County Commissioners can adopt the budget only after the budget hearing

**5. Explain any citizen and/or other government participation that has or will take place.**

At the April 26th budget committee meeting a public hearing was opened, to hear and consider any testimony by the public about the budget. No testimony was received. At today's meeting a second public hearing will be held to hear and consider any testimony from persons present and respond to questions about the budget and fiscal policy decisions reflected in the approved budget.

---

**Required Signature**

---

**Elected Official or  
Department/  
Agency Director:**



**Date:** 05/22/07

BEFORE THE BOARD OF COUNTY COMMISSIONERS  
FOR MULTNOMAH COUNTY, OREGON  
GOVERNING BODY FOR DUNTHORPE-RIVERDALE SANITARY SERVICE DISTRICT NO. 1

**RESOLUTION NO. \_\_\_\_\_**

Adopting the 2007-08 Budget for the Dunthorpe-Riverdale Sanitary Service District No. 1 and Making Appropriations

**The Multnomah County Board of Commissioners Finds:**

- a. The Dunthorpe-Riverdale Sanitary Service District No. 1 Budget, prepared by the Budget Officer and attached as Exhibit A, has been considered and approved by the budget committee and has been certified by the Tax Supervising and Conservation Commission with no objections or recommendations.
- b. The Budget as certified is on file in the Budget and Quality Office of Multnomah County.

**The Multnomah County Board of Commissioners Resolves:**

1. The Budget attached as Exhibit A is adopted as the budget of Dunthorpe-Riverdale Sanitary Service District No. 1, Oregon in the amount of \$771,000.
2. The following appropriations are authorized for the fiscal year July 1, 2007 to June 30, 2008:

<b>Fund</b>	<b>Appropriation</b>
General Fund	
Materials & Services	\$461,750
Capital Outlay	\$200,000
Contingency	<u>\$ 25,000</u>
Sub total Appropriations	\$686,750
Unappropriated EFB	<u>\$ 84,250</u>
Total Requirements	\$771,000

ADOPTED this 7th day of June, 2007.

BOARD OF COUNTY COMMISSIONERS  
FOR MULTNOMAH COUNTY, OREGON  
GOVERNING BODY FOR DUNTHORPE-  
RIVERDALE SANITARY SERVICE DISTRICT  
NO. 1

\_\_\_\_\_  
Ted Wheeler, Chair

REVIEWED:

AGNES SOWLE, COUNTY ATTORNEY  
FOR MULTNOMAH COUNTY, OREGON

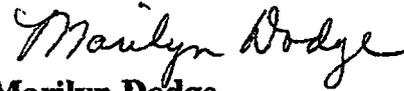
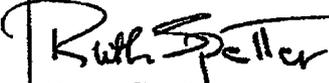
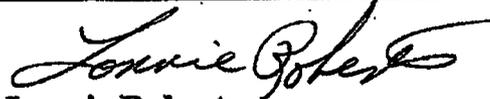
By \_\_\_\_\_  
Matthew O. Ryan, Assistant County Attorney

EXHIBIT A

MULTNOMAH COUNTY SERVICE DISTRICTS' BUDGETS  
FOR FISCAL YEAR 2007-2008

**DUNTHORPE-RIVERDALE SEWER DISTRICT NO. 1**  
**Budget Committee Approval**

The following members of the budget committee for the Dunthorpe-Riverdale Sewer District met on April 26, 2007 and approved the proposed budget for Fiscal Year 2007-2008:

 <b>Ted Wheeler</b>	 <b>Marilyn Dodge</b>
 <b>Maria Rojo de Steffey</b>	 <b>Ruth Spetter</b>
 <b>Jeff Cogen</b>	 <b>Lane Hickey</b>
 <b>Lisa Naito</b>	
 <b>Lonnie Roberts</b>	

# MULTNOMAH COUNTY SERVICE DISTRICTS' APPROVED BUDGETS FOR FISCAL YEAR 2007-2008

## **Budget Message — Dunthorpe-Riverdale Service District No. 1**

This District was formed in the middle 1960's and by 1970 had removed a significant source of pollution from the Willamette River. Its 560 clients are mainly located in unincorporated Multnomah County with a few customers in northern Clackamas County. Through its wastewater management program, the District is able to provide high quality service to ratepayers while protecting the area's sensitive surface water features from sanitary sewer overflows.

The district contracts with the City of Portland's Bureau of Environmental Services (BES) to maintain the District's lines and treats the sewage flow at Portland's Tryon Creek Treatment Plant. BES also provides design and engineering services for construction, reconstruction, and/or improvement of the district's facilities. The District continues to coordinate planned capital maintenance projects with the City of Portland Water Bureau's capital program. The fiscal year 2008 capital program is proposed at \$200,000. The capital work will focus on rehabilitation and replacement of pipes that are in poor condition and install a bypass pipe to divert flow from the Elk Rock basin. The bypass line will alleviate pumping capacity concerns identified at the Elk Rock Pump Station. Both components of the district capital plan for fiscal year 2008 are identified as critical projects under the District Sanitary Systems Facilities Plan.

The current service charge is \$80.00 per month for line connections to the District system. To meet the anticipated treatment, maintenance, debt repayment and capital requirements for FY 2008 the District rate is proposed to move to \$ 90.00 per month. This new rate provides the District with the necessary operating resources to match needs.

**FORM  
LB-20**

**RESOURCES  
GENERAL  
(Fund)**

**DUNTHORPE-RIVERDALE DISTRICT No.1**  
(Name of Municipal Corporation)

	Historical Data				Budget for Next Year 2007 - 2008			
	Actual		Adopted Budget This Year 2006 - 07		Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body	
	Second Preceding Year 2004 - 05	First Preceding Year 2005 - 06						
				Beginning Fund Balance:				
1				1. Available cash on hand* (cash basis) or				1
2	\$239,359	\$339,176	\$225,000	2. Net working capital (accrual basis)	\$145,000	\$145,000		2
3	\$7,218	\$6,848		3. Previously levied taxes estimated to be received	\$6,500	\$6,500		3
4	\$10,368	\$20,618	\$10,000	4. Interest	\$12,500	\$12,500		4
5				5. <b>OTHER RESOURCES</b>				5
6	\$5,000	\$7,415	\$2,500	6 Connection Fees	\$2,500	\$2,500		6
7	\$410,091	\$440,167	\$530,500	7 Sewer Assessments	\$604,500	\$604,500		7
8			\$200,000	8 Capital Financing				8
9	\$112,504			9 Other				9
10				10				10
11				11				11
12				12				12
13				13				13
14				14				14
15				15				15
16				16				16
17				17				17
18				18				18
19				19				19
20				20				20
21				21				21
22				22				22
23				23				23
24				24				24
25				25				25
26				26				26
27				27				27
28				28				28
29	\$784,540	\$814,224	\$968,000	29. Total resources, except taxes to be levied	\$771,000	\$771,000	\$0	29
30				30. Taxes estimated to be received				30
31				31. Taxes collected in year levied				31
32	\$784,540	\$814,224	\$968,000	32. <b>TOTAL RESOURCES</b>	\$771,000	\$771,000	\$0	32

\*Includes Unappropriated Balance Budgeted Last Year

FORM  
LB-30

**REQUIREMENTS SUMMARY**  
**BY FUND, ORGANIZATIONAL UNIT OR PROGRAM**

GENERAL

(name of organizational unit - fund)

DUNTHORPE-RIVERDALE DISTRICT No. 1

	Historical Data			EXPENDITURE DESCRIPTION	Budget For Next Year 2007 - 08			
	Actual		Adopted Budget This Year 2006 - 07		Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body	
	Second Preceding Year 2004 - 05	First Preceding Year 2005 - 06						
				<b>PERSONAL SERVICES</b>				
1				1				1
2				2				2
3				3				3
4				4				4
5				5				5
6				6				6
7	\$0	\$0	\$0	7 <b>TOTAL PERSONAL SERVICES</b>	\$0	\$0	\$0	7
				<b>MATERIALS AND SERVICES</b>				
8	\$303,416	\$320,233	\$342,000	8 System maintenance and disposal	\$330,000	\$330,000		8
9	\$33,009	\$39,777	\$35,750	9 Administrative Costs	\$36,750	\$36,750		9
10			\$45,000	10 Other District Expenses (incl. debt payment)	\$95,000	\$95,000		10
11				11				11
12				12				12
13				13				13
14	\$336,425	\$360,010	\$422,750	14 <b>TOTAL MATERIALS AND SERVICES</b>	\$461,750	\$461,750	\$0	14
				<b>CAPITAL OUTLAY</b>				
15	\$108,939	\$402,696	\$520,250	15 Pump Station Maintenance	\$200,000	\$200,000		15
16				16				16
17				17				17
18				18				18
19				19				19
20				20				20
21	\$108,939	\$402,696	\$520,250	21 <b>TOTAL CAPITAL OUTLAY</b>	\$200,000	\$200,000	\$0	21
				<b>TRANSFERRED TO OTHER FUNDS</b>				
22				22				22
23				23				23
24				24				24
25			\$25,000	25 General Operating Contingency	\$25,000	\$25,000		25
	\$0	\$0	\$25,000	26 <b>TOTAL TRANSFERS AND CONTINGENCIES</b>	\$25,000	\$25,000	\$0	
27	\$445,364	\$762,706	\$968,000	27 <b>TOTAL EXPENDITURES</b>	\$686,750	\$686,750	\$0	27
28	\$339,176	\$51,518	\$0	28 UNAPPROPRIATED ENDING FUND BALANCE	\$84,250	\$84,250		28
29	\$784,540	\$814,224	\$968,000	29 <b>TOTAL</b>	\$771,000	\$771,000	\$0	29

BEFORE THE BOARD OF COUNTY COMMISSIONERS  
FOR MULTNOMAH COUNTY, OREGON  
GOVERNING BODY FOR DUNTHORPE-RIVERDALE SANITARY SERVICE DISTRICT NO. 1

**RESOLUTION NO. 07-108**

Adopting the 2007-08 Budget for the Dunthorpe-Riverdale Sanitary Service District No. 1 and Making Appropriations

**The Multnomah County Board of Commissioners Finds:**

- a. The Dunthorpe-Riverdale Sanitary Service District No. 1 Budget, prepared by the Budget Officer and attached as Exhibit A, has been considered and approved by the budget committee and has been certified by the Tax Supervising and Conservation Commission with no objections or recommendations.
- b. The Budget as certified is on file in the Budget and Quality Office of Multnomah County.

**The Multnomah County Board of Commissioners Resolves:**

1. The Budget attached as Exhibit A is adopted as the budget of Dunthorpe-Riverdale Sanitary Service District No. 1, Oregon in the amount of \$771,000.
2. The following appropriations are authorized for the fiscal year July 1, 2007 to June 30, 2008:

<b>Fund</b>	<b>Appropriation</b>
General Fund	
Materials & Services	\$461,750
Capital Outlay	\$200,000
Contingency	<u>\$ 25,000</u>
Sub total Appropriations	\$686,750
Unappropriated EFB	<u>\$ 84,250</u>
Total Requirements	\$771,000

ADOPTED this 7th day of June, 2007.



BOARD OF COUNTY COMMISSIONERS  
FOR MULTNOMAH COUNTY, OREGON  
GOVERNING BODY FOR DUNTHORPE-  
RIVERDALE SANITARY SERVICE DISTRICT  
NO. 1

  
Ted Wheeler, Chair

REVIEWED:

AGNES SOWLE, COUNTY ATTORNEY  
FOR MULTNOMAH COUNTY, OREGON

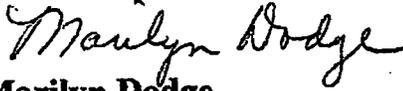
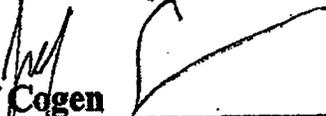
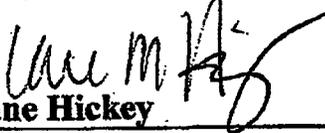
By   
Matthew O. Ryan, Assistant County Attorney

EXHIBIT A

MULTNOMAH COUNTY SERVICE DISTRICTS' BUDGETS  
FOR FISCAL YEAR 2007-2008

DUNTHORPE-RIVERDALE SEWER DISTRICT NO. 1  
Budget Committee Approval

The following members of the budget committee for the Dunthorpe-Riverdale Sewer District met on April 26, 2007 and approved the proposed budget for Fiscal Year 2007-2008:

 Ted Wheeler	 Marilyn Dodge
 Maria Rojo de Steffey	 Ruth Spetter
 Jeff Cogen	 Lane Hickey
 Lisa Naito	
 Lonnie Roberts	

# **MULTNOMAH COUNTY SERVICE DISTRICTS' APPROVED BUDGETS FOR FISCAL YEAR 2007-2008**

## **Budget Message — Dunthorpe-Riverdale Service District No. 1**

This District was formed in the middle 1960's and by 1970 had removed a significant source of pollution from the Willamette River. Its 560 clients are mainly located in unincorporated Multnomah County with a few customers in northern Clackamas County. Through its wastewater management program, the District is able to provide high quality service to ratepayers while protecting the area's sensitive surface water features from sanitary sewer overflows.

The district contracts with the City of Portland's Bureau of Environmental Services (BES) to maintain the District's lines and treats the sewage flow at Portland's Tryon Creek Treatment Plant. BES also provides design and engineering services for construction, reconstruction, and/or improvement of the district's facilities. The District continues to coordinate planned capital maintenance projects with the City of Portland Water Bureau's capital program. The fiscal year 2008 capital program is proposed at \$200,000. The capital work will focus on rehabilitation and replacement of pipes that are in poor condition and install a bypass pipe to divert flow from the Elk Rock basin. The bypass line will alleviate pumping capacity concerns identified at the Elk Rock Pump Station. Both components of the district capital plan for fiscal year 2008 are identified as critical projects under the District Sanitary Systems Facilities Plan.

The current service charge is \$80.00 per month for line connections to the District system. To meet the anticipated treatment, maintenance, debt repayment and capital requirements for FY 2008 the District rate is proposed to move to \$ 90.00 per month. This new rate provides the District with the necessary operating resources to match needs.

**FORM  
LB-20**

**RESOURCES  
GENERAL  
(Fund)**

**DUNTHORPE-RIVERDALE DISTRICT No.1**  
(Name of Municipal Corporation)

	Historical Data				Budget for Next Year 2007 - 2008			
	Actual		Adopted Budget This Year 2006 - 07		Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body	
	Second Preceding Year 2004 - 05	First Preceding Year 2005 - 06						
				Beginning Fund Balance:				
1				1. Available cash on hand* (cash basis) or				1
2	\$239,359	\$339,176	\$225,000	2. Net working capital (accrual basis)	\$145,000	\$145,000		2
3	\$7,218	\$6,848		3. Previously levied taxes estimated to be received	\$6,500	\$6,500		3
4	\$10,368	\$20,618	\$10,000	4. Interest	\$12,500	\$12,500		4
5				5. <b>OTHER RESOURCES</b>				5
6	\$5,000	\$7,415	\$2,500	6 Connection Fees	\$2,500	\$2,500		6
7	\$410,091	\$440,167	\$530,500	7 Sewer Assessments	\$604,500	\$604,500		7
8			\$200,000	8 Capital Financing				8
9	\$112,504			9 Other				9
10				10				10
11				11				11
12				12				12
13				13				13
14				14				14
15				15				15
16				16				16
17				17				17
18				18				18
19				19				19
20				20				20
21				21				21
22				22				22
23				23				23
24				24				24
25				25				25
26				26				26
27				27				27
28				28				28
29	\$784,540	\$814,224	\$968,000	29. Total resources, except taxes to be levied	\$771,000	\$771,000	\$0	29
30				30. Taxes estimated to be received				30
31				31. Taxes collected in year levied				31
32	\$784,540	\$814,224	\$968,000	32. <b>TOTAL RESOURCES</b>	\$771,000	\$771,000	\$0	32

\*Includes Unappropriated Balance Budgeted Last Year

FORM  
LB-30

**REQUIREMENTS SUMMARY**  
**BY FUND, ORGANIZATIONAL UNIT OR PROGRAM**

GENERAL

(name of organizational unit - fund)

DUNTHORPE-RIVERDALE DISTRICT No. 1

	Historical Data			EXPENDITURE DESCRIPTION	Budget For Next Year 2007 - 08			
	Actual		Adopted Budget This Year 2006 - 07		Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body	
	Second Preceding Year 2004 - 05	First Preceding Year 2005 - 06						
				PERSONAL SERVICES				
1				1				1
2				2				2
3				3				3
4				4				4
5				5				5
6				6				6
7	\$0	\$0	\$0	7 TOTAL PERSONAL SERVICES	\$0	\$0	\$0	7
				MATERIALS AND SERVICES				
8	\$303,416	\$320,233	\$342,000	8 System maintenance and disposal	\$330,000	\$330,000		8
9	\$33,009	\$39,777	\$35,750	9 Administrative Costs	\$36,750	\$36,750		9
10			\$45,000	10 Other District Expenses (incl. debt payment)	\$95,000	\$95,000		10
11				11				11
12				12				12
13				13				13
14	\$336,425	\$360,010	\$422,750	14 TOTAL MATERIALS AND SERVICES	\$461,750	\$461,750	\$0	14
				CAPITAL OUTLAY				
15	\$108,939	\$402,696	\$520,250	15 Pump Station Maintenance	\$200,000	\$200,000		15
16				16				16
17				17				17
18				18				18
19				19				19
20				20				20
21	\$108,939	\$402,696	\$520,250	21 TOTAL CAPITAL OUTLAY	\$200,000	\$200,000	\$0	21
				TRANSFERRED TO OTHER FUNDS				
22				22				22
23				23				23
24				24				24
25			\$25,000	25 General Operating Contingency	\$25,000	\$25,000		25
26	\$0	\$0	\$25,000	26 TOTAL TRANSFERS AND CONTINGENCIES	\$25,000	\$25,000	\$0	
27	\$445,364	\$762,706	\$968,000	27 TOTAL EXPENDITURES	\$686,750	\$686,750	\$0	27
28	\$339,176	\$51,518	\$0	28 UNAPPROPRIATED ENDING FUND BALANCE	\$84,250	\$84,250		28
29	\$784,540	\$814,224	\$968,000	29 TOTAL	\$771,000	\$771,000	\$0	29



**MULTNOMAH COUNTY**  
**AGENDA PLACEMENT REQUEST (short form)**

**Board Clerk Use Only**

Meeting Date: 06/07/07  
 Agenda Item #: R-8  
 Est. Start Time: 9:35 AM  
 Date Submitted: 05/24/07

**Agenda Title: Public Hearing and RESOLUTION Adopting the 2007-2008 Budget for Mid-County Street Lighting Service District No. 14 and Making Appropriations**

*Note: If Ordinance, Resolution, Order or Proclamation, provide exact title. For all other submissions, provide a clearly written title.*

Requested Meeting Date: June 7, 2007 Amount of Time Needed: 5 minutes  
 Department: DCS Division: LUT  
 Contact(s): Tom Hansell  
 Phone: 503 988-5050 Ext. 29833 I/O Address: 425/1/Trans/Tom Hansell  
 Presenter(s): Tom Hansell

**General Information**

**1. What action are you requesting from the Board?**

Convene as the governing body of the Mid-County Service District to:

- Open Public Hearings to hear and consider any testimony from persons present and respond to questions about the budget and fiscal policy decisions.
- Approve Resolution adopting fiscal year 2007 – 2008 budget for the Mid-County Street Lighting Service District No. 14 and make appropriations.

**2. Please provide sufficient background information for the Board and the public to understand this issue. Please note which Program Offer this action affects and how it impacts the results.**  
 The Mid County Street Lighting Service District arranges for street lights and pays the utilities for those lights in the unincorporated urban portions of Multnomah County and the cities of Fairview, Maywood Park, and Troutdale. District growth has stabilized due to the substantial completion of municipal annexations. However, the district continues to experience mild increases in growth as a result of urban development.

Portland General Electric (PGE) provides energy and maintenance services for the district. The County's Department of Community Services Land Use and Transportation Program provides the

illumination engineering, design services and administration to the district.

The district's FY 2007-08 operations and maintenance budget is sustained at a current service level with a nominal adjustments for energy, maintenance and rental expenses. The capital pole replacement program is planned at \$50,000.

**3. Explain the fiscal impact (current year and ongoing).**

The district has proposed a total budget of \$662,500 for FY 2008. The revenues necessary to support the operations of the district are collected through a special assessment collected through the property tax system. The district's current assessment is \$42.00 per property per year. For FY 2008, the district rate will drop to \$35.00.

**4. Explain any legal and/or policy issues involved.**

The district is a separate legal entity. Because of its size, it requires a budget committee. On April 26, 2007, in the Board Room of the Multnomah Building, the Budget Committee was convened to hear the budget. A budget committee was formed with Commissioner Lisa Naito as chair and Commissioner Jeff Cogen as secretary. Tom Hansell from the Department of Community Services serves as the district budget officer.

The budget committee then discussed and approved the budget as submitted. However, the committee also has the authority to amend the budget if deemed necessary. After approval, the Budget Officer filed the budget with the Tax Supervising Conservation Commission (TSCC) as required by Oregon Revised Statutes.

Because the district covers a population of less than 100,000, it is not legally necessary to request a TSCC hearing for the budget. The approved budget for the district has been submitted to TSCC, and they have certified the budget. TSCC identified no recommendation or objections.

Today's public hearing fulfills the requirement of Oregon's Budget Law. The district's financial summary was published in the Oregonian showing changes between the current adopted and the approved FY 2008 budget.

The Board of County Commissioners can adopt the budget only after the budget hearing.

**5. Explain any citizen and/or other government participation that has or will take place.**

At the April 26th budget committee meeting a public hearing was opened, to hear and consider any testimony by the public about the budget. No testimony was received. At today's meeting a second public hearing will be held to hear and consider any testimony from persons present and respond to questions about the budget and fiscal policy decisions reflected in the approved budget.

---

**Required Signature**

---

**Elected Official or  
Department/  
Agency Director:**



**Date:** 05/22/07

---

BEFORE THE BOARD OF COUNTY COMMISSIONERS  
FOR MULTNOMAH COUNTY, OREGON  
GOVERNING BODY FOR MID-COUNTY STREET LIGHTING  
SERVICE DISTRICT NO.14

**RESOLUTION NO. \_\_\_\_\_**

Adopting the 2007-08 Budget for the Mid-County Street Lighting Service District No. 14 and Making Appropriations

**The Multnomah County Board of Commissioners Finds:**

- a. The Mid-County Street Lighting Service District No. 14 Budget, prepared by the Budget Officer and attached as Exhibit A, has been considered and approved by the budget committee and has been certified by the Tax Supervising and Conservation Commission with no objections or recommendations.
- b. The Budget as certified is on file in the Budget and Quality Office of Multnomah County.

**The Multnomah County Board of Commissioners Resolves:**

- 1. The Budget attached as Exhibit A is adopted as the budget of Mid-County Street Lighting Service District No. 14, Oregon, in the amount of \$662,500.
- 2. The following appropriations are authorized for the fiscal year July 1, 2007, to June 30, 2008:

<b>Fund</b>	<b>Appropriation</b>
General Fund	
Materials & Services	\$292,000
Capital Outlay	\$ 50,000
Contingency	<u>\$ 25,000</u>
Sub total Appropriations	\$367,000
Unappropriated EFB	<u>\$295,500</u>
Total Requirements	\$662,500

ADOPTED this 7th day of June, 2007.

BOARD OF COUNTY COMMISSIONERS  
FOR MULTNOMAH COUNTY, OREGON  
GOVERNING BODY FOR MID-COUNTY STREET  
LIGHTING SERVICE DISTRICT NO. 14

\_\_\_\_\_  
Ted Wheeler, Chair

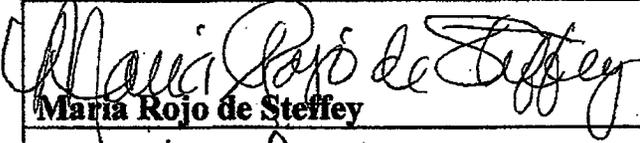
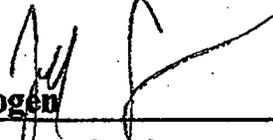
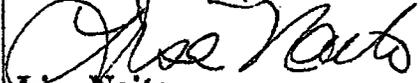
REVIEWED:

AGNES SOWLE, COUNTY ATTORNEY  
FOR MULTNOMAH COUNTY, OREGON

By \_\_\_\_\_  
Matthew O. Ryan, Assistant County Attorney

EXHIBIT A

MULTNOMAH COUNTY SERVICE DISTRICTS' BUDGETS  
FOR FISCAL YEAR 2007-2008

<b>MID-COUNTY LIGHTING DISTRICT NO. 14 Budget Committee Approval</b>	
<b>The following members of the budget committee for the Mid-County Lighting District met on April 26, 2007 and approved the proposed budget for Fiscal Year 2007-2008:</b>	
 <b>Ted Wheeler</b>	 <b>Ginger Nielsen</b>
 <b>Maria Rojo de Steffey</b>	
 <b>Jeff Cogen</b>	
 <b>Lisa Naito</b>	
 <b>Lonnie Roberts</b>	

# MULTNOMAH COUNTY SERVICE DISTRICTS' APPROVED BUDGETS FOR FISCAL YEAR 2007-2008

## Budget Message — Mid-County Service District No. 14

This County Service District (originally known as Tulip Acres Lighting District when formed in 1967 now includes most of the unincorporated urban area of Multnomah County as well as the cities of Fairview, Maywood Park, and Troutdale. District growth has stabilized due to the substantial completion of municipal annexations.

Portland General Electric (PGE) provides energy and maintenance services for the District. The County's Department of Community Service's Land Use and Transportation provides administration, illumination engineering, and design to the District.

The District capital program has slowed significantly and has moved towards individual or small group pole replacement projects. The district proposes a \$50,000 capital pole replacement program for the fiscal year 2008 budget to target equipment that are past life expectancy or poor condition.

The district's current assessment is \$42.00 per property per year. The completion of capital work accomplished the previous three years provides for the opportunity to decrease the current rate by \$7.00. At \$35.00 per property per year, the rate will continue to provide the District with sufficient operating resources to match engineering, maintenance and operational demands. The District's unappropriated ending fund balance will fund the future replacement of depreciated District facilities.

**FORM  
LB-20**

**RESOURCES  
GENERAL  
(Fund)**

MID-COUNTY DISTRICT No. 14  
(Name of Municipal Corporation)

	Historical Data				Budget for Next Year 2007 - 2008			
	Actual		Adopted Budget This Year 2006 - 07		Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body	
	Second Preceding Year 2004 - 05	First Preceding Year 2005 - 06						
				Beginning Fund Balance:				
1				1. Available cash on hand* (cash basis) or				1
2	\$431,924	\$335,935	\$339,725	2. Net working capital (accrual basis)	\$385,000	\$385,000		2
3	\$6,038	\$5,201		3. Previously levied taxes estimated to be received	\$5,000	\$5,000		3
4	\$10,090	\$16,211	\$15,000	4. Interest	\$24,000	\$24,000		4
5				5. <b>OTHER RESOURCES</b>				5
6	\$282,984	\$288,574	\$275,000	6 Assessments	\$248,500	\$248,500		6
7	\$146	\$27		7 Other				7
8				8				8
9				9				9
10				10				10
11				11				11
12				12				12
13				13				13
14				14				14
15				15				15
16				16				16
17				17				17
18				18				18
19				19				19
20				20				20
21				21				21
22				22				22
23				23				23
24				24				24
25				25				25
26				26				26
27				27				27
28				28				28
29	\$731,182	\$645,948	\$629,725	29. Total resources, except taxes to be levied	\$662,500	\$662,500	\$0	29
30				30. Taxes estimated to be received				30
31				31. Taxes collected in year levied				31
32	\$731,182	\$645,948	\$629,725	32. <b>TOTAL RESOURCES</b>	\$662,500	\$662,500	\$0	32

\*Includes Unappropriated Balance Budgeted Last Year

FORM  
LB-30

**REQUIREMENTS SUMMARY**  
**BY FUND, ORGANIZATIONAL UNIT OR PROGRAM**

GENERAL

Name of Organizational Unit - Fund

MID-COUNTY DISTRICT No. 14

	Historical Data			EXPENDITURE DESCRIPTION	Budget For Next Year 2007 - 08			
	Actual		Adopted Budget This Year 2006 - 07		Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body	
	Second Preceding Year 2004 - 05	First Preceding Year 2005 - 06						
				<b>PERSONAL SERVICES</b>				
1				1				1
2				2				2
3				3				3
4				4				4
5				5				5
6				6				6
7	\$0	\$0	\$0	7 TOTAL PERSONAL SERVICES	\$0	\$0	\$0	7
				<b>MATERIALS AND SERVICES</b>				
8	\$212,759	\$221,318	\$225,000	8 Energy, maintenance and pole rental expenses	\$230,000	\$230,000		8
9				9 (services provided by Portland General				9
10				10 Electric)				10
11	\$38,804	\$40,124	\$36,250	11 Administrative costs (reimbursement to county	\$37,000	\$37,000		11
12				12 general fund and road fund)				12
13		\$12,748	\$25,000	13 Other expenses	\$25,000	\$25,000		13
14	\$251,563	\$274,188	\$286,250	14 TOTAL MATERIALS AND SERVICES	\$292,000	\$292,000	\$0	14
				<b>CAPITAL OUTLAY</b>				
15	\$143,684	\$25,341	\$75,000	15 Equipment Replacement	\$50,000	\$50,000		15
16				16				16
17				17				17
18				18				18
19				19				19
20				20				20
21	\$143,684	\$25,341	\$75,000	21 TOTAL CAPITAL OUTLAY	\$50,000	\$50,000	\$0	21
				<b>TRANSFERRED TO OTHER FUNDS</b>				
22				22				22
23				23				23
24				24				24
25			\$25,000	25 General Operating Contingency	\$25,000	\$25,000		25
	\$0	\$0	\$25,000	26 TOTAL TRANSFERS AND CONTINGENCIES	\$25,000	\$25,000	\$0	
27	\$395,247	\$299,529	\$386,250	27 TOTAL EXPENDITURES	\$367,000	\$367,000	\$0	27
28	\$335,935	\$346,419	\$243,475	28 UNAPPROPRIATED ENDING FUND BALANCE	\$295,500	\$295,500		28
29	\$731,182	\$645,948	\$629,725	29 TOTAL	\$662,500	\$662,500	\$0	29

BEFORE THE BOARD OF COUNTY COMMISSIONERS  
FOR MULTNOMAH COUNTY, OREGON  
GOVERNING BODY FOR MID-COUNTY STREET LIGHTING  
SERVICE DISTRICT NO. 14

**RESOLUTION NO. 07-109**

Adopting the 2007-08 Budget for the Mid-County Street Lighting Service District No. 14 and Making Appropriations

**The Multnomah County Board of Commissioners Finds:**

- a. The Mid-County Street Lighting Service District No. 14 Budget, prepared by the Budget Officer and attached as Exhibit A, has been considered and approved by the budget committee and has been certified by the Tax Supervising and Conservation Commission with no objections or recommendations.
- b. The Budget as certified is on file in the Budget and Quality Office of Multnomah County.

**The Multnomah County Board of Commissioners Resolves:**

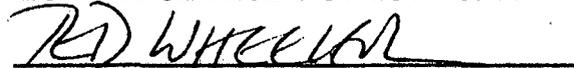
1. The Budget attached as Exhibit A is adopted as the budget of Mid-County Street Lighting Service District No. 14, Oregon, in the amount of \$662,500.
2. The following appropriations are authorized for the fiscal year July 1, 2007, to June 30, 2008:

<b>Fund</b>	<b>Appropriation</b>
General Fund	
Materials & Services	\$292,000
Capital Outlay	\$ 50,000
Contingency	<u>\$ 25,000</u>
Sub total Appropriations	\$367,000
Unappropriated EFB	<u>\$295,500</u>
Total Requirements	\$662,500

ADOPTED this 7th day of June, 2007.



BOARD OF COUNTY COMMISSIONERS  
FOR MULTNOMAH COUNTY, OREGON  
GOVERNING BODY FOR MID-COUNTY STREET  
LIGHTING SERVICE DISTRICT NO. 14

  
Ted Wheeler, Chair

REVIEWED:

AGNES SOWLE, COUNTY ATTORNEY  
FOR MULTNOMAH COUNTY, OREGON

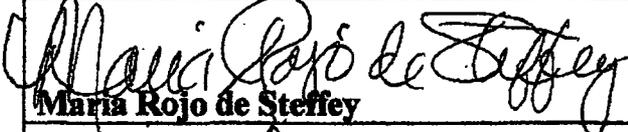
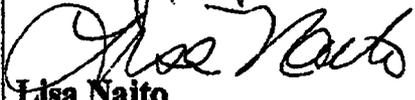
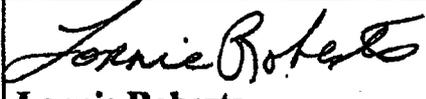
By   
Matthew O. Ryan, Assistant County Attorney

EXHIBIT A

MULTNOMAH COUNTY SERVICE DISTRICTS' BUDGETS  
FOR FISCAL YEAR 2007-2008

MID-COUNTY LIGHTING DISTRICT NO. 14  
Budget Committee Approval

The following members of the budget committee for the Mid-County Lighting District met on April 26, 2007 and approved the proposed budget for Fiscal Year 2007-2008:

 Ted Wheeler	 Ginger Nielsen
 Maria Rojo de Steffey	
 Jeff Cogen	
 Lisa Naito	
 Lonnie Roberts	

# **MULTNOMAH COUNTY SERVICE DISTRICTS' APPROVED BUDGETS FOR FISCAL YEAR 2007-2008**

## **Budget Message — Mid-County Service District No. 14**

This County Service District (originally known as Tulip Acres Lighting District when formed in 1967 now includes most of the unincorporated urban area of Multnomah County as well as the cities of Fairview, Maywood Park, and Troutdale. District growth has stabilized due to the substantial completion of municipal annexations.

Portland General Electric (PGE) provides energy and maintenance services for the District. The County's Department of Community Service's Land Use and Transportation provides administration, illumination engineering, and design to the District.

The District capital program has slowed significantly and has moved towards individual or small group pole replacement projects. The district proposes a \$50,000 capital pole replacement program for the fiscal year 2008 budget to target equipment that are past life expectancy or poor condition.

The district's current assessment is \$42.00 per property per year. The completion of capital work accomplished the previous three years provides for the opportunity to decrease the current rate by \$7.00. At \$35.00 per property per year, the rate will continue to provide the District with sufficient operating resources to match engineering, maintenance and operational demands. The District's unappropriated ending fund balance will fund the future replacement of depreciated District facilities.

**FORM  
LB-20**

**RESOURCES  
GENERAL  
(Fund)**

MID-COUNTY DISTRICT No. 14  
(Name of Municipal Corporation)

	Historical Data				Budget for Next Year 2007 - 2008			
	Actual		Adopted Budget This Year 2006 - 07		Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body	
	Second Preceding Year 2004 - 05	First Preceding Year 2005 - 06						
				Beginning Fund Balance:				
1				1. Available cash on hand* (cash basis) or				1
2	\$431,924	\$335,935	\$339,725	2. Net working capital (accrual basis)	\$385,000	\$385,000		2
3	\$6,038	\$5,201		3. Previously levied taxes estimated to be received	\$5,000	\$5,000		3
4	\$10,090	\$16,211	\$15,000	4. Interest	\$24,000	\$24,000		4
5				5. <b>OTHER RESOURCES</b>				5
6	\$282,984	\$288,574	\$275,000	6 Assessments	\$248,500	\$248,500		6
7	\$146	\$27		7 Other				7
8				8				8
9				9				9
10				10				10
11				11				11
12				12				12
13				13				13
14				14				14
15				15				15
16				16				16
17				17				17
18				18				18
19				19				19
20				20				20
21				21				21
22				22				22
23				23				23
24				24				24
25				25				25
26				26				26
27				27				27
28				28				28
29	\$731,182	\$645,948	\$629,725	29. Total resources, except taxes to be levied	\$662,500	\$662,500	\$0	29
30				30. Taxes estimated to be received				30
31				31. Taxes collected in year levied				31
32	\$731,182	\$645,948	\$629,725	32. <b>TOTAL RESOURCES</b>	\$662,500	\$662,500	\$0	32

\*Includes Unappropriated Balance Budgeted Last Year

**FORM  
LB-30**

**REQUIREMENTS SUMMARY  
BY FUND, ORGANIZATIONAL UNIT OR PROGRAM**

**GENERAL**

Name of Organizational Unit - Fund

MID-COUNTY DISTRICT No. 14

	Historical Data			EXPENDITURE DESCRIPTION	Budget For Next Year 2007 - 08			
	Actual		Adopted Budget This Year 2006 - 07		Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body	
	Second Preceding Year 2004 - 05	First Preceding Year 2005 - 06						
				<b>PERSONAL SERVICES</b>				
1				1				1
2				2				2
3				3				3
4				4				4
5				5				5
6				6				6
7	\$0	\$0	\$0	7 <b>TOTAL PERSONAL SERVICES</b>	\$0	\$0	\$0	7
				<b>MATERIALS AND SERVICES</b>				
8	\$212,759	\$221,318	\$225,000	8 Energy, maintenance and pole rental expenses	\$230,000	\$230,000		8
9				9 (services provided by Portland General				9
10				10 Electric)				10
11	\$38,804	\$40,124	\$38,250	11 Administrative costs (reimbursement to county	\$37,000	\$37,000		11
12				12 general fund and road fund)				12
13		\$12,748	\$25,000	13 Other expenses	\$25,000	\$25,000		13
14	\$251,583	\$274,188	\$286,250	14 <b>TOTAL MATERIALS AND SERVICES</b>	\$292,000	\$292,000	\$0	14
				<b>CAPITAL OUTLAY</b>				
15	\$143,684	\$25,341	\$75,000	15 Equipment Replacement	\$50,000	\$50,000		15
16				16				16
17				17				17
18				18				18
19				19				19
20				20				20
21	\$143,684	\$25,341	\$75,000	21 <b>TOTAL CAPITAL OUTLAY</b>	\$50,000	\$50,000	\$0	21
				<b>TRANSFERRED TO OTHER FUNDS</b>				
22				22				22
23				23				23
24				24				24
25			\$25,000	25 General Operating Contingency	\$25,000	\$25,000		25
	\$0	\$0	\$25,000	26 <b>TOTAL TRANSFERS AND CONTINGENCIES</b>	\$25,000	\$25,000	\$0	
27	\$395,247	\$299,529	\$386,250	27 <b>TOTAL EXPENDITURES</b>	\$367,000	\$367,000	\$0	27
28	\$335,935	\$346,419	\$243,475	28 <b>UNAPPROPRIATED ENDING FUND BALANCE</b>	\$295,500	\$295,500		28
29	\$731,182	\$645,948	\$628,725	29 <b>TOTAL</b>	\$662,500	\$662,500	\$0	29



**MULTNOMAH COUNTY**  
**AGENDA PLACEMENT REQUEST (short form)**

**Board Clerk Use Only**

Meeting Date: 06/07/07  
 Agenda Item #: R-9  
 Est. Start Time: 9:40 AM  
 Date Submitted: 05/30/07

**Agenda Title:** PUBLIC HEARING on Proposed RESOLUTION Establishing Fees and Charges for Chapter 27, Community Services, of the Multnomah County Code and Repealing Resolution No. 06-092

*Note: If Ordinance, Resolution, Order or Proclamation, provide exact title. For all other submissions, provide a clearly written title.*

**Requested Meeting Date:** June 7, 2007      **Amount of Time Needed:** 5 minutes  
**Department:** Non-Departmental      **Division:** Chair's Office  
**Contact(s):** Denise Kleim, Senior Business Operations Manager, City of Portland Bureau of Development Services  
**Phone:** (503) 823-7338      **Ext.** \_\_\_\_\_      **I/O Address:** 299/5000/Kleim  
**Presenter(s):** Denise Kleim

**General Information**

**1. What action are you requesting from the Board?**

Adopt Resolution increasing environmental soils fees in the area served by the City of Portland under intergovernmental agreement for MCC Chapter 27, Business and Community Services, and repealing Resolution No. 06-092, effective July 1, 2007. All other fees are unchanged.

**2. Please provide sufficient background information for the Board and the public to understand this issue. Please note which Program Offer this action affects and how it impacts the results.**

The City of Portland is proposing an overall revenue increase in environmental soils fees of 5%. The Portland City Council has directed that our construction-related operations be 100% fee supported. The increase in fees will allow this program to address a long-standing deficit.

Fee changes are not made easily – or often. We know these changes affect our customers' work and their willingness to do business in this area. Our interests are in maintaining current levels of service, and increasing our effectiveness on both our customers' and the community's behalf.

**3. Explain the fiscal impact (current year and ongoing).**

The increase in fees covers actual costs of services.

**4. Explain any legal and/or policy issues involved.**

Complies with ORS 294.160 and MCC Chapter 27.

**5. Explain any citizen and/or other government participation that has or will take place.**

The County is holding the public hearing as required under ORS 294.160.

---

**Required Signature**

---

Elected Official or  
Department/  
Agency Director:



Date: 5/30/2007

---

BEFORE THE BOARD OF COUNTY COMMISSIONERS  
FOR MULTNOMAH COUNTY, OREGON

**RESOLUTION NO. \_\_\_\_\_**

Establishing Fees and Charges for Chapter 27, Community Services, of the Multnomah County Code and Repealing Resolution No. 06-092

**The Multnomah County Board of Commissioners Finds:**

- a. The Multnomah County Code provides that the Board shall establish certain fees and charges by resolution.
- b. On June 8, 2006, the Board adopted Resolution 06-092 establishing fees for MCC Chapter 27, Community Services.
- c. Multnomah County has entered into intergovernmental agreements with the cities of Gresham and Portland to administer and enforce MCC § 27.051, Subsurface Sewage Inspections and Permits.
- d. The City of Portland will increase the fees charged for on-site sewage disposal within the Portland Urban Services Boundary effective July 1, 2007.
- e. It is necessary to establish the new fees for MCC Chapter 27, Community Services, by updating the on-site sewage disposal fees for the areas of unincorporated Multnomah County covered by the intergovernmental agreement between the County and the City of Portland.
- f. All other fees and charges established by Resolution 06-092 remain the same.

**The Multnomah County Board of Commissioners Resolves:**

1. The fees and charges for Chapter 27, Community Services, of the Multnomah County Code are set as follows:

Section 27.051. SUBSURFACE SEWAGE INSPECTION AND PERMIT FEES.

<b>SITE EVALUATION</b>	
Site Evaluation – Land Feasibility Study (LFS)	
Up to 600 gallons	\$725
Large systems (601 – 2,500 gallons) Additional fee charged per 500 gallons	\$247
<b>SINGLE FAMILY DWELLING ONLY</b>	
Evaluation for Temporary or Health Hardship Mobile Home	
Biennial inspection	\$468
<b>New Residential Construction – Installation Permit</b>	
Up to 600 gallons	
Advanced Treatment Technology	\$1,294
Capping Fill	\$1,294
Sandfiltration	\$1,294
Pressure Distribution	\$1,294
Tile Dewatering	\$1,294
Standard On-Site System	\$952

Seepage Trench	\$952
Gray Water Waste Disposal Sump	\$488
Other	\$952
Residential Repair Permit Up to 600 gallons	
Major Septic Tank/Drainfield	\$507
Minor Septic Tank	\$251
<b>SINGLE FAMILY, TWO OR MORE FAMILY, AND COMMERCIAL FACILITIES</b>	
<b>All Pumping Systems With Single Pump, Excluding Sandfilters</b>	
Single Pump Systems	\$75
Alteration Permit	
Major Cesspool	\$957
Major Septic Tank/Drainfield	\$957
Minor Septic Tank	\$488
Authorization Notice	
Without Field Visit	\$247
With Field Visit	\$687
Decommission Cesspool/Septic Tank	
Abandonment – without site visit	\$91
Abandonment – with site visit and another on-site permit	\$91
Abandonment – with site visit, but no other on-site permit	\$189
Existing System Evaluation	\$589
Holding Tank, Sand Filtration, or Advanced Treatment Technology	
Annual Inspection	\$426
<b>TWO OR MORE FAMILY AND COMMERCIAL FACILITIES</b>	
<b>Commercial Facilities System Plan Review</b> To be charged in addition to commercial construction and repair permit fees.	
601 – 2,500 gallons	\$572
Commercial Repair Permit Up to 600 gallons	
Major Alternative System	\$1,294
Major Septic Tank/DF	\$952
Minor Holding Tank	\$952
Minor Septic Tank	\$488
Large system (601 – 2,500 gallons) Additional fee charged per 500 gallons	\$121

New Commercial Construction – Installation Permit Up to 600 gallons	
Advanced Treatment Technology	\$1,294
Alternative System	\$1,294
Sandfiltration	\$1,294
Holding Tank	\$952
Septic Tank/Drainfield	\$952
Large systems (601 – 2,500 gallons) Additional fee charged per 500 gallons	\$121
<b>MISCELLANEOUS</b>	
Annual Report for Annual Evaluation for Advance Treatment Technology On-Site System	\$75
Certification of On-site Sewage Disposal Multnomah County Land Use Sign Off	
Without site visit	\$104
With site visit	\$194
Living Smart House Plans Bureau of Development Services' fees for the construction of Living Smart houses are 50% of the standard fees shown on Bureau of Development Services fee schedules. If changes, alterations or revisions are made to the permit-ready plans, standard fees will apply. (This discount does not apply to fees charged by other bureaus.)	
Permit Transfer, Reinstatement or Renewal	
Without Field Visit	\$247
With Field Visit	\$687
Pumper Truck Inspection	
First Truck	\$240
Second Truck	\$97
Reinspection Fee	
Residential	\$486
Commercial	\$486

**Section 27.052. MISCELLANEOUS PERMIT FEES.**

See Exhibit A attached.

**Section 27.053. PLAN REVIEW AND INSPECTION OF UNDERGROUND INSTALLATIONS  
AND STREET INTERSECTIONS.**

See Exhibit B attached

Section 27.054: ROAD VACATION APPLICATION.

Feasibility study:	\$200.00
Application:	120% of estimated costs
Minimum:	\$1,000.00 plus \$65.00 for posting

Section 27.055. STREET AND ROAD WIDENING PERMITS.

(B) The construction permit deposit schedule for engineering, design, project management, and administration shall be as follows:

<b>Project Cost as Estimated by the County</b>	<b>Deposit</b>
Minimum Deposit at the time of application	800.00
\$4,000.00 to \$10,000.00	20%
\$20,000.00 to \$50,000.00	\$2,000.00 plus 12.0% over \$10,000.00
\$50,000.00 and over	\$6,800.00 plus 10.0% over \$50,000.00

Section 27.056. MISCELLANEOUS PUBLIC WORKS FEES.

For services provided by the department in connection with design, plan review and inspection of items not set forth elsewhere, the department shall charge fees sufficient to cover the actual cost of services. The following are deposits only. The actual charges will be based on actual costs including overhead and other related costs, determined at the completion of the project. The difference between the actual costs and the deposit will either be billed or refunded to the permit holder.

<b>Project cost as Estimated by the county</b>	<b>Deposit</b>
Minimum deposit at the time of application	\$800.00
\$4,000.00 to \$10,000.00	\$20%
\$10,000.00 to \$50,000.00	\$2,000.00 plus 12.0% over \$10,000.00
\$50,000.00 and over	\$6,800.00 plus 10.0% over \$50,000.00

Section 27.059. ZONE REVIEW AND ZONING INSPECTIONS.

For conducting any zone review prior to the issuance of a building or mobile home permit, the department shall charge a fee of \$25.00 or 15 percent of the permit fee, whichever is greater; provided that the fee for review of applications for permits to construct one-or two-family dwellings shall not exceed \$25.00. Zoning review fees are payable upon permit application. For conducting any zoning inspection during construction or after completion of construction, the department shall charge a fee equal to the greater of \$25.00 or 35 percent of the building permit fee, to be collected at the time the permit is issued, provided, however, that no fee for zoning inspection of one- and two-family dwellings shall exceed \$25.00. Zoning inspection fees are payable upon permit issuance.

Section 27.060. FILING OF MAP SURVEYS.

A fee of \$225.00 shall accompany each filing of a map of survey

Section 27.061. FEES FOR CERTAIN DOCUMENTS; PUBLIC LAND CORNER PRESERVATION ACCOUNT.

Document filing fee: \$5.00

**Section 27.062. COUNTY SURVEYOR FEES.**

(A) Fees are based on the following procedures and requirements on partition, subdivision and condominium plats.

- (1) Submit a boundary survey to the County surveyor a minimum of 30 days prior to the submission of the final subdivision or condominium plat. If warranted, the county surveyor may waive this requirement.
- (2) In addition to the requirements of ORS 209.250, a survey, and a partition plat if a separate survey has not been filed shall show all obvious encroachments or hiatus created by deeds, buildings, fences, cultivation, previous surveys and plats, or similar means and any other conditions that may indicate that the ownership lines as surveyed may be different than those shown on the survey.
- (3) The county surveyor may refuse to approve a plat if the surveyor finds an encroachment or hiatus. Evidence that the hiatus or encroachment has been eliminated may be required, or the county surveyor may require that it be shown on the plat if it cannot be eliminated.
- (4) All partition, subdivision, and condominium final plats, including those inside city limits, shall be checked and approved by the county surveyor prior to recording. No plat shall be recorded without such approval. This approval by the county surveyor shall be valid for 30 days from the date of approval to the date submitted for recording, after 30 days the approval is withdrawn and must be resubmitted.
- (5) All partition, subdivision, and condominium final plats submitted for approval shall be accompanied by a report, issued by a title insurance company, or authorized agent to perform such service in Oregon, setting forth ownership and all easements of record, together with a copy of the current deed and easements for the platted property, and copies of the deeds for all abutting properties and other documentation as required by the county surveyor. The report shall have been issued no more than 15 days prior to plat submittal to the county surveyor. A supplemental report may be required by the county surveyor.

(B) A deposit for the following county surveyor functions shall be made with the submission of the material. The final fee will be determined at completion of the project based on actual costs incurred by Multnomah County including overhead and other related costs. The difference between the actual costs and the deposit will be paid prior to approval of the final plat or refunded to the applicant except for post-monumented plats, which will not be refunded until after completion of the interior monumentation; the survey filing fee is non-refundable.

- (1) Partition Plat Review, the deposit shall be:

Base Deposit	\$675.00 plus
Survey filing Fee	\$225.00

- (2) Pre-monumented Plat Review, the deposit shall be:

Base Deposit	\$900.00 plus
Survey Filing Fee	\$225.00 plus
Per Lot, Tract, or Parcel	\$ 50.00 each, plus
Per gross acre of the subdivision if the average Lot size exceeds 15,000 sq. ft	\$ 31.00 per acre

- (3) Post-Monumented Plat Review, the deposit shall be:

An estimate by the county surveyor based on the complexity of the plat at 120 percent of the estimate; the minimum deposits shall be:

Base Deposit	\$1,000.00 plus
Survey Filing Fee	\$225.00 plus
Per Lot, Tract, or Parcel	\$75.00 each, plus
Per gross acre of the subdivision if the average lot size exceeds 15,000 sq. ft.	\$31.00 per acre

- (4) For Condominium Plat Review, the deposit shall be:

Base Deposit	\$1,000.00 plus
Deposit Per Page	\$50.00
Survey Filing Fee	\$225.00

- (5) For Condominium Plat Amendment Review, the deposit shall be:

Base Deposit	\$500.00 plus
Survey Filing Fee	\$225.00

- (C) Posting of street vacations in accordance with ORS 271.230(2) \$ 65.00
- (D) Review, Approval, and Posting of Affidavits of correction \$ 45.00 plus county clerk's recording fee
- (E) For services required by ORS 100.115 in connection with reclassification or withdrawal of variable property from unit ownership as provided in ORS 100.115(1) or (2), or removal of property from any condominium plat as provided in ORS 100.600(2), the fee will be \$150.00.
- (F) In accordance with ORS 92.070(5), (1997), relating to the reestablishment of Subdivision Plat Monuments and the review and recordation of the required surveyor's affidavit in support thereof, the affidavit recording fee shall be \$100.00 plus the county clerk's recording fee.
- (G) In accordance with ORS 100.115(6), (1997), relating to Declaration Amendment Review service, the fee shall be \$100.00 plus the county clerk's recording fee.

**Section 27.064. BOOK OF RECORDS.**

Minimum per roll of 16mm:	\$12.00
Minimum per roll for 35mm microfilm:	\$15.00
Minimum for microfiches:	\$ 2.00

**Section 27.065. MAP REPRODUCTIONS AND LOANS.**

For the services of the department in reproducing and loaning maps, fees shall be charged in accordance with the following schedules:

<b>Standard Weight</b>	<b>Blackline</b>	<b>Sepia</b>
¼ Section 30 inches x 36 inches	\$3.00	\$5.00
600 Scale 21 inches x 33 inches	\$2.00	\$3.00
Plat 18 inches x 24 inches	\$2.00	\$2.00
1,000 Scale 13 inches x 21 inches	\$1.00	\$2.00

Photostat copy where no tracing exists: \$5.00

Office duplicator copy of a portion of a map: \$1.50

For loaning sepia or plat tracing, 48-hour  
limit excluding weekends and holidays: \$0.50 each

Each additional 48 hours excluding weekends and holidays: \$2.00 each

Condominium hardboard and tracing recording: \$9.00 per page.

**Section 27.067. BOUNDARY CHANGE APPLICATION.**

For services provided by the department in connection with processing a boundary change petition, the department shall charge fees sufficient to cover the actual cost of services. The following is a deposit only and is in addition to any other fees, deposits or charges authorized by law. The actual charges will be based on actual costs including overhead and other related costs, determined at the completion of the process. The difference between the actual costs and the deposit will either be billed or refunded to the applicant. Minimum Deposit: \$2,300 per application (includes Metro mapping service fee).

**Section 27.402. PROCEDURE FOR REQUESTING TRANSFER OF TAX FORECLOSED PROPERTY FOR HOUSING PURPOSES:**

Non-refundable Application Fee: \$50.00

**Section 27.406. PROCEDURE FOR DISPOSITION OF REQUESTS FOR TRANSFER OF TAX FORECLOSED PROPERTY FOR HOUSING AND FOR OPEN SPACE, PARKS OR NATURAL AREAS:**

Non-refundable Transfer Fee: \$200.00

**Section 27.605. PERMITS.**

Ammonia storage: \$25.00

**Section 27.783. SEWER USER SERVICE CHARGES.**

Per equivalent dwelling unit, per month:	\$14.00
Pumping, per 1,000 cubic feet water consumption per month:	\$0.50 to \$2.00

**Section 27.784. SENIOR CITIZENS RATE**

Per month: \$7.00

**Section 27.788. CONNECTION FEES.**

(A) The following fees for connection with a public sewer inside or outside the district shall become effective November 1, 1984, and shall be based on equivalent dwelling units and shall be as follows:

(1) Residential Users:

(a)	Single-family unit connection fee, October 1, 1984:	\$1,100.00
(b)	Multifamily unit connection fee:	
	(i) First living unit:	\$1,100.00
	(ii) Each additional living unit:	\$ 935.00

(2) Nonresidential users: The formula for computing the connection fee for a nonresidential user shall be equal to the equivalent dwelling units multiplied by \$1,100.00. Equivalent dwelling units shall be determined by table 2 of MCC 27.783.

(3) Combined dwelling units and others: Where both dwelling units and other occupancies are combined on the same property, the charges for sanitary connection shall be at the living unit rate for the dwelling units required in subsection (A)(1)(b) of this section, plus the rates given in (A)(2) for the nonresidential users of the property.

**Section 27.790. EXTRA-STRENGTH INDUSTRIAL WASTE.**

(D) *Extra-strength rates.* Effective October 1, 1984:

BOD, per pound	\$0.097
Suspended solids, per pound	\$0.106

(E) *Industrial waste discharge permit fees.*

- (1) The engineer shall determine the effective period for the permit, based upon such factors as concentration, volume, and origin of the discharge. In no case shall an industrial waste permit be effective for a period exceeding five years.
- (2) Except as provided in subsection (F)(2)[sic], fees for industrial waste discharge permits shall be \$75.00 for each permit and \$50.00 for each renewal of a permit. However, permit renewals which involve new or additional discharges from those in the preceding permit shall have a fee of \$75.00. Where a permit is issued as a result of a violation, the permit fee shall be \$150.00. Fees are payable to the county as part of the application for the permit or permit renewal.

(3) Where the owner of a property is discharging industrial wastes prior to the effective date of the ordinance comprising this subchapter, the owner shall be issued an industrial waste discharge permit at no charge, but will then be subject to the renewal fees and requirements of this section.

(F) *Minimal charges suspension.* The engineer may establish a minimum limit for monthly extra-strength charges. The billing for all accounts whose monthly extra-strength charges are below this minimum limit will be suspended until such time as they are found to be higher.

(G) *Adjustments.* The engineer may check sewage strength as outlined in this section and adjust charges where applicable at any time in accordance with the most recent analysis.

*Resampling request; fees.* Any discharger may request the district to resample wastewater at no charge if 18 months or more have elapsed since the last such sampling. If less than 18 months have elapsed since the last sampling, then requests for the district to resample wastes shall be submitted in writing and accompanied by full payment for the resampling fee. The fee to each account for five days of sampling is \$500.00 per sample, per sampling point. The fee for one day's resampling is \$125.00 per sample, per sampling point.

2. This resolution takes effect and Resolution 06-092 is repealed on July 1, 2007.

ADOPTED this 7th day of June 2007.

BOARD OF COUNTY COMMISSIONERS  
FOR MULTNOMAH COUNTY, OREGON

  
Ted Wheeler, Chair

REVIEWED:

AGNES SOWLE, COUNTY ATTORNEY  
FOR MULTNOMAH COUNTY, OREGON

By   
Matthew O. Ryan, Assistant County Attorney

SUBMITTED BY:

Ted Wheeler, Multnomah County Chair

## EXHIBIT A

### Section 27.052. MISCELLANEOUS PERMIT FEES

#### Miscellaneous permit fees.

The following fees shall be charged for permits:

- (A) For overweight or over dimensional moves, except for moves as specified in MCC 27.052(A)(2), either single trip or annual permit, the fee shall be \$8.00. Future fee increases by the Oregon Department of Transportation shall automatically increase the county's fee for this service to the same level, without action of the board of county commissioners.
- (B) For building and structure move permits permittee shall post a deposit of \$1,000.00 prior to issuance of a permit. Non-refundable permit application, investigation and issuance fees for structures under 14 feet in width and 15 feet in height shall be \$115.00. For structures exceeding the above dimensions, the non-refundable permit fee shall be \$145.00. Inspection fees to be billed at the actual costs incurred by the county including overhead and equipment costs. For over-dimensional moves other than house moves, the non-refundable permit fees for heights over 17 feet in width shall be \$75.00 for a normal workday, and \$350.00 for holidays and weekends.
- (C) For permits issue for manholes for storm and sanitary sewers, the fee shall be \$30.00 per manhole.
- (D) For permits issued for canopies, awnings and marquees, a fee of \$40.00 shall be charged.
- (E) For permits issued for construction or reconstruction of driveway approaches, the fees shall be:
  - (1) \$90.00 first driveway approach.
  - (2) \$60.00 each additional driveway approach inspected at the same time as first approach.
  - (3) Common access way permit fees for plan review and inspection shall be \$120.00 or \$0.06 per square foot of common access way, whichever is greater. The above fee will include the first driveway approach fee under section 27.052(E)(1).
  - (4) \$90.00 for agriculture approaches.
  - (5) \$90.00 for temporary logging approaches.
- (F) For permits issued for sewer connections, the fee shall be \$120.00 per connection.
- (G) For a drilling or boring test hole permit, the fee shall be \$84.00 each.
- (H) For curb drain outlet construction or reconstruction, including drainage connections to catch basins, a fee of \$20.00 shall be charged.
- (I) For sidewalk construction or reconstruction, the fee shall be \$0.25 per square foot with a minimum fee of \$10.00. For curb construction or reconstruction the fee shall be \$0.35 per lineal foot with a minimum fee of \$10.00.
- (J) The fee to release advertising benches picked up within the right-of-way shall be \$50.00 per bench.
- (K) For any excavation, construction, reconstruction, repair, removal, abandonment, placement or use within the right-of-way, the permit fee shall be a minimum of \$50.00.

- (L) For material filing or excavating within the public right-of-way, the permit fee shall be \$50.00.
- (M) For underground storm or sanitary sewer construction, reconstruction or repair permits, including property service and laterals not maintained by the county, the fees shall be:

<i>Length of Conduit Constructed, Reconstructed, Repaired or Exposed for Repair</i>				<i>Fee</i>
0	-	50	feet	\$50.00
51	-	100	feet	60.00
101	-	200	feet	70.00
201	-	300	feet	75.00
301	-	400	feet	80.00
401	-	500	feet	85.00
501		feet and over		\$85.00 plu \$0.07 per foot over 500 feet

Conduit diameters exceeding 24 inches shall be assessed a surcharge onto the above rates of \$0.01 per foot of diameter per foot of length.

- (N) If work is commenced on a project requiring a permit without first securing the permit, the fee shall be double the fee established in this section. If the fee required by this subsection is not paid directly to the department by the owner of the property, the person paying the penalty shall be required to notify the owner that the penalty was imposed. Payment of the fee shall not relieve or excuse any person from penalties imposed for violation of any applicable statutes or ordinances.
- (O) If work is commenced on a project requiring a permit without first securing the permit, the fee shall be double the fee established in this section. If the fee required by this subsection is not paid directly to the department by the owner of the property, the person paying the penalty shall be required to notify the owner that the penalty was imposed. Payment of the fee shall not relieve or excuse any person from penalties imposed for violation of any applicable statutes or ordinances.
- (P) A permit deposit for each permit authorizing work under ORS 374.305 not covered in this section shall be 120 percent of estimated amount of charges based on the estimated hours or part thereof for plan review and/or inspection. The final fee will be determined at completion of the project based on the actual costs incurred by Multnomah County including overhead and other related costs. The difference between the two amounts will be billed or refunded to the permit holder with the minimum fee being \$50.00.
- (Q) Permits under this section shall be issued without charge when a permit is required as a direct result of a county public works improvement. For temporary closure of any street or any portion of a street, the fee shall be \$84.00.[Ord. 126 § 9 (1976); Ord. 195 § 6 (1979); Ord. 256 § 2 (1980); Ord. 278 § 3 (1981); Ord. 367 § 1 (1983) (court of appeals held that payment of fee for permit by utility companies was in violation of ORS 758.010 on May 16, 1984, supreme court denied petition for review August 8, 1984, court of appeals decision became enforceable September 10, 1984); Ord. 467 § 2 (1985); Ord 826 § 2(A)-(H) (1995)]

**EXHIBIT B**

**Section 27.053. PLAN REVIEW AND INSPECTION OF UNDERGROUND INSTALLATIONS AND STREET INTERSECTIONS**

Fees for plan review and inspection of underground installations and street intersections.

- (A) For plan review and inspection of any storm sewer line installation, when completed facilities are to be maintained by the county, the fee shall be:

<i>Estimated or Bid Construction Cost</i>			<i>Fee</i>
0.00	-	\$1,000.00	\$50.00
\$1,000.00	-	5,000.00	\$50.00 plus 1.25% over \$1,000.00
5,000.00	-	10,000.00	\$100.00 plus 1.00% over \$5,000.00
10,000.00	-	15,000.00	\$150.00 plus 0.90% over \$10,000.00
15,000.00	-	20,000.00	\$195.00 plus 0.80% over \$15,000.00
20,000.00	-	25,000.00	\$235.00 plus 0.70% over \$20,000.00
25,000.00	-	30,000.00	\$270.00 plus 0.60% over \$25,000.00
30,000.00	-	35,000.00	\$300.00 plus 0.50% over \$30,000.00
35,000.00	-	40,000.00	\$325.00 plus 0.40% over \$35,000.00
40,000.00	-	45,000.00	\$345.00 plus 0.30% over \$40,000.00
45,000.00	-	50,000.00	\$360.00 plus 0.20% over \$45,000.00
50,000.00	-	and over	\$370.00 plus 0.74% over \$50,000.00

- (B) When submitting plans for review, the applicant shall submit a copy of the engineer's estimate or the bid construction cost. No plans will be reviewed without the required cost figures. If, in the opinion of the director of the department, the cost figures appear unreasonable, the director shall establish the permit fee based upon the director's cost estimate of the work to be done. The director shall submit a report to the county executive/chair of the board of county commissioners whenever a cost estimate is adjusted and shall state the reasons therefore.
- (C) For utility lines, including storm and sanitary sewers, to be maintained by others, not connecting to a county-maintained system but located within county-controlled right-of-way or easements, the plan review and inspection fee will be \$40.00 plus \$0.10 per foot of line.
- (D) For storm or sanitary sewer line systems located on private land connecting to county maintained systems, the plan review and inspection fee will be a minimum of \$40.00 plus \$10.00 for each acre or fraction thereof within the development area. Developments requiring both storm and sanitary system review will be charged that rate for each.
- (E) A sewer line system for fee purposes means a line with two or more connections including lateral lines, house branches, inlets or any other appurtenance contributing discharge.

- (F) Plan review and inspection fees will be established by the director for connections to a county system where the development area is not discernable or applicable. A deposit shall be 120 percent of estimated amount of charges based on the estimated hours or parts thereof required for plan review and/or inspection. The final fee will be determined at completion of the project based on costs incurred by Multnomah County including overhead and other related costs. The difference between the actual costs and the deposit will be billed or refunded to the permit holder.
- (G) For plan review and inspection of each street intersection or vehicle access, either public or private, other than a standard driveway approach, a fee of \$40.00 will be charged.
- (H) Plans shall be reviewed by Multnomah County under this section for compatibility with the comprehensive plan, conformance to county design criteria, as applicable, and for general protection of county facilities as considered necessary.
- (I) Inspection by Multnomah County under this section will be cursory only and will not relieve the owner, contractor or engineer of responsibility for the project being completed according to plans and specifications.

[Ord. 126 § 10 (1976); Ord. 826 § 2(I), (J)(1995)]

BEFORE THE BOARD OF COUNTY COMMISSIONERS  
FOR MULTNOMAH COUNTY, OREGON

**RESOLUTION NO. 07-110**

Establishing Fees and Charges for Chapter 27, Community Services, of the Multnomah County Code and Repealing Resolution No. 06-092

**The Multnomah County Board of Commissioners Finds:**

- a. The Multnomah County Code provides that the Board shall establish certain fees and charges by resolution.
- b. On June 8, 2006, the Board adopted Resolution 06-092 establishing fees for MCC Chapter 27, Community Services.
- c. Multnomah County has entered into intergovernmental agreements with the cities of Gresham and Portland to administer and enforce MCC § 27.051, Subsurface Sewage Inspections and Permits.
- d. The City of Portland will increase the fees charged for on-site sewage disposal within the Portland Urban Services Boundary effective July 1, 2007.
- e. It is necessary to establish the new fees for MCC Chapter 27, Community Services, by updating the on-site sewage disposal fees for the areas of unincorporated Multnomah County covered by the intergovernmental agreement between the County and the City of Portland.
- f. All other fees and charges established by Resolution 06-092 remain the same.

**The Multnomah County Board of Commissioners Resolves:**

1. The fees and charges for Chapter 27, Community Services, of the Multnomah County Code are set as follows:

Section 27.051. SUBSURFACE SEWAGE INSPECTION AND PERMIT FEES.

<b>SITE EVALUATION</b>	
Site Evaluation – Land Feasibility Study (LFS)	
Up to 600 gallons	\$725
Large systems (601 – 2,500 gallons) Additional fee charged per 500 gallons	\$247
<b>SINGLE FAMILY DWELLING ONLY</b>	
Evaluation for Temporary or Health Hardship Mobile Home	
Biennial inspection	\$468
<b>New Residential Construction – Installation Permit</b>	
Up to 600 gallons	
Advanced Treatment Technology	\$1,294
Capping Fill	\$1,294
Sandfiltration	\$1,294
Pressure Distribution	\$1,294
Tile Dewatering	\$1,294
Standard On-Site System	\$952

Seepage Trench	\$952
Gray Water Waste Disposal Sump	\$488
Other	\$952
Residential Repair Permit Up to 600 gallons	
Major Septic Tank/Drainfield	\$507
Minor Septic Tank	\$251
SINGLE FAMILY, TWO OR MORE FAMILY, AND COMMERCIAL FACILITIES	
All Pumping Systems With Single Pump, Excluding Sandfilters	
Single Pump Systems	\$75
Alteration Permit	
Major Cesspool	\$957
Major Septic Tank/Drainfield	\$957
Minor Septic Tank	\$488
Authorization Notice	
Without Field Visit	\$247
With Field Visit	\$687
Decommission Cesspool/Septic Tank	
Abandonment – without site visit	\$91
Abandonment – with site visit and another on-site permit	\$91
Abandonment – with site visit, but no other on-site permit	\$189
Existing System Evaluation	\$589
Holding Tank, Sand Filtration, or Advanced Treatment Technology	
Annual Inspection	\$426
TWO OR MORE FAMILY AND COMMERCIAL FACILITIES	
Commercial Facilities System Plan Review To be charged in addition to commercial construction and repair permit fees.	
601 – 2,500 gallons	\$572
Commercial Repair Permit Up to 600 gallons	
Major Alternative System	\$1,294
Major Septic Tank/DF	\$952
Minor Holding Tank	\$952
Minor Septic Tank	\$488
Large system (601 – 2,500 gallons) Additional fee charged per 500 gallons	\$121

<b>New Commercial Construction – Installation Permit</b>	
Up to 600 gallons	
Advanced Treatment Technology	\$1,294
Alternative System	\$1,294
Sandfiltration	\$1,294
Holding Tank	\$952
Septic Tank/Drainfield	\$952
Large systems (601 – 2,500 gallons) Additional fee charged per 500 gallons	\$121
<b>MISCELLANEOUS</b>	
Annual Report for Annual Evaluation for Advance Treatment Technology On-Site System	\$75
Certification of On-site Sewage Disposal Multnomah County Land Use Sign Off	
Without site visit	\$104
With site visit	\$194
Living Smart House Plans Bureau of Development Services' fees for the construction of Living Smart houses are 50% of the standard fees shown on Bureau of Development Services fee schedules. If changes, alterations or revisions are made to the permit-ready plans, standard fees will apply. (This discount does not apply to fees charged by other bureaus.)	
Permit Transfer, Reinstatement or Renewal	
Without Field Visit	\$247
With Field Visit	\$687
Pumper Truck Inspection	
First Truck	\$240
Second Truck	\$97
Reinspection Fee	
Residential	\$486
Commercial	\$486

**Section 27.052. MISCELLANEOUS PERMIT FEES.**

See Exhibit A attached.

**Section 27.053. PLAN REVIEW AND INSPECTION OF UNDERGROUND INSTALLATIONS  
AND STREET INTERSECTIONS.**

See Exhibit B attached

Section 27.054: ROAD VACATION APPLICATION.

Feasibility study:	\$200.00
Application:	120% of estimated costs
Minimum:	\$1,000.00 plus \$65.00 for posting

Section 27.055. STREET AND ROAD WIDENING PERMITS.

(B) The construction permit deposit schedule for engineering, design, project management, and administration shall be as follows:

Project Cost as Estimated by the County	Deposit
Minimum Deposit at the time of application	800.00
\$4,000.00 to \$10,000.00	20%
\$20,000.00 to \$50,000.00	\$2,000.00 plus 12.0% over \$10,000.00
\$50,000.00 and over	\$6,800.00 plus 10.0% over \$50,000.00

Section 27.056. MISCELLANEOUS PUBLIC WORKS FEES.

For services provided by the department in connection with design, plan review and inspection of items not set forth elsewhere, the department shall charge fees sufficient to cover the actual cost of services. The following are deposits only. The actual charges will be based on actual costs including overhead and other related costs, determined at the completion of the project. The difference between the actual costs and the deposit will either be billed or refunded to the permit holder.

Project cost as Estimated by the county	Deposit
Minimum deposit at the time of application	\$800.00
\$4,000.00 to \$10,000.00	\$20%
\$10,000.00 to \$50,000.00	\$2,000.00 plus 12.0% over \$10,000.00
\$50,000.00 and over	\$6,800.00 plus 10.0% over \$50,000.00

Section 27.059. ZONE REVIEW AND ZONING INSPECTIONS.

For conducting any zone review prior to the issuance of a building or mobile home permit, the department shall charge a fee of \$25.00 or 15 percent of the permit fee, whichever is greater; provided that the fee for review of applications for permits to construct one-or two-family dwellings shall not exceed \$25.00. Zoning review fees are payable upon permit application. For conducting any zoning inspection during construction or after completion of construction, the department shall charge a fee equal to the greater of \$25.00 or 35 percent of the building permit fee, to be collected at the time the permit is issued, provided, however, that no fee for zoning inspection of one- and two-family dwellings shall exceed \$25.00. Zoning inspection fees are payable upon permit issuance.

Section 27.060. FILING OF MAP SURVEYS.

A fee of \$225.00 shall accompany each filing of a map of survey

Section 27.061. FEES FOR CERTAIN DOCUMENTS; PUBLIC LAND CORNER PRESERVATION ACCOUNT.

Document filing fee: \$5.00

**Section 27.062. COUNTY SURVEYOR FEES.**

(A) Fees are based on the following procedures and requirements on partition, subdivision and condominium plats.

- (1) Submit a boundary survey to the County surveyor a minimum of 30 days prior to the submission of the final subdivision or condominium plat. If warranted, the county surveyor may waive this requirement.
- (2) In addition to the requirements of ORS 209.250, a survey, and a partition plat if a separate survey has not been filed shall show all obvious encroachments or hiatus created by deeds, buildings, fences, cultivation, previous surveys and plats, or similar means and any other conditions that may indicate that the ownership lines as surveyed may be different than those shown on the survey.
- (3) The county surveyor may refuse to approve a plat if the surveyor finds an encroachment or hiatus. Evidence that the hiatus or encroachment has been eliminated may be required, or the county surveyor may require that it be shown on the plat if it cannot be eliminated.
- (4) All partition, subdivision, and condominium final plats, including those inside city limits, shall be checked and approved by the county surveyor prior to recording. No plat shall be recorded without such approval. This approval by the county surveyor shall be valid for 30 days from the date of approval to the date submitted for recording, after 30 days the approval is withdrawn and must be resubmitted.
- (5) All partition, subdivision, and condominium final plats submitted for approval shall be accompanied by a report, issued by a title insurance company, or authorized agent to perform such service in Oregon, setting forth ownership and all easements of record, together with a copy of the current deed and easements for the platted property, and copies of the deeds for all abutting properties and other documentation as required by the county surveyor. The report shall have been issued no more than 15 days prior to plat submittal to the county surveyor. A supplemental report may be required by the county surveyor.

(B) A deposit for the following county surveyor functions shall be made with the submission of the material. The final fee will be determined at completion of the project based on actual costs incurred by Multnomah County including overhead and other related costs. The difference between the actual costs and the deposit will be paid prior to approval of the final plat or refunded to the applicant except for post-monumented plats, which will not be refunded until after completion of the interior monumentation; the survey filing fee is non-refundable.

(1) Partition Plat Review, the deposit shall be:

Base Deposit	\$675.00 plus
Survey filing Fee	\$225.00

(2) Pre-monumented Plat Review, the deposit shall be:

Base Deposit	\$900.00 plus
Survey Filing Fee	\$225.00 plus
Per Lot, Tract, or Parcel	\$ 50.00 each, plus
Per gross acre of the subdivision if the average Lot size exceeds 15,000 sq. ft	\$ 31.00 per acre

- (3) Post-Monumented Plat Review, the deposit shall be:

An estimate by the county surveyor based on the complexity of the plat at 120 percent of the estimate; the minimum deposits shall be:

Base Deposit	\$1,000.00 plus
Survey Filing Fee	\$225.00 plus
Per Lot, Tract, or Parcel	\$75.00 each, plus
Per gross acre of the subdivision if the average lot size exceeds 15,000 sq. ft.	\$31.00 per acre

- (4) For Condominium Plat Review, the deposit shall be:

Base Deposit	\$1,000.00 plus
Deposit Per Page	\$50.00
Survey Filing Fee	\$225.00

- (5) For Condominium Plat Amendment Review, the deposit shall be:

Base Deposit	\$500.00 plus
Survey Filing Fee	\$225.00

- (C) Posting of street vacations in accordance with ORS 271.230(2) \$ 65.00
- (D) Review, Approval, and Posting of Affidavits of \$ 45.00 plus county clerk's recording fee correction
- (E) For services required by ORS 100.115 in connection with reclassification or withdrawal of variable property from unit ownership as provided in ORS 100.115(1) or (2), or removal of property from any condominium plat as provided in ORS 100.600(2), the fee will be \$150.00.
- (F) In accordance with ORS 92.070(5), (1997), relating to the reestablishment of Subdivision Plat Monuments and the review and recordation of the required surveyor's affidavit in support thereof, the affidavit recording fee shall be \$100.00 plus the county clerk's recording fee.
- (G) In accordance with ORS 100.115(6), (1997), relating to Declaration Amendment Review service, the fee shall be \$100.00 plus the county clerk's recording fee.

Section 27.064. BOOK OF RECORDS.

Minimum per roll of 16mm:	\$12.00
Minimum per roll for 35mm microfilm:	\$15.00
Minimum for microfiches:	\$ 2.00

Section 27.065. MAP REPRODUCTIONS AND LOANS.

For the services of the department in reproducing and loaning maps, fees shall be charged in accordance with the following schedules:

<b>Standard Weight</b>	<b>Blackline</b>	<b>Sepia</b>
¼ Section 30 inches x 36 inches	\$3.00	\$5.00
600 Scale 21 inches x 33 inches	\$2.00	\$3.00
Plat 18 inches x 24 inches	\$2.00	\$2.00
1,000 Scale 13 inches x 21 inches	\$1.00	\$2.00

Photostat copy where no tracing exists: \$5.00

Office duplicator copy of a portion of a map: \$1.50

For loaning sepia or plat tracing, 48-hour limit excluding weekends and holidays: \$0.50 each

Each additional 48 hours excluding weekends and holidays: \$2.00 each

Condominium hardboard and tracing recording: \$9.00 per page.

Section 27.067. BOUNDARY CHANGE APPLICATION.

For services provided by the department in connection with processing a boundary change petition, the department shall charge fees sufficient to cover the actual cost of services. The following is a deposit only and is in addition to any other fees, deposits or charges authorized by law. The actual charges will be based on actual costs including overhead and other related costs, determined at the completion of the process. The difference between the actual costs and the deposit will either be billed or refunded to the applicant. Minimum Deposit: \$2,300 per application (includes Metro mapping service fee).

Section 27.402. PROCEDURE FOR REQUESTING TRANSFER OF TAX FORECLOSED PROPERTY FOR HOUSING PURPOSES:

Non-refundable Application Fee: \$50.00

Section 27.406. PROCEDURE FOR DISPOSITION OF REQUESTS FOR TRANSFER OF TAX FORECLOSED PROPERTY FOR HOUSING AND FOR OPEN SPACE, PARKS OR NATURAL AREAS:

Non-refundable Transfer Fee: \$200.00

Section 27.605. PERMITS.

Ammonia storage: \$25.00

Section 27.783. SEWER USER SERVICE CHARGES.

Per equivalent dwelling unit, per month:	\$14.00
Pumping, per 1,000 cubic feet water consumption per month:	\$0.50 to \$2.00

Section 27.784. SENIOR CITIZENS RATE

Per month: \$7.00

Section 27.788. CONNECTION FEES.

(A) The following fees for connection with a public sewer inside or outside the district shall become effective November 1, 1984, and shall be based on equivalent dwelling units and shall be as follows:

(1) Residential Users:

(a)	Single-family unit connection fee, October 1, 1984:	\$1,100.00
(b)	Multifamily unit connection fee:	
(i)	First living unit:	\$1,100.00
(ii)	Each additional living unit:	\$ 935.00

(2) Nonresidential users: The formula for computing the connection fee for a nonresidential user shall be equal to the equivalent dwelling units multiplied by \$1,100.00. Equivalent dwelling units shall be determined by table 2 of MCC 27.783.

(3) Combined dwelling units and others: Where both dwelling units and other occupancies are combined on the same property, the charges for sanitary connection shall be at the living unit rate for the dwelling units required in subsection (A)(1)(b) of this section, plus the rates given in (A)(2) for the nonresidential users of the property.

Section 27.790. EXTRA-STRENGTH INDUSTRIAL WASTE.

(D) *Extra-strength rates.* Effective October 1, 1984:

BOD, per pound	\$0.097
Suspended solids, per pound	\$0.106

(E) *Industrial waste discharge permit fees.*

- (1) The engineer shall determine the effective period for the permit, based upon such factors as concentration, volume, and origin of the discharge. In no case shall an industrial waste permit be effective for a period exceeding five years.
- (2) Except as provided in subsection (F)(2)[sic], fees for industrial waste discharge permits shall be \$75.00 for each permit and \$50.00 for each renewal of a permit. However, permit renewals which involve new or additional discharges from those in the preceding permit shall have a fee of \$75.00. Where a permit is issued as a result of a violation, the permit fee shall be \$150.00. Fees are payable to the county as part of the application for the permit or permit renewal.

- (3) Where the owner of a property is discharging industrial wastes prior to the effective date of the ordinance comprising this subchapter, the owner shall be issued an industrial waste discharge permit at no charge, but will then be subject to the renewal fees and requirements of this section.
- (F) *Minimal charges suspension.* The engineer may establish a minimum limit for monthly extra-strength charges. The billing for all accounts whose monthly extra-strength charges are below this minimum limit will be suspended until such time as they are found to be higher.
- (G) *Adjustments.* The engineer may check sewage strength as outlined in this section and adjust charges where applicable at any time in accordance with the most recent analysis.

*Resampling request; fees.* Any discharger may request the district to resample wastewater at no charge if 18 months or more have elapsed since the last such sampling. If less than 18 months have elapsed since the last sampling, then requests for the district to resample wastes shall be submitted in writing and accompanied by full payment for the resampling fee. The fee to each account for five days of sampling is \$500.00 per sample, per sampling point. The fee for one day's resampling is \$125.00 per sample, per sampling point.

2. This resolution takes effect and Resolution 06-092 is repealed on July 1, 2007.

ADOPTED this 7th day of June 2007.

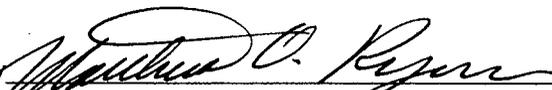


BOARD OF COUNTY COMMISSIONERS  
FOR MULTNOMAH COUNTY, OREGON

  
Ted Wheeler, Chair

REVIEWED:

AGNES SOWLE, COUNTY ATTORNEY  
FOR MULTNOMAH COUNTY, OREGON

By   
Matthew O. Ryan, Assistant County Attorney

SUBMITTED BY:

Ted Wheeler, Multnomah County Chair

## EXHIBIT A

### Section 27.052. MISCELLANEOUS PERMIT FEES

#### Miscellaneous permit fees.

The following fees shall be charged for permits:

- (A) For overweight or over dimensional moves, except for moves as specified in MCC 27.052(A)(2), either single trip or annual permit, the fee shall be \$8.00. Future fee increases by the Oregon Department of Transportation shall automatically increase the county's fee for this service to the same level, without action of the board of county commissioners.
- (B) For building and structure move permits permittee shall post a deposit of \$1,000.00 prior to issuance of a permit. Non-refundable permit application, investigation and issuance fees for structures under 14 feet in width and 15 feet in height shall be \$115.00. For structures exceeding the above dimensions, the non-refundable permit fee shall be \$145.00. Inspection fees to be billed at the actual costs incurred by the county including overhead and equipment costs. For over-dimensional moves other than house moves, the non-refundable permit fees for heights over 17 feet in width shall be \$75.00 for a normal workday, and \$350.00 for holidays and weekends.
- (C) For permits issue for manholes for storm and sanitary sewers, the fee shall be \$30.00 per manhole.
- (D) For permits issued for canopies, awnings and marquees, a fee of \$40.00 shall be charged.
- (E) For permits issued for construction or reconstruction of driveway approaches, the fees shall be:
  - (1) \$90.00 first driveway approach.
  - (2) \$60.00 each additional driveway approach inspected at the same time as first approach.
  - (3) Common access way permit fees for plan review and inspection shall be \$120.00 or \$0.06 per square foot of common access way, whichever is greater. The above fee will include the first driveway approach fee under section 27.052(E)(1).
  - (4) \$90.00 for agriculture approaches.
  - (5) \$90.00 for temporary logging approaches.
- (F) For permits issued for sewer connections, the fee shall be \$120.00 per connection.
- (G) For a drilling or boring test hole permit, the fee shall be \$84.00 each.
- (H) For curb drain outlet construction or reconstruction, including drainage connections to catch basins, a fee of \$20.00 shall be charged.
- (I) For sidewalk construction or reconstruction, the fee shall be \$0.25 per square foot with a minimum fee of \$10.00. For curb construction or reconstruction the fee shall be \$0.35 per lineal foot with a minimum fee of \$10.00.
- (J) The fee to release advertising benches picked up within the right-of-way shall be \$50.00 per bench.
- (K) For any excavation, construction, reconstruction, repair, removal, abandonment, placement or use within the right-of-way, the permit fee shall be a minimum of \$50.00.

- (L) For material filing or excavating within the public right-of-way, the permit fee shall be \$50.00.
- (M) For underground storm or sanitary sewer construction, reconstruction or repair permits, including property service and laterals not maintained by the county, the fees shall be:

<i>Length of Conduit Constructed, Reconstructed, Repaired or Exposed for Repair</i>				<i>Fee</i>
0	-	50	feet	\$50.00
51	-	100	feet	60.00
101	-	200	feet	70.00
201	-	300	feet	75.00
301	-	400	feet	80.00
401	-	500	feet	85.00
501		feet and over		\$85.00 plus \$0.07 per foot over 500 feet

Conduit diameters exceeding 24 inches shall be assessed a surcharge onto the above rates of \$0.01 per foot of diameter per foot of length.

- (N) If work is commenced on a project requiring a permit without first securing the permit, the fee shall be double the fee established in this section. If the fee required by this subsection is not paid directly to the department by the owner of the property, the person paying the penalty shall be required to notify the owner that the penalty was imposed. Payment of the fee shall not relieve or excuse any person from penalties imposed for violation of any applicable statutes or ordinances.
- (O) If work is commenced on a project requiring a permit without first securing the permit, the fee shall be double the fee established in this section. If the fee required by this subsection is not paid directly to the department by the owner of the property, the person paying the penalty shall be required to notify the owner that the penalty was imposed. Payment of the fee shall not relieve or excuse any person from penalties imposed for violation of any applicable statutes or ordinances.
- (P) A permit deposit for each permit authorizing work under ORS 374.305 not covered in this section shall be 120 percent of estimated amount of charges based on the estimated hours or part thereof for plan review and/or inspection. The final fee will be determined at completion of the project based on the actual costs incurred by Multnomah County including overhead and other related costs. The difference between the two amounts will be billed or refunded to the permit holder with the minimum fee being \$50.00.
- (Q) Permits under this section shall be issued without charge when a permit is required as a direct result of a county public works improvement. For temporary closure of any street or any portion of a street, the fee shall be \$84.00.[Ord. 126 § 9 (1976); Ord. 195 § 6 (1979); Ord. 256 § 2 (1980); Ord. 278 § 3 (1981); Ord. 367 § 1 (1983) (court of appeals held that payment of fee for permit by utility companies was in violation of ORS 758.010 on May 16, 1984, supreme court denied petition for review August 8, 1984, court of appeals decision became enforceable September 10, 1984); Ord. 467 § 2 (1985); Ord 826 § 2(A)-(H) (1995)]

**EXHIBIT B**

**Section 27.053. PLAN REVIEW AND INSPECTION OF UNDERGROUND INSTALLATIONS AND STREET INTERSECTIONS**

Fees for plan review and inspection of underground installations and street intersections.

- (A) For plan review and inspection of any storm sewer line installation, when completed facilities are to be maintained by the county, the fee shall be:

<i>Estimated or Bid Construction Cost</i>			<i>Fee</i>
0.00	-	\$1,000.00	\$50.00
\$1,000.00	-	5,000.00	\$50.00 plus 1.25% over \$1,000.00
5,000.00	-	10,000.00	\$100.00 plus 1.00% over \$5,000.00
10,000.00	-	15,000.00	\$150.00 plus 0.90% over \$10,000.00
15,000.00	-	20,000.00	\$195.00 plus 0.80% over \$15,000.00
20,000.00	-	25,000.00	\$235.00 plus 0.70% over \$20,000.00
25,000.00	-	30,000.00	\$270.00 plus 0.60% over \$25,000.00
30,000.00	-	35,000.00	\$300.00 plus 0.50% over \$30,000.00
35,000.00	-	40,000.00	\$325.00 plus 0.40% over \$35,000.00
40,000.00	-	45,000.00	\$345.00 plus 0.30% over \$40,000.00
45,000.00	-	50,000.00	\$360.00 plus 0.20% over \$45,000.00
50,000.00	-	and over	\$370.00 plus 0.74% over \$50,000.00

- (B) When submitting plans for review, the applicant shall submit a copy of the engineer's estimate or the bid construction cost. No plans will be reviewed without the required cost figures. If, in the opinion of the director of the department, the cost figures appear unreasonable, the director shall establish the permit fee based upon the director's cost estimate of the work to be done. The director shall submit a report to the county executive/chair of the board of county commissioners whenever a cost estimate is adjusted and shall state the reasons therefore.
- (C) For utility lines, including storm and sanitary sewers, to be maintained by others, not connecting to a county-maintained system but located within county-controlled right-of-way or easements, the plan review and inspection fee will be \$40.00 plus \$0.10 per foot of line.
- (D) For storm or sanitary sewer line systems located on private land connecting to county maintained systems, the plan review and inspection fee will be a minimum of \$40.00 plus \$10.00 for each acre or fraction thereof within the development area. Developments requiring both storm and sanitary system review will be charged that rate for each.
- (E) A sewer line system for fee purposes means a line with two or more connections including lateral lines, house branches, inlets or any other appurtenance contributing discharge.

- (F) Plan review and inspection fees will be established by the director for connections to a county system where the development area is not discernable or applicable. A deposit shall be 120 percent of estimated amount of charges based on the estimated hours or parts thereof required for plan review and/or inspection. The final fee will be determined at completion of the project based on costs incurred by Multnomah County including overhead and other related costs. The difference between the actual costs and the deposit will be billed or refunded to the permit holder.
- (G) For plan review and inspection of each street intersection or vehicle access, either public or private, other than a standard driveway approach, a fee of \$40.00 will be charged.
- (H) Plans shall be reviewed by Multnomah County under this section for compatibility with the comprehensive plan, conformance to county design criteria, as applicable, and for general protection of county facilities as considered necessary.
- (I) Inspection by Multnomah County under this section will be cursory only and will not relieve the owner, contractor or engineer of responsibility for the project being completed according to plans and specifications.

[Ord. 126 § 10 (1976); Ord. 826 § 2(I), (J)(1995)]



**MULTNOMAH COUNTY**  
**AGENDA PLACEMENT REQUEST (short form)**

**Board Clerk Use Only**

Meeting Date: 06/07/07  
 Agenda Item #: R-10  
 Est. Start Time: 9:45 AM  
 Date Submitted: 05/30/07

**Agenda Title:** **PUBLIC HEARING on Proposed RESOLUTION Establishing Fees and Charges for Chapter 29, Building Regulations, of the Multnomah County code and Repealing Resolution No. 06-093**

*Note: If Ordinance, Resolution, Order or Proclamation, provide exact title. For all other submissions, provide a clearly written title.*

**Requested Meeting Date:** June 7, 2007      **Amount of Time Needed:** 5 minutes  
**Department:** Non-Departmental      **Division:** Chair's Office  
**Contact(s):** Denise Kleim, Senior Business Operations Manager, City of Portland Bureau of Development Services  
**Phone:** (503) 823-7338      **Ext.** \_\_\_\_\_      **I/O Address:** 299/5000/Kleim  
**Presenter(s):** Denise Kleim

**General Information**

**1. What action are you requesting from the Board?**

Public Hearing on proposed resolution to increase electrical permit, Facilities Permit Program, and zoning permit inspection fees in the area served by the City of Portland under intergovernmental agreement for MCC Chapter 29, Building Regulations, and repealing Resolution No. 06-093, effective July 1, 2007. All other fees are unchanged.

**2. Please provide sufficient background information for the Board and the public to understand this issue. Please note which Program Offer this action affects and how it impacts the results.**

The City of Portland Bureau of Development Services collects fees under various fee schedules, including building, electrical, zoning, and others. These fees are used in the Bureau of Development Services to fund inspections, plan review, permit issuance, code enforcement, customer assistance and other functions. The Portland City Council has directed that our construction-related operations be 100% fee supported.

The City of Portland provides plan review, permit issuance, and inspection services in certain areas

of unincorporated Multnomah County under an IGA which stipulates that fees charged for those services must cover the full cost of their provision. The City is proposing changes in certain fees in order to continue full cost recovery as required by the IGA.

To reach budgetary goals for FY 2007-08 and meet annual expenses, the revenue for electrical permits should increase approximately 4.4%.

To reach budgetary goals for FY 2007-08 and assist in recovering costs, the revenue for the Facilities Permit Program should increase approximately 5%.

To reach budgetary goals for FY 2007-08 and assist in recovering costs, the revenue for the Zoning Inspection Program should increase approximately 5%.

Fee changes are not made easily – or often. We know these charges affect our customer’s work and their willingness to do business in this area. Our interests are in maintaining current levels of service, and increasing our effectiveness on both our customers’ and the community’s behalf.

**3. Explain the fiscal impact (current year and ongoing).**

The proposed fee increases in electrical, Facilities Permit Program, and zoning inspection fees cover actual costs of services, and are scheduled to be heard by the Portland City Council on Wednesday, May 23, 2007.

**4. Explain any legal and/or policy issues involved.**

Complies with ORS 294.160 and MCC Chapter 29.

**5. Explain any citizen and/or other government participation that has or will take place.**

The County is holding the public hearing as required under ORS 294.160.

---

**Required Signature**

---

Elected Official or  
Department/  
Agency Director:



Date: 5/30/2007

BEFORE THE BOARD OF COUNTY COMMISSIONERS  
FOR MULTNOMAH COUNTY, OREGON

**RESOLUTION NO. \_\_\_\_\_**

Establishing Fees and Charges for Chapter 29, Building Regulations, of the Multnomah County Code and Repealing Resolution No. 06-093

**The Multnomah County Board of Commissioners Finds:**

- a. Chapter 29, Building Regulations, of the Multnomah County Code (MCC) provides that the Board shall establish certain fees and charges by resolution.
- b. Multnomah County has entered into intergovernmental agreements with the cities of Gresham and Portland to administer and enforce MCC Chapter 29.
- c. On June 8, 2006, the Board adopted Resolution No. 06-093 establishing MCC Chapter 29 fees and charges. The only changes made by Resolution 06-093 were to update the building and electrical, fees Schedule 1 for the areas of unincorporated Multnomah County covered by the intergovernmental agreement between the County and the City of Portland.
- d. The City of Portland has recently approved changes including an overall increase of electrical permit fees and in the hourly rate for services provided under the Master Permits/Facilities Permit Program, effective July 1, 2007, under State of Oregon Structural, Electrical, Mechanical, and Plumbing Specialty Codes and the State of Oregon One & Two Family Dwelling Specialty Code in accordance with OAR 918-020-0220 and ORS 455.210.
- e. It is necessary to establish the new fees for Chapter 29, by updating the building, electrical, mechanical and plumbing fees Schedule 1 for the areas of unincorporated Multnomah County covered by the intergovernmental agreement between the County and the City of Portland.
- f. All other fees and charges established by Resolution No. 06-093 remain the same.

**The Multnomah County Board of Commissioners Resolves:**

1. The fees and charges for Chapter 29, Building Regulations, of the Multnomah County Code are set as follows:
  - A. For the areas of unincorporated Multnomah County within the Portland Urban Services Boundary:

<u>Section 29.010</u>	FEES (Building Code) See Schedule 1 attached
<u>Section 29.106</u>	FEES (Electrical Code) See Schedule 1 attached
<u>Section 29.207</u>	FEES (Plumbing Code) See Schedule 1 attached
  - B. For the areas of unincorporated Multnomah County outside of the Portland Urban Services Boundary:

<u>Section 29.010</u>	FEES (Building Code) See Exhibit A attached
<u>Section 29.106</u>	FEES (Electrical Code) See Exhibit B attached
<u>Section 29.207</u>	FEES (Plumbing Code) See Exhibit C attached

C. For all areas of unincorporated Multnomah County:

<u>Section 29.348</u>	PERMIT FEE	
	Grading and Erosion Control Permit	\$344
<u>Section 29.401.</u>	FEE FOR REVIEW AND APPROVAL (Condominiums)	
	Condominiums, plat and floor plan:	\$500 Plus \$50 per building
	Buildings greater than two stories or 20 units:	Actual cost of review
<u>Section 29.611</u>	REVIEW FEE	
	Flood Plain Review (one and two family dwellings)	\$27
	Flood Plain Review (all other uses):	\$59
<u>Section 29.712</u>	SPECIAL EVENT PERMIT APPLICATION FEE, DEPOSIT AND COST RECOVERY	
(A)	Special Event Permit Application Fee	\$50
(B)	Minimum Cost Recovery Deposit Based On Categories Of Events Under MCC 29.705	
(1)	Event Under MCC 29.705 (A), If No Event Permit Required No Deposit Is Necessary, Otherwise	\$50
(2)	Event under MCC 29.705 (B)	\$250
(3)	Event under MCC 29.705 (C)	\$500
(4)	Event under MCC 29.705 (D)	\$1,000
(C)	Additional Cost Recovery as authorized under MCC 29.712 (C) will be based on actual costs incurred by the County under MCC 29.712 (B) (1)-(4).	

2. Resolution No. 06-093 is repealed and this Resolution takes effect on July 1, 2007.

ADOPTED this 7th day of June, 2007.

BOARD OF COUNTY COMMISSIONERS  
FOR MULTNOMAH COUNTY, OREGON

\_\_\_\_\_  
Ted Wheeler, Chair

REVIEWED:

AGNES SOWLE, COUNTY ATTORNEY  
FOR MULTNOMAH COUNTY, OREGON

By \_\_\_\_\_  
Matthew O. Ryan, Assistant County Attorney

SUBMITTED BY:  
Ted Wheeler, Multnomah County Chair

Schedule 1 – For Areas of Unincorporated Multnomah County  
Within the Portland Urban Services Boundary

**Section 29.010. FEES (Building Code)**

**§ 29.010 FEES.**

The fees shall apply under this subchapter in addition to those provided in the state building code. Where conflicts occur with fees provided in the state building code, the fees in this subchapter shall prevail.

**I. Building Fees:**

- (A) Building permit fees shall be charged based on the total valuation of work to be performed.

<b>Total Valuation<sup>1</sup> of Work to be Performed</b>	<b>Fees</b>
\$1 to \$500	\$44.60 minimum fee
\$501 to \$2,000	\$44.60 for the first \$500, plus \$2.01 for each additional \$100 or fraction thereof, to and including \$2,000
\$2,001 to \$25,000	\$74.75 for the first \$2,000, plus \$7.87 for each additional \$1,000 or fraction thereof, to and including \$25,000
\$25,001 to \$50,000	\$255.76 for the first \$25,000 plus \$5.85 for each additional \$1,000 or fraction thereof, to and including \$50,000
\$50,001 to \$100,000	\$402.01 for the first \$50,000, plus \$3.90 for each additional \$1,000 or fraction thereof, to and including \$100,000
\$100,001 and up	\$597.01 for the first \$100,000, plus \$3.28 for each additional \$1,000 or fraction thereof

- (B) **Plan Review/Process Fee.** 65% of the building permit fee  
For the original submittal and one revision, unless the revision increases the project valuation.

- (C) **Fire and Life Safety Review Fee:** 40% of the building permit fee.

---

<sup>1</sup> Definition of Valuation: The valuation to be used in computing the permit fee and plan check/process fee shall be the total value of all construction work for which the permit is issued, as well as all finish work, painting, roofing, electrical, plumbing, heating, air conditioning, elevators, fire extinguishing systems and other permanent work or equipment, and the contractor's profit.

(D) **Miscellaneous Fees:**

**Additional Plan Review Fee**

For changes, additions or revisions to approved plans  
Plan review time ½ hour or less: \$55  
Plan review time greater than ½ hour: \$110 per hour or fraction thereof.

**Appeal Fees (per appeal):**

One- and two-family dwellings	\$100.00
All other occupancies	\$200.00
plus for each appeal item over 4	\$ 50.00

**Approved Fabricators Certification Fee**

Initial Certification	\$1,000
Annual Renewal - without modifications	\$ 250
Annual Renewal – with modifications	\$ 500
Field audits and inspections	\$ 120 per hour or fraction of an hour. Minimum – 1 hour

Whenever an inspection is conducted by OPDR staff at a facility more than 50 miles from the City of Portland's BDS office, the applicant shall reimburse the City for travel costs including auto travel, air travel, lodging and meals.

**Approved Testing Agency Certification Fee**

Initial Certification	\$1,000
Annual Renewal – without modifications	\$ 250
Annual Renewal – with modifications	\$ 500
Field audits and inspections	\$ 120 per hour or fraction of an hour. Minimum – 1 hour

Whenever an inspection is conducted by OPDR staff at a facility more than 50 miles from the City of Portland's OPDR office, the applicant shall reimburse the City for travel costs including auto travel, air travel, lodging and meals.

**Circus Tent Fee** \$160

**Deferred Submittal Fee**

For processing and reviewing deferred plan submittals  
10% of the building permit fee calculated using the value of the particular deferred portion or portions of the project

The fee is in addition to the project plan review fee based on the total project value.  
Minimum fee -  
\$100 for 1 & 2 family dwelling projects  
\$250 for commercial and all other projects

### **Energy Plan Review**

Applies to all building permits with valuation over \$2.5 million and to any subsequent tenant improvements.

Actual plan review costs, plus 10% administrative processing fee.

### **Express Start Program Fee**

Fee for accelerated plan review and the issuance of an authorization to proceed with construction prior to completion of the full plan review process

\$120 per hour or fraction of an hour

### **Fee for Examination of Filed Plans:**

If more than 2 plans, \$1 per added plan.

### **Field Issuance Remodel Program**

For 1 & 2 family dwelling alterations/remodels.

One-time Registration Fee:

\$200 per contractor

Inspection, plan review, administrative and project management activities:

\$125 per hour or fraction of an hour  
Minimum – 1 hour for each inspection

Fees for services provided by bureaus other than the Bureau of Development Services necessary for construction authorization will be billed to the Owner as assessed by those bureaus.

Fees shall be billed monthly. Fees not paid within 30 days of billing shall be assessed a 5% penalty fee for each 30-day period until paid in full.

**Inspections Outside of Normal Business Hours.**

\$150 per hour or fraction of an hour  
Minimum - \$150

### **Intake Fee**

For 1 & 2 family dwellings with engineer/architect certified as plans examiner

\$275

### **Investigation Fee**

For commencement of work before obtaining a permit

Equal to the permit fee or the actual investigation costs at \$110 per hour, whichever is greater, plus \$250

### **Limited Consultation Fee**

For an optional meeting held prior to application for building permits for projects with complex and fairly detailed issues in one or two areas of expertise (e.g., building and fire codes). The meeting will be limited to two City staff members. \$150

### **Living Smart House Plans**

Bureau of Development Services' fees for the construction of Living Smart houses are 50% of the standard fees shown on Bureau of Development Services fee schedules. If changes, alterations, or revisions are made to the permit-ready plans, standard fees will apply. (This discount does not apply to fees charged by other bureaus.)

### **Manufactured Dwelling Installation on Individual Lot**

Installation and set up \$315

Earthquake-resistant bracing when not installed  
under a Manufactured dwelling installation permit \$ 85

Additional fees are required for separate permits which may include but are not limited to the following: building, plumbing, electrical, water, sewage, public right of way approaches and improvements, and plan review.

### **Manufactured Dwelling Installation in a Park**

Installation and set up \$315

Earthquake-resistant bracing when not installed  
under a Manufactured dwelling installation permit \$ 85

Additional fees are required for separate permits which may include but are not limited to the following: building, plumbing, electrical, water, sewage, public right of way approaches and improvements, and plan review.

### **Manufactured Dwelling Park**

(Development or enlargement of a manufactured dwelling park)

#### Permit Fee:

10 spaces or fewer	\$45 each space
11 - 20 spaces	\$450 plus \$25 for each space over 10
more than 20 spaces	\$700 plus \$20 for each space over 20

Plan review 65% of the permit fee

Zoning inspection 15% of the permit fee

Cabana installation \$100

Additional fees are required for separate permits which may include but are not limited to the following: building, plumbing, electrical, water, sewage, public right of way approaches and improvements, and plan review.

**Major Projects Group Fee - \$50,000 per project**

The Bureau of Development Services' fee for projects that participate in the Major Projects Group (MPG) program that facilitates City review and permitting processes for larger development projects. This fee is in addition to the standard permit fees required on the project. There are additional MPG fees charged by other City bureaus for projects that are enrolled in this program.

**Master Permit/Facilities Permit**

**Program**

Annual Registration Fee:

Site with one building	\$150
Site with two buildings	\$250
Site with three buildings	\$350
Site with four buildings	\$425
Site with five or more buildings	\$500

For projects valued at \$600,000 or less: Building orientations, inspection, plan review and administrative activities: \$156 per hour or fraction of an hour  
Minimum – 1 hour for each inspection

For projects exceeding \$600,000 value: Building inspection and plan review: Fee based on project valuation and building permit fee schedule

Fees for services provided by bureaus other than the Bureau of Development Services necessary for construction authorization will be billed to the Owner as assessed by those bureaus.

Fees shall be billed monthly. Fees not paid within 30 days of billing shall be assessed a 5% penalty fee for each 30-day period until paid in full.

**Minor Structural Labels** \$100 per set of 10 labels

**Other Inspections Not Specifically Identified Elsewhere** \$110 per hour or fraction of hour  
Minimum – 1 hour

**Permit Reinstatement Processing Fee** For renewal of a permit that has been expired for six months or less provided no changes have been made in the original plans and specifications for such work. A permit may be renewed only once. The renewal fee shall be one-half the amount required for a new permit. Minimum Fee - \$50.

**Phased Project Plan Review Fee** For plan review on each phase of a phased project: 10% of the total project building permit fee not to exceed \$1,500 for each phase, plus \$250.

**Pre-Development Conference Fee      \$950**

For an optional meeting held prior to application for building permits for projects that contain complete or multiple issues.

**Recreational Park**

(Development or enlargement of a recreational park)

**Permit Fee:**

10 spaces or fewer	\$26 each space
11 - 20 spaces	\$260 plus \$16 for each space over 10
21 - 50 spaces	\$420 plus \$12 for each space over 20
more than 50 spaces	\$780 plus \$9 for each space over 50
Plan review	65% of the permit fee
Zoning inspection	15% of the permit fee
Cabana installation	\$100

Additional fees are required for separate permits which may include but are not limited to the following: building, plumbing, electrical, water, sewage, public right of way approaches and improvements, and plan review.

**Reinspection Fee**      \$ 75 per inspection

**Reproduction Fees**      \$2 per plan and \$.50 per page of correspondence

**Requested Inspection Fees**

One and Two-family dwellings	\$110
Apartment Houses	\$160 + \$10 for each dwelling unit in excess of three
Hotels/Motels	\$160 + \$5 for each sleeping room in excess of five
All other occupancies one and two stories in height	\$160 + \$10 for each additional 1,000 square feet over 10,000 square feet
All other occupancies three stories in height and above	\$160 + \$20 for each story in excess of three

**Re-roof Permit and Inspection Fee**

Re-roof permits are available in multiples of five to commercial roofing contractors who pre-register with the City of Portland Bureau of Development Services.

Permit Fee	\$750
Plan review / process fee	\$125

**Special Inspection Certification Fee**

Initial Certification	\$ 60
Annual Renewal	\$ 25
Re-examination	\$ 50

<b>Special Program Processing Fee</b>	\$250
---------------------------------------	-------

<b>Temporary Certificate of Occupancy</b>	\$175.00
---	----------

**Zoning Inspection Fee** Applies to all new construction and any other permit requiring Planning/Zoning approval.

For 1 & 2 family dwellings	\$79
For commercial and all other	18% of the building permit or \$79 whichever is greater

**Zoning Permit Fee** Fee for ensuring conformance of zoning code standards.

For 1 & 2 family dwellings	\$30
For commercial and all other	Fee is based on the project valuation and the commercial building permit fee table, plus 65% plan review/process fee. Minimum commercial zoning permit fee is \$101.

## II. Mechanical Permit Fee Schedule

### One & Two Family Dwelling Fees

#### HVAC

Air handling unit	\$19
Air Conditioning (site plan required)	\$19
Alteration/repair of existing HVAC system	\$24
Boiler/compressors	\$24
Heat pump (site plan required)	\$38
Install/replace furnace/burner (including ductwork / vent / liner)	\$40
Install/replace/relocate heaters – suspended, wall or floor mounted	\$19
Vent for appliance other than furnace	\$16

#### Environmental exhaust and ventilation

Appliance vent	\$16
Dryer Exhaust	\$10
Hoods, Type I/II/Res. Kitchen/Hazmat Hood Fire Suppression System	\$10
Exhaust fan with single duct (bath fans)	\$10
Exhaust system apart from heating or AC	\$16

#### Fuel Piping and Distribution (up to 4 outlets)

Fuel piping each additional over 4 outlets	\$2
--	-----

#### Other listed appliance or equipment

Decorative fireplace	\$19
Insert	\$42
Woodstove/Pellet Stove	\$42

<b>Other:</b> (including oil tanks, gas and diesel generators, gas and electric ceramic kilns, gas fuel cells, jewelry torches, crucibles, and other appliance/equipment not included above)	\$24
--	------

<b>Minimum Fee</b>	<b>\$50</b>
--------------------	-------------

## Commercial Fees

### Commercial Mechanical Permit Fee

For commercial installation, replacement or relocation of non-portable mechanical equipment or mechanical work.

Valuation:

\$1 to \$1,000	\$35
\$1,001 to \$10,000	\$35.00 plus \$1.78 for each additional \$100 over \$1,000
\$10,001 to \$100,000	\$195.20 plus \$10.98 for each additional \$1,000 over \$10,000
\$100,001 and above	\$1,183.40 plus \$7.54 for each additional \$1,000 over \$100,000

Valuation includes the dollar value of all mechanical materials, equipment, labor overhead and profit.

### Commercial Plan Review

60% of mechanical permit fee

### Miscellaneous Fees

<b>Additional Plan Review Fee</b> For changes, additions or revisions to approved plans	Plan review time ½ hour or less: \$55
	Plan review time greater than ½ hour: \$110 per hour or fraction thereof
<b>Appeal Fees (per appeal)</b>	
One and Two-Family Dwellings	\$100
All other occupancies	\$200
Each appeal item over 4	\$50

### Field Issuance Remodel Program

For 1 & 2 family dwelling alterations/remodels.

One-time Registration Fee:	\$200 per contractor
Inspection, plan review, administrative and project management activities:	\$125 per hour or fraction of an hour Minimum – 1 hour for each inspection

Fees for services provided by bureaus other than the Bureau of Development Services necessary for construction authorization will be billed to the Owner as assessed by those bureaus.

Fees shall be billed monthly. Fees not paid within 30 days of billing shall be assessed a 5% penalty fee for each 30-day period until paid in full.

**Inspections Outside of Normal Business Hours** \$150 per hour or fraction of hour

### Investigation Fee

For commencement of work before obtaining a permit

Equal to the permit fee or the actual investigation costs at \$110 per hour, whichever is greater, plus \$250

**Living Smart House Plans**

Bureau of Development Services' fees for the construction of Living Smart houses are 50% of the standard fees shown on Bureau of Development Services fee schedules. If changes, alterations, or revisions are made to the permit-ready plans, standard fees will apply. (This discount does not apply to fees charged by other bureaus.)

**Master Permit/Facilities Permit Program**  
Inspection, plan review, and administrative activities

\$156 per hour or fraction of hour. Minimum – 1 hour for each inspection

**Minor Mechanical Labels**

\$100 for set of 10 labels

**Other Inspections Not Specifically Identified Elsewhere**

\$110 per hour or fraction of hour. Minimum – 1 hour

**Permit Reinstatement Processing Fee**

Fee for renewal of a permit that has been expired for six months or less provided no changes have been made in the original plans and specifications for such work. A permit may be renewed only once.

The renewal fee shall be one-half the amount required for a new permit.  
Minimum Fee - \$50

**Reinspection Fee**

\$75 per inspection

**Requested Inspection Fee**

One and Two-Family Dwellings

\$110

3 or More Family Dwellings

\$160 + \$10 for each dwelling unit in excess of three

Hotels/Motels

\$160 + \$5 for each sleeping room in excess of five

All other occupancies one and two stories in height up to 10,000 sq. ft.

\$160 + \$10 for each additional 1,000 square feet

All other occupancies 3 stories in height and above

\$160 + \$20 for each story in excess of three

Schedule 1 – For Areas of Unincorporated Multnomah County  
Within the Portland Urban Services Boundary

**Section 29.106. FEES (Electrical Code)**

**§ 29.106 FEES.**

**New Residential**

Single or multi-family, per dwelling unit. Include attached garage. Service included. 1,000 square feet or less	\$195
Each additional 500 sq ft or portion thereof	\$42
Limited Energy Install 1 & 2 Family	\$42
Limited Energy Install Multi-Family	\$42
Each Manufactured Home or Modular Dwelling Service and/or Feeder	\$115

**Services or Feeders**

Installation, alteration or relocation	
200 amps \ 5 kva or less	\$ 100
201 to 400 amps \ 5.01 to 15 kva	\$142
401 to 600 amps \ 15.01 to 25 kva	\$187
601 amps to 1,000 amps	\$285
Over 1,000 amps or volts	\$521
Reconnect only	\$ 91

**Temporary Services or Feeders**

Installation, alteration or relocation	
200 amps or less	\$ 89
201 amps to 400 amps	\$136
401 amps to 600 amps	\$172
Over 600 amps or 1,000 volts (see above)	

**Branch Circuits**

New, alteration or extension per panel	
The fee for branch circuits with the purchase of service or feeder fee	\$ 9
The fee for branch circuits without the purchase of service or feeder fee:	
First branch circuit	\$ 83
Each additional branch circuit	\$ 9

**Miscellaneous**

(Service or feeder not included)	
Each pump or irrigation circle	\$ 72
Each sign or outline lighting	\$ 72
Signal circuit(s) or a limited energy panel, alteration or extension	\$ 72

**Swimming Pools.** Fees shall be based upon **Services or Feeders** or **Branch Circuits** (see above). The inspection of the grounding of the pool shall be included in the permit for the pool and counted as one of the number of allowed inspections under the permit.

**Borderline Neon** \$149 per elevation

**Wall washing of non-illuminated signs** \$ .58 per square foot

**Plan Review Fee** 25% of total electrical permit fees

**Miscellaneous Fees**

<b>Additional Plan Review Fee</b>	Plan review time ½ hour or less: \$55
For changes, additions or revisions to approved plans	Plan review time greater than ½ hour: \$110 per hour or fraction thereof

**Appeal Fees (per appeal)**

One and Two-Family Dwellings	\$100
All other occupancies	\$200
Each appeal item over 4	\$ 50

**Field Issuance Remodel Program**

For 1 & 2 family dwelling alterations/remodels.

One-time Registration Fee: \$200 per contractor

Inspection, plan review, administrative and project management activities: \$125 per hour or fraction of an hour  
Minimum – 1 hour for each inspection

Fees for services provided by bureaus other than the Bureau of Development Services necessary for construction authorization will be billed to the Owner as assessed by those bureaus.

Fees shall be billed monthly. Fees not paid within 30 days of billing shall be assessed a 5% penalty fee for each 30-day period until paid in full.

**Inspections Outside of Normal Business Hours** \$150 per hour or fraction of hour

**Investigation Fee** Equal to the permit fee or the actual investigation costs at \$110 per hour, whichever is greater, plus \$250  
For commencement of work before obtaining a permit

**Living Smart House Plans**

Bureau of Development Services' fees for the construction of Living Smart houses are 50% of the standard fees shown on Bureau of Development Services fee schedules. If changes, alterations, or revisions are made to the permit-ready plans, standard fees will apply. (This discount does not apply to fees charged by other bureaus.)

**Master Permit (Industrial Plant) Program Fees**

Registration \$100 per facility

Each additional off-site location \$100

Inspection, plan review and administrative activities \$110 per hour or fraction of hour

**Master Permit/Facilities Permit Program**  
Inspection, plan review and administrative activities

\$156 per hour or fraction of hour.  
Minimum – 1 hour

**Other Inspections Not Specifically Identified Elsewhere**

\$110 per hour or fraction of hour. Minimum – 1 hour

**Permit Reinstatement Processing Fee**

Fee for renewal of a permit that has been expired for six months or less provided no changes have been made in the original plans and specifications for such work. A permit may be renewed only once.

The renewal fee shall be one-half the amount required for a new permit. Minimum fee - \$50

**Reinspection and Additional Fees**

Reinspections or inspections above the number covered by original permit

\$75 per inspection

**Requested Inspection Fee**

One and Two-Family Dwellings

\$110

Apartment Houses

\$160 + \$10 for each dwelling unit in excess of three

Hotels/Motels

\$160 + \$5 for each sleeping room in excess of five

All other occupancies one and two stories in height

\$160 + \$10 for each additional 1,000 square feet over 10,000 square feet

All other occupancies three stories in height and above

\$160 + \$20 for each story in excess of three

Schedule 1 – For Areas of Unincorporated Multnomah County  
 Within the Portland Urban Services Boundary

**Section 29.207. FEES (Plumbing Code)**

**§ 29.207 FEES.**

**New 1 & 2 Family Dwellings Only**

(includes 100 feet for each utility connection)

With one bath	\$365
With two baths	\$548
With three baths	\$639
Each additional bath/kitchen	\$152

**Site Utilities**

Catch basin/area drain inside building	\$ 26.50
Manufactured home utilities	\$ 65
First 100 feet of:	
Rain drain (no. of linear feet)	\$ 81
Sanitary sewer (no. of linear feet)	\$ 81
Storm sewer (no. of linear feet)	\$ 81
Water service (no. of linear feet)	\$ 81
Each additional 100 feet or portion thereof	\$ 61

**Interior Mainline Piping**

Water Piping – first 100 feet	\$81
Drainage Piping – first 100 feet	\$81
Each additional 100 feet of portion thereof	\$61

**Fixture or Item**

Back flow preventer	\$ 26.50
Backwater valve	\$ 26.50
Basins/lavatory	\$ 26.50
Clothes washer	\$ 26.50
Dishwasher	\$ 26.50
Drinking fountains	\$ 26.50
Ejectors/Sump	\$ 26.50
Expansion tank	\$ 26.50
Fixture/sewer cap	\$ 26.50
Floor drains/floor sinks/hubb	\$ 26.50
Garbage disposal	\$ 26.50
Hose bibb	\$ 26.50
Ice maker	\$ 26.50
Interceptor/grease trap	\$ 26.50
Primer(s)	\$ 26.50
Replacing in-building water supply lines:	
Residential:	
First floor	\$ 58
Each additional floor	\$ 23
Commercial:	
Up to first 5 branches	\$ 58
Each fixture ranch over five	\$ 14

Roof drain (commercial)	\$ 26.50
Sewer cap	\$ 72
Sink(s) Basin(s) Lav(s)	\$ 26.50
Solar units (potable water)	\$ 62
Stormwater retention/detention tank/facility	\$ 73
Sump	\$ 26.50
Tubs/shower/shower pan	\$ 26.50
Urinal	\$ 26.50
Water closet	\$ 26.50
Water heater	\$ 26.50
Other	\$ 26.50

**Minimum Fee** \$ 58

**Plan Review Fee**

For commercial and multi-family structures with new outside installations and/or more than five fixtures, food service or for medical gas systems 25% of the permit fee

**Miscellaneous Fees**

<b>Additional Plan Review</b>	Plan review time ½ hour or less: \$500.
For changes, additions or revisions to approved plans	Plan review time greater than ½ hour: \$110 per hour or fraction thereof
<b>Appeal Fees (per appeal)</b>	
One and Two-Family Dwellings	\$100
All other occupancies	\$200
Each appeal item over 4	\$ 50

**Field Issuance Remodel Program**

For 1 & 2 family dwelling alterations/remodels.

One-time Registration Fee:	\$200 per contractor
Inspection, plan review, administrative and project management activities:	\$125 per hour or fraction of an hour Minimum – 1 hour for each inspection

Fees for services provided by bureaus other than the Bureau of Development Services necessary for construction authorization will be billed to the Owner as assessed by those bureaus.

Fees shall be billed monthly. Fees not paid within 30 days of billing shall be assessed a 5% penalty fee for each 30-day period until paid in full.

**Inspections Outside of Normal Business Hours** \$150 per hour or fraction of hour

**Investigation Fee**  
For commencement of work before obtaining a permit Equal to the permit fee or the actual investigation costs at \$110 per hour, whichever is greater, plus \$250

**Living Smart House Plans**

Bureau of Development Services' fees for the construction of Living Smart houses are 50% of the standard fees shown on Bureau of Development Services fee schedules. If changes, alterations, or revisions are made to the permit-ready plans, standard fees will apply. (This discount does not apply to fees charged by other bureaus.)

**Master Permit/Facilities Permit Program**

Inspection, plan review and administration activities

\$156 per hour or fraction of hour. Minimum – 1 hour

**Medical Gas Systems**

Total Value of Construction Work to be Performed:

\$1 - \$500

\$ 52 minimum fee

\$501 - \$2,000

\$ 52 for the first \$500, plus \$5 for each additional \$100 or fraction thereof, to and including \$2,000

\$2,001 - \$25,000

\$127 for the first \$2,000, plus \$18 for each additional \$1,000 or fraction thereof, to and including \$25,000

\$25,001 - \$50,000

\$541 for the first \$25,000, plus \$14 for each additional \$1,000 or fraction thereof, to and including \$50,000

\$50,001 - \$100,000

\$891 for the first \$50,000, plus \$9 for each additional \$1,000 or fraction thereof, to and including \$100,000

\$100,001 and up

\$1,341 for the first \$100,000, plus \$8 for each additional \$1,000 or fraction thereof

**Other Inspections Not Specifically Identified Elsewhere**

\$110 per hour or fraction of hour. Minimum – 1 hour

**Permit Reinstatement Processing Fee**

Fee for renewal of a permit that has been expired for six months or less provided no changes have been made in the original plans and specifications for such work. A permit may be renewed only once.

The renewal fee shall be one-half the amount required for a new permit.  
Minimum Fee - \$50

### **Rainwater Harvesting Systems**

#### **Total Value of Construction Work to be Performed:**

\$1 - \$500	\$52 minimum fee
\$501 - \$2,000	\$52 for the first \$500, plus \$5 for each additional \$100 or fraction thereof, to and including \$2,000
\$2,001 - \$25,000	\$127 for the first \$2,000, plus \$18 for each additional \$1,000 or fraction thereof, to and including \$25,000
\$25,001 - \$50,000	\$541 for the first \$25,000, plus \$14 for each additional \$1,000 or fraction thereof, to and including \$50,000
\$50,001 - \$100,000	\$891 for the first \$50,000, plus \$9 for each additional \$1,000 or fraction thereof, to and including \$100,000
\$100,001 and up	\$1,341 for the first \$100,000, plus \$8 for each additional \$1,000 or fraction thereof.

#### **Reinspection Fee**

\$75 per inspection

#### **Requested Inspections**

One and Two-Family Dwellings	\$110
Apartment Houses	\$160 + \$10 for each dwelling unit in excess of three
Hotels/Motels	\$160 + \$5 for each sleeping room in excess of five
All other occupancies one and two stories, up to 10,000 sq. ft.	\$160 + \$10 for each additional 1,000 square feet
All other occupancies 3 stories in height and above	\$160 + \$20 for each story in excess of three

#### **Residential Fire Suppression Systems**

Residential multi-purpose and stand alone fire suppression system fees are based on the square footage of the structure as follows:

0 to 2,000 sq. ft.	\$ 53
2,001 to 3,600 sq. ft.	\$ 78
3,601 to 7,200 sq. ft.	\$104
7,201 sq. ft and greater	\$129

**EXHIBIT A**

**Section 29.010. FEES (Building Code)**

**§ 29.010 FEES.**

The fees shall apply under this subchapter in addition to those provided in the state building code. Where conflicts occur with fees provided in the state building code, the fees in this subchapter shall prevail.

(A) Building permit fees shall be charged based on the total valuation of work to be performed.

<b>Total Valuation of Work to be Performed</b>	<b>Fees</b>
\$1.00 to \$500.00	\$15.00
\$501.00 to \$2,000.00	\$15.00 for the first \$500.00, plus \$1.90 for each additional \$100.00 or fraction thereof, to and including \$2,000.00
\$2,001.00 to \$25,000.00	\$43.50 for the first \$2,000.00, plus \$7.60 for each additional \$1,000.00 or fraction thereof, to and including \$25,000.00
\$25,001.00 to \$50,000.00	\$218.30 for the first \$25,000.00 plus \$5.70 for each additional \$1,000 or fraction thereof, to and including \$50,000.00
\$50,001.00 to \$100,000.00	\$360.80 for the first \$50,000.00, plus \$3.80 for each additional \$1,000.00 or fraction thereof, to and including \$100,000.00
\$100,001.00 and up	\$550.80 for the first \$100,000.00, plus \$3.20 for each additional \$1,000.00 or fraction thereof

(B) Exempt area fire and life safety plan review and inspection: 40 percent of the required building permit fee.

(C) Requested inspection fees. Requested inspections that are not part of the regular inspection program will be made as soon as practical after payment to the building official of the fee specified below:

(1) Single- and two-family dwellings (occupancy class R3)	\$100
(2) Apartment houses (occupancy class R1) (plus \$7 for each dwelling unit in excess of three)	\$160
(3) Hotels (occupancy class R1) (plus \$5 for each sleeping room in excess of five)	\$160
(4) All other occupancies one and two stories in height up to 10,000 square feet (plus \$7 for each additional 1,000 square feet)	\$160
(5) All other occupancies three stories in height and above (plus \$20 for each story in excess of three)	\$160

- |     |  |   |
|-----|--|---|
| (D) | Demolition of structure  | \$40  |
| (E) | Temporary permit or temporary certificate of occupancy   | \$50  |
| (F) | Hearing fee, board of appeals:   |   |
|     | (1) One- and two-family dwellings  | \$50  |
|     | (2) All other buildings  | \$100   |
| (G) | Certificate of occupancy (new permit not required)   | \$50  |
| (H) | Automatic sprinkler system:  |   |
|     | (1) Minimum charge   | \$40  |
|     | (2) Per sprinkler head for first 100   | \$0.50  |
|     | (3) Per sprinkler head in excess of first 100  | \$0.30  |
| (I) | Heating and ventilating fees under the Uniform mechanical Code. The minimum permit fee under this subsection shall be \$23.  |   |
|     | New single- and two-family residences. The following fees for each dwelling unit shall include all heating and ventilating installations within or attached to the building at the time of occupancy.  |   |
|     | (1)  |   |
|     | (a) Conditioned floor space under 1,000 square feet  | \$29 each.  |
|     | (b) Conditioned floor space under 2,000 square feet  | \$42 each.  |
|     | (c) Conditioned floor space 2,000 square feet or more  | \$52 each.  |
|     | Residential permit fees (other than (1) above). The following fees are for single-family and two-family dwellings (R-3 and S.R. occupancies) and each individual dwelling within an apartment building, condominium building, hotel or motel (R- |   |
|     | (2)  | 1 occupancy), which is individually heated and/or air conditioned. Central mechanical systems in multifamily buildings or appliances and systems not identified in this subsection shall be assessed fee(s) in accordance with paragraph (3). |
|     | (a) Furnaces: For the installation, relocation, or replacement of each furnace:  |   |
|     | (i) Forced air or gravity type furnace   | \$13  |
|     | (ii) Floor furnace   | \$10  |
|     | (iii) Vented wall furnace or recessed wall heater  | \$10  |
|     | (iv) Room heater (non-portable)  | \$13  |

- (b) Woodstoves: for the installation, relocation or replacement of each woodstove, fireplace stove or factory built fireplace (including hearth and wall shield) \$23
- (c) Chimney vent: For the installation, relocation, or replacement of each factory built chimney or appliance vent \$9
- (d) Boiler: For the installation, relocation or replacement of each boiler (water heater) no exceeding 120 gallons, water temperature of 210 degrees Fahrenheit, for 200,000 Btu input \$13
- (e) Air handler or heat exchanger: For the installation, relocation or replacement of each air handler or heat exchanger \$10
- (f) Heat pumps: For the installation, relocation or replacement of ducted heat pump (including compressor, exchanger and ducts attached thereto) \$21
- (g) Air conditioners: For the installation, relocation or replacement of each condensing or evaporating air conditioner (except portable type) \$10
- (h) Ventilation fan: For the installation, relocation or replacement of each ducted ventilation fan \$5
- (i) Range hood: For the installation, relocation or replacement of each domestic range hood, including duct \$10
- (j) Gas piping: For the installation, relocation or replacement of gas piping:
  - (i) One to four outlets \$6
  - (ii) Each additional outlet \$1

(3) Commercial permit fees. Any equipment or system regulated by this code and not classified residential under paragraph (1) or (2) of this section shall be assessed permit fee(s) in accordance with the following:

Valuation of Work	Permit Fee
\$1.00 to \$1,000.00	\$23.00
\$1,001.00 to \$10,000.00	\$23.00 plus \$1.35 for each additional \$100.00 over \$1,000.00
\$10,001.00 to \$100,000.00	\$144.50 plus \$8.30 for each additional \$1,000.00 over \$10,000.00
\$100,001.00 and up	\$891.50 plus \$5.70 for each additional \$1,000 over \$100,000.00

(4) Administrative fees. An administrative fee equal to 65 percent of the permit fee shall be added to each permit fee for every permit issued. The administrative fee shall cover the cost of plan and specification review, permit processing and recording, and applicable state surcharges.

(5) Additional plan review fees. An additional plan review fee may be assessed whenever plans are incomplete, revised or modified to the extent that additional review is required.

Additional plan review fee (minimum charge \$30.00): \$50.00/hour.

(6) Reinspection fees. A reinspection fee may be assessed whenever additional inspections are required due to, but not limited to, failure to provide access to the equipment, work incomplete and not ready for inspection, failure to have approved plans on the job, deviations from the approved plans, etc. In those instances where a reinspection fee has been assessed, no additional inspection of the work will be performed, nor will the certificate of occupancy be issued, until required fees are paid.

Reinspection fee (minimum charge \$30.00): \$50.00/hour.

(7) Replacement of a hot water heater in kind shall not require a heating and ventilation permit when the hot water heater installation is the only work requiring such a permit. Such permit is covered under the plumbing permit.

(J) Charge for partial permits. When complete plans and specifications are not available, the building official may issue partial permits to assist in the commencement of the work, provided that a partial permit charge is paid to the building official. The number of partial permits issued shall not exceed six on any individual project, except that in special circumstances the building official may allow this number to be exceeded. Partial building permits issued under this section shall be subject to a \$250.00 charge for each permit so issued.

(K) Inspection outside of normal business hours. A fee of \$50.00 per hour or fraction thereof shall be charged for inspections outside of normal business hours. ('90 Code § 9.10.100) (Ord. 164, passed 1978; Ord. 195, passed 1979; Ord. 256, passed 1980; Ord. 278, passed 1981; Ord. 400, passed 1983; Ord. 467, passed 1985; Ord. 557, passed 1987; Ord. 583, passed 1988; Ord. 623, passed 1989; Ord. 728, passed 1992)

**EXHIBIT B**

**Section 29.106. FEES (Electrical Code)**

**§ 29.106 FEES.**

(A) *Plan review.*

(1) A plan checking fee shall be paid at the time of permit application. Fees for plans shall be 25 percent of the total electrical permit fee.

(2) A fee of \$50.00 per hour, with a minimum charge of \$30.00 for the first half hour or fraction thereof, shall be charged for additional plan reviews required by changes, additions or revisions to approved plans.

(B) *Permits.*

(1) The minimum permit fee shall be \$33 unless otherwise stated in this chapter.

(2) Residential wiring (exclusive of service):

Residence wiring less than 1,000 square feet	\$45
Residence wiring less than 2,000 square feet	\$68
Residence wiring over 2,000 square feet	\$90
Electric heat installation in existing residence	\$33

(3) Service installations:

Temporary construction service up to 200 amperes	\$33
Temporary construction service 201--600 amperes	\$56
Temporary construction service 601--3,000 amperes (temporary construction services do not require plan submittal)	\$90
Service not over 100 amperes	\$45
Service over 100 amperes, but not more than 200 amperes	\$68
Service over 200 amperes, but not more than 400 amperes	\$90
Service over 400 amperes, but not more than 600 amperes	\$135
Service over 600 amperes, but not more than 800 amperes	\$158
Service over 800 amperes, but not more than 1,200 amperes	\$203
Service over 1,200 amperes, but not more than 3,000 amperes	\$249

\$249

Service over 3,000 amperes

Plus \$45 for each  
1,000 amperes or  
fraction over  
3,000 amperes

Service over 600 volts	\$338
(4) Commercial and industrial feeders:	
Installation of, alteration or relocation of distribution feeders:	
Not more than 100 amperes	\$33
Over 100 amperes, but not more than 200 amperes	\$45
Over 200 amperes, but not more than 400 amperes	\$68
Over 400 amperes, but not more than 600 amperes	\$84
Over 600 amperes, but not more than 800 amperes	\$102
Over 800 amperes, but not more than 1,200 amperes	\$135
Over 1,200 amperes, but not more than 3,000 amperes	\$170
	\$170
Feeder over 3,000 amperes	Plus \$33 for each 1,000 amperes in excess of 3,000 amperes
Feeder over 600 volts	\$156
After the ten largest feeders, each feeder shall be charged 50 percent of the above rate.	
(5) Miscellaneous (exclusive of service):	
Each farm building other than residence	\$33
Each irrigation pump	\$33
Each electrical sign or outline lighting circuit	\$33
Each swimming pool (including bonding)	\$56
Each low energy system	\$33
Each alarm system	\$33
(6) Branch circuits (shall be additional to plan check, service and feeder fees):	
One new circuit, alteration or extension	\$32
Two new circuits, alteration or extension	\$42
Each circuit over two circuits	\$5
Each circuit in excess of 50 ampere rating	\$42

(7)	Requested inspections that are not a part of the regular inspection program will be made as soon as practical after payment to the building official of the fee specified below:	
	Single- and two-family dwellings (occupancy class R3)	\$100
	Apartment houses (occupancy class R1)(plus \$7 for each dwelling unit in excess of three)	\$160
	Hotels (occupancy class R1) (plus \$5 for each sleeping room in excess of five)	\$160
	All other occupancies one and two stories in height up to 10,000 square feet (plus \$7 for each additional 1,000 square feet)	\$160
	All other occupancies three stories in height and above (plus \$20 for each story in excess of three)	\$160

(8) For any inspection not covered elsewhere in this chapter, or for a pre-permit onsite consultation, the fee shall be \$50 per hour. The minimum charge shall be \$30.

(9) Whenever any work for which a permit is required by this chapter has been commenced without first obtaining said permit, a special investigation shall be made before a permit may be issued for such work.

(10) An investigation fee, in addition to the permit fee, shall be collected whether or not a permit is then or subsequently issued. The investigation fee shall be equal to the amount of the permit fee required by this chapter. The minimum investigation fee shall be the same as the permit fee set forth in this section but not less than \$150. The payment of such investigation fee shall not exempt any person from compliance with all other provisions of this chapter, nor from any penalty prescribed by law.

Exception: Electrical work of an emergency nature, for which a permit application with appropriate permit fees is submitted to the permit office within 48 hours, exclusive of Saturdays, Sundays and holidays, after the work was performed.

(11) A fee of \$50 per hour or fraction thereof, with a minimum charge of three hours, shall be charged for inspections outside of normal business hours.

## EXHIBIT C

### Section 29.207. FEES (Plumbing Code)

#### § 29.207 FEES.

(A) Before a permit may be issued for the installation, alteration, renovation or repair of a plumbing or sewage disposal system, fees shall be collected as set by Board resolution. Fees charged in this section relate to individual building or structure systems. Multiple service, private plumbing or sewage disposal systems, included but not limited to planned unit developments, shall be subject to plan review fees as set forth Chapter 27 of this code.

(B) Where an application is made and a plan is required, in addition to the fees under subsection (C) of this section, the applicant shall pay a plan review fee equal to 25 percent of the permit fee. Payment shall be made at the time of application.

(C) Before a permit may be issued for the installation, renovation, alteration or repair of a plumbing or drainage system, fees in accordance with the following table shall be paid:

(1)	New construction for a single-family dwelling and duplex, each unit with one bathroom	\$235
(2)	New construction for a single-family dwelling and duplex, each unit with two bathrooms	\$317
(3)	New construction for a single-family dwelling and duplex, each unit with three bathrooms	\$374
(4)	For repair, remodel or new construction with more than three bathrooms, per fixture	\$17 plus water service, rain drains, sanitary and storm sewer fees in accordance with subsection (8) of this section.
(5)	Mobile home service connections (sewer, water and storm), per space	\$42
(6)	Commercial/industrial. The fee shall be \$16 per fixture, plus any water service, sanitary and storm fees as required by subsection (8) of this section.	
(7)	Multifamily and multiplex rowhouses. The fee shall be \$17 per fixture, plus water service, rain drains, sanitary and storm sewers as required in subsection (8) of this section.	

(8)	Water service/sanitary/storm sewer/rain drains:	
(a)	Water service (first 100 feet or fraction thereof)	\$47
(b)	Water service (each additional 100 feet or portion thereof)	\$36
(c)	Building sewer (first 100 feet or fraction thereof)	\$47
(d)	Building sewer (each additional 100 feet or fraction thereof)	\$36
(e)	Building storm sewer or rain drain (first 100 feet or fraction thereof)	\$36
(f)	Building storm sewer or rain drain (each additional 100 feet or fraction thereof)	\$36
(9)	Miscellaneous:	
(a)	Building storm sewer or rain drain (first 100 feet or fraction thereof)	\$47
(b)	Replacement water heater (includes electrical and/or mechanical heating fee for an in-kind replacement)	\$15
(c)	for replacement of existing water supply lines, drain lines or conductors within the building:	
	(i) Single-family residence:	\$35 minimum first floor
		\$35 for up to the first five fixture branches
	(ii) Commercial/industrial structure:	Each additional fixture branch shall be \$8 (fixture branch shall include both hot and cold water)
(d)	Each solar unit	\$42
(e)	Minimum fee	\$35

(D) Special inspection.

(1) Prefabricated structural site inspection, the fee shall be 50 percent of applicable category (includes site development and connection of the prefabricated structure).

(2) Requested inspections that are not part of the regular inspection program will be made as soon as practical after payment to the building official of the fee specified below:

- |     |   |       |
|-----|---|-------|
| (a) | Single- and two-family dwellings (occupancy class R3)   | \$100 |
| (b) | Apartment houses (occupancy class R1) (plus \$7 for each dwelling unit in excess of three)                                    | \$160 |
| (c) | Hotels (occupancy class R1) (plus \$5 for each sleeping rooms in excess of five )   | \$160 |
| (d) | All other occupancies one and two stories in height up to 10,000 square feet (plus \$7 for each additional 1,000 square feet) | \$160 |
| (e) | All other occupancies three stories in height and above (plus \$20 for each story in excess of three)                         | \$160 |

(E) Plumbing permit fees shall be doubled if installation is commenced prior to issuance of a permit, except that this provision will not apply to proven emergency installations when a permit is obtained within 24 hours, excluding Saturdays, Sundays and holidays.

(F) A fee of \$50 per hour, with a minimum charge of \$30 for the first half hour or fraction thereof, shall be charged for reinspections for which no fee is specifically indicated.

(G) the minimum charge for any permit issued pursuant to this section shall be \$29.

(H) A fee of \$50 per hour or fraction thereof shall be charged for inspections outside of normal business hours.

(I) A fee of \$50 per hour, with a minimum charge of \$30 for the first half hour or fraction thereof, shall be charged for additional plan reviews required by changes, additions, or revisions to approved plans.

BEFORE THE BOARD OF COUNTY COMMISSIONERS  
FOR MULTNOMAH COUNTY, OREGON

**RESOLUTION NO. 07-111**

Establishing Fees and Charges for Chapter 29, Building Regulations, of the Multnomah County Code and Repealing Resolution No. 06-093

**The Multnomah County Board of Commissioners Finds:**

- a. Chapter 29, Building Regulations, of the Multnomah County Code (MCC) provides that the Board shall establish certain fees and charges by resolution.
- b. Multnomah County has entered into intergovernmental agreements with the cities of Gresham and Portland to administer and enforce MCC Chapter 29.
- c. On June 8, 2006, the Board adopted Resolution No. 06-093 establishing MCC Chapter 29 fees and charges. The only changes made by Resolution 06-093 were to update the building and electrical, fees Schedule 1 for the areas of unincorporated Multnomah County covered by the intergovernmental agreement between the County and the City of Portland.
- d. The City of Portland has recently approved changes including an overall increase of electrical permit fees and in the hourly rate for services provided under the Master Permits/Facilities Permit Program, effective July 1, 2007, under State of Oregon Structural, Electrical, Mechanical, and Plumbing Specialty Codes and the State of Oregon One & Two Family Dwelling Specialty Code in accordance with OAR 918-020-0220 and ORS 455.210.
- e. It is necessary to establish the new fees for Chapter 29, by updating the building, electrical, mechanical and plumbing fees Schedule 1 for the areas of unincorporated Multnomah County covered by the intergovernmental agreement between the County and the City of Portland.
- f. All other fees and charges established by Resolution No. 06-093 remain the same.

**The Multnomah County Board of Commissioners Resolves:**

1. The fees and charges for Chapter 29, Building Regulations, of the Multnomah County Code are set as follows:
  - A. For the areas of unincorporated Multnomah County within the Portland Urban Services Boundary:

<u>Section 29.010</u>	FEES (Building Code)	See Schedule 1 attached
<u>Section 29.106</u>	FEES (Electrical Code)	See Schedule 1 attached
<u>Section 29.207</u>	FEES (Plumbing Code)	See Schedule 1 attached
  - B. For the areas of unincorporated Multnomah County outside of the Portland Urban Services Boundary:

<u>Section 29.010</u>	FEES (Building Code)	See Exhibit A attached
<u>Section 29.106</u>	FEES (Electrical Code)	See Exhibit B attached
<u>Section 29.207</u>	FEES (Plumbing Code)	See Exhibit C attached

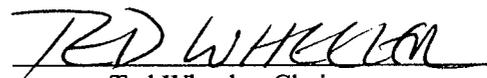
C. For all areas of unincorporated Multnomah County:

<u>Section 29.348</u>	PERMIT FEE	
	Grading and Erosion Control Permit	\$344
<u>Section 29.401.</u>	FEE FOR REVIEW AND APPROVAL (Condominiums)	
	Condominiums, plat and floor plan:	\$500 Plus \$50 per building
	Buildings greater than two stories or 20 units:	Actual cost of review
<u>Section 29.611</u>	REVIEW FEE	
	Flood Plain Review (one and two family dwellings)	\$27
	Flood Plain Review (all other uses):	\$59
<u>Section 29.712</u>	SPECIAL EVENT PERMIT APPLICATION FEE, DEPOSIT AND COST RECOVERY	
	(A) Special Event Permit Application Fee	\$50
	(B) Minimum Cost Recovery Deposit Based On Categories Of Events Under MCC 29.705	
	(1) Event Under MCC 29.705 (A), If No Event Permit Required No Deposit Is Necessary, Otherwise	\$50
	(2) Event under MCC 29.705 (B)	\$250
	(3) Event under MCC 29.705 (C)	\$500
	(4) Event under MCC 29.705 (D)	\$1,000
	(C) Additional Cost Recovery as authorized under MCC 29.712 (C) will be based on actual costs incurred by the County under MCC 29.712 (B) (1)-(4).	

2. Resolution No. 06-093 is repealed and this Resolution takes effect on July 1, 2007.

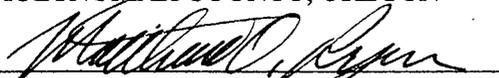
ADOPTED this 7th day of June, 2007.

BOARD OF COUNTY COMMISSIONERS  
FOR MULTNOMAH COUNTY, OREGON

  
Ted Wheeler, Chair

REVIEWED:

AGNES SOWLE, COUNTY ATTORNEY  
FOR MULTNOMAH COUNTY, OREGON

By   
Matthew O. Ryan, Assistant County Attorney

SUBMITTED BY:  
Ted Wheeler, Multnomah County Chair



Schedule 1 – For Areas of Unincorporated Multnomah County  
Within the Portland Urban Services Boundary

**Section 29.010. FEES (Building Code)**

**§ 29.010 FEES.**

The fees shall apply under this subchapter in addition to those provided in the state building code. Where conflicts occur with fees provided in the state building code, the fees in this subchapter shall prevail.

**I. Building Fees:**

- (A) Building permit fees shall be charged based on the total valuation of work to be performed.

<b>Total Valuation<sup>1</sup> of Work to be Performed</b>	<b>Fees</b>
\$1 to \$500	\$44.60 minimum fee
\$501 to \$2,000	\$44.60 for the first \$500, plus \$2.01 for each additional \$100 or fraction thereof, to and including \$2,000
\$2,001 to \$25,000	\$74.75 for the first \$2,000, plus \$7.87 for each additional \$1,000 or fraction thereof, to and including \$25,000
\$25,001 to \$50,000	\$255.76 for the first \$25,000 plus \$5.85 for each additional \$1,000 or fraction thereof, to and including \$50,000
\$50,001 to \$100,000	\$402.01 for the first \$50,000, plus \$3.90 for each additional \$1,000 or fraction thereof, to and including \$100,000
\$100,001 and up	\$597.01 for the first \$100,000, plus \$3.28 for each additional \$1,000 or fraction thereof

- (B) **Plan Review/Process Fee.** 65% of the building permit fee  
For the original submittal and one revision, unless the revision increases the project valuation.

- (C) **Fire and Life Safety Review Fee:** 40% of the building permit fee.

---

<sup>1</sup> Definition of Valuation: The valuation to be used in computing the permit fee and plan check/process fee shall be the total value of all construction work for which the permit is issued, as well as all finish work, painting, roofing, electrical, plumbing, heating, air conditioning, elevators, fire extinguishing systems and other permanent work or equipment, and the contractor's profit.

(D) **Miscellaneous Fees:**

**Additional Plan Review Fee**

plans For changes, additions or revisions to approved plans Plan review time ½ hour or less: \$55  
Plan review time greater than ½ hour: \$110 per hour or fraction thereof.

**Appeal Fees (per appeal):**

One- and two-family dwellings	\$100.00
All other occupancies	\$200.00
plus for each appeal item over 4	\$ 50.00

**Approved Fabricators Certification Fee**

Initial Certification	\$1,000
Annual Renewal - without modifications	\$ 250
Annual Renewal – with modifications	\$ 500
Field audits and inspections	\$ 120 per hour or fraction of an hour. Minimum – 1 hour

Whenever an inspection is conducted by OPDR staff at a facility more than 50 miles from the City of Portland's BDS office, the applicant shall reimburse the City for travel costs including auto travel, air travel, lodging and meals.

**Approved Testing Agency Certification Fee**

Initial Certification	\$1,000
Annual Renewal – without modifications	\$ 250
Annual Renewal – with modifications	\$ 500
Field audits and inspections	\$ 120 per hour or fraction of an hour. Minimum – 1 hour

Whenever an inspection is conducted by OPDR staff at a facility more than 50 miles from the City of Portland's OPDR office, the applicant shall reimburse the City for travel costs including auto travel, air travel, lodging and meals.

**Circus Tent Fee** \$160

**Deferred Submittal Fee**

For processing and reviewing deferred plan submittals 10% of the building permit fee calculated using the value of the particular deferred portion or portions of the project

The fee is in addition to the project plan review fee based on the total project value. Minimum fee -  
\$100 for 1 & 2 family dwelling projects  
\$250 for commercial and all other projects

### **Energy Plan Review**

Applies to all building permits with valuation over \$2.5 million and to any subsequent tenant improvements.

Actual plan review costs, plus 10% administrative processing fee.

### **Express Start Program Fee**

Fee for accelerated plan review and the issuance of an authorization to proceed with construction prior to completion of the full plan review process

\$120 per hour or fraction of an hour

### **Fee for Examination of Filed Plans:**

If more than 2 plans, \$1 per added plan.

### **Field Issuance Remodel Program**

For 1 & 2 family dwelling alterations/remodels.

One-time Registration Fee:

\$200 per contractor

Inspection, plan review, administrative and project management activities:

\$125 per hour or fraction of an hour  
Minimum – 1 hour for each inspection

Fees for services provided by bureaus other than the Bureau of Development Services necessary for construction authorization will be billed to the Owner as assessed by those bureaus.

Fees shall be billed monthly. Fees not paid within 30 days of billing shall be assessed a 5% penalty fee for each 30-day period until paid in full.

**Inspections Outside of Normal Business Hours.**

\$150 per hour or fraction of an hour  
Minimum - \$150

### **Intake Fee**

For 1 & 2 family dwellings with engineer/architect certified as plans examiner

\$275

### **Investigation Fee**

For commencement of work before obtaining a permit

Equal to the permit fee or the actual investigation costs at \$110 per hour, whichever is greater, plus \$250

### **Limited Consultation Fee**

For an optional meeting held prior to application for building permits for projects with complex and fairly detailed issues in one or two areas of expertise (e.g., building and fire codes). The meeting will be limited to two City staff members. \$150

### **Living Smart House Plans**

Bureau of Development Services' fees for the construction of Living Smart houses are 50% of the standard fees shown on Bureau of Development Services fee schedules. If changes, alterations, or revisions are made to the permit-ready plans, standard fees will apply. (This discount does not apply to fees charged by other bureaus.)

### **Manufactured Dwelling Installation on Individual Lot**

Installation and set up	\$315
Earthquake-resistant bracing when not installed under a Manufactured dwelling installation permit	\$ 85

Additional fees are required for separate permits which may include but are not limited to the following: building, plumbing, electrical, water, sewage, public right of way approaches and improvements, and plan review.

### **Manufactured Dwelling Installation in a Park**

Installation and set up	\$315
Earthquake-resistant bracing when not installed under a Manufactured dwelling installation permit	\$ 85

Additional fees are required for separate permits which may include but are not limited to the following: building, plumbing, electrical, water, sewage, public right of way approaches and improvements, and plan review.

### **Manufactured Dwelling Park**

(Development or enlargement of a manufactured dwelling park)

#### Permit Fee:

10 spaces or fewer	\$45 each space
11 - 20 spaces	\$450 plus \$25 for each space over 10
more than 20 spaces	\$700 plus \$20 for each space over 20
Plan review	65% of the permit fee
Zoning inspection	15% of the permit fee
Cabana installation	\$100

Additional fees are required for separate permits which may include but are not limited to the following: building, plumbing, electrical, water, sewage, public right of way approaches and improvements, and plan review.

**Major Projects Group Fee - \$50,000 per project**

The Bureau of Development Services' fee for projects that participate in the Major Projects Group (MPG) program that facilitates City review and permitting processes for larger development projects. This fee is in addition to the standard permit fees required on the project. There are additional MPG fees charged by other City bureaus for projects that are enrolled in this program.

**Master Permit/Facilities Permit**

**Program**

Annual Registration Fee:

Site with one building	\$150
Site with two buildings	\$250
Site with three buildings	\$350
Site with four buildings	\$425
Site with five or more buildings	\$500

For projects valued at \$600,000 or less: Building orientations, inspection, plan review and administrative activities: \$156 per hour or fraction of an hour  
Minimum – 1 hour for each inspection

For projects exceeding \$600,000 value: Building inspection and plan review: Fee based on project valuation and building permit fee schedule

Fees for services provided by bureaus other than the Bureau of Development Services necessary for construction authorization will be billed to the Owner as assessed by those bureaus.

Fees shall be billed monthly. Fees not paid within 30 days of billing shall be assessed a 5% penalty fee for each 30-day period until paid in full.

**Minor Structural Labels** \$100 per set of 10 labels

**Other Inspections Not Specifically Identified Elsewhere** \$110 per hour or fraction of hour  
Minimum – 1 hour

**Permit Reinstatement Processing Fee** For renewal of a permit that has been expired for six months or less provided no changes have been made in the original plans and specifications for such work. A permit may be renewed only once. The renewal fee shall be one-half the amount required for a new permit. Minimum Fee - \$50.

**Phased Project Plan Review Fee** For plan review on each phase of a phased project: 10% of the total project building permit fee not to exceed \$1,500 for each phase, plus \$250.

**Pre-Development Conference Fee**      \$950

For an optional meeting held prior to application for building permits for projects that contain complete or multiple issues.

**Recreational Park**

(Development or enlargement of a recreational park)

**Permit Fee:**

10 spaces or fewer	\$26 each space
11 - 20 spaces	\$260 plus \$16 for each space over 10
21 - 50 spaces	\$420 plus \$12 for each space over 20
more than 50 spaces	\$780 plus \$9 for each space over 50
Plan review	65% of the permit fee
Zoning inspection	15% of the permit fee
Cabana installation	\$100

Additional fees are required for separate permits which may include but are not limited to the following: building, plumbing, electrical, water, sewage, public right of way approaches and improvements, and plan review.

**Reinspection Fee**      \$ 75 per inspection

**Reproduction Fees**      \$2 per plan and \$.50 per page of correspondence

**Requested Inspection Fees**

One and Two-family dwellings	\$110
Apartment Houses	\$160 + \$10 for each dwelling unit in excess of three
Hotels/Motels	\$160 + \$5 for each sleeping room in excess of five
All other occupancies one and two stories in height	\$160 + \$10 for each additional 1,000 square feet over 10,000 square feet
All other occupancies three stories in height and above	\$160 + \$20 for each story in excess of three

### **Re-roof Permit and Inspection Fee**

Re-roof permits are available in multiples of five to commercial roofing contractors who pre-register with the City of Portland Bureau of Development Services.

Permit Fee	\$750
Plan review / process fee	\$125

### **Special Inspection Certification Fee**

Initial Certification	\$ 60
Annual Renewal	\$ 25
Re-examination	\$ 50

<b>Special Program Processing Fee</b>	\$250
---------------------------------------	-------

<b>Temporary Certificate of Occupancy</b>	\$175.00
---	----------

**Zoning Inspection Fee** Applies to all new construction and any other permit requiring Planning/Zoning approval.

For 1 & 2 family dwellings	\$79
For commercial and all other	18% of the building permit or \$79 whichever is greater

**Zoning Permit Fee** Fee for ensuring conformance of zoning code standards.

For 1 & 2 family dwellings	\$30
For commercial and all other	Fee is based on the project valuation and the commercial building permit fee table, plus 65% plan review/process fee. Minimum commercial zoning permit fee is \$101.

## II. Mechanical Permit Fee Schedule

### One & Two Family Dwelling Fees

#### HVAC

Air handling unit	\$19
Air Conditioning (site plan required)	\$19
Alteration/repair of existing HVAC system	\$24
Boiler/compressors	\$24
Heat pump (site plan required)	\$38
Install/replace furnace/burner (including ductwork / vent / liner)	\$40
Install/replace/relocate heaters – suspended, wall or floor mounted	\$19
Vent for appliance other than furnace	\$16

#### Environmental exhaust and ventilation

Appliance vent	\$16
Dryer Exhaust	\$10
Hoods, Type I/II/Res. Kitchen/Hazmat Hood Fire Suppression System	\$10
Exhaust fan with single duct (bath fans)	\$10
Exhaust system apart from heating or AC	\$16

#### Fuel Piping and Distribution (up to 4 outlets) \$11

Fuel piping each additional over 4 outlets	\$2
--	-----

#### Other listed appliance or equipment

Decorative fireplace	\$19
Insert	\$42
Woodstove/Pellet Stove	\$42

<b>Other:</b> (including oil tanks, gas and diesel generators, gas and electric ceramic kilns, gas fuel cells, jewelry torches, crucibles, and other appliance/equipment not included above)	\$24
--	------

<b>Minimum Fee</b>	<b>\$50</b>
--------------------	-------------

## Commercial Fees

### Commercial Mechanical Permit Fee

For commercial installation, replacement or relocation of non-portable mechanical equipment or mechanical work.

Valuation:

\$1 to \$1,000	\$35
\$1,001 to \$10,000	\$35.00 plus \$1.78 for each additional \$100 over \$1,000
\$10,001 to \$100,000	\$195.20 plus \$10.98 for each additional \$1,000 over \$10,000
\$100,001 and above	\$1,183.40 plus \$7.54 for each additional \$1,000 over \$100,000

Valuation includes the dollar value of all mechanical materials, equipment, labor overhead and profit.

### Commercial Plan Review

60% of mechanical permit fee

### Miscellaneous Fees

plans	<b>Additional Plan Review Fee</b>	Plan review time ½ hour or less: \$55
	For changes, additions or revisions to approved plans	Plan review time greater than ½ hour: \$110 per hour or fraction thereof
	<b>Appeal Fees (per appeal)</b>	
	One and Two-Family Dwellings	\$100
	All other occupancies	\$200
	Each appeal item over 4	\$50

### Field Issuance Remodel Program

For 1 & 2 family dwelling alterations/remodels.

One-time Registration Fee: \$200 per contractor

Inspection, plan review, administrative and project management activities: \$125 per hour or fraction of an hour  
Minimum – 1 hour for each inspection

Fees for services provided by bureaus other than the Bureau of Development Services necessary for construction authorization will be billed to the Owner as assessed by those bureaus.

Fees shall be billed monthly. Fees not paid within 30 days of billing shall be assessed a 5% penalty fee for each 30-day period until paid in full.

**Inspections Outside of Normal Business Hours** \$150 per hour or fraction of hour

### Investigation Fee

For commencement of work before obtaining a permit

Equal to the permit fee or the actual investigation costs at \$110 per hour, whichever is greater, plus \$250

**Living Smart House Plans**

Bureau of Development Services' fees for the construction of Living Smart houses are 50% of the standard fees shown on Bureau of Development Services fee schedules. If changes, alterations, or revisions are made to the permit-ready plans, standard fees will apply. (This discount does not apply to fees charged by other bureaus.)

**Master Permit/Facilities Permit Program**  
Inspection, plan review, and administrative activities

\$156 per hour or fraction of hour. Minimum – 1 hour for each inspection

**Minor Mechanical Labels**

\$100 for set of 10 labels

**Other Inspections Not Specifically Identified Elsewhere**

\$110 per hour or fraction of hour. Minimum – 1 hour

**Permit Reinstatement Processing Fee**

Fee for renewal of a permit that has been expired for six months or less provided no changes have been made in the original plans and specifications for such work. A permit may be renewed only once.

The renewal fee shall be one-half the amount required for a new permit.  
Minimum Fee - \$50

**Reinspection Fee**

\$75 per inspection

**Requested Inspection Fee**

One and Two-Family Dwellings

\$110

3 or More Family Dwellings

\$160 + \$10 for each dwelling unit in excess of three

Hotels/Motels

\$160 + \$5 for each sleeping room in excess of five

All other occupancies one and two stories in height up to 10,000 sq. ft.

\$160 + \$10 for each additional 1,000 square feet

All other occupancies 3 stories in height and above

\$160 + \$20 for each story in excess of three

Schedule 1 – For Areas of Unincorporated Multnomah County  
Within the Portland Urban Services Boundary

**Section 29.106. FEES (Electrical Code)**

**§ 29.106 FEES.**

**New Residential**

Single or multi-family, per dwelling unit. Include attached garage. Service included. 1,000 square feet or less	\$195
Each additional 500 sq ft or portion thereof	\$42
Limited Energy Install 1 & 2 Family	\$42
Limited Energy Install Multi-Family	\$42
Each Manufactured Home or Modular Dwelling Service and/or Feeder	\$115

**Services or Feeders**

Installation, alteration or relocation	
200 amps \ 5 kva or less	\$ 100
201 to 400 amps \ 5.01 to 15 kva	\$142
401 to 600 amps \ 15.01 to 25 kva	\$187
601 amps to 1,000 amps	\$285
Over 1,000 amps or volts	\$521
Reconnect only	\$ 91

**Temporary Services or Feeders**

Installation, alteration or relocation	
200 amps or less	\$ 89
201 amps to 400 amps	\$136
401 amps to 600 amps	\$172
Over 600 amps or 1,000 volts (see above)	

**Branch Circuits**

New, alteration or extension per panel	
The fee for branch circuits with the purchase of service or feeder fee	\$ 9
The fee for branch circuits without the purchase of service or feeder fee:	
First branch circuit	\$ 83
Each additional branch circuit	\$ 9

**Miscellaneous**

(Service or feeder not included)	
Each pump or irrigation circle	\$ 72
Each sign or outline lighting	\$ 72
Signal circuit(s) or a limited energy panel, alteration or extension	\$ 72

**Swimming Pools.** Fees shall be based upon **Services or Feeders** or **Branch Circuits** (see above). The inspection of the grounding of the pool shall be included in the permit for the pool and counted as one of the number of allowed inspections under the permit.

<b>Borderline Neon</b>	\$149 per elevation
<b>Wall washing of non-illuminated signs</b>	\$ .58 per square foot
<b>Plan Review Fee</b>	25% of total electrical permit fees

**Miscellaneous Fees**

<b>Additional Plan Review Fee</b>	Plan review time ½ hour or less: \$55
For changes, additions or revisions to approved plans	Plan review time greater than ½ hour: \$110 per hour or fraction thereof

**Appeal Fees (per appeal)**

One and Two-Family Dwellings	\$100
All other occupancies	\$200
Each appeal item over 4	\$ 50

**Field Issuance Remodel Program**

For 1 & 2 family dwelling alterations/remodels.

One-time Registration Fee: \$200 per contractor

Inspection, plan review, administrative and project management activities: \$125 per hour or fraction of an hour  
Minimum – 1 hour for each inspection

Fees for services provided by bureaus other than the Bureau of Development Services necessary for construction authorization will be billed to the Owner as assessed by those bureaus.

Fees shall be billed monthly. Fees not paid within 30 days of billing shall be assessed a 5% penalty fee for each 30-day period until paid in full.

**Inspections Outside of Normal Business Hours** \$150 per hour or fraction of hour

**Investigation Fee** Equal to the permit fee or the actual investigation costs at \$110 per hour, whichever is greater, plus \$250  
For commencement of work before obtaining a permit

**Living Smart House Plans**

Bureau of Development Services' fees for the construction of Living Smart houses are 50% of the standard fees shown on Bureau of Development Services fee schedules. If changes, alterations, or revisions are made to the permit-ready plans, standard fees will apply. (This discount does not apply to fees charged by other bureaus.)

**Master Permit (Industrial Plant) Program**

**Fees**

Registration \$100 per facility

Each additional off-site location \$100

Inspection, plan review and administrative activities \$110 per hour or fraction of hour

**Master Permit/Facilities Permit Program**

Inspection, plan review and administrative activities \$156 per hour or fraction of hour.  
Minimum – 1 hour

**Other Inspections Not Specifically Identified Elsewhere** \$110 per hour or fraction of hour. Minimum – 1 hour

**Permit Reinstatement Processing Fee**

Fee for renewal of a permit that has been expired for six months or less provided no changes have been made in the original plans and specifications for such work. A permit may be renewed only once.

The renewal fee shall be one-half the amount required for a new permit. Minimum fee - \$50

**Reinspection and Additional Fees**

Reinspections or inspections above the number covered by original permit

\$75 per inspection

**Requested Inspection Fee**

One and Two-Family Dwellings

\$110

Apartment Houses

\$160 + \$10 for each dwelling unit in excess of three

Hotels/Motels

\$160 + \$5 for each sleeping room in excess of five

All other occupancies one and two stories in height

\$160 + \$10 for each additional 1,000 square feet over 10,000 square feet

All other occupancies three stories in height and above

\$160 + \$20 for each story in excess of three

Schedule 1 – For Areas of Unincorporated Multnomah County  
 Within the Portland Urban Services Boundary

**Section 29.207. FEES (Plumbing Code)**

**§ 29.207 FEES.**

**New 1 & 2 Family Dwellings Only**

(includes 100 feet for each utility connection)

With one bath	\$365
With two baths	\$548
With three baths	\$639
Each additional bath/kitchen	\$152

**Site Utilities**

Catch basin/area drain inside building	\$ 26.50
Manufactured home utilities	\$ 65
First 100 feet of:	
Rain drain (no. of linear feet)	\$ 81
Sanitary sewer (no. of linear feet)	\$ 81
Storm sewer (no. of linear feet)	\$ 81
Water service (no. of linear feet)	\$ 81
Each additional 100 feet or portion thereof	\$ 61

**Interior Mainline Piping**

Water Piping – first 100 feet	\$81
Drainage Piping – first 100 feet	\$81
Each additional 100 feet of portion thereof	\$61

**Fixture or Item**

Back flow preventer	\$ 26.50
Backwater valve	\$ 26.50
Basins/lavatory	\$ 26.50
Clothes washer	\$ 26.50
Dishwasher	\$ 26.50
Drinking fountains	\$ 26.50
Ejectors/Sump	\$ 26.50
Expansion tank	\$ 26.50
Fixture/sewer cap	\$ 26.50
Floor drains/floor sinks/hubb	\$ 26.50
Garbage disposal	\$ 26.50
Hose bibb	\$ 26.50
Ice maker	\$ 26.50
Interceptor/grease trap	\$ 26.50
Primer(s)	\$ 26.50
Replacing in-building water supply lines:	
Residential:	
First floor	\$ 58
Each additional floor	\$ 23
Commercial:	
Up to first 5 branches	\$ 58
Each fixture ranch over five	\$ 14

Roof drain (commercial)	\$ 26.50
Sewer cap	\$ 72
Sink(s) Basin(s) Lav(s)	\$ 26.50
Solar units (potable water)	\$ 62
Stormwater retention/detention tank/facility	\$ 73
Sump	\$ 26.50
Tubs/shower/shower pan	\$ 26.50
Urinal	\$ 26.50
Water closet	\$ 26.50
Water heater	\$ 26.50
Other	\$ 26.50

**Minimum Fee** \$ 58

**Plan Review Fee**

For commercial and multi-family structures with new outside installations and/or more than five fixtures, food service or for medical gas systems 25% of the permit fee

**Miscellaneous Fees**

<b>Additional Plan Review</b>	Plan review time ½ hour or less: \$500.
For changes, additions or revisions to approved plans	Plan review time greater than ½ hour: \$110 per hour or fraction thereof
<b>Appeal Fees (per appeal)</b>	
One and Two-Family Dwellings	\$100
All other occupancies	\$200
Each appeal item over 4	\$ 50

**Field Issuance Remodel Program**

For 1 & 2 family dwelling alterations/remodels.

One-time Registration Fee: \$200 per contractor

Inspection, plan review, administrative and project management activities: \$125 per hour or fraction of an hour  
Minimum – 1 hour for each inspection

Fees for services provided by bureaus other than the Bureau of Development Services necessary for construction authorization will be billed to the Owner as assessed by those bureaus.

Fees shall be billed monthly. Fees not paid within 30 days of billing shall be assessed a 5% penalty fee for each 30-day period until paid in full.

**Inspections Outside of Normal Business Hours** \$150 per hour or fraction of hour

**Investigation Fee**

For commencement of work before obtaining a permit Equal to the permit fee or the actual investigation costs at \$110 per hour, whichever is greater, plus \$250

**Living Smart House Plans**

Bureau of Development Services' fees for the construction of Living Smart houses are 50% of the standard fees shown on Bureau of Development Services fee schedules. If changes, alterations, or revisions are made to the permit-ready plans, standard fees will apply. (This discount does not apply to fees charged by other bureaus.)

**Master Permit/Facilities Permit Program**  
Inspection, plan review and administration activities

\$156 per hour or fraction of hour. Minimum – 1 hour

**Medical Gas Systems**

Total Value of Construction Work to be Performed:

\$1 - \$500

\$ 52 minimum fee

\$501 - \$2,000

\$ 52 for the first \$500, plus \$5 for each additional \$100 or fraction thereof, to and including \$2,000

\$2,001 - \$25,000

\$127 for the first \$2,000, plus \$18 for each additional \$1,000 or fraction thereof, to and including \$25,000

\$25,001 - \$50,000

\$541 for the first \$25,000, plus \$14 for each additional \$1,000 or fraction thereof, to and including \$50,000

\$50,001 - \$100,000

\$891 for the first \$50,000, plus \$9 for each additional \$1,000 or fraction thereof, to and including \$100,000

\$100,001 and up

\$1,341 for the first \$100,000, plus \$8 for each additional \$1,000 or fraction thereof

**Other Inspections Not Specifically Identified Elsewhere**

\$110 per hour or fraction of hour. Minimum – 1 hour

**Permit Reinstatement Processing Fee**

Fee for renewal of a permit that has been expired for six months or less provided no changes have been made in the original plans and specifications for such work. A permit may be renewed only once.

The renewal fee shall be one-half the amount required for a new permit.

Minimum Fee - \$50

### **Rainwater Harvesting Systems**

#### **Total Value of Construction Work to be Performed:**

\$1 - \$500	\$52 minimum fee
\$501 - \$2,000	\$52 for the first \$500, plus \$5 for each additional \$100 or fraction thereof, to and including \$2,000
\$2,001 - \$25,000	\$127 for the first \$2,000, plus \$18 for each additional \$1,000 or fraction thereof, to and including \$25,000
\$25,001 - \$50,000	\$541 for the first \$25,000, plus \$14 for each additional \$1,000 or fraction thereof, to and including \$50,000
\$50,001 - \$100,000	\$891 for the first \$50,000, plus \$9 for each additional \$1,000 or fraction thereof, to and including \$100,000
\$100,001 and up	\$1,341 for the first \$100,000, plus \$8 for each additional \$1,000 or fraction thereof.

#### **Reinspection Fee**

\$75 per inspection

#### **Requested Inspections**

One and Two-Family Dwellings	\$110
Apartment Houses	\$160 + \$10 for each dwelling unit in excess of three
Hotels/Motels	\$160 + \$5 for each sleeping room in excess of five
All other occupancies one and two stories, up to 10,000 sq. ft.	\$160 + \$10 for each additional 1,000 square feet
All other occupancies 3 stories in height and above	\$160 + \$ 20 for each story in excess of three

#### **Residential Fire Suppression Systems**

Residential multi-purpose and stand alone fire suppression system fees are based on the square footage of the structure as follows:

0 to 2,000 sq. ft.	\$ 53
2,001 to 3,600 sq. ft.	\$ 78
3,601 to 7,200 sq. ft.	\$104
7,201 sq. ft and greater	\$129

**EXHIBIT A**

**Section 29.010. FEES (Building Code)**

**§ 29.010 FEES.**

The fees shall apply under this subchapter in addition to those provided in the state building code. Where conflicts occur with fees provided in the state building code, the fees in this subchapter shall prevail.

(A) Building permit fees shall be charged based on the total valuation of work to be performed.

<b>Total Valuation of Work to be Performed</b>	<b>Fees</b>
\$1.00 to \$500.00	\$15.00
\$501.00 to \$2,000.00	\$15.00 for the first \$500.00, plus \$1.90 for each additional \$100.00 or fraction thereof, to and including \$2,000.00
\$2,001.00 to \$25,000.00	\$43.50 for the first \$2,000.00, plus \$7.60 for each additional \$1,000.00 or fraction thereof, to and including \$25,000.00
\$25,001.00 to \$50,000.00	\$218.30 for the first \$25,000.00 plus \$5.70 for each additional \$1,000 or fraction thereof, to and including \$50,000.00
\$50,001.00 to \$100,000.00	\$360.80 for the first \$50,000.00, plus \$3.80 for each additional \$1,000.00 or fraction thereof, to and including \$100,000.00
\$100,001.00 and up	\$550.80 for the first \$100,000.00, plus \$3.20 for each additional \$1,000.00 or fraction thereof

(B) Exempt area fire and life safety plan review and inspection: 40 percent of the required building permit fee.

(C) Requested inspection fees. Requested inspections that are not part of the regular inspection program will be made as soon as practical after payment to the building official of the fee specified below:

- |   |       |
|---|-------|
| (1) Single- and two-family dwellings (occupancy class R3)   | \$100 |
| (2) Apartment houses (occupancy class R1) (plus \$7 for each dwelling unit in excess of three)                                    | \$160 |
| (3) Hotels (occupancy class R1) (plus \$5 for each sleeping room in excess of five)   | \$160 |
| (4) All other occupancies one and two stories in height up to 10,000 square feet (plus \$7 for each additional 1,000 square feet) | \$160 |
| (5) All other occupancies three stories in height and above (plus \$20 for each story in excess of three)                         | \$160 |

(D)	Demolition of structure	\$40
(E)	Temporary permit or temporary certificate of occupancy	\$50
(F)	Hearing fee, board of appeals:	
	(1) One- and two-family dwellings	\$50
	(2) All other buildings	\$100
(G)	Certificate of occupancy (new permit not required)	\$50
(H)	Automatic sprinkler system:	
	(1) Minimum charge	\$40
	(2) Per sprinkler head for first 100	\$0.50
	(3) Per sprinkler head in excess of first 100	\$0.30
(I)	Heating and ventilating fees under the Uniform mechanical Code. The minimum permit fee under this subsection shall be \$23.	
	New single- and two-family residences. The following fees for each dwelling	
(1)	unit shall include all heating and ventilating installations within or attached to the building at the time of occupancy.	
	(a) Conditioned floor space under 1,000 square feet	\$29 each.
	(b) Conditioned floor space under 2,000 square feet	\$42 each.
	(c) Conditioned floor space 2,000 square feet or more	\$52 each.
	Residential permit fees (other than (1) above). The following fees are for single-family and two-family dwellings (R-3 and S.R. occupancies) and each individual dwelling within an apartment building, condominium building, hotel or motel (R-	
(2)	1 occupancy), which is individually heated and/or air conditioned. Central mechanical systems in multifamily buildings or appliances and systems not identified in this subsection shall be assessed fee(s) in accordance with paragraph (3).	
	(a) Furnaces: For the installation, relocation, or replacement of each furnace:	
	(i) Forced air or gravity type furnace	\$13
	(ii) Floor furnace	\$10
	(iii) Vented wall furnace or recessed wall heater	\$10
	(iv) Room heater (non-portable)	\$13

- (b) Woodstoves: for the installation, relocation or replacement of each woodstove, fireplace stove or factory built fireplace (including hearth and wall shield) \$23
- (c) Chimney vent: For the installation, relocation, or replacement of each factory built chimney or appliance vent \$9
- (d) Boiler: For the installation, relocation or replacement of each boiler (water heater) no exceeding 120 gallons, water temperature of 210 degrees Fahrenheit, for 200,000 Btu input \$13
- (e) Air handler or heat exchanger: For the installation, relocation or replacement of each air handler or heat exchanger \$10
- (f) Heat pumps: For the installation, relocation or replacement of ducted heat pump (including compressor, exchanger and ducts attached thereto) \$21
- (g) Air conditioners: For the installation, relocation or replacement of each condensing or evaporating air conditioner (except portable type) \$10
- (h) Ventilation fan: For the installation, relocation or replacement of each ducted ventilation fan \$5
- (i) Range hood: For the installation, relocation or replacement of each domestic range hood, including duct \$10
- (j) Gas piping: For the installation, relocation or replacement of gas piping:
  - (i) One to four outlets \$6
  - (ii) Each additional outlet \$1

(3) Commercial permit fees. Any equipment or system regulated by this code and not classified residential under paragraph (1) or (2) of this section shall be assessed permit fee(s) in accordance with the following:

Valuation of Work	Permit Fee
\$1.00 to \$1,000.00	\$23.00
\$1,001.00 to \$10,000.00	\$23.00 plus \$1.35 for each additional \$100.00 over \$1,000.00
\$10,001.00 to \$100,000.00	\$144.50 plus \$8.30 for each additional \$1,000.00 over \$10,000.00
\$100,001.00 and up	\$891.50 plus \$5.70 for each additional \$1,000 over \$100,000.00

(4) Administrative fees. An administrative fee equal to 65 percent of the permit fee shall be added to each permit fee for every permit issued. The administrative fee shall cover the cost of plan and specification review, permit processing and recording, and applicable state surcharges.

(5) Additional plan review fees. An additional plan review fee may be assessed whenever plans are incomplete, revised or modified to the extent that additional review is required.

Additional plan review fee (minimum charge \$30.00): \$50.00/hour.

(6) Reinspection fees. A reinspection fee may be assessed whenever additional inspections are required due to, but not limited to, failure to provide access to the equipment, work incomplete and not ready for inspection, failure to have approved plans on the job, deviations from the approved plans, etc. In those instances where a reinspection fee has been assessed, no additional inspection of the work will be performed, nor will the certificate of occupancy be issued, until required fees are paid.

Reinspection fee (minimum charge \$30.00): \$50.00/hour.

(7) Replacement of a hot water heater in kind shall not require a heating and ventilation permit when the hot water heater installation is the only work requiring such a permit. Such permit is covered under the plumbing permit.

(J) Charge for partial permits. When complete plans and specifications are not available, the building official may issue partial permits to assist in the commencement of the work, provided that a partial permit charge is paid to the building official. The number of partial permits issued shall not exceed six on any individual project, except that in special circumstances the building official may allow this number to be exceeded. Partial building permits issued under this section shall be subject to a \$250.00 charge for each permit so issued.

(K) Inspection outside of normal business hours. A fee of \$50.00 per hour or fraction thereof shall be charged for inspections outside of normal business hours.  
(90 Code § 9.10.100) (Ord. 164, passed 1978; Ord. 195, passed 1979; Ord. 256, passed 1980; Ord. 278, passed 1981; Ord. 400, passed 1983; Ord. 467, passed 1985; Ord. 557, passed 1987; Ord. 583, passed 1988; Ord. 623, passed 1989; Ord. 728, passed 1992)

**EXHIBIT B**

**Section 29.106. FEES (Electrical Code)**

**§ 29.106 FEES.**

(A) *Plan review.*

(1) A plan checking fee shall be paid at the time of permit application. Fees for plans shall be 25 percent of the total electrical permit fee.

(2) A fee of \$50.00 per hour, with a minimum charge of \$30.00 for the first half hour or fraction thereof, shall be charged for additional plan reviews required by changes, additions or revisions to approved plans.

(B) *Permits.*

(1) The minimum permit fee shall be \$33 unless otherwise stated in this chapter.

(2) Residential wiring (exclusive of service):

Residence wiring less than 1,000 square feet	\$45
Residence wiring less than 2,000 square feet	\$68
Residence wiring over 2,000 square feet	\$90
Electric heat installation in existing residence	\$33

(3) Service installations:

Temporary construction service up to 200 amperes	\$33
Temporary construction service 201--600 amperes	\$56
Temporary construction service 601--3,000 amperes (temporary construction services do not require plan submittal)	\$90
Service not over 100 amperes	\$45
Service over 100 amperes, but not more than 200 amperes	\$68
Service over 200 amperes, but not more than 400 amperes	\$90
Service over 400 amperes, but not more than 600 amperes	\$135
Service over 600 amperes, but not more than 800 amperes	\$158
Service over 800 amperes, but not more than 1,200 amperes	\$203
Service over 1,200 amperes, but not more than 3,000 amperes	\$249
	\$249

Service over 3,000 amperes  
Plus \$45 for each  
1,000 amperes or  
fraction over  
3,000 amperes

Service over 600 volts	\$338
(4) Commercial and industrial feeders:	
Installation of, alteration or relocation of distribution feeders:	
Not more than 100 amperes	\$33
Over 100 amperes, but not more than 200 amperes	\$45
Over 200 amperes, but not more than 400 amperes	\$68
Over 400 amperes, but not more than 600 amperes	\$84
Over 600 amperes, but not more than 800 amperes	\$102
Over 800 amperes, but not more than 1,200 amperes	\$135
Over 1,200 amperes, but not more than 3,000 amperes	\$170
	\$170
Feeder over 3,000 amperes	Plus \$33 for each 1,000 amperes in excess of 3,000 amperes
Feeder over 600 volts	\$156
After the ten largest feeders, each feeder shall be charged 50 percent of the above rate.	
(5) Miscellaneous (exclusive of service):	
Each farm building other than residence	\$33
Each irrigation pump	\$33
Each electrical sign or outline lighting circuit	\$33
Each swimming pool (including bonding)	\$56
Each low energy system	\$33
Each alarm system	\$33
(6) Branch circuits (shall be additional to plan check, service and feeder fees):	
One new circuit, alteration or extension	\$32
Two new circuits, alteration or extension	\$42
Each circuit over two circuits	\$5
Each circuit in excess of 50 ampere rating	\$42

(7) Requested inspections that are not a part of the regular inspection program will be made as soon as practical after payment to the building official of the fee specified below:

Single- and two-family dwellings (occupancy class R3)	\$100
Apartment houses (occupancy class R1)(plus \$7 for each dwelling unit in excess of three)	\$160
Hotels (occupancy class R1) (plus \$5 for each sleeping room in excess of five)	\$160
All other occupancies one and two stories in height up to 10,000 square feet (plus \$7 for each additional 1,000 square feet)	\$160
All other occupancies three stories in height and above (plus \$20 for each story in excess of three)	\$160

(8) For any inspection not covered elsewhere in this chapter, or for a pre-permit onsite consultation, the fee shall be \$50 per hour. The minimum charge shall be \$30.

(9) Whenever any work for which a permit is required by this chapter has been commenced without first obtaining said permit, a special investigation shall be made before a permit may be issued for such work.

(10) An investigation fee, in addition to the permit fee, shall be collected whether or not a permit is then or subsequently issued. The investigation fee shall be equal to the amount of the permit fee required by this chapter. The minimum investigation fee shall be the same as the permit fee set forth in this section but not less than \$150. The payment of such investigation fee shall not exempt any person from compliance with all other provisions of this chapter, nor from any penalty prescribed by law.

Exception: Electrical work of an emergency nature, for which a permit application with appropriate permit fees is submitted to the permit office within 48 hours, exclusive of Saturdays, Sundays and holidays, after the work was performed.

(11) A fee of \$50 per hour or fraction thereof, with a minimum charge of three hours, shall be charged for inspections outside of normal business hours.

**EXHIBIT C**

**Section 29.207. FEES (Plumbing Code)**

**§ 29.207 FEES.**

(A) Before a permit may be issued for the installation, alteration, renovation or repair of a plumbing or sewage disposal system, fees shall be collected as set by Board resolution. Fees charged in this section relate to individual building or structure systems. Multiple service, private plumbing or sewage disposal systems, included but not limited to planned unit developments, shall be subject to plan review fees as set forth Chapter 27 of this code.

(B) Where an application is made and a plan is required, in addition to the fees under subsection (C) of this section, the applicant shall pay a plan review fee equal to 25 percent of the permit fee. Payment shall be made at the time of application.

(C) Before a permit may be issued for the installation, renovation, alteration or repair of a plumbing or drainage system, fees in accordance with the following table shall be paid:

(1)	New construction for a single-family dwelling and duplex, each unit with one bathroom	\$235
(2)	New construction for a single-family dwelling and duplex, each unit with two bathrooms	\$317
(3)	New construction for a single-family dwelling and duplex, each unit with three bathrooms	\$374
		\$17 plus water service, rain drains, sanitary and storm sewer fees in accordance with subsection (8) of this section.
(4)	For repair, remodel or new construction with more than three bathrooms, per fixture	
(5)	Mobile home service connections (sewer, water and storm), per space	\$42
(6)	Commercial/industrial. The fee shall be \$16 per fixture, plus any water service, sanitary and storm fees as required by subsection (8) of this section.	
(7)	Multifamily and multiplex rowhouses. The fee shall be \$17 per fixture, plus water service, rain drains, sanitary and storm sewers as required in subsection (8) of this section.	

(8)	Water service/sanitary/storm sewer/rain drains:	
(a)	Water service (first 100 feet or fraction thereof)	\$47
(b)	Water service (each additional 100 feet or portion thereof)	\$36
(c)	Building sewer (first 100 feet or fraction thereof)	\$47
(d)	Building sewer (each additional 100 feet or fraction thereof)	\$36
(e)	Building storm sewer or rain drain (first 100 feet or fraction thereof)	\$36
(f)	Building storm sewer or rain drain (each additional 100 feet or fraction thereof)	\$36
(9)	Miscellaneous:	
(a)	Building storm sewer or rain drain (first 100 feet or fraction thereof)	\$47
(b)	Replacement water heater (includes electrical and/or mechanical heating fee for an in-kind replacement)	\$15
(c)	for replacement of existing water supply lines, drain lines or conductors within the building:	
	(i) Single-family residence:	\$35 minimum first floor
		\$35 for up to the first five fixture branches
		Each additional fixture branch shall be \$8 (fixture branch shall include both hot and cold water)
	(ii) Commercial/industrial structure:	
(d)	Each solar unit	\$42
(e)	Minimum fee	\$35

(D) Special inspection.

(1) Prefabricated structural site inspection, the fee shall be 50 percent of applicable category (includes site development and connection of the prefabricated structure).

(2) Requested inspections that are not part of the regular inspection program will be made as soon as practical after payment to the building official of the fee specified below:

- |     |   |       |
|-----|---|-------|
| (a) | Single- and two-family dwellings (occupancy class R3)   | \$100 |
| (b) | Apartment houses (occupancy class R1) (plus \$7 for each dwelling unit in excess of three)                                    | \$160 |
| (c) | Hotels (occupancy class R1) (plus \$5 for each sleeping rooms in excess of five )   | \$160 |
| (d) | All other occupancies one and two stories in height up to 10,000 square feet (plus \$7 for each additional 1,000 square feet) | \$160 |
| (e) | All other occupancies three stories in height and above (plus \$20 for each story in excess of three)                         | \$160 |

(E) Plumbing permit fees shall be doubled if installation is commenced prior to issuance of a permit, except that this provision will not apply to proven emergency installations when a permit is obtained within 24 hours, excluding Saturdays, Sundays and holidays.

(F) A fee of \$50 per hour, with a minimum charge of \$30 for the first half hour or fraction thereof, shall be charged for reinspections for which no fee is specifically indicated.

(G) the minimum charge for any permit issued pursuant to this section shall be \$29.

(H) A fee of \$50 per hour or fraction thereof shall be charged for inspections outside of normal business hours.

(I) A fee of \$50 per hour, with a minimum charge of \$30 for the first half hour or fraction thereof, shall be charged for additional plan reviews required by changes, additions, or revisions to approved plans.



**MULTNOMAH COUNTY**  
**AGENDA PLACEMENT REQUEST (short form)**

**Board Clerk Use Only**

Meeting Date: 06/07/07  
 Agenda Item #: R-11  
 Est. Start Time: 9:47 AM  
 Date Submitted: 05/30/07

**Agenda Title: PUBLIC HEARING on Proposed RESOLUTION Establishing Fees and Charges for MCC 11.05 Land Use General Provisions, 11.15 Zoning, 11.45 Land Divisions, 37 Administration and Procedures, 38 Columbia River Gorge National Scenic Area, and Repealing Resolution No. 06-130**

*Note: If Ordinance, Resolution, Order or Proclamation, provide exact title. For all other submissions, provide a clearly written title.*

**Requested Meeting Date:** June 7, 2007      **Amount of Time Needed:** 15 minutes  
**Department:** Non-Departmental      **Division:** Chair's Office  
 Denise Kleim, Senior Business Operations Manager, City of Portland Bureau of  
**Contact(s):** Development Services  
**Phone:** (503) 823-7338      **Ext.** \_\_\_\_\_      **I/O Address:** 299/5000/Kleim  
**Presenter(s):** Denise Kleim

**General Information**

**1. What action are you requesting from the Board?**

Adopt Resolution to increase some land use services fees in the area served by the City of Portland under intergovernmental agreement for MCC Chapter 37, Administration and Procedures, and repealing Resolution No. 06-130 effective July 1, 2007. All other fees are unchanged.

**2. Please provide sufficient background information for the Board and the public to understand this issue. Please note which Program Offer this action affects and how it impacts the results.**

The City of Portland provides land use services in certain areas of unincorporated Multnomah County under an IGA that stipulates that fees charged for those services must cover the full cost of their provision. The City is proposing increases in some land use services fees in order to continue full cost recovery as required by the IGA. To reach budgetary goals for FY 2007-08 and maintain prudent program reserves, the revenue for land use services should increase approximately 3.8%.

Fee changes are not made easily – or often. We know these charges affect our customer's work and their willingness to do business in this area. Our interests are in maintaining current levels of

service, and increasing our effectiveness on both our customers' and the community's behalf.

**3. Explain the fiscal impact (current year and ongoing).**

The fee changes cover actual costs of services as required by the IGA.

**4. Explain any legal and/or policy issues involved.**

Complies with ORS 294.160 and MCC Chapter 29.

**5. Explain any citizen and/or other government participation that has or will take place.**

The County is holding the public hearing as required under ORS 294.160.

---

**Required Signature**

---

Elected Official or  
Department/  
Agency Director:



Date: 5/30/2007

---

BEFORE THE BOARD OF COUNTY COMMISSIONERS  
FOR MULTNOMAH COUNTY, OREGON

**RESOLUTION NO. \_\_\_\_\_**

Establishing Fees and Charges for MCC 11.05 Land Use General Provisions, 11.15 Zoning, 11.45 Land Divisions, 37 Administration and Procedures, 38 Columbia River Gorge National Scenic Area, and Repealing Resolution No. 06-130

**The Multnomah County Board of Commissioners Finds:**

- a. On April 13, 2000, the Board adopted Ordinance No. 944 establishing land use fees by resolution.
- b. On July 13, 2006, the Board adopted Resolution 06-130 establishing current land use fees and charges.
- c. Multnomah County has entered into intergovernmental agreements with the cities of Portland and Troutdale to provide planning services for areas outside those city limits and within the urban growth boundaries.
- d. The Portland IGA requires that fees charged for such services must cover the full cost of their provision. The City has approved some land use service fees and it is necessary for the County to adopt such increases for full cost recovery under the IGA.
- e. All other fees and charges established by Resolution 06-130 remain the same.

**The Multnomah County Board of Commissioners Resolves:**

1. Resolution No. 06-130 is repealed and Land Use Planning Division fees for MCC Chapters 11.05, 11.15, 11.45, 37 and 38, excluding planning services provided under IGAs are set as follows:

	<b>Action</b>	<b>Fee</b>
Type I	Building Permit Review	\$53
	Address Assignment	\$85
	Address Reassignment (requires notice)	\$127
	Land Use Compatibility Review	\$43
	Sign Permit	\$30
	Wrecker License Review	\$192
	DMV Dealer Review	\$43
	Grading and Erosion Control	\$224

	<b>Action</b>	<b>Fee</b>
	Floodplain Development Permit or Review (one & two family dwellings)	\$85
	Floodplain Development Permit (all other uses)	\$350
	Moving of a Floating Home Permit	\$95
Type II	Health Hardship Permit	\$571
	Health Hardship Renewal	\$95
	Non-hearing Variance	\$279
	Exceptions and Lots of Exception	\$130
	Time Extension	\$363
	Administrative Decision by Planning Director	\$833
	Accessory Uses Determination	\$701
	Alteration of Nonconforming Use	\$950
	Lot of Record Verification	\$622
	Zoning Code Interpretation	\$833
	Willamette River Greenway	\$692
	Forest Dwelling	\$1,476
	Significant Environmental Concern	\$709
	Administrative Modification of Conditions established in prior contested case	\$589
	Hillside Development	\$544
	National Scenic Area Site Review	\$710
	National Scenic Area Expedited Review	\$100
	Temporary Permit	\$189
	Design Review	\$708
	Category 3 Land Division	\$549
	Category 4 Land Division	\$249
	Property Line Adjustment	\$610
	Appeal of Administrative Decision	\$250
	Withdrawal of Application	
	- Before app. status letter written	Full Refund
	- After status ltr. assess 4 hr.	\$164
Withdrawal of Appeal		
- After hearing notice mailed	No Refund	

	<b>Action</b>	<b>Fee</b>
Type III	Planned Development	\$2,198
	Community Service	\$1,832
	Regional Sanitary Landfill	\$2,365
	Conditional Use (CU)	\$1,832
	CU for Type B Home Occupation	\$852
	Variance (hearing)	\$603
	Modifications of conditions on a prior hearings case w/ rehearing	Full fee for original action
	Lots of Exception	\$875
	Category 1 Land Division - up to 20 lots	\$1,613
	Category 1 - Fee for each additional lot over 20	\$30
	Other hearings case	\$626
	National Scenic Area Site Review	\$1,832
	Withdrawal of Application	
	- Before app. status letter written	Full Refund
	- After status ltr. assess 4 hr.	\$164
- After hearing notice mailed	No Refund	
Type IV	Legislative or Quasijudicial Plan Revision	\$2,290 deposit
	Legislative or Quasijudicial Zone Change	\$2,290 deposit
Misc.	Pre-application conference	\$431
	Pre-application conference for home occupation	\$168
	Notice Sign	\$10
	Research Fee (includes mailing list production) (2 hour deposit required)	\$41/hour
	Photocopies	\$.30 per page
	Color aerial photograph	\$6.40 each
	Cassette tape recording of hearing	\$30.00 first tape- additional \$2.65 each tape
	Rescheduled hearing	\$249
	Inspection Fee	\$77

2. Fees for planning services provided by the City of Troutdale under the IGA are as set by the City of Troutdale.
3. Fees for planning services provided by the City of Portland under IGA are set in the attached Exhibit A.
4. This Resolution takes effect and Resolution 06-130 is repealed on July 1, 2007.

ADOPTED this 7th day of June, 2007.

BOARD OF COUNTY COMMISSIONERS  
FOR MULTNOMAH COUNTY, OREGON

---

Ted Wheeler, Chair

REVIEWED:

AGNES SOWLE, COUNTY ATTORNEY  
FOR MULTNOMAH COUNTY, OREGON

By \_\_\_\_\_  
Sandra N. Duffy, Assistant County Attorney

SUBMITTED BY:

Ted Wheeler, Multnomah County Chair

**Exhibit A (for Services Provided by Portland under IGA)**

<b>Land Use Planning Fees for Portland Services under IGA Are Set as Follows:</b>	
<b>Adjustment Review (Type II)</b>	
Residential Fences/Decks/Eaves	\$1,250
Residential Lots with existing single-dwelling units	\$1,722
All other residential adjustments	\$1,615
<b>Non-residential or mixed use</b>	<b>\$1,729</b>
<b>Comprehensive Plan and Zone Map Amendment (Type III)</b>	<b>\$19,944</b>
<b>Single Family Residential to Single Family Residential Upzoning (Type III)</b>	<b>\$11,490</b>
<b>Conditional Use</b>	
Type I	\$2,525
Minor (Type II)	\$3,363
Radio Frequency Facilities (Type II)	\$4,271
Major – New (Type III)	\$11,170
Major - Existing	\$5,420
Major - Radio Frequency	\$11,664
<b>Design Review</b>	
Major (Type III)	0.0048 of valuation minimum \$5,669; maximum \$22,770
Minor A (Type I & II) except as identified in Minor B and Minor C, including residential projects with 2 or more units; and radio frequency facilities	minimum \$3,488; maximum \$6,915
Minor B (Type I & II) --Includes residential projects with 1 unit --Improvements with valuation under \$5,000, but more than \$2,500 --Parking areas 10,000 sq. ft. or less --Awnings, signs, rooftop mechanical equipment --Lighting Projects --Remodels affecting less than 25 consecutive linear ft. of frontage	minimum \$785; maximum \$3,325

**Exhibit A (for Services Provided by Portland under IGA)**

<b>Land Use Planning Fees for Portland Services under IGA Are Set as Follows:</b>	
<b>Design Review (continued)</b>	
Minor C (Type I & II)	
--Improvements not identified in Minor B with valuation \$2,500 or less	\$650
-- Fences, freestanding & retaining walls, gates	
--Colors in historic districts	
Modifications through Design Review	\$300
<b>Environmental Review (Type I)</b>	\$655
<b>Environmental Review (Type II)</b>	\$2,221
Residential use (only)	
Non-residential or mixed use	\$3,221
<b>Environmental Review Protection Zone (Type III)</b>	\$5,850
<b>Environmental Violation Review</b>	\$3,486
<b>Type II required</b>	
<b>Type III required</b>	\$7,033
<b>Undividable lot with existing single dwelling unit</b>	\$4,890
<b>Final Plat Review / Final Development Plan Review for Planned Development or Planned Unit Development) (Type I)</b>	
If preliminary with Type I with no street	\$1,760
If preliminary was Type I or IIx with a street	\$3,662
If preliminary was Type II / IIx with no street	\$3,662
If preliminary was Type III	\$6,036
<b>Greenway</b>	\$1,221
Residential use (only)	
Non-residential or mixed use	\$4,256
<b>Historic Landmark designation or removal</b>	\$3,973
Individual properties (Type III)	
Multiple Properties or districts (Type III)	\$4,774
Demolition Review (Type IV)	\$5,434
<b>Home Occupation Permit</b>	
Initial Permit	\$111
Annual Renewal	\$111
Late charge for delinquent permits	\$5 per month
<b>Impact Mitigation Plan</b>	\$3,308
Amendment (Minor) (Type II)	

**Exhibit A (for Services Provided by Portland under IGA)**

<b>Land Use Planning Fees for Portland Services under IGA Are Set as Follows:</b>	
Implementation (Type II)	\$3,633
New/Amendment (Major) (Type III)	\$22,820
Amendment (Use) (Type III)	\$6,354
<b>Land Division Review</b>	
Type I	\$5,267 + \$175 per lot plus \$900 if new street
Type IIx	\$6,661 + \$175 per lot plus \$900 if new street
Type III	\$9,789 + \$175 per lot plus \$900 if new street
Subdivision with Concurrent Environmental Review (Type III)	\$9,990 + \$200 per lot, plus \$900 if new street
Partition with Concurrent Environmental Review (Type III)	\$5,765 + \$200 per lot plus \$900 if new street
<b>Land Division Amendment Review</b>	
Type I	\$2,000
Type IIx	\$2,736
Type III	\$8,601
<b>Living Smart House Plans</b> Bureau of Development Services' fees for the construction of Living Smart houses are 50% of the standard fees shown on Bureau of Development Services fee schedules. If changes, alterations or revisions are made to the permit-ready plans, standard fees will apply. (This discount does not apply to fees charged by other bureaus.)	
<b>Lot Consolidation (Type I)</b>	\$1,300
<b>Master Plan</b> Minor Amendments to Master Plans (Type II)	\$7,379
New Master Plans or Major Amendments to Master Plans (Type III)	\$13,788
Non-conforming Situation Review (Type II)	\$4,337
Non-conforming Status Review (Type II)	\$2,236
Planned Development Review Type IIx	\$4,134
Type III	\$7,564
<b>Planned Development Amendment / Planned Unit Development Amendment</b>	
Type IIx	\$2,862
Type III	\$8,373

**Exhibit A (for Services Provided by Portland under IGA)**

<b>Land Use Planning Fees for Portland Services under IGA Are Set as Follows:</b>	
<b>Pre-Application Conference</b>	\$2,160
<b>Statewide Planning Goal Exception (Type III)</b>	\$30,373
<b>Tree Preservation Violation Review</b>	
Type II	\$2,736
Type III	\$7,183
<b>Tree Review</b>	
Type I	\$2,000
Type II	\$2,736
<b>Zoning Map Amendment (Type III)</b>	\$6,078
<b>Other Unassigned Reviews</b>	
Type I	\$2,492
Type II / IIx	\$2,978
Type III	\$7,183
<b>Other Planning Services</b>	
<b>Appeals</b>	
Type II / IIx	\$250
Type III	½ of application
<b>Appointment for Early Land Use Review Assistance</b>	\$150 per hour
<b>Demolition Delay Review</b>	\$161
<b>Design Advice Request</b>	\$1,501
<b>Early Pre-Submittal Plan Review (per hour)</b>	\$115 per hour
<b>Expert Outside Consultation (above base fee)</b>	\$86 per hour
<b>Hourly Rate for Land Use Services</b>	\$115 per hour
<b>Plan Check</b>	
Residential and commercial	\$1.52 per \$1,000 valuation \$60 minimum
Community Design Standards Plan Check	\$.005 of valuation (add to base fee)
Environmental Plan Check	\$727 (add to base fee)
Environmental Violation Plan Check	\$850 (add to base fee)
<b>Property Line Adjustment</b>	\$941

**Exhibit A (for Services Provided by Portland under IGA)**

<b>Land Use Planning Fees for Portland Services under IGA Are Set as Follows:</b>	
<b>Renotification Fee</b>	\$493
<b>Transcripts</b>	Actual cost
<b>Zoning Confirmation</b>	\$277
Tier A (bank letter, new DMV)	
Tier B (zoning/development analysis, nonconforming standard evidence, notice of use determination)	\$804
Lot Segregation	\$466
Lot Segregation with Property Line Adjustment	\$1,046
DMV Renewal	\$49



City of

**PORTLAND, OREGON**

**Development Review Advisory Committee**

1900 SW 4th Avenue, Suite 5000  
Portland, Oregon 97201  
503-823-7308  
FAX: 503-823-7250  
TTY 503-823-6868  
[www.portlandonline.com/bds](http://www.portlandonline.com/bds)

May 21st, 2007

Dear Mayor Potter and City Commissioners:

As Chair of the City of Portland Development Review Advisory Committee (DRAC), I am writing you in support of the Bureau of Development Services' proposed fee increases for 2007-08.

While many of us want to limit permitting, review, and administration costs as much as possible, we in the development community are willing to pay for more service when the increases in costs have demonstrable benefits. Such is the case when the City of Portland acts as a fair, responsive, and service-focused partner in the development process. The proposed fees support many of the services that are vital for timely service for a variety of permit and planning functions.

More importantly, we discussed in our committee the need for the maintenance of a reserve fund for bureau functions, the need for appropriate cost recovery for BDS programs, and correct staffing level so turnaround times can be maintained to a predictable timetable. The fees proposed in the 2007-2008 year for BDS work towards these goals without alienating the community this Bureau serves. We want to commend the efforts of Paul Scarlett and his staff for balancing the needs of the community with the demands of service.

The DRAC membership is comprised of individuals representing significant agencies and associations in the construction, design, and neighborhood groups with interests in the outcome of policies, budgets, regulations, and procedures that affect the development review processes in the City of Portland.

DRAC respectfully requests that you approve the BDS proposed fee increase to allow for more efficient and effective customer service. This initiative supports business. It is good for the economy, and it strengthens positive partnerships between the private sector and government.

Please feel free to contact me to ask questions or receive additional information. I can be reached by phone at 503-731-5909 or by e-mail a [slt@litmus3d.com](mailto:slt@litmus3d.com).

Sincerely,

Simon Tomkinson  
Development Review Advisory Committee, Chair

**Kleim, Denise**

---

**From:** Scheuermann, Jed  
**Sent:** Tuesday, May 22, 2007 6:23 AM  
**To:** Kleim, Denise  
**Subject:** FW: Support for FPP program

Good morning Denise,

Here is an electronic version of Thomasina's letter on FPP's behalf expressing support for our proposed hourly rate increase. Please let me know if there is anything else you need in this regard...

jed

-----Original Message-----

**From:** Thomasina Gabriele [mailto:gabdevs@teleport.com]  
**Sent:** Thursday, March 22, 2007 5:12 PM  
**To:** Scheuermann, Jed  
**Cc:** Bill Medak; Larry Hill; Michael Sestric; Karen Weylandt; Townsend Angell; Dana White; Rick Seibel; Ty Wyman; Jim Kuffner; Skai Dancey; Scott Davis; ssivage@pcc.edu; Mary Kennedy; Nancy Grech  
**Subject:** Support for FPP program

Jed:

I am writing this on behalf of the Institutional Facilities Coalition and ask that you share it with City Commissioners at your upcoming budget meetings.

The Coalition members support the fee increase and budget for the Facilities Permit Program that you presented at our March monthly meeting. As you know, all Coalition members - PSU, PCC, Lewis&Clark, Providence, Kaiser, Legacy, OHSU, and PAMC - are long time participants in this program.

The members want City Council to know that FPP is an innovative program that meets the institution's needs for timely, thoughtful response to planning and installing tenant improvements in existing buildings. The value of having the city staff work as partners on site is well worth the hourly rate charged.

The Coalition members further encourage BDS to continue to develop innovative programs tailored to make it easy for building owners and developers to comply with city codes and implement city policy.

Truly yours,

Thomasina Gabriele

Thomasina Gabriele  
Gabriele Development Services  
Institutional Facilities Coalition

Phone: 503-227-4968  
Fax: 503-228-3572  
2424 NW Northrup Street  
Portland, OR 97210

5/22/07

**Kleim, Denise**

---

**From:** John Killin [john@iecoregon.org]  
**Sent:** Tuesday, May 22, 2007 1:11 PM  
**To:** kleimd@ci.portland.or.us  
**Subject:** Permit Fees

To the Bureau,

I am writing today on behalf of the Independent Electrical Contractors of Oregon (IEC). IEC is aware of the potential change in permit fees and at this time we have no objection to the increase as proposed. In large measure it is the concern of the group that the fees be simply commensurate with what the public can afford. Permit fees are most typically forwarded on to the customer. We understand the need to provide quality and timely service but we also understand the customer's need for project affordability.

We very much appreciate the efforts by the Bureau to involve us in decision processes and hope to continue working closely on all pertinent matters.

Sincerely,  
John

*John Killin, Executive Director  
Independent Electrical Contractors of Oregon  
12254 SW Garden Place  
Tigard, OR 97223  
503-598-7789*

5/22/07

**Kleim, Denise**

---

**From:** Kleim, Denise  
**Sent:** Thursday, May 24, 2007 5:19 PM  
**To:** Moore-Love, Karla  
**Cc:** Scarlett, Paul; Torgerson, Leanne; Nicks, Jim; Roshak, David  
**Subject:** FW: Fee Increase

Karla, Can you please distribute this to City Council members for next week's agenda item on BDS fees.  
Thanks! --Denise

-----Original Message-----

**From:** Tim Gauthier [mailto:tim@orecolneca.org]  
**Sent:** Thursday, May 24, 2007 3:38 PM  
**To:** kleimd@ci.portland.or.us  
**Subject:** Fee Increase

Denise,  
Once again I am sorry I was out of the office on May 23rd and could not attend the Portland City Council meeting. Please be assured that the Oregon-Columbia Chapter, NECA is in support of the proposed fee increases for the electrical division and the fine work the inspectors and administrative staff are doing. As you are aware we are strong supporters of the license, permit and inspection program and continue to look forward to the advances and benefits in the electronic means of conducting business between contractors and the City of Portland, your continued leadership is greatly appreciated.

Thank You!

**Tim Gauthier**  
Oregon-Columbia, Chapter, NECA  
p 503.233.5787 f 503.235.4308

**MULTNOMAH COUNTY BOARD OF COMMISSIONERS  
PUBLIC TESTIMONY SIGN-UP**

---

Please complete this form and return to the Board Clerk

\*\*\*This form is a public record\*\*\*

MEETING DATE: 7 JUN 07

SUBJECT: \_\_\_\_\_

AGENDA NUMBER OR TOPIC: R-11

FOR: \_\_\_\_\_ AGAINST: \_\_\_\_\_ THE ABOVE AGENDA ITEM

NAME: BOB LEPPER

ADDRESS: PO Box 94

CITY/STATE/ZIP: TROUTDALE OR 97060

PHONE: \_\_\_\_\_ DAYS: 503-695-5276 EVES: \_\_\_\_\_

EMAIL: mrleipper@cascadeaccess.com FAX: \_\_\_\_\_

SPECIFIC ISSUE: Planning Div. fees + permits

WRITTEN TESTIMONY: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**IF YOU WISH TO ADDRESS THE BOARD:**

1. Please complete this form and return to the Board Clerk.
2. Address the County Commissioners from the presenter table microphones. Please limit your comments to **3 minutes**.
3. State your name for the official record.
4. If written documentation is presented, please furnish one copy to the Board Clerk.

**IF YOU WISH TO SUBMIT WRITTEN COMMENTS TO THE BOARD:**

1. Please complete this form and return to the Board Clerk.
2. Written testimony will be entered into the official record.

BEFORE THE BOARD OF COUNTY COMMISSIONERS  
FOR MULTNOMAH COUNTY, OREGON

**RESOLUTION NO. 07-112**

Establishing Fees and Charges for MCC 11.05 Land Use General Provisions, 11.15 Zoning, 11.45 Land Divisions, 37 Administration and Procedures, 38 Columbia River Gorge National Scenic Area, and Repealing Resolution No. 06-130

**The Multnomah County Board of Commissioners Finds:**

- a. On April 13, 2000, the Board adopted Ordinance No. 944 establishing land use fees by resolution.
- b. On July 13, 2006, the Board adopted Resolution 06-130 establishing current land use fees and charges.
- c. Multnomah County has entered into intergovernmental agreements with the cities of Portland and Troutdale to provide planning services for areas outside those city limits and within the urban growth boundaries.
- d. The Portland IGA requires that fees charged for such services must cover the full cost of their provision. The City has approved some land use service fees and it is necessary for the County to adopt such increases for full cost recovery under the IGA.
- e. All other fees and charges established by Resolution 06-130 remain the same.

**The Multnomah County Board of Commissioners Resolves:**

1. Resolution No. 06-130 is repealed and Land Use Planning Division fees for MCC Chapters 11.05, 11.15, 11.45, 37 and 38, excluding planning services provided under IGAs are set as follows:

	<b>Action</b>	<b>Fee</b>
Type I	Building Permit Review	\$53
	Address Assignment	\$85
	Address Reassignment (requires notice)	\$127
	Land Use Compatibility Review	\$43
	Sign Permit	\$30
	Wrecker License Review	\$192
	DMV Dealer Review	\$43
	Grading and Erosion Control	\$224

	Action	Fee
	Floodplain Development Permit or Review (one & two family dwellings)	\$85
	Floodplain Development Permit (all other uses)	\$350
	Moving of a Floating Home Permit	\$95
Type II	Health Hardship Permit	\$571
	Health Hardship Renewal	\$95
	Non-hearing Variance	\$279
	Exceptions and Lots of Exception	\$130
	Time Extension	\$363
	Administrative Decision by Planning Director	\$833
	Accessory Uses Determination	\$701
	Alteration of Nonconforming Use	\$950
	Lot of Record Verification	\$622
	Zoning Code Interpretation	\$833
	Willamette River Greenway	\$692
	Forest Dwelling	\$1,476
	Significant Environmental Concern	\$709
	Administrative Modification of Conditions established in prior contested case	\$589
	Hillside Development	\$544
	National Scenic Area Site Review	\$710
	National Scenic Area Expedited Review	\$100
	Temporary Permit	\$189
	Design Review	\$708
	Category 3 Land Division	\$549
	Category 4 Land Division	\$249
	Property Line Adjustment	\$610
	Appeal of Administrative Decision	\$250
	Withdrawal of Application	
	- Before app. status letter written	Full Refund
	- After status ltr. assess 4 hr.	\$164
Withdrawal of Appeal		
- After hearing notice mailed	No Refund	

	Action	Fee
Type III	Planned Development	\$2,198
	Community Service	\$1,832
	Regional Sanitary Landfill	\$2,365
	Conditional Use (CU)	\$1,832
	CU for Type B Home Occupation	\$852
	Variance (hearing)	\$603
	Modifications of conditions on a prior hearings case w/ rehearing	Full fee for original action
	Lots of Exception	\$875
	Category 1 Land Division - up to 20 lots	\$1,613
	Category 1 - Fee for each additional lot over 20	\$30
	Other hearings case	\$626
	National Scenic Area Site Review	\$1,832
	Withdrawal of Application	
	- Before app. status letter written	Full Refund
	- After status ltr. assess 4 hr.	\$164
- After hearing notice mailed	No Refund	
Type IV	Legislative or Quasijudicial Plan Revision	\$2,290 deposit
	Legislative or Quasijudicial Zone Change	\$2,290 deposit
Misc.	Pre-application conference	\$431
	Pre-application conference for home occupation	\$168
	Notice Sign	\$10
	Research Fee (includes mailing list production) (2 hour deposit required)	\$41/hour
	Photocopies	\$.30 per page
	Color aerial photograph	\$6.40 each
	Cassette tape recording of hearing	\$30.00 first tape- additional \$2.65 each tape
	Rescheduled hearing	\$249
	Inspection Fee	\$77

2. Fees for planning services provided by the City of Troutdale under the IGA are as set by the City of Troutdale.
3. Fees for planning services provided by the City of Portland under IGA are set in the attached Exhibit A.
4. This Resolution takes effect and Resolution 06-130 is repealed on July 1, 2007.

ADOPTED this 7th day of June, 2007.

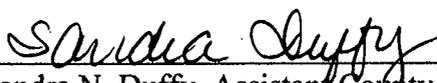


BOARD OF COUNTY COMMISSIONERS  
FOR MULTNOMAH COUNTY, OREGON

  
Ted Wheeler, Chair

REVIEWED:

AGNES SOWLE, COUNTY ATTORNEY  
FOR MULTNOMAH COUNTY, OREGON

By   
Sandra N. Duffy, Assistant County Attorney

SUBMITTED BY:

Ted Wheeler, Multnomah County Chair

**Exhibit A (for Services Provided by Portland under IGA)**

<b>Land Use Planning Fees for Portland Services under IGA Are Set as Follows:</b>	
<b>Adjustment Review (Type II)</b>	
Residential Fences/Decks/Eaves	\$1,250
Residential Lots with existing single-dwelling units	\$1,722
All other residential adjustments	\$1,615
<b>Non-residential or mixed use</b>	<b>\$1,729</b>
<b>Comprehensive Plan and Zone Map Amendment (Type III)</b>	<b>\$19,944</b>
<b>Single Family Residential to Single Family Residential Upzoning (Type III)</b>	<b>\$11,490</b>
<b>Conditional Use</b>	
Type I	\$2,525
Minor (Type II)	\$3,363
Radio Frequency Facilities (Type II)	\$4,271
Major – New (Type III)	\$11,170
Major - Existing	\$5,420
Major - Radio Frequency	\$11,664
<b>Design Review</b>	
Major (Type III)	0.0048 of valuation minimum \$5,669; maximum \$22,770
Minor A (Type I & II) except as identified in Minor B and Minor C, including residential projects with 2 or more units; and radio frequency facilities	minimum \$3,488; maximum \$6,915
Minor B (Type I & II) --Includes residential projects with 1 unit --Improvements with valuation under \$5,000, but more than \$2,500 --Parking areas 10,000 sq. ft. or less --Awnings, signs, rooftop mechanical equipment --Lighting Projects --Remodels affecting less than 25 consecutive linear ft. of frontage	minimum \$785; maximum \$3,325

**Exhibit A (for Services Provided by Portland under IGA)**

<b>Land Use Planning Fees for Portland Services under IGA Are Set as Follows:</b>	
<b>Design Review (continued)</b>	
Minor C (Type I & II)	
--Improvements not identified in Minor B with valuation \$2,500 or less	\$650
-- Fences, freestanding & retaining walls, gates	
--Colors in historic districts	
Modifications through Design Review	\$300
<b>Environmental Review (Type I)</b>	\$655
<b>Environmental Review (Type II)</b>	
Residential use (only)	\$2,221
Non-residential or mixed use	\$3,221
<b>Environmental Review Protection Zone (Type III)</b>	\$5,850
<b>Environmental Violation Review</b>	
<b>Type II required</b>	\$3,486
<b>Type III required</b>	\$7,033
<b>Undividable lot with existing single dwelling unit</b>	\$4,890
<b>Final Plat Review / Final Development Plan Review for Planned Development or Planned Unit Development) (Type I)</b>	
If preliminary with Type I with no street	\$1,760
If preliminary was Type I or IIx with a street	\$3,662
If preliminary was Type II / IIx with no street	\$3,662
If preliminary was Type III	\$6,036
<b>Greenway</b>	
Residential use (only)	\$1,221
Non-residential or mixed use	\$4,256
<b>Historic Landmark designation or removal</b>	
Individual properties (Type III)	\$3,973
Multiple Properties or districts (Type III)	\$4,774
Demolition Review (Type IV)	\$5,434
<b>Home Occupation Permit</b>	
Initial Permit	\$111
Annual Renewal	\$111
Late charge for delinquent permits	\$5 per month
<b>Impact Mitigation Plan</b>	
Amendment (Minor) (Type II)	\$3,308

**Exhibit A (for Services Provided by Portland under IGA)**

<b>Land Use Planning Fees for Portland Services under IGA Are Set as Follows:</b>	
Implementation (Type II)	\$3,633
New/Amendment (Major) (Type III)	\$22,820
Amendment (Use) (Type III)	\$6,354
<b>Land Division Review</b>	
Type I	\$5,267 + \$175 per lot plus \$900 if new street
Type IIx	\$6,661 + \$175 per lot plus \$900 if new street
Type III	\$9,789 + \$175 per lot plus \$900 if new street
Subdivision with Concurrent Environmental Review (Type III)	\$9,990 + \$200 per lot, plus \$900 if new street
Partition with Concurrent Environmental Review (Type III)	\$5,765 + \$200 per lot plus \$900 if new street
<b>Land Division Amendment Review</b>	
Type I	\$2,000
Type IIx	\$2,736
Type III	\$8,601
<b>Living Smart House Plans</b>	
Bureau of Development Services' fees for the construction of Living Smart houses are 50% of the standard fees shown on Bureau of Development Services fee schedules. If changes, alterations or revisions are made to the permit-ready plans, standard fees will apply. (This discount does not apply to fees charged by other bureaus.)	
<b>Lot Consolidation (Type I)</b>	\$1,300
<b>Master Plan</b>	
Minor Amendments to Master Plans (Type II)	\$7,379
New Master Plans or Major Amendments to Master Plans (Type III)	\$13,788
Non-conforming Situation Review (Type II)	\$4,337
Non-conforming Status Review (Type II)	\$2,236
Planned Development Review	
Type IIx	\$4,134
Type III	\$7,564
<b>Planned Development Amendment / Planned Unit Development Amendment</b>	
Type IIx	\$2,862
Type III	\$8,373

**Exhibit A (for Services Provided by Portland under IGA)**

<b>Land Use Planning Fees for Portland Services under IGA Are Set as Follows:</b>	
<b>Pre-Application Conference</b>	\$2,160
<b>Statewide Planning Goal Exception (Type III)</b>	\$30,373
<b>Tree Preservation Violation Review</b>	
Type II	\$2,736
Type III	\$7,183
<b>Tree Review</b>	
Type I	\$2,000
Type II	\$2,736
<b>Zoning Map Amendment (Type III)</b>	\$6,078
<b>Other Unassigned Reviews</b>	
Type I	\$2,492
Type II / IIx	\$2,978
Type III	\$7,183
<b>Other Planning Services</b>	
<b>Appeals</b>	
Type II / IIx	\$250
Type III	½ of application
<b>Appointment for Early Land Use Review Assistance</b>	\$150 per hour
<b>Demolition Delay Review</b>	\$161
<b>Design Advice Request</b>	\$1,501
<b>Early Pre-Submittal Plan Review (per hour)</b>	\$115 per hour
<b>Expert Outside Consultation (above base fee)</b>	\$86 per hour
<b>Hourly Rate for Land Use Services</b>	\$115 per hour
<b>Plan Check</b>	
Residential and commercial	\$1.52 per \$1,000 valuation \$60 minimum
Community Design Standards Plan Check	\$.005 of valuation (add to base fee)
Environmental Plan Check	\$727 (add to base fee)
Environmental Violation Plan Check	\$850 (add to base fee)
<b>Property Line Adjustment</b>	\$941

**Exhibit A (for Services Provided by Portland under IGA)**

<b>Land Use Planning Fees for Portland Services under IGA Are Set as Follows:</b>	
<b>Renotification Fee</b>	<b>\$493</b>
<b>Transcripts</b>	<b>Actual cost</b>
<b>Zoning Confirmation</b>	
Tier A (bank letter, new DMV)	\$277
Tier B (zoning/development analysis, nonconforming standard evidence, notice of use determination)	\$804
Lot Segregation	\$466
Lot Segregation with Property Line Adjustment	\$1,046
DMV Renewal	\$49



**MULTNOMAH COUNTY**  
**AGENDA PLACEMENT REQUEST (short form)**

**Board Clerk Use Only**

**Meeting Date:** 06/07/07  
**Agenda Item #:** R-12  
**Est. Start Time:** 9:50 AM  
**Date Submitted:** 05/22/07

**Agenda Title:** **RESOLUTION Authorizing Salary Adjustments for Employees Not Covered by Collective Bargaining Agreements for Fiscal Year 2007-2008**

*Note: If Ordinance, Resolution, Order or Proclamation, provide exact title. For all other submissions, provide a clearly written title.*

**Requested Meeting Date:** June 7, 2007      **Amount of Time Needed:** 10 minutes  
**Department:** DCM      **Division:** Central HR  
**Contact(s):** Travis Graves  
**Phone:** 503-988-6134      **Ext.** 86134      **I/O Address:** 503/4  
**Presenter(s):** Travis Graves, HR Director

**General Information**

1. **What action are you requesting from the Board?**  
 Approval of the compensation plan and cost of living increase for fiscal year 2007-2008 for all non represented staff, except for elected officials' staff.
2. **Please provide sufficient background information for the Board and the public to understand this issue. Please note which Program Offer this action affects and how it impacts the results.**  
 This Resolution authorizes a 2.7% cost of living adjustment for employees not covered by collective bargaining agreements, except for elected official staff. It also approves the compensation plan for fiscal year 2007-2008.
3. **Explain the fiscal impact (current year and ongoing).**  
 This salary adjustment is consistent with the increase included in the personnel costs in the budget for FY'08. This resolution adjusts the ranges and all non-bargaining unit employees' salaries, except elected official's staff, by 2.7%.
4. **Explain any legal and/or policy issues involved.**  
 N/A

5. Explain any citizen and/or other government participation that has or will take place.

None

---

**Required Signature**

---

**Elected Official or  
Department/  
Agency Director:**

*Carol M. Ford*

**Date:** 05/25/07

BEFORE THE BOARD OF COUNTY COMMISSIONERS  
FOR MULTNOMAH COUNTY, OREGON

RESOLUTION NO. \_\_\_\_\_

Authorizing Salary Adjustments for Employees Not Covered by Collective Bargaining Agreements for Fiscal Year 2007-2008

**The Multnomah County Board of Commissioners Finds:**

- a. Multnomah County (County) employs individuals not covered by any collective bargaining agreement.
- b. The Multnomah County Board of Commissioners (Board) adopted County compensation policy in MCC 9.160 to provide such pay as necessary for the County to recruit, select and retain qualified management, supervisory, administrative and professional employees; to recognize employee performance, growth and development; to maintain an appropriate internal relationship among classifications and employees based on job responsibilities, qualifications and authority; and to maintain parity between equivalent non-represented and represented positions.
- c. The Chair is responsible for developing and recommending compensation plan adjustments to the Board.
- d. Certain employees work as elected officials' staff, and the elected officials set their pay.

**The Multnomah County Board of Commissioners Resolves:**

1. General Salary Increases. Except for elected officials' staff, management and executive employees are eligible for a cost of living increase effective July 1, 2007 of 2.7%. These pay ranges are shown in an exhibit attached to this Resolution, labeled Management/Executive Pay Table - effective July 1, 2007.

ADOPTED this 7th day of June 2007.

BOARD OF COUNTY COMMISSIONERS  
FOR MULTNOMAH COUNTY, OREGON

\_\_\_\_\_  
Ted Wheeler, Chair

REVIEWED:  
AGNES SOWLE, COUNTY ATTORNEY  
FOR MULTNOMAH COUNTY, OREGON

By \_\_\_\_\_  
Agnes Sowle, County Attorney

SUBMITTED BY:  
Carol Ford, Director, Department of County Management

**Multnomah County Management/Executive Pay Table - effective July 1, 2007**

Job Class #	Job Title	Notes	Pay Scale Group	Annual		Semi-Monthly		
				Min.	Max.	Min.	Mid.	Max.
9603	AA/EEO OFFICER	Exec	129	\$ 61,093.25	\$ 85,528.85	\$2,545.55	\$3,054.63	\$3,563.70
9792	ACCESS SERVICES ADMINISTRATOR		124	\$ 47,876.91	\$ 67,025.53	\$1,994.88	\$2,393.80	\$2,792.73
9006	ADMINISTRATIVE ANALYST		121	\$ 41,359.47	\$ 57,903.26	\$1,723.32	\$2,067.98	\$2,412.64
9005	ADMINISTRATIVE ANALYST/SENIOR		123	\$ 45,611.38	\$ 63,854.85	\$1,900.47	\$2,280.55	\$2,660.62
9634	ADMINISTRATIVE SECRETARY/NR		117	\$ 33,986.27	\$ 47,579.49	\$1,416.10	\$1,699.29	\$1,982.48
9607	ADMINISTRATIVE SERV OFFICER		126	\$ 52,773.05	\$ 73,884.41	\$2,198.88	\$2,638.70	\$3,078.51
9027	ALARM ORDINANCE UNIT ADMIN		123	\$ 45,611.38	\$ 63,854.85	\$1,900.47	\$2,280.55	\$2,660.62
9616	ANIMAL CONTROL MANAGER	Exec	130	\$ 64,166.23	\$ 89,831.22	\$2,673.59	\$3,208.28	\$3,742.96
9763	ASSESSMENT MANAGER/SENIOR	Exec	132	\$ 70,726.62	\$ 99,016.84	\$2,946.95	\$3,536.33	\$4,125.71
9804	ASSOCIATE DIRECTOR/CENTRAL		130	\$ 64,166.23	\$ 89,831.22	\$2,673.59	\$3,208.28	\$3,742.96
9060	ASST COUNTY ATTORNEY 1	Exec	128	\$ 58,180.27	\$ 81,453.03	\$2,424.18	\$2,909.03	\$3,393.88
9190	ASST COUNTY ATTORNEY 2	Exec	132	\$ 70,726.62	\$ 99,016.84	\$2,946.95	\$3,536.33	\$4,125.71
9440	ASST COUNTY ATTORNEY/SENIOR	Exec	135	\$ 81,821.32	\$114,639.38	\$3,409.22	\$4,092.93	\$4,776.64
9673	AUXILIARY SERVICES MANAGER		129	\$ 61,093.25	\$ 85,528.85	\$2,545.55	\$3,054.63	\$3,563.70
9015	BOARD CLERK		127	\$ 55,405.79	\$ 77,569.40	\$2,308.57	\$2,770.32	\$3,232.06
9623	BRIDGE MAINTENANCE SUPERVISOR		124	\$ 47,876.91	\$ 67,025.53	\$1,994.88	\$2,393.80	\$2,792.73
9624	BRIDGE SERVICES MANAGER	Exec	132	\$ 70,726.62	\$ 99,016.84	\$2,946.95	\$3,536.33	\$4,125.71
9734	BUDGET ANALYST/PRINCIPAL		128	\$ 58,180.27	\$ 81,453.03	\$2,424.18	\$2,909.03	\$3,393.88
9730	BUDGET ANALYST/SENIOR		125	\$ 50,277.74	\$ 70,388.40	\$2,094.91	\$2,513.88	\$2,932.86
9627	CAPTAIN	Exec	9627	\$ 87,498.04	\$104,886.83	\$3,645.75	\$4,008.02	\$4,370.29
9628	CARTOGRAPHY SUPERVISOR		121	\$ 41,359.47	\$ 57,903.26	\$1,723.32	\$2,067.98	\$2,412.64
9773	CATALOGING ADMINISTRATOR		128	\$ 58,180.27	\$ 81,453.03	\$2,424.18	\$2,909.03	\$3,393.88
9799	CENTRAL LIBRARY COORDINATOR	Exec	128	\$ 58,180.27	\$ 81,453.03	\$2,424.18	\$2,909.03	\$3,393.88
9007	CHAPLAIN	Exec	120	\$ 39,394.57	\$ 55,153.47	\$1,641.44	\$1,969.76	\$2,298.07
9630	CHIEF APPRAISER		129-130	\$ 61,093.25	\$ 89,831.22	\$2,545.55	\$3,144.26	\$3,742.96
9625	CHIEF DEPUTY	Exec	9625	\$	\$110,071.81	\$	\$	\$4,586.33
9064	CHIEF DEPUTY MEDICAL EXAMINER		125	\$ 50,277.74	\$ 70,388.40	\$2,094.91	\$2,513.88	\$2,932.86
9810	CHIEF FINANCIAL OFFICER	Exec	137-139	\$ 89,787.19	\$138,747.48	\$3,741.14	\$4,761.14	\$5,781.15
9455	CHIEF INFORMATION OFFICER	Exec	139	\$ 99,028.65	\$138,747.48	\$4,126.20	\$4,953.67	\$5,781.15
9774	CIRCULATION ADMINISTRATOR		124	\$ 47,876.91	\$ 67,025.53	\$1,994.88	\$2,393.80	\$2,792.73
9391	CLINICAL SUPERVISOR		124	\$ 47,876.91	\$ 67,025.53	\$1,994.88	\$2,393.80	\$2,792.73
9620	COMMUNITY JUSTICE MANAGER		126-128	\$ 52,773.05	\$ 81,453.03	\$2,198.88	\$2,796.38	\$3,393.88
9643	CONSTRUCTION PROJECTS ADMIN		128	\$ 58,180.27	\$ 81,453.03	\$2,424.18	\$2,909.03	\$3,393.88
9510	COUNTY ATTORNEY	Exec	140-142	\$103,980.62	\$160,494.49	\$4,332.52	\$5,509.90	\$6,687.27
9617	COUNTY BUSINESS SERVICES MGR	Exec	137-139	\$ 89,787.19	\$138,747.48	\$3,741.14	\$4,761.14	\$5,781.15
9649	COUNTY SURVEYOR	Exec	130	\$ 64,166.23	\$ 89,831.22	\$2,673.59	\$3,208.28	\$3,742.96
9445	D A INVESTIGATOR/CHIEF		124-126	\$ 47,876.91	\$ 73,884.41	\$1,994.88	\$2,536.70	\$3,078.51

9664	D A OPERATIONS MANAGER		129	\$ 61,093.25	\$ 85,528.85	\$2,545.55	\$3,054.63	\$3,563.70
9747	DATA ANALYST/SENIOR		123	\$ 45,611.38	\$ 63,854.85	\$1,900.47	\$2,280.55	\$2,660.62
9499	DENTAL DIRECTOR/CLINICAL		137	\$ 89,787.19	\$125,701.85	\$3,741.14	\$4,489.36	\$5,237.58
9500	DENTAL HEALTH OFFICER	Exec	138	\$ 94,315.05	\$132,040.00	\$3,929.80	\$4,715.74	\$5,501.67
9390	DENTIST	HP	133	\$ 74,262.37	\$103,966.66	\$3,094.27	\$3,713.11	\$4,331.95
9430	DENTIST/SENIOR		135	\$ 81,821.32	\$114,639.38	\$3,409.22	\$4,092.93	\$4,776.64
9610	DEPARTMENT DIRECTOR 1	Exec	137-139	\$ 89,787.19	\$138,747.48	\$3,741.14	\$4,761.14	\$5,781.15
9613	DEPARTMENT DIRECTOR 2	Exec	140-142	\$103,980.62	\$160,494.49	\$4,332.52	\$5,509.90	\$6,687.27
9281	DEPUTY AUDITOR	Staff	9281	\$	\$	\$	\$	\$
9631	DEPUTY COUNTY ATTORNEY	Exec	138	\$ 94,315.05	\$132,040.00	\$3,929.80	\$4,715.74	\$5,501.67
9619	DEPUTY DIRECTOR	Exec	133	\$ 74,262.37	\$103,966.66	\$3,094.27	\$3,713.11	\$4,331.95
9465	DEPUTY DIST ATTY/FIRST ASST	Staff	9465	\$	\$	\$	\$	\$
9450	DEPUTY DISTRICT ATTORNEY/CHIEF	Staff	9450	\$	\$	\$	\$	\$
9683	DEVELOP/COMMUNICATIONS COORD		125	\$ 50,277.74	\$ 70,388.40	\$2,094.91	\$2,513.88	\$2,932.86
9663	DISTRIBUTION SUPERVISOR		120	\$ 39,394.57	\$ 55,153.47	\$1,641.44	\$1,969.76	\$2,298.07
9665	ELECTIONS ADMINISTRATOR		124	\$ 47,876.91	\$ 67,025.53	\$1,994.88	\$2,393.80	\$2,792.73
9666	ELECTIONS MANAGER	Exec	130	\$ 64,166.23	\$ 89,831.22	\$2,673.59	\$3,208.28	\$3,742.96
9667	EMERGENCY MANAGEMENT ADMIN		126	\$ 52,773.05	\$ 73,884.41	\$2,198.88	\$2,638.70	\$3,078.51
9530	EMS MEDICAL DIRECTOR	Exec	143	\$120,368.72	\$168,651.50	\$5,015.36	\$6,021.26	\$7,027.14
9671	ENGINEERING SERVICES MANAGER 1		129	\$ 61,093.25	\$ 85,528.85	\$2,545.55	\$3,054.63	\$3,563.70
9672	ENGINEERING SERVICES MANAGER 2	Exec	132	\$ 70,726.62	\$ 99,016.84	\$2,946.95	\$3,536.33	\$4,125.71
9062	ENVIRONMENTAL HEALTH SUPERVISOR	Exec	128	\$ 58,180.27	\$ 81,453.03	\$2,424.18	\$2,909.03	\$3,393.88
9044	ERP BUSINESS PROCESS MANAGER		130	\$ 64,166.23	\$ 89,831.22	\$2,673.59	\$3,208.28	\$3,742.96
9460	EXECUTIVE ASSISTANT	Staff	9460	\$	\$	\$	\$	\$
9686	FACILITIES DEV & SERVICES MGR	Exec	129	\$ 61,093.25	\$ 85,528.85	\$2,545.55	\$3,054.63	\$3,563.70
9684	FAMILY SERVICES MANAGER		129	\$ 61,093.25	\$ 85,528.85	\$2,545.55	\$3,054.63	\$3,563.70
9336	FINANCE MANAGER		129-130	\$ 61,093.25	\$ 89,831.22	\$2,545.55	\$3,144.26	\$3,742.96
9335	FINANCE SUPERVISOR		125-126	\$ 50,277.74	\$ 73,884.41	\$2,094.91	\$2,586.72	\$3,078.51
9689	FLEET MAINTENANCE SUPERVISOR		124	\$ 47,876.91	\$ 67,025.53	\$1,994.88	\$2,393.80	\$2,792.73
9675	GRAPHIC DESIGNER/NR		120	\$ 39,394.57	\$ 55,153.47	\$1,641.44	\$1,969.76	\$2,298.07
9026	HEALTH INFORMATION SUPERVISOR		119	\$ 37,524.17	\$ 52,533.61	\$1,563.50	\$1,876.21	\$2,188.90
9550	HEALTH OFFICER	Exec	141	\$109,178.47	\$152,970.97	\$4,549.11	\$5,461.45	\$6,373.79
9692	HEALTH OPERATIONS SUPERVISOR		119	\$ 37,524.17	\$ 52,533.61	\$1,563.50	\$1,876.21	\$2,188.90
9698	HEALTH SERVICES DEVELOPMENT ADMIN		128	\$ 58,180.27	\$ 81,453.03	\$2,424.18	\$2,909.03	\$3,393.88
9694	HEALTH SERVICES MANAGER	Exec	130	\$ 64,166.23	\$ 89,831.22	\$2,673.59	\$3,208.28	\$3,742.96
9695	HEALTH SERVICES MANAGER/SENIOR	Exec	133	\$ 74,262.37	\$103,966.66	\$3,094.27	\$3,713.11	\$4,331.95
9080	HUMAN RESOURCES ANALYST 1		121	\$ 41,359.47	\$ 57,903.26	\$1,723.32	\$2,067.98	\$2,412.64
9670	HUMAN RESOURCES ANALYST 2		123	\$ 45,611.38	\$ 63,854.85	\$1,900.47	\$2,280.55	\$2,660.62
9748	HUMAN RESOURCES ANALYST/SENIOR		125	\$ 50,277.74	\$ 70,388.40	\$2,094.91	\$2,513.88	\$2,932.86
9668	HUMAN RESOURCES DIRECTOR	Exec	137	\$ 89,787.19	\$125,701.85	\$3,741.14	\$4,489.36	\$5,237.58

9715	HUMAN RESOURCES MANAGER 1		127	\$ 55,405.79	\$ 77,569.40	\$2,308.57	\$2,770.32	\$3,232.06
9621	HUMAN RESOURCES MANAGER 2	Exec	130	\$ 64,166.23	\$ 89,831.22	\$2,673.59	\$3,208.28	\$3,742.96
9669	HUMAN RESOURCES MANAGER/SENIOR	Exec	132	\$ 70,726.62	\$ 99,016.84	\$2,946.95	\$3,536.33	\$4,125.71
9061	HUMAN RESOURCES TECHNICIAN		117	\$ 33,986.27	\$ 47,579.49	\$1,416.10	\$1,699.29	\$1,982.48
9452	IT MANAGER 1		132	\$ 70,726.62	\$ 99,016.84	\$2,946.95	\$3,536.33	\$4,125.71
9453	IT MANAGER 2		134	\$ 77,981.71	\$109,173.11	\$3,249.24	\$3,899.07	\$4,548.88
9454	IT MANAGER/SENIOR	Exec	137	\$ 89,787.19	\$125,701.85	\$3,741.14	\$4,489.36	\$5,237.58
9456	IT SECURITY MANAGER	Exec	132	\$ 70,726.62	\$ 99,016.84	\$2,946.95	\$3,536.33	\$4,125.71
9451	IT SUPERVISOR		130	\$ 64,166.23	\$ 89,831.22	\$2,673.59	\$3,208.28	\$3,742.96
9024	LAUNDRY SUPERVISOR		119	\$ 37,524.17	\$ 52,533.61	\$1,563.50	\$1,876.21	\$2,188.90
9055	LAW CLERK	Exec	122	\$ 43,439.26	\$ 60,813.02	\$1,809.96	\$2,171.92	\$2,533.88
9001	LEGISLATIVE/ADMIN SECRETARY	Staff	9001	\$	\$	\$	\$	\$
9776	LIBRARY ADMINISTRATOR/BRANCH		127	\$ 55,405.79	\$ 77,569.40	\$2,308.57	\$2,770.32	\$3,232.06
9777	LIBRARY ADMINISTRATOR/CENTRAL		127	\$ 55,405.79	\$77,569.40	\$2,308.57	\$2,770.32	\$3,232.06
9780	LIBRARY MANAGER/BRANCH		129	\$ 61,093.25	\$ 85,528.85	\$2,545.55	\$3,054.63	\$3,563.70
9782	LIBRARY MANAGER/SENIOR	Exec	131	\$ 67,376.64	\$ 94,325.79	\$2,807.36	\$3,368.80	\$3,930.24
9784	LIBRARY SUPERVISOR		123	\$ 45,611.38	\$ 63,854.85	\$1,900.47	\$2,280.55	\$2,660.62
9786	LIBRARY SUPPORT SERVICES ADMIN	Exec	130	\$ 64,166.23	\$ 89,831.22	\$2,673.59	\$3,208.28	\$3,742.96
9705	LIEUTENANT		9647	\$ 83,237.54	\$ 99,890.85	\$3,468.23	\$3,815.18	\$4,162.12
9650	LIEUTENANT ENHANCED		9155	\$ 84,902.87	\$101,887.95	\$3,537.62	\$3,891.48	\$4,245.33
9647	LIEUTENANT/CORRECTIONS		9647	\$ 83,237.54	\$ 99,890.85	\$3,468.23	\$3,815.18	\$4,162.12
9710	MANAGEMENT ASSISTANT	Exec	127	\$ 55,405.79	\$ 77,569.40	\$2,308.57	\$2,770.32	\$3,232.06
9010	MANAGEMENT AUDITOR 1	Staff	9010	\$	\$	\$	\$	\$
9120	MANAGEMENT AUDITOR 2	Staff	9120	\$	\$	\$	\$	\$
9280	MANAGEMENT AUDITOR/SENIOR	Staff	9280	\$	\$	\$	\$	\$
9202	MCSO CORRECTIONS PROGRAM ADMIN		126	\$ 52,773.05	\$ 73,884.41	\$2,198.88	\$2,638.70	\$3,078.51
9622	MCSO CORRECTIONS PROGRAM MGR		128	\$ 58,180.27	\$ 81,453.03	\$2,424.18	\$2,909.03	\$3,393.88
9646	MCSO RECORDS UNIT MANAGER		129	\$ 61,093.25	\$ 85,528.85	\$2,545.55	\$3,054.63	\$3,563.70
9640	MCSO VOLUNTEER PROGRAM COOR		122	\$ 43,439.26	\$ 60,813.02	\$1,809.96	\$2,171.92	\$2,533.88
9520	MEDICAL DIRECTOR	Exec	141	\$109,178.47	\$152,970.97	\$4,549.11	\$5,461.45	\$6,373.79
9744	MENTAL HEALTH DIRECTOR	Exec	138	\$ 94,315.05	\$132,040.00	\$3,929.80	\$4,715.74	\$5,501.67
9697	NUTRITIONIST SUPERVISOR		123	\$ 45,611.38	\$ 63,854.85	\$1,900.47	\$2,280.55	\$2,660.62
9720	OPERATIONS ADMINISTRATOR		123	\$ 45,611.38	\$ 63,854.85	\$1,900.47	\$2,280.55	\$2,660.62
9025	OPERATIONS SUPERVISOR		119	\$ 37,524.17	\$ 52,533.61	\$1,563.50	\$1,876.21	\$2,188.90
9355	PHARMACIST	HP	132	\$ 70,726.62	\$ 99,016.84	\$2,946.95	\$3,536.33	\$4,125.71
9357	PHARMACY SERVICES MANAGER	Exec	138	\$ 94,315.05	\$132,040.00	\$3,929.80	\$4,715.74	\$5,501.67
9490	PHYSICIAN	HP	139	\$ 99,028.65	\$138,747.48	\$4,126.20	\$4,953.67	\$5,781.15
9146	PLANNER/PRINCIPAL		126	\$ 52,773.05	\$ 73,884.41	\$2,198.88	\$2,638.70	\$3,078.51
9727	PLANNING MANAGER	Exec	130	\$ 64,166.23	\$ 89,831.22	\$2,673.59	\$3,208.28	\$3,742.96
9798	PRINCIPAL INVESTIGATOR		132	\$ 70,726.62	\$ 99,016.84	\$2,946.95	\$3,536.33	\$4,125.71

9677	PRODUCTION SUPERVISOR		122	\$ 43,439.26	\$ 60,813.02	\$1,809.96	\$2,171.92	\$2,533.88
9615	PROGRAM MANAGER 1		127-129	\$ 55,405.79	\$ 85,528.85	\$2,308.57	\$2,936.14	\$3,563.70
9360	PROGRAM MANAGER 2	Exec	129-131	\$ 61,093.25	\$ 94,325.79	\$2,545.55	\$3,237.89	\$3,930.24
9362	PROGRAM MANAGER/SENIOR	Exec	132-134	\$ 70,726.62	\$109,173.11	\$2,946.95	\$3,747.91	\$4,548.88
9361	PROGRAM SUPERVISOR		124-126	\$ 47,876.91	\$ 73,884.41	\$1,994.88	\$2,536.70	\$3,078.51
9063	PROJECT MANAGER		127	\$ 55,405.79	\$ 77,569.40	\$2,308.57	\$2,770.32	\$3,232.06
9116	PUBLIC AFFAIRS COORDINATOR		122	\$ 43,439.26	\$ 60,813.02	\$1,809.96	\$2,171.92	\$2,533.88
9790	PUBLIC RELATIONS COORDINATOR	Exec	129	\$ 61,093.25	\$ 85,528.85	\$2,545.55	\$3,054.63	\$3,563.70
9732	RECORDS ADMINISTRATOR		126	\$ 52,773.05	\$ 73,884.41	\$2,198.88	\$2,638.70	\$3,078.51
9043	RESEARCH/EVALUATION ANALYST/SR NR		126	\$ 52,773.05	\$ 73,884.41	\$2,198.88	\$2,638.70	\$3,078.51
9041	RESEARCH/EVALUATION SUPERVISOR		128	\$ 58,180.27	\$ 81,453.03	\$2,424.18	\$2,909.03	\$3,393.88
9140	ROAD OPERATIONS SUPERVISOR		123	\$ 45,611.38	\$ 63,854.85	\$1,900.47	\$2,280.55	\$2,660.62
9400	STAFF ASSISTANT	Staff	9400	\$	\$	\$	\$	\$
9674	SURVEY SUPERVISOR		126	\$ 52,773.05	\$ 73,884.41	\$2,198.88	\$2,638.70	\$3,078.51
9752	TAX COLL/RECORD MANAGER/SENIOR	Exec	132	\$ 70,726.62	\$ 99,016.84	\$2,946.95	\$3,536.33	\$4,125.71
9691	TAX COLLECTION/RECORDS ADMIN		127	\$ 55,405.79	\$ 77,569.40	\$2,308.57	\$2,770.32	\$3,232.06
9789	TEAM DEVELOPER/LIBRARY		127	\$ 55,405.79	\$ 77,569.40	\$2,308.57	\$2,770.32	\$3,232.06
9757	TRANSPORTATION MANAGER/SENIOR	Exec	135	\$ 81,821.32	\$114,639.38	\$3,409.22	\$4,092.93	\$4,776.64
9626	UNDERSHERIFF	Exec	9626	\$	\$115,574.97	\$	\$	\$4,815.62
9746	VETERINARIAN		125	\$ 50,277.74	\$ 70,388.40	\$2,094.91	\$2,513.88	\$2,932.86
9793	VOLUNTEER PROG/BOOKSTORE ADMIN		127	\$ 55,405.79	\$ 77,569.40	\$2,308.57	\$2,770.32	\$3,232.06

**Bold** – Classifications shown in bold have had salary range adjustments since the Board last approved the salary schedule. Salary range adjustments are necessary to reflect labor market comparisons or internal reorganizations.

**Exec** - Executive, unclassified, non-Civil Service position.

**HP** – Health Premium Pay: Premium pay up to 10% over base pay when Physician or Medical Director is assigned extra responsibility for medical program or for in-patient hospital care; premium pay up to 10% over base pay when Physician or Medical Director is assigned to one of the correctional facilities; Premium pay up to 10% over base pay when Pharmacist is assigned extra administrative responsibilities.

**Staff** - Pay for unclassified elected officials staff to be determined by respective elected official.

BEFORE THE BOARD OF COUNTY COMMISSIONERS  
FOR MULTNOMAH COUNTY, OREGON

**RESOLUTION NO. 07-113**

Authorizing Salary Adjustments for Employees Not Covered by Collective Bargaining Agreements for Fiscal Year 2007-2008

**The Multnomah County Board of Commissioners Finds:**

- a. Multnomah County (County) employs individuals not covered by any collective bargaining agreement.
- b. The Multnomah County Board of Commissioners (Board) adopted County compensation policy in MCC 9.160 to provide such pay as necessary for the County to recruit, select and retain qualified management, supervisory, administrative and professional employees; to recognize employee performance, growth and development; to maintain an appropriate internal relationship among classifications and employees based on job responsibilities, qualifications and authority; and to maintain parity between equivalent non-represented and represented positions.
- c. The Chair is responsible for developing and recommending compensation plan adjustments to the Board.
- d. Certain employees work as elected officials' staff, and the elected officials set their pay.

**The Multnomah County Board of Commissioners Resolves:**

1. General Salary Increases. Except for elected officials' staff, management and executive employees are eligible for a cost of living increase effective July 1, 2007 of 2.7%. These pay ranges are shown in an exhibit attached to this Resolution, labeled Management/Executive Pay Table - effective July 1, 2007.

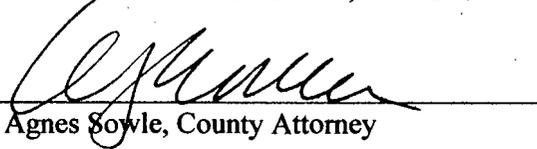
ADOPTED this 7th day of June 2007



BOARD OF COUNTY COMMISSIONERS  
FOR MULTNOMAH COUNTY, OREGON

  
Ted Wheeler, Chair

REVIEWED:  
AGNES SOWLE, COUNTY ATTORNEY  
FOR MULTNOMAH COUNTY, OREGON

By   
Agnes Sowle, County Attorney

SUBMITTED BY:  
Carol Ford, Director, Department of County Management

**Multnomah County Management/Executive Pay Table - effective July 1, 2007**

Job Class #	Job Title	Notes	Pay Scale Group	Annual		Semi-Monthly		
				Min.	Max.	Min.	Mid.	Max.
9603	AAVEEO OFFICER	Exec	129	\$ 61,093.25	\$ 85,528.85	\$2,545.55	\$3,054.63	\$3,563.70
9792	ACCESS SERVICES ADMINISTRATOR		124	\$ 47,876.91	\$ 67,025.53	\$1,994.88	\$2,393.80	\$2,792.73
9006	ADMINISTRATIVE ANALYST		121	\$ 41,359.47	\$ 57,903.26	\$1,723.32	\$2,067.98	\$2,412.64
9005	ADMINISTRATIVE ANALYST/SENIOR		123	\$ 45,611.38	\$ 63,854.85	\$1,900.47	\$2,280.55	\$2,660.62
9634	ADMINISTRATIVE SECRETARY/NR		117	\$ 33,986.27	\$ 47,579.49	\$1,416.10	\$1,699.29	\$1,982.48
9607	ADMINISTRATIVE SERV OFFICER		126	\$ 52,773.05	\$ 73,884.41	\$2,198.88	\$2,638.70	\$3,078.51
9027	ALARM ORDINANCE UNIT ADMIN		123	\$ 45,611.38	\$ 63,854.85	\$1,900.47	\$2,280.55	\$2,660.62
9616	ANIMAL CONTROL MANAGER	Exec	130	\$ 64,166.23	\$ 89,831.22	\$2,673.59	\$3,208.28	\$3,742.96
9763	ASSESSMENT MANAGER/SENIOR	Exec	132	\$ 70,726.62	\$ 99,016.84	\$2,946.95	\$3,536.33	\$4,125.71
9804	ASSOCIATE DIRECTOR/CENTRAL		130	\$ 64,166.23	\$ 89,831.22	\$2,673.59	\$3,208.28	\$3,742.96
9060	ASST COUNTY ATTORNEY 1	Exec	128	\$ 58,180.27	\$ 81,453.03	\$2,424.18	\$2,909.03	\$3,393.88
9190	ASST COUNTY ATTORNEY 2	Exec	132	\$ 70,726.62	\$ 99,016.84	\$2,946.95	\$3,536.33	\$4,125.71
9440	ASST COUNTY ATTORNEY/SENIOR	Exec	135	\$ 81,821.32	\$114,639.38	\$3,409.22	\$4,092.93	\$4,776.64
9673	AUXILIARY SERVICES MANAGER		129	\$ 61,093.25	\$ 85,528.85	\$2,545.55	\$3,054.63	\$3,563.70
9015	BOARD CLERK		127	\$ 55,405.79	\$ 77,569.40	\$2,308.57	\$2,770.32	\$3,232.06
9623	BRIDGE MAINTENANCE SUPERVISOR		124	\$ 47,876.91	\$ 67,025.53	\$1,994.88	\$2,393.80	\$2,792.73
9624	BRIDGE SERVICES MANAGER	Exec	132	\$ 70,726.62	\$ 99,016.84	\$2,946.95	\$3,536.33	\$4,125.71
9734	BUDGET ANALYST/PRINCIPAL		128	\$ 58,180.27	\$ 81,453.03	\$2,424.18	\$2,909.03	\$3,393.88
9730	BUDGET ANALYST/SENIOR		125	\$ 50,277.74	\$ 70,388.40	\$2,094.91	\$2,513.88	\$2,932.86
9627	CAPTAIN	Exec	9627	\$ 87,498.04	\$104,886.83	\$3,645.75	\$4,008.02	\$4,370.29
9628	CARTOGRAPHY SUPERVISOR		121	\$ 41,359.47	\$ 57,903.26	\$1,723.32	\$2,067.98	\$2,412.64
9773	CATALOGING ADMINISTRATOR		128	\$ 58,180.27	\$ 81,453.03	\$2,424.18	\$2,909.03	\$3,393.88
9799	CENTRAL LIBRARY COORDINATOR	Exec	128	\$ 58,180.27	\$ 81,453.03	\$2,424.18	\$2,909.03	\$3,393.88
9007	CHAPLAIN	Exec	120	\$ 39,394.57	\$ 55,153.47	\$1,641.44	\$1,969.76	\$2,298.07
9630	CHIEF APPRAISER		129-130	\$ 61,093.25	\$ 89,831.22	\$2,545.55	\$3,144.26	\$3,742.96
9625	CHIEF DEPUTY	Exec	9625	\$	\$110,071.81	\$	\$	\$4,586.33
9064	CHIEF DEPUTY MEDICAL EXAMINER		125	\$ 50,277.74	\$ 70,388.40	\$2,094.91	\$2,513.88	\$2,932.86
9810	CHIEF FINANCIAL OFFICER	Exec	137-139	\$ 89,787.19	\$138,747.48	\$3,741.14	\$4,761.14	\$5,781.15
9455	CHIEF INFORMATION OFFICER	Exec	139	\$ 99,028.65	\$138,747.48	\$4,126.20	\$4,953.67	\$5,781.15
9774	CIRCULATION ADMINISTRATOR		124	\$ 47,876.91	\$ 67,025.53	\$1,994.88	\$2,393.80	\$2,792.73
9391	CLINICAL SUPERVISOR		124	\$ 47,876.91	\$ 67,025.53	\$1,994.88	\$2,393.80	\$2,792.73
9620	COMMUNITY JUSTICE MANAGER		126-128	\$ 52,773.05	\$ 81,453.03	\$2,198.88	\$2,796.38	\$3,393.88
9643	CONSTRUCTION PROJECTS ADMIN		128	\$ 58,180.27	\$ 81,453.03	\$2,424.18	\$2,909.03	\$3,393.88
9510	COUNTY ATTORNEY	Exec	140-142	\$103,980.62	\$160,494.49	\$4,332.52	\$5,509.90	\$6,687.27
9617	COUNTY BUSINESS SERVICES MGR	Exec	137-139	\$ 89,787.19	\$138,747.48	\$3,741.14	\$4,761.14	\$5,781.15
9649	COUNTY SURVEYOR	Exec	130	\$ 64,166.23	\$ 89,831.22	\$2,673.59	\$3,208.28	\$3,742.96
9445	D A INVESTIGATOR/CHIEF		124-126	\$ 47,876.91	\$ 73,884.41	\$1,994.88	\$2,536.70	\$3,078.51

9664	D A OPERATIONS MANAGER		129	\$ 61,093.25	\$ 85,528.85	\$2,545.55	\$3,054.63	\$3,563.70
9747	DATA ANALYST/SENIOR		123	\$ 45,611.38	\$ 63,854.85	\$1,900.47	\$2,280.55	\$2,660.62
9499	DENTAL DIRECTOR/CLINICAL		137	\$ 89,787.19	\$125,701.85	\$3,741.14	\$4,489.36	\$5,237.58
9500	DENTAL HEALTH OFFICER	Exec	138	\$ 94,315.05	\$132,040.00	\$3,929.80	\$4,715.74	\$5,501.67
9390	DENTIST	HP	133	\$ 74,262.37	\$103,966.66	\$3,094.27	\$3,713.11	\$4,331.95
9430	DENTIST/SENIOR		135	\$ 81,821.32	\$114,639.38	\$3,409.22	\$4,092.93	\$4,776.64
9610	DEPARTMENT DIRECTOR 1	Exec	137-139	\$ 89,787.19	\$138,747.48	\$3,741.14	\$4,761.14	\$5,781.15
9613	DEPARTMENT DIRECTOR 2	Exec	140-142	\$103,980.62	\$160,494.49	\$4,332.52	\$5,509.90	\$6,687.27
9281	DEPUTY AUDITOR	Staff	9281	\$	\$	\$	\$	\$
9631	DEPUTY COUNTY ATTORNEY	Exec	138	\$ 94,315.05	\$132,040.00	\$3,929.80	\$4,715.74	\$5,501.67
9619	DEPUTY DIRECTOR	Exec	133	\$ 74,262.37	\$103,966.66	\$3,094.27	\$3,713.11	\$4,331.95
9465	DEPUTY DIST ATTY/FIRST ASST	Staff	9465	\$	\$	\$	\$	\$
9450	DEPUTY DISTRICT ATTORNEY/CHIEF	Staff	9450	\$	\$	\$	\$	\$
9683	DEVELOP/COMMUNICATIONS COORD		125	\$ 50,277.74	\$ 70,388.40	\$2,094.91	\$2,513.88	\$2,932.86
9663	DISTRIBUTION SUPERVISOR		120	\$ 39,394.57	\$ 55,153.47	\$1,641.44	\$1,969.76	\$2,298.07
9665	ELECTIONS ADMINISTRATOR		124	\$ 47,876.91	\$ 67,025.53	\$1,994.88	\$2,393.80	\$2,792.73
9666	ELECTIONS MANAGER	Exec	130	\$ 64,166.23	\$ 89,831.22	\$2,673.59	\$3,208.28	\$3,742.96
9667	EMERGENCY MANAGEMENT ADMIN		126	\$ 52,773.05	\$ 73,884.41	\$2,198.88	\$2,638.70	\$3,078.51
9530	EMS MEDICAL DIRECTOR	Exec	143	\$120,368.72	\$168,651.50	\$5,015.36	\$6,021.26	\$7,027.14
9671	ENGINEERING SERVICES MANAGER 1		129	\$ 61,093.25	\$ 85,528.85	\$2,545.55	\$3,054.63	\$3,563.70
9672	ENGINEERING SERVICES MANAGER 2	Exec	132	\$ 70,726.62	\$ 99,016.84	\$2,946.95	\$3,536.33	\$4,125.71
9062	ENVIRONMENTAL HEALTH SUPERVISOR	Exec	128	\$ 58,180.27	\$ 81,453.03	\$2,424.18	\$2,909.03	\$3,393.88
9044	ERP BUSINESS PROCESS MANAGER		130	\$ 64,166.23	\$ 89,831.22	\$2,673.59	\$3,208.28	\$3,742.96
9460	EXECUTIVE ASSISTANT	Staff	9460	\$	\$	\$	\$	\$
9686	FACILITIES DEV & SERVICES MGR	Exec	129	\$ 61,093.25	\$ 85,528.85	\$2,545.55	\$3,054.63	\$3,563.70
9684	FAMILY SERVICES MANAGER		129	\$ 61,093.25	\$ 85,528.85	\$2,545.55	\$3,054.63	\$3,563.70
9336	FINANCE MANAGER		129-130	\$ 61,093.25	\$ 89,831.22	\$2,545.55	\$3,144.26	\$3,742.96
9335	FINANCE SUPERVISOR		125-126	\$ 50,277.74	\$ 73,884.41	\$2,094.91	\$2,586.72	\$3,078.51
9689	FLEET MAINTENANCE SUPERVISOR		124	\$ 47,876.91	\$ 67,025.53	\$1,994.88	\$2,393.80	\$2,792.73
9675	GRAPHIC DESIGNER/NR		120	\$ 39,394.57	\$ 55,153.47	\$1,641.44	\$1,969.76	\$2,298.07
9026	HEALTH INFORMATION SUPERVISOR		119	\$ 37,524.17	\$ 52,533.61	\$1,563.50	\$1,876.21	\$2,188.90
9550	HEALTH OFFICER	Exec	141	\$109,178.47	\$152,970.97	\$4,549.11	\$5,461.45	\$6,373.79
9692	HEALTH OPERATIONS SUPERVISOR		119	\$ 37,524.17	\$ 52,533.61	\$1,563.50	\$1,876.21	\$2,188.90
9698	HEALTH SERVICES DEVELOPMENT ADMIN		128	\$ 58,180.27	\$ 81,453.03	\$2,424.18	\$2,909.03	\$3,393.88
9694	HEALTH SERVICES MANAGER	Exec	130	\$ 64,166.23	\$ 89,831.22	\$2,673.59	\$3,208.28	\$3,742.96
9695	HEALTH SERVICES MANAGER/SENIOR	Exec	133	\$ 74,262.37	\$103,966.66	\$3,094.27	\$3,713.11	\$4,331.95
9080	HUMAN RESOURCES ANALYST 1		121	\$ 41,359.47	\$ 57,903.26	\$1,723.32	\$2,067.98	\$2,412.64
9670	HUMAN RESOURCES ANALYST 2		123	\$ 45,611.38	\$ 63,854.85	\$1,900.47	\$2,280.55	\$2,660.62
9748	HUMAN RESOURCES ANALYST/SENIOR		125	\$ 50,277.74	\$ 70,388.40	\$2,094.91	\$2,513.88	\$2,932.86
9668	HUMAN RESOURCES DIRECTOR	Exec	137	\$ 89,787.19	\$125,701.85	\$3,741.14	\$4,489.36	\$5,237.58

9715	HUMAN RESOURCES MANAGER 1		127	\$ 55,405.79	\$ 77,569.40	\$2,308.57	\$2,770.32	\$3,232.06
9621	HUMAN RESOURCES MANAGER 2	Exec	130	\$ 64,166.23	\$ 89,831.22	\$2,673.59	\$3,208.28	\$3,742.96
9669	HUMAN RESOURCES MANAGER/SENIOR	Exec	132	\$ 70,726.62	\$ 99,016.84	\$2,946.95	\$3,536.33	\$4,125.71
9061	HUMAN RESOURCES TECHNICIAN		117	\$ 33,986.27	\$ 47,579.49	\$1,416.10	\$1,699.29	\$1,982.48
9452	IT MANAGER 1		132	\$ 70,726.62	\$ 99,016.84	\$2,946.95	\$3,536.33	\$4,125.71
9453	IT MANAGER 2		134	\$ 77,981.71	\$109,173.11	\$3,249.24	\$3,899.07	\$4,548.88
9454	IT MANAGER/SENIOR	Exec	137	\$ 89,787.19	\$125,701.85	\$3,741.14	\$4,489.36	\$5,237.58
9456	IT SECURITY MANAGER	Exec	132	\$ 70,726.62	\$ 99,016.84	\$2,946.95	\$3,536.33	\$4,125.71
9451	IT SUPERVISOR		130	\$ 64,166.23	\$ 89,831.22	\$2,673.59	\$3,208.28	\$3,742.96
9024	LAUNDRY SUPERVISOR		119	\$ 37,524.17	\$ 52,533.61	\$1,563.50	\$1,876.21	\$2,188.90
9055	LAW CLERK	Exec	122	\$ 43,439.26	\$ 60,813.02	\$1,809.96	\$2,171.92	\$2,533.88
9001	LEGISLATIVE/ADMIN SECRETARY	Staff	9001	\$	\$	\$	\$	\$
9776	LIBRARY ADMINISTRATOR/BRANCH		127	\$ 55,405.79	\$ 77,569.40	\$2,308.57	\$2,770.32	\$3,232.06
9777	LIBRARY ADMINISTRATOR/CENTRAL		127	\$ 55,405.79	\$77,569.40	\$2,308.57	\$2,770.32	\$3,232.06
9780	LIBRARY MANAGER/BRANCH		129	\$ 61,093.25	\$ 85,528.85	\$2,545.55	\$3,054.63	\$3,563.70
9782	LIBRARY MANAGER/SENIOR	Exec	131	\$ 67,376.64	\$ 94,325.79	\$2,807.36	\$3,368.80	\$3,930.24
9784	LIBRARY SUPERVISOR		123	\$ 45,611.38	\$ 63,854.85	\$1,900.47	\$2,280.55	\$2,660.62
9786	LIBRARY SUPPORT SERVICES ADMIN	Exec	130	\$ 64,166.23	\$ 89,831.22	\$2,673.59	\$3,208.28	\$3,742.96
9705	LIEUTENANT		9647	\$ 83,237.54	\$ 99,890.85	\$3,468.23	\$3,815.18	\$4,162.12
9650	LIEUTENANT ENHANCED		9155	\$ 84,902.87	\$101,887.95	\$3,537.62	\$3,891.48	\$4,245.33
9647	LIEUTENANT/CORRECTIONS		9647	\$ 83,237.54	\$ 99,890.85	\$3,468.23	\$3,815.18	\$4,162.12
9710	MANAGEMENT ASSISTANT	Exec	127	\$ 55,405.79	\$ 77,569.40	\$2,308.57	\$2,770.32	\$3,232.06
9010	MANAGEMENT AUDITOR 1	Staff	9010	\$	\$	\$	\$	\$
9120	MANAGEMENT AUDITOR 2	Staff	9120	\$	\$	\$	\$	\$
9280	MANAGEMENT AUDITOR/SENIOR	Staff	9280	\$	\$	\$	\$	\$
9202	MC SO CORRECTIONS PROGRAM ADMIN		126	\$ 52,773.05	\$ 73,884.41	\$2,198.88	\$2,638.70	\$3,078.51
9622	MC SO CORRECTIONS PROGRAM MGR		128	\$ 58,180.27	\$ 81,453.03	\$2,424.18	\$2,909.03	\$3,393.88
9646	MC SO RECORDS UNIT MANAGER		129	\$ 61,093.25	\$ 85,528.85	\$2,545.55	\$3,054.63	\$3,563.70
9640	MC SO VOLUNTEER PROGRAM COOR		122	\$ 43,439.26	\$ 60,813.02	\$1,809.96	\$2,171.92	\$2,533.88
9520	MEDICAL DIRECTOR	Exec	141	\$109,178.47	\$152,970.97	\$4,549.11	\$5,461.45	\$6,373.79
9744	MENTAL HEALTH DIRECTOR	Exec	138	\$ 94,315.05	\$132,040.00	\$3,929.80	\$4,715.74	\$5,501.67
9697	NUTRITIONIST SUPERVISOR		123	\$ 45,611.38	\$ 63,854.85	\$1,900.47	\$2,280.55	\$2,660.62
9720	OPERATIONS ADMINISTRATOR		123	\$ 45,611.38	\$ 63,854.85	\$1,900.47	\$2,280.55	\$2,660.62
9025	OPERATIONS SUPERVISOR		119	\$ 37,524.17	\$ 52,533.61	\$1,563.50	\$1,876.21	\$2,188.90
9355	PHARMACIST	HP	132	\$ 70,726.62	\$ 99,016.84	\$2,946.95	\$3,536.33	\$4,125.71
9357	PHARMACY SERVICES MANAGER	Exec	138	\$ 94,315.05	\$132,040.00	\$3,929.80	\$4,715.74	\$5,501.67
9490	PHYSICIAN	HP	139	\$ 99,028.65	\$138,747.48	\$4,126.20	\$4,953.67	\$5,781.15
9146	PLANNER/PRINCIPAL		126	\$ 52,773.05	\$ 73,884.41	\$2,198.88	\$2,638.70	\$3,078.51
9727	PLANNING MANAGER	Exec	130	\$ 64,166.23	\$ 89,831.22	\$2,673.59	\$3,208.28	\$3,742.96
9798	PRINCIPAL INVESTIGATOR		132	\$ 70,726.62	\$ 99,016.84	\$2,946.95	\$3,536.33	\$4,125.71

9677	PRODUCTION SUPERVISOR		122	\$ 43,439.26	\$ 60,813.02	\$1,809.96	\$2,171.92	\$2,533.88
9615	PROGRAM MANAGER 1		127-129	\$ 55,405.79	\$ 85,528.85	\$2,308.57	\$2,936.14	\$3,563.70
9360	PROGRAM MANAGER 2	Exec	129-131	\$ 61,093.25	\$ 94,325.79	\$2,545.55	\$3,237.89	\$3,930.24
9362	PROGRAM MANAGER/SENIOR	Exec	132-134	\$ 70,726.62	\$109,173.11	\$2,946.95	\$3,747.91	\$4,548.88
9361	PROGRAM SUPERVISOR		124-126	\$ 47,876.91	\$ 73,884.41	\$1,994.88	\$2,536.70	\$3,078.51
9063	PROJECT MANAGER		127	\$ 55,405.79	\$ 77,569.40	\$2,308.57	\$2,770.32	\$3,232.06
9116	PUBLIC AFFAIRS COORDINATOR		122	\$ 43,439.26	\$ 60,813.02	\$1,809.96	\$2,171.92	\$2,533.88
9790	PUBLIC RELATIONS COORDINATOR	Exec	129	\$ 61,093.25	\$ 85,528.85	\$2,545.55	\$3,054.63	\$3,563.70
9732	RECORDS ADMINISTRATOR		126	\$ 52,773.05	\$ 73,884.41	\$2,198.88	\$2,638.70	\$3,078.51
9043	RESEARCH/EVALUATION ANALYST/SR NR		126	\$ 52,773.05	\$ 73,884.41	\$2,198.88	\$2,638.70	\$3,078.51
9041	RESEARCH/EVALUATION SUPERVISOR		128	\$ 58,180.27	\$ 81,453.03	\$2,424.18	\$2,909.03	\$3,393.88
9140	ROAD OPERATIONS SUPERVISOR		123	\$ 45,611.38	\$ 63,854.85	\$1,900.47	\$2,280.55	\$2,660.62
9400	STAFF ASSISTANT	Staff	9400	\$	\$	\$	\$	\$
9674	SURVEY SUPERVISOR		126	\$ 52,773.05	\$ 73,884.41	\$2,198.88	\$2,638.70	\$3,078.51
9752	TAX COLL/RECORD MANAGER/SENIOR	Exec	132	\$ 70,726.62	\$ 99,016.84	\$2,946.95	\$3,536.33	\$4,125.71
9691	TAX COLLECTION/RECORDS ADMIN		127	\$ 55,405.79	\$ 77,569.40	\$2,308.57	\$2,770.32	\$3,232.06
9789	TEAM DEVELOPER/LIBRARY		127	\$ 55,405.79	\$ 77,569.40	\$2,308.57	\$2,770.32	\$3,232.06
9757	TRANSPORTATION MANAGER/SENIOR	Exec	135	\$ 81,821.32	\$114,639.38	\$3,409.22	\$4,092.93	\$4,776.64
9626	UNDERSHERIFF	Exec	9626	\$	\$115,574.97	\$	\$	\$4,815.62
9746	VETERINARIAN		125	\$ 50,277.74	\$ 70,388.40	\$2,094.91	\$2,513.88	\$2,932.86
9793	VOLUNTEER PROG/BOOKSTORE ADMIN		127	\$ 55,405.79	\$ 77,569.40	\$2,308.57	\$2,770.32	\$3,232.06

**Bold** – Classifications shown in bold have had salary range adjustments since the Board last approved the salary schedule. Salary range adjustments are necessary to reflect labor market comparisons or internal reorganizations.

**Exec** - Executive, unclassified, non-Civil Service position.

**HP** – Health Premium Pay: Premium pay up to 10% over base pay when Physician or Medical Director is assigned extra responsibility for medical program or for in-patient hospital care; premium pay up to 10% over base pay when Physician or Medical Director is assigned to one of the correctional facilities; Premium pay up to 10% over base pay when Pharmacist is assigned extra administrative responsibilities.

**Staff** - Pay for unclassified elected officials staff to be determined by respective elected official.



**MULTNOMAH COUNTY**  
**AGENDA PLACEMENT REQUEST – short form**

APPROVED : MULTNOMAH COUNTY  
 BOARD OF COMMISSIONERS  
 AGENDA # PH-1 DATE 06/07/07  
 DEBORAH L. BOGSTAD, BOARD CLERK

**Board Clerk Use Only**

**Meeting Date:** 06/07/07  
**Agenda Item #:** PH-1  
**Est. Start Time:** 10:00 AM  
**Date Submitted:** 05/30/07

**Agenda Title:** **Tax Supervising and Conservation Commission Hearing on Multnomah County's Fiscal Year 2007 Supplemental Budget followed by Tax Supervising and Conservation Commission Hearing on Multnomah County's Fiscal Year 2008 Budget**

*Note: If Ordinance, Resolution, Order or Proclamation, provide exact title. For all other submissions, provide a clearly written title.*

<b>Requested Meeting Date:</b>	<u>June 7, 2007</u>	<b>Amount of Time Needed:</b>	<u>45 minutes</u>
<b>Department:</b>	<u>County Management</u>	<b>Division:</b>	<u>Budget Office</u>
<b>Contact(s):</b>	<u>Karyne Dargan</u>		
<b>Phone:</b>	<u>503-988-3312</u>	<b>Ext.</b> <u>22457</u>	<b>I/O Address:</b> <u>503/5/531</u>
<b>Presenter(s):</b>	<u>Multnomah County Chair Ted Wheeler and Board members as well as Budget Office staff will respond to questions of TSCC Executive Director Tom Linhares and TCCS Board members, followed by public testimony</u>		

**General Information**

**1. What action are you requesting from the Board?**

Attend a public hearing held by the Tax Supervising & Conservation Commission (TSCC) on the FY 2007 Multnomah County supplemental budget immediately followed by a public hearing on the FY 2008 Multnomah County budget.

**2. Please provide sufficient background information for the Board and the public to understand this issue. Please note which Program Offer this action affects and how it impacts the results.**

TSCC is the oversight body for taxing districts within and including Multnomah County. For jurisdictions with populations greater than 200,000, TSCC reviews and certifies the budget, and conducts a public hearing during which time interested persons may discuss the supplemental budget and FY 2008 budget. This hearing is in addition to those held by the County during the months of April and May, 2007.

**3. Explain the fiscal impact (current year and ongoing).**

N/A—Public hearing only.

**4. Explain any legal and/or policy issues involved.**

TSCC certifies that the County's budget has been prepared according to Oregon Budget Law, Chapter 294. The County supplemental budget addresses financial conditions that were not known at the time the budget was adopted. The County budget establishes policy to be followed in the upcoming fiscal year.

**5. Explain any citizen and/or other government participation that has or will take place.**

This planned TSCC hearing will be a public forum in which interested persons may discuss the supplemental budget with the Board and with the TSCC commissioners. The budget priority-setting process has included significant public participation. Several community forums and public hearings have been held over the past several months, during which time testimony was heard by the Board

---

**Required Signatures**

---

Elected Official or  
Department/  
Agency Director:

*Carol M. Ford*

Date: 05/31/07

---

**BOGSTAD Deborah L**

---

**From:** DARGAN Karyne A  
**Sent:** Wednesday, June 06, 2007 3:01 PM  
**To:** BOGSTAD Deborah L  
**Subject:** FW: TSCC 07-08 Multnomah County Questions WITH ANSWERS.doc  
**Importance:** High

-----Original Message-----

**From:** NEBURKA Julie Z  
**Sent:** Wednesday, June 06, 2007 1:59 PM  
**To:** ROBERTS Lonnie J; NAITO Lisa H; COGEN Jeff; ROJO DE STEFFEY Maria; WHEELER Ted  
**Cc:** #BUDGET; WEST Kristen; LIEUALLEN Matt; MARTINEZ David; LASHUA Matthew; FARVER Bill; MADRIGAL Marissa D  
**Subject:** TSCC 07-08 Multnomah County Questions WITH ANSWERS.doc  
**Importance:** High

Hello everyone,

Attached are the TSCC questions that I reviewed with you, *and the answers*. A couple of notes:

- There are some questions directed at the Chair (and Commissioner Cogen). The "answer" on the sheet is that they will answer those particular questions.
- Note that the Chair asked that **Bill Farver answer question #12**.
- You all may decide among yourselves as to which of you will "answer" the remaining questions.
- Staff will be available should you want to defer a question to a staff person.

Thanks to everyone for your patience with this budget formality. See you all tomorrow!

Julie

# TSCC Budget Review 2007-08

## Multnomah County

### Location:

Multnomah County is located in the northwestern section of the state. The Columbia River acts as the northern border of the County.

### District Background:

A five member salaried board governs the County. All are elected to four-year terms on non-partisan ballots: the Board Chair is elected at large and four board members are elected from districts. The Territorial Legislature established Multnomah County in 1854, five years before Oregon was granted statehood, because citizens found it inconvenient to travel to Hillsboro to conduct business. Portland was designated as the county seat.

Of the 36 counties in Oregon, Multnomah County is Oregon's smallest in area, covering 457 square miles. Despite its size, the County is home to more Oregonians than any other county. The county's estimated population was 701,545 as of July 1, 2006. Approximately 98% of the population of the County resides within the boundaries of one of six cities, 80.3% within the largest city in the state, Portland. Multnomah County is also home to Oregon's largest: Community College, School District, ESD, Port, Mass Transit District, Regional Government, and Urban Renewal Agency.

The County operates under a 1967 home rule charter that assigns legislative authority to the Board of County Commissioners and administrative responsibility to the Chair of the Board.

In November 2002, the voters approved a five-year Library Local Option Levy for library operations. Fiscal year 2007-08 is the last year of this local option levy; however, in November, 2006, voters approved another five-year Library Local Option Levy. In 2007-08, the County will levy the 2006 local option amount instead of the fifth year of the expiring levy.

In May 2003 voters passed a three year 1.25% personal income tax (I-TAX). This is the first tax of its type in Oregon. Of the amount raised, approximately 70% of the proceeds go to Multnomah County schools; 13% to County Health and Human Services; 13% to Public Safety; and the remainder for tax collections and audits of the I-Tax. 2005-06 was the last year for collections of the I-TAX; prior year tax collections are still anticipated in 2007-08.

### General Information:

Multnomah County	2004-05	2005-06	2006-07	2007-08
Assessed Value in Billions	\$44.911	\$46.350	\$48.226	
Real Market Value (M-5) in Billions	\$70.458	\$78.098	\$87.058	
Property Tax Rate Extended:				
Operations	\$4.3434	\$4.3434	\$4.3434	
Library Local Option	\$0.7550	\$0.7550	\$0.7550	
Debt Service	\$0.1801	\$0.2081	\$0.1965	
Total Property Tax Rate	\$5.2785	\$5.3065	\$5.2949	
Measure 5 Loss	\$-13,795,470	\$-11,297,437	\$-10,220,015	
Number of Employees (FTE's)	4,437	4,336	4,411	4,392

**Overview:**

In development of the 2007-08 Budget, the Multnomah County Board of Commissioners continued to utilize Priority Based Budgeting. Essentially, the Board developed its budget based upon broad categories of priorities established by citizen focus groups. The priorities are: Basic Living Needs, Safety, Accountability, A Thriving Economy, Education, and Vibrant Communities. While acknowledging that all are important, the district focused on Human Services and Public Safety as its most urgent priorities in this budget.

Based upon current and future financial forecasts, the Board set fiscal parameters of how much could be spent on the above priorities. The County is proactively reducing expenditures by \$32 million over two years to offset the loss of I-Tax revenue. A \$15 million reduction target was set for 2007-08. The County employed three strategies to reach its target:

- Invest in technology to improve productivity.
- Establish an “Innovation Fund” for development of cost saving ideas with a 1:1 return on dollars spent.
- Identify specific reductions in administrative overhead.

Multnomah County	2004-05 Actual	2005-06 Actual	2006-07 Budget	2007-08 Budget
Total Budget All Funds	1,212,568,629	1,224,958,423	1,140,252,417	1,202,348,201
Percent of Change from Prior Year	+16.0%	+1.0%	-6.9%	+5.4%
Total Beginning Fund Balance All Funds	108,822,658	161,258,040	179,079,380	168,672,429
Percent of Change from Prior Year	-6.9%	+48.2%	+11.1%	-5.8%

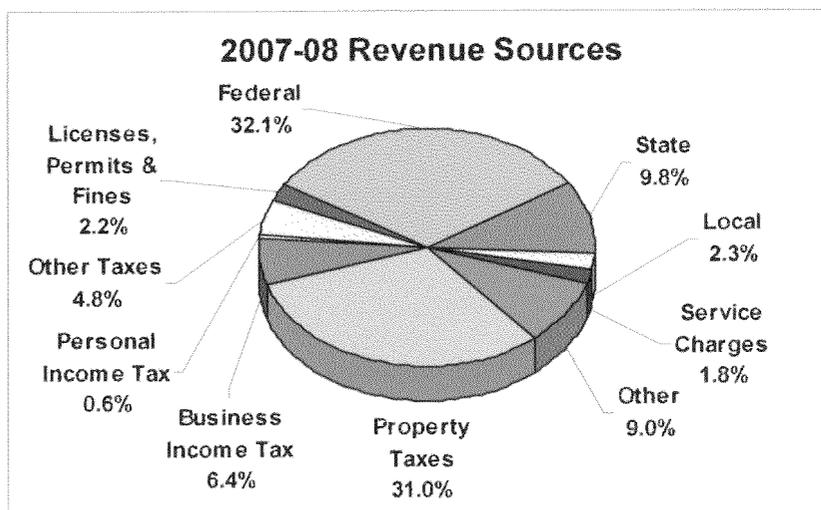
**Revenues:**

Overall, revenues increased in 2007-08, despite the expiration of the I-TAX. This budget includes \$5,000,000 for prior year tax collections for the I-Tax, down from \$16.5 million budgeted in 2006-07. A corresponding decrease in disbursement payments to schools offsets this loss of revenue.

Much of the increased revenue can be attributed to \$25 million in new revenue – coded as ‘other’ – in the Capital Improvement Fund. Of this amount, \$9 million is from the Portland Development Commission and \$16 million is from the sale of County buildings. This revenue is designated for the proposed downtown courthouse.

Increased property tax collections due to a higher local option levy for the library and federal funding in the Willamette River Bridge Fund also contribute to the increase.

The 2006-07 Budget includes increased revenue from Business Income, transient lodging, and motor vehicle rental taxes, reflecting a growing economy.



**General Fund:**

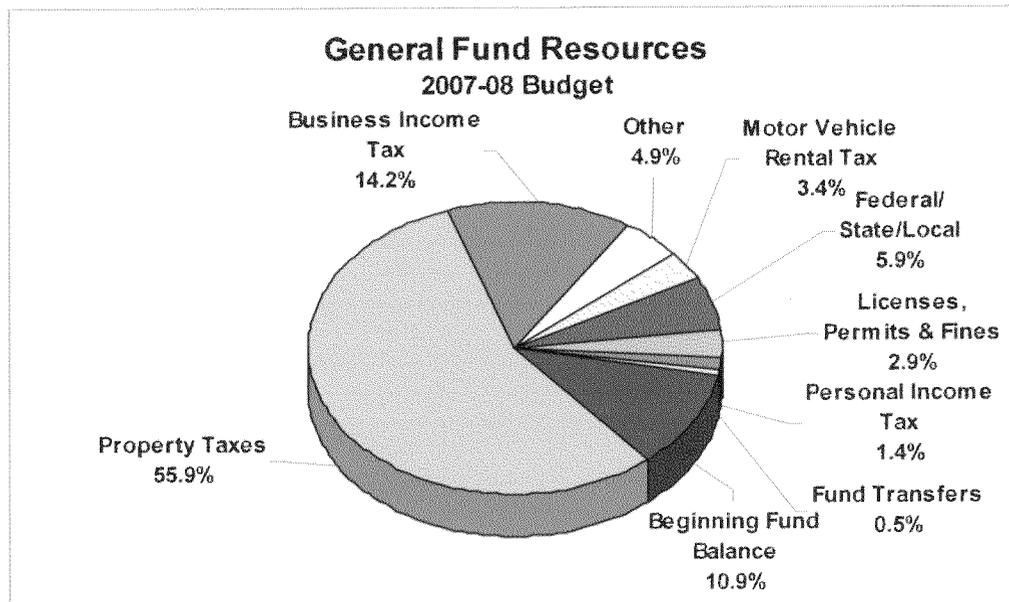
The General Fund shows an overall budget increase of 0.4%, primarily due to the significant decrease in I-TAX collections. If this amount is removed, the General Fund increased by 3.7% in 2007-08.

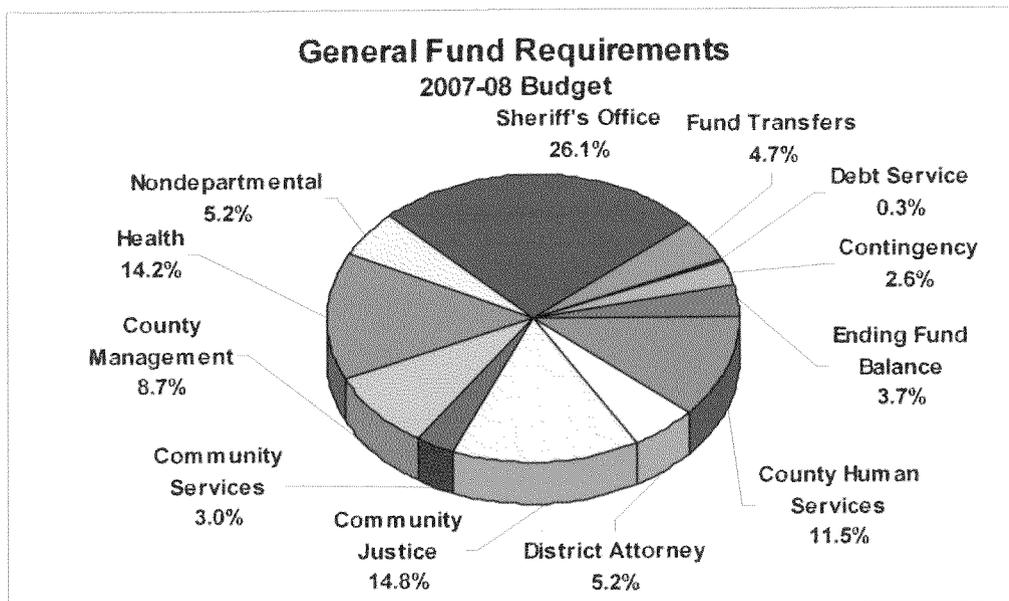
Multnomah County	2004-05 Actual	2005-06 Actual	2006-07 Budget	2007-08 Budget
General Fund	433,141,944	471,190,737	365,741,378	367,273,085
General Fund Beginning Balance	19,492,537	42,415,762	47,200,000	40,266,074
General Reserve Fund Beginning Balance	11,167,977	11,960,876	13,000,000	14,250,000

The General Fund beginning fund balance is down 14.7% in 2007-08 from \$47,200,000 to \$40,266,074. The General Fund Reserve Beginning Fund Balance increased 9.6% in 2007-08.

Multnomah County	2004-05 Actual	2005-06 Actual	2006-07 Budget	2007-08 Budget
General Fund <b>Ending</b> Balance	42,112,113	54,963,629	13,500,000	13,500,000
General Reserve Fund <b>Ending</b> Balance	11,960,875	13,708,731	13,500,000	14,750,000

In October 2001, the Board adopted a policy setting a targeted reserve level of 10% of General Fund current revenue. The reserve is budgeted in two places: the General Fund and the General Reserve Fund. The budgeted \$28.3 million is the equivalent of a fully funded reserve.





**Expenditures:**

Multnomah County	2004-05 Actual	2005-06 Actual	2006-07 Budget	2007-08 Budget
Personal Services	337,579,087	363,714,394	394,832,866	348,445,042
Materials & Services	578,106,988	559,473,829	521,225,416	602,056,462

**Personal Services:**

Overall, the staffing for 2007-08 decreases by 19.2 FTE to 4,392.07 FTE. The amount budgeted for personal services decreases over \$46.4 million, or 11.7%. The cost of County benefits continues to grow. At the time the budget was developed, the County was in negotiations with the Employee Benefits Board. As a result, this budget does not include increases in employee health care costs. Cost of living increases were budgeted at 3.25%

**Department Programs and Services:**

Nearly all departments experienced increases in their budget in 2007-08. The lone exception is Non-Departmental.

- The Department of School and Community Partnerships combined with the County Human Services Department for a total budget of \$221.9 million in 2007-08. The department provides services to the elderly of Multnomah County and to those who have serious physical, emotional, or developmental disabilities. It also focuses on poverty as it relates to education. The approved budget eliminates funding for the Touchstone program, eliminating 18.10 FTE.
- In 2007-08, the Health Department, which deals with regulatory health issues, totals \$129.8 million, up 1.9%.

- Just over \$219.6 million is budgeted for 2007-08 for the three departments that comprise the county's justice system: the Multnomah County Sheriff's office which provides support for the rest of the justice system within the County, law enforcement and corrections at \$111.6 million; the Community Justice Department which provides supervision of offenders and court services for juveniles at \$83.1 million; and the District Attorney's office at \$24.9 million. The budget reduces funding for double bunking, but includes an offset of residential treatment beds. The Sheriff's budget includes funding for Field Based Work Release and Supervision for Sentenced Offenders – a new program that provides for direct supervision outside of jail. Also included in the Sheriff's budget is \$1.35 million from the City of Portland for 57 jail beds.
- Library operations increase by \$3,908,915, or 7.6%, to \$55,112,106. This budget includes funding for siting, site improvements, equipment and collections for two new library branches – North Portland and Troutdale.
- The Non-Departmental area consists of support for Elected Officials, non-County agencies and independent organizations. The total Non-Departmental budget is \$43.8 million. The budget for this department shows a 24.1% decrease, reflecting the lower delinquent I-Tax collections and no one time only funding to county school districts.
- The approved budget of the Department of Community Services is \$80,529,704, up 1.4%. It includes funding for direct community services, such as elections, housing, emergency management and animal control for the County.
- The Department of County Management includes information technology, property appraisal and tax collections, and finance. The approved budget increases by \$45.5 million, or 19.6%, in 2007-08. This large increase can be attributed to development of the downtown courthouse proposal (\$25 million), as well as \$9 million to replace the Assessment and Taxation computer system.

**Capital Outlay:**

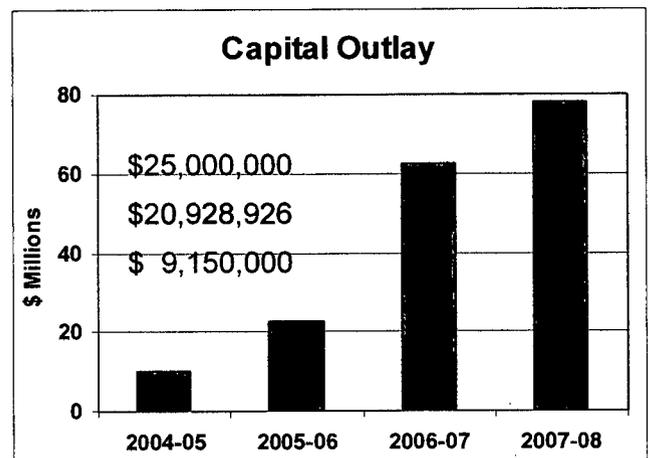
Multnomah County	2004-05 Actual	2005-06 Actual	2006-07 Budget	2007-08 Budget
Capital Outlay	10,305,437	22,791,996	62,425,927	77,938,061

Overall capital outlay increased 24.8% in 2007-08.

Some of the major capital outlay projects planned for 2007-08 by the County include:

- Facilities Courthouse Plan
- Transportation Capital Projects
- A & T Recording Systems Upgrade

The County continues to look for ways to fund a large backlog of deferred maintenance items.



**Debt History:**

Multnomah County – Debt Outstanding	6-30-2004	6-30-2005	6-30-2006	6-30-2007 Est.
General Obligation	86,445,000	81,025,000	75,340,000	69,380,000
Revenue Bonds	7,425,000	6,935,000	6,420,000	5,880,000
PERS Pension Revenue Bonds	181,103,160	178,568,160	175,203,160	170,908,160
COPs	27,510,000	28,005,000	24,135,000	20,090,000
Full Faith & Credit	89,100,000	79,725,000	75,290,000	70,655,000
Lease Purchase	1,085,283	846,481	587,196	305,671
Long Term Loans	631,629	541,737	447,413	361,973
<b>Total Debt Outstanding</b>	<b>393,300,072</b>	<b>375,646,378</b>	<b>356,894,292</b>	<b>337,580,804</b>

**Contingencies, Transfers, Unappropriated:**

It is Board policy to establish an emergency contingency account in the General Fund each fiscal year. The account is funded at a level consistent with actual use of transfers from contingency during the prior ten years. The General Fund contingency is increased in this budget, from \$6.7 million to \$9.6 million. In 2007-08, total contingencies in all funds are up 157.3%, from \$11.1 million in 2006-07 to \$28.7 million in 2007-08.

The unappropriated ending fund balance is reasonable.

Transfers for all years are out of balance. The County has advised that the database used for budgeting did not summarize objects correctly and will need to be corrected. When the corrections are made, the transfers should balance.

**Highlights of the 2007-08 Budget to be published in TSCC Annual Report:**

- The 2007-08 Budget was developed using Priority Based Budgeting.
- The total budget increased \$62.1 million, or 5.4%.
- The General Fund increased by 0.4%, from \$365,741,378 to \$367,273,085.
- This is the first year of the new five year Library Local Option Levy.
- The 2007-08 Budget reflects the expiration of personal income tax (I-TAX) collections. Prior year collections of \$5,000,000 are included in this budget.
- This budget includes a decrease of 19.2 FTE.

**Local Budget Law Compliance:**

The 2007-08 Budget is in substantial compliance with Local Budget Law.

The audit for the year ending June 30, 2006 did not note any overexpenditures:

**Certification Letter Recommendations and Objections:**

The 2007-08 Budget was filed timely on April 30, 2007. The Commission hereby certifies by a majority vote one recommendation, which will require a written response.

**Objection – Correct Entries for Interfund Transfers and Other Resources**

Across all years, Interfund Transfers are out of balance in this budget. County staff advised that the database used in budget development compiled the numbers incorrectly. This will have to be corrected in the Adopted Budget.

## Questions:

### Budget Process

1. This is the first County budget for Chair Wheeler and Commissioner Cogen. Would you like to offer your thoughts on the budget process or even a more general overview of your first few months in office?

*Chair Wheeler/Commissioner Cogen to answer*

2. Chair Wheeler has proposed that some programs be continued only if others jurisdictions, notably City of Portland and county school districts, paid all or a portion on the ongoing costs. How are talks progressing with those jurisdictions and how much in payments for those programs might there be in the county budget that is finally adopted? (Link: Chair's Executive Budget Message, pages 9-11)

*Chair Wheeler to answer*

3. One such program was the Hooper Detox Center which the Chair asked the City of Portland to pay for. On City Commissioner has suggested that if this is funded the money would be diverted from funds earmarked to "purchase" 57 jail beds from the County. If you had to choose between those two, which one would you choose?

*Chair Wheeler to answer*

### Revenues

4. The County's temporary personal income tax (I-Tax) has expired in 2005 and the amount of delinquent payments is down to \$5 million in this year's budget. How much longer will you continue to pursue collections?

We do not expect to pursue collections beyond the next fiscal year. You may recall that we estimated delinquent tax payments of \$16.5 million in the FY 2007 budget. Current projections indicate that we will collect about \$12 million in prior year taxes this year. The revenue estimated for FY 2008 should account for the remaining outstanding tax liability.

5. Is the City of Portland still administering the I-Tax collections or have you brought that "in house"?

The City of Portland initiates collections and processes payments under a contract with Multnomah County. In addition, there are 6.5 FTE dedicated in the County budget to pursue legal actions against delinquent tax filers.

6. The County's was successful in getting voter approval for a new Library Local Option Levy. Still, nearly 30% of the library's operating costs is still coming from the General Fund. At the public hearing prior to the election we discussed with you the long term funding issues, including the possibility of establishing a Library District with its own taxing authority. Has any more thought gone into that or other proposals to reduce the Library's dependence on the General Fund?

On May 10, 2007, the Board of County Commissioners passed a resolution creating a Multnomah County Library Funding Task Force. The resolution states in part:

"That a Multnomah County Library Funding Task Force consisting of 13 to 16 citizens of Multnomah County be convened to assess the feasibility of all funding options and recommend the best option for funding Multnomah County Libraries. The Task Force will report to the Board no later than December 15, 2007, with a list of funding options for Multnomah County Libraries and a recommendation of the preferred option."

The Task Force members have been appointed by the Chair and met for the first time on May 30, 2007. They plan to meet over the summer and complete their work by early fall. All possible funding options, including a library district, will be examined and analyzed for potential recommendation to the BCC. Though there is concern about the Library's portion of General Fund revenue when the General Fund is under pressure, there is greater concern about the Library's reliance on a levy for the largest portion of its funding - over 60%. The goal of the Task Force is to recommend a funding option that will provide the best opportunity for permanent, adequate and stable funding for the Multnomah County Library.

7. By 2008 the Business Income Tax will be revised along the lines of changes already made by the City of Portland to raise the gross exemption and increase the owner's deduction. How much will these changes reduce the BIT revenue?  
The two changes described above will reduce gross BIT revenue by approximately \$1.7 million annually beginning in FY 2009. This estimate is based on simulating how those changes would have affected tax payments in 2004 so it is very much a ballpark figure.

It is the County's intent to incorporate a minimum tax payment into the BIT code. When enacted, the minimum payment will offset revenue reductions associated with increasing the Owner's Compensation Allowance and the Gross Receipts. Based on the simulation described above the net revenue loss to the County will be approximately \$700,000 in FY 2009.

### **Employee Benefits**

8. Program offers and therefore the budget were put together assuming a 3.25% cost of living adjustment for all employees. Recently, non-union employees were notified that the cost of living adjustments will be 2.7%. Assuming all employees were granted "only" a 2.7 cost of living adjustment, how much would that reduce total salary? (Link: Budget Manager's Message, pages 30-31)  
If all contracts currently being negotiated settled on a 2.7% COLA it would reduce total estimated County payroll costs by approximately \$2.1 million. The Chair's Proposed Budget has already assumed this adjustment for positions supported by the General Fund. The General Fund represents about half of total County payroll costs.

9. You are currently in negotiations with nearly all of your employee unions and Employee Benefits Board agreements have not yet been reached. Given the "structural deficit" the County faces, where revenue is increasing at 3% to 4% per year while expenses are increasing 4.5% to 5.5%, wouldn't now be a good time to slow the growth of personnel costs?  
Multnomah County strives to maintain a compensation plan that is competitive with those of our neighboring jurisdictions. Sometimes it is necessary to increase wages above inflation in order to attract and retain quality employees. In addition, there are external factors - which are not unique to Multnomah County - that impact personnel costs. Chief among those are PERS and employee healthcare costs.

The structural deficit stems as much from our over-reliance on the Property Tax as it does on our ability to contain employee costs. It is not likely that our personnel costs are out of line with other jurisdictions in the region. The County's revenue stream simply doesn't have the diversity or elasticity of many of those other jurisdictions.

### **Public Safety**

10. Chair Wheeler's budget includes funding for a county-wide public safety study and he has suggested that "the long term answer is a single police force for East County". (Link: Chair's Executive Budget Message, page 5 and page 12)

- That is a rather bold initiative. How has it been received so far in East County?  
**Chair Wheeler to answer**
- How much has been budgeted for the public safety study?  
\$133,000
- Can you envision a day when the Sheriff's Office would be completely out of the "patrol" business and only operate jails and civil duties?  
**Chair Wheeler to answer**

11. This budget includes \$2.5 million to open 75 alcohol and drug treatment beds at Wapato Jail beginning in January 2008. Would there be additional funding from the Health Department for the treatment services? (Link: Budget Manager's Message, pages 31-32)  
**Chair Wheeler to answer (Wapato A&D beds will be amended out of the budget)**
12. Can you give us an update on your discussions with Clark County and the State of Oregon regarding leasing all or a portion of Wapato?  
**Bill Farver to answer**

#### **Facilities**

13. Plans for an East County Justice Center are underway. Has a final decision been made on a site?  
In an attempt to provide options the Board of County Commissioners directed Facilities to proceed in a parallel manner with two possible sites within Gresham's Rockwood Urban Renewal Area. Currently both land owners are in the process of real estate negotiation with Facilities Real Estate Section. Both sites will be brought back to the Board for a final siting decision.
14. Can you give us a breakdown on where the funding is coming from for the Justice Center?  
There are three possible funding sources for the East County Justice Center. The main funding is coming from the sale of vacant land at Edgefield. The County owns 125 acres of land that Resolution #04-159 designated as a revenue source for the courthouse solution. City of Gresham will be providing \$2 m in TIF funding for the building and if necessary the sale proceeds from the sale of the Hansen Building property could be used also.
15. This budget includes initial funding for a new Downtown Courthouse on the North Bridgehead Block at the west end of Hawthorne Bridge. How long will it take to relocate the bridge off ramp and complete other construction and planning work to make the site "construction ready"?  
The ramp relocation project would take 29 months if completed with a traditional contracting method. The time frame could be lowered substantially if a design/bid or even a CM/GC construction method were used. The other encumbrance on the block is the current zoning restrictions and we predict changing the current restrictions could take about a year of public process. These process time frames will overlap rather than being consecutive.
16. Once the new courthouse is completed, what do you envision happening with the current courthouse?  
Right now there are several options for the building ranging from remodeling the building for county purposes to selling it. The Board of County Commissioners will have to make the final decision on the fate of the historic courthouse. The Chair will be incorporating the public discussion on this topic in the public information process for the new courthouse and the Board will make a decision once they get public input.

17. The Budget Manager's Message mentions the possibility of moving over 500 county employees out of the McCoy and Mead building in downtown Portland and moving them to the Lincoln Building. What would happen to those two buildings after the move?  
Had the County completed the Lincoln Building transaction the Mead and McCoy buildings would have been disposed of in conjunction with the County's 2004 Consolidation and Disposition Strategy.

### **Bridges**

18. Can you give us an update on the new Sauvie Island Bridge that is currently under construction?

As of the end of April 2007, the project is approximately 63% complete overall. A total of \$25.8 million has been paid to the contractor. We currently expect payments to the contractor to total about \$41.4 million. The project budgeted about \$39.5 million for payments to the contractor. We expect to complete the project at about 5% over original construction budget. However, this increase will be offset by interest revenue on project funds

Work on the steel arch at the Port of Portland's Terminal 2 has progressed well, with the major structural steel work complete. The arch is scheduled to be floated on a barge to the job site in October of 2007. Prior to being moved, the contractor will install electrical conduits for interior inspection lighting and formwork and steel reinforcing for the concrete roadway deck. The concrete roadway will be placed after the arch is installed at the site. (See photo attached of arch span at Terminal 2)

Work at the site continues at a rapid pace in preparation for the arch to come down river. The foundations and concrete columns are complete. Work is progressing on the concrete bridge spans that approach the steel arch from the mainland and from the island.

Our contract requires that the new bridge be open to traffic prior to September of 2008, with final contract completion required by the end of February 2009. The project remains on schedule to meet these milestones.

19. Have you found a "buyer" yet for the old bridge?

The City of Portland indicated initial interest in relocating the old bridge. However, at this time there does not seem to be any party seriously interested in "buying" the old bridge. If no "buyer" is found, the bridge will become the property of the project contractor. It is expected that the steel parts of the bridge will be recycled

20. Obviously something needs to be done with the Sellwood Bridge, yet all of the options seem to have problems. What is the timeframe for making a decision and ultimately, who will make that decision? Link: Portland Tribune, *Span plan's a puzzle*, May 25, 2007)  
The County is currently in the middle of a 2 year planning and Environmental Impact Statement process to decide what to do about the Sellwood Bridge. We are working with a Community Task Force of 20 interested members of the public representing various interests. The project is being led by Commissioner Rojo de Steffey who is working with a group of local elected officials (our Policy Advisory Group). Major project milestone decisions are being made by the Policy Advisory Group. Once a preferred solution is settled on by the Community Task Force and Policy Advisory Group, it will be taken to the Board County Commissioners, the Portland City Council, and Metro for approval. Because this is an Environmental Impact Statement under the auspices of the Federal Highway Administration, FHWA will have final approval. A recommendation of the preferred solution from the Policy Advisory Group is expected by late spring of 2008.

21. Have you secured funding for project?

The County has secured approximately \$25 million in state, federal, and local funding for the Sellwood project. This funding will be used for the planning, subsequent design, and possibly acquisition of Right of Way, or initial construction activities. Either a rehabilitation of the existing bridge or a new bridge will probably cost significantly more than the funds already secured for the project. The source of this additional funding is not currently known.

22. The Chair's Executive Budget Message proposes to "support funding to pursue the study and creation of a Regional Bridge Authority". How much is budgeted for this purpose and would such an authority have separate taxing powers to raise additional revenue for bridges? (Link: Chair's Executive Budget Message, page 9)

The Willamette River Bridge Fund budget includes a total of \$50,000 that is planned to be used for consulting services to support this study effort. No conclusions have been made about the taxing power or other authorities of the possible Bridge Authority. One of the goals of the study effort is to identify solutions that could help cover the funding needs.

***Chair Wheeler to answer***



**MULTNOMAH COUNTY**  
**AGENDA PLACEMENT REQUEST – short form**

**Board Clerk Use Only**

**Meeting Date:** 06/07-07  
**Agenda Item #:** R-13  
**Est. Start Time:** 10:40 AM  
**Date Submitted:** 05/24/07

**Agenda Title:** **RESOLUTION Adopting Financial and Budget Policies for Multnomah County, Oregon for Fiscal Year 2007-2008 and Repealing Resolution 06-109**

*Note: If Ordinance, Resolution, Order or Proclamation, provide exact title. For all other submissions, provide a clearly written title.*

<b>Requested Meeting Date:</b>	<u>June 7, 2007</u>	<b>Amount of Time Needed:</b>	<u>10 minutes</u>
<b>Department:</b>	<u>County Management</u>	<b>Division:</b>	<u>Finance</u>
<b>Contact(s):</b>	<u>Mindy Harris</u>		
<b>Phone:</b>	<u>503 988-3786</u>	<b>Ext.:</b> <u>83786</u>	<b>I/O Address:</b> <u>503/531</u>
<b>Presenter(s):</b>	<u>Mindy Harris and Karyne Dargan</u>		

**General Information**

**What action are you requesting from the Board?**

The Department of County Management recommends approval of the Resolution Adopting Financial and Budget Policies for Multnomah County, Oregon, for Fiscal Year 2007-08 and repealing Resolution 06-109.

**2. Please provide sufficient background information for the Board and the public to understand this issue. Please note which Program Offer this action affects and how it impacts the results.**

The Financial and Budget Policies are required to be reviewed and adopted by the Board on at least an annual basis. The overarching goals of the policies are:

1. To preserve capital through prudent budgeting and financial management.
2. To achieve the most productive use of County funds that meets the goals of the Board of County Commissioners.
3. To ensure that all finance-related activities meet generally accepted accounting principles.
4. To achieve a stable balance between the County's ongoing financial commitments and the continuing revenues available to the County.
5. To leverage local dollars with federal and state funding/grants.

6. To provide an accountable form of financial management to the citizens of the County.

The Finance and Budget policies are updated at least annually. There are two significant changes proposed for fiscal year 2007-08:

- The first proposed change is to eliminate the policy regarding issuing revenue bonds in partnership with non-profit agencies. The existing policy allows the County to issue bonds that would pledge future revenues of the County, and enter into loan agreements with non-profit agencies. The County would loan the debt proceeds to the non-profit agency, the non-profit agency would be required under the loan agreements to pay the County an amount equivalent to the annual debt service, and the County would, in turn, repay the bonded debt. This primarily allowed the County to assist smaller non-profit entities with capital needs. In practice, however, the County has had some difficulty collecting the debt from the non-profit agencies due in part to the volatility inherent in a small non-profit's fundraising capacity. In addition, because the County's own capital needs are expected to increase over the next few years, and because the issuance of revenue bonds in partnership with non-profit agencies is subject to the County's debt limitations, it is recommended that the County discontinue the practice of issuing this type of debt.
- The second proposed change is to address a long-standing accounting practice that was deemed non-compliant with Oregon Budget Law by the County's external auditors. In the process of closing a fiscal year, if a fund has a deficit cash balance, accounting entries will be executed to effectively loan cash overnight from one fund to another in order to prevent reporting a deficit cash balance. The entries have no effect on a fund's ending fund balance and are repaid on the first day of the new fiscal year. These entries are in compliance with Generally Accepted Accounting Principles and have historically been executed by the Chief Financial Officer only. It was the auditor's opinion, however, that the County was out of compliance with Oregon Budget Law by not obtaining approval from the governing body prior to executing the accounting entries. The proposed change would authorize the Chief Financial Officer to determine the amounts and the funds that would be subject to the overnight loans at fiscal year end.

Following is a brief summary of each policy statement:

**Financial Forecasts for the General Fund:** The Board of County Commissioners recognized the importance of combining the forecasting of revenues and the forecasting of expenditures into a single financial forecast. Budget will prepare a five year financial forecast for the General Fund that assesses long-term financial implications of current and proposed policies, programs, and assumptions that develop appropriate strategies to achieve its goals.

**Tax Revenues:** The Board of County Commissioners recognizes that taxation is necessary to provide public services to the citizens of the county. When considering changes to the County's tax structure, the Board will consider:

1. The ability of taxpayers to pay the taxes.
2. The impact of the taxes imposed by the County on other local governments.
3. The effect of taxes on the economy in the County.
4. Administration and collection costs of the taxes.
5. The ease with which the taxes can be understood by the taxpayers.

**Short Term Local Revenues:** It is the intent of the Board to use short-term revenue sources to fund priority service programs only after all other sources of revenue have been analyzed and have been determined not to be feasible for funding the service.

**Transportation Financing:** It is the policy of the Board to support statewide and regional funding for transportation-related needs. If state and regional funding is inadequate, the County works with jurisdictions within its boundaries to address the transportation funding needs of local governments.

**Federal/State Grant and Foundation Revenues:** The Board understands that grants from other governments and private sources represent both opportunities and risks. When applying for a grant, the Board will consider:

1. The opportunities for leveraging other funds for continuing the grant/foundation supported program.
2. How much locally generated revenue will be required to supplement the grant/foundation revenues.
3. Whether the grant/foundation will cover the full cost of the proposed program, or whether the County is expected to provide support and overhead functions to the program. It is the intent of the County to recover all overhead costs associated with the grant/foundation.
4. The degree of stability of the funding source.
5. Whether decline or withdrawal of the grant/foundation revenue creates a budgetary expectation that the County will continue the program.
6. How County programs can maximize revenue support from state or federal sources.
7. Whether the grant/foundation funds used for pilot or model programs will result in a more efficient and/or effective way of doing business.
8. Whether the grant/foundation is aligned with the County's mission and goals.

**Indirect Cost Allocation:** It is the policy of the Board to recover from dedicated revenue sources the full cost of programs supported by those sources. The full cost includes the appropriate proportionate share of the cost of County overhead functions attributable to programs funded with dedicated revenues.

**Use of One-Time-Only Resources:** It is the policy of the Board that the County will fund ongoing programs with ongoing revenues. When the County budgets or received unrestricted one-time-only revenue, the Board will consider setting these funds aside for reserves or allocating them to projects of programs that will not require future financial commitments. The Board will consider the following criteria when allocating these one-time-only resources:

1. The level of reserves set aside as established by Financial and Budget policies adopted by the Board.
2. The County's capital needs set out in the five-year Capital Improvement Plan or Information Systems Development Plan.
3. One-time-only spending proposals for projects of pilot programs, particularly investments that may result in innovative ideas or technology, long-term efficiencies or savings that do not require ongoing support.
4. Bridge or gap financing for existing programs for a finite period of time.

**User Fees, Sales, and Intergovernmental Revenues:** It is the policy of the Board that user fees and service charges be established at a level to recover the costs to provide services.

**Reserves:** It is the policy of the Board to fund and maintain two General Fund reserves designated as unappropriated fund balance and funded at approximately 5% each of the total budgeted revenues of the General Fund. The first reserve account may be used when basic revenue growth falls below the rate of basic revenue change achieved during the prior ten years. The second reserve account is

intended to be used for non-recurring extreme emergencies. Extreme emergencies is defined as uses for disaster relief, expenditures related to essential services, or expenditures that are related to public life and safety issues.

**General Fund Emergency Contingency:** It is the policy of the Board to establish an emergency contingency account in the General Fund each year during the budget process. The account will be funded at a level consistent with actual use of transfers from contingency during the prior year. To achieve financial stability, the following are guidelines to be used by the Board in considering requests for transfers from the General Fund contingency account:

1. Approve contingency requests only for one-time-only allocations.
2. Limit contingency funding to the following:
  - a) Emergency situations which, if left unattended, will jeopardize the health and safety of the community.
  - b) Unanticipated expenditures that are necessary to keep previous public commitment, fulfill a legislative or contractual mandate, or can be demonstrated to result in significant administrative or programmatic efficiencies that cannot be covered by existing appropriations.
3. The Board may, when it adopts the budget for a fiscal year, specify programs which it wishes to review during the year and increase the contingency account to provide financial capacity to support those programs if it chooses.

**Compensation:** When any wage or benefit increase is authorized in an amount exceeding budgeted set-asides for such wage and benefit increases, the alternatives considered for funding such increases shall include:

1. A budget reduction in the affected department or elsewhere in the County.
2. An additional draw on the contingency fund.
3. A combination of the above.

**Capital Asset Management:** The County shall prepare, adopt and annually update a five-year Capital Improvement Plan. The Plan will identify and set priorities for all major capital asset acquisition, renovation, maintenance, or construction projects. The plan shall identify adequate funding to support repair and replacement of deteriorating capital assets and avoid a significant unfunded liability from deferred maintenance. The plan shall also recommend the best use or disposition of surplus property, including a recommendation detailing the financial and service impact of each recommendation.

**Long Term and Other Liabilities:** It is the goal of the Board to fund 100% of all long-term liabilities that are required by the Governmental Accounting Standards Board, with the exception of PERS and the County's post employment benefits.

**Accounting and Audits:** The County's accounting system and financial records are required by State law to adhere to Generally Accepted Accounting Principles, standards of the Government Finance Officers Association, and the principles established by the Governmental Accounting Standards Board, including all pronouncements in effect. This includes the requirement to obtain an annual external financial audit by an independent accounting entity.

**Fund Accounting Structure:** The County will adhere to Generally Accepted Accounting Principles and the Governmental Accounting Standards Board pronouncements when creating a fund and determining appropriate uses for the fund. The County will adopt a Resolution defining the various County funds on at least an annual basis.

**Internal Service Funds:** The County will establish internal service funds for the following services:

1. Risk Management
2. Fleet Management
3. Information Technology
4. Mail and Distribution
5. Facilities and Property Management

**Liquidity and Accounts Payable:** The County will strive to maintain a liquidity ratio of at least one dollar of cash and short-term investments to each dollar of current liabilities.

**Banking, Cash Management, and Investments:** The Chief Financial Officer is authorized to act as "Custodial Officer" of the County and is responsible for performing the treasury functions of the County under ORS 208, 287, 294, and 295, and the County's Home Rule Charter. In carrying out these functions, the Chief Financial Officer is authorized to establish a financial policy that meets Generally Accepted Auditing Standards relating to cash management. The County shall also adopt a separate Investment Policy each year as required by ORS.)

**Short-term and Long-term Debt Financings:** All debt financings are to be issued in accordance with the County's Home Rule Charter and applicable State and Federal Laws.

**Interfund and Insubstance Loans:** Interfund loans must be authorized by a resolution of the Board. The Resolution shall state the fund from which the loan is to be made, the fund to which the loan is to be made, all terms of the loan, and a schedule for repayment. Insubstance loans may be authorized by the Chief Financial Officer and are intended for the sole purpose of preventing the reporting of a deficit cash balance in a fund due to cash flow timing conditions.

**Hospital Facilities Authority of Multnomah County:** It is the policy of the Board to issue revenue bonds for hospital facilities as authorized by Resolution 98-1 adopted by the Board, acting as the Hospital Authority.

**3. Explain the fiscal impact (current year and ongoing).**

No immediate fiscal impact will result from adoption of the Resolution. The existence of financial and budget policies, and the County's adherence to them, has a positive effect on bond rating agencies which generally lowers interest rates paid by the County on bonds and other debt.

**4. Explain any legal and/or policy issues involved.**

None.

**5. Explain any citizen and/or other government participation that has or will take place.**

None.

---

**Required Signatures**

---

Elected Official or  
Department/  
Agency Director:



Date: 05/22/07

BEFORE THE BOARD OF COUNTY COMMISSIONERS  
MULTNOMAH COUNTY, OREGON

RESOLUTION NO. \_\_\_\_\_

Adopting Financial and Budget Policies for Multnomah County, Oregon for Fiscal Year 2007-2008 and Repealing Resolution 06-109

**The Multnomah County Board of Commissioners Finds:**

- a. The Board is the fiscal authority for Multnomah County government.
- b. The Department of County Management is responsible for the budget and fiscal operations of the County.
- c. The Chief Financial Officer and Budget Director are responsible for the preparation and management of the budget and for the management of the financial operations of the County.
- d. A financial and budget policy will provide for prudent financial practices.

**The Multnomah County Board of Commissioners Resolves:**

1. The Financial and Budget Policies set forth in Exhibit A are the policies of Multnomah County.
2. The Chief Financial Officer is directed to administer these Financial and Budget Policies.
3. The Chief Financial Officer is directed to review and update these policies as needed but not less than annually.
4. The Chief Financial Officer is directed to inform the Board on the status of these policies annually.
5. This Resolution replaces Resolution 06-109, which is repealed.

ADOPTED this 7th day of June, 2007.

BOARD OF COUNTY COMMISSIONERS  
FOR MULTNOMAH COUNTY, OREGON

---

Ted Wheeler, Chair

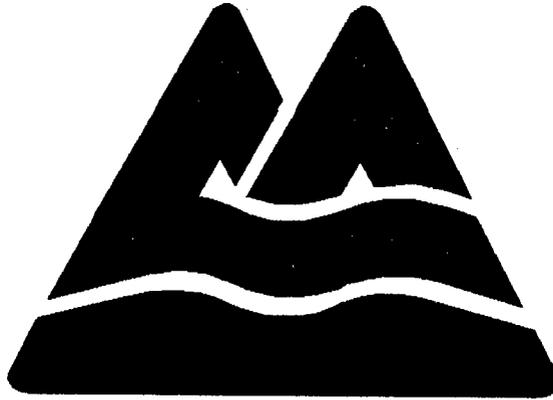
REVIEWED:

AGNES SOWLE, COUNTY ATTORNEY  
FOR MULTNOMAH COUNTY, OREGON

By \_\_\_\_\_  
Agnes Sowle, County Attorney

Submitted by:  
Carol M. Ford, Director, Department of County Management

**EXHIBIT A**



**MULTNOMAH  
COUNTY**

**FINANCIAL AND BUDGET POLICY**

**FISCAL YEAR 2007-2008**

Prepared by: Department of County Management

# Financial & Budget Policies

---

## Table of Contents

Goals .....	1
Financial Forecasts for the General Fund .....	1
Tax Revenues .....	2
Short-Term Local Revenues .....	5
Transportation Financing .....	6
Federal/State Grant and Foundation Revenues .....	7
Indirect Cost Allocation .....	8
Use of One-Time-Only Resources .....	9
User Fees, Sales, and Inter-Governmental Revenues .....	10
Reserves .....	11
General Fund Emergency Contingency .....	13
Compensation.....	14
Capital Asset Management Policies.....	15
Long-Term Liabilities .....	19
Accounting & Audits .....	20
Fund Accounting Structure .....	21
Internal Service Funds.....	22
Liquidity and Accounts Payable .....	24
Banking, Cash Management, and Investments .....	25
Short-term and Long-term Debt Financings .....	26
Interfund Loans .....	28
Hospital Authority.....	29

# Financial & Budget Policies

---

## Goals

The goals of this financial policy are:

1. To preserve capital through prudent budgeting and financial management.
2. To achieve the most productive use of County funds that meets the goals of the Board of County Commissioners.
3. To ensure that all finance-related activities meet generally accepted accounting principles.
4. To achieve a stable balance between the County's ongoing financial commitments and the continuing revenues available to the County.
5. To leverage local dollars with federal and state funding/grants.
6. To provide an accountable form of Government to the citizens of Multnomah County.

## Financial Forecasts for the General Fund

Governments at all levels should forecast major revenues and expenditures. The forecast should extend at least three to five years beyond the budget period and be regularly monitored and updated. It should be clearly stated and available to participants in the budget process, as should its underlying assumptions and methodology. The forecast should also be referenced in the final budget document. To improve future forecasting, the variances between previous forecasts and actual amounts should be analyzed. The variance analysis should identify all factors that influence revenue collections, expenditure levels, and forecast assumptions.

## Background

The Board of County Commissioners recognizes the importance of developing a combined revenue and expenditure forecast. The Budget Division will prepare a five-year financial forecast for the General Fund to assess the long-term financial implications of current, as well as proposed, policies and programs. The forecast will detail assumptions regarding both short-term and long-term financial issues facing the county. Those assumptions will guide the development of appropriate financial strategies to achieve the goals outlined above. The General Fund revenue and expenditure forecast will:

## Financial Forecasts for the General Fund Policy Statement

1. Provide an understanding of available funding;
2. Evaluate financial risk;
3. Assess the likelihood that services can be sustained;
4. Assess the level at which capital investment can be made;
5. Identify future commitments and resource demands;
6. Identify the key variables that might change the level of revenue; and
7. Identify one-time-only resources and recommend appropriate uses.

## Status

The County is in compliance with this policy.

# Financial & Budget Policies

---

## Tax Revenues

### Background

*All of the County's tax decisions have been made in an atmosphere of intense public and internal debate. Those debates consistently referred to these common factors: the social equity of the tax, its administrative costs, its impact on the regional economy, its effect on other local governments, and the degree to which the tax might be acceptable to the public.*

Over time Multnomah County has faced major decisions about the level and kind of taxation it can or should impose.

Measure 5, which passed in 1990, already limited combined property tax rates for non-school government (e.g., Multnomah County, the City of Portland, Gresham, Metro, etc.) to \$10 per \$1,000 of Real Market Value (RMV) per county-assigned tax code area. Similarly, combined property tax rates for the public school system are limited to \$5 per \$1,000 RMV for each tax code area.

In May 1997, the voters approved Ballot Measure 50, which reduced property taxes statewide by 17% (except those to pay exempt bonded indebtedness or Local Option levies approved by voters)—this time not by limiting the tax rate, but by limiting the property value that the rate is applied to. It mandated the use of Assessed Value (AV) for Measure 50 purposes, and rolled AV back to 10% below 1995/1996 RMV. It further limited the *growth* in AV to 3% per year, with the exception of new construction and major renovation. These provisions have the combined effect of disconnecting some property taxes from a rational relationship with actual property value. Finally, Measure 50 required that general obligation bonds and local option taxes be approved by a majority of the voters at general election in even numbered years or at any election in which a majority of eligible registered voters cast a ballot—the so-called double majority.

RMV is still used for Measure 5 purposes, and Measure 5 and Measure 50 are simultaneously applicable; this results in a phenomenon referred to as *compression* when taxes authorized by Measure 50 are prohibited by Measure 5. The lower tax always applies.

In March 1998, Multnomah County voters imposed a temporary 0.5% Business Income Tax surcharge for tax year 1998 – one year only. This revenue was dedicated to the various school districts within Multnomah County; it generated approximately \$10.4 million.

In 1999 the County received a proposal to increase the rates of both the Transient Lodging Tax and Motor Vehicle Rental Tax and dedicate the proceeds to Metro and the City of Portland to fund expansion of the Convention Center and renovation of Civic Stadium and the Portland Center for Performing Arts. The Board approved these increases in February 2000.

In November 2006, Multnomah County voters approved a new, five-year local option levy with 62% of the vote. With a rate set at \$.89 per \$1,000 of assessed value, the levy supports approximately 65% of the Library's expenditures and will take effect in fiscal year 2008, replacing the final year of the current levy. The levy, in combination with a transfer from the County's general fund, maintains the current programs and services for the next five years and adds two planned new libraries in 2010.

# Financial & Budget Policies

---

On March 20, 2003 the Board approved Resolution 03-041, which submitted Measure 26-48 to the voters to impose a three-year Countywide personal income tax to benefit public schools, public safety, and human services. On May 20, 2003 this tax was passed by the voters of Multnomah County. The tax was in effect for calendar years 2003, 2004 and 2005 and was not referred to the voters for renewal.

All of these decisions were made in an atmosphere of intense public and internal debate, particularly with regard to the progressivity of the tax, its administrative cost, its impact on the regional economy, its effect on other local governments, and the degree to which the tax might be acceptable to the public.

**Policy Statement** The Board recognizes that taxation is necessary to provide public services to the citizens of the county. When considering changes to the County's tax structure, the Board will consider the following:

1. The ability of taxpayers to pay the taxes.
2. The impact of taxes imposed by the County on other local governments.
3. The effect of taxes on the county economy.
4. The administration and collection costs of the taxes.
5. The ease with which the taxes can be understood by taxpayers.

**Status** The County has several sources of tax revenue, including property taxes, which are paid based on the established value of real, personal, and utility property. Except for general obligation bond levies and local option taxes, property taxes increase with growth in assessed value. That growth is limited to 3% per year plus changes as a result of annexation, rezoning, and new construction. The County collects property tax in three ways:

- A "permanent tax rate," the reduced combination of the County's "tax base" and two serial levies in effect when Measure 50 was approved.
- Taxes for the retirement of voter-approved general obligation bonds.
- A local option levy for Library services.

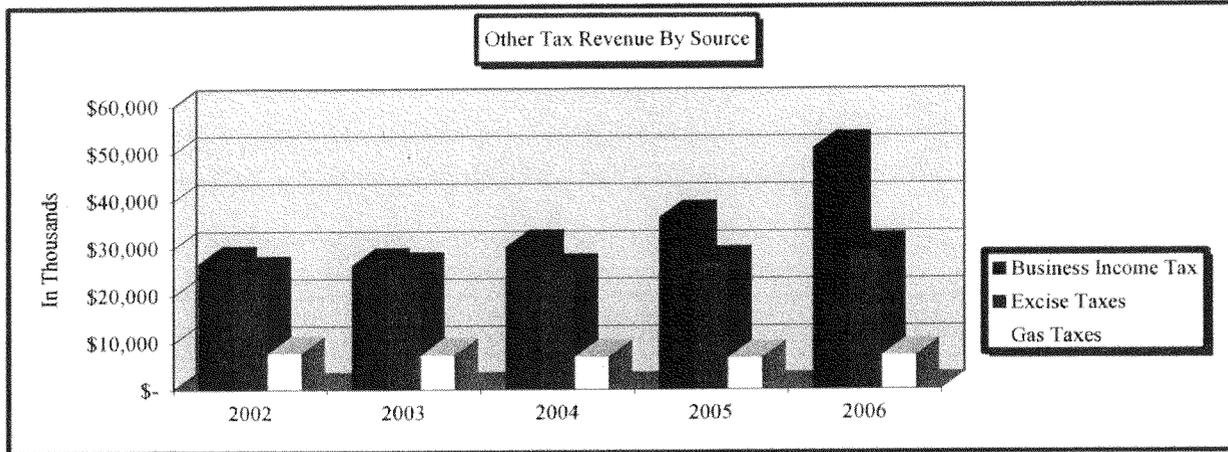
Business entities doing business in the County pay business income taxes (BIT) based on net income.

The County has two excise taxes, a Motor Vehicle Rental Tax and a Transient Lodging Tax. Motor vehicle rental taxes are assessed on the income generated by short-term vehicle rentals. Transient lodging taxes are imposed on room rates at hotels/motels. Transient Lodging Taxes collected are (with minor exceptions) passed through to Metro for the operations of the Convention Center, the Performing Arts Center, and the Regional Art and Culture Council; for funding bonds issued by the City of Portland to expand the Oregon Convention Center and renovate Civic Stadium and the Performing Arts Center; and to provide monies for a Visitors Development Fund. A portion of the Motor Vehicle Rental Taxes also supports these programs.

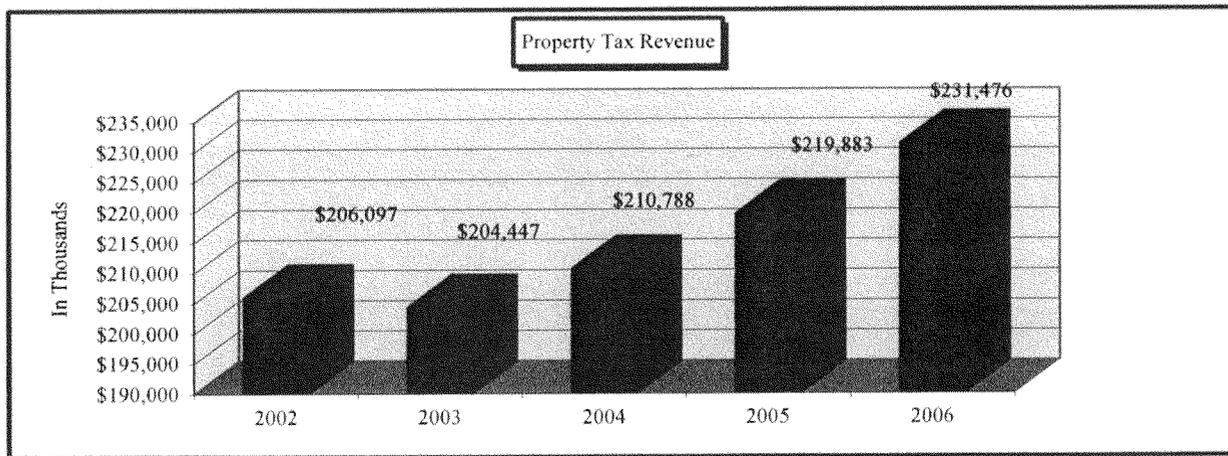
# Financial & Budget Policies

The County also imposes a gasoline tax that is dedicated to roads and bridges.

The County's tax revenues represent about 40% of the total Governmental Fund Type revenues (General and Special Revenue Funds). The following graphs depict actual tax revenue by source (\$ in thousands).



	2002	2003	2004	2005	2006
Business Income Tax	\$ 26,935	\$ 26,491	\$ 30,286	\$ 36,463	\$ 50,980
Excise Taxes	\$ 24,848	\$ 25,656	\$ 25,282	\$ 26,788	\$ 29,680
Gas Taxes	\$ 7,832	\$ 7,432	\$ 7,011	\$ 6,744	\$ 7,234



	2002	2003	2004	2005	2006
Property Taxes	\$ 206,097	\$ 204,447	\$ 210,788	\$ 219,883	\$ 231,476

# Financial & Budget Policies

## Short-Term Local Revenues

Short-term revenues are those of limited duration, primarily serial levies for jail and library services and—since the passage of Measure 50—a five-year local option levy for library services. Use of short-term revenues for ongoing programs places programs at risk if voters fail to approve subsequent levies.

### Background

In fiscal year 1998, the dollar amounts of existing library and public safety serial levies were combined with the County's General Fund tax base amount to establish the permanent property tax rate per \$1,000 of assessed value. The expired serial levies, which were merged with the tax base into a permanent tax rate, are no longer dedicated revenues.

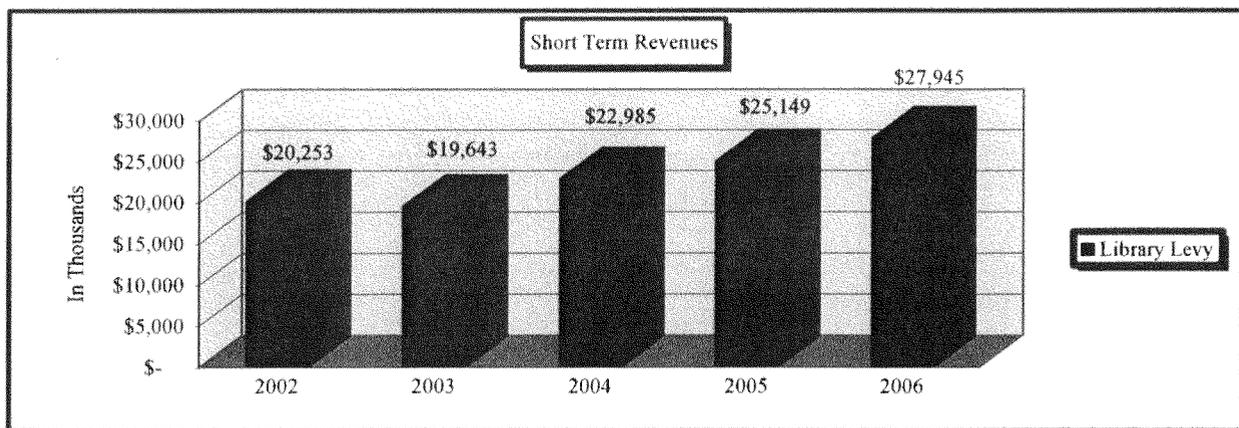
Measure 50 requires that any property tax measure needs both a majority vote and a 50% voter turnout unless it is voted on at a general election. Because of this requirement, it will be more difficult to obtain voter approval for short-term property tax revenues. Perhaps more importantly, the Constitution makes no provision for a government to change its permanent tax rate.

### Policy Statement

It is the intent of the Board to use short-term revenue sources to fund priority service programs only after all other sources of revenue have been analyzed and have been determined not to be feasible.

### Status

In November 2002, the voters approved the second five-year local option levy for library services, which is in effect through December 2007. In November 2006, the voters approved a third five-year local option levy for library services, for calendar years 2008-2012. The following graph reflects the use of actual short-term revenues (\$ in thousands).



	2002	2003	2004	2005	2006
Library Levy	\$ 20,253	\$ 19,643	\$ 22,985	\$ 25,149	\$ 27,945

# Financial & Budget Policies

---

## Transportation Financing

### Background

*Ongoing maintenance and improvements are necessary for economic growth, to alleviate existing transportation problems, and to maintain the livability of the region.*

The passage of the 2003 Oregon Legislation HB 2041 provided Transportation (roads and bridges) infrastructure a much needed jolt of new financial assistance. The Bill also known as OTIA III (Oregon Transportation Investment Act) provides the County with \$25 million for use on the Sauvie Island bridge construction, an additional \$1.4 million of annual funding for county bridges and \$.5 million annually for county roads. Even with these new funds a funding gap still exists and continues to widen as infrastructure preservation needs exceed resources. The funding gap is primarily due to the state legislature not having increased state motor fuel taxes since 1993, with no provision for inflation.

In the Portland area, growth has placed additional demands on the transportation system. Ongoing maintenance and improvements are necessary for economic growth, to alleviate existing transportation problems, and to maintain the livability of the region.

Multnomah County's Capital Improvement Plan and Program (CIPP) is updated on an annual schedule and was submitted to the Board of County Commissioners in May 2007. The Board's acceptance of the CIPP forms the basis for the selection and funding of road and bridge projects. Transportation revenue forecasts even with the passage of HB 2041 will leave the county with challenges of balancing the demands of maintenance, preservation, capital expansion, safety and environmental regulations.

Multnomah County maintains and operates the Willamette River Bridges. These bridges are a critical link in a highly integrated transportation system. Regional growth has made it increasingly essential to keep bridges in good working order with a minimum of downtime. The 20-year Bridge Capital Plan is facing a \$325 million shortfall between identified needs and identified funds.

### Policy Statement

It is the policy of the Board to support statewide and regional funding for transportation-related needs. If state and regional funding is inadequate, the County works with jurisdictions within its boundaries to address the transportation funding needs of local governments.

### Status

Gov. Ted Kulongoski signed House Bill 2041 into law on July 28, 2003. The legislation uses increased DMV and trucking-related fees to finance \$2.5 billion in transportation construction projects for the state highway system as well as cities and counties. Fee increases went into effect January 2004.

# Financial & Budget Policies

---

## Federal/State Grant and Foundation Revenues Background

Federal and State grant funds have increased significantly in the last ten years. Most of these revenues are restricted to a specific purpose, such as mental health or community corrections programs. Grants and foundation funds are used for an array of County services and may help the County to leverage other funds. This policy statement is not intended to apply to Federal and State shared revenues, entitlements, or fees for services.

## Policy Statement

The Board understands that grants from other governments and private sources represent both opportunities and risks. Grants allow the County to provide basic or enhanced levels of service and to cover gaps in the array of services the County offers. Grants may also commit the County to serving larger or different groups of clients and put pressure on County-generated revenues if the grant is withdrawn. When applying for a grant, the Board will consider:

1. The opportunities for leveraging other funds for continuing the grant/foundation related program.
2. How much locally generated revenue will be required to supplement the grant/foundation revenue source.
3. Whether the grant/foundation will cover the full cost of the proposed program, or whether the County is expected to provide support and overhead functions to the program. It is the intent of the County to recover all overhead costs associated with the grant/foundation.
4. The degree of stability of the funding source.
5. Whether decline or withdrawal of the grant/foundation revenue creates an expectation that the County will continue the program.
6. How County programs can maximize revenue support from state or federal sources.
7. Whether the grant/foundation funds used for pilot or model programs will result in a more efficient and/or effective way of doing business.
8. Whether the grant/foundation is aligned with the County's mission and goals.

## Status

All notices of intent to apply for grant funding and grant awards are approved by the Board. The County is in compliance with this policy.

# Financial & Budget Policies

---

## Indirect Cost Allocation

### Background

The Federal government recognizes identifiable overhead costs are incurred in providing services to support grants and contracts. Therefore, the Office of Management and Budget (OMB) establishes principles and standards to provide a uniform approach for determining costs and to promote effective program delivery, efficiency and better relationships between governmental units and the Federal government. The County's indirect cost allocation plan is prepared annually in accordance with OMB guidelines. The County's plan categorizes indirect costs in two ways: the first establishes support costs internal to individual departments within the County and the other identifies Countywide support costs (such as Budget, County Auditor, Finance and Equipment Use). The County's indirect cost allocations are charged to dedicated grantor revenues, where applicable.

### Policy Statement

Generally it is the policy of the Board to recover from dedicated revenue sources the full cost of programs supported by those sources. The full cost includes the appropriate proportionate share of the cost of County overhead functions attributable to programs funded with dedicated revenues.

*Generally it is the policy of the Board to recover from dedicated revenue sources the full cost of programs supported by those sources.*

The exception to the above policy is when the grantor agency does not allow the grantee to charge indirect costs or allows only a set or a maximum indirect cost rate. The Board will have the final authority to accept a grant that does not allow the recovery of all or part of indirect costs. In that event, the General Fund will pay the indirect cost allocated to the program.

The Finance and Risk Management Division is responsible for preparing an Indirect Cost Allocation Plan that meets the requirements of the Office of Management and Budget (Federal Government Agency) Circular A-87. Central service and departmental administrative support provided to non-General Fund programs, activities, and/or functions that are not recovered by internal service charges or billed directly to dedicated revenues will be recovered through an indirect cost based on the approved Indirect Cost Allocation Plan. The plan will be updated annually.

### Status

The County is in compliance with this policy.

# Financial & Budget Policies

---

## Use of One-Time-Only Resources Background

Unrestricted one-time-only resources present organizations with temptations that are hard to resist. In the short run it appears more beneficial to allocate such resources to the highest priority public service that would otherwise be unfunded than to restrict them to costs that will not recur in following years. However, the result of this practice is to expand operational levels and public expectations beyond the capacity of the organization to generate continuing funding. This inevitably produces shortfalls and crisis.

Sustaining an ongoing program level by deferring necessary expenditures or by incurring future obligations also inevitably produces shortfalls and crisis.

## Policy Statement

It is the policy of the Board that the County will fund ongoing programs with ongoing revenues.

When the County budgets unrestricted one-time-only resources, the Board will consider setting these funds aside for reserves or allocating them to projects or programs that will not require future financial commitments. The Board will consider the following when allocating these one-time-only resources:

1. The level of reserves set aside as established by Financial and Budget policies adopted by the Board.
2. The County's capital needs set out in the five-year Capital Improvement Plan or Information Systems Development Plan.
3. One-time only spending proposals for projects or pilot programs, particularly investments that may result in innovative ideas or technology, long-term efficiencies or savings that do not require ongoing support.
4. Bridge or gap financing for existing programs for a finite period of time.

## Status

During budget deliberations the Budget Manager is responsible for providing a list of sources and uses of one-time-only funds and informing the Chair and the Board on the recommended use of the funds received. The County is in compliance with this policy.

# Financial & Budget Policies

---

## User Fees, Sales, and Inter- Governmental Revenues Background

User fees are generally intended to cover all the costs or an agreed upon portion of the costs for providing services. Inflation or increased service delivery can erode the established user fees if the cost of service increases faster than revenue from the fee increases.

It is the general policy of the Board that user fees and service charges be established at a level to recover the costs to provide services. Exceptions to this policy will be made depending on the benefit to the user of the service, the ability of the user to pay for the service, the benefit to County citizens, and the type of service provided.

## Policy Statement

*It is the general policy of the Board that user fees will be established in order to recover the costs of services. Exceptions to this policy will be made depending on the benefit to the user, the ability of the user to pay for the service, the benefit to County citizens, and the type of service provided.*

As part of budget deliberations and during negotiations of Intergovernmental Agreements, Departments will be responsible for informing the Chair of a fully-loaded cost analysis presenting the fee structure necessary to recover 100% of the cost of providing services. Departments will also recommend whether fees or charges in each area should be set to recover 100% of the costs or be set at a lower rate, such as a sliding scale fee. The recommendation to the Chair will consider the benefits to an individual or agency, the benefits to County citizens, and the ability of users to pay for the service. The Budget Office is responsible for ensuring that departments include all costs associated with providing the service.

User fees and service charges collected by County agencies will be periodically reviewed. All fees and charges will be reviewed every four years with approximately 25% of the fees and charges reviewed each fiscal year. Based on this review, the Chair will make recommendations to the Board regarding proposed changes to fee or service charge schedules.

Revenues generated from sales (and commissions on sales) of goods and services sold in County-owned or leased facilities are to be credited to the County's General Fund unless:

1. They are generated for inmate welfare commissary operations.
2. They are generated in Library facilities used for Library operations.
3. The Board grants an exception.

## Status

Departments are generally responsible for reviewing the fees and charges associated with their operations on an annual basis. There are five County departments which generate the majority of fee revenue – Community Services, County Human Services, Health Department, the Sheriff's Office, and Community Justice.

# Financial & Budget Policies

---

## Reserves

### Background

*The County's General Obligation bond rating is currently Aa1 from Moody's Investors Service.*

Using all available ongoing revenue each year to pay for ongoing programs can result in fluctuations in program levels as revenues vary from one year to the next. Adding programs in one year (based on positive short term receipts) can cause the same or other programs to be cut in the next year if costs outpace revenues. This has a detrimental effect on service delivery over time, reducing efficiency and causing budget and political problems that can be avoided if program decisions are made in the context of the County's long-term financial capacity rather than on the basis of revenue available from one year to the next.

Maintaining an appropriate reserve helps the County maintain its favorable bond rating, which is currently Aa1 from Moody's Investors Service for the County's G.O. bonds. Moody's generally established benchmark for the General Fund Balance or reserve is a dollar amount equal to at least 10% of actual General Fund revenues.

### Policy Statement

*It is the goal of the Board to fund and maintain two General Fund Reserves designated as unappropriated fund balance, funded at approximately 5% each of the total budgeted revenues of the General Fund.*

The Board understands that to avoid financial instability, continuing requirements should be insulated from temporary fluctuations in revenues.

It is the goal of the Board to fund and maintain two General Fund reserves designated as unappropriated fund balance and funded at approximately 5% each of the total budgeted revenues of the General Fund.

The first 5% is a reserve account in the General Fund, designated as unappropriated fund balance. This account is to be used when basic revenue growth falls below the rate of basic revenue change achieved during the prior ten years.\* In years when basic revenue growth falls below long-term average growth, the Board will reduce the unappropriated fund balance to continue high priority services that could not otherwise be funded by current revenues. If the reserve account is so used, to maintain fiscal integrity, the Board will seek to restore the account as soon as possible.

The second 5% is a reserve maintained separately from the General Fund in the General Reserve Fund. This fund is to be used for non-recurring extreme emergencies. *Extreme Emergencies* is defined as uses for disaster relief, expenditures related to essential services, or expenditures that are related to public life and safety issues. If the reserve account is so used, to maintain fiscal integrity, the Board will seek to restore the account as soon as possible.

---

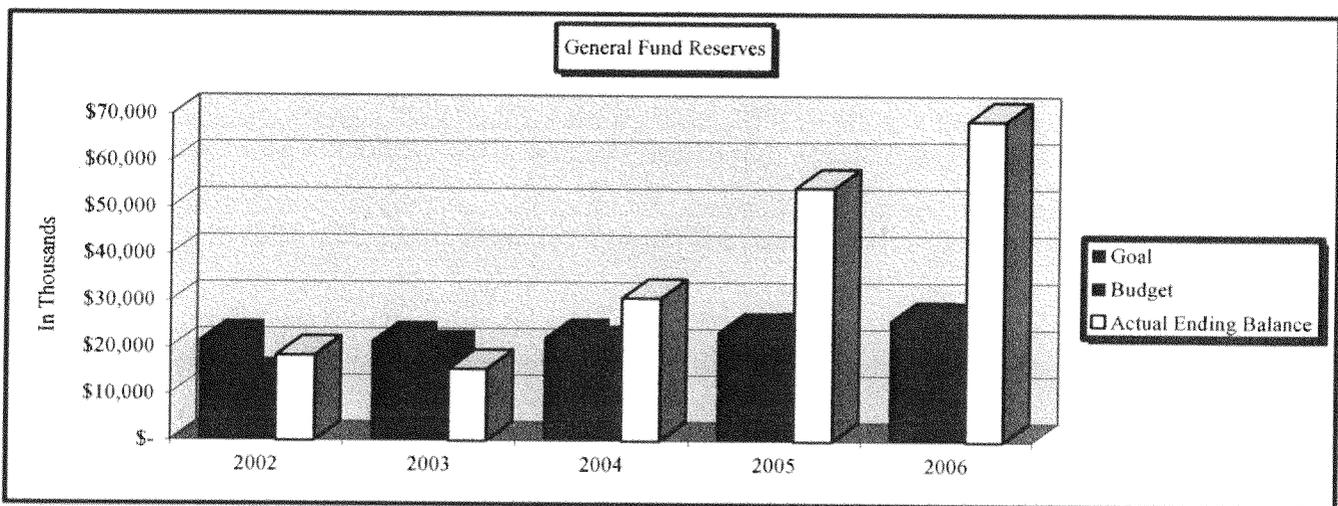
\* "Basic revenue" is defined as the sum of General Fund property tax, business income tax, motor vehicle rental tax, cigarette tax, liquor tax and interest income. "Growth" is defined as total increase in fiscal year compared to the amount in the prior fiscal year, adjusted for changes in collection method, accrual method, or legislation defining the rate or terms under which the revenue is to be collected.

# Financial & Budget Policies

## Status

In FY 02 and FY 03, basic revenue growth fell below the long term average. To continue funding high priority services, the Board used \$5.7 million of the reserve account that had been designated as unappropriated fund balance. In FY 02 the Board established the General Reserve Fund and funded it with approximately \$9.1 million from the General Fund. In the FY 07 budget, the Board is budgeting the reserves at \$13.5 million which fully funds the reserves.

The following graph shows the reserve goal, budget and actual reserve (\$ in thousands). The budgeted reserves do not include funds budgeted in contingency.



	2002	2003	2004	2005	2006
Goal	\$ 21,734	\$ 21,522	\$ 22,309	\$ 23,659	\$ 26,223
Budget	\$ 13,587	\$ 19,610	\$ 20,727	\$ 23,758	\$ 26,008
Actual Ending Balance	\$ 18,281	\$ 15,395	\$ 30,660	\$ 54,377	\$ 68,673

# Financial & Budget Policies

---

## General Fund Emergency Contingency

### Background

General Fund contingency transfers have a significant effect on the annual budget process by reducing the amount of ending fund balance that is carried over to the subsequent fiscal year as beginning working capital. Contingency transfers should be reviewed in the context of other budget decisions so that high priority programs and projects are not jeopardized.

### Policy Statement

*The Board understands that in order to avoid financial instability, continuing requirements cannot increase faster than continuing revenues.*

The Board understands that in order to avoid financial instability, continuing requirements cannot increase faster than continuing revenues.

It is the policy of the Board to establish an emergency contingency account in the General Fund, as authorized by ORS 294.352, each fiscal year during the budget process. The account will be funded at a level consistent with actual use of transfers from contingency during the prior ten years.

To achieve financial stability, the following are guidelines to be used by the Board in considering requests for transfers from the General Fund Contingency Account:

1. Approve contingency requests only for "one-time-only" allocations.
2. Limit contingency funding to the following:
  - a) Emergency situations which, if left unattended, will jeopardize the health and safety of the community.
  - b) Unanticipated expenditures necessary to keep a public commitment or fulfill a legislative or contractual mandate, or which can be demonstrated to result in significant administrative or programmatic efficiencies that cannot be covered by existing appropriations.
3. The Board may, when it adopts the budget for a fiscal year, specify programs which it wishes to review during the year and increase the Contingency account to provide financial capacity to support those programs if it chooses. Contingency funding of such programs complies with this policy.

### Status

The Budget Director is responsible for informing the Board if contingency requests submitted for Board approval meet the criteria of this policy. In addition, each year the Budget Director will provide an annual report to the Board detailing the prior fiscal year's contingency actions. This report will include the total dollar amount of contingency requests, dollar amount approved, and dollar amount that did not meet the criteria of this policy.

# Financial & Budget Policies

---

## Compensation

### Background

Wage and benefit increases are negotiated between collective bargaining units and the County. In addition, the Board authorizes wage and benefit increases to non-represented employees by ordinance.

### Policy Statement

When any wage or benefit increase is authorized in an amount exceeding budgeted set-asides for such wage and benefit increases, the alternatives considered for funding such increases shall include:

1. A budget reduction in the affected department or elsewhere in the County;
2. An additional draw on contingency; or,
3. A combination of the above.

All tentative approved labor agreements or proposed non-represented compensation packages presented to the Board for final approval shall contain, in writing, the following specific costing:

1. Estimates in percentage increases of the wage benefit and package as a whole for all years of the agreement or ordinance, as well as the absolute dollar amount of such increases; and
2. A specific narrative discussion, if possible, of any future fiscal impacts of the contract or ordinance and financial impact on any language changes in the contract or ordinance. Such discussion shall address any estimated effects on the unfunded liability of the pension fund, retiree health liability, any other funds, or any other funded or unfunded liability.

The full financial impacts of negotiated labor agreements will be included in the current budget and financial forecasts.

### Status

The County is in compliance with this policy through the periods currently covered by existing collective bargaining agreements.

# Financial & Budget Policies

---

## Capital Asset Management Policies

### Background

*A facilities and property management plan includes three phases: (1) capital improvement planning and funding; (2) facility operations and long-term maintenance plan and funding; (3) property management, to determine best use or disposition of property.*

Capital financial management policies demonstrate to the credit rating industry and prospective investors (bond buyers) the County's commitment to sound financial management. Adherence to adopted policies ensures the integrity of the planning process and leads to maintaining or improving bond ratings and lowering the cost of capital.

In general, a facilities and property management plan includes three phases: (1) capital improvement planning and funding; (2) facility operations and long-term maintenance plan and funding; (3) property management, to determine best use or disposition of property.

Multnomah County owns more than 79 buildings with a historical cost of approximately \$410 million and an estimated replacement cost of \$850 million. Structural and systems maintenance in the County's capital plan is largely a non-discretionary activity. That is, the question is not whether such expenditures are necessary but in what year to schedule the expenditure on particular projects. Deferral of capital improvements and maintenance creates an unacceptable unfunded liability.

Multnomah County's Capital Improvement Program is updated annually and includes the five-year Capital Improvement Plan. Over the last several years the County has had several opportunities to improve its position by acquiring equipment and/or by redirecting building rental payments to pay for the construction, renovation or acquisition of a facility. It is reasonable to assume that the County will have similar opportunities in the future. Given the current scarcity of capital funding, it may be appropriate to consider a variety of creative funding strategies to respond to these opportunities in the future.

The Board of County Commissioners may authorize the sale, long-term lease, or development of property and/or improvements and may authorize full faith and credit financing obligations. It is financially prudent to plan capital projects adequately and to address the unfunded need for capital improvements so that decisions about the use of revenues and financing may be made in an orderly and effective manner.

The County shall prepare, adopt and annually update a five-year Capital Improvement Plan (CIP). The Plan will identify and set priorities for all major capital asset acquisition, renovation, maintenance, or construction projects.

During the annual budget development process the Director of the Facilities and Property Management Division is directed to update the Capital Improvement Plan. This plan shall include recommendations to the Chair and Board of County Commissioners on the priority of projects including those that may have been identified by the Chair's Executive Committee, suggested by Commissioners or otherwise identified.

# Financial & Budget Policies

---

A Capital Improvement Financial Plan Committee is established, to be composed of representatives of Accounting, Budget, Facilities and Property Management, and others deemed necessary by the Chair.

The Capital Improvement Financial Plan Committee shall review the Capital Improvement Plan and any other equipment acquisitions requested to be financed with long-term obligations, and develop a priority list and a plan to finance the requirements of the Capital Improvement Project plan and any other capital requests. Prior to the adoption of the annual budget, the Capital Improvement Financial Plan Committee shall present a report to the Board. This report shall include a listing of the projects, intended use, alternative methods of financing, current debt commitments, current debt capacity, and recommendations.

## Facility Operations and Long-Term Maintenance Plan and Funding Policy

The Board recognizes that adequate operations and maintenance funding is essential to avoid costly reconstruction or replacement of capital assets.

The five-year Capital Improvement Plan shall provide for anticipated major improvements and maintenance to County capital assets as well as additional and replacement capital assets. The Plan shall include major construction to be undertaken by the County, no matter what the funding source. The Plan will be reviewed and updated annually.

The Capital Improvement Plan shall identify adequate funding to support repair and replacement of deteriorating capital assets and avoid a significant unfunded liability from deferred maintenance. In order to facilitate CIP discussions and to create a clear alignment of policy and funding, the Facilities and Property Management Division shall evaluate all owned County facilities and shall maintain a current list of facilities which are in substantial compliance with all applicable building codes and which have no required capital work. These facilities shall be designated as Tier I (Asset Preservation) facilities.

An Asset Preservation Fee shall be assessed on tenants within all Tier I buildings. This fee is established to be \$2.35/rentable square foot in the initial year and shall be adjusted in future years to reflect the facilities' needs and County funding capacity. It is the goal of the Board to fund the County's capital needs at approximately 2% of the cost of County buildings. 2% is equivalent to depreciating the facilities over a 50-year period. While the County currently does not have the capacity to fund facilities at this rate, the Board will consider this goal when establishing the rate in future years.

An Asset Preservation Fund is maintained to collect the assessed Asset Preservation Fees and to serve as a long-term reserve fund to maintain the Tier I facilities in their current excellent condition. Required capital projects for Tier I facilities shall be budgeted annually in the Asset Preservation Fund. The remaining balance of the Fund shall be maintained as a long-term reserve and shall be budgeted as an unappropriated balance.

# Financial & Budget Policies

---

Any facility which does not meet the criteria for designation as a Tier I building shall be designated as a Tier II or Tier III building. Tier II buildings are not up to current building standards and may require substantial capital work but are determined appropriate for continued investment and long-term retention in the County facilities inventory.

Tier III buildings appear to be uneconomical or impractical for long-term retention and will be analyzed to determine if they should be offered for disposition. Only "fire-life-safety" and urgent capital projects will be considered for Tier III buildings, to avoid further investment in these facilities.

A Capital Improvement Fee shall be assessed on tenants within all Tier II and III buildings. This fee is established to be \$2.35/rentable square foot in the initial year and shall be adjusted in future years to reflect the facilities' needs and County funding capacity. It is the goal of the Board to fund the County's capital needs at approximately 2% of the cost of County buildings. (2% is equivalent to depreciating the facilities over a 50-year period). While the County does not have the capacity to fund facilities at this rate currently, the Board will keep this goal in mind when establishing the rate in future years.

A Capital Improvement Fund is maintained to collect the assessed Capital Improvement Fees. This Fund will be used to provide for the continuing repair and maintenance of Tier II and III buildings. Given the current inadequacy of these funds to meet the needs of these buildings, projects will be identified and proposed for funding based on an annual assessment of need and urgency. The Facilities and Property Management Division shall maintain an inventory of the capital needs in all owned County facilities. An evaluation process and rating system shall be implemented and managed by Facilities and Property Management to assist in determining which projects to propose for funding each year. Recommended capital projects for Tier II and III facilities shall be budgeted annually in the Capital Improvement Fund. Any remaining balance of the Fund shall be maintained as a long-term reserve.

Property and Facilities Management will perform all preventive and corrective maintenance on all County facilities to provide facilities that are safe, functional, and reliable for County operations. Facilities and Property Management will prepare and administer tenant agreements, respond to service requests, and manage commercial leases. The service level agreements with each tenant will be prepared to reflect the level of service and various pricing of each service that have been agreed upon by the parties.

# Financial & Budget Policies

## Best Use or Disposition of Surplus Property Policy

As part of the CIP presented to the Board, the Capital Improvement Financial Plan Committee shall annually recommend the best use or disposition of surplus property held by the County. The recommendation will detail the financial and service impact of each recommendation. The Board will make the final determination on the best use or disposition of the property identified.

When deciding on the best use or disposition of surplus property, the Board will consider that the proceeds from the sale of unrestricted property may be:

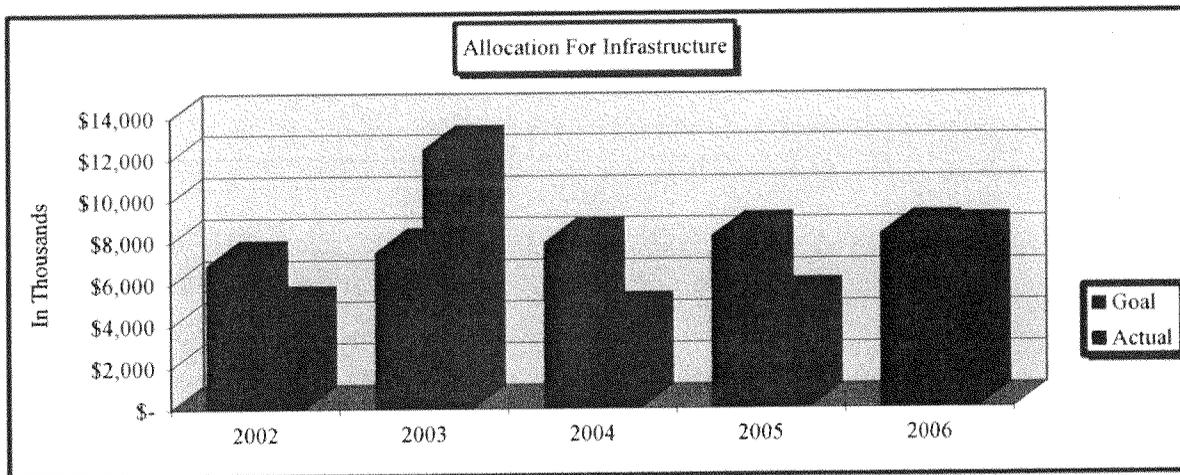
1. Credited to the Capital Improvement Fund to provide resources for future capital projects, deferred maintenance, or capital acquisition/construction.
2. Credited to the Asset Preservation Fund to provide reserves to meet future capital needs in Tier I facilities.
3. Used to increase General Fund reserves.
4. Used to retire outstanding debt.

In addition:

1. Property may be traded for other properties that are needed to provide services or carry out the mission of the County.
2. Property may be leased to other agencies.

## Status

The five year CIP Plan has been updated and presented to the Board annually. The following graph depicts the goal and actual (\$ in thousands).



	2002	2003	2004	2005	2006
Goal	\$ 6,953	\$ 7,540	\$ 7,977	\$ 8,284	\$ 8,339
Actual	\$ 4,772	\$ 12,479	\$ 4,407	\$ 5,090	\$ 8,224

# Financial & Budget Policies

---

## Long-Term & Other Liabilities

Governments are required to account for and record in the financial statements long-term and other liabilities per Governmental Accounting Standards Board (GASB) pronouncements. Long-term liabilities are probable future sacrifices of economic resources due in more than one year. Upon recording the long-term liabilities the County recognized the need to fund some of the unfunded long-term liabilities and prevent the risk of long-term liabilities recorded without a plan to fund them.

### Background

### Policy Statement

It is the goal of the Board to fund 100% of all long-term liabilities required by GASB pronouncements, with the exception of PERS and the County's post retirement benefits. GASB pronouncements require long-term liabilities to be reported for and disclosed and in the County's comprehensive annual financial report. However, GASB does not require vacation liabilities to be reported in the governmental fund types until they are paid and therefore the County has not recorded accrued vacation in governmental fund statements. Vacation liabilities in the proprietary funds will be recognized on the full accrual basis of accounting in accordance with GASB. Long-term liabilities include, but are not limited to: medical & dental incurred but not reported (IBNR) claims, workers compensation IBNR claims, liability IBNR claims, and post-retirement benefits. The Chief Financial Officer is responsible for ensuring that these liabilities are funded according to the actual liability or the actuarially determined liability.

### Status

The following is the June 30, 2006 funding level of each liability (\$ in thousands):

Liability Description	Total Liability	Amount Funded	Percent Funded
Self Insurance (1)	\$ 10,627	\$ 10,627	100.0%
Post Retirement (2)	109,895	7,442	6.8%

(1) GASB requires self-insurance claims be recorded as a liability in the financial statements.

(2) GASB requires employer paid benefits extended to retirees be disclosed in the financial statements. Liability reflects the most recent unfunded actuarial accrued liability amount per Mercer actuarial report.

# Financial & Budget Policies

---

## Accounting & Audits

### Background

Under ORS 294 the County is required to have the County's financial records audited annually by an independent accounting firm.

The Board understands that the County's accounting system and financial records are required by State law to adhere to Generally Accepted Accounting Principles (GAAP), standards of the Government Finance Officers Association (GFOA), and the principles established by the Governmental Accounting Standards Board (GASB), including all pronouncements in effect.

### Policy Statement

Multnomah County's Ordinance No. 660 as amended, which established an Audit Committee, audit procedures, and audit rules, will apply to all financial audits. The basic duties of the Audit Committee are to:

1. Review the scope and extent of the external auditor's planned examination.
2. Review with management and the external auditor the financial results of the audit.
3. Review with the external auditor the performance of the County's financial and accounting personnel.
4. Review written responses to management letter comments and single audit comments.
5. Present the Audit, Single Audit, and Report to Management to the Board.
6. Participate in the selection of the external auditor.

The Comprehensive Annual Financial Report (CAFR) including the audit of the County's schedule of Federal awards shall be sent to grantor agencies and rating agencies on a regular basis and at such other times as may be deemed appropriate in order to maintain effective relations.

It is the goal of the Board to maintain a fully integrated automated financial system that meets the needs of the County. This financial system is to include general ledger, accounts payable, accounts receivable, materials management, purchasing, human resources, payroll, and cost accounting for all applicable operations.

### Status

The County is in compliance with this policy.

# Financial & Budget Policies

---

<b>Fund Accounting Structure</b>	According to local budget law and the Governmental Accounting Standards Boards (GASB), the County is required to establish and maintain various funds. Each year the Chief Financial Officer is responsible for preparing and presenting a resolution to the Board defining the various County funds. The County will adhere to Generally Accepted Accounting Principles and GASB when creating a fund and determining if it is to be a dedicated fund.
<b>Policy Statement</b>	The following types of funds should be used by state and local governments:
<i>The County adheres to Governmental Accounting Standards Board pronouncements and Generally Accepted Accounting Principles when creating a fund and determining if the fund is to be a dedicated fund.</i>	<b>GOVERNMENTAL FUNDS</b>  <b>General Fund</b> - to account for all financial resources except those required to be accounted for in another fund. <b>Special Revenue Funds</b> - to account for the proceeds of specific revenue sources (other than expendable trusts or for major capital projects) that are legally restricted to expenditure for specified purposes. <b>Capital Projects Funds</b> - to account for financial resources to be used for the acquisition or construction of major facilities (other than those financed by proprietary funds and trust funds). <b>Debt Service Funds</b> - to account for the accumulation of resources for, and the payment of, general long-term debt principal and interest.
	<b>PROPRIETARY FUNDS</b>  <b>Enterprise Funds</b> - to account for operations (a) that are financed and operated in a manner similar to private businesses, where the intent of the governing body is that the costs of providing goods or services to the public on a continuing basis be financed or recovered through user charges; or (b) where the governing body has decided that periodic determination of revenue earned, expenses incurred, and/or net income is appropriate for capital maintenance, public policy, management control, or accountability. <b>Internal Service Funds</b> - to account for the financing of goods or services provided by one department or agency to other sections of the governmental unit, or to other governmental units, on a cost-reimbursement basis.
	<b>FIDUCIARY FUNDS</b>  <b>Trust and Agency Funds</b> - to account for assets held in a trustee capacity or as an agent for individuals, private organizations, governmental units, and/or other funds. These include: (a) Expendable Trust Funds; (b) Nonexpendable Trust Funds; (c) Pension Trust Funds; and (d) Agency Funds.
	Governmental units should establish and maintain those funds required by law and sound financial administration. Only the minimum number of funds consistent with legal and operating requirements should be established, however, since unnecessary funds result in inflexibility, undue complexity, and inefficient financial administration.
<b>Status</b>	The County is in compliance with this policy.

# Financial & Budget Policies

---

## Internal Service Funds

*It is often advantageous to centralize the provision of certain goods and services within the County by establishing internal service funds.*

*The main purpose of establishing separate internal service funds is to identify and allocate costs related to the provision of specific goods and services within Multnomah County*

*Internal service funds are used to account for services provided on a cost reimbursement basis without profit or loss.*

It is often advantageous to centralize the provision of certain goods and services within the County by establishing internal service funds. These funds provide a useful means of accounting for such centralized intra-governmental activities.

The Governmental Accounting Standards Board's (GASB) states that internal service funds may be used "to account for the financing of goods or services provided by one department or agency to other departments or agencies of the governmental unit on a cost-reimbursement basis." The purpose of the funds is that they use the flow of economic resources measurement and the full accrual basis of accounting, thus allowing them to measure and recover the full cost of providing goods and services to departments and agencies (including depreciation on fixed assets). Other governmental funds do not provide cost data, but instead focus on flows of financial resources.

GASB directs governments to use either the general fund or an internal service fund if they wish to use a single fund to account for all risk-financing activities of a given type. If a government chooses to use an internal service fund to account for its risk-financing activities, inter-fund premiums are treated as quasi-external transactions (similar to insurance premiums), rather than as reimbursements. Because inter-fund premiums paid to internal funds are treated as quasi-external transactions, their amount is not limited by the amount recognized as expense in the internal service fund, provided that the excess represents a reasonable provision for anticipated catastrophic losses or is the result of a systematic funding method designed to match revenues and expenses over a reasonable period of time.

GASB indicates that internal service funds may be used for services provided on a cost-reimbursement basis to other governments, nonprofits, and quasi-governmental entities. Most transactions take the form of quasi-external transactions; the funds receiving goods or services report an expense, while the internal service fund reports revenue. The practical consequence of this is that expenditures are duplicated within the reporting entity. This duplication is preferable to that which occurs when internal service funds are not used. Under current GAAP, quasi-external transactions may occur between departments within the same fund: (e.g., "general fund") or between funds within the same fund type (e.g. "special revenue funds"). Consequently, if an internal service fund is used, duplication could occur within the same fund or fund type. The internal service fund has the advantage of isolating such duplicate transactions within a separate fund type, where their special character is clearer to users.

Internal service funds are used to account for services provided on a cost-reimbursement basis without profit or loss. Surpluses and deficits in internal service funds may be an indication that other funds were not charged properly for goods or services received. The principle that internal service funds should operate on a cost-reimbursement basis applies to the operations of these funds over time; it is only when internal service funds consistently report significant deficits or surpluses that charges must be reassessed. If charges to other funds are

# Financial & Budget Policies

---

determined to be more or less than necessary to recover cost over a reasonable period, the excess or deficiency should be charged back to the participating individual funds. In particular, it is not appropriate to report a material deficit in an internal service fund without the demonstrable intent and ability to recover that amount through charges to other funds over a reasonable period.

Often internal service funds charge for asset use in excess of historical cost depreciation, to ensure that adequate funds will be available to purchase replacement assets (the cost of which is likely to be higher due to inflation). The systematic recovery of the replacement cost of fixed assets is not a violation of the cost allocation principle because the surpluses are temporary (i.e., they will disappear when the higher priced assets are acquired). In recent years federal grantors have become increasingly sensitive to the potential for overcharges connected with internal service funds. Accordingly, high levels of retained earnings in internal service funds (as defined by federal cost-allocation principles) may lead to the disallowance of some costs charged out to other funds.

The main purpose of establishing internal service funds is to identify and allocate costs related to the provision of specific goods and services within the County.

## Policy Statement

*Services provided by internal service funds will be defined and put in writing.*

The County will establish the following internal service funds for these services:

1. Risk Management Fund – accounts for the County’s risk management activities including insurance coverage
2. Fleet Management Fund – accounts for the County’s motor vehicle fleet operations and electronics
3. Information Technology Fund – accounts for the County’s data processing operations
4. Mail / Distribution Fund – accounts for the County’s mail distribution, records and material management operations
5. Facilities Management Fund – accounts for the management of all County owned and leased property.

Services provided by internal service funds will be defined and put in writing. The internal service funds will be used to account for business operations and charge for goods or services provided to other departments or agencies on a cost-reimbursement basis. Periodically the rates charged will be compared to other public or private sector operations to ensure that pricing is competitive. The internal service fund charges will include asset replacement charges (depreciation) to ensure that adequate funds will be available to purchase replacement assets.

The charges will include a contingency or reserve requirement not greater than 5% to ensure that service reimbursements charged to other departments are maintained at a relatively constant level. Excess reserves or retained earnings will be used to reduce future rates or will be returned to the originating fund.

The internal service reserves and amounts billed to other departments or agencies will be reviewed annually by budget and finance to ensure they are meeting this policy.

# Financial & Budget Policies

## Liquidity and Accounts Payable

### Background

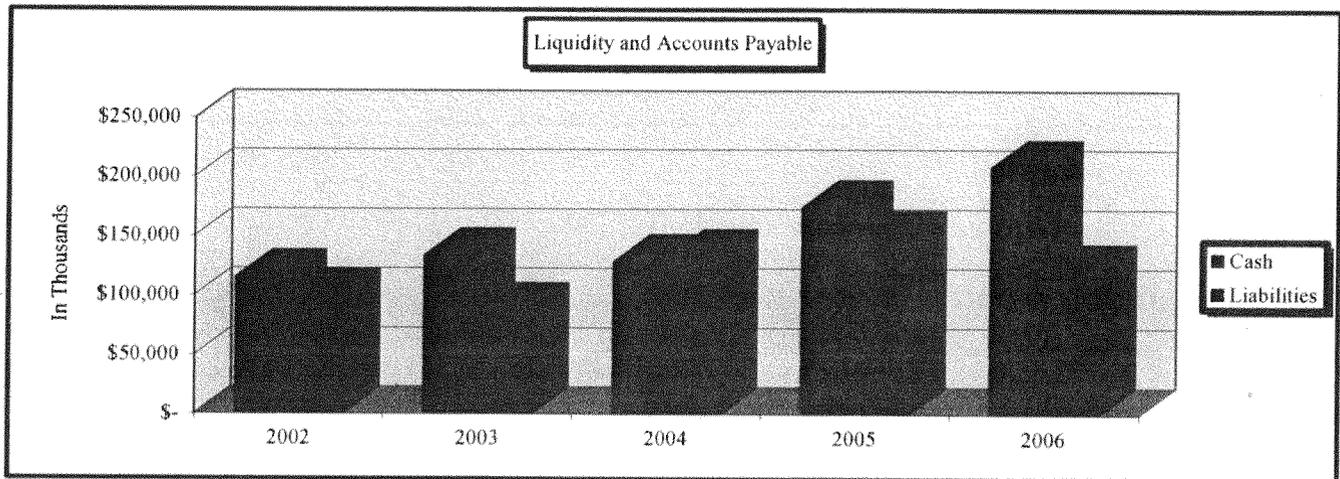
Liquidity is the ratio of cash and short-term investments to current liabilities, including amounts held in trust. The County's liquidity reflects its ability to pay its short-term debts and accounts payable. Cash and investments in the capital projects funds and debt retirement funds are long-term cash and investments. The credit rating industry considers a liquidity ratio of \$1 of cash to \$1 of debt as an acceptable liquidity ratio. Generally the County has maintained about \$2 of available cash to every \$1 of current liabilities.

### Policy Statement

The County will strive to maintain a liquidity ratio of at least 1 dollar of cash and short-term investments to each dollar of current liabilities.

### Status

The following graph depicts the comparison of cash and investments to current liabilities and accounts payable to revenues (\$ in thousands).



	2002	2003	2004	2005	2006
Cash	\$ 115,844	\$ 134,391	\$ 129,137	\$ 175,449	\$ 209,236
Liabilities	\$ 99,461	\$ 88,343	\$ 133,416	\$ 149,008	\$ 121,302

# Financial & Budget Policies

---

## Banking, Cash Management and Investments

### Background

Multnomah County maintains an active investment program. An investment policy was first formalized in 1982 and has been revised several times since. This policy incorporates various Oregon Revised Statute Codes which specify the types of investments and maturity restrictions that local governments may purchase. The County's Investment Policy also contains self-imposed constraints in order to safeguard effectively the public funds involved.

### Policy Statement

Banking services shall be solicited at least every five years on a competitive basis. The Chief Financial Officer (or designee) is authorized to act as "Custodial Officer" of the County and is responsible for performing the treasury functions of the County under ORS 208, 287, 294, and 295 and the County's Home Rule Charter. In carrying out these functions, the Chief Financial Officer is authorized to establish a Financial policy that meets generally accepted auditing standards relating to cash management.

*In accordance with ORS 294.135, Multnomah County's investment transactions shall be governed by a written investment policy, which will be reviewed and adopted annually by the Board of County Commissioners.*

In accordance with ORS 294.135, investment transactions shall be governed by a written investment policy, which will be reviewed and adopted annually by the Board of County Commissioners. The policy will specify investment objectives, diversification goals, limitations, and reporting requirements. In accordance with MCC 2.60.305-2.60.315 the County will utilize an independent Investment Advisory Board to review the County's plan and investment performance. Unrecognized gains or losses will be recorded in the County financial report.

### Status

The County is in compliance with this policy.

# Financial & Budget Policies

## Short-term and Long-term Debt Financings

Prior to 1988, the County maintained a *pay-as-you-go* philosophy for financing capital projects. *Pay-as-you-go* can be costly in some ways due to cost acceleration in inflationary periods. Over-utilized facilities generate higher maintenance costs and citizens are not served well by over-utilized or nonexistent facilities. An alternative is to issue debt, sometimes referred to as *pay-as-you-use*. The philosophy of issuing debt for public projects is to have the citizens benefiting from the project pay for the debt retirement costs.

### Policy Statement

All financings are to be issued in accordance with the County's Home Rule Charter and applicable State and Federal Laws.

*The County will attempt to meet its capital maintenance, replacement, or acquisition requirements on a pay-as-you-go basis. If the amount of the capital requirement cannot be met on a pay-as-you-go basis, if it is financially beneficial to issue bonds or COPs, and if the project has been determined to benefit future citizens, the County will evaluate the feasibility of issuing a long-term debt financing instrument.*

1. **Short-Term Debt.** If it is determined by the Finance and Risk Management Division that the General Fund cash flow requirements will be in a deficit position prior to receiving property tax revenues, the County may issue short-term debt to meet anticipated cash requirements. When financing a capital project, Bond Anticipation Notes or a Line of Credit may be issued if such financings will result in a financial benefit. Before issuing short-term debt the Board must authorize the financing with a resolution.
2. **Bonds and Other Long-Term Obligations.** It is the policy of the Board that the County will attempt to meet its capital maintenance, replacement, or acquisition requirements on a pay-as-you-go basis. If the dollar amount of the capital requirement cannot be met on a pay-as-you-go basis, if it is financially beneficial to issue bonds or Certificates of Participation (COP), and if the project has been determined to benefit future citizens, the County will evaluate the feasibility of issuing a long-term debt financing instrument.
3. **Uses.** All long-term financings must provide the County with an economic gain or be mandated by the Federal or State Government or court. Under no circumstances will current operations be funded from the proceeds of long-term borrowing.
4. **Purchase/Leasing Facilities.** It is the policy of the Board to purchase or lease/purchase facilities, instead of renting, when the programs or agencies being housed are performing essential governmental functions.
5. **Debt.** When issuing debt, the County will follow the Government Finance Officers Association recommended practice of selecting and managing the method of sale of State and Local Government Bonds. In addition to statutory debt limits, the County further limits non voter approved debt instruments to an annual debt payment amount that will not exceed 5% of the County's General Fund budgeted revenues and with exception of proprietary funds, all annual debt service payments will be limited to 5% of the total revenues of the supporting fund.
6. **Capital Expenditures.** If capital expenditures are anticipated to be incurred prior to the issuance of the debt, the Board authorizes the Chief Financial Officer to execute a declaration of official intent (or DOI) with regard to such expenditure. The DOI must express the County's reasonable expectations that it will issue debt to reimburse the described

# Financial & Budget Policies

---

expenditures. It must contain a general description of the project and state the estimated principal amount of obligations expected to be issued to finance the project. A copy of the DOI shall be sent to the Board.

7. **Financing Mechanisms.** The different types of financings the County may use to fund its major capital acquisitions or improvements are:
  - a) **Revenue Bonds** may be used whenever possible to finance public improvements which can be shown to be self-supported by dedicated revenue sources, needed for infrastructure or economic development, or approved by the Board for specific purposes.
    - i) Revenue-supported bonds are to be used to limit the dependency on property taxes for those projects with available revenue sources, whether self-generated or dedicated from other sources.
    - ii) Adequate feasibility studies are to be performed for each project to determine the adequacy of the dedicated revenue source.
  - b) **General Obligation Bonds (GO bonds)** will be used to finance *essential* capital projects.
    - i) Capital improvement projects will be analyzed, prioritized and designated as *essential* or not through a CIP committee process.
    - ii) GO bonds will only be considered after exploring funding sources such as Federal and State grants and project revenues.
  - c) **Full Faith and Credit or Limited Tax Bonds** will be considered if Revenue bonding or GO bonding is not feasible.
  - d) **Lease-Purchases or Certificates of Participation (COP)** will be considered if Revenue bonding, GO bonding, or Full Faith and Credit bonding is not feasible.
  - e) **Leases and limited tax bonds** as reported in the County's comprehensive annual financial report will be limited as follows:
    - i) Acquisitions will be limited to the economic life of the acquisition or improvement and shall not exceed 20 years.
    - ii) All acquisitions must fit within the County's mission or role.
    - iii) All annual lease-purchase or bond payments must be included in the originating Departments' adopted budget or in the facilities management's building service reimbursement.
  - f) **Refundings or Advance Refundings** will be done if there is a present value savings of 3% or more or if the restructuring of the financing will benefit the County.
  - g) **Intergovernmental Agreements** with the State of Oregon for Energy Loans.
  - h) **Local Improvement Districts.** Except as required by State law, it is the policy of the Board not to form Local Improvement Districts (LIDs) for purposes of issuing debt to finance LID improvements unless specifically required by Oregon Revised Statutes, due to the added costs of administering the LIDs, the small number of citizens served, and the risk that in the event of default by property owners the General Fund will have to retire any outstanding obligations.
  - i) **Conduit Financings.** It is the policy of the Board to act as an "Issuer" of conduit financing for any private college, university,

# Financial & Budget Policies

---

hospital, or for-profit or non-profit organization that is located in Multnomah County and is eligible to use this type of financing. The County will charge a fee of \$1.00 per \$1,000 of bonds issued or \$10,000, whichever is greater, to act as an issuer for the organization. The maximum fee will not exceed \$50,000. This fee offsets administrative costs that may be incurred. The County will retain bond counsel to represent it on legal issues including any risks associated with the conduit financing. The County may also retain the services of a financial advisor if deemed by the Chief Financial Officer to be in the best interests of the County. The organization will be assessed an additional fee to cover any expenses incurred bond counsel or financial advisor. In addition to the fees established above, the organization must have a Moody's rating of Baa or better or a BBB rating from Standard and Poor's. The organization must not condone discriminatory practices or policies. The Board must approve each conduit financing issue.

- j) **External financial advisors, underwriters and bond counsel** will be selected in accordance with the County's Administrative Procedures.

## Interfund & Insubstance Loans

An interfund loan is defined as a movement between funds or fund types for a set amount and a definite plan of repayment in a specified period of time. Interfund loans provide financing resources to address cash flow needs in County operations or capital financing plans. Interfund loans are either "operating" or "capital" and shall meet the requirements noted below. An "Operating Interfund Loan" is a loan made for the purpose of paying operating expenses. A "Capital Interfund Loan" is a loan made for the purpose of financing the design, acquisition, construction, installation, or improvement of real or personal property and not for the purpose of paying operating expenses.

In addition to interfund loans, the County may engage in "insubstance loans." An insubstance loan is a temporary balance sheet entry recorded at year-end to prevent a negative cash balance within a fund due to cash flow timing differences. The County's Chief Financial Officer has the authority to record an insubstance loan in order to satisfy fiscal year reporting requirements and cash flow needs. Capital or operating interfund loans will be documented and submitted to the Board of County Commissioners for review and approval.

## Policy Statement

Interfund loan requests must be reviewed and approved by the County's Chief Financial Officer and Budget Director prior to taking a request for authorization to the Board of County Commissioners. Interfund loans must be authorized by a resolution of the Board of County Commissioners, which shall state the fund from which the loan is to be made, the fund to which the loan is to be made, the purpose for which the loan is made, the principal amount of the loan, the interest rate at which the loan shall be repaid (if

# Financial & Budget Policies

---

*The County may use interfund loans as a short-term financing resource to address cash flow needs in County operations or capital financing plans.*

applicable), and shall include a schedule for repayment of principal and interest. In addition, interfund loans:

1. Shall not be made from reserve funds, debt service funds, or any other funds restricted by law, constitutional provisions, bond covenants, grantor requirements, Board resolutions or ordinances, unless these restrictions allow for the purpose of the interfund loan.
2. Shall be granted only after it has been demonstrated that reasonable consideration was given to other potential resources available to the fund and when the loan is required to meet a pressing need or to take advantage of a special opportunity.
3. Shall not exceed 60 months in duration for any capital interfund loan; shall not extend beyond the end of the next fiscal year for any operating interfund loan.
4. May be made only if there is a likely expectation that the fund receiving the loan will have the ability to repay it. If not, the use of an interfund transfer should be considered if appropriate.
5. May be repaid in advance without any additional accrual of interest (if applicable) or any other penalties.
6. Must be made in compliance with all other statutory requirements and limitations of ORS 294.460.

**Hospital  
Facility  
Authority of  
Multnomah  
County  
Status**

It is the policy of the Board to issue revenue bonds for hospital facilities as authorized by Resolution 98-1 adopted by the Board, acting as Hospital Authority, on December 3, 1998.

The following shows the County's outstanding obligations as of July 1, 2006: (\$ in thousands).

# Financial & Budget Policies

Debt Description	Dated	Maturity Date	Interest Rate	Amount Issued	Principal Outstanding 6/30/2006	Principal Outstanding 6/30/2007	2006-2007 Interest	2006-2007 Principal
<b>General Obligation Bonds</b>								
Tax supported								
Series 1999 Refunding Bonds	02/01/99	10/01/16	4.53%	\$ 66,115	\$ 63,570	\$ 61,550	\$ 2,768	\$ 2,020
Series 1996B Public Safety Bonds	10/01/96	10/01/16	5.33%	79,700	10,495	7,175	440	3,320
Series 1996A Library Bonds	10/01/96	10/01/16	5.12%	29,000	1,275	655	48	620
Total General Obligations Bonds				\$ 174,815	\$ 75,340	\$ 69,380	\$ 3,256	\$ 5,960
<b>Revenue Bonds:</b>								
Regional Children's Campus	10/01/98	10/01/14	4.50%	\$ 3,155	\$ 2,115	\$ 1,915	\$ 88	\$ 200
Port City	11/01/00	11/01/15	5.58%	2,000	1,565	1,440	74	125
Oregon Food Bank	11/01/00	10/01/14	5.54%	3,500	2,740	2,525	129	215
Total revenue bonds				\$ 8,655	\$ 6,420	\$ 5,880	\$ 291	\$ 540
<b>PERS Pension Revenue Bonds:</b>								
Limited Tax Pension Obligation revenue Bonds	12/01/99	06/01/30	7.67%	\$ 184,548	\$ 175,203	\$ 170,908	\$ 7,753	\$ 4,295
Total Pension Revenue Bonds				\$ 184,548	\$ 175,203	\$ 170,908	\$ 7,753	\$ 4,295
<b>Certificates of Participation</b>								
1998 Advance Refunding	02/01/98	07/01/13	4.53%	\$ 48,615	\$ 17,795	\$ 15,240	\$ 789	\$ 2,555
Total Certificates of Participation				\$ 48,615	\$ 17,795	\$ 15,240	\$ 789	\$ 2,555
<b>Full Faith and Credit Obligations</b>								
1999A Full Faith and Credit	04/01/99	08/01/19	4.71%	\$ 36,125	\$ 6,340	\$ 4,850	\$ 233	\$ 1,490
2000A Full Faith and Credit	04/01/99	08/01/19	5.24%	61,215	13,165	9,430	691	3,735
2003 Full Faith and Credit	06/01/03	07/01/13	2.83%	9,615	7,890	6,990	193	900
2004 Full Faith and Credit	10/01/04	08/01/19	3.71%	54,235	54,235	54,235	2,620	-
Total Full Faith and Credit				\$ 161,190	\$ 81,630	\$ 75,505	\$ 3,737	\$ 6,125
<b>Leases and Contracts</b>								
Portland Building -- purchase of two floors -- intergovernmental agreement	01/22/81	01/22/08	7.25%	\$ 3,475	\$ 587	\$ 306	\$ 50	\$ 281
Sellwood lofts - lease	01/01/02	01/01/32	2.50%	1,093	1,062	1,053	109	9
Total Leases and Contracts				\$ 4,568	\$ 1,649	\$ 1,359	\$ 159	\$ 290
<b>Loans</b>								
State Energy Loans	07/01/96	10/01/14	5.90% - 7.20%	\$ 1,064	\$ 423	\$ 338	\$ 25	\$ 85
Sewer Loans	07/05/96	07/05/16	5.65%	42	26	24	2	2
Total Loans				\$ 1,106	\$ 449	\$ 362	\$ 27	\$ 87

BEFORE THE BOARD OF COUNTY COMMISSIONERS  
MULTNOMAH COUNTY, OREGON

**RESOLUTION NO. 07-115**

Adopting Financial and Budget Policies for Multnomah County, Oregon for Fiscal Year 2007-2008 and Repealing Resolution 06-109

**The Multnomah County Board of Commissioners Finds:**

- a. The Board is the fiscal authority for Multnomah County government.
- b. The Department of County Management is responsible for the budget and fiscal operations of the County.
- c. The Chief Financial Officer and Budget Director are responsible for the preparation and management of the budget and for the management of the financial operations of the County.
- d. A financial and budget policy will provide for prudent financial practices.

**The Multnomah County Board of Commissioners Resolves:**

1. The Financial and Budget Policies set forth in Exhibit A are the policies of Multnomah County.
2. The Chief Financial Officer is directed to administer these Financial and Budget Policies.
3. The Chief Financial Officer is directed to review and update these policies as needed but not less than annually.
4. The Chief Financial Officer is directed to inform the Board on the status of these policies annually.
5. This Resolution replaces Resolution 06-109, which is repealed.

ADOPTED this 7th day of June, 2007.

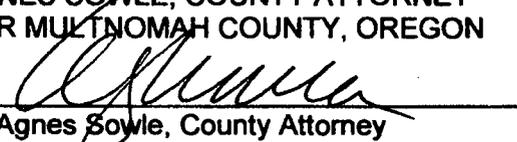


BOARD OF COUNTY COMMISSIONERS  
FOR MULTNOMAH COUNTY, OREGON

  
Ted Wheeler, Chair

REVIEWED:

AGNES SOWLE, COUNTY ATTORNEY  
FOR MULTNOMAH COUNTY, OREGON

By   
Agnes Sowle, County Attorney

Submitted by:  
Carol M. Ford, Director, Department of County Management

**EXHIBIT A**



**MULTNOMAH  
COUNTY**

**FINANCIAL AND BUDGET POLICY**

**FISCAL YEAR 2007-2008**

Prepared by: Department of County Management

# Financial & Budget Policies

---

## Table of Contents

Goals .....	1
Financial Forecasts for the General Fund .....	1
Tax Revenues .....	2
Short-Term Local Revenues .....	5
Transportation Financing .....	6
Federal/State Grant and Foundation Revenues .....	7
Indirect Cost Allocation .....	8
Use of One-Time-Only Resources .....	9
User Fees, Sales, and Inter-Governmental Revenues .....	10
Reserves .....	11
General Fund Emergency Contingency .....	13
Compensation.....	14
Capital Asset Management Policies.....	15
Long-Term Liabilities .....	19
Accounting & Audits .....	20
Fund Accounting Structure .....	21
Internal Service Funds.....	22
Liquidity and Accounts Payable .....	24
Banking, Cash Management, and Investments .....	25
Short-term and Long-term Debt Financings .....	26
Interfund Loans .....	28
Hospital Authority.....	29

# Financial & Budget Policies

---

## Goals

The goals of this financial policy are:

1. To preserve capital through prudent budgeting and financial management.
2. To achieve the most productive use of County funds that meets the goals of the Board of County Commissioners.
3. To ensure that all finance-related activities meet generally accepted accounting principles.
4. To achieve a stable balance between the County's ongoing financial commitments and the continuing revenues available to the County.
5. To leverage local dollars with federal and state funding/grants.
6. To provide an accountable form of Government to the citizens of Multnomah County.

## Financial Forecasts for the General Fund

Governments at all levels should forecast major revenues and expenditures. The forecast should extend at least three to five years beyond the budget period and be regularly monitored and updated. It should be clearly stated and available to participants in the budget process, as should its underlying assumptions and methodology. The forecast should also be referenced in the final budget document. To improve future forecasting, the variances between previous forecasts and actual amounts should be analyzed. The variance analysis should identify all factors that influence revenue collections, expenditure levels, and forecast assumptions.

## Background

The Board of County Commissioners recognizes the importance of developing a combined revenue and expenditure forecast. The Budget Division will prepare a five-year financial forecast for the General Fund to assess the long-term financial implications of current, as well as proposed, policies and programs. The forecast will detail assumptions regarding both short-term and long-term financial issues facing the county. Those assumptions will guide the development of appropriate financial strategies to achieve the goals outlined above. The General Fund revenue and expenditure forecast will:

## Financial Forecasts for the General Fund Policy Statement

1. Provide an understanding of available funding;
2. Evaluate financial risk;
3. Assess the likelihood that services can be sustained;
4. Assess the level at which capital investment can be made;
5. Identify future commitments and resource demands;
6. Identify the key variables that might change the level of revenue; and
7. Identify one-time-only resources and recommend appropriate uses.

## Status

The County is in compliance with this policy.

# Financial & Budget Policies

---

## Tax Revenues

### Background

*All of the County's tax decisions have been made in an atmosphere of intense public and internal debate. Those debates consistently referred to these common factors: the social equity of the tax, its administrative costs, its impact on the regional economy, its effect on other local governments, and the degree to which the tax might be acceptable to the public.*

Over time Multnomah County has faced major decisions about the level and kind of taxation it can or should impose.

Measure 5, which passed in 1990, already limited combined property tax rates for non-school government (e.g., Multnomah County, the City of Portland, Gresham, Metro, etc.) to \$10 per \$1,000 of Real Market Value (RMV) per county-assigned tax code area. Similarly, combined property tax rates for the public school system are limited to \$5 per \$1,000 RMV for each tax code area.

In May 1997, the voters approved Ballot Measure 50, which reduced property taxes statewide by 17% (except those to pay exempt bonded indebtedness or Local Option levies approved by voters)—this time not by limiting the tax rate, but by limiting the property value that the rate is applied to. It mandated the use of Assessed Value (AV) for Measure 50 purposes, and rolled AV back to 10% below 1995/1996 RMV. It further limited the *growth* in AV to 3% per year, with the exception of new construction and major renovation. These provisions have the combined effect of disconnecting some property taxes from a rational relationship with actual property value. Finally, Measure 50 required that general obligation bonds and local option taxes be approved by a majority of the voters at general election in even numbered years or at any election in which a majority of eligible registered voters cast a ballot—the so-called double majority.

RMV is still used for Measure 5 purposes, and Measure 5 and Measure 50 are simultaneously applicable; this results in a phenomenon referred to as *compression* when taxes authorized by Measure 50 are prohibited by Measure 5. The lower tax always applies.

In March 1998, Multnomah County voters imposed a temporary 0.5% Business Income Tax surcharge for tax year 1998 – one year only. This revenue was dedicated to the various school districts within Multnomah County; it generated approximately \$10.4 million.

In 1999 the County received a proposal to increase the rates of both the Transient Lodging Tax and Motor Vehicle Rental Tax and dedicate the proceeds to Metro and the City of Portland to fund expansion of the Convention Center and renovation of Civic Stadium and the Portland Center for Performing Arts. The Board approved these increases in February 2000.

In November 2006, Multnomah County voters approved a new, five-year local option levy with 62% of the vote. With a rate set at \$.89 per \$1,000 of assessed value, the levy supports approximately 65% of the Library's expenditures and will take effect in fiscal year 2008, replacing the final year of the current levy. The levy, in combination with a transfer from the County's general fund, maintains the current programs and services for the next five years and adds two planned new libraries in 2010.

# Financial & Budget Policies

---

On March 20, 2003 the Board approved Resolution 03-041, which submitted Measure 26-48 to the voters to impose a three-year Countywide personal income tax to benefit public schools, public safety, and human services. On May 20, 2003 this tax was passed by the voters of Multnomah County. The tax was in effect for calendar years 2003, 2004 and 2005 and was not referred to the voters for renewal.

All of these decisions were made in an atmosphere of intense public and internal debate, particularly with regard to the progressivity of the tax, its administrative cost, its impact on the regional economy, its effect on other local governments, and the degree to which the tax might be acceptable to the public.

**Policy Statement** The Board recognizes that taxation is necessary to provide public services to the citizens of the county. When considering changes to the County's tax structure, the Board will consider the following:

1. The ability of taxpayers to pay the taxes.
2. The impact of taxes imposed by the County on other local governments.
3. The effect of taxes on the county economy.
4. The administration and collection costs of the taxes.
5. The ease with which the taxes can be understood by taxpayers.

**Status** The County has several sources of tax revenue, including property taxes, which are paid based on the established value of real, personal, and utility property. Except for general obligation bond levies and local option taxes, property taxes increase with growth in assessed value. That growth is limited to 3% per year plus changes as a result of annexation, rezoning, and new construction. The County collects property tax in three ways:

- A "permanent tax rate," the reduced combination of the County's "tax base" and two serial levies in effect when Measure 50 was approved.
- Taxes for the retirement of voter-approved general obligation bonds.
- A local option levy for Library services.

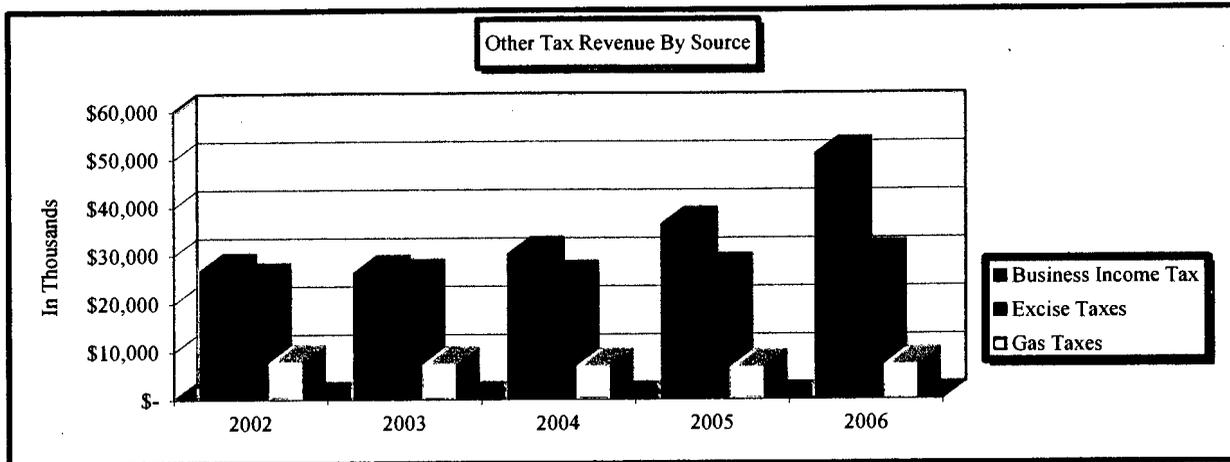
Business entities doing business in the County pay business income taxes (BIT) based on net income.

The County has two excise taxes, a Motor Vehicle Rental Tax and a Transient Lodging Tax. Motor vehicle rental taxes are assessed on the income generated by short-term vehicle rentals. Transient lodging taxes are imposed on room rates at hotels/motels. Transient Lodging Taxes collected are (with minor exceptions) passed through to Metro for the operations of the Convention Center, the Performing Arts Center, and the Regional Art and Culture Council; for funding bonds issued by the City of Portland to expand the Oregon Convention Center and renovate Civic Stadium and the Performing Arts Center; and to provide monies for a Visitors Development Fund. A portion of the Motor Vehicle Rental Taxes also supports these programs.

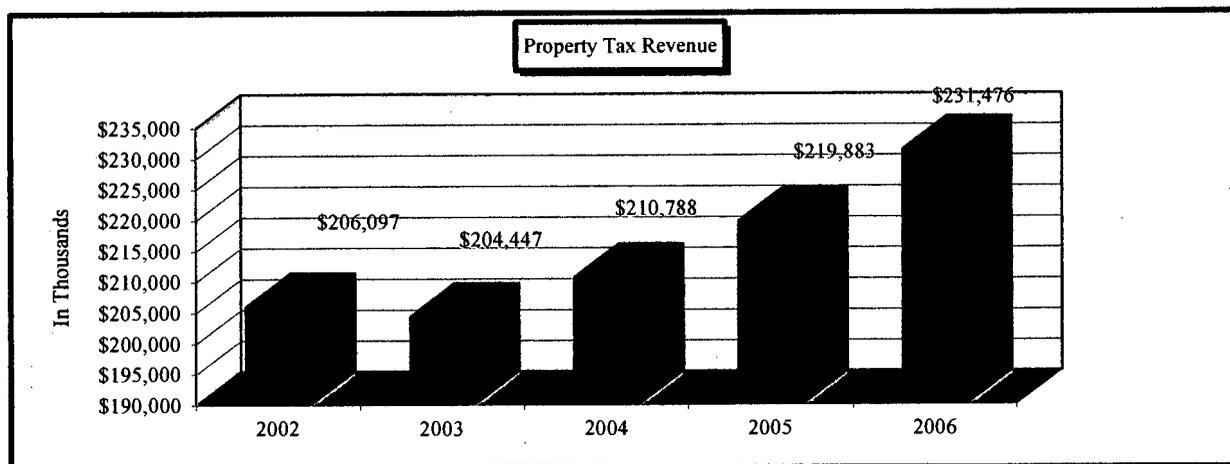
# Financial & Budget Policies

The County also imposes a gasoline tax that is dedicated to roads and bridges.

The County's tax revenues represent about 40% of the total Governmental Fund Type revenues (General and Special Revenue Funds). The following graphs depict actual tax revenue by source (\$ in thousands).



	2002	2003	2004	2005	2006
Business Income Tax	\$ 26,935	\$ 26,491	\$ 30,286	\$ 36,463	\$ 50,980
Excise Taxes	\$ 24,848	\$ 25,656	\$ 25,282	\$ 26,788	\$ 29,680
Gas Taxes	\$ 7,832	\$ 7,432	\$ 7,011	\$ 6,744	\$ 7,234



	2002	2003	2004	2005	2006
Property Taxes	\$ 206,097	\$ 204,447	\$ 210,788	\$ 219,883	\$ 231,476

# Financial & Budget Policies

## Short-Term Local Revenues

### Background

Short-term revenues are those of limited duration, primarily serial levies for jail and library services and—since the passage of Measure 50—a five-year local option levy for library services. Use of short-term revenues for ongoing programs places programs at risk if voters fail to approve subsequent levies.

In fiscal year 1998, the dollar amounts of existing library and public safety serial levies were combined with the County's General Fund tax base amount to establish the permanent property tax rate per \$1,000 of assessed value. The expired serial levies, which were merged with the tax base into a permanent tax rate, are no longer dedicated revenues.

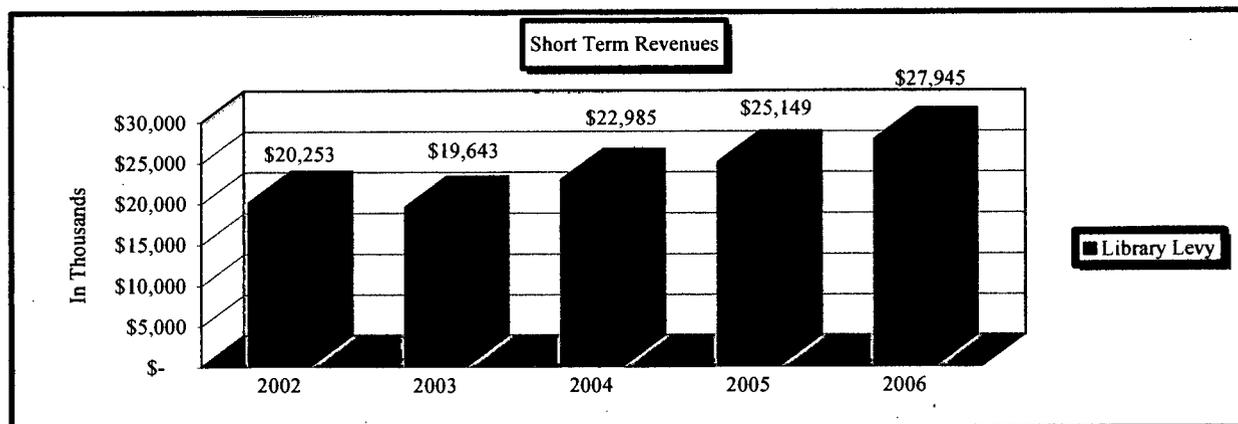
Measure 50 requires that any property tax measure needs both a majority vote and a 50% voter turnout unless it is voted on at a general election. Because of this requirement, it will be more difficult to obtain voter approval for short-term property tax revenues. Perhaps more importantly, the Constitution makes no provision for a government to change its permanent tax rate.

### Policy Statement

It is the intent of the Board to use short-term revenue sources to fund priority service programs only after all other sources of revenue have been analyzed and have been determined not to be feasible.

### Status

In November 2002, the voters approved the second five-year local option levy for library services, which is in effect through December 2007. In November 2006, the voters approved a third five-year local option levy for library services, for calendar years 2008-2012. The following graph reflects the use of actual short-term revenues (\$ in thousands).



	2002	2003	2004	2005	2006
Library Levy	\$ 20,253	\$ 19,643	\$ 22,985	\$ 25,149	\$ 27,945

# Financial & Budget Policies

---

## Transportation Financing

### Background

*Ongoing maintenance and improvements are necessary for economic growth, to alleviate existing transportation problems, and to maintain the livability of the region.*

The passage of the 2003 Oregon Legislation HB 2041 provided Transportation (roads and bridges) infrastructure a much needed jolt of new financial assistance. The Bill also known as OTIA III (Oregon Transportation Investment Act) provides the County with \$25 million for use on the Sauvie Island bridge construction, an additional \$1.4 million of annual funding for county bridges and \$.5 million annually for county roads. Even with these new funds a funding gap still exists and continues to widen as infrastructure preservation needs exceed resources. The funding gap is primarily due to the state legislature not having increased state motor fuel taxes since 1993, with no provision for inflation.

In the Portland area, growth has placed additional demands on the transportation system. Ongoing maintenance and improvements are necessary for economic growth, to alleviate existing transportation problems, and to maintain the livability of the region.

Multnomah County's Capital Improvement Plan and Program (CIPP) is updated on an annual schedule and was submitted to the Board of County Commissioners in May 2007. The Board's acceptance of the CIPP forms the basis for the selection and funding of road and bridge projects. Transportation revenue forecasts even with the passage of HB 2041 will leave the county with challenges of balancing the demands of maintenance, preservation, capital expansion, safety and environmental regulations.

Multnomah County maintains and operates the Willamette River Bridges. These bridges are a critical link in a highly integrated transportation system. Regional growth has made it increasingly essential to keep bridges in good working order with a minimum of downtime. The 20-year Bridge Capital Plan is facing a \$325 million shortfall between identified needs and identified funds.

### Policy Statement

It is the policy of the Board to support statewide and regional funding for transportation-related needs. If state and regional funding is inadequate, the County works with jurisdictions within its boundaries to address the transportation funding needs of local governments.

### Status

Gov. Ted Kulongoski signed House Bill 2041 into law on July 28, 2003. The legislation uses increased DMV and trucking-related fees to finance \$2.5 billion in transportation construction projects for the state highway system as well as cities and counties. Fee increases went into effect January 2004.

# Financial & Budget Policies

---

## Federal/State Grant and Foundation Revenues Background

Federal and State grant funds have increased significantly in the last ten years. Most of these revenues are restricted to a specific purpose, such as mental health or community corrections programs. Grants and foundation funds are used for an array of County services and may help the County to leverage other funds. This policy statement is not intended to apply to Federal and State shared revenues, entitlements, or fees for services.

## Policy Statement

The Board understands that grants from other governments and private sources represent both opportunities and risks. Grants allow the County to provide basic or enhanced levels of service and to cover gaps in the array of services the County offers. Grants may also commit the County to serving larger or different groups of clients and put pressure on County-generated revenues if the grant is withdrawn. When applying for a grant, the Board will consider:

1. The opportunities for leveraging other funds for continuing the grant/foundation related program.
2. How much locally generated revenue will be required to supplement the grant/foundation revenue source.
3. Whether the grant/foundation will cover the full cost of the proposed program, or whether the County is expected to provide support and overhead functions to the program. It is the intent of the County to recover all overhead costs associated with the grant/foundation.
4. The degree of stability of the funding source.
5. Whether decline or withdrawal of the grant/foundation revenue creates an expectation that the County will continue the program.
6. How County programs can maximize revenue support from state or federal sources.
7. Whether the grant/foundation funds used for pilot or model programs will result in a more efficient and/or effective way of doing business.
8. Whether the grant/foundation is aligned with the County's mission and goals.

## Status

All notices of intent to apply for grant funding and grant awards are approved by the Board. The County is in compliance with this policy.

# Financial & Budget Policies

---

## Indirect Cost Allocation

### Background

The Federal government recognizes identifiable overhead costs are incurred in providing services to support grants and contracts. Therefore, the Office of Management and Budget (OMB) establishes principles and standards to provide a uniform approach for determining costs and to promote effective program delivery, efficiency and better relationships between governmental units and the Federal government. The County's indirect cost allocation plan is prepared annually in accordance with OMB guidelines. The County's plan categorizes indirect costs in two ways: the first establishes support costs internal to individual departments within the County and the other identifies Countywide support costs (such as Budget, County Auditor, Finance and Equipment Use). The County's indirect cost allocations are charged to dedicated grantor revenues, where applicable.

### Policy Statement

Generally it is the policy of the Board to recover from dedicated revenue sources the full cost of programs supported by those sources. The full cost includes the appropriate proportionate share of the cost of County overhead functions attributable to programs funded with dedicated revenues.

*Generally it is the policy of the Board to recover from dedicated revenue sources the full cost of programs supported by those sources.*

The exception to the above policy is when the grantor agency does not allow the grantee to charge indirect costs or allows only a set or a maximum indirect cost rate. The Board will have the final authority to accept a grant that does not allow the recovery of all or part of indirect costs. In that event, the General Fund will pay the indirect cost allocated to the program.

The Finance and Risk Management Division is responsible for preparing an Indirect Cost Allocation Plan that meets the requirements of the Office of Management and Budget (Federal Government Agency) Circular A-87. Central service and departmental administrative support provided to non-General Fund programs, activities, and/or functions that are not recovered by internal service charges or billed directly to dedicated revenues will be recovered through an indirect cost based on the approved Indirect Cost Allocation Plan. The plan will be updated annually.

### Status

The County is in compliance with this policy.

# Financial & Budget Policies

---

## Use of One-Time-Only Resources

### Background

Unrestricted one-time-only resources present organizations with temptations that are hard to resist. In the short run it appears more beneficial to allocate such resources to the highest priority public service that would otherwise be unfunded than to restrict them to costs that will not recur in following years. However, the result of this practice is to expand operational levels and public expectations beyond the capacity of the organization to generate continuing funding. This inevitably produces shortfalls and crisis.

Sustaining an ongoing program level by deferring necessary expenditures or by incurring future obligations also inevitably produces shortfalls and crisis.

### Policy Statement

It is the policy of the Board that the County will fund ongoing programs with ongoing revenues.

When the County budgets unrestricted one-time-only resources, the Board will consider setting these funds aside for reserves or allocating them to projects or programs that will not require future financial commitments. The Board will consider the following when allocating these one-time-only resources:

1. The level of reserves set aside as established by Financial and Budget policies adopted by the Board.
2. The County's capital needs set out in the five-year Capital Improvement Plan or Information Systems Development Plan.
3. One-time only spending proposals for projects or pilot programs, particularly investments that may result in innovative ideas or technology, long-term efficiencies or savings that do not require ongoing support.
4. Bridge or gap financing for existing programs for a finite period of time.

### Status

During budget deliberations the Budget Manager is responsible for providing a list of sources and uses of one-time-only funds and informing the Chair and the Board on the recommended use of the funds received. The County is in compliance with this policy.

# Financial & Budget Policies

---

## User Fees, Sales, and Inter- Governmental Revenues Background

User fees are generally intended to cover all the costs or an agreed upon portion of the costs for providing services. Inflation or increased service delivery can erode the established user fees if the cost of service increases faster than revenue from the fee increases.

It is the general policy of the Board that user fees and service charges be established at a level to recover the costs to provide services. Exceptions to this policy will be made depending on the benefit to the user of the service, the ability of the user to pay for the service, the benefit to County citizens, and the type of service provided.

## Policy Statement

*It is the general policy of the Board that user fees will be established in order to recover the costs of services. Exceptions to this policy will be made depending on the benefit to the user, the ability of the user to pay for the service, the benefit to County citizens, and the type of service provided.*

As part of budget deliberations and during negotiations of Intergovernmental Agreements, Departments will be responsible for informing the Chair of a fully-loaded cost analysis presenting the fee structure necessary to recover 100% of the cost of providing services. Departments will also recommend whether fees or charges in each area should be set to recover 100% of the costs or be set at a lower rate, such as a sliding scale fee. The recommendation to the Chair will consider the benefits to an individual or agency, the benefits to County citizens, and the ability of users to pay for the service. The Budget Office is responsible for ensuring that departments include all costs associated with providing the service.

User fees and service charges collected by County agencies will be periodically reviewed. All fees and charges will be reviewed every four years with approximately 25% of the fees and charges reviewed each fiscal year. Based on this review, the Chair will make recommendations to the Board regarding proposed changes to fee or service charge schedules.

Revenues generated from sales (and commissions on sales) of goods and services sold in County-owned or leased facilities are to be credited to the County's General Fund unless:

1. They are generated for inmate welfare commissary operations.
2. They are generated in Library facilities used for Library operations.
3. The Board grants an exception.

## Status

Departments are generally responsible for reviewing the fees and charges associated with their operations on an annual basis. There are five County departments which generate the majority of fee revenue – Community Services, County Human Services, Health Department, the Sheriff's Office, and Community Justice.

# Financial & Budget Policies

---

## Reserves

### Background

*The County's General Obligation bond rating is currently Aa1 from Moody's Investors Service.*

Using all available ongoing revenue each year to pay for ongoing programs can result in fluctuations in program levels as revenues vary from one year to the next. Adding programs in one year (based on positive short term receipts) can cause the same or other programs to be cut in the next year if costs outpace revenues. This has a detrimental effect on service delivery over time, reducing efficiency and causing budget and political problems that can be avoided if program decisions are made in the context of the County's long-term financial capacity rather than on the basis of revenue available from one year to the next.

Maintaining an appropriate reserve helps the County maintain its favorable bond rating, which is currently Aa1 from Moody's Investors Service for the County's G.O. bonds. Moody's generally established benchmark for the General Fund Balance or reserve is a dollar amount equal to at least 10% of actual General Fund revenues.

### Policy Statement

*It is the goal of the Board to fund and maintain two General Fund Reserves designated as unappropriated fund balance, funded at approximately 5% each of the total budgeted revenues of the General Fund.*

The Board understands that to avoid financial instability, continuing requirements should be insulated from temporary fluctuations in revenues.

It is the goal of the Board to fund and maintain two General Fund reserves designated as unappropriated fund balance and funded at approximately 5% each of the total budgeted revenues of the General Fund.

The first 5% is a reserve account in the General Fund, designated as unappropriated fund balance. This account is to be used when basic revenue growth falls below the rate of basic revenue change achieved during the prior ten years.\* In years when basic revenue growth falls below long-term average growth, the Board will reduce the unappropriated fund balance to continue high priority services that could not otherwise be funded by current revenues. If the reserve account is so used, to maintain fiscal integrity, the Board will seek to restore the account as soon as possible.

The second 5% is a reserve maintained separately from the General Fund in the General Reserve Fund. This fund is to be used for non-recurring extreme emergencies. *Extreme Emergencies* is defined as uses for disaster relief, expenditures related to essential services, or expenditures that are related to public life and safety issues. If the reserve account is so used, to maintain fiscal integrity, the Board will seek to restore the account as soon as possible.

---

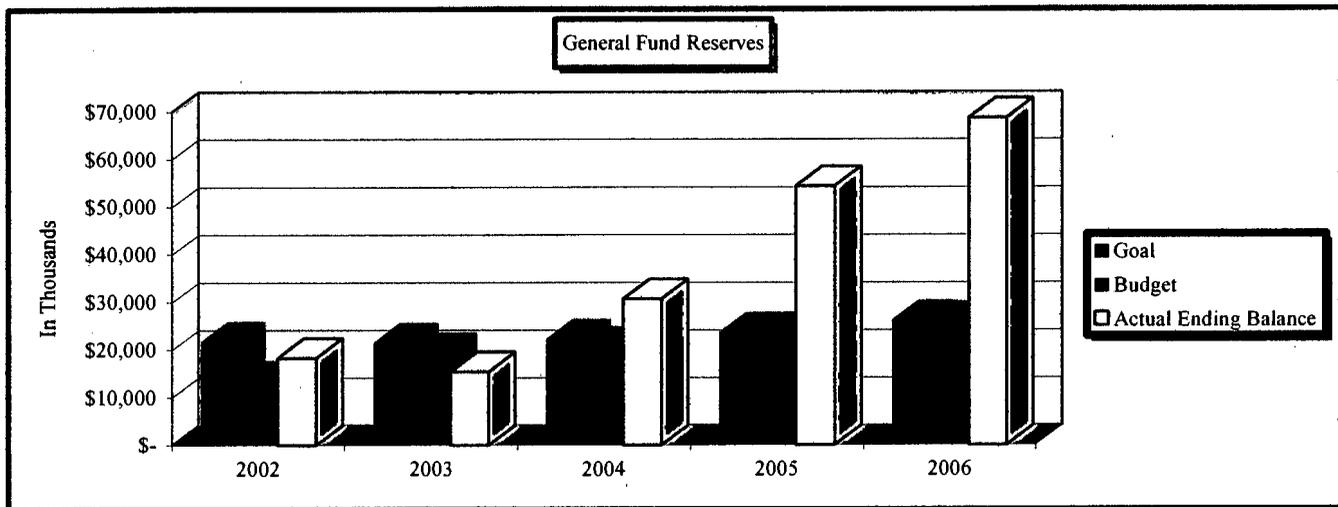
\* "Basic revenue" is defined as the sum of General Fund property tax, business income tax, motor vehicle rental tax, cigarette tax, liquor tax and interest income. "Growth" is defined as total increase in fiscal year compared to the amount in the prior fiscal year, adjusted for changes in collection method, accrual method, or legislation defining the rate or terms under which the revenue is to be collected.

# Financial & Budget Policies

## Status

In FY 02 and FY 03, basic revenue growth fell below the long term average. To continue funding high priority services, the Board used \$5.7 million of the reserve account that had been designated as unappropriated fund balance. In FY 02 the Board established the General Reserve Fund and funded it with approximately \$9.1 million from the General Fund. In the FY 07 budget, the Board is budgeting the reserves at \$13.5 million which fully funds the reserves.

The following graph shows the reserve goal, budget and actual reserve (\$ in thousands). The budgeted reserves do not include funds budgeted in contingency.



	2002	2003	2004	2005	2006
Goal	\$ 21,734	\$ 21,522	\$ 22,309	\$ 23,659	\$ 26,223
Budget	\$ 13,587	\$ 19,610	\$ 20,727	\$ 23,758	\$ 26,008
Actual Ending Balance	\$ 18,281	\$ 15,395	\$ 30,660	\$ 54,377	\$ 68,673

# Financial & Budget Policies

---

## General Fund Emergency Contingency

### Background

General Fund contingency transfers have a significant effect on the annual budget process by reducing the amount of ending fund balance that is carried over to the subsequent fiscal year as beginning working capital. Contingency transfers should be reviewed in the context of other budget decisions so that high priority programs and projects are not jeopardized.

### Policy Statement

The Board understands that in order to avoid financial instability, continuing requirements cannot increase faster than continuing revenues.

*The Board understands that in order to avoid financial instability, continuing requirements cannot increase faster than continuing revenues.*

It is the policy of the Board to establish an emergency contingency account in the General Fund, as authorized by ORS 294.352, each fiscal year during the budget process. The account will be funded at a level consistent with actual use of transfers from contingency during the prior ten years.

To achieve financial stability, the following are guidelines to be used by the Board in considering requests for transfers from the General Fund Contingency Account:

1. Approve contingency requests only for "one-time-only" allocations.
2. Limit contingency funding to the following:
  - a) Emergency situations which, if left unattended, will jeopardize the health and safety of the community.
  - b) Unanticipated expenditures necessary to keep a public commitment or fulfill a legislative or contractual mandate, or which can be demonstrated to result in significant administrative or programmatic efficiencies that cannot be covered by existing appropriations.
3. The Board may, when it adopts the budget for a fiscal year, specify programs which it wishes to review during the year and increase the Contingency account to provide financial capacity to support those programs if it chooses. Contingency funding of such programs complies with this policy.

### Status

The Budget Director is responsible for informing the Board if contingency requests submitted for Board approval meet the criteria of this policy. In addition, each year the Budget Director will provide an annual report to the Board detailing the prior fiscal year's contingency actions. This report will include the total dollar amount of contingency requests, dollar amount approved, and dollar amount that did not meet the criteria of this policy.

# Financial & Budget Policies

---

## Compensation

### Background

Wage and benefit increases are negotiated between collective bargaining units and the County. In addition, the Board authorizes wage and benefit increases to non-represented employees by ordinance.

### Policy Statement

When any wage or benefit increase is authorized in an amount exceeding budgeted set-asides for such wage and benefit increases, the alternatives considered for funding such increases shall include:

1. A budget reduction in the affected department or elsewhere in the County;
2. An additional draw on contingency; or,
3. A combination of the above.

All tentative approved labor agreements or proposed non-represented compensation packages presented to the Board for final approval shall contain, in writing, the following specific costing:

1. Estimates in percentage increases of the wage benefit and package as a whole for all years of the agreement or ordinance, as well as the absolute dollar amount of such increases; and
2. A specific narrative discussion, if possible, of any future fiscal impacts of the contract or ordinance and financial impact on any language changes in the contract or ordinance. Such discussion shall address any estimated effects on the unfunded liability of the pension fund, retiree health liability, any other funds, or any other funded or unfunded liability.

The full financial impacts of negotiated labor agreements will be included in the current budget and financial forecasts.

### Status

The County is in compliance with this policy through the periods currently covered by existing collective bargaining agreements.

# Financial & Budget Policies

---

## Capital Asset Management Policies

### Background

*A facilities and property management plan includes three phases: (1) capital improvement planning and funding; (2) facility operations and long-term maintenance plan and funding; (3) property management, to determine best use or disposition of property.*

Capital financial management policies demonstrate to the credit rating industry and prospective investors (bond buyers) the County's commitment to sound financial management. Adherence to adopted policies ensures the integrity of the planning process and leads to maintaining or improving bond ratings and lowering the cost of capital.

In general, a facilities and property management plan includes three phases: (1) capital improvement planning and funding; (2) facility operations and long-term maintenance plan and funding; (3) property management, to determine best use or disposition of property.

Multnomah County owns more than 79 buildings with a historical cost of approximately \$410 million and an estimated replacement cost of \$850 million. Structural and systems maintenance in the County's capital plan is largely a non-discretionary activity. That is, the question is not whether such expenditures are necessary but in what year to schedule the expenditure on particular projects. Deferral of capital improvements and maintenance creates an unacceptable unfunded liability.

Multnomah County's Capital Improvement Program is updated annually and includes the five-year Capital Improvement Plan. Over the last several years the County has had several opportunities to improve its position by acquiring equipment and/or by redirecting building rental payments to pay for the construction, renovation or acquisition of a facility. It is reasonable to assume that the County will have similar opportunities in the future. Given the current scarcity of capital funding, it may be appropriate to consider a variety of creative funding strategies to respond to these opportunities in the future.

The Board of County Commissioners may authorize the sale, long-term lease, or development of property and/or improvements and may authorize full faith and credit financing obligations. It is financially prudent to plan capital projects adequately and to address the unfunded need for capital improvements so that decisions about the use of revenues and financing may be made in an orderly and effective manner.

The County shall prepare, adopt and annually update a five-year Capital Improvement Plan (CIP). The Plan will identify and set priorities for all major capital asset acquisition, renovation, maintenance, or construction projects.

During the annual budget development process the Director of the Facilities and Property Management Division is directed to update the Capital Improvement Plan. This plan shall include recommendations to the Chair and Board of County Commissioners on the priority of projects including those that may have been identified by the Chair's Executive Committee, suggested by Commissioners or otherwise identified.

# Financial & Budget Policies

---

A Capital Improvement Financial Plan Committee is established, to be composed of representatives of Accounting, Budget, Facilities and Property Management, and others deemed necessary by the Chair.

The Capital Improvement Financial Plan Committee shall review the Capital Improvement Plan and any other equipment acquisitions requested to be financed with long-term obligations, and develop a priority list and a plan to finance the requirements of the Capital Improvement Project plan and any other capital requests. Prior to the adoption of the annual budget, the Capital Improvement Financial Plan Committee shall present a report to the Board. This report shall include a listing of the projects, intended use, alternative methods of financing, current debt commitments, current debt capacity, and recommendations.

## Facility Operations and Long-Term Maintenance Plan and Funding Policy

The Board recognizes that adequate operations and maintenance funding is essential to avoid costly reconstruction or replacement of capital assets.

The five-year Capital Improvement Plan shall provide for anticipated major improvements and maintenance to County capital assets as well as additional and replacement capital assets. The Plan shall include major construction to be undertaken by the County, no matter what the funding source. The Plan will be reviewed and updated annually.

The Capital Improvement Plan shall identify adequate funding to support repair and replacement of deteriorating capital assets and avoid a significant unfunded liability from deferred maintenance. In order to facilitate CIP discussions and to create a clear alignment of policy and funding, the Facilities and Property Management Division shall evaluate all owned County facilities and shall maintain a current list of facilities which are in substantial compliance with all applicable building codes and which have no required capital work. These facilities shall be designated as Tier I (Asset Preservation) facilities.

An Asset Preservation Fee shall be assessed on tenants within all Tier I buildings. This fee is established to be \$2.35/rentable square foot in the initial year and shall be adjusted in future years to reflect the facilities' needs and County funding capacity. It is the goal of the Board to fund the County's capital needs at approximately 2% of the cost of County buildings. 2% is equivalent to depreciating the facilities over a 50-year period. While the County currently does not have the capacity to fund facilities at this rate, the Board will consider this goal when establishing the rate in future years.

An Asset Preservation Fund is maintained to collect the assessed Asset Preservation Fees and to serve as a long-term reserve fund to maintain the Tier I facilities in their current excellent condition. Required capital projects for Tier I facilities shall be budgeted annually in the Asset Preservation Fund. The remaining balance of the Fund shall be maintained as a long-term reserve and shall be budgeted as an unappropriated balance.

# Financial & Budget Policies

---

Any facility which does not meet the criteria for designation as a Tier I building shall be designated as a Tier II or Tier III building. Tier II buildings are not up to current building standards and may require substantial capital work but are determined appropriate for continued investment and long-term retention in the County facilities inventory.

Tier III buildings appear to be uneconomical or impractical for long-term retention and will be analyzed to determine if they should be offered for disposition. Only "fire-life-safety" and urgent capital projects will be considered for Tier III buildings, to avoid further investment in these facilities.

A Capital Improvement Fee shall be assessed on tenants within all Tier II and III buildings. This fee is established to be \$2.35/rentable square foot in the initial year and shall be adjusted in future years to reflect the facilities' needs and County funding capacity. It is the goal of the Board to fund the County's capital needs at approximately 2% of the cost of County buildings. (2% is equivalent to depreciating the facilities over a 50-year period). While the County does not have the capacity to fund facilities at this rate currently, the Board will keep this goal in mind when establishing the rate in future years.

A Capital Improvement Fund is maintained to collect the assessed Capital Improvement Fees. This Fund will be used to provide for the continuing repair and maintenance of Tier II and III buildings. Given the current inadequacy of these funds to meet the needs of these buildings, projects will be identified and proposed for funding based on an annual assessment of need and urgency. The Facilities and Property Management Division shall maintain an inventory of the capital needs in all owned County facilities. An evaluation process and rating system shall be implemented and managed by Facilities and Property Management to assist in determining which projects to propose for funding each year. Recommended capital projects for Tier II and III facilities shall be budgeted annually in the Capital Improvement Fund. Any remaining balance of the Fund shall be maintained as a long-term reserve.

Property and Facilities Management will perform all preventive and corrective maintenance on all County facilities to provide facilities that are safe, functional, and reliable for County operations. Facilities and Property Management will prepare and administer tenant agreements, respond to service requests, and manage commercial leases. The service level agreements with each tenant will be prepared to reflect the level of service and various pricing of each service that have been agreed upon by the parties.

# Financial & Budget Policies

## Best Use or Disposition of Surplus Property Policy

As part of the CIP presented to the Board, the Capital Improvement Financial Plan Committee shall annually recommend the best use or disposition of surplus property held by the County. The recommendation will detail the financial and service impact of each recommendation. The Board will make the final determination on the best use or disposition of the property identified.

When deciding on the best use or disposition of surplus property, the Board will consider that the proceeds from the sale of unrestricted property may be:

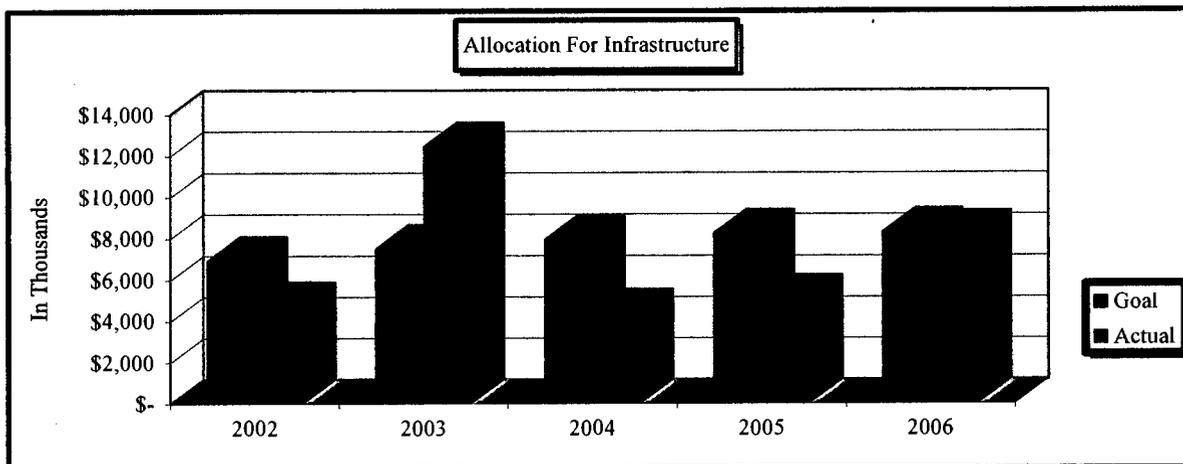
1. Credited to the Capital Improvement Fund to provide resources for future capital projects, deferred maintenance, or capital acquisition/construction.
2. Credited to the Asset Preservation Fund to provide reserves to meet future capital needs in Tier I facilities.
3. Used to increase General Fund reserves.
4. Used to retire outstanding debt.

In addition:

1. Property may be traded for other properties that are needed to provide services or carry out the mission of the County.
2. Property may be leased to other agencies.

## Status

The five year CIP Plan has been updated and presented to the Board annually. The following graph depicts the goal and actual (\$ in thousands).



	2002	2003	2004	2005	2006
Goal	\$ 6,953	\$ 7,540	\$ 7,977	\$ 8,284	\$ 8,339
Actual	\$ 4,772	\$ 12,479	\$ 4,407	\$ 5,090	\$ 8,224

# Financial & Budget Policies

---

## Long-Term & Other Liabilities

### Background

Governments are required to account for and record in the financial statements long-term and other liabilities per Governmental Accounting Standards Board (GASB) pronouncements. Long-term liabilities are probable future sacrifices of economic resources due in more than one year. Upon recording the long-term liabilities the County recognized the need to fund some of the unfunded long-term liabilities and prevent the risk of long-term liabilities recorded without a plan to fund them.

### Policy Statement

It is the goal of the Board to fund 100% of all long-term liabilities required by GASB pronouncements, with the exception of PERS and the County's post retirement benefits. GASB pronouncements require long-term liabilities to be reported for and disclosed and in the County's comprehensive annual financial report. However, GASB does not require vacation liabilities to be reported in the governmental fund types until they are paid and therefore the County has not recorded accrued vacation in governmental fund statements. Vacation liabilities in the proprietary funds will be recognized on the full accrual basis of accounting in accordance with GASB. Long-term liabilities include, but are not limited to: medical & dental incurred but not reported (IBNR) claims, workers compensation IBNR claims, liability IBNR claims, and post-retirement benefits. The Chief Financial Officer is responsible for ensuring that these liabilities are funded according to the actual liability or the actuarially determined liability.

### Status

The following is the June 30, 2006 funding level of each liability (\$ in thousands):

Liability Description	Total Liability	Amount Funded	Percent Funded
Self Insurance (1)	\$ 10,627	\$ 10,627	100.0%
Post Retirement (2)	109,895	7,442	6.8%

(1) GASB requires self-insurance claims be recorded as a liability in the financial statements.

(2) GASB requires employer paid benefits extended to retirees be disclosed in the financial statements. Liability reflects the most recent unfunded actuarial accrued liability amount per Mercer actuarial report.

# Financial & Budget Policies

---

## Accounting & Audits

### Background

Under ORS 294 the County is required to have the County's financial records audited annually by an independent accounting firm.

The Board understands that the County's accounting system and financial records are required by State law to adhere to Generally Accepted Accounting Principles (GAAP), standards of the Government Finance Officers Association (GFOA), and the principles established by the Governmental Accounting Standards Board (GASB), including all pronouncements in effect.

### Policy Statement

Multnomah County's Ordinance No. 660 as amended, which established an Audit Committee, audit procedures, and audit rules, will apply to all financial audits. The basic duties of the Audit Committee are to:

1. Review the scope and extent of the external auditor's planned examination.
2. Review with management and the external auditor the financial results of the audit.
3. Review with the external auditor the performance of the County's financial and accounting personnel.
4. Review written responses to management letter comments and single audit comments.
5. Present the Audit, Single Audit, and Report to Management to the Board.
6. Participate in the selection of the external auditor.

The Comprehensive Annual Financial Report (CAFR) including the audit of the County's schedule of Federal awards shall be sent to grantor agencies and rating agencies on a regular basis and at such other times as may be deemed appropriate in order to maintain effective relations.

It is the goal of the Board to maintain a fully integrated automated financial system that meets the needs of the County. This financial system is to include general ledger, accounts payable, accounts receivable, materials management, purchasing, human resources, payroll, and cost accounting for all applicable operations.

### Status

The County is in compliance with this policy.

# Financial & Budget Policies

---

## Fund Accounting Structure

According to local budget law and the Governmental Accounting Standards Boards (GASB), the County is required to establish and maintain various funds. Each year the Chief Financial Officer is responsible for preparing and presenting a resolution to the Board defining the various County funds. The County will adhere to Generally Accepted Accounting Principles and GASB when creating a fund and determining if it is to be a dedicated fund.

**Policy Statement** The following types of funds should be used by state and local governments:

*The County adheres to Governmental Accounting Standards Board pronouncements and Generally Accepted Accounting Principles when creating a fund and determining if the fund is to be a dedicated fund.*

### *GOVERNMENTAL FUNDS*

**General Fund** - to account for all financial resources except those required to be accounted for in another fund.

**Special Revenue Funds** - to account for the proceeds of specific revenue sources (other than expendable trusts or for major capital projects) that are legally restricted to expenditure for specified purposes.

**Capital Projects Funds** - to account for financial resources to be used for the acquisition or construction of major facilities (other than those financed by proprietary funds and trust funds).

**Debt Service Funds** - to account for the accumulation of resources for, and the payment of, general long-term debt principal and interest.

### *PROPRIETARY FUNDS*

**Enterprise Funds** - to account for operations (a) that are financed and operated in a manner similar to private businesses, where the intent of the governing body is that the costs of providing goods or services to the public on a continuing basis be financed or recovered through user charges; or (b) where the governing body has decided that periodic determination of revenue earned, expenses incurred, and/or net income is appropriate for capital maintenance, public policy, management control, or accountability.

**Internal Service Funds** - to account for the financing of goods or services provided by one department or agency to other sections of the governmental unit, or to other governmental units, on a cost-reimbursement basis.

### *FIDUCIARY FUNDS*

**Trust and Agency Funds** - to account for assets held in a trustee capacity or as an agent for individuals, private organizations, governmental units, and/or other funds. These include: (a) Expendable Trust Funds; (b) Nonexpendable Trust Funds; (c) Pension Trust Funds; and (d) Agency Funds.

Governmental units should establish and maintain those funds required by law and sound financial administration. Only the minimum number of funds consistent with legal and operating requirements should be established, however, since unnecessary funds result in inflexibility, undue complexity, and inefficient financial administration.

**Status** The County is in compliance with this policy.

# Financial & Budget Policies

---

## Internal Service Funds

*It is often advantageous to centralize the provision of certain goods and services within the County by establishing internal service funds.*

*The main purpose of establishing separate internal service funds is to identify and allocate costs related to the provision of specific goods and services within Multnomah County*

*Internal service funds are used to account for services provided on a cost reimbursement basis without profit or loss.*

It is often advantageous to centralize the provision of certain goods and services within the County by establishing internal service funds. These funds provide a useful means of accounting for such centralized intra-governmental activities.

The Governmental Accounting Standards Board's (GASB) states that internal service funds may be used "to account for the financing of goods or services provided by one department or agency to other departments or agencies of the governmental unit on a cost-reimbursement basis." The purpose of the funds is that they use the flow of economic resources measurement and the full accrual basis of accounting, thus allowing them to measure and recover the full cost of providing goods and services to departments and agencies (including depreciation on fixed assets). Other governmental funds do not provide cost data, but instead focus on flows of financial resources.

GASB directs governments to use either the general fund or an internal service fund if they wish to use a single fund to account for all risk-financing activities of a given type. If a government chooses to use an internal service fund to account for its risk-financing activities, inter-fund premiums are treated as quasi-external transactions (similar to insurance premiums), rather than as reimbursements. Because inter-fund premiums paid to internal funds are treated as quasi-external transactions, their amount is not limited by the amount recognized as expense in the internal service fund, provided that the excess represents a reasonable provision for anticipated catastrophic losses or is the result of a systematic funding method designed to match revenues and expenses over a reasonable period of time.

GASB indicates that internal service funds may be used for services provided on a cost-reimbursement basis to other governments, nonprofits, and quasi-governmental entities. Most transactions take the form of quasi-external transactions; the funds receiving goods or services report an expense, while the internal service fund reports revenue. The practical consequence of this is that expenditures are duplicated within the reporting entity. This duplication is preferable to that which occurs when internal service funds are not used. Under current GAAP, quasi-external transactions may occur between departments within the same fund: (e.g., "general fund") or between funds within the same fund type (e.g. "special revenue funds"). Consequently, if an internal service fund is used, duplication could occur within the same fund or fund type. The internal service fund has the advantage of isolating such duplicate transactions within a separate fund type, where their special character is clearer to users.

Internal service funds are used to account for services provided on a cost-reimbursement basis without profit or loss. Surpluses and deficits in internal service funds may be an indication that other funds were not charged properly for goods or services received. The principle that internal service funds should operate on a cost-reimbursement basis applies to the operations of these funds over time; it is only when internal service funds consistently report significant deficits or surpluses that charges must be reassessed. If charges to other funds are

# Financial & Budget Policies

---

determined to be more or less than necessary to recover cost over a reasonable period, the excess or deficiency should be charged back to the participating individual funds. In particular, it is not appropriate to report a material deficit in an internal service fund without the demonstrable intent and ability to recover that amount through charges to other funds over a reasonable period.

Often internal service funds charge for asset use in excess of historical cost depreciation, to ensure that adequate funds will be available to purchase replacement assets (the cost of which is likely to be higher due to inflation). The systematic recovery of the replacement cost of fixed assets is not a violation of the cost allocation principle because the surpluses are temporary (i.e., they will disappear when the higher priced assets are acquired). In recent years federal grantors have become increasingly sensitive to the potential for overcharges connected with internal service funds. Accordingly, high levels of retained earnings in internal service funds (as defined by federal cost-allocation principles) may lead to the disallowance of some costs charged out to other funds.

The main purpose of establishing internal service funds is to identify and allocate costs related to the provision of specific goods and services within the County.

## Policy Statement

*Services provided by internal service funds will be defined and put in writing.*

The County will establish the following internal service funds for these services:

1. Risk Management Fund – accounts for the County’s risk management activities including insurance coverage
2. Fleet Management Fund – accounts for the County’s motor vehicle fleet operations and electronics
3. Information Technology Fund – accounts for the County’s data processing operations
4. Mail / Distribution Fund – accounts for the County’s mail distribution, records and material management operations
5. Facilities Management Fund – accounts for the management of all County owned and leased property.

Services provided by internal service funds will be defined and put in writing. The internal service funds will be used to account for business operations and charge for goods or services provided to other departments or agencies on a cost-reimbursement basis. Periodically the rates charged will be compared to other public or private sector operations to ensure that pricing is competitive. The internal service fund charges will include asset replacement charges (depreciation) to ensure that adequate funds will be available to purchase replacement assets.

The charges will include a contingency or reserve requirement not greater than 5% to ensure that service reimbursements charged to other departments are maintained at a relatively constant level. Excess reserves or retained earnings will be used to reduce future rates or will be returned to the originating fund.

The internal service reserves and amounts billed to other departments or agencies will be reviewed annually by budget and finance to ensure they are meeting this policy.

# Financial & Budget Policies

## Liquidity and Accounts Payable

Liquidity is the ratio of cash and short-term investments to current liabilities, including amounts held in trust. The County's liquidity reflects its ability to pay its short-term debts and accounts payable. Cash and investments in the capital projects funds and debt retirement funds are long-term cash and investments. The credit rating industry considers a liquidity ratio of \$1 of cash to \$1 of debt as an acceptable liquidity ratio. Generally the County has maintained about \$2 of available cash to every \$1 of current liabilities.

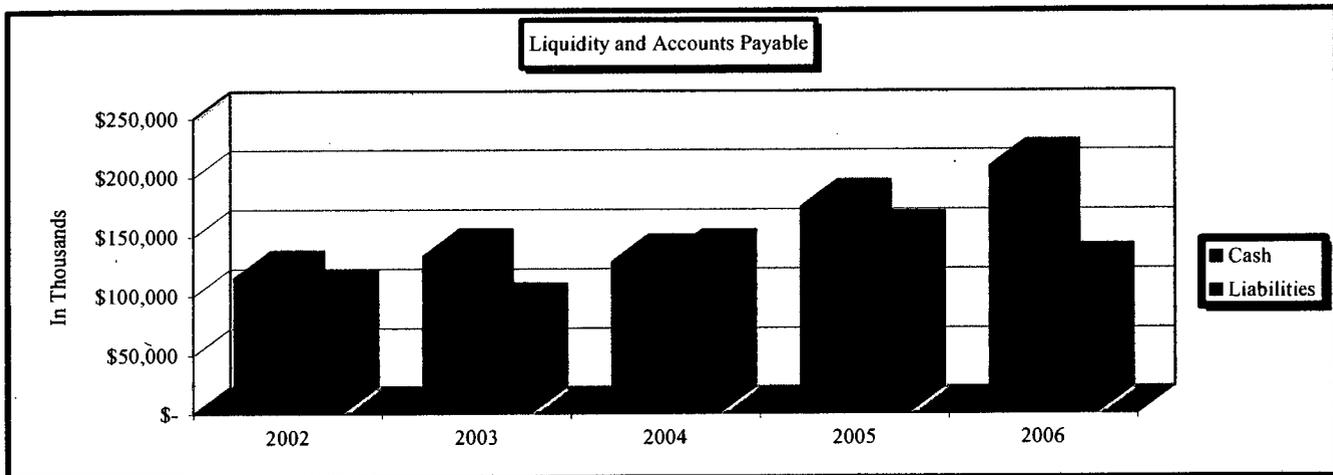
### Background

### Policy Statement

The County will strive to maintain a liquidity ratio of at least 1 dollar of cash and short-term investments to each dollar of current liabilities.

### Status

The following graph depicts the comparison of cash and investments to current liabilities and accounts payable to revenues (\$ in thousands).



	2002	2003	2004	2005	2006
Cash	\$ 115,844	\$ 134,391	\$ 129,137	\$ 175,449	\$ 209,236
Liabilities	\$ 99,461	\$ 88,343	\$ 133,416	\$ 149,008	\$ 121,302

# Financial & Budget Policies

---

## Banking, Cash Management and Investments

### Background

Multnomah County maintains an active investment program. An investment policy was first formalized in 1982 and has been revised several times since. This policy incorporates various Oregon Revised Statute Codes which specify the types of investments and maturity restrictions that local governments may purchase. The County's Investment Policy also contains self-imposed constraints in order to safeguard effectively the public funds involved.

### Policy Statement

*In accordance with ORS 294.135, Multnomah County's investment transactions shall be governed by a written investment policy, which will be reviewed and adopted annually by the Board of County Commissioners.*

Banking services shall be solicited at least every five years on a competitive basis. The Chief Financial Officer (or designee) is authorized to act as "Custodial Officer" of the County and is responsible for performing the treasury functions of the County under ORS 208, 287, 294, and 295 and the County's Home Rule Charter. In carrying out these functions, the Chief Financial Officer is authorized to establish a Financial policy that meets generally accepted auditing standards relating to cash management.

In accordance with ORS 294.135, investment transactions shall be governed by a written investment policy, which will be reviewed and adopted annually by the Board of County Commissioners. The policy will specify investment objectives, diversification goals, limitations, and reporting requirements. In accordance with MCC 2.60.305-2.60.315 the County will utilize an independent Investment Advisory Board to review the County's plan and investment performance. Unrecognized gains or losses will be recorded in the County financial report.

### Status

The County is in compliance with this policy.

# Financial & Budget Policies

---

## Short-term and Long-term Debt Financings

Prior to 1988, the County maintained a *pay-as-you-go* philosophy for financing capital projects. *Pay-as-you-go* can be costly in some ways due to cost acceleration in inflationary periods. Over-utilized facilities generate higher maintenance costs and citizens are not served well by over-utilized or nonexistent facilities. An alternative is to issue debt, sometimes referred to as *pay-as-you-use*. The philosophy of issuing debt for public projects is to have the citizens benefiting from the project pay for the debt retirement costs.

### Policy Statement

All financings are to be issued in accordance with the County's Home Rule Charter and applicable State and Federal Laws.

*The County will attempt to meet its capital maintenance, replacement, or acquisition requirements on a pay-as-you-go basis. If the amount of the capital requirement cannot be met on a pay-as-you-go basis, if it is financially beneficial to issue bonds or COPs, and if the project has been determined to benefit future citizens, the County will evaluate the feasibility of issuing a long-term debt financing instrument.*

1. **Short-Term Debt.** If it is determined by the Finance and Risk Management Division that the General Fund cash flow requirements will be in a deficit position prior to receiving property tax revenues, the County may issue short-term debt to meet anticipated cash requirements. When financing a capital project, Bond Anticipation Notes or a Line of Credit may be issued if such financings will result in a financial benefit. Before issuing short-term debt the Board must authorize the financing with a resolution.
2. **Bonds and Other Long-Term Obligations.** It is the policy of the Board that the County will attempt to meet its capital maintenance, replacement, or acquisition requirements on a pay-as-you-go basis. If the dollar amount of the capital requirement cannot be met on a pay-as-you-go basis, if it is financially beneficial to issue bonds or Certificates of Participation (COP), and if the project has been determined to benefit future citizens, the County will evaluate the feasibility of issuing a long-term debt financing instrument.
3. **Uses.** All long-term financings must provide the County with an economic gain or be mandated by the Federal or State Government or court. Under no circumstances will current operations be funded from the proceeds of long-term borrowing.
4. **Purchase/Leasing Facilities.** It is the policy of the Board to purchase or lease/purchase facilities, instead of renting, when the programs or agencies being housed are performing essential governmental functions.
5. **Debt.** When issuing debt, the County will follow the Government Finance Officers Association recommended practice of selecting and managing the method of sale of State and Local Government Bonds. In addition to statutory debt limits, the County further limits non voter approved debt instruments to an annual debt payment amount that will not exceed 5% of the County's General Fund budgeted revenues and with exception of proprietary funds, all annual debt service payments will be limited to 5% of the total revenues of the supporting fund.
6. **Capital Expenditures.** If capital expenditures are anticipated to be incurred prior to the issuance of the debt, the Board authorizes the Chief Financial Officer to execute a declaration of official intent (or DOI) with regard to such expenditure. The DOI must express the County's reasonable expectations that it will issue debt to reimburse the described

# Financial & Budget Policies

---

expenditures. It must contain a general description of the project and state the estimated principal amount of obligations expected to be issued to finance the project. A copy of the DOI shall be sent to the Board.

7. **Financing Mechanisms.** The different types of financings the County may use to fund its major capital acquisitions or improvements are:
  - a) **Revenue Bonds** may be used whenever possible to finance public improvements which can be shown to be self-supported by dedicated revenue sources, needed for infrastructure or economic development, or approved by the Board for specific purposes.
    - i) Revenue-supported bonds are to be used to limit the dependency on property taxes for those projects with available revenue sources, whether self-generated or dedicated from other sources.
    - ii) Adequate feasibility studies are to be performed for each project to determine the adequacy of the dedicated revenue source.
  - b) **General Obligation Bonds (GO bonds)** will be used to finance *essential* capital projects.
    - i) Capital improvement projects will be analyzed, prioritized and designated as *essential* or not through a CIP committee process.
    - ii) GO bonds will only be considered after exploring funding sources such as Federal and State grants and project revenues.
  - c) **Full Faith and Credit or Limited Tax Bonds** will be considered if Revenue bonding or GO bonding is not feasible.
  - d) **Lease-Purchases or Certificates of Participation (COP)** will be considered if Revenue bonding, GO bonding, or Full Faith and Credit bonding is not feasible.
  - e) **Leases and limited tax bonds** as reported in the County's comprehensive annual financial report will be limited as follows:
    - i) Acquisitions will be limited to the economic life of the acquisition or improvement and shall not exceed 20 years.
    - ii) All acquisitions must fit within the County's mission or role.
    - iii) All annual lease-purchase or bond payments must be included in the originating Departments' adopted budget or in the facilities management's building service reimbursement.
  - f) **Refundings or Advance Refundings** will be done if there is a present value savings of 3% or more or if the restructuring of the financing will benefit the County.
  - g) **Intergovernmental Agreements** with the State of Oregon for Energy Loans.
  - h) **Local Improvement Districts.** Except as required by State law, it is the policy of the Board not to form Local Improvement Districts (LIDs) for purposes of issuing debt to finance LID improvements unless specifically required by Oregon Revised Statutes, due to the added costs of administering the LIDs, the small number of citizens served, and the risk that in the event of default by property owners the General Fund will have to retire any outstanding obligations.
  - i) **Conduit Financings.** It is the policy of the Board to act as an "Issuer" of conduit financing for any private college, university,

# Financial & Budget Policies

---

hospital, or for-profit or non-profit organization that is located in Multnomah County and is eligible to use this type of financing. The County will charge a fee of \$1.00 per \$1,000 of bonds issued or \$10,000, whichever is greater, to act as an issuer for the organization. The maximum fee will not exceed \$50,000. This fee offsets administrative costs that may be incurred. The County will retain bond counsel to represent it on legal issues including any risks associated with the conduit financing. The County may also retain the services of a financial advisor if deemed by the Chief Financial Officer to be in the best interests of the County. The organization will be assessed an additional fee to cover any expenses incurred bond counsel or financial advisor. In addition to the fees established above, the organization must have a Moody's rating of Baa or better or a BBB rating from Standard and Poor's. The organization must not condone discriminatory practices or policies. The Board must approve each conduit financing issue.

- j) **External financial advisors, underwriters and bond counsel** will be selected in accordance with the County's Administrative Procedures.

## Interfund & Insubstance Loans

An interfund loan is defined as a movement between funds or fund types for a set amount and a definite plan of repayment in a specified period of time. Interfund loans provide financing resources to address cash flow needs in County operations or capital financing plans. Interfund loans are either "operating" or "capital" and shall meet the requirements noted below. An "Operating Interfund Loan" is a loan made for the purpose of paying operating expenses. A "Capital Interfund Loan" is a loan made for the purpose of financing the design, acquisition, construction, installation, or improvement of real or personal property and not for the purpose of paying operating expenses.

In addition to interfund loans, the County may engage in "insubstance loans." An insubstance loan is a temporary balance sheet entry recorded at year-end to prevent a negative cash balance within a fund due to cash flow timing differences. The County's Chief Financial Officer has the authority to record an insubstance loan in order to satisfy fiscal year reporting requirements and cash flow needs. Capital or operating interfund loans will be documented and submitted to the Board of County Commissioners for review and approval.

## Policy Statement

Interfund loan requests must be reviewed and approved by the County's Chief Financial Officer and Budget Director prior to taking a request for authorization to the Board of County Commissioners. Interfund loans must be authorized by a resolution of the Board of County Commissioners, which shall state the fund from which the loan is to be made, the fund to which the loan is to be made, the purpose for which the loan is made, the principal amount of the loan, the interest rate at which the loan shall be repaid (if

# Financial & Budget Policies

---

*The County may use interfund loans as a short-term financing resource to address cash flow needs in County operations or capital financing plans.*

applicable), and shall include a schedule for repayment of principal and interest. In addition, interfund loans:

1. Shall not be made from reserve funds, debt service funds, or any other funds restricted by law, constitutional provisions, bond covenants, grantor requirements, Board resolutions or ordinances, unless these restrictions allow for the purpose of the interfund loan.
2. Shall be granted only after it has been demonstrated that reasonable consideration was given to other potential resources available to the fund and when the loan is required to meet a pressing need or to take advantage of a special opportunity.
3. Shall not exceed 60 months in duration for any capital interfund loan; shall not extend beyond the end of the next fiscal year for any operating interfund loan.
4. May be made only if there is a likely expectation that the fund receiving the loan will have the ability to repay it. If not, the use of an interfund transfer should be considered if appropriate.
5. May be repaid in advance without any additional accrual of interest (if applicable) or any other penalties.
6. Must be made in compliance with all other statutory requirements and limitations of ORS 294.460.

## Hospital Facility Authority of Multnomah County Status

It is the policy of the Board to issue revenue bonds for hospital facilities as authorized by Resolution 98-1 adopted by the Board, acting as Hospital Authority, on December 3, 1998.

The following shows the County's outstanding obligations as of July 1, 2006: (\$ in thousands).

# Financial & Budget Policies

Debt Description	Dated	Maturity Date	Interest Rate	Amount Issued	Principal Outstanding 6/30/2006	Principal Outstanding 6/30/2007	2006-2007 Interest	2006-2007 Principal
<b>General Obligation Bonds</b>								
Tax supported								
Series 1999 Refunding Bonds	02/01/99	10/01/16	4.53%	\$ 66,115	\$ 63,570	\$ 61,550	\$ 2,768	\$ 2,020
Series 1996B Public Safety Bonds	10/01/96	10/01/16	5.33%	79,700	10,495	7,175	440	3,320
Series 1996A Library Bonds	10/01/96	10/01/16	5.12%	29,000	1,275	655	48	620
Total General Obligations Bonds				\$ 174,815	\$ 75,340	\$ 69,380	\$ 3,256	\$ 5,960
<b>Revenue Bonds:</b>								
Regional Children's Campus	10/01/98	10/01/14	4.50%	\$ 3,155	\$ 2,115	\$ 1,915	\$ 88	\$ 200
Port City	11/01/00	11/01/15	5.58%	2,000	1,565	1,440	74	125
Oregon Food Bank	11/01/00	10/01/14	5.54%	3,500	2,740	2,525	129	215
Total revenue bonds				\$ 8,655	\$ 6,420	\$ 5,880	\$ 291	\$ 540
<b>PERS Pension Revenue Bonds:</b>								
Limited Tax Pension Obligation revenue Bonds	12/01/99	06/01/30	7.67%	\$ 184,548	\$ 175,203	\$ 170,908	\$ 7,753	\$ 4,295
Total Pension Revenue Bonds				\$ 184,548	\$ 175,203	\$ 170,908	\$ 7,753	\$ 4,295
<b>Certificates of Participation</b>								
1998 Advance Refunding	02/01/98	07/01/13	4.53%	\$ 48,615	\$ 17,795	\$ 15,240	\$ 789	\$ 2,555
Total Certificates of Participation				\$ 48,615	\$ 17,795	\$ 15,240	\$ 789	\$ 2,555
<b>Full Faith and Credit Obligations</b>								
1999A Full Faith and Credit	04/01/99	08/01/19	4.71%	\$ 36,125	\$ 6,340	\$ 4,850	\$ 233	\$ 1,490
2000A Full Faith and Credit	04/01/99	08/01/19	5.24%	61,215	13,165	9,430	691	3,735
2003 Full Faith and Credit	06/01/03	07/01/13	2.83%	9,615	7,890	6,990	193	900
2004 Full Faith and Credit	10/01/04	08/01/19	3.71%	54,235	54,235	54,235	2,620	-
Total Full Faith and Credit				\$ 161,190	\$ 81,630	\$ 75,505	\$ 3,737	\$ 6,125
<b>Leases and Contracts</b>								
Portland Building -- purchase of two floors -- intergovernmental agreement	01/22/81	01/22/08	7.25%	\$ 3,475	\$ 587	\$ 306	\$ 50	\$ 281
Sellwood lofts - lease	01/01/02	01/01/32	2.50%	1,093	1,062	1,053	109	9
Total Leases and Contracts				\$ 4,568	\$ 1,649	\$ 1,359	\$ 159	\$ 290
<b>Loans</b>								
State Energy Loans	07/01/96	10/01/14	5.90% - 7.20%	\$ 1,064	\$ 423	\$ 338	\$ 25	\$ 85
Sewer Loans	07/05/96	07/05/16	5.65%	42	26	24	2	2
Total Loans				\$ 1,106	\$ 449	\$ 362	\$ 27	\$ 87



**MULTNOMAH COUNTY**  
**AGENDA PLACEMENT REQUEST (short form)**

**Board Clerk Use Only**

Meeting Date: 06/07/07  
 Agenda Item #: R-14  
 Est. Start Time: 10:45 AM  
 Date Submitted: 05/18/07

**Agenda Title: RESOLUTION Defining the Funds to be Used in Fiscal Year 2007-2008 and Repealing Resolution 06-110**

*Note: If Ordinance, Resolution, Order or Proclamation, provide exact title. For all other submissions, provide a clearly written title.*

Requested Meeting Date: June 7, 2007 Amount of Time Needed: 10 minutes  
 Department: Department of County Management Division: Finance & Risk Management  
 Contact(s): Mindy Harris  
 Phone: 503 988-3786 Ext. 83786 I/O Address: 503/531  
 Presenter(s): Mindy Harris and Karyne Dargan

**General Information**

**1. What action are you requesting from the Board?**

The Department of County Management recommends approving the Resolution defining the funds to be used in fiscal year 2007-08 and repealing Resolution 06-110.

**2. Please provide sufficient background information for the Board and the public to understand this issue. Please note which Program Offer this action affects and how it impacts the results.**

Each year the Board is asked to ratify the fund structure by which the County does its accounting. The Resolution lists all the funds in place as of July 1, segregates them by fund type, and briefly describes the revenues and expenditures for which each fund accounts. The proposed fund structure follows generally accepted accounting principles and is consistent with the budget document. The Business Services fund was eliminated for FY07-08, and no new funds were created for FY 2007-08.

**3. Explain the fiscal impact (current year and ongoing).**

There is no financial impact that will result from approval of the Resolution.

**4. Explain any legal and/or policy issues involved.**

None

5. Explain any citizen and/or other government participation that has or will take place.

None

---

**Required Signature**

---

**Elected Official or  
Department/  
Agency Director:**

*Carol M. Ford*

---

**Date: May 18, 2007**

---

BEFORE THE BOARD OF COUNTY COMMISSIONERS  
FOR MULTNOMAH COUNTY, OREGON

RESOLUTION NO. \_\_\_\_\_

Defining the Funds to be Used in Fiscal Year 2007-2008 and Repealing Resolution 06-110

**The Multnomah County Board of County Commissioners Finds:**

- a. The Board has the responsibility to ensure that the County's financial records are maintained.
- b. The Chair of the Board is responsible under MCC 7.001 for the fiscal operations of the County.
- c. The Board has established various funds in the County's 2007-2008 Budget;

**The Multnomah County Board of County Commissioners Resolves:**

1. This Resolution replaces Resolution No. 06-110, which is repealed.
2. The following policies and fund structure are the guidelines for the financial accounting of County resources and expenditures.

**GOVERNMENTAL FUNDS**

**Basis of Accounting**

The County maintains all Governmental Fund Types including: the General Fund, Special Revenue Funds, Debt Service Funds, and Capital Project Funds using the modified accrual basis of accounting. Under the modified accrual basis of accounting, revenues are recorded in the accounting period in which they become measurable and available, and expenditures are recorded at the time liabilities are incurred.

**GENERAL FUND**

**General Fund (1000)** - Accounts for the financial operations of the County which are not accounted for in any other fund. The principal sources of revenue are property taxes, business income taxes, motor vehicle rental taxes, intergovernmental revenue, and interest income. Primary expenditures in the General Fund are made for general government, public safety, health services, aging services, and youth and family services.

The General Fund also accounts for the repayment of short-term debt interest expenses incurred through the sale of short-term promissory notes.

**SPECIAL REVENUE FUNDS**

Special Revenue Funds are authorized for a specific purpose and generally operate on a year-to-year basis until the Fund is discontinued or revised by proper legislative authority. In the event the Fund is discontinued, any excess funds would be returned to the originating jurisdiction or the County General Fund.

**Strategic Investment Program Fund (1500)** - Accounts for revenues from large corporations receiving property tax abatements and paying fees to the County for specific purposes as part of the agreement by which those taxes were reduced. Expenditures are partly restricted by contractual obligations, and partly are at the discretion of the County for Community Service Fees, the statutorily required payment by the companies that equals one fourth of the annual tax savings enjoyed by the company.

**Road Fund (1501)** - In accordance with ORS 366.524 - 366.542 and ORS 368.705, accounts for revenues primarily received from the State of Oregon motor vehicle fee apportionment, County gasoline taxes, federal reserve yield, and interest income. Expenditures are restricted by Article IX, Section 3A of the Constitution of the State of Oregon and consist of construction, repair, maintenance, and operations of public highways and roads.

**Emergency Communications Fund (1502)** - Accounts for revenues received from the State Telephone Excise Tax. Expenditures are restricted for the Emergency Communication Network in conjunction with the City of Portland, pursuant to Multnomah County Code 5.90.060.

**Bicycle Path Construction Fund (1503)** - Accounts for one percent of State of Oregon Motor Vehicle fees collected pursuant to ORS 366.514. Expenditures are restricted by ORS for bicycle path construction and maintenance.

**Recreation Fund (1504)** - Accounts for State revenue paid to counties to supplement their parks programs. The revenues are from the County Marine Fuel Tax. Under an intergovernmental agreement with Metro entered into in 1994, transferred revenues to Metro may be used only for the purposes of development, administration, operation and maintenance of those County facilities transferred to Metro pursuant to this agreement.

**Federal/State Program Fund (1505)** - Accounts for the majority of dedicated revenues and expenditures related to federal, state and local financial assistance programs (grants). The fund also includes operational revenues in the form of fees and licenses.

**County School Fund (1506)** - Accounts for Forest Reserve yield revenues received from the State pursuant to ORS 328.005 - 328.035. Funds are distributed to the County School districts.

**Tax Title Land Sales Fund (1507)** - Accounts for the receipt and sale of foreclosed properties. Under the provision of ORS 275.275, these revenues are distributed to the taxing districts in Multnomah County.

**Animal Control Fund (1508)** - Accounts for revenues from dog and cat licenses and animal control fees. Cash transfers are made to the General Fund for animal control activities.

**Willamette River Bridge Fund (1509)** - Accounts for State of Oregon Motor Vehicle fees and County gasoline taxes which are transferred from the Road Fund, and for Federal and State revenue sharing funding. Expenditures are made for inspections and maintenance of the Sellwood, Hawthorne, Morrison, Burnside, Broadway, and Sauvie Island bridges.

**Library Fund (1510)** - Accounts for the Multnomah County Public Library operations. Property taxes from a five-year special serial levy and transfers from the General Fund are the principal sources of revenue. The Multnomah County Public Library was established by Ordinance 649 pursuant to ORS 357.400 - 375.610.

**Special Excise Tax Fund (1511)** - Accounts for a portion of the County's transient lodging taxes collected from all hotels and motels in the County and motor vehicle rental tax collected from rental agencies. Expenditures are to be used for Convention Center, visitor development purposes, regional arts and culture purposes and other uses pursuant to Multnomah County Code 11.300 and 11.400.

**Land Corner Preservation Fund (1512)** - Accounts for the collection of recording fees on real property transactions and surveying activities. Expenditures are made for the establishment, re-establishment, and maintenance of public corners of government surveys pursuant to ORS 203.148.

**Inmate Welfare Fund (1513)** - Accounts for the proceeds from the sale of commissary items. Purchases are made for supplies for inmates in County jails. Excess funds are used on inmate amenities such as recreation equipment for the institutions.

**Justice Services Special Operations Fund (1516)** - Accounts for revenues and expenditures that are dedicated to Justice Services and Operations. Revenues are primarily from various fees and fines, including probation fees, criminal processing assessment fees, conciliation court fees, marriage license fees, ambulance franchise fees, forfeitures, video lottery, alarm permits, concealed weapon permits, gun ordinance fees and liquor license fees collected for civil processing inspection.

**General Reserve Fund (1517)** - Accounts for a reserve maintained separate from the General Fund. This fund is to be maintained at approximately 5% of the revenues of the General Fund as defined in the Financial & Budget Policies. The General Reserve Fund balance is maintained by cash transfers from the General Fund. This reserve fund is to be used for extreme emergencies. Extreme Emergencies is defined as uses for disaster relief, essential services or expenditures that are related to public life and safety issues.

#### **DEBT SERVICE FUNDS**

Debt Service Funds exist until all long-term debt is repaid. Once the debt is repaid, any receipts remaining in the fund are returned to the originating jurisdiction or County General Fund.

**Revenue Bond Fund (2001)** - Accounts for the principal and interest payments on bonds issued to acquire and construct non-profit facilities that are being financed in partnership with the County. The revenues are derived from lease of the facilities constructed with bond proceeds and from the pledge of the Motor Vehicle Rental Tax, a General Fund revenue.

**Capital Debt Retirement Fund (2002)** - Accounts for lease/purchase and full faith and credit obligation principal and interest payments for buildings and major pieces of equipment acquired by the issuance of Certificates of Participation or other financing arrangements. Revenues consist of service reimbursements and cash transfers from other County funds.

**General Obligation Bond Fund - (2003)** - This fund accounts for the retirement of General Obligation Bonds approved by the voters in May 1993 and May 1996 for Library and Public Safety facilities and equipment. Proceeds are derived from property taxes and interest earned on the cash balances.

**PERS Pension Bond Fund (2004)** - Accounts for the principal and interest payments on pension obligation revenue bonds issued to retire the County's PERS unfunded actuarial accrued liability. The revenues are derived from charge backs to departments based on their departmental payroll costs.

#### **CAPITAL PROJECTS FUNDS**

Capital Projects Funds operate until the capital project is completed. Upon completion, any remaining cash is transferred to the Debt Service Fund to retire debt associated with the construction or acquisition of designated fixed assets or to the originating source of the funds.

**Justice Bond Project Fund (2500)** - This fund accounts for projects to expand Inverness Jail, construct new jail facilities, upgrade other jail facilities, and pay for major data processing linkages in the Corrections system. Proceeds are derived from the sale of General Obligation Bonds approved by the voters May 21, 1996 and interest earned on these proceeds.

**Financed Projects Fund (2504)** (Formerly Building Projects Fund) - Accounts for expenditures for acquiring, remodeling, or construction of County facilities, information technology capital investments, and other capital projects. Resources are derived from full faith and credit bonds or other financing proceeds and General Fund service reimbursements.

**Library Construction Fund (2506)** - This fund accounts for the renovation of branch libraries, and upgrades to Library computer systems and linkages. Proceeds are derived from the sale of General Obligation Bonds approved by the voters May 21, 1996 and interest earned on these proceeds.

**Capital Improvement Fund (2507)** - Accounts for the proceeds derived from the sale of unrestricted property, interest income, and any service reimbursement or operating revenue from leased facilities. Expenditures are made for capital acquisitions or for the retirement of lease/purchases. Authorized by Resolution 99-144.

**Capital Acquisition Fund (2508)** - Accounts for capital purchases with economic payoffs of less than five years and acquisition of computer equipment. Expenditures will be reimbursed over time by service reimbursements charged to the budgets of programs for which equipment is purchased and by service reimbursement charges for the computers funded by the IT asset replacement program.

**Asset Preservation Fund (2509)** - Accounts for expenditures for building scheduled maintenance projects such as boiler replacement, carpet replacement, roof replacement etc. This fund was established and is being maintained to provide prospective maintenance and not deferred maintenance. Resources are derived from an asset preservation fee that is part of the facilities charges assessed to building tenants.

#### **PROPRIETARY FUNDS**

##### **Basis of Accounting**

The County maintains all Proprietary Fund Types including: Enterprise Funds and Internal Service Funds using the full accrual basis of accounting. Under the full accrual basis of accounting, revenues are recorded at the time they are earned, and expenses are recorded at the time liabilities are incurred.

Internal Service Funds are entirely or predominantly self-supporting through user charges, operating earnings, or transfers from other funds. These funds, authorized under ORS 294.470, are considered to have indefinite life. In the event the fund is discontinued, any excess funds would be returned to the originating jurisdictions or County Funds.

#### **ENTERPRISE FUNDS**

**Dunthorpe-Riverdale Service District No. 1 (3000)** - Accounts for the operations of the sanitary sewer system in southwest unincorporated Multnomah County. (Also included as a component unit)

**Mid County Service District No. 14 Fund (3001)** - Accounts for the operations of street lights throughout unincorporated Multnomah County. (Also included as a component unit)

**Behavioral Health Managed Care Fund (3002)** - Accounts for all financial activity associated with the State required behavioral health capitated services. This includes payments to providers with whom the County contracts for services. Revenues are fee for service payments from the State to the County.

#### **INTERNAL SERVICE FUNDS**

**Risk Management Fund (3500)** - Accounts for all internal service reimbursements, revenues, and expenses associated with the County's insurance requirements and administration of workers' compensation, general liability, tort, auto, property, employee medical, dental, vision, life and long-term disability claims and insurance, employee benefits, health promotion, post-retirement benefits, and unemployment insured and self-insured programs pursuant to Multnomah County Code 7.101.

**Fleet Management Fund (3501)** - Accounts for internal service reimbursements, revenues and expenses associated with the administration and operation of the County's motor vehicle fleet and electronics.

**Information Technology Fund (3503)** - Accounts for internal service reimbursements, revenues and expenses associated with the administration and operation of the County's data processing and telephone services operations. This fund includes replacement and upgrade of personal computers, standard software suite common to all County users and telephone equipment.

**Mail Distribution Fund (3504)** - Accounts for internal service reimbursements, revenues and expenses associated with the administration and operation of the County's U.S. Mail, internal distribution and delivery, central stores and records management.

**Facilities Management Fund (3505)** - Accounts for internal service reimbursements, revenues and expenses associated with the administration and operation of the County's property management, custodial, maintenance and leasing of all County-owned and leased property.

#### **COMPONENT UNITS**

These funds account for a legally separate sanitary sewer district and a legally separate street lighting district, for which the County is legally responsible.

**Dunthorpe-Riverdale Service District No. 1 (3000)** - Accounts for the operations of the sanitary sewer system in southwest unincorporated Multnomah County. (Also included as an Enterprise Fund)

**Mid County Service District No. 14 Fund (3001)** - Accounts for the operations of street lights throughout unincorporated Multnomah County. (Also included as an Enterprise Fund)

**FIDUCIARY (AGENCY) FUNDS**

These agency funds account for resources received and held by the County in a fiduciary capacity. Disbursements are made in accordance with the agreement or applicable legislative enactment for each particular fund. The agency funds are as follows:

**Public Guardian Fund (4000)** - Accounts for receipts and disbursements for individuals who are not capable of handling their own financial affairs.

**Property Tax Funds (Series 4501 to Series 5502)** - Accounts for the collection and disbursement of various property tax accounts for governmental entities located in Multnomah County.

**Department Trust Funds (Series 6000 to 6534)** - Accounts for the collection and disbursement of various receipts held. Multnomah County maintains several sub-funds which are used to account for the receipt of resources held by the County in a fiduciary capacity. Disbursements are made in accordance with the agreement or applicable legislative enactment for each particular fund:

**MCSO Forfeitures (7000 to 7002)** - Accounts for cash transactions subject to forfeiture under 1989 Oregon Law, Chapter 791.

**Law enforcement, Regional Organized Crime Network, and Others (Series 7501 to 8001)** - Accounts for various law enforcement trust funds, and a health safety net trust fund.

ADOPTED this 7th day of June, 2007.

BOARD OF COUNTY COMMISSIONERS  
FOR MULTNOMAH COUNTY, OREGON

---

Ted Wheeler, Chair

REVIEWED:

AGNES SOWLE, COUNTY ATTORNEY  
FOR MULTNOMAH COUNTY, OREGON

By \_\_\_\_\_  
Agnes Sowle, County Attorney

Submitted by:  
Carol M. Ford, Director, Department of County Management

BEFORE THE BOARD OF COUNTY COMMISSIONERS  
FOR MULTNOMAH COUNTY, OREGON

**RESOLUTION NO. 07-116**

Defining the Funds to be Used in Fiscal Year 2007-2008 and Repealing Resolution 06-110

**The Multnomah County Board of County Commissioners Finds:**

- a. The Board has the responsibility to ensure that the County's financial records are maintained.
- b. The Chair of the Board is responsible under MCC 7.001 for the fiscal operations of the County.
- c. The Board has established various funds in the County's 2007-2008 Budget;

**The Multnomah County Board of County Commissioners Resolves:**

1. This Resolution replaces Resolution No. 06-110, which is repealed.
2. The following policies and fund structure are the guidelines for the financial accounting of County resources and expenditures.

**GOVERNMENTAL FUNDS**

**Basis of Accounting**

The County maintains all Governmental Fund Types including: the General Fund, Special Revenue Funds, Debt Service Funds, and Capital Project Funds using the modified accrual basis of accounting. Under the modified accrual basis of accounting, revenues are recorded in the accounting period in which they become measurable and available, and expenditures are recorded at the time liabilities are incurred.

**GENERAL FUND**

**General Fund (1000)** - Accounts for the financial operations of the County which are not accounted for in any other fund. The principal sources of revenue are property taxes, business income taxes, motor vehicle rental taxes, intergovernmental revenue, and interest income. Primary expenditures in the General Fund are made for general government, public safety, health services, aging services, and youth and family services.

The General Fund also accounts for the repayment of short-term debt interest expenses incurred through the sale of short-term promissory notes.

**SPECIAL REVENUE FUNDS**

Special Revenue Funds are authorized for a specific purpose and generally operate on a year-to-year basis until the Fund is discontinued or revised by proper legislative authority. In the event the Fund is discontinued, any excess funds would be returned to the originating jurisdiction or the County General Fund.

**Strategic Investment Program Fund (1500)** - Accounts for revenues from large corporations receiving property tax abatements and paying fees to the County for specific purposes as part of the agreement by which those taxes were reduced. Expenditures are partly restricted by contractual obligations, and partly are at the discretion of the County for Community Service Fees, the statutorily required payment by the companies that equals one fourth of the annual tax savings enjoyed by the company.

**Road Fund (1501)** - In accordance with ORS 366.524 - 366.542 and ORS 368.705, accounts for revenues primarily received from the State of Oregon motor vehicle fee apportionment, County gasoline taxes, federal reserve yield, and interest income. Expenditures are restricted by Article IX, Section 3A of the Constitution of the State of Oregon and consist of construction, repair, maintenance, and operations of public highways and roads.

**Emergency Communications Fund (1502)** - Accounts for revenues received from the State Telephone Excise Tax. Expenditures are restricted for the Emergency Communication Network in conjunction with the City of Portland, pursuant to Multnomah County Code 5.90.060.

**Bicycle Path Construction Fund (1503)** - Accounts for one percent of State of Oregon Motor Vehicle fees collected pursuant to ORS 366.514. Expenditures are restricted by ORS for bicycle path construction and maintenance.

**Recreation Fund (1504)** - Accounts for State revenue paid to counties to supplement their parks programs. The revenues are from the County Marine Fuel Tax. Under an intergovernmental agreement with Metro entered into in 1994, transferred revenues to Metro may be used only for the purposes of development, administration, operation and maintenance of those County facilities transferred to Metro pursuant to this agreement.

**Federal/State Program Fund (1505)** - Accounts for the majority of dedicated revenues and expenditures related to federal, state and local financial assistance programs (grants). The fund also includes operational revenues in the form of fees and licenses.

**County School Fund (1506)** - Accounts for Forest Reserve yield revenues received from the State pursuant to ORS 328.005 - 328.035. Funds are distributed to the County School districts.

**Tax Title Land Sales Fund (1507)** - Accounts for the receipt and sale of foreclosed properties. Under the provision of ORS 275.275, these revenues are distributed to the taxing districts in Multnomah County.

**Animal Control Fund (1508)** - Accounts for revenues from dog and cat licenses and animal control fees. Cash transfers are made to the General Fund for animal control activities.

**Willamette River Bridge Fund (1509)** - Accounts for State of Oregon Motor Vehicle fees and County gasoline taxes which are transferred from the Road Fund, and for Federal and State revenue sharing funding. Expenditures are made for inspections and maintenance of the Sellwood, Hawthorne, Morrison, Burnside, Broadway, and Sauvie Island bridges.

**Library Fund (1510)** - Accounts for the Multnomah County Public Library operations. Property taxes from a five-year special serial levy and transfers from the General Fund are the principal sources of revenue. The Multnomah County Public Library was established by Ordinance 649 pursuant to ORS 357.400 - 375.610.

**Special Excise Tax Fund (1511)** - Accounts for a portion of the County's transient lodging taxes collected from all hotels and motels in the County and motor vehicle rental tax collected from rental agencies. Expenditures are to be used for Convention Center, visitor development purposes, regional arts and culture purposes and other uses pursuant to Multnomah County Code 11.300 and 11.400.

**Land Corner Preservation Fund (1512)** - Accounts for the collection of recording fees on real property transactions and surveying activities. Expenditures are made for the establishment, re-establishment, and maintenance of public corners of government surveys pursuant to ORS 203.148.

**Inmate Welfare Fund (1513)** - Accounts for the proceeds from the sale of commissary items. Purchases are made for supplies for inmates in County jails. Excess funds are used on inmate amenities such as recreation equipment for the institutions.

**Justice Services Special Operations Fund (1516)** - Accounts for revenues and expenditures that are dedicated to Justice Services and Operations. Revenues are primarily from various fees and fines, including probation fees, criminal processing assessment fees, conciliation court fees, marriage license fees, ambulance franchise fees, forfeitures, video lottery, alarm permits, concealed weapon permits, gun ordinance fees and liquor license fees collected for civil processing inspection.

**General Reserve Fund (1517)** - Accounts for a reserve maintained separate from the General Fund. This fund is to be maintained at approximately 5% of the revenues of the General Fund as defined in the Financial & Budget Policies. The General Reserve Fund balance is maintained by cash transfers from the General Fund. This reserve fund is to be used for extreme emergencies. Extreme Emergencies is defined as uses for disaster relief, essential services or expenditures that are related to public life and safety issues.

#### **DEBT SERVICE FUNDS**

Debt Service Funds exist until all long-term debt is repaid. Once the debt is repaid, any receipts remaining in the fund are returned to the originating jurisdiction or County General Fund.

**Revenue Bond Fund (2001)** - Accounts for the principal and interest payments on bonds issued to acquire and construct non-profit facilities that are being financed in partnership with the County. The revenues are derived from lease of the facilities constructed with bond proceeds and from the pledge of the Motor Vehicle Rental Tax, a General Fund revenue.

**Capital Debt Retirement Fund (2002)** - Accounts for lease/purchase and full faith and credit obligation principal and interest payments for buildings and major pieces of equipment acquired by the issuance of Certificates of Participation or other financing arrangements. Revenues consist of service reimbursements and cash transfers from other County funds.

**General Obligation Bond Fund - (2003)** - This fund accounts for the retirement of General Obligation Bonds approved by the voters in May 1993 and May 1996 for Library and Public Safety facilities and equipment. Proceeds are derived from property taxes and interest earned on the cash balances.

**PERS Pension Bond Fund (2004)** - Accounts for the principal and interest payments on pension obligation revenue bonds issued to retire the County's PERS unfunded actuarial accrued liability. The revenues are derived from charge backs to departments based on their departmental payroll costs.

### **CAPITAL PROJECTS FUNDS**

Capital Projects Funds operate until the capital project is completed. Upon completion, any remaining cash is transferred to the Debt Service Fund to retire debt associated with the construction or acquisition of designated fixed assets or to the originating source of the funds.

**Justice Bond Project Fund (2500)** - This fund accounts for projects to expand Inverness Jail, construct new jail facilities, upgrade other jail facilities, and pay for major data processing linkages in the Corrections system. Proceeds are derived from the sale of General Obligation Bonds approved by the voters May 21, 1996 and interest earned on these proceeds.

**Financed Projects Fund (2504)** (Formerly Building Projects Fund) - Accounts for expenditures for acquiring, remodeling, or construction of County facilities, information technology capital investments, and other capital projects. Resources are derived from full faith and credit bonds or other financing proceeds and General Fund service reimbursements.

**Library Construction Fund (2506)** - This fund accounts for the renovation of branch libraries, and upgrades to Library computer systems and linkages. Proceeds are derived from the sale of General Obligation Bonds approved by the voters May 21, 1996 and interest earned on these proceeds.

**Capital Improvement Fund (2507)** - Accounts for the proceeds derived from the sale of unrestricted property, interest income, and any service reimbursement or operating revenue from leased facilities. Expenditures are made for capital acquisitions or for the retirement of lease/purchases. Authorized by Resolution 99-144.

**Capital Acquisition Fund (2508)** - Accounts for capital purchases with economic payoffs of less than five years and acquisition of computer equipment. Expenditures will be reimbursed over time by service reimbursements charged to the budgets of programs for which equipment is purchased and by service reimbursement charges for the computers funded by the IT asset replacement program.

**Asset Preservation Fund (2509)** - Accounts for expenditures for building scheduled maintenance projects such as boiler replacement, carpet replacement, roof replacement etc. This fund was established and is being maintained to provide prospective maintenance and not deferred maintenance. Resources are derived from an asset preservation fee that is part of the facilities charges assessed to building tenants.

### **PROPRIETARY FUNDS**

#### **Basis of Accounting**

The County maintains all Proprietary Fund Types including: Enterprise Funds and Internal Service Funds using the full accrual basis of accounting. Under the full accrual basis of accounting, revenues are recorded at the time they are earned, and expenses are recorded at the time liabilities are incurred.

Internal Service Funds are entirely or predominantly self-supporting through user charges, operating earnings, or transfers from other funds. These funds, authorized under ORS 294.470, are considered to have indefinite life. In the event the fund is discontinued, any excess funds would be returned to the originating jurisdictions or County Funds.

#### **ENTERPRISE FUNDS**

**Dunthorpe-Riverdale Service District No. 1 (3000)** - Accounts for the operations of the sanitary sewer system in southwest unincorporated Multnomah County. (Also included as a component unit)

**Mid County Service District No. 14 Fund (3001)** - Accounts for the operations of street lights throughout unincorporated Multnomah County. (Also included as a component unit)

**Behavioral Health Managed Care Fund (3002)** - Accounts for all financial activity associated with the State required behavioral health capitated services. This includes payments to providers with whom the County contracts for services. Revenues are fee for service payments from the State to the County.

#### **INTERNAL SERVICE FUNDS**

**Risk Management Fund (3500)** - Accounts for all internal service reimbursements, revenues, and expenses associated with the County's insurance requirements and administration of workers' compensation, general liability, tort, auto, property, employee medical, dental, vision, life and long-term disability claims and insurance, employee benefits, health promotion, post-retirement benefits, and unemployment insured and self-insured programs pursuant to Multnomah County Code 7.101.

**Fleet Management Fund (3501)** - Accounts for internal service reimbursements, revenues and expenses associated with the administration and operation of the County's motor vehicle fleet and electronics.

**Information Technology Fund (3503)** - Accounts for internal service reimbursements, revenues and expenses associated with the administration and operation of the County's data processing and telephone services operations. This fund includes replacement and upgrade of personal computers, standard software suite common to all County users and telephone equipment.

**Mail Distribution Fund (3504)** - Accounts for internal service reimbursements, revenues and expenses associated with the administration and operation of the County's U.S. Mail, internal distribution and delivery, central stores and records management.

**Facilities Management Fund (3505)** - Accounts for internal service reimbursements, revenues and expenses associated with the administration and operation of the County's property management, custodial, maintenance and leasing of all County-owned and leased property.

#### **COMPONENT UNITS**

These funds account for a legally separate sanitary sewer district and a legally separate street lighting district, for which the County is legally responsible.

**Dunthorpe-Riverdale Service District No. 1 (3000)** - Accounts for the operations of the sanitary sewer system in southwest unincorporated Multnomah County. (Also included as an Enterprise Fund)

**Mid County Service District No. 14 Fund (3001)** - Accounts for the operations of street lights throughout unincorporated Multnomah County. (Also included as an Enterprise Fund)

**FIDUCIARY (AGENCY) FUNDS**

These agency funds account for resources received and held by the County in a fiduciary capacity. Disbursements are made in accordance with the agreement or applicable legislative enactment for each particular fund. The agency funds are as follows:

**Public Guardian Fund (4000)** - Accounts for receipts and disbursements for individuals who are not capable of handling their own financial affairs.

**Property Tax Funds (Series 4501 to Series 5502)** - Accounts for the collection and disbursement of various property tax accounts for governmental entities located in Multnomah County.

**Department Trust Funds (Series 6000 to 6534)** - Accounts for the collection and disbursement of various receipts held. Multnomah County maintains several sub-funds which are used to account for the receipt of resources held by the County in a fiduciary capacity. Disbursements are made in accordance with the agreement or applicable legislative enactment for each particular fund:

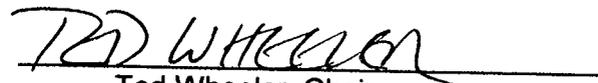
**MCSO Forfeitures (7000 to 7002)** - Accounts for cash transactions subject to forfeiture under 1989 Oregon Law, Chapter 791.

**Law enforcement, Regional Organized Crime Network, and Others (Series 7501 to 8001)** - Accounts for various law enforcement trust funds, and a health safety net trust fund.

ADOPTED this 7th day of June, 2007.

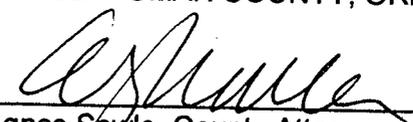


BOARD OF COUNTY COMMISSIONERS  
FOR MULTNOMAH COUNTY, OREGON

  
Ted Wheeler, Chair

REVIEWED:

AGNES SOWLE, COUNTY ATTORNEY  
FOR MULTNOMAH COUNTY, OREGON

By   
Agnes Sowle, County Attorney

Submitted by:  
Carol M. Ford, Director, Department of County Management



**MULTNOMAH COUNTY**  
**AGENDA PLACEMENT REQUEST (short form)**

**Board Clerk Use Only**

Meeting Date: 06/07/07  
 Agenda Item #: R-15  
 Est. Start Time: 10:50 AM  
 Date Submitted: 05/4/07

**Agenda Title: RESOLUTION Adopting the 2006-2007 Multnomah County Supplemental Budget and Making Appropriations as Required by ORS 294.480**

*Note: If Ordinance, Resolution, Order or Proclamation, provide exact title. For all other submissions, provide a clearly written title.*

Requested Meeting Date: June 7, 2007 Amount of Time Needed: 5 minutes  
 Department: County Management Division: Budget Office  
 Contact(s): Julie Neburka  
 Phone: 503-988-3312 Ext. 27351 I/O Address: 503/531  
 Presenter(s): Julie Neburka

**General Information**

**1. What action are you requesting from the Board?**

The Budget Office recommends that the Board adopt the FY 2007 Supplemental budget, make appropriations pursuant to ORS 150.294.480, and direct the Budget Director to file the necessary documentation with the Tax Supervising & Conservation Commission.

**2. Please provide sufficient background information for the Board and the public to understand this issue. Please note which Program Offer this action affects and how it impacts the results.**

A supplemental budget is the vehicle allowed by ORS Chapter 294 for the Board to address changes in financial conditions not anticipated at the time the budget was adopted. The Board is required to go through the following process:

<u>Date Completed</u>	<u>Step</u>
May 10, 2007	Approve the supplemental budget,
May 10, 2007	Submit the approved supplemental budget to Tax Supervising,
June 7, 2007	Attend a Tax Supervising hearing on the supplemental budget,
June 7, 2007	Tax Supervising certifies that the supplemental budget is legal,
June 7, 2007	<b>Today's Action:</b> Adopt the supplemental budget and file a copy of the adopted supplemental budget with Tax Supervising within fifteen (15) days of adoption.

Tax Supervising met earlier this morning, to review, discuss, and conduct a public hearing on the supplemental budget pursuant to ORS 294.480, and certified the budget. The next step is for the board of County Commissioners to adopt the supplemental budget and direct the Budget Director to file it with Tax Supervising within fifteen days of adoption.

### **Summary of Supplemental Budget Actions**

The FY 2007 Supplemental Budget is a relatively small "housekeeping" measure, and it recommends several actions to account for the following items in three County funds. Each of these items affects FY 2007 only; there is no ongoing fiscal impact.

- Several actions in the General Fund record an additional \$194,828 in fee revenues and an additional \$500,000 in proceeds from the State Criminal Alien Assistance Program (SCAAP) grant. The fee revenues are the result of an accounting change required to be made to the Public Guardian Program; and to the proceeds from a conference held in the current fiscal year. The SCAAP grant will support the Telestaff scheduling software in the Sheriff's Office. A supplemental budget is required to appropriate fee revenues after the annual budget has been adopted.
- In response to concerns expressed by the County's Finance Division, one action dissolves three Animal Control Trust Funds and records their proceeds instead in the Animal Control Fund for supplies and capital expenses. A supplemental budget is required because this action increases the Animal Control Fund by more than 10%.
- Three actions increase the Federal-State Fund by a total of \$64,046. These actions are:
  - After discussions with the County's Finance Division regarding the proper classification of Children's Respite Fund, Risk Fund, and Client Provider Fees in Aging and Disabilities Services Community Access Program, a decision was made to record the balances of these funding streams as Beginning Working Capital in the Fed/State fund. A supplemental budget is required to appropriate Beginning Working Capital after the budget has been adopted.
  - One action reduces client fee revenue in the Aging & Disabilities Public Guardian Program in order to move it into the General Fund (*see above*). The adopted budget classified the client fee income as local miscellaneous fee income in the Federal/State Fund, not the General Fund. This action moves the fee revenue and associated expenditure appropriation to the correct fund.
  - One action increases the Local Public Safety Coordinating Council's (LPSCC's) state Department of Corrections grant revenue by \$40,000. A supplemental budget is required to add prior-year grant revenues after the budget has been adopted. This additional revenue will support several research projects being undertaken by the LPSCC in the current fiscal year.

### **3. Explain the fiscal impact (current year and ongoing).**

Expenditures and revenues will be changed as outlined above in order to keep the County's

budget within the bounds of Oregon Budget Law and/or generally accepted accounting principles. None of these expenditure or revenue changes are designed to be ongoing. These actions have no impact on the FY 2008 approved budget.

**4. Explain any legal and/or policy issues involved.**

Supplemental budgets for the purposes outlined above are required by ORS Chapter 294, Local Budget Law.

**5. Explain any citizen and/or other government participation that has or will take place.**

The Tax Supervising & Conservation Commission will hold a public hearing on the supplemental budget on June 7, 2007. Notice of this hearing will be published in The Oregonian from 5-30 days in advance of the hearing.

---

**Required Signature**

---

Elected Official or  
Department/  
Agency Director:

*Carol M. Ford*

---

Date: 05/23/07

---

**FY 2007 SUPPLEMENTAL BUDGET  
MESSAGE**

## Supplemental Budget

---

This page intentionally left blank.

## THE DOCUMENT

The document consists of three sections:

1. The budget message explaining the reasons for the changes proposed,
2. A section of detailed estimate sheets and descriptions for those actions resulting in changes in expenditures,
3. A financial summary of the resources and requirements being changed by fund.

## REASONS FOR CHANGES

A Supplemental Budget is the vehicle allowed by ORS Chapter 294 for the Board to address changes in financial conditions not anticipated at the time the budget was adopted. In cases where no fund's expenditures are increased by more than 10 percent of the adopted budget figure, the law allows the Board to make additional appropriations after advertising a hearing on the Supplemental Budget. However, since this supplemental budget increases a fund by more than 10% and makes adjustments to other funds, the process for the supplemental budget action is to:

1. Convene the Board of County Commissioners to approve the supplemental budget for submission to the Tax Supervising & Conservation Commission,
2. Submit the approved supplemental budget to Tax Supervising,
3. Attend a Tax Supervising hearing on the supplemental budget, and
4. Adopt the supplemental budget after Tax Supervising has held the public hearing.

This FY 2007 Supplemental Budget is a relatively small "housekeeping" measure, and it recommends several actions to account for the following items in three County funds. Each of these items affects FY 2007 only; there is no ongoing fiscal impact.

- Several actions in the General Fund record an additional \$194,828 in fee revenues and an additional \$500,000 in proceeds from the State Criminal Alien Assistance Program (SCAAP) grant. The fee revenues are the result of an accounting change required to be made to the Public Guardian Program; and to the proceeds from a conference held in the current fiscal year. The SCAAP grant will support the Telestaff scheduling software in the Sheriff's Office. A supplemental budget is required to appropriate fee revenues after the annual budget has been adopted.
- In response to concerns expressed by the County's Finance Division, one action dissolves three Animal Control Trust Funds and records their proceeds instead in the Animal Control Fund for supplies and capital expenses. A supplemental budget is required because this action increases the Animal Control Fund by more than 10%.
- Three actions increase the Federal-State Fund by a total of \$64,046. These actions are:

- After discussions with the County's Finance Division regarding the proper classification of Children's Respite Fund, Risk Fund, and Client Provider Fees in Aging and Disabilities Services Community Access Program, a decision was made to record the balances of these funding streams as Beginning Working Capital in the Fed/State fund. A supplemental budget is required to appropriate Beginning Working Capital after the budget has been adopted.
- One action reduces client fee revenue in the Aging & Disabilities Public Guardian Program in order to move it into the General Fund (*see above*). The adopted budget classified the client fee income as local miscellaneous fee income in the Federal/State Fund, not the General Fund. This action moves the fee revenue and associated expenditure appropriation to the correct fund.
- One action increases the Local Public Safety Coordinating Council's (LPSCC's) state Department of Corrections grant revenue by \$40,000. A supplemental budget is required to add prior-year grant revenues after the budget has been adopted. This additional revenue will support several research projects being undertaken by the LPSCC in the current fiscal year.

**General Fund (Fund 1000)**

This supplemental budget increases appropriations in the General Fund by \$695,744. Of this, \$504,000 represents additional resources in the FY 2007 budget. The remainder is a shift from the Federal-State Fund, for no net change in the County's overall appropriation. New funds include:

**SCAAP Grant, \$500,000:**

In FY 07, The Sheriff's Office is due to receive approximately \$500,000 from the State Criminal Alien Assistance Program (SCAAP) Grant. These funds will assist in the purchasing and licensing of the Telestaff software and the cost of travel for staff members for training of this software. The Telestaff software program is a scheduling program that will allow the Sheriff's Office to electronically schedule work schedules and track how time is used.

**What Works Conference, \$4,000**

The What Works conference was an all day, invitation only conference on December 5, 2006. It was sponsored by the State of Oregon Department of Corrections, the State of Oregon Criminal Justice Commission, the Oregon State Department of Community Corrections, the Association of Oregon Counties, and the Local Public Safety Coordinating Council of Multnomah County. Presentations focused on using evidence-based practices tools to evaluate and provide research associated with choices that policymakers make while moving forward on the implementation of criminal justice policy.

The conference raised \$4,000 in fees that had not been included in LPSCC's FY 2007 budget.

Funds moved from the Federal-State Fund into the General Fund are the result of properly applying accounting rules to the Aging & Disabilities Public Guardian Program. The adopted budget classified the client fee income as local miscellaneous fee income in the Federal/State Fund, not the General Fund. This action moves the fee revenue and associated appropriation to the correct fund. It also increases the budgeted client fee revenue to \$190,828 to more accurately reflect actual and/or estimated future collections.

# Supplemental Budget

# Financial Detail Sheets

<b>General Fund</b>	<b>FY 2007 Adopted Budget</b>	<b>This Action</b>	<b>FY 2007 Revised Budget</b>
60000 Permanent	117,840,063	0	117,840,063
60100 Temporary	3,177,199	0	3,177,199
60110 Overtime	5,289,987	0	5,289,987
60120 Premium	3,551,984	0	3,551,984
60130 Salary Related	41,430,285	0	41,430,285
60135 Non-Base Salary Related	209,412	0	209,412
60140 Insurance	30,991,871	0	30,991,871
60145 Non-Base Insurance	91,037	0	91,037
<b>Total Personal Services</b>	<b>202,581,838</b>	<b>0</b>	<b>202,581,838</b>
60150 County Supplements	16,047,190	0	16,047,190
60155 Direct Client Assistance	406,335	0	406,335
60160 Pass-through Payments	33,011,181	0	33,011,181
60170 Professional Svcs	15,500,633	462,000	15,962,633
60180 Printing	1,577,382	0	1,577,382
60190 Utilities	3,646	0	3,646
60200 Communications	323,094	0	323,094
60210 Rentals	100,830	0	100,830
60220 Repairs & Maintenance	680,195	0	680,195
60230 Postage	350,143	0	350,143
60240 Supplies	3,805,224	4,000	3,809,224
60246 Medical & Dental Supplies	323,783	0	323,783
60250 Food	2,634,643	0	2,634,643
60260 Education and Training	1,254,388	50,000	1,304,388
60270 Local Travel and Mileage	470,531	0	470,531
60280 Insurance	1,108	0	1,108
60290 External Data Processing	1,299,914	0	1,299,914
60310 Drugs	2,159,871	0	2,159,871
60320 Refunds	5,380	0	5,380
60340 Dues and Subscriptions	420,885	0	420,885
60370 Telephone	2,034,118	0	2,034,118
60380 Data Processing	14,267,112	10,000	14,277,112
60390 PC Flat Fee	338,885	0	338,885
60400 Asset Preservation	15,000	0	15,000
60410 Motor Pool	2,583,680	8,000	2,591,680
60420 Electronics	478,986	0	478,986
60430 Building Management	21,799,976	10,000	21,809,976
60440 Other Internal	188,102	0	188,102
60450 Capital Lease Retirement	0	0	0
60460 Distribution/Postage	1,864,910	0	1,864,910
<b>Total Materials and Services</b>	<b>123,947,125</b>	<b>544,000</b>	<b>124,491,125</b>
60520 Land	0	0	0
60530 Buildings	0	0	0
60540 Other Improvements	10,233	0	10,233
60550 Equipment	228,397	0	228,397
<b>Total Capital</b>	<b>238,630</b>	<b>0</b>	<b>238,630</b>
60490 Principal	0	0	0
60500 Interest	950,000	0	950,000
<b>Total Debt Service</b>	<b>950,000</b>	<b>0</b>	<b>950,000</b>
60470 Contingency	7,625,260	916	7,626,176
60560 Cash transfers	16,556,307	0	16,556,307
60570 Bad Debt Expense	0	150,828	150,828
<b>Total Contingencies &amp; Transfers</b>	<b>24,181,567</b>	<b>151,744</b>	<b>24,333,311</b>
60480 Unappropriated Fund Balance	13,500,000	0	13,500,000
<b>Fund Total:</b>	<b>365,399,160</b>	<b>695,744</b>	<b>366,094,904</b>

**Federal-State Fund (1505)**

This supplemental budget increases appropriations in the Federal-State Fund by a net amount of \$64,046. Resources from prior years increase appropriations in the fund by \$104,046, but \$40,000 is shifted from the Federal-State Fund into the General Fund. Prior year resources include:

**Beginning Working Capital in DCHS-Aging & Disability Services, \$64,046**

After discussions with the County's General Ledger staff regarding the proper classification of Children's Respite Fund, Risk Fund, and Client Provider Fees in Aging and Disabilities Services Community Access Program, a decision was made to record the balances of these funding streams in as Beginning Working Capital in the Federal-State Fund. This is a technical correction in the budget, and will provide additional direct client assistance resources for the remainder of FY 2007.

**Beginning Working Capital in the Local Public Safety Coordinating Council (LPSCC), \$40,000**

LPSCC is fully funded by the State Department of Corrections, which allows for carryforward of prior year grant funds. This action adds \$40,000 of prior-year grant revenues to the LPSCC's budget in FY 2007. A supplemental budget is required to add prior-year grant revenues after the budget has been adopted. The additional revenue will support several research projects being undertaken by the LPSCC in the current fiscal year.

Finally, accounting rules require the Aging & Disabilities Public Guardian Program to record client fee income as county General Fund fee income. The adopted budget classified the client fee income as local miscellaneous fee income in the Federal/State Fund, not the General Fund. This modification moves the fee revenue and associated expenditure appropriations to the correct fund. It also increases the budgeted client fee revenue to \$190,828 versus \$40,000 in the adopted budget.

# Supplemental Budget

# Financial Detail Sheets

<b>Federal-State Fund</b>	FY 2007 Adopted Budget	This Action	FY 2007 Revised Budget
60000 Permanent	64,131,668	15,000	64,146,668
60100 Temporary	2,123,278	0	2,123,278
60110 Overtime	1,027,299	0	1,027,299
60120 Premium	1,040,574	0	1,040,574
60130 Salary Related	21,166,463	0	21,166,463
60135 Non-Base Salary Related	9,448	0	9,448
60140 Insurance	17,361,564	0	17,361,564
60145 Non-Base Insurance	3,406	0	3,406
<b>Total Personal Services</b>	<b>106,863,700</b>	<b>15,000</b>	<b>106,878,700</b>
60150 County Supplements	1,175,948	0	1,175,948
60155 Direct Client Assistance	61,854,736	18,259	61,872,995
60160 Pass-through Payments	39,381,735	45,787	39,427,522
60170 Professional Svcs	11,420,301	12,084	11,432,385
60180 Printing	503,207	0	503,207
60190 Utilities	13,472	0	13,472
60200 Communications	25,296	0	25,296
60210 Rentals	43,923	0	43,923
60220 Repairs & Maintenance	92,640	0	92,640
60230 Postage	24,468	0	24,468
60240 Supplies	1,748,558	0	1,748,558
60245 Library Books & Materials	0	0	0
60246 Medical & Dental Supplies	882,644	0	882,644
60250 Food	529,305	0	529,305
60260 Education and Training	513,332	0	513,332
60270 Local Travel and Mileage	334,411	0	334,411
60280 Insurance	8,626	0	8,626
60290 External Data Processing	4,442	0	4,442
60310 Drugs	5,262,001	0	5,262,001
60340 Dues and Subscriptions	121,855	0	121,855
60350 Indirect Costs	3,019,744	916	3,020,660
60355 Departmental Indirect	5,403,771	0	5,403,771
60370 Telephone	1,111,218	0	1,111,218
60380 Data Processing	4,755,744	(10,000)	4,745,744
60390 PC Flat Fee	72,881	0	72,881
60410 Motor Pool	434,694	(8,000)	426,694
60420 Electronics	3,570	0	3,570
60430 Building Management	6,230,231	(10,000)	6,220,231
60440 Other Internal	312,405	0	312,405
60450 Capital Lease Retirement	0	0	0
60460 Distribution/Postage	798,011	0	798,011
<b>Total Materials and Services</b>	<b>146,083,169</b>	<b>49,046</b>	<b>146,132,215</b>
60520 Land	0	0	0
60530 Buildings	0	0	0
60540 Other Improvements	289,667	0	289,667
60550 Equipment	124,971	0	124,971
<b>Total Capital</b>	<b>414,638</b>	<b>0</b>	<b>414,638</b>
60490 Principal	0	0	0
60500 Interest	0	0	0
<b>Total Debt Service</b>	<b>0</b>	<b>0</b>	<b>0</b>
60470 Contingency	0	0	0
60560 Cash transfers	0	0	0
<b>Total Contingencies &amp; Transfers</b>	<b>0</b>	<b>0</b>	<b>0</b>
60480 Unappropriated Fund Balance	0	0	0
<b>Fund Total:</b>	<b>253,361,507</b>	<b>64,046</b>	<b>253,425,553</b>

**Animal Control Fund (Fund 1508)**

The County maintains a number of trust funds where assets and liabilities are held in trust for another organization. Many of the County's trust funds contain developer contributions where funds are set aside until construction for a specific project is ready to begin, after which time the funds are removed from the trust fund and spent on the project.

Once the County has received a donation for a particular purpose, however, for accounting purposes we have "earned" that revenue and may spend it for its intended purpose. Several donations for specific Animal Services projects were maintained in trust funds, and thus were improperly maintained as "trusts." At the recommendation of the County's General Ledger, those trust funds have been dissolved and the proceeds moved to the Animal Control Fund, where they can be spent. A supplemental budget is required to add these funds in the current year, as their addition increases the fund by more than 10%.

Proceeds from the dissolved trusts are being used in the current fiscal year for supplies at the Animal Services Shelter. The remaining funds are being held for specific capital projects that are not yet started.

Animal Control Fund	FY 2007 Adopted Budget	This Action	FY 2007 Revised Budget
60000 Permanent	0	0	0
60100 Temporary	0	0	0
60110 Overtime	0	0	0
60120 Premium	0	0	0
60130 Salary Related	0	0	0
60135 Non-Base Salary Related	0	0	0
60140 Insurance	0	0	0
60145 Non-Base Insurance	0	0	0
Total Personal Services	0	0	0
60150 County Supplements	0	0	0
60160 Pass-through Payments	0	0	0
60170 Professional Svcs	0	55,000	55,000
60180 Printing	0	2,500	2,500
60190 Utilities	0	0	0
60200 Communications	0	5,000	5,000
60210 Rentals	0	0	0
60220 Repairs & Maintenance	0	0	0
60230 Postage	0	0	0
60240 Supplies	0	131,000	131,000
60250 Food	0	0	0
60260 Education and Training	0	0	0
60270 Local Travel and Mileage	0	0	0
60280 Insurance	0	0	0
60290 External Data Processing	0	0	0
60310 Drugs	0	5,000	5,000
60340 Dues and Subscriptions	0	0	0
60245 Library Materials	0	0	0
60350 Indirect Costs	0	0	0
60360 Finance Operations	0	0	0
60365 Human Resource Operations	0	0	0
60370 Telephone	0	0	0
60380 Data Processing	0	0	0
60410 Motor Pool	0	0	0
60430 Building Management	0	0	0
60440 Other Internal	0	0	0
60450 Capital Lease Retirement	0	0	0
Total Materials and Services	0	198,500	198,500
60520 Land	0	0	0
60530 Buildings	0	0	0
60540 Other Improvements	0	0	0
60550 Equipment	0	0	0
Total Capital	0	0	0
60490 Principal	0	0	0
60500 Interest	0	0	0
Total Debt Service	0	0	0
60470 Contingency	0	295,500	295,500
60560 Cash transfers	1,125,400	0	1,125,400
Total Contingencies & Transfers	1,125,400	295,500	1,420,900
60480 Unappropriated Fund Balance	0	0	0
<b>Fund Total:</b>	<b>1,125,400</b>	<b>494,000</b>	<b>1,619,400</b>

# Supplemental Budget

# Financial Summary

<b>General Fund</b>			
	2006-2007 Adopted Budget	This Action	2006-2007 Revised Budget
<b>Resources</b>			
Licenses & Fees	9,010,676	194,828	9,205,504
Direct Federal Sources	1,700	500,000	501,700
Indirect Revenue	6,210,523	916	6,211,439
All Other Revenues as Adopted	350,176,261	0	350,176,261
<b>Total Resources</b>	<b>365,399,160</b>	<b>695,744</b>	<b>366,094,904</b>
<b>Requirements</b>			
Professional Services	15,500,633	462,000	15,962,633
Materials & Supplies	108,446,492	82,000	108,528,492
Accounting Transactions	30,056,307	151,744	30,208,051
All Other Expenditures as Adopted	190,270,468	0	190,270,468
<b>Total Expenditures</b>	<b>344,273,900</b>	<b>695,744</b>	<b>344,969,644</b>
Contingency	7,625,260	0	7,625,260
Unappropriated Balance	13,500,000	0	13,500,000
<b>Total Requirements</b>	<b>365,399,160</b>	<b>695,744</b>	<b>366,094,904</b>
<b>Federal-State Fund</b>			
<b>Resources</b>			
Beginning Working Capital	2,069,100	104,046	2,173,146
Licenses & Fees	1,948,610	(40,000)	1,908,610
All Other Revenues as Adopted	249,343,797	0	249,343,797
<b>Total Resources</b>	<b>253,361,507</b>	<b>64,046</b>	<b>253,425,553</b>
<b>Requirements</b>			
Personnel	106,863,700	15,000	106,878,700
Materials & Supplies	146,083,169	49,046	146,132,215
All Other Expenditures as Adopted	414,638	0	414,638
<b>Total Expenditures</b>	<b>253,361,507</b>	<b>64,046</b>	<b>253,425,553</b>
<b>Total Requirements</b>	<b>253,361,507</b>	<b>64,046</b>	<b>253,425,553</b>
<b>Animal Control Fund</b>			
<b>Resources</b>			
Beginning Working Capital	0	332,000	332,000
Donations	0	162,000	162,000
All Other Revenues as Adopted	1,125,400	0	1,125,400
<b>Total Resources</b>	<b>1,125,400</b>	<b>494,000</b>	<b>1,619,400</b>
<b>Requirements</b>			
Materials & Supplies	0	198,500	198,500
All Other Expenditures as Adopted	1,125,400	0	1,125,400
<b>Total Expenditures</b>	<b>1,125,400</b>	<b>198,500</b>	<b>1,323,900</b>
Contingency	0	295,500	295,500
<b>Total Requirements</b>	<b>1,125,400</b>	<b>494,000</b>	<b>1,619,400</b>

BEFORE THE BOARD OF COUNTY COMMISSIONERS  
FOR MULTNOMAH COUNTY, OREGON

RESOLUTION NO. \_\_\_\_\_

Adopting the 2006-2007 Multnomah County Supplemental Budget and Making Appropriations as Required by ORS 294.480

**The Multnomah County Board of Commissioners Finds:**

- a. The Supplemental Budget addresses the following actions to:
- Record additional fee and grant revenues and increase appropriations in the General Fund,
  - Record additional beginning working capital and increase appropriations in the Federal-State Fund,
  - Record revenue formerly held in trust accounts and increase appropriations in the Animal Control Fund.
- b. The Supplemental Budget is on file in the Office of the Chair of Multnomah County.
- c. The change in the Supplemental Budget includes requirements in the sum of \$1,253,790.
- d. The appropriations authorized are attached to this resolution as Attachment A.
- e. The Tax Supervising and Conservation Commission has certified the budget.

**The Multnomah County Board of Commissioners Resolves:**

1. The FY 2006-07 Supplemental Budget, including Attachment A, is adopted.
2. The attached appropriations are authorized for the fiscal year July 1, 2006 to June 30, 2007.

ADOPTED this 7th day of June 2007.

BOARD OF COUNTY COMMISSIONERS  
FOR MULTNOMAH COUNTY, OREGON

\_\_\_\_\_  
Ted Wheeler, Chair

REVIEWED:

AGNES SOWLE, COUNTY ATTORNEY  
FOR MULTNOMAH COUNTY, OREGON

By \_\_\_\_\_  
Agnes Sowle, County Attorney

SUBMITTED BY:  
Carol Ford, Director, Department of County Management

**ATTACHMENT A**

**APPROPRIATIONS SCHEDULE**

<b>General Fund</b>			
	2006-2007 Adopted Budget	This Action	2006-2007 Revised Budget
<b>Resources</b>			
Licenses & Fees	9,010,676	194,828	9,205,504
Direct Federal Sources	1,700	500,000	501,700
Indirect Revenue	6,210,523	916	6,211,439
All Other Revenues as Adopted	350,176,261	0	350,176,261
<b>Total Resources</b>	<b>365,399,160</b>	<b>695,744</b>	<b>366,094,904</b>
<b>Requirements</b>			
Professional Services	15,500,633	462,000	15,962,633
Materials & Supplies	108,446,492	82,000	108,528,492
Accounting Transactions	30,056,307	151,744	30,208,051
All Other Expenditures as Adopted	190,270,468	0	190,270,468
<b>Total Expenditures</b>	<b>344,273,900</b>	<b>695,744</b>	<b>344,969,644</b>
Contingency	7,625,260	0	7,625,260
Unappropriated Balance	13,500,000	0	13,500,000
<b>Total Requirements</b>	<b>365,399,160</b>	<b>695,744</b>	<b>366,094,904</b>
<b>Federal-State Fund</b>			
<b>Resources</b>			
Beginning Working Capital	2,069,100	104,046	2,173,146
Licenses & Fees	1,948,610	(40,000)	1,908,610
All Other Revenues as Adopted	249,343,797	0	249,343,797
<b>Total Resources</b>	<b>253,361,507</b>	<b>64,046</b>	<b>253,425,553</b>
<b>Requirements</b>			
Personnel	106,863,700	15,000	106,878,700
Materials & Supplies	146,083,169	49,046	146,132,215
All Other Expenditures as Adopted	414,638	0	414,638
<b>Total Expenditures</b>	<b>253,361,507</b>	<b>64,046</b>	<b>253,425,553</b>
<b>Total Requirements</b>	<b>253,361,507</b>	<b>64,046</b>	<b>253,425,553</b>
<b>Animal Control Fund</b>			
<b>Resources</b>			
Beginning Working Capital	0	332,000	332,000
Donations	0	162,000	162,000
All Other Revenues as Adopted	1,125,400	0	1,125,400
<b>Total Resources</b>	<b>1,125,400</b>	<b>494,000</b>	<b>1,619,400</b>
<b>Requirements</b>			
Materials & Supplies	0	198,500	198,500
All Other Expenditures as Adopted	1,125,400	0	1,125,400
<b>Total Expenditures</b>	<b>1,125,400</b>	<b>198,500</b>	<b>1,323,900</b>
Contingency	0	295,500	295,500
<b>Total Requirements</b>	<b>1,125,400</b>	<b>494,000</b>	<b>1,619,400</b>

BEFORE THE BOARD OF COUNTY COMMISSIONERS  
FOR MULTNOMAH COUNTY, OREGON

**RESOLUTION NO. 07-114**

Adopting the 2006-2007 Multnomah County Supplemental Budget and Making Appropriations as Required by ORS 294.480

**The Multnomah County Board of Commissioners Finds:**

- a. The Supplemental Budget addresses the following actions to:
  - Record additional fee and grant revenues and increase appropriations in the General Fund,
  - Record additional beginning working capital and increase appropriations in the Federal-State Fund,
  - Record revenue formerly held in trust accounts and increase appropriations in the Animal Control Fund.
- b. The Supplemental Budget is on file in the Office of the Chair of Multnomah County.
- c. The change in the Supplemental Budget includes requirements in the sum of \$1,253,790.
- d. The appropriations authorized are attached to this resolution as Attachment A.
- e. The Tax Supervising and Conservation Commission has certified the budget.

**The Multnomah County Board of Commissioners Resolves:**

1. The FY 2006-07 Supplemental Budget, including Attachment A, is adopted.
2. The attached appropriations are authorized for the fiscal year July 1, 2006 to June 30, 2007.

ADOPTED this 7th day of June 2007.

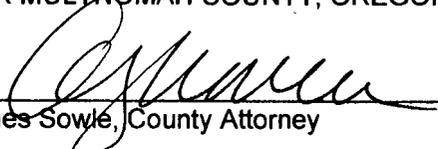


BOARD OF COUNTY COMMISSIONERS  
FOR MULTNOMAH COUNTY, OREGON

  
Ted Wheeler, Chair

REVIEWED:

AGNES SOWLE, COUNTY ATTORNEY  
FOR MULTNOMAH COUNTY, OREGON

By   
Agnes Sowle, County Attorney

SUBMITTED BY:  
Carol Ford, Director, Department of County Management

**ATTACHMENT A**

**APPROPRIATIONS SCHEDULE**

<b>General Fund</b>			
	2006-2007 Adopted Budget	This Action	2006-2007 Revised Budget
<u>Resources</u>			
Licenses & Fees	9,010,676	194,828	9,205,504
Direct Federal Sources	1,700	500,000	501,700
Indirect Revenue	6,210,523	916	6,211,439
All Other Revenues as Adopted	350,176,261	0	350,176,261
<b>Total Resources</b>	<b>365,399,160</b>	<b>695,744</b>	<b>366,094,904</b>
<u>Requirements</u>			
Professional Services	15,500,633	462,000	15,962,633
Materials & Supplies	108,446,492	82,000	108,528,492
Accounting Transactions	30,056,307	151,744	30,208,051
All Other Expenditures as Adopted	190,270,468	0	190,270,468
<b>Total Expenditures</b>	<b>344,273,900</b>	<b>695,744</b>	<b>344,969,644</b>
Contingency	7,625,260	0	7,625,260
Unappropriated Balance	13,500,000	0	13,500,000
<b>Total Requirements</b>	<b>365,399,160</b>	<b>695,744</b>	<b>366,094,904</b>
<b>Federal-State Fund</b>			
<u>Resources</u>			
Beginning Working Capital	2,069,100	104,046	2,173,146
Licenses & Fees	1,948,610	(40,000)	1,908,610
All Other Revenues as Adopted	249,343,797	0	249,343,797
<b>Total Resources</b>	<b>253,361,507</b>	<b>64,046</b>	<b>253,425,553</b>
<u>Requirements</u>			
Personnel	106,863,700	15,000	106,878,700
Materials & Supplies	146,083,169	49,046	146,132,215
All Other Expenditures as Adopted	414,638	0	414,638
<b>Total Expenditures</b>	<b>253,361,507</b>	<b>64,046</b>	<b>253,425,553</b>
<b>Total Requirements</b>	<b>253,361,507</b>	<b>64,046</b>	<b>253,425,553</b>
<b>Animal Control Fund</b>			
<u>Resources</u>			
Beginning Working Capital	0	332,000	332,000
Donations	0	162,000	162,000
All Other Revenues as Adopted	1,125,400	0	1,125,400
<b>Total Resources</b>	<b>1,125,400</b>	<b>494,000</b>	<b>1,619,400</b>
<u>Requirements</u>			
Materials & Supplies	0	198,500	198,500
All Other Expenditures as Adopted	1,125,400	0	1,125,400
<b>Total Expenditures</b>	<b>1,125,400</b>	<b>198,500</b>	<b>1,323,900</b>
Contingency	0	295,500	295,500
<b>Total Requirements</b>	<b>1,125,400</b>	<b>494,000</b>	<b>1,619,400</b>



**MULTNOMAH COUNTY**  
**AGENDA PLACEMENT REQUEST (short form)**

**Board Clerk Use Only**

Meeting Date: 06/07/07  
 Agenda Item #: R-16  
 Est. Start Time: 10:51 AM  
 Date Submitted: 05/24/07

**PUBLIC HEARING on Proposed RESOLUTION Adopting the 2008 Budget for  
 Agenda Multnomah County and Making Appropriations Thereunder, Pursuant to ORS  
 Title: 294.435**

*Note: If Ordinance, Resolution, Order or Proclamation, provide exact title. For all other submissions, provide a clearly written title.*

**Requested Meeting Date:** June 7, 2007      **Amount of Time Needed:** 1 hour  
**Department:** Department of County Management      **Division:** Budget  
**Contact(s):** Karyne Dargan  
**Phone:** 503 88-3312      **Ext.** 22457      **I/O Address:** 503/531  
**Presenter(s):** Karyne Dargan

**General Information**

**1. What action are you requesting from the Board?**

It is recommended that the Board of County Commissioners adopt the budget for FY 2008. At the time of adoption, the Board can incorporate amendments that reduce the budget by any amount or increase any fund up to 10%.

**2. Please provide sufficient background information for the Board and the public to understand this issue. Please note which Program Offer this action affects and how it impacts the results.**

Adoption of the budget sets the upper limit on departmental spending during the next year. Several proposed amendments will alter the spending plan in the approved budget. Additionally the Budget Office has several amendments that are technical in nature (correct errors, reclassify positions, move appropriations between organizations or line items without changing programs), add unbudgeted revenues, or carryover expenditures authorized last year where the item cannot be delivered by June 30 or the project cannot be completed. The Board has had an opportunity to review and discuss the amendments. The Board may to propose new amendments up to the time the budget is adopted.

**3. Explain the fiscal impact (current year and ongoing).**

Adopting the budget sets the legal limits for spending during FY 2008 and is required to comply

with Oregon Budget Law.

**4. Explain any legal and/or policy issues involved.**

The Tax Supervising and Conservation Commission (TSCC) has no objections or recommendations to which the Board must respond at the time of adopting the budget.

**5. Explain any citizen and/or other government participation that has or will take place.**

Four evening public hearings have been held to collect public input on the budget.

---

**Required Signature**

---

**Elected Official or  
Department/  
Agency Director:**

*Carol M. Ford*

---

**Date:** 05/25/07

---

BEFORE THE BOARD OF COUNTY COMMISSIONERS  
FOR MULTNOMAH COUNTY, OREGON

RESOLUTION NO. \_\_\_\_\_

Adopting the 2008 Budget for Multnomah County and Making Appropriations Thereunder,  
Pursuant to ORS 294.435

**The Multnomah County Board of County Commissioners Finds:**

- a. The Multnomah County budget, as prepared by the duly appointed Budget Officer has been considered and approved by the Board.
- b. A public hearing on this budget was held before the Multnomah County Tax Supervising and Conservation Commission on the 7th day of June 2007.
- c. The budget is on file in the Office of the Chair of Multnomah County.
- d. The Board has made certain amendments to the above-described budget and those amendments are attached to this resolution as Attachment A.
- e. The appropriations authorized are attached to this resolution as Attachment B.
- f. The Tax Supervising and Conservation Commission has certified the budget there are no objections or findings on the FY 2008 Approved Budget.
- g. Board notes of actions to be taken during the next year are attached to this resolution as Attachment C.

**The Multnomah County Board of County Commissioners Resolves:**

1. The budget, including Attachments A, B, and C, is adopted as the budget of Multnomah County, Oregon.
2. The appropriations shown in Attachment B are authorized for the fiscal year July 1, 2007 to June 30, 2008.

ADOPTED this 7th day of June, 2007.

BOARD OF COUNTY COMMISSIONERS  
FOR MULTNOMAH COUNTY, OREGON

\_\_\_\_\_  
Ted Wheeler, Chair

REVIEWED:

AGNES SOWLE, COUNTY ATTORNEY,  
FOR MULTNOMAH COUNTY, OREGON

By \_\_\_\_\_  
Agnes Sowle, County Attorney

Submitted by:  
Carol M. Ford, Director, Department of County Management

**June 07, 2007 – Adopting the FY 2008 Budget**

**9:30 a.m.**

R-7 Resolution Adopting Dunthorpe Riverdale Sanitary District No. 1 and make appropriations (Tom Hansel)

R-8 Resolution Adopting Mid-County Lighting Service District No 14 and make appropriations (Tom Hansel)

**10:00 a.m.**

PH-1 TSCC Hearing on:  
FY 2007 Supplemental Budget  
FY 2008 County Budget

**10:40 a.m.**

~~R-15~~ RESOLUTION Adopting FY 2007 Supplemental Budget, Make Appropriations as Required by ORS 294.480 and Direct Budget Manager to file necessary documentation with TSCC (Julie)

R-13 RESOLUTION Adopting Financial and Budget Policies for Multnomah County, Oregon FY 2008 and Repealing Resolution 06-109 (Mindy)

R-14 RESOLUTION Adopting and Defining the Various County Funds to be used in FY 2008 and Repealing Resolution 06-110 (Mindy)

R-16 PUBLIC HEARING and Consideration of a RESOLUTION Adopting the 2008 Budget for Multnomah County and Making Appropriations Thereunder, Pursuant to ORS 294.435 (Karyne)

R-17 RESOLUTION Levying Ad Valorem Property Taxes for Multnomah County, Oregon, for Fiscal Year 2007 (Mark)

~~~~~

We will be asking you to approve 2 Resolutions:

1. R-16 Adopting the FY 2008 Budget & Making Appropriations

- A – Amendments
  - Board amendments
  - Department amendments
- B – Appropriation Schedule
- C - Budget Notes
- D – TSCC recommendation and response

2. R-17 Levying Ad Valorem Property Taxes

- What I would like to do is to briefly walk you through the process to adopt the budget and then move directly into the resolution and attachments
  - So you will need to vote on the 2 resolutions and each attachment with any exceptions. Each of the attachments will either be voted on as a whole or by each item.
- This will become clearer as we move through this.
- (R-16) (motion and second on Resolution Adopting Budget)
  - You have before you a resolution w/ 4 attachments. Adopting the budget sets the upper limit on departmental spending during the year. The BCC can incorporate amendments that can decrease the budget by any amount or increase any fund up to 10%.
- You will vote on each attachment separately.
- I'd like to first walk you through the attachments and begin with Attachment A. **Attachment A** – Proposed Amendments.
- **Attachment A - is a Summary of the Proposed Amendments.** This packet includes all of the changes proposed by the Board at the budget worksessions. There are two sections in Attachment A.
  - The first section is a summary of the Boards proposed amendments.
  - The second section is a summary of the department amendments.
- In order to facilitate the voting, we have created a purchasing sheet to track purchased amendments—this will help us to avoid trying to do math in public! I'd like to take a moment to walk you through this sheet before we begin voting
  - Consensus Amendments – Move, Second and Vote on as a package with any exceptions
    - Walk across the top column
    - Reduction or Revenues Proposed
    - Additions
  - Add Amendments – Move, Second and Vote on individually
    - Note two competing amendments
  - Reduction/Revenue Amendments Move, Second and Vote on individually
    - How pay for additions
  - Amounts Earmarked in Contingency – Move, Second and Vote on individually
    - Placeholders so we don't overspend

- Department amendments – Move, second and vote on as a package with any exceptions
- **Start with Consensus Amendments.** (motion and second). (approve with exceptions as necessary).
- **The remaining sections we will vote on each amendment one by one** (move, second and vote)
- **Add Amendments Section**
- **Reductions/Revenue Section**
- **Earmarks in Contingency.**
- **Move to Department Amendments.** (motion and second). There are 13 amendments. These amendments are technical in nature and can be considered housekeeping items. We brought these to you last week and they haven't changed. **(flag any that need to be removed)** (Vote and approve with exceptions as necessary).
- We will move to Attachment B. (motion and second). **Attachment B is the appropriation schedule.** This schedule authorizes the spending limit by department by fund. The numbers in this schedule reflect the approved budget. As soon as the resolution is adopted, we will update this schedule to reflect the revised numbers.  
(Vote and approve Attachment B as amended by attachment A)
- **Attachment C – Budget Notes - Are there any exceptions?** (motion and second). (Vote and approve with exceptions as necessary).
- **Attachment D** -(motion and second). **is our response to any TSCC objections and recommendations. We have one objection this year....**  
(Vote approve Attachment D)
- Vote on the Resolution.
- 2. R-17 Levying Ad Valorem Property Taxes (motion and second). (Vote and approve ).

**BOGSTAD Deborah L**

---

**From:** DARGAN Karyne A  
**Sent:** Wednesday, June 06, 2007 4:56 PM  
**To:** ROJO DE STEFFEY Maria; NAITO Lisa H; WHEELER Ted; COGEN Jeff; ROBERTS Lonnie J  
**Cc:** SOWLE Agnes; BOGSTAD Deborah L; LASHUA Matthew; MARTINEZ David; LIEU ALLEN Matt; FARVER Bill; MADRIGAL Marissa D; WEST Kristen; MACK Thomas M; DARGAN Karyne A  
**Subject:** Updated Materials in Preparation to Adopt FY 2008 Budget  
**Importance:** High

Dear Commissioners-

Attached please find the updated materials and attachments in preparation to adopt the budget tomorrow. We will be providing color copies for your convenience.

Please note we added line #38 in attachment "A" and in Board Amendment tool to reflect Commissioner Naito's warrant task force budget note proposed earlier.

Also attached is the BCC amendment tool that Mike will be driving tomorrow to keep track of purchases and changes.

Give me a call if you have any questions.

Thanks  
Karyne

6/6/2007

## ATTACHMENT "A" -- BOARD PROPOSED BUDGET AMENDMENTS

### Consensus Amendments

| Board Adpt'd                                                             | #  | Proposed By | Program                                | PO #   | Exec Budget | Proposed    | Change in CGF Available to Spend |
|--------------------------------------------------------------------------|----|-------------|----------------------------------------|--------|-------------|-------------|----------------------------------|
| <b>Reductions or Revenues</b>                                            |    |             |                                        |        |             |             |                                  |
|                                                                          | 1  | Wheeler     | Innovation Fund                        | 10030  | \$2,000,000 | \$1,000,000 | \$1,000,000                      |
|                                                                          | 2  | Wheeler     | MCSO - Wapato Asset Preservation       | 60038B | \$341,753   | \$0         | \$341,753                        |
|                                                                          | 3  | Wheeler     | Wapato A&D Treatment Beds              | 50055  | \$2,500,000 | \$0         | \$2,500,000                      |
|                                                                          | 4  | Wheeler     | Reduce A&D Treatment Beds (30 to 18)   | 50047C | \$1,235,000 | \$740,110   | \$494,890                        |
|                                                                          | 5  | Wheeler     | Add Pet Licensing Fee Revenue          | 91002  | \$1,047,000 | \$1,217,000 | \$170,000                        |
|                                                                          |    |             |                                        |        |             |             | <b>\$4,506,643</b>               |
| <b>Additions</b>                                                         |    |             |                                        |        |             |             |                                  |
|                                                                          | 6  | Cogen       | School Based Health/Middle Schools     | 40024B |             | \$826,081   | (\$826,081)                      |
|                                                                          | 7  | Naito       | School Based Mental Health             | 25076  |             | \$361,663   | (\$361,663)                      |
|                                                                          | 8  | Roberts     | Child Abuse Task Force Officer - 1 FTE | 60048B |             | \$126,171   | (\$126,171)                      |
|                                                                          | 9  | Rojo        | RACC - Arts Program                    | 10037  |             | \$38,000    | (\$38,000)                       |
|                                                                          | 10 | Rojo        | African American Mental Health         | 25079  |             | \$200,000   | (\$200,000)                      |
|                                                                          | 11 | Cogen       | East County Teen Health Clinic         | 40023B |             | \$185,674   | (\$185,674)                      |
|                                                                          | 12 | Wheeler     | Animal Control/Dead Animal Pick-Up     | 91002  |             | \$170,000   | (\$170,000)                      |
|                                                                          | 13 | Wheeler     | Public Safety Plan                     | New    |             | \$133,000   | (\$133,000)                      |
|                                                                          | 14 | Wheeler     | Post Factor Study                      | New    |             | \$108,580   | (\$108,580)                      |
|                                                                          |    |             |                                        |        |             |             | <b>(\$2,149,169)</b>             |
| <b>Net Change in Amount Available to Spend from Consensus Amendments</b> |    |             |                                        |        |             |             | <b>\$2,357,474</b>               |

### Add Amendments

| Board Adpt'd | #  | Proposed By | Program                                                                                                                                                       | PO #     | Exec Budget | Proposed  | Change in CGF Available to Spend |
|--------------|----|-------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------|----------|-------------|-----------|----------------------------------|
|              | 15 | Rojo        | SUN Services System Anti-Poverty Services                                                                                                                     | 25150B   |             | \$478,748 | \$0                              |
|              | 16 | Wheeler     | SUN Services System Anti-Poverty Services - HUD                                                                                                               | 25150B   |             | \$299,000 | \$0                              |
|              | 17 | Cogen       | School Based Health/Summer Hours                                                                                                                              | 40024C   |             | \$275,175 | \$0                              |
|              | 18 | Naito       | Restore 3 Deputy DA Positions and Add One Administrative Assistant - 4 FTE<br><i>* Also includes \$115,000 grant revenue to support a Deputy DA position.</i> | New      |             | \$451,917 | \$0                              |
|              | 19 | Wheeler     | Restore 2 Deputy DA Positions<br><i>* Also includes \$115,000 grant revenue to support a Deputy DA position.</i>                                              | New      |             | \$255,340 | \$0                              |
|              | 20 | Roberts     | SIU - Restore 2 FTE                                                                                                                                           | 60045    |             | \$264,171 | \$0                              |
|              | 21 | Naito       | DA for Warrant Resolution                                                                                                                                     | New      |             | \$116,000 | \$0                              |
|              | 22 | Naito       | Two Deputy Sheriffs for Warrant Strike Force                                                                                                                  | 60047A&B |             | \$254,149 | \$0                              |
|              | 23 | Naito       | Homeless Youth Reception Center                                                                                                                               | 25136B   |             | \$67,500  | \$0                              |

| Board Adpt'd | #  | Proposed By | Program                                                  | PO #   | Exec Budget | Proposed    | Change in CGF Available to Spend |
|--------------|----|-------------|----------------------------------------------------------|--------|-------------|-------------|----------------------------------|
|              | 24 | Roberts     | Gang Task Force - 1 FTE                                  | 60031B |             | \$93,302    | \$0                              |
|              | 25 | Naito       | Addiction Services Sobering (plus Beer & Wine Tax)       | 25091  |             | \$660,578   | \$0                              |
|              | 26 | Naito       | Restore Jail Capacity (57 Beds)                          | 60021  |             | \$2,000,000 | \$0                              |
|              | 27 | Wheeler     | River Patrol Restoration ( plus \$300,000 MCSO revenue ) | 60043  |             | \$450,000   | \$0                              |
|              | 28 | Wheeler     | Touchstone (plus \$350,000 from schools)                 | 25147A |             | \$800,000   | \$0                              |
|              | 29 | Rojo        | Adds \$2,700 Revenue and Expenditure for LGBT Conference | 40040  |             | \$0         | \$0                              |
|              |    |             |                                                          |        |             |             | <b>\$0</b>                       |

**Reductions/Revenue Amendments**

| Board Adpt'd | #  | Proposed By | Program                                | PO #   | Exec Budget | Proposed  | Change in CGF Available to Spend |
|--------------|----|-------------|----------------------------------------|--------|-------------|-----------|----------------------------------|
|              | 30 | Naito       | MCSO Furlough Supervision              | 60020A | 663216      | \$0       | \$0                              |
|              | 31 | Naito       | Eliminate Innovation Fund              | 10030  | 2000000     | \$0       | \$0                              |
|              | 32 | Naito       | Add Beer & Wine Tax Revenue (Sobering) | 25091  | 0           | \$383,124 | \$0                              |
|              |    |             |                                        |        |             |           | <b>\$0</b>                       |

**Amounts Earmarked in Contingency**

| Board Adpt'd | #  | Proposed By | Program                                                       | PO # | Exec Budget | Proposed    | Change in CGF Available to Spend |
|--------------|----|-------------|---------------------------------------------------------------|------|-------------|-------------|----------------------------------|
|              | 33 | Wheeler     | Citizen Involvement Committee                                 |      |             | \$50,000    | \$0                              |
|              | 34 | Wheeler     | Emergency Management                                          |      |             | \$250,000   | \$0                              |
|              | 35 | Cogen       | Jail Beds & Corrections Health (57 Beds)                      |      |             | \$2,000,000 | \$0                              |
|              | 36 | Naito       | MCSO Furlough Supervision                                     |      |             | \$663,216   | \$0                              |
|              | 37 | Naito       | Court Appearance Notification System                          |      |             | \$240,000   | \$0                              |
|              | 38 | Naito       | Warrant Strike Force (1 DA & 2 Deputy Sheriffs & 1 Admin FTE) |      |             | \$426,842   | \$0                              |
|              |    |             |                                                               |      |             |             | <b>\$0</b>                       |

**Contingency Plus BIT/Legislative Reserve Accounting**

|                                                         |                     |
|---------------------------------------------------------|---------------------|
| Contingency Plus BIT/Legislative Reserve                | \$9,250,000         |
| <b>Plus/Minus</b>                                       |                     |
| "Regular" General Fund Contingency                      | (\$1,250,000)       |
| Consensus Amendments                                    | \$2,357,474         |
| Add Amendments                                          | \$0                 |
| Reductions/Revenue Amendments                           | \$0                 |
| Amounts Earmarked in Contingency                        | \$0                 |
| <b>Un-Earmarked Contingency/BIT/Legislative Reserve</b> | <b>\$10,357,474</b> |

**Attachment A  
Board Amendments**

Last Updated:6-06-07

| Board Adopted | # | Commissioner | Program # | Program Title | Dept (s) | CGF Change | Other Funds Change | Total Change | Amendment Description |
|---------------|---|--------------|-----------|---------------|----------|------------|--------------------|--------------|-----------------------|
|---------------|---|--------------|-----------|---------------|----------|------------|--------------------|--------------|-----------------------|

**Consensus Reductions or Revenues**

|  |   |               |        |                                 |      |             |           |             |                                                     |
|--|---|---------------|--------|---------------------------------|------|-------------|-----------|-------------|-----------------------------------------------------|
|  | 1 | Chair Wheeler | 10030  | Innovation Fund                 | NOND | (1,000,000) | 0         | (1,000,000) | Reduce the Innovations Fund                         |
|  | 2 | Chair Wheeler | 60038B | Wapato Asset Preservation       | MCSO | (341,753)   | 0         | (341,753)   | Unfund Wapato Asset Preservation                    |
|  | 3 | Chair Wheeler | 50055  | Wapato A&D Treatment Beds       | DCJ  | (2,500,000) | 0         | (2,500,000) | Unfund Wapato A&D Beds                              |
|  | 4 | Chair Wheeler | 50047C | 18 A&D Community Treatment Beds | DCJ  | (494,890)   | 0         | (494,890)   | Reduces the program from 30 A&D beds to 18 A&D Beds |
|  | 5 | Chair Wheeler | 91002  | Pet Licensing Fee Revenue       | CS   | (170,000)   | (170,000) | (340,000)   | Increases the Pet Licensing Revenue                 |

**Consensus Reductions or Revenues**

|  |    |                              |                           |                                                      |      |         |         |           |                                                                                                                                                                                                                                                                |
|--|----|------------------------------|---------------------------|------------------------------------------------------|------|---------|---------|-----------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|  | 6  | Commissioner Cogen           | 40024B                    | School Based Mental Health Middle/Elementary Schools | HD   | 826,081 | 713,175 | 1,539,256 | Funds the program offer                                                                                                                                                                                                                                        |
|  | 7  | Commissioner Naito           | 25076B                    | School Based Mental Health                           | DCHS | 361,663 | 141,279 | 502,942   | Funds the program                                                                                                                                                                                                                                              |
|  | 8  | Commissioner Roberts         | 60048B                    | Countywide Services - Child Abuse Task Force         | MCSO | 126,171 | 0       | 126,171   | Funds 1.00 FTE in the program offer                                                                                                                                                                                                                            |
|  | 9  | Commissioner Rojo de Steffey | 10037                     | RACC - Arts Education Services "Big Thought"         | NOND | 38,000  | 0       | 38,000    | Funds part of the program offer                                                                                                                                                                                                                                |
|  | 10 | Commissioner Rojo de Steffey | 25079                     | African American Mental Health                       | DCHS | 200,000 | 0       | 200,000   | Funds the offer and assumes matching revenue from the State                                                                                                                                                                                                    |
|  | 11 | Commissioner Cogen           | 40023B                    | East County Teen Health Clinic                       | HD   | 185,674 | 170,586 | 356,260   | Funds the program offer                                                                                                                                                                                                                                        |
|  | 12 | Chair Wheeler                | 91001-91003               | Dead Animal Pick-Up on Public Roads                  | CS   | 170,000 | 170,000 | 340,000   | Increases associated expenditures for animal services                                                                                                                                                                                                          |
|  | 13 | Chair Wheeler                | New Program Offer         | Public Safety Plan                                   | NOND | 133,000 | 0       | 133,000   | This is a new program offer that will fund the Public Safety Plan. The County Public Safety Plan will describe: 1. public safety services currently offered in the County 2. how services should be offered 3. how the system can maximize capacity and prom   |
|  | 14 | Chair Wheeler                | New Program Offer (10039) | Post Factor Study                                    | MCSO | 108,580 | 0       | 108,580   | The Districts Attorney's Independent Review of Correctional Facilities Operated by the Multnomah County Sheriff's Office has recommended that a Post Factor Study be conducted to determine appropriate staffing levels in the Corrections Division. The Board |

**Add Amendments**

| Board Adopted | #  | Commissioner                 | Program #           | Program Title                                                        | Dept (s) | CGF Change | Other Funds Change | Total Change | Amendment Description                                                                           |
|---------------|----|------------------------------|---------------------|----------------------------------------------------------------------|----------|------------|--------------------|--------------|-------------------------------------------------------------------------------------------------|
|               | 15 | Commissioner Rojo de Steffey | 25150B              | Anti Poverty Svcs - Sys of Care for Homeless & Low-Income            | DCHS     | 478,748    | 0                  | 478,748      | Funds part of the program offer                                                                 |
|               | 16 | Chair Wheeler                | 25150B              | Anti Poverty Svcs - Sys of Care for Homeless & Low-Income - HUD ONLY | DCHS     | 299,000    | 0                  | 299,000      | Funds part of the program offer for HUD providers only                                          |
|               | 17 | Commissioner Cogen           | 40024C              | School Based Health Centers-High Schools Summer Clinics              | HD       | 275,175    | 142,028            | 417,203      | Funds the program offer                                                                         |
|               | 18 | Commissioner Naito           | TBD                 | 3 Deputy District Attorneys                                          | DA       | 395,224    | 0                  | 395,224      | Restores 3.00 DDA's                                                                             |
|               |    |                              | TBD                 | 1 Administrative Asst. Sr.                                           | DA       | 56,693     | 0                  | 56,693       | Adds 1.00 FTE for Warrant Task Force                                                            |
|               |    | Commissioner Naito           | 15009               | 1 Deputy District Attorney                                           | DA       | 0          | 115,654            | 115,654      | Unit B DDA 2 funded by JAG Grant                                                                |
|               |    |                              | 15009               | Jag Grant Revenue                                                    | DA       | 0          | (115,654)          | (115,654)    | Increase Revenue expected from JAG Grant                                                        |
|               | 19 | Chair Wheeler                | TBD                 | 2 Deputy District Attorneys                                          | DA       | 255,340    | 0                  | 255,340      | Restores 2.00 DDA's                                                                             |
|               |    | Chair Wheeler                | 15009               | 1 Deputy District Attorney                                           | DA       | 0          | 115,654            | 115,654      | Unit B DDA 2 funded by JAG Grant                                                                |
|               |    |                              | 15009               | Jag Grant Revenue                                                    | DA       | 0          | (115,654)          | (115,654)    | Increase Revenue expected from JAG Grant                                                        |
|               | 20 | Commissioner Roberts         | 60045B              | Special Investigations Unit                                          | MCSO     | 264,171    | 0                  | 264,171      | Funds 2.00 FTE in the program offer                                                             |
|               | 21 | Commissioner Naito           | NEW                 | 1 DDA for Warrant Task Force                                         | DA       | 116,000    | 0                  | 116,000      | Funds 1.00 FTE for the Warrant Task Force                                                       |
|               | 22 | Commissioner Naito           | 60047 A/B           | Sheriff's Office - Warrant Task Force                                | MCSO     | 254,149    | 0                  | 254,149      | Funds 2.00 Sheriff's Office Deputies for the Warrant Task Force                                 |
|               | 23 | Commissioner Naito           | 25136B              | Homeless Youth System - Reception Center                             | DCHS     | 67,500     | 0                  | 67,500       | Funds the program                                                                               |
|               | 24 | Commissioner Roberts         | 60031B              | Gang Task Force                                                      | MCSO     | 93,302     | 0                  | 93,302       | Funds the program offer                                                                         |
|               | 25 | Commissioner Naito           | 25091               | Addiction Services Sobering (plus Beer & Wine Tax)                   | DCHS     | 660,578    | 405,270            | 1,065,848    | Funds the program offer                                                                         |
|               | 26 | Commissioner Naito           | 60021               | MCDC                                                                 | MCSO/HD  | 2,000,000  | 0                  | 2,000,000    | Restores 57 Jail Beds including corrections health                                              |
|               | 27 | Chair Wheeler                | <b>River Patrol</b> |                                                                      |          |            |                    |              |                                                                                                 |
|               |    |                              | TBD                 | Increase USM Revenue                                                 | MCSO     | (100,000)  | 0                  | (100,000)    | Increase USM revenue based on new contract                                                      |
|               |    |                              | TBD                 | Increase 911 Tax                                                     | MCSO     | (40,000)   | 0                  | (40,000)     | Increase 911 Tax                                                                                |
|               |    |                              | TBD                 | Move Program Administrator to Inmate Welfare                         | MCSO     | (160,000)  | 160,000            | 0            | Move 1.00 FTE into the Inmate Welfare Fund                                                      |
|               |    |                              | 60042 B/C           | Restore River Patrol (MCSO commitment)                               | MCSO     | 300,000    | 0                  | 300,000      | Restore Sheriff's office commitment to River Patrol                                             |
|               |    |                              | 60043 B/C           | Restore River Patrol (BCC Commitment)                                | MCSO     | 450,000    | 0                  | 450,000      | Restore BCC Commitment to River Patrol                                                          |
|               | 28 | Chair Wheeler                | 25147A              | Touchstone                                                           | DCHS     | 800,000    | 350,000            | 1,150,000    | Purchases part of the program and assumes additional revenue from outside partners of \$350,000 |
|               | 29 | Commissioner Rojo de Steffey | 40040               | Business & Quality Accounting & Financial Services                   | HD       | (2,700)    | 0                  | (2,700)      | Adds \$2,700 of BWC & appropriation from FY 2007 LGBT Conference                                |
|               |    |                              | 40040               | Business & Quality Accounting & Financial Services                   |          | 2,700      | 0                  | 2,700        | Adds the expenditure for the LGBT Conference                                                    |

**Reductions/Revenue Amendments**

| Board Adopted | #  | Commissioner       | Program # | Program Title                            | Dept (s) | CGF Change  | Other Funds Change | Total Change | Amendment Description                                    |
|---------------|----|--------------------|-----------|------------------------------------------|----------|-------------|--------------------|--------------|----------------------------------------------------------|
|               | 30 | Commissioner Naito | 60020A    | Field Based Work Release & Supervision   | MCSO     | (663,216)   | 0                  | (663,216)    | Unfunds the offer                                        |
|               | 31 | Commissioner Naito | 10030     | Innovation Fund                          | NOND     | (2,000,000) |                    | (2,000,000)  | Unfunds the offer                                        |
|               | 32 | Commissioner Naito | 25091     | Add Beer and Wine Tax Revenue (Sobering) | DCHS     | (383,124)   | 383,124            | 0            | Increases the Beer and Wine tax and offsets General Fund |

**Reductions/Revenue Amendments**

| Board Adopted | #  | Commissioner       | Program # | Program Title                               | Dept (s) | CGF Change | Other Funds Change | Total Change | Amendment Description |
|---------------|----|--------------------|-----------|---------------------------------------------|----------|------------|--------------------|--------------|-----------------------|
|               | 33 | Chair Wheeler      |           | Citizen Involvement                         |          | 50,000     | 0                  | 50,000       |                       |
|               | 34 | Chair Wheeler      |           | Emergency Management                        |          | 250,000    | 0                  | 250,000      |                       |
|               | 35 | Commissioner Cogen |           | Jail Beds/Corrections Health (57 beds)      |          | 2,000,000  | 0                  | 2,000,000    |                       |
|               | 36 | Commissioner Naito |           | MCSO Field Based Work Release & Supervision |          | 663,216    | 0                  | 663,216      |                       |
|               | 37 | Commissioner Naito |           | Court Appearance Notification System        |          | 240,000    | 0                  | 240,000      |                       |
|               | 38 | Commissioner Naito |           | Warrant Strike Force                        |          | 426,842    | 0                  | 426,842      |                       |

**Attachment B**  
**Appropriations Schedule**  
 Multnomah County, Oregon  
 Fiscal Year July 1, 2007 to June 30, 2008

**GENERAL FUND (1000)**

|                                    |                         |                    |
|------------------------------------|-------------------------|--------------------|
| <i>Nondepartmental</i>             |                         | 18,811,131         |
| <i>District Attorney</i>           |                         | 19,201,346         |
| <i>Overall County Expenditures</i> |                         | 1,404,000          |
| <i>County Human Services</i>       |                         | 42,314,228         |
| <i>Health</i>                      |                         | 52,158,220         |
| <i>Community Justice</i>           |                         | 54,225,356         |
| <i>Sheriff</i>                     |                         | 95,821,091         |
| <i>County Management</i>           |                         | 31,966,441         |
| <i>Community Services</i>          |                         | 10,974,266         |
| <b>All Agencies</b>                |                         | <b>326,876,079</b> |
| <i>Cash Transfers</i>              | Library Fund            | 15,812,876         |
|                                    | Asset Preservation Fund | 1,500,000          |
| <b>Total Cash Transfers</b>        |                         | <b>17,312,876</b>  |
|                                    | <i>Contingency</i>      | 9,584,130          |
| <b>Total Appropriation</b>         |                         | <b>353,773,085</b> |

**STRATEGIC INVESTMENT PROGRAM FUND (1500)**

|                              |              |                |
|------------------------------|--------------|----------------|
| <i>County Human Services</i> |              | 400,137        |
| <i>Cash Transfers</i>        | General Fund | 350,000        |
| <b>Total Appropriation</b>   |              | <b>750,137</b> |

**ROAD FUND (1501)**

|                             |                                |                   |
|-----------------------------|--------------------------------|-------------------|
| <i>Community Services</i>   |                                | 46,708,944        |
| <i>Cash Transfers</i>       | Bicycle Path Construction Fund | 64,000            |
|                             | Willamette River Bridge Fund   | 5,365,351         |
| <b>Total Cash Transfers</b> |                                | <b>5,429,351</b>  |
| <b>Total Appropriation</b>  |                                | <b>52,138,295</b> |

**EMERGENCY COMMUNICATIONS FUND (1502)**

|                            |  |                |
|----------------------------|--|----------------|
| <i>Sheriff</i>             |  | 200,000        |
| <b>Total Appropriation</b> |  | <b>200,000</b> |

**BICYCLE PATH CONSTRUCTION FUND (1503)**

|                            |  |                |
|----------------------------|--|----------------|
| <i>Community Services</i>  |  | 524,000        |
| <b>Total Appropriation</b> |  | <b>524,000</b> |

**RECREATION FUND (1504)**

|                            |  |                |
|----------------------------|--|----------------|
| <i>County Management</i>   |  | 120,000        |
| <b>Total Appropriation</b> |  | <b>120,000</b> |

**Attachment B**  
**Appropriations Schedule**  
 Multnomah County, Oregon  
 Fiscal Year July 1, 2007 to June 30, 2008

**FEDERAL STATE FUND (1505)**

|                              |                    |
|------------------------------|--------------------|
| <i>Nondepartmental</i>       | 1,515,570          |
| <i>District Attorney</i>     | 5,562,072          |
| <i>County Human Services</i> | 143,790,929        |
| <i>Health</i>                | 76,348,218         |
| <i>Community Justice</i>     | 27,944,130         |
| <i>Sheriff</i>               | 10,184,441         |
| <i>County Management</i>     | 121,321            |
| <i>Community Services</i>    | 408,587            |
| <i>All Agencies</i>          | <b>265,875,268</b> |
| <b>Total Appropriation</b>   | <b>265,875,268</b> |

**COUNTY SCHOOL FUND (1506)**

|                            |               |
|----------------------------|---------------|
| <i>Nondepartmental</i>     | 75,000        |
| <b>Total Appropriation</b> | <b>75,000</b> |

**TAX TITLE FUND (1507)**

|                            |                |
|----------------------------|----------------|
| <i>Community Services</i>  | 720,516        |
| <b>Total Appropriation</b> | <b>720,516</b> |

**ANIMAL CONTROL FUND (1508)**

|                                    |                  |
|------------------------------------|------------------|
| <i>Community Services</i>          | 124,000          |
| <i>Cash Transfers</i> General Fund | 1,047,000        |
| <i>Contingency</i>                 | 218,298          |
| <b>Total Appropriation</b>         | <b>1,389,298</b> |

**WILLAMETTE RIVER BRIDGES FUND (1509)**

|                                    |                   |
|------------------------------------|-------------------|
| <i>Community Services</i>          | 19,774,615        |
| <i>Cash Transfers</i> General Fund | 500,000           |
| <b>Total Appropriation</b>         | <b>20,274,615</b> |

**LIBRARY SERIAL LEVY FUND (1510)**

|                            |                   |
|----------------------------|-------------------|
| <i>Library</i>             | 55,112,106        |
| <i>Contingency</i>         | 1,686,247         |
| <b>Total Appropriation</b> | <b>56,798,353</b> |

**SPECIAL EXCISE TAXES FUND (1511)**

|                            |                   |
|----------------------------|-------------------|
| <i>Nondepartmental</i>     | 19,600,000        |
| <b>Total Appropriation</b> | <b>19,600,000</b> |

**LAND CORNER PRESERVATION FUND (1512)**

|                            |                  |
|----------------------------|------------------|
| <i>Community Services</i>  | 1,294,776        |
| <i>Contingency</i>         | 1,582,724        |
| <b>Total Appropriation</b> | <b>2,877,500</b> |

Attachment B  
 Appropriations Schedule  
 Multnomah County, Oregon  
 Fiscal Year July 1, 2007 to June 30, 2008

**INMATE WELFARE FUND (1513)**

|                            |                  |
|----------------------------|------------------|
| <i>Community Justice</i>   | 21,635           |
| <i>Sheriff</i>             | 2,470,421        |
| <i>All Agencies</i>        | <b>2,492,056</b> |
| <b>Total Appropriation</b> | <b>2,492,056</b> |

**JUSTICE SERVICES SPECIAL OPERATIONS (1516)**

|                            |                  |
|----------------------------|------------------|
| <i>District Attorney</i>   | 123,895          |
| <i>Health</i>              | 1,314,140        |
| <i>Community Justice</i>   | 952,110          |
| <i>Sheriff</i>             | 2,880,407        |
| <i>All Agencies</i>        | <b>5,270,552</b> |
| <b>Total Appropriation</b> | <b>5,270,552</b> |

**REVENUE BOND SINKING FUND (2001)**

|                            |                |
|----------------------------|----------------|
| <i>Nondepartmental</i>     | 843,621        |
| <b>Total Appropriation</b> | <b>843,621</b> |

**CAPITAL LEASE RETIREMENT FUND (2002)**

|                            |                   |
|----------------------------|-------------------|
| <i>Nondepartmental</i>     | 13,987,653        |
| <i>Contingency</i>         | 5,217,645         |
| <b>Total Appropriation</b> | <b>19,205,298</b> |

**GENERAL OBLIGATION BOND SINKING FUND (2003)**

|                            |                  |
|----------------------------|------------------|
| <i>Nondepartmental</i>     | 9,227,848        |
| <b>Total Appropriation</b> | <b>9,227,848</b> |

**PERS BOND SINKING FUND (2004)**

|                            |                   |
|----------------------------|-------------------|
| <i>Nondepartmental</i>     | 12,824,765        |
| <b>Total Appropriation</b> | <b>12,824,765</b> |

**JUSTICE BOND PROJECT FUND (2500)**

|                            |                |
|----------------------------|----------------|
| <i>County Management</i>   | 600,000        |
| <i>Contingency</i>         | 85,606         |
| <b>Total Appropriation</b> | <b>685,606</b> |

**FINANCED PROJECTS FUND (2504)**

|                            |                  |
|----------------------------|------------------|
| <i>County Management</i>   | 4,100,000        |
| <b>Total Appropriation</b> | <b>4,100,000</b> |

**CAPITAL IMPROVEMENT FUND (2507)**

|                            |                   |
|----------------------------|-------------------|
| <i>County Management</i>   | 62,080,221        |
| <b>Total Appropriation</b> | <b>62,080,221</b> |

**Attachment B**  
**Appropriations Schedule**  
 Multnomah County, Oregon  
 Fiscal Year July 1, 2007 to June 30, 2008

**CAPITAL ACQUISITION FUND (2508)**

|                                            |                  |
|--------------------------------------------|------------------|
| <i>Nondepartmental</i>                     | 17,400           |
| <i>County Management</i>                   | 1,196,710        |
| <i>All Agencies</i>                        | <b>1,214,110</b> |
| <i>Cash Transfers</i> Data Processing Fund | 1,495,486        |
| <b>Total Appropriation</b>                 | <b>2,709,596</b> |

**ASSET PRESERVATION FUND (2509)**

|                            |                  |
|----------------------------|------------------|
| <i>County Management</i>   | 6,798,274        |
| <b>Total Appropriation</b> | <b>6,798,274</b> |

**BEHAVIORAL HEALTH MANAGED CARE FUND (3002)**

|                              |                   |
|------------------------------|-------------------|
| <i>County Human Services</i> | 35,403,157        |
| <i>Contingency</i>           | 2,658,148         |
| <b>Total Appropriation</b>   | <b>38,061,305</b> |

**RISK MANAGEMENT FUND (3500)**

|                            |                   |
|----------------------------|-------------------|
| <i>Nondepartmental</i>     | 3,085,098         |
| <i>County Management</i>   | 82,687,509        |
| <i>All Agencies</i>        | <b>85,772,607</b> |
| <b>Total Appropriation</b> | <b>85,772,607</b> |

**FLEET FUND (3501)**

|                            |                   |
|----------------------------|-------------------|
| <i>County Management</i>   | 9,912,791         |
| <i>Contingency</i>         | 531,368           |
| <b>Total Appropriation</b> | <b>10,444,159</b> |

**DATA PROCESSING FUND (3503)**

|                                              |                   |
|----------------------------------------------|-------------------|
| <i>County Management</i>                     | 37,572,346        |
| <i>Cash Transfers</i> Building Projects Fund | 200,000           |
| <i>Contingency</i>                           | 3,100,000         |
| <b>Total Appropriation</b>                   | <b>40,872,346</b> |

**MAIL DISTRIBUTION FUND (3504)**

|                            |                  |
|----------------------------|------------------|
| <i>County Management</i>   | 6,688,619        |
| <i>Contingency</i>         | 1,257,453        |
| <b>Total Appropriation</b> | <b>7,946,072</b> |

**FACILITIES MANAGEMENT FUND (3505)**

|                                                |                   |
|------------------------------------------------|-------------------|
| <i>County Management</i>                       | 33,792,804        |
| <i>Cash Transfers</i> Capital Improvement Fund | 3,007,794         |
| <i>Asset Preservation Fund</i>                 | 2,017,274         |
| <i>Total Cash Transfers</i>                    | 5,025,068         |
| <i>Contingency</i>                             | 2,822,757         |
| <b>Total Appropriation</b>                     | <b>41,640,629</b> |

# Attachment C - FY 2008 Budget Notes

June 7, 2007

## County/ City of Portland Discussion

During FY 2008, the County Chair and Mayor of the City of Portland will continue to reexamine the current roles and responsibilities of the County and the City of Portland, and potentially other cities within Multnomah County. The outcome of these conversations may have a significant impact on the FY 2009 budget and the level of resources and services provided by each jurisdiction.

## SUN System of Services and Touchstone

SUN Schools are an important piece of the youth and school-related programs funded by Multnomah County, but are only one part of a sweeping set of County programs designed to support children and their families. Included in this array of programs are the County Library system; public health immunization programs; school health centers; services to homeless youth and youth involved in gangs; services for children and the arts, and much more. The tremendous fiscal pressure which our jurisdiction is facing now and in the foreseeable future requires us think strategically about where our limited funds can serve Multnomah County citizens most effectively.

The Touchstone component of the SUN System faces a dramatic cut in the FY 2008 budget. In addition, certain SUN sites will lose grant funding for their core operation. The Board directs the SUN Operations Team to lead an effort in partnership with SUN stakeholders, including the Department of Human Services, the City of Portland, and local schools, to address these significant changes to the SUN System of Services and recommend a coordinated strategy to provide the highest priority services within the reduced budget.

\$800,000 for a reduced Touchstone program is appropriated in the Department of County Human Service, the use of which is contingent upon receiving firm commitments from County school districts by **July 1, 2007** for at least \$350,000 in district funding for the program.

## Emergency Management

The Board of Commissioners directs the Emergency Management Director to craft a plan to address the County's need for a comprehensive emergency management system. The Emergency Management Director shall bring the plan to the Board for approval and may, at that time, request up to \$250,000 in Contingency funds to develop an emergency operations center to conduct appropriate drills leading up to and following up on the TOPOFF drill set in October, 2007.

## Evidence-Based Sentencing Practices

The Board encourages the District Attorney to train all members of his staff in the practice of using evidence based sentencing practices. The availability of the DSS-Justice system makes this opportunity uniquely possible in Multnomah County.

# Attachment C - FY 2008 Budget Notes

June 7, 2007

## State Budget

Following the adoption of the state budget, the County Board will meet to consider the differences between the state adopted budget and the assumptions built into the County budget. To reconcile the differences, the Board will consider options of reducing the current County budget in the areas of the state reductions and/or bridging the state reductions with one time only county general fund. In making that determination, the Board will consider the likelihood of increased state of county funding in the near future to support these services, the impact on the community of making service reductions now, and the long term financial picture of the County.

## Citizen Involvement Committee

During the FY 2008 budgeting process, the Accountability Outcome Team received several offers that directly addressed citizen involvement, but did not see a satisfactory level of coordination at the County-wide level. They recommended to the Board that all citizen involvement efforts be researched to determine best practices for accomplishing this critical contribution to the Accountability priority.

A Task Force led by the Citizen Involvement Committee and the Chair's Office will develop a plan to improve the County's citizen involvement processes. Key stakeholders in the County and community such as the Commission on Children, Families, and the Community will serve as resources to an implementation team to ensure integration of citizen involvement activities across the County. The Task Force will consider the recommendations from the December, 2006, report of the Citizen Involvement Task Force. Following completion of the plan, the Task Force may approach the Board with a funding request of up to \$50,000 to help implement the recommendations.

## US Marshal Contract

The Sheriff's office is in the process of renegotiating the current contract with the US Marshal Service. Included in the contract is a comprehensive costing study of the allowable costs under the Marshal's regulations and incentives to limit the use of County beds to a maximum of 130. The Board may need to reassess some of the revenue assumptions based on these contract negotiations.

## Beer and Wine Tax

The Sobering Program, formerly managed by the Department of County Human Services, will be run by the City of Portland in FY 2008. \$380,000 of revenues from the Oregon Beer and Wine Tax were used for this program, and now are available for another similar program.

## School Services Prioritization

The Department of County Human Services currently provides a wide range of services in schools and for school-aged children. The Department is instructed to review all of these services and create a list of prioritization for their programs, including any potential combinations or collaborations.

## Attachment C - FY 2008 Budget Notes

June 7, 2007

### Warrant Resolution and Enforcement

There are nearly 30,000 outstanding warrants in Multnomah County including 20,616 misdemeanor and citation warrants, and 9,214 felony warrants. Multnomah County needs to implement an action plan to restore integrity to the criminal justice system by addressing the problem of outstanding warrants by adding capacity to the Sheriff's Office so we can enforce warrants issued by our courts; and by adding capacity to the District Attorney's office to create policies that address which warrants should be pursued and which warrants to dismiss.

#### *Warrant Strike Force*

In order for the Sheriff's office to have the capacity to enforce warrants the Board should add two deputy sheriff positions at a cost of \$254,149. These deputies would be responsible for serving outstanding warrants. Should the Board not purchase the deputies in the adopted budget, the \$254,159 should be earmarked as a potential contingency item.

#### *Warrant Prosecutor*

In order for the District Attorney to sort through our large outstanding warrant backlog and create policies to aid the courts in dismissing or serving warrants, the Board should add one deputy district attorney position at a cost of \$116,000. Should the Board not purchase the deputy district attorney in the adopted budget, the \$115,020 should be earmarked as a potential contingency item.

#### *DA Administrative Support*

In order for the District Attorney's office to effectively and efficiently solve our warrant problem they need some administrative support. The Board should add one Office Assistant Senior position at a cost of \$56,693. Should the Board not purchase this administrative position in the adopted budget, the \$56,693 should be earmarked as a potential contingency item.

The issues of failure to appear and jail bed capacity which are also part of Multnomah County's warrant problem are addressed in other budget notes.

### Court Appearance Notification System (CANS)

The Court Appearance Notification System (CANS) reduces the failure to appear (FTA) rate in Multnomah County. CANS operates by placing automated telephone calls to defendants prior to their court hearing to remind them of where and when to appear.

In the first four months of FY 07, CANS helped prevent over 550 instances of FTA and 380 FTA warrants, resulting in over \$600,000 of

## Attachment C - FY 2008 Budget Notes

June 7, 2007

cost avoidance to Multnomah County's criminal justice system. FTA rates for hearings receiving CANS reminder calls are approximately 16%, a 45% reduction versus FTA rates for hearings not receiving reminder calls. This year, CANS is projected to avoid a minimum of \$1.9 million in costs associated with FTA for Multnomah County's criminal justice system.

The existing CANS project was funded for FY 2008, but an additional \$240,000 has been earmarked in Contingency to expand the CANS Project and to shift responsibility of the project from the Local Public Safety Coordinating Council (LPSCC) to the County's Department of Community Justice.

### Furlough Supervision Program

The Executive Budget contained the MCSO Field Based Work Release and Supervision Program (PO# 60020A) at a cost of \$663,216. This program was designed to assess offenders sentenced and sanctioned to jail for their individual behavior, risk, programming needs and recommendations from the court to determine if their jail sentence can be completed in a less secure supervision option than jail. The program provides direct supervision to this population outside of the jail while supporting community safety through the use of supervision tools such as house arrest, electronic monitoring, job placement, treatment, and/or weekends in jail.

There is concern on the Board that there is not enough information regarding the implementation of the program at this time. It is the Board's understanding that there are three potential models for program implementation including:

- A jail release program under the control of the Sheriff's Office;
- A direct sentence option for judges; or
- A hybrid model that would include both options 1 and 2.

\$663,216 will be earmarked in contingency for possible funding of the Field Based Work Release and Supervision Program. The Board requests that the Sheriff's Office return with a detailed plan for all three models. The plan should include the following: 1. How the program will work and associated costs; 2. What level and how many offenders it will serve; and 3. The availability of existing jail capacity within the system for other offenders. In addition, the plan should include a discussion of the implications of the Sheriff's Office running a supervision program when we may have similar or duplicative programs available in the Department of Community Justice.

## Attachment C - FY 2008 Budget Notes

June 7, 2007

### Jail Capacity Reporting

The integrity of our public safety system is one of the highest priorities of the Board of County Commissioners. The Board's adopted budget lays out a policy for the purchase of jail bed capacity. In order to develop informed policy and make knowledgeable budgetary decisions, the Board needs to be aware of the jail bed situation in Multnomah County. The Board requests that the following data (where appropriate) be incorporated into existing reports (for example the Monthly Public Safety Brief or MultStat). The following data should be included:

- The number of filled jail beds in Multnomah County
- The number of matrix releases
- The number of beds filled under the contract with the Federal Marshal's Office
- The number of inmates on furlough or work-release (if applicable)
- The number of inmates eligible for treatment
- The number of local offenders
- The number of parole violations

## ATTACHMENT D

The Board makes the following response to the objection made by the Tax Supervising and Conservation Commission (TSCC) which is contained in the letter certifying the FY 2008 County budget.

### **1. Objection – Correct Entries for Interfund Transfers and Other Resources**

Across all years, Interfund Transfers are out of balance in this budget. County staff advised that the database used in budget development compiled numbers incorrectly. This will have to be corrected in the Adopted Budget so that all transfers balance.

***Response – Budget Office staff have taken steps to ensure that transfers and all other resources are balanced and will be printed correctly in the Adopted Budget.***



## Michael D. Schrunk, District Attorney

1021 SW Fourth Avenue, Room 600  
Portland, OR 97204-1193  
Phone: 503-988-3162 Fax: 503-988-3643  
www.mcda.us

### MEMORANDUM

---

**To:** Lisa Naito  
**From:** Michael Schrunk  
**Date:** 5/22/07  
**Subject:** Warrant processing DDA

---

- DDA position

You have requested me to prepare the outlines of a new position for a deputy district attorney who would process cases in warrant status with the goal of resolving those matters either by locating the defendant if a prosecution was possible and desirable or by dismissing cases where no further purpose is served by seeking the service of the warrant. A position like this would be very important for conducting operations which we currently are not able to perform or which are performed minimally due to lack of resources. I believe that a full-time DDA in this position coupled with a full time clerical position working with the Multnomah County Sheriff, the Portland Police Bureau, the Gresham Police Department and the Department of Community Justice would be able to conduct the following functions:

1. **Identity resolution.** We currently attempt to resolve issues surrounding mistaken identities where warrants have been issued against a suspect who may not be the person who actually committed the offense. We only conduct investigations, however, when a problem is brought to our attention. This occurs most often in cases where citations are issued without police officers properly establishing the identity of the perpetrator. Usually the suspect gives a false name of a person he knows, often a family member, and the result can sometimes be quite disruptive. We work to clear these matters when they arise, but by then the damage has often occurred. By establishing a class of cases which might be examined and dismissed under strict policy guidelines (e.g.—non-person Class C felonies and below, over a certain age, without victims, where outstanding warrants are the result of citation dates where a suspect failed to appear), we can target a class of cases where the likelihood of false arrests is the greatest, but where the impact of the criminal activity is relatively minimal.
2. **General warrant backlog.** This position could coordinate a policy designed to review backlogged warrants for dismissal. While the sheer number of these warrants precludes one DDA from examining each case, policies could be developed and executed to simply dismiss cases of certain seriousness and age. Cases will be reviewed to determine if they are still viable, whether witnesses are still available, whether issuing policies have changed since the warrant was issued, or whether dispositions have changed such as cases that we are now putting into Community Court where the charges are ultimately dismissed at the completion of sentence.

3. **Out-of-state warrant cases.** This type of case usually occurs when a defendant who lives outside Oregon is wanted on a warrant which does not authorize transport from his state of residency due to the Governor's budgetary restrictions. In this case, the warrant remains outstanding although the defendant cannot be returned to Oregon. Under these circumstances, federal law requires that a defendant's Social Security and SSI benefits be cut off until the warrant is resolved. In many instances, a defendant cannot return to Oregon. We have policies to deal with this situation (see Policy Manual 4.70). However, we do not process these cases proactively, but only when a defendant brings them to our attention. A new position could actively develop a policy and examine backlogged cases with a goal of eliminating many of these warrants by dismissal.
4. **Inappropriate warrant designation cases.** Experience has demonstrated that many arrest warrants are incorrectly designated for service. An example is a recent case where I was notified that a penitentiary prisoner in Oklahoma was on probation here for a residential, occupied dwelling burglary had been designated for shuttle service only, and therefore had not been transferred back to this state. He had acquired six felony convictions in Oklahoma while on his Oregon felony probation but had never been transferred back to Oregon to serve his 38 month sentence. Had the warrant been designated properly, resulting in the defendant's return to Oregon for a probation sanction, many criminal acts might have been avoided. This position could develop a policy to examine backlogged warrants on serious cases (e.g.—Class A and B person felonies, sex offenses involving repeat offenders and embezzlement cases) to ensure that the warrant designation, usually for nation-wide service, is correct.
5. **Speedy trial issues.** As you know, the Youngs and Ayers cases have changed the law on statutory speedy trial issues in the last three years. It is now easier for defendants in warrant status to claim dismissals on state speedy trial grounds. Of course, we have been involved in an ongoing attempt to ameliorate this situation by charging policies, court appearance procedures, grand jury timing and warrant service documentation. What has not been attacked is a backlog of cases that were issued before those cases were decided. The warrant designations of those cases, which were determined before the law changed, and the subsequent history of those cases, makes them susceptible to speedy trial attack unless we move to rectify the situation. This position could work with the police to attempt to resolve the problems with those matters.
6. **Warrant cases where a defendant is held in another jurisdiction.** Defendants may have warrant holds from many jurisdictions at the same time. If our county has a warrant hold on a defendant held in another county or state, the defendant is brought to our county for processing, often for a minor case. This position could investigate those cases where our county has a hold for prisoner being held in another jurisdiction's jail. These cases could be resolved by dismissal or resolution of our case while the defendant is still in that jail, often with concurrent time. This would prevent the defendant from being transported back to our jail to take up our jail space in cases where the sanction for our crime is being adequately served elsewhere. It would also prevent disruption for the defendant who might be transferred from one jail to another, to say nothing of the dubious value of bringing criminal defendants back to this community to be released.
7. **Warrant holds from other jurisdictions for defendants in our jail.** Many defendants sit in our jails for periods which often exceed the sentence they would have served simply because they have warrants from other jurisdictions which are holding them in our jail

May 22, 2007

until the resolution of their Multnomah County case. This wastes valuable jail space and requires defendants to serve excessive time in our jail. This position could examine these cases with a goal of expedited resolution or outright dismissal of the matters to move them on to the next jurisdiction.

## ATTACHMENT "A" -- BOARD PROPOSED BUDGET AMENDMENTS

### Consensus Amendments

| Board Adpt'd                                                             | #  | Proposed By | Program                                | PO #   | Exec Budget | Proposed    | Change in CGF Available to Spend |
|--------------------------------------------------------------------------|----|-------------|----------------------------------------|--------|-------------|-------------|----------------------------------|
| <b>Reductions or Revenues</b>                                            |    |             |                                        |        |             |             |                                  |
|                                                                          | 1  | Wheeler     | Innovation Fund                        | 10030  | \$2,000,000 | \$1,000,000 | \$1,000,000                      |
|                                                                          | 2  | Wheeler     | MCSO - Wapato Asset Preservation       | 60038B | \$341,753   | \$0         | \$341,753                        |
|                                                                          | 3  | Wheeler     | Wapato A&D Treatment Beds              | 50055  | \$2,500,000 | \$0         | \$2,500,000                      |
|                                                                          | 4  | Wheeler     | Reduce A&D Treatment Beds (30 to 18)   | 50047C | \$1,235,000 | \$740,110   | \$494,890                        |
|                                                                          | 5  | Wheeler     | Add Pet Licensing Fee Revenue          | 91002  | \$1,047,000 | \$1,217,000 | \$170,000                        |
|                                                                          |    |             |                                        |        |             |             | <b>\$4,506,643</b>               |
| <b>Additions</b>                                                         |    |             |                                        |        |             |             |                                  |
|                                                                          | 6  | Cogen       | School Based Health/Middle Schools     | 40024B |             | \$826,081   | (\$826,081)                      |
|                                                                          | 7  | Naito       | School Based Mental Health             | 25076  |             | \$361,663   | (\$361,663)                      |
|                                                                          | 8  | Roberts     | Child Abuse Task Force Officer - 1 FTE | 60048B |             | \$126,171   | (\$126,171)                      |
|                                                                          | 9  | Rojo        | RACC - Arts Program                    | 10037  |             | \$38,000    | (\$38,000)                       |
|                                                                          | 10 | Rojo        | African American Mental Health         | 25079  |             | \$200,000   | (\$200,000)                      |
|                                                                          | 11 | Cogen       | East County Teen Health Clinic         | 40023B |             | \$185,674   | (\$185,674)                      |
|                                                                          | 12 | Wheeler     | Animal Control/Dead Animal Pick-Up     | 91002  |             | \$170,000   | (\$170,000)                      |
|                                                                          | 13 | Wheeler     | Public Safety Plan                     | New    |             | \$133,000   | (\$133,000)                      |
|                                                                          | 14 | Wheeler     | Post Factor Study                      | New    |             | \$108,580   | (\$108,580)                      |
|                                                                          |    |             |                                        |        |             |             | <b>(\$2,149,169)</b>             |
| <b>Net Change in Amount Available to Spend from Consensus Amendments</b> |    |             |                                        |        |             |             | <b>\$2,357,474</b>               |

5-0

### Add Amendments

| Board Adpt'd | #  | Proposed By | Program                                                                                                                                                       | PO #     | Exec Budget | Proposed  | Change in CGF Available to Spend |
|--------------|----|-------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------|----------|-------------|-----------|----------------------------------|
|              | 15 | Rojo        | SUN Services System Anti-Poverty Services                                                                                                                     | 25150B   |             | \$478,748 | \$0                              |
|              | 16 | Wheeler     | SUN Services System Anti-Poverty Services - HUD                                                                                                               | 25150B   |             | \$299,000 | \$0                              |
|              | 17 | Cogen       | School Based Health/Summer Hours                                                                                                                              | 40024C   |             | \$275,175 | \$0                              |
|              | 18 | Naito       | Restore 3 Deputy DA Positions and Add One Administrative Assistant - 4 FTE<br><i>* Also includes \$115,000 grant revenue to support a Deputy DA position.</i> | New      |             | \$451,917 | \$0                              |
|              | 19 | Wheeler     | Restore 2 Deputy DA Positions<br><i>* Also includes \$115,000 grant revenue to support a Deputy DA position.</i>                                              | New      |             | \$255,340 | \$0                              |
|              | 20 | Roberts     | SIU - Restore 2 FTE                                                                                                                                           | 60045    |             | \$264,171 | \$0                              |
|              | 21 | Naito       | DA for Warrant Resolution                                                                                                                                     | New      |             | \$116,000 | \$0                              |
|              | 22 | Naito       | Two Deputy Sheriffs for Warrant Strike Force                                                                                                                  | 60047A&B |             | \$254,149 | \$0                              |
|              | 23 | Naito       | Homeless Youth Reception Center                                                                                                                               | 25136B   |             | \$67,500  | \$0                              |

**Add Amendments**

| Board Adopted | #  | Commissioner                 | Program #           | Program Title                                                        | Dept (s) | CGF Change | Other Funds Change | Total Change | Amendment Description                                                                           |
|---------------|----|------------------------------|---------------------|----------------------------------------------------------------------|----------|------------|--------------------|--------------|-------------------------------------------------------------------------------------------------|
| 4-1           | 15 | Commissioner Rojo de Steffey | 25150B              | Anti Poverty Svcs - Sys of Care for Homeless & Low-Income            | DCHS     | 478,748    | 0                  | 478,748      | Funds part of the program offer                                                                 |
| WITHDRAWN     | 16 | Chair Wheeler                | 25150B              | Anti Poverty Svcs - Sys of Care for Homeless & Low-Income - HUD ONLY | DCHS     | 299,000    | 0                  | 299,000      | Funds part of the program offer for HUD providers only                                          |
| 5-0           | 17 | Commissioner Cogen           | 40024C              | School Based Health Centers-High Schools Summer Clinics              | HD       | 275,175    | 142,028            | 417,203      | Funds the program offer                                                                         |
| 4-1           | 18 | Commissioner Naito           | TBD                 | 3 Deputy District Attorneys                                          | DA       | 395,224    | 0                  | 395,224      | Restores 3.00 DDA's                                                                             |
|               |    |                              | TBD                 | 1 Administrative Asst. Sr.                                           | DA       | 56,693     | 0                  | 56,693       | Adds 1.00 FTE for Warrant Task Force                                                            |
|               |    | Commissioner Naito           | 15009               | 1 Deputy District Attorney                                           | DA       | 0          | 115,654            | 115,654      | Unit B DDA 2 funded by JAG Grant                                                                |
|               |    |                              | 15009               | Jag Grant Revenue                                                    | DA       | 0          | (115,654)          | (115,654)    | Increase Revenue expected from JAG Grant                                                        |
| WITHDRAWN     | 19 | Chair Wheeler                | TBD                 | 2 Deputy District Attorneys                                          | DA       | 255,340    | 0                  | 255,340      | Restores 2.00 DDA's                                                                             |
|               |    | Chair Wheeler                | 15009               | 1 Deputy District Attorney                                           | DA       | 0          | 115,654            | 115,654      | Unit B DDA 2 funded by JAG Grant                                                                |
|               |    |                              | 15009               | Jag Grant Revenue                                                    | DA       | 0          | (115,654)          | (115,654)    | Increase Revenue expected from JAG Grant                                                        |
| 4-1           | 20 | Commissioner Roberts         | 60045B              | Special Investigations Unit                                          | MCSO     | 264,171    | 0                  | 264,171      | Funds 2.00 FTE in the program offer                                                             |
| 4-1           | 21 | Commissioner Naito           | NEW                 | 1 DDA for Warrant Task Force                                         | DA       | 116,000    | 42,840             | 116,000      | Funds 1.00 FTE for the Warrant Task Force                                                       |
| 4-1           | 22 | Commissioner Naito           | 60047 A/B           | Sheriff's Office - Warrant Task Force                                | MCSO     | 254,149    | 0                  | 254,149      | Funds 2.00 Sheriff's Office Deputies for the Warrant Task Force                                 |
| 3-2           | 23 | Commissioner Naito           | 25136B              | Homeless Youth System - Reception Center                             | DCHS     | 67,500     | 0                  | 67,500       | Funds the program                                                                               |
| 5-0           | 24 | Commissioner Roberts         | 60031B              | Gang Task Force                                                      | MCSO     | 93,302     | 0                  | 93,302       | Funds the program offer                                                                         |
| 5-0           | 25 | Commissioner Naito           | 25091               | Addiction Services Sobering (plus Beer & Wine Tax)                   | DCHS     | 660,578    | 405,270            | 1,065,848    | Funds the program offer                                                                         |
| AMENDED 5-0   | 26 | Commissioner Naito           | 60021               | MCDC                                                                 | MCSO/HD  | 2,000,000  | 0                  | 2,000,000    | Restores 57 Jail Beds including corrections health                                              |
| 5-0           | 27 | Chair Wheeler                | <b>River Patrol</b> |                                                                      |          |            |                    |              |                                                                                                 |
|               |    |                              | TBD                 | Increase USM Revenue                                                 | MCSO     | (100,000)  | 0                  | (100,000)    | Increase USM revenue based on new contract                                                      |
|               |    |                              | TBD                 | Increase 911 Tax                                                     | MCSO     | (40,000)   | 0                  | (40,000)     | Increase 911 Tax                                                                                |
|               |    |                              | TBD                 | Move Program Administrator to Inmate Welfare                         | MCSO     | (160,000)  | 160,000            | 0            | Move 1.00 FTE into the Inmate Welfare Fund                                                      |
|               |    |                              | 60042 B/C           | Restore River Patrol (MCSO commitment)                               | MCSO     | 300,000    | 0                  | 300,000      | Restore Sheriff's office commitment to River Patrol                                             |
|               |    |                              | 60043 B/C           | Restore River Patrol (BCC Commitment)                                | MCSO     | 450,000    | 0                  | 450,000      | Restore BCC Commitment to River Patrol                                                          |
| 5-0           | 28 | Chair Wheeler                | 25147A              | Touchstone                                                           | DCHS     | 800,000    | 350,000            | 1,150,000    | Purchases part of the program and assumes additional revenue from outside partners of \$350,000 |
|               | 29 | Commissioner Rojo de Steffey | 40040               | Business & Quality Accounting & Financial Services                   | HD       | (2,700)    | 0                  | (2,700)      | Adds \$2,700 of BWC & appropriation from FY 2007 LGBT Conference                                |
| WITHDRAWN     |    |                              | 40040               | Business & Quality Accounting & Financial Services                   |          | 2,700      | 0                  | 2,700        | Adds the expenditure for the LGBT Conference                                                    |

**Reductions/Revenue Amendments**

| Board Adopted | #  | Commissioner       | Program # | Program Title                            | Dept (s) | CGF Change  | Other Funds Change | Total Change | Amendment Description                                    |
|---------------|----|--------------------|-----------|------------------------------------------|----------|-------------|--------------------|--------------|----------------------------------------------------------|
| 5.0           | 30 | Commissioner Naito | 60020A    | Field Based Work Release & Supervision   | MCSO     | (663,216)   | 0                  | (663,216)    | Unfunds the offer                                        |
| 4.1           | 31 | Commissioner Naito | 10030     | Innovation Fund                          | NOND     | (2,000,000) |                    | (2,000,000)  | Unfunds the offer                                        |
| with plan     | 32 | Commissioner Naito | 25091     | Add Beer and Wine Tax Revenue (Sobering) | DCHS     | (383,124)   | 383,124            | 0            | Increases the Beer and Wine tax and offsets General Fund |

**Reductions/Revenue Amendments**

| Board Adopted | #  | Commissioner       | Program # | Program Title                               | Dept (s) | CGF Change | Other Funds Change | Total Change | Amendment Description |
|---------------|----|--------------------|-----------|---------------------------------------------|----------|------------|--------------------|--------------|-----------------------|
| 5-0           | 33 | Chair Wheeler      |           | Citizen Involvement                         |          | 50,000     | 0                  | 50,000       |                       |
| 5-0           | 34 | Chair Wheeler      |           | Emergency Management                        |          | 250,000    | 0                  | 250,000      |                       |
| with plan     | 35 | Commissioner Cogen |           | Jail Beds/Corrections Health (57 beds)      |          | 2,000,000  | 0                  | 2,000,000    |                       |
| with plan     | 36 | Commissioner Naito |           | MCSO Field Based Work Release & Supervision |          | 663,216    | 0                  | 663,216      |                       |
| 4-1           | 37 | Commissioner Naito |           | Court Appearance Notification System        |          | 240,000    | 0                  | 240,000      |                       |
| with plan     | 38 | Commissioner Naito |           | Warrant Strike Force                        |          | 426,842    | 0                  | 426,842      |                       |

| Board Adpt'd | #  | Proposed By | Program                                                  | PO #   | Exec Budget | Proposed    | Change in CGF Available to Spend |
|--------------|----|-------------|----------------------------------------------------------|--------|-------------|-------------|----------------------------------|
|              | 24 | Roberts     | Gang Task Force - 1 FTE                                  | 60031B |             | \$93,302    | \$0                              |
|              | 25 | Naito       | Addiction Services Sobering (plus Beer & Wine Tax)       | 25091  |             | \$660,578   | \$0                              |
|              | 26 | Naito       | Restore Jail Capacity (57 Beds)                          | 60021  |             | \$2,000,000 | \$0                              |
|              | 27 | Wheeler     | River Patrol Restoration ( plus \$300,000 MCSO revenue ) | 60043  |             | \$450,000   | \$0                              |
|              | 28 | Wheeler     | Touchstone (plus \$350,000 from schools)                 | 25147A |             | \$800,000   | \$0                              |
|              | 29 | Rojo        | Adds \$2,700 Revenue and Expenditure for LGBT Conference | 40040  |             | \$0         | \$0                              |
|              |    |             |                                                          |        |             |             | <b>\$0</b>                       |

**Reductions/Revenue Amendments**

| Board Adpt'd | #  | Proposed By | Program                                | PO #   | Exec Budget | Proposed  | Change in CGF Available to Spend |
|--------------|----|-------------|----------------------------------------|--------|-------------|-----------|----------------------------------|
|              | 30 | Naito       | MCSO Furlough Supervision              | 60020A | 663216      | \$0       | \$0                              |
|              | 31 | Naito       | Eliminate Innovation Fund              | 10030  | 2000000     | \$0       | \$0                              |
|              | 32 | Naito       | Add Beer & Wine Tax Revenue (Sobering) | 25091  | 0           | \$383,124 | \$0                              |
|              |    |             |                                        |        |             |           | <b>\$0</b>                       |

**Amounts Earmarked in Contingency**

#6  
#3  
#12  
#11  
#10

| Board Adpt'd | #  | Proposed By | Program                                                       | PO # | Exec Budget | Proposed    | Change in CGF Available to Spend |
|--------------|----|-------------|---------------------------------------------------------------|------|-------------|-------------|----------------------------------|
| S-0          | 33 | Wheeler     | Citizen Involvement Committee                                 |      |             | \$50,000    | \$0                              |
| S-0          | 34 | Wheeler     | Emergency Management                                          |      |             | \$250,000   | \$0                              |
|              | 35 | Cogen       | Jail Beds & Corrections Health (57 Beds)                      |      |             | \$2,000,000 | \$0                              |
| S-0          | 36 | Naito       | MCSO Furlough Supervision                                     |      |             | \$663,216   | \$0                              |
| S-0          | 37 | Naito       | Court Appearance Notification System                          |      |             | \$240,000   | \$0                              |
| S-0          | 38 | Naito       | Warrant Strike Force (1 DA & 2 Deputy Sheriffs & 1 Admin FTE) |      |             | \$426,842   | \$0                              |
|              |    |             |                                                               |      |             |             | <b>\$0</b>                       |

**Contingency Plus BIT/Legislative Reserve Accounting**

|                                                         |                     |
|---------------------------------------------------------|---------------------|
| Contingency Plus BIT/Legislative Reserve                | \$9,250,000         |
| <b>Plus/Minus</b>                                       |                     |
| "Regular" General Fund Contingency                      | (\$1,250,000)       |
| Consensus Amendments                                    | \$2,357,474         |
| Add Amendments                                          | \$0                 |
| Reductions/Revenue Amendments                           | \$0                 |
| Amounts Earmarked in Contingency                        | \$0                 |
| <b>Un-Earmarked Contingency/BIT/Legislative Reserve</b> | <b>\$10,357,474</b> |

**Attachment A  
Department Amendments**

★ AMENDED  
★ 2 REMOVED

| Program #      | Program Title                                                  | Dept(s) | CGF Change | Other Funds Change | Total Change | Amendment Description                                                                                                                                                                                                                                        | Amendment #   |
|----------------|----------------------------------------------------------------|---------|------------|--------------------|--------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------|
| Various        | Various                                                        |         | 0          | 0                  | 0            | Updates the job class of 18 positions that the Board has approved for reclassification in FY 2007 but are not shown with the updated job class in the Approved budget.                                                                                       | 08_OVER_SA_01 |
| Various        | Various                                                        | DCM     | TBD        | TBD                | TBD          | Internal Service Cleanup - Placeholder to adjust various internal service programs based on programs that are funded. Funds impacted include those for Facilities, IT, FREDS, Debt, Capital Acquisition and the Risk Fund. The balancing of other internal s | 08_DCM_TA_01  |
| Various        | Various                                                        | DCM     | 0          | 581,346            | 581,346      | Carryover adjustments - Capital Acquisition Fund (IT) reduction of (\$296,683) , Fleet Fund addition \$879,029 due to better information about the status of these funds.                                                                                    | 08_DCM_RA_01  |
| 91017          | Transportation Capital                                         | DCS     | 0          | 0                  | 0            | Bridge Fund - Shifts \$1,977,461 from unappropriated balance to capital due to bridge project revision.                                                                                                                                                      | 08_DCS_PA_01  |
| 40024B, 40044* | SBHC-Middle Schools, Community Emergency Preparedness          | HD      | 0          | 0                  | 0            | Implements admin & support cut from not purchasing SBHC-Middle Schools and Community Emergency Preparedness program offers. No net change to approved budget; merely programs the cut already taken                                                          | 08_HD_TA_01   |
| Various        | Various                                                        | HD      | 0          | 0                  | 0            | Adjusts position numbers and corrects FTE rounding errors across HD programs. No net change to approved budget or total FTE.                                                                                                                                 | 08_HD_SA_02   |
| 40024A*        | SBHC-Middle Schools                                            | HD      | 18,284     | 230,146            | 248,430      | Moves grant revenues from POs 40024B&C into 40024A. POs 40024B&C were not purchased in the Approved Budget.                                                                                                                                                  | 08_HD_RA_03   |
| 40005          | Public Health & Regional Health Systems Emergency Preparedness | HD      | 12,976     | 162,028            | 175,004      | Moves grant revenue from PO 40044 into 40005. PO 40044 was not purchased in the approved budget.                                                                                                                                                             | 08_HD_RA_04   |
| 50040          | Adult Londer Learning Center                                   | DCJ     | 0          | 25,000             | 25,000       | Grant revenue from Portland Community College (PCC).                                                                                                                                                                                                         | 08_DCJ_RA_01  |
| 50029          | Adult Transition & Re-Entry Services                           | DCJ     | 4,242      | 57,000             | 61,242       | Prisoner Pre-Release Re-Entry Initiative Grant (\$30,000) and the Home for Good in Oregon Grant (HGO) will fund a full-time limited duration Community and Faith Based Coordinator position for 7.5 months                                                   | 08_DCJ_RA_02  |
| 50038A         | Adult High Risk Drug Unit                                      | DCJ     | 0          | 67,670             | 67,670       | UCLA Step'n Out Grant. Grant extending thru 12/31/07. \$37,370 will fund PPO position; \$30,300 will fund professional services contract with DePaul.                                                                                                        | 08_DCJ_RA_03  |

**Department Amendments**

| <b>Program #</b> | <b>Program Title</b>               | <b>Dept(s)</b> | <b>CGF Change</b> | <b>Other Funds Change</b> | <b>Total Change</b> | <b>Amendment Description</b>                                                                                                                                                                                                                                    | <b>Amendment #</b> |
|------------------|------------------------------------|----------------|-------------------|---------------------------|---------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------|
| 10020            | Tax and Revenue Anticipation Notes | NON            | 0                 | 0                         | 0                   | The program offer assumed the County would issue a TRAN for \$20 million. The actual TRAN issue will be \$30 million. This amendment increases debt service expense (\$400,000) and adds a like amount of interest earnings. There is no net change to the Gene |                    |
| 80022/80023      | New Library Branches               | LIB            | -                 | -                         | 0                   | Corrects coding for the source of funds used to support the two new branch library program offers. Revenue was coded as Property Taxes but should be more correctly described as Beginning Working Capital (BWC).                                               |                    |

*\*These amendments are not needed if the Board purchases the SBHC-Middle Schools as an amendment.*

# Attachment C - FY 2008 Budget Notes

June 7, 2007

- #1 County/City of Portland Discussion *Approved*  
*SO*
- During FY 2008, the County Chair and Mayor of the City of Portland will continue to reexamine the current roles and responsibilities of the County and the City of Portland, and potentially other cities within Multnomah County. The outcome of these conversations may have a significant impact on the FY 2009 budget and the level of resources and services provided by each jurisdiction.
- #2 SUN System of Services and Touchstone *SO* *App*  
*SO* *Amend*  
*collect*
- SUN Schools are an important piece of the youth and school-related programs funded by Multnomah County, but are only one part of a sweeping set of County programs designed to support children and their families. Included in this array of programs are the County Library system; public health immunization programs; school health centers; services to homeless youth and youth involved in gangs; services for children and the arts, and much more. The tremendous fiscal pressure which our jurisdiction is facing now and in the foreseeable future requires us think strategically about where our limited funds can serve Multnomah County citizens most effectively.
- The Touchstone component of the SUN System faces a dramatic cut in the FY 2008 budget. In addition, certain SUN sites will lose grant funding for their core operation. The Board directs the SUN Operations Team to lead an effort in partnership with SUN stakeholders, including the Department of Human Services, the City of Portland, and local schools, to address these significant changes to the SUN System of Services and recommend a coordinated strategy to provide the highest priority services within the reduced budget.
- \$800,000 for a reduced Touchstone program is appropriated in the Department of County Human Service, the use of which is contingent upon receiving firm commitments from County school districts **by July 1, 2007** for at least \$350,000 in district funding for the program.
- #3 Emergency Management *SO* *App*
- The Board of Commissioners directs the Emergency Management Director to craft a plan to address the County's need for a comprehensive emergency management system. The Emergency Management Director shall bring the plan to the Board for approval and may, at that time, request up to \$250,000 in Contingency funds to develop an emergency operations center to conduct appropriate drills leading up to and following up on the TOPOFF drill set in October, 2007.
- #4 Evidence-Based Sentencing Practices *SO*
- The Board encourages the District Attorney to train all members of his staff in the practice of using evidence based sentencing practices. The availability of the DSS-Justice system makes this opportunity uniquely possible in Multnomah County.

# Attachment C - FY 2008 Budget Notes

June 7, 2007

#5 State Budget

S-O  
APP

Following the adoption of the state budget, the County Board will meet to consider the differences between the state adopted budget and the assumptions built into the County budget. To reconcile the differences, the Board will consider options of reducing the current County budget in the areas of the state reductions and/or bridging the state reductions with one time only county general fund. In making that determination, the Board will consider the likelihood of increased state of county funding in the near future to support these services, the impact on the community of making service reductions now, and the long term financial picture of the County.

#6 Citizen Involvement Committee

S-O  
APP

During the FY 2008 budgeting process, the Accountability Outcome Team received several offers that directly addressed citizen involvement, but did not see a satisfactory level of coordination at the County-wide level. They recommended to the Board that all citizen involvement efforts be researched to determine best practices for accomplishing this critical contribution to the Accountability priority.

A Task Force led by the Citizen Involvement Committee and the Chair's Office will develop a plan to improve the County's citizen involvement processes. Key stakeholders in the County and community such as the Commission on Children, Families, and the Community will serve as resources to an implementation team to ensure integration of citizen involvement activities across the County. The Task Force will consider the recommendations from the December, 2006, report of the Citizen Involvement Task Force. Following completion of the plan, the Task Force may approach the Board with a funding request of up to \$50,000 to help implement the recommendations.

#7 US Marshal Contract

S-O

The Sheriff's office is in the process of renegotiating the current contract with the US Marshal Service. Included in the contract is a comprehensive costing study of the allowable costs under the Marshal's regulations and incentives to limit the use of County beds to a maximum of 130. The Board may need to reassess some of the revenue assumptions based on these contract negotiations.

#8 Beer and Wine Tax

with Blm

The Sobering Program, formerly managed by the Department of County Human Services, will be run by the City of Portland in FY 2008. \$380,000 of revenues from the Oregon Beer and Wine Tax were used for this program, and now are available for another similar program.

#9 School Services Prioritization

S-O

The Department of County Human Services currently provides a wide range of services in schools and for school-aged children. The Department is instructed to review all of these services and create a list of prioritization for their programs, including any potential combinations or collaborations.

# Attachment C - FY 2008 Budget Notes

June 7, 2007

## #10 Warrant Resolution and Enforcement

SO  
AS AMENDED

There are nearly 30,000 outstanding warrants in Multnomah County including 20,616 misdemeanor and citation warrants, and 9,214 felony warrants. Multnomah County needs to implement an action plan to restore integrity to the criminal justice system by addressing the problem of outstanding warrants by adding capacity to the Sheriff's Office so we can enforce warrants issued by our courts; and by adding capacity to the District Attorney's office to create policies that address which warrants should be pursued and which warrants to dismiss.

### *Warrant Strike Force*

In order for the Sheriff's office to have the capacity to enforce warrants the Board should add two deputy sheriff positions at a cost of \$254,149. These deputies would be responsible for serving outstanding warrants. Should the Board not purchase the deputies in the adopted budget, the \$254,159 should be earmarked as a potential contingency item.

### *Warrant Prosecutor*

In order for the District Attorney to sort through our large outstanding warrant backlog and create policies to aid the courts in dismissing or serving warrants, the Board should add one deputy district attorney position at a cost of \$116,000. Should the Board not purchase the deputy district attorney in the adopted budget, the \$115,020 should be earmarked as a potential contingency item.

### *DA Administrative Support*

In order for the District Attorney's office to effectively and efficiently solve our warrant problem they need some administrative support. The Board should add one Office Assistant Senior position at a cost of \$56,693. Should the Board not purchase this administrative position in the adopted budget, the \$56,693 should be earmarked as a potential contingency item.

The issues of failure to appear and jail bed capacity which are also part of Multnomah County's warrant problem are addressed in other budget notes.

#11 Court Appearance Notification System (CANS) #50  
The Court Appearance Notification System (CANS) reduces the failure to appear (FTA) rate in Multnomah County. CANS operates by placing automated telephone calls to defendants prior to their court hearing to remind them of where and when to appear.

In the first four months of FY 07, CANS helped prevent over 550 instances of FTA and 380 FTA warrants, resulting in over \$600,000 of

# Attachment C - FY 2008 Budget Notes

June 7, 2007

cost avoidance to Multnomah County's criminal justice system. FTA rates for hearings receiving CANS reminder calls are approximately 16%, a 45% reduction versus FTA rates for hearings not receiving reminder calls. This year, CANS is projected to avoid a minimum of \$1.9 million in costs associated with FTA for Multnomah County's criminal justice system.

The existing CANS project was funded for FY 2008, but an additional \$240,000 has been earmarked in Contingency to expand the CANS Project and to shift responsibility of the project from the Local Public Safety Coordinating Council (LPSCC) to the County's Department of Community Justice.

#12  
Furlough  
Supervision  
Program 5-0  
AS AMENDED

The Executive Budget contained the MCSO Field Based Work Release and Supervision Program (PO# 60020A) at a cost of \$663,216. This program was designed to assess offenders sentenced and sanctioned to jail for their individual behavior, risk, programming needs and recommendations from the court to determine if their jail sentence can be completed in a less secure supervision option than jail. The program provides direct supervision to this population outside of the jail while supporting community safety through the use of supervision tools such as house arrest, electronic monitoring, job placement, treatment, and/or weekends in jail.

There is concern on the Board that there is not enough information regarding the implementation of the program at this time. It is the Board's understanding that there are three potential models for program implementation including:

- A jail release program under the control of the Sheriff's Office;
- A direct sentence option for judges; or
- A hybrid model that would include both options 1 and 2.

\$663,216 will be earmarked in contingency for possible funding of the Field Based Work Release and Supervision Program. The Board requests that the Sheriff's Office return with a detailed plan for all three models. The plan should include the following: 1. How the program will work and associated costs; 2. What level and how many offenders it will serve; and 3. The availability of existing jail capacity within the system for other offenders. In addition, the plan should include a discussion of the implications of the Sheriff's Office running a supervision program when we may have similar or duplicative programs available in the Department of Community Justice.

# Attachment C - FY 2008 Budget Notes

June 7, 2007

## #3 Jail Capacity Reporting

5-0

The integrity of our public safety system is one of the highest priorities of the Board of County Commissioners. The Board's adopted budget lays out a policy for the purchase of jail bed capacity. In order to develop informed policy and make knowledgeable budgetary decisions, the Board needs to be aware of the jail bed situation in Multnomah County. The Board requests that the following data (where appropriate) be incorporated into existing reports (for example the Monthly Public Safety Brief or MultStat). The following data should be included:

- The number of filled jail beds in Multnomah County
- The number of matrix releases
- The number of beds filled under the contract with the Federal Marshal's Office
- The number of inmates on furlough or work-release (if applicable)
- The number of inmates eligible for treatment
- The number of local offenders
- The number of parole violations

BEFORE THE BOARD OF COUNTY COMMISSIONERS  
FOR MULTNOMAH COUNTY, OREGON

**RESOLUTION NO. 07-117**

Adopting the 2008 Budget for Multnomah County and Making Appropriations Thereunder,  
Pursuant to ORS 294.435

**The Multnomah County Board of County Commissioners Finds:**

- a. The Multnomah County budget, as prepared by the duly appointed Budget Officer has been considered and approved by the Board.
- b. A public hearing on this budget was held before the Multnomah County Tax Supervising and Conservation Commission on the 7th day of June 2007.
- c. The budget is on file in the Office of the Chair of Multnomah County.
- d. The Board has made certain amendments to the above-described budget and those amendments are attached to this resolution as Attachment A.
- e. The appropriations authorized are attached to this resolution as Attachment B.
- f. The Tax Supervising and Conservation Commission has certified the budget with one objection. The response to that objection is attached to this resolution as Attachment D.
- g. Board notes of actions to be taken during the next year are attached to this resolution as Attachment C.

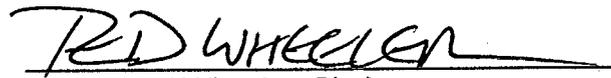
**The Multnomah County Board of County Commissioners Resolves:**

1. The budget, including Attachments A, B, C and D, is adopted as the budget of Multnomah County, Oregon.
2. The appropriations shown in Attachment B are authorized for the fiscal year July 1, 2007 to June 30, 2008.

ADOPTED this 7th day of June, 2007.



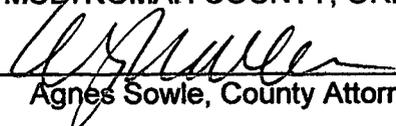
BOARD OF COUNTY COMMISSIONERS  
FOR MULTNOMAH COUNTY, OREGON

  
Ted Wheeler, Chair

REVIEWED:

AGNES SOWLE, COUNTY ATTORNEY  
FOR MULTNOMAH COUNTY, OREGON

By

  
Agnes Sowle, County Attorney

Submitted by:  
Carol M. Ford, Director, Department of County Management

**Attachment A  
Board Amendments**

Adopted  
Withdrawn Last Updated:6-07-07

| Board Adopted | # | Commissioner | Program # | Program Title | Dept (s) | CGF Change | Other Funds Change | Total Change | Amendment Description |
|---------------|---|--------------|-----------|---------------|----------|------------|--------------------|--------------|-----------------------|
|---------------|---|--------------|-----------|---------------|----------|------------|--------------------|--------------|-----------------------|

**Consensus Reductions or Revenues**

|     |   |               |        |                                 |      |             |           |             |                                                     |
|-----|---|---------------|--------|---------------------------------|------|-------------|-----------|-------------|-----------------------------------------------------|
| 5-0 | 1 | Chair Wheeler | 10030  | Innovation Fund                 | NOND | (1,000,000) | 0         | (1,000,000) | Reduce the Innovations Fund                         |
| 5-0 | 2 | Chair Wheeler | 60038B | Wapato Asset Preservation       | MCSO | (341,753)   | 0         | (341,753)   | Unfund Wapato Asset Preservation                    |
| 5-0 | 3 | Chair Wheeler | 50055  | Wapato A&D Treatment Beds       | DCJ  | (2,500,000) | 0         | (2,500,000) | Unfund Wapato A&D Beds                              |
| 5-0 | 4 | Chair Wheeler | 50047C | 18 A&D Community Treatment Beds | DCJ  | (494,890)   | 0         | (494,890)   | Reduces the program from 30 A&D beds to 18 A&D Beds |
| 5-0 | 5 | Chair Wheeler | 91002  | Pet Licensing Fee Revenue       | CS   | (170,000)   | (170,000) | (340,000)   | Increases the Pet Licensing Revenue                 |

**Consensus Reductions or Revenues**

|     |    |                              |             |                                                      |      |         |         |           |                                                                                                                                                                                                                                                                                                                                                                                          |
|-----|----|------------------------------|-------------|------------------------------------------------------|------|---------|---------|-----------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 5-0 | 6  | Commissioner Cogen           | 40024B      | School Based Mental Health Middle/Elementary Schools | HD   | 826,081 | 713,175 | 1,539,256 | Funds the program offer                                                                                                                                                                                                                                                                                                                                                                  |
| 5-0 | 7  | Commissioner Naito           | 25076B      | School Based Mental Health                           | DCHS | 361,663 | 141,279 | 502,942   | Funds the program                                                                                                                                                                                                                                                                                                                                                                        |
| 5-0 | 8  | Commissioner Roberts         | 60048B      | Countywide Services - Child Abuse Task Force         | MCSO | 126,171 | 0       | 126,171   | Funds 1.00 FTE in the program offer                                                                                                                                                                                                                                                                                                                                                      |
| 5-0 | 9  | Commissioner Rojo de Steffey | 10037       | RACC - Arts Education Services "Big Thought"         | NOND | 38,000  | 0       | 38,000    | Funds part of the program offer                                                                                                                                                                                                                                                                                                                                                          |
| 5-0 | 10 | Commissioner Rojo de Steffey | 25079       | African American Mental Health                       | DCHS | 200,000 | 0       | 200,000   | Funds the offer and assumes matching revenue from the State                                                                                                                                                                                                                                                                                                                              |
| 5-0 | 11 | Commissioner Cogen           | 40023B      | East County Teen Health Clinic                       | HD   | 185,674 | 170,586 | 356,260   | Funds the program offer                                                                                                                                                                                                                                                                                                                                                                  |
| 5-0 | 12 | Chair Wheeler                | 91001-91003 | Dead Animal Pick-Up on Public Roads                  | CS   | 170,000 | 170,000 | 340,000   | Increases associated expenditures for animal services                                                                                                                                                                                                                                                                                                                                    |
| 5-0 | 13 | Chair Wheeler                | 10039       | Public Safety Plan                                   | NOND | 133,000 | 0       | 133,000   | This is a new program offer that will fund the Public Safety Plan. The County Public Safety Plan will describe: 1. public safety services currently offered in the County 2. how services should be offered 3. how the system can maximize capacity and promote fairness and effectiveness by working more seamlessly 4. whether the current services conform to national best practices |
| 5-0 | 14 | Chair Wheeler                | 60058       | Post Factor Study                                    | MCSO | 108,580 | 0       | 108,580   | The Districts Attorney's Independent Review of Correctional Facilities Operated by the Multnomah County Sheriff's Office has recommended that a Post Factor Study be conducted to determine appropriate staffing levels in the Corrections Division. The Board has supported the study. The Post Factor Study will begin June 11, 2007 and will be completed in FY 2008.                 |

**Add Amendments**

| Board Adopted | #  | Commissioner                 | Program #           | Program Title                                                        | Dept (s) | CGF Change | Other Funds Change | Total Change | Amendment Description                                                                           |
|---------------|----|------------------------------|---------------------|----------------------------------------------------------------------|----------|------------|--------------------|--------------|-------------------------------------------------------------------------------------------------|
| 4-1           | 15 | Commissioner Rojo de Steffey | 25150B              | Anti Poverty Svcs - Sys of Care for Homeless & Low-Income            | DCHS     | 478,748    | 0                  | 478,748      | Funds part of the program offer                                                                 |
| W             | 16 | Chair Wheeler                | 25150B              | Anti Poverty Svcs - Sys of Care for Homeless & Low-Income - HUD ONLY | DCHS     | 299,000    | 0                  | 299,000      | Funds part of the program offer for HUD providers only                                          |
| 5-0           | 17 | Commissioner Cogen           | 40024C              | School Based Health Centers-High Schools Summer Clinics              | HD       | 275,175    | 142,028            | 417,203      | Funds the program offer                                                                         |
| 4-1           | 18 | Commissioner Naito           | TBD                 | 3 Deputy District Attorneys                                          | DA       | 395,224    | 0                  | 395,224      | Restores 3.00 DDA's                                                                             |
|               |    | Commissioner Naito           | TBD                 | 1 Administrative Asst. Sr.                                           | DA       | 56,693     | 0                  | 56,693       | Adds 1.00 FTE for Warrant Task Force                                                            |
|               |    | Commissioner Naito           | 15009               | 1 Deputy District Attorney                                           | DA       | 0          | 115,654            | 115,654      | Unit B DDA 2 funded by JAG Grant                                                                |
|               |    | Commissioner Naito           | 15009               | Jag Grant Revenue                                                    | DA       | 0          | (115,654)          | (115,654)    | Increase Revenue expected from JAG Grant                                                        |
| W             | 19 | Chair Wheeler                | TBD                 | 2 Deputy District Attorneys                                          | DA       | 255,340    | 0                  | 255,340      | Restores 2.00 DDA's                                                                             |
|               |    | Chair Wheeler                | 15009               | 1 Deputy District Attorney                                           | DA       | 0          | 115,654            | 115,654      | Unit B DDA 2 funded by JAG Grant                                                                |
|               |    | Chair Wheeler                | 15009               | Jag Grant Revenue                                                    | DA       | 0          | (115,654)          | (115,654)    | Increase Revenue expected from JAG Grant                                                        |
| 4-1           | 20 | Commissioner Roberts         | 60045B              | Special Investigations Unit                                          | MCSO     | 264,171    | 0                  | 264,171      | Funds 2.00 FTE in the program offer                                                             |
| 3-2           | 21 | Commissioner Naito           | NEW                 | 0.50 DDA for Warrant Task Force                                      | DA       | 58,000     | 0                  | 58,000       | Funds 0.50 FTE for the Warrant Task Force                                                       |
| W             | 22 | Commissioner Naito           | 60047 A/B           | Sheriff's Office - Warrant Task Force                                | MCSO     | 254,149    | 0                  | 254,149      | Funds 2.00 Sheriff's Office Deputies for the Warrant Task Force (moved to contingency)          |
| 3-2           | 23 | Commissioner Naito           | 25136B              | Homeless Youth System - Reception Center                             | DCHS     | 67,500     | 0                  | 67,500       | Funds the program                                                                               |
| 5-0           | 24 | Commissioner Roberts         | 60031B              | Gang Task Force                                                      | MCSO     | 93,302     | 0                  | 93,302       | Funds the program offer                                                                         |
| 5-0           | 25 | Commissioner Naito           | 25091               | Addiction Services Sobering (plus Beer & Wine Tax)                   | DCHS     | 660,578    | 405,270            | 1,065,848    | Funds the program offer                                                                         |
| 5-0           | 26 | Commissioner Naito           | 60021               | MCDC                                                                 | MCSO/HD  | 500,000    | 0                  | 500,000      | Restores 57 Jail Beds including corrections health for 3 Months                                 |
| 4-1           | 27 | Chair Wheeler                | <b>River Patrol</b> |                                                                      |          |            |                    |              |                                                                                                 |
|               |    | Chair Wheeler                | TBD                 | Increase USM Revenue                                                 | MCSO     | (100,000)  | 0                  | (100,000)    | Increase USM revenue based on new contract                                                      |
|               |    | Chair Wheeler                | TBD                 | Increase 911 Tax                                                     | MCSO     | (40,000)   | 0                  | (40,000)     | Increase 911 Tax                                                                                |
|               |    | Chair Wheeler                | TBD                 | Move Program Administrator to Inmate Welfare                         | MCSO     | (160,000)  | 160,000            | 0            | Move 1.00 FTE into the Inmate Welfare Fund                                                      |
|               |    | Chair Wheeler                | 60042 B/C           | Restore River Patrol (MCSO commitment)                               | MCSO     | 300,000    | 0                  | 300,000      | Restore Sheriff's office commitment to River Patrol                                             |
|               |    | Chair Wheeler                | 60043 B/C           | Restore River Patrol (BCC Commitment)                                | MCSO     | 450,000    | 0                  | 450,000      | Restore BCC Commitment to River Patrol                                                          |
| 5-0           | 28 | Chair Wheeler                | 25147A              | Touchstone                                                           | DCHS     | 800,000    | 350,000            | 1,150,000    | Purchases part of the program and assumes additional revenue from outside partners of \$350,000 |
| 5-0           | 29 | Commissioner Rojo de Steffey | 40040               | Business & Quality Accounting & Financial Services                   | HD       | (2,700)    | 0                  | (2,700)      | Adds \$2,700 of BWC & appropriation from FY 2007 LGBT Conference                                |
|               |    | Commissioner Rojo de Steffey | 40040               | Business & Quality Accounting & Financial Services                   |          | 2,700      | 0                  | 2,700        | Adds the expenditure for the LGBT Conference                                                    |

**Reductions/Revenue Amendments**

| Board Adopted | #  | Commissioner       | Program # | Program Title                            | Dept (s) | CGF Change  | Other Funds Change | Total Change | Amendment Description                                    |
|---------------|----|--------------------|-----------|------------------------------------------|----------|-------------|--------------------|--------------|----------------------------------------------------------|
| 5-0           | 30 | Commissioner Naito | 60020A    | Field Based Work Release & Supervision   | MCSO     | (663,216)   | 0                  | (663,216)    | Unfunds the offer                                        |
|               | 31 | Commissioner Naito | 10030     | Innovation Fund                          | NOND     | (2,000,000) |                    | (2,000,000)  | Unfunds the offer - see contingency area below.          |
| W             | 32 | Commissioner Naito | 25091     | Add Beer and Wine Tax Revenue (Sobering) | DCHS     | (383,124)   | 383,124            | 0            | Increases the Beer and Wine tax and offsets General Fund |

**Earmarked for Contingency**

| Board Adopted | #   | Commissioner       | Program # | Program Title                               | Dept (s) | CGF Change  | Other Funds Change | Total Change | Amendment Description                                           |
|---------------|-----|--------------------|-----------|---------------------------------------------|----------|-------------|--------------------|--------------|-----------------------------------------------------------------|
| 5-0           | 33  | Chair Wheeler      |           | Citizen Involvement                         |          | 50,000      | 0                  | 50,000       |                                                                 |
| 5-0           | 34  | Chair Wheeler      |           | Emergency Management                        |          | 250,000     | 0                  | 250,000      |                                                                 |
| W             | 35  | Commissioner Cogen |           | Jail Beds/Corrections Health (57 beds)      |          | 2,000,000   | 0                  | 2,000,000    |                                                                 |
| 5-0           | 36  | Commissioner Naito |           | MCSO Field Based Work Release & Supervision |          | 663,216     | 0                  | 663,216      |                                                                 |
| 4-1           | 37  | Commissioner Naito |           | Court Appearance Notification System        |          | 240,000     | 0                  | 240,000      |                                                                 |
| W             | 38  | Commissioner Naito |           | Warrant Strike Force                        |          | 426,842     | 0                  | 426,842      |                                                                 |
| 5-0           | n/a | Commissioner Naito |           | Jail Beds/Corrections Health (57 beds)      |          | 1,500,000   |                    | 1,500,000    |                                                                 |
| 3-2           | n/a | Commissioner Naito |           | 0.50 DDA for Warrant Task Force             |          | 58,000      |                    | 58,000       |                                                                 |
| 5-0           | n/a | Commissioner Naito | 10030     | Innovation Fund                             | NOND     | (1,000,000) |                    | (1,000,000)  | Unfunds the offer moves \$1m into contingency                   |
| 5-0           | n/a | Commissioner Naito | 60047 A/B | Sheriff's Office - Warrant Task Force       | MCSO     | 254,149     | 0                  | 254,149      | Funds 2.00 Sheriff's Office Deputies for the Warrant Task Force |

Attachment B  
 Appropriations Schedule  
 Multnomah County, Oregon  
 Fiscal Year July 1, 2007 to June 30, 2008

**GENERAL FUND (1000)**

|                             |                         |                    |
|-----------------------------|-------------------------|--------------------|
| Nondepartmental             |                         | 19,377,837         |
| District Attorney           |                         | 19,635,781         |
| Overall County Expenditures |                         | 1,404,000          |
| County Human Services       |                         | 44,823,482         |
| Health                      |                         | 53,361,466         |
| Community Justice           |                         | 51,108,105         |
| Sheriff                     |                         | 96,065,165         |
| County Management           |                         | 31,866,614         |
| Community Services          |                         | 11,113,772         |
| <i>All Agencies</i>         |                         | <b>328,756,222</b> |
| Cash Transfers              | Asset Preservation Fund | 1,500,000          |
|                             | Library Fund            | 15,812,876         |
| <i>Total Cash Transfers</i> |                         | <b>17,312,876</b>  |
| <i>Contingency</i>          |                         | <b>8,361,414</b>   |
| <b>Total Appropriation</b>  |                         | <b>354,430,512</b> |

**STRATEGIC INVESTMENT PROGRAM FUND (1500)**

|                            |              |                |
|----------------------------|--------------|----------------|
| County Human Services      |              | 400,137        |
| Cash Transfers             | General Fund | 350,000        |
| <b>Total Appropriation</b> |              | <b>750,137</b> |

**ROAD FUND (1501)**

|                             |                                |                   |
|-----------------------------|--------------------------------|-------------------|
| Community Services          |                                | 46,708,944        |
| Cash Transfers              | Bicycle Path Construction Fund | 64,000            |
|                             | Willamette River Bridge Fund   | 5,365,351         |
| <i>Total Cash Transfers</i> |                                | <b>5,429,351</b>  |
| <b>Total Appropriation</b>  |                                | <b>52,138,295</b> |

**EMERGENCY COMMUNICATIONS FUND (1502)**

|                            |  |                |
|----------------------------|--|----------------|
| Sheriff                    |  | 240,000        |
| <b>Total Appropriation</b> |  | <b>240,000</b> |

**BICYCLE PATH CONSTRUCTION FUND (1503)**

|                            |  |                |
|----------------------------|--|----------------|
| Community Services         |  | 524,000        |
| <b>Total Appropriation</b> |  | <b>524,000</b> |

**RECREATION FUND (1504)**

|                            |  |                |
|----------------------------|--|----------------|
| County Management          |  | 120,000        |
| <b>Total Appropriation</b> |  | <b>120,000</b> |

Attachment B  
 Appropriations Schedule  
 Multnomah County, Oregon  
 Fiscal Year July 1, 2007 to June 30, 2008

**FEDERAL STATE FUND (1505)**

|                              |                    |
|------------------------------|--------------------|
| <i>Nondepartmental</i>       | 1,515,570          |
| <i>District Attorney</i>     | 5,677,726          |
| <i>County Human Services</i> | 144,680,010        |
| <i>Health</i>                | 77,389,430         |
| <i>Community Justice</i>     | 28,093,800         |
| <i>Sheriff</i>               | 10,184,441         |
| <i>County Management</i>     | 121,321            |
| <i>Community Services</i>    | 408,587            |
| <i>All Agencies</i>          | <b>268,070,885</b> |
| <b>Total Appropriation</b>   | <b>268,070,885</b> |

**COUNTY SCHOOL FUND (1506)**

|                            |               |
|----------------------------|---------------|
| <i>Nondepartmental</i>     | 75,000        |
| <b>Total Appropriation</b> | <b>75,000</b> |

**TAX TITLE FUND (1507)**

|                            |                |
|----------------------------|----------------|
| <i>Community Services</i>  | 720,516        |
| <b>Total Appropriation</b> | <b>720,516</b> |

**ANIMAL CONTROL FUND (1508)**

|                                    |                  |
|------------------------------------|------------------|
| <i>Community Services</i>          | 124,000          |
| <i>Cash Transfers</i> General Fund | 1,217,000        |
| <i>Contingency</i>                 | 218,298          |
| <b>Total Appropriation</b>         | <b>1,559,298</b> |

**WILLAMETTE RIVER BRIDGES FUND (1509)**

|                                    |                   |
|------------------------------------|-------------------|
| <i>Community Services</i>          | 21,752,076        |
| <i>Cash Transfers</i> General Fund | 500,000           |
| <i>Contingency</i>                 | 3,000,000         |
| <b>Total Appropriation</b>         | <b>25,252,076</b> |

**LIBRARY SERIAL LEVY FUND (1510)**

|                            |                   |
|----------------------------|-------------------|
| <i>Library</i>             | 55,112,106        |
| <i>Contingency</i>         | 1,686,247         |
| <b>Total Appropriation</b> | <b>56,798,353</b> |

**SPECIAL EXCISE TAXES FUND (1511)**

|                            |                   |
|----------------------------|-------------------|
| <i>Nondepartmental</i>     | 19,600,000        |
| <b>Total Appropriation</b> | <b>19,600,000</b> |

**LAND CORNER PRESERVATION FUND (1512)**

|                            |                  |
|----------------------------|------------------|
| <i>Community Services</i>  | 1,294,776        |
| <i>Contingency</i>         | 1,582,724        |
| <b>Total Appropriation</b> | <b>2,877,500</b> |

Attachment B  
 Appropriations Schedule  
 Multnomah County, Oregon  
 Fiscal Year July 1, 2007 to June 30, 2008

**INMATE WELFARE FUND (1513)**

|                            |                  |
|----------------------------|------------------|
| <i>Community Justice</i>   | 21,635           |
| <i>Sheriff</i>             | 2,470,421        |
| <i>All Agencies</i>        | <b>2,492,056</b> |
| <b>Total Appropriation</b> | <b>2,492,056</b> |

**JUSTICE SERVICES SPECIAL OPERATIONS (1516)**

|                            |                  |
|----------------------------|------------------|
| <i>District Attorney</i>   | 123,895          |
| <i>Health</i>              | 1,314,140        |
| <i>Community Justice</i>   | 952,110          |
| <i>Sheriff</i>             | 2,880,407        |
| <i>All Agencies</i>        | <b>5,270,552</b> |
| <b>Total Appropriation</b> | <b>5,270,552</b> |

**REVENUE BOND SINKING FUND (2001)**

|                            |                |
|----------------------------|----------------|
| <i>Nondepartmental</i>     | 843,621        |
| <b>Total Appropriation</b> | <b>843,621</b> |

**CAPITAL LEASE RETIREMENT FUND (2002)**

|                            |                   |
|----------------------------|-------------------|
| <i>Nondepartmental</i>     | 13,987,653        |
| <i>Contingency</i>         | 5,217,645         |
| <b>Total Appropriation</b> | <b>19,205,298</b> |

**GENERAL OBLIGATION BOND SINKING FUND (2003)**

|                            |                  |
|----------------------------|------------------|
| <i>Nondepartmental</i>     | 9,227,848        |
| <b>Total Appropriation</b> | <b>9,227,848</b> |

**PERS BOND SINKING FUND (2004)**

|                            |                   |
|----------------------------|-------------------|
| <i>Nondepartmental</i>     | 12,824,765        |
| <b>Total Appropriation</b> | <b>12,824,765</b> |

**JUSTICE BOND PROJECT FUND (2500)**

|                            |                |
|----------------------------|----------------|
| <i>County Management</i>   | 600,000        |
| <i>Contingency</i>         | 85,606         |
| <b>Total Appropriation</b> | <b>685,606</b> |

**FINANCED PROJECTS FUND (2504)**

|                            |                  |
|----------------------------|------------------|
| <i>County Management</i>   | 4,100,000        |
| <b>Total Appropriation</b> | <b>4,100,000</b> |

**CAPITAL IMPROVEMENT FUND (2507)**

|                            |                   |
|----------------------------|-------------------|
| <i>County Management</i>   | 60,370,221        |
| <b>Total Appropriation</b> | <b>60,370,221</b> |

Attachment B  
 Appropriations Schedule  
 Multnomah County, Oregon  
 Fiscal Year July 1, 2007 to June 30, 2008

**CAPITAL ACQUISITION FUND (2508)**

|                                            |                  |
|--------------------------------------------|------------------|
| <i>Nondepartmental</i>                     | 17,400           |
| <i>County Management</i>                   | 900,027          |
| <i>All Agencies</i>                        | <b>917,427</b>   |
| <i>Cash Transfers</i> Data Processing Fund | 1,495,486        |
| <b>Total Appropriation</b>                 | <b>2,412,913</b> |

**ASSET PRESERVATION FUND (2509)**

|                            |                  |
|----------------------------|------------------|
| <i>County Management</i>   | 5,435,110        |
| <b>Total Appropriation</b> | <b>5,435,110</b> |

**BEHAVIORAL HEALTH MANAGED CARE FUND (3002)**

|                              |                   |
|------------------------------|-------------------|
| <i>County Human Services</i> | 35,403,157        |
| <i>Contingency</i>           | 2,658,148         |
| <b>Total Appropriation</b>   | <b>38,061,305</b> |

**RISK MANAGEMENT FUND (3500)**

|                            |                   |
|----------------------------|-------------------|
| <i>Nondepartmental</i>     | 3,085,098         |
| <i>County Management</i>   | 85,349,269        |
| <i>All Agencies</i>        | <b>88,434,367</b> |
| <b>Total Appropriation</b> | <b>88,434,367</b> |

**FLEET FUND (3501)**

|                            |                   |
|----------------------------|-------------------|
| <i>County Management</i>   | 10,798,173        |
| <i>Contingency</i>         | 531,368           |
| <b>Total Appropriation</b> | <b>11,329,541</b> |

**DATA PROCESSING FUND (3503)**

|                                              |                   |
|----------------------------------------------|-------------------|
| <i>County Management</i>                     | 37,862,245        |
| <i>Cash Transfers</i> Building Projects Fund | 200,000           |
| <i>Contingency</i>                           | 3,100,000         |
| <b>Total Appropriation</b>                   | <b>41,162,245</b> |

**MAIL DISTRIBUTION FUND (3504)**

|                            |                  |
|----------------------------|------------------|
| <i>County Management</i>   | 6,720,486        |
| <i>Contingency</i>         | 1,257,453        |
| <b>Total Appropriation</b> | <b>7,977,939</b> |

**FACILITIES MANAGEMENT FUND (3505)**

|                                               |                   |
|-----------------------------------------------|-------------------|
| <i>County Management</i>                      | 33,792,804        |
| <i>Cash Transfers</i> Asset Preservation Fund | 1,675,521         |
| <i>Capital Improvement Fund</i>               | 3,007,794         |
| <i>Total Cash Transfers</i>                   | 4,683,315         |
| <i>Contingency</i>                            | 2,422,864         |
| <b>Total Appropriation</b>                    | <b>40,898,983</b> |

## **Attachment C – Board Budget Notes**

The following budget notes were approved by the Board of County Commissioners when they adopted the FY 2008 budget. These budget notes represent a workplan to guide policy decisions in the coming year.

### **County/ City of Portland Discussion**

During FY 2008, the County Chair and Mayor of the City of Portland will continue to reexamine the current roles and responsibilities of the County and the City of Portland, and potentially other cities within Multnomah County. The outcome of these conversations may have a significant impact on the FY 2009 budget and the level of resources and services provided by each jurisdiction.

### **SUN System of Services and Touchstone**

SUN Schools are an important piece of the youth and school-related programs funded by Multnomah County, but are only one part of a sweeping set of County programs designed to support children and their families. Included in this array of programs are the County Library system; public health immunization programs; school health centers; services to homeless youth and youth involved in gangs; services for children and the arts, and much more. The tremendous fiscal pressure which our jurisdiction is facing now and in the foreseeable future requires us think strategically about where our limited funds can serve Multnomah County citizens most effectively.

The Touchstone component of the SUN System faces a dramatic cut in the FY 2008 budget. In addition, certain SUN sites will lose grant funding for their core operation. The Board directs the SUN Operations Team to lead an effort in partnership with SUN stakeholders, including the Department of Human Services, the City of Portland, and local schools, to address these significant changes to the SUN System of Services and recommend a coordinated strategy to provide the highest priority services within the reduced budget.

\$800,000 for a reduced Touchstone program is appropriated in the Department of County Human Service, the use of which is contingent upon receiving firm commitments from County school districts by July 1st, 2007 for at least \$350,000 in district funding for the program.

### **Emergency Management**

The Board of Commissioners directs the Emergency Management Director to craft a plan to address the County's need for a comprehensive emergency management system. The Emergency Management Director shall bring the plan to the Board for approval and may, at that time, request up to \$250,000 in Contingency funds to develop an emergency operations center to conduct appropriate drills leading up to and following up on the TOPOFF drill set in October, 2007.

### **Evidence-Based Sentencing Practices**

The Board encourages the District Attorney to train all members of his staff in the practice of using evidence based sentencing practices. The availability of the DSS-Justice system makes this opportunity uniquely possible in Multnomah County.

## **Attachment C – Board Budget Notes**

### **State Budget**

Following the adoption of the state budget, the County Board will meet to consider the differences between the state adopted budget and the assumptions built into the County budget. To reconcile the differences, the Board will consider options of reducing the current County budget in the areas of the state reductions and/or bridging the state reductions with one time only county general fund. In making that determination, the Board will consider the likelihood of increased state of county funding in the near future to support these services, the impact on the community of making service reductions now, and the long term financial picture of the County.

### **Citizen Involvement Committee**

During the FY 2008 budgeting process, the Accountability Outcome Team received several offers that directly addressed citizen involvement, but did not see a satisfactory level of coordination at the County-wide level. They recommended to the Board that all citizen involvement efforts be researched to determine best practices for accomplishing this critical contribution to the Accountability priority.

A Task Force led by the Citizen Involvement Committee and the Chair's Office will develop a plan to improve the County's citizen involvement processes. Key stakeholders in the County and community such as the Commission on Children, Families, and the Community will serve as resources to an implementation team to ensure integration of citizen involvement activities across the County. The Task Force will consider the recommendations from the December, 2006, report of the Citizen Involvement Task Force. Following completion of the plan, the Task Force may approach the Board with a funding request of up to \$50,000 to help implement the recommendations.

### **US Marshal Contract**

The Sheriff's Office is in the process of renegotiating the current contract with the US Marshal Service. Included in the contract is a comprehensive costing study of the allowable costs under the Marshal's regulations and incentives to limit the use of County beds to a maximum of 130. The Board may need to reassess some of the revenue assumptions based on these contract negotiations.

### **Beer and Wine Tax**

The Sobering Program, formerly managed by the Department of County Human Services, will be run by the City of Portland in FY 2008. \$380,000 of revenues from the Oregon Beer and Wine Tax were used for this program, and now are available for another similar program.

### **School Services Prioritization**

The Department of County Human Services currently provides a wide range of services in schools and for school-aged children. The Department is instructed to review all of these services and create a list of prioritization for their programs, including any potential combinations or collaborations.

## **Attachment C – Board Budget Notes**

### **Warrant Resolution and Enforcement**

There are nearly 30,000 outstanding warrants in Multnomah County including 20,616 misdemeanor and citation warrants, and 9,214 felony warrants. Multnomah County needs to implement an action plan to restore integrity to the criminal justice system by addressing the problem of outstanding warrants by adding capacity to the Sheriff's Office so we can enforce warrants issued by our courts; and by adding capacity to the District Attorney's office to create policies that address which warrants should be pursued and which warrants to dismiss.

### **Warrant Strike Force**

In order for the Sheriff's office to have the capacity to enforce warrants the Board should add two deputy sheriff positions at a cost of \$254,149. These deputies would be responsible for serving outstanding warrants. Should the Board not purchase the deputies in the adopted budget, the \$254,159 should be earmarked as a potential contingency item.

### **Warrant Prosecutor**

In order for the District Attorney to sort through our large outstanding warrant backlog and create policies to aid the courts in dismissing or serving warrants, the Board should add 0.50 deputy district attorney position at a cost of \$58,000.

The issues of failure to appear and jail bed capacity which are also part of Multnomah County's warrant problem are addressed in other budget notes.

### **Court Appearance Notification System (CANS)**

The Court Appearance Notification System (CANS) reduces the failure to appear (FTA) rate in Multnomah County. CANS operates by placing automated telephone calls to defendants prior to their court hearing to remind them of where and when to appear.

In the first four months of FY 2007, CANS helped prevent over 550 instances of FTA and 380 FTA warrants, resulting in over \$600,000 of cost avoidance to Multnomah County's criminal justice system. FTA rates for hearings receiving CANS reminder calls are approximately 16%, a 45% reduction versus FTA rates for hearings not receiving reminder calls. This year, CANS is projected to avoid a minimum of \$1.9 million in costs associated with FTA for Multnomah County's criminal justice system.

The existing CANS project was funded for FY 2008, but an additional \$240,000 has been earmarked in Contingency to expand the CANS Project and to shift responsibility of the project from the Local Public Safety Coordinating Council (LPSCC) to the County's Department of Community Justice.

## **Attachment C – Board Budget Notes**

### **Furlough Supervision Program**

The Executive Budget contained the MCSO Field Based Work Release and Supervision Program (60020A) at a cost of \$663,216. This program was designed to assess offenders sentenced and sanctioned to jail for their individual behavior, risk, programming needs and recommendations from the court to determine if their jail sentence can be completed in a less secure supervision option than jail. The program provides direct supervision to this population outside of the jail while supporting community safety through the use of supervision tools such as house arrest, electronic monitoring, job placement, treatment, and/or weekends in jail.

There is concern on the Board that there is not enough information regarding the implementation of the program at this time. It is the Board's understanding that there are three potential models for program implementation including:

- A jail release program under the control of the Sheriff's Office;
- A direct sentence option for judges; or
- A hybrid model that would include both options 1 and 2.

\$663,216 will be earmarked in contingency for possible funding of the Field Based Work Release and Supervision Program. The Board requests that the Sheriff's Office return with a detailed plan for all three models. The plan should include the following: 1. How the program will work and associated costs; 2. What level and how many offenders it will serve; and 3. The availability of existing jail capacity within the system for other offenders. In addition, the plan should include a discussion of the implications of the Sheriff's Office running a supervision program when we may have similar or duplicative programs available in the Department of Community Justice.

The Board encourages the Sheriff to collaborate with public safety partners, specifically through the Court Work Group, in the program design. The Board also encourages the Sheriff to collaborate with the Department of Community Justice in the design and implementation of this program, to use County resources effectively and reduce administrative costs.

### **Jail Capacity Reporting**

The integrity of our public safety system is one of the highest priorities of the Board of County Commissioners. The Board's adopted budget lays out a policy for the purchase of jail bed capacity. In order to develop informed policy and make knowledgeable budgetary decisions, the Board needs to be aware of the jail bed situation in Multnomah County. The Board requests that the following data (where appropriate) be incorporated into existing reports (for example the Monthly Public Safety Brief or Multstat):

- The number of filled jail beds in Multnomah County
- The number of matrix releases
- The number of beds filled under the contract with the Federal Marshal's Office
- The number of inmates on furlough or work-release (if applicable)
- The number of inmates eligible for treatment
- The number of local offenders
- The number of parole violations

## ATTACHMENT D

The Board makes the following response to the objection made by the Tax Supervising and Conservation Commission (TSCC) which is contained in the letter certifying the FY 2008 County budget.

### **1. Objection – Correct Entries for Interfund Transfers and Other Resources**

Across all years, Interfund Transfers are out of balance in this budget. County staff advised that the database used in budget development compiled numbers incorrectly. This will have to be corrected in the Adopted Budget so that all transfers balance.

*Response – Budget Office staff have taken steps to ensure that transfers and all other resources are balanced and will be printed correctly in the Adopted Budget.*



**MULTNOMAH COUNTY**  
**AGENDA PLACEMENT REQUEST (short form)**

**Board Clerk Use Only**

Meeting Date: 06/07/07  
 Agenda Item #: R-17  
 Est. Start Time: 11:51 AM  
 Date Submitted: 05/24/07

**Agenda Title: RESOLUTION Levying Ad Valorem Property Taxes for Multnomah County, Oregon, for Fiscal Year 2008**

*Note: If Ordinance, Resolution, Order or Proclamation, provide exact title. For all other submissions, provide a clearly written title.*

Requested Meeting Date: June 7, 2007 Amount of Time Needed: 5 minutes  
 Department: Department of County Management Division: Budget  
 Contact(s): Karyne Dargan  
 Phone: 503 988-3312 Ext. 22457 I/O Address: \_\_\_\_\_  
 Presenter(s): Karyne Dargan

**General Information**

**1. What action are you requesting from the Board?**

It is recommended that the Board of County Commissioners adopt the resolution to levy property taxes for Fiscal Year 2008.

**2. Please provide sufficient background information for the Board and the public to understand this issue. Please note which Program Offer this action affects and how it impacts the results.**

The resolution levies the taxes included in the FY 2008 Adopted Budget.

**3. Explain the fiscal impact (current year and ongoing).**

This action authorizes rate levies for the General Fund (Permanent Rate) of \$4.3434 per thousand dollars of assessed value and the Library Local Option Levy of \$0.89 per thousand dollars of assessed value.

It also levies \$9,308,511 for bonded debt payments. Tax levies in support of bonded debt are excluded from the limitations imposed by Measure 5 and Measure 50.

**4. Explain any legal and/or policy issues involved.**

n/a

**5. Explain any citizen and/or other government participation that has or will take place.**

n/a

---

**Required Signature**

---

**Elected Official or  
Department/  
Agency Director:**

*Carol M. Ford*

---

**Date:** 05/25/07

---

BEFORE THE BOARD OF COUNTY COMMISSIONERS  
FOR MULTNOMAH COUNTY, OREGON

RESOLUTION NO. \_\_\_\_\_

Levying Ad Valorem Property Taxes for Multnomah County, Oregon, for Fiscal Year 2008

**The Multnomah County Board of Commissioners Finds:**

- a. The Board has adopted the budget for Multnomah County, Oregon for Fiscal Year 2008.
- b. That budget provides for ad valorem property taxes to be levied on all property in Multnomah County.

**The Multnomah County Board of Commissioners Resolves:**

1. The Board levies the taxes provided for in the adopted budget.
2. These taxes are a combination of authorized tax rates and authorized dollars for repayment of bonded debt as follows:

| <b>General Government Category</b> |                           |
|------------------------------------|---------------------------|
| <b>Operating Taxes</b>             | <b>Tax Rate / \$1,000</b> |
| Permanent Tax Rate                 | \$ 4.3434                 |
| Library Local Option Levy          | \$ 0.8900                 |
| <b>Total Operating Taxes</b>       | <b>\$ 5.2334</b>          |

| <b>Excluded From Limitation</b> |                    |
|---------------------------------|--------------------|
| <b>Bonded Indebtedness</b>      | <b>Tax Amount</b>  |
| General Obligation Debt Levy    | \$9,308,511        |
| <b>Total Debt Levy</b>          | <b>\$9,308,511</b> |

3. These taxes are levied upon all taxable property in Multnomah County.

ADOPTED this 7th day of June, 2007.

BOARD OF COUNTY COMMISSIONERS  
FOR MULTNOMAH COUNTY, OREGON

\_\_\_\_\_  
Ted Wheeler, Chair

REVIEWED:

AGNES SOWLE, COUNTY ATTORNEY  
FOR MULTNOMAH COUNTY, OREGON

By \_\_\_\_\_  
Agnes Sowle, County Attorney

Submitted by:  
Carol M. Ford, Director, Department of County Management

BEFORE THE BOARD OF COUNTY COMMISSIONERS  
FOR MULTNOMAH COUNTY, OREGON

**RESOLUTION NO. 07-118**

Levying Ad Valorem Property Taxes for Multnomah County, Oregon, for Fiscal Year 2008

**The Multnomah County Board of Commissioners Finds:**

- a. The Board has adopted the budget for Multnomah County, Oregon for Fiscal Year 2008.
- b. That budget provides for ad valorem property taxes to be levied on all property in Multnomah County.

**The Multnomah County Board of Commissioners Resolves:**

1. The Board levies the taxes provided for in the adopted budget.
2. These taxes are a combination of authorized tax rates and authorized dollars for repayment of bonded debt as follows:

| <b>General Government Category</b> |                           |
|------------------------------------|---------------------------|
| <b>Operating Taxes</b>             | <b>Tax Rate / \$1,000</b> |
| Permanent Tax Rate                 | \$ 4.3434                 |
| Library Local Option Levy          | \$ 0.8900                 |
| <b>Total Operating Taxes</b>       | <b>\$ 5.2334</b>          |

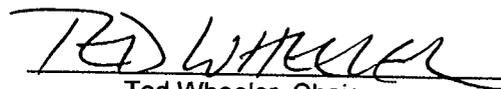
| <b>Excluded From Limitation</b> |                    |
|---------------------------------|--------------------|
| <b>Bonded Indebtedness</b>      | <b>Tax Amount</b>  |
| General Obligation Debt Levy    | \$9,308,511        |
| <b>Total Debt Levy</b>          | <b>\$9,308,511</b> |

3. These taxes are levied upon all taxable property in Multnomah County.

ADOPTED this 7th day of \_\_\_\_\_, 2007



BOARD OF COUNTY COMMISSIONERS  
FOR MULTNOMAH COUNTY, OREGON

  
Ted Wheeler, Chair

REVIEWED:

AGNES SOWLE, COUNTY ATTORNEY  
FOR MULTNOMAH COUNTY, OREGON

By   
Agnes Sowle, County Attorney

Submitted by:  
Carol M. Ford, Director, Department of County Management