

## NONDEPARTMENTAL APPROPRIATIONS

Summary of Requirements ..... NOND -11

### Elected Officials

#### Office of the Chair

9000	County Chair	NOND - 2
9220	Office of the Board Clerk	NOND - 8
9203	Affirmative Action	NOND -13
7050	County Counsel	NOND -17
6900	Emergency Management	NOND -24

Board of County Commissioners ..... NOND -311

County Auditor ..... NOND -43

### Management Support Services

7030	Finance	NOND -48
	Overall County Revenues	
	General Fund	NOND -55
	Serial Levy	NOND -58
	Jail Serial Levy	NOND -59
70311	Trust and Agency Funds	NOND -60
7035	Purchasing	NOND -622
7040	Employee Services	NOND -67
	Overall County Revenues	
	Insurance Fund	NOND -766
7220	Labor Relations	NOND -777
7520	Risk Management	NOND -79
9210	Budget & Planning	NOND -84

### Independent Organizations

9030	Citizens Involvement Committee	NOND -88
9040	Tax Supervising and Conservation Commission	NOND -93

### Contributions and Accounting Entities

9050	Allotments to Non-County Agencies	NOND -97
9060	Special Appropriations	NOND -111
9090	Capital Lease Retirement Fund	NOND -115
9307	Tax Anticipation Notes	NOND -123
7200	History Department of General Services	NOND -126

NONDEPARTMENTAL APPROPRIATIONS  
SUMMARY OF REQUIREMENTS

	FTE	PERSONAL SERVICES	MATERIALS & SERVICES	CAPITAL OUTLAY	TOTAL REQUIREMENTS	LESS SERVICE REIMBURSEMENT	DIRECT REQUIREMENTS
<b>GENERAL FUND</b>							
County Chair	13.50	693,550	150,644	0	844,194	(89,890)	754,304
Board Clerk	2.00	80,026	23,820	0	103,846	(21,815)	82,031
Affirmative Action	2.50	129,322	17,600	2,000	148,922	(9,933)	138,989
County Counsel	8.20	443,046	68,984	8,250	520,280	(51,073)	469,207
Emergency Management	0.00	0	34,744	11,800	46,544	0	46,544
Board of County Commissioners	13.93	766,210	41,224	0	807,434	(97,961)	709,473
County Auditor	7.00	383,781	30,525	3,000	417,306	(50,833)	366,473
Management Support Services	29.30						
Finance	29.30	1,219,796	262,273	8,000	1,490,069	(253,832)	1,236,237
Purchasing	22.00	839,070	120,978	23,500	983,548	(129,367)	854,181
Employee Services	16.13	661,472	136,424	14,231	812,127	(101,429)	710,698
Labor Relations	3.50	199,933	50,424	2,250	252,607	(24,890)	227,717
Planning & Budget	9.00	467,133	31,491	10,000	508,624	(55,772)	452,852
Citizen Involvement	3.00	110,868	15,703	0	126,571	(17,763)	108,808
Tax Supervising and Conservation	4.00	212,095	15,905	2,000	230,000	(20,927)	209,073
Allotments to Non-County Agencies	0.50	13,291	2,600,963	0	2,614,254	(2,263)	2,611,991
Special Appropriations	6.00	292,668	4,338,723	0	4,631,391	(3,475,885)	1,155,506
Tax Anticipation Notes	0.00	0	650,000	0	650,000	0	650,000
<b>SUBTOTAL</b>	<b>169.86</b>	<b>6,512,261</b>	<b>8,590,425</b>	<b>85,031</b>	<b>15,187,717</b>	<b>(4,403,633)</b>	<b>10,784,084</b>
<b>INSURANCE FUND</b>							
County Counsel	7.80	371,339	42,989	7,301	421,629	(7,513)	414,116
Finance	0.20	13,701	1,375	0	15,076	0	15,076
Employee Services	5.00	223,825	15,720,478	4,000	15,948,303	(18,478)	15,929,825
Risk Management	4.00	230,732	3,334,346	27,500	3,592,578	(435,919)	3,156,659
					0		0
<b>SUBTOTAL</b>	<b>17.00</b>	<b>839,597</b>	<b>19,099,188</b>	<b>38,801</b>	<b>19,977,566</b>	<b>(461,910)</b>	<b>19,515,676</b>
<b>FEDERAL/STATE FUND</b>							
Emergency Management	3.60	157,988	37,758	3,154	198,900	(30,945)	167,955
					0		0
<b>SUBTOTAL</b>	<b>3.60</b>	<b>157,988</b>	<b>37,758</b>	<b>3,154</b>	<b>198,900</b>	<b>(30,945)</b>	<b>167,955</b>
<b>COUNTY SCHOOL FUND</b>							
	0.00	0	1,487,719	0	1,487,719	0	1,487,719
					0		0
<b>CONVENTION CENTER FUND</b>							
	0.00	0	4,000,000	0	4,000,000	0	4,000,000
<b>CAPITAL USE RETIREMENT FUND</b>							
	0.00	0	4,716,243	0	4,716,243	(7,118)	4,709,125
<b>DEPARTMENT TOTAL</b>	<b>190.46</b>	<b>7,509,846</b>	<b>37,931,333</b>	<b>126,986</b>	<b>45,568,165</b>	<b>(4,903,606)</b>	<b>40,664,559</b>

# Nondepartmental County Chair

Chair: Gladys McCoy:

Agency: 050

Organization: 9000

## CHAIR'S OFFICE PROGRAM DESCRIPTION

The Multnomah County Chair has both legislative and administrative responsibilities. As Chief Executive Officer, the Chair administers all County programs (except the Sheriff/Auditor, District Attorney, and Board of County Commissioners), prepares the annual budget, develops policy and oversees departmental programs. As a legislator, the Chair presides at Board meetings, conducting the legislative business of the County as provided for by state law and the Home Rule Charter.

## PERSONNEL

	<u>1989-90</u>	<u>1990-91</u>	<u>1991-92</u>	<u>1992-93</u>
Officials & Administrators	11.31	12.06	12.03	13.50
Professionals	0.00	0.00	0.00	0.00
Technicians & Para-Professional	0.00	0.00	0.00	0.00
Protective Services/Workers	0.00	0.00	0.00	0.00
Office & Clerical	0.00	0.00	0.00	0.00
Skilled Craft & Service Maintenance	0.00	0.00	0.00	0.00
<b>TOTAL</b>	<b>11.31</b>	<b>12.06</b>	<b>12.03</b>	<b>13.50</b>

## EXPENDITURES

	<u>General Fund</u> <u>(100)</u>	<u>Other Fund</u> <u>(11)</u>	<u>TOTAL</u>
Personal Services	\$ 693,550	\$ 0	\$ 693,550
Materials & Services	150,644	0	150,644
Capital Outlay	0	0	0
<b>TOTAL</b>	<b>\$844,194</b>	<b>\$ 0</b>	<b>\$844,194</b>

## REVENUE CATEGORIES

<u>Fd</u>	<u>Obj</u>	<u>Organization</u>	<u>Operational</u>	<u>Grant</u>	<u>Other</u>	<u>General Fund</u> <u>Supplement</u>	<u>Total</u>
100	9201	Administration	\$ 0	\$ 0	\$ 0	\$ 579,154	\$ 579,154
100	9202	Legislative	7,175	0	0	179,672	186,847
100	9208	Membership Fees	0	0	0	78,193	78,193
<b>TOTAL</b>			<b>\$7,175</b>	<b>\$ 0</b>	<b>\$ 0</b>	<b>\$ 837,019</b>	<b>\$ 844,194</b>



# Nondepartmental County Chair

Chair: Gladys McCoy:

Agency: 050

Organization: 9000

## 9201 ADMINISTRATION

The Administrative Office of the County Chair oversees the Departmental programs of the County.

	<u>1989-90</u>	<u>1990-91</u>	<u>1991-92</u>	<u>1992-93</u>
FTE	8.99	8.45	10.12	11.00
Personal Services	\$ 391,355	\$ 411,184	\$ 449,112	\$ 525,991
Materials and Services	73,953	55,641	43,798	53,163
Capital Outlay	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
TOTAL	\$ 465,308	\$ 469,825	\$ 492,910	\$ 579,154

## 9202 LEGISLATIVE

The Legislative Office of the County Chair oversees the legislative affairs of Multnomah County.

	<u>1989-90</u>	<u>1990-91</u>	<u>1991-92</u>	<u>1992-93</u>
FTE	2.32	3.61	1.91	2.50
Personal Services	\$ 128,549	\$ 200,282	\$ 125,323	\$ 167,589
Materials and Services	0	2,972	0	19,288
Capital Outlay	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
TOTAL	\$ 128,549	\$ 203,254	\$ 125,323	\$ 186,877

## 9208 MEMBERSHIP DUES

Membership Dues include the Association of O&C Counties (\$20,000), the Association of Oregon Counties (\$65,193), and NAOCO (\$11,000).

	<u>1989-90</u>	<u>1990-91</u>	<u>1991-92</u>	<u>1992-93</u>
FTE	0.00	0.00	0.00	0.00
Personal Services	\$ 0	\$ 0	\$ 0	\$ 0
Materials and Services	87,073	68,409	40,020	78,193
Capital Outlay	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
TOTAL	\$ 87,073	\$ 68,409	\$ 40,020	\$ 78,193



# Nondepartmental County Chair

Chair: Gladys McCoy:

Agency: 050

Organization: 9000

## ANNEXATION (HISTORY ONLY)

	1989-90	1990-91	1991-92
FTE	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
Personal Services	\$ 0	\$ 0	\$ 0
Materials and Services	60,000	60,000	0
Capital Outlay	<u>0</u>	<u>0</u>	<u>0</u>
TOTAL	\$ 60,000	\$ 60,000	\$ 0

## Explanation of Changes

The 1992-93 Chair's Office Budget reflects the addition October 1991 of a Hispanic Coordinator position and an additional 0.50 FTE Staff Assistant to work in the Salem office during the 1992 Legislature. This cost is partially offset by a payment from Washington County which shares the staff and space in Salem.

# REQUIREMENT

1989-90 1990-91 1991-92 1991-92 AGENCY: 050 NONDEPARTMENTAL  
 ACTUAL ACTUAL ADOPTED REVISED FUND: 100 GENERAL FUND  
 SUM ORG: 9000 CHAIR OF BOARD 1992-93  
 PROPOSED

383,4492	435,7884	412,8005	436,3003	PERSONAL SERVICES	
3,268	10,4000	0	0	5100 PERMANENT	500,677
0	0	0	0	5200 TEMPORARY	0
608	1,330	0	0	5300 OVERTIME	0
90,9883	112,4661	110,7111	117,061	5400 PREMIUM	0
478,3581	559,975	523,516	553,364	5500 FRINGE BENEFITS	132,820
41,553	54,4491	50,9919	54,325	TOTAL EXTERNAL	633,497
				5550 INSURANCE BENEFITS	67,228
519,9804	614,466	574,485	607,689	TOTAL PERSONAL SERVICES	700,725
86,000	60,000	0	1,500	6050 COUNTY SUPPLEMENTS	0
0	0	0	0	6060 PASS-THROUGH PAYMENTS	0
9,625	8,689	6,703	21,342	6110 PROFESSIONAL SVCS	5,000
9,529	5,280	4,675	4,675	6120 PRINTING	7,500
0	0	0	0	6130 UTILITIES	0
0	0	0	0	6140 COMMUNICATIONS	0
45	135	0	0	6170 RENTALS	0
685	332	500	500	6180 REPAIRS AND MAINTENANCE	500
0	0	0	0	6190 MAINTENANCE CONTRACTS	0
7,1109	6,995	4,229	4,229	6200 POSTAGE	0
4,739	3,680	4,500	4,500	6230 SUPPLIES	6,600
1,292	2,155	1,218	1,218	6270 FOOD	1,610
20,679	9,285	4,800	4,800	6310 EDUCATION & TRAINING	18,810
0	0	0	0	6320 MTNG CONFERENCE/CONVENTIONS	3,089
3,538	5,705	3,853	3,853	6330 LOCAL TRAVEL/MILEAGE	11,693
121	0	0	0	6520 INSURANCE	0
0	0	0	0	6530 EXTERNAL DATA PROCESSING	0
0	0	0	0	6550 DRUGS	0
0	0	0	0	6580 CLAIMS PAID	0
1,050	774	250	250	6610 AWARDS AND PREMIUMS	250
62,736	70,179	40,570	43,070	6620 DUES AND SUBSCRIPTIONS	80,678
0	0	0	0	6700 LIBRARY BOOKS AND MATERIALS	0
0	0	0	0	7810 PRINCIPAL	0
0	0	0	0	7820 INTEREST	0
207,148	173,219	71,288	89,937	TOTAL EXTERNAL	135,730
0	0	0	0	7100 INDIRECT COSTS	0
9,563	8,997	8,500	8,500	7150 TELEPHONE	12,000
0	0	0	0	7200 DATA PROCESSING	0
4,280	4,721	4,020	4,020	7300 MOTOR POOL	7,909
0	0	0	0	7400 BUILDING MANAGEMENT	0
35	101	0	0	7500 OTHER INTERNAL	0
0	0	0	0	7550 SERV REIMB TO CAP LEASE RET FU	0
0	0	0	0	7560 DISTRIBUTION/POSTAGE	4,230
13,878	13,819	12,520	12,520	TOTAL INTERNAL	24,139
221,026	187,038	83,818	102,467	TOTAL MATERIALS & SERVICES	159,869
0	0	0	0	8100 LAND	0
0	0	0	0	8200 BUILDINGS	0
0	0	0	0	8300 OTHER IMPROVEMENTS	0
0	0	0	0	8400 EQUIPMENT	0
0	0	0	0	TOTAL CAPITAL OUTLAY	0
685,4499	733,1994	594,814	643,301	DIRECT BUDGET	769,227
740,9930	801,5804	658,253	710,146	TOTAL BUDGET	860,594

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AGENCY: 050 NONDEPARTMENTAL  
 FUND: 100 GENERAL FUND  
 SUM ORG: 9000 CHAIR OF BOARD

## PERSONNEL DETAIL

1989-90 ACTUAL		1990-91 ACTUAL		1991-92 ADOPTED		1991-92 REVISED			1992-93 PROPOSED		1992- APPROV
FTE	BASE	FTE	BASE	FTE	BASE	FTE	BASE		FTE	BASE	FTE
1.00	42,963	0.99	43,520	1.00	43,345	1.00	43,345	COUNTY CHAIR	1.00	53,776	1.00
0.00	0	0.00	0	0.00	0	0.00	0	ADMIN ASSISTANT	0.75	13,447	0.50
3.18	61,562	2.91	62,029	1.88	34,210	1.88	34,210	LEGIS/ADMIN SECTY	2.00	37,207	2.00
0.00	0	0.00	0	0.00	0	0.00	0	ADMIN ANALYST	0.00	0	0.00
1.00	29,370	1.00	31,436	0.00	0	0.00	0	OFFICE MANAGER/CHAIR	0.00	0	0.00
0.33	13,785	0.00	0	0.00	0	0.67	18,695	PROGRAM/STAFF ASSIST	0.00	0	0.00
4.80	177,271	6.15	235,419	8.21	273,621	8.21	273,621	STAFF ASSISTANT	9.00	327,217	9.00
1.00	58,541	1.01	63,380	0.94	61,629	0.94	61,629	EXECUTIVE ASSISTANT	1.00	69,030	1.00
11.31	383,492	12.06	435,794	12.03	412,805	12.70	431,800	5100 PERMANENT	13.75	500,677	13.50

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AGENCY: 080 MONROE DEPARTMENTAL  
 FUND: 100 GENERAL FUND  
 ORG: 9000 CHAIR OF THE BOARD

# REVENUE DETAIL

1989-90	1990-91	1991-92	1991-92			1992-93
ACTUAL	ACTUAL	ADOPTED	REVISED	CODE	DESCRIPTION	PROPOSED
0	10,488	0	0	2777	IGA Wash Co for Sal Off Office	0
1,500	1,966	0	0	4900	Misc Charges/Recoveries	0
0	17,458	0	0	6602	Fed/State Fund-Serv Reimb	0
1,500	29,912	0	0	TOTAL OUTSIDE REVENUES		0

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# Nondepartmental Office of the Board Clerk

Staff Assistants: Deborah Bogstad, Carrie Parkerson

Agency: 050

Organization: 9220

## OFFICE OF THE BOARD CLERK PROGRAM DESCRIPTION

The Office of the Board Clerk prepares agendas, notices for upcoming Board of County Commissioners' meetings (Formal, Informal, Board Planning, Work Sessions, Plenary Sessions, and Budget Hearings) and provides copies to County Commissioners, Department and Division Heads, the press, and the public in compliance with the Open Meetings Law and County Charter. The Clerk attends Board meetings, electronically records meetings, makes journal entries for all items of business, notifies affected persons of decisions made by the Board, answers inquiries of County personnel, the public, and the press on issues relating to Board actions and upcoming matters, maintains archive of Board records including agenda items, including reports submitted to the Board for information, and retrieves information for Commissioners, County Departments, the press and the public.

## PERSONNEL

	<u>1989-90</u>	<u>1990-91</u>	<u>1991-92</u>	<u>1992-93</u>
Officials & Administrators	2.81	1.68	1.98	2.00
Professionals	0.00	0.00	0.00	0.00
Technicians & Para-Professionals	0.00	0.00	0.00	0.00
Protective Services Workers	0.00	0.00	0.00	0.00
Office & Clerical	0.00	0.00	0.00	0.00
Skilled Craft & Service Maintenance	0.00	0.00	0.00	0.00
<b>TOTAL</b>	<b>2.81</b>	<b>1.68</b>	<b>1.98</b>	<b>2.00</b>

## EXPENDITURES

	<u>General Fund</u> <u>(100)</u>	<u>Other Fund</u> <u>(1)</u>	<u>TOTAL</u>
Personal Services	\$ 80,026	\$ 0	\$ 80,026
Materials & Services	23,820	0	23,820
Capital Outlay	9	0	9
<b>TOTAL</b>	<b>\$ 103,846</b>	<b>\$ 0</b>	<b>\$ 103,846</b>

## REVENUE CATEGORIES

<u>Fd</u>	<u>Org</u>	<u>Organization</u>	<u>Operational</u>	<u>Grant</u>	<u>Other</u>	<u>General Fund</u> <u>Supplement</u>	<u>Total</u>
100	9220	Board Clerk	\$ 1,000	\$ 0	\$ 0	\$ 102,846	\$ 103,846

# Nondepartmental Office of the Board Clerk

Staff/Assistants: Deborah Bogstad, Carrie Parkerson

Agency: 050

Organization: 9220

**9220**

**CLERK OF THE BOARD**

	<u>1989-90</u>	<u>1990-91</u>	<u>1991-92</u>	<u>1992-93</u>
FTE	2.811	1.68	1.98	2.00
Personal Services	\$ 111,613.6	\$ 69,811.4	\$ 72,561	\$ 80,026
Materials & Services	49,441	39,238	26,998	23,820
Capital Outlay	<u>24,331</u>	<u>2,751</u>	<u>0</u>	<u>0</u>
<b>TOTAL</b>	<b>\$ 189,908</b>	<b>\$ 111,111,803</b>	<b>\$ 99,559</b>	<b>\$ 103,846</b>



# REQUIREMENT

1989-90 1990-91 1991-92 1991-92 AGENCY: 050 NONDEPARTMENTAL  
 ACTUAL ACTUAL ADOPTED REVISED FUND: 100 GENERAL FUND  
 SUM ORG: 9220 OFFICE OF THE BOARD CLERK 1992-93  
 PROPOSED

				PERSONAL SERVICES	
73,653	41,038	50,170	50,170	5100 PERMANENT	52,680
10,990	6,635	0	0	5200 TEMPORARY	0
103	430	0	0	5300 OVERTIME	0
1,007	2,005	0	0	5400 PREMIUM	0
19,155	11,949	13,546	13,546	5500 FRINGE BENEFITS	14,282
104,908	62,107	63,716	63,716	TOTAL EXTERNAL	66,962
11,228	7,707	8,845	8,845	5550 INSURANCE BENEFITS	13,084
116,136	69,814	72,561	72,561	TOTAL PERSONAL SERVICES	80,026
0	0	0	0	6050 COUNTY SUPPLEMENTS	0
0	0	0	0	6060 PASS-THROUGH PAYMENTS	0
9,587	9,261	7,330	3,204	6110 PROFESSIONAL SVCS	3,200
7,178	6,603	6,375	6,375	6120 PRINTING	6,375
0	0	0	0	6130 UTILITIES	0
0	0	0	0	6140 COMMUNICATIONS	0
0	0	0	0	6170 RENTALS	0
1,000	435	500	500	6180 REPAIRS AND MAINTENANCE	500
3,581	620	710	710	6190 MAINTENANCE CONTRACTS	620
16,110	14,036	4,554	4,554	6200 POSTAGE	0
5,223	2,808	2,000	2,000	6230 SUPPLIES	2,000
130	150	100	100	6270 FOOD	100
1,932	1,281	1,300	1,300	6310 EDUCATION & TRAINING	1,300
0	0	0	0	6320 MTNG CONFERENCE/CONVENTIONS	0
1,160	549	524	524	6330 LOCAL TRAVEL/MILEAGE	524
0	0	0	0	6520 INSURANCE	0
0	0	0	0	6530 EXTERNAL DATA PROCESSING	0
0	0	0	0	6550 DRUGS	0
0	0	0	0	6580 CLAIMS PAID	0
0	0	0	0	6610 AWARDS AND PREMIUMS	0
400	381	285	285	6620 DUES AND SUBSCRIPTIONS	470
0	0	0	0	6700 LIBRARY BOOKS AND MATERIALS	0
0	0	0	0	7810 PRINCIPAL	0
0	0	0	0	7820 INTEREST	0
46,095	36,134	23,688	19,552	TOTAL EXTERNAL	15,089
0	0	0	0	7100 INDIRECT COSTS	0
3,321	2,885	2,300	2,300	7150 TELEPHONE	3,177
0	0	0	0	7200 DATA PROCESSING	0
0	0	0	0	7300 MOTOR POOL	0
0	0	0	0	7400 BUILDING MANAGEMENT	0
25	209	1,000	1,000	7500 OTHER INTERNAL	1,000
0	0	0	0	7550 SERV REIMB TO CAP LEASE RET FU	0
0	0	0	0	7560 DISTRIBUTION/POSTAGE	4,554
3,346	3,104	3,300	3,300	TOTAL INTERNAL	8,731
49,441	39,238	26,988	22,852	TOTAL MATERIALS & SERVICES	23,820
0	0	0	0	8100 LAND	0
0	0	0	0	8200 BUILDINGS	0
0	0	0	0	8300 OTHER IMPROVEMENTS	0
24,331	2,751	0	0	8400 EQUIPMENT	0
24,331	2,751	0	0	TOTAL CAPITAL OUTLAY	0
175,334	100,992	87,414	83,268	DIRECT BUDGET	82,031
189,908	111,803	99,559	95,413	TOTAL BUDGET	103,846

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AGENCY: 050 NONDEPARTMENTAL  
 FUND: 100 GENERAL FUND  
 SUM ORG: 9220 OFFICE OF THE BOARD CLERK

## PERSONNEL DETAIL

1989-90 ACTUAL		1990-91 ACTUAL		1991-92 ADOPTED		1991-92 REVISED			1992-93 PROPOSED		1992-93 APPROVED
FTE	BASE	FTE	BASE	FTE	BASE	FTE	BASE		FTE	BASE	FTE
1.66	36,722	0.14	3,454	0.00	0	0.00	0	CLERK OF BOARD/ASST	0.00	0	0.00
1.15	36,926	0.00	0	0.00	0	0.00	0	CLERK OF THE BOARD	0.00	0	0.00
0.00	0	1.54	37,684	1.98	50,170	1.98	50,170	STAFF ASSISTANT	2.00	52,660	2.00
2.81	73,653	1.68	41,088	1.98	50,170	1.98	50,170	5100 PERMANENT	2.00	52,660	2.00

NOND - 11

AGENCY: 050 NONDEPARTMENTAL  
 FUND: 100 GENERAL FUND  
 ORG: 9220 CLERK OF THE BOARD

# REVENUE DETAIL

1989-90 ACTUAL	1990-91 ACTUAL	1991-92 ADOPTED	1991-92 REVISED	CODE	DESCRIPTION	1992-93 PROPOSED
71	0	0	0	6015	Tape/Code Sales	1,000
71	0	0	0	TOTAL OUTSIDE REVENUES		1,000



## Nondepartmental Affirmative Action

Manager: Robert Phillips

Agency: 050

Organization: 9203

### AFFIRMATIVE ACTION PROGRAM DESCRIPTION

To provide equal access to employment opportunities to all applicants that should apply to Multnomah County and to provide special outreach efforts to identify underrepresented groups, and to ensure equitable treatment of employees in all personnel actions.

### PERSONNEL

	<u>1989-90</u>	<u>1990-91</u>	<u>1991-92</u>	<u>1992-93</u>
Officials & Administrators	1.00	1.00	1.00	1.00
Professionals	0.00	0.23	1.00	1.00
Technicians & Para-Professional	0.00	0.00	0.00	0.00
Protective Service Workers	0.00	0.00	0.00	0.00
Office & Clerical	0.00	0.00	0.00	0.50
Skilled Craft & Service Maintenance	0.00	0.00	0.00	0.00
<b>TOTAL</b>	<b>1.00</b>	<b>1.23</b>	<b>2.00</b>	<b>2.50</b>

### EXPENDITURES

	<u>General Fund</u> <u>(100)</u>	<u>Other Fund</u> <u>(L)</u>	<u>Total</u>
Personal Services	\$ 129,322	\$ 0	\$ 129,322
Materials & Services	17,600	0	17,600
Capital Outlay	<u>2,000</u>	<u>0</u>	<u>2,000</u>
<b>TOTAL</b>	<b>\$ 148,922</b>	<b>\$ 0</b>	<b>\$ 148,922</b>

### REVENUE CATEGORIES

<u>Fd</u>	<u>Org</u>	<u>Organization</u>	<u>Operational</u>	<u>Grant</u>	<u>Other</u>	<u>General Fund</u> <u>Supplement</u>	<u>Total</u>
100	9203	Affirmative Action	\$ 0	\$ 0	\$ 0	\$ 148,922	\$ 148,922

# Nondepartmental Affirmative Action

Manager: Robert Phillips

Agency: 050

Organization: 9203

## 9203 AFFIRMATIVE ACTION

	<u>1989-90</u>	<u>1990-91</u>	<u>1991-92</u>	<u>1992-93</u>
FTE	1.00	1.23	2.00	2.50
PS	\$ 55,389	\$ 75,572	\$ 108,484	\$ 129,322
M&S	6,617	11,823	11,012	17,600
CO	0	0	0	2,000
TOTAL	\$ 62,006	\$ 87,395	\$ 119,506	\$ 148,922

### Objectives

- Affirmative Action Program: To maintain the Multnomah County Affirmative Action Program, including goal setting and compliance with all federal, state, and county regulations.
- Recruitment Outreach: To provide special outreach recruitment efforts to members of groups which are underrepresented in the County workplace.
- Management Consultation Training: To ensure that managers are trained in the Affirmative Action Program, and to provide consultation services as needed.
- Complaint Resolution: To receive, investigate and adjust as needed in cooperation with management complaints of discrimination.
- Program Evaluation: To evaluate all operating units of the County in order to determine compliance with the Affirmative Action Program, and to recommend any needed changes.
- Disability Coordination: To implement programs for disabled persons and to monitor County services to ensure full compliance with the Americans With Disabilities Act of 1990.

### Explanation of Changes

The 1992-93 Budget continues the joint operation of Affirmative Action EEO programs for both the City of Portland and Multnomah County which began in August 1991. The County's share of the budget includes an additional 0.5 FTE Office Assistant in 1992-93. The Proposed Budget included a full FTE Office Assistant. Half of this position has been transferred to support the Metropolitan Human Relations Commission disabilities program.

# REQUIREMENT II

1989-90 ACTUAL	1990-91 ACTUAL	1991-92 ADOPTED	1991-92 REVISED	AGENCY: 050 NONDEPARTMENTAL FUND: 100 GENERAL FUND SUM ORG: 9203 AFFIRMATIVE ACTION	1992-93 PROPOSED
41,083	53,347	80,169	80,169	PERSONAL SERVICES	101,745
92	2,863	0	0	5100 PERMANENT	1,000
0	0	0	0	5200 TEMPORARY	0
929	144	0	0	5300 OVERTIME	0
10,657	14,502	21,643	21,643	5400 PREMIUM	0
52,711	70,856	101,812	101,812	5500 FRINGE BENEFITS	27,672
2,688	4,716	6,682	6,682	TOTAL EXTERNAL	130,417
				5550 INSURANCE BENEFITS	12,196
55,389	75,572	108,494	108,494	TOTAL PERSONAL SERVICES	142,613
0	0	0	0	6050 COUNTY SUPPLEMENTS	0
0	0	0	0	6060 PASS-THROUGH PAYMENTS	0
0	1,030	2,940	1,178	6110 PROFESSIONAL SVCS	6,000
4,213	2,580	2,550	2,550	6120 PRINTING	6,850
0	0	0	0	6130 UTILITIES	0
0	0	0	0	6140 COMMUNICATIONS	750
0	0	0	0	6170 RENTALS	0
0	0	0	0	6180 REPAIRS AND MAINTENANCE	0
0	0	0	0	6190 MAINTENANCE CONTRACTS	0
0	0	0	0	6200 POSTAGE	0
1,409	5,428	2,000	3,520	6230 SUPPLIES	2,000
0	0	0	0	6270 FOOD	0
0	195	0	0	6310 EDUCATION & TRAINING	0
0	0	0	0	6320 MTNG CONFERENCE/CONVENTIONS	0
282	229	1,834	1,334	6330 LOCAL TRAVEL/MILEAGE	0
0	0	0	0	6520 INSURANCE	0
0	0	0	0	6530 EXTERNAL DATA PROCESSING	800
0	0	0	0	6550 DRUGS	0
0	0	0	0	6580 CLAIMS PAID	0
0	0	0	0	6610 AWARDS AND PREMIUMS	0
178	650	1,000	700	6620 DUES AND SUBSCRIPTIONS	1,200
0	0	0	0	6700 LIBRARY BOOKS AND MATERIALS	0
0	0	0	0	7810 PRINCIPAL	0
0	0	0	0	7820 INTEREST	0
6,082	10,112	10,324	9,282	TOTAL EXTERNAL	17,600
0	0	0	0	7100 INDIRECT COSTS	0
535	1,711	688	688	7150 TELEPHONE	0
0	0	0	0	7200 DATA PROCESSING	0
0	0	0	0	7300 MOTOR POOL	0
0	0	0	0	7400 BUILDING MANAGEMENT	0
0	0	0	0	7500 OTHER INTERNAL	0
0	0	0	0	7550 SERV REIMB TO CAP LEASE RET FU	0
0	0	0	0	7560 DISTRIBUTION/POSTAGE	0
535	1,711	688	688	TOTAL INTERNAL	0
6,617	11,823	11,012	9,970	TOTAL MATERIALS & SERVICES	17,600
0	0	0	0	8100 LAND	0
0	0	0	0	8200 BUILDINGS	0
0	0	0	0	8300 OTHER IMPROVEMENTS	0
0	0	0	0	8400 EQUIPMENT	2,000
0	0	0	0	TOTAL CAPITAL OUTLAY	2,000
58,793	80,988	112,136	111,094	DIRECT BUDGET	150,017
62,016	87,395	119,506	118,464	TOTAL BUDGET	162,213

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AGENCY: 050 NONDEPARTMENTAL  
 FUND: 100 GENERAL FUND  
 SUM ORG: 9203 AFFIRMATIVE ACTION

# PERSONNEL DETAIL

1989-90 ACTUAL		1990-91 ACTUAL		1991-92 ADOPTED		1991-92 REVISED			1992-93 PROPOSED		1993-94 APPROX
FTE	BASE	FTE	BASE	FTE	BASE	FTE	BASE		FTE	BASE	FTE
0.00	0	0.00	0	0.00	0	0.00	0	OFFICE ASSISTANT 2	1.00	17,351	0.50
0.00	0	0.23	8,002	1.00	34,673	0.00	0	MANAGEMENT ANALYST	0.00	0	0.00
1.00	41,033	1.00	45,345	1.00	45,486	0.00	0	PROGRAM MANAGER/ENR	0.00	0	0.00
0.00	0	0.00	0	0.00	0	1.00	45,486	AAA/ EEO OFFICER	1.00	47,617	1.00
0.00	0	0.00	0	0.00	0	1.00	34,673	EMPLOYEE SVCS SPEC 2	1.00	36,777	1.00
1.00	41,033	1.23	53,347	2.00	80,168	2.00	80,168	5100 PERMANENT	3.00	101,745	2.50

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# Nondepartmental County Council

County Council: Larry Kressel

Agency: 050

Organization: 7050

## COUNTY COUNSEL PROGRAM DESCRIPTION

To provide effective legal advice and representation in order to prevent or minimize County liability and assist the County in achieving its goals.

## PERSONNEL

	<u>1989-90</u>	<u>1990-91</u>	<u>1991-92</u>	<u>1992-93</u>
Officials & Administrators	1.67	1.99	2.00	2.00
Professionals	7.38	8.45	8.98	10.00
Technicians & Para-Professionals	0.33	0.00	1.00	0.00
Protective Service Workers	0.00	0.00	0.00	0.00
Office & Clerical	3.44	3.55	4.00	4.00
Skilled Craft & Service Maintenance	0.00	0.00	0.00	0.00
<b>TOTAL</b>	<b>12.82</b>	<b>13.99</b>	<b>15.98</b>	<b>16.00</b>

## EXPENDITURES

	<u>General Fund (100)</u>	<u>Insurance Fund (400)</u>	<u>TOTAL</u>
Personal Services	\$4443,046	\$ 371,389	\$8114,385
Materials & Services	68,984	42,989	111,973
Capital Outlay	8,250	7,301	15,551
<b>TOTAL</b>	<b>\$520,280</b>	<b>\$421,629</b>	<b>\$941,909</b>

## REVENUE CATEGORIES

<u>Fd</u>	<u>Org</u>	<u>Organization</u>	<u>Operational</u>	<u>Grant</u>	<u>Other</u>	<u>General Fund Supplement</u>	<u>Total</u>
100	7560	County Council, Admin.	\$ 0	\$ 0	\$ 0	\$ 520,280	\$ 520,280
400	7532	Liability Insurance	0	0	242,901	146,651	389,552
400	7552	Workers Comp. Insurance	0	0	32,077	0	32,077
<b>TOTAL</b>			<b>\$ 0</b>	<b>\$ 0</b>	<b>\$ 274,978</b>	<b>\$ 666,931</b>	<b>\$941,909</b>

## EXPLANATION OF OTHER REVENUES

Other revenues in the Insurance Fund are service contributions for workers compensation and liability costs.

# Nondepartmental County Counsel

County Counsel: Larry Kressel

Agency: 050

Organization: 7050

## 7560 COUNTY COUNSEL ADMINISTRATION

	<u>1989-90</u>	<u>1990-91</u>	<u>1991-92</u>	<u>1992-93</u>
FTE	12.82	13.99	10.86	8.20
Personal Services	\$ 632,548	\$ 739,042	\$ 566,269	\$ 443,046
Materials and Services	75,178	72,897	54,999	68,984
Capital Outlay	<u>23,127</u>	<u>19,455</u>	<u>1,668</u>	<u>8,250</u>
TOTAL	\$ 730,853	\$ 831,394	\$ 622,936	\$ 520,280

### Objectives

- ▶ Draft legal documents and provide legal opinions in response to client requests in a timely manner.
- ▶ Determine the County's legal liability when claims are filed and effectively represent the County in litigation.
- ▶ Assist the County in developing effective, cost-efficient risk management function that emphasizes prevention availability, as well as vigorous defense against claims.
- ▶ Continuously upgrade practice skills of all staff and meet professional standards for continuing legal education.
- ▶ Establish an office environment that maximizes the ability of staff to respond professionally and efficiently to all requests and inquiries.

## 7532 COUNTY COUNSEL, LIABILITY

	<u>1989-90</u>	<u>1990-91</u>	<u>1991-92</u>	<u>1991-92</u>
FTE	0.00	0.00	5.12	7.10
Personal Services	\$ 0	\$ 0	\$ 224,814.11	\$ 342,719.99
Materials and Services	0	0	23,368	40,097
Capital Outlay	<u>0</u>	<u>0</u>	<u>1,833</u>	<u>6,736</u>
TOTAL	\$ 0	\$ 0	\$ 272,342	\$ 389,552

### Objectives

- ▶ This section provides legal counsel for liability issues.



# Nondepartmental County Counsel

County Counsel: Larry Kressel

Agency: 050

Organization: 7050

## 7552 COUNTY COUNSEL, WORKERS' COMPENSATION

	<u>1989-90</u>	<u>1990-91</u>	<u>1991-92</u>	<u>1991-92</u>
FTE	0.00	0.00	0.00	0.70
Personal Services	\$ 0	\$ 0	\$ 0	\$ 28,620
Materials and Services	0	0	0	2,892
Capital Outlay	0	0	0	\$65
TOTAL	\$ 0	\$ 0	\$ 0	\$ 32,077

### Objectives

- 1. This section provides legal counsel for workers' compensation issues.

### Explanation of Changes

Note that 1991-92 was the first year in which County Counsel staff and expenditures were allocated to the Insurance Fund. As the organization's activities in support of insurance activities began to be more closely tracked, it has become clear that more staff and costs are associated with Insurance Fund programs than the 1991-92 Budget reflects. The 1992-93 Budget shifts additional staff from the General Fund program in County Counsel to the Insurance Fund.

This decision was not planned early enough in the budget process to reflect the additional cost to the Insurance Fund in the rates charged to other organizations in the budget. Therefore, until Insurance rates in object code 5500 are revised, the additional cost will continue to be borne by General Fund resources by means of a cash transfer to the Insurance Fund.

# REQUIREMENT I

1989-90 ACTUAL	1990-91 ACTUAL	1991-92 ADOPTED	1991-92 REVISED	AGENCY: 050 NONDEPARTMENTAL FUND: 100 GENERAL FUND SUM ORG: 7050 COUNTY COUNSEL ADMINISTRATION	1992-93 PROPOSED
470,9884	534,6886	403,8873	388,320	PERSONAL SERVICES	
2,534	2,957	0	0	5100 PERMANENT	332,124
0	0	0	0	5200 TEMPORARY	1,400
2,457	4,808	0	0	5300 OVERTIME	0
108,331	131,370	109,984	105,785	5400 PREMIUM	0
584,326	673,821	513,857	494,105	5500 FRINGE BENEFITS	89,287
48,222	65,221	52,412	49,586	TOTAL EXTERNAL	422,811
				5550 INSURANCE BENEFITS	43,235
632,548	739,042	566,269	543,661	TOTAL PERSONAL SERVICES	466,046
0	0	0	0	6050 COUNTY SUPPLEMENTS	0
0	0	0	0	6060 PASS-THROUGH PAYMENTS	0
18,812	24,380	20,989	20,989	6110 PROFESSIONAL SVCS	12,732
10,243	5,672	4,819	4,819	6120 PRINTING	4,058
0	0	0	0	6130 UTILITIES	0
0	0	0	0	6140 COMMUNICATIONS	0
0	0	0	0	6170 RENTALS	0
1,087	260	333	333	6180 REPAIRS AND MAINTENANCE	233
892	867	2,744	2,744	6190 MAINTENANCE CONTRACTS	2,653
3,867	4,272	1,238	1,238	6200 POSTAGE	0
5,602	4,706	3,385	3,385	6230 SUPPLIES	3,342
0	0	0	0	6270 FOOD	0
8,954	9,202	6,670	3,385	6310 EDUCATION & TRAINING	5,305
0	0	0	0	6320 MTNG CONFERENCE/CONVENTIONS	0
2,024	1,835	754	754	6330 LOCAL TRAVEL/MILEAGE	806
0	0	0	0	6520 INSURANCE	0
0	0	0	0	6530 EXTERNAL DATA PROCESSING	0
0	0	0	0	6550 DRUGS	0
0	0	0	0	6580 CLAIMS PAID	0
0	0	0	0	6610 AWARDS AND PREMIUMS	0
12,318	9,513	6,670	6,670	6620 DUES AND SUBSCRIPTIONS	5,305
0	0	0	0	6700 LIBRARY BOOKS AND MATERIALS	0
0	0	0	0	7810 PRINCIPAL	0
0	0	0	0	7820 INTEREST	0
63,809	60,907	47,812	44,477	TOTAL EXTERNAL	34,434
0	0	0	0	7100 INDIRECT COSTS	0
10,400	10,152	6,520	6,520	7150 TELEPHONE	5,305
0	0	0	0	7200 DATA PROCESSING	0
929	800	667	667	7300 MOTOR POOL	743
0	0	0	0	7400 BUILDING MANAGEMENT	0
40	1,038	0	0	7500 OTHER INTERNAL	0
0	0	0	0	7550 SERV REIMB TO CAP LEASE RET FU	0
0	0	0	0	7560 DISTRIBUTION/POSTAGE	1,790
11,369	11,980	7,187	7,187	TOTAL INTERNAL	7,838
75,178	72,897	54,989	51,664	TOTAL MATERIALS & SERVICES	42,272
0	0	0	0	8100 LAND	0
0	0	0	0	8200 BUILDINGS	0
0	2,438	0	0	8300 OTHER IMPROVEMENTS	0
23,127	17,017	1,668	1,668	8400 EQUIPMENT	8,250
23,127	19,455	1,668	1,668	TOTAL CAPITAL OUTLAY	8,250
671,262	754,183	563,337	540,230	DIRECT BUDGET	465,405
730,853	831,394	622,936	596,983	TOTAL BUDGET	516,588

AGENCY: 050 NONDEPARTMENTAL  
 FUND: 100 GENERAL FUND  
 SUM DRG: 7050 COUNTY COUNSEL ADMINISTRATION

# PERSONNEL DETAIL

1989-90 ACTUAL		1990-91 ACTUAL		1991-92 ADOPTED		1991-92 REVISED			1992-93 PROPOSED		1992- APPRO
FTE	BASE	FTE	BASE	FTE	BASE	FTE	BASE		FTE	BASE	FTE
0.96	15,900	1.00	17,782	0.67	12,344	0.67	12,344	OFFICE ASSISTANT 2	0.60	11,534	0.60
2.48	51,859	1.23	29,001	0.00	0	0.00	0	OFFICE ASST/SENIOR	0.00	0	0.00
0.00	0	0.34	6,206	0.67	12,962	0.67	12,962	WORD PROC OPERATOR	0.00	0	0.00
0.00	0	0.98	20,612	0.67	14,653	0.67	14,653	LEGAL SECRETARY	0.65	14,914	0.65
0.00	0	0.00	0	1.00	25,026	1.00	25,026	LEGAL ASSISTANT/LEAD	0.00	0	0.00
0.33	7,117	0.00	0	0.00	0	0.00	0	LEGAL ASSISTANT	0.00	0	0.00
0.00	0	0.68	18,113	1.00	27,050	0.75	16,622	LAW CLERK	1.00	27,955	1.00
1.00	25,522	1.00	27,034	1.00	28,287	1.00	28,287	ASST COUNTY COUNSL 1	1.00	31,851	1.00
0.67	19,160	0.99	29,999	1.00	31,465	0.00	0	OPERATIONS SUPV 2	0.00	0	0.00
5.37	236,883	5.77	266,465	2.85	130,034	1.85	81,191	ASST CO COUNSEL/SR	2.45	113,551	2.45
1.01	47,810	1.00	49,818	1.00	52,124	0.00	0	DEPUTY CO COUNSEL 4	0.00	0	0.00
1.00	66,786	1.00	69,656	1.00	69,888	1.00	69,888	COUNTY COUNSEL	0.75	54,771	0.75
0.00	0	0.00	0	0.00	0	1.00	52,102	ASST CO COUNSEL/CHIEF	0.00	0	0.00
0.00	0	0.00	0	0.00	0	1.00	48,863	LITIGATION COUNSEL	1.00	53,944	1.00
0.00	0	0.00	0	0.00	0	0.82	26,780	OFFICE MGR/ CO COUNS	0.75	23,604	0.75
12.82	470,994	13.99	534,686	10.86	403,873	10.43	388,720	5100 PERMANENT	8.20	332,124	8.20

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# REQUIREMENT D

1989-90 ACTUAL	1990-91 ACTUAL	1991-92 ADOPTED	1991-92 REVISED	AGENCY: 050 NONDEPARTMENTAL FUND: 400 INSURANCE FUND SUM ORG: 7050 COUNTY COUNSEL ADMINISTRATION	1992-93 PROPOSED
0	0	195,391	195,391	PERSONAL SERVICES	
0	0	0	0	5100 PERMANENT	291,383
0	0	0	0	5200 TEMPORARY	1,400
0	0	0	0	5300 OVERTIME	0
0	0	0	0	5400 PREMIUM	0
0	0	52,780	52,780	5500 FRINGE BENEFITS	78,626
0	0	248,141	248,141	TOTAL EXTERNAL	371,339
0	0	0	0	5550 INSURANCE BENEFITS	0
0	0	248,141	248,141	TOTAL PERSONAL SERVICES	371,339
0	0	0	0	6050 COUNTY SUPPLEMENTS	0
0	0	0	0	6060 PASS-THROUGH PAYMENTS	0
0	0	5,548	5,548	6110 PROFESSIONAL SVCS	11,268
0	0	2,406	2,406	6120 PRINTING	3,582
0	0	0	0	6130 UTILITIES	0
0	0	0	0	6140 COMMUNICATIONS	0
0	0	0	0	6170 RENTALS	0
0	0	167	167	6180 REPAIRS AND MAINTENANCE	207
0	0	1,370	1,370	6190 MAINTENANCE CONTRACTS	2,348
0	0	1,299	1,299	6200 POSTAGE	0
0	0	1,665	1,665	6230 SUPPLIES	2,958
0	0	0	0	6270 FOOD	0
0	0	3,380	1,665	6310 EDUCATION & TRAINING	4,685
0	0	0	0	6320 MTNG CONFERENCE/CONVENTIONS	0
0	0	790	790	6330 LOCAL TRAVEL/MILEAGE	713
0	0	0	0	6520 INSURANCE	0
0	0	0	0	6530 EXTERNAL DATA PROCESSING	0
0	0	0	0	6550 DRUGS	0
0	0	0	0	6580 CLAIMS PAID	0
0	0	0	0	6610 AWARDS AND PREMIUMS	0
0	0	3,380	3,380	6620 DUES AND SUBSCRIPTIONS	4,685
0	0	0	0	6700 LIBRARY BOOKS AND MATERIALS	0
0	0	0	0	7810 PRINCIPAL	0
0	0	0	0	7820 INTEREST	0
0	0	19,905	18,240	TOTAL EXTERNAL	30,476
0	0	0	0	7100 INDIRECT COSTS	0
0	0	3,130	3,130	7150 TELEPHONE	4,685
0	0	0	0	7200 DATA PROCESSING	0
0	0	333	333	7300 MOTOR POOL	633
0	0	0	0	7400 BUILDING MANAGEMENT	0
0	0	0	0	7500 OTHER INTERNAL	0
0	0	0	0	7550 SERV REIMB TO CAP LEASE RET FU	0
0	0	0	0	7560 DISTRIBUTION/POSTAGE	1,585
0	0	3,463	3,463	TOTAL INTERNAL	6,913
0	0	23,368	21,703	TOTAL MATERIALS & SERVICES	37,389
0	0	0	0	8100 LAND	0
0	0	0	0	8200 BUILDINGS	0
0	0	0	0	8300 OTHER IMPROVEMENTS	0
0	0	833	833	8400 EQUIPMENT	7,301
0	0	833	833	TOTAL CAPITAL OUTLAY	7,301
0	0	268,879	267,214	DIRECT BUDGET	409,116
0	0	272,342	270,587	TOTAL BUDGET	416,029

AGENCY: 050 NONDEPARTMENTAL  
 FUND: 400 INSURANCE FUND  
 SUM ORG: 7050 COUNTY COUNSEL ADMINISTRATION

# PERSONNEL DETAIL

1989-90 ACTUAL		1990-91 ACTUAL		1991-92 ADOPTED		1991-92 REVISED			1992-93 PROPOSED		1992-93 APPROVED
FTE	BASE	FTE	BASE	FTE	BASE	FTE	BASE		FTE	BASE	FTE
0.00	0	0.00	0	0.33	6,080	0.33	6,080	OFFICE ASSISTANT 2	0.40	7,615	0.40
0.00	0	0.00	0	1.00	24,344	1.00	24,344	OFFICE ASST/SENIOR	1.00	24,450	1.00
0.00	0	0.00	0	0.33	6,384	0.33	6,384	WORD PROC OPERATOR	0.00	0	0.00
0.00	0	0.00	0	0.33	7,217	0.33	7,217	LEGAL SECRETARY	1.35	30,221	1.35
0.00	0	0.00	0	0.00	0	0.00	0	LAW CLERK	1.00	27,907	1.00
0.00	0	0.00	0	3.13	151,166	3.13	151,166	ASST CO COUNSEL/SR	2.55	124,455	2.55
0.00	0	0.00	0	0.00	0	0.00	0	COUNTY COUNSEL	0.25	18,257	0.25
0.00	0	0.00	0	0.00	0	0.00	0	LITIGATION COUNSEL	1.00	50,540	1.00
0.00	0	0.00	0	0.00	0	0.00	0	OFFICE MGR/ CO COUNS	0.25	7,868	0.25
0.00	0	0.00	0	5.12	195,391	5.12	195,391	5100 PERMANENT	7.80	291,313	7.80

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# Nondepartmental Emergency Management

Manager: Penny Malinquist

Agency 050

Organization 6900

## EMERGENCY MANAGEMENT PROGRAM DESCRIPTION

Emergency Management implements and maintains a countywide emergency management program that provides for ongoing coordination of emergency preparedness measures which include training and planning activities that support and increase emergency response and recovery capabilities required for situations of a scope and magnitude as to present a major threat to life or property.

## PERSONNEL

	<u>1989-90</u>	<u>1990-91</u>	<u>1991-92</u>	<u>1992-93</u>
Officials & Administrators	1.00	1.04	1.00	1.00
Professionals	0.04	0.00	0.00	0.00
Technicians & Para-Professionals	1.46	1.77	2.00	2.00
Protective Services Workers	0.00	0.00	0.00	0.00
Office & Clerical	0.00	0.52	0.60	0.60
Skilled Craft & Service Maintenance	0.00	0.00	0.00	0.00
<b>TOTAL</b>	<b>2.50</b>	<b>3.33</b>	<b>3.60</b>	<b>3.60</b>

## EXPENDITURES

	<u>General Fund (100)</u>	<u>Federal/State Fund (156)</u>	<u>TOTAL</u>
Personnel Services	\$ 0	\$ 157,988	\$ 157,988
Materials & Services	46,544	37,758	84,302
Capital Outlay	0	3,154	3,154
<b>TOTAL</b>	<b>\$ 46,544</b>	<b>\$ 198,900</b>	<b>\$ 245,444</b>

## REVENUE CATEGORIES

<u>Fd</u>	<u>Org</u>	<u>Organization</u>	<u>Operational</u>	<u>Grant</u>	<u>Other</u>	<u>General Fund Supplement</u>	<u>Total</u>
100	6905	HazMat Spills	\$ 46,544	\$ 0	\$ 0	\$ 0	\$ 46,544
156	6901	Emergency Mgmt	-- 1120	71,000	0	127,900	198,900
		<b>TOTAL</b>	<b>\$46,544</b>	<b>\$ 71,000</b>	<b>\$ 0</b>	<b>\$127,900</b>	<b>\$ 245,444</b>

## 6901 EMERGENCY MANAGEMENT

	<u>1989-90</u>	<u>1990-91</u>	<u>1991-92</u>	<u>1992-93</u>
FTE	2.50	3.33	3.60	3.60
Personnel Services	\$ 111,267	\$ 132,883	\$ 153,906	\$ 157,988
Materials and Services	44,323	47,182	32,474	37,758
Capital Outlay	15,090	6,867	7,522	13,184
<b>TOTAL</b>	<b>\$ 172,040</b>	<b>\$ 186,932</b>	<b>\$ 193,902</b>	<b>\$ 198,900</b>



# Nondepartmental Emergency Management

Manager: Penny Malmquist

Agency 050

Organization 6900

## Objectives

- ▶ Develop and complete the County Emergency Operations and Management Plan.
- ▶ Exercise the Emergency Operations and Management Plan for Multnomah County.
- ▶ Identify deficiencies and strengthen the capabilities of the County's Emergency Center.
- ▶ Develop and complete the emergency Operations and Management Plan for Troutdale, Wood/Village and Fairview.
- ▶ Train response and emergency center personnel in the NIMS Incident Command System for managing emergencies and disasters.
- ▶ Exercise business and industries emergency operations and management plan.
- ▶ Develop a guideline from the Tojale Nuclear Plan for the possible ingestion of contamination.
- ▶ Exercise the resulting Tojale Ingestion Guideline.
- ▶ Attend emergency management training to maintain knowledge base in emergency management subjects.
- ▶ Develop agreements to increase the resources available for first responders, e.g. mutual aid agreements, cooperative assistance agreements, etc.
- ▶ Coordinate regional emergency management discussions.

## Identification of Mandates

Superfund Amendments and Reauthorization Act of 1986, Section 301 and 303, requires each local emergency planning committee to complete preparation of an emergency plan, evaluate the need for resources and make recommendations with respect to additional resources, identify facilities subject to the SARA Title III requirements, identify likely hazardous additional resources, identify facilities subject to the SARA Title III requirements, identify likely hazardous materials routes, prepare evacuation plans, develop and coordinate training programs, and conduct exercises.

## Explanation of Changes

The 1992-93 Adopted Budget includes \$15,000 for facilitation services and direct costs to assist in discussions among all emergency management programs in the tri-county area about the potential for consolidating emergency planning and response services.

# Nondepartmental Emergency Management

Manager: Penny Malmquist

Agency 050

Organization 6900

## 6905 HAZARDOUS MATERIALS SPILL RESPONSE

Multnomah County Emergency Management in conjunction with the Sheriff's Office and the City of Gresham, responds to emergencies involving hazardous materials in order to protect life and property. This is done through a joint hazardous materials response team.

A contract with the State Fire Marshal's Office designates this team as the regional hazardous materials emergency response team. The contract provides funds for medical exams, training, equipment and supplies. It also provides for the reimbursement of personnel costs in response to a hazardous materials emergency.

	<u>1989-90</u>	<u>1990-91</u>	<u>1991-92</u>	<u>1992-93</u>
FTE	0.00	0.00	0.00	0.00
Personal Services	\$ 0	\$ 0	\$ 0	\$ 0
Materials and Services	3,454	4,267	16,380	34,744
Capital Outlay	<u>2,698</u>	<u>9</u>	<u>6,720</u>	<u>11,800</u>
TOTAL	\$ 6,152	\$ 4,267	\$ 23,100	\$ 46,544

### Objectives

- ▶ Monitor, assess and evaluate a spill, threatened spill, or a release of hazardous materials
- ▶ Contain, confine, or take other action appropriate to prevent, minimize, or mitigate damage to the public health, safety, welfare, or to the environment, which may result from a spill, release, or threatened spill or release of a hazardous material.

# REQUIREMENT D

1989-90  
ACTUAL

1990-91  
ACTUAL

1991-92  
ADOPTED

1991-92  
REVISED

AGENCY: 050 NONDEPARTMENTAL  
FUND: 100 GENERAL FUND  
SUM ORG: 6900 EMERGENCY MANAGEMENT

1992-93  
PROPOSED

0	0	0	0	PERSONAL SERVICES	0
0	0	0	0	5100 PERMANENT	0
0	0	0	0	5200 TEMPORARY	0
0	0	0	0	5300 OVERTIME	0
0	0	0	0	5400 PREMIUM	0
0	0	0	0	5500 FRINGE BENEFITS	0
0	0	0	0	TOTAL EXTERNAL	0
0	0	0	0	5550 INSURANCE BENEFITS	0
0	0	0	0	TOTAL PERSONAL SERVICES	0
0	0	0	0	6050 COUNTY SUPPLEMENTS	0
2,476	439	0	0	6060 PASS-THROUGH PAYMENTS	24,000
50	0	380	380	6110 PROFESSIONAL SVCS	0
0	0	0	0	6120 PRINTING	200
0	0	0	0	6130 UTILITIES	0
0	0	0	0	6140 COMMUNICATIONS	0
0	0	0	0	6170 RENTALS	0
0	404	0	0	6180 REPAIRS AND MAINTENANCE	0
0	0	0	0	6190 MAINTENANCE CONTRACTS	0
0	0	0	0	6200 POSTAGE	0
928	255	6,000	6,000	6230 SUPPLIES	6,000
0	0	0	0	6270 FOOD	0
0	3,169	6,000	6,000	6310 EDUCATION & TRAINING	6,000
0	0	0	0	6320 MTNG CONFERENCE/CONVENTIONS	0
0	0	0	0	6330 LOCAL TRAVEL/MILEAGE	0
0	0	0	0	6520 INSURANCE	0
0	0	0	0	6530 EXTERNAL DATA PROCESSING	0
0	0	0	0	6550 DRUGS	0
0	0	0	0	6580 CLAIMS PAID	0
0	0	0	0	6610 AWARDS AND PREMIUMS	0
0	0	0	0	6620 DUES AND SUBSCRIPTIONS	0
0	0	0	0	6700 LIBRARY BOOKS AND MATERIALS	0
0	0	0	0	7810 PRINCIPAL	0
0	0	0	0	7820 INTEREST	0
3,454	4,267	12,380	12,380	TOTAL EXTERNAL	36,200
0	0	0	0	7100 INDIRECT COSTS	0
0	0	4,000	4,000	7150 TELEPHONE	0
0	0	0	0	7200 DATA PROCESSING	0
0	0	0	0	7300 MOTOR POOL	0
0	0	0	0	7400 BUILDING MANAGEMENT	0
0	0	0	0	7500 OTHER INTERNAL	0
0	0	0	0	7550 SERV REIMB TO CAP LEASE RET FU	0
0	0	0	0	7560 DISTRIBUTION/POSTAGE	0
0	0	4,000	4,000	TOTAL INTERNAL	0
3,454	4,267	16,380	16,380	TOTAL MATERIALS & SERVICES	36,200
0	0	0	0	8100 LAND	0
0	0	0	0	8200 BUILDINGS	0
0	0	0	0	8300 OTHER IMPROVEMENTS	0
2,698	0	6,720	6,720	8400 EQUIPMENT	11,800
2,698	0	6,720	6,720	TOTAL CAPITAL OUTLAY	11,800
6,152	4,267	19,100	19,100	DIRECT BUDGET	48,000
6,152	4,267	23,100	23,100	TOTAL BUDGET	48,000

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# REQUIREMENT D

1989-90 ACTUAL	1990-91 ACTUAL	1991-92 ADOPTED	1991-92 REVISED	AGENCY: 050 NONDEPARTMENTAL FUND: 156 FEDERAL/STATE PROGRAM FUND SUM ORG: 6900 EMERGENCY MANAGEMENT	1992-93 PROPOSED
73,195	93,211	102,380	102,380	PERSONAL SERVICES	
7,841	0	0	0	5100 PERMANENT	105,810
1,508	446	688	688	5200 TEMPORARY	0
0	334	0	0	5300 OVERTIME	928
19,520	22,066	27,639	27,639	5400 PREMIUM	0
102,064	116,057	130,707	130,707	5500 FRINGE BENEFITS	28,686
10,563	16,826	23,199	23,199	TOTAL EXTERNAL	135,434
				5550 INSURANCE BENEFITS	22,554
112,627	132,883	153,906	153,906	TOTAL PERSONAL SERVICES	157,988
0	0	0	0	6050 COUNTY SUPPLEMENTS	0
0	0	0	0	6060 PASS-THROUGH PAYMENTS	0
8,729	0	0	0	6110 PROFESSIONAL SVCS	0
1,805	2,700	2,583	2,583	6120 PRINTING	2,900
0	0	0	0	6130 UTILITIES	0
2,963	0	3,000	3,000	6140 COMMUNICATIONS	0
0	0	0	0	6170 RENTALS	0
865	5,190	750	750	6180 REPAIRS AND MAINTENANCE	1,350
0	0	0	0	6190 MAINTENANCE CONTRACTS	0
0	66	50	50	6200 POSTAGE	50
5,658	10,378	4,253	4,253	6230 SUPPLIES	4,510
0	0	0	0	6270 FOOD	1,550
9,910	8,903	3,004	3,004	6310 EDUCATION & TRAINING	1,980
0	0	0	0	6320 MTNG CONFERENCE/CONVENTIONS	650
0	891	2,500	2,500	6330 LOCAL TRAVEL/MILEAGE	1,485
0	0	0	0	6520 INSURANCE	0
0	0	0	0	6530 EXTERNAL DATA PROCESSING	0
0	0	0	0	6550 DRUGS	0
0	0	0	0	6580 CLAIMS PAID	0
0	0	0	0	6610 AWARDS AND PREMIUMS	0
846	1,257	684	684	6620 DUES AND SUBSCRIPTIONS	840
0	0	0	0	6700 LIBRARY BOOKS AND MATERIALS	0
0	0	0	0	7810 PRINCIPAL	0
0	0	0	0	7820 INTEREST	0
30,776	29,385	16,774	16,774	TOTAL EXTERNAL	15,325
12,384	16,517	14,485	14,485	7100 INDIRECT COSTS	5,987
787	830	755	755	7150 TELEPHONE	1,410
0	0	0	0	7200 DATA PROCESSING	0
0	0	0	0	7300 MOTOR POOL	0
426	450	450	450	7400 BUILDING MANAGEMENT	450
0	0	0	0	7500 OTHER INTERNAL	0
0	0	0	0	7550 SERV REIMB TO CAP LEASE RET FU	0
0	0	0	0	7560 DISTRIBUTION/POSTAGE	0
13,547	17,797	15,700	15,700	TOTAL INTERNAL	7,877
44,323	47,182	32,474	32,474	TOTAL MATERIALS & SERVICES	23,202
0	0	0	0	8100 LAND	0
0	0	0	0	8200 BUILDINGS	0
0	0	0	0	8300 OTHER IMPROVEMENTS	0
15,090	6,867	7,522	7,522	8400 EQUIPMENT	3,154
15,090	6,867	7,522	7,522	TOTAL CAPITAL OUTLAY	3,154
147,980	152,309	155,003	155,003	DIRECT BUDGET	153,913
172,040	186,932	193,902	193,902	TOTAL BUDGET	184,344



AGENCY: 050 NONDEPARTMENTAL  
 FUND: 156 FEDERAL/STATE PROGRAM FUND  
 SUM ORG: 6900 EMERGENCY MANAGEMENT

## PERSONNEL DETAIL

1989-90 ACTUAL		1990-91 ACTUAL		1991-92 ADOPTED		1991-92 REVISED			1992-93 PROPOSED		1992- APPROV
FTE	BASE	FTE	BASE	FTE	BASE	FTE	BASE		FTE	BASE	FTE
0.00	0	0.00	0	0.00	0	0.00	0	OFFICE ASST/SENIOR	0.00	0	0.00
1.46	32,575	1.77	40,743	2.00	47,303	2.00	47,303	PROGRAM DEV TECH	2.00	48,472	2.00
0.00	0	0.52	8,980	0.60	10,794	0.60	10,794	FISCAL ASSISTANT	0.60	11,722	0.60
0.04	834	0.00	0	0.00	0	0.00	0	COMMUNITY DEV SPEC	0.00	0	0.00
0.00	0	0.04	849	0.00	0	0.00	0	PROGRAM MANAGER 1	0.00	0	0.00
1.00	39,787	1.00	42,669	1.00	44,283	0.00	0	PROGRAM MANAGEMENT'S	0.00	0	0.00
0.00	0	0.00	0	0.00	0	1.00	44,283	EMERGENCY MGMT ADMIN	1.00	45,616	1.00
2.50	73,186	3.33	93,211	3.60	102,380	3.60	102,380	5100 PERMANENT	3.60	105,810	3.60

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AGENCY: 050 NONDEPARTMENTAL  
 FUND: 156 FEDERAL STATE FUND  
 ORG: 6900 EMERGENCY MANAGEMENT

# REVENUE DETAIL

1989-90 ACTUAL	1990-91 ACTUAL	1991-92 ADOPTED	1991-92 REVISED	CODE	DESCRIPTION	1992-93 PROPOSED
57,117	61,103	60,300	60,300	2074	FEMA(Fed Emerg Mgt Agency) -- Fed	56,000
985	997	0	0	2080	FEMA Travel Reimb -- Fed	0
7,500	9,666	9,666	9,666	2348	Trojan Planning Project -- State	0
0	187	0	0	4121	Travel Reimbursement	120
7,360	0	0	0	4139	Emergency/Mgt Training Fees	0
0	0	0	0	4140	Regional Hazmat Response Team	0
1,182	0	282	282	4900	Misc Charge/Recoveries	0
<b>74,144</b>	<b>71,953</b>	<b>70,248</b>	<b>70,248</b>	<b>TOTAL OUTSIDE REVENUES</b>		<b>56,120</b>
97,897	117,749	123,654	123,654	GF	SUBSIDY	128,224
				GF	INDIRECT	
				GF	MATCH	
<b>97,897</b>	<b>117,749</b>	<b>123,654</b>	<b>123,654</b>	<b>7601</b>	<b>TOTAL GENERAL FUND</b>	<b>128,224</b>
<b>172,041</b>	<b>189,702</b>	<b>193,902</b>	<b>193,902</b>	<b>TOTAL REVENUES</b>		<b>184,344</b>



# Nondepartmental Board of County Commissioners

Agency: 050

Organization: 9010

## BOARD OF COUNTY COMMISSIONERS MISSION STATEMENT

Multnomah County's mission is to plan, finance, and deliver services to all citizens and properties in the County. These services must be delivered effectively and efficiently and distributed fairly in a manner that respects public confidence in government.

## GOALS

The assumptions upon which planning in the County is based were adopted by Resolution 91-126 on August 27, 1991. These assumptions are shown below.

1. **EXCELLENCE.** All work we choose to do will be done well. This includes ongoing monitoring and evaluation.
2. **ADMINISTRATIVE AND SUPPORT SERVICES** will be provided to all services and functions.
3. **PARTNERSHIPS.** We will work collaboratively with other governments, foundations, nonprofits, and the private sector to increase the impact and effectiveness of our services and programs.
4. Our **VALUES AND PHILOSOPHY** stress the increasing importance of:
  - a. **PREVENTION** orientation and focus;
  - b. **INTEGRATION AND COORDINATION** of services;
  - c. **Fostering INDEPENDENCE** in individuals we serve; and
  - d. **DECENTRALIZED/COMMUNITY-BASED** services.
5. We are committed to the idea of **COLLABORATION** on the division of responsibilities and services involving local cities, METRO, and the state (streamlining).
6. We are committed to developing a **STABLE, LONG-TERM FUNDING/RESOURCE BASE** for County government services.

With the assumptions listed above in mind, the Board of County Commissioners developed consensus on the following policy goals and directions for Multnomah County:

- ▶ **Assure that children are born into and grow up in, nurturing, healthy, safe environments by providing support to these CHILDREN AND THEIR FAMILIES.**
- ▶ **Build partnerships that provide services that maximize the independence, health, and safety of our SPECIAL POPULATIONS.**
- ▶ **Provide services located in the COMMUNITY through user service centers accountable to the community.**
- ▶ **Provide PRO-ACTIVE CORRECTIONS SERVICES** which include alternatives to jail and a continuum of services to get and keep people out of the criminal justice system.
- ▶ **Work to achieve an EFFECTIVE CRIMINAL JUSTICE SYSTEM** by developing and implementing a plan in conjunction with the Courts, the Sheriff (as manager of the Corrections Facilities), law enforcement agencies, Community Corrections, and the Community.
- ▶ **Assure stable funding for a QUALITY LIBRARY SYSTEM** in the Community.

# Nondepartmental Board of County Commissioners

Agency: 050

Organization: 90110

## PURPOSE

The purpose of the Board of County Commissioners is defined by the Union County Home Rule Charter as amended November 4, 1986.

The Charter in Chapter 2.100, General Grant of Powers, states:

1. Except as this charter provides to the contrary, yet so County shall have authority over matters of County concern to the fullest extent granted and authorized by the Constitution and laws of the United States and the State of Oregon, as fully as though each particular power comprised in that general authority were specifically listed in the charter.
2. The charter shall be liberally construed, and each power of the County under the charter shall be construed as a continuing power unless the charter or the grant of the power indicates the contrary.

Chapter 2.200, Where Powers Vested, also states:

Except as this charter on state constitution and state statute provides regarding initiative and referendum provides to the contrary, the legislative power of the County shall be vested in and exercisable only by the Board of County Commissioners. Any other power of the County not vested by the charter or elsewhere shall be vested in the Board but may be delegated by it.

The Board of County Commissioners conducts all legislative business of the County in two Board meetings per week. In addition, it holds an informal meeting for the purpose of reviewing the formal agenda and receiving informational briefings from staff, departments and outside agencies. Some meetings are held outside the Courthouse, in the districts as described by the Charter. Some are held at night to provide greater citizen input. The Board's staff functions as a research resource for matters that come before the Board.

## The Board:

- ▶ Conducts official business of the County as required by state law and the efficient operation of the County.
- ▶ Hears Land Use appeals from cases reviewed by the Planning Commission and Planning staff.
- ▶ Adopts policies which guide direction of County activities.
- ▶ Sits as the Budget Committee, reviews the Executive Budget, holds hearings, and adopts the final County budget.
- ▶ Creates such boards and commissions as it deems necessary for advising on matters of interest to County, recruits and proposes citizens to serve on same, and confirms appointments made by the Chair to the Boards and Commissioners.
- ▶ Acts as the liaison to County departments and advisory boards and commissions.
- ▶ Monitors the activities of the Clerk of the Board and Assistant as official recorders of Board activities and repository for Board files.
- ▶ Consults with the labor negotiator for the County and adopts final labor agreements.
- ▶ May exercise bonding authority as prescribed by Charter and State law.
- ▶ May establish County Service Districts as prescribed by Charter.
- ▶ Conducts official business and adopts budgets of established service districts while sitting as the governing body of the service district.
- ▶ Is empowered to make changes in County administrative departments.
- ▶ Fill vacancies in elective County offices.
- ▶ Responds to citizen complaints.
- ▶ Works with Citizen Involvement Committee and responds to concerns.

# Nondepartmental Board of County Commissioners

Agency: 050

Organization: 9010

## PERSONNEL

	<u>1989-90</u>	<u>1990-91</u>	<u>1991-92</u>	<u>1992-93</u>
Officials & Administrators	15.45	15.24	14.17	13.93
Professionals	0.00	0.00	0.00	0.00
Technicians & Para-Professionals	0.00	0.00	0.00	0.00
Protective Service Workers	0.00	0.00	0.00	0.00
Office & Clerical	0.00	0.00	0.00	0.00
Skilled Craft & Service Maintenance	<u>0.00</u>	<u>0.14</u>	<u>0.00</u>	<u>0.00</u>
<b>TOTAL</b>	<b>15.45</b>	<b>15.38</b>	<b>14.17</b>	<b>13.93</b>

## EXPENDITURES

	<u>General Fund</u> <u>J(100)</u>	<u>Other Fund</u> <u>V/A</u>	<u>TOTAL</u>
Personal Services	\$ 766,210	\$ 0	\$ 766,210
Materials & Services	41,224	0	41,224
Capital Outlay	<u>0</u>	<u>0</u>	<u>0</u>
<b>TOTAL</b>	<b>\$ 807,434</b>	<b>\$ 0</b>	<b>\$ 807,434</b>

## REVENUE CATEGORIES

<u>Fd</u>	<u>Obj</u>	<u>Organization</u>	<u>Operational</u>	<u>Grant</u>	<u>Other</u>	<u>General Fund</u> <u>Supplement</u>	<u>Total</u>
100	9230	District 1	\$ 0	\$ 0	\$ 0	\$ 195,873	\$ 195,873
100	9245	District 2	0	0	0	192,136	192,136
100	9255	District 3	0	0	0	227,660	227,660
100	9275	District 4	<u>0</u>	<u>0</u>	<u>0</u>	<u>191,765</u>	<u>191,765</u>
	<b>TOTAL</b>		<b>\$ 0</b>	<b>\$ 0</b>	<b>\$ 0</b>	<b>\$ 807,434</b>	<b>\$ 807,434</b>

# Nondepartmental Board of County Commissioners

Agency: 050

Organization: 9010

## 9230 COMMISSIONER DISTRICT 1, 1989-1992 - PAULINE ANDERSON

	<u>1989-90</u>	<u>1990-91</u>	<u>1991-92</u>	Six Months <u>1992-93</u>
FTE	3.80	3.99	3.55	1.50
Personal Services	\$ 179,974	\$ 203,125	\$ 177,220	\$ 94,903
Material and Services	15,607	12,521	7,966	4,705
Capital Outlay	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
TOTAL	\$ 195,581	\$ 215,646	\$ 185,186	\$ 99,608

### Mission

Commissioner Anderson intends to represent the constituents of District 1 and the citizens of Multnomah County in following the guiding principles of the Board and implementing our shared work plan.

It is Commissioner Anderson's personal vision that the County should strive toward the following goals:

- ▶ Emphasizing Prevention and Early Intervention Services for Children as the approach which has the greatest long-range benefit and is most cost-effective in preventing criminal behavior, school failure, and child abuse.
- ▶ Enhancing public safety not only through efficient law enforcement and corrections programs, but through a continuum of programs designed to prevent citizens from becoming involved or further involved in criminal activity. Jail, the most restrictive and costly sanction, is appropriate for those who remain a danger to the community and as a backup to increase the effectiveness of non-custodial programs.
- ▶ Providing efficient, adequately funded Countywide services in the areas of health, mental health, aging and youth programs, libraries, animal control, and elections.
- ▶ Protecting the beauty and the natural resources of the County and enhancing the livability of our area.

### Objectives

1. Expand services for young children to enhance their development and prevent subsequent child abuse, school failure, and criminal behavior. Advocate for additional county, state, federal and private funding for programs for children in order to:
  - ▶ Give seriously abused little kids a second chance in life.
  - ▶ Give babies born addicted to drugs a first chance.
  - ▶ Provide day care for the babies and parent training for mothers in treatment and teen parents completing their schooling.
  - ▶ Provide Headstart for low income children to improve their success in school.
  - ▶ Provide prenatal care and support for low income women for healthier babies.
  - ▶ Provide support to families as they raise their children.
2. Increase coordination among state, county and city participants in the justice system. Initiate the development of a County Corrections plan.



**Nondepartmental  
Board of County Commissioners**

Agency: 050

Organization: 9010

**9230 COMMISSIONER DISTRICT 1 (Continued)**

3. Use our expanded jailbed capability more effectively as a deterrent to criminal behavior, as a backup to supervision, training, treatment, and institution programs, and systematically to target the most active and dangerous offenders. Pursue cheaper and more effective immediate incarcerations for those who are not a danger to public safety. Provide follow-up services as needed to assure that they do not reenter the criminal justice system.
4. Support the Office of Women's Transition Services in meeting the special needs of women offenders and the most effective placement of women in corrections. Support and expand the ADAPT program which provides support services to pregnant women in the justice system and when they get out.
5. Seek to implement a "right to recovery": a Multnomah County alcohol and drug policy which goal is to provide an appropriate service to every chemically dependent person who seeks recovery and cannot pay for it. Continue and expand the use of acupuncture for drug and alcohol detoxification and preparation for treatment.
6. Expand assistance to the unserved and underserved mentally ill who are homeless, in jail, or disrupting their families.
7. Nurture the current spirit of cooperation and information sharing with other Board members and elected officials, encouraging this spirit through periodic retreats.
8. Monitor and assist policy development in Commissioner Anderson's portfolio areas: Environmental Services (Transportation, Fleet and Electronic Services, Parks Services, Planning, Animal Care, Expo Center, Community Development, and Building and Property Management).
9. Help the Metropolitan Arts Commission achieve funding stability and develop the Cultural Plan for the region.
10. Monitor and assist policy development particularly with respect to the following: expanded prevention and intervention services for children and their families, corrections system integration, effectiveness, efficiency, and capacity; the best possible Countywide system of road planning, construction, and maintenance; and protection of our natural and scenic resources.
11. Acknowledge and utilize County employees as our most valuable asset.
12. Seek revisions to state legislation on guns, to provide more effective local enforcement, safety training courses, and limits on use of assault weapons.
13. Review implementation of new County policies on recycling in County facilities and on purchasing environmentally sound and reusable products, recycled, and biodegradable products.
14. Continue working with the Willamette Light Brigade in their efforts to light the Willamette River bridges.
15. Fund and implement the County plan for evaluation of County provided and contracted services.
16. Develop and approve a more progressive, measurable tax for Multnomah County.
17. Develop a plan to begin to implement neighborhood-based community centers which integrate important County services at a single location.
18. Develop a County plan to maximize protection and recreation opportunities for open space areas.

# Nondepartmental Board of County Commissioners

Agency: 050

Organization: 9010

## 9235 COMMISSIONER DISTRICT 1, 1993-1996

This is the budget for the Commissioner's Office for the first six months of 1993.

	<u>1989-90</u>	<u>1990-91</u>	<u>1991-92</u>	<u>Six Months 1992-93</u>
FTE	0.00	0.00	0.00	1.50
Personal Services	\$ 0	\$ 0	\$ 0	\$ 90,510
Materials and Services	0	0	0	5,755
Capital Outlay	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
<b>TOTAL</b>	<b>\$ 0</b>	<b>\$ 0</b>	<b>\$ 0</b>	<b>\$ 96,265</b>

## 9245 COMMISSIONER DISTRICT 2 - GARY HANSEN

	<u>1989-90</u>	<u>1990-91</u>	<u>1991-92</u>	<u>1992-93</u>
FTE	4.27	4.17	3.90	3.50
Personal Services	\$ 197,377	\$ 186,931	\$ 162,085	\$ 188,175
Materials and Services	6,765	10,548	8,635	10,421
Capital Outlay	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
<b>TOTAL</b>	<b>\$ 204,142</b>	<b>\$ 197,479</b>	<b>\$ 170,720</b>	<b>\$ 198,596</b>

### Mission

It is the mission of Commissioner Hansen to provide effective and efficient representation for the constituents of District 2 and the citizens of Multnomah County in all matters pertaining to County governance.

### Objectives

1. Ensure that the interests of District 2 residents and of the citizens of Multnomah County are well represented in all matters of County public service provision.
2. Oversee the County's Public Safety Portfolio to improve coordination and cooperation between the Board of County Commissioners, the Sheriff's Office, the Office of the District Attorney, the Justice Coordinating Council, and the Community Corrections Advisory Committee.
3. Work with the Sheriff's Office to ensure the most effective use of County jail facilities.
4. Work with the Department of Community Corrections to expand the effectiveness of community corrections programs with special emphasis upon alcohol and drug addiction programs.
5. Press to expand employment and economic development opportunities and to improve neighborhood livability for the residents of District 2 and the citizens of Multnomah County.
6. Actively solicit input from my constituents and act promptly and effectively to resolve constituent concerns.
7. Work for passage of the County's goals in the 1993 session of the Oregon Legislature.
8. Improve the accountability of County government in the expenditure of public monies and enhance the performance of County employees in providing County services.



# Nondepartmental Board of County Commissioners

Agency: 050

Organization: 9010

## 9255 COMMISSIONER DISTRICT 3, 1989-92 - RICK BAUMAN

	<u>1989-90</u>	<u>1990-91</u>	<u>1991-92</u>	<u>Six Months 1992-93</u>
FTE	3.52	3.53	3.10	1.90
Personal Services	\$ 164,372	\$ 184,015	\$ 160,463	\$ 107,934
Materials and Services	22,048	10,999	8,536	4,883
Capital Outlay	0	0	0	0
<b>TOTAL</b>	<b>\$ 186,420</b>	<b>\$ 195,014</b>	<b>\$ 168,999</b>	<b>\$ 112,817</b>

### Mission

Commissioner Bauman will represent the people of District 3, and work to see that County government becomes efficient, responsible, and focused on the services it does best: public safety (jails), health care, education and community development and libraries.

### Objectives

Commissioner Bauman's 1992-93 Portfolio includes responsibility for examination of and recommendations on public health issues.

Organizations within that portfolio which demand special attention from the Commissioner's office are:

- ▶ Portland/Multnomah Commission on Aging (PMCOA)
- ▶ Mental Health Advisory Board
- ▶ Funders Advisory Committee
- ▶ Community Health Council
- ▶ Children & Youth Services Commission
- ▶ Community Action Commission

Commissioner Bauman will continue to work toward forging agreements among local governments which will concentrate services, making government less expensive, more efficient and more responsive to the people.

## 9250 COMMISSIONER DISTRICT 3, 1993-96 - TANYA COLLIER

This is the budget for the Commissioner's Office for the first six months of 1993.

	<u>1989-90</u>	<u>1990-91</u>	<u>1991-92</u>	<u>Six Months 1992-93</u>
FTE	0.00	0.00	0.00	1.90
Personal Services	\$ 0	\$ 0	\$ 0	\$ 107,934
Materials and Services	0	0	0	4,883
Capital Outlay	0	0	0	0
<b>TOTAL</b>	<b>\$ 0</b>	<b>\$ 0</b>	<b>\$ 0</b>	<b>\$ 112,817</b>

# Nondepartmental Board of County Commissioners

Agency: 050

Organization: 9010

## 9275 COMMISSIONER DISTRICT 4 - SHARRON KELLEY

	<u>1989-90</u>	<u>1990-91</u>	<u>1991-92</u>	<u>1992-93</u>
FTE	3.86	3.69	3.82	3.63
Personal Services	\$ 162,689	\$ 171,508	\$ 163,287	\$ 161,188
Materials and Services	15,247	9,164	7,065	10,577
Capital Outlay	<u>6,900</u>	<u>9</u>	<u>9</u>	<u>9</u>
TOTAL	\$ 184,706	\$ 180,672	\$ 170,302	\$ 191,765

### Mission

- 1.. Work to re-establish public support for local government.
2. Support regionalization and consolidation where cost savings, enhanced services, or tax equity will result.
3. Streamline local government to provide least cost and efficient governance.
4. Improve the efficiency of county government.
5. Increase citizen involvement in the government of Multnomah County.
6. Communicate with the residents of District Four about the issues and activities of Multnomah County government.
7. Advance the interests of the residents of district four through education and advocacy before the board of Commissioners and other public and private agencies.

### Objectives

- 1.. Advocate for changes in the criminal and juvenile justice systems to better respond to the increasingly violent nature of the current offender population.
2. Fund and maintain sufficient jail space to meet public safety needs in the county.
3. Support specialized, countywide law enforcement functions for the Multnomah County Sheriff's Office.
4. Support the development of strategic crime prevention and law enforcement plans.
5. Enhance local efforts to reduce illegal dumping.
6. Advocate for enhanced mental health services.
7. Assist the transition of the homeless to better shelter and productive participation in society.
8. Establish one-on-one meetings to identify District Four issues and interests.
9. Respond promptly and effectively to constituent inquiries and complaints.

**Nondepartmental  
Board of County Commissioners**

Agency: 050

Organization: 9010

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**9275 COMMISSIONER DISTRICT 4 (Continued)**

10. Support direct managerial and political accountability for the expenditure of County funds.
  11. Improve the effectiveness of the Metropolitan Human Relations Commission.
  12. Assist the East County cities in their efforts to work together to resolve shared problems.
  13. Provide the Board of Commissioners with special expertise about issues arising from the liaison assignments for District Four.
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# REQUIREMENT DI

1989-90 ACTUAL	1990-91 ACTUAL	1991-92 ADOPTED	1991-92 REVISED	AGENCY: 050 NONDEPARTMENTAL FUND: 100 GENERAL FUND SUM ORG: 9010 BOARD OF COUNTY COMMISSIONERS	1992-93 PROPOSED
510,5812	535,1181	485,4487	497,381	PERSONAL SERVICES	533,020
7,3779	810	0	0	5100 PERMANENT	24,000
0	0	0	0	5200 TEMPORARY	0
5,2113	926	0	0	5300 OVERTIME	5,788
114,5449	133,082	127,043	130,289	5400 PREMIUM	145,292
637,9953	669,9979	612,530	627,620	5500 FRINGE BENEFITS	708,100
66,4229	75,600	50,485	50,943	TOTAL EXTERNAL	78,110
704,382	745,579	663,015	678,563	5550 INSURANCE BENEFITS	786,210
0	0	0	0	TOTAL PERSONAL SERVICES	0
0	0	0	0	6050 COUNTY SUPPLEMENTS	0
7,145	2,254	490	680	6060 PASS-THROUGH PAYMENTS	1,500
5,681	5,845	3,502	3,502	6110 PROFESSIONAL SVCS	3,999
0	0	0	0	6120 PRINTING	300
0	0	0	0	6130 UTILITIES	0
0	0	0	0	6140 COMMUNICATIONS	0
796	49	1,090	1,090	6170 RENTALS	450
0	0	0	0	6180 REPAIRS AND MAINTENANCE	0
132	10	3,400	3,400	6190 MAINTENANCE CONTRACTS	1,844
6,657	4,534	2,950	2,950	6200 POSTAGE	3,350
1,346	856	300	300	6230 SUPPLIES	900
13,672	7,050	2,300	2,300	6270 FOOD	3,690
0	0	0	0	6310 EDUCATION & TRAINING	860
5,702	4,484	4,540	4,350	6320 MTNG CONFERENCE/CONVENTIONS	3,610
0	0	0	0	6330 LOCAL TRAVEL/MILEAGE	0
0	0	0	0	6520 INSURANCE	0
0	0	0	0	6530 EXTERNAL DATA PROCESSING	0
0	0	0	0	6550 DRUGS	0
0	0	0	0	6580 CLAIMS PAID	0
0	0	0	0	6610 AWARDS AND PREMIUMS	0
1,472	1,420	485	485	6620 DUES AND SUBSCRIPTIONS	870
0	0	0	0	6700 LIBRARY BOOKS AND MATERIALS	0
0	0	0	0	7810 PRINCIPAL	0
0	0	0	0	7820 INTEREST	0
42,603	26,512	19,057	19,057	TOTAL EXTERNAL	21,393
0	0	0	0	7100 INDIRECT COSTS	0
16,317	15,435	11,817	11,817	7150 TELEPHONE	12,898
0	0	0	0	7200 DATA PROCESSING	0
645	980	1,328	1,328	7300 MOTOR POOL	2,250
0	0	0	0	7400 BUILDING MANAGEMENT	0
102	303	0	0	7500 OTHER INTERNAL	0
0	0	0	0	7550 SERV REIMB TO CAP LEASE RET FU	0
0	0	0	0	7560 DISTRIBUTION/POSTAGE	4,703
17,064	16,718	13,145	13,145	TOTAL INTERNAL	19,851
59,657	43,230	32,202	32,202	TOTAL MATERIALS & SERVICES	41,224
0	0	0	0	8100 LAND	0
0	0	0	0	8200 BUILDINGS	0
0	0	0	0	8300 OTHER IMPROVEMENTS	0
6,800	0	0	0	8400 EQUIPMENT	0
6,800	0	0	0	TOTAL CAPITAL OUTLAY	0
687,356	696,491	631,587	646,677	DIRECT BUDGET	729,473
770,849	788,809	695,217	710,765	TOTAL BUDGET	827,464

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AGENCY: 050 NONDEPARTMENTAL  
 FUND: 100 GENERAL FUND  
 SUM ORG: 9010 BOARD OF COUNTY COMMISSIONERS

# PERSONNEL DETAIL

1989-90 ACTUAL		1990-91 ACTUAL		1991-92 ADOPTED		1991-92 REVISED			1992-93 PROPOSED		1992 APPROV
FTE	BASE	FTE	BASE	FTE	BASE	FTE	BASE		FTE	BASE	FTE
3.85	128,221	3.95	134,070	4.00	133,380	4.00	133,380	COUNTY COMMISSIONER	4.00	169,001	4.00
0.00	0	0.14	3,701	0.00	0	0.00	0	TEMPORARY WORKER	0.00	0	0.00
2.50	70,211	1.69	49,589	0.00	0	0.00	0	LEGIS/ADMIN SECTY	0.00	0	0.00
0.04	1,278	0.00	0	0.00	0	0.00	0	PROGRAM MANAGERENTS	0.00	0	0.00
9.06	311,052	9.60	347,801	10.17	352,107	10.17	352,107	STAFF ASSISTANT	9.93	364,019	9.93
15.45	510,812	15.38	535,161	14.17	485,487	14.17	485,487	5100 PERMANENT	13.93	533,020	13.93

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AGENCY: 050 NONDEPARTMENTAL

# REVENUE DETAIL

FUND: 100 GENERAL FUND

ORG: 9010 BOARD OF COMMISSIONERS

1989-90 ACTUAL	1990-91 ACTUAL	1991-92 ADOPTED	1991-92 REVISED	CODE	DESCRIPTION	1992-93 PROPOSED
257	267	0	0	4900	Misc Charges Recoveries	0
257	267	0	0	TOTAL OUTSIDE REVENUES		0

NONB - 42

# Nondepartmental County Auditor

Manager: Gary Blackmer

Agency: 050

Organization: 9015

## AUDITOR PROGRAM DESCRIPTION

### Mission

To increase the efficiency, effectiveness, and accountability of Multnomah County government.

### Objectives

To issue audits conducted in accordance with generally accepted governmental audit standards which:

- 1. determine the efficiency of County programs and services;
- 1. determine the effectiveness of County programs and services
- 1. determine if operations are in compliance with applicable laws and ordinances and
- 1. determine if County resources are adequately safeguarded against loss, waste, and abuse.

To issue objective studies of issues that can improve decision making by County officials, personnel, and the public.

To promote efficiency, effectiveness, and accountability in our contacts with County personnel, elected officials, and the public.

## PERSONNEL

	<u>1989-90</u>	<u>1990-91</u>	<u>1991-92</u>	<u>1992-93</u>
Officials & Administrators	6.77	6.33	6.00	7.00
Professionals	0.00	0.00	0.00	0.00
Technicians & Para-Professionals	0.00	0.00	0.00	0.00
Protective Service Workers	0.00	0.00	0.00	0.00
Office & Clerical	0.00	0.00	0.00	0.00
Skilled Craft & Service Maintenance	0.00	0.00	0.00	0.00
<b>TOTAL</b>	<b>6.77</b>	<b>6.33</b>	<b>6.00</b>	<b>7.00</b>

## EXPENDITURES

	<u>General Fund</u>	<u>Other Fund</u>	<u>Total</u>
	<u>...(100)!</u>	<u>L.I</u>	
Personal Services	\$ 383,781	\$ 0	\$ 383,781
Materials & Services	30,525	0	30,525
Capital Outlay	<u>3,000</u>	<u>0</u>	<u>3,000</u>
<b>TOTAL</b>	<b>\$417,306</b>	<b>\$ 0</b>	<b>\$417,306</b>

# Nondepartmental County Auditor

Manager: Gary Blackmer

Agency: 050

Organization: 9015

## REVENUE CATEGORIES

<u>Fd</u>	<u>Org</u>	<u>Organization</u>	<u>Operational</u>	<u>Grant</u>	<u>Other</u>	<u>General Fund Supplement</u>	<u>TOTAL</u>
100	9015	County Auditor	\$ 0	\$ 0	\$ 0	\$ 417,306	\$ 417,306

## 9015 COUNTY AUDITOR

	<u>1989-90</u>	<u>1990-91</u>	<u>1991-92</u>	<u>1992-93</u>
FTE	7.00	6.33	6.00	7.00
Personal Services	298,381	\$ 310,246	\$ 311,726	\$ 383,781
Materials & Services	40,389	26,469	39,240	30,525
Capital Outlay	3,938	17,808	-1,176	3,000
TOTAL	342,708	\$ 354,523	\$ 351,692	\$ 417,306

## Objectives

- ▶ To schedule and conduct four performance audits which provide significant information and recommendations to improve County operations and financial affairs.
- ▶ To accomplish the remaining duties in a timely manner.

## Explanation of Changes

The 1992-93 Budget includes restoration of a Management Auditor deleted from the 1991-92 Budget.

# REQUIREMENT ID

1989-90 ACTUAL	1990-91 ACTUAL	1991-92 ADOPTED	1991-92 REVISED	AGENCY: 050 NONDEPARTMENTAL FUND: 100 GENERAL FUND SUM ORG: 9015 COUNTY AUDITOR	1992-93 PROPOSED
214,080	222,003	217,209	217,209	PERSONAL SERVICES	259,775
5,985	144	2,000	0	5100 PERMANENT	9,880
0	0	0	0	5200 TEMPORARY	0
327	4,944	0	0	5300 OVERTIME	0
48,768	50,331	59,307	57,318	5400 PREMIUM	71,149
269,160	277,422	278,516	274,527	5500 FRINGE BENEFITS	340,804
29,221	32,824	32,210	32,210	TOTAL EXTERNAL	42,977
298,381	310,246	310,726	306,737	5550 INSURANCE BENEFITS	383,781
0	0	0	0	TOTAL PERSONAL SERVICES	0
0	0	0	0	6050 COUNTY SUPPLEMENTS	0
13,836	3,084	7,840	4,500	6060 PASS-THROUGH PAYMENTS	4,500
3,690	2,903	3,783	3,783	6110 PROFESSIONAL SVCS	4,000
0	0	0	0	6120 PRINTING	0
39	0	0	0	6130 UTILITIES	0
325	180	0	0	6140 COMMUNICATIONS	0
1,182	0	2,500	2,000	6170 RENTALS	1,000
0	0	0	0	6180 REPAIRS AND MAINTENANCE	0
2,894	2,373	2,277	2,277	6190 MAINTENANCE CONTRACTS	0
2,659	5,721	2,650	2,650	6200 POSTAGE	0
0	28	0	0	6230 SUPPLIES	4,700
8,514	5,070	11,000	7,500	6270 FOOD	0
0	0	0	0	6310 EDUCATION & TRAINING	4,500
1,719	1,376	1,520	1,520	6320 MTNG CONFERENCE/CONVENTIONS	3,700
0	0	0	0	6330 LOCAL TRAVEL/MILEAGE	1,260
0	0	0	0	6520 INSURANCE	0
0	0	0	0	6530 EXTERNAL DATA PROCESSING	0
0	0	0	0	6550 DRUGS	0
0	0	0	0	6580 CLAIMS PAID	0
0	0	0	0	6610 AWARDS AND PREMIUMS	0
682	682	1,000	1,000	6620 DUES AND SUBSCRIPTIONS	1,000
0	0	0	0	6700 LIBRARY BOOKS AND MATERIALS	0
0	0	0	0	7810 PRINCIPAL	0
0	0	0	0	7820 INTEREST	0
35,550	21,417	32,570	25,230	TOTAL EXTERNAL	24,660
0	0	0	0	7100 INDIRECT COSTS	0
4,811	4,921	6,150	4,550	7150 TELEPHONE	4,900
0	0	0	0	7200 DATA PROCESSING	0
2	98	520	520	7300 MOTOR POOL	381
0	0	0	0	7400 BUILDING MANAGEMENT	0
26	33	0	0	7500 OTHER INTERNAL	0
0	0	0	0	7550 SERV REIMB TO CAP LEASE RET FU	0
0	0	0	0	7560 DISTRIBUTION/POSTAGE	2,575
4,839	5,052	6,670	5,070	TOTAL INTERNAL	7,856
40,389	26,469	39,240	30,300	TOTAL MATERIALS & SERVICES	32,516
0	0	0	0	8100 LAND	0
0	0	0	0	8200 BUILDINGS	0
0	0	0	0	8300 OTHER IMPROVEMENTS	0
3,938	17,808	1,716	0	8400 EQUIPMENT	3,000
3,938	17,808	1,716	0	TOTAL CAPITAL OUTLAY	3,000
308,648	316,647	312,802	299,787	DIRECT BUDGET	368,464
342,710	354,523	351,682	337,087	TOTAL BUDGET	419,297

## PERSONNEL DETAIL

1989-90 ACTUAL		1990-91 ACTUAL		1991-92 ADOPTED		1991-92 REVISED			1992-93 PROPOSED		1992-93 APPROVED	
FTE	BASE	FTE	BASE	FTE	BASE	FTE	BASE		FTE	BASE	FTE	BASE
0.986	31,940	1.01	49,048	1.00	55,680	1.00	55,680	COUNTY AUDITOR	1.00	55,680	1.00	
1.000	20,558	1.04	22,537	1.00	21,986	1.00	21,986	LEGIS/ADMIN SECTY	1.00	22,830	1.00	
1.86	56,918	1.49	47,213	0.00	0	0.00	0	MANAGEMENT AUDITOR 2	0.00	0	0.00	
2.077	69,066	2.29	83,607	4.00	139,533	4.00	139,533	MGMT AUDITORS/SR	5.00	181,265	5.00	
0.888	35,588	0.50	19,598	0.00	0	0.00	0	DEPUTY AUDITOR	0.00	0	0.00	
6.777	214,080	6.33	222,003	6.00	217,209	6.00	217,209	5100 PERMANENT	7.00	259,775	7.00	2



AGENCY: 050 NONDEPARTMENTAL  
 FUND: 100 GENERAL FUND  
 ORG: 9020 COUNTY/AUDITOR

# REVENUE DETAIL

1989-90	1990-91	1991-92	1991-92	CODE	DESCRIPTION	1992-93
ACTUAL	ACTUAL	ADOPTED	REVISED			PROPOSED
59	0	0	0	4900	Misc. Charges/Recoveries	0
59	0	0	0	TOTAL OUTSIDE REVENUES		0

# Nondepartmental Finance Division

Manager: Dave Boyer

Agency: 050

Organization: 7030

## PERSONNEL

	<u>1989-90</u>	<u>1990-91</u>	<u>1991-92</u>	<u>1992-93</u>
Officials and Administrators	4.37	4.15	3.96	5.00
Professionals	5.93	8.00	8.97	9.00
Technicians and Para-Professionals	3.23	6.33	8.50	7.50
Protective Service Workers	0.00	0.00	0.00	0.00
Office and Clerical	7.76	6.33	7.00	8.00
Skilled Craft and Srv. Maint.	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
<b>TOTAL</b>	<b>21.29</b>	<b>25.02</b>	<b>28.43</b>	<b>29.50</b>

## EXPENDITURES

	<u>General Fund</u> <u>(100)</u>	<u>Insurance Fund</u> <u>(400)</u>	<u>Total</u>
Personnel Services	\$ 11,219,796	\$ 13,701	\$ 1,233,497
Materials and Services	262,273	1,375	263,648
Capital Outlay	<u>8,000</u>	<u>0</u>	<u>8,000</u>
<b>TOTAL</b>	<b>\$ 1,490,069</b>	<b>\$ 15,076</b>	<b>\$ 11,505,145</b>

## REVENUE CATEGORIES

<u>Fd</u>	<u>Obj</u>	<u>Organization</u>	<u>Operational</u>	<u>Grant</u>	<u>Other</u>	<u>General Fund</u> <u>Supplement</u>	<u>Total</u>
100	7400	Administration	35,000	0	0	154,950	189,950
400	7400	Administration	0	0	15,076	0	15,076
100	7405	Accounts Payable	0	0	0	313,718	313,718
100	7410	Accounting	25,316	0	0	420,619	445,935
100	7415	Treasury	4,400	0	0	294,114	298,514
100	7420	Payroll	<u>0</u>	<u>0</u>	<u>0</u>	<u>241,952</u>	<u>241,952</u>
<b>TOTAL</b>			<b>\$ 64,716</b>	<b>\$ 0</b>	<b>\$ 15,076</b>	<b>\$ 1,425,353</b>	<b>\$ 11,505,145</b>

## EXPLANATION OF OTHER REVENUES

Insurance Fund - service reimbursements shown in object code 5550 throughout the budget - \$ 15,076

# Nondepartmental Finance Division

Manager: Dave Boyer

Agency: 050

Organization: 7030

## 7400 FINANCE ADMINISTRATION PROGRAM DESCRIPTION

To provide central financial functions in an efficient manner. To ensure controls and procedures are in place on all County financial systems and activities. To provide financial advice and assistance to the Board of County Commissioners and County organizations.

### General Fund

	<u>1989-90</u>	<u>1990-91</u>	<u>1991-92</u>	<u>1992-93</u>
FTE	4.44	3.22	2.78	3.80
Personal Services	\$ 198,076	\$ 157,375	\$ 135,938	\$ 166,907
Materials and Services	45,121	37,121	46,393	19,043
Capital Outlay	<u>40,016</u>	<u>0</u>	<u>4,000</u>	<u>4,000</u>
TOTAL	\$ 283,213	\$ 194,496	\$ 186,331	189,950

### Insurance Fund

	<u>1989-90</u>	<u>1990-91</u>	<u>1991-92</u>	<u>1992-93</u>
FTE	0.00	0.00	0.20	0.20
Personal Services	\$ 0	\$ 0	\$ 13,911	\$ 13,701
Materials and Services	0	0	1,376	1,375
Capital Outlay	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
TOTAL	\$ 0	\$ 0	\$ 15,287	\$ 15,076

### Objectives

- ▶ Maintain quality financial systems and internal control policy and procedures.
- ▶ Assure that financial laws/policies are carried out.
- ▶ Maintain quality relationships with the financial community and internal users.

## 7405 ACCOUNTS PAYABLE PROGRAM DESCRIPTION

To issue Accounts Payable checks in an efficient manner that enables other County programs to concentrate on services. To ensure controls and procedures are in place on County disbursement systems and activities.

	<u>1989-90</u>	<u>1990-91</u>	<u>1991-92</u>	<u>1992-93</u>
FTE	6.90	7.48	8.39	8.00
Personal Services	\$ 195,551	\$ 263,028	\$ 296,884	\$ 291,091
Materials and Services	14,538	15,738	15,127	18,627
Capital Outlay	<u>0</u>	<u>0</u>	<u>4,000</u>	<u>4,000</u>
TOTAL	\$ 210,089	\$ 278,766	\$ 316,011	\$ 313,718

# Nondepartmental Finance Division

Manager: Dave Boyer

Agency: 050

Organization: 7030

## 7405 ACCOUNTS PAYABLEE (Continued)

### Objectives

- ▶ Maintain quality financial systems and internal control policy and procedures.
- ▶ Assure that financial laws/policies are carried out.
- ▶ Maximize the use of innovative technology to provide financial services.
- ▶ Get best return on County's assets and investments.
- ▶ Safeguard assets and maintain quality relationships with financial community.
- ▶ Provide accurate and timely financial information which meets user needs.

## 7410 ACCOUNTING PROGRAM DESCRIPTION

To provide efficient and accurate record keeping and accounts receivable functions. To ensure controls and procedures are in place on all County financial systems and activities. To prepare monthly financial reports and Comprehensive Annual Financial Report (CAFR).

	<u>1989-90</u>	<u>1990-91</u>	<u>1991-92</u>	<u>1992-93</u>
FTE	7.40	6.98	7.48	7.50
Personal Services	\$288,178	\$ 284,420	\$ 329,588	\$335,138
Materials and Services	89,740	133,490	112,378	110,797
Capital Outlay	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
TOTAL	\$ 377,918	\$ 417,910	\$441,966	\$445,935

### Objectives

- ▶ Maintain quality financial systems and internal control policy and procedures.
- ▶ Assure that financial laws/policies are carried out.
- ▶ Maximize the use of innovative technology to provide financial services.
- ▶ Safeguard assets.
- ▶ Provide accurate and timely financial information in a form which assists users in meeting their objectives.

# Nondepartmental Finance Division

Manager: Dave Boyer

Agency: 050

Organization: 7030

## 7415 TREASURY PROGRAM DESCRIPTION

To provide efficient Treasury functions for Multnomah County, including cash management, management of investment portfolio, and debt issues.

	<u>1989-90</u>	<u>1990-91</u>	<u>1991-92</u>	<u>1992-93</u>
FTE	0.00	2.93	4.39	5.00
Personal Services	\$ 0	\$ 1129,237	\$ 1190,615	\$ 225,111
Materials and Services	0	39,707	85,153	73,403
Capital Outlay	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
TOTAL	\$ 0	\$ 168,944	\$ 275,768	\$ 298,514

### Objectives

- Maintain quality financial systems and internal control policy and procedures.
- Assure that financial laws/policies are carried out.
- Maximize the use of innovative technology to provide financial services.
- Get best return on County assets and investments.
- Safeguard assets and maintain quality relationships with financial community.
- Provide accurate and timely financial information which meets user needs.

## 7420 PAYROLL PROGRAM DESCRIPTION

To issue payroll checks and produce all required reports and statistics in an efficient manner to enable other County programs to concentrate on services. To ensure controls and procedures are established and maintained on County's payroll systems and activities. To maximize safeguarding of assets.

	<u>1989-90</u>	<u>1990-91</u>	<u>1991-92</u>	<u>1992-93</u>
FTE	2.65	4.41	5.19	5.00
Personal Services	\$ 1118,914	\$ 165,439	\$ 198,294	\$ 201,549
Materials and Services	38,970	55,045	36,397	40,403
Capital Outlay	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
TOTAL	\$ 157,884	\$ 220,484	\$ 234,691	\$ 244,952

### Objectives

- Issue correct payroll checks on time for all County employees.
- Complete all tax returns correctly and on time.
- Provide assistance to employees with payroll-related needs.
- Ensure that high quality internal controls are established which will maximize the safeguarding of County assets.



## Nondepartmental Finance Division

Manager: Dave Boyer

Agency: 050

Organization: 7030

### 7420 PAYROLL (Continued)

- ▶ Ensure that the County is in compliance with payroll-related laws, regulations, and contractual requirements.
- ▶ Increase the use of automated systems and technology where possible.
- ▶ Apply County policies and external regulations equally to all employees.

# REQUIREMENT

1989-90 ACTUAL	1990-91 ACTUAL	1991-92 ADOPTED	1991-92 REVISED	AGENCY: 050 NONDEPARTMENTAL FUND: 100 GENERAL FUND SUM ORG: 7030 FINANCE	1992-93 PROPOSED
568,247	692,296	788,815	765,465	PERSONAL SERVICES	828,220
5,376	5,276	0	0	5100 PERMANENT	0
5,708	11,207	7,300	7,300	5200 TEMPORARY	7,300
8,475	5,326	1,100	1,100	5300 OVERTIME	1,971
140,883	176,907	217,331	209,026	5400 PREMIUM	227,025
728,689	891,012	1,014,546	982,891	5500 FRINGE BENEFITS	1,064,566
72,080	108,487	136,783	131,135	TOTAL EXTERNAL	155,280
800,719	999,409	1,151,329	1,114,006	5550 INSURANCE BENEFITS	1,219,796
0	0	0	0	TOTAL PERSONAL SERVICES	0
0	0	0	0	6050 COUNTY SUPPLEMENTS	0
73,702	143,147	135,700	112,391	6060 PASS-THROUGH PAYMENTS	88,289
18,862	17,713	27,901	27,901	6110 PROFESSIONAL SVCS	23,265
0	0	0	0	6120 PRINTING	0
0	0	0	0	6130 UTILITIES	0
0	0	0	0	6140 COMMUNICATIONS	0
0	0	0	0	6170 RENTALS	0
559	621	4,575	4,575	6180 REPAIRS AND MAINTENANCE	4,625
1,075	1,090	1,130	1,130	6190 MAINTENANCE CONTRACTS	1,201
53,837	60,060	83,970	83,970	6200 POSTAGE	3,660
14,089	36,483	16,400	16,400	6230 SUPPLIES	21,680
55	129	0	0	6270 FOOD	0
8,312	103	7,840	7,840	6310 EDUCATION & TRAINING	3,300
0	0	0	0	6320 MTNG CONFERENCE/CONVENTIONS	16,000
1,497	1,863	1,059	1,559	6330 LOCAL TRAVEL/MILEAGE	1,880
0	0	0	0	6520 INSURANCE	0
0	0	0	0	6530 EXTERNAL DATA PROCESSING	0
0	0	0	0	6550 DRUGS	0
500	0	0	0	6580 CLAIMS PAID	0
0	173	0	0	6610 AWARDS AND PREMIUMS	0
3,343	4,310	2,955	2,955	6620 DUES AND SUBSCRIPTIONS	3,615
0	0	0	0	6700 LIBRARY BOOKS AND MATERIALS	0
0	0	0	0	7810 PRINCIPAL	0
0	0	0	0	7820 INTEREST	0
175,801	265,702	281,530	258,721	TOTAL EXTERNAL	167,465
0	0	0	0	7100 INDIRECT COSTS	0
11,609	14,356	13,918	13,918	7150 TELEPHONE	14,928
0	0	0	0	7200 DATA PROCESSING	0
9	108	200	200	7300 MOTOR POOL	720
0	0	0	0	7400 BUILDING MANAGEMENT	0
950	0	0	0	7500 OTHER INTERNAL	0
0	935	0	0	7550 SERV REIMB TO CAP LEASE RET FU	0
0	0	0	0	7560 DISTRIBUTION/POSTAGE	82,904
12,568	15,389	14,118	14,118	TOTAL INTERNAL	98,552
188,369	281,101	295,648	272,839	TOTAL MATERIALS & SERVICES	266,017
0	0	0	0	8100 LAND	0
0	0	0	0	8200 BUILDINGS	0
0	0	0	0	8300 OTHER IMPROVEMENTS	0
40,016	0	8,000	8,000	8400 EQUIPMENT	8,000
40,016	0	8,000	8,000	TOTAL CAPITAL OUTLAY	8,000
944,456	1,156,714	1,304,076	1,242,612	DIRECT BUDGET	1,239,981
1,022,104	1,280,600	1,454,977	1,394,865	TOTAL BUDGET	1,493,883

AGENCY: 050 NONDEPARTMENTAL  
FUND: 100 GENERAL FUND  
SUM ORG: 7030 FINANCE

# PERSONNEL DETAIL

1989-90 ACTUAL		1990-91 ACTUAL		1991-92 ADOPTED		1991-92 REVISED			1992-93 PROPOSED		1992 APPRO
FTE	BASE	FTE	BASE	FTE	BASE	FTE	BASE		FTE	BASE	FTE
0.00	0	0.00	1,945	0.00	0	0.00	0	ADMIN SPEC 1	0.00	0	0.00
0.57	14,273	0.06	1,456	0.00	0	0.00	0	ADMIN TECH	0.00	0	0.00
1.96	40,026	0.00	0	0.00	0	0.00	0	OFFICE ASST 3	0.00	0	0.00
5.80	108,655	2.15	43,039	2.00	36,475	2.00	36,475	OFFICE ASSISTANT 2	3.00	55,102	3.00
0.00	0	0.18	4,526	0.00	0	0.00	0	OFFICE ASST/SENIOR	0.00	0	0.00
0.00	0	0.00	0	0.00	0	0.00	0	ASBESTOS PROJECT SPE	0.00	0	0.00
0.00	0	3.12	67,285	4.00	88,705	4.00	88,705	FISCAL ASST/SENIOR	4.00	89,482	4.00
0.00	0	0.88	18,581	1.00	21,212	1.00	21,212	FISCAL ASSISTANT	1.00	21,163	1.00
2.66	67,987	6.27	151,384	8.30	205,040	7.30	181,680	FISCAL SPECIALIST 1	7.30	185,241	7.30
4.49	131,417	5.98	162,774	6.00	179,933	6.40	193,931	FISCAL SPECIALIST 2	7.00	210,540	7.00
0.00	0	0.21	4,852	0.00	0	0.00	0	TEMPORARY WORKER	0.00	0	0.00
2.37	72,943	2.02	65,027	1.98	67,066	0.00	0	FINANCE OPER SUPV	0.00	0	0.00
0.00	0	0.40	14,074	0.99	34,671	0.00	0	MANAGEMENT ANALYST	0.00	0	0.00
1.00	40,711	1.12	49,455	0.99	45,401	0.99	45,401	PROGRAM MANAGER 1	0.00	0	0.00
0.44	12,632	0.70	22,094	0.00	0	0.00	0	ADMIN SPEC 2	0.00	0	0.00
1.00	32,759	1.23	41,344	1.98	68,588	1.69	52,980	FISCAL SPEC// SR	2.00	69,480	2.00
1.00	46,894	1.01	44,460	0.79	41,724	0.00	0	PROGRAM MANAGER 2	0.00	0	0.00
0.00	0	0.00	0	0.00	0	0.99	33,533	ACCTS PAYABLE SUPV	1.00	34,678	1.00
0.00	0	0.00	0	0.00	0	0.79	41,724	FINANCE MANAGER	0.80	43,113	0.80
0.00	0	0.00	0	0.00	0	0.99	36,271	GENERAL ACCTG ADMIN	1.00	37,847	1.00
0.00	0	0.00	0	0.00	0	0.99	33,533	PAYROLL SUPERVISOR	1.00	34,678	1.00
0.00	0	0.00	0	0.00	0	0.99	45,401	TREASURY ADMIN	1.00	46,949	1.00
21.29	568,247	25.02	692,296	28.23	788,915	28.33	810,866	5100 PERMANENT	29.30	828,221	29.30

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AGENCY: 045 COUNTYWIDE

FUND: 100 GENERAL FUND

ORG: 7410 FINANCE &amp; TREASURY

## REVENUE DETAIL

1989-90	1990-91	1991-92	1991-92	CODE	DESCRIPTION	1992-93	1992-93	1992-93
ACTUAL	ACTUAL	ADOPTED	REVISED			PROPOSED	APPROVED	ADOPTED
8,794,486	8,534,305	8,465,359	6,756,793	500	Beginning Working Capital	8,187,823	8,187,823	9,265,744
67,075,587	71,199,888	59,381,563	85,081,188	1000	Current Year Levy	88,981,557	88,981,557	88,981,557
(78)	0	0	0	1005	Current Year Levy/RUD	0	0	0
0	236	0	0	1008	Prior Year PUD	0	0	0
3,448,035	3,223,639	3,948,519	3,842,082	1010	Prior Years Levy	3,985,077	3,985,077	3,985,077
139,369	111,896	165,777	140,448	1020	Current Penalties	198,815	198,815	198,815
62,882	58,214	51,805	56,786	1021	Current Interest	81,505	81,505	81,505
7,877	8,927	8,689	5,049	1030	Prior Years Penalties	8,787	8,787	8,787
767,997	489,055	789,904	788,412	1031	Prior Years Interest	797,015	797,015	797,015
850	0	0	0	1040	Payments in Lieu of Taxes	0	0	0
23,435	36,325	0	0	1043	Western Severance Tax	50,737	50,737	50,737
79,863	0	0	0	1044	Ad Valorem/Gar Comp	125,000	125,000	125,000
16,559	42,521	49,500	49,500	1050	Foreclosed Property Sales	875,000	875,000	875,000
2,155	2,054	25,000	25,000	1100	Transient Lodging/Tax	25,000	25,000	25,000
5,385,959	4,613,687	5,900,000	5,900,000	1110	Motor Vehicle Rental Tax	5,755,844	5,755,844	5,755,844
5,229,394	5,944,437	7,895,019	8,150,269	1200	Business Income Tax (.5%)	7,529,487	7,529,487	7,529,487
3,476,380	3,716,086	4,568,442	4,717,338	1201	Business Income Tax (.35%)	4,382,201	4,382,201	4,382,201
5,040,336	4,779,477	6,652,936	6,669,899	1202	Business Income Tax (.51%)	6,400,084	6,400,084	6,400,084
0	0	6,500,000	0	1203	Business Income Tax (.50%)	0	0	0
1,205,218	1,132,419	1,000,000	1,000,000	2040	D & C Grant	908,198	908,198	908,198
0	0	0	0	2381	Video Lottery	993,417	993,417	993,417
1,107,110	1,078,881	1,229,718	1,229,718	2382	Liquor Revenue Sharing	1,434,795	1,441,141	1,441,141
1,188,318	1,153,085	1,141,746	1,141,746	2383	Cigarette Tax Rev Sharing	1,174,081	1,136,818	1,136,818
76,382	59,218	75,000	75,000	2384	Amusement Device Tax Sharing	110,000	110,000	110,000
19,000	0	19,000	19,000	2748	County Service District Chrgs	13,756	13,756	13,756
1,572	980	0	0	2779	Titmet	0	0	0
29,880	0	0	0	4030	Guardian/Conservatorship	0	0	0
4,552	8,017	0	0	4108	Jury/Witness Fees	0	0	0
7,002	11,386	0	0	4126	Gas Tax Reimbursement-State	0	0	0
201,806	46,785	100,000	100,000	4900	Misc. Chrgs/Recoveries	3,000	3,000	3,000
81	0	0	0	4901	Close Advance	0	0	0
11,113	13,780	0	0	4902	Deferred Comp. Admin. Chrgs	32,000	32,000	32,000
0	0	0	0	4970	Distribution Receipts	305,054	305,054	305,054
1,783,126	1,327,005	1,300,000	1,300,000	5000	Interest on Investments	892,175	892,175	892,175
35,240	0	0	0	5001	Interest on Escrow	0	0	0
457	2	0	0	5010	Interest on Charges	9,135	9,135	9,135
237,341	239,320	150,000	150,000	5020	Tax Collection Interest	150,080	150,080	150,080
325	0	0	0	5030	Interest on Assessments	0	0	0
69,738	68,394	120,000	120,000	6100	Traffic Fines	87,080	87,080	87,080
7,509	15,247	0	0	6101	Parking Fines	0	0	0
8,693	5,468	0	0	6102	Other Fines	0	0	0
0	0	0	0	6104	NSF Fee	4,400	4,400	4,400
25,779	63,024	275,000	275,000	6150	Forfeitures/Ordinance	32,500	32,500	32,500
278,858	367,851	350,000	350,000	6180	Criminal Fees	375,000	375,000	375,000
998	622	0	0	6200	State Gas Tax Refund	0	0	0
527,010	580,790	551,987	551,987	6801	Road Fund Service Reimb	447,498	447,498	447,498
3,059,834	3,553,859	4,125,405	4,149,992	6802	Fed/State Fund Service Reimb	7,439,056	7,445,331	7,072,289
419,437	402,973	279,811	279,811	6806	Data Process Fund Serv Reimb	240,646	240,646	240,646
0	0	0	0	6808	Capital Lease Retirement Fund Service Reimb	7,118	7,118	7,118
0	0	0	0	6809	Assessment & Taxation Fund Serv Reimb	371,044	369,565	371,477
0	0	0	0	6810	Jail Levy Service Reimb	1,006,880	1,006,880	1,041,555
4,216	4,680	4,182	4,182	6819	Bike Path Fund Service Reimb	5,574	5,574	5,574
0	0	0	0	6820	Assessment Dist Op Fund Service Reimb	0	0	0
121,072	149,532	128,874	128,874	6823	Willamette Bridges Fund Serv Reimb	118,859	118,859	118,859
14,316	10,824	9,817	9,817	6825	Cable TV Fund Service Reimb	14,024	14,024	14,024
19,275	28,453	23,258	23,258	6826	Fair Fund Service Reimb	18,971	18,971	18,971
44,588	103,645	81,383	81,383	6827	Telephone Fund Service Reimb	77,437	77,437	77,437
0	0	0	0	6835	Library Fund Serv Reimb	1,293,141	1,293,141	1,046,741
0	0	201,980	201,980	6840	Recreation Fund Service Reimb	101,387	101,387	101,387
0	0	0	0	6899	Emergency Comm Fund	993	985	98
0	1,150	25,000	25,000	6703	Donation from Sewer Trust Fund	0	0	0
0	0	100,949	0	7805	Road Fund-Cash Transfer	0	0	0
467,980	0	75,225	75,225	7811	Insurance Fund-Cash Transfer	0	0	0
0	242,000	0	0	7812	Fleet Mgmt Fund-Cash Transfer	0	0	0
0	0	500,000	500,000	7825	Dash Processing Fund - Cash Transfer	0	100,000	100,000
8	0	384,928	558,053	7899	Recreation Fund Cash Transfer	0	0	0
111,512,403	119,624,174	117,674,984	114,722,470		TOTAL OUTSIDE REVENUES	120,018,441	120,092,302	120,585,577

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# REQUIREMENT D

1989-90 ACTUAL	1990-91 ACTUAL	1991-92 ADOPTED	1991-92 REVISED	AGENCY: 050 NONDEPARTMENTAL FUND: 400 INSURANCE FUND SUM DRG: 7030 FINANCE	1992-93 PROPOSED
0	0	10,531	10,531	PERSONAL SERVICES	
0	0	0	0	5100 PERMANENT	10,778
0	0	0	0	5200 TEMPORARY	0
0	0	0	0	5300 OVERTIME	0
0	0	0	0	5400 PREMIUM	0
0	0	2,843	2,843	5500 FRINGE BENEFITS	2,923
0	0	13,374	13,374	TOTAL EXTERNAL	13,701
0	0	537	537	5550 INSURANCE BENEFITS	1,526
0	0	13,911	13,911	TOTAL PERSONAL SERVICES	15,227
0	0	0	0	6050 COUNTY SUPPLEMENTS	0
0	0	0	0	6060 PASS-THROUGH PAYMENTS	0
0	0	1,376	1,376	6110 PROFESSIONAL SVCS	750
0	0	0	0	6120 PRINTING	500
0	0	0	0	6130 UTILITIES	0
0	0	0	0	6140 COMMUNICATIONS	0
0	0	0	0	6170 RENTALS	0
0	0	0	0	6180 REPAIRS AND MAINTENANCE	0
0	0	0	0	6190 MAINTENANCE CONTRACTS	125
0	0	0	0	6200 POSTAGE	0
0	0	0	0	6230 SUPPLIES	0
0	0	0	0	6270 FOOD	0
0	0	0	0	6310 EDUCATION & TRAINING	0
0	0	0	0	6320 MTNG CONFERENCE/CONVENTIONS	0
0	0	0	0	6330 LOCAL TRAVEL/MILEAGE	0
0	0	0	0	6520 INSURANCE	0
0	0	0	0	6530 EXTERNAL DATA PROCESSING	0
0	0	0	0	6550 DRUGS	0
0	0	0	0	6580 CLAIMS PAID	0
0	0	0	0	6610 AWARDS AND PREMIUMS	0
0	0	0	0	6620 DUES AND SUBSCRIPTIONS	0
0	0	0	0	6700 LIBRARY BOOKS AND MATERIALS	0
0	0	0	0	7810 PRINCIPAL	0
0	0	0	0	7820 INTEREST	0
0	0	1,376	1,376	TOTAL EXTERNAL	1,375
0	0	0	0	7100 INDIRECT COSTS	0
0	0	0	0	7150 TELEPHONE	0
0	0	0	0	7200 DATA PROCESSING	0
0	0	0	0	7300 MOTOR POOL	0
0	0	0	0	7400 BUILDING MANAGEMENT	0
0	0	0	0	7500 OTHER INTERNAL	0
0	0	0	0	7550 SERV REIMB TO CAP LEASE RET FU	0
0	0	0	0	7560 DISTRIBUTION/POSTAGE	0
0	0	0	0	TOTAL INTERNAL	0
0	0	1,376	1,376	TOTAL MATERIALS & SERVICES	1,375
0	0	0	0	8100 LAND	0
0	0	0	0	8200 BUILDINGS	0
0	0	0	0	8300 OTHER IMPROVEMENTS	0
0	0	0	0	8400 EQUIPMENT	0
0	0	0	0	TOTAL CAPITAL OUTLAY	0
0	0	14,730	14,715	DIRECT BUDGET	15,076
0	0	15,287	15,287	TOTAL BUDGET	16,602

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AGENCY: 050 NONDEPARTMENTAL  
 FUND: 400 INSURANCE FUND  
 SUM ORG: 7030 FINANCE

## PERSONNEL DETAIL

1989-90 ACTUAL		1990-91 ACTUAL		1991-92 ADOPTED		1991-92 REVISED			1992-93 PROPOSED		1992-93 APPROVED
FTE 0.00 0.00	BASE 0 0	FTE 0.00 0.00	BASE 0 0	FTE 0.20 0.00	BASE 10,531 0	FTE 0.20 0.00	BASE 10,531 0	PROGRAM MANAGER 2 FINANCE MANAGER	FTE 0.00 0.20	BASE 0 10,778	FTE 0.00 0.20
0.00	0	0.00	0	0.20	10,531	0.20	10,531	5100 PERMANENT	0.20	10,778	0.20

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**Nondepartmental  
Allotments to Non-County Agencies**

Agency: 050

Organization: 9050

**COUNTY SUPPLEMENTS (Continued)**

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**9316 OREGON TOURISM ALLIANCE (OTA)**

The OTA will use support from each OAA jurisdiction as a cash match for marketing and administrative services programs: \$100,000 will be used to leverage \$210,000 in regional strategies other funding for regional marketing, and \$80,000 will be used to leverage \$80,000 in regional strategies other funding for administrative services. This budget represents Multnomah County's contribution.

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**9340 EXTENSION SERVICE**

The Oregon State University Extension Service provides education and information based on locally based research to help Oregonians solve problems and develop skills related to youth, family, community, farm, forest, energy, and marine resources. Programs are further designed to increase self-worth, personal marketability, productivity, citizenship, leadership and management skills.

County funding is involved in only a portion of the total OSU Extension Service Work Plan. County dollars are, however, necessary in order for the Extension Service to receive grant dollars from other agencies. Each broad program area develops and presents numerous educational programs throughout the year. Programs are designed for over 30 different audience groups, e.g. low income children, the general public, single parents, elderly, farmers, shippers, etc.

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**9380 OREGON HISTORICAL SOCIETY**

Multnomah County's contribution to the Historical Society provides partial support for maintenance of the James F. Bybee House and its contents, as well as the accurate educational interpretation of the house, farm shed, historical objects, and the botanical restoration associated with the site.

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**9430 EAST & WEST MULTNOMAH SOIL & WATER CONSERVATION DISTRICT**

Develop and direct programs that assist landowners in the selection and application of environmentally accepted practices that conserve, enhance, and protect land, water and wildlife resources.

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**9440 AFS FOOD STAMP PAYMENT**

The Oregon State Adult and Family Services Division administers the food stamp program, for which the County is charged the cost of administration within Multnomah County.

AGENCY: 045 OVERALL COUNTY  
 FUND: 1600 SERIAL LEVY FUND  
 ORG: 7410 FINANCE/ACCOUNTING

# REVENUE DETAIL

1989-90 ACTUAL	1990-91 ACTUAL	1991-92 ADOPTED	1991-92 REVISED	CODE	DESCRIPTION	1992-93 PROPOSED
3,427,714	2,567,391	1,036,010	1,036,010	500	Beginning Working Capital	1,301,250
4,370,877	0	0	0	1000	Current Year Levy	0
172,091	215,192	265,000	265,000	1010	Prior Years Levies	0
4,087	0	0	0	1021	Current Year Interest	0
27,142	31,623	0	0	1031	Prior Years Interest	0
1,074	2,759	0	0	1050	Sales of Foreclosed Property	0
0	300,000	300,000	300,000	2004	US Federal Marshal	0
358,275	274,323	200,000	200,000	5000	Interest	56,250
8,361,260	3,391,288	1,801,010	1,801,010	TOTAL OUTSIDE REVENUES		1,357,500

AGENCY: 045 OVERALL COUNTY  
 FUND: 169 JAIL LEVY FUND  
 ORG: 7410 FINANCE & ACCOUNTING

# REVENUE DETAIL

1989-90 ACTUAL	1990-91 ACTUAL	1991-92 ADOPTED	1991-92 REVISED	CODE	DESCRIPTION	1992-93 PROPOSED
	0	1,701,788	1,701,788	500	Beginning Working Capital	760,257
	12,562,965	9,898,285	11,233,356	1000	Current Year Levy	11,006,960
	0	492,380	431,820	1010	Prior Years' Levies	573,089
	0	0	23,408	1020	Current Year Penalties	0
	10,232	7,967	8,678	1021	Current Year's Interest	8,806
	0	0	842	1030	Prior Years' Penalties	0
	0	98,470	98,113	1031	Prior Years' Interest	114,614
	1,250,000	300,000	300,000	2004	US Marshall Contract - Fed	0
	0	250,000	250,000	5000	Interest	225,000
	414	0	0	6203	Miscellaneous Refunds	0
	0	1,554,594	8,878	7601	General Fund Cash Transfer	1,795,614
0	13,823,611	14,303,414	14,054,893	TOTAL OUTSIDE REVENUES		14,484,319

# **Nondepartmental Trust and Agency Funds**

Manager: Dave Boyer

Agency 050

## **TRUST AND AGENCY FUNDS**

Multnomah County maintains several funds which are established to account for the receipt of resources held by the County in a fiduciary capacity. Disbursements are made in accordance with the agreement to applicable legislative enactment for each particular fund. The following fiduciary funds are included here for purposes of showing expenditures which have been made on a budgetary basis:

### **450 - PUBLIC GUARDIAN TRUST FUND**

Accounts for receipts and disbursements for individuals who are assigned to the guardianship of Multnomah County (Aging Services Division) by the courts because they are held to be incapable of handling their own financial affairs.

	<u>1989-90</u>	<u>1990-91</u>	<u>1991-92</u>	<u>1992-93</u>
Expenses	\$ 965,614	\$ 1,029,000	\$2,100,000	\$ 1,000,000

### **502 - SEWER SYSTEMS DEVELOPMENT FUND**

Accounts for the payment of sewer hook up fees by Mult County residents. Payments are held by the County until claims for refunds are made.

	<u>1989-90</u>	<u>1990-91</u>	<u>1991-92</u>	<u>1992-93</u>
Expenses	\$40,000	\$23,000	\$25,000	\$0

### **853 - SHERIFF'S REVOLVING FUND**

Accounts for the costs of extraditing prisoners which are prepaid by the County. Reimbursement is received from the State of Oregon as specified in ORS 206.315.

	<u>1989-90</u>	<u>1990-91</u>	<u>1991-92</u>	<u>1992-93</u>
Expenses	\$65,000	\$125,000	\$ 130,000	\$ 135,000

### **859 - FAIR APPORTIONMENT FUND**

Accounts for payments made to specified exhibitors at the Multnomah County Fair. Payments are made from the County's apportionment of State racing revenue as specified in ORS 565.280 and 565.290.

	<u>1989-90</u>	<u>1990-91</u>	<u>1991-92</u>	<u>1992-93</u>
Expenses	\$ 21,000	\$30,000	\$8,000	\$8,000

### **863 - TIBBETTS FLOWER FUND**

Accounts for donations received for the purchase of flowers to be placed on graves at County cemeteries on Memorial Day.

	<u>1989-90</u>	<u>1990-91</u>	<u>1991-92</u>	<u>1992-93</u>
Expenses	\$ 800	\$ 850	\$ 900	\$ 950



# Nondepartmental Trust and Agency Funds

Manager: Dave Boyer

Agency 050

## 865 - MEDICAL EXAMINER FUND

Accounts for funds belonging to deceased persons. The County holds these funds until they are claimed by the deceased's heirs or after five years, are transferred to the State Land Board.

	<u>1989-90</u>	<u>1990-91</u>	<u>1991-92</u>	<u>1992-93</u>
Expenses	\$ 5,500	\$ 7,000	\$ 7,500	\$ 7,500

## 870 - BLUE LAKE CONCERT STAGE FUND

Donations, held in trust by Multnomah County, for construction of a concert stage at Blue Lake Park.

	<u>1989-90</u>	<u>1990-91</u>	<u>1991-92</u>	<u>1992-93</u>
Expenses	\$ 25,000	\$ 70,000	\$ 80,000	\$ 85,000

## 877 - OXBOW NATURE CENTER FUND

Donations, held in trust by Multnomah County, for construction of a nature center at Oxbow Park.

	<u>1989-90</u>	<u>1990-91</u>	<u>1991-92</u>	<u>1992-93</u>
Expenses	\$ 18,000	\$ 65,000	\$ 75,000	\$ 98,000

## 887 - ANIMAL CONTROL GROOMING AREA

Donations, held in trust by Multnomah County, for animal grooming area.

	<u>1989-90</u>	<u>1990-91</u>	<u>1991-92</u>	<u>1992-93</u>
Expenses	\$ 0	\$ 0	\$ 0	\$ 1,000

## 888 - WILLAMINA FARMER FUND

Accounts for funds, held in trust by Multnomah County, for perpetual care and maintenance of the Farmer Family Cemetery Plot and for general upkeep and maintenance of the Multnomah Park Pioneer Cemetery.

	<u>1989-90</u>	<u>1990-91</u>	<u>1991-92</u>	<u>1992-93</u>
Expenses	\$ 0	\$ 0	\$ 0	\$ 8,000

## 899 - GRESHAM BRANCH LIBRARY FUND

Donations, held in trust by Multnomah County, for restoration of stained glass windows at the Gresham branch of the Multnomah County Library.

	<u>1989-90</u>	<u>1990-91</u>	<u>1991-92</u>	<u>1992-93</u>
Expenses	\$ 0	\$ 0	\$ 3,000	\$ 0

# **Nondepartmental Purchasing**

Manager: Lillie Walker

Agency: 050

Organization: 7035

## **PURCHASING PROGRAM DESCRIPTION**

To provide centralized purchasing of goods and services at the least cost to Multnomah County in a timely manner. To dispose of all materials and equipment declared as surplus or obsolete at the most advantageous price. To manage and account for inventories of purchased goods at convenience and cost savings to the departments.

## **PERSONNEL**

	<u>1989-90</u>	<u>1990-91</u>	<u>1991-92</u>	<u>1992-93</u>
Officials & Administrators	2.00	1.80	2.97	4.00
Professionals	4.94	5.25	5.99	5.00
Technicians & Para-Professionals	0.94	0.99	2.00	2.00
Protective Service Workers	0.00	0.00	0.00	0.00
Office & Clerical	3.77	3.56	6.00	6.00
Skilled Craft & Service/Maintenance	<u>2.21</u>	<u>2.75</u>	<u>5.00</u>	<u>5.00</u>
<b>TOTAL</b>	<b>13.86</b>	<b>14.35</b>	<b>21.96</b>	<b>22.00</b>

## **EXPENDITURES**

	<u>General Fund (100)</u>	<u>Total</u>
Personal Services	● 839,070	● 839,070
Materials & Services	120,978	120,978
Capital Outlay	<u>23,500</u>	<u>23,500</u>
<b>TOTAL</b>	<b>● 983,548</b>	<b>\$ 983,548</b>

## **REVENUE CATEGORIES**

<u>Id</u>	<u>Org</u>	<u>Organization</u>	<u>Operational</u>	<u>Grant</u>	<u>Other</u>	<u>General Fund Supplement</u>	<u>Total</u>
100	7440	Purchasing	\$ 110,200	\$ 0	\$ 0	\$ 683,653	\$ 693,853
100	7445	Contracts Admin	0	0	0	95,469	95,469
100	7650	Stores	<u>23,965</u>	<u>0</u>	<u>0</u>	<u>170,261</u>	<u>194,226</u>
<b>TOTAL</b>			<b>\$ 34,165</b>	<b>\$</b>	<b>\$</b>	<b>\$ 949,383</b>	<b>\$ 983,548</b>

## **EXPLANATION OF OTHER REVENUES**

Vending machines	\$ 8,500
Bid documents/copy charges	1,700
Outside purchasing fees	11,165
Capital equipment sales	2,600

## Nondepartmental Purchasing

Manager: Lillie Walker

Agency: 050

Organization: 7035

### 7440 PURCHASING

To provide centralized purchasing of goods and services at the least cost to Multnomah County in a timely manner.  
To dispose of all materials and equipment declared as surplus or obsolete at the most advantageous prices.

	<u>1989-90</u>	<u>1990-91</u>	<u>1991-92</u>	<u>1992-93</u>
FTE	11.25	10.61	10.97	15.00
Personal Services	\$ 378,957	\$ 441,731	\$ 468,877	\$ 608,387
Materials and Services	56,965	55,239	61,541	85,466
Capital Outlay	<u>0</u>	<u>840</u>	<u>0</u>	<u>0</u>
TOTAL	\$ 433,922	\$ 497,810	\$ 530,418	\$ 693,853

#### Objectives

- ▶ Purchase approximately \$120 million of goods and services for Multnomah County in accordance with applicable laws and policies.
- ▶ Ensure fair/open competitive bid/RFP opportunities for vendors and contractors.
- ▶ Implement MWBE program according to guidelines developed as a result of market survey and findings.
- ▶ Implement standards for accountable, efficient and professional purchasing services to Multnomah County users.

#### Explanation of Changes

Note that the number of positions and the budget of the Purchasing section have increased in 1992-93 because of transfers from the Stores section of 2 Purchasing Specialist and 2 Office Assistants staff. This reflects a change in program perspective, but is not a change in total staffing or cost. The consolidation of Health Supply with Stores in 1991-92 resulted in purchasing functions being combined with warehouse functions. The 1992-93 budget segregates these functions more clearly.

### 7445 CONTRACTS ADMINISTRATION

	<u>1989-90</u>	<u>1990-91</u>	<u>1991-92</u>	<u>1992-93</u>
FTE	0.00	0.00	1.99	2.00
Personal Services	\$ 0	\$ 0	\$ 86,000	\$ 87,397
Materials and Services	0	0	2,482	8,072
Capital Outlay	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
TOTAL	\$ 0	\$ 0	\$ 88,482	\$ 95,469

#### Objectives

- ▶ Ensure all County contracts reflect County policies and legal requirements.

# Nondepartmental Purchasing

Manager: Lillie Walker

Agency: 050

Organization: 7035

## 7650 STORES

To manage and account for inventories of purchased goods at convenience and cost savings to the departments.

	<u>1989-90</u>	<u>1990-91</u>	<u>1991-92</u>	<u>1992-93</u>
FTE	2.61	3.74	9.00	5.00
Personal Services	\$98,898	\$ 120,981	\$ 288,381	\$ 148,286
Materials and Services	13,741	16,789	48,728	27,440
Capital Outlay	<u>0</u>	<u>2,040</u>	<u>26,723</u>	<u>23,500</u>
<b>TOTAL</b>	<b>\$ 112,639</b>	<b>\$ 139,820</b>	<b>\$ 363,783</b>	<b>\$ 194,226</b>

### Objectives

- 1. Assure accurate and complete inventory status for all goods purchased by Central Stores.
- 2. Acquire and maintain a daily inventory of approximately \$500,000 in supplies at competitive prices of appropriate quality for County agencies; disburse inventory to County agencies approximately 2.3 times each year.
- 3. Dispose of all County-owned property and Sheriff's stolen/unclaimed property.

### Explanation of Changes

Note that the number of positions and the budget of the Stores section have decreased in 1992-93 because of transfers to the Purchasing section of 2 Purchasing Specialist 1 and 2 Office Assistant 2 staff. This reflects a change in program perspective, but is not a change in total staffing or cost. The consolidation of Health Supply with Stores in 1991-92 resulted in purchasing functions being combined with warehouse functions. The 1992-93 budget segregates these functions more clearly.

# REQUIREMENT D

1989-90 ACTUAL	1990-91 ACTUAL	1991-92 ADOPTED	1991-92 REVISED	AGENCY: 050 NONDEPARTMENTAL FUND: 100 GENERAL FUND SUM ORG: 7035 PURCHASING	1992-93 PROPOSED
340,322	395,850	582,277	582,277	PERSONAL SERVICES	
5,802	6,276	816	1,016	5100 PERMANENT	582,631
1,381	948	0	0	5200 TEMPORARY	0
1,822	1,291	280	380	5300 OVERTIME	0
85,744	99,800	157,333	162,046	5400 PREMIUM	420
435,071	504,165	740,706	745,719	5500 FRINGE BENEFITS	158,012
40,784	58,547	102,302	108,747	TOTAL EXTERNAL	741,063
				5550 INSURANCE BENEFITS	98,007
475,855	562,712	843,208	854,468	TOTAL PERSONAL SERVICES	839,070
0	0	0	0	6050 COUNTY SUPPLEMENTS	0
0	0	0	0	6060 PASS-THROUGH PAYMENTS	0
14,451	11,820	20,282	20,282	6110 PROFESSIONAL SVCS	30,225
5,876	7,062	9,053	9,053	6120 PRINTING	10,400
0	0	0	0	6130 UTILITIES	0
0	0	0	0	6140 COMMUNICATIONS	0
0	0	450	450	6170 RENTALS	0
2,102	4,986	4,731	4,731	6180 REPAIRS AND MAINTENANCE	6,450
882	194	3,000	3,000	6190 MAINTENANCE CONTRACTS	3,000
10,133	11,324	9,416	9,416	6200 POSTAGE	5,750
9,661	16,081	34,347	17,450	6230 SUPPLIES	16,725
0	0	0	0	6270 FOOD	250
0	0	1,860	1,820	6310 EDUCATION & TRAINING	2,765
0	0	0	0	6320 MTNG CONFERENCE/CONVENTIONS	1,660
639	1,048	474	294	6330 LOCAL TRAVEL/MILEAGE	800
7,640	0	0	0	6520 INSURANCE	0
0	0	0	0	6530 EXTERNAL DATA PROCESSING	0
0	0	0	0	6550 DRUGS	0
0	0	0	0	6580 CLAIMS PAID	0
0	0	0	100	6610 AWARDS AND PREMIUMS	100
2,840	1,833	3,150	3,050	6620 DUES AND SUBSCRIPTIONS	3,935
0	0	0	0	6700 LIBRARY BOOKS AND MATERIALS	0
0	0	0	0	7810 PRINCIPAL	0
0	0	0	0	7820 INTEREST	0
54,284	54,318	86,763	69,646	TOTAL EXTERNAL	82,060
0	0	0	0	7100 INDIRECT COSTS	0
12,063	11,457	20,081	20,362	7150 TELEPHONE	16,315
0	0	0	0	7200 DATA PROCESSING	0
4,309	6,263	5,908	5,908	7300 MOTOR POOL	6,740
0	0	0	0	7400 BUILDING MANAGEMENT	0
50	0	0	0	7500 OTHER INTERNAL	0
0	0	0	0	7550 SERV REIMB TO CAP LEASE RET FU	0
0	0	0	0	7560 DISTRIBUTION/POSTAGE	8,305
16,422	17,720	25,989	26,270	TOTAL INTERNAL	31,360
70,706	72,038	112,752	95,916	TOTAL MATERIALS & SERVICES	113,420
0	0	0	0	8100 LAND	0
0	215	0	0	8200 BUILDINGS	0
0	2,040	0	0	8300 OTHER IMPROVEMENTS	0
0	625	26,723	8,523	8400 EQUIPMENT	20,000
0	2,800	26,723	8,523	TOTAL CAPITAL OUTLAY	20,000
489,355	561,363	854,192	823,888	DIRECT BUDGET	843,123
546,561	637,630	982,683	958,985	TOTAL BUDGET	972,480

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AGENCY: 050 NONDEPARTMENTAL  
 FUNO: 100 GENERAL FUNO  
 SUM ORG: 7035 PURCHASING

## PERSONNEL DETAIL

1989-90 ACTUAL		1990-91 ACTUAL		1991-92 ADOPTED		1991-92 REVISED			1992-93 PROPOSED		1992- APPROV
FTE	BASE	FTE	BASE	FTE	BASE	FTE	BASE		FTE	BASE	FTE
3.94	103,510	0.00	0	0.00	0	0.00	0	ADMIN SPEC 1	0.00	0	0.00
0.94	22,204	0.11	3,132	0.00	0	0.00	0	ADMIN TECH	0.00	0	0.00
0.32	7,078	0.00	0	0.00	0	0.00	0	OFFICE ASST 4	0.00	0	0.00
3.45	57,661	3.10	64,786	5.00	102,783	5.00	102,783	OFFICE ASSISTANT 2	5.00	103,963	5.00
0.00	0	0.00	0	0.00	0	0.00	0	CLERICAL UNIT SUPERV	0.00	0	0.00
0.00	0	0.00	0	1.00	21,861	1.00	21,861	WORD PROC OPERATOR	1.00	21,778	1.00
0.00	0	0.00	0	0.00	0	0.00	0	ASBESTOS PROJECT SPE	0.00	0	0.00
0.00	0	0.46	14,759	0.00	0	0.00	0	WORD PROC UNIT SUPV	0.00	0	0.00
1.21	34,463	1.75	34,653	4.00	80,068	4.00	80,068	WAREHOUSE WORKER	4.00	80,1447	4.00
1.00	24,163	1.00	25,805	1.00	25,802	1.00	25,802	WAREHOUSE WKR/CHIEF	1.00	25,703	1.00
0.00	0	4.25	133,216	5.00	158,770	5.00	158,770	PURCHASING SPEC 2	5.00	157,485	5.00
0.00	0	0.88	22,522	2.00	49,901	2.00	49,901	PURCHASING SPEC 1	2.00	47,053	2.00
1.00	22,282	0.80	19,049	0.99	23,785	0.99	23,785	OPERATIONS SUPV 1	1.00	25,578	1.00
1.00	40,619	1.00	43,302	0.99	44,942	0.00	0	PROGRAM MANAGER 1	0.00	0	0.00
1.00	28,342	1.00	34,846	0.99	36,052	0.00	0	ADMIN SPEC 2	0.00	0	0.00
0.00	0	0.00	0	0.99	38,313	0.00	0	PROGRAM MANAGER 1S	0.00	0	0.00
0.00	0	0.00	0	0.00	0	0.99	38,313	CONTRACTS ADMIN	1.00	39,609	1.00
0.00	0	0.00	0	0.00	0	0.00	0	OPERATIONS ADMIN	0.00	0	0.00
0.00	0	0.00	0	0.00	0	0.99	44,942	PURCHASING MGR	1.00	45,115	1.00
0.00	0	0.00	0	0.00	0	0.99	36,052	PURCH SPEC SUPV	1.00	36,190	1.00
13.86	340,322	14.335	395,850	21.986	582,277	21.96	582,277	5100 PERMANENT	22.00	582,631	22.00

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# Nondepartmental Employee Services

Manager: Curtis Smith

Agency: 050

Organization: 7040

## PERSONNEL

	<u>1989-90</u>	<u>1990-91</u>	<u>1991-92</u>	<u>1992-93</u>
Officials & Administrators	3.08	1.93	1.98	2.00
Professionals	6.00	6.59	5.94	7.00
Technicians & Para-Profes.	2.48	3.02	3.96	4.00
Protective Service Workers	0.00	0.00	0.00	0.00
Office & Clerical	5.27	6.63	8.00	8.13
Skilled Craft & Service Maintenance	<u>0.00</u>	<u>0.11</u>	<u>0.00</u>	<u>0.00</u>
<b>TOTAL</b>	<b>16.83</b>	<b>18.28</b>	<b>19.88</b>	<b>21.13</b>

## EXPENDITURES

	<u>General Fund</u> <u>(100)</u>	<u>Insurance Fund</u> <u>(400)</u>	<u>Total</u>
Personnel Services	\$ 661,472	\$ 223,825	\$ 885,297
Materials & Services	136,424	15,720,478	15,856,902
Capital Outlay	<u>14,231</u>	<u>4,000</u>	<u>18,231</u>
<b>TOTAL</b>	<b>\$ 812,127</b>	<b>\$ 15,948,303</b>	<b>\$ 16,760,430</b>

## REVENUE CATEGORIES

<u>Fd</u>	<u>Obj</u>	<u>Organization</u>	<u>Operational</u>	<u>Grant</u>	<u>Other</u>	<u>General Fund</u> <u>Supplement</u>	<u>Total</u>
100	7510	Personnel	0	0	0	624,000	624,000
100	7512	Training	0	0	0	79,656	79,656
100	7020	County Word Processing	0	0	0	107,862	107,862
400	7234	Health & Benefits	14,000	0	514,683	0	528,683
400	7534	PPO/Utilization Mgmt	0	0	16,200	0	16,200
400	7535	Flexible Spending Mgmt	0	0	13,202	0	13,202
400	7524	Life Insurance	0	0	217,440	0	217,440
400	7525	Long Term Disability	0	0	320,895	0	320,895
400	7526	Unemployment Ins.	0	0	454,589	0	454,589
400	7527	Retiree's Insurance	0	0	0	0	0
400	7531	Medical/Dental	<u>610,000</u>	<u>0</u>	<u>13,787,274</u>	<u>0</u>	<u>14,397,274</u>
<b>TOTAL</b>			<b>\$ 624,000</b>	<b>\$ 0</b>	<b>\$ 15,324,303</b>	<b>\$ 812,127</b>	<b>\$ 16,760,430</b>

## EXPLANATION OF OTHER REVENUES

Insurance Fund - service reimbursements in object code 5550 throughout the budget document - \$ 15,149,535, Beginning Working Capital and interest - 177,468.

## Nondepartmental Employee Services

Manager: Curtis Smith

Agency: 050

Organization: 7040

### 7510 PERSONNEL PROGRAM DESCRIPTION

To provide Multnomah County management, employees and job applicants with professional services which attract, retain and develop an effective work force which achieves the County's goals.

	<u>1989-90</u>	<u>1990-91</u>	<u>1991-92</u>	<u>1992-93</u>
FTE	9.95	10.18	11.92	12.13
Personnel Services	\$ 400,222	\$ 483,488	\$ 513,026	\$ 522,091
Materials & Services	216,965	104,082	111,673	91,123
Capital Outlay	<u>3,169</u>	<u>0</u>	<u>6,000</u>	<u>11,395</u>
<b>TOTAL</b>	<b>\$ 620,356</b>	<b>\$ 587,570</b>	<b>\$ 630,699</b>	<b>\$ 624,609</b>

#### Objectives

- ▶ **Recruitment and Selection:** Assist management in acquiring qualified personnel; this includes maintaining an examinations system.
- ▶ **Classification / Compensation:** Maintain a classification and pay system which equitably compensates our employees within the constraints of the County's ability to pay and existing labor contracts.
- ▶ **Professional Consultation:** Provide management with professional advice on organizational development, position allocation, employee performance and other personnel issues as requested.
- ▶ **Personnel Records:** Maintain an accurate and useful personnel database which produces reports that meet the needs of our programs and the agencies to which we report.
- ▶ **Value-Based Orientation:** Implement a value-oriented approach to human resource management which will include, but not be limited to, good customer service.

### 7512 TRAINING PROGRAM DESCRIPTION

To enhance employee performance throughout the County by designing and delivering courses which will meet the learning needs of our employees.

	<u>1989-90</u>	<u>1990-91</u>	<u>1991-92</u>	<u>1992-93</u>
FTE	0.92	1.00	0.99	1.00
Personnel Services	\$ 38,407	\$ 41,594	\$ 39,588	\$ 41,480
Materials & Services	50,290	50,564	41,876	38,196
Capital Outlay	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
<b>TOTAL</b>	<b>\$ 88,697</b>	<b>\$ 92,158</b>	<b>\$ 81,464</b>	<b>\$ 79,676</b>

## Nondepartmental Employee Services

Manager: Curtis Smith

Agency: 050

Organization: 7040

### 7512 TRAINING (Continued)

#### Objectives

- ▶ Coordinate all countywide training opportunities and publicize with a quarterly training calendar.
- ▶ Develop and deliver an expanded new Employee Orientation course.
- ▶ Develop and deliver a Management Training Program which will merge current courses into a simple, comprehensive development program for supervisors, administrators and managers.
- ▶ Manage the County's printed communications network for employees, including the newsletter and other printed materials as needed.
- ▶ Manage a countywide learning needs analysis to produce recommendations for improved training programs.

### 7020 COUNTY WORD PROCESSING PROGRAM DESCRIPTION

To provide quality word processing to all Management Support Services and to all other County units not otherwise supported by word processing.

	<u>1989-90</u>	<u>1990-91</u>	<u>1991-92</u>	<u>1992-93</u>
FTE	3.40	3.58	3.00	3.00
Personal Services	\$ 116,643	\$ 121,291	\$ 99,210	\$ 97,921
Materials and Services	15,384	13,170	15,839	7,105
Capital Outlay	<u>5,417</u>	<u>0</u>	<u>0</u>	<u>2,836</u>
TOTAL	\$ 137,444	\$ 134,461	\$ 115,049	\$ 107,862

#### Objectives

- ▶ Accept input by hard copy, voice mail, dictation, floppy disk, electronic mail, and computer download.
- ▶ Process all input in one day; rush orders in four hours.
- ▶ Market services in-house to acquire new work which is more efficiently performed by Word Processing.
- ▶ Maintain extensive archival database.

### 7234 HEALTH & BENEFITS PROGRAM DESCRIPTION

Manage the County's health and welfare program for employees and retirees in an efficient, responsive and cost-effective manner. Health and welfare includes medical, dental, life and disability insurance, employee assistance, health promotion and child care programs and services.



# **Nondepartmental Employee Services**

Manager: Curtis Smith

Agency: 050

Organization: 7040

## **7234 HEALTH & BENEFITS (Continued)**

### **Objectives**

- ▶ Provide health and welfare benefits to County employees and retirees in accordance with terms of labor agreements and County ordinances. Comply with applicable state and federal mandates, rules and regulations.
- ▶ Plan, deliver and evaluate new and ongoing programs services and activities including new employee orientation, employee assistance, and health promotion.
- ▶ Promote cost effective and health enhancing employee/retiree utilization of health and welfare benefits through education, communication and appropriate plan design.
- ▶ Process billings and maintain accurate records for over \$ 13 million in insurance expenditures.
- ▶ Maintain accurate employee and retiree benefit records.
- ▶ Respond to inquiries and facilitate the resolution of problems/issues in a responsive and timely manner.

## **7234 Health & Benefits**

	<u>1989-90</u>	<u>1990-91</u>	<u>1991-92</u>	<u>1992-93</u>
FTE	2.56	3.52	3.97	5.00
Personal Services	\$ 99,303	\$ 150,687	\$ 146,774	\$ 223,825
Materials & Services	174,321	268,971	235,811	300,868
Capital Outlay	<u>5,107</u>	<u>3,214</u>	<u>850</u>	<u>4,000</u>
TOTAL	\$ 278,731	\$ 422,872	\$ 383,435	\$ 528,693

## **7534 PPO / Utilization Management**

	<u>1989-90</u>	<u>1990-91</u>	<u>1991-92</u>	<u>1992-93</u>
FTE	0.00	0.00	0.00	0.00
Personal Services	\$ 0	\$ 0	\$ 0	\$ 0
Materials & Services	0	0	0	13,202
Capital Outlay	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
TOTAL	\$0	\$0	\$0	\$13,202

## **7535 Flexible Spending Management**

	<u>1989-90</u>	<u>1990-91</u>	<u>1991-92</u>	<u>1992-93</u>
FTE	0.00	0.00	0.00	0.00
Personal Services	\$ 0	\$ 0	\$ 0	\$ 0
Materials & Services	0	0	0	16,200
Capital Outlay	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
TOTAL	\$0	\$0	\$0	\$ 16,200



# Nondepartmental Employee Services

Manager: Curtis Smith

Agency: 050

Organization: 7040

## 7234 HEALTH & BENEFITS (Continued)

### 7524 Life Insurance

	<u>1989-90</u>	<u>1990-91</u>	<u>1991-92</u>	<u>1992-93</u>
FTE	0.00	0.00	0.00	0.00
Personal Services	\$ 0	\$ 0	\$ 0	\$ 0
Materials & Services	136,102	218,659	212,383	217,740
Capital Outlay	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
TOTAL	\$ 136,102	\$ 218,659	\$ 212,383	217,740

### 7525 Long-Term Disability

	<u>1989-90</u>	<u>1990-91</u>	<u>1991-92</u>	<u>1992-93</u>
FTE	0.00	0.00	0.00	0.00
Personal Services	\$ 0	\$ 0	\$ 0	\$ 0
Materials & Services	155,402	219,043	284,292	320,895
Capital Outlay	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
TOTAL	\$ 155,402	\$ 219,043	\$ 284,292	\$ 320,895

### 7526 Unemployment Insurance

	<u>1989-90</u>	<u>1990-91</u>	<u>1991-92</u>	<u>1992-93</u>
FTE	0.00	0.00	0.00	0.00
Personal Services	\$ 0	\$ 0	\$ 0	0
Materials & Services	140,085	242,688	537,790	454,599
Capital Outlay	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
TOTAL	\$ 140,085	\$ 242,688	\$ 537,790	451,725

### 7527 Retirees' Insurance

	<u>1989-90</u>	<u>1990-91</u>	<u>1991-92</u>	<u>1992-93</u>
FTE	0.00	0.00	0.00	0.00
Personal Services	\$ 0	\$ 0	\$ 0	\$ 0
Materials & Services	0	6,392	0	0
Capital Outlay	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
TOTAL	\$ 0	\$ 6,392	0	\$ 0

### 7531 Medical/Dental Insurance

	<u>1989-90</u>	<u>1990-91</u>	<u>1991-92</u>	<u>1992-93</u>
FTE	0.00	0.00	0.00	0.00
Personal Services	\$ 0	\$ 0	\$ 0	\$ 0
Materials & Services	7,106,000	10,113,029	12,652,051	14,397,274
Capital Outlay	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
TOTAL	\$ 7,106,000	\$ 10,113,029	\$ 12,652,051	\$ 14,397,274

## Nondepartmental Employee Services

Manager: Curtis Smith

Agency: 050

Organization: 7040

### 7234 HEALTH & BENEFITS (Continued)

#### Explanation of Changes

Two sections have been added to the Employee Services Health and Benefits program: PPO / Utilization Management, and Flexible Spending Management. These record the costs of administering two kinds of benefits provided to exempt employees and employees represented by ONA. PPO / Utilization is contractual management of the Preferred Provider Option for medical and dental benefits where the County is self-insured. Flexible Spending Management tracks the cost of allowing employees to pay deductible medical costs through pre-tax deductions into separate, dedicated personal accounts. Both costs are recovered through the medical databases charged to budgets which include exempt and ONA employees.

The Employee Health / Benefits section includes the increases in 1992-93: an additional Employee Services Specialist 2 based on additional workload assumed during the last two years and covered by additional revenue from service reimbursements, \$32,400 of overtime to cover training time for Sheriff's Office employees who will be required to take Drug and Alcohol Policy training that is part of the Drug and Alcohol policy adopted by the Board in 1992, and \$37,800 of Professional Services to provide such training to County managers.

# REQUIREMENT D

1989-90 ACTUAL	1990-91 ACTUAL	1991-92 ADOPTED	1991-92 REVISED	AGENCY: 050 NONDEPARTMENTAL FUND: 100 GENERAL FUND SUM ORG: 7040 EMPLOYEE SERVICES	1992-93 PROPOSED
392,880	412,847	443,719	423,704	PERSONAL SERVICES	458,483
11,406	9,046	8,670	8,670	5100 PERMANENT	2,000
2,880	157	0	0	5200 TEMPORARY	0
1,677	6,806	0	0	5300 OVERTIME	0
97,109	103,487	123,057	117,654	5400 PREMIUM	0
505,883	532,343	575,446	550,028	5500 FRINGE BENEFITS	124,380
49,388	61,960	76,328	71,741	TOTAL EXTERNAL	584,763
				5550 INSURANCE BENEFITS	76,709
555,272	594,303	651,774	621,769	TOTAL PERSONAL SERVICES	661,472
0	0	0	0	6050 COUNTY SUPPLEMENTS	0
0	0	0	0	6060 PASS-THROUGH PAYMENTS	0
172,223	92,686	90,299	90,353	6110 PROFESSIONAL SVCS	78,585
18,617	16,885	12,850	12,850	6120 PRINTING	10,650
0	0	0	0	6130 UTILITIES	0
0	0	0	0	6140 COMMUNICATIONS	0
0	0	0	0	6170 RENTALS	0
823	2,440	2,000	2,000	6180 REPAIRS AND MAINTENANCE	0
1,578	2,081	2,159	2,159	6190 MAINTENANCE CONTRACTS	1,484
22,791	9,534	26,000	26,000	6200 POSTAGE	0
10,741	11,274	7,050	7,050	6230 SUPPLIES	7,800
161	0	0	0	6270 FOOD	350
33,080	2,276	6,041	5,746	6310 EDUCATION & TRAINING	4,100
0	0	0	0	6320 MTNG CONFERENCE/CONVENTIONS	150
2,685	2,383	1,620	1,620	6330 LOCAL TRAVEL/MILEAGE	1,620
0	0	0	0	6520 INSURANCE	0
0	0	0	0	6530 EXTERNAL DATA PROCESSING	0
0	0	0	0	6550 DRUGS	0
0	0	0	0	6580 CLAIMS PAID	0
2,688	8,232	3,000	3,000	6610 AWARDS AND PREMIUMS	3,000
808	3,226	4,100	4,100	6620 DUES AND SUBSCRIPTIONS	4,390
0	0	0	0	6700 LIBRARY BOOKS AND MATERIALS	0
0	0	0	0	7810 PRINCIPAL	0
0	0	0	0	7820 INTEREST	0
266,215	150,987	155,119	154,878	TOTAL EXTERNAL	112,109
0	0	0	0	7100 INDIRECT COSTS	0
14,232	14,371	13,569	13,569	7150 TELEPHONE	12,879
0	0	0	0	7200 DATA PROCESSING	0
363	740	700	700	7300 MOTOR POOL	700
0	0	0	0	7400 BUILDING MANAGEMENT	0
1,829	13	0	0	7500 OTHER INTERNAL	0
0	1,685	0	0	7550 SERV REIMB TO CAP LEASE RET FU	0
0	0	0	0	7560 DISTRIBUTION/POSTAGE	11,141
16,424	16,819	14,269	14,269	TOTAL INTERNAL	24,720
282,639	167,816	169,388	169,147	TOTAL MATERIALS & SERVICES	136,849
0	0	0	0	8100 LAND	0
0	0	0	0	8200 BUILDINGS	0
0	0	0	0	8300 OTHER IMPROVEMENTS	0
8,586	0	6,000	6,000	8400 EQUIPMENT	0
8,586	0	6,000	6,000	TOTAL CAPITAL OUTLAY	0
780,684	683,340	736,565	710,906	DIRECT BUDGET	696,892
846,497	762,119	827,162	796,916	TOTAL BUDGET	798,321

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AGENCY: 050 NONDEPARTMENTAL  
 FUND: 100 GENERAL FUND  
 SUM ORG: 7040 EMPLOYEE SERVICES

# PERSONNEL DETAIL

1989-90 ACTUAL		1990-91 ACTUAL		1991-92 ADOPTED		1991-92 REVISED			1992-93 PROPOSED		1992- APPROV
FTE	BASE	FTE	BASE	FTE	BASE	FTE	BASE		FTE	BASE	FTE
1.92	47,705	0.20	4,945	0.00	0	0.00	0	ADMIN TECH	0.00	0	0.00
0.84	18,832	0.00	0	0.00	0	0.00	0	OFFICE ASST 3	0.00	0	0.00
0.55	8,203	1.01	18,640	1.00	15,861	0.25	3,975	OFFICE ASSISTANT 1	1.00	15,139	1.00
3.88	69,959	2.18	42,228	3.00	56,402	3.00	56,402	OFFICE ASSISTANT 2	3.13	59,447	3.13
0.00	0	0.32	7,312	0.00	0	0.00	0	OFFICE ASST/SENIOR	0.00	0	0.00
0.00	0	2.02	41,275	2.00	40,980	2.00	40,980	WORD PROC OPERATOR	2.00	41,367	2.00
0.00	0	0.00	0	0.00	0	0.00	0	ASBESTOS PROJECT SPE	0.00	0	0.00
0.00	0	0.60	13,811	1.00	22,951	1.00	22,951	WORD PROCESSING OPR//	1.00	22,864	1.00
0.00	0	0.11	4,108	0.00	0	0.00	0	TEMPORARY WORKER	0.00	0	0.00
1.08	29,305	0.36	9,382	0.00	0	0.00	0	OPERATIONS SUPV 1	0.00	0	0.00
0.00	0	1.79	45,665	2.97	80,012	2.72	71,893	EMP SVCS SPEC 1	3.00	80,751	3.00
4.00	129,640	4.60	159,315	3.96	138,685	0.00	0	MANAGEMENT ANALYST	0.00	0	0.00
1.00	38,804	1.00	41,304	0.99	40,280	0.00	0	ADMIN SPEC 2	0.00	0	0.00
0.00	0	0.00	0	0.00	0	0.00	0	PROGRAM MANAGERENTS	0.00	0	0.00
1.00	50,353	0.57	27,682	0.99	48,458	0.00	0	PROGRAM MANAGER 2	0.00	0	0.00
0.00	0	0.00	0	0.00	0	0.99	48,458	EMPLOYEE SVCS MGR	1.00	50,225	1.00
0.00	0	0.00	0	0.00	0	3.96	138,685	EMPLOYEE SVCS SPEC 2	4.00	145,691	4.00
0.00	0	0.00	0	0.00	0	0.99	40,290	EMP SVCS SPEC/SR	1.00	42,929	1.00
14.27	392,801	14.76	412,847	15.91	443,719	15.91	423,714	5100 PERMANENT	16.13	456,433	16.13

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# REQUIREMENT D

1989-90 ACTUAL	1990-91 ACTUAL	1991-92 ADOPTED	1991-92 REVISED	AGENCY: 050 NONDEPARTMENTAL FUND: 400 INSURANCE FUND SUM ORG: 7040 EMPLOYEE SERVICES	1992-93 PROPOSED
78,008	103,461	115,572	115,572	PERSONAL SERVICES	
604	760	0	0	5100 PERMANENT	150,565
1,626	0	0	0	5200 TEMPORARY	0
0	315	0	0	5300 OVERTIME	32,400
19,065	27,581	31,202	31,202	5400 PREMIUM	0
99,303	132,117	146,774	146,774	5500 FRINGE BENEFITS	40,880
0	18,570	0	0	TOTAL EXTERNAL	223,825
				5550 INSURANCE BENEFITS	0
99,303	150,687	146,774	146,774	TOTAL PERSONAL SERVICES	223,825
0	0	0	0	6050 COUNTY SUPPLEMENTS	0
0	0	0	0	6060 PASS-THROUGH PAYMENTS	0
444,080	491,458	528,710	563,210	6110 PROFESSIONAL SVCS	276,502
11,479	16,478	8,500	8,500	6120 PRINTING	15,000
0	0	0	0	6130 UTILITIES	0
0	0	0	0	6140 COMMUNICATIONS	0
0	0	0	0	6170 RENTALS	0
94	185	750	750	6180 REPAIRS AND MAINTENANCE	750
0	0	0	0	6190 MAINTENANCE CONTRACTS	0
0	2,588	17,400	17,400	6200 POSTAGE	0
2,762	12,680	8,000	8,000	6230 SUPPLIES	12,000
0	138	0	0	6270 FOOD	0
3,248	3,740	2,000	2,000	6310 EDUCATION & TRAINING	2,000
0	0	0	0	6320 MTNG CONFERENCE/CONVENTIONS	0
565	688	360	360	6330 LOCAL TRAVEL/MILEAGE	540
3,407,993	4,781,852	7,030,044	7,032,257	6520 INSURANCE	7,388,523
0	0	0	0	6530 EXTERNAL DATA PROCESSING	0
0	0	0	0	6550 DRUGS	0
3,825,289	5,746,309	6,313,472	6,255,610	6580 CLAIMS PAID	7,816,252
11,028	812	4,000	4,000	6610 AWARDS AND PREMIUMS	4,000
810	1,494	1,000	1,000	6620 DUES AND SUBSCRIPTIONS	1,000
0	0	0	0	6700 LIBRARY BOOKS AND MATERIALS	0
0	0	0	0	7810 PRINCIPAL	0
0	0	0	0	7820 INTEREST	0
7,707,338	11,058,422	13,914,236	13,893,087	TOTAL EXTERNAL	15,461,567
0	0	0	0	7100 INDIRECT COSTS	0
1,837	2,974	2,328	2,328	7150 TELEPHONE	2,817
0	0	0	0	7200 DATA PROCESSING	0
108	168	250	250	7300 MOTOR POOL	250
2,580	5,213	5,213	5,213	7400 BUILDING MANAGEMENT	5,411
57	13	0	0	7500 OTHER INTERNAL	0
0	0	0	0	7550 SERV REIMB TO CAP LEASE RET FU	0
0	0	0	0	7560 DISTRIBUTION/POSTAGE	10,000
4,582	8,368	7,791	7,791	TOTAL INTERNAL	18,478
7,711,910	11,066,790	13,922,027	13,900,878	TOTAL MATERIALS & SERVICES	15,480,045
0	0	0	0	8100 LAND	0
0	0	0	0	8200 BUILDINGS	0
0	0	0	0	8300 OTHER IMPROVEMENTS	0
5,107	3,214	850	850	8400 EQUIPMENT	0
5,107	3,214	850	850	TOTAL CAPITAL OUTLAY	0
7,811,738	11,193,753	14,061,860	14,040,711	DIRECT BUDGET	15,685,392
7,816,320	11,220,691	14,063,651	14,043,502	TOTAL BUDGET	15,703,870

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AGENCY: 050 NONDEPARTMENTAL  
 FUND: 400 INSURANCE FUND  
 SUM ORG: 7040 EMPLOYEE SERVICES

## PERSONNEL DETAIL

1989-90 ACTUAL		1990-91 ACTUAL		1991-92 ADOPTED		1991-92 REVISED			1992-93 PROPOSED		1992- APPRO
FTE	BASE	FTE	BASE	FTE	BASE	FTE	BASE		FTE	BASE	FTE
0.56	12,2102	0.11	2,578	0.00	0	0.00	0	ADMIN TECH	0.00	0	0.00
0.00	0	0.150	8,514	1.00	17,811	1.00	17,811	OFFICE ASSISTANT 2	1.00	18,246	1.00
0.00	0	0.00	0	0.00	0	0.00	0	ASBESTOS PROJECT SPE	0.00	0	0.00
0.00	0	0.92	21,352	0.99	23,990	0.99	23,990	EMP SVCS SPEC 1	1.00	26,667	1.00
1.00	28,7778	0.99	31,413	0.99	32,776	0.00	0	MANAGEMENT ANALYST	0.00	0	0.00
1.00	37,017	1.00	39,584	0.99	40,985	0.00	0	PROGRAM MANAGERENTS	0.00	0	0.00
0.00	0	0.00	0	0.00	0	0.99	40,995	BENEFITS ADMIN	1.00	42,303	1.00
0.00	0	0.00	0	0.00	0	0.99	32,776	EMPLOYEE SVCS SPEC 2	2.00	63,349	2.00
2.56	78,008	3.52	103,461	3.97	115,572	3.97	115,572	5100 PERMANENT	5.00	150,565	5.00

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AGENCY: 050 NONDEPARTMENTAL  
 FUND: 400 INSURANCE FUND  
 ORG: 7040 EMPLOYEE SERVICES

# REVENUE DETAIL

1989-90 ACTUAL	1990-91 ACTUAL	1991-92 ADOPTED	1991-92 REVISED	CODE	DESCRIPTION	1992-93 PROPOSED
0	0	0	0	500	Beginning Working Capital	9,000
713,510	358,551	0	0	502	BWC-General Liability	120,000
2,676,508	11,483	700,000	700,000	503	BWC-Workers Compensation	400,000
19,329	0	0	0	504	BWC-Medical/Dental	0
138,602	52,092	100,000	100,000	505	BWC-Property Damage	130,000
173,997	0	170,000	170,000	506	BWC-Unemployment	250,000
0	1,066,322	670,000	670,000	507	BWC-Retiree Medical	1,070,000
30,489	4,455	0	0	4900	Misc Chrgs/Recoveries	0
8,862	9,277	27,200	27,200	4906	Wellness Program Income	14,000
401,743	3,653	0	0	4931	Damage to Property	0
571,747	569,094	422,500	422,500	5000	Intergovt Investments	315,000
32,324	82,088	0	0	6203	Misc Refunds	0
243,389	273,091	250,000	250,000	6210	Self Insurance Premiums - Retirees	280,000
55,417	79,032	25,000	25,000	6211	Self Insurance Premiums - Regular	25,000
135,706	143,400	250,000	250,000	6212	Kaiser Premiums - Retirees	280,000
37,881	59,501	25,000	25,000	6213	Kaiser Premiums - Regular Employees	25,000
5,074,176	6,534,756	7,715,896	7,606,161	6600	General Fund-Serv Reimbursement	7,838,618
509,265	622,397	834,400	834,311	6601	Road Fund-Serv Reimb	924,852
2,519,671	3,859,670	5,432,353	5,482,099	6602	Federal/State Fund-Serv Reimb	6,313,620
133,807	0	0	0	6603	Animal Control Fund-Serv Reimb	0
214,986	265,448	275,646	264,571	6606	Data Processing Fund-Serv Reimb	319,150
87,902	273,780	138,427	140,434	6607	Fleet Management Fund-Serv Reimb	181,313
0	0	0	0	6609	Assessment & Taxation Fund Serv Reimb	839,119
0	438,880	987,900	981,341	6610	Mill Levy Fund-Serv Reimb	1,194,825
27,508	35,043	537	537	6618	Insurance Fund-Serv Reimb	1,526
127,247	162,591	219,391	219,391	6623	Willamette Bridges Fund-Serv Reimb	255,706
5,685	7,309	7,249	7,249	6625	Cable TV Fund-Serv Reimb	10,028
4,058	186	370	370	6626	Fair Fund-Serv Reimb	0
9,501	22,156	24,673	24,673	6627	Telephone Fund-Serv Reimb	34,294
0	729,310	1,188,655	1,180,255	6635	Library Levy Fund-Serv Reimb	1,178,994
0	0	187,558	187,558	6640	Recreation Fund-Serv Reimb	221,563
0	0	0	39,491	6645	Distribution Fund Serv Reimb	41,869
0	6,540	0	0	6814	OCF Grant	0
350,000	425,081	0	0	7601	General Fund-Cash Transfer	146,651
90,000	90,000	0	0	7605	Road Fund-Cash Transfer	0
14,393,400	16,185,175	19,652,785	19,600,141	TOTAL OUTSIDE REVENUES		22,400,125

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# Nondepartmental Labor Relations

Manager: Kenneth Upson

Agency 050

Organization 7220

## LABOR RELATIONS PROGRAM DESCRIPTION

To negotiate and administer labor contracts, provide management training, consultation, and technical assistance; and adapt labor relations policy to changes in the legal, social and economic environments.

### PERSONNEL

	1989-90	1990-91	1991-92	1992-93
Officials and Administrators	2.00	2.00	1.98	1.00
Professionals	0.00	0.00	0.00	1.00
Technicians and Para-Professionals	1.00	0.99	0.99	1.00
Protective Service Workers	0.00	0.00	0.00	0.00
Office and Clerical	0.54	0.56	0.50	0.50
Skilled Craft and Srv. Maint.	0.00	0.00	0.00	0.00
<b>TOTAL</b>	<b>3.54</b>	<b>3.55</b>	<b>3.47</b>	<b>3.50</b>

### EXPENDITURES

	General Fund (100)	Other L.I.	TOTAL
Personal Services	\$ 199,933	\$ 0	\$ 199,933
Materials and Services	50,424	0	50,424
Capital Outlay	2,250	0	2,250
<b>TOTAL</b>	<b>\$ 252,607</b>	<b>\$ 0</b>	<b>\$ 252,607</b>

### REVENUE CATEGORIES

Fd	Org	Organization	Operational	Grant	Other	General Fund Supplement	Total
100	7220	Labor Relations	\$ 0	\$ 0	\$ 0	\$ 252,607	\$ 252,607

### 7220 LABOR RELATIONS

	1989-90	1990-91	1991-92	1992-93
FTEs	3.54	3.55	3.47	3.50
Personal Services	\$ 166,139	\$ 183,441	\$ 187,489	\$ 199,933
Materials and Services	50,042	24,950	70,428	50,424
Capital Outlay	12,676	0	2,224	2,250
<b>TOTAL</b>	<b>\$ 228,857</b>	<b>\$ 208,391</b>	<b>\$ 260,142</b>	<b>\$ 252,607</b>

### Objectives

- ▶ Effectively negotiate and execute all the County collective bargaining agreements.
- ▶ Effectively administer all the County collective bargaining agreements.
- ▶ Provide labor relations training and consulting services to County departments and the Board.

# REQUIREMENT

1989-90 ACTUAL	1990-91 ACTUAL	1991-92 ADOPTED	1991-92 REVISED	AGENCY: 050 NONDEPARTMENTAL FUND: 100 GENERAL FUND SUM ORG: 7220 LABOR RELATIONS	1992-93 PROPOSED
122,577	131,673	133,867	133,867	PERSONAL SERVICES	
0	0	0	0	5100 PERMANENT	139,824
0	0	0	0	5200 TEMPORARY	0
738	752	0	0	5300 OVERTIME	0
30,670	34,981	36,123	36,123	5400 PREMIUM	0
153,985	167,386	169,980	169,980	5500 FRINGE BENEFITS	37,920
12,154	16,085	17,488	17,488	TOTAL EXTERNAL	177,744
				5550 INSURANCE BENEFITS	22,188
166,139	183,441	187,488	187,488	TOTAL PERSONAL SERVICES	199,933
0	0	0	0	6050 COUNTY SUPPLEMENTS	0
0	0	0	0	6060 PASS-THROUGH PAYMENTS	0
32,557	6,486	55,581	44,747	6110 PROFESSIONAL SVCS	35,388
8,179	7,189	5,427	5,427	6120 PRINTING	5,427
0	0	0	0	6130 UTILITIES	0
0	0	0	0	6140 COMMUNICATIONS	0
0	0	0	0	6170 RENTALS	0
46	80	212	212	6180 REPAIRS AND MAINTENANCE	212
0	0	0	0	6190 MAINTENANCE CONTRACTS	0
17	0	315	315	6200 POSTAGE	10
2,130	5,925	2,255	2,255	6230 SUPPLIES	2,756
3	0	0	0	6270 FOOD	0
1,897	25	2,700	2,700	6310 EDUCATION & TRAINING	2,700
0	0	0	0	6320 MTNG CONFERENCE/CONVENTIONS	0
565	459	499	499	6330 LOCAL TRAVEL/MILEAGE	499
0	0	0	0	6520 INSURANCE	0
0	0	0	0	6530 EXTERNAL DATA PROCESSING	0
0	0	0	0	6550 DRUGS	0
0	0	0	0	6580 CLAIMS PAID	0
0	0	0	0	6610 AWARDS AND PREMIUMS	0
1,548	1,162	641	641	6620 DUES AND SUBSCRIPTIONS	800
0	0	0	0	6700 LIBRARY BOOKS AND MATERIALS	0
0	0	0	0	7810 PRINCIPAL	0
0	0	0	0	7820 INTEREST	0
46,942	21,316	67,630	56,786	TOTAL EXTERNAL	47,773
0	0	0	0	7100 INDIRECT COSTS	0
3,100	2,848	2,788	2,788	7150 TELEPHONE	2,577
0	0	0	0	7200 DATA PROCESSING	0
0	0	0	0	7300 MOTOR POOL	0
0	0	0	0	7400 BUILDING MANAGEMENT	0
0	786	0	0	7500 OTHER INTERNAL	0
0	0	0	0	7550 SERV REIMB TO CAP LEASE RET FU	0
0	0	0	0	7560 DISTRIBUTION/POSTAGE	124
3,100	3,634	2,788	2,788	TOTAL INTERNAL	2,701
50,042	24,930	70,428	59,585	TOTAL MATERIALS & SERVICES	50,474
0	0	0	0	8100 LAND	0
0	0	0	0	8200 BUILDINGS	0
0	0	0	0	8300 OTHER IMPROVEMENTS	0
12,676	0	2,224	2,224	8400 EQUIPMENT	2,250
12,676	0	2,224	2,224	TOTAL CAPITAL OUTLAY	2,250
213,603	188,702	239,844	229,010	DIRECT BUDGET	227,767
228,857	208,391	260,142	249,308	TOTAL BUDGET	252,657

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AGENCY: 050 NONDEPARTMENTAL  
 FUND: 100 GENERAL FUND  
 SUM ORG: 7220 LABOR RELATIONS

## PERSONNEL DETAIL

1989-90 ACTUAL		1990-91 ACTUAL		1991-92 ADOPTED		1991-92 REVISED			1992-93 PROPOSED		1992 APPRO
FTE	BASE	FTE	BASE	FTE	BASE	FTE	BASE		FTE	BASE	FTE
1.00	23,031	0.11	2,771	0.00	0	0.00	0	ADMIN TECH	0.00	0	0.00
0.54	8,373	0.56	9,853	0.50	9,084	0.50	9,084	OFFICE ASSISTANT 2	0.50	9,523	0.50
0.00	0	0.00	0	0.00	0	0.00	0	ASBESTOS PROJECT SPE	0.00	0	0.00
0.00	0	0.88	21,832	0.99	25,566	0.99	25,566	LABOR RELATIONS SPEC	1.00	26,455	1.00
1.00	42,872	1.00	45,609	0.99	45,948	0.00	0	PROGRAM MANAGER/TS	0.00	0	0.00
1.00	48,301	1.00	51,608	0.99	53,269	0.99	53,269	LABOR RELATIONS MGR	1.00	55,099	1.00
0.00	0	0.00	0	0.00	0	0.99	45,948	LABOR REL MGR/DEP	1.00	48,747	1.00
3.54	122,577	3.55	131,673	3.47	133,867	3.47	133,867	5100 PERMANENT	3.50	139,824	3.50

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# Nondepartmental Risk Management

Manager: Jean Miley

Agency 050

Organization 7520

## RISK MANAGEMENT PROGRAM DESCRIPTION

To prevent injury as a result of County operations to County employees and the public and to protect the physical and financial assets of the County.

### Objectives

- ▶ Control the number and cost of claims against the County through loss control programs, effective claims management, and improved claims resolution processes.
- ▶ Reduce losses in County facilities and operations by identifying potential loss exposures and implementing controls.
- ▶ Protect the County's financial assets by assuring that County property is properly valued and insured and that adequate security and risk transfer policies and practices are in effect.
- ▶ Ensure the County's compliance with risk management regulatory requirements.
- ▶ Implement risk management prevention programs targeted to areas which have experienced the highest losses.

### PERSONNEL

	<u>1989-90</u>	<u>1990-91</u>	<u>1991-92</u>	<u>1992-93</u>
Officials and Administrators	1.00	1.01	0.99	1.00
Professionals	1.89	1.99	1.98	2.00
Technicians and Para-Professionals	0.00	0.00	0.00	0.00
Protective Services/Workers	0.00	0.24	0.00	0.00
Office and Clerical	0.00	0.93	1.00	1.00
Skilled Craft and Serv Maint.	0.00	0.29	0.00	0.00
<b>TOTAL</b>	<b>2.89</b>	<b>4.46</b>	<b>3.97</b>	<b>4.00</b>

### EXPENDITURES

	<u>General Fund</u> (100)	<u>Insurance Fund</u> (400)	<u>TOTAL</u>
Personal Services	\$ 0	\$ 230,732	\$ 230,732
Materials and Services	0	3,334,346	3,334,346
Capital Outlay	0	27,500	27,500
<b>TOTAL</b>	<b>\$ 0</b>	<b>\$ 3,592,578</b>	<b>\$ 3,592,578</b>

### REVENUE CATEGORIES

<u>Fd</u>	<u>Org</u>	<u>Organization</u>	<u>Operational</u>	<u>Grant</u>	<u>Other</u>	<u>General Fund</u> <u>Supplement</u>	<u>Total</u>
400	7520	Risk Management	0	0	204,501	0	204,501
400	7530	Liability Insurance	0	0	968,884	0	968,884
400	7540	Property Insurance	0	0	311,473	0	311,473
400	7550	Workers' Compensation	0	0	2,107,720	0	2,107,720
<b>TOTAL</b>			<b>\$ 0</b>	<b>\$ 0</b>	<b>\$ 3,592,578</b>	<b>\$ 0</b>	<b>\$ 3,592,578</b>

# Nondepartmental Risk Management

Manager: Jean Miley

Agency 050

Organization 7520

## EXPLANATION OF OTHER REVENUES

Insurance Fund- service reimbursements shown in object code 5550 throughout the budget - 2,928,785, Beginning Balance and interest - 663,782

### 7520 RISK MANAGEMENT ADMINISTRATION

	<u>1989-90</u>	<u>1990-91</u>	<u>1991-92</u>	<u>1992-93</u>
FTE	1.74	2.87	2.98	3.00
Personal Services	\$711,673	\$ 106,816	\$ 127,552	\$130,472
Materials and Services	11,386	27,789	67,311	71,529
Capital Outlay	<u>3,528</u>	<u>3,468</u>	<u>1,475</u>	<u>2,500</u>
TOTAL	\$86,587	\$ 138,043	\$ 196,338	\$ 204,501

### 7530 LIABILITY INSURANCE

	<u>1989-90</u>	<u>1990-91</u>	<u>1991-92</u>	<u>1992-93</u>
FTE	0.00	0.00	0.00	0.00
Personal Services	\$ 0	\$ 0	\$ 0	\$ 0
Materials and Services	1,339,575	776,933	572,394	968,884
Capital Outlay	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
TOTAL	\$ 1,339,575	\$ 776,933	\$ 572,394	\$ 968,884

## Explanation of Changes

The 1992-93 Budget includes an appropriation of \$425,492 for blood borne pathogen education and inoculation for all County employees whose jobs may expose them to blood.

### 7540 PROPERTY INSURANCE

	<u>1989-90</u>	<u>1990-91</u>	<u>1991-92</u>	<u>1992-93</u>
FTE	0.00	0.00	0.00	0.00
Personal Services	\$ 0	\$ 0	\$ 0	\$ 0
Materials and Services	111,928	126,370	205,200	286,473
Capital Outlay	<u>10,176</u>	<u>0</u>	<u>17,500</u>	<u>25,000</u>
TOTAL	\$122,104	\$126,370	\$222,700	\$ 311,473

### 7550 WORKERS' COMPENSATION

	<u>1989-90</u>	<u>1990-91</u>	<u>1991-92</u>	<u>1992-93</u>
FTE	1.15	1.59	0.99	1.00
Personal Services	\$ 38,201	\$ 51,648	\$ 98,771	\$ 100,260
Materials and Services	3,003,966	732,633	2,463,032	2,007,460
Capital Outlay	<u>2,290</u>	<u>0</u>	<u>0</u>	<u>0</u>
TOTAL	\$3,044,457	\$ 784,281	\$2,561,803	2,107,720

# REQUIREMENT D

1989-90 1990-91 1991-92 1991-92 AGENCY: 050 NONDEPARTMENTAL  
 ACTUAL ACTUAL ADOPTED REVISED FUND: 400 INSURANCE FUND  
 SUM ORG: 7820 RISK MANAGEMENT ADMINISTRATION 1992-93  
 PROPOSED

89,3553	112,4277	130,035	130,035	PERSONAL SERVICES	
0	806	48,175	48,175	5100 PERMANENT	130,272
0	0	0	0	5200 TEMPORARY	51,775
995	523	0	0	5300 OVERTIME	0
19,526	28,234	48,113	48,113	5400 PREMIUM	0
109,874	141,980	226,323	226,323	5500 FRINGE BENEFITS	48,685
0	16,474	0	0	TOTAL EXTERNAL	230,732
				5550 INSURANCE BENEFITS	0
109,874	158,464	226,323	226,323	TOTAL PERSONAL SERVICES	230,732
219,133	222,525	220,000	220,000	6050 COUNTY SUPPLEMENTS	250,000
0	0	0	0	6060 PASS-THROUGH PAYMENTS	0
113,589	102,882	274,400	274,400	6110 PROFESSIONAL SVCS	255,000
3011	3,720	5,270	5,270	6120 PRINTING	7,500
0	50	0	0	6130 UTILITIES	0
0	0	0	0	6140 COMMUNICATIONS	0
60	0	0	0	6170 RENTALS	0
4,082	0	12,800	12,800	6180 REPAIRS AND MAINTENANCE	12,800
0	0	0	0	6190 MAINTENANCE CONTRACTS	0
3	596	1,600	1,600	6200 POSTAGE	0
2,581	4,714	16,025	16,025	6230 SUPPLIES	18,100
0	0	0	0	6270 FOOD	0
3,910	62,122	5,900	5,900	6310 EDUCATION & TRAINING	2,500
0	0	0	0	6320 MTNG CONFERENCE/CONVENTIONS	3,200
847	726	736	736	6330 LOCAL TRAVEL/MILEAGE	740
141,314	164,109	227,600	227,600	6520 INSURANCE	207,600
0	21,107	0	0	6530 EXTERNAL DATA PROCESSING	0
0	0	0	0	6550 DRUGS	0
3,975,526	1,071,381	2,583,004	2,583,871	6580 CLAIMS PAID	2,564,950
0	0	0	0	6610 AWARDS AND PREMIUMS	0
1,078	716	1,100	1,100	6620 DUES AND SUBSCRIPTIONS	1,600
0	0	0	0	6700 LIBRARY BOOKS AND MATERIALS	0
0	0	0	0	7810 PRINCIPAL	0
0	0	0	0	7820 INTEREST	0
4,462,384	1,654,648	3,288,435	3,288,302	TOTAL EXTERNAL	3,323,990
0	0	0	0	7100 INDIRECT COSTS	0
3,008	3,002	3,545	3,545	7150 TELEPHONE	3,805
0	0	0	0	7200 DATA PROCESSING	0
236	292	360	360	7300 MOTOR POOL	360
1,214	5,647	5,647	5,647	7400 BUILDING MANAGEMENT	5,862
13	106	0	0	7500 OTHER INTERNAL	0
0	0	0	0	7550 SERV REIMB TO CAP LEASE RET FU	0
0	0	0	0	7560 DISTRIBUTION/POSTAGE	400
4,471	9,047	9,552	9,552	TOTAL INTERNAL	10,427
4,466,855	1,663,695	3,307,987	3,308,854	TOTAL MATERIALS & SERVICES	3,334,417
0	0	0	0	8100 LAND	0
0	0	0	0	8200 BUILDINGS	0
0	0	10,000	10,000	8300 OTHER IMPROVEMENTS	10,000
15,984	3,468	8,975	8,975	8400 EQUIPMENT	17,500
15,984	3,468	18,975	18,975	TOTAL CAPITAL OUTLAY	27,500
4,588,232	1,800,106	3,543,733	3,544,600	DIRECT BUDGET	3,582,222
4,582,723	1,825,627	3,553,285	3,554,152	TOTAL BUDGET	3,592,649

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AGENCY: 050 NONDEPARTMENTAL  
 FUND: 400 INSURANCE FUND  
 SUM ORG: 7520 RISK MANAGEMENT ADMINISTRATION

## PERSONNEL DETAIL

1989-90 ACTUAL		1990-91 ACTUAL		1991-92 ADOPTED		1991-92 REVISED			1992-93 PROPOSED		1992- APPROV
FTE	BASE	FTE	BASE	FTE	BASE	FTE	BASE		FTE	BASE	FTE
0.00	0	0.99	20,056	0.00	0	0.00	0	OFFICE ASSISTANT 2	0.00	0	0.00
0.00	0	0.00	0	1.00	22,867	1.00	22,867	OFFICE ASST/SENIOR	1.00	21,475	1.00
0.00	0	0.00	0	0.00	0	0.00	0	ASBESTOS PROJECT SPE	0.00	0	0.00
0.00	0	0.24	2,529	0.00	0	0.00	0	ANIM CONTROL OFFICER	0.00	0	0.00
0.00	0	0.19	1,985	0.00	0	0.00	0	MAINTENANCE WORKER	0.00	0	0.00
0.00	0	0.04	396	0.00	0	0.00	0	CUSTODIAN	0.00	0	0.00
0.00	0	0.05	565	0.00	0	0.00	0	BLACKSMITH	0.00	0	0.00
0.00	0	0.01	140	0.00	0	0.00	0	CARPENTER/MAINTENANCE	0.00	0	0.00
1.89	49,875	1.99	52,168	1.98	61,412	0.00	0	MANAGEMENT ANALYST	0.00	0	0.00
1.00	39,478	1.01	34,587	0.99	45,756	0.00	0	PROGRAM MANAGER/NTS	0.00	0	0.00
0.00	0	0.00	0	0.00	0	0.99	31,813	LOSS CONTROL SPEC	1.00	31,957	1.00
0.00	0	0.00	0	0.00	0	0.99	45,756	RISK MANAGER	1.00	46,145	1.00
0.00	0	0.00	0	0.00	0	0.99	29,389	WORKR COMP SPEC	1.00	30,685	1.00
2.89	89,353	4.46	112,426	3.97	130,055	3.97	130,055	5100 PERMANENT	4.00	130,272	4.00

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# Nondepartmental Budget & Planning

Manager: Dave Warean

Agency 050

Organization 9210

## BUDGET AND PLANNING PROGRAM DESCRIPTION

To provide fiscal management and policy analysis in order to assist the Chair, the Board of County Commissioners, and County management with long-range program planning, budget implementation and monitoring.

## PERSONNEL

	<u>1989-90</u>	<u>1990-91</u>	<u>1991-92</u>	<u>1992-93</u>
Officials & Administrators	3.00	3.04	1.98	2.00
Professionals	7.18	5.82	5.94	6.00
Technicians & Para-Professionals	0.00	0.00	0.00	0.00
Protective Service Workers	0.00	0.00	0.00	0.00
Office & Clerical	0.83	1.00	1.00	1.00
Skilled Craft & Service Maintenance	0.00	0.00	0.00	0.00
<b>TOTAL</b>	<b>10.99</b>	<b>9.86</b>	<b>8.92</b>	<b>9.00</b>

## EXPENDITURES

	<u>General Fund</u> <u>(100)</u>	<u>Other Fund</u> <u>L 1</u>	<u>TOTAL</u>
Personal Services	\$ 467,133	\$ 0	\$ 467,133
Materials & Services	31,481	0	31,481
Capital Outlay	<u>10,000</u>	<u>0</u>	<u>10,000</u>
<b>TOTAL</b>	<b>\$ 508,624</b>	<b>\$ 0</b>	<b>\$ 508,624</b>

## REVENUE CATEGORIES

<u>Fd</u>	<u>Org</u>	<u>Organization</u>	<u>Operational</u>	<u>Grant</u>	<u>Other</u>	<u>General Fund</u> <u>Supplement</u>	<u>Total</u>
100	9210	Budget & Planning	\$ 0	\$ 0	\$ 0	\$ 508,624	\$ 508,624



# Nondepartmental Budget & Planning

Manager: Dave Wamken

Agency 050

Organization 99200

## 9210 BUDGET & PLANNING

	<u>1989-90</u>	<u>1990-91</u>	<u>1991-92</u>	<u>1992-93</u>
FTE	10.99	9.86	8.92	9.00
Personnel Services	\$ 525,709	\$ 505,123	\$ 452,886	\$ 467,133
Materials & Services	91,314	48,323	26,970	31,481
Capital Outlay	<u>11,279</u>	<u>0</u>	<u>2,525</u>	<u>10,000</u>
TOTAL	\$ 628,302	\$ 553,446	\$ 482,381	\$ 508,614

### Objectives

- ▶ To assist in reviewing the County's 5-Year Strategic Planning process by:
  - Updating and revising the 5-Year Strategic Plan.
  - Updating, revising and monitoring the 3-Year Operational Plan.
- ▶ To create, revise, and monitor the Annual Budget consistent with applicable State and County laws and the Operational Plan.
- ▶ To provide analysis of County revenues, expenditures, programs, grants, and such other data bases as may be necessary to support requests from the Chair and the Board of County Commissioners and the requirements of economical and efficient program management.

# REQUIREMENT II

1989-90 ACTUAL	1990-91 ACTUAL	1991-92 ADOPTED	1991-92 REVISED	AGENCY: 050 NONDEPARTMENTAL FUND: 100 GENERAL FUND SUM ORG: 9210 BUDGET OFFICE	1992-93 PROPOSED
382,760	363,575	321,733	297,010	PERSONAL SERVICES	
3,891	50	0	0	5100 PERMANENT	327,740
261	30	0	0	5200 TEMPORARY	0
226	3,101	0	0	5300 OVERTIME	0
94,816	90,387	86,889	80,184	5400 PREMIUM	0
481,984	457,143	408,592	377,194	5500 FRINGE BENEFITS	88,885
43,755	47,980	44,284	40,882	TOTAL EXTERNAL	416,625
				5550 INSURANCE BENEFITS	50,508
525,709	505,123	452,886	418,086	TOTAL PERSONAL SERVICES	467,153
0	0	0	0	6050 COUNTY SUPPLEMENTS	0
0	0	0	0	6060 PASS-THROUGH PAYMENTS	0
27,632	8,450	1,960	4,960	6110 PROFESSIONAL SVCS	5,000
30,336	18,101	10,115	10,115	6120 PRINTING	12,904
0	0	0	0	6130 UTILITIES	0
0	0	0	0	6140 COMMUNICATIONS	0
495	130	0	0	6170 RENTALS	0
896	1,621	2,250	2,250	6180 REPAIRS AND MAINTENANCE	2,500
0	0	0	0	6190 MAINTENANCE CONTRACTS	0
0	0	0	0	6200 POSTAGE	0
8,452	5,887	2,025	2,025	6230 SUPPLIES	2,250
1,368	206	0	0	6270 FOOD	0
11,854	4,760	2,800	2,800	6310 EDUCATION & TRAINING	1,800
0	0	0	0	6320 MTNG CONFERENCE/CONVENTIONS	0
2,540	1,835	1,758	1,758	6330 LOCAL TRAVEL/MILEAGE	1,440
0	0	0	0	6520 INSURANCE	0
0	0	0	0	6530 EXTERNAL DATA PROCESSING	3,775
0	0	0	0	6550 DRUGS	0
0	0	0	0	6580 CLAIMS PAID	0
382	231	0	0	6610 AWARDS AND PREMIUMS	0
0	0	0	0	6620 DUES AND SUBSCRIPTIONS	0
0	0	0	0	6700 LIBRARY BOOKS AND MATERIALS	0
0	0	0	0	7810 PRINCIPAL	0
0	0	0	0	7820 INTEREST	0
83,955	41,221	20,908	23,908	TOTAL EXTERNAL	29,669
0	0	0	0	7100 INDIRECT COSTS	0
7,319	6,904	5,939	5,939	7150 TELEPHONE	4,774
0	0	0	0	7200 DATA PROCESSING	0
40	198	123	123	7300 MOTOR POOL	90
0	0	0	0	7400 BUILDING MANAGEMENT	0
0	0	0	0	7500 OTHER INTERNAL	0
0	0	0	0	7550 SERV REIMB TO CAP LEASE RET FU	0
0	0	0	0	7560 DISTRIBUTION/POSTAGE	400
7,859	7,102	6,062	6,062	TOTAL INTERNAL	5,264
91,314	48,323	26,970	29,970	TOTAL MATERIALS & SERVICES	34,933
0	0	0	0	8100 LAND	0
0	0	0	0	8200 BUILDINGS	0
0	0	0	0	8300 OTHER IMPROVEMENTS	0
11,279	0	2,525	2,525	8400 EQUIPMENT	10,000
11,279	0	2,525	2,525	TOTAL CAPITAL OUTLAY	10,000
577,188	498,364	432,025	403,627	DIRECT BUDGET	456,284
628,302	553,446	482,381	450,581	TOTAL BUDGET	512,066

NON - 88

AGENCY: 050 NONDEPARTMENTAL  
 FUND: 100 GENERAL FUND  
 SUM DRG: 9210 BUDGET OFFICE

# PERSONNEL DETAIL

1989-90 ACTUAL		1990-91 ACTUAL		1991-92 ADOPTED		1991-92 REVISED			1992-93 PROPOSED		1992-93 APPROVED
FTE	BASE	FTE	BASE	FTE	BASE	FTE	BASE		FTE	BASE	FTE
0.83	16,531	1.00	21,048	1.00	21,212	1.00	21,212	OFFICE ASSISTANT 2	1.00	21,131	1.00
1.00	32,380	0.53	18,881	0.00	0	0.00	0	MANAGEMENT ANALYST	0.00	0	0.00
1.00	44,302	0.99	45,280	0.99	45,948	0.00	0	PROGRAM MANAGER 1	0.00	0	0.00
0.70	26,344	0.10	4,246	0.00	0	0.00	0	ADMIN SPEC 2	0.00	0	0.00
5.46	176,114	5.19	179,071	5.94	211,728	0.00	0	FISCAL SPEC/ SR	0.00	0	0.00
1.00	39,063	0.96	39,679	0.99	42,848	0.00	0	PROGRAM MANAGEMENT S	0.00	0	0.00
1.00	48,016	1.00	55,410	0.00	0	0.00	0	PROGRAM MANAGER 2	0.00	0	0.00
0.00	0	0.00	0	0.00	0	1.98	88,796	PLAN/BUDGET ADMIN	2.00	91,818	2.00
0.00	0	0.00	0	0.00	0	0.00	0	PLAN/BUDGET MGR	0.00	0	0.00
0.00	0	0.00	0	0.00	0	5.24	167,002	PLAN/BUDGET SPEC	6.00	214,791	6.00
10.99	382,760	9.86	363,575	8.92	321,733	8.22	297,010	5100 PERMANENT	9.00	327,740	9.00

# Nondepartmental Citizens Involvement

Manager: John Legry

Agency: 050

Organization: 9030

## CITIZEN INVOLVEMENT PROGRAM DESCRIPTION

The mission of the Citizen Involvement Committee is a Charter requirement to develop and maintain citizen involvement programs and procedures designed to facilitate direct communication between citizens and the Board of County Commissioners. Ongoing responsibilities include recruitment of the widest possible citizen involvement from all County districts, establishment of working relationships with other jurisdictions, strengthening of advisory boards, committees and commissions and recommendations for action, plans or policies on any matter impacting the quality of life in Multnomah County.

## PERSONNEL

	<u>1989-90</u>	<u>1990-91</u>	<u>1991-92</u>	<u>1992-93</u>
Officials & Administrators	2.67	3.00	2.97	3.00
Professionals	0.00	0.00	0.00	0.00
Technicians & Para-Professionals	0.00	0.00	0.00	0.00
Protective Service Workers	0.00	0.00	0.00	0.00
Office & Clerical	0.00	0.00	0.00	0.00
Skilled Craft & Service Maintenance	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
TOTAL	2.67	3.00	2.97	3.00

## EXPENDITURES

	<u>General Fund</u> <u>(100)</u>	<u>Other Fund</u> <u>(11)</u>	<u>TOTAL</u>
Personal Services	\$ 110,868	\$ 0	\$ 110,868
Materials & Services	15,703	0	15,703
Capital Outlay	<u>0</u>	<u>0</u>	<u>0</u>
TOTAL	\$ 126,571	\$ 0	\$ 126,571

## REVENUE CATEGORIES

<u>Fd</u>	<u>Org</u>	<u>Organization</u>	<u>Operational</u>	<u>Grant</u>	<u>Other</u>	<u>General Fund</u> <u>Supplement</u>	<u>Total</u>
100	9030	Citizen Involvement	\$ 0	\$ 0	\$ 0	\$ 126,571	\$ 126,571

## 9030 CITIZEN INVOLVEMENT

	<u>1989-90</u>	<u>1990-91</u>	<u>1991-92</u>	<u>1992-93</u>
FTE	2.67	3.00	2.97	3.00
Personal Services	\$ 88,624	\$ 103,998	\$ 108,658	\$ 110,868
Materials & Services	33,192	22,641	5,850	15,703
Capital Outlay	<u>4,630</u>	<u>0</u>	<u>0</u>	<u>0</u>
TOTAL	\$ 126,446	\$ 126,639	\$ 114,508	\$ 126,571

# Nondepartmental Citizens Involvement

Manager: John Legny

Agency: 050

Organization: 9030

## Objectives

- ▶ Develop timely and effective citizen participation in County government and to facilitate meaningful and timely communication between citizens, County government and other related jurisdictions.
- ▶ Inform citizens concerning their opportunities and rights in the decision making process of all branches of government in Multnomah County: County Service Directory, Citizen Involvement Handbook, Computer Bulletin Board, County Conduit and Issues Roundtable.
- ▶ Create meaningful and timely involvement opportunities for citizens in Multnomah County government: Citizen Budget Advisory Committees, Citizen Involvement Committee, City Citizen Advisory Board and reports and recommendations to the Board of County Commissioners.
- ▶ Integrate citizens into the decision making process of Multnomah County government: County Citizen Advisory Boards, County Strategic Planning, Citizen Budget Advisory Committees, Committee for Citizen Involvement in land use, the Citizen Involvement Committee, and County "Visions" process.
- ▶ Relate Multnomah County needs and concerns to interjurisdictional agencies as necessary, networking with other citizen participation organizations, boards, committees and commissions, in order to inform, create and integrate citizen concerns on shared regional issues, services, or needs through the appropriate decision making process: Regional Citizen Involvement Coordinating Committee (RCCCC MAFED).

## Identification of Mandates

Multnomah County Charter.

## Explanation of Changes

The 1992-93 Budget includes restoration of sufficient Materials & Services to print and distribute four editions of the Conduit, the informational paper used by the C.I.C. to discuss and inform citizens about County issues.



# REQUIREMENT

1989-90 ACTUAL	1990-91 ACTUAL	1991-92 ADOPTED	1991-92 REVISED	AGENCY: 050 NONDEPARTMENTAL FUND: 100 GENERAL FUND SUM ORG: 9030 CITIZEN INVOLVEMENT	1992-93 PROPOSED
62,653.1	71,606	74,447	74,447	PERSONAL SERVICES	
3,085	280	0	0	5100 PERMANENT	75,064
0	0	0	0	5200 TEMPORARY	0
0	585	0	0	5300 OVERTIME	0
14,786	17,741	20,088	20,088	5400 PREMIUM	0
81,132	90,212	94,545	94,545	5500 FRINGE BENEFITS	20,941
7,482	13,786	14,113	14,113	TOTAL EXTERNAL	96,005
				5550 INSURANCE BENEFITS	14,863
88,624	103,998	108,658	108,658	TOTAL PERSONAL SERVICES	110,868
0	0	0	0	6050 COUNTY SUPPLEMENTS	0
0	0	0	0	6060 PASS-THROUGH PAYMENTS	0
772	0	0	0	6110 PROFESSIONAL SVCS	0
11,000	7,085	2,544	2,544	6120 PRINTING	6,000
0	0	0	0	6130 UTILITIES	0
0	0	0	0	6140 COMMUNICATIONS	0
308	0	0	0	6170 RENTALS	0
60	305	0	0	6180 REPAIRS AND MAINTENANCE	400
0	0	0	0	6190 MAINTENANCE CONTRACTS	0
8,728	6,022	1,106	1,106	6200 POSTAGE	4,065
2,854	1,236	300	300	6230 SUPPLIES	925
1,484	1,060	0	0	6270 FOOD	300
3,467	3,086	0	0	6310 EDUCATION & TRAINING	605
0	0	0	0	6320 MTNG CONFERENCE/CONVENTIONS	0
974	860	0	0	6330 LOCAL TRAVEL/MILEAGE	300
260	0	0	0	6520 INSURANCE	0
0	0	0	0	6530 EXTERNAL DATA PROCESSING	0
0	0	0	0	6550 DRUGS	0
0	0	0	0	6580 CLAIMS PAID	0
0	0	0	0	6610 AWARDS AND PREMIUMS	0
165	411	0	0	6620 DUES AND SUBSCRIPTIONS	355
0	0	0	0	6700 LIBRARY BOOKS AND MATERIALS	0
0	0	0	0	7810 PRINCIPAL	0
0	0	0	0	7820 INTEREST	0
30,072	20,065	3,950	3,950	TOTAL EXTERNAL	12,950
0	0	0	0	7100 INDIRECT COSTS	0
3,054	2,487	1,900	1,900	7150 TELEPHONE	1,900
0	0	0	0	7200 DATA PROCESSING	0
35	0	0	0	7300 MOTOR POOL	0
0	0	0	0	7400 BUILDING MANAGEMENT	0
31	89	0	0	7500 OTHER INTERNAL	0
0	0	0	0	7550 SERV REIMB TO CAP LEASE RET FU	0
0	0	0	0	7560 DISTRIBUTION/POSTAGE	1,000
3,120	2,576	1,900	1,900	TOTAL INTERNAL	2,900
33,192	22,641	5,850	5,850	TOTAL MATERIALS & SERVICES	15,850
0	0	0	0	8100 LAND	0
0	0	0	0	8200 BUILDINGS	0
0	0	0	0	8300 OTHER IMPROVEMENTS	0
4,630	50	0	0	8400 EQUIPMENT	0
4,630	50	0	0	TOTAL CAPITAL OUTLAY	0
115,834	110,327	98,485	98,485	DIRECT BUDGET	108,965
126,446	126,689	114,508	114,508	TOTAL BUDGET	126,718

NOND - 82

AGENCY: 050 NONDEPARTMENTAL  
 FUND: 100 GENERAL FUND  
 SUM ORG: 9030 CITIZEN INVOLVEMENT

# PERSONNEL DETAIL

1989-90 ACTUAL		1990-91 ACTUAL		1991-92 ADOPTED		1991-92 REVISED			1992-93 PROPOSED		1992 APPROX
FTE 0.75 1.92	BASE 11,267 51,384	FTE 1.00 2.00	BASE 15,532 56,074	FTE 0.99 1.98	BASE 16,160 58,287	FTE 0.96 1.98	BASE 15,450 58,287	LEGIS/ADMIN SECTY STAFF ASSISTANT	FTE 1.00 2.00	BASE 16,182 58,882	FTE 1.00 2.00
2.67	62,651	3.00	71,806	2.97	74,447	2.94	73,737	5100 PERMANENT	3.00	75,064	3.00

NONB - 83

AGENCY: 050 NONDEPARTMENTAL  
 FUND: 100 GENERAL FUND  
 ORG: 9030 CITIZEN'S INVOLVEMENT

# REVENUE DETAIL

1989-90 ACTUAL	1990-91 ACTUAL	1991-92 ADOPTED	1991-92 REVISED	CODE	DESCRIPTION	1992-93 PROPOSED
0	759	0	0	4900	Misc Charges/Recoveries	0
0	759	0	0	TOTAL OUTSIDE REVENUES		0

NONB - 94

# Nondepartmental Tax Supervising and Conservation Commission

Manager: Gilbert Guljahn

Agency: 050

Organization: 9040

## TAX SUPERVISING AND CONSERVATION COMMISSION PURPOSE STATEMENT

The Commission is charged with the responsibility to review, coordinate and supervise the budgeting and taxing activities of 47 local governments in Multnomah County. These units have a total budget of over \$3.7 billion and tax levies of \$628 million. It is also required to publish a comprehensive report of local government finances and keep a record of the debt activities of all units.

The Commission is prescribed by ORS Chapter 294. Activities are directed by five unpaid commissioners appointed by the Governor for four year terms. Administrative employees are appointed by the Commission and the Attorney General is designated by law as legal counsel. The maximum annual operating expense is limited by State statute.

## PERSONNEL

	<u>1989-90</u>	<u>1990-91</u>	<u>1991-92</u>	<u>1992-93</u>
Officials & Administrators	4.00	4.00	4.00	4.00
Professionals	0.00	0.00	0.00	0.00
Technicians & Para Professionals	0.00	0.00	0.00	0.00
Protective Service Workers	0.00	0.00	0.00	0.00
Office & Clerical	0.00	0.00	0.00	0.00
Skilled Craft & Service Maintenance	0.00	0.00	0.00	0.00
<b>TOTAL</b>	<b>4.00</b>	<b>4.00</b>	<b>4.00</b>	<b>4.00</b>

## EXPENDITURES

	<u>General Fund</u> <u>(100)</u>	<u>Other Fund</u> <u>11</u>	<u>TOTAL</u>
Personal Services	\$ 212,085	\$ 0	\$ 212,085
Materials & Services	15,905	0	15,905
Capital Outlay	2,000	0	2,000
<b>TOTAL</b>	<b>\$230,000</b>	<b>\$ 0</b>	<b>\$230,000</b>

## REVENUE CATEGORIES

<u>Fd</u>	<u>Org</u>	<u>Organization</u>	<u>Operational</u>	<u>Grant</u>	<u>Other</u>	<u>General Fund</u> <u>Supplement</u>	<u>Total</u>
100	9040	TSCC	\$ 0	\$ 0	\$ 0	\$ 230,000	\$ 230,000

## 9040 TAX SUPERVISING AND CONSERVATION COMMISSION

	<u>1989-90</u>	<u>1990-91</u>	<u>1991-92</u>	<u>1992-93</u>
FTE	4.00	4.00	4.00	4.00
Personal Services	\$188,588	\$ 207,222	\$ 210,534	\$ 212,085
Materials & Services	13,219	12,353	18,966	15,905
Capital Outlay	-1,250	9,673	500	2,000
<b>TOTAL</b>	<b>\$ 202,887</b>	<b>\$ 229,248</b>	<b>\$ 230,000</b>	<b>\$ 230,000</b>

# Nondepartmental Tax Supervising and Conservation Commission

Manager: Gilbert Gutzler

Agency: 050

Organization: 9040

## Objectives

The Commission's work is directly related to the number of agencies supervised, the magnitude and complexity of financial plan changes and tax program initiatives proposed by the agencies and the extent of public inquiries. The following table identifies the general categories of program activities.

	Actual 1989-90	Actual 1990-91	Estimated 1991-92	Estimated 1992-93
Financial Plans:				
Annual & Supplemental Budgets	55	59	60	58
Special Levy & Bond Issues	11	18	15	15
Pre-Audits & Audits	96	94	94	92
Objections and Recommendations	135	94	115	110

## Identification of Mandates

ORS 294.610 Creation of tax supervising and conservation commission (TSCC) required for counties exceeding 500,000 in population.



# REQUIREMENT D

1989-90 ACTUAL	1990-91 ACTUAL	1991-92 ADOPTED	1991-92 REVISED	AGENCY: 050 NONDEPARTMENTAL FUND: 100 GENERAL FUND SUM ORG: 9040 TAX SUPERVISING	1992-93 PROPOSED
140,816	148,125	150,921	153,288	PERSONAL SERVICES	153,801
0	0	0	0	5100 PERMANENT	0
0	0	0	0	5200 TEMPORARY	0
0	2,386	0	0	5300 OVERTIME	0
34,359	38,488	39,385	40,283	5400 PREMIUM	0
175,175	189,009	190,516	193,521	5500 FRINGE BENEFITS	40,807
14,343	18,213	20,018	19,119	TOTAL EXTERNAL	194,208
				5550 INSURANCE BENEFITS	17,887
189,518	207,222	210,534	212,640	TOTAL PERSONAL SERVICES	212,095
0	0	0	0	6050 COUNTY SUPPLEMENTS	0
0	0	0	0	6060 PASS-THROUGH PAYMENTS	0
1,108	1,123	5,286	1,500	6110 PROFESSIONAL SVCS	3,205
4,222	4,501	3,500	3,500	6120 PRINTING	3,700
0	0	0	0	6130 UTILITIES	0
0	0	0	0	6140 COMMUNICATIONS	0
0	0	0	0	6170 RENTALS	0
35	114	650	300	6180 REPAIRS AND MAINTENANCE	700
0	0	400	0	6190 MAINTENANCE CONTRACTS	500
1,136	1,014	1,600	900	6200 POSTAGE	60
581	754	1,200	1,400	6230 SUPPLIES	1,500
0	0	0	0	6270 FOOD	0
2,784	2,069	2,500	1,160	6310 EDUCATION & TRAINING	1,000
0	0	0	0	6320 MTNG CONFERENCE/CONVENTIONS	0
589	480	800	800	6330 LOCAL TRAVEL/MILEAGE	1,200
0	0	0	0	6520 INSURANCE	0
0	0	0	0	6530 EXTERNAL DATA PROCESSING	0
0	0	0	0	6550 DRUGS	0
0	0	0	0	6580 CLAIMS PAID	0
0	0	0	0	6610 AWARDS AND PREMIUMS	0
1,061	478	1,200	900	6620 DUES AND SUBSCRIPTIONS	1,000
0	0	0	0	6700 LIBRARY BOOKS AND MATERIALS	0
0	0	0	0	7810 PRINCIPAL	0
0	0	0	0	7820 INTEREST	0
11,526	10,533	17,116	10,460	TOTAL EXTERNAL	12,865
0	0	0	0	7100 INDIRECT COSTS	0
1,693	1,793	1,700	1,700	7150 TELEPHONE	2,100
0	0	0	0	7200 DATA PROCESSING	0
0	27	150	0	7300 MOTOR POOL	100
0	0	0	0	7400 BUILDING MANAGEMENT	0
0	0	0	0	7500 OTHER INTERNAL	0
0	0	0	0	7550 SERV REIMB TO CAP LEASE RET FU	0
0	0	0	0	7560 DISTRIBUTION/BOSSGE	840
1,693	1,820	1,850	1,700	TOTAL INTERNAL	3,040
13,219	12,353	18,986	12,160	TOTAL MATERIALS & SERVICES	15,905
0	0	0	0	8100 LAND	0
0	0	0	0	8200 BUILDINGS	0
0	0	0	0	8300 OTHER IMPROVEMENTS	0
150	9,673	500	5,200	8400 EQUIPMENT	2,000
150	9,673	500	5,200	TOTAL CAPITAL OUTLAY	2,000
186,851	209,215	208,132	209,181	DIRECT BUDGET	209,073
202,887	229,248	230,000	230,000	TOTAL BUDGET	230,000

NONAD - 97

AGENCY: 050 NONDEPARTMENTAL  
 FUND: 100 GENERAL FUND  
 SUM ORG: 9040 TAX SUPERVISING

# PERSONNEL DETAIL

1989-90 ACTUAL		1990-91 ACTUAL		1991-92 ADOPTED		1991-92 REVISED			1992-93 PROPOSED		1992 APPRO
FTE	BASE	FTE	BASE	FTE	BASE	FTE	BASE		FTE	BASE	FTE
1.00	30,971	1.00	33,084	1.00	33,386	1.00	34,385	TAX SUPR/BUD ANALYST	1.00	34,388	1.00
1.00	20,108	1.00	20,886	1.00	21,183	1.00	21,778	TAX SUPR/SECRETARY	1.00	21,778	1.00
1.00	66,881	1.00	70,235	1.00	72,015	1.00	72,015	TAX SUPR/ADM OFFICER	1.00	72,015	1.00
1.00	22,943	1.00	23,910	1.00	24,177	1.00	24,910	TAX SUPR/BUD CLERK	1.00	24,910	1.00
4.00	140,816	4.00	148,125	4.00	150,921	4.00	153,288	5100 PERMANENT	4.00	153,301	4.00

NONB - 98

# Nondepartmental Allotments to Non-County Agencies

Agency: 050

Organization: 9050

## ALLOTMENTS TO NON-COUNTY AGENCIES PROGRAM DESCRIPTION

This budget includes four categories of appropriations which go directly to other jurisdictions and/or agencies. These agencies have a variety of original funding sources, some outside the County.

The four categories are:

- City/County Organizations Agencies that are funded jointly by the City of Portland and the County and administered by the City.
- County Supplements Independent agencies to which the County gives financial support.
- Assessment Organizations Non-County organizations which assess the County with dues under state law.
- Pass-Through Appropriations Appropriations of revenues that are collected by the County and passed on to the designated organization.

## EXPENDITURES

	General Fund (100)	Conv. Center Fund (166)	County School Fund (157)	TOTAL
Personal Services	\$ 13,281	\$ 0	\$ 0	\$ 13,281
Materials & Services	2,600,963	4,000,000	1,487,719	8,088,682
Capital Outlay	0	0	0	0
<b>TOTAL</b>	<b>\$ 2,614,234</b>	<b>\$4,000,000</b>	<b>\$11,487,719</b>	<b>\$8,101,973</b>

# Nondepartmental Allotments to Non-County Agencies

Agency: 050

Organization: 9050

## REVENUE CATEGORIES

Fd	Org	Organization	Operational	Grant	Other	General Fund Supplement	TOTAL
<b>9310 City/County Organizations</b>							
100	9345	Metro. Arts Comm.	\$ 0	\$ 0	\$ 0	\$ 297,059	\$ 297,059
100	9355	Metro. HumRelComm.	0	0	0	111,579	111,579
100	9395	PMCOA	<u>0</u>	<u>0</u>	<u>0</u>	<u>55,198</u>	<u>55,198</u>
		Subtotal	\$ 0	\$ 0	\$ 0	\$ 463,836	\$ 463,836
<b>9305 County Supplements</b>							
100	9302	Youth Today Inc.	0	0	0	5,418	5,418
100	9316	Oregon Tourism All.	0	0	0	8,250	8,250
100	9340	Extension Service	0	0	0	118,812	118,812
100	9380	Ore. Hist. Society	0	0	0	10,305	10,305
100	9430	East & West Soil & Water District	\$ 0	\$ 0	\$ 0	\$ 18,726	\$ 18,726
100	9440	AFS Food Stamp Pymts.	<u>0</u>	<u>0</u>	<u>0</u>	<u>50,000</u>	<u>50,000</u>
		Subtotal	\$ 0	\$ 0	\$ 0	\$ 211,511	\$ 211,511
<b>9322 Assessment Organizations</b>							
100	9350	Metro. Serv. Dist.	\$ 0	\$ 0	\$ 0	\$ 23,194	\$ 23,194
100	9400	Ptd. Metro. Area Boundary Comm.	<u>0</u>	<u>0</u>	<u>0</u>	<u>6,086</u>	<u>6,086</u>
		Subtotal	\$ 0	\$ 0	\$ 0	\$ 29,280	\$ 29,280
<b>9325 Pass-Through Organizations</b>							
100	9330	POVA	\$ 0	\$ 0	\$ 0	\$ 500	\$ 500
100	9335	Business Inc. Tax	0	0	0	1,909,127	1,909,127
157	9100	County School Fund	5,400	0	214,979	1,267,340	1,487,719
166	9170	Convention Ctr. Fnd	<u>0</u>	<u>0</u>	<u>4,000,000</u>	<u>0</u>	<u>4,000,000</u>
		Subtotal	\$ 5,400	\$ 0	\$ 4,214,979	\$ 3,176,967	\$ 7,397,346
TOTAL			\$ 5,400	\$ 0	\$ 4,214,979	\$ 3,381,594	\$ 8,110,973



# Nondepartmental Allotments to Non-County Agencies

Agency: 050

Organization: 9050

## CITY/COUNTY ORGANIZATIONS

City/County Organizations are those which, by intergovernmental contract between the organization and the City of Portland and County agree to fund in parity amounts.

	1989-90	1990-91	1991-92	1992-93
9345 Metropolitan Arts Comm.	\$ 362,648	\$ 378,605	\$ 303,000	\$ 297,059
9355 Metro. Human Rel. Comm.	0	123,645	98,645	111,579
9395 PMCOA	<u>0</u>	<u>78,938</u>	<u>56,603</u>	<u>55,198</u>
<b>TOTAL</b>	<b>\$ 362,648</b>	<b>\$ 581,188</b>	<b>\$ 458,248</b>	<b>\$ 463,836</b>

### 9345 METROPOLITAN ARTS COMMISSION (MAC)

#### Objectives

- ▶ **Public Art Program** - To select, place, catalogue, and maintain outstanding works of public art and make them visible and accessible to the community. to promote and encourage education and appreciation of public art.
- ▶ **Re-Grant Program** - To provide public support through grants to the visual, literary, and performing arts.
- ▶ **Community Services** - To encourage the development of the arts, to act in an advisory capacity to local government and the community, to provide information and technical assistance, and to maintain a high level of management efficiency.

### 9355 METROPOLITAN HUMAN RELATIONS COMMISSION (MHRC)

	1989-90	1990-91	1991-92	1992-93
FTE	0.00	0.00	0.00	0.50
Personal Services	0	\$ 0	\$ 0	\$ 13,291
Materials & Services	0	123,645	98,645	98,288
Capital Outlay	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
<b>TOTAL</b>	<b>0</b>	<b>\$ 123,645</b>	<b>\$ 98,645</b>	<b>\$ 111,579</b>

#### Objectives

- ▶ **Evaluate City and County programs for compliance with federal, state, and local civil rights laws.**
- ▶ **Receive and respond to civil and human rights complaints.**
- ▶ **Provide information and technical assistance.**
- ▶ **Conduct research studies.**
- ▶ **Develop and conduct community education programs.**
- ▶ **Conduct community programs to enhance intergroup relations.**

#### Explanation of Changes

MHRC will share a clerical support position with Affirmative Action in 1992-93.



# **Nondepartmental Allotments to Non-County Agencies**

Agency: 050

Organization: 9050

## **9395 PORTLAND/MULTNOMAH COMMISSION ON AGING (PMCOA)**

### **Objectives**

- ▶ **Consumer Representation/Advocacy** To solicit input from community elders and disabled and provide advice to City and County governments, Multnomah County Aging Services Division, and other public officials.
- ▶ **Public Education and Research** To study and prepare findings on issues of concern and provide public information/education on issues/needs affecting the elderly and disabled.
- ▶ **Program Development** To advocate for and assist in the development of new programs and services in the public and private sector to meet the needs of elders.

Note that in addition to the \$98,645 budgeted here, Aging Services (in the Department of Social Services) pays PMCOA \$18,444 for ombudsman services.

## **COUNTY SUPPLEMENTS**

County Supplements encompass a number of agencies for which the County provides independent, but not sole-source, funding.

	<u>1989-90</u>	<u>1990-91</u>	<u>1991-92</u>	<u>1992-93</u>
9302 Youth Toolkit, Inc.	\$ 5,000	\$ 5,220	\$ 5,220	\$ 5,418
9305 Charter Commission	41,031	7,546	0	0
9316 Oregon Tourism	0	8,250	8,000	8,250
9340 Extension Service	138,556	151,207	121,252	118,812
9380 Oregon Historical Society	24,440	25,630	10,515	10,305
9430 East & West Soil & Water District	34,200	38,111	19,111	18,726
9440 Food Stamps	40,337	41,873	50,688	50,000

## **9305 CHARTER COMMISSION - HISTORY**

The Charter Commission meets every six years to review and amend the County Charter. The expenses shown in 1989-90 and 1990-91 are from the most recent session.

	<u>1989-90</u>	<u>1990-91</u>
FTE	0.00	0.00
Personal Services	\$ 31,029	\$ 5,304
Materials & Services	10,002	2,242
Capital Outlay	<u>0</u>	<u>0</u>
TOTAL	\$41,031	\$ 7,546

# Nondepartmental Allotments to Non-County Agencies

Agency: 050

Organization: 9050

## ASSESSMENT ORGANIZATIONS

Assessment Organizations are organizations that assess the County with dues under state law.

	1989-90	1990-91	1991-92	1992-93
9350 Metro. Service District	\$ 33,360	\$ 29,126	\$ 25,438	\$ 23,194
9400 Ptd. Area Metro. Boundary Comm.	6,815	7,051	6,097	6,086

### 9350 METROPOLITAN SERVICE DISTRICT

The Metropolitan Service District (METRO) funds the Zoo and regional policy services. This appropriation is based on population (\$0.5 per capita) in the unincorporated area of Multnomah County deduced in the last year due to annexations. The County's Pass-Through contribution to the Convention Center appears below under Pass-Through Appropriations.

### 9400 PORTLAND METROPOLITAN AREA LOCAL GOVERNMENT BOUNDARY COMMISSION

Multnomah County is assessed a yearly amount as authorized by ORS 199.457. The assessment is mandatory and is based on \$0.10 per capita in the unincorporated area as arrived at using July 1, 1988 census figures.

## PASS-THROUGH APPROPRIATIONS

Pass-Through Appropriations represent revenues collected by the County and passed on to the designated organization.

Fund	Org	Organization	1989-90	1990-91	1991-92	1992-93
100	9330	POVA	\$ 239	\$ 264	\$ 4,117	\$ 500
100	9335	Business Income Tax	1,363,575	1,545,717	1,991,255	1,909,127
100	9431	Forfeitures	120,743	262,212	0	0
157	9100	County School Fund	1,455,756	1,430,924	1,463,330	1,487,719
166	9170	Convention Ctr Fund	2,966,333	3,271,864	4,630,000	4,000,000

### 9330 PORTLAND/OREGON VISITORS ASSOCIATION (POVA)

A tax equal to 6% of the rent charged within unincorporated Multnomah County for Hotel/Motel occupancy is credited to the General Fund and of this, 1/6th is paid to the Portland/Oregon Visitors Association (POVA).

POVA promotes tourism in the Greater Portland Area.

### 9335 BUSINESS INCOME TAX

Four east county cities will share of the original 0.6% tax on business income.

# **Nondepartmental Allotments to Non-County Agencies**

Agency: 050

Organization: 9050

## **9100 COUNTY SCHOOL FUND**

Oregon law (ORS 328.005) requires the County to maintain a school fund to provide County schools with ten dollars from General Fund revenues for each child within Multnomah County between the ages of four and twenty. Interest earnings on these dollars are also budgeted. The County must also add to the fund 25% of the money received from the sale of timber cut on Federal forest reserves. Actual dollars budgeted follow:

\$10 per child	\$ 1,267,340
Interest	5,400
Federal Forest Reserve Dollars	<u>214,979</u>
<b>TOTAL</b>	<b>\$ 1,487,719</b>

## **9170 CONVENTION CENTER**

Three percent (3%) of Hotel/Motel occupancy revenue countywide is paid to the Convention Center Fund. Funds are used for development of the Center, including design, staging, marketing, etc., with the remainder used to offset any unfunded annual operating expenses that may have been incurred by the Convention and Trade Center. Beyond these expenses, remaining dollars may be used to promote, solicit and procure convention business. The amount budgeted is forwarded to METRO, the lead agency responsible for the Convention Center.

# REQUIREMENT ID

1989-90 ACTUAL	1990-91 ACTUAL	1991-92 ADOPTED	1991-92 REVISED	AGENCY: 050 NONDEPARTMENTAL FUND: 100 GENERAL FUND SUM ORG: 9050 ALLIANTS TO NONCOUNTY AGENCIES	1992-93 PROPOSED
792	0	0	0	PERSONAL SERVICES	0
26,071	4,108	0	0	5100 PERMANENT	0
0	0	0	0	5200 TEMPORARY	0
0	50	0	0	5300 OVERTIME	0
3,419	1,043	0	0	5400 PREMIUM	0
30,282	5,201	0	0	5500 FRINGE BENEFITS	0
748	103	0	0	TOTAL EXTERNAL	0
				5550 INSURANCE BENEFITS	0
31,030	5,304	0	0	TOTAL PERSONAL SERVICES	0
5,875,642	851,479	672,734	638,889	6050 COUNTY SUPPLEMENTS	662,036
8,880,292	1,808,193	1,995,372	1,745,372	6060 PASS-THROUGH PAYMENTS	1,902,627
2,570	350	0	0	6110 PROFESSIONAL SVCS	0
2,077	281	0	0	6120 PRINTING	0
0	0	0	0	6130 UTILITIES	0
0	0	0	0	6140 COMMUNICATIONS	0
864	92	0	0	6170 RENTALS	0
0	115	0	0	6180 REPAIRS AND MAINTENANCE	0
2,018	1,288	0	0	6190 MAINTENANCE CONTRACTS	0
446	28	0	0	6200 POSTAGE	0
0	0	0	0	6230 SUPPLIES	0
0	0	0	0	6270 FOOD	0
0	0	0	0	6310 EDUCATION & TRAINING	0
0	0	0	0	6320 MTNG CONFERENCE/CONVENTIONS	0
31	0	0	0	6330 LOCAL TRAVEL/MILEAGE	0
0	0	0	0	6520 INSURANCE	0
0	0	0	0	6530 EXTERNAL DATA PROCESSING	0
0	0	0	0	6550 DRUGS	0
0	0	0	0	6580 CLAIMS PAID	0
0	0	0	0	6610 AWARDS AND PREMIUMS	0
127	36,177	31,535	31,535	6620 GUES AND SUBSCRIPTIONS	29,280
0	0	0	0	6700 LIBRARY BOOKS AND MATERIALS	0
0	0	0	0	7810 PRINCIPAL	0
0	0	0	0	7820 INTEREST	0
144,734,067	2,688,033	2,689,641	2,415,776	TOTAL EXTERNAL	2,600,963
0	0	0	0	7100 INDIRECT COSTS	0
2,004	78	0	0	7150 TELEPHONE	0
0	0	0	0	7200 DATA PROCESSING	0
0	0	0	0	7300 MOTOR POOL	0
0	0	0	0	7400 BUILDING MANAGEMENT	0
0	0	0	0	7500 OTHER INTERNAL	0
0	0	0	0	7550 SERV REIMB TO CAP LEASE RET FU	0
0	0	0	0	7560 DISTRIBUTION/POSTAGE	0
2,004	78	0	0	TOTAL INTERNAL	0
144,736,071	2,688,091	2,689,641	2,415,776	TOTAL MATERIALS & SERVICES	2,600,963
0	0	0	0	8100 LAND	0
0	0	0	0	8200 BUILDINGS	0
0	0	0	0	8300 OTHER IMPROVEMENTS	0
0	0	0	0	8400 EQUIPMENT	0
0	0	0	0	TOTAL CAPITAL OUTLAY	0
14,764,399	2,703,244	2,689,641	2,415,776	DIRECT BUDGET	2,600,963
14,767,101	2,703,395	2,689,641	2,415,776	TOTAL BUDGET	2,600,963

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## PERSONNEL DETAIL

<del>1989-90</del> ACTUAL		<del>1990-91</del> ACTUAL		<del>1991-92</del> ADOPTED		<del>1991-92</del> REVISED			<del>1992-93</del> PROPOSED		<del>1992-</del> APPRO
FTE <del>0.00</del> 0.04	BASE 0 792	FTE 0.00 0.00	BASE 0 0	FTE 0.00 0.00	BASE 0 0	FTE 0.00 0.00	BASE 0 0		FTE 0.00 0.00	BASE 0 0	FTE 0.00 0.00
								OFFICE ASSISTANT 2 OFFICE ASST/SENIOR			
0.04	792	0.00	0	0.00	0	0.00	0	5100 PERMANENT	0.00	0	0.30

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AGENCY: 050 NONDEPARTMENTAL

FUND: 100 GENERAL FUND

ORG: 9050 ALLOTMENTS TO NONCOUNTY AGENCIES

# REVENUE DETAIL

1989-90 ACTUAL	1990-91 ACTUAL	1991-92 ADOPTED	1991-92 REVISED	CODE	DESCRIPTION	1992-93 PROPOSED
120,790	259,387	0	0	6150 Forfeitures		0
0	400	0	0	6828 OTA Funding		0
120,790	259,787	0	0	TOTAL OUTSIDE REVENUES		0

# REQUIREMENT D

1989-90 1990-91 1991-92 1991-92 AGENCY: 050 NONDEPARTMENTAL  
 ACTUAL ACTUAL ADOPTED REVISED FUND: 157 COUNTY SCHOOL FUND  
 SUM ORG: 9090 ALLMENTS TO NONCOUNTY AGENCIES 1992-93  
 PROPOSED

0	0	0	0	PERSONAL SERVICES	
0	0	0	0	5100 PERMANENT	0
0	0	0	0	5200 TEMPORARY	0
0	0	0	0	5300 OVERTIME	0
0	0	0	0	5400 PREMIUM	0
0	0	0	0	5500 FRINGE BENEFITS	0
0	0	0	0	TOTAL EXTERNAL	0
0	0	0	0	5550 INSURANCE BENEFITS	0
0	0	0	0	TOTAL PERSONAL SERVICES	0
0	0	0	0	6050 COUNTY SUPPLEMENTS	0
1,455,7356	1,430,9224	1,463,330	1,539,678	6060 PASS-THROUGH PAYMENTS	1,487,7199
0	0	0	0	6110 PROFESSIONAL SVCS	0
0	0	0	0	6120 PRINTING	0
0	0	0	0	6130 UTILITIES	0
0	0	0	0	6140 COMMUNICATIONS	0
0	0	0	0	6170 RENTALS	0
0	0	0	0	6180 REPAIRS AND MAINTENANCE	0
0	0	0	0	6190 MAINTENANCE CONTRACTS	0
0	0	0	0	6200 POSTAGE	0
0	0	0	0	6230 SUPPLIES	0
0	0	0	0	6270 FOOD	0
0	0	0	0	6310 EDUCATION & TRAINING	0
0	0	0	0	6320 MTNG CONFERENCE/CONVENTIONS	0
0	0	0	0	6330 LOCAL TRAVEL/MILEAGE	0
0	0	0	0	6520 INSURANCE	0
0	0	0	0	6530 EXTERNAL DATA PROCESSING	0
0	0	0	0	6550 DRUGS	0
0	0	0	0	6580 CLAIMS PAID	0
0	0	0	0	6610 AWARDS AND PREMIUMS	0
0	0	0	0	6620 DUES AND SUBSCRIPTIONS	0
0	0	0	0	6700 LIBRARY BOOKS AND MATERIALS	0
0	0	0	0	7810 PRINCIPAL	0
0	0	0	0	7820 INTEREST	0
1,455,7356	1,430,9224	1,463,330	1,539,678	TOTAL EXTERNAL	1,487,7199
0	0	0	0	7100 INDIRECT COSTS	0
0	0	0	0	7150 TELEPHONE	0
0	0	0	0	7200 DATA PROCESSING	0
0	0	0	0	7300 MOTOR POOL	0
0	0	0	0	7400 BUILDING MANAGEMENT	0
0	0	0	0	7500 OTHER INTERNAL	0
0	0	0	0	7550 SERV REIMB TO CAP LEASE RET FU	0
0	0	0	0	7560 DISTRIBUTION/POSTAGE	0
0	0	0	0	TOTAL INTERNAL	0
1,455,7356	1,430,9224	1,463,330	1,539,678	TOTAL MATERIALS & SERVICES	1,487,7199
0	0	0	0	8100 LAND	0
0	0	0	0	8200 BUILDINGS	0
0	0	0	0	8300 OTHER IMPROVEMENTS	0
0	0	0	0	8400 EQUIPMENT	0
0	0	0	0	TOTAL CAPITAL OUTLAY	0
1,455,7356	1,430,9224	1,463,330	1,539,678	DIRECT BUDGET	1,487,7199
1,455,7356	1,430,9224	1,463,330	1,539,678	TOTAL BUDGET	1,487,7199

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AGENCY: 030000 DEPARTMENTAL  
 FUND: 157 COUNTY SCHOOL FUND  
 ORG: 9100 COUNTY SCHOOL FUND

## REVENUE DETAIL

1989-90 ACTUAL	1990-91 ACTUAL	1991-92 ADOPTED	1991-92 REVISED	CODE	DESCRIPTION	1992-93 PROPOSED
86,638	65,920	0	76,348	500	Beginning Working Capital	0
227,201	222,373	216,650	216,650	1045	Forest Reserve Yield	214,979
10,337	8,168	7,800	7,800	5000	Interest	5,400
1,197,500	1,210,810	1,238,880	1,238,880	7601	General Fund — Cash Transfer	1,267,340
1,521,676	1,507,272	1,463,330	1,539,678	TOTAL OUTSIDE REVENUES		1,487,719

# REQUIREMENT

1989-90 1990-91 1991-92 1991-92 AGENCY: 050 NONDEPARTMENTAL  
 ACTUAL ACTUAL ADOPTED REVISED FUND: 166 CONVENTION CENTER FUND  
 SUM ORG: 9050 ALLTMENTS TO NONCOUNTY AGENCIES 1992-93  
 PROPOSED

	0	0	0	0	PERSONAL SERVICES	
	0	0	0	0	5100 PERMANENT	0
	0	0	0	0	5200 TEMPORARY	0
	0	0	0	0	5300 OVERTIME	0
	0	0	0	0	5400 PREMIUM	0
	0	0	0	0	5500 FRINGE BENEFITS	0
	0	0	0	0	TOTAL EXTERNAL	0
	0	0	0	0	5550 INSURANCE BENEFITS	0
	0	0	0	0	TOTAL PERSONAL SERVICES	0
2,966,333	3,271,864	4,630,000	4,630,000	0	6050 COUNTY SUPPLEMENTS	0
	0	0	0	0	6060 PASS-THROUGH PAYMENTS	4,000,000
	0	0	0	0	6110 PROFESSIONAL SVCS	0
	0	0	0	0	6120 PRINTING	0
	0	0	0	0	6130 UTILITIES	0
	0	0	0	0	6140 COMMUNICATIONS	0
	0	0	0	0	6170 RENTALS	0
	0	0	0	0	6180 REPAIRS AND MAINTENANCE	0
	0	0	0	0	6190 MAINTENANCE CONTRACTS	0
	0	0	0	0	6200 POSTAGE	0
	0	0	0	0	6230 SUPPLIES	0
	0	0	0	0	6270 FOOD	0
	0	0	0	0	6310 EDUCATION & TRAINING	0
	0	0	0	0	6320 MTNG CONFERENCE/CONVENTIONS	0
	0	0	0	0	6330 LOCAL TRAVEL/MILEAGE	0
	0	0	0	0	6520 INSURANCE	0
	0	0	0	0	6530 EXTERNAL DATA PROCESSING	0
	0	0	0	0	6550 DRUGS	0
	0	0	0	0	6580 CLAIMS PAID	0
	0	0	0	0	6610 AWARDS AND PREMIUMS	0
	0	0	0	0	6620 DUES AND SUBSCRIPTIONS	0
	0	0	0	0	6700 LIBRARY BOOKS AND MATERIALS	0
	0	0	0	0	7810 PRINCIPAL	0
2,966,333	3,271,864	4,630,000	4,630,000	0	7820 INTEREST	0
	0	0	0	0	TOTAL EXTERNAL	4,000,000
	0	0	0	0	7100 INDIRECT COSTS	0
	0	0	0	0	7150 TELEPHONE	0
	0	0	0	0	7200 DATA PROCESSING	0
	0	0	0	0	7300 MOTOR POOL	0
	0	0	0	0	7400 BUILDING MANAGEMENT	0
	0	0	0	0	7500 OTHER INTERNAL	0
	0	0	0	0	7550 SERV REIMB TO CAP LEASE RET FU	0
	0	0	0	0	7560 DISTRIBUTION/POSTAGE	0
	0	0	0	0	TOTAL INTERNAL	0
2,966,333	3,271,864	4,630,000	4,630,000	0	TOTAL MATERIALS & SERVICES	4,000,000
	0	0	0	0	8100 LAND	0
	0	0	0	0	8200 BUILDINGS	0
	0	0	0	0	8300 OTHER IMPROVEMENTS	0
	0	0	0	0	8400 EQUIPMENT	0
	0	0	0	0	TOTAL CAPITAL OUTLAY	0
2,966,333	3,271,864	4,630,000	4,630,000	0	DIRECT BUDGET	4,000,000
2,966,333	3,271,864	4,630,000	4,630,000	0	TOTAL BUDGET	4,000,000

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# Nondepartmental Special Appropriations

Manager: Jim Munz

Agency: 050

Organization: 9060

## SPECIAL APPROPRIATIONS PROGRAM DESCRIPTION

Special Appropriations exists so that appropriations may be set aside for special computer based projects. This allows for clear and visible tracking of these projects. In addition, Special Appropriations acts as a repository for all General Fund Data Processing service reimbursement (see breakout below). In 1992-92 \$882,000 in new money has been identified for new systems development projects will be approved by the Data Processing Management Committee.

## PERSONNEL

	<u>1989-90</u>	<u>1990-91</u>	<u>1991-92</u>	<u>1992-93</u>
Officials & Administrators	0.00	0.00	0.00	1.00
Professionals	0.00	0.00	0.00	0.00
Technicians & Para-Professionals	0.00	0.00	2.00	5.00
Protective Service Workers	0.00	0.00	0.00	0.00
Office & Clerical	0.58	0.90	0.00	0.00
Skilled Craft & Service Maintenance	0.00	0.00	0.00	0.00
<b>TOTAL</b>	<b>0.62</b>	<b>0.90</b>	<b>2.00</b>	<b>6.00</b>

## EXPENDITURES

	General Fund (100)	Other Fund 11	TOTAL
Personal Services	\$ 292,668	\$ 0	\$ 292,668
Materials & Services	4,338,723	0	4,338,723
Capital Outlay	0	0	0
<b>TOTAL</b>	<b>\$4,631,391</b>	<b>\$ 0</b>	<b>\$4,631,391</b>

## REVENUE CATEGORIES

Fd	Org	Organization	Operational	Grant	Other	General Fund Supplement	Total
100	9490	Service Reimb.	\$ 0	\$ 0	\$ 0	\$ 3,434,850	\$ 3,434,850
100	9060	New Development	0	0	\$68,150	\$ 1,128,391	1,196,541
<b>Total</b>			<b>\$ 0</b>	<b>\$ 0</b>	<b>\$68,150</b>	<b>\$ 4,563,241</b>	<b>\$ 4,631,391</b>

## 9490 SPECIAL APPROPRIATION DATA PROCESSING SERVICE REIMBURSEMENTS

	<u>1989-90</u>	<u>1990-91</u>	<u>1991-92</u>	<u>1992-93</u>
FTE	0.00	0.00	0.00	0.00
Personal Services	\$ 0	\$ 0	\$ 0	\$ 0
Materials & Services	4,276,140	3,780,785	3,315,432	3,434,850
Capital Outlay	0	0	0	0
<b>TOTAL</b>	<b>\$4,276,140</b>	<b>\$ 3,780,785</b>	<b>\$3,315,432</b>	<b>\$ 3,434,850</b>

# Nondepartmental Special Appropriations

Manager: Jim Murtz

Agency: 050

Organization: 9060

## SERVICE REIMBURSEMENTS BY ORGANIZATION

Health Department	Administration	\$ 33,423
	Medical Examiner	1,935
Department of Social Services	Juvenile	118,781
Sheriff		1,022,681
District Attorney		382,086
Department of Community Corrections	Probation	38,434
	DCC Administration	32,513
Department of Environmental Services	DES Administration	12,1101
	Elections	2,395
	Animal Control	80,655
Nondepartmental	Finance	1,023,649
	Employee Services	39,485
	Purchasing	184,280
	Board of County Commissioners	399
	Chair	680
	Budget & Planning	50,917
	Auditor	1,969
	Office Automation	408,447

### GENERAL FUND SERVICE REIMBURSEMENT TOTAL

\$3,434,860

## 9060 SPECIAL APPROPRIATION New Development Projects

	1989-90	1990-91	1991-92	1992-93
FTE	0.62	0.90	2.00	6.00
Personal Services	\$ 35,436	\$ 61,089	\$ 82,048	\$ 292,668
Materials & Services	452,689	966,675	917,726	903,873
Capital Outlay	10,368	188,082	74,155	0
<b>TOTAL</b>	<b>\$ 504,503</b>	<b>\$1,215,806</b>	<b>\$1,073,929</b>	<b>\$1,196,541</b>

### New Development Projects

Assessment and Taxation	\$ 956,146
Juvenile Justice Project	68,150
District Attorney	62,284
Facilities Management Cost Accounting	18,009
Sheriff's Systems' Integration	91,942

Note that a District Attorney Support Enforcement project is budgeted in the District Attorney's Office, supported with a transfer from the Data Processing Fund of \$31,850.

# REQUIREMENT II

1989-90 ACTUAL	1990-91 ACTUAL	1991-92 ADOPTED	1991-92 REVISED	AGENCY: 050 NONDEPARTMENTAL FUND: 100 GENERAL FUND SUM ORG: 9060 SPECIAL APPROPRIATIONS	1992-93 PROPOSED
12,433	18,328	59,443	18,796	PERSONAL SERVICES	
15,202	29,843	3,642	25,310	5100 PERMANENT	0
92	117	0	0	5200 TEMPORARY	0
772	416	0	0	5300 OVERTIME	0
4,521	7,281	16,043	4,881	5400 PREMIUM	0
33,026	55,985	79,134	48,957	5500 FRINGE BENEFITS	0
2,410	5,114	6,886	2,486	TOTAL EXTERNAL	0
				5550 INSURANCE BENEFITS	0
35,436	61,009	85,680	51,413	TOTAL PERSONAL SERVICES	0
0	0	0	0	6050 COUNTY SUPPLEMENTS	0
0	0	0	0	6060 PASS-THROUGH PAYMENTS	0
441,984	815,422	1,103,031	1,055,078	6110 PROFESSIONAL SVCS	882,000
14	101	0	0	6120 PRINTING	0
0	0	0	0	6130 UTILITIES	0
0	0	0	0	6140 COMMUNICATIONS	0
0	886	0	0	6170 RENTALS	0
0	205	0	0	6180 REPAIRS AND MAINTENANCE	0
0	0	0	0	6190 MAINTENANCE CONTRACTS	0
0	137	0	0	6200 POSTAGE	0
353	23,109	2,131	2,131	6230 SUPPLIES	0
0	0	0	0	6270 FOOD	0
6,662	45,197	0	0	6310 EDUCATION & TRAINING	0
0	0	0	0	6320 MTNG CONFERENCE/CONVENTIONS	0
0	0	0	0	6330 LOCAL TRAVEL/MILEAGE	0
0	0	0	0	6520 INSURANCE	0
9,000	59,540	36,808	36,808	6530 EXTERNAL DATA PROCESSING	0
0	0	0	0	6550 DRUGS	0
0	0	0	0	6580 CLAIMS PAID	0
0	0	0	0	6610 AWARDS AND PREMIUMS	0
0	0	0	0	6620 DUES AND SUBSCRIPTIONS	0
0	0	0	0	6700 LIBRARY BOOKS AND MATERIALS	0
0	0	0	0	7810 PRINCIPAL	0
0	0	0	0	7820 INTEREST	0
458,083	944,597	1,141,990	1,094,077	TOTAL EXTERNAL	882,000
0	0	0	0	7100 INDIRECT COSTS	0
686	22,015	0	0	7150 TELEPHONE	0
4,276,140	3,780,888	3,315,432	3,211,863	7200 DATA PROCESSING	3,434,850
0	0	0	0	7300 MOTOR POOL	0
0	0	0	0	7400 BUILDING MANAGEMENT	0
0	0	0	0	7500 OTHER INTERNAL	0
0	0	0	0	7550 SERV REIMB TO CAP LEASE RET FU	0
0	0	0	0	7560 DISTRIBUTION/POSTAGE	0
4,276,866	3,802,863	3,315,432	3,211,863	TOTAL INTERNAL	3,434,850
4,734,889	4,747,460	4,457,402	4,305,880	TOTAL MATERIALS & SERVICES	4,316,850
0	0	0	0	8100 LAND	0
0	0	0	0	8200 BUILDINGS	0
0	0	0	0	8300 OTHER IMPROVEMENTS	0
10,368	188,032	75,305	75,305	8400 EQUIPMENT	0
10,368	188,032	75,305	75,305	TOTAL CAPITAL OUTLAY	0
501,407	1,188,644	1,296,409	1,218,279	DIRECT BUDGET	882,000
4,780,643	4,996,591	4,618,397	4,432,598	TOTAL BUDGET	4,316,850

NONB - 114

AGENCY: 050 NONDEPARTMENTAL  
 FUND: 100 GENERAL FUND  
 SUM ORG: 9060 SPECIAL APPROPRIATIONS

# PERSONNEL DETAIL

1989-90 ACTUAL		1990-91 ACTUAL		1991-92 ADOPTED		1991-92 REVISED			1992-93 PROPOSED		1992-93 APPROVED
FTE	BASE	FTE	BASE	FTE	BASE	FTE	BASE		FTE	BASE	FTE
0.40	7,823	0.23	4,219	0.00	0	0.00	0	OFFICE ASSISTANT 2	0.00	0	0.00
0.19	3,863	0.67	14,109	0.00	0	0.00	0	OFFICE ASST/SENIOR	0.00	0	0.00
0.00	0	0.00	0	0.00	0	0.00	0	PROG ANALYST/ISR	0.00	0	2.00
0.00	0	0.00	0	2.00	59,443	0.67	18,736	PROGRAMMER ANALYST 2	0.00	0	3.00
0.03	753	0.00	0	0.00	0	0.00	0	PROGRAM MANAGEMENT S	0.00	0	0.00
0.00	0	0.00	0	0.00	0	0.00	0	SYSTEMS ADMIN	0.00	0	1.00
0.62	12,439	0.90	18,328	2.00	59,443	0.67	18,736	5100 PERMANENT	0.00	0	6.00

NOND - 115

# Nondepartmental Capital Lease Retirement Fund

Manager: Dave Boyer

Agency: 050

Organization: 9090

## CAPITAL LEASE RETIREMENT PROGRAM DESCRIPTION

The Capital Lease Retirement Fund consists of payment of third party financing.

### EXPENDITURES

	General Fund (100)	Capital Lease Retirement Fund (225)	TOTAL
Personal Services	\$ 0	\$ 0	\$ 0
Materials & Services	0	4,711,622.43	4,711,622.43
Capital Outlay	0	0	0
<b>TOTAL</b>	<b>\$ 0</b>	<b>\$ 4,711,622.43</b>	<b>\$ 4,711,622.43</b>

### REVENUE CATEGORIES

Fd	Org	Organization	Operational	Grant	Other	General Fund Supplement	TOTAL
225	9090	Capital Lease Ret.	\$ 4,711,622.43	\$ 0	\$ 0	\$ 0	\$ 4,711,622.43

### 9090 CAPITAL LEASE RETIREMENT FUND

	1989-90	1990-91	1991-92	1992-93
FTE	0.00	0.00	0.00	0.00
Personal Services	\$ 0	\$ 0	\$ 0	\$ 0
Materials & Services	2,090,271	3,604,203	3,648,022	4,711,622.43
Capital Outlay	0	0	0	0
<b>TOTAL</b>	<b>\$ 2,090,271</b>	<b>\$ 3,604,203</b>	<b>\$ 3,648,022</b>	<b>\$ 4,711,622.43</b>



# **Nondepartmental Capital Lease Retirement Fund**

## **9180 Schedule 1**

This lease purchase agreement, entered into 1989-90 is for property and equipment in the amount of \$6,606,047. The following is the remaining amortization schedule for the future lease purchase payments.

Issue Date: 08/01/89

Amount: \$ 5,556,047

Effective Interest Rate: 5.80% to 6.80%

Year	Principal	Interest	Total
1993	570,000	221,540	791,540
1994	605,000	186,139	791,139
1995	645,000	148,165	793,165
1996	350,000	117,730	467,730
1997	370,000	95,498	465,498
1998	395,000	71,684	466,684
1999	240,408	238,982	479,340
2000	222,179	252,161	474,340
2001	206,504	267,836	474,340
2002	191,564	282,776	474,340
2003	178,479	295,861	474,340
2004	166,129	308,211	474,340
2005	154,484	319,856	474,340
2006	143,519	330,821	474,340
2007	133,198	341,141	474,339
2008	124,588	349,757	474,340
2009	415,000	59,340	474,340
2010	445,000	29,670	474,670
<b>TOTAL</b>	<b>\$ 5,556,047</b>	<b>\$3,917,118</b>	<b>\$ 9,473,165</b>

## **9192 Schedule 3**

On June 1, 1988, Multnomah County entered into a lease purchase agreement in the amount of \$5,470,000 to finance the construction of the Inverness Jail. The following is the remaining amortization schedule for the future lease purchase payments.

Issue Date: 06/01/88

Amount: \$ 1,220,000

Effective Interest Rate: 5.00% to 6.25%

Year	Principal	Interest	Total
1993	1,220,000	76,250	1,296,250
<b>TOTAL</b>	<b>\$ 1,220,000</b>	<b>\$ 76,250</b>	<b>\$ 1,296,250</b>

**Nondepartmental  
Capital Lease Retirement Fund**

9194 Schedule 44

On July 1, 1988, Multnomah County entered into an additional lease purchase agreement in the amount of \$4,225,168 to finance the purchase and remodeling of the Gill Building. The following is the remaining amortization schedule for the future lease purchase payments.

Issue Date: 07/01/88

Amount: \$ 3,480,168

Effective Interest Rate: 5.25% to 7.60%

Year	Principal	Interest	Total
1993	280,000	116,965	396,965
1994	295,000	99,420	394,420
1995	310,000	80,510	390,510
1996	330,000	60,020	390,020
1997	355,000	37,491	392,491
1998	375,000	12,844	387,844
1999	200,912	199,088	400,000
2000	185,568	214,432	400,000
2001	172,064	227,936	400,000
2002	159,388	240,612	400,000
2003	147,500	252,500	400,000
2004	136,372	263,628	400,000
2005	125,960	274,040	400,000
2006	115,280	284,720	400,000
2007	105,304	294,696	400,000
2008	96,892	303,108	400,000
2009	89,928	310,072	400,000
<b>TOTAL</b>	<b><u>\$ 3,480,168</u></b>	<b><u>\$ 3,272,082</u></b>	<b><u>\$ 6,752,250</u></b>

# **Nondepartmental Capital Lease Retirement Fund**

## **9196 Schedule 6**

On January 1, 1990, Multnomah County entered into an additional lease purchase agreement in the amount of \$4,185,000 to finance the purchase and remodeling of the Mead Building. The following is the remaining amortization schedule for future lease purchase payments.

Issue Date: 01/01/90

Amount: \$ 4,010,000

Effective Interest Rate: 8.13% to 9.00%

Year	Principal	Interest	Total
1993	100,000	357,302	457,302
1994	110,000	348,953	458,953
1995	115,000	339,657	454,657
1996	125,000	329,826	454,826
1997	140,000	319,013	459,013
1998	150,000	306,832	456,832
1999	165,000	293,707	458,707
2000	175,000	279,187	454,187
2001	195,000	263,700	458,700
2002	210,000	263,700	473,700
2003	230,000	263,700	493,700
2004	250,000	263,700	513,700
2005	270,000	263,700	533,700
2006	295,000	159,780	454,780
2007	325,000	159,750	484,750
2008	350,000	159,780	509,780
2009	385,000	159,780	544,780
2010	420,000	159,780	579,780
<b>TOTAL</b>	<b>\$4,010,000</b>	<b>\$ 4,691,727</b>	<b>\$8,701,727</b>

## **9197 Schedule 7**

On July 2, 1990 the county entered into this lease purchase agreement for the purchase of the Postal Credit Union Building. Total amount is \$ 455,000. The amortization schedule is as listed below.

Issue Date: 07/01/90

Amount: \$ 420,000

Effective Interest Rate: 6.00% to 6.80%

Year	Principal	Interest	Total
1993	\$ 35,000	\$ 26,078	\$ 61,078
1994	40,000	23,770	63,770
1995	40,000	21,280	61,280
1996	45,000	18,612	63,612
1997	45,000	15,755	60,755
1998	50,000	12,690	62,690
1999	50,000	9,415	59,415
2000	55,000	5,923	60,923
2001	60,000	2,040	62,040
<b>TOTAL</b>	<b>\$ 420,000</b>	<b>\$ 135,563</b>	<b>\$ 555,563</b>

# **Nondepartmental Capital Lease Retirement Fund**

## **9185 Schedule 8**

This lease purchase agreement, beginning in 1989/90 is for the purchase of the Wang equipment for the Sheriff's Office. The amortization schedule is as listed below.

Issue Date: 09/04/90

Amount: \$ 80,686

Effective Interest Rate: 10.50%

Year	Principal	Interest	Total
1993	\$ 22,636	\$ 7,118	\$ 29,754
1994	25,264	4,490	29,754
1995	27,892	1,862	29,754
1996	4,904	655	4,959
<b>TOTAL</b>	<b>\$ 80,686</b>	<b>\$ 13,525</b>	<b>\$ 94,221</b>

## **9186 Schedule 9**

This lease purchase agreement, beginning in 1980/81 is for the purchase of the two floors of the Portland Building. Total amount is \$ 3,475,000. The amortization schedule is as listed below.

Issue Date: 01/22/81

Amount: \$ 2,940,383

Effective Interest Rate: 9.00%

Year	Principal	Interest	Total
1993	\$ 89,174	\$ 264,634	\$ 353,808
1994	97,199	256,609	353,808
1995	105,947	247,861	353,808
1996	115,482	238,326	353,808
1997	125,876	227,932	353,808
1998	137,205	216,603	353,808
1999	149,553	204,255	353,808
2000	163,013	190,795	353,808
2001	177,684	176,124	353,808
2002	193,676	160,132	353,808
2003	211,106	142,702	353,808
2004	230,106	123,702	353,808
2005	250,815	102,993	353,808
2006	273,389	80,419	353,808
2007	297,994	55,814	353,808
2008	322,164	28,985	351,159
<b>TOTAL</b>	<b>\$ 2,940,383</b>	<b>\$ 2,717,896</b>	<b>\$ 5,658,279</b>



**Nondepartmental  
Capital Lease Retirement Fund**

**9187 Schedule 10**

This lease purchase agreement, beginning in 1992/93 is for the purchase of elections computer equipment. Total amount is \$ 20,000. The amortization schedule is as listed below.

Issue Date:

Amount: \$ 20,000

Effective Interest Rate:

Year	Principal	Interest	Total
1993	\$ 3,400	\$ 1,600	\$ 5,000
1994	3,700	1,300	5,000
1995	4,000	1,000	5,000
1996	4,300	700	5,000
1997	4,600	400	5,000
<b>TOTAL</b>	<b>\$20,000</b>	<b>\$ 5,000</b>	<b>\$ 25,000</b>

**9198 Schedule 111**

This lease purchase agreement, beginning in 1992/93 is for replacement of the Donald E. Long Home Juvenile Detention Facility. Total amount is \$ 30,000,000. The amortization schedule is as listed below.

Issue Date:

Amount: \$ 30,000,000

Effective Interest Rate:

Year	Principal	Interest	Total
1993	\$ 0	\$ 1,290,000	\$ 1,290,000
1994	910,000	2,085,400	2,995,400
1995	950,000	2,048,582	2,998,582
1996	990,000	2,004,333	2,994,333
1997	1,025,000	1,955,000	2,980,000
1998	1,075,000	1,900,111	2,975,111
1999	1,100,000	1,854,000	2,954,000
2000	1,155,000	1,801,111	2,956,111
2001	1,285,000	1,721,000	3,006,000
2002	1,395,000	1,655,789	3,050,789
2003	1,415,000	1,599,878	3,014,878
2004	1,510,000	1,557,788	3,067,788
2005	1,605,000	1,491,286	3,096,286
2006	1,765,000	1,352,000	3,117,000
2007	1,875,000	1,119,344	2,994,344
2008	1,990,000	982,134	2,972,134
2009	2,005,000	921,223	2,926,223
2010	2,195,000	801,111	2,996,111
2011	2,205,000	741,000	2,946,000
2012	2,231,000	701,340	2,932,340
2013	1,319,000	426,000	1,745,000
<b>TOTAL</b>	<b>\$ 30,000,000</b>	<b>\$ 30,008,380</b>	<b>\$ 60,008,380</b>



# REQUIREMENT

1989-90 ACTUAL	1990-91 ACTUAL	1991-92 ADOPTED	1991-92 REVISED	AGENCY: 050 NONDEPARTMENTAL FUND: 225 CAPITAL LEASE RETIREMENT FUND SUM ORG: 9090 CAPITAL LEASE RETIREMENT FUND	1992-93 PROPOSED
0	0	0	0	PERSONAL SERVICES	
0	0	0	0	5100 PERMANENT	0
0	0	0	0	5200 TEMPORARY	0
0	0	0	0	5300 OVERTIME	0
0	0	0	0	5400 PREMIUM	0
0	0	0	0	5500 FRINGE BENEFITS	0
0	0	0	0	TOTAL EXTERNAL	0
0	0	0	0	5550 INSURANCE BENEFITS	0
0	0	0	0	TOTAL PERSONAL SERVICES	0
0	0	0	0	6050 COUNTY SUPPLEMENTS	0
0	0	0	0	6060 PASS-THROUGH PAYMENTS	0
14,085	26,983	22,000	22,000	6110 PROFESSIONAL SVCS	34,546
0	0	0	0	6120 PRINTING	0
0	0	0	0	6130 UTILITIES	0
0	0	0	0	6140 COMMUNICATIONS	0
0	0	0	0	6170 RENTALS	0
0	0	0	0	6180 REPAIRS AND MAINTENANCE	0
0	0	0	0	6190 MAINTENANCE CONTRACTS	0
0	0	0	0	6200 POSTAGE	0
0	0	0	0	6230 SUPPLIES	0
0	0	0	0	6270 FOOD	0
0	0	0	0	6310 EDUCATION & TRAINING	0
0	0	0	0	6320 MTNG CONFERENCE/CONVENTIONS	0
0	0	0	0	6330 LOCAL TRAVEL/MILEAGE	0
0	0	0	0	6520 INSURANCE	0
0	0	0	0	6530 EXTERNAL DATA PROCESSING	0
0	0	0	0	6550 DRUGS	0
0	0	0	0	6580 CLAIMS PAID	0
0	0	0	0	6610 AWARDS AND PREMIUMS	0
0	0	0	0	6620 DUES AND SUBSCRIPTIONS	0
0	0	0	0	6700 LIBRARY BOOKS AND MATERIALS	0
1,484,400	2,244,933	2,413,471	2,413,471	7810 PRINCIPAL	2,287,554
591,786	1,332,287	1,212,551	1,212,551	7820 INTEREST	2,377,005
2,080,271	3,604,203	3,648,022	3,648,022	TOTAL EXTERNAL	4,709,125
0	0	0	0	7100 INDIRECT COSTS	7,118
0	0	0	0	7150 TELEPHONE	0
0	0	0	0	7200 DATA PROCESSING	0
0	0	0	0	7300 MOTOR POOL	0
0	0	0	0	7400 BUILDING MANAGEMENT	0
0	0	0	0	7500 OTHER INTERNAL	0
0	0	0	0	7550 SERV REIMB TO CAP LEASE RET FU	0
0	0	0	0	7560 DISTRIBUTION/POSTAGE	0
0	0	0	0	TOTAL INTERNAL	7,118
2,080,271	3,604,203	3,648,022	3,648,022	TOTAL MATERIALS & SERVICES	4,716,243
0	0	0	0	8100 LAND	0
0	0	0	0	8200 BUILDINGS	0
0	0	0	0	8300 OTHER IMPROVEMENTS	0
0	0	0	0	8400 EQUIPMENT	0
0	0	0	0	TOTAL CAPITAL OUTLAY	0
2,080,271	3,604,203	3,648,022	3,648,022	DIRECT BUDGET	4,709,125
2,080,271	3,604,203	3,648,022	3,648,022	TOTAL BUDGET	4,716,243

NONB - 122

AGENCY: 0301 NONDEPARTMENTAL

## REVENUE DETAIL

FUND: 225 CAPITAL LEASE RETIREMENT FUND

ORG: 9090 CAPITAL LEASE RETIREMENT FUND

1989-90	1990-91	1991-92	1991-92	CODE	DESCRIPTION	1992-93
ACTUAL	ACTUAL	ADOPTED	REVISED			PROPOSED
601,978	1,757,165	1,643,152	1,643,152	500	Beginning Working Capital	1,438,340
0	0	94,295	94,295	5000	Interest on Investments	90,000
393,721	265,132	0	0	5001	Interest on Escrow Account	0
679,845	1,990,424	2,241,900	2,241,900	6600	General Fund-Service Reimb	3,028,178
69,807	2,220	0	0	6602	Federal/State Fund-Serv Reimb	0
0	0	0	0	6607	Fleet Fund Service Reimb.	2,000
0	0	0	0	6609	A&T Fund Service Reimb.	74,100
0	1,364	0	0	6611	Lease Purchase Fund-Serv Reimb	0
0	0	0	0	6623	Bridge Fund Service Reimb.	1,200
1,000,000	0	0	0	6629	Serial Levy-Serv Reimb	0
40,000	40,000	40,000	40,000	7601	General Fund-Cash Transfer	0
0	1,256,795	1,300,000	1,300,000	7606	Serial Levy-Cash Transfer	1,301,250
1,062,085	0	0	0	7740	Certificates of Participation	3,000,000
3,847,436	5,313,101	5,319,347	5,319,347	TOTAL OUTSIDE REVENUES		8,935,068

# Nondepartmental Tax Anticipation Notes

Manager: Dave Boyer

Agency: 050

Organization: 9307

## TAX ANTICIPATION NOTES PROGRAM DESCRIPTION

The Tax Anticipation Notes (TANs) appropriation repays short-term loans in anticipation of receipt of property taxes. The County anticipates issuing \$11,500,000 of TANs in 1992-93.

## EXPENDITURES

	General Fund (100)	Other Fund LJ	TOTAL
Personal Services	\$ 0	\$ 0	\$ 0
Materials & Services	650,000	0	650,000
Capital Outlay	<u>0</u>	<u>0</u>	<u>0</u>
<b>TOTAL</b>	<b>\$ 650,000</b>	<b>\$ 0</b>	<b>\$ 650,000</b>

## REVENUE CATEGORIES

Fd	Org	Organization	Operational	Grant	Other	General Fund Supplement	Total
100	9307	TANS	\$ 0	\$ 0	\$ 0	\$ 650,000	\$ 650,000

## 9307 TAX ANTICIPATION NOTES

	1989-90	1990-91	1991-92	1992-93
FTE	0.00	0.00	0.00	0.00
Personal Services	\$ 0	\$ 0	\$ 0	\$ 0
Materials & Services	608,673	600,682	652,000	650,000
Capital Outlay	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
<b>TOTAL</b>	<b>\$ 608,673</b>	<b>\$ 600,682</b>	<b>\$ 652,000</b>	<b>\$ 650,000</b>

# REQUIREMENT D

1989-90  
ACTUAL

1990-91  
ACTUAL

1991-92  
ADOPTED

1991-92  
REVISED

AGENCY: 050 NONDEPARTMENTAL  
FUND: 100 GENERAL FUND  
SUM ORG: 9307 TAX ANTICIPATION NOTES

1992-93  
PROPOSED

				PERSONAL SERVICES	
0	0	0	0	5100 PERMANENT	0
0	0	0	0	5200 TEMPORARY	0
0	0	0	0	5300 OVERTIME	0
0	0	0	0	5400 PREMIUM	0
0	0	0	0	5500 FRINGE BENEFITS	0
0	0	0	0	TOTAL EXTERNAL	0
0	0	0	0	5550 INSURANCE BENEFITS	0
0	0	0	0	TOTAL PERSONAL SERVICES	0
0	0	0	0	6050 COUNTY SUPPLEMENTS	0
0	0	0	0	6060 PASS-THROUGH PAYMENTS	0
40,348	42,869	45,000	45,000	6110 PROFESSIONAL SVCS	50,000
0	0	0	0	6120 PRINTING	0
0	0	0	0	6130 UTILITIES	0
0	0	0	0	6140 COMMUNICATIONS	0
0	0	0	0	6170 RENTALS	0
0	0	0	0	6180 REPAIRS AND MAINTENANCE	0
0	0	0	0	6190 MAINTENANCE CONTRACTS	0
0	0	0	0	6200 POSTAGE	0
0	0	0	0	6230 SUPPLIES	0
0	0	0	0	6270 FOOD	0
0	0	0	0	6310 EDUCATION & TRAINING	0
0	0	0	0	6320 MTNG CONFERENCE/CONVENTIONS	0
0	0	0	0	6330 LOCAL TRAVEL/MILEAGE	0
0	0	0	0	6520 INSURANCE	0
0	0	0	0	6530 EXTERNAL DATA PROCESSING	0
0	0	0	0	6550 DRUGS	0
0	0	0	0	6580 CLAIMS PAID	0
0	0	0	0	6610 AWARDS AND PREMIUMS	0
0	0	0	0	6620 DUES AND SUBSCRIPTIONS	0
0	0	0	0	6700 LIBRARY BOOKS AND MATERIALS	0
0	0	0	0	7810 PRINCIPAL	0
568,325	557,813	607,000	410,000	7820 INTEREST	600,000
608,673	600,682	652,000	455,000	TOTAL EXTERNAL	650,000
0	0	0	0	7100 INDIRECT COSTS	0
0	0	0	0	7150 TELEPHONE	0
0	0	0	0	7200 DATA PROCESSING	0
0	0	0	0	7300 MOTOR POOL	0
0	0	0	0	7400 BUILDING MANAGEMENT	0
0	0	0	0	7500 OTHER INTERNAL	0
0	0	0	0	7550 SERV REIMB TO CAP LEASE RET FU	0
0	0	0	0	7560 DISTRIBUTION/POSTAGE	0
0	0	0	0	TOTAL INTERNAL	0
608,673	600,682	652,000	455,000	TOTAL MATERIALS & SERVICES	650,000
0	0	0	0	8100 LAND	0
0	0	0	0	8200 BUILDINGS	0
0	0	0	0	8300 OTHER IMPROVEMENTS	0
0	0	0	0	8400 EQUIPMENT	0
0	0	0	0	TOTAL CAPITAL OUTLAY	0
608,673	600,682	652,000	455,000	DIRECT BUDGET	650,000
608,673	600,682	652,000	455,000	TOTAL BUDGET	650,000

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AGENCY: 050 NONDEPARTMENTAL

FUND: 100 GENERAL FUND

ORG: 9307 TAX ANTICIPATION NOTES

# REVENUE DETAIL

1989-90 ACTUAL	1990-91 ACTUAL	1991-92 ADOPTED	1991-92 REVISED	CODE	DESCRIPTION	1992-93 PROPOSED
0	32,390	0	0	5001	Interest/Earn on Account	0
0	32,390	0	0	TOTAL OUTSIDE REVENUES		0



## Nondepartmental General Services (History)

Manager:

Agency: 040

Organization:

### OFFICE OF THE DIRECTOR HISTORY

The Department of General Services, created in 1983, was divided between the Department of Environmental Services and Nondepartmental in July 1991. The following table shows the distribution of organizations formerly located in the Department of General Services.

Environmental Services	Nondepartmental
Assessment & Taxation	Finance
Elections	Risk Management
Records	Employee Services
Mail/Distribution	Labor Relations
Board of Equalization	Purchasing/Stores
Information Services Division	

The Office of the Director was cut from the budget. This section shows the history of expenditures for that Office.

### PERSONNEL

	<u>1989-90</u>	<u>1990-91</u>	<u>1991-92</u>
Officials and Administrators	1.00	0.79	0.99
Professionals	1.00	1.01	0.99
Technicians and Para-Professionals	0.00	0.00	0.00
Protective Service Workers	0.00	0.00	0.00
Office and Clerical	1.00	1.01	1.00
Skilled Craft and Srv. Maint.	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
<b>TOTAL</b>	<b>3.00</b>	<b>2.81</b>	<b>2.98</b>

### 7200 OFFICE OF THE DIRECTOR

	<u>1989-90</u>	<u>1990-91</u>	<u>1991-92</u>
FTE	3.00	2.81	2.98
Personal Services	\$ 175,981	\$ 201,020	\$ 299,391
Materials and Services	41,234	82,133	76,514
Capital Outlay	<u>10,583</u>	<u>16,000</u>	<u>11,730</u>
<b>TOTAL</b>	<b>\$ 227,788</b>	<b>\$ 299,153</b>	<b>\$ 376,635</b>

### 7335 ADMINISTRATIVE SVCS. - ADMINISTRATION HISTORY

The Administrative Services Division was divided between the Department of Environmental Services and Nondepartmental in July 1991. The Administration section, the history shown here, was eliminated.

**Nondepartmental  
General Services (History)**

Manager:

Agency: 040

Organization:

**7335 ADMINISTRATIVE Svcs. - ADMINISTRATION HISTORY (Continued)**

**PERSONNEL**

	<u>1989-90</u>	<u>1990-91</u>	<u>1991-92</u>
Officials and Administrators	1.00	1.94	0.99
Professionals	0.00	0.00	0.00
Technicians and Para-Professionals	0.00	0.00	0.00
Protective Service Workers	0.00	0.00	0.00
Office and Clerical	0.58	0.74	0.80
Skilled Craft and Srv. Maint.	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
<b>TOTAL</b>	<b>1.58</b>	<b>2.68</b>	<b>1.79</b>

**7335 ADMIN. Svcs - ADMINISTRATION**

	<u>1989-90</u>	<u>1990-91</u>	<u>1991-92</u>
<b>FTE</b>	<b>1.58</b>	<b>2.68</b>	<b>1.79</b>
 Personal Services	 \$ 81,024	 \$ 152,411	 \$ 91,695
Materials and Services	42,087	11,432	16,026
Capital Outlay	<u>-13,882</u>	<u>0</u>	<u>0</u>
 <b>TOTAL</b>	 <b>\$ 126,943</b>	 <b>\$ 163,843</b>	 <b>\$ 107,721</b>

# REQUIREMENT I

1989-90 ACTUAL	1990-91 ACTUAL	1991-92 ADOPTED	1991-92 REVISED	AGENCY: 050 NONDEPARTMENTAL FUND: 100 GENERAL FUND SUM ORG: 7200 OFFICE OF THE DIRECTOR	1992-93 PROPOSED
130,776	126,218	140,645	18,616	PERSONAL SERVICES	
0	0	6,000	0	5100 PERMANENT	0
0	434	0	0	5200 TEMPORARY	0
0	4,679	0	0	5300 OVERTIME	0
31,794	33,471	36,913	4,555	5400 PREMIUM	0
162,570	164,802	183,558	23,171	5500 FRINGE BENEFITS	0
13,381	16,145	16,623	3,184	TOTAL EXTERNAL	0
				5500 NONDUAANCE BENEFITS	0
175,981	180,947	200,168	26,385	TOTAL PERSONAL SERVICES	0
0	0	0	0	6050 COUNTY SUPPLEMENTS	0
0	0	0	0	6060 PASS THROUGH PAYMENTS	0
12,159	71,245	48,970	0	6110 PROFESSIONAL SVCS	0
2,000	975	1,005	0	6120 PRINTING	0
0	0	0	0	6130 UTILITIES	0
0	0	0	0	6140 COMMUNICATIONS	0
137	229	0	0	6170 RENTALS	0
581	18,701	1,500	0	6180 REPAIRS & MAINTENANCE	0
0	0	0	0	6190 MAINTENANCE CONTRACTS	0
230	85	400	0	6200 POSTAGE	0
1,710	1,023	1,500	200	6230 SUPPLIES	0
1,678	538	1,000	0	6270 FOOD	0
16,928	2,525	1,500	0	6310 EDUCATION & TRAINING	0
0	0	0	0	6320 MTNG CONFERENCE/CONFERENCES	0
282	891	0	0	6330 LOCAL TRAVEL/MILEAGE	0
0	0	0	0	6520 INSURANCE	0
0	0	0	0	6530 EXTERNAL DATA PROCESSING	0
0	0	0	0	6550 DRUGS	0
0	0	0	0	6580 CLAIMS PAID	0
0	0	0	0	6610 AWARDS AND PREMIUMS	0
948	567	500	0	6620 DUES AND SUBSCRIPTIONS	0
0	0	0	0	6700 LIBRARY BOOKS AND MATERIALS	0
0	0	0	0	7810 PRINCIPAL	0
0	0	0	0	7820 INTEREST	0
36,653	96,779	56,375	200	TOTAL EXTERNAL	0
0	0	0	0	7100 INDIRECT COSTS	0
4,513	10,433	4,200	200	7150 TELEPHONE	0
0	0	0	0	7200 DATA PROCESSING	0
68	21	100	0	7300 MOTOR POOL	0
0	0	0	0	7400 BUILDING MANAGEMENT	0
0	51	0	0	7500 OTHER INTERNAL	0
0	0	0	0	7550 SERV REIMB TO CAP LEASE RET FU	0
0	0	0	0	7560 DISTRIBUTION/POSTAGE	0
4,581	10,505	4,300	200	TOTAL INTERNAL	0
41,234	107,284	60,675	400	TOTAL MATERIALS & SERVICES	0
0	0	0	0	8100 LAND	0
0	0	0	0	8200 BUILDINGS	0
0	0	0	0	8300 OTHER IMPROVEMENTS	0
10,583	0	730	0	8400 EQUIPMENT	0
10,583	0	730	0	TOTAL CAPITAL OUTLAY	0
209,806	261,581	240,663	23,371	DIRECT BUDGET	0
227,768	288,231	261,586	26,735	TOTAL BUDGET	0

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AGENCY: 050 NONDEPARTMENTAL  
 FUND: 100 GENERAL FUND  
 SUM ORG: 7200 OFFICE OF THE DIRECTOR

# PERSONNEL DETAIL

1989-90 ACTUAL		1990-91 ACTUAL		1991-92 ADOPTED		1991-92 REVISED			1992-93 PROPOSED		1992 APPRO
FTE	BASE	FTE	BASE	FTE	BASE	FTE	BASE		FTE	BASE	FTE
1.00	22,231	0.00	0	0.00	0	0.00	0	OFFICE ASST 3	0.00	0	0.00
0.00	0	0.00	0	0.00	0	0.00	0	OFFICE ASSISTANT 2	0.00	0	0.00
0.00	0	0.00	0	0.00	0	0.00	0	OFFICE ASST/SENIOR	0.00	0	0.00
0.00	0	0.00	0	0.00	0	0.00	0	WORD PROC OPERATOR	0.00	0	0.00
0.00	0	1.00	24,321	1.00	25,152	0.00	0	ADMIN SECRETARY	0.00	0	0.00
0.00	0	0.00	0	0.00	0	0.00	0	WORD PROCESSING OFFR	0.00	0	0.00
1.00	41,494	1.00	46,331	0.99	45,604	0.99	16,873	MANAGEMENT ASSISTANT	0.00	0	0.00
1.00	67,031	0.79	55,336	0.99	69,888	0.00	0	EXECUTIVE PROGRAM DI	0.00	0	0.00
3.00	130,776	2.89	126,218	2.98	140,645	0.30	16,873	5100 PERMANENT	0.00	0	0.00



# REQUIREMENT I

1989-90 ACTUAL	1990-91 ACTUAL	1991-92 ADOPTED	1991-92 REVISED	AGENCY : 050 NONDEPARTMENTAL FUNO : 100 GENERAL FUNO SUM ORG : 7335	1992-93 PROPOSED
57,767	101,954	70,625	0	PERSONAL SERVICES	0
3,401	7,370	1,800	0	5100 PERMANENT	0
24	0	0	0	5200 TEMPORARY	0
18	1,476	0	0	5300 OVERTIME	0
14,903	27,583	14,276	0	5400 PREMIUM	0
76,113	138,383	86,701	0	5500 FRINGE BENEFITS	0
4,911	14,028	4,994	0	0 TOTAL EXTERNAL	0
			0	5550 INSURANCE BENEFITS	0
81,024	152,411	91,055	0	0 TOTAL PERSONAL SERVICES	0
0	0	0	0	6050 COUNTY SUPPLEMENTS	0
0	0	0	0	6060 PASS-THROUGH PAYMENTS	0
11,823	9,861	8,800	0	6110 PROFESSIONAL SVCS	0
4,466	217	2,125	0	6120 PRINTING	0
0	0	0	0	6130 UTILITIES	0
0	0	0	0	6140 COMMUNICATIONS	0
0	0	0	0	6170 RENTALS	0
0	0	0	0	6180 REPAIRS AND MAINTENANCE	0
0	0	0	0	6190 MAINTENANCE CONTRACTS	0
0	0	0	0	6200 POSTAGE	0
3,327	0	2,550	0	6230 SUPPLIES	0
15	0	0	0	6270 FOOD	0
19,580	0	0	0	6310 EDUCATION & TRAINING	0
0	0	0	0	6320 MTNG CONFERENCE/CONVENTIONS	0
236	292	212	0	6330 LOCAL TRAVEL/MILEAGE	0
0	0	0	0	6520 INSURANCE	0
0	0	0	0	6530 EXTERNAL DATA PROCESSING	0
0	0	0	0	6550 DRUGS	0
0	0	0	0	6580 CLAIMS PAID	0
0	0	0	0	6610 AWARDS AND PREMIUMS	0
0	0	350	0	6620 DUES AND SUBSCRIPTIONS	0
0	0	0	0	6700 LIBRARY BOOKS AND MATERIALS	0
0	0	0	0	7810 PRINCIPAL	0
39,447	10,370	14,037	0	7820 INTEREST	0
0	0	0	0	0 TOTAL EXTERNAL	0
2,640	1,062	1,989	0	7100 INDIRECT COSTS	0
0	0	0	0	7150 TELEPHONE	0
0	0	0	0	7200 DATA PROCESSING	0
0	0	0	0	7300 MOTOR POOL	0
0	0	0	0	7400 BUILDING MANAGEMENT	0
0	0	0	0	7500 OTHER INTERNAL	0
0	0	0	0	7550 SERV REIMS TO CAP LEASE RET FU	0
2,640	1,062	1,989	0	7560 DISTRIBUTION/POSTAGE	0
			0	0 TOTAL INTERNAL	0
42,087	11,432	16,026	0	0 TOTAL MATERIALS & SERVICES	0
0	0	0	0	8100 LAND	0
0	0	0	0	8200 BUILDINGS	0
0	0	0	0	8300 OTHER IMPROVEMENTS	0
3,832	0	0	0	8400 EQUIPMENT	0
3,832	0	0	0	0 TOTAL CAPITAL OUTLAY	0
119,392	148,753	100,738	0	0 DIRECT BUDGET	0
126,943	163,843	107,721	0	0 TOTAL BUDGET	0

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AGENCY: 050 NONDEPARTMENTAL  
 FUND: 100 GENERAL FUND  
 SUM ORG: 7335

# PERSONNEL DETAIL

1989-90 ACTUAL		1990-91 ACTUAL		1991-92 ADOPTED		1991-92 REVISED			1992-93 PROPOSED		1992-93 APPROVED	
FTE	BASE	FTE	BASE	FTE	BASE	FTE	BASE		FTE	BASE	FTE	BASE
0.00	0	0.00	0	0.00	0	0.00	0	OFFICE ASST 3	0.00	0	0.00	0
0.38	9,905	0.22	4,072	0.00	0	0.00	0	OFFICE ASSISTANT 2	0.00	0	0.00	0
0.00	0	0.32	10,929	0.80	17,458	0.80	17,458	OFFICE ASST/SENIOR	0.00	0	0.00	0
0.00	0	0.00	0	0.00	0	0.00	0	WORD PROC OPERATOR	0.00	0	0.00	0
0.00	0	0.94	35,027	0.00	0	0.00	0	PROGRAM MANAGER/SEN. ASST	0.00	0	0.00	0
1.00	47,862	1.00	51,926	0.99	53,167	0.99	53,167	PROGRAM MANAGER 2	0.00	0	0.00	0