



Multnomah County Oregon

## Board of Commissioners & Agenda

connecting citizens with information and services

### BOARD OF COMMISSIONERS

#### Jeff Cogen, Chair

501 SE Hawthorne Boulevard, Suite 600  
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Thursday, JUNE 10, 2010

### BOARD MEETINGS

#### HIGHLIGHTS

##### REVISED

9:30 am - Opportunity for Public Comment on Non-Agenda Matters

9:30 am - Thursday - PUBLIC HEARING and Consideration of a RESOLUTION Adopting the Fiscal Year 2011 Budget for Multnomah County and Making Appropriations Hereunder, Pursuant To ORS 294.435. Presenter: Karyne Kieta. (25 min)

PROCLAMATION Proclaiming the Week of June 9<sup>th</sup> through June 15<sup>th</sup>, 2010, ReUse Week in Multnomah County

~~PUBLIC HEARING Amending Exhibit 2 (Findings) and Exhibit 3 (Record Index) to Ordinance No. 1161 that Amended Multnomah County Comprehensive Framework Plan; and the Multnomah County Plan and Sectional Zoning Maps Relating to Urban and Rural Reserves, and Declaring an Emergency~~

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Thursday, June 10, 2010 - 9:30 AM  
Multnomah Building, Commissioners Board Room 100

**REVISED**  
**REGULAR MEETING**

**CONSENT CALENDAR - 9:30 AM**

**SHERIFF'S OFFICE**

C-1 Amendment 2 to Intergovernmental Revenue Agreement (IGA) 0809077 with the Regional Organized Crime and Narcotics Task Force (ROCN) for the Sheriff's Office to Provide a Sheriff's Law Enforcement Captain to ROCN.

**NON-DEPARTMENTAL**

C-2 Appointment of Amy Anderson and Reappointment of Jeannie McPherson as Audit Committee Members

C-3 Appointment of Damon Isaih Turner to the Multnomah County Commission on Children, Families and Community

**REGULAR AGENDA**

**PUBLIC COMMENT - 9:30 AM**

Opportunity for Public Comment on non-agenda matters. Testimony limited to three minutes per person unless otherwise designated by the presiding officer. This is a time for the Board to hear public testimony, not for Board deliberation. Fill out a yellow speaker form available at the back of the Boardroom and give it to the Board Clerk. Unless otherwise recognized by the presiding officer, testimony is taken in the order the forms are submitted.

**COUNTY MANAGEMENT - 9:30 AM**

R-1 PUBLIC HEARING and Consideration of a RESOLUTION Adopting the Fiscal Year 2011 Budget for Multnomah County and Making Appropriations Hereunder, Pursuant To ORS 294.435. Presenter: Karyne Kieta. (25 min)

R-2 RESOLUTION Levying Ad Valorem Property Taxes for Multnomah County, Oregon, for Fiscal Year 2011. Presenter: Karyne Kieta. (5 min)

R-3 RESOLUTION Approving the Compensation Plan for Employees Not Covered by Collective Bargaining Agreements for Fiscal Year 2010-2011. Presenter: Travis Graves. (10 min)

R-4 RESOLUTION Adopting Financial and Budget Policies for Multnomah County to be Used in Fiscal Year 2010-2011 and Repealing Resolution 09-070. Presenters: Mindy Harris and Karyne Kieta. (10 min)

R-5 RESOLUTION Adopting and Defining the County Funds to be Used in Fiscal Year 2010-2011 and Repealing Resolution 09-071. Presenters: Mindy Harris and Karyne Kieta. (10 min)

**NON-DEPARTMENTAL – 10:30 am**

R-6 Multnomah County Salary Commission Briefing Presenting Recommendations and Rationale for Adjustments to Salaries of Multnomah County Chair, Commissioners, District Attorney and Sheriff. Presenter: David Rhys (10 min)

**NON-DEPARTMENTAL – 10:40 am**

R-7 Mt. Hood RESOLUTION Approving Mt. Hood Cable Regulatory Commission (MHCRC) Fiscal Year 2010-2011 Budget. Presenters: Andrea Cano and Julie Omelchuck (10 min)

**NON-DEPARTMENTAL – 10:50 am**

R-8 PROCLAMATION Proclaiming the Week of June 9<sup>th</sup> through June 15<sup>th</sup>, 2010, ReUse Week in Multnomah County. Presenters: Warren Fish, Chris Bekemeier, Andy Olds, Kristy Wood, Joe Connell, Matt Chase, Bo Bullock (15 min)

*(Recess as the Board of County Commissioners and convene as the governing body for PUBLIC CONTRACT REVIEW BOARD)*

**PUBLIC CONTRACT REVIEW BOARD – 11:05 am**

R-9 Order Approving an Exemption to Increase the Amount of the Contract with Dirt & Aggregate Interchange Beyond the 20% Limit for the Installation of Curb and Sidewalk on NE Halsey Street from the Wood Village City Park to NE Birch Avenue. Presenter: Patrick Hinds, Program Manager (5 min)

*(Adjourn as the governing body for Public Contract Review Board and reconvene as BOARD OF COUNTY COMMISSIONERS)*

**ADDED AFTER AGENDA ITEM R-9:**

**UNANIMOUS CONSENT ITEM – 11:10 am**

**NON-DEPARTMENTAL**

*UC-1 Proclaiming June 9<sup>th</sup> through June 15<sup>th</sup>, 2010 "Oregon Strawberry Week." Presenters: Representatives of New Seasons Market (5 min)*

**REQUEST TO POSTPONE TO TIME CERTAIN UNTIL 6/17**

**COMMUNITY SERVICES – 11:10 am**

~~R-10 PUBLIC HEARING Amending Exhibits 2 (Findings) and 3 (Record Index) to Ordinance No. 1161 that Amended Multnomah County Comprehensive Framework Plan; and the Multnomah County Plan and Sectional Zoning Maps Relating to Urban and Rural Reserves, and Declaring an Emergency. Chuck Beasley (15 min)~~

**REQUEST TO POSTPONE INDEFINITELY AT REQUEST OF DEPARTMENT**

**COMMUNITY JUSTICE – 11:25 am**

~~R-11 NOTICE OF INTENT U.S. Department of Justice, Office of Justice Programs, Office of Juvenile Justice and Delinquency Prevention (OJJDP) Community Based Violence Prevention Demonstration Program Grant. Presenters: Thach Nguyen & Elizabeth Davies. (5 min)~~

**SHERIFF'S OFFICE – 11:30 am 11:15 am**

R-12 Budget Modification MCSO-12 - \$194,006 Homeland Security Vulnerability Reduction Purchasing Plan Grant (VRPP) Lt. Harry Smith and Wanda Yantis (4 min)

R-13 Budget Modification MCSO-13 - \$35,000 Oregon State Parks for Patrol Services Capt. Jason Gates and Wanda Yantis (4 min)

R-14 Budget Modification MCSO-15 - \$41,086 from Oregon dept. of Transportation (ODOT) for Patrol Services in Work Zones Capt. Jason Gates and Wanda Yantis (4 min)

R-15 Budget Modification MCSO-16 - \$7,863 from the Oregon State Fire Marshal for Assistance in Hazardous Materials (HazMat) Cleanup Throughout the Portland Metro Area Capt. Jason Gates and Wanda Yantis (4 min)

**ADJOURNMENT – 11:30 am**





*Multnomah County Oregon*

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**ADJOURNMENT – 11:42 am**

Thursday, June 10, 2010 - 9:30 AM  
Multnomah Building, Commissioners Board Room 100

**REVISED**  
**REGULAR MEETING**

Chair Jeff Cogen convenes the meeting at 9:30 a.m. with Vice-Chair Diane McKeel and Commissioners Deborah Kafoury, Barbara Willer and Judy Shiprack present.

**CONSENT CALENDAR - 9:30 AM**

**MAY I HAVE A MOTION ON THE CONSENT CALENDAR?**

COMMISSIONER \_\_\_\_\_ MOVES  
COMMISSIONER \_\_\_\_\_ SECONDS  
APPROVAL OF THE CONSENT CALENDAR

ALL IN FAVOR, VOTE AYE, OPPOSED \_\_\_\_?  
THE MOTION FAILS OR  
THE CONSENT CALENDAR IS APPROVED

**SHERIFF'S OFFICE**

C-1 Amendment 2 to Intergovernmental Revenue Agreement (IGA) 0809077 with the Regional Organized Crime and Narcotics Task Force (ROCN) for the Sheriff's Office to Provide a Sheriff's Law Enforcement Captain to ROCN.

**NON-DEPARTMENTAL**

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C-3 Appointment of Damon Isaih Turner to the Multnomah County Commission on Children, Families and Community

**IF YOU WANT, YOU CAN ACKNOWLEDGE AND THANK COMMITTEE APPOINTEES**

**REGULAR AGENDA**

**PUBLIC COMMENT - 9:30 AM**

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**COUNTY MANAGEMENT - 9:30 AM**

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Presenter: Karyne Kieta. (25 min)

**MOTION**

#1 COMMISSIONER       M       MOVES  
COMMISSIONER       K       SECONDS  
ADOPTION OF RESOLUTION  
(GETS MAIN MOTION ON THE TABLE)

*Act in about 2y  
Budget  
it came in past way  
than the budget  
facing 10th  
consecutive  
year*

**CHAIR COGEN MAKES HIS BUDGET STATEMENT**

KARYNE KIETA EXPLAINS THE ATTACHMENTS AND VOTING PROCESS FOR EACH ATTACHMENT AS THEY COME UP (A, B, C AND D)

**ATTACHMENT A – AMENDMENTS**

**BOARD VOTES ON AMENDMENTS BY GROUPING**

**A-1 BOARD AMENDMENTS:** BCC WILL VOTE ON AMENDMENTS EITHER INDIVIDUALLY OR AS A GROUP PULLING ANY EXCEPTIONS

#2 COMMISSIONER                      MOVES  
COMMISSIONER                      SECONDS  
APPROVAL OF ATTACHMENT A- AMENDMENTS  
(GET MAIN MOTION ON THE TABLE)

**OPPORTUNITY FOR BOARD COMMENTS**

**A-2 DEPARTMENT AMENDMENTS:** BCC WILL VOTE ON DEPARTMENT AMENDMENTS BY CATEGORY & CAN REQUEST A SEPARATE VOTE BY EXCEPTION FOR ANY OF THE AMENDMENTS

- i. TECHNICAL AMENDMENTS (GREEN) *unad*
- ii. STAFF AMENDMENTS (BLUE) *unad*
- iii. REVENUE AMENDMENTS (YELLOW) *unad PASSED*
- iv. CARRYOVER AMENDMENTS (SALMON) *unad PASSED*
- v. PROGRAM AMENDMENTS (LILAC)

**#3** COMMISSIONER \_\_\_\_\_ MOVES  
COMMISSIONER \_\_\_\_\_ SECONDS  
APPROVAL OF ENTIRE PACKAGE OR INDIVIDUAL  
DEPARTMENT AMENDMENTS

**OPPORTUNITY FOR BOARD COMMENTS**

**ALL IN FAVOR, VOTE AYE, OPPOSED \_\_\_\_?**  
**THE MOTION FAILS OR**  
**THE DEPARTMENT AMENDMENTS ARE APPROVED**

**A-3 DEPARTMENT AMENDMENTS:** BCC WILL VOTE ON  
DEPARTMENT AMENDMENTS BY CATEGORY & CAN REQUEST  
A SEPARATE VOTE BY EXCEPTION FOR ANY OF THE  
AMENDMENTS

**#4** COMMISSIONER \_\_\_\_\_ MOVES  
COMMISSIONER \_\_\_\_\_ SECONDS  
APPROVAL OF DEPARTMENT AMENDMENTS

**OPPORTUNITY FOR BOARD COMMENTS**

**ALL IN FAVOR, VOTE AYE, OPPOSED \_\_\_\_?**  
**THE MOTION FAILS OR**  
**THE DEPARTMENT AMENDMENTS ARE APPROVED**

**#5** COMMISSIONER \_\_\_\_\_ MOVES  
COMMISSIONER \_\_\_\_\_ SECONDS  
APPROVAL OF #i - TECHNICAL AMENDMENTS (green)

**OPPORTUNITY FOR BOARD COMMENTS**

**ALL IN FAVOR, VOTE AYE, OPPOSED \_\_\_\_?**  
**THE MOTION FAILS OR**  
**THE TECHNICAL AMENDMENTS ARE APPROVED**

**#6** COMMISSIONER \_\_\_\_\_ MOVES  
COMMISSIONER \_\_\_\_\_ SECONDS  
APPROVAL OF ii - STAFF AMENDMENTS (blue)

**OPPORTUNITY FOR BOARD COMMENTS**

**ALL IN FAVOR, VOTE AYE, OPPOSED \_\_\_\_?**

**THE MOTION FAILS OR  
THE STAFF AMENDMENTS ARE APPROVED**

**#7** COMMISSIONER \_\_\_\_\_ MOVES  
COMMISSIONER \_\_\_\_\_ SECONDS  
APPROVAL OF iii- REVENUE AMENDMENTS (yellow)

**OPPORTUNITY FOR BOARD COMMENTS**

**ALL IN FAVOR, VOTE AYE, OPPOSED \_\_\_\_?**

**THE MOTION FAILS OR  
THE REVENUE AMENDMENTS ARE APPROVED**

**#8** COMMISSIONER \_\_\_\_\_ MOVES  
COMMISSIONER \_\_\_\_\_ SECONDS  
APPROVAL OF iv- CARRYOVER AMENDMENTS

**OPPORTUNITY FOR BOARD COMMENTS**

**ALL IN FAVOR, VOTE AYE, OPPOSED \_\_\_\_?**

**THE MOTION FAILS OR  
THE CARRYOVER AMENDMENTS ARE APPROVED**



#9 COMMISSIONER \_\_\_\_\_ MOVES  
COMMISSIONER \_\_\_\_\_ SECONDS  
APPROVAL OF PROGRAM AMENDMENTS

OPPORTUNITY FOR BOARD COMMENTS

ALL IN FAVOR, VOTE AYE, OPPOSED \_\_\_\_?

THE MOTION FAILS OR  
THE v- PROGRAM AMENDMENTS ARE APPROVED

ALL IN FAVOR OF THE MAIN MOTION APPROVING  
ATTACHMENT A - PROPOSED AMENDMENTS, VOTE AYE,  
OPPOSED \_\_\_\_?

THE MOTION FAILS OR  
ATTACHMENT A IS APPROVED, AS AMENDED

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#10 COMMISSIONER \_\_\_\_\_ MOVES  
COMMISSIONER \_\_\_\_\_ SECONDS  
APPROVAL OF ATTACHMENT B - APPROPRIATION SCHEDULE,  
AS AMENDED BY ATTACHMENT A

OPPORTUNITY FOR BOARD COMMENTS

ALL IN FAVOR, VOTE AYE, OPPOSED \_\_\_\_? *unw*

THE MOTION FAILS OR  
ATTACHMENT B IS APPROVED AS AMENDED BY  
ATTACHMENT A

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#11 COMMISSIONER \_\_\_\_\_ MOVES  
COMMISSIONER \_\_\_\_\_ SECONDS  
APPROVAL OF ATTACHMENT C - BUDGET NOTES  
(GET MAIN MOTION ON THE TABLE)

*# OF  
Changes*

#12 COMMISSIONER \_\_\_\_\_ MOVES  
COMMISSIONER \_\_\_\_\_ SECONDS  
APPROVAL OF INDIVIDUAL BOARD BUDGET NOTES

OPPORTUNITY FOR BOARD COMMENTS

ALL IN FAVOR, VOTE AYE, OPPOSED \_\_\_\_?

THE MOTION FAILS OR  
THE BUDGET NOTE IS APPROVED

#13 COMMISSIONER \_\_\_\_\_ MOVES  
COMMISSIONER \_\_\_\_\_ SECONDS  
APPROVAL OF ATTACHMENT D – APPROVE THE RESPONSE TO  
TSCC RECOMMENDATION

OPPORTUNITY FOR BOARD COMMENTS

ALL IN FAVOR, VOTE AYE, OPPOSED \_\_\_\_?

THE MOTION FAILS OR  
ATTACHMENT D IS APPROVED

ALL IN FAVOR OF THE MAIN MOTION APPROVING  
ATTACHMENT C – BUDGET NOTES, VOTE AYE, OPPOSED \_\_\_\_?

THE MOTION FAILS OR  
ATTACHMENT C IS APPROVED, AS AMENDED

~~OPPORTUNITY FOR FINAL PUBLIC TESTIMONY~~

~~OPPORTUNITY FOR FINAL BOARD COMMENTS~~

ALL IN FAVOR OF THE MAIN MOTION ADOPTING THE  
RESOLUTION, VOTE AYE, OPPOSED \_\_\_\_?

THE MOTION FAILS OR  
THE RESOLUTION IS ADOPTED, AS AMENDED

R-13 Budget Modification MCSO-13 - \$35,000 Oregon State Parks for Patrol Services Capt. Jason Gates and Wanda Yantis (4 min)

COMMISSIONER S MOVES  
COMMISSIONER M SECONDS  
APPROVAL OF R-13

PRESENTATION & RESPONSE TO QUESTIONS  
OPPORTUNITY FOR PUBLIC TESTIMONY  
OPPORTUNITY FOR BOARD COMMENTS

ALL IN FAVOR, VOTE AYE, OPPOSED \_\_\_\_?

THE MOTION FAILS OR  
THE BUDGET MODIFICATION IS APPROVED

R-14 Budget Modification MCSO-15 - \$41,086 from Oregon dept. of Transportation (ODOT) for Patrol Services in Work Zones Capt. Jason Gates and Wanda Yantis (4 min)

COMMISSIONER \_\_\_\_\_ MOVES  
COMMISSIONER \_\_\_\_\_ SECONDS  
APPROVAL OF R-14

PRESENTATION & RESPONSE TO QUESTIONS  
OPPORTUNITY FOR PUBLIC TESTIMONY  
OPPORTUNITY FOR BOARD COMMENTS

ALL IN FAVOR, VOTE AYE, OPPOSED \_\_\_\_?  
THE MOTION FAILS OR  
THE BUDGET MODIFICATION IS APPROVED

R 13  
R 14  
R 15

R-15 Budget Modification MCSO-16 - \$7,863 from the Oregon State Fire Marshal for Assistance in Hazardous Materials (HazMat) Cleanup Throughout the Portland Metro Area Capt. Jason Gates and Wanda Yantis (4 min)

COMMISSIONER 4 MOVES  
COMMISSIONER 1 SECONDS  
APPROVAL OF R-15

PRESENTATION & RESPONSE TO QUESTIONS  
OPPORTUNITY FOR PUBLIC TESTIMONY  
OPPORTUNITY FOR BOARD COMMENTS

ALL IN FAVOR, VOTE AYE, OPPOSED \_\_\_\_?  
THE MOTION FAILS OR  
THE BUDGET MODIFICATION IS APPROVED

MEETING ADJOURNMENT – 11:30 am

THERE BEING NO FURTHER BUSINESS, THE MEETING IS  
ADJOURNED.

**COMMUNITY JUSTICE – 11:25 am – POSTPONED INDEFINITELY**

R-11 NOTICE OF INTENT U.S. Department of Justice, Office of Justice Programs, Office of Juvenile Justice and Delinquency Prevention (OJJDP) Community Based Violence Prevention Demonstration Program Grant. Presenters: Thach Nguyen & Elizabeth Davies. (5 min)

**AFTER LYNDA READS THE TITLE INTO THE RECORD, SHE WILL SAY: "ON BEHALF OF THE DEPARTMENT, THEY HAVE REQUESTED TO POSTPONE INDEFINITELY"**

**AT THE REQUEST OF THE DEPARTMENT, MAY I HAVE A MOTION TO POSTPONE INDEFINITELY?**

COMMISSIONER SW MOVES  
COMMISSIONER SW SECONDS  
APPROVAL TO POSTPONE INDEFINITELY

**ALL IN FAVOR, VOTE AYE, OPPOSED \_\_\_\_?**  
**R-11 IS POSTPONED INDEFINITELY**

**SHERIFF'S OFFICE – 11:30- 11:15 am – Wanda confirmed time**

R-12 Budget Modification MCSO-12 - \$194,006 Homeland Security Vulnerability Reduction Purchasing Plan Grant (VRPP) Lt. Harry Smith and Wanda Yantis (4 min)

COMMISSIONER SW MOVES  
COMMISSIONER SW SECONDS  
APPROVAL OF R-12

**PRESENTATION & RESPONSE TO QUESTIONS  
OPPORTUNITY FOR PUBLIC TESTIMONY  
OPPORTUNITY FOR BOARD COMMENTS**

**ALL IN FAVOR, VOTE AYE, OPPOSED \_\_\_\_?**  
**THE MOTION FAILS OR  
THE BUDGET MODIFICATION IS APPROVED**

UC-1 Proclaiming June 9<sup>th</sup> through June 15<sup>th</sup>, 2010 "Oregon Strawberry Week." Sponsor: Commissioner Kafoury  
Presenters: Representatives of New Seasons Market (5 min)

COMMISSIONER 5 MOVES  
COMMISSIONER 1 SECONDS  
APPROVAL OF UC-1

COMMISSIONER KAFOURY WILL MAKE INTRODUCTIONS  
EXPLANATION, RESPONSE TO QUESTIONS  
OPPORTUNITY FOR PUBLIC TESTIMONY  
OPPORTUNITY FOR BOARD COMMENTS

OPPORTUNITY FOR PUBLIC TESTIMONY  
OPPORTUNITY FOR BOARD COMMENTS

ALL IN FAVOR, VOTE AYE, OPPOSED \_\_\_\_?  
THE MOTION FAILS OR  
THE PROCLAMATION IS ADOPTED

*CONTINUE  
TO  
POSTPONE*

*TO  
TIME  
CERTAIN*

**COMMUNITY SERVICES – 11:10 am – REQUEST TO POSTPONE**

R-10 PUBLIC HEARING Amending Exhibits 2 (Findings) and 3 (Record Index) to Ordinance No. 1161 that Amended Multnomah County Comprehensive Framework Plan; and the Multnomah County Plan and Sectional Zoning Maps Relating to Urban and Rural Reserves, and Declaring an Emergency. Chuck Beasley (15 min)

**AFTER LYNDA READS THE TITLE INTO THE RECORD, COMMISSIONER KAFOURY WILL MAKE THE MOTION TO REQUEST A POSTPONEMENT TO JUNE 17, 2010"**

**MAY I HAVE A MOTION TO RESCHEDULE R-10?**

COMMISSIONER \_\_\_\_\_ MOVES  
COMMISSIONER \_\_\_\_\_ SECONDS  
APPROVAL TO RESCHEDULE

ALL IN FAVOR, VOTE AYE, OPPOSED \_\_\_\_?  
R-10 IS RESCHEDULED FOR THURSDAY, JUNE 17H

*ALL CAPS*  
(Now we will recess as the Board of County Commissioners and convene as the governing body for PUBLIC CONTRACT REVIEW BOARD)

**PUBLIC CONTRACT REVIEW BOARD – 11:05 am**

R-9 Order Approving an Exemption to Increase the Amount of the Contract with Dirt & Aggregate Interchange Beyond the 20% Limit for the Installation of Curb and Sidewalk on NE Halsey Street from the Wood Village City Park to NE Birch Avenue. Presenter: Patrick Hinds, Program Manager (5 min)

COMMISSIONER 9 MOVES  
COMMISSIONER 1 SECONDS  
APPROVAL OF R-9

EXPLANATION, RESPONSE TO QUESTIONS  
OPPORTUNITY FOR PUBLIC TESTIMONY  
OPPORTUNITY FOR BOARD COMMENTS

ALL IN FAVOR, VOTE AYE, OPPOSED \_\_\_\_?  
THE MOTION FAILS OR  
THE ORDER IS ADOPTED

(Adjourn as the governing body for Public Contract Review Board and reconvene as BOARD OF COUNTY COMMISSIONERS)

\* NOTE: \* UNANIMOUS CONSENT ITEM – AFTER AGENDA R-9 @ 11:10 AM

MAY I HAVE A MOTION FOR CONSIDERATION OF A UNANIMOUS CONSENT ITEM?

COMMISSIONER \_\_\_\_\_ MOVES  
COMMISSIONER \_\_\_\_\_ SECONDS

CONSIDERATION OF A UNANIMOUS CONSENT ITEM

ALL IN FAVOR, VOTE AYE, OPPOSED \_\_\_\_?  
THE MOTION FAILS OR

THE CONSIDERATION IS APPROVED

**NON-DEPARTMENTAL – 10:50 am**

R-8 PROCLAMATION Proclaiming the Week of June 9<sup>th</sup> through June 15<sup>th</sup>, 2010, ReUse Week in Multnomah County. Presenters: Warren Fish, Chris Bekemeier, Andy Olds, Kristy Wood, Joe Connell, Matt Chase, Bo Bullock (15 min)

COMMISSIONER       M       MOVES  
COMMISSIONER       V       SECONDS  
APPROVAL OF R-8

EXPLANATION, READ PROCLAMATION, RESPONSE TO  
QUESTIONS

OPPORTUNITY FOR PUBLIC TESTIMONY

OPPORTUNITY FOR BOARD COMMENTS

ALL IN FAVOR, VOTE AYE, OPPOSED \_\_\_\_?

THE MOTION FAILS OR

THE PROCLAMATION IS ADOPTED



**NON-DEPARTMENTAL – 10:30 am**

✓ R-6 Multnomah County Salary Commission Briefing Presenting Recommendations and Rationale for Adjustments to Salaries of Multnomah County Chair, Commissioners, District Attorney and Sheriff. Presenter: David Rhys (10 min)

STEVE

**NON-VOTING ITEM. PRESENTATION & RESPONSE TO BOARD QUESTIONS AND DISCUSSION.**

MARCIE  
CAME TOO

**NON-DEPARTMENTAL – 10:40 am**

✓ R-7 Mt. Hood RESOLUTION Approving Mt. Hood Cable Regulatory Commission (MHCRC) Fiscal Year 2010-2011 Budget. Presenters: Andrea Cano and Julie Omelchuck (10 min)

COMMISSIONER 5 MOVES  
COMMISSIONER . SECONDS  
APPROVAL OF R-7

EXPLANATION, RESPONSE TO QUESTIONS  
OPPORTUNITY FOR PUBLIC TESTIMONY  
OPPORTUNITY FOR BOARD COMMENTS

ALL IN FAVOR, VOTE AYE, OPPOSED \_\_\_\_?  
THE MOTION FAILS OR  
THE RESOLUTION IS ADOPTED

**SCRIPT FOR REQUESTS TO POSTPONE TWO ITEMS**

**COMMUNITY SERVICES – 11:10 am –POSTPONE TO TIME CERTAIN**

R-10. PUBLIC HEARING Amending Exhibits 2 (Findings) and 3 (Record Index) to Ordinance No. 1161 that Amended Multnomah County Comprehensive Framework Plan; and the Multnomah County Plan and Sectional Zoning Maps Relating to Urban and Rural Reserves, and Declaring an Emergency. Chuck Beasley (15 min)

***AFTER LYNDA READS THE TITLE INTO THE RECORD,  
COMMISSIONER KAFOURY WILL MAKE THE MOTION TO REQUEST  
A POSTPONEMENT TO JUNE 17, 2010"***

**MAY I HAVE A MOTION TO RESCHEDULE R-10?**

**COMMISSIONER \_\_\_\_\_ MOVES  
COMMISSIONER \_\_\_\_\_ SECONDS  
APPROVAL TO RESCHEDULE**

**ALL IN FAVOR, VOTE AYE, OPPOSED \_\_\_\_?  
R-10 IS RESCHEDULED FOR THURSDAY, JUNE 17H**

**COMMUNITY JUSTICE – 11:25 am – POSTPONED INDEFINITELY**

R-11 NOTICE OF INTENT U.S. Department of Justice, Office of Justice Programs, Office of Juvenile Justice and Delinquency Prevention (OJJDP) Community Based Violence Prevention Demonstration Program Grant. Presenters: Thach Nguyen & Elizabeth Davies. (5 min)

***AFTER LYNDA READS THE TITLE INTO THE RECORD, SHE WILL  
SAY: "ON BEHALF OF THE DEPARTMENT, THEY HAVE REQUESTED  
TO POSTPONE INDEFINITELY"***

**AT THE REQUEST OF THE DEPARTMENT, MAY I HAVE A MOTION  
TO POSTPONE INDEFINITELY?**

**COMMISSIONER \_\_\_\_\_ MOVES  
COMMISSIONER \_\_\_\_\_ SECONDS  
APPROVAL TO POSTPONE INDEFINITELY**

**ALL IN FAVOR, VOTE AYE, OPPOSED \_\_\_\_?  
R-11 IS POSTPONED INDEFINITELY**

✓ R-2 RESOLUTION Levying Ad Valorem Property Taxes for Multnomah County, Oregon, for Fiscal Year 2011. Presenter: Karyne Kieta. (5 min)

COMMISSIONER 5 MOVES  
COMMISSIONER W SECONDS  
APPROVAL OF R-2

EXPLANATION, RESPONSE TO QUESTIONS  
OPPORTUNITY FOR PUBLIC TESTIMONY  
OPPORTUNITY FOR BOARD COMMENTS

ALL IN FAVOR, VOTE AYE, OPPOSED \_\_\_\_?  
THE MOTION FAILS OR  
THE RESOLUTION IS ADOPTED

✓ R-3 RESOLUTION Approving the Compensation Plan for Employees Not Covered by Collective Bargaining Agreements for Fiscal Year ~~2010~~ 2011. Presenter: Travis Graves. (10 min)

COMMISSIONER 5 MOVES  
COMMISSIONER W SECONDS  
APPROVAL OF R-3

EXPLANATION, RESPONSE TO QUESTIONS  
OPPORTUNITY FOR PUBLIC TESTIMONY  
OPPORTUNITY FOR BOARD COMMENTS

ALL IN FAVOR, VOTE AYE, OPPOSED \_\_\_\_?  
THE MOTION FAILS OR  
THE RESOLUTION IS ADOPTED

✓ R-4 RESOLUTION Adopting Financial and Budget Policies for Multnomah County to be Used in Fiscal Year ~~2010~~ 2011 and Repealing Resolution 09-070. Presenters: Mindy Harris and Karyne Kieta. (10 min)

COMMISSIONER \_\_\_\_\_ MOVES  
COMMISSIONER \_\_\_\_\_ SECONDS  
APPROVAL OF R-4

EXPLANATION, RESPONSE TO QUESTIONS  
OPPORTUNITY FOR PUBLIC TESTIMONY  
OPPORTUNITY FOR BOARD COMMENTS

ALL IN FAVOR, VOTE AYE, OPPOSED \_\_\_\_?  
THE MOTION FAILS OR  
THE RESOLUTION IS ADOPTED

✓ R-5 RESOLUTION Adopting and Defining the County Funds to be Used in Fiscal Year ~~2010~~ 2011 and Repealing Resolution 09-071. Presenters: Mindy Harris and Karyne Kieta (10 min)

COMMISSIONER \_\_\_\_\_ MOVES  
COMMISSIONER \_\_\_\_\_ SECONDS  
APPROVAL OF R-5

EXPLANATION, RESPONSE TO QUESTIONS  
OPPORTUNITY FOR PUBLIC TESTIMONY  
OPPORTUNITY FOR BOARD COMMENTS

ALL IN FAVOR, VOTE AYE, OPPOSED \_\_\_\_?  
THE MOTION FAILS OR  
THE RESOLUTION IS ADOPTED

NOTE FOR NEXT YEAR:  
We didn't allot  
enough time  
for R-1!  
We didn't  
get to R-4  
until 10:45a

TRANSCRIPT  
THURSDAY, JUNE 10, 2010

CONVENE:

2 PUBLIC TESTIMONY  
PAUL ADOLPH PHILLIPS – HEALTH CARE  
ROBERT BURCO – ELDER ABUSE

Burco – didn't feel our Proc addressed all of the issues of Elder Abuse  
Talked to the folks on the video including the Judge  
Celebrate the Resolution, but you can do more  
Network for no \$\$  
Like to meet with you later

R1  
M1  
M  
K

Cogen budget statement  
10<sup>th</sup> year budget cuts, \$30 mil in cuts last year  
\$11-14 mil this year  
\$5.4 mil shortfall this year  
Econ decline, sig challenges for basics, health serv challenges  
Also create/maintain safety, keep org system of care viable serv  
After prepared  
Sig cuts from State will be visited on us much earlier  
State facing \$577 mil shortfall  
Proposing budget cuts won't know @ cty lev for another month  
This isn't our final act  
Pleased by collaboration of the Commissioners

KK:  
Mike Justin here  
Attachments several sections  
Adopting budget sets upper limit  
Board can incorporate increase/decrease up to 10%  
Ask each of you to vote on each attachment and separation  
Exceptions can be considered

ATT A  
Summary of amendments includes all changes made at prev board sessions  
1 is board 1 is dept amendments  
Dept amend broken down into 5 categories  
Asking for a vote on each subsection

Cogen: proposed amendment

Working smart initiative

Place in contingency

Ask board get report back from Initiative accomplished in last year

Board have time to analyze its effectiveness in light of the budget changes we have

Any others?

1 page summary

Walk through this

We probably have to vote on these individually

Financial representation rather than voting representation

Table broken down funding sources and expenditures

Some are coupled together and a couple you may want to talk through

First amendment proposed funding sources

Kafoury: takes cost diff for electric vehicles prop from fleet/gen'l fund add \$75K resources to the gen'l fund

Amendment passed

Second amendment mc keel line 2

Line 7 expenditure side

1 fee reduced "working smart" increase animal control

Shiprack: comment

So many moves to contingency to slow down process give board opp to use these budget elements focus discussion where core values and how they interface with our community of vulnerable people

I will be opposed to this amendment

McKeel

Funding source?

Cogen: vote work smart into contingency

This particular way of funding animal serv would not be available, right?

Correct

Cogen: if this and that pass can we go back and revisit funding sources?

KK: resources remaining to fund any of the amendments and you can see as we go through the day

Amendment two vote aye

Opposed: no by 3

Fails

Amendment 3 kafoury elim or not purchase work smart initiative

\$217K added to resources

Shiprack opoposed  
In light of the proposed budget  
Kafoury: support this amendment  
Think and hope tis is outcome of this program  
In light of state cuts and what we have to face next FY  
Need to focus on our core services

Willer: voting no, vote to move to contingency  
Wan tto speak to this initiative  
We all need help to work better and smarter  
When we look at restructuring government is essential  
Kafoury aye  
Opposed no  
✓Amendment fails

---

KK: line 4, amendment proposed b Kafoury reduces 1 FTE in food initiative and retains \$29K to complete the final product  
Shiprack: last year this Board unan approved creation of the food initiative task build comm. Partnership and action plan for a food system  
We engaged our community, brought together 250 leaders from across system for a summit  
Work partially funded by epa grant  
My concern is not only we meet requirement of grant but reflect our stature in the community on this food policy

Oppose this since it would restrict/reduce what was in the chair's budget initiative  
Kafoury: value importance  
2 food policy positions in the bbudget  
In light of the shortfalls and cuts from state  
Start with one, see how it works out

Cogen:  
Kafoury yes  
Opposed no everyone else

---

Line 5 – amend McKeel – place program offer 25121 non profit hotel into contingency  
Companion budget note attached to this  
McKeel: we asked for a business plan going forward  
I will support th is until we have that presentation  
Kafoury: support  
Creative innovative save \$\$ but in good faith effort other projects cut  
I will support the amendment

Willer: excellent oppp to save \$\$  
Support moving to contingency

---

Unanimous

Line 6 amendmnet proposed by comm. Shiprack 25147 back bpack program  
Continue with summer program  
Move \$48K to contingency  
Companion budget note w/this also

Kafoury: small amt, support this amend, look to private sector, our comm. Values feeding the hungry and helping the less fortunate, I think with effort we can find a community partner to help fund this program so I will support

Unanimous passed

Line 7 already taken care of

Line 8 comm mc keel restore DA 4 of them misdemeanor budget  
Mc keel: I put this on because we heard compelling testimony from businesses and community how hard it is to prosecute  
Believe public safety core mission of the county  
Cogen:  
I don't relish cuts to DA office anywhere  
I am opposing this amendment I feel these cuts are appropriate  
Propose one later that will fgive DA more flexibility  
Deep cuts in coming months and next year focus every aspect of these services gen'l fund cuts DA needs to take a piece of these cuts that why I am opposed to this amendment

Kafoury: I agree we should not make cuts to DA office but I think writing on wall whether now or August or next year  
I will not support this amendment but will support Coens

McKeel aye  
Opposed the rest of them

KK: line 9  
25154 program offer  
\$50K gen'l fund contingency

Willer: in light of all our cuts and scoope of our project \$50K didn't seem a lot to keep prevention services going in three schools

Kafoury: agree w/Willer important program  
However to be consistent so I will not be supporting this  
Cogen: important but gien bufdget I cannot support it

Shiprack and Willer: aye  
Cogen Kafoury McKeel

*oppose  
Cogen Kafoury*

*Willer McKeel Shiprack  
support  
Kafoury*



???how was vote???

3 - 2

Passes

---

Next item

Atty office 3% cut

Cogen: sig pub testimony downside cuts all in one area felt

Allocate to rest of his budget

McKeel: I will ot support

Feel some of the \$\$ should have been restored

Don't feel confident that this will address the misdemeanor situation with this amendment

Shiprack: one factor hard to board to analyze

We will remain cognizant about budget throughout the year

This budget at the fulcrum of public safety system that relies on budgets established by other public bodies

Workload driven by additions to capacity in Portland police bureau

Also his ability to staff cours crucial to admin of justice perspective state funded courts

Deeply concerned nabout discussion

Support this amendment but this is a signal boad needs to send and mc keel has done heavy lifting on this

Stay alert on this one and welcome reports we get back thru public safety about balance in public safety system

One opposed: McKeel

Rest aye

KK: sorry, skipped Line Item 7

Since Line Item 2 didn't pass

We still have to vote on Line item 7

McKeel: wormen work group animal serv important program helpful to corrections program

Kaoury: great program in light of where headed we should not fund

Favor: mckeel

Opposed: everyone else

4 - 1

---

Line Item 11

Amendment proposed by kafoury

72061 exec management class comp study

Place in contingency

Uget note att to this

Kafoury: we don't have report back as to its effectiveness and where program headed in next year

Move to contingency until we get report back

Shiprack: for next 2 items, this is going to drive us into a full public hearing mode  
Comm. Kafoury and I have discussed how important for board to receive factual info  
about programs all at once

Whether briefing or hearing or what

This is part of the process we need to have in place as we consider some of the  
devastating budget cuts coming our way

Supportive of the study up to this time

I think we need to put in contingency, slow down until we hear more about it

mcKeel: I support too  
putting

passed unanimous

---

KK: line 12 amendment Kafoury program offer 25065 and 25087  
places mental health club house into contingency  
companion budget note w/this

kafoury:

these depts. Are facing extreme uncertainty due to state rebalance  
before we start new programs have better picture of what state cuts will look like  
disagree with those cuts and want to make sure we have full picture of our community  
before we go forward with these programs

unanimous

---

KK: Line 13 amendment proposed y Kafoury program offer 295 B Rockwood  
\$200K plus into contingency  
Companion budget note

Kafoury: this different than previous

But as Shiprack said, allow us to have public hearing how our \$\$ is spent

Request from budget note

Report back from health dept. other places they can make cuts and make efficiencies to  
start the Clinic in Rockwood

Very strong supporters for this

We need to put the services where the people are

I am strong supporter of this

Cogen: I support previous moves into contingency

I do NOT support putting this aside in contingency

Care Oregon has funded most of this project

If we put in contingency we could damage our partnership

Shiprack: re: Cogen concerns we all support this health clinic

~~We have~~ board briefing scheduled that accelerates the information we are requesting to be received by July ??

When???

We need to establish careful criteria and establish a high standard of information

Change working relationship of how we work with the dep'ts

Just higher level of expectation

Not a failure of how we support the Clinic

McKeel: will not support, share Cogen

Health Dept came before and gave us a report on funding mechanisms

We know they were looking at this \$\$ and we supported this program

Willer:

I will also not support

Believe and appreciate what I am hearing about more public sessions however this is almost the finish line

To change that now...

Shiprack no

Four aye – motion fails

Nay  
Willer  
McKeel  
Cogen

Aye  
Kafour  
Shiprack

---

00013 contingency companion budget note on this next line item

Cogen: rationale same as we've been explaining

Unanimous

Passes

---

Department amendments

You can pull off any item by Exception

Cogen: if no one has questions vote on category

Any objection voting on as a full category

Technical amendments

Aye unanimous passed

Next category

Staff amendments (blue)

Hearing none vote on as a category

Aye

Zero opposed

Passed

Next category

Revenue amendments yellow color code

Cogen: see if anything specific or vote on as a package

MIN  
40.59  
ON VIDEO

Unanimous aye  
Passed/approved

KK: carryover amendments

Unanimous

Last sect depart are program amendments in lilac

Aye  
Unanimous

Amended attachment A  
Department  
Att b appropriation schedule  
KK: by dept by fund  
Even tho you approve individual proram offers  
Gives them the authrORITY to spend the money

#10  
Unanimous  
Approved as amended by att a

#11  
Att C – budget notes  
First change page 1

Nothing changed on page one[  
On page two rockwood clinic  
Amendment did not pass so we need to withdraw the budget note  
Kafoury: I withdraw the budget note

KK: chair, work smart into contingency, prev budget note  
Cogen: prev budget note....

KK: pg 3 no changes

KK: pg. 4 no changes

Shiprack: the only change that leaves a question  
Not sure this budget note was reliant on passage of placing Rockwood into contingency  
Request for work session on our board briefing schedule  
That does tie to earmarks in the contingency  
Do we need to amend that?  
Yes

Shiprack: propose that amendment  
Cogen: yes

Any other changes to budget notes

All in favor adopt att c budget notes  
Aye  
Unanimous  
Passed

Last ATt, att D  
Required to respond to TSCC recommendations  
One rec this year from hearing yesterday  
TSCC noted some overexpenditures in our FY audit  
Secretary of State reviewed our comprehensive financial report for 2009 they also noted this  
State Audit also pointed out Statute we need to follow in the future  
We will comply with this  
Requires Board to pass Resolution how we will correct budget violations in the future  
30 days from filing to report

Monitor more closely during year  
Make sure they have proper budgetary procedures in place

Cogen: in general TSCC was very happy yesterday  
And said these were very minor

Att D Unan approved

NO public testimony

Board comments:

Shiprack: proud board has such a great working relationship  
This a.m. reflects that growth in our relationship as a public body  
We had a lot of 5-0 votes  
We are going to face some tough times  
There will be 4 to 1 votes and 3 to 2 votes  
We are going to Disagree without being Disagreeable  
We have developed deep respect for one another as colleagues but also for the process  
More important Mult Co has to achieve in our community  
Never fail to recognize and ask those of you here today or listening never fail to recognize we're building our Mission and working together towards common goals

Congratulate to County as whole we've provided a lot of business  
Rolled out tremendous improvements in our communities in spite of difficult times

New east county courthouse  
New mental health clinic crisis serv to acute mental il  
We have bal public safety system and we've seen improvements  
Working to define core values and econinue and expand our dept level relationships too  
10 years of budget cus, time for us to come to grips we have a structural deficits and now  
we're joined by the State and acknowledge they have a structural deficit too  
This will impose on our process  
We put important programs int contingency today  
This helps define circle of proection and keekp our serv targeted & intentional

McKeel:

Changes in leadership – Wheeler to STate Treas  
We've had hours of meetings, hearings, sessions  
Know oming years will be difficult and this year difficult, forced to make tough decisions  
what we can and cannot fund  
Look forwad to working with our colleagues  
Appreciate the employeoes  
Big thank you to KK and budget staff making this process seamless

Kafoury:

Congrat Chair Cogen deserve big round of thanks  
Being thrown in middle of this process  
Realized changes needed right during the process  
Harhd to put things out there for public, then change  
We work well together  
We have hard work ahead of us  
More difficult I ccccmong months/years we have to continue working together and make  
painful cuts  
In order for us to say to public and have them understand we are listening, we have to  
prioritize, we take jobs seriously, \$\$ not always there, even good programs not funded  
I wd love to have added \$\$ for more coverage domestic violence but \$\$ not there

Thank you to Karyne and staff too

Willer;

Hard coming in so late in process  
Appreciates her colleagues  
As board our conveseations w/the community  
Structural deficits at county and state level  
How does the community want us to spend the \$\$  
Lok forward to having conversations in our districts  
Listen to the people, change but preserve values

Cogen: unbelievable experience

Coming in April middle of process

Working collegially w/colleagues and discuss challenges we have to face

Incredible support from Karyne and her staff  
Jana and Marissa and other staff  
Proud but not happy  
Not day of celebration  
Difficult decisions  
Very important things we don't have \$\$ to fund  
Feel strongly in these tough times/challenges our opportunity to engage community  
What kind of comm. Do you want to be?  
The cuts are never ending  
Forecast out 5 years, declining revenues, declining abilities to provide services  
Had to make difficult situations  
This is just the beginning  
Examine everything carefully  
What we have

All in favor main motion adopting resolution  
Unanimous

KK:  
R-2 adopted budget allows for property taxes  
This action levies \$4.40 per \$1K assessed valuation  
89 cents per \$1K for library  
\$8.5 for bonded indebtedness

3 compensation plan for FY 2011 for non represented employees  
2% COLA

Included in budget  
Unanimous

R-4 financial and budget policies  
Mindy: these come to you in course of adopting budget  
Reviews financial policies every year  
Required in resolution

Bring forth changes we recommend you make  
Financial  
One time only resources policy  
Adopted budget note not making changes existing policy  
Wider discussion how one time only funds are defined and identified  
How programs are identified and funded  
Chair office asked us to do that  
You adopted the budget note  
We'll return w/that element of the financial policies  
Other than that not recommending any changes

Mindy Harris

R-5

Comes to you annual resolution

Funds used in gov't accounting to properly classify funds used for diff purposes

Res has all diff funds identified

Brief summar definition of what \$\$ accumulated and intended purpose

Elim gen'l reseve fund and tax title fund

Primary reason eliminate address gaps I just mentioned

Other than that not recommending any changes

Steve March R-6

Establish 5 members

Nancy mary rowe and our chair david rhys

Serve without cojppensation

They alone vote on the studying board ad chair salaries and recommendations for the sheriff and DA

Turn over to dave

Dave Rhys

Serve as Chair in this cycle

DR: make recommendations for salary grades

County supplements

Sue fisher HR comp consultant cascade employers

Jan lambert pacific corp

Mary rowe HR dir metro

I am witwh Portland

Good mix of public and privae professionals all with significant experience

This group could not have accomplished their tasks without steve march and Judy

Judy provides detailed info, quick to f/u on data

Steve has talented group

Supported gen'l guidance thru out this review

Comm also rec'd info and assist from joi doi and travis in HR

We found comparatives

No growth in salaries we compared to externally in the aggregate

Maintainingthe current salary rate

Due to iuncertainty

Maintain thar for next fiscal years

We took note Comm did not accept but stayed at 2009 rate

Still incresse avail to them

Chair interesting

Would like external comparisons



Relied on relationships of salary to direct reports in appropriate  
Supervises 2 levels of classification within county structure  
Setting at midpoint in the range  
For both 2010-2011 and 2011-2012  
Not ideal but feel most appropriate this time

Twoothers:  
County sheriff and DA for the county  
For Sheriff we interviewed Sheriff  
Appreciate his visiting

Salaries sheriff in comparable jurisdictions  
Salaries of direct reports to sheriff  
Market comparison alone would not have suggested an increase  
This sheriff has much larger jail responsibility

Home rule charter and state ors require sheriff be at higher rate than those in his office  
Setting sheriff at mid ipoint for both of two years is appropriate  
We used diff points of comparison  
For DA county supplements salary  
We considered nw dist atty salaries  
Mult larger more complex  
More weight given to  
Considering professional credentials  
Salary comm. Determined setting his salary at 75% of director TWO rang is appropriate

Our rec is rate total salary 75% of DIR 2 range which ever is more in next 2 years

In closing these rec come from professionals in field of compensation

Salary based on what job is worth  
Does not include pay for performance  
Not a measure of worth of the people that hold these positions

Important to maintain high quality of leadership

Comm. Has appreciated opportunity to serve I this position

Cogen: hank you for your volunteer service in this

Steve March  
I prepared token of appreciation serving as chair of salary comm.  
I am thankful for his work  
He put in unold hours on this  
We were fortunate he was returning member  
He has institutional memory

Judy r provided staff support

Mt Hood Cable Reg Comm

Andrea Cano

Brought Julie Omelchuck asst staff dir of the Comm

Mandated to .....

Comm has regulatory oversight and reson for hese cable franchises w/city and county

2 are cascade and Comcast

Comm has 3 FT staff

Over last year provided many serv to county and citizens

High lights:

Comm. Technology needs and interests

Hope other policy makers incuding county will find this helpful

Comm happy to make pres about results of study in future

f/u on cable service complaints

helped with notification, scheduling and estab. Fees

285 schools libraries public safety and other local gov't

Manages the I-net for affordable high speed services

11 new comm. Based tech projects value \$3 mil in matching resources

Comm participated in

Budget

Budget dev by comm. Finance comm. And staff

Rec approved by entire comm.

Sent to mindy harris

This budget responds to challenges faced by comm.

Resourcoes: staff

Depressed economy and budget reductions

Desire maintain 3.3 FTE

Comm estab 2 priorities to focus resources over next year

Pg 24 of budget document franchise fee rev and disbersements and

Fee rev calc to increase 2%

Rev expected to increase

8% increase for one time cost \$6K

Multco contribution including franchise is \$13,800

They'll receive \$35K in franchise fees

We respect request multco approve 2010-2011 budget

McKeel: thank you to andrea for being our rep on the comm.  
Thank you to Julie for your work as well

#### R-8 Proclamation

##### Re Use Week

Recognize and honor cluster of organizations promote sustainability through re use of items

Also dev living wage jobs

And providing support to community

Bo Bullock – group?

Spoke first

Thanks for promoting ReUse week

Green collar jobs

“Scrap” speaker (2<sup>nd</sup> lady)

Name?

Bo: I am with school house supplies

We take in all kinds of donations

Free store always looking for basics

We get most through our supply drives

Comm McKeel has participated

Cogen has come in and volunteered

Thanks for that

Majority are re used like staplers tape post it notes

Pocket folders copy paper

New life in classrooms

3 school busloads diverted from landfills each year

\$11.2 mil given out

What teachers are spending \$1700 each year out of their own pocket we are truly a resource

Come down we are at Madison high school campus

Rebuilding Centers – his name???

8 tons a day

Grown thru support of this community over last 12 years

Largest of type in North America

Setting nationwide precedent

We deconstruct houses by hand instead of demolishing

Furniture recycled in homes, furniture

Deconstruction crews have taken down 1K houses by hand

Saved 40 mil pounds of material from landfill  
Also reduced need to cut 168K trees

Refind furniture

Have outreach dept dedicated catalyst community change  
Get folks to make improvements in our own neighborhoods  
Bring in wide variety of building materials  
We base collection on whether they are re use not \$\$ value

Roz....babner

We need essential household furniture  
We have 200 families come to community warehouse every week  
Asking for beds, kitchen tables, towels, sheets, blankets  
Silverware and dishes pots and pans to cook a meal at home  
Families coming to us some from multico aging and disability  
Some from Portland public schools  
From agencies helping folks in homeless shelters  
We only work with agencies working with specific targeted clients

Help clients prepare their apts make their apts into a home  
Fact they can come to the warehouse one stop  
Get furniture linens and what they need  
Our avg gift per family \$500 thrift store value  
Imagine these folks trying to provide and care for their children  
All the stuff we have to give comes from community  
Our truck goes out 5 days a week  
Book shelves, tables,  
We process quickly  
Our warehouse empties in 4-5 days  
Appreciate what county is doing to publicize  
Re use not put in landfill get new life

New location: now MLK blvd at corner of Shaver just North of Fremont

In add to donations open every day 10a to 4pm

Also estate store

Give us your grandmother's store, we sell it and the \$\$ we generate goes to supporting the every day work at the warehouse

Joe Connell dir re stores in Portland

Around 10 years Restores nationwide over 700 now

17 in Oregon

Dev by Habitat for Humanity profit generator fund raising mechanism

Donated goods from businesses homes contractors

Stock in warehouse and sell back as fund raiser for Habitat

1500 tons a year redirected

Raise \$250K for habitat home construction in PDX

Cogen: read proc

Willer: thanks

Beacon of hope

Kafoury: copy of figures how many jobs are generated

Easy snapshot I can share with others

McKeel thanks for being here

Bo, brought 2 bags for you to take with you

Cogen: thanks

Inspiring

You help people who really need it

True win win win situation

Do what I can to help promote

Sat June 12<sup>th</sup>

Cogen going!

Cogen read proc – details of all 6 organizations there, including amt they have kept out of landfills

Photo shot!!

Move on agenda to UC

Strawberry

New seasons market

Partner w/cty to reduce obesity in multco

Allison and Genoa

Last names??

Genoa Phillomon?? Sp??

And brought Allison with me

Strawberry fest in the stores this weekend

Ore strawberry comm. And esp unger family in Cornelius

Season is short intense delicious

Demos on can and freeze

Ore ag important to us

Ore strawberries have 2x the oxidants of the California strawberries!!

Back to R-9

Now we recess as board of county comm. And convene for public contract review board

Kafoury: genoa will read Proc

I buy as many Ore strawberries as I can!

McKeel:

A summer job was picking strawberries!

R-9

Patrick Hinds came

w/this Order

exceed limits

design changes, encountered boulder removal, refilled w/compacted material

have funds for this project, eng. Est. \$22K for the work so \$30K has some contingency fund built into it

R-10

R-10 continue to postpone

Wanda:

All 4 grants from State of Oregon

For equipment

These are all services that State has

R 13 R 14 and R15 read

Combined

McKeel: went to command center

Recognize and thank sheriff work doing out there

Also

Do know folks interested in how they can donate and help around this effort

Share w/folks biggest need donation of \$ for food and supplies and provisions needed  
water sports drinks juice trail mix protein bars

Volunteers picking up donations

Take out to command center

Sies are extreme edge of Oregon

Solid rock

Metro gym boonesferry

Freeman boaters mc adam pdx

Also e mail folks contact with questions rescue provisions at g mail.com  
We support you and thank you in your efforts out there

Willer:

Food donations

Prepared by

Not people bringing food

Has to be prepared and go thru professional kitchen

Kafoury:

Can you send e-mail with that information so we can send it out

All of us following closely

Please extend our deep appreciation to the staff



# MULTNOMAH COUNTY AGENDA PLACEMENT REQUEST

(revised 12/31/09)

## Board Clerk Use Only

Meeting Date: 6/10/2010  
Agenda Item #: UC-1  
Est. Start Time: 11:10 am  
Date Submitted: 6/9/2010

**Agenda Title:** Proclaiming June 9<sup>th</sup> through June 15<sup>th</sup>, 2010 "Oregon Strawberry Week."

*Note: If Ordinance, Resolution, Order or Proclamation, provide exact title. For all other submissions, provide a clearly written title sufficient to describe the action requested.*

<b>Requested Meeting Date:</b>	6/10/10	<b>Amount of Time Needed:</b>	5 mins
<b>Department:</b>	Non-Departmental	<b>Division:</b>	District 1
<b>Contact(s):</b>	Beckie Lee		
<b>Phone:</b>	988-6796	<b>Ext.</b>	86796
	<b>I/O Address:</b>	503/6th	
<b>Presenter(s):</b>	Representative of New Seasons Market		

## General Information

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

Proclaim June 9<sup>th</sup> through 15<sup>th</sup>, 2010 "Oregon Strawberry Week"

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

New Seasons Market, in conjunction with other local businesses, is working to increase visibility and access to locally grown, healthy foods. Oregon Strawberry Week is their endeavor to highlight the availability of locally grown strawberries.

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

None

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

None

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

Lisa Sedlar, President of New Seasons Market, is a member of Multnomah County's Communities Putting Prevention to Work Leadership Team, which is working to decrease obesity rates in Multnomah County through policy and systems change that make healthy choices easier.



---

**Required Signature**

---

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

*Deborah Koffmy*

---

**Date:** 6/8/10

---

BEFORE THE BOARD OF COUNTY COMMISSIONERS  
FOR MULTNOMAH COUNTY, OREGON

PROCLAMATION 2010-080

PROCLAMING JUNE 9<sup>th</sup> THROUGH JUNE 15<sup>th</sup>, 2010 AS "OREGON STRAWBERRY WEEK"  
IN MULTNOMAH COUNTY

The Multnomah County Board of Commissioners Finds:

- a. Access to food is critical for the health of our community.
- b. It is a priority of Multnomah County to increase access to healthy, locally grown food through the CROPS program and Multnomah Food Initiative.
- c. Multnomah County supports local businesses, including New Seasons Market, Portland Farmers Market, and Burgerville that work with farms to increase access to healthy, locally grown food.
- d. The success of local farms depends on increasing public awareness of the health benefits of fresh produce.
- e. Strawberries are a rich source of anti-oxidants and are associated with lower rates of cancer deaths.
- f. Oregon Hood Strawberries peak during the month of June and are a local delicacy.

The Multnomah County Board of Commissioners Proclaims:

Wednesday, June 9<sup>th</sup> through Tuesday, June 15<sup>th</sup> as "Oregon Strawberry Week."

SIGNED this 10th Day of June, 2010.

BOARD OF COUNTY COMMISSIONERS  
FOR MULTNOMAH COUNTY, OREGON

---

Jeff Cogen, County Chair

---

Deborah Kafoury  
Commissioner District 1

---

Barbara Willer  
Commissioner District 2

---

Judith Shiprack  
Commissioner District 3

---

Diane McKeel  
Commissioner District 4

Submitted by: Commissioner Deborah Kafoury



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Phone:	988-6796	Ext.	86796
		I/O Address:	503/6th
Presenter(s):	Representative of New Seasons Market		

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None

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Lisa Sedlar, President of New Seasons Market, is a member of Multnomah County's Communities Putting Prevention to Work Leadership Team, which is working to decrease obesity rates in Multnomah County through policy and systems change that make healthy choices easier.

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**Required Signature**

---

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

*Deborah Kofmy*

---

**Date:** 6/8/10

---

BEFORE THE BOARD OF COUNTY COMMISSIONERS  
FOR MULTNOMAH COUNTY, OREGON

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BOARD OF COUNTY COMMISSIONERS  
FOR MULTNOMAH COUNTY, OREGON

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Jeff Cogen, County Chair

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Commissioner District 1

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Barbara Willer  
Commissioner District 2

---

Judith Shiprack  
Commissioner District 3

---

Diane McKeel  
Commissioner District 4

Submitted by: Commissioner Deborah Kafoury

# NEW

# SEASONS

## MARKET

### Local Strawberries

SWEETER, JUICIER & BETTER FOR YOU!



What your taste buds knew all along – science has confirmed in a recent study conducted by Michael Qian, assistant professor of Food Science at Oregon State University. As reported by Janie Hibler in FOODday on June 7, 2005 “our local strawberries are in a league of their own...”

In addition to superior aroma, taste and color, Oregon berries have almost twice the anthocyanin content of California varieties. Why do we care about anthocyanins? Not only do anthocyanins provide strawberries with their jewel red color, they also serve as potent antioxidants that have been shown to help provide protection from disease.

Strawberries contain an impressive nutritional profile. A tasty source of vitamin C, fiber, folic acid and potassium, strawberries contain a number of antioxidant compounds that support health in a variety of ways.

One cup of fresh, sliced berries provides the following nutrients:

Calories	53	Potassium	254 mg
Fiber	3.3 gm	Vitamin C	98 mg
Calcium	27 mg	Folate	40 mcg
Magnesium	22 mg	Lutein	43 mcg

As you can see these delicious summertime berries are low in calories and high in nutrients.

---

#### *A few strawberry tips:*

A member of the rose family, strawberries have grown wild for centuries in both the Americas and Europe.

Unwashed berries can be stored in a single layer on top of paper towels for 2-3 days in the refrigerator. Gently rinse and drain before eating.

Because of their bright red color and heart shapes, strawberries were the symbol for Venus the Goddess of Love.

Strawberries do not ripen after they are picked, so select bright red berries without soft spots.

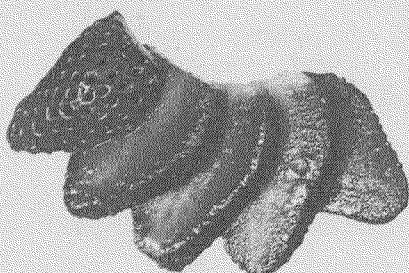
# RECIPES

## *Strawberry Mint Lemonade*

2 quarts water  
2 mint tea bags  
12 strawberries  
Juice of 2 lemons (1/4 cup)  
1/4 cup honey  
Fresh mint



Bring water to boil. Let tea bags and fresh mint steep in water for 10 minutes. In a blender, puree strawberries, lemon juice and honey. Remove and discard mint tea bags and sprigs from steeped tea. Stir in strawberry-lemon mixture. Chill before serving. Garnish with additional mint sprigs. Serve and enjoy!



## *Strawberry Vinegar*

(Wonderful for salad dressings!)

Makes 3 pints of vinegar.  
Requires three 1 pint jars or bottles

5 cups strawberries  
1 quart white wine vinegar  
1/4 cup sugar

Gently rinse and hull fresh berries. Reserve 1 cup of whole berries. Crush remaining berries. Add vinegar and sugar to crushed berries and stir well. Cover and refrigerate for 2 days. After refrigeration, place a jelly bag or a sieve lined with cheesecloth over a bowl, and strain berry mixture; do not squeeze. Discard pulp. Place berry juice in a large saucepan and bring just to a boil. Place 1/3 cup reserved berries in each 1 pint jar or bottle. Add hot juice to within 1/4" of top. Cap or cork. Store in dark cool place for 3 weeks before using.



# OSU Tells Development Of New Hood Strawberry

A new strawberry, named Hood, with many of the same characteristics as Marshall, a long-time favorite of Oregon growers, processors and consumers, has been released by the Oregon State University Agricultural Experiment Station and the Agricultural Research Service, U.S. Department of Agriculture.

Primary use of the new berry will be in preserves where it will supplement or replace the Marshall. Researchers also feel Hood holds considerable local fresh market potential.

Marshall has been the chief preserving variety grown in Oregon, but production is below demand as growers switched to more productive or disease-resistant varieties in recent years.

Hood, tested as U.S.-Oregon

Selection 2575, originated as a seedling from a cross of U.S.-Oregon 2315 and Puget Beauty. It was selected during

the 1957 fruiting season by George F. Waldo, horticulturist with the Crops Research Division, ARS, stationed at OSU.

Since 1957, Hood has been field tested extensively at OSU's Central Agricultural Experiment Station in Corvallis and at the North Willamette Branch Experiment Station at Aurora. Test pilots also have been grown elsewhere the past two years so processors could observe the new variety for themselves.

Hood is a mid-season variety with about the same season as Northwest. Yields have averaged one ton more per acre than Northwest when grown on red stele infested soil and yields of six tons per acre have been obtained.

## Plants Large

The plants are large, producing a moderate number of runners. The leaves are large, bright medium green and resistant to mildew. Hood is susceptible to red stele. But good average yields have been obtained when it was grown on red stele infested soil, indicating some degree of resistance to the disease.

Hood is also susceptible to virus and should not be grown near strawberries known to contain virus diseases.

Hood also appears to possess good winter hardiness. The new variety looks better than Northwest after the extreme cold experienced this winter.

The Oregon Strawberry Council supported the research which developed the new Hood variety as part of the council's variety improvement program.

## St. Helen's Hall Crowns Queen



SUE BUNCH

Sue Bunch, Kennewick, Wash., student at St. Helen's Hall, was crowned May queen during activities at the school Saturday.

Queen Sue and members of her court were honored at the coronation ball Saturday night.

Princesses were Linda Fore and Kathryn Jeffcott, Portland; Sue Carr, Ketchikan, Alaska; Natalie Giustana, Eugene; Mary Lampson, Kennewick, Wash.; Laura Shaeffer, Marysville, Calif.; and Ann Stevenson, White Salmon, Wash.

## WEAR FALSE TEETH?

Now you can talk, laugh and eat with confidence. If your dentures wobble, click, drop or are hard to manage, or if your gums are shrunken so as to cause a loose fit, SWITCH TO —

## RIGIDENT COMFORT CUSHION DENTURE RETAINER.

This pure white, odorless, tasteless, non-staining powder when sprinkled on damp dentures, forms a soft gelatinous cushion that holds plates or partials firmly in place for 18 hours or more. Resists hot or cold food. Will not shift out.

3 sizes: 45c - 79c - \$1.10

AT ALL DRUG COUNTERS

## TOP EARNINGS, CAREER SALES REPRESENTATIVE

The ALEXANDER HAMILTON INSTITUTE, nation's leader in Executive Development for over 50 years, needs a man with a high degree of sales initiative for a challenging new growth positions in Greater Portland area and the Eugene area. National advertising in Fortune, Nation's Business, Harvard Business Review, and the Wall Street Journal is rapidly expanding the demand for the Institute's Program at all levels of management.

The experience of the preferred man will include successful intangible selling to management men ranging from supervisor to president. He will possess an impeccable personal record. He will attend a one-week indoctrinal training seminar in Los Angeles at Institute expense and will be eligible for continuing studies for qualification for advanced management positions. The Institute's unique compensation plan includes immediate and substantial advance payments over earned commissions, plus an escalating monthly bonus which assures top earnings each month commensurate to sales.

For information call Mr. Lagsdin at 228-9611

Sunday, May 2, 4 to 6 p.m.; Monday, 9 a.m. to 9 p.m.

or write: J. W. Lagsdin, 2810 108th SE, Bellevue, Washington





## Public Affairs Office

501 SE Hawthorne Blvd., Suite 600  
503-988-6800  
pao.org@co.multnomah.or.us  
www.co.multnomah.or.us/news

### NEWS RELEASE

Date: June 10, 2010

Contact: Tara Bowen-Biggs, Public Affairs Office, 503-988-5766 or 503-793-5835

### **Multnomah County Commissioners adopt FY 2011 budget**

*Commissioners face tenth successive year of cuts; lean budget protects vulnerable residents*

Today the Board of County Commissioners adopted its budget for Fiscal Year 2011, which begins July 1, 2010 and ends June 30, 2011. In crafting the budget, the Board of County Commissioners grappled with a General Fund deficit, which is estimated at \$5.4 million for FY 2011 and projected to increase up to \$14 million for FY 2012, due to the continuing weak state of the economy.

The Board voted 5-0 to approve the budget, which includes a total of \$336.4 million in General Fund department or program allocations, out of a \$1.4 billion dollar total, to provide the county's 715,000 residents with a wide range of health and human services, public safety, libraries, roads, bridges and other community services.

The Board voted to allow the District Attorney additional flexibility in implementing funding reductions within that office. Due to additional looming budget reductions from the state of Oregon in Fiscal Year 2011 and Fiscal Year 2012, the Board voted to move a number of proposals into "contingency" status, meaning the Board will review those proposals in more detail and make determinations about funding programs at a later date. Proposals moved into contingency status include a non-profit hotel, a classification and compensation study for executive management, the "Working Smart" business efficiency initiative and other programs for mental health services and hunger relief.

"Crafting this budget after 10 years of successive reductions to county programs and services was a difficult task," said Multnomah County Chair Jeff Cogen. "I am proud of the work the Board has accomplished to ensure that the county remains fiscally responsible, in spite of an increased demand for our services and while the need for even more cuts looms on the horizon."

The final adopted budget will be posted to the county's website in mid-July. Additional information, including the proposed budget, all program offers and prior year budgets can be found at the Budget Office's main page at: [www.co.multnomah.or.us/budget](http://www.co.multnomah.or.us/budget).

###

MULTNOMAH COUNTY BOARD OF COMMISSIONERS  
PUBLIC TESTIMONY SIGN-UP

Please complete this form and return to the Board Clerk

\*\*\*This form is a public record\*\*\*

MEETING DATE: THURS JUN 10 2010

SUBJECT: ELDER ABUSE PROCLAMATION OR JUN 15, 2010

AGENDA NUMBER OR TOPIC: LAST WEEK

FOR: ☒ AGAINST: ☐ THE ABOVE AGENDA ITEM

NAME: ROBERT A BURCO ROBERT BURCO

ADDRESS: 10325 S.E. HOLCATR BLVD #405

CITY/STATE/ZIP: PORTLAND, OREGON 97226

PHONE: DAYS: \_\_\_\_\_ EVES: \_\_\_\_\_

EMAIL: rburco@gmail.com FAX: \_\_\_\_\_

SPECIFIC ISSUE: RESPONSES TO ELDER ABUSE CIRCUMSTANCES  
OR DEPRESSION, ISOLATION, SENIOR-SENIOR CONFLICT RESOLUTION

WRITTEN TESTIMONY: WILL FOLLOW

**IF YOU WISH TO ADDRESS THE BOARD:**

1. Please complete this form and return to the Board Clerk.
2. Address the County Commissioners from the presenter table microphones. Please limit your comments to **3 minutes**.
3. State your name for the official record.
4. If written documentation is presented, please furnish one copy to the Board Clerk.

**IF YOU WISH TO SUBMIT WRITTEN COMMENTS TO THE BOARD:**

1. Please complete this form and return to the Board Clerk.
2. Written testimony will be entered into the official record.

①

**MULTNOMAH COUNTY BOARD OF COMMISSIONERS  
PUBLIC TESTIMONY SIGN-UP**

Please complete this form and return to the Board Clerk

\*\*\*This form is a public record\*\*\*

MEETING DATE: 6/10/2010

SUBJECT: HEALTH CARE 10/6/1999  
ED TABOR "BIG ORG." CHAUSA.ORG

AGENDA NUMBER OR TOPIC: \_\_\_\_\_

FOR: \_\_\_\_\_ AGAINST: \_\_\_\_\_ THE ABOVE AGENDA ITEM

NAME: PAUL, ADOLPH PHILLIPS

ADDRESS: 1212 SW CLAY APT #217

CITY/STATE/ZIP: PORTLAND, OREGON 97201

PHONE: \_\_\_\_\_ DAYS: \_\_\_\_\_ EVES: \_\_\_\_\_

EMAIL: \_\_\_\_\_ FAX: \_\_\_\_\_

SPECIFIC ISSUE: HEALTH CARE

WRITTEN TESTIMONY: YES FROM  
WALLA WALLA CLINIC

**IF YOU WISH TO ADDRESS THE BOARD:**

1. Please complete this form and return to the Board Clerk.
2. Address the County Commissioners from the presenter table microphones. Please limit your comments to **3 minutes**.
3. State your name for the official record.
4. If written documentation is presented, please furnish one copy to the Board Clerk.

**IF YOU WISH TO SUBMIT WRITTEN COMMENTS TO THE BOARD:**

1. Please complete this form and return to the Board Clerk.
2. Written testimony will be entered into the official record.

AGAIN!

RECEIVED APR 14 1999



# walla walla clinic

55 WEST TIETAN • (509) 525-3720  
WALLA WALLA, WASHINGTON 99362

April 6, 1999

Walter Hales, M.D.  
821 Swift Boulevard  
Richland, WA 99352

RE: PAUL A. PHILLIPS  
DOB: 3/10/54

Dear Walter:

Paul Phillips is a 45-year-old originally right-handed male, but now left-handed with impaired vision, considered legally blind. He was injured on 7 October 1981 while working in the laundry in St. Joseph's Hospital, Lewiston, Idaho. He is not sure how he injured his hand, but he is concerned about his persisting pain. He has seen a host of different physicians but has not yet seen a hand surgeon.

?

I think his right hand is quite normal but I cannot convince him of that because he thinks I am biased. I would appreciate your evaluation and recommendations for Paul. I thank you very much for your cooperation.

Sincerely,

*Rug*

ROBERT W. RUGGERI, M.D.  
Department of Orthopaedic Surgery

RWR/kgb



# MULTNOMAH COUNTY AGENDA PLACEMENT REQUEST

(revised 12/31/09)

APPROVED: MULTNOMAH COUNTY  
BOARD OF COMMISSIONERS  
AGENDA # C-1 DATE 6-10-2010  
LYNDA GROW, BOARD CLERK

## Board Clerk Use Only

Meeting Date: 6/10/2010  
Agenda Item #: C-1  
Est. Start Time: 9:30 am

**Agenda Title:** **Amendment 2 to Intergovernmental Revenue Agreement 0809077 with the Regional Organized Crime and Narcotics Task Force (ROCN) for the Sheriff's Office to Provide a Sheriff's Law Enforcement Captain to ROCN.**

*Note: If Ordinance, Resolution, Order or Proclamation, provide exact title. For all other submissions, provide a clearly written title sufficient to describe the action requested.*

<b>Requested Meeting Date:</b>	<u>June 10, 2010</u>	<b>Amount of Time Needed:</b>	<u>N/A</u>
<b>Department:</b>	<u>Sheriff's Office</u>	<b>Division:</b>	<u>Enforcement</u>
<b>Contact(s):</b>	<u>Brad Lynch</u>		
<b>Phone:</b>	<u>503-988-4336</u>	<b>Ext.</b>	<u>84336</u>
<b>Presenter(s):</b>	<u>Consent Calendar</u>		
<b>I/O Address:</b>	<u>503/350</u>		

## General Information

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

Approval of amendment 2 to intergovernmental agreement 0809077.

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

The Multnomah County Sheriff's Office provides a law enforcement captain to ROCN to provide coordination and oversight to the ROCN task force in its efforts to reduce and eliminate the drug trafficking organizations distribution or transporting of illegal narcotics throughout the region. This amendment is for fiscal year 2011 and affects MCSO enforcement division program offer # 60067A, MCSO Special Investigations Unit, providing administrative leadership and strategic direction to the Special Investigations Unit.

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

ROCN will pay \$206,294.00 for the salary, fringe, benefits, and expenses of a Law Enforcement Captain for fiscal year 2011. The revenue has been anticipated and is included in the fiscal year 2011 budget.

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

None.

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

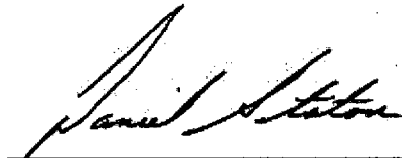
None other than those described above.

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**Required Signature**

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



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**Date: 05/25/10**

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# MULTNOMAH COUNTY CONTRACT APPROVAL FORM (CAF)

Contract #: 0809077

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

Amendment #: 2

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

Department: Sheriff's Office

Division/  
Program: Enforcement

Date: 05/24/10

Originator: Chief Deputy Timothy Moore

Phone: 503-988-4300

Bldg/Room: 503/350

Contact: Brad Lynch

Phone: 503-988-4336

Bldg/Room: 503/350

Description of Contract: IGA amendment extending the term and payments for the services and expenses of a Sheriff's Office law enforcement captain.

RENEWAL: ☐ PREVIOUS CONTRACT #(S)

EEO Exhibit 5 required if amount over \$75k

PROCUREMENT  
EXEMPTION OR 46-0130(1)(f)  
CITATION #

ISSUE  
DATE:

EFFECTIVE  
DATE:

END  
DATE:

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

Contractor	Regional Organized Crime and Narcotics Task Force		Remittance address (if different)	
Address	PO Box 82209			
City/State	Portland, Oregon		Payment Schedule / Terms:	
ZIP Code	97282		<input type="checkbox"/> Lump Sum \$	<input type="checkbox"/> Due on Receipt
Phone	503-234-5300		<input type="checkbox"/> Monthly \$	<input type="checkbox"/> Net 30
			<input type="checkbox"/> Other \$	<input type="checkbox"/> Other
Contract Effective Date	09/22/08	Term Date	06/30/10	<input type="checkbox"/> Price Agreement (PA) or Requirements Funding Info:
Amendment Effect Date	07/01/10	New Term Date	06/30/11	
Original Contract Amount	\$ 137,736.00		Original PA/Requirements Amount	\$
Total Amt of Previous Amendments	\$ 197,973.00		Total Amt of Previous Amendments	\$
Amount of Amendment	\$ 206,294.00		Amount of Amendment	\$
Total Amount of Agreement \$	\$ 542,003.00		Total PA/Requirements Amount	\$

## REQUIRED SIGNATURES:

Department Manager	DATE
County Attorney	DATE
CPCA Manager	DATE
County Chair	DATE
Sheriff	DATE
Contract Administration	DATE

COMMENTS:



**MULTNOMAH COUNTY  
INTERGOVERNMENTAL AGREEMENT AMENDMENT  
(Amendment 2 to Change Contract Provisions during Contract Term)**

**CONTRACT NO. 0809077**

This is an amendment to Multnomah County Contract referenced above effective September 22, 2008 between Multnomah County, Oregon, hereinafter referred to as County, and the Regional Organized Crime and Narcotics Task Force hereinafter referred to as ROCN.

The parties agree:

1. The following changes are made to Contract No. 0809077:

Contract No. 0809077 shall be extended for an additional period beginning July 1, 2010 and ending June 30, 2011. For this additional period ROCN agrees to pay County \$206,294.00 for the salary, fringe, benefits, and expenses of a Law Enforcement Captain for the Multnomah County Sheriff's Office.

2. All other terms and conditions of the contract shall remain the same.

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**MULTNOMAH COUNTY, OREGON:**

**REGIONAL ORGANIZED CRIMES &  
NARCOTICS TASK FORCE:**

\_\_\_\_\_  
Jeff Cogen, Chair

Signature: \_\_\_\_\_

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

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

Please Print

Approved: \_\_\_\_\_  
Sheriff

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

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

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

**Reviewed:**

AGNES SOWLE, COUNTY ATTORNEY  
FOR MULTNOMAH COUNTY

Approved as to form:

By: \_\_\_\_\_  
Assistant County Attorney      Date

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

## **LYNCH Brad B**

---

**From:** WEBER Jacquie A [jacquie.a.weber@co.multnomah.or.us]  
**Sent:** Friday, May 21, 2010 10:49 AM  
**To:** LYNCH Brad B  
**Subject:** RE: Contract Review Request - US Forest Service

This contract may be circulated for signature.

---

**From:** LYNCH Brad B [mailto:brad.lynch@mcsso.us]  
**Sent:** Wednesday, May 19, 2010 9:47 AM  
**To:** WEBER Jacquie A  
**Cc:** DUNAWAY Susan M  
**Subject:** Contract Review Request - US Forest Service

Hi Jacquie. Attached are the CAF, APR, and amendment 4 (2010 financial and operating plan) for patrols of Forest Service lands for this summer. Also attached is the original agreement.

Thanks, Brad

**Brad Lynch**

Multnomah County Sheriff's Office  
Fiscal Unit  
501 SE Hawthorne Blvd, STE 350  
Portland, OR 97214  
Phone (503) 988-4336  
Fax (503) 988-4317  
email: [brad.lynch@mcsso.us](mailto:brad.lynch@mcsso.us)

<http://www.mcsso.us/>



# MULTNOMAH COUNTY AGENDA PLACEMENT REQUEST

(revised 12/31/09)

## Board Clerk Use Only

Meeting Date: \_\_\_\_\_  
Agenda Item #: \_\_\_\_\_  
Est. Start Time: \_\_\_\_\_  
Date Submitted: \_\_\_\_\_

**Agenda Title:** **Amendment 4 to Government Revenue Agreement 0607003 with the U. S. Department of Agriculture, Forest Service, for Summer Patrols of Forest Service Lands.**

*Note: If Ordinance, Resolution, Order or Proclamation, provide exact title. For all other submissions, provide a clearly written title sufficient to describe the action requested.*

**Requested Meeting Date:** June 3, 2010 **Amount of Time Needed:** N/A  
**Department:** Sheriff's Office **Division:** Enforcement  
**Contact(s):** Brad Lynch  
**Phone:** 503-988-4336 **Ext.** 84336 **I/O Address:** 503/350  
**Presenter(s):** Consent Calendar

## General Information

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

Approval of government revenue contract amendment 0607003-4.

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

The U. S. Forest Service will reimburse the Sheriff's Office for patrols on Forest Service lands within the Columbia River Gorge National Scenic Area and the Zigzag River Ranger District. The patrols include National Forest day use areas, campgrounds, vehicle parking areas, and trailheads. Primary patrol activity will be during the summer months of May through September. This amendment affects MCSO Patrol program offer # 60063A.

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

The Forest Service will reimburse the Sheriff's Office based on an hourly rate, with a maximum payment of \$36,750.00. This revenue has been anticipated and is included in the budgets for fiscal year 2011.

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

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

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

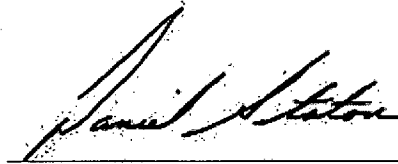
None, other than those described above.

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**Required Signature**

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Elected Official or  
Department/  
Agency Director:



Date: 05/24/10



# MULTNOMAH COUNTY

## AGENDA PLACEMENT REQUEST (short form)

APPROVED: MULTNOMAH COUNTY  
BOARD OF COMMISSIONERS  
AGENDA # C-2 DATE 6-10-2010  
LYNDA GROW, BOARD CLERK

### Board Clerk Use Only

Meeting Date: 6/10/2010  
Agenda Item #: C-2  
Est. Start Time: 9:30 am  
Date Submitted: 5/27/2010

**Agenda Title:** Appointment of Audit Committee Members

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

**Requested Meeting Date:** June 10, 2010 **Amount of Time Needed:** N/A  
**Department:** Non Departmental **Division:** Auditors Office  
**Contact(s):** Judy Rosenberger  
**Phone:** 83320 **Ext.**  **I/O Address:** 503/601  
**Presenter(s):** Consent Calendar

### General Information

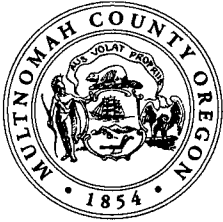
1. What action are you requesting from the Board?  
Consent Calendar
2. Please provide sufficient background information for the Board and the public to understand this issue. Please note which Program Offer this action affects and how it impacts the results.  
Appointment of Amy Anderson and reappointment of Jeannie McPherson to the Audit Committee -
3. Explain the fiscal impact (current year and ongoing).
4. Explain any legal and/or policy issues involved.
5. Explain any citizen and/or other government participation that has or will take place.

### Required Signature

Elected Official or  
Department/  
Agency Director:

Steve Mael

Date: May 27, 2010



# Office of Multnomah County Auditor


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Steve March  
County Auditor

501 SE Hawthorne Room 601  
Portland, Oregon 97214  
Phone: (503) 988-3320

Fran Davison  
Judith DeVilliers  
Joanna Hixson  
Craig Hunt  
Sarah Landis  
Shea Marshman  
Mark Ulanowicz

To: Jeff Cogen, County Chair  
Board of County Commissioners

From: Steve March, County Auditor 

Subject: Appointment of Audit Committee Members

Date: May 24, 2010

The County's Audit Committee has two vacancies for citizen members. One of these is for a current Audit Committee member, Jeanne McPherson, whose term expires June 30th. Jeanne is eligible for another three-year term and has agreed to serve on the Committee again. The other position was filled by Darren Beatty, who recently took a position with the County and is no longer eligible to serve on the Audit Committee. The Citizen Involvement Committee has recommended Amy Anderson, who has agreed to fill the remainder of Darren Beatty's term on the Audit Committee.

I am pleased to recommend these two individuals to serve on the County's Audit Committee and appreciate the efforts Kathleen Todd has put in finding well qualified and interested citizens willing to serve on the County's Audit Committee.

1. Jeanne McPherson will be taking a second term on the Audit Committee from July 1, 2010 through June 30, 2013. Jeanne McPherson is office manager and director of development for St. Philip Neri Parish. Jeannie has many years experience with the county on the Citizen's Advisory Committee, served as chair, and was a citizen member of the guidance team under the County's priority based budget process.
2. Amy Anderson will be filling the vacated citizen position which ends June 30, 2010. She is actively involved with the County and has experience as a CIC Committee board member (sub committee on departmental reviews), County Health Council, Quality Control member for Cascadia Behavioral Health centers, Co-chair for Cascadia Survivor Advisory Board, and County Jail Chaplain.

CC: Kathleen Todd, Director, Office of Citizen Involvement  
Mindy Harris, Chief Financial Officer



## MULTNOMAH COUNTY OREGON

### INTEREST FORM FOR CITIZEN ADVISORY BOARDS AND COMMISSIONS

In order to assess qualifications for appointment, it is important to fill out this form as completely as possible. You are encouraged to attach or enclose supplemental information or a resume detailing your involvement in volunteer activities, public affairs, civic services, published writing, affiliations, etc.

Please list in order of priority any Multnomah County Board or Commission on which you would be interested in serving: Audit Committee

Name: Amy Anderson

Address (including ZIP) : 3735 SE Sherman St. 97214

Phone: 503-230-6963

Are you a resident of Multnomah County? Yes: ☒ No: ☐

Employer: Retired

Are you employed in Multnomah County? Reside in Multnomah County

Occupation: Retired

E-Mail:  
[Advocate55@g.com](mailto:Advocate55@g.com)

#### Volunteer/Committee/Board Experience:

CIC Committee Board member (sub committee on departmental reviews) ; County Health Council; Quality Control Member for Cascadia Behavioral Health Centers; Co-Chair for Cascadia Survivor Advisory Board; County Jail Chaplain

Please list names and contact information of two people who may be contacted as personal references:

Kate Lee – 503-988-3674 x 26113

Pam Hiller – 503-740-8598 ( cell phone)

List any potential conflicts of interests between private life and public service which might result from service on a Citizen Advisory Board or Commission:

There are no conflicts.

Affirmative Action Information (Optional)

Sex/Racial Ethnic Background:

Birth Date:

My signature affirms that all information is true to the best of my knowledge and that I understand that any misstatement of fact or misrepresentation of credentials may result in this application being disqualified from further consideration or, subsequent to my appointment to a board/commission, may result in my dismissal.

Signature: via email

Date: 5/20/10

RETURN COMPLETED FORM TO: Office of Citizen Involvement  
501 SE Hawthorne Boulevard, Room 192  
Portland, Oregon 97214  
Contact: 503.988.3450  
FAX: 503.988.5674  
Email: [kathleen.m.todd@co.multnomah.or.us](mailto:kathleen.m.todd@co.multnomah.or.us)





## MULTNOMAH COUNTY OREGON

### INTEREST FORM FOR CITIZEN ADVISORY BOARDS AND COMMISSIONS

In order to assess qualifications for appointment, it is important to fill out this form as completely as possible. You are encouraged to attach or enclose supplemental information or a resume detailing your involvement in volunteer activities, public affairs, civic services, published writing, affiliations, etc.

Please list in order of priority any Multnomah County Board or Commission on which you would be interested in serving: Audit Committee

Name: Jeanne McPherson

Address (including ZIP) : 4112 SE Woodward St.  
Portland, OR 97202

Phone: 503-234-8069

Are you a resident of Multnomah County? Yes: ☒ No: ☐

Employer: St. Philip Neri Parish (Archdiocese of Portland in Oregon)

Are you employed in Multnomah County? Yes ☐

Occupation: Director of Development and Office Manager

E-Mail:

[Jeanneevns1@stphilipneripdx.org](mailto:Jeanneevns1@stphilipneripdx.org)

Volunteer/Committee/Board Experience:

CIC Committee Chair and Board member, United Way Allocation Committee, Multnomah County Guidance Team, St. Ignatious Pace and Justice Committee

Please list names and contact information of two people who may be contacted as personal references:

Dorothy Bruck 503-232-9419

Charlotte Bloebaum 503-730-5385

List any potential conflicts of interests between private life and public service which might result from service on a Citizen Advisory Board or Commission:

There are no conflicts.

**Affirmative Action Information (Optional)**

Sex/Racial Ethnic Background:

Birth Date:

My signature affirms that all information is true to the best of my knowledge and that I understand that any misstatement of fact or misrepresentation of credentials may result in this application being disqualified from further consideration or, subsequent to my appointment to a board/commission, may result in my dismissal.

Signature: via email

Date: 8/20/08

RETURN COMPLETED FORM TO: Office of Citizen Involvement  
501 SE Hawthorne Boulevard, Room 192  
Portland, Oregon 97214  
Contact: 503.988.3450  
FAX: 503.988.5674  
Email: [kathleen.m.todd@co.multnomah.or.us](mailto:kathleen.m.todd@co.multnomah.or.us)



# MULTNOMAH COUNTY AGENDA PLACEMENT REQUEST

(revised 12/31/09)

APPROVED: MULTNOMAH COUNTY  
BOARD OF COMMISSIONERS  
# C-3 DATE 6-10-2010  
JAN GROW, BOARD CLERK

## Board Clerk Use Only

Meeting Date: 6/10/2010  
Agenda Item #: C-3  
Est. Start Time: 9:30 am  
Date Submitted: 6/3/2010

**Agenda Title:** **Appointment of Damon Isiah Turner to the Multnomah County Commission on Children, Families and Community**

### Requested

Meeting Date: 6/10/2010

### Amount of

Time Needed: Consent Agenda

Department: Non-Departmental

Division: Chair's Office

Contact(s): Jeff Cogen, Barb Guthrie

Phone: (503) 988-3953 Ext. X83953 I/O Address: 503/600

Presenter(s): N/A

## General Information

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

Request Board approval of appointment of Damon Isiah Turner to the Multnomah County Commission on Children, Families & Community

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

The CCFC develops and prepares in accordance with state law a comprehensive plan for the delivery of services to be provided for children and families in the County. It oversees the implementation of the plan and monitors the outcomes, including state and county benchmarks. The CCFC receives and distributes federal and state community services funds for the County and ensures the effectiveness of community involvement in the poverty program planning process, reviews and approves local poverty program policy and monitors and evaluates program effectiveness.

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

None

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

None

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

None

## Required Signature

Elected Official or  
Department/  
Agency Director:

Date:

# Damon Isiah Turner

P.O. Box 56341  
Portland, OR 97238

E-Mail: Damon.Isiah.Turner@gmail.com  
Phone: 323-841-2773

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## VOLUNTEER ACTIVITIES

- City of Portland Independent Police Review Stakeholder Committee**      *Portland, OR*      May 2010 - present  
*Member:* Participate in effort to provide additional recommendations to the City Council to improve the City of Portland Independent Police Review (IPR) Division system as aspect of directive included in March 2010 ordinance 183657 designed to strengthen City's police oversight.
- City of Portland Human Rights Commission**      *Portland, OR*      March 2010 – present  
*Commissioner:* Participate in 15-member effort addressing issues of discrimination and community building; based on United Nations Universal Declaration of Human Rights; in Community and Police Relations Committee work with both communities addressing current issues
- Urban League Health Equity & Environmental Justice Task Force**      *Portland, OR*      January 2010 – April 2010  
*Member:* assist in committee addressing policy issues relative to health and environmental disparities evaluated in 2009 status report
- Big Brothers Big Sisters African-American Mentoring Advisory Board**      *Portland, OR*      September 2009 - present  
*Member:* Advise and fundraise for mentoring program pertaining to youth in Portland metro area; conduct outreach; serve as Treasurer
- City of Portland Portland Children's Levy Grant Review Panel**      *Portland, OR*      March 2009 - April 2009  
*Member:* Evaluated grant proposals for three year funding cycle to support providers and programs for Early Child Program Services
- Urban League Employment and Economic Development Task Force**      *Portland, OR*      February 2009 – April 2010  
*Member:* assist in committee addressing employment and sustainable jobs issues in Oregon; testify on behalf of group on local legislative hearings
- Urban League Education Task Force**      *Portland, OR*      February 2009 – April 2010  
*Member:* assist in research and testimony on behalf of state and local education issues pertaining to youth K through 12.
- Men's Health Project Coordinating Committee**      *Portland, OR*      February 2009 - present  
*Member:* Co-coordinate health related community engagement projects and monthly forums concerning men's health issues for project of Center for Healthy Inclusive Parenting in Department of Continuing Education at Portland State University; co-coordinate annual Men's Health Fair
- City of Portland Public Involvement Advisory Council (PIAC)**      *Portland, OR*      August 2008 - present  
*Member:* Participate in 30-member effort developing best practices related to improving public involvement across City of Portland bureaus; in Community Involvement Committee, develop practices relative to partnering with community based organizations and broader community.
- Black United Fund of Oregon Grant Evaluation Committee**      *Portland, OR*      September 2008 - present  
*Member:* Evaluate grant proposals and conduct fact finding interviews of community based non-profits for annual funding consideration

# Damon Isiah Turner

P.O. Box 56341  
Portland, OR 97238

E-Mail: Damon.Isiah.Turner@gmail.com  
Phone: 323-841-2773

## WORK EXPERIENCE

### **Know Agenda Consulting**

Portland, OR

March 2009 - present

*Consultant/ CEO:* Provide grant writing, project management support to non-profit organizations and community based projects; strategy, event planning for political campaigns; recent projects have included: *Project Coordinator*, Mens Health Project, manage development of health care community based partnership website with partner organizations (April 2010 - present); *Deputy Campaign Manager*, Maria Rubio for Multnomah County Commissioner campaign (March 2010 - May 2010)

### **Metropolitan Family Service**

Gresham, OR

October 2007 - present

*Program Activity Instructor:* Provide facilitation and coordinating support for after school SUN (Schools Uniting Neighborhoods) program for 100 students at Clear Creek Middle School in Gresham-Barlow School District; facilitate classes in tutoring, computers, research, debate and book club.

### **MTV Networks/ MTV Films**

Los Angeles, CA

October 2002 - July 2006

*Acquisitions Coordinator:* Screened films for potential acquisition for film division, MTV Films; assisted in marketing plans for acquired films; maintained relationships with talent, literary & below-the-line agents, writers, marketing & new media contacts; processed invoices to finance department & for charitable donations; created purchase orders for vendors; set travel & meetings across time zones; set screenings of acquired films for marketing department and for general public up to audiences of 200; reviewed agreements; co-coordinated internship program.

### **MTV Networks/ MTV Films**

Los Angeles, CA

June 2002 - October 2002

*Intern:* Wrote coverage (plot breakdowns and analytical opinions) for submitted scripts to film production division of MTV: Music Television; answered phones, dubbed dvds, 3/4" & VHS tapes; transferred deliverables to various production departments at Paramount Pictures studio lot.

### **MTV Networks/ MTV: Music Television**

New York, NY

September 2001 - May 2002

*Intern:* Conducted research in Department of Research and Planning, Qualitative Division; compiled quarterly international region ratings data; wrote Q-Score reports from data about performers; researched data on teen lifestyle choices from market studies for Advertising Sales Department.

### **The National Center for Children and Families**

New York, NY

May 2001 - May 2002

*Research Associate:* Conducted home visits/ interviews of mothers of 9 year old boys for National Institute of Mental Health's Boys Health & Development Project at Columbia University in four-year study of biological /social correlates of emotional development between 4th and 7th grades.

### **Center for Urban Research and Policy**

New York, NY

September 2000 - May 2002

*Program Associate:* Researched information for proposed MPA Program for Community Builders at Columbia University's School of International & Public Affairs; managed database; researched legislation, participants for David Dinkins Leadership & Public Policy Forum and other conferences

### **Los Angeles Conservation Corps**

Los Angeles, CA

September 1999 - September 2000

*AmeriCorps Member:* Provided support for *After School Program* at two respective sites within Los Angeles Unified School District: (1) at Estrella Community Development Corporation, managed staff of 7 in the facilitation of 60 Kindergarten - 11 grade students in after-school enrichment program while co-supervising class of 10 male students; (2) at Foshay Learning Center, provided literacy tutoring to 9 middle school students.

### **Fresh Air Fund**

New York, NY

June 1999 - August 1999

*Intern/ Head Counselor:* Supervised 13 General Counselors in the coordination of 51 8th grade students at Camp Mariah's Career Awareness Program introducing students to career and educational opportunities; facilitated workshops and activities; co-managed focus group of 6 students.

### **"I Have A Dream" Foundation - Oregon**

Portland, OR

August 1997 - August 1998

*AmeriCorps Member:* Monitored academic progress of focus group of 16 high school seniors in Dreamer Class I at schools across Portland, Gresham-Barlow, Reynolds, and Parkrose school districts; maintained communication with Class I sponsors, project coordinators and parents; organized college financial aid sessions, visits and community service learning projects with 4 member team for 110 students in Dreamer Class I.

### **Southern Christian Leadership Conference (SCLC)**

Atlanta, GA

June 1997 - August 1997

*Intern:* Assisted committee in coordination of events for Annual National Conference; assembled mailings to sponsors and members.

### **Secretary of State, State of Oregon**

Salem, OR

May 1996 - August 1996

*Intern:* Conducted campaign finance reform research project for Executive Division that tracked contributions & expenditures of state political candidates for May 1996 primary election to measure the impact of enacted Campaign Finance Reform legislation that limited contribution limits.

### **Oregon Governor's School for Citizen Leadership**

Salem, OR

June 1992 - July 1995

*Residence Life Staff:* Provided 24 hour staffing for annual three week Summer Leadership Institute at Willamette University providing community leadership training to high school students; coordinated service projects & facilitated sessions on environment, conflict resolution, & diversity issues.

## SKILLS

Microsoft Word, Excel, Power Point, Access, Outlook, Now Software (Up-to-Date & Contact), FileMaker Pro, ServicePoint, limited HTML, type 70 wpm, internet research tools (e.g. ProQuest, Lexis Nexus, THOMAS)

## EDUCATION

**Columbia University:** Master of Public Administration

New York, NY

September 2000 - May 2002

**Clark Atlanta University:** Bachelor of Arts of Communications

Atlanta, GA

September 1994 - July 1997



## MULTNOMAH COUNTY OREGON

### INTEREST FORM FOR CITIZEN ADVISORY BOARDS AND COMMISSIONS

In order to assess qualifications for appointment, it is important to fill out this form as completely as possible. You are encouraged to attach or enclose supplemental information or a resume detailing your involvement in volunteer activities, public affairs, civic services, published writing, affiliations, etc.

- A. Please list in order of priority any Multnomah County Board or Commission on which you would be interested in serving:

Multnomah County Commission on Children, Families & Community

- B. Name: Damon Isiah Turner

Home Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Home Phone: \_\_\_\_\_ Email Address: \_\_\_\_\_

- C. Current Employer: Know Agenda Consulting

Work Address: P.O. Box 56341

City: Portland State: OR Zip: 97238

Job Title: Consultant

Work Phone: \_\_\_\_\_ Email Address: damon@know-agenda.com

FAX Number: \_\_\_\_\_

- D. Please list current and past volunteer activities:

Dates:	Name of Organization:	Responsibilities:
March 2010 – present	City of Portland <b>Human Rights Commission</b>	Participate in 15 member effort addressing issues of discrimination and community building; based on

		United Nations Universal Declaration of Human Rights; in <i>Community and Police Relations Committee</i> , work with both committees on addressing current, systemic and topical issues
August 2008 - present	City of <b>Portland Public Involvement Advisory Council</b>	Participate in 30-member effort developing best practices related to improving public involvement across City of Portland bureaus; in <i>Community Involvement Committee</i> , develop practices relative to partnering with community based organizations and broader community
<b><i>Please see attach sheet for comprehensive list</i></b>		

- E. List name, address and telephone numbers of two people who may be contacted as personal references:

Maria Lisa Johnson, Director, Office of Human Relations, 5315 N. Vancouver Ave. 97217  
503-823-4428; marialisa.johnson@portlandoregon.gov

Maria Rubio, Consultant, MCResources, 3726 NE 79<sup>th</sup> Ave., Portland, 97213  
503-502-9833, mariarubio26@aol.com

- F. List any potential conflicts of interests between private life and public service which might result from service on a Citizen Advisory Board or Commission:

Not applicable

- G. Affirmative Action Information (*Optional*)

CCFC is working to ensure participation of diverse and/or under-represented populations and communities on our Commission. We also work to meet state and federal requirements related to composition and representation on the Commission. As an example, one-third of our membership must live on a low-income. We may not have any more than 50% of our members who are employed with child or youth serving organizations or agencies. Our goal is to meet these requirements as well as build a membership which reflects the cultural, racial, ethnic, gender, sexual orientation, age, and economic diversity of Multnomah County.

☒ Yes

☐ No

I currently live, work or go to school in Multnomah County

☐ Yes

☐ No

My job is with a child/youth service/advocacy agency.

☐ Yes

☐ No

I am currently living at or below 200% of poverty level.  
(See chart on page #3)

☒ African-American

☐ Asian

☐ Pacific Islander

☐ Native American/American Indian

☐ Caucasian

☐ Multi-Racial/Multi/Ethnic



**The 2009 Poverty Guidelines for the  
48 Contiguous States and the District of Columbia  
Contiguous States and the District of Columbia**

<b>Persons in family</b>	<b>Poverty guideline</b>
1	\$10,830
2	14,570
3	18,310
4	22,050
5	25,790
6	29,530
7	33,270
8	37,010
For families with more than 8 persons, add \$3,740 for each additional person.	

My signature affirms that all information is true to the best of my knowledge and that I understand that any misstatement of fact or misrepresentation of credentials may result in this application being disqualified from further consideration or, subsequent to my appointment to a board/commission, may result in my dismissal.

Signature: \_\_\_\_\_ Date: May 24, 2010

RETURN COMPLETED FORM TO: MULTNOMAH COUNTY CHAIR'S OFFICE  
501 SE Hawthorne Boulevard, Suite 600  
Portland, Oregon 97214  
Contact: Ruth Langlois 503-988-3308 Ext. 85531  
FAX: 503.988.3093  
Email: [ruth.r.langlois@co.multnomah.or.us](mailto:ruth.r.langlois@co.multnomah.or.us)

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

**RESOLUTION NO. 10-**

Adopting Financial and Budget Policies for Multnomah County, Oregon for fiscal year 2010-2011 and repealing Resolution 09-070.

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

- a. The Board is the fiscal authority for Multnomah County government.
- b. The Department of County Management is responsible for the budget and fiscal operations of the County.
- c. The Chief Financial Officer and Budget Director are responsible for the preparation and management of the budget and for the management of the financial operations of the County.
- d. A financial and budget policy will provide for prudent financial practices.

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

1. The Financial and Budget Policies set forth in Exhibit A are the policies of Multnomah County.
2. The Chief Financial Officer is directed to administer these Financial and Budget Policies.
3. The Chief Financial Officer is directed to review and update these policies as needed but not less than annually.
4. The Chief Financial Officer is directed to inform the Board on the status of these policies annually.

This Resolution replaces Resolution No. 09-070.

Adopted this 10th day of June, 2010.

BOARD OF COUNTY COMMISSIONERS  
FOR MULTNOMAH COUNTY, OREGON

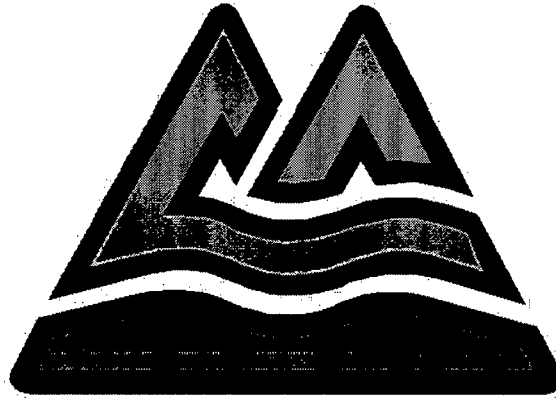
\_\_\_\_\_  
Jeff Cogen, Chair

REVIEWED:  
AGNES SOWLE, COUNTY ATTORNEY  
FOR MULTNOMAH COUNTY, OREGON

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

SUBMITTED BY:  
Mindy Harris, Chief Financial Officer, Interim Director, Department of County Management

**EXHIBIT A**



**MULTNOMAH  
COUNTY**

**FINANCIAL AND BUDGET POLICIES**

**FISCAL YEAR 2010-2011**

Prepared by: Department of County Management

# Financial & Budget Policies

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## Table of Contents

Goals .....	1
Financial Forecasts for the General Fund .....	1
Tax Revenues .....	2
Transportation Financing .....	4
Federal/State Grant and Foundation Revenues .....	5
Indirect Cost Allocation .....	6
Use of One-Time-Only Resources .....	7
User Fees, Sales, and Service Charges.....	8
Budgeted General Fund Reserves .....	9
General Fund Emergency Contingency .....	11
Capital Asset Management Policies.....	11
Long-Term Liabilities .....	15
Accounting and Audits.....	16
Fund Balances and Spending Prioritization .....	17
Fund Accounting Structure .....	17
Internal Service Funds.....	19
Liquidity and Accounts Payable .....	20
Banking, Cash Management and Investments .....	20
Short-term and Long-term Debt Financings .....	21
Interfund and Insubstance Loans .....	24
Component Units of Multnomah County.....	25

# Financial & Budget Policies

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## Goals

The goals of the County's financial policies are:

1. To preserve capital through prudent budgeting and financial management.
2. To achieve the most productive use of County funds that meets the goals of the Board of County Commissioners.
3. To ensure that all finance-related activities meet generally accepted accounting principles.
4. To achieve a stable balance between the County's ongoing financial commitments and the continuing revenues available to the County.
5. To leverage local dollars with federal and state funding/grants.
6. To provide an accountable form of government to the citizens of Multnomah County.

## Financial Forecasts for the General Fund Background

Governments at all levels should forecast major revenues and expenditures. The forecast should extend at least three to five years beyond the budget period and be regularly monitored and updated. It should be clearly stated and available to participants in the budget process, as should its underlying assumptions and methodology. The forecast should also be referenced in the final budget document. To improve future forecasting, the variances between previous forecasts and actual amounts should be analyzed. The variance analysis should identify all factors that influence revenue collections, expenditure levels, and forecast assumptions.

## Policy Statement

The Board of County Commissioners recognizes the importance of developing a combined revenue and expenditure forecast. The Budget Office will prepare a five-year financial forecast for the General Fund to assess the long-term financial implications of current, as well as proposed, policies and programs. The forecast will detail assumptions regarding both short-term and long-term financial issues facing the county. Those assumptions will guide the development of appropriate financial strategies to achieve the goals outlined above. The forecast will be referenced on the County's website and incorporated in the annual budget document. The General Fund revenue and expenditure forecast will:

1. provide an understanding of available funding;
2. evaluate financial risk;
3. assess the likelihood that services can be sustained;
4. assess the level at which capital investment can be made;
5. identify future commitments and resource demands;
6. identify the key variables that might change the level of revenue; and
7. identify one-time-only resources and recommend appropriate uses.

## Status

The County is in compliance with this policy.

# Financial & Budget Policies

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## Tax Revenues

State statutes and the County Code provide Multnomah County with the ability to raise revenue through taxation. The County currently utilizes the following taxes:

- 1) **Property Taxes** are governed by state statute and the Oregon Constitution and are levied for the following purposes:
  - a. a "Permanent Rate" is available for general uses, that is set at \$4.34 per \$1,000 of assess value;
  - b. a five year "Local Option" levy for Library operations that is set at \$0.89 per \$1,000 of assessed value; and
  - c. a levy to pay debt service on General Obligation Bonds that is set annually at a level to provide sufficient revenue to support the payments.
- 2) **Business Income Tax** is set at 1.45% of net business income generated in Multnomah County. This tax is authorized by County Code, Chapter 12.
- 3) **Motor Vehicle Rental Tax** is set at 17% of the value of rental fees. The first 14.5% is available for general uses. The remaining 2.5% supports the Oregon Convention Center under an agreement with the Metropolitan Service District. This tax is authorized by County Code, Chapter 11.
- 4) **Transient Lodging Tax** is set at 11.5% of the room rent charged by hotel operators. Nearly all of the County proceeds from this tax are used to support the Oregon Convention Center and other tourist amenities under an agreement with the Metropolitan Service District. This tax is authorized by County Code, Chapter 11.
- 5) **Motor Vehicle Fuel Tax** is set at 3 cents per gallon of gasoline (or diesel) sold in Multnomah County. The proceeds of this tax are dedicated to transportation programs. This revenue is shared by Multnomah County and the cities of Portland, Gresham, Troutdale, and Fairview. This tax is authorized by County Code, Chapter 11.

## Policy Statement

The Board recognizes that taxation is necessary to provide public services to the citizens of the county. When considering changes to the County's tax structure, the Board will consider:

1. the ability of taxpayers to pay the taxes;
2. the impact of taxes imposed by the County on other local governments;
3. the effect of taxes on the county economy;
4. the administrative and collection costs of the taxes; and
5. the ease with which the taxes can be understood by taxpayers.

State statutes allow the County to levy "local option" taxes that are not allowed

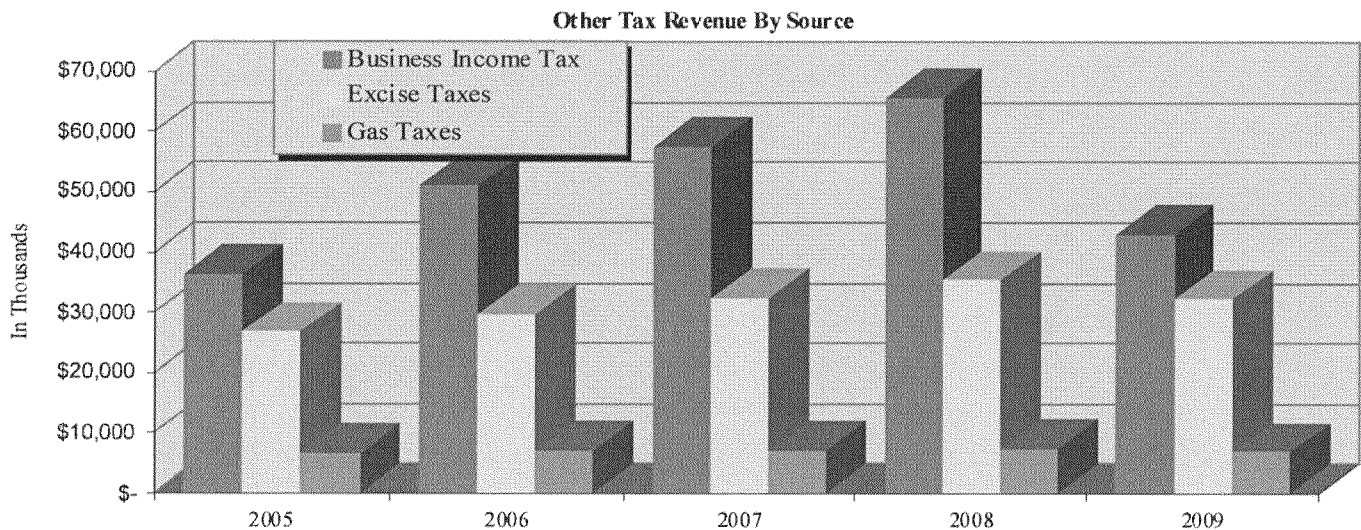
# Financial & Budget Policies

to exceed five years. It is the intent of the Board to use this short-term revenue source to fund priority service programs only after all other sources of revenue have been analyzed and have been determined not to be feasible. The County currently has one local option levy that supports Library services. The tax is set at 89 cents per thousand dollars of assessed value. It is in place until June 30, 2012.

All decisions to levy taxes are made in an atmosphere of intense public and internal debate, particularly with regard to the progressivity of the tax, its administrative cost, its impact on the regional economy, its effect on other local governments, and the degree to which the tax might be acceptable to the public.

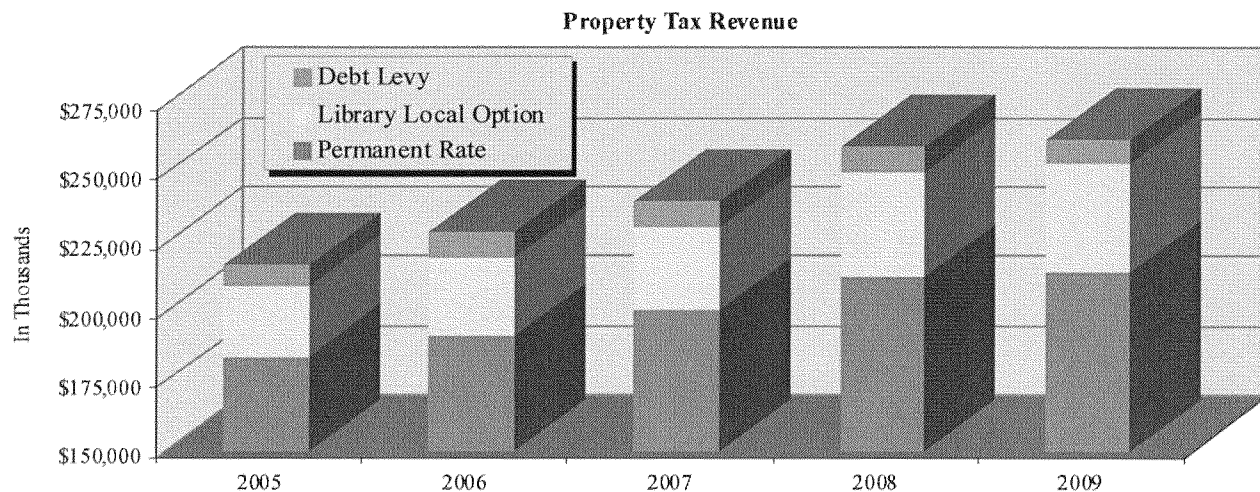
## Status

The County's tax revenues represent about 40% of the total Governmental Fund Type revenues (General and Special Revenue Funds). The following graphs depict actual tax revenue by source (\$ in thousands). No new taxes are proposed in the FY2011 budget.



	2005	2006	2007	2008	2009
Business Income Tax	\$ 36,463	\$ 50,980	\$ 57,399	\$ 65,650	\$ 42,900
Excise Taxes	\$ 26,788	\$ 29,680	\$ 32,370	\$ 35,344	\$ 32,216
Gas Taxes	\$ 6,744	\$ 7,234	\$ 7,212	\$ 7,468	\$ 6,945
Total Other Tax Revenues	\$ 69,995	\$ 87,894	\$ 96,981	\$ 108,462	\$ 82,061

# Financial & Budget Policies



	2005	2006	2007	2008	2009
Permanent Rate	\$ 184,729	\$ 192,007	\$ 201,160	\$ 213,236	\$ 215,034
Library Local Option	\$ 25,137	\$ 27,942	\$ 30,280	\$ 37,938	\$ 39,427
Debt Service Levy	\$ 7,885	\$ 9,364	\$ 9,271	\$ 9,050	\$ 8,170
Total Property Taxes	\$ 217,751	\$ 229,313	\$ 240,711	\$ 260,224	\$ 262,631

## Transportation Financing Background

Multnomah County owns, operates and maintains approximately 300 miles of urban and rural roads and 30 bridge structures, six of which are Willamette River bridges (Sauvie Island, Broadway, Burnside, Morrison, Hawthorne and Sellwood). Ongoing maintenance and improvements to the transportation infrastructure are necessary for economic growth, to alleviate existing transportation problems, and to maintain the livability of the region. Regional growth has placed additional demands on the transportation system. Growth, coupled with funding limitations, increases demands far beyond available resources.

Approximately 60% of the transportation revenue received by the County is generated from state and local gasoline and diesel fuel taxes.

The state tax remained constant at 24 cents per gallon since 1993. The 2009 legislature enacted a six cent per gallon increase in the state gas tax which will take effect in January, 2011. The local County gas tax has been set at 3 cents per gallon since 1981, with no adjustments for inflation. To put that into context, while the number of vehicle miles traveled in Multnomah County has risen by 19% since the last tax increase there has only been a 3% increase in tax revenues over that time.

The gas tax is becoming a less effective source of funding as fuel efficient vehicles and alternative modes of transportation have become more popular. In addition, continued increases in the price of gasoline and the recent economic downturn have resulted in a reduction in gallons sold which will further reduce the County's ability to maintain roads and bridges.



# Financial & Budget Policies

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To help partially address the gap between revenues and expenditure needs, the Board of County Commissioners enacted a local vehicle registration fee that was authorized by the 2009 legislature. The fee is set at \$19 per vehicle per year and is expected to raise approximately \$11 million annually. The Board has directed that the vehicle registration fee revenue be used to service debt payments associated with construction of a new Sellwood Bridge.

Transportation revenue forecasts have the County facing challenges of balancing the demands of maintenance, preservation, capital expansion, safety and environmental regulations. The 20-year Transportation Capital Plan noted a significant shortfall between identified needs and available resources.

**Policy Statement** It is the policy of the Board to support statewide and regional funding for transportation-related needs. If state and regional funding is inadequate, the County works with jurisdictions within its boundaries to address the transportation funding needs of local governments.

**Status** Multnomah County's Capital Improvement Plan and Program (CIPP) for 2010 to 2014 was presented to the Board of County Commissioners in May 2010. This plan identified various capital project needs totaling over \$1 billion.

In FY 2010 the Chair and Board have continued to raise the awareness of the challenges faced by the County due to the shortfall of transportation revenue. The Board's acceptance of the CIPP forms the basis for the selection and funding of road and bridge projects. They are working with the Regional, State and Federal partners to address transportation funding issues.

## Federal/State Grant and Foundation Revenues Background

Grants and foundation funds are used, and provide significant leverage, to support an array of County services. Most of these revenues are restricted to a specific purpose, such as health and social services or public safety.

**Policy Statement** The Board understands that grants and private sources present opportunities and risks. They allow the County to provide basic or enhanced levels of service and to cover gaps in services, but they may also commit the County to serving larger or different groups of clients which would put pressure on County-generated revenues if the grant were withdrawn. When applying for a grant, the Board will consider:

1. Opportunities for leveraging other funds to continue the program.
2. The amount of locally generated revenue required to supplement the revenue source.
3. Whether the revenue will cover the full cost of the proposed program, or

# Financial & Budget Policies

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whether the County is expected to provide program support and administrative overhead. It is the intent of the County to recover all costs related to grant and foundation revenues.

4. The degree of stability of the funding source.
5. Whether decline or withdrawal of the revenue creates an expectation that the County will continue the program.
6. How County programs can maximize revenue support from state or federal sources.
7. Whether the funds are used for pilot or model programs and will result in a more efficient and/or effective way of doing business.
8. Whether the funds are aligned with the County's mission and goals.

Departments will provide the Board with a notice of intent before applying for grant funding. If the timing of a grant application makes it impossible for a Department to provide advance notice, the department will provide such notice at its earliest opportunity after applying for the grant.

After a grant or contribution is awarded any external restrictions on the use of the revenue will be noted by the department on the budget modification form. The Board requires the resources to be used in accordance with any stipulated restrictions and prior to using unrestricted revenues including General Fund appropriations for the same program or purpose.

## Status

In the interest of consistency in handling external funding and in the interest of full disclosure of potential grant resources, all NOI's to apply for grant funding and grant awards are approved by the Board regardless of originating department. Information provided by departments when submitting notices of intent is intended to address the above considerations.

## Indirect Cost Allocation Background

The Federal government recognizes identifiable overhead costs are incurred in providing services to support grants and contracts. Therefore, the Office of Management and Budget (OMB) establishes principles and standards to provide a uniform approach for determining costs and to promote effective program delivery, efficiency and better relationships between governmental units and the Federal government. The County's indirect cost allocation plan is prepared annually in accordance with OMB guidelines. The County's plan categorizes indirect costs in two ways: the first establishes support costs internal to individual departments within the County and the other identifies Countywide support costs (such as Budget, County Auditor, Finance and Equipment Use). The County's indirect cost allocations are charged to dedicated grantor revenues to the fullest extent allowed.

## Policy Statement

It is the policy of the Board to recover from dedicated revenue sources the full cost of programs supported by those sources. The full cost includes the appropriate proportionate share of the cost of County administrative overhead functions attributable to programs funded with dedicated revenues.

# Financial & Budget Policies

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The exception to the above policy occurs when the grantor agency does not allow the grantee to charge indirect costs or allows only a fixed amount or a maximum indirect cost rate. The Board will have the final authority to accept a grant that does not allow the recovery of all or part of indirect costs. In that event the General Fund will absorb any indirect cost attributable to the program. When applying for grants and requesting Board approval, the NOI will indicate whether or not the grant provides for indirect costs.

In 1990 the County's cognizant Federal Agency, the Department of Health and Human Services (DHHS), approved the County's indirect cost allocation plan. This approval remains in effect until advised otherwise by DHHS or until the County receives a newly designated cognizant Federal Agency.

The Department of County Management is responsible for preparing an Indirect Cost Allocation Plan that meets the requirements of the Office of Management and Budget (OMB) Circular A-87. Central service and departmental administrative support provided to non- General Fund programs, activities, and/or functions that are not recovered by internal service charges or billed directly to dedicated revenues will be recovered through an indirect rate based on the approved Indirect Cost Allocation Plan.

## Status

The County updates the plan and certifies the accuracy of its indirect cost rate proposal and cost allocation plan on an annual basis.

## Use of One-Time-Only Resources Background

Unrestricted one-time-only resources present organizations with temptations that are hard to resist. In the short run it appears more beneficial to allocate such resources to the highest priority public service that would otherwise be unfunded than to restrict them to costs associated with one-time needs and those that will not recur in following years. However, the result of this practice is to expand operational levels and public expectations beyond the capacity of the organization to generate continuing funding. This inevitably produces shortfalls and crises.

Sustaining an ongoing program level by deferring necessary expenditures or by incurring future obligations also inevitably produces shortfalls and crises.

## Policy Statement

It is the policy of the Board that the County will fund ongoing programs with ongoing revenues, and to restrict the allocation of one time revenues to non-recurring expenditures.

Examples of one time revenues include:

- Proceeds on the sale of capital assets
- Business Income Taxes collected in excess of budgeted revenues
- General Fund ending fund balance in excess of budgeted balance

# Financial & Budget Policies

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When the County budgets unrestricted one-time-only resources, the Board will consider setting these funds aside for reserves or allocating them to projects or programs that will not require future financial commitments. The Board will consider the following when allocating these one-time-only resources:

1. The level of reserves set aside as established by these Financial and Budget policies adopted by the Board.
2. The County's capital needs set out in the five-year Capital Improvement Plan or Information Systems Development Plan.
3. One-time only spending proposals for projects or pilot programs, particularly investments that may result in innovative ideas or technology, long-term efficiencies or savings that do not require ongoing support.
4. Bridge or gap financing for exiting programs for a finite period of time.

## Status

During budget deliberations the Budget Director is responsible for providing a list of sources and uses of one-time-only funds and informing the Chair and the Board on the recommended use of the funds received. With this information, the Board is able to appropriate and direct one time only resources to infrequent and unique expenditures in an effort to achieve compliance with this policy.

## User Fees, Sales, and Service Charges Background

User fees are generally intended to cover all the costs or an agreed upon portion of the costs for providing services. Inflation or increased service delivery can erode the established user fees if the cost of service increases faster than revenue from fee increases.

It is the general policy of the Board that user fees and service charges be established at a level to recover the costs to provide services. Exceptions to this policy will be made depending on the benefit to the user of the service, the ability of the user to pay for the service, the benefit to County citizens, and the type of service provided.

## Policy Statement

As part of budget deliberations and during negotiations of Intergovernmental Agreements, departments will be responsible for informing the Chair of a fully-loaded cost analysis presenting the fee structure necessary to recover 100% of the cost of providing services. Departments will also recommend whether fees or charges in each area should be set to recover 100% of the costs or be set at a lower rate, such as a sliding scale fee. The recommendation to the Chair will consider the benefits to an individual or agency, the benefits to County citizens, and the ability of users to pay for the service. The Budget Office is responsible for ensuring that departments include all costs associated with providing the service.

User fees and service charges collected by County agencies will be periodically reviewed. Based on this review, the Chair will make recommendations to the Board regarding proposed changes to fee or service charge schedules.

# Financial & Budget Policies

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Revenues generated from sales (and commissions on sales) of goods and services sold in County-owned or leased facilities are to be credited to the County's General Fund unless:

1. they are generated for inmate welfare commissary operations;
2. they are generated in Library facilities used for Library operations;
3. they are generated by internal service providers and offset rates charged to departments; or
4. the Board grants an exception.

## Status

Departments are generally responsible for reviewing the fees and charges associated with their operations on an annual basis.

## Budgeted General Fund Reserves Background

Using all available ongoing revenue each year to pay for ongoing programs can result in fluctuations in program levels as revenues vary from one year to the next. Adding programs in one year (based on positive short term receipts) can cause the same or other programs to be cut in the next year if costs outpace revenues. This has a detrimental effect on service delivery over time, reducing efficiency and causing budgetary and political problems that can be avoided if program decisions are made in the context of the County's long-term financial capacity.

The County's General Fund is weighted toward a handful of revenues that make up approximately 90% of total resources. Because the revenue stream is not very diverse, and the major source of General Fund revenue is limited by the State Constitution, it is critical that the County maintain an appropriate level of reserves.

Maintaining an appropriate reserve helps the County maintain its favorable bond rating, which is currently Aaa from Moody's Investors Service for the County's General Obligation bonds. Moody's generally established benchmark for the General Fund Balance or reserve is a dollar amount equal to at least 10% of actual General Fund revenues.

Moody's general guidelines for issuing bond ratings presume that an entity has a sufficiently diverse revenue stream to enable it to sustain adversity of any one of the revenue sources. In addition, the guidelines presume that the entity is not facing future liabilities it will be unable to meet or that it has adopted and followed a plan to address significant known liabilities.

## Policy Statement

The Board understands that to avoid financial instability, continuing requirements should be insulated from temporary fluctuations in revenues.

It is the goal of the Board to fund and maintain a General Fund budgeted reserve, designated as unappropriated fund balance and funded at approximately 10% of the "corporate" revenues of the General Fund. Corporate revenues are defined as revenues that are available for general use

# Financial & Budget Policies

and over which the Board has complete discretion.

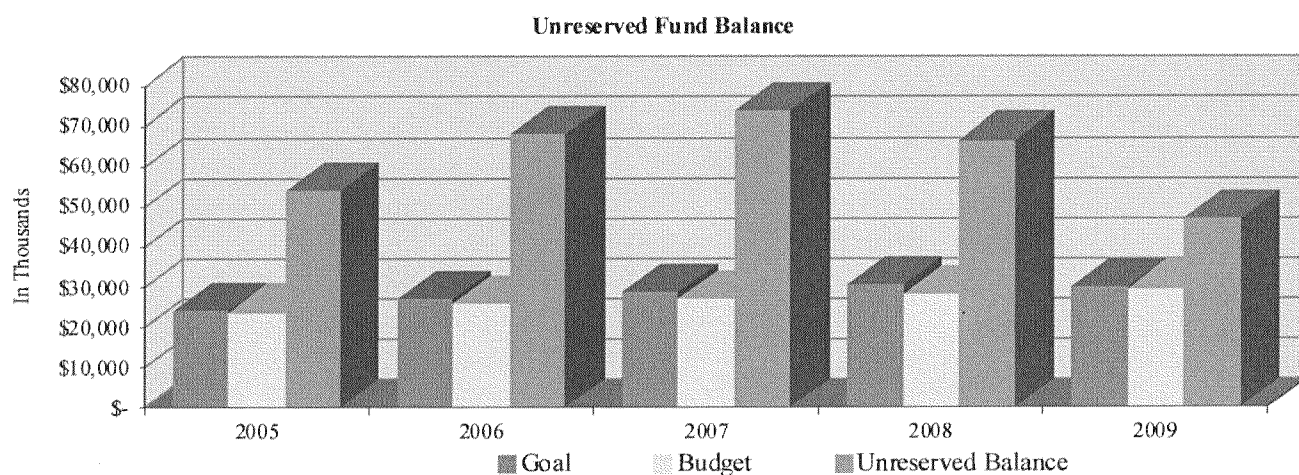
Corporate revenues include Property Tax, Business Income Tax, Motor Vehicle Rental Tax, State Revenue Sharing (Cigarette, Liquor, Video Lottery, and Amusement Device Taxes), and Interest Earnings. These revenue sources account for approximately 90% of total General Fund resources excluding Beginning Working Capital.

The budgeted reserve account in the General Fund, designated as unappropriated fund balance is to be used when overall revenue growth falls below the rate of annual revenue change achieved during the prior ten years.\* In years when basic revenue growth falls below long-term average growth, the Board will reduce the unappropriated fund balance to continue high priority services that could not otherwise be funded by current revenues. If the reserve account is so used, to maintain fiscal integrity, the Board will seek to restore the account as soon as possible.

## Status

The FY 2011 reserves are budgeted at \$29.9 million based on current forecasts.

The following graph shows the reserve goal, budget and actual unreserved fund balance (\$ in thousands). The budgeted reserves do not include funds budgeted in contingency.



	2005	2006	2007	2008	2009
Goal	\$ 24,131	\$ 26,832	\$ 28,658	\$ 30,513	\$ 29,920
Budget	\$ 23,758	\$ 26,008	\$ 27,000	\$ 28,250	\$ 29,600
Unreserved Balance	\$ 54,035	\$ 68,150	\$ 73,988	\$ 66,514	\$ 46,714

\* "Growth" is defined as total increase in fiscal year compared to the amount in the prior fiscal year, adjusted for changes in collection method, accrual method, or legislation defining the rate or terms under which the revenue is to be collected.

# Financial & Budget Policies

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## General Fund Emergency Contingency Background

General Fund contingency transfers have a significant effect on the annual budget process by reducing the amount of ending fund balance that is carried over to the subsequent fiscal year as beginning working capital. Contingency transfers should be reviewed in the context of other budget decisions so that high priority programs and projects are not jeopardized.

## Policy Statement

The Board understands that in order to avoid financial instability, continuing requirements cannot increase faster than continuing revenues. It is the policy of the Board to establish an emergency contingency account in the General Fund, as authorized by ORS 294.352, each fiscal year during the budget process. The account will be funded at a level consistent with actual use of transfers from contingency during the prior ten years.

To maintain financial stability, the following guidelines should be used by the Board in considering requests for transfers from the General Fund Contingency Account:

1. One-time-only allocations.
2. Contingency funding limited to the following:
  - a) Emergency situations which, if left unattended, will jeopardize the health and safety of the community.
  - b) Unanticipated expenditures necessary to keep a public commitment or fulfill a legislative or contractual mandate, or which have been demonstrated to result in significant administrative or programmatic efficiencies that cannot be covered by existing appropriations.
3. The Board may, when it adopts the budget for a fiscal year, specify programs it wishes to review during the year and increase the Contingency account to provide funding to support those programs if it chooses. Contingency funding of such programs complies with this policy.

## Status

The Budget Director is responsible for informing the Board if contingency requests submitted for Board approval meet the criteria of this policy. In addition, each year the Budget Director will provide an annual report to the Board detailing the prior fiscal year's contingency actions. This report will include the total dollar amount of contingency requests, dollar amount approved, and dollar amount that did not meet the criteria of this policy.

## Capital Asset Management Policies Background

Capital financial management policies demonstrate to the credit rating industry and prospective investors (bond buyers) the County's commitment to sound financial management. Adherence to adopted policies ensures the integrity of the planning process and leads to maintaining or improving bond ratings and lowering the cost of capital.

In general, a facilities and property management plan includes three phases: (1) capital improvement planning and funding; (2) facility operations and long-term maintenance plan and funding; (3) property management, to determine

# Financial & Budget Policies

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best use or disposition of property.

Multnomah County owns 80 buildings with a historical cost of approximately \$420 million and an estimated replacement cost of \$910 million. The County currently carries a \$125 million property insurance policy per occurrence. Structural and systems maintenance in the County's capital plan is largely a non-discretionary activity. That is, the question is not whether such expenditures are necessary but in what year to schedule the expenditure on particular projects. Deferral of capital improvements and maintenance creates an unacceptable unfunded liability and contributes to further deterioration of properties.

The Board of County Commissioners may authorize the sale, long-term lease, or development of property and/or improvements and may authorize full faith and credit financing obligations. It is financially prudent to plan capital acquisition, improvement and maintenance projects adequately and to address the unfunded need for capital improvements so that decisions about the use of revenues and financing may be made in an orderly and effective manner.

During the annual budget development process the Director of the Facilities and Property Management (FPM) Division is directed to update the five-year Capital Improvement Plan (CIP). This plan shall include recommendations to the Chair and Board of County Commissioners on the priority of projects including those that may have been identified by the Chair's Office, suggested by Commissioners or otherwise identified. The CIP identifies and sets priorities for all major capital asset investments, acquisition, renovation, maintenance, or construction projects.

The Plan should consider opportunities to improve its capital finance position. These opportunities may include but not be limited to redirecting building lease or rental payments to construction, renovation or acquisition of facilities, or other creative funding strategies that will address facilities funding needs on a long term basis.

## Facility Long-Term Operations and Maintenance Plan and Funding Policy

The Board recognizes that adequate operations and maintenance funding is essential to avoid costly reconstruction or replacement of capital assets.

The five-year Capital Improvement Plan shall provide for anticipated major improvements and maintenance to County capital assets as well as additional and replacement capital assets. The Plan shall include major construction to be undertaken by the County, no matter what the funding source. The Plan will be reviewed and updated annually.

The Capital Improvement Plan shall identify adequate funding to support repair and replacement of deteriorating capital assets and avoid a significant unfunded liability from deferred maintenance. In order to facilitate capital improvement discussions and to create a clear alignment of policy and funding, the Facilities



# Financial & Budget Policies

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and Property Management Division shall evaluate all owned County facilities and shall maintain a current list of facilities which are in substantial compliance with all applicable building codes and which have no required capital work. These facilities shall be designated as Tier I (Asset Preservation) facilities.

An Asset Preservation Fee shall be assessed on tenants within all Tier I buildings. This fee is established to be \$2.75/rentable square foot and shall be adjusted in future years to reflect the facilities' needs and County funding capacity. It is the goal of the Board to fund the County's capital needs at approximately 2% of the cost of County buildings. (Two percent is equivalent to depreciating the facilities over a 50-year period.) While the County currently funds facilities at a rate equivalent to approximately 1% of the cost of County buildings, and does not have the capacity to fund facilities at the policy rate, the Board will consider this goal when establishing the rate in future years.

An Asset Preservation Fund is maintained to collect the assessed Asset Preservation Fees and to serve as a long-term reserve fund to maintain the Tier I facilities in their current excellent condition. Required capital projects for Tier I facilities shall be budgeted annually in the Asset Preservation Fund. The remaining balance of the Fund shall be maintained as a long-term reserve and shall be budgeted as an unappropriated balance.

Any facility which does not meet the criteria for designation as a Tier I building shall be designated as a Tier II or Tier III building. Tier II buildings are not up to current building standards and may require substantial capital work but are determined appropriate for continued investment and long-term retention in the County facilities inventory.

Tier III buildings appear to be uneconomical or impractical for long-term retention and will be analyzed to determine if they should be offered for disposition. Only "fire-life-safety" and urgent capital projects will be considered for Tier III buildings, to avoid further investment in these facilities.

A Capital Improvement Fee shall be assessed on tenants within all Tier II and III buildings. This fee is established to be \$2.75/rentable square foot and shall be adjusted in future years to reflect the facilities' needs and County funding capacity. It is the goal of the Board to fund the County's capital needs at approximately 2% of the cost of County buildings. (2% is equivalent to depreciating the facilities over a 50-year period). While the County does not have the capacity to fund facilities at this rate currently, the Board will keep this goal in mind when establishing the rate in future years.

A Capital Improvement Fund is maintained to collect the assessed Capital Improvement Fees. This Fund will be used to provide for the continuing repair and maintenance of Tier II and III buildings. Given the current inadequacy of these funds to meet the needs of these buildings, projects will be identified and proposed for funding based on an annual assessment of need and urgency. The

# Financial & Budget Policies

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Facilities and Property Management Division shall maintain an inventory of the capital needs in all owned County facilities. An evaluation process and rating system shall be implemented and managed by Facilities and Property Management to assist in determining which projects to propose for funding each year. Recommended capital projects for Tier II and III facilities shall be budgeted annually in the Capital Improvement Fund. Any remaining balance of the Fund shall be maintained as a long-term reserve and budgeted as unappropriated balance.

It is the goal of the Facilities and Property Management Division to perform all preventive and corrective maintenance on all County facilities to provide facilities that are safe, functional, and reliable for County operations. Facilities and Property Management will prepare and administer tenant agreements, respond to service requests, and manage commercial leases. The service level agreements with each tenant will be prepared to reflect the level of service and various pricing of each service that have been agreed upon by the parties.

## Best Use or Disposition of Surplus Property Policy

The Board will make the final determination on the best use or disposition of the property identified.

When deciding on the best use or disposition of surplus property, the Board will consider that the proceeds from the sale of unrestricted property may be allocated in the following prioritized manner:

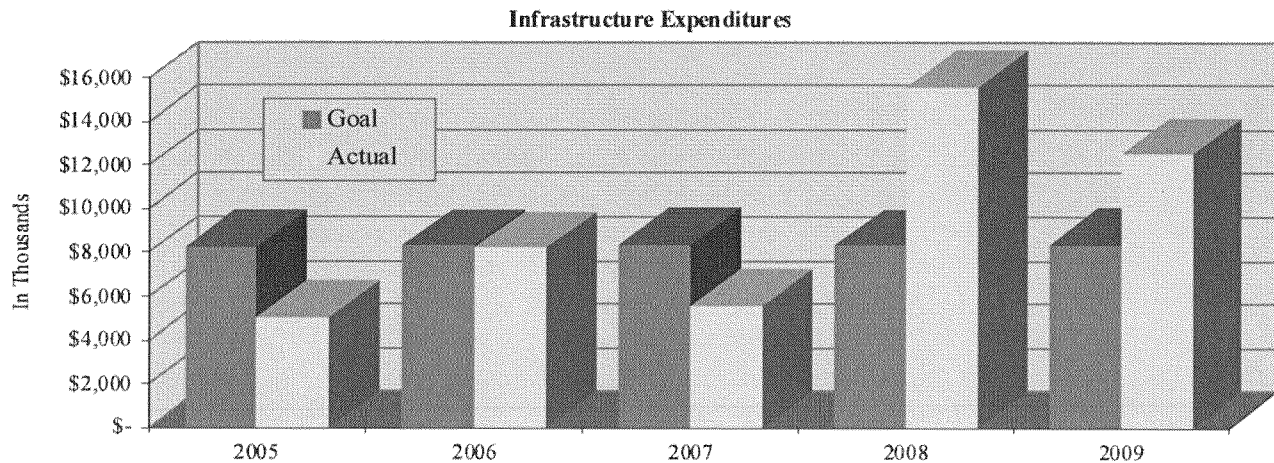
1. Credited to the Asset Preservation Fund to provide reserves to meet future capital needs in Tier I facilities.
2. Credited to the Capital Improvement Fund to provide resources for future capital projects, deferred maintenance, or capital acquisition/construction.
3. Used to retire outstanding debt related to the disposed of or surplus property.
4. Used to increase General Fund reserves to achieve full funding according to these policies.

In addition property may be traded for other properties or may be leased to other agencies in order to provide services or carry out the mission of the County.

# Financial & Budget Policies

## Status

The five year CIP is updated and presented to the Board annually. The County is not in compliance with the policy goal to fund capital needs at a rate of 2% of the cost of buildings, but has increased fees charged to tenants in County owned buildings in an effort to reach the goal over time. The following graph depicts the annual infrastructure spending goal and actual expenditures (\$ in thousands).



	2005		2006		2007		2008		2009	
Goal	\$	8,284	\$	8,339	\$	8,401	\$	8,326	\$	8,381
Actual	\$	5,090	\$	8,224	\$	5,618	\$	15,639	\$	12,525

## Long-Term Liabilities Background

Governments are required to account for and record in the financial statements long-term and other liabilities per Governmental Accounting Standards Board (GASB) pronouncements. Long-term liabilities are probable future sacrifices of economic resources due in more than one year. Upon recording long-term liabilities the County recognized the need to fund some of the unfunded long-term liabilities and prevent the risk of long-term liabilities recorded without a plan to fund them.

## Policy Statement

Long-term liabilities include, but are not limited to: medical & dental incurred but not reported (IBNR) claims, workers compensation IBNR claims, liability IBNR claims, PERS and other post-employment benefits. It is the goal of the Board to fully pre-fund all benefits including retirement benefits, with the exception of other post-employment benefits (OPEB). With the exception of the liability for compensated absences, GASB pronouncements require long-term liabilities to be assessed and disclosed and in the County's comprehensive annual financial report.

Funding for these liabilities will be in the form of reserves in the Risk Management Fund, allocated by the Chief Financial Officer (CFO) to the County's long term liabilities. The reserves in the fund are considered set asides for the exclusive use of meeting these liabilities. As of June 30, 2009, actuarial liabilities are fully funded with the exception of the post employment benefits liability (OPEB), which is currently funded at 12.9%. It is the goal of the County to gradually increase the reserve amount allocated to the OPEB and

# Financial & Budget Policies

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achieve a funding level of 20% by 2013. The CFO is responsible for informing the Board of the funding levels in relation to the actuarially determined liability, to ensure that these liabilities are funded according to the actual liability or the actuarially determined liability.

## Status

The following is the June 30, 2009 funding level of each liability (\$ in thousands):

Liability Description	Total Liability	Amount Funded	Percent Funded
Self Insurance (1)	\$ 12,861	\$ 12,861	100.0%
Post Retirement (2)	122,605	15,794	12.9%

(1) GASB requires self-insurance claims be recorded as a liability in the financial statements.

(2) GASB requires employer paid benefits extended to retirees be disclosed in the financial statements. Liability reflects the most recent unfunded actuarial accrued liability amount per Mercer actuarial report.

## Accounting and Audits Background

Under ORS 294 the County is required to have the County's financial records audited annually by an independent accounting firm.

The Board understands that the County's accounting system and financial reporting are required by State law to adhere to Generally Accepted Accounting Principles (GAAP), the principles established by the Governmental Accounting Standards Board (GASB), and the standards of the Government Finance Officers Association (GFOA).

## Policy Statement

Multnomah County's Ordinance No. 660 as amended, which established an Audit Committee, audit procedures, and audit rules, will apply to all external financial audits. The basic duties of the Audit Committee are to

1. Review the scope and extent of the external auditor's planned examination.
2. Review with management and the external auditor the financial results of the audit.
3. Review with the external auditor the performance of the County's financial and accounting personnel.
4. Review written responses to management letter comments and single audit comments.
5. Present the Audit, Single Audit, and Report to Management to the Board.
6. Participate in the selection of the external auditor.

The Comprehensive Annual Financial Report (CAFR) and the audit of the County's schedule of expenditures Federal awards (Single Audit) shall be sent to grantor agencies and rating agencies annually.

It is the goal of the Board to maintain a fully integrated automated financial

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# Financial & Budget Policies

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system that meets the accounting and reporting needs of the County. This financial system is to include general ledger, accounts payable, accounts receivable, materials management, purchasing, human resources, payroll, and cost accounting for all applicable operations.

Status                      The County is in compliance with this policy.

## Fund Balances and Spending Prioritization Background

According to Governmental Accounting Standards Board (GASB) statement 54, the County is required to establish a policy to identify the order in which funds will be spent. The County will spend resources in the following order:

1. Restricted resources
2. Committed resources
3. Assigned resources
4. Unassigned resources

Any exceptions to the above order of spending must be approved by the Chair.

Policy Statement        It is the policy of the Board that the County will report the following fund balance categories:

- Restricted – for resources constrained on use by externally imposed creditors (such as through debt covenants), grantors, contributors, or laws or regulations of other governments or constraints imposed by law through constitutional provisions or enabling legislation.
- Committed – for resources constrained on use authorized by the Board of County Commissioners via board resolution or County ordinance. Resources will be committed prior to June 30th and the amount may be determined at a subsequent date.
- Assigned – for constraints on resources reported in the governmental funds outside of the General fund.
- Unassigned – for fund balances not reported in any other category.

Status                      The County is in the process of complying with this policy and is anticipating being fully compliant for the fiscal year-ending June 30, 2011.

## Fund Accounting Structure Background

According to local budget law and the Governmental Accounting Standards Boards (GASB), the County is required to establish and maintain various funds. Each year the Chief Financial Officer is responsible for preparing and presenting a resolution to the Board defining the various County funds. The County will adhere to Generally Accepted Accounting Principles and GASB when creating a fund and determining if it is to be a dedicated fund.

Policy Statement        The following types of funds should be used by state and local governments:

### *GOVERNMENTAL FUNDS*

**General Fund** - to account for and report all financial resources not

# Financial & Budget Policies

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accounted for and reported in another fund.

**Special Revenue Funds** - Restricted or committed specific revenue sources will comprise a substantial portion of the fund's resources, but the special revenue fund may also include other restricted, committed and assigned resources.

**Capital Projects Funds** - to account for and report financial resources that are restricted, committed or assigned to expenditures for capital outlays, including the acquisition or construction of capital facilities and other capital assets. Capital projects funds exclude those types of capital-related outflows financed by proprietary funds or for assets that will be held in trust for individuals, private organizations or other governments

**Debt Service Funds** - to account for and report financial resources that are restricted, committed or assigned to expenditure for principal and interest. Debt service funds should be used to report resources if legally mandated. Financial resources that are being accumulated for principal and interest maturing in future years also will be reported in debt service funds.

## *PROPRIETARY FUNDS*

**Enterprise Funds** - to account for operations (a) that are financed and operated in a manner similar to private businesses, where the intent of the governing body is that the costs of providing goods or services to the public on a continuing basis be financed or recovered through user charges; or (b) where the governing body has decided that periodic determination of revenue earned, expenses incurred, and/or net income is appropriate for capital maintenance, public policy, management control, or accountability.

**Internal Service Funds** - to account for the financing of goods or services provided by one department or agency to other sections of the governmental unit, or to other governmental units, on a cost-reimbursement basis.

## *FIDUCIARY FUNDS*

**Trust and Agency Funds** - to account for assets held in a trustee capacity or as an agent for individuals, private organizations, governmental units, and/or other funds. These include: (a) Expendable Trust Funds; (b) Nonexpendable Trust Funds; (c) Pension Trust Funds; and (d) Agency Funds.

Governmental units should establish and maintain those funds required by law and sound financial administration. Only the minimum number of funds consistent with legal and operating requirements should be established, however, since unnecessary funds result in inflexibility, undue complexity, and inefficient financial administration.

Status

The County is in compliance with this policy.

# Financial & Budget Policies

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## Internal Service Funds Background

It is often advantageous to centralize the provision of certain goods and services within the County by establishing internal service funds. These funds provide a useful means of accounting for such centralized intra-governmental activities.

Internal service funds are used to account for services provided on a cost-reimbursement basis without profit or loss. Surpluses and deficits in internal service funds may be an indication that other funds were not charged properly for goods or services received.

If charges to other funds are determined to be more or less than necessary to recover cost over a reasonable period, the excess or deficiency should be charged back to the participating individual funds. In particular, it is not appropriate to report a material deficit in an internal service fund without the demonstrable intent and ability to recover that amount through charges to other funds over a reasonable period.

The County may provide services to external agencies to help the County defray fixed costs. Where internal services are also provided to external agencies, the rates may be different than those charged internally for the same services.

The purpose of establishing internal service funds is to identify and allocate costs related to the provision of specific goods and services within the County.

## Policy Statement

The County will establish the following internal service funds for these services:

1. Risk Management Fund – accounts for the County's risk management activities including insurance coverage
2. Fleet Management Fund – accounts for operations associated with the County's motor vehicle fleet and electronics
3. Information Technology Fund – accounts for the County's data processing operations
4. Mail / Distribution Fund – accounts for the County's mail distribution, records and material management operations
5. Facilities Management Fund – accounts for the management of all County owned and leased property.

The internal service funds will be used to account for business operations and charge for goods or services provided to other departments or agencies on a cost-reimbursement basis. Periodically the rates charged will be compared to other public or private sector operations to ensure that pricing is competitive. The internal service fund charges will include asset replacement charges (depreciation) to ensure that adequate funds will be available to purchase replacement assets.

The charges will include a contingency or reserve requirement not greater than 5% to ensure that service reimbursements charged to other departments are

# Financial & Budget Policies

maintained at a relatively constant level. Excess reserves will be used to reduce future rates. Exceptions to the reserve limit will be considered if the reserves are expected to fund new initiatives.

## Liquidity and Accounts Payable Background

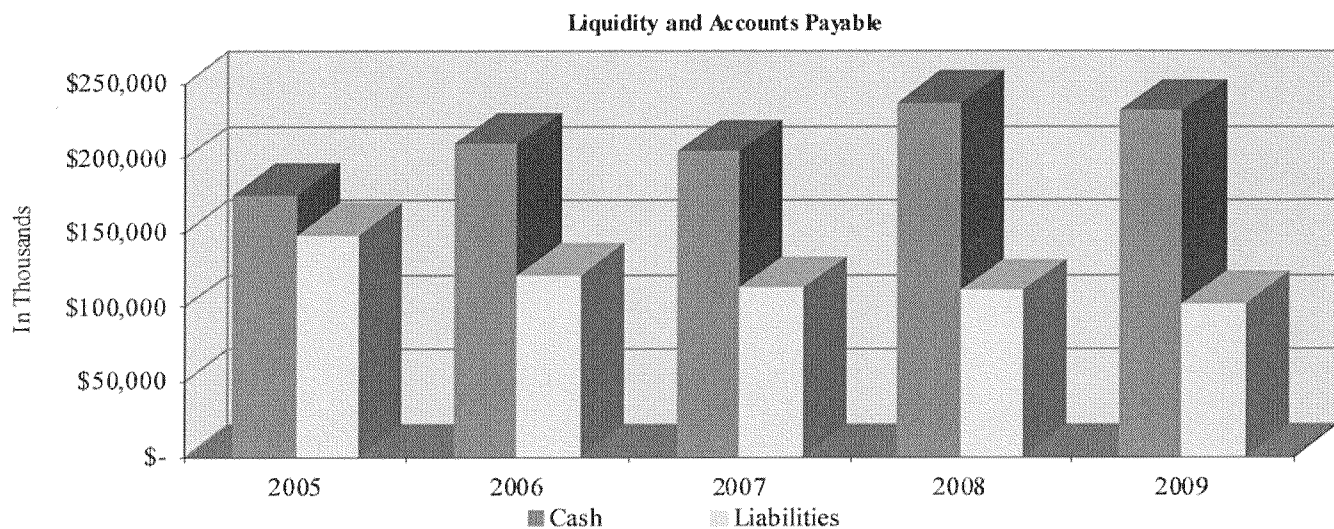
Liquidity is the ratio of cash and short-term investments to current liabilities, including amounts held in trust. The County's liquidity reflects its ability to pay its short-term obligations. Generally a ratio of \$1.00 in cash and short-term investments to \$1.00 of current liabilities is considered an acceptable liquidity ratio.

## Policy Statement

The County will strive to maintain a liquidity ratio of at least \$1.50 in cash and short-term investments to each \$1.00 of current liabilities. This is higher than the credit rating's acceptable ratio and is necessary given the County's lack of revenue diversity and the volatility of the Business Income Tax revenues.

## Status

The following graph depicts the comparison of cash and investments to current liabilities (\$ in thousands).



	2005	2006	2007	2008	2009
Cash	\$ 175,449	\$ 209,236	\$ 204,712	\$ 236,997	\$ 231,504
Liabilities	\$ 149,008	\$ 121,302	\$ 112,795	\$ 111,346	\$ 103,106
Actual Ratio	1.18	1.72	1.81	2.13	2.25

## Banking, Cash Management and Investments Background

Multnomah County maintains an active investment program. An investment policy was first formalized in 1982 and has been revised several times since. This policy incorporates various Oregon Revised Statute Codes which specify the types of investments and maturity restrictions that local governments may purchase. The County's Investment Policy also contains self-imposed constraints in order to effectively safeguard the public funds involved.



# Financial & Budget Policies

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**Policy Statement** Banking services shall be solicited at least every seven years on a competitive basis. The Chief Financial Officer (or designee) is authorized to act as "Custodial Officer" of the County and is responsible for performing the treasury functions of the County under ORS 208, 287, 294, and 295 and the County's Home Rule Charter. In carrying out these functions, the Chief Financial Officer is authorized to establish a financial policy that meets generally accepted auditing standards relating to cash management.

In accordance with ORS 294.135, investment transactions shall be governed by a written investment policy, which will be reviewed and adopted annually by the Board of County Commissioners. The policy will specify investment objectives, diversification goals, limitations, and reporting requirements. The investment policy sets guidelines for diversification that are more stringent than those allowed by State statute, reflecting the County's strategic preference for a conservative investment approach. In accordance with MCC 2.60.305-2.60.315 the County will utilize an independent Investment Advisory Board to review the County's policy and investment performance. Unrecognized gains or losses will be recorded in the County financial report.

**Status** The County is in compliance with this policy.

**Short-term and Long-term Debt Financings** Historically, the County maintained a 'pay-as-you-go' philosophy for financing capital projects. Pay-as-you-go can be costly in some ways due to cost acceleration in inflationary periods. Over-utilized facilities generate higher maintenance costs and citizens are not served well by over-utilized or nonexistent facilities. An alternative is to issue debt, sometimes referred to as 'pay-as-you-use.' Currently, the County's philosophy is to issue debt for public projects which results in the citizens benefiting from the project paying for the debt retirement costs.

**Policy Statement** The County may engage in the following financing transactions in accordance with the County's Home Rule Charter and applicable State and Federal Laws:

- 1) **Short-Term Debt.** If it is determined by the Finance and Risk Management Division that the General Fund cash flow requirements may be in a deficit position prior to receiving property tax revenues, the County may issue short-term debt to meet anticipated cash requirements. A Line of Credit may be issued to finance capital project transactions where it is deemed financially advantageous to issue short term debt. Before issuing short-term debt the Board must authorize the financing with a resolution.
- 2) **Bonds and Other Long-Term Obligations.** It is the policy of the Board that the County will attempt to meet its capital maintenance, replacement, or acquisition requirements on a pay-as-you-go basis. If the dollar amount of the capital requirement cannot be met on a pay-as-you-go basis, if it is financially beneficial to issue bonds or other debt instruments, and if the project has been determined to benefit future citizens, the County will evaluate the feasibility of issuing a long-term debt financing instrument.

# Financial & Budget Policies

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- 3) **Uses.** All long-term financings must provide the County with an economic gain or be mandated by the Federal or State Government or court. Under no circumstances will the County fund current operations with the proceeds of long-term borrowing.
- 4) **Debt.** When issuing debt, the County will follow the Government Finance Officers Association recommended practice of selecting and managing the method of sale of State and Local Government Bonds. In addition to statutory debt limits, the County further limits non voter- approved debt instruments to an annual debt payment amount that will not exceed 5% of the County's General Fund budgeted revenues and with exception of proprietary funds, all annual debt service payments will be limited to 5% of the total revenues of the supporting fund. Annual debt service payments should fall below the minimum level of General Fund reserves, 10% of annual General Fund revenues, providing the County with the ability to meet annual debt payment obligations in the case of severe budgetary challenges.
- 5) **Capital Expenditures.** If capital expenditures are anticipated to be incurred prior to the issuance of the debt, the Board authorizes the Chief Financial Officer to execute a declaration of official intent (or DOI) with regard to such expenditure. The DOI must express the County's reasonable expectations that it will issue debt to reimburse the described expenditures. It must contain a general description of the project and state the estimated principal amount of obligations expected to be issued to finance the project. A copy of the DOI shall be sent to the Board.
- 6) **Financing Mechanisms.** The different types of financings the County may use to fund its major capital acquisitions or improvements are:
  1. **Revenue Bonds** may be used whenever possible to finance public improvements which can be shown to be self-supported by dedicated revenue sources, needed for infrastructure or economic development, or approved by the Board for specific purposes.
    - i) Revenue-supported bonds are to be used to limit the dependency on property taxes for those projects with available revenue sources, whether self-generated or dedicated from other sources.
    - ii) Adequate feasibility studies are to be performed for each project to determine the adequacy of the dedicated revenue source.
  2. **General Obligation Bonds** (GO bonds) require voter approval and will be used to finance essential capital projects only. GO bonds will only be considered after exploring funding sources such as Federal and State grants and project revenues.
  3. **Full Faith and Credit or Limited Tax Bonds** will be considered if Revenue bonding or GO bonding is not feasible. Where Full Faith and Credit Bonds or Limited Tax Bonds are used to finance capital projects, the term of debt will be generally limited to the economic life of the financed asset not to exceed 20 years. When bond market conditions warrant, or when a specific capital project would have a longer useful life, or when operational efficiencies can be achieved, the Board may consider repayment terms that differ from the general policy

# Financial & Budget Policies

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4. **Capital Lease-Purchases** will be considered if Revenue bonding, GO bonding, or Full Faith and Credit bonding is not feasible.
5. **Leases and limited tax bonds** as reported in the County's comprehensive annual financial report will be limited as follows:
  - i) Acquisitions will be limited to the economic life of the acquisition or improvement and shall not exceed 20 years.
  - ii) All acquisitions must fit within the County's mission or role.
  - iii) All annual lease-purchase or bond payments must be included in the originating departments' adopted budget or in the serviced reimbursement formula for Facilities Management's internal services reimbursement rates.
6. **Refundings or Advance Refundings** will be done if there is a present value savings of 3% or more or if the restructuring of the financing will benefit the County.
7. **Intergovernmental Agreements** with the State of Oregon for Energy Loans.
8. **Local Improvement Districts.** Except as required by State law, it is the policy of the Board not to form Local Improvement Districts (LIDs) for purposes of issuing debt to finance LID improvements unless specifically required by Oregon Revised Statutes. This is due to the added costs of administering the LIDs, the small number of citizens served, and the risk that in the event of default by property owners the General Fund will be obligated to retire any outstanding obligations.
9. **Conduit Financings.** It is the policy of the Board to act as an "Issuer" of conduit financing for any private college, university, hospital, or for-profit or non-profit organization that is located in Multnomah County and is eligible to use this type of financing. The County will charge a fee of \$1.00 per \$1,000 of bonds issued or \$10,000, whichever is greater, to act as an issuer for the organization. This fee offsets administrative costs that may be incurred. The County will retain bond counsel to represent it on legal issues including any risks associated with the conduit financing. The County may also retain the services of a financial advisor if deemed by the Chief Financial Officer to be in the best interests of the County. The organization will be assessed an additional fee to cover any expenses incurred by bond counsel or financial advisor. In addition to the fees established above, the organization must have a Moody's rating of Baa or better or a BBB rating from Standard and Poor's. The organization requesting the conduit financing from the County must have clearly established policies that do not condone discriminatory practices. The Board must approve each conduit financing issue. In the event of conduit financing on behalf of the Hospital Facility Authority of Multnomah County, the Board acting as the governing board of the Hospital Facility Authority will comply with the bylaws of the Authority.

A schedule of the County's outstanding debt obligations as of July 1, 2010 is noted at the end of this policy statement.

# Financial & Budget Policies

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## Interfund and Insubstance Loans Background

An interfund loan is defined as a transfer between funds or fund types for an approved amount and a definite plan of repayment in a specified period of time. Interfund loans are subject to ORS 279.460 and are designed to provide financing resources to address cash flow needs in County operations or capital financing plans. Interfund loans are either operating or capital and shall meet the requirements noted below. An Operating Interfund Loan is a loan made for the purpose of paying operating expenses. A Capital Interfund Loan is a loan made for the purpose of financing the design, acquisition, construction, installation, or improvement of real or personal property and not for the purpose of paying operating expenses. Capital or operating interfund loans will be documented and submitted to the Board of County Commissioners for review and approval.

In addition to interfund loans, the County may engage in insubstance loans. An insubstance loan is a temporary balance sheet entry recorded at year-end to prevent a negative cash balance within a fund due to cash flow timing differences. The County's Chief Financial Officer has the authority to record an insubstance loan in order to satisfy fiscal year end reporting requirements and cash flow needs.

## Policy Statement

Interfund loan requests must be reviewed and approved by the County's Chief Financial Officer and Budget Director prior to taking a request for authorization to the Board of County Commissioners. Interfund loans must be authorized by a resolution of the Board of County Commissioners, which shall state the fund from which the loan is to be made, the fund to which the loan is to be made, the purpose and intent for which the loan is made, the principal amount of the loan, the interest rate at which the loan shall be repaid (if applicable), and shall include a schedule for repayment of principal and interest. In addition, interfund loans:

1. Shall not be made from reserve funds, debt service funds, or any other funds restricted by law, constitutional provisions, bond covenants, grantor requirements, Board resolutions or ordinances, unless the restrictions on these funds allow for the purpose of the interfund loan.
2. Shall be granted only after it has been demonstrated that reasonable consideration was given to other potential resources available to the fund and when the loan is required to meet a pressing need or to take advantage of a special opportunity.
3. Shall not exceed 60 months in duration for any capital interfund loan; shall not extend beyond the end of the next fiscal year for any operating interfund loan.
4. May be made only if there is a likely expectation that the fund receiving the loan will have the ability to repay it. If not, the use of an interfund transfer should be considered if appropriate.
5. May be repaid in advance without any additional accrual of interest (if applicable) or any other penalties.
6. Must be made in compliance with all other statutory requirements and limitations of ORS 294.460.

# Financial & Budget Policies

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## Components Units of Multnomah County Background

A component unit is a legally separate entity associated with the primary government. A “blended” component unit meets the following criteria:

- 1) The component unit’s governing body is the same as the governing body of the primary government.
- 2) The component unit provides services entirely, or almost entirely, to the primary government or otherwise exclusively, or almost exclusively, benefits the primary government even though it does not provide services directly to it.
- 3) The component unit exclusively, or almost exclusively, benefits the primary government by providing services indirectly.

## Status

Multnomah County recognizes three blended component units:

- 1) Dunthorpe-Riverdale Sanitary Service District
- 2) Mid County Street Lighting Service District
- 3) Hospital Facilities Authority

Multnomah County also recognizes a “discretely” presented component unit, The Library Foundation (TLF). TLF is a legally separate, tax exempt component unit of the County whose primary purpose is to support the County’s libraries. TLF is a discretely presented component unit that is reported in the County’s Comprehensive Annual Financial Report (CAFR) as the nature and relationship with the County is significant.

**Minutes of the Board of Commissioners  
Multnomah County  
Thursday, June 10, 2010 - 9:30 AM  
Multnomah Building, Commissioners Board Room 100  
501 SE Hawthorne Blvd., Portland, Oregon**

**REGULAR MEETING**

Chair Jeff Cogen convened the meeting at 9:30 a.m. with Vice-Chair Diane McKeel and Commissioners Deborah Kafoury, Barbara Willer and Judy Shiprack present.

**CONSENT CALENDAR - 9:30 AM**

**SHERIFF'S OFFICE**

- C-1 Amendment 2 to Intergovernmental Revenue Agreement (IGA) 0809077 with the Regional Organized Crime and Narcotics Task Force (ROCN) for the Sheriff's Office to Provide a Sheriff's Law Enforcement Captain to ROCN.

**NON-DEPARTMENTAL**

- C-2 Appointment of Amy Anderson and Reappointment of Jeannie McPherson as Audit Committee Members  
C-3 Appointment of Damon Isaih Turner to the Multnomah County Commission on Children, Families and Community

**REGULAR AGENDA**

**PUBLIC COMMENT - 9:30 AM**

Opportunity for Public Comment on non-agenda matters. Testimony limited to three minutes per person unless otherwise designated by the presiding officer.

Testimony was given and received for the record.

## **COUNTY MANAGEMENT - 9:30 AM**

### **R-1 PUBLIC HEARING and Consideration of a RESOLUTION Adopting the Fiscal Year 2011 Budget for Multnomah County and Making Appropriations Hereunder, Pursuant To ORS 294.435.**

**Presenter: Karyne Kieta, Budget Director and Mike Jaspin**

Commissioner McKeel moved and Commissioner Kafoury seconded, approval of R-1, adopting the Fiscal Year 2011 Budget which begins July 1, 2010 and ends June 30, 2011.

Chair Cogen gave his budget statement. For the 10<sup>th</sup> successive year, the County has experienced budget cuts; this year's shortfall totals \$5.4 million and is projected to increase up to \$14 million for FY 2012, due to the continuing weak state of the economy. The County provides services to 715,000 residents with a wide range of health and human services, public safety, libraries, roads, bridges and other community services. The economic decline has created significant challenges in providing services to maintaining basic services for the county's most needy. Significant cuts from the State will present further challenges; the State is facing \$577 million shortfall and the full impact on the County won't be known for at least a month. More difficult decisions will be made based on the State's cuts later this Fiscal Year. Crafting this budget was a difficult task and he acknowledged the collaboration of the Commissioners and the work they accomplished to ensure the County remains fiscally responsible in spite of an increased demand for services while even more cuts loom on the horizon. He thanked the Board and staff for their hard work and dedication in creating this budget.

Ms. Kieta provided the explanation for the attachments, which include several Attachments. She said adopting the budget sets the upper limit of spending by the Board for the year and the Board can increase or decrease any fund by 10%.

#### **Att-1 Attachment A – Board Amendments**

Commissioner \_\_\_\_\_ moved and Commissioner \_\_\_\_\_ seconded, approval of Attachment A - Board Amendments.

Ms. Kieta provided the explanation and responded to Board questions and comments on the Summary of Amendments, which are based on proposals made during May and June Budget Work Sessions. They include the

Board Amendment Section that outlines the changes in the Executive Budget General Fund including: Proposed Funding Sources, Proposed New Expenditures and Withdrawn Amendments. They can be voted on either individually or as a group, pulling any exceptions.

Ms. Kieta said the Department Amendments are broken down into five components: Technical, Staff, Revenue, Carryover and Program. She said she will ask the Board to vote on each subsection.

Ms. Kieta asked the Commissioners if they had any further amendments to be considered.

Chair Cogen said he had one, and requested that the Working Smart Initiative be put into Contingency, ask the Board to receive a report on the accomplishments over this past year so it can analyze its effectiveness in light of the budget changes before deciding to fund it.

Ms. Kieta reviewed the items individually. Chair Cogen asked for a vote on each item, and the results are recorded below.

**Attachment A – Board Amendments**

Item 1 – Amendment passed unanimously 5-0

Item 2 – Amendment failed 5-0

Item 3 – Amendment failed 4-1

Item 4 – Amendment failed 4-1

Item 5 – Amendment passed unanimously 5-0

Item 6 – Amendment passed unanimously 5-0

Item 7 – Amendment failed 4-1

Item 8 – Amendment failed 4-1

Item 9 – Amendment passed 3-2

Item 10 – Amendment passed 4-1

Item 11 – Amendment passed unanimously 5-0

Item 12 – Amendment passed unanimously 5-0

Item 13 – Amendment failed 3-2

Program Offer 10033 – Amendment passes unanimously 5-0

Attachment A

Departmental Amendments



AT THE VERY END:

We need approval of the Attachments

We need approval of the overarching Resolution to adpt the FY 2011

Budget: Resolution 2010-072 was unanimously adopted.

OPPORTUNITY FOR BOARD COMMENTS

A-2 DEPARTMENT AMENDMENTS: BCC WILL VOTE ON  
DEPARTMENT AMENDMENTS BY CATEGORY & CAN REQUEST A  
SEPARATE VOTE BY EXCEPTION FOR ANY OF THE AMENDMENTS

- i. TECHNICAL AMENDMENTS (GREEN)
- ii. STAFF AMENDMENTS (BLUE)
- iii. REVENUE AMENDMENTS (YELLOW)
- iv. CARRYOVER AMENDMENTS (SALMON)
- v. PROGRAM AMENDMENTS (LILAC)

#3 COMMISSIONER \_\_\_\_\_ MOVES  
COMMISSIONER \_\_\_\_\_ SECONDS  
APPROVAL OF ENTIRE PACKAGE OR INDIVIDUAL DEPARTMENT  
AMENDMENTS

OPPORTUNITY FOR BOARD COMMENTS

ALL IN FAVOR, VOTE AYE, OPPOSED \_\_\_\_?  
THE MOTION FAILS OR  
THE DEPARTMENT AMENDMENTS ARE APPROVED

A-3 DEPARTMENT AMENDMENTS: BCC WILL VOTE ON  
DEPARTMENT AMENDMENTS BY CATEGORY & CAN REQUEST A  
SEPARATE VOTE BY EXCEPTION FOR ANY OF THE AMENDMENTS

#4 COMMISSIONER \_\_\_\_\_ MOVES  
COMMISSIONER \_\_\_\_\_ SECONDS  
APPROVAL OF DEPARTMENT AMENDMENTS

OPPORTUNITY FOR BOARD COMMENTS

ALL IN FAVOR, VOTE AYE, OPPOSED \_\_\_\_?  
THE MOTION FAILS OR  
THE DEPARTMENT AMENDMENTS ARE APPROVED

#5 COMMISSIONER \_\_\_\_\_ MOVES  
COMMISSIONER \_\_\_\_\_ SECONDS  
APPROVAL OF #i - TECHNICAL AMENDMENTS (green)

OPPORTUNITY FOR BOARD COMMENTS

ALL IN FAVOR, VOTE AYE, OPPOSED \_\_\_\_?

THE MOTION FAILS OR  
THE TECHNICAL AMENDMENTS ARE APPROVED

#6 COMMISSIONER \_\_\_\_\_ MOVES  
COMMISSIONER \_\_\_\_\_ SECONDS  
APPROVAL OF ii - STAFF AMENDMENTS (blue)

OPPORTUNITY FOR BOARD COMMENTS

ALL IN FAVOR, VOTE AYE, OPPOSED \_\_\_\_?

THE MOTION FAILS OR  
THE STAFF AMENDMENTS ARE APPROVED

#7 COMMISSIONER \_\_\_\_\_ MOVES  
COMMISSIONER \_\_\_\_\_ SECONDS  
APPROVAL OF iii- REVENUE AMENDMENTS (yellow)

OPPORTUNITY FOR BOARD COMMENTS

ALL IN FAVOR, VOTE AYE, OPPOSED \_\_\_\_?

THE MOTION FAILS OR  
THE REVENUE AMENDMENTS ARE APPROVED

#8 COMMISSIONER \_\_\_\_\_ MOVES  
COMMISSIONER \_\_\_\_\_ SECONDS  
APPROVAL OF iv- CARRYOVER AMENDMENTS

OPPORTUNITY FOR BOARD COMMENTS

ALL IN FAVOR, VOTE AYE, OPPOSED \_\_\_\_?

THE MOTION FAILS OR  
THE CARRYOVER AMENDMENTS ARE APPROVED

#9 COMMISSIONER \_\_\_\_\_ MOVES  
COMMISSIONER \_\_\_\_\_ SECONDS  
APPROVAL OF PROGRAM AMENDMENTS

OPPORTUNITY FOR BOARD COMMENTS

ALL IN FAVOR, VOTE AYE, OPPOSED \_\_\_\_?

THE MOTION FAILS OR  
THE v- PROGRAM AMENDMENTS ARE APPROVED

ALL IN FAVOR OF THE MAIN MOTION APPROVING  
ATTACHMENT A – PROPOSED AMENDMENTS, VOTE AYE,  
OPPOSED \_\_\_\_?

THE MOTION FAILS OR  
ATTACHMENT A IS APPROVED, AS AMENDED

#10 COMMISSIONER \_\_\_\_\_ MOVES  
COMMISSIONER \_\_\_\_\_ SECONDS  
APPROVAL OF ATTACHMENT B – APPROPRIATION SCHEDULE,  
AS AMENDED BY ATTACHMENT A

OPPORTUNITY FOR BOARD COMMENTS

ALL IN FAVOR, VOTE AYE, OPPOSED \_\_\_\_?

THE MOTION FAILS OR  
ATTACHMENT B IS APPROVED AS AMENDED BY  
ATTACHMENT A

#11 COMMISSIONER \_\_\_\_\_ MOVES  
COMMISSIONER \_\_\_\_\_ SECONDS  
APPROVAL OF ATTACHMENT C – BUDGET NOTES  
(GET MAIN MOTION ON THE TABLE)

#12 COMMISSIONER \_\_\_\_\_ MOVES  
COMMISSIONER \_\_\_\_\_ SECONDS  
APPROVAL OF INDIVIDUAL BOARD BUDGET NOTES

OPPORTUNITY FOR BOARD COMMENTS

ALL IN FAVOR, VOTE AYE, OPPOSED \_\_\_\_?

THE MOTION FAILS OR  
THE BUDGET NOTE IS APPROVED

#13 COMMISSIONER \_\_\_\_\_ MOVES  
COMMISSIONER \_\_\_\_\_ SECONDS  
APPROVAL OF ATTACHMENT D – APPROVE THE RESPONSE  
TO TSCC RECOMMENDATION

OPPORTUNITY FOR BOARD COMMENTS

ALL IN FAVOR, VOTE AYE, OPPOSED \_\_\_\_?

THE MOTION FAILS OR  
ATTACHMENT D IS APPROVED

ALL IN FAVOR OF THE MAIN MOTION APPROVING  
ATTACHMENT C – BUDGET NOTES, VOTE AYE, OPPOSED \_\_\_\_?

THE MOTION FAILS OR  
ATTACHMENT C IS APPROVED, AS AMENDED

OPPORTUNITY FOR FINAL PUBLIC TESTIMONY

OPPORTUNITY FOR FINAL BOARD COMMENTS

ALL IN FAVOR OF THE MAIN MOTION ADOPTING THE  
RESOLUTION, VOTE AYE, OPPOSED \_\_\_\_?

THE MOTION FAILS OR  
THE RESOLUTION IS ADOPTED, AS AMENDED

**R-2 RESOLUTION Levying Ad Valorem Property Taxes for Multnomah County, Oregon, for Fiscal Year 2011.  
Presenter: Karyne Kieta, Budget Director**

Commissioner Shiprack moved and Commissioner Willer seconded, approval of R-2.

Ms. Kieta provided the explanation and responded to Board questions and comments.

Resolution 2010-073 was unanimously adopted.

**R-3 RESOLUTION Authorizing the Salary Adjustments and Compensation Plan for Employees Not Covered by Collective Bargaining Agreements for Fiscal Year 2010-2011.  
Presenter: Travis Graves, Human Resources**

Commissioner Shiprack moved and Commissioner Kafoury seconded, approval of R-3.

Mr. Graves provided the explanation and responded to Board questions and comments.

Resolution 2010-074 was unanimously adopted.

**R-4 RESOLUTION Adopting Financial and Budget Policies for Multnomah County to be Used in Fiscal Year 2010-2011 and Repealing Resolution 09-070.  
Presenters: Mindy Harris, Director and Karyne Kieta, Budget Director**

Commissioner \_\_\_\_\_ moved and Commissioner \_\_\_\_\_ seconded, approval of R-\_\_\_\_\_.

\_\_\_\_\_ provided the explanation and responded to Board questions and comments.

Resolution 2010-075 was unanimously adopted.

**R-5 RESOLUTION Adopting and Defining the County Funds to be Used in Fiscal Year 2011 and Repealing Resolution 09-071.**

**Presenters: Mindy Harris, Director and Karyne Kieta, Budget Director**

Commissioner \_\_\_\_\_ moved and Commissioner \_\_\_\_\_ seconded, approval of R-\_\_\_\_\_.

\_\_\_\_\_ provided the explanation and responded to Board questions and comments.

Resolution 2010-076 was unanimously adopted.

**NON-DEPARTMENTAL – 10:30 am**

**R-6 Multnomah County Salary Commission Briefing Presenting Recommendations and Rationale for Adjustments to Salaries of Multnomah County Chair, Commissioners, District Attorney and Sheriff.**

**Presenters: David Rhys and Steve March, County Auditor**

Mr. Rhys and Mr. March made the presentation and responded to board member's questions.

**NON-DEPARTMENTAL – 10:40 am**

**R-7 Mt. Hood RESOLUTION Approving Mt. Hood Cable Regulatory Commission (MHCRC) Fiscal Year 2010-2011 Budget.**

**Presenters: Andrea Cano and Julie Omelchuck**

Commissioner Shiprack moved and Commissioner McKeel seconded, approval of R-7.

Ms. Cano and Ms. Omelchuck provided the explanation and responded to Board member's questions and comments.

Resolution 2010-077 was unanimously adopted.

**NON-DEPARTMENTAL – 10:50 am**

**R-8 PROCLAMATION Proclaiming the Week of June 9th through June 15th, 2010, ReUse Week in Multnomah County.**

**Presenters: Warren Fish, Policy Advisor and Representatives of ReUse Organizations: Chris Bekemeier, Andy Olds, Kristy Wood, Joe Connell, Matt Chase, Bo Bullock**

Commissioner McKeel moved and Commissioner Kafoury seconded, approval of R-8.

Chair Cogen made the introductions. Mr. Fish provided the explanation and responded to Board questions and comments. The speakers discussed how their organizations recycle and reuse products and promote sustainability. The Board commended them for their ingenuity and service.

Proclamation 2010-078 was unanimously adopted.

*(Now we will recess as the Board of County Commissioners and convene as the governing body for PUBLIC CONTRACT REVIEW BOARD)*



**PUBLIC CONTRACT REVIEW BOARD – 11:05 am**

**R-9 ORDER Approving an Exemption to Increase the Amount of the Contract with Dirt & Aggregate Interchange Beyond the 20% Limit for the Installation of Curb and Sidewalk on NE Halsey Street from the Wood Village City Park to NE Birch Avenue.  
Presenter: Patrick Hinds, Program Manager**

Commissioner Shiprack moved and Commissioner Willer seconded, approval of R-9.

Mr. Hinds provided the explanation and responded to Board questions and comments.

Order 2010-079 was unanimously adopted.

*(Adjourn as the governing body for Public Contract Review Board and reconvene as BOARD OF COUNTY COMMISSIONERS)*

**UNANIMOUS CONSENT**

**UC-1 Proclaiming June 9th through June 15th, 2010 “Oregon Strawberry Week.” Sponsor: Commissioner Deborah Kafoury  
Presenters: Representatives of New Seasons Market**

Commissioner Shiprack moved and Commissioner Kafoury seconded approval of UC-1.

Commissioner Kafoury made the introductions. Representatives from New Seasons Market provided the explanation and responded to Board questions and comments.

Proclamation 2010-080 was unanimously adopted.

**COMMUNITY SERVICES – 11:10 am –**

**R-10 PUBLIC HEARING Amending Exhibits 2 (Findings) and 3 (Record Index) to Ordinance No. 1161 that Amended Multnomah County Comprehensive Framework Plan; and the Multnomah County Plan and Sectional Zoning Maps Relating to Urban and Rural Reserves, and Declaring an Emergency.  
Presenter: Chuck Beasley, Senior Planner, CS TD, LUTP**

Commissioner Kafoury moved that R-10 continue to be postponed to a time certain of June 17, 2010.

Commissioner Willer seconded the request for to postpone to a time certain.

The motion was unanimously approved.

#### **COMMUNITY JUSTICE**

**R-11 NOTICE OF INTENT U.S. Department of Justice, Office of Justice Programs, Office of Juvenile Justice and Delinquency Prevention (OJJDP) Community Based Violence Prevention Demonstration Program Grant.  
Presenters: Thach Nguyen & Elizabeth Davies.**

The Clerk advised that the department requested that this item be postponed indefinitely.

Commissioner Shiprack moved and Commissioner Willer seconded the request that R-11 be postponed indefinitely. It was unanimously approved.

#### **SHERIFF'S OFFICE**

**R-12 Budget Modification MCSO-12 - \$194,006 Homeland Security Vulnerability Reduction Purchasing Plan Grant (VRPP).  
Presenters: Lt. Harry Smith and Wanda Yantis, Finance Manager**

Commissioner Shiprack moved and Commissioner Willer seconded approval of R-12.

Lieutenant Smith provided the explanation and responded to board questions and comments.

BudMod MCSO-12 was unanimously approved

**R-13 Budget Modification MCSO-13 for \$35,000 - Oregon State Parks for Patrol Services.  
Presenters: Capt. Jason Gates and Wanda Yantis, Finance Manager**

Commissioner Shiprack moved and Commissioner McKeel seconded approval of R-13.

Captain Gates provided the explanation and responded to board questions and comments.

BudMod MCSO-13 was unanimously approved

**R-14 Budget Modification MCSO-15 - \$41,086 from Oregon Dept. of Transportation (ODOT) for Patrol Services in Work Zones Capt. Jason Gates and Wanda Yantis, Finance Manager**

Commissioner McKeel moved and Commissioner Shiprack seconded approval of R-14.

Captain Gates provided the explanation and responded to board questions and comments.

BudMod MCSO-13 was unanimously approved

**R-15 Budget Modification MCSO-16 - \$7,863 from the Oregon State Fire Marshal for Assistance in Hazardous Materials (HazMat) Cleanup Throughout the Portland Metro Area Capt. Jason Gates and Wanda Yantis, Finance Manager**

Commissioner Shiprack moved and Commissioner McKeel seconded approval of R-15.

Captain Gates provided the explanation and responded to board questions and comments.

BudMod MCSO-16 was unanimously approved

**MEETING ADJOURNMENT – 11:30 am**

There being no further business, the meeting was adjourned at \_\_\_\_ a.m.

## Updated Process for Adopting 2011 Budget

June 10, 2010.

### **FY 2011 Budget**

1. Move /Second approval of the resolution to adopt FY 2011 Budget
2. Budget Statement - Jeff
3. Explain the attachments and voting process for each attachment as they come up (A, B, C, and D)- Karyne
4. **Attachment A** - Amendments.
  - Board votes on amendments by grouping.
    - **Board Amendments:** BCC will vote on amendments either individually or as a group pulling any exceptions.
    - **Department amendments:** BCC will vote on department amendments by category like the consent calendar. This means that a Commissioner can ask to take any of the amendments off a list for separate vote.
      - Technical Amendments (green)
      - Staff Amendments (blue)
      - Revenue Amendments (yellow)
      - Carryover (salmon)
      - Program (lilac)
5. Board Vote on **Attachment B** - FY 2011 Appropriation Schedule as amended by Attachment A.
6. Board Vote on **Attachment C** - Budget Notes. BCC will vote on budget notes either individually or as a group pulling any exceptions
7. BCC Vote to on **Attachment D** - approve the response to TSCC recommendation.
8. Public Hearing/Public testimony
9. Final Commission discussion
10. Final vote to adopt budget with amended attachments.

## **Few More Items to Go**

### **Resolution Levying Ad Valorem Property Taxes for MC - Karyne**

- Move approval of resolution Levying Taxes
- Adopt resolution Levying Taxes

### **Resolution Approving the Compensation Plan for Employees not Covered by Collective Bargaining Agreement for FY 2011**

- Move approval of resolution FY 2011 Compensation Plan
- Adopt resolution FY 2011 Compensation Plan

### **Resolution Adopting Financial & Budget Policies for MC - Mindy**

- Move approval of resolution adopting policies
- Adopt resolution

### **Resolution Adopting and Defining Various County Funds – Mindy**

- Move approval of resolution adopting & defining funds
- Adopt resolution



# MULTNOMAH COUNTY AGENDA PLACEMENT REQUEST

(revised 12/31/09)

APPROVED: MULTNOMAH COUNTY  
BOARD OF COMMISSIONERS  
AGENDA # R-1 DATE 6-10-2010  
LYNDA GROW, BOARD CLERK

## Board Clerk Use Only

Meeting Date: 6/10/2010  
Agenda Item #: R-1  
Est. Start Time: 9:30 am

**PUBLIC HEARING and Consideration of a RESOLUTION Adopting the Fiscal**  
**Agenda Year 2011 Budget for Multnomah County and Making Appropriations**  
**Title: Thereunder, Pursuant to ORS 294.435**

*Note: If Ordinance, Resolution, Order or Proclamation, provide exact title. For all other submissions, provide a clearly written title sufficient to describe the action requested.*

Requested Meeting Date:	<u>June 10, 2010</u>	Amount of Time Needed:	<u>30 minutes</u>
Department:	<u>County Management</u>	Division:	<u>Budget</u>
Contact(s):	<u>Karyne Kieta, Budget Director</u>		<u>CC: MINDY HARRIS</u>
Phone:	<u>503.988.3312</u>	Ext.	<u>22457</u>
		I/O Address:	<u>503/531</u>
Presenter(s):	<u>Karyne Kieta</u>		

## General Information

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

It is recommended that the Board of County Commissioners adopt the budget for FY 2011. At the time of adoption, the Board can incorporate amendments that reduce the budget by any amount or increase any fund up to 10%.

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

Adoption of the budget sets the upper limit on departmental spending during the next year. Several proposed amendments will alter the spending plan in the approved budget. Additionally, the Budget Office has several amendments that are technical in nature (correct errors, reclassify positions, move appropriations between organizations or line items without changing programs), add unbudgeted revenues, or carryover expenditures authorized last year where the item cannot be delivered by June 30, 2010 or the project cannot be completed. The Board has had an opportunity to review and discuss these amendments.

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

Adopting the budget sets the legal limits for spending during FY 2011 and is required to comply with Oregon Budget Law.

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

At the time this APR was submitted, budget staff had not received information from Tax Supervising and Conservation Commission (TSCC) indicating whether or not it had any objections or recommendations to which the Board must respond at the time of adopting the budget.

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

Three evening public hearings were held to collect public input on the budget.

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**Required Signature**

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Elected Official or  
Department/  
Agency Director:

*Mindy Harris*

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Date: 5/24/10

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BEFORE THE BOARD OF COUNTY COMMISSIONERS  
FOR MULTNOMAH COUNTY, OREGON

**RESOLUTION NO. 2010-072**

Adopting the 2011 Budget for Multnomah County and Making Appropriations Thereunder,  
Pursuant to ORS 294.435

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

- a. The Multnomah County budget, as prepared by the duly appointed Budget Officer has been considered and approved by the Board.
- b. A public hearing on this budget was held before the Multnomah County Tax Supervising and Conservation Commission on the 9th day of June 2010.
- c. The budget is on file in the Office of the Chair of Multnomah County.
- d. The Board has made certain amendments to the above-described budget and those amendments are attached to this resolution as Attachment A.
- e. The appropriations authorized are attached to this resolution as Attachment B.
- f. Board budget notes of actions to be taken during the next year are attached to this resolution as Attachment C.
- g. The Tax Supervising and Conservation Commission has certified the budget and there is one recommendation and no objections.

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

1. The budget, including Attachments A, B, C, and D is adopted as the budget of Multnomah County, Oregon.
2. The appropriations shown in Attachment B as amended are authorized for the fiscal year July 1, 2010 to June 30, 2011.

ADOPTED this 10th day of June, 2010.

BOARD OF COUNTY COMMISSIONERS  
FOR MULTNOMAH COUNTY, OREGON

\_\_\_\_\_  
Jeff Cogen, Chair

REVIEWED:

AGNES SOWLE, COUNTY ATTORNEY  
FOR MULTNOMAH COUNTY, OREGON

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

SUBMITTED BY:  
Kerene Kieta, Budget Director



**ATTACHMENT A**  
**MULTNOMAH COUNTY**  
**FY 2011 BCC ADOPTED BUDGET AMENDMENTS**  
 (Based on Proposals Made During May and June Worksessions)



**DRAFT**  
**6/10/2010**

Proposed Funding Sources					
Proposed By	Program	PO #	Exec Budget (General Fund)	Proposed (General Fund)	Available Funding
0	General Fund Contingency Balance	95000	500,000	0	\$500,000
1	Kafoury Fleet - Pay for the cost differential of the electric vehicles out of the Fleet Contingency	72081A	74,000 <i>Passed</i>	<i>Age 5</i> <i>May 0</i> 0	\$74,000
2	McKeel Reduce 1.00 FTE and associated costs in the Working Smart Initiative and use funding for the Animal Services Work Crew (60047)	10033	217,907 <i>Failed</i>	85,000 <i>Opposed - 5</i> <i>Age - 0</i>	132,907
3	Kafoury Eliminate the Working Smart Initiative (1.00 FTE)	10033	217,907 <i>Failed</i>	0 <i>Age 1 May 4</i>	\$217,907
4	Kafoury Reduce 1.00 FTE in the Food Initiative, retain \$29,000 to complete the current project	10038C	166,564 <i>Passed</i>	166,564 <i>Age 5 May 0</i>	0
<b>TOTAL AVAILABLE TO BALANCE BUDGET</b>					<b>\$924,814</b>

Proposed New Expenditures					
Proposed By	Program	PO #	Exec Budget (General Fund)	Proposed (General Fund)	Additional Expenditure
5	McKeel Non-Profit Hotel (See Budget Note) ←	25121	413,507 <i>Passed</i>	Move to Contingency <i>May 0</i>	0
6	Shiprack Child and Family Hunger Relief - Backpack Program Only \$48,957 (See Budget Note)	25147	235,000 <i>Passed</i>	Move to Contingency <i>Age 5 May 0</i>	0
7	McKeel Animal Svcs. Work Crew 1.00 FTE (women offenders) - new program offer	60047	0 <i>Failed</i>	131,087 <i>Age - 1 May 4</i>	131,087
8	McKeel Restore 4.00 DDA's in the Misdemeanor Unit funded with additional GF contingency funds	15017A	2,310,950 <i>Failed</i>	12,718,234 <i>Age - 4 May - 4</i>	407,284
9	Willer Restore \$50,000 for alcohol & drug prevention only (not to be used for treatment slots). Funded with additional GF contingency funds	25154	153,000 <i>Passes</i>	203,000 <i>Age - 13 May - 2</i>	50,000
10	Cogen Shift DA's \$407,284 to \$203,642 in the Misdemeanor Unit and \$203,642 at the DA's discretion (to be identified)	15017A and Various	n/a <i>Passes</i>	<i>Age - 4 May - 1</i> n/a	0
11	Kafoury Executive/Management Class Comp Study (See Budget Note) ←	72061	200,000 <i>Passes</i>	Move to Contingency <i>Unan</i>	0
12	Kafoury Mental Health Peer Clubhouse Strengthening Families - Addictions Prevention (See Budget Note) ←	25065 and 25087	388,300 <i>Passes</i>	Move to Contingency <i>Unan</i>	0
13	Kafoury Rockwood Health Clinic (See Budget Note)	40029B	222,897 <i>Failed</i>	Move to Contingency <i>Age</i>	0
<b>TOTAL NEW EXPENDITURES</b>					<b>\$588,371</b>

**Withdrawn Amendments**

Shiprack	High School Completion Initiative (1.50 FTE) - (See Budget Note)	25146	0	798,124	\$798,124
Shiprack	SUN Community Schools-Expansion (1.00 FTE) (See Budget Note)	25148	0	300,000	300,000
McKeel	Reduce funding for the Non-Profit Hotel and use the funding for the 4.00 DDA's.	25121	413,507	0	413,507
Kafoury	Working Smart Initiative (See Budget Note)	10033	217,907 <i>Passes</i>	Move to Contingency	0

Available Funding From Above  
 New Expenditures

*Unanimously*

\$924,814  
 \$588,371

Attachment A – Multnomah County  
FY 2011 Departmental Amendments

**DRAFT**

Last Updated: June 1, 2010



Prog. #	Program Name	Dept(s)	GF Change	Other Funds Change	Total Change	FTE Change	Amendment Description	Amendment #
<b>Technical Amendments</b>								
Various	Internal Service Rebalance	DCM			0		Accounts for internal service cost changes contained in the following amendments and rebalances internal service funds.	11_Over_TA_01
72024 and 72012	Worker's Compensation and Employee Benefits	DCM	0	0	0	0.00	Adjusts line items and creates a new cost center in the Worker's Comp program to better track expenses in the existing Employer At Injury Program.	11_DCM_TA_01
72051	Tax Title	DCM	546,623	(546,623)	0	0.00	The Tax Title Fund is not legally required and will be abolished in FY 11. This amendments moves the budget for the Tax Title function from the Tax Title Fund into the General Fund.	11_DCM_TA_03
15007A	District Attorney's Office – Unit A Property Crimes	DA	0	0	0	0.00	Updates a grant accounting object (WBS) to reflect ARRA grant funding.	11_DA_TA_01
Various	IT	NOND	0	0	0	0.00	Updates project accounting objects (WBS) to reflect correct project descriptions in FY 11.	11_Nond_TA_01
Various	Health Department	HD	0	0	0	0.00	Updated grant accounting object (WBS) for Office of Multicultural Health & Services, DHS Child Safety Seat, DHS Healthy Birth Outcomes, and National Association of County and City Health Officials Medical Reserve Corps.	11_HD_TA_01
60030A 60040A 60041A	Corrections Administration MCDC MCJ	MCSO	0	0	0	0.00	The Sheriff's Office was notified that the proposed budget reduction in the food services contract to discontinue providing coffee, tea, and soft drinks to the corrections staff violates a Memorandum of Agreement between Multnomah County and Multnomah County Corrections Deputy Association (MCCDA) that was negotiated in 1997. Due to this agreement, it is necessary to provide MCCDA with the opportunity to bargain this benefit before any reductions. Supplies are reduced so the budget remains balanced and to allow necessary time to work through and complete the bargaining process.	11_MCSO_TA_01

Attachment A – Multnomah County  
FY 2011 Departmental Amendments

**DRAFT**

Last Updated: June 1, 2010



Prog. #	Program Name	Dept(s)	GF Change	Other Funds Change	Total Change	FTE Change	Amendment Description	Amendment #
<b>Staffing Amendments</b>								
Various	Job Class Updates	Countywide	0	0	0	0.00	Updates the job class of 17 positions that the Board has approved for reclassification in FY 2010 but are not shown with the updated job class in the Approved Budget. Also updates 4 positions that had erroneous job class numbers in the Approved Budget.	11_Over_SA_01
72047	DART Residential Property Appraisal	DCM	0	0	0	0.00	Moves 1.00 FTE from Commercial Property Appraisal to Residential Property Appraisal.	11_DCM_SA_01
72070 and 72066	Capital Operating Costs and Facilities Admin & Business Services	DCM	0	0	0	0.00	Moves 1.00 FTE from the Capital Operating program to the Administration and Business Services program.	11_DCM_SA_02
80008, 80009, 80011	Library Various	LIB	0	2,122	2,122	0.25	Incorporates FY 2010 Library Budget Modification #05 approved by the Board on May 6th into the FY 2011 budget. (Realigned staff to increase website and finance support.)	11_LIB_SA_01
Various	IT	NOND	0	0	0	0.00	Moves two positions between cost centers.	11_NOND_SA_01

Attachment A – Multnomah County  
FY 2011 Departmental Amendments

**DRAFT**

Last Updated: June 1, 2010



Prog. #	Program Name	Dept(s)	GF Change	Other Funds Change	Total Change	FTE Change	Amendment Description	Amendment #
<b>Revenue Amendments</b>								
25023	ADS Long Term Care	DCHS	4,889	350,772	355,661	3.00	Allocation of \$292,500 from the State of Oregon Department of Human Services (DHS) for the transfer of 3.00 Case Manager Seniors from the State to Multnomah County. The employees will be responsible for On-The-Move program duties and will be located at the Mid-County ADSD office.	11_DCHS_RA_01
25140	Housing	DCHS	2,364	53,067	55,431	0.00	Revenue from US Department of Housing and Urban Development not anticipated when preparing the FY 2011 budget. The additional revenue will support the preservation and creation of affordable housing in FY 2011.	11_DCHS_RA_02
25020A	ADS Access and Early Intervention Services	DCHS	10,858	254,599	265,457	0.50	\$242,874 from the Corporation of National and Community Services' Foster Grandparent Program to implement a volunteer program using low-income seniors to provide mentoring and other volunteer support for children and youth. Adds 0.50 FTE Volunteer Coordinator position.	11_DCHS_RA_03
25145	SUN Community Schools	DCHS	0	60,914	60,914	0.00	This amendment budgets new grants and rebudgets in FY 2011 grant amounts not fully expended in FY 2010. \$54,405 in 21st Century Learning Center grants from FY 2009 and 2010 are rebudgeted in FY 2011. This amendment also budgets City of Portland and Leaders Roundtable funding of \$6,509. The grants will support services that SUN provides.	11_DCHS_RA_04
25119	Energy Services	DCHS	0	260,000	260,000	0.00	Oregon Department of Housing and Community Services (HCS) received additional federal funds from Department of Energy (DOE) for furnace replacement and repair. HCS allocated \$260,000 on May 14th, 2010 to Multnomah County's Energy Services Program, which will be used in FY11 for furnace replacement and repair.	11_DCHS_RA_05

Attachment A – Multnomah County  
FY 2011 Departmental Amendments

**DRAFT**

Last Updated: June 1, 2010



Prog. #	Program Name	Dept(s)	GF Change	Other Funds Change	Total Change	FTE Change	Amendment Description	Amendment #
<b>Revenue Amendments</b>								
25145	SUN Community Schools	DCHS	4,471	116,561	121,032	1.00	Increasing SUN Community Schools by \$100,000 from Multnomah County Health Department grant award (Centers for Disease Control ARRA Prevention and Wellness Communities Putting Prevention to Work). This two-year grant will add 1.00 limited duration Health Educator to promote healthy eating and a physically active lifestyle for youth and families.	11_DCHS_RA_06
25020A	ADS Access and Early Intervention Services	DCHS	4,471	116,561	121,032	1.00	Increasing ADS Access & Intervention Services by \$100,000 from Multnomah County Health Department grant from Centers for Disease Control ARRA Prevention and Wellness Communities Putting Prevention to Work. This two-year grant will add 1.00 FTE limited duration Health Educator to promote healthy eating and a physically active lifestyle for seniors and families.	11_DCHS_RA_07
25088 and 25050	Diversion for Persons with Mental Illness	DCHS	833	113,347	114,180	1.00	Adds 1.00 Mental Health Consultant funded using additional Local Admin revenue received in State Mental Health Grant (SMHG) \$47,184, combined with reallocating funding for a vacant Admin Analyst Senior position in program #25050 by using unobligated Verity funds. The Mental Health Consultant will help divert the mentally ill from the criminal justice system into mental health services.	11_DCHS_SA_01
72081A	FREDS Fleet Services	DCM	0	20,000	20,000	0.00	Adds Department of Environmental Quality – American Recovery and Reinvestment Act funds to FREDS for Fleet diesel emissions reduction retrofits.	11_DCM_RA_01
72082B	FREDS Fleet Vehicle Replacement	DCM	0	(89,530)	(89,530)	0.00	Cuts an existing contract between Metro and the County for vehicle maintenance was not renewed for FY 2011.	11_DCM_RA_02
72071 and 72072	Capital Improvement Program and Capital Asset Preservation	DCM	0	(1,974,200)	(1,974,200)	0.00	Reduces financing proceeds for East County Courts to reflect lower anticipated borrowing for the project. Adjusts Asset Preservation Fund to reflect anticipated ending balance and to program the Multnomah Building Elevator project; no net change in that fund.	11_DCM_RA_03

Attachment A – Multnomah County  
FY 2011 Departmental Amendments

**DRAFT**

Last Updated: June 1, 2010



Prog. #	Program Name	Dept(s)	GF Change	Other Funds Change	Total Change	FTE Change	Amendment Description	Amendment #
<b>Revenue Amendments</b>								
80005 80004 80007 80013 80015 80002 80009	Library Various	LIB	14,254	1,071,022	1,085,276	4.00	\$852,740 to the Library Fund from The Library Foundation for Program and Collection Enhancements. Major programs supported include Raising A Reader (\$388,740), Books 2 U (\$175,000), Summer Reading (\$50,000), and St. Johns Library Projects (\$150,000).	11_LIB_RA_01
60041A and 60068	MCIJ and Warrant Task Force	MCSO	0	59,202	59,202	0.25	Measure 57 increased the prison terms for specified drug and property crimes. It requires courts to impose a minimum sentence for offenders and requires the Department of Corrections to provide treatment. DCJ, the DA and MCSO received a 2 year grant from the State Criminal Justice Commission (CJC) to work with offenders struggling with addiction and criminality. The goal is to reduce both addiction and recidivism. Funding is for 4 months and will provide 3 jail beds for sanctioning offenders and overtime funding to cover the cost of a Law Enforcement Deputy. The 0.25 FTE pays for the corrections deputy associated with the jail beds.	11_MCSO_RA_01
10007	CCFC Administration	NOND	0	169,853	169,853	0.00	Adds grant revenue omitted in the request.	11_NOND_RA_01
Various	Information Technology	NOND	0	995,780	995,780	0.00	Increases estimated Beginning Working Capital and project expenditures for FY 2011 to reflect projects underway but not anticipated to be completed in FY 2010.	11_NOND_RA_02

Attachment A – Multnomah County  
FY 2011 Departmental Amendments

**DRAFT**

Last Updated: June 1, 2010



Prog. #	Program Name	Dept(s)	GF Change	Other Funds Change	Total Change	FTE Change	Amendment Description	Amendment #
60030A 60046 60048	Corrections Administration Human Trafficking Telestaff Law Enforcement Data Systems Sergeant	MCSO	15,527	443,892	459,419	2.00	Uses one-time-only funding from the State Criminal Alien Assistance Program (SCAAP) grant to fund a 1.00 limited duration Corrections Sergeant for one year to establish intelligence-gathering and intervention methodology regarding human trafficking as proliferated among jail inmates and 1.00 limited duration Sergeant for one year to develop efficiencies available in the Telestaff scheduling system, conducting training for system users and supporting data for Time and Attendance activities and to establish Law Enforcement Data Systems certification and maintenance in the Training Unit.	11_MCSO_RA_02

Attachment A – Multnomah County  
FY 2011 Departmental Amendments

**DRAFT**

Last Updated: June 1, 2010



Prog. #	Program Name	Dept(s)	GF Change	Other Funds Change	Total Change	FTE Change	Amendment Description	Amendment #
<b>Revenue Amendments</b>								
60063	MCSO Patrol	MCSO	4,105	64,332	68,437	0.00	Law Enforcement Terrorism Prevention Program sponsored by the Department of Homeland Security to assist law enforcement agencies in terrorism prevention activities. Activities include information sharing, target hardening, threat recognition and mapping, counter-terrorism and security planning, interoperable communications, and terrorist interdiction. Funds were carried over from last year in the Supplemental Budget in the amount of \$78,929 and must be used for specific terrorism prevention training classes to qualify for use under this grant. At the end of this year, we will have \$68,437 to carry into FY 2011 for training.	11_MCSO_RA_03
60070	Concealed Handgun Permits	MCSO	5,440	97,517	102,957	1.00	The number of permits has increased significantly corresponding in increased revenues in the dedicated fund which allows the entire program to be funded through the program fees. This was the original intent of the program, but in recent years the General Fund had to supplement the operations. Adds 1.00 FTE for an Office Assistant 2 to assist with the workload increase.	11_MCSO_RA_04
Various	Primary Care	HD	0	1,881,753	1,881,753	0.00	The carryover of the American Recovery and Reinvestment Act (ARRA) Capital Investment Program (CIP) grant will continue funding the capital improvement projects at primary care clinics. The remodeling began in FY 2010 and will be completed during FY 2011. Grant Begin/End- 06/09-06-11	11_HD_RA_01



Attachment A – Multnomah County  
FY 2011 Departmental Amendments

**DRAFT**

Last Updated: June 1, 2010



Prog. #	Program Name	Dept(s)	GF Change	Other Funds Change	Total Change	FTE Change	Amendment Description	Amendment #
<b>Revenue Amendments</b>								
40047	Chronic Disease	HD	311,756	4,453,800	4,765,556	14.00	This new grant from the CDC, Communities Putting Prevention to Work Program (CPPW), enables the Community Wellness & Prevention program to add new staff to implement policy, environmental, and systems-based change strategies to promote healthy eating and active living. The grant will also provide funding to 25 community partners, including school districts, the City of Portland, the City of Gresham, and variety of public health and culturally-specific non-profit organizations. Grant Begin/End- 03/10-03/12	11_HD_RA_02
40037	Environmental Health	HD	27,734	398,369	426,103	1.36	Community Asthma Inspection & Referral (CAIR) – New Environmental Health Healthy Homes Grant – The CAIR program is funded through HUD to provide Healthy Homes services. This program will provide medical intervention, environmental assessments and physical remediation to 320 low income families with health issues who live in Multnomah County. Grant Begin/End- 05/10-05/13	11_HD_RA_03
40034	Primary Care	HD	20,301	311,369	331,670	1.90	This is a quality incentive program from CareOregon that started at Mid-County Health Center (MCHC) as a pilot program and will be expanded to other Primary Care locations. Our success in caring for clients assigned by CareOregon has been instrumental in the expansion. Grant Begin/End- 07/10-07/11	11_HD_RA_04
40035	Health & Social Justice	HD	1,282	17,159	18,441	0.10	This is a grant from the Washington State Employee Security Department (ESD) to develop an evaluation plan for the Worksite Wellness program at ESD; analyze data collected from ESD employee surveys; and provide a summary of information, evaluated against related productivity measures, for ESD's senior management team. Grant Begin/End- 03/10-03/11	11_HD_RA_05

Attachment A – Multnomah County  
FY 2011 Departmental Amendments

**DRAFT**

Last Updated: June 1, 2010



Prog. #	Program Name	Dept(s)	GF Change	Other Funds Change	Total Change	FTE Change	Amendment Description	Amendment #
<b>Revenue Amendments</b>								
40035	Health & Social Justice	HD	532	6,322	6,854	0.00	The Robert Wood Johnson Smoke Free Policy grant will examine attitudes toward compliance with & health effects of a smoke free policy in subsidized multi-unit housing, and it's impact on the property. Grant Begin/End- 11/09-11/10	11_HD_RA_06
40031	Pharmacy	HD	22,557	352,834	375,391	3.00	Productivity increases in the clinics as well as additional providers have had the effect of increased numbers of clients seen with the resulting increase in Title 18/Medicare fees.	11_HD_RA_07
40037	Environmental Health	HD	2,626	35,344	37,970	0.00	This grant, from the City of Portland, Bureau of Housing and Community Development (BHCD), will provide a one year contract to Multnomah County Environmental Health for \$34,942. This will help fund a temporary Environmental Health staff, training, and equipment and supplies needed for the new CAIR program. Grant Begin/End- 07/10-04/13	11_HD_RA_08
40011	HIV	HD	1,108	15,259	16,367	0.00	This amendment increases the 2011 State HIV Prevention Block Grant award. These funds primarily support development of HIV/Hepatitis C prevention materials targeted to populations at high risk for HIV/Hepatitis C/STDs to encourage testing and to promote behaviors that reduce risk. 07/10-06/11	11_HD_RA_09
40018	WIC	HD	3,879	53,366	57,245	0.00	The State provided Multnomah County Women, Infants and Children (WIC) with funding to help enhance the clients' through participant centered education (PCE). This may include rewriting lesson plans, improving the office experience, or improving a phone system that makes it easier to contact clients. WIC was also awarded state funds to support implementation of the use of fruit and vegetable vouchers at area farmer's markets. WIC staff will assist clients' in the use of voucher. Grant Begin/End- 07/10-06/11	11_HD_RA_10

Attachment A – Multnomah County  
FY 2011 Departmental Amendments

**DRAFT**

Last Updated: June 1, 2010



Prog. #	Program Name	Dept(s)	GF Change	Other Funds Change	Total Change	FTE Change	Amendment Description	Amendment #
<b>Carryover Amendments</b>								
72056	Central Human Resources-Administration	DCM	17,000	0	17,000	0.00	Carryover for furniture purchased but not expected to be received by 6/30/10 for moving Central Human Resources from the 4th floor to the 3rd floor due to the IT staff move onto the 4th floor. Purchase order #4500123233	11_DCM_CA_01
60018	Property and Laundry	MCSO	172,900	71,415	244,315	0.00	In the warehouse contract, it states all permitting must be complete before MCSO takes occupancy (scheduled for June 11, 2010). In order to have the warehouse fully functioning, necessary modifications will need to take place. Modifications cannot be addressed until the Sheriff's Office takes possession of the warehouse. This does not give the Sheriff's Office sufficient time to complete the work or receive capital items that have been ordered. This amendment earmarks purchases planned for FY 2010 in FY 2011.	11_MCSO_CA_02

Attachment A – Multnomah County  
FY 2011 Departmental Amendments

**DRAFT**

Last Updated: June 1, 2010



Prog. #	Program Name	Dept(s)	GF Change	Other Funds Change	Total Change	FTE Change	Amendment Description	Amendment #
<b>Program Amendments</b>								
25120	Homeless Family Shelter System	DCHS	15,000	0	15,000	0.00	The pilot project "30 Families in 30 days" initiated in January 2010 budgeted rental assistance for 30 families for 6 months. Many of the families did not access the program until mid to late February 2010. Six months of rental assistance will not be completed until July or August of 2010, in FY 2011. Requests \$15,000 of General Fund to provide 6 months of rent assistance to the current 30 families.	11_DCHS_PA_01
25090	Detoxification and Post-Detoxification Housing	DCHS	0	0	0	0.00	Provides \$260,000 to ensure that Hooper Detox can continue to operate 24 hours per day, 7 days a week. Service levels will be reduced from 53 beds and 2,500 annual admissions to 45 bed level with 2,125 annual admissions. The \$260,000 for Detox will be covered with General Fund originally budgeted in the Multnomah Treatment Fund, Program Offer 25063A. The Multnomah Treatment Fund reduction will be offset by State Mental Health Grant funding. It is anticipated that the funding gap for Hooper Detox will be ongoing.	11_DCHS_PA_02
72038	DART County Clerk Functions	DCM	0	0	0	0.00	Transfers the passports program from DCS-Elections to DCM-DART includes 1.00 FTE with related materials and supplies expenses and \$70,000 in Fee revenue. DCS is reduced and DCM is increased in the same amount, no net change in General Fund.	11_DCM_PA_01
91013	Road Services	DCS	0	(98,540)	(98,540)	(1.00)	1.00 FTE engineering staff reduction (\$81,451) responds to the road capital improvement program moving away from construction and into a design phase for FY 2011.	11_DCS_PA_01
91016	Bridge Engineering	DCS	0	97,729	97,729	(1.00)	Increases ongoing Broadway Bridge project expenditures which will be funded from an unexpected reimbursement from Oregon Department of Transportation in FY 2010 and supplemented by the elimination of a <i>vacant</i> position.	11_DCS_PA_02

Attachment A – Multnomah County  
FY 2011 Departmental Amendments

**DRAFT**

Last Updated: June 1, 2010



Prog. #	Program Name	Dept(s)	GF Change	Other Funds Change	Total Change	FTE Change	Amendment Description	Amendment #
<b>Program Amendments</b>								
40013A/B	Early Childhood Services	HD	0	557	557	0.75	Early Childhood Services reorganized to ensure accountability, provide adequate system support and utilize evidence-based best practices. ECS consolidates offices from 3 sites to 2-Northeast and East; and maintains drop-in workstations at North and Southeast. Working to identify drop-in sites in Mid County. Net increase of 0.75 FTE.	11_HD_PA_01
<b>TOTAL</b>			1,210,510	9,235,924	10,446,434	33.11		

Attachment B  
 Appropriations Schedule  
 Multnomah County, Oregon  
 Fiscal Year July 1, 2010 to June 30, 2011

**GENERAL FUND (1000)**

Nondepartmental		20,414,658
District Attorney		19,053,548
Overall County Expenditures		0
County Human Services		48,489,722
Health		53,215,720
Community Justice		54,487,938
Sheriff		100,138,273
County Management		29,062,344
Community Services		11,537,694
<b>All Agencies</b>		<b>336,399,897</b>
Cash Transfers	Library Fund	15,093,244
	Financed Projects Fund	4,500,000
	Capital Improvement Fund	150,000
	Facilities Fund	120,000
	Fleet Management Fund	74,000
<b>Total Cash Transfers</b>		<b>19,937,244</b>
<b>Contingency</b>		<b>5,826,302</b>
<b>Total Appropriation</b>		<b>362,163,443</b>

**STRATEGIC INVESTMENT PROGRAM FUND (1500)**

Cash Transfers	General Fund	161,000
<b>Total Appropriation</b>		<b>161,000</b>

**ROAD FUND (1501)**

Community Services		39,510,133
Cash Transfers	Willamette River Bridge Fund	5,600,000
	Bicycle Path Fund	68,000
<b>Total Cash Transfers</b>		<b>5,668,000</b>
<b>Total Appropriation</b>		<b>45,178,133</b>

**EMERGENCY COMMUNICATIONS FUND (1502)**

Sheriff		250,000
<b>Total Appropriation</b>		<b>250,000</b>

**BICYCLE PATH CONSTRUCTION FUND (1503)**

Community Services		90,000
<b>Contingency</b>		<b>340,500</b>
<b>Total Appropriation</b>		<b>430,500</b>

**RECREATION FUND (1504)**

County Management		101,700
<b>Total Appropriation</b>		<b>101,700</b>

**Attachment B**  
**Appropriations Schedule**  
Multnomah County, Oregon  
Fiscal Year July 1, 2010 to June 30, 2011

**FEDERAL STATE FUND (1505)**

<i>Nondepartmental</i>	3,480,954
<i>District Attorney</i>	6,440,927
<i>County Human Services</i>	121,289,283
<i>Health</i>	98,919,927
<i>Community Justice</i>	27,271,992
<i>Sheriff</i>	11,567,865
<i>County Management</i>	39,641
<i>Community Services</i>	128,127
<i>All Agencies</i>	<b>269,138,716</b>
<i>Contingency</i>	<b>0</b>
<b>Total Appropriation</b>	<b>269,138,716</b>

**COUNTY SCHOOL FUND (1506)**

<i>Nondepartmental</i>	191,500
<b>Total Appropriation</b>	<b>191,500</b>

**TAX TITLE FUND (1507)**

<i>County Management</i>	546,623
<b>Total Appropriation</b>	<b>546,623</b>

**ANIMAL CONTROL FUND (1508)**

<i>Community Services</i>	667,500
<i>Cash Transfers General Fund</i>	1,850,000
<i>Contingency</i>	173,873
<b>Total Appropriation</b>	<b>2,691,373</b>

**WILLAMETTE RIVER BRIDGES FUND (1509)**

<i>Community Services</i>	65,841,406
<i>Cash Transfers General Fund</i>	1,000,000
<i>Contingency</i>	8,661,336
<b>Total Appropriation</b>	<b>75,502,742</b>

**LIBRARY SERIAL LEVY FUND (1510)**

<i>Library</i>	61,141,683
<i>Contingency</i>	1,000,000
<b>Total Appropriation</b>	<b>62,141,683</b>

**SPECIAL EXCISE TAXES FUND (1511)**

<i>Nondepartmental</i>	19,014,000
<b>Total Appropriation</b>	<b>19,014,000</b>

**LAND CORNER PRESERVATION FUND (1512)**

<i>Community Services</i>	1,238,324
<i>Contingency</i>	446,676
<b>Total Appropriation</b>	<b>1,685,000</b>

Attachment B  
 Appropriations Schedule  
 Multnomah County, Oregon  
 Fiscal Year July 1, 2010 to June 30, 2011

**INMATE WELFARE FUND (1513)**

Community Justice	2,000
Sheriff	1,382,015
<b>All Agencies</b>	<b>1,384,015</b>
<b>Total Appropriation</b>	<b>1,384,015</b>

**JUSTICE SERVICES SPECIAL OPERATIONS (1516)**

District Attorney	158,886
Health	1,892,545
Community Justice	2,659,143
Sheriff	3,406,283
<b>All Agencies</b>	<b>8,116,857</b>
<b>Total Appropriation</b>	<b>8,116,857</b>

**REVENUE BOND SINKING FUND (2001)**

Nondepartmental	8,000
Debt Service	547,665
<b>Total Appropriation</b>	<b>555,665</b>

**CAPITAL LEASE RETIREMENT FUND (2002)**

Nondepartmental	5,000
Debt Service	19,187,381
<b>Total Appropriation</b>	<b>19,192,381</b>

**GENERAL OBLIGATION BOND SINKING FUND (2003)**

Debt Service	9,252,873
<b>Total Appropriation</b>	<b>9,252,873</b>

**PERS BOND SINKING FUND (2004)**

Nondepartmental	25,000
Debt Service	15,201,805
<b>Total Appropriation</b>	<b>15,226,805</b>

**FINANCED PROJECTS FUND (2504)**

County Management	5,100,000
Contingency	6,000
<b>Total Appropriation</b>	<b>5,106,000</b>

**CAPITAL IMPROVEMENT FUND (2507)**

County Management	49,307,100
<b>Total Appropriation</b>	<b>49,307,100</b>



Attachment B  
**Appropriations Schedule**  
Multnomah County, Oregon  
Fiscal Year July 1, 2010 to June 30, 2011

**CAPITAL ACQUISITION FUND (2508)**

<i>Nondepartmental</i>	6,000,000
<i>Contingency</i>	7,000
<b>Total Appropriation</b>	<b>6,007,000</b>

**ASSET PRESERVATION FUND (2509)**

<i>County Management</i>	4,777,865
<b>Total Appropriation</b>	<b>4,777,865</b>

**BEHAVIORAL HEALTH MANAGED CARE FUND (3002)**

<i>County Human Services</i>	42,692,735
<i>Contingency</i>	5,000,000
<b>Total Appropriation</b>	<b>47,692,735</b>

**RISK MANAGEMENT FUND (3500)**

<i>Nondepartmental</i>	3,662,904
<i>County Management</i>	86,687,376
<i>All Agencies</i>	90,350,280
<i>Contingency</i>	2,000,000
<b>Total Appropriation</b>	<b>92,350,280</b>

**FLEET FUND (3501)**

<i>County Management</i>	10,624,986
<i>Contingency</i>	827,405
<b>Total Appropriation</b>	<b>11,452,391</b>

**DATA PROCESSING FUND (3503)**

<i>Nondepartmental</i>	45,088,326
<i>Contingency</i>	1,811,393
<b>Total Appropriation</b>	<b>46,899,719</b>

**MAIL DISTRIBUTION FUND (3504)**

<i>County Management</i>	7,346,334
<i>Contingency</i>	771,831
<b>Total Appropriation</b>	<b>8,118,165</b>

**FACILITIES MANAGEMENT FUND (3505)**

<i>County Management</i>	37,413,915
<i>Cash Transfers</i> Capital Improvement Fund	3,366,100
Asset Preservation Fund	2,488,900
<i>Total Cash Transfers</i>	5,855,000
<i>Contingency</i>	534,444
<b>Total Appropriation</b>	<b>43,803,359</b>

## Attachment C - FY 2011 Budget Notes

June 10, 2010

### SUN Service System Fees (Willer)

The Board directs DCHS to report on the status of fee collection efforts for the SUN Community Schools, no later than August 31st, 2010. The Board is concerned that the fees are not always collected from parents who could afford to contribute to the program. The County does not collect the fees itself, but the fees help to support the array of services that SUN provides. The report should detail the status of fees collected by school, whether the school has a parent advisory council and the number of parents serving on it, along with information about the demographics of each school and the services SUN provides on site. Information shall be provided for the past two years.

### Animal Services – Downtown Pet Adoption Center (Cogen)

The County's Animal Services Division is requesting funding for a small, temporary animal adoption center in Portland. The animal adoption center has the goal to make Multnomah County's Animal Services visible and accessible to Portlanders and to reduce animal euthanasia rates. The 2,000-to-2,500-square-foot center is planned for Portland's core and would operate six to seven days a week. The downtown adoption center would feature a rotating cast of adoptable animals and would accept stray animals in addition to providing office space for one Animal Control Officer. \$75,000 has been earmarked in contingency for this project. Once the department raises \$225,000 they may return to the Board to access the funds in contingency.

### Child and Family Hunger Relief – (Shiprack)

The Board will revisit Program Offer 25147, Child and Family Hunger Relief by July 31st, 2010. \$186,043 is allocated to the program in the FY 2011 adopted budget to run the summer and non-school/weekday portions of the program. The Board would like to hear from DCHS how the program will leverage resources from the faith-based, not-for-profit, and business community after the one-time funding is spent. \$48,957 for the Back Pack Program will be earmarked in contingency should the Board decide to fund the weekend feeding program.

### Nonprofit Hotel – (McKeel)

The Board did not fund Program Offer 25121, the Nonprofit Hotel. The Board directs DCHS to present a business plan to the Board no later than September 30, 2010. After hearing a detailed business plan on the operations, future funding plans, and timeline for implementing the program, the Board will consider funding this program. The \$413,507 will be earmarked in contingency should the Board decide to fund this program in FY 2011.

### Juvenile Detention Electronics at Donald E. Long (Shiprack)

The monitoring of and access to all internal areas (custody units, sleeping rooms, holding cells, hallways) and external areas (police gates, public entrance, sally ports) is currently operated by manual input-output switch systems located in Mail Control, Intake, Visiting Control and in each custody unit. Any time one of these system areas breaks down, extreme security and safety hazards are created. Community Justice, working with Facilities and Property Management and Electronic Services proposes to replace the existing control systems with modern, detention-grade control systems that allow for the County's Electronic Services group to provide cost effective servicing.

## Attachment C - FY 2011 Budget Notes

June 10, 2010

The Board directs Community Justice and County Management to return to the Board on or before August 31, 2010 and report on the following:

- Total estimated cost for a new or updated system
- Timeline and implementation schedule
- Financing/funding options.

~~Work Smart Initiative (Kafoury)~~

~~Withdrawn~~

~~The Board desires a briefing on or before August 31, 2010, on the status of the Administrative Review and in particular the Business Process Reengineering. The report should include information about:~~

- ~~• the original plan and scope of work~~
- ~~• implementation and accomplishments~~
- ~~• remaining or incomplete tasks~~
- ~~• subsequent phases or rollout~~
- ~~• expenditures to date and FY 2011 proposed budget~~
- ~~• next steps and timeline~~

~~The \$217,907 will be earmarked in contingency should the Board decide to fund this program in FY 2011.~~

Executive and Management Study (Kafoury)

The Board will revisit Program Offer 72061 Executive and Management Class-Comp Study as part of the state budget rebalance process. The Board would like to hear from DCM about the scope of the project, what has happened to date, and the plan to move forward. The one-time funding of \$200,000 will be earmarked in contingency should the Board decide to fund this program.

Rockwood Clinic (Kafoury)

The Board will revisit Program Offer 40059B Rockwood Clinic Scaled Offer prior to the state budget rebalance process. The Board would like to hear from the Health Department about alternative funding options, including what the Health Department would cut if asked to fund this program offer within their current General Fund allocation. The one-time funding of \$222,897 will be earmarked in contingency should the Board decide to fund this program.

Mental Health Peer Clubhouse and Strengthening Families – Addictions Prevention (Kafoury)

The Board did not fund Program Offer 25065 Mental Health Peer Clubhouse or Program Offer 25087 Strengthening Families – Addictions Prevention. The Board will revisit both programs as part of the state budget rebalance process. \$388,300 will be earmarked in contingency should the Board decide to fund either or both of these programs: \$263,300 for the Mental Health Peer Clubhouse, and \$125,000 for Strengthening Families – Addictions Prevention.

## Attachment C - FY 2011 Budget Notes

June 10, 2010

### Use of One-Time-Only (OTO) Funding (McKeel)

There are a number of programs that are funded with one-time-only funding (OTO) for FY 2011. Multnomah County's financial policies address OTO, but the BCC would like a detailed discussion about the use of this resource.

The Board directs the Budget Office to schedule a worksession prior to the mid-year state budget rebalance process. The discussion should include:

- The level of reserves set aside as established by Board policy
- One-time-only spending proposals for projects or pilot programs
- Ramping down or phasing out programs funded by OTO funds
- Bridge or gap financing for existing programs for a finite period of time
- Future funding impacts (i.e. loss of State or Federal funding).
- Best practices
- Survey of surrounding local governments' OTO policies.

### Sheriff's Office Authorization for Over-Staffing Deputies (McKeel)

The recruitment, hiring and training of Law Enforcement Deputies and Corrections Deputies (Deputy) is a competitive and resource intensive process. Before a Sheriff's Deputy can become a self-sufficient employee, six months to a year of recruitment, hiring, and training must occur. The Sheriff's Office wants to minimize Deputy vacancies, as well as other post-driven classification vacancies. Over the next five years, approximately 32% of the Deputy work force will be eligible for retirement. Historically, the Sheriff's Office has averaged a 7% annual attrition rate in the Deputy job classifications. It is important to minimize the amount of time a position is vacant and careful management of vacancies by anticipating attrition events will result in both a positive impact on the employee's well-being and contribute to the reduction of the agency's dependence upon overtime. This budget note authorizes the Sheriff's Office to overfill budgeted Deputy positions by 10.00 FTE. It is expected that this strategy will provide the needed flexibility to keep vacancies filled yet remain within budgeted appropriation.

Additionally, the Sheriff's Office will keep the Board informed as to the progress of the State cuts to DPSST and the impact to Multnomah County.

### Board Briefings (Shiprack)

The Board will hold a series of worksessions and briefings on items earmarked in contingency. The first of these work sessions will be on the Rockwood Clinic to be scheduled in July, 2010. The timing for subsequent work sessions on contingency earmarks are noted in individual budget notes.

Those earmarks are as follows:

- Rockwood Health Clinic (schedule by July, 2010)
- Peer Clubhouse & Strengthening Families Addictions (schedule as part of the state budget rebalance process)
- Executive & Management Study (schedule as part of the state budget rebalance process)
- Child & Family Hunger Relief & Backpack Program (schedule by July 31, 2010)
- Pet Adoption Center (department to schedule once \$225,000 is raised).

## Attachment C - FY 2011 Budget Notes

June 10, 2010

### Evidence Based Sentencing (Shiprack)

Data-driven reforms in sentencing are being developed around the nation that protect public safety, hold offenders accountable, and reduce corrections costs. In a study published in May, 2009, the Pew Center's Public Safety Performance Project recommends 10 evidence-based sentencing initiatives to control crime and reduce costs. In Multnomah County, sentencing recommendations are made by the District Attorney's Office. The Board of County Commissioners directs the District Attorney to brief the Board at a public meeting by September, 2010 to review, respond to, and make recommendations for implementing the ten evidence-based sentencing strategies from Pew's Public Safety Performance Project.

## ATTACHMENT D

The Board makes the following response to the recommendation made by the Tax Supervising and Conservation Commission (TSCC) which is contained in the letter certifying the FY 2011 County budget.

### **I. Recommendation – Expenditures exceeded appropriations**

The audit report notes the following over-expenditures in FY 2009. Expenditures of the various funds were within authorized appropriations except as noted:

Federal State Program Fund, Community Services	\$37,000
Federal State Program Fund, Health Services	\$2,484,000
Revenue Bond Fund, Nondepartmental	\$1,439,000

Local Budget Law does not allow for the expenditure of funds above approved appropriation levels. Care needs to be taken to ensure that spending is within approved limits or that budget adjustments are authorized prior to the expenditure of funds.

### **Response –**

Below are the management comments about these over-expenditures in the Comprehensive Annual Financial Report's (CAFR) Notes to the Basic Financial Statements, p. 51:

"In the Federal State Program Fund, the Community Services Department exceeded its appropriation as a result of a higher than expected beginning balance related to prior year revenues that were not expended until fiscal year 2009. The required budget amendments were not submitted for approval prior to the end of the fiscal year. This was a one-time adjustment with available fund balance to cover the expenditure.

In the Federal State Program Fund, the Health Department exceeded its appropriation primarily due to an increase in patient visits related to the Health Department's dental, pharmacy and primary care programs. These programs are funded by Medicaid revenues, private insurance and self-pay. In addition, the Health Department's annual vaccine allotment received from the State was greater than expected and the Department's budget did not reflect the increase in cost. The over expenditures were funded by available fund balance.

In the Revenue Bond Fund, the County exceeded its appropriation as a result of the early redemption of revenues bonds issued in October 1998. This early redemption was as a result of revenues recognized on a property sale in fiscal year 2008 committed for future revenues on this debt. The over expenditure was funded by available fund balance."

Additionally, our FY 2009 CAFR was recently reviewed by the Secretary of State's Office. Their findings and recommendations about the above-noted over-expenditures referenced ORS 297.466, which requires the County to pass a resolution to address budget violations within 30 days of filing our audit report. Below is a relevant portion of the response we sent to the State Audit Division regarding our plans to address their recommendations going forward (emphasis added):

"County departments are responsible for closely monitoring their programs and the budget to actual status throughout the year in order to identify and prevent any potential budget violations. In

addition, General Ledger reviews year to date budget to actual reports and identifies any potential over expenditures. Any over-expenditures are further investigated. If necessary, budget modifications are requested and a corrective action plan is established by the department incurring the over-expenditure. *Going forward, we will provide the Secretary of State with a corrective action plan within the required time frame (30 days from date of issue of audit report)."*

We expect that this action will satisfy any future TSCC recommendations about fund over expenditures.



# MULTNOMAH COUNTY AGENDA PLACEMENT REQUEST

(revised 12/31/09)

APPROVED: MULTNOMAH COUNTY  
BOARD OF COMMISSIONERS  
AGENDA # R-2 DATE 6/10/2010  
LYNDA GROW, BOARD CLERK

## Board Clerk Use Only

Meeting Date: 6/10/2010  
Agenda Item #: R-2  
Est. Start Time: 9:55 am

**Agenda Title:** **RESOLUTION Levying Ad Valorem Property Taxes for Multnomah County, Oregon, for Fiscal Year 2011**

*Note: If Ordinance, Resolution, Order or Proclamation, provide exact title. For all other submissions, provide a clearly written title sufficient to describe the action requested.*

Requested Meeting Date: June 10, 2010 Amount of Time Needed: 5 minutes  
Department: Dept. of County Management Division: Budget  
Contact(s): Karyne Kieta, Budget Director  
Phone: 503.988.3312 Ext. 22457 I/O Address: 503/531  
Presenter(s): Karyne Kieta

## General Information

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

It is recommended that the Board of County Commissioners adopt the resolution to levy property taxes for Fiscal Year 2011.

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

The resolution levies the taxes included in the FY 2011 Adopted Budget.

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

This action authorizes rate levies for the General Fund (Permanent Rate) of \$4.3434 per thousand dollars of assessed value and the Library Local Option Levy of \$0.89 per thousand dollars of assessed value.

It also levies \$8,465,608 for bonded debt payments. Tax levies in support of bonded debt are excluded from the limitations imposed by Measure 5 and Measure 50.

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

n/a



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

n/a

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**Required Signature**

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

*Mindy Harris*

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**Date: 5/24/10**

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BEFORE THE BOARD OF COUNTY COMMISSIONERS  
FOR MULTNOMAH COUNTY, OREGON

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

Levying Ad Valorem Property Taxes for Multnomah County, Oregon, for Fiscal Year 2011

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

- a. The Board has adopted the budget for Multnomah County, Oregon for Fiscal Year 2011.
- b. That budget provides for ad valorem property taxes to be levied on all property in Multnomah County.

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

1. The Board levies the taxes provided for in the adopted budget.
2. These taxes are a combination of authorized tax rates and authorized dollars for repayment of bonded debt as follows:

<b>General Government Category</b>	
<b>Operating Taxes</b>	<b>Tax Rate / \$1,000</b>
Permanent Tax Rate	\$ 4.3434
Library Local Option Levy	\$ 0.8900
<b>Total Operating Taxes</b>	<b>\$ 5.2334</b>
<b>Excluded From Limitation</b>	
<b>Bonded Indebtedness</b>	<b>Tax Amount</b>
General Obligation Debt Levy	\$8,465,608
<b>Total Debt Levy</b>	<b>\$8,465,608</b>

3. These taxes are levied upon all taxable property in Multnomah County.

ADOPTED this 10th day of June, 2010.

BOARD OF COUNTY COMMISSIONERS  
FOR MULTNOMAH COUNTY, OREGON

\_\_\_\_\_  
Jeff Cogen, Chair

REVIEWED:

AGNES SOWLE, COUNTY ATTORNEY  
FOR MULTNOMAH COUNTY, OREGON

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

SUBMITTED BY:  
Karyne Kieta, Budget Director



# MULTNOMAH COUNTY

## AGENDA PLACEMENT REQUEST (short form)

### Board Clerk Use Only

Meeting Date: 6/10/2010  
Agenda Item #: R-3  
Est. Start Time: 10:00 am

**Agenda Title:** *Authorizing Salary Adjustments for Employees Not Covered by Collective Bargaining Agreements for Fiscal Year 2010-2011*

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

Requested Meeting Date: June 10, 2010 Amount of Time Needed: 10 minutes  
Department: DCM Division: Central HR  
Contact(s): Travis Graves *CCIMINOW HARRIS & KARYNE KIGGA*  
Phone: 503-988-6134 Ext. 86134 I/O Address: 503/4  
Presenter(s): Travis Graves, HR Director

### General Information

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

Approval of the compensation plan and cost of living increase for fiscal year 2010-2011 for all non represented staff, except for elected officials' staff. Elected officials are responsible for setting the pay for their staff.

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

Per County Code 9.160 – Compensation Plan (B) it is county policy to establish a compensation plan that provides pay and benefits necessary for the county to recruit, select, and retain qualified employees who are not part of a bargaining unit. The Chair is responsible for developing and presenting annual compensation plan adjustment recommendations to the Board for approval (County Code 9.170 – Plan Maintenance). This Resolution approves the compensation plan for FY' 11.

This Resolution authorizes a 2.0% cost of living adjustment for employees not covered by collective bargaining agreements, except for elected official staff. It also approves the compensation plan for fiscal year 2010-2011.

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

This salary adjustment is consistent with the increase included in the personnel costs in the budget for FY'11. This resolution adjusts the ranges and all non-bargaining unit employees' salaries, except elected officials staff, by 2.0%.

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

N/A

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

None

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**Required Signature**

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

*Mindy Hume*

**Date:** 5/25/10

BEFORE THE BOARD OF COUNTY COMMISSIONERS  
FOR MULTNOMAH COUNTY, OREGON

**RESOLUTION NO.**

Authorizing Salary Adjustments for Employees Not Covered by Collective Bargaining Agreements for Fiscal Year 2010-2011.

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

- a. Multnomah County (County) employs individuals not covered by any collective bargaining agreement.
- b. The Multnomah County Board of Commissioners (Board) adopted County compensation policy in MCC 9.160 to provide such pay as necessary for the County to recruit, select and retain qualified management, supervisory, administrative and professional employees; to recognize employee performance, growth and development; to maintain an appropriate internal relationship among classifications and employees based on job responsibilities, qualifications and authority; and to maintain parity between equivalent non-represented and represented positions.
- c. The Chair is responsible for developing and recommending compensation plan adjustments to the Board.
- d. Certain employees work as elected officials' staff, and the elected officials set their pay.

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

1. General Salary Increases. Except for elected officials' staff, management and executive employees are eligible for a cost of living increase effective July 1, 2010 of 2.0%. These pay ranges are shown in an exhibit attached to this Resolution, labeled Management/Executive Pay Table - effective July 1, 2010.

ADOPTED this \_\_ day of \_\_\_\_\_ 2010

BOARD OF COUNTY COMMISSIONERS  
FOR MULTNOMAH COUNTY, OREGON

\_\_\_\_\_  
Jeff Cogen, Chair

REVIEWED:  
AGNES SOWLE, COUNTY COUNSEL  
FOR MULTNOMAH COUNTY, OREGON

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

**Multnomah County Management/Executive Pay Table - effective July 1, 2010**

Job Class	Job Title	Notes	Pay Scale Group	Annual		Semi-Monthly		
				Min	Max	Min	Mid	Max
9603	AA/EEO Officer	Exec	129	\$64,683.09	\$90,554.53	\$2,695.13	\$3,234.12	\$3,773.11
9792	Access Services Administrator		124	\$50,690.15	\$70,963.95	\$2,112.09	\$2,534.46	\$2,956.83
9006	Administrative Analyst		121	\$43,789.75	\$61,305.65	\$1,824.57	\$2,189.49	\$2,554.40
9005	Administrative Analyst/Senior		123	\$48,291.50	\$67,606.96	\$2,012.15	\$2,414.55	\$2,816.96
9607	Administrative Serv Officer		126	\$55,874.00	\$78,225.86	\$2,328.08	\$2,793.75	\$3,259.41
9634	Administrative Specialist/NR		117	\$35,983.31	\$50,375.26	\$1,499.30	\$1,799.14	\$2,098.97
9060	Asst County Attorney 1	Exec	128	\$61,598.94	\$86,239.22	\$2,566.62	\$3,079.96	\$3,593.30
9190	Asst County Attorney 2	Exec	132	\$74,882.51	\$104,835.07	\$3,120.10	\$3,744.12	\$4,368.13
9440	Asst County Attorney/Senior	Exec	135	\$86,629.14	\$121,375.59	\$3,609.55	\$4,333.43	\$5,057.32
9623	Bridge Maintenance Supervisor		124	\$50,690.15	\$70,963.95	\$2,112.09	\$2,534.46	\$2,956.83
9734	Budget Analyst/Principal		128	\$61,598.94	\$86,239.22	\$2,566.62	\$3,079.96	\$3,593.30
9730	Budget Analyst/Senior		125	\$53,232.06	\$74,524.42	\$2,218.00	\$2,661.59	\$3,105.18
9627	Captain	Exec	135	\$86,629.14	\$121,375.59	\$3,609.55	\$4,333.43	\$5,057.32
9773	Cataloging Administrator		128	\$61,598.94	\$86,239.22	\$2,566.62	\$3,079.96	\$3,593.30
9007	Chaplain	Exec	120	\$41,709.39	\$58,394.29	\$1,737.89	\$2,085.49	\$2,433.10
9630	Chief Appraiser	Exec	129-130	\$64,683.09	\$95,109.71	\$2,695.13	\$3,329.02	\$3,962.90
9625	Chief Deputy	Exec	136	\$90,638.66	\$126,891.38	\$3,776.61	\$4,531.88	\$5,287.14
9064	Chief Deputy Medical Examiner		125	\$53,232.06	\$74,524.42	\$2,218.00	\$2,661.59	\$3,105.18
9810	Chief Financial Officer	Exec	137-139	\$95,063.08	\$146,900.28	\$3,960.96	\$5,040.90	\$6,120.85
9455	Chief Information Officer	Exec	141	\$115,593.80	\$161,959.55	\$4,816.41	\$5,782.36	\$6,748.31
9620	Community Justice Manager		126-128	\$55,874.00	\$86,239.22	\$2,328.08	\$2,960.69	\$3,593.30
9510	County Attorney	Exec	140-142	\$110,090.52	\$169,925.15	\$4,587.11	\$5,833.66	\$7,080.21
5014	County Auditor	Staff	5014	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
5001	County Chair	Staff	5001	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
5010	County Commissioner	Staff	5010	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
9649	County Surveyor	Exec	130	\$67,936.64	\$95,109.71	\$2,830.69	\$3,396.80	\$3,962.90
9515	County Web Manager	Exec	131	\$71,335.69	\$99,868.37	\$2,972.32	\$3,566.75	\$4,161.18
9445	D A Investigator/Chief		124-126	\$50,690.15	\$78,225.86	\$2,112.09	\$2,685.75	\$3,259.41
9499	Dental Director/Clinical	Exec	140	\$110,090.52	\$154,125.83	\$4,587.11	\$5,504.51	\$6,421.91
9390	Dentist	Exec	137	\$95,063.08	\$133,088.09	\$3,960.96	\$4,753.15	\$5,545.34
9610	Department Director 1	Exec	137-139	\$95,063.08	\$146,900.28	\$3,960.96	\$5,040.90	\$6,120.85
9613	Department Director 2	Exec	140-142	\$110,090.52	\$169,925.15	\$4,587.11	\$5,833.66	\$7,080.21
9281	Deputy Auditor	Staff	9281	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
9631	Deputy County Attorney	Exec	138	\$99,857.00	\$139,798.67	\$4,160.71	\$4,992.83	\$5,824.94
9619	Deputy Director	Exec	133	\$78,626.03	\$110,075.74	\$3,276.08	\$3,931.29	\$4,586.49
9465	Deputy Dist Atty/First Asst	Staff	9465	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
9450	Deputy District Attorney/Chief	Staff	9450	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
9540	Deputy Health Officer	Exec	141	\$115,593.80	\$161,959.55	\$4,816.41	\$5,782.36	\$6,748.31
9541	Deputy Medical Director	Exec	141	\$115,593.80	\$161,959.55	\$4,816.41	\$5,782.36	\$6,748.31
5053	District Attorney	Staff	5053	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
9665	Elections Administrator		124	\$50,690.15	\$70,963.95	\$2,112.09	\$2,534.46	\$2,956.83
9666	Elections Manager	Exec	130	\$67,936.64	\$95,109.71	\$2,830.69	\$3,396.80	\$3,962.90
9530	EMS Medical Director	Exec	144	\$133,814.52	\$187,339.87	\$5,575.61	\$6,690.72	\$7,805.83
9671	Engineering Services Manager 1		129	\$64,683.09	\$90,554.53	\$2,695.13	\$3,234.12	\$3,773.11
9672	Engineering Services Manager 2	Exec	132	\$74,882.51	\$104,835.07	\$3,120.10	\$3,744.12	\$4,368.13
9062	Environmental Health Supervisor		128	\$61,598.94	\$86,239.22	\$2,566.62	\$3,079.96	\$3,593.30
9460	Executive Assistant	Staff	9460	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
9686	Facilities Dev & Services Mgr	Exec	129	\$64,683.09	\$90,554.53	\$2,695.13	\$3,234.12	\$3,773.11
9336	Finance Manager		129-130	\$64,683.09	\$95,109.71	\$2,695.13	\$3,329.02	\$3,962.90
9335	Finance Supervisor		125-126	\$53,232.06	\$78,225.86	\$2,218.00	\$2,738.71	\$3,259.41
9689	Fleet Maintenance Supervisor		124	\$50,690.15	\$70,963.95	\$2,112.09	\$2,534.46	\$2,956.83
9550	Health Officer	Exec	143	\$127,441.58	\$178,561.47	\$5,310.07	\$6,375.06	\$7,440.06

Job Class	Job Title	Notes	Pay Scale Group	Min	Max	Min	Mid	Max
9698	Health Services Development Admin		128	\$61,598.94	\$86,239.22	\$2,566.62	\$3,079.96	\$3,593.30
9694	Health Services Manager	Exec	130	\$67,936.64	\$95,109.71	\$2,830.69	\$3,396.80	\$3,962.90
9695	Health Services Manager/Senior	Exec	133	\$78,626.03	\$110,075.74	\$3,276.08	\$3,931.29	\$4,586.49
9080	Human Resources Analyst 1		121	\$43,789.75	\$61,305.65	\$1,824.57	\$2,189.49	\$2,554.40
9670	Human Resources Analyst 2		124	\$50,690.15	\$70,963.95	\$2,112.09	\$2,534.46	\$2,956.83
9748	Human Resources Analyst/Senior		126	\$55,874.00	\$78,225.86	\$2,328.08	\$2,793.75	\$3,259.41
9668	Human Resources Director	Exec	138	\$99,857.00	\$139,798.67	\$4,160.71	\$4,992.83	\$5,824.94
9715	Human Resources Manager 1		128	\$61,598.94	\$86,239.22	\$2,566.62	\$3,079.96	\$3,593.30
9621	Human Resources Manager 2	Exec	131	\$71,335.69	\$99,868.37	\$2,972.32	\$3,566.75	\$4,161.18
9669	Human Resources Manager/Senior	Exec	134	\$82,563.91	\$115,588.12	\$3,440.16	\$4,128.17	\$4,816.17
9061	Human Resources Technician		118	\$37,845.40	\$52,984.25	\$1,576.89	\$1,892.28	\$2,207.68
9699	ICS Director	Exec	138	\$99,857.00	\$139,798.67	\$4,160.71	\$4,992.83	\$5,824.94
9452	IT Manager 1		132	\$74,882.51	\$104,835.07	\$3,120.10	\$3,744.12	\$4,368.13
9453	IT Manager 2	Exec	134	\$82,563.91	\$115,588.12	\$3,440.16	\$4,128.17	\$4,816.17
9454	IT Manager/Senior	Exec	137	\$95,063.08	\$133,088.09	\$3,960.96	\$4,753.15	\$5,545.34
9458	IT Project Manager 1		132	\$74,882.51	\$104,835.07	\$3,120.10	\$3,744.12	\$4,368.13
9459	IT Project Manager 2	Exec	134	\$82,563.91	\$115,588.12	\$3,440.16	\$4,128.17	\$4,816.17
9456	IT Security Manager	Exec	132	\$74,882.51	\$104,835.07	\$3,120.10	\$3,744.12	\$4,368.13
9451	IT Supervisor		130	\$67,936.64	\$95,109.71	\$2,830.69	\$3,396.80	\$3,962.90
9055	Law Clerk	Exec	122	\$45,991.75	\$64,386.39	\$1,916.32	\$2,299.54	\$2,682.77
9002	Legal Assistant 1/NR		115	\$32,657.01	\$45,720.05	\$1,360.71	\$1,632.86	\$1,905.00
9003	Legal Assistant 2/NR		117	\$35,983.31	\$50,375.26	\$1,499.30	\$1,799.14	\$2,098.97
9004	Legal Assistant SR/NR		120	\$41,709.39	\$58,394.29	\$1,737.89	\$2,085.49	\$2,433.10
9001	Legislative/Admin Secretary	Staff	9001	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
9776	Library Administrator/Branch		127	\$58,661.43	\$82,127.38	\$2,444.23	\$2,933.10	\$3,421.97
9777	Library Administrator/Central		127	\$58,661.43	\$82,127.38	\$2,444.23	\$2,933.10	\$3,421.97
9780	Library Manager/Branch		129	\$64,683.09	\$90,554.53	\$2,695.13	\$3,234.12	\$3,773.11
9782	Library Manager/Senior	Exec	131	\$71,335.69	\$99,868.37	\$2,972.32	\$3,566.75	\$4,161.18
9784	Library Supervisor		123	\$48,291.50	\$67,606.96	\$2,012.15	\$2,414.55	\$2,816.96
9786	Library Support Services Admin	Exec	130	\$67,936.64	\$95,109.71	\$2,830.69	\$3,396.80	\$3,962.90
9705	Lieutenant		133	\$78,626.03	\$110,075.74	\$3,276.08	\$3,931.29	\$4,586.49
9647	Lieutenant/Corrections		133	\$78,626.03	\$110,075.74	\$3,276.08	\$3,931.29	\$4,586.49
9710	Management Assistant	Exec	127	\$58,661.43	\$82,127.38	\$2,444.23	\$2,933.10	\$3,421.97
9010	Management Auditor 1	Staff	9010	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
9120	Management Auditor 2	Staff	9120	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
9280	Management Auditor/Senior	Staff	9280	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
9640	MCSO Volunteer Program Coordinator		122	\$45,991.75	\$64,386.39	\$1,916.32	\$2,299.54	\$2,682.77
9202	MCSOCorrections Program Admin		126	\$55,874.00	\$78,225.86	\$2,328.08	\$2,793.75	\$3,259.41
9520	Medical Director	Exec	142	\$121,373.31	\$169,925.15	\$5,057.22	\$6,068.72	\$7,080.21
9744	Mental Health Director	Exec	138	\$99,857.00	\$139,798.67	\$4,160.71	\$4,992.83	\$5,824.94
9020	Nutrition Services Manager		123	\$48,291.50	\$67,606.96	\$2,012.15	\$2,414.55	\$2,816.96
9697	Nutritionist Supervisor		123	\$48,291.50	\$67,606.96	\$2,012.15	\$2,414.55	\$2,816.96
9011	Office Assist 2/NR		112	\$28,192.78	\$39,472.16	\$1,174.70	\$1,409.69	\$1,644.67
9720	Operations Administrator		123	\$48,291.50	\$67,606.96	\$2,012.15	\$2,414.55	\$2,816.96
9025	Operations Supervisor		121	\$43,789.75	\$61,305.65	\$1,824.57	\$2,189.49	\$2,554.40
9337	Payroll Specialist		121	\$43,789.75	\$61,305.65	\$1,824.57	\$2,189.49	\$2,554.40
9355	Pharmacist	Exec	134	\$82,563.91	\$115,588.12	\$3,440.16	\$4,128.17	\$4,816.17
9357	Pharmacy Services Director	Exec	139	\$104,847.57	\$146,900.28	\$4,368.65	\$5,244.75	\$6,120.85
9490	Physician	Exec	141	\$115,593.80	\$161,959.55	\$4,816.41	\$5,782.36	\$6,748.31
9146	Planner/Principal		126	\$55,874.00	\$78,225.86	\$2,328.08	\$2,793.75	\$3,259.41
9798	Principal Investigator	Exec	132	\$74,882.51	\$104,835.07	\$3,120.10	\$3,744.12	\$4,368.13
9677	Production Supervisor		122	\$45,991.75	\$64,386.39	\$1,916.32	\$2,299.54	\$2,682.77
9615	Program Manager 1		127-129	\$58,661.43	\$90,554.53	\$2,444.23	\$3,108.67	\$3,773.11
9360	Program Manager 2	Exec	129-131	\$64,683.09	\$99,868.37	\$2,695.13	\$3,428.16	\$4,161.18
9362	Program Manager/Senior	Exec	132-134	\$74,882.51	\$115,588.12	\$3,120.10	\$3,968.14	\$4,816.17

Job Class	Job Title	Notes	Pay Scale Group	Min	Max	Min	Mid	Max
9361	Program Supervisor		124-126	\$50,690.15	\$78,225.86	\$2,112.09	\$2,685.75	\$3,259.41
9063	Project Manager		127	\$58,661.43	\$82,127.38	\$2,444.23	\$2,933.10	\$3,421.97
9491	Psychiatrist	Exec	144	\$133,814.52	\$187,339.87	\$5,575.61	\$6,690.72	\$7,805.83
9790	Public Relations Coordinator	Exec	129	\$64,683.09	\$90,554.53	\$2,695.13	\$3,234.12	\$3,773.11
9732	Records Administrator		126	\$55,874.00	\$78,225.86	\$2,328.08	\$2,793.75	\$3,259.41
9041	Research Scientist		128	\$61,598.94	\$86,239.22	\$2,566.62	\$3,079.96	\$3,593.30
9043	Research/Evaluation Analyst/Senior		126	\$55,874.00	\$78,225.86	\$2,328.08	\$2,793.75	\$3,259.41
9140	Road Operations Supervisor		123	\$48,291.50	\$67,606.96	\$2,012.15	\$2,414.55	\$2,816.96
5004	Sheriff	Staff	5004	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
9400	Staff Assistant	Staff	9400	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
9674	Survey Supervisor		126	\$55,874.00	\$78,225.86	\$2,328.08	\$2,793.75	\$3,259.41
3005	Tax Supr/Admin Officer	Staff	3005	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
1096	Tax Supr/Budget Analyst	Staff	1096	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
9789	Team Developer/Library		127	\$58,661.43	\$82,127.38	\$2,444.23	\$2,933.10	\$3,421.97
9626	Undersheriff	Exec	137	\$95,063.08	\$133,088.09	\$3,960.96	\$4,753.15	\$5,545.34
9746	Veterinarian	Exec	125	\$53,232.06	\$74,524.42	\$2,218.00	\$2,661.59	\$3,105.18

**Bold** – Classifications shown in bold have had salary range adjustments since the Board last approved the salary schedule. No salary range adjustments were implemented this year.

**Exec** - Executive, unclassified, non-Civil Service position.

**Staff** - Pay for unclassified elected officials staff to be determined by respective elected official.

**HP** – Health Premium Pay:

- Premium pay of 5% over base pay when a non-Director, non-Officer Physician is assigned extra responsibility for a major medical program or for in-patient hospital care.
- Premium pay of 5% over base pay when a non-Director, non-Officer Physician is assigned to work on an ongoing basis in correctional facilities.
- Premium pay of 5% over base pay when Pharmacy Services Director is assigned non-Pharmacy, additional major program functions, (i.e. x-ray, clinical lab, etc.) responsibilities, and staff.
- Premium pay of 5% over base pay when a Pharmacist is assigned supervision of Pharmacists or to help train, supervise and direct the orientation of Pharmacists and evaluate performance during their probation period.
- Premium pay of 5% over base when a non-director, non-Officer Physician/Psychiatrist is assigned specialty responsibility requiring additional certification and the passing of a subspecialty examination given by the appropriate medical board recognized within the state of Oregon.
- Premium pay of 5% over base pay when a non-Director, non-Officer Dentist is officially assigned program duties that require supervising dental services in a locked correctional facility or when supervising clinical operations in a county dental clinic.
- Premium pay of 5% over base when a non-director, non-Officer Dentist has additional training/clinical expertise and is required to perform advanced dental treatment/care for patients.





# MULTNOMAH COUNTY AGENDA PLACEMENT REQUEST

(revised 12/31/09)

APPROVED: MULTNOMAH COUNTY  
BOARD OF COMMISSIONERS  
AGENDA # R-4 DATE 6-10-2010  
LYNDA GROW, BOARD CLERK

## Board Clerk Use Only

Meeting Date: 06/10/2010  
Agenda Item #: R-4  
Est. Start Time: 10:10 am

**Agenda Title:** **RESOLUTION Adopting the Financial and Budget Policies to be Used in Fiscal Year 2010-2011 and Repealing Resolution 09-070**

*Note: If Ordinance, Resolution, Order or Proclamation, provide exact title. For all other submissions, provide a clearly written title sufficient to describe the action requested.*

**Requested Meeting Date:** June 10, 2010 **Amount of Time Needed:** 10 minutes  
**Department:** County Management **Division:** Budget  
**Contact(s):** Mindy Harris, Director County Management, Karyne Kieta, Budget Director  
**Phone:** 503.988.3786 **Ext.** 83786 **I/O Address:** 503/531  
**Presenter(s):** Mindy Harris and Karyne Kieta

## General Information

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

The Department of County Management recommends approving the Resolution adopting the Financial and Budget Policies for Multnomah County, Oregon for fiscal year 2010-2011 and repealing Resolution 09-070.

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

The Financial & Budget Policies are required to be reviewed and adopted by the Board on an annual basis. The overarching goals of the policies are to:

1. To preserve capital through prudent budgeting and financial management.
2. To achieve the most productive use of County funds that meets the goals of the Board of County Commissioners.
3. To ensure that all finance-related activities meet generally accepted accounting principles.
4. To achieve a stable balance between the County's ongoing financial commitments and the continuing revenues available to the County.
5. To leverage local dollars with federal and state funding/grants.
6. To provide an accountable form of government to the citizens of Multnomah County.

The following changes for the policies are recommended for fiscal year 2010 – 2011:

#### Fund Balances and Spending Prioritization

A new policy, Fund Balances and Spending Prioritization, has been added to address the requirements of a new pronouncement from the Governmental Accounting Standards

Board, GASB #54. The primary purpose of GASB #54 is to improve financial reporting by establishing fund balance classifications that provide visibility on how a governmental entity is bound to observe spending constraints. Prior to the implementation of GASB #54, the County reported fund balances in only two categories: Reserved and Unreserved. Under GASB #54, there are four categories of fund balance reporting:

**Restricted**, for resources that carry externally imposed restrictions regarding how the funds may be spent;

**Committed**, for resources that the Board has constrained by formal action, such as ordinance or resolution;

**Assigned**, for resources that are constrained by the County's intent to be used for a specific purpose, but are neither restricted nor formally committed;

**Unassigned**, for residual amounts not reported in one of the above categories, in the General Fund only.

#### Federal/State Grant and Foundation Revenues

Policy language has been added to improve disclosure of restrictions on resources, in order to comply with GASB #54. In addition, policy language has been added to explicitly state whether the grant will provide indirect cost reimbursement.

#### Budgeted General Fund Reserves

Policy language has changed in order to comply with GASB #54. The County had a long standing reserve policy, which provided for reserves to be established in two separate funds – the General Fund, and the General Reserve Special Revenue Fund. Both reserve funds were set at a level of 5% of General Fund budgeted revenues. Under GASB #54, the General Reserve Fund is eliminated and is incorporated into the General Fund. In addition, the reserve level is changed from 5% in each of two funds to 10% in the General Fund only.

You will also see in the Funds resolution that is adopted along with the Financial & Budget Policies that the Special Revenue General Reserve fund has been eliminated.

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

No immediate fiscal impact will result from adoption of this Resolution. The existence of financial and budget policies, and the County's adherence to them, has a positive effect on bond rating agencies which generally lowers interest rates paid by the County on bonds and other debt.

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

The existing financial and budget policies are being changed to address the requirements of the Governmental Accounting Standards Board, pronouncement #54. No other legal or policy-related changes are being made at this time.

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

None.

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### **Required Signature**

**Elected Official or**

**Department/**

**Agency Director:**



**Date:** 5/26/10

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

**RESOLUTION NO. 2010-**

Adopting Financial and Budget Policies for Multnomah County, Oregon for fiscal year 2010-2011 and repealing Resolution 09-070.

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

- a. The Board is the fiscal authority for Multnomah County government.
- b. The Department of County Management is responsible for the budget and fiscal operations of the County.
- c. The Chief Financial Officer and Budget Director are responsible for the preparation and management of the budget and for the management of the financial operations of the County.
- d. A financial and budget policy will provide for prudent financial practices.

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

1. The Financial and Budget Policies set forth in Exhibit A are the policies of Multnomah County.
2. The Chief Financial Officer is directed to administer these Financial and Budget Policies.
3. The Chief Financial Officer is directed to review and update these policies as needed but not less than annually.
4. The Chief Financial Officer is directed to inform the Board on the status of these policies annually.

This Resolution replaces Resolution No. 09-070.

Adopted this 10th day of June, 2010.

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

\_\_\_\_\_  
Jeff Cogen, Chair

REVIEWED:  
AGNES SOWLE, COUNTY ATTORNEY  
FOR MULTNOMAH COUNTY, OREGON

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

SUBMITTED BY:  
Mindy Harris, Chief Financial Officer, Interim Director, Department of County Management

**EXHIBIT A**



**MULTNOMAH  
COUNTY**

**FINANCIAL AND BUDGET POLICIES**

**FISCAL YEAR 2010-2011**

Prepared by: Department of County Management

# Financial & Budget Policies

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## Table of Contents

Goals .....1

Financial Forecasts for the General Fund .....1

Tax Revenues .....2

Transportation Financing .....4

Federal/State Grant and Foundation Revenues .....5

Indirect Cost Allocation .....6

Use of One-Time-Only Resources .....7

User Fees, Sales, and Service Charges.....8

Budgeted General Fund Reserves .....9

General Fund Emergency Contingency .....11

Capital Asset Management Policies.....11

Long-Term Liabilities .....15

Accounting and Audits.....16

Fund Balances and Spending Prioritization .....17

Fund Accounting Structure .....17

Internal Service Funds.....19

Liquidity and Accounts Payable .....20

Banking, Cash Management and Investments .....20

Short-term and Long-term Debt Financings .....21

Interfund and Insubstance Loans .....24

Component Units of Multnomah County.....25

# Financial & Budget Policies

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## Goals

The goals of the County's financial policies are:

1. To preserve capital through prudent budgeting and financial management.
2. To achieve the most productive use of County funds that meets the goals of the Board of County Commissioners.
3. To ensure that all finance-related activities meet generally accepted accounting principles.
4. To achieve a stable balance between the County's ongoing financial commitments and the continuing revenues available to the County.
5. To leverage local dollars with federal and state funding/grants.
6. To provide an accountable form of government to the citizens of Multnomah County.

## Financial Forecasts for the General Fund Background

Governments at all levels should forecast major revenues and expenditures. The forecast should extend at least three to five years beyond the budget period and be regularly monitored and updated. It should be clearly stated and available to participants in the budget process, as should its underlying assumptions and methodology. The forecast should also be referenced in the final budget document. To improve future forecasting, the variances between previous forecasts and actual amounts should be analyzed. The variance analysis should identify all factors that influence revenue collections, expenditure levels, and forecast assumptions.

## Policy Statement

The Board of County Commissioners recognizes the importance of developing a combined revenue and expenditure forecast. The Budget Office will prepare a five-year financial forecast for the General Fund to assess the long-term financial implications of current, as well as proposed, policies and programs. The forecast will detail assumptions regarding both short-term and long-term financial issues facing the county. Those assumptions will guide the development of appropriate financial strategies to achieve the goals outlined above. The forecast will be referenced on the County's website and incorporated in the annual budget document. The General Fund revenue and expenditure forecast will:

1. provide an understanding of available funding;
2. evaluate financial risk;
3. assess the likelihood that services can be sustained;
4. assess the level at which capital investment can be made;
5. identify future commitments and resource demands;
6. identify the key variables that might change the level of revenue; and
7. identify one-time-only resources and recommend appropriate uses.

## Status

The County is in compliance with this policy.

# Financial & Budget Policies

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## Tax Revenues

State statutes and the County Code provide Multnomah County with the ability to raise revenue through taxation. The County currently utilizes the following taxes:

- 1) **Property Taxes** are governed by state statute and the Oregon Constitution and are levied for the following purposes:
  - a. a "Permanent Rate" is available for general uses, that is set at \$4.34 per \$1,000 of assess value;
  - b. a five year "Local Option" levy for Library operations that is set at \$0.89 per \$1,000 of assessed value; and
  - c. a levy to pay debt service on General Obligation Bonds that is set annually at a level to provide sufficient revenue to support the payments.
- 2) **Business Income Tax** is set at 1.45% of net business income generated in Multnomah County. This tax is authorized by County Code, Chapter 12.
- 3) **Motor Vehicle Rental Tax** is set at 17% of the value of rental fees. The first 14.5% is available for general uses. The remaining 2.5% supports the Oregon Convention Center under an agreement with the Metropolitan Service District. This tax is authorized by County Code, Chapter 11.
- 4) **Transient Lodging Tax** is set at 11.5% of the room rent charged by hotel operators. Nearly all of the County proceeds from this tax are used to support the Oregon Convention Center and other tourist amenities under an agreement with the Metropolitan Service District. This tax is authorized by County Code, Chapter 11.
- 5) **Motor Vehicle Fuel Tax** is set at 3 cents per gallon of gasoline (or diesel) sold in Multnomah County. The proceeds of this tax are dedicated to transportation programs. This revenue is shared by Multnomah County and the cities of Portland, Gresham, Troutdale, and Fairview. This tax is authorized by County Code, Chapter 11.

## Policy Statement

The Board recognizes that taxation is necessary to provide public services to the citizens of the county. When considering changes to the County's tax structure, the Board will consider:

1. the ability of taxpayers to pay the taxes;
2. the impact of taxes imposed by the County on other local governments;
3. the effect of taxes on the county economy;
4. the administrative and collection costs of the taxes; and
5. the ease with which the taxes can be understood by taxpayers.

State statutes allow the County to levy "local option" taxes that are not allowed

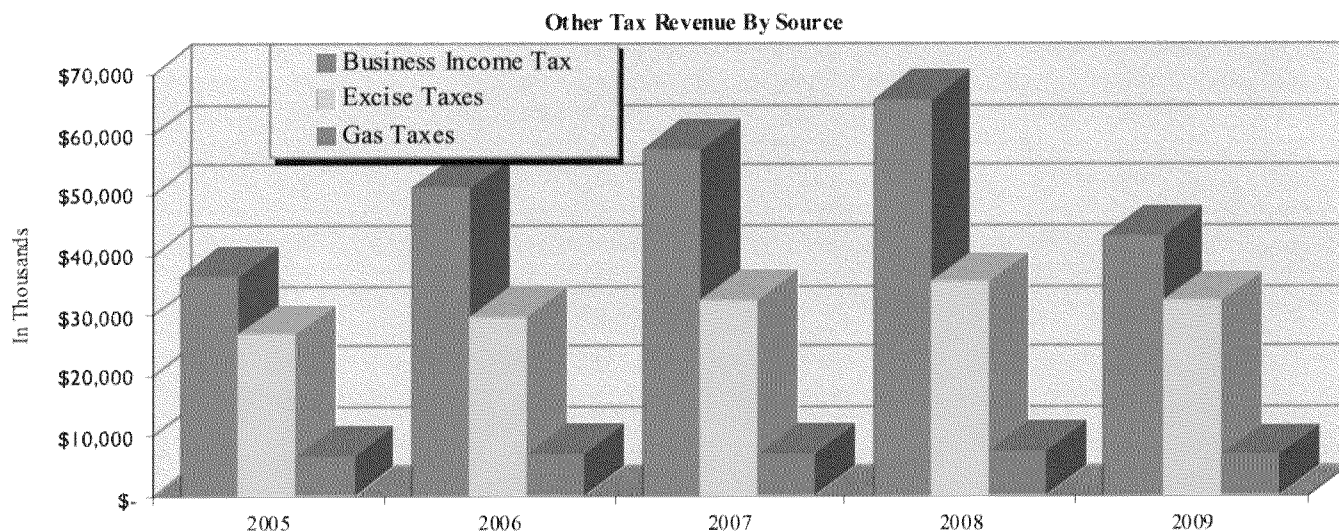
# Financial & Budget Policies

to exceed five years. It is the intent of the Board to use this short-term revenue source to fund priority service programs only after all other sources of revenue have been analyzed and have been determined not to be feasible. The County currently has one local option levy that supports Library services. The tax is set at 89 cents per thousand dollars of assessed value. It is in place until June 30, 2012.

All decisions to levy taxes are made in an atmosphere of intense public and internal debate, particularly with regard to the progressivity of the tax, its administrative cost, its impact on the regional economy, its effect on other local governments, and the degree to which the tax might be acceptable to the public.

## Status

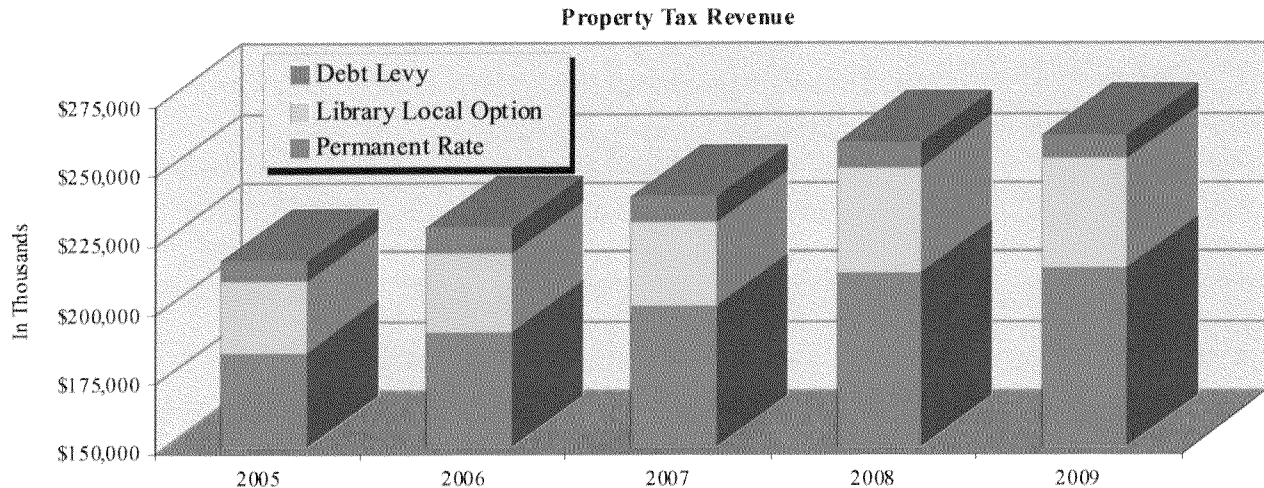
The County's tax revenues represent about 40% of the total Governmental Fund Type revenues (General and Special Revenue Funds). The following graphs depict actual tax revenue by source (\$ in thousands). No new taxes are proposed in the FY2011 budget.



	2005		2006		2007		2008		2009	
Business Income Tax	\$	36,463	\$	50,980	\$	57,399	\$	65,650	\$	42,900
Excise Taxes	\$	26,788	\$	29,680	\$	32,370	\$	35,344	\$	32,216
Gas Taxes	\$	6,744	\$	7,234	\$	7,212	\$	7,468	\$	6,945
Total Other Tax Revenues	\$	69,995	\$	87,894	\$	96,981	\$	108,462	\$	82,061



# Financial & Budget Policies



	2005	2006	2007	2008	2009
Permanent Rate	\$ 184,729	\$ 192,007	\$ 201,160	\$ 213,236	\$ 215,034
Library Local Option	\$ 25,137	\$ 27,942	\$ 30,280	\$ 37,938	\$ 39,427
Debt Service Levy	\$ 7,885	\$ 9,364	\$ 9,271	\$ 9,050	\$ 8,170
Total Property Taxes	\$ 217,751	\$ 229,313	\$ 240,711	\$ 260,224	\$ 262,631

## Transportation Financing Background

Multnomah County owns, operates and maintains approximately 300 miles of urban and rural roads and 30 bridge structures, six of which are Willamette River bridges (Sauvie Island, Broadway, Burnside, Morrison, Hawthorne and Sellwood). Ongoing maintenance and improvements to the transportation infrastructure are necessary for economic growth, to alleviate existing transportation problems, and to maintain the livability of the region. Regional growth has placed additional demands on the transportation system. Growth, coupled with funding limitations, increases demands far beyond available resources.

Approximately 60% of the transportation revenue received by the County is generated from state and local gasoline and diesel fuel taxes.

The state tax remained constant at 24 cents per gallon since 1993. The 2009 legislature enacted a six cent per gallon increase in the state gas tax which will take effect in January, 2011. The local County gas tax has been set at 3 cents per gallon since 1981, with no adjustments for inflation. To put that into context, while the number of vehicle miles traveled in Multnomah County has risen by 19% since the last tax increase there has only been a 3% increase in tax revenues over that time.

The gas tax is becoming a less effective source of funding as fuel efficient vehicles and alternative modes of transportation have become more popular. In addition, continued increases in the price of gasoline and the recent economic downturn have resulted in a reduction in gallons sold which will further reduce the County's ability to maintain roads and bridges.

# Financial & Budget Policies

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To help partially address the gap between revenues and expenditure needs, the Board of County Commissioners enacted a local vehicle registration fee that was authorized by the 2009 legislature. The fee is set at \$19 per vehicle per year and is expected to raise approximately \$11 million annually. The Board has directed that the vehicle registration fee revenue be used to service debt payments associated with construction of a new Sellwood Bridge.

Transportation revenue forecasts have the County facing challenges of balancing the demands of maintenance, preservation, capital expansion, safety and environmental regulations. The 20-year Transportation Capital Plan noted a significant shortfall between identified needs and available resources.

**Policy Statement** It is the policy of the Board to support statewide and regional funding for transportation-related needs. If state and regional funding is inadequate, the County works with jurisdictions within its boundaries to address the transportation funding needs of local governments.

**Status** Multnomah County's Capital Improvement Plan and Program (CIPP) for 2010 to 2014 was presented to the Board of County Commissioners in May 2010. This plan identified various capital project needs totaling over \$1 billion.

In FY 2010 the Chair and Board have continued to raise the awareness of the challenges faced by the County due to the shortfall of transportation revenue. The Board's acceptance of the CIPP forms the basis for the selection and funding of road and bridge projects. They are working with the Regional, State and Federal partners to address transportation funding issues.

**Federal/State  
Grant and  
Foundation  
Revenues  
Background** Grants and foundation funds are used, and provide significant leverage, to support an array of County services. Most of these revenues are restricted to a specific purpose, such as health and social services or public safety.

**Policy Statement** The Board understands that grants and private sources present opportunities and risks. They allow the County to provide basic or enhanced levels of service and to cover gaps in services, but they may also commit the County to serving larger or different groups of clients which would put pressure on County-generated revenues if the grant were withdrawn. When applying for a grant, the Board will consider:

1. Opportunities for leveraging other funds to continue the program.
2. The amount of locally generated revenue required to supplement the revenue source.
3. Whether the revenue will cover the full cost of the proposed program, or

# Financial & Budget Policies

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whether the County is expected to provide program support and administrative overhead. It is the intent of the County to recover all costs related to grant and foundation revenues.

4. The degree of stability of the funding source.
5. Whether decline or withdrawal of the revenue creates an expectation that the County will continue the program.
6. How County programs can maximize revenue support from state or federal sources.
7. Whether the funds are used for pilot or model programs and will result in a more efficient and/or effective way of doing business.
8. Whether the funds are aligned with the County's mission and goals.

Departments will provide the Board with a notice of intent before applying for grant funding. If the timing of a grant application makes it impossible for a Department to provide advance notice, the department will provide such notice as its earliest opportunity after applying for the grant.

After a grant or contribution is awarded any external restrictions on the use of the revenue will be noted by the department on the budget modification form. The Board requires the resources to be used in accordance with any stipulated restrictions and prior to using unrestricted revenues including General Fund appropriations for the same program or purpose.

## Status

In the interest of consistency in handling external funding and in the interest of full disclosure of potential grant resources, all NOI's to apply for grant funding and grant awards are approved by the Board regardless of originating department. Information provided by departments when submitting notices of intent is intended to address the above considerations.

## Indirect Cost Allocation Background

The Federal government recognizes identifiable overhead costs are incurred in providing services to support grants and contracts. Therefore, the Office of Management and Budget (OMB) establishes principles and standards to provide a uniform approach for determining costs and to promote effective program delivery, efficiency and better relationships between governmental units and the Federal government. The County's indirect cost allocation plan is prepared annually in accordance with OMB guidelines. The County's plan categorizes indirect costs in two ways: the first establishes support costs internal to individual departments within the County and the other identifies Countywide support costs (such as Budget, County Auditor, Finance and Equipment Use). The County's indirect cost allocations are charged to dedicated grantor revenues to the fullest extent allowed.

## Policy Statement

It is the policy of the Board to recover from dedicated revenue sources the full cost of programs supported by those sources. The full cost includes the appropriate proportionate share of the cost of County administrative overhead functions attributable to programs funded with dedicated revenues.

# Financial & Budget Policies

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The exception to the above policy occurs when the grantor agency does not allow the grantee to charge indirect costs or allows only a fixed amount or a maximum indirect cost rate. The Board will have the final authority to accept a grant that does not allow the recovery of all or part of indirect costs. In that event the General Fund will absorb any indirect cost attributable to the program. When applying for grants and requesting Board approval, the NOI will indicate whether or not the grant provides for indirect costs.

In 1990 the County's cognizant Federal Agency, the Department of Health and Human Services (DHHS), approved the County's indirect cost allocation plan. This approval remains in effect until advised otherwise by DHHS or until the County receives a newly designated cognizant Federal Agency.

The Department of County Management is responsible for preparing an Indirect Cost Allocation Plan that meets the requirements of the Office of Management and Budget (OMB) Circular A-87. Central service and departmental administrative support provided to non- General Fund programs, activities, and/or functions that are not recovered by internal service charges or billed directly to dedicated revenues will be recovered through an indirect rate based on the approved Indirect Cost Allocation Plan.

## Status

The County updates the plan and certifies the accuracy of its indirect cost rate proposal and cost allocation plan on an annual basis.

## Use of One-Time-Only Resources Background

Unrestricted one-time-only resources present organizations with temptations that are hard to resist. In the short run it appears more beneficial to allocate such resources to the highest priority public service that would otherwise be unfunded than to restrict them to costs associated with one-time needs and those that will not recur in following years. However, the result of this practice is to expand operational levels and public expectations beyond the capacity of the organization to generate continuing funding. This inevitably produces shortfalls and crises.

Sustaining an ongoing program level by deferring necessary expenditures or by incurring future obligations also inevitably produces shortfalls and crises.

## Policy Statement

It is the policy of the Board that the County will fund ongoing programs with ongoing revenues, and to restrict the allocation of one time revenues to non-recurring expenditures.

Examples of one time revenues include:

- Proceeds on the sale of capital assets
- Business Income Taxes collected in excess of budgeted revenues
- General Fund ending fund balance in excess of budgeted balance

# Financial & Budget Policies

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When the County budgets unrestricted one-time-only resources, the Board will consider setting these funds aside for reserves or allocating them to projects or programs that will not require future financial commitments. The Board will consider the following when allocating these one-time-only resources:

1. The level of reserves set aside as established by these Financial and Budget policies adopted by the Board.
2. The County's capital needs set out in the five-year Capital Improvement Plan or Information Systems Development Plan.
3. One-time only spending proposals for projects or pilot programs, particularly investments that may result in innovative ideas or technology, long-term efficiencies or savings that do not require ongoing support.
4. Bridge or gap financing for exiting programs for a finite period of time.

## Status

During budget deliberations the Budget Director is responsible for providing a list of sources and uses of one-time-only funds and informing the Chair and the Board on the recommended use of the funds received. With this information, the Board is able to appropriate and direct one time only resources to infrequent and unique expenditures in an effort to achieve compliance with this policy.

## User Fees, Sales, and Service Charges Background

User fees are generally intended to cover all the costs or an agreed upon portion of the costs for providing services. Inflation or increased service delivery can erode the established user fees if the cost of service increases faster than revenue from fee increases.

It is the general policy of the Board that user fees and service charges be established at a level to recover the costs to provide services. Exceptions to this policy will be made depending on the benefit to the user of the service, the ability of the user to pay for the service, the benefit to County citizens, and the type of service provided.

## Policy Statement

As part of budget deliberations and during negotiations of Intergovernmental Agreements, departments will be responsible for informing the Chair of a fully-loaded cost analysis presenting the fee structure necessary to recover 100% of the cost of providing services. Departments will also recommend whether fees or charges in each area should be set to recover 100% of the costs or be set at a lower rate, such as a sliding scale fee. The recommendation to the Chair will consider the benefits to an individual or agency, the benefits to County citizens, and the ability of users to pay for the service. The Budget Office is responsible for ensuring that departments include all costs associated with providing the service.

User fees and service charges collected by County agencies will be periodically reviewed. Based on this review, the Chair will make recommendations to the Board regarding proposed changes to fee or service charge schedules.

# Financial & Budget Policies

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Revenues generated from sales (and commissions on sales) of goods and services sold in County-owned or leased facilities are to be credited to the County's General Fund unless:

1. they are generated for inmate welfare commissary operations;
2. they are generated in Library facilities used for Library operations;
3. they are generated by internal service providers and offset rates charged to departments; or
4. the Board grants an exception.

## Status

Departments are generally responsible for reviewing the fees and charges associated with their operations on an annual basis.

## Budgeted General Fund Reserves Background

Using all available ongoing revenue each year to pay for ongoing programs can result in fluctuations in program levels as revenues vary from one year to the next. Adding programs in one year (based on positive short term receipts) can cause the same or other programs to be cut in the next year if costs outpace revenues. This has a detrimental effect on service delivery over time, reducing efficiency and causing budgetary and political problems that can be avoided if program decisions are made in the context of the County's long-term financial capacity.

The County's General Fund is weighted toward a handful of revenues that make up approximately 90% of total resources. Because the revenue stream is not very diverse, and the major source of General Fund revenue is limited by the State Constitution, it is critical that the County maintain an appropriate level of reserves.

Maintaining an appropriate reserve helps the County maintain its favorable bond rating, which is currently Aaa from Moody's Investors Service for the County's General Obligation bonds. Moody's generally established benchmark for the General Fund Balance or reserve is a dollar amount equal to at least 10% of actual General Fund revenues.

Moody's general guidelines for issuing bond ratings presume that an entity has a sufficiently diverse revenue stream to enable it to sustain adversity of any one of the revenue sources. In addition, the guidelines presume that the entity is not facing future liabilities it will be unable to meet or that it has adopted and followed a plan to address significant known liabilities.

## Policy Statement

The Board understands that to avoid financial instability, continuing requirements should be insulated from temporary fluctuations in revenues.

It is the goal of the Board to fund and maintain a General Fund budgeted reserve, designated as unappropriated fund balance and funded at approximately 10% of the "corporate" revenues of the General Fund. Corporate revenues are defined as revenues that are available for general use

# Financial & Budget Policies

and over which the Board has complete discretion.

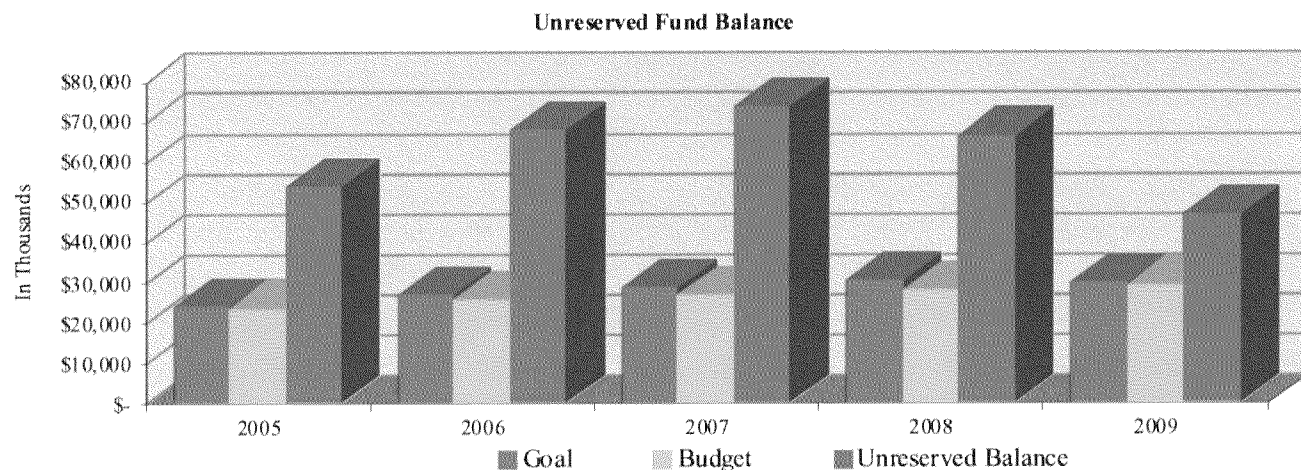
Corporate revenues include Property Tax, Business Income Tax, Motor Vehicle Rental Tax, State Revenue Sharing (Cigarette, Liquor, Video Lottery, and Amusement Device Taxes), and Interest Earnings. These revenue sources account for approximately 90% of total General Fund resources excluding Beginning Working Capital.

The budgeted reserve account in the General Fund, designated as unappropriated fund balance is to be used when overall revenue growth falls below the rate of annual revenue change achieved during the prior ten years.\* In years when basic revenue growth falls below long-term average growth, the Board will reduce the unappropriated fund balance to continue high priority services that could not otherwise be funded by current revenues. If the reserve account is so used, to maintain fiscal integrity, the Board will seek to restore the account as soon as possible.

## Status

The FY 2011 reserves are budgeted at \$29.9 million based on current forecasts.

The following graph shows the reserve goal, budget and actual unreserved fund balance (\$ in thousands). The budgeted reserves do not include funds budgeted in contingency.



	2005	2006	2007	2008	2009
Goal	\$ 24,131	\$ 26,832	\$ 28,658	\$ 30,513	\$ 29,920
Budget	\$ 23,758	\$ 26,008	\$ 27,000	\$ 28,250	\$ 29,600
Unreserved Balance	\$ 54,035	\$ 68,150	\$ 73,988	\$ 66,514	\$ 46,714

\* "Growth" is defined as total increase in fiscal year compared to the amount in the prior fiscal year, adjusted for changes in collection method, accrual method, or legislation defining the rate or terms under which the revenue is to be collected.

# Financial & Budget Policies

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## General Fund Emergency Contingency Background

General Fund contingency transfers have a significant effect on the annual budget process by reducing the amount of ending fund balance that is carried over to the subsequent fiscal year as beginning working capital. Contingency transfers should be reviewed in the context of other budget decisions so that high priority programs and projects are not jeopardized.

## Policy Statement

The Board understands that in order to avoid financial instability, continuing requirements cannot increase faster than continuing revenues. It is the policy of the Board to establish an emergency contingency account in the General Fund, as authorized by ORS 294.352, each fiscal year during the budget process. The account will be funded at a level consistent with actual use of transfers from contingency during the prior ten years.

To maintain financial stability, the following guidelines should be used by the Board in considering requests for transfers from the General Fund Contingency Account:

1. One-time-only allocations.
2. Contingency funding limited to the following:
  - a) Emergency situations which, if left unattended, will jeopardize the health and safety of the community.
  - b) Unanticipated expenditures necessary to keep a public commitment or fulfill a legislative or contractual mandate, or which have been demonstrated to result in significant administrative or programmatic efficiencies that cannot be covered by existing appropriations.
3. The Board may, when it adopts the budget for a fiscal year, specify programs it wishes to review during the year and increase the Contingency account to provide funding to support those programs if it chooses. Contingency funding of such programs complies with this policy.

## Status

The Budget Director is responsible for informing the Board if contingency requests submitted for Board approval meet the criteria of this policy. In addition, each year the Budget Director will provide an annual report to the Board detailing the prior fiscal year's contingency actions. This report will include the total dollar amount of contingency requests, dollar amount approved, and dollar amount that did not meet the criteria of this policy.

## Capital Asset Management Policies Background

Capital financial management policies demonstrate to the credit rating industry and prospective investors (bond buyers) the County's commitment to sound financial management. Adherence to adopted policies ensures the integrity of the planning process and leads to maintaining or improving bond ratings and lowering the cost of capital.

In general, a facilities and property management plan includes three phases: (1) capital improvement planning and funding; (2) facility operations and long-term maintenance plan and funding; (3) property management, to determine



# Financial & Budget Policies

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best use or disposition of property.

Multnomah County owns 80 buildings with a historical cost of approximately \$420 million and an estimated replacement cost of \$910 million. The County currently carries a \$125 million property insurance policy per occurrence. Structural and systems maintenance in the County's capital plan is largely a non-discretionary activity. That is, the question is not whether such expenditures are necessary but in what year to schedule the expenditure on particular projects. Deferral of capital improvements and maintenance creates an unacceptable unfunded liability and contributes to further deterioration of properties.

The Board of County Commissioners may authorize the sale, long-term lease, or development of property and/or improvements and may authorize full faith and credit financing obligations. It is financially prudent to plan capital acquisition, improvement and maintenance projects adequately and to address the unfunded need for capital improvements so that decisions about the use of revenues and financing may be made in an orderly and effective manner.

During the annual budget development process the Director of the Facilities and Property Management (FPM) Division is directed to update the five-year Capital Improvement Plan (CIP). This plan shall include recommendations to the Chair and Board of County Commissioners on the priority of projects including those that may have been identified by the Chair's Office, suggested by Commissioners or otherwise identified. The CIP identifies and sets priorities for all major capital asset investments, acquisition, renovation, maintenance, or construction projects.

The Plan should consider opportunities to improve its capital finance position. These opportunities may include but not be limited to redirecting building lease or rental payments to construction, renovation or acquisition of facilities, or other creative funding strategies that will address facilities funding needs on a long term basis.

## Facility Long-Term Operations and Maintenance Plan and Funding Policy

The Board recognizes that adequate operations and maintenance funding is essential to avoid costly reconstruction or replacement of capital assets.

The five-year Capital Improvement Plan shall provide for anticipated major improvements and maintenance to County capital assets as well as additional and replacement capital assets. The Plan shall include major construction to be undertaken by the County, no matter what the funding source. The Plan will be reviewed and updated annually.

The Capital Improvement Plan shall identify adequate funding to support repair and replacement of deteriorating capital assets and avoid a significant unfunded liability from deferred maintenance. In order to facilitate capital improvement discussions and to create a clear alignment of policy and funding, the Facilities

# Financial & Budget Policies

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and Property Management Division shall evaluate all owned County facilities and shall maintain a current list of facilities which are in substantial compliance with all applicable building codes and which have no required capital work. These facilities shall be designated as Tier I (Asset Preservation) facilities.

An Asset Preservation Fee shall be assessed on tenants within all Tier I buildings. This fee is established to be \$2.75/rentable square foot and shall be adjusted in future years to reflect the facilities' needs and County funding capacity. It is the goal of the Board to fund the County's capital needs at approximately 2% of the cost of County buildings. (Two percent is equivalent to depreciating the facilities over a 50-year period.) While the County currently funds facilities at a rate equivalent to approximately 1% of the cost of County buildings, and does not have the capacity to fund facilities at the policy rate, the Board will consider this goal when establishing the rate in future years.

An Asset Preservation Fund is maintained to collect the assessed Asset Preservation Fees and to serve as a long-term reserve fund to maintain the Tier I facilities in their current excellent condition. Required capital projects for Tier I facilities shall be budgeted annually in the Asset Preservation Fund. The remaining balance of the Fund shall be maintained as a long-term reserve and shall be budgeted as an unappropriated balance.

Any facility which does not meet the criteria for designation as a Tier I building shall be designated as a Tier II or Tier III building. Tier II buildings are not up to current building standards and may require substantial capital work but are determined appropriate for continued investment and long-term retention in the County facilities inventory.

Tier III buildings appear to be uneconomical or impractical for long-term retention and will be analyzed to determine if they should be offered for disposition. Only "fire-life-safety" and urgent capital projects will be considered for Tier III buildings, to avoid further investment in these facilities.

A Capital Improvement Fee shall be assessed on tenants within all Tier II and III buildings. This fee is established to be \$2.75/rentable square foot and shall be adjusted in future years to reflect the facilities' needs and County funding capacity. It is the goal of the Board to fund the County's capital needs at approximately 2% of the cost of County buildings. (2% is equivalent to depreciating the facilities over a 50-year period). While the County does not have the capacity to fund facilities at this rate currently, the Board will keep this goal in mind when establishing the rate in future years.

A Capital Improvement Fund is maintained to collect the assessed Capital Improvement Fees. This Fund will be used to provide for the continuing repair and maintenance of Tier II and III buildings. Given the current inadequacy of these funds to meet the needs of these buildings, projects will be identified and proposed for funding based on an annual assessment of need and urgency. The

# Financial & Budget Policies

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Facilities and Property Management Division shall maintain an inventory of the capital needs in all owned County facilities. An evaluation process and rating system shall be implemented and managed by Facilities and Property Management to assist in determining which projects to propose for funding each year. Recommended capital projects for Tier II and III facilities shall be budgeted annually in the Capital Improvement Fund. Any remaining balance of the Fund shall be maintained as a long-term reserve and budgeted as unappropriated balance.

It is the goal of the Facilities and Property Management Division to perform all preventive and corrective maintenance on all County facilities to provide facilities that are safe, functional, and reliable for County operations. Facilities and Property Management will prepare and administer tenant agreements, respond to service requests, and manage commercial leases. The service level agreements with each tenant will be prepared to reflect the level of service and various pricing of each service that have been agreed upon by the parties.

## Best Use or Disposition of Surplus Property Policy

The Board will make the final determination on the best use or disposition of the property identified.

When deciding on the best use or disposition of surplus property, the Board will consider that the proceeds from the sale of unrestricted property may be allocated in the following prioritized manner:

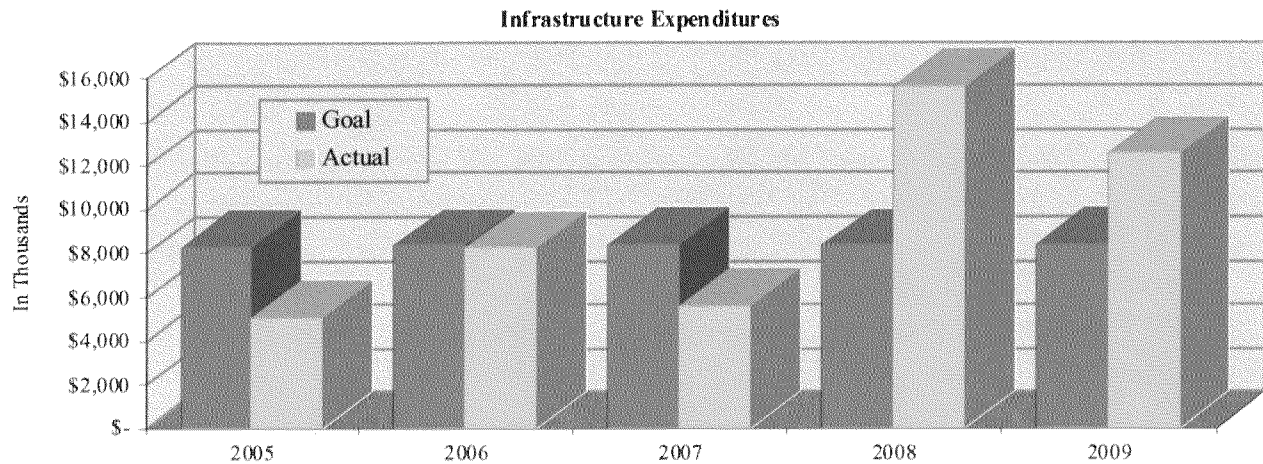
1. Credited to the Asset Preservation Fund to provide reserves to meet future capital needs in Tier I facilities.
2. Credited to the Capital Improvement Fund to provide resources for future capital projects, deferred maintenance, or capital acquisition/construction.
3. Used to retire outstanding debt related to the disposed of or surplus property.
4. Used to increase General Fund reserves to achieve full funding according to these policies.

In addition property may be traded for other properties or may be leased to other agencies in order to provide services or carry out the mission of the County.

# Financial & Budget Policies

## Status

The five year CIP is updated and presented to the Board annually. The County is not in compliance with the policy goal to fund capital needs at a rate of 2% of the cost of buildings, but has increased fees charged to tenants in County owned buildings in an effort to reach the goal over time. The following graph depicts the annual infrastructure spending goal and actual expenditures (\$ in thousands).



	2005	2006	2007	2008	2009
Goal	\$ 8,284	\$ 8,339	\$ 8,401	\$ 8,326	\$ 8,381
Actual	\$ 5,090	\$ 8,224	\$ 5,618	\$ 15,639	\$ 12,525

## Long-Term Liabilities Background

Governments are required to account for and record in the financial statements long-term and other liabilities per Governmental Accounting Standards Board (GASB) pronouncements. Long-term liabilities are probable future sacrifices of economic resources due in more than one year. Upon recording long-term liabilities the County recognized the need to fund some of the unfunded long-term liabilities and prevent the risk of long-term liabilities recorded without a plan to fund them.

## Policy Statement

Long-term liabilities include, but are not limited to: medical & dental incurred but not reported (IBNR) claims, workers compensation IBNR claims, liability IBNR claims, PERS and other post-employment benefits. It is the goal of the Board to fully pre-fund all benefits including retirement benefits, with the exception of other post-employment benefits (OPEB). With the exception of the liability for compensated absences, GASB pronouncements require long-term liabilities to be assessed and disclosed and in the County's comprehensive annual financial report.

Funding for these liabilities will be in the form of reserves in the Risk Management Fund, allocated by the Chief Financial Officer (CFO) to the County's long term liabilities. The reserves in the fund are considered set asides for the exclusive use of meeting these liabilities. As of June 30, 2009, actuarial liabilities are fully funded with the exception of the post employment benefits liability (OPEB), which is currently funded at 12.9%. It is the goal of the County to gradually increase the reserve amount allocated to the OPEB and

# Financial & Budget Policies

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achieve a funding level of 20% by 2013. The CFO is responsible for informing the Board of the funding levels in relation to the actuarially determined liability, to ensure that these liabilities are funded according to the actual liability or the actuarially determined liability.

## Status

The following is the June 30, 2009 funding level of each liability (\$ in thousands):

Liability Description	Total Liability	Amount Funded	Percent Funded
Self Insurance (1)	\$ 12,861	\$ 12,861	100.0%
Post Retirement (2)	122,605	15,794	12.9%

(1) GASB requires self-insurance claims be recorded as a liability in the financial statements.

(2) GASB requires employer paid benefits extended to retirees be disclosed in the financial statements. Liability reflects the most recent unfunded actuarial accrued liability amount per Mercer actuarial report.

## Accounting and Audits Background

Under ORS 294 the County is required to have the County's financial records audited annually by an independent accounting firm.

The Board understands that the County's accounting system and financial reporting are required by State law to adhere to Generally Accepted Accounting Principles (GAAP), the principles established by the Governmental Accounting Standards Board (GASB), and the standards of the Government Finance Officers Association (GFOA).

## Policy Statement

Multnomah County's Ordinance No. 660 as amended, which established an Audit Committee, audit procedures, and audit rules, will apply to all external financial audits. The basic duties of the Audit Committee are to

1. Review the scope and extent of the external auditor's planned examination.
2. Review with management and the external auditor the financial results of the audit.
3. Review with the external auditor the performance of the County's financial and accounting personnel.
4. Review written responses to management letter comments and single audit comments.
5. Present the Audit, Single Audit, and Report to Management to the Board.
6. Participate in the selection of the external auditor.

The Comprehensive Annual Financial Report (CAFR) and the audit of the County's schedule of expenditures Federal awards (Single Audit) shall be sent to grantor agencies and rating agencies annually.

It is the goal of the Board to maintain a fully integrated automated financial

# Financial & Budget Policies

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system that meets the accounting and reporting needs of the County. This financial system is to include general ledger, accounts payable, accounts receivable, materials management, purchasing, human resources, payroll, and cost accounting for all applicable operations.

## Status

The County is in compliance with this policy.

## Fund Balances and Spending Prioritization Background

According to Governmental Accounting Standards Board (GASB) statement 54, the County is required to establish a policy to identify the order in which funds will be spent. The County will spend resources in the following order:

1. Restricted resources
2. Committed resources
3. Assigned resources
4. Unassigned resources

Any exceptions to the above order of spending must be approved by the Chair.

## Policy Statement

It is the policy of the Board that the County will report the following fund balance categories:

- Restricted – for resources constrained on use by externally imposed creditors (such as through debt covenants), grantors, contributors, or laws or regulations of other governments or constraints imposed by law through constitutional provisions or enabling legislation.
- Committed – for resources constrained on use authorized by the Board of County Commissioners via board resolution or County ordinance. Resources will be committed prior to June 30th and the amount may be determined at a subsequent date.
- Assigned – for constraints on resources reported in the governmental funds outside of the General fund.
- Unassigned – for fund balances not reported in any other category.

## Status

The County is in the process of complying with this policy and is anticipating being fully compliant for the fiscal year-ending June 30, 2011.

## Fund Accounting Structure Background

According to local budget law and the Governmental Accounting Standards Boards (GASB), the County is required to establish and maintain various funds. Each year the Chief Financial Officer is responsible for preparing and presenting a resolution to the Board defining the various County funds. The County will adhere to Generally Accepted Accounting Principles and GASB when creating a fund and determining if it is to be a dedicated fund.

## Policy Statement

The following types of funds should be used by state and local governments:

### *GOVERNMENTAL FUNDS*

**General Fund** - to account for and report all financial resources not

# Financial & Budget Policies

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accounted for and reported in another fund.

**Special Revenue Funds** - Restricted or committed specific revenue sources will comprise a substantial portion of the fund's resources, but the special revenue fund may also include other restricted, committed and assigned resources.

**Capital Projects Funds** - to account for and report financial resources that are restricted, committed or assigned to expenditures for capital outlays, including the acquisition or construction of capital facilities and other capital assets. Capital projects funds exclude those types of capital-related outflows financed by proprietary funds or for assets that will be held in trust for individuals, private organizations or other governments

**Debt Service Funds** - to account for and report financial resources that are restricted, committed or assigned to expenditure for principal and interest. Debt service funds should be used to report resources if legally mandated. Financial resources that are being accumulated for principal and interest maturing in future years also will be reported in debt service funds.

## *PROPRIETARY FUNDS*

**Enterprise Funds** - to account for operations (a) that are financed and operated in a manner similar to private businesses, where the intent of the governing body is that the costs of providing goods or services to the public on a continuing basis be financed or recovered through user charges; or (b) where the governing body has decided that periodic determination of revenue earned, expenses incurred, and/or net income is appropriate for capital maintenance, public policy, management control, or accountability.

**Internal Service Funds** - to account for the financing of goods or services provided by one department or agency to other sections of the governmental unit, or to other governmental units, on a cost-reimbursement basis.

## *FIDUCIARY FUNDS*

**Trust and Agency Funds** - to account for assets held in a trustee capacity or as an agent for individuals, private organizations, governmental units, and/or other funds. These include: (a) Expendable Trust Funds; (b) Nonexpendable Trust Funds; (c) Pension Trust Funds; and (d) Agency Funds.

Governmental units should establish and maintain those funds required by law and sound financial administration. Only the minimum number of funds consistent with legal and operating requirements should be established, however, since unnecessary funds result in inflexibility, undue complexity, and inefficient financial administration.

Status

The County is in compliance with this policy.

# Financial & Budget Policies

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## Internal Service Funds Background

It is often advantageous to centralize the provision of certain goods and services within the County by establishing internal service funds. These funds provide a useful means of accounting for such centralized intra-governmental activities.

Internal service funds are used to account for services provided on a cost-reimbursement basis without profit or loss. Surpluses and deficits in internal service funds may be an indication that other funds were not charged properly for goods or services received.

If charges to other funds are determined to be more or less than necessary to recover cost over a reasonable period, the excess or deficiency should be charged back to the participating individual funds. In particular, it is not appropriate to report a material deficit in an internal service fund without the demonstrable intent and ability to recover that amount through charges to other funds over a reasonable period.

The County may provide services to external agencies to help the County defray fixed costs. Where internal services are also provided to external agencies, the rates may be different than those charged internally for the same services.

The purpose of establishing internal service funds is to identify and allocate costs related to the provision of specific goods and services within the County.

## Policy Statement

The County will establish the following internal service funds for these services:

1. Risk Management Fund – accounts for the County's risk management activities including insurance coverage
2. Fleet Management Fund – accounts for operations associated with the County's motor vehicle fleet and electronics
3. Information Technology Fund – accounts for the County's data processing operations
4. Mail / Distribution Fund – accounts for the County's mail distribution, records and material management operations
5. Facilities Management Fund – accounts for the management of all County owned and leased property.

The internal service funds will be used to account for business operations and charge for goods or services provided to other departments or agencies on a cost-reimbursement basis. Periodically the rates charged will be compared to other public or private sector operations to ensure that pricing is competitive. The internal service fund charges will include asset replacement charges (depreciation) to ensure that adequate funds will be available to purchase replacement assets.

The charges will include a contingency or reserve requirement not greater than 5% to ensure that service reimbursements charged to other departments are



# Financial & Budget Policies

maintained at a relatively constant level. Excess reserves will be used to reduce future rates. Exceptions to the reserve limit will be considered if the reserves are expected to fund new initiatives.

## Liquidity and Accounts Payable Background

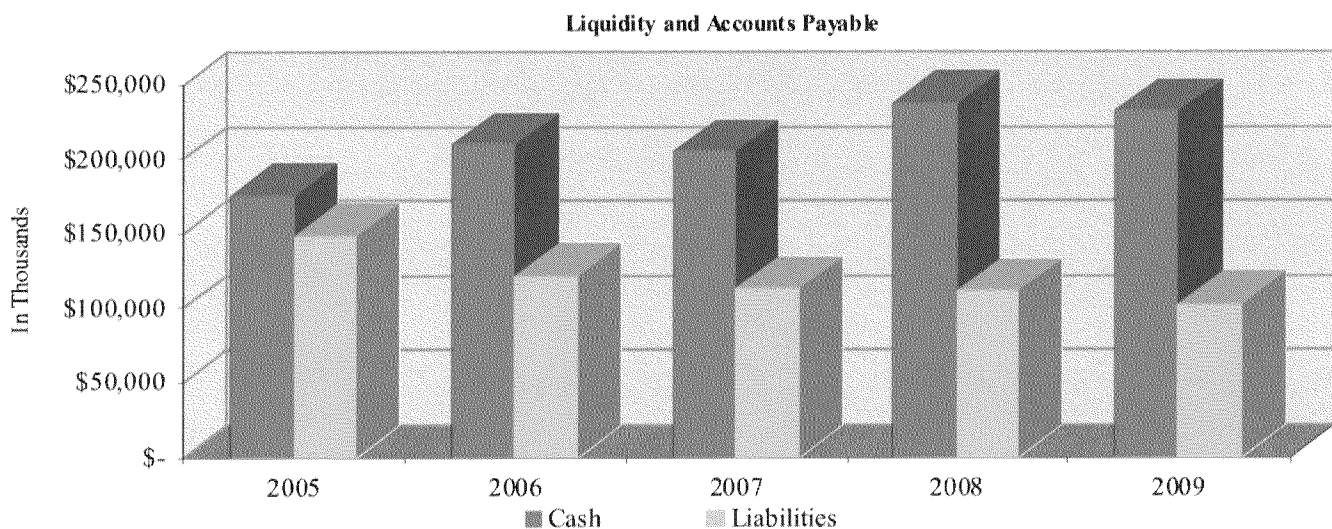
Liquidity is the ratio of cash and short-term investments to current liabilities, including amounts held in trust. The County's liquidity reflects its ability to pay its short-term obligations. Generally a ratio of \$1.00 in cash and short-term investments to \$1.00 of current liabilities is considered an acceptable liquidity ratio.

## Policy Statement

The County will strive to maintain a liquidity ratio of at least \$1.50 in cash and short-term investments to each \$1.00 of current liabilities. This is higher than the credit rating's acceptable ratio and is necessary given the County's lack of revenue diversity and the volatility of the Business Income Tax revenues.

## Status

The following graph depicts the comparison of cash and investments to current liabilities (\$ in thousands).



	2005	2006	2007	2008	2009
Cash	\$ 175,449	\$ 209,236	\$ 204,712	\$ 236,997	\$ 231,504
Liabilities	\$ 149,008	\$ 121,302	\$ 112,795	\$ 111,346	\$ 103,106
Actual Ratio	1.18	1.72	1.81	2.13	2.25

## Banking, Cash Management and Investments Background

Multnomah County maintains an active investment program. An investment policy was first formalized in 1982 and has been revised several times since. This policy incorporates various Oregon Revised Statute Codes which specify the types of investments and maturity restrictions that local governments may purchase. The County's Investment Policy also contains self-imposed constraints in order to effectively safeguard the public funds involved.

# Financial & Budget Policies

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**Policy Statement** Banking services shall be solicited at least every seven years on a competitive basis. The Chief Financial Officer (or designee) is authorized to act as "Custodial Officer" of the County and is responsible for performing the treasury functions of the County under ORS 208, 287, 294, and 295 and the County's Home Rule Charter. In carrying out these functions, the Chief Financial Officer is authorized to establish a financial policy that meets generally accepted auditing standards relating to cash management.

In accordance with ORS 294.135, investment transactions shall be governed by a written investment policy, which will be reviewed and adopted annually by the Board of County Commissioners. The policy will specify investment objectives, diversification goals, limitations, and reporting requirements. The investment policy sets guidelines for diversification that are more stringent than those allowed by State statute, reflecting the County's strategic preference for a conservative investment approach. In accordance with MCC 2.60.305-2.60.315 the County will utilize an independent Investment Advisory Board to review the County's policy and investment performance. Unrecognized gains or losses will be recorded in the County financial report.

**Status** The County is in compliance with this policy.

**Short-term and Long-term Debt Financings** Historically, the County maintained a 'pay-as-you-go' philosophy for financing capital projects. Pay-as-you-go can be costly in some ways due to cost acceleration in inflationary periods. Over-utilized facilities generate higher maintenance costs and citizens are not served well by over-utilized or nonexistent facilities. An alternative is to issue debt, sometimes referred to as 'pay-as-you-use.' Currently, the County's philosophy is to issue debt for public projects which results in the citizens benefiting from the project paying for the debt retirement costs.

**Policy Statement** The County may engage in the following financing transactions in accordance with the County's Home Rule Charter and applicable State and Federal Laws:

- 1) **Short-Term Debt.** If it is determined by the Finance and Risk Management Division that the General Fund cash flow requirements may be in a deficit position prior to receiving property tax revenues, the County may issue short-term debt to meet anticipated cash requirements. A Line of Credit may be issued to finance capital project transactions where it is deemed financially advantageous to issue short term debt. Before issuing short-term debt the Board must authorize the financing with a resolution.
- 2) **Bonds and Other Long-Term Obligations.** It is the policy of the Board that the County will attempt to meet its capital maintenance, replacement, or acquisition requirements on a pay-as-you-go basis. If the dollar amount of the capital requirement cannot be met on a pay-as-you-go basis, if it is financially beneficial to issue bonds or other debt instruments, and if the project has been determined to benefit future citizens, the County will evaluate the feasibility of issuing a long-term debt financing instrument.

## Financial & Budget Policies

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- 3) **Uses.** All long-term financings must provide the County with an economic gain or be mandated by the Federal or State Government or court. Under no circumstances will the County fund current operations with the proceeds of long-term borrowing.
- 4) **Debt.** When issuing debt, the County will follow the Government Finance Officers Association recommended practice of selecting and managing the method of sale of State and Local Government Bonds. In addition to statutory debt limits, the County further limits non voter- approved debt instruments to an annual debt payment amount that will not exceed 5% of the County's General Fund budgeted revenues and with exception of proprietary funds, all annual debt service payments will be limited to 5% of the total revenues of the supporting fund. Annual debt service payments should fall below the minimum level of General Fund reserves, 10% of annual General Fund revenues, providing the County with the ability to meet annual debt payment obligations in the case of severe budgetary challenges.
- 5) **Capital Expenditures.** If capital expenditures are anticipated to be incurred prior to the issuance of the debt, the Board authorizes the Chief Financial Officer to execute a declaration of official intent (or DOI) with regard to such expenditure. The DOI must express the County's reasonable expectations that it will issue debt to reimburse the described expenditures. It must contain a general description of the project and state the estimated principal amount of obligations expected to be issued to finance the project. A copy of the DOI shall be sent to the Board.
- 6) **Financing Mechanisms.** The different types of financings the County may use to fund its major capital acquisitions or improvements are:
  1. **Revenue Bonds** may be used whenever possible to finance public improvements which can be shown to be self-supported by dedicated revenue sources, needed for infrastructure or economic development, or approved by the Board for specific purposes.
    - i) Revenue-supported bonds are to be used to limit the dependency on property taxes for those projects with available revenue sources, whether self-generated or dedicated from other sources.
    - ii) Adequate feasibility studies are to be performed for each project to determine the adequacy of the dedicated revenue source.
  2. **General Obligation Bonds** (GO bonds) require voter approval and will be used to finance essential capital projects only. GO bonds will only be considered after exploring funding sources such as Federal and State grants and project revenues.
  3. **Full Faith and Credit or Limited Tax Bonds** will be considered if Revenue bonding or GO bonding is not feasible. Where Full Faith and Credit Bonds or Limited Tax Bonds are used to finance capital projects, the term of debt will be generally limited to the economic life of the financed asset not to exceed 20 years. When bond market conditions warrant, or when a specific capital project would have a longer useful life, or when operational efficiencies can be achieved, the Board may consider repayment terms that differ from the general policy

## Financial & Budget Policies

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4. **Capital Lease-Purchases** will be considered if Revenue bonding, GO bonding, or Full Faith and Credit bonding is not feasible.
5. **Leases and limited tax bonds** as reported in the County's comprehensive annual financial report will be limited as follows:
  - i) Acquisitions will be limited to the economic life of the acquisition or improvement and shall not exceed 20 years.
  - ii) All acquisitions must fit within the County's mission or role.
  - iii) All annual lease-purchase or bond payments must be included in the originating departments' adopted budget or in the serviced reimbursement formula for Facilities Management's internal services reimbursement rates.
6. **Refundings or Advance Refundings** will be done if there is a present value savings of 3% or more or if the restructuring of the financing will benefit the County.
7. **Intergovernmental Agreements** with the State of Oregon for Energy Loans.
8. **Local Improvement Districts.** Except as required by State law, it is the policy of the Board not to form Local Improvement Districts (LIDs) for purposes of issuing debt to finance LID improvements unless specifically required by Oregon Revised Statutes. This is due to the added costs of administering the LIDs, the small number of citizens served, and the risk that in the event of default by property owners the General Fund will be obligated to retire any outstanding obligations.
9. **Conduit Financings.** It is the policy of the Board to act as an "Issuer" of conduit financing for any private college, university, hospital, or for-profit or non-profit organization that is located in Multnomah County and is eligible to use this type of financing. The County will charge a fee of \$1.00 per \$1,000 of bonds issued or \$10,000, whichever is greater, to act as an issuer for the organization. This fee offsets administrative costs that may be incurred. The County will retain bond counsel to represent it on legal issues including any risks associated with the conduit financing. The County may also retain the services of a financial advisor if deemed by the Chief Financial Officer to be in the best interests of the County. The organization will be assessed an additional fee to cover any expenses incurred by bond counsel or financial advisor. In addition to the fees established above, the organization must have a Moody's rating of Baa or better or a BBB rating from Standard and Poor's. The organization requesting the conduit financing from the County must have clearly established policies that do not condone discriminatory practices. The Board must approve each conduit financing issue. In the event of conduit financing on behalf of the Hospital Facility Authority of Multnomah County, the Board acting as the governing board of the Hospital Facility Authority will comply with the bylaws of the Authority.

A schedule of the County's outstanding debt obligations as of July 1, 2010 is noted at the end of this policy statement.

# Financial & Budget Policies

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## Interfund and Insubstance Loans Background

An interfund loan is defined as a transfer between funds or fund types for an approved amount and a definite plan of repayment in a specified period of time. Interfund loans are subject to ORS 279.460 and are designed to provide financing resources to address cash flow needs in County operations or capital financing plans. Interfund loans are either operating or capital and shall meet the requirements noted below. An Operating Interfund Loan is a loan made for the purpose of paying operating expenses. A Capital Interfund Loan is a loan made for the purpose of financing the design, acquisition, construction, installation, or improvement of real or personal property and not for the purpose of paying operating expenses. Capital or operating interfund loans will be documented and submitted to the Board of County Commissioners for review and approval.

In addition to interfund loans, the County may engage in insubstance loans. An insubstance loan is a temporary balance sheet entry recorded at year-end to prevent a negative cash balance within a fund due to cash flow timing differences. The County's Chief Financial Officer has the authority to record an insubstance loan in order to satisfy fiscal year end reporting requirements and cash flow needs.

## Policy Statement

Interfund loan requests must be reviewed and approved by the County's Chief Financial Officer and Budget Director prior to taking a request for authorization to the Board of County Commissioners. Interfund loans must be authorized by a resolution of the Board of County Commissioners, which shall state the fund from which the loan is to be made, the fund to which the loan is to be made, the purpose and intent for which the loan is made, the principal amount of the loan, the interest rate at which the loan shall be repaid (if applicable), and shall include a schedule for repayment of principal and interest. In addition, interfund loans:

1. Shall not be made from reserve funds, debt service funds, or any other funds restricted by law, constitutional provisions, bond covenants, grantor requirements, Board resolutions or ordinances, unless the restrictions on these funds allow for the purpose of the interfund loan.
2. Shall be granted only after it has been demonstrated that reasonable consideration was given to other potential resources available to the fund and when the loan is required to meet a pressing need or to take advantage of a special opportunity.
3. Shall not exceed 60 months in duration for any capital interfund loan; shall not extend beyond the end of the next fiscal year for any operating interfund loan.
4. May be made only if there is a likely expectation that the fund receiving the loan will have the ability to repay it. If not, the use of an interfund transfer should be considered if appropriate.
5. May be repaid in advance without any additional accrual of interest (if applicable) or any other penalties.
6. Must be made in compliance with all other statutory requirements and limitations of ORS 294.460.



# MULTNOMAH COUNTY AGENDA PLACEMENT REQUEST

(revised 12/31/09)

APPROVED: MULTNOMAH COUNTY  
BOARD OF COMMISSIONERS  
AGENDA # R-5 DATE 6-10-2010  
LYNDA GROW, BOARD CLERK

## Board Clerk Use Only

Meeting Date: 6/10/2010  
Agenda Item #: R-5  
Est. Start Time: 10:20 am

**Agenda Title:** **RESOLUTION Adopting and Defining the Various Funds to be Used in Fiscal Year 2010-2011 and Repealing Resolution 09-071**

*Note: If Ordinance, Resolution, Order or Proclamation, provide exact title. For all other submissions, provide a clearly written title sufficient to describe the action requested.*

<b>Requested Meeting Date:</b>	<u>June 10, 2010</u>	<b>Amount of Time Needed:</b>	<u>10 minutes</u>
<b>Department:</b>	<u>County Management</u>	<b>Division:</b>	<u>Budget</u>
<b>Contact(s):</b>	<u>Mindy Harris, Director County Management, Karyne Kieta, Budget Director</u>		
<b>Phone:</b>	<u>503.988.3786</u>	<b>Ext.:</b>	<u>83786</u>
<b>I/O Address:</b>	<u>503/531</u>		
<b>Presenter(s):</b>	<u>Mindy Harris and Karyne Kieta</u>		

## General Information

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

The Department of County Management recommends approving the Resolution defining the funds to be used in FY 2010-11 and repealing Resolution 09-071.

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

Each year the Board is asked to ratify the fund structure by which the County does its accounting. The Resolution lists all the funds in place as of July 1, segregates them by fund type, and briefly describes the revenues and expenditures for which each fund accounts. The proposed fund structure follows generally accepted accounting principles and is consistent with the budget document. The County prepares budgets and accounts for spending in 31 funds. The changes to the FY11 to the County's fund reporting structure are as follows:

**Removed – Tax Title Land Sales Fund (1507)** - Accounts for the receipt and sale of foreclosed properties. Under the provision of ORS 275.275, these revenues are distributed to the taxing districts in Multnomah County.

**Removed – General Reserve Fund (1517)** - Accounts for a reserve maintained separate from the General Fund. This fund is to be maintained at approximately 5% of the revenues of the General Fund as defined in the Financial & Budget Policies. The General Reserve Fund balance is maintained by cash transfers from the General Fund. This reserve fund is to be used for extreme

emergencies. Extreme Emergencies is defined as uses for disaster relief, essential services or expenditures that are related to public life and safety issues.

These funds were eliminated in order to be consistent with requirements of a new accounting standard, GASB #54, which is effective for Multnomah County for year-end 6/30/2011.

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

There is no financial impact that will result from approval of the Resolution.

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

The existing funds resolution is being changed to address the requirements of the Governmental Accounting Standards Board, pronouncement #54. No other legal or policy-related changes are being made at this time.

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

None.

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**Required Signature**

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

*Mindy Hume*

**Date:** 5/26/10

BEFORE THE BOARD OF COUNTY COMMISSIONERS  
FOR MULTNOMAH COUNTY, OREGON

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

Adopting and Defining the Various County Funds to be Used in Fiscal Year 2010-2011 and Repealing Resolution 09-071.

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

- a. The Board has the responsibility to ensure that the County's financial records are maintained.
- b. The Department of County Management is responsible under MCC 7.001 for the fiscal operations of the County.
- c. The Board has established various funds in the County's 2010-2011 Budget;

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

1. This Resolution replaces Resolution No. 09-071, which is repealed.
2. The following policies and fund structure are the guidelines for the financial accounting of County resources and expenditures.

**GOVERNMENTAL FUNDS**

**Basis of Accounting**

The County maintains all Governmental Fund Types including: the General Fund, Special Revenue Funds, Debt Service Funds, and Capital Project Funds using the modified accrual basis of accounting. Under the modified accrual basis of accounting, revenues are recorded in the accounting period in which they become measurable and available, and expenditures are recorded at the time liabilities are incurred.

**GENERAL FUND**

**General Fund (1000)** – To account for and report all financial operations of the County which are not accounted for and reported in another fund. The primary sources of revenue are property taxes, business income taxes, motor vehicle rental taxes, intergovernmental revenue, and interest income. The majority of expenditures in the General Fund are made for general government, public safety, health services, aging services, and youth and family services.

The General Fund also accounts for the repayment of short-term debt interest expenses incurred through the sale of short-term promissory notes.

**SPECIAL REVENUE FUNDS**

Special Revenue Funds are used to account for and report the proceeds of specific revenue sources that are restricted, committed or assigned to expenditures for specified purposes other than debt service or capital projects. A special revenue fund can be used if a substantial portion of the resources recorded in the fund are either restricted or committed, as defined in the adopted Financial and Budget Policies.



**Strategic Investment Program Fund (1500)** – In accordance with ORS 285C.609, accounts for revenues from projects receiving temporary partial property tax exemptions. These Community Service Fees, equal to 25% of the property taxes abated, are shared with the city in which the project is located and are for community services support that relates to the direct impact of the eligible project on public services.

**Road Fund (1501)** - In accordance with ORS 366.524 - 366.542 and ORS 368.705, accounts for revenues primarily received from the State of Oregon motor vehicle fee apportionment, County gasoline taxes, federal reserve yield, and interest income. Expenditures are restricted by Article IX, Section 3A of the Constitution of the State of Oregon and consist of construction, repair, maintenance, and operations of public highways and roads.

**Emergency Communications Fund (1502)** - Accounts for revenues received from the State Telephone Excise Tax. Expenditures are restricted for the Emergency Communication Network in conjunction with the City of Portland, pursuant to County Ordinance 214.

**Bicycle Path Construction Fund (1503)** - Accounts for one percent of State of Oregon Motor Vehicle fees collected pursuant to ORS 366.514. Expenditures are restricted by ORS for bicycle path construction and maintenance.

**Recreation Fund (1504)** - Accounts for State revenue paid to counties to supplement their parks programs. The revenues are from the County Marine Fuel Tax. Under an intergovernmental agreement with Metro entered into in 1994, transferred revenues to Metro are restricted to be used for the purposes of development, administration, operation and maintenance of those County facilities transferred to Metro pursuant to this agreement.

**Federal/State Program Fund (1505)** - Accounts for the majority of grant restricted revenues and expenditures related to funding received from federal, state and local programs. The fund also includes some non-restricted operational revenues in the form of fees and licenses

**County School Fund (1506)** - Accounts for Forest Reserve yield revenues received from the State pursuant to ORS 293.360 & 294.060. Expenditures are restricted per ORS 328.005 - 328.035 for distribution to County School districts.

**Animal Control Fund (1508)** - Accounts for revenues from dog and cat licenses and animal control fees per ORS 609.060(3). Cash transfers are made to the General Fund for animal control activities. The fund also contains donations that are restricted by the donors to be used for particular programs or projects related to Animal Services.

**Bridge Fund (1509)** - Accounts for State of Oregon Motor Vehicle fees and County gasoline taxes. These revenues are collected in the Road Fund and transferred to the Bridge Fund. Restricted Federal and State revenue sharing funding is also recorded in the bridge fund. Expenditures are for inspections and maintenance of County bridges.

**Library Fund (1510)** - Accounts for the Multnomah County Public Library operations. Property taxes from a five-year special serial levy and transfers from the General Fund are the principal sources of revenue. The serial levy restricts the use of these revenues to Library operations. The Multnomah County Public Library was established by Ordinance 649 pursuant to ORS 357.400 - 375.610.

**Special Excise Tax Fund (1511)** - Accounts for a portion of the County's transient lodging taxes collected from all hotels and motels in the County and motor vehicle rental tax collected from rental agencies. Expenditures are restricted to the Convention Center, visitor development purposes, regional arts and culture purposes and other uses pursuant to Multnomah County Code 11.300 and 11.400.

**Land Corner Preservation Fund (1512)** - Accounts for the collection of recording fees on real property transactions and surveying activities. Expenditures are made for the establishment, re-establishment, and maintenance of public corners of government surveys pursuant to ORS 203.148.

**Inmate Welfare Fund (1513)** - Accounts for the proceeds from the sale of jail commissary items. Expenditures are made for food and supplies for inmates in County jails. Excess funds are used on inmate amenities such as recreation equipment for the institutions.

**Justice Services Special Operations Fund (1516)** - Accounts for revenues and expenditures that are dedicated to Justice Services and Operations. Revenues are primarily from various fees and fines, including probation fees, criminal processing assessment fees, conciliation court fees, marriage license fees, ambulance franchise fees, forfeitures, video lottery, alarm permits, concealed weapon permits, gun ordinance fees and liquor license fees collected for civil processing inspection.

#### **DEBT SERVICE FUNDS**

Debt Service Funds are used to account for and report financial resources that are restricted, committed or assigned to expenditures for principal and interest and fees associated with servicing debt if appropriate. Debt service funds should be used to report resources if legally mandated. Financial resources that are being accumulated for principal and interest maturing in future years also should be reported in debt service funds. Upon the repayment of principal and interest, any receipts remaining in the fund are returned to the originating jurisdiction or County General Fund.

**Revenue Bond Fund (2001)** - Accounts for the principal and interest payments on bonds issued to acquire and construct non-profit facilities that are being financed in partnership with the County. The revenues are derived from lease of the facilities constructed with bond proceeds and from the pledge of the Motor Vehicle Rental Tax, a General Fund revenue.

**Capital Debt Retirement Fund (2002)** - Accounts for lease/purchase and full faith and credit obligation principal and interest payments for buildings and major pieces of equipment acquired by the issuance of Certificates of Participation or other financing arrangements. Revenues consist of service reimbursements and cash transfers from other County funds.

**General Obligation Bond Fund - (2003)** - This fund accounts for the payment of principal and interest on General Obligation (G.O.) Bonds. The G.O. bond fund accounts for the Series 1999 advance refunding that refunded the 1994 G.O. Library Bonds and the 1996 G.O. Public Safety and Library Bonds. Also included in the G.O. bond fund are the 2010 Full Faith and Credit Obligations and the G.O. Refunding Bonds, Series 2010. Proceeds are derived from property taxes and interest earned on the cash balances.

**PERS Pension Bond Fund (2004)** - Accounts for the principal and interest payments on pension obligation revenue bonds issued to retire the County's PERS unfunded actuarial accrued liability.

The revenues are derived from charge backs to departments based on their departmental payroll costs.

### **CAPITAL PROJECTS FUNDS**

Capital Projects Funds are used to account for and report financial resources that are restricted, committed or assigned to expenditure for capital outlays including the acquisition or construction of capital facilities and other capital assets. Capital outlays financed from general obligation bond proceeds should be accounted for through a capital project fund. Upon completion of a capital project that required financing, any remaining cash is transferred to the Debt Service Fund to retire debt associated with the construction or acquisition of designated capital assets or to the originating source of the funds.

**Financed Projects Fund (2504)** - Accounts for expenditures for acquiring, remodeling, or construction of County facilities, information technology capital investments, and other capital projects. Resources are derived from full faith and credit bonds or other financing proceeds and General Fund service reimbursements.

**Capital Improvement Fund (2507)** - Accounts for the proceeds derived from the sale of unrestricted property, interest income, and any service reimbursement or operating revenue from leased facilities. Expenditures are made for capital acquisitions or for the retirement of lease/purchases. Authorized by Resolution 99-144.

**Capital Acquisition Fund (2508)** - Accounts for internal service reimbursement revenues and debt proceeds that support the acquisition and replacement of computer equipment.

**Asset Preservation Projects Fund (2509)** - Accounts for expenditures for building scheduled maintenance projects such as boiler replacement, carpet replacement, roof replacement etc. This fund was established and is being maintained to provide prospective maintenance and not deferred maintenance. Resources are derived from an asset preservation fee that is part of the facilities charges assessed to building tenants.

### **PROPRIETARY FUNDS**

#### **Basis of Accounting**

The County maintains all Proprietary Fund Types including: Enterprise Funds and Internal Service Funds using the full accrual basis of accounting. Under the full accrual basis of accounting, revenues are recorded at the time they are earned, and expenses are recorded at the time liabilities are incurred.

Internal Service Funds are entirely or predominantly self-supporting through user charges, operating earnings, or transfers from other funds. These funds, authorized under ORS 294.470, are considered to have indefinite life. In the event the fund is discontinued, any excess funds would be returned to the originating jurisdictions or County Funds.

## **ENTERPRISE FUNDS**

**Dunthorpe-Riverdale Service District No. 1 (3000)** - Accounts for the operations of the sanitary sewer system in southwest unincorporated Multnomah County. (Also included as a component unit)

**Mid County Service District No. 14 Fund (3001)** - Accounts for the operations of street lights throughout unincorporated Multnomah County. (Also included as a component unit)

**Behavioral Health Managed Care Fund (3002)** - Accounts for all financial activity associated with the State required behavioral health capitated services. This includes payments to providers with whom the County contracts for services. Revenues are fee for service payments from the State to the County.

## **INTERNAL SERVICE FUNDS**

**Risk Management Fund (3500)** - Accounts for all internal service reimbursements, revenues, and expenses associated with the County's insurance requirements and administration of workers' compensation, general liability, tort, auto, property, employee medical, dental, vision, life and long-term disability claims and insurance, employee benefits, health promotion, post-retirement benefits, and unemployment insured and self-insured programs pursuant to Multnomah County Code 7.101.

**Fleet Management Fund (3501)** - Accounts for internal service reimbursements, revenues and expenses associated with the administration and operation of the County's motor vehicle fleet and electronics.

**Information Technology Fund (3503)** - Accounts for internal service reimbursements, revenues and expenses associated with the administration and operation of the County's data processing and telephone services operations. This fund includes replacement and upgrade of personal computers, standard software suite common to all County users and telephone equipment.

**Mail Distribution Fund (3504)** - Accounts for internal service reimbursements, revenues and expenses associated with the administration and operation of the County's U.S. Mail, internal distribution and delivery, central stores and records management.

**Facilities Management Fund (3505)** - Accounts for internal service reimbursements, revenues and expenses associated with the administration and operation of the County's property management, custodial, maintenance and leasing of all County-owned and leased property.

## **FIDUCIARY (AGENCY) FUNDS**

These agency funds account for resources received and held by the County in a fiduciary capacity. Disbursements are made in accordance with the agreement or applicable legislative enactment for each particular fund. The agency funds are as follows:

**Public Guardian Fund (4000)** - Accounts for receipts and disbursements for individuals who are not capable of handling their own financial affairs.

**Property Tax Funds (Series 4501 to 5502)** - Accounts for the collection and disbursement of various property tax accounts for governmental entities located in Multnomah County.

**Department Trust Funds (Series 6000 to 6536)** - Accounts for the collection and disbursement of various receipts held. Multnomah County maintains several sub-funds which are used to account for the receipt of resources held by the County in a fiduciary capacity. Disbursements are made in accordance with the agreement or applicable legislative enactment for each particular fund.

**MCSO Forfeitures (7000 to 7002)** - Accounts for cash transactions subject to forfeiture under 1989 Oregon Law, Chapter 791.

**Law enforcement, Regional Organized Crime Network, and Others (Series 7501 to 8001)** - Accounts for various law enforcement trust funds.

ADOPTED this 10th day of June, 2010.

BOARD OF COUNTY COMMISSIONERS  
FOR MULTNOMAH COUNTY, OREGON

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Jeff Cogen, Chair

REVIEWED:

AGNES SOWLE, COUNTY ATTORNEY  
FOR MULTNOMAH COUNTY, OREGON

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

SUBMITTED BY:

Mindy Harris, Interim Director, Department of County Management, Chief Financial Officer



# MULTNOMAH COUNTY

## AGENDA PLACEMENT REQUEST (short form)

APPROVED: MULTNOMAH COUNTY  
BOARD OF COMMISSIONERS  
AGENDA # R-6 DATE 6-10-2010  
WANDA GROW, BOARD CLERK

### Board Clerk Use Only

Meeting Date: 6/10/2010  
Agenda Item #: R-6  
Est. Start Time: 10:30 am

**Agenda Title:** Multnomah County Salary Commission presents recommendations and rational for adjustments to salaries of Multnomah County Chair, Commissioners, District Attorney and Sheriff

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

**Requested Meeting Date:** June 10, 2010 **Amount of Time Needed:** 30 minutes  
**Department:** Non Departmental **Division:** Auditors Office  
**Contact(s):** Judy Rosenberger  
**Phone:** 83320 **Ext.**  **I/O Address:** 503/601  
**Presenter(s):** David Rhys of the Salary Commission

### General Information

1. What action are you requesting from the Board?  
Board Briefing
2. Please provide sufficient background information for the Board and the public to understand this issue. Please note which Program Offer this action affects and how it impacts the results.  
Salary Recommendations for BOCC, District Attorney and Sheriff
3. Explain the fiscal impact (current year and ongoing).
4. Explain any legal and/or policy issues involved.
5. Explain any citizen and/or other government participation that has or will take place.

### Required Signature

Elected Official or  
Department/  
Agency Director:

Steve March

Date: May 25, 2010



## **Salary Commission**

501 SE Hawthorne, Room 601  
Portland, Oregon 97204  
Telephone (503) 988-3320

Date: May 25, 2010

To: Multnomah County Board of County Commissioners

From: 2010 Salary Commission  
Nancy Drury, Employee Services Director, Clackamas County  
Sue Fischer, HR and Compensation Consultant, Cascade Employers Association  
Jan Lambert, Senior Compensation Analyst, Pacificorp  
Chair David Rhys, Classification/Compensation Manager, City of Portland  
Mary Rowe, Human Resources Director, METRO

Re: 2010 Multnomah County Salary Commission Report

Under the authority of Section 4.30 of the Multnomah County Home Rule Charter as amended November 2, 2004, the 2010 Multnomah County Salary Commission (Commission) was appointed by the County Auditor and convened to set the salaries for the Board of County Commissioners (BOCC), specifically the positions of Multnomah County Commissioner (Commissioner) and Chair of the Board of County Commissioners (Chair).

Enclosed is our report which sets the salaries for the BOCC and documents the basis for our decisions. We will be happy to answer questions or provide additional information upon request.

## **Executive Summary**

1. The 2008 Salary Commission set the 2008/09 salary for the Commissioners at \$88,000 and the 2009/10 salary at \$90,640. All four Commissioners chose to remain at the 2008/09 \$88,000 pay level. The 2008 Salary Commission set the 2008/09 salary for the Chair at \$132,237 or the midpoint of the Department Director II salary, whichever is greater, and the 2009/10 salary at the midpoint of the Department Director II 2008/09 range plus 3%, which is \$136,204. The Chair is paid at the approved rate.
2. The 2010 Salary Commission reviewed the methodology for setting salaries and agreed the methodology remained appropriate for the Commissioners' salary. External market factors were analyzed for comparability and appropriateness and the average of the external market salaries was considered a valid benchmark. Because the current approved salary rate for Multnomah County Commissioner is at the market average and we have no internal comparators, the 2010/11 salary shall remain at the 2009/10 approved rate of \$90,640; and due to the uncertainty of increases for external market salaries, the 2011/12 salary shall also remain at that rate. The Salary Commission notes that current Commissioners have not accepted the present approved salary rate for 2009/10, electing to remain at the 2008/09 rate.
3. The 2010 Salary Commission reviewed the methodology for setting the salary for the Chair and agreed with the general approach used by the 2008 Salary Commission. A search of the external market did not yield comparable positions: therefore, internal equity continues to be given greater weight. The Chair supervises the Department Directors and those salaries have the most bearing on the salary of the Chair. Setting the salary at the midpoint of the higher level range, while still not ideal, continues to be a reasonable approach. The Chair's salary for 2010/11 shall be equal to the midpoint of the Multnomah County Department Director II 2010/11 salary range and will be adjusted for 2011/12 to match the midpoint of the Department Director II 2011/12 range.

Respectfully submitted this 25thday of May, 2010.

**By the Multnomah County Salary Commission:**

Nancy Drury, Sue Fischer, Jan Lambert, David Rhys, and Mary Rowe.



## **SALARY COMMISSION HISTORY**

In November 1984 the Home Rule Charter was amended as follows:

"The auditor shall appoint a five-member salary commission, composed of qualified people with personnel experience by January 1, 1986, and by January 1 in each even year thereafter....(to make) salary adjustment recommendations, if any..."

The first Commission was appointed in 1986 and a new Commission has been appointed in each even year up to the current 2010 Commission.

In 1990, the voters approved a ballot measure submitted by the Multnomah County Charter Review Commission that allowed the BOCC to approve their own salary increases rather than salary increase recommendations being referred to the voters. The measure also specified they were not allowed to set salaries higher than the recommendation from the Commission.

In 1991 a County Counsel's opinion stated that the Commission may also make recommendations regarding the salaries of the Sheriff and District Attorney, if requested. ( As a result of resolutions passed by the Board of County Commissioners, the Commission now reviews the District Attorney's salary and the Sheriff's salary on an ongoing basis.)

In 2004, the voters approved a ballot measure submitted by the Multnomah County Charter Review Commission that modified the language of the County Charter, Section 4.30 to read as follows:

"The auditor shall appoint a five-member salary commission, composed of qualified human resource professionals with compensation experience, by January 1 of each even year. The salary commission shall *set the salaries* for the chair of the board of county commissioners and the county commissioners, documenting the basis of its decisions."

## **SALARY HISTORY**

From FY 1983-84 through FY 1990-91, the Chair and Commissioners did not receive an increase in salary. From FY 1991-92 through FY 1995-96, cost of living increases were added to Chair and Commissioners' salaries, but their salaries remained far below comparable jurisdictions and the relative worth of the jobs.

In 1996 the BOCC approved the Commission recommendation that a Commissioner's salary be indexed to 75% of a judge's salary and that the Chair's salary be indexed to the mid-point of the salary range for the Chair's direct reports, Multnomah County department directors.

The 1998 Commission reaffirmed this methodology for indexing of salaries and further recommended that an appropriate ratio between the Commissioners' salaries and the Chair's salary be no more than 80%. The 1998 BOCC did not act on the recommendation, but did in fact increase the Chair's and the Commissioners' salaries in accordance with the phased-in approach approved by the 1996 BOCC.

In 2000, the BOCC approved the Commission recommendation that the Commissioners' salary remain 75% of a circuit court judge's salary July 1, 2000 and 2001. The BOCC further approved the recommendation that the Chair's salary be increased to the midpoint of the department directors' salary range effective July 1, 2000 and 2001.

In 2002 the BOCC approved the Commission's recommendation for no change to the methodology for Commissioners' salaries. In regard to the Chair's salary, the Commission determined that County department directors' salaries were below market according to the County Human Resources staff. Therefore, indexing the Chair's salary to the department directors' salaries would not be appropriate. Consequently, the BOCC approved the Commission's recommendation of indexing the Chair's salary to 125% of a judge's salary and suggested the Board may want to consider a phased in approach.

The 2004 Commission recommended, and the BOCC approved, no change in methodology for Commissioners and increased the Chair's salary in accordance with the previously approved phased-in approach.

The 2004 charter language changed the authority for setting salaries for the BOCC from the BOCC themselves to the Commission.

The 2006 Commission given this new charge believed that indexing to a judge's salary, a salary over which the BOCC had no control, was no longer relevant. Instead the 2006 Commission assessed both the external market and internal equity in order to set the salaries with an emphasis on internal equity for the Chair's position and the external market for the Commissioner's position.

The 2010 Commission continued the approach of the 2006 and 2008 Commissions, assessing both the external market and internal equity, adjusting the internal equity comparison for the Chair's position and maintaining an emphasis on the external market for the Commissioner's position.

Current salaries are as follows: all four Commissioners are paid less than the approved salary of \$90,640, choosing to be paid \$88,000, and the Chair is paid at the approved salary of \$136,204.

## METHODOLOGY AND FINDINGS

Compensation theory suggests that evaluating both external market data and internal equity is the most widely accepted methodology for setting salary rates. This is the revised approach taken by the 2006 and 2008 Commission and is being re-affirmed by the 2010 Commission.

The Commission collected and reviewed data from a number of sources. The data is summarized below.

### 1. Survey information for Commissioner from the County HR Office:

The County Human Resource Office previously identified several comparable counties for purposes of comparing Commissioner salaries. The current Salary Commission determined that there were sufficient Northwest comparators and, as a result, national comparators are not necessary for an appropriate market comparison. (The prior Commission had included Hennepin County, MN, Denver County, CO, and Hamilton, OH.) The current Commission also revised the geographic adjustment to a single index used by the County HR Office, from the Economic Research Institute, rather than the average of multiple indexes used by the prior Commission.

**Exhibit A: Comparison of Commissioner salaries in comparable counties**

County	Actual Salary	Geographic adjustment*	Equivalent Portland Salary
Clackamas County, OR	80,856	None—Ptld Metro area	80,856
Lane County, OR	74,298	5.1%	78,079
Marion County, OR	76,606	7.6%	82,469
Pierce County, WA	104,470	-2.2%	102,206
Snohomish County, WA	102,779	-6.8%	95,747
Thurston County, WA	105,276	0.2%	105,472
Average			90,803
		<b>Multnomah Co</b>	<b>90,640</b>
		Differential	99.8%

*\*Geographic adjustment via Economic Research Institute data through Multnomah County Human Resources Office.*

*Salary Data Source: Multnomah County Auditor's Office Survey, Winter 2010*

Because the data was collected in the winter 2010, it is possible these jurisdictions will increase salaries at some point in 2010. However, it is impossible to determine what those increases might be, if any. Consequently, using this data for setting 2010/11 salaries creates what is called a "lag" effect in compensation terms, but it is still the best data to compare with at this point in time.

**2. Survey information for Chair from other counties:**

For many years, salary commissions have struggled with matching the Chair's position to like positions in other counties. We have concluded, as did the prior Commission, that we are unable to match the position to another county with any degree of confidence. There are counties in the northwest and across the country that match the demographics of Multnomah County closely enough to be considered a contender. However, their organizational structures vary widely, some with split responsibilities between the legislative body and a county executive who manages operations. In Multnomah County, those responsibilities are held by only one position, Chair of the BOCC, although there continues to be a position in the Chair's Office, Chief Operating Officer, whose title suggests some responsibility for operations and presumably allows the Chair to focus more attention on legislative issues. It is this Commission's understanding, however, that direct supervisory responsibility for department directors remains with the Chair. This year, we found no equivalent job matches. We encourage future Commissions to continue monitoring this element to determine if any good matches can be found.

**3. Regional councils and local boards:**

A review of these jurisdictions showed limited comparability. Metro is a governmental agency in the Portland area with elected officials whose salaries should be noted. However, Metro is much smaller than Multnomah County, both in terms of staff and budget. The current data from Metro is detailed in Exhibit B below.

**Exhibit B: Comparison with Metro 2010 salaries**

Metro Position	2009 Salary
Executive (salary of a judge)	\$114,468
Councilor (one-third of a judge salary)	\$38,156

**4. City of Portland:**

Although past Commissions did not use data from the City of Portland, the County's human resources office does use city data for comparison with both elected official salaries and management salaries. However, it should be noted that City Commissioners have operational responsibility for city bureaus, thus are not a good job match. Additionally, both the staff and budget for the City are considerably larger than Multnomah County. Approved salaries for the City of Portland Mayor and Commissioners as of July 1, 2009 are detailed in Exhibit C below.

**Exhibit C: Comparison with City of Portland approved 2007 salaries**

City of Portland Position	2009 Salary
Mayor	\$121,451
Commissioner	\$ 102,294

City of Portland salaries may or may not increase at some point in 2010 but it is the best data at this point in time.

**5. Comparability between the Chair and County department directors:**

The Chair has county-wide operational and fiscal responsibilities, which the Commissioners do not. Six (6) department directors in two pay levels report directly to the Chair. Currently, all but one of the direct report department directors have salaries above the midpoint of their range. Salaries for all positions are detailed in Exhibit D below.

**Exhibit D: Department directors' and elected officials' 2009 salaries:**

Department	Classification	2009/10 Salary	Pay Scale Minimum	Pay Scale Midpoint	Pay Scale Maximum
Community Justice	Department Director I	\$138,988	\$ 93,199	\$118,609	\$144,020
Community Services	Department Director I	\$144,020	\$ 93,199	\$118,609	\$144,020
Library	Department Director II	\$135,000	\$107,932	\$137,263	\$166,593
County Management	Department Director II	\$152,082	\$107,932	\$137,263	\$166,593
Human Services	Department Director II	\$154,035	\$107,932	\$137,263	\$166,593
Health Services	Department Director II	\$154,035	\$107,932	\$137,263	\$166,593
District Attorney		\$155,180			
Sheriff		\$135,000			
BOCC Chair		\$136,204			

Compensation theory suggests the spread between the supervisor and subordinate should be 10% to 25%. However, the Chair's actual salary compared with his direct reports shows that the Chair is paid less than all but one of his direct reports and slightly less than the midpoint of the higher level salary range of the Department Director II.

**6. Tenure in the job:**

Generally speaking, salary will increase based in part on tenure in the position. These are elected positions and presumably, a newly elected BOCC member would receive the salary of the outgoing BOCC member. Consequently, tenure in the position should not be a factor in considering an appropriate salary.

**7. Assumption of full-time:**

Although there is no mandated requirement that the BOCC be full-time positions, this Commission is making the assumption that they are and all salaries shown are full-time equivalent salaries.

**8. Benefits considerations:**

According to the County HR staff, elected officials receive the same benefits as any other County employee with the exception of disability. Level of benefits for these classifications is not within the scope of the Salary Commission authorized review.

**9. CPI considerations:**

CPI data is an integral part of the information base in the data presented. It has influenced the market data from both outside sources such as other counties and from within the county in determining appropriate salary ranges for department directors.

**10. Pay for performance:**

BOCC salaries relate to the office and not to persons; in other words, the salaries are based on what the *job* is worth and because it does not include a "pay for performance" model it is not a measure of the worth of the *individual* who occupies the position.

**11. Compensation philosophy:**

Typically an organization will consider three factors when designing compensation programs. These are the ability for an organization to 1) attract, 2) retain and 3) motivate employees. Attracting talent for the BOCC is limited to the local area so salary comparability with other jurisdictions to a certain extent is not relevant. Nevertheless, although it cannot be proven, this Commission believes that an equitable and competitive salary will attract a larger number of highly qualified individuals to run for, and be willing to serve in, this and other elected offices.

## **RECOMMENDATIONS AND REASONS**

Commissioners' salaries have maintained a close parity with the external market data. Because the current approved salary rate for Multnomah County Commissioner is at the market average and we have no internal comparators, the 2010/11 salary shall remain at the 2009/10 approved rate of \$90,640; and due to the uncertainty of increases for external market salaries, the 2011/12 salary shall also remain at that rate. This salary rate maintains comparability with other like counties while at the same time creating a reasonable differential from salaries for City of Portland Commissioners who have bureaus reporting to them. The Salary Commission notes that current Multnomah County Commissioners have not accepted the current approved salary rate for 2009/10, electing to remain at the 2008/09 rate.

As a result of the salary determination by the 2008 Salary Commission, the Chair's authorized salary is more closely aligned with other County positions that report to the Chair. In this case, the most significant and heavily weighted data is internal equity. Greater weight is being given to internal equity considerations than to the external market for the following reasons:

- a. internal equity (data regarding department directors) is a professionally acceptable method for assigning a salary;
- b. external market data has not provided acceptable job matches although the search should continue by future Salary Commission as external comparators are also an important consideration.

The Chair's approved salary for 2009/10 is \$136,204. The approved salary is less than the salaries of all but one of all his departmental direct reports. The midpoint of the Department Director II salary range is \$137,263. The salaries of five of the six departmental direct reports are greater than the midpoint of the Department Director II.

Increasing the salary to the midpoint of the Department Director II range created a desirable spread between the Chair and his subordinates and lessened the gap. The additional increase of 3% for the Chair in 2009/10, as designated by the prior Salary Commission, kept the Chair's authorized salary roughly synchronized with the Department Director II midpoint. This Salary Commission believes that the Chair's 2010/11 salary should be adjusted to match the midpoint of the Department Director II 2010/11 salary. For 2011/12, the Chair's salary shall be placed at the midpoint of the Department Director II salary range for 2011/12.

## **2010/2011 AND 2011/2012 SALARIES**

The 2010 Salary Commission sets the 2010/11 and 2011/12 salary for Commissioner's at the current approved rate of \$90,640.

The 2010 Salary Commission sets the 2008/09 salary for Chair at the midpoint of the Department Director II 2010/11 salary range and the 2011/12 salary at the midpoint of the Department Director II 2011/12 salary range.

## **LAST BUT CERTAINLY NOT LEAST**

The Commission wishes to thank Joi Doi and Travis Graves of the County Human Resources Office for providing background and information on County compensation and geographic comparison factors.

The Commission wishes to thank Agnes Sowle, County Counsel, for discussing with us legal issues.

The Commission also wishes to extend its appreciation to the Multnomah County Auditor and his staff. We could not have completed our work without their research and data collection.



## **Salary Commission**

501 SE Hawthorne, Room 601  
Portland, Oregon 97204  
Telephone (503) 988-3320

Date: May 25, 2010

To: Multnomah County Board of County Commissioners

From: 2010 Salary Commission

Nancy Drury, Employee Services Director, Clackamas County  
Sue Fischer, HR and Compensation Consultant, Cascade Employers Association  
Jan Lambert, Senior Compensation Analyst, Pacificorp  
Chair David Rhys, Classification/Compensation Manager, City of Portland  
Mary Rowe, Human Resources Director, METRO

Re: Report and Recommendation regarding the District Attorney's Salary

Under the authority of Section 4.30 of the Multnomah County Home Rule Charter as amended November 2004, the 2008 Multnomah County Salary Commission (Commission) was appointed by the County Auditor to set salaries for the Board of County Commissioners (BOCC). Additionally, the Commission was given the authority, under the BOCC Resolution No. 05-169 dated October, 2005, to recommend salary adjustments to the District Attorney's salary in future years and has done so since 2006.

Enclosed is our report and recommendation for the salary for the District Attorney for fiscal years 2010/11 and 2011/12. We will be happy to answer questions or provide additional information upon request.



## **Executive Summary**

The Commission analyzed the methodology used in 2006 and 2008 for making a recommendation for the District Attorney's salary. The methodology essentially gives more weight to internal equity (salaries of department directors and the District Attorney's subordinates) than to external market considerations (salaries of other OR and WA District Attorneys). The 2006 and 2008 Commissions recommended, and the BOCC approved, that the salary for the District Attorney be placed at the 75<sup>th</sup> percentile of the Department Director II salary range. This Commission, in re-considering all factors, believes this methodology continues to be valid and appropriate. We believe that it is more accurate to use the following description: 75% of the Department Director II salary range.

The Commission recommends that the salary of the District Attorney remain at 75% of the Department Director II salary range for fiscal years 2010/11 and 2011/12, or the current salary rate, whichever is greater.

Respectfully submitted this 25<sup>th</sup> day of May, 2010.

**By the Multnomah County Salary Commission:**

Nancy Drury, Sue Fischer, Jan Lambert, David Rhys, and Mary Rowe.

## **SALARY COMMISSION BACKGROUND**

In November 1984 the Home Rule Charter was amended to establish a five-member salary commission. The first Commission was appointed in 1986 and a new Commission has been appointed in each even year up to the current 2010 Commission.

In November 2004 the Home Rule Charter was amended as follows:

“The auditor shall appoint a five-member salary commission, composed of qualified human resource professionals with compensation experience, by January 1 of each even year. The salary commission shall set the salaries for the chair of the board of county commissioners and the county commissioners, documenting the basis of its decisions....”

In October, 2005 the Commission was given the authority, under BOCC Resolution No. 05-169, to recommend salary adjustments to the District Attorney’s salary in future years. Included in BOCC Resolution 05-169 is a provision that the District Attorney receive annual cost of living increases, based on the total salary, granted to other management staff in the County.

## **SALARY HISTORY**

Oregon district attorneys receive a salary from the State of Oregon. Some district attorneys in the State, including Multnomah County, also receive a supplemental salary from the County jurisdiction.

For ten years, 1994-2004, the Multnomah County District Attorney did not receive a cost of living increase from either the State or County. The resulting inequity was addressed by the 2006 Commission.

The State currently contributes \$104,832 annually to the District Attorney’s salary. In 2009, the County supplement was \$50,348, thus the combined annual salary currently is \$155,180, which is the currently above 75% of the Department Director II salary range.

## **METHODOLOGY AND FINDINGS**

The Commission collected and reviewed current data from a number of sources. The data is summarized below.

### **1. District Attorney’s salaries in counties in Oregon and Washington:**

The larger counties in Oregon and Washington, as follows, were considered for external market data comparisons.

Oregon:	Clackamas, Lane, Marion, and Washington
Washington:	Clark, Pierce, Snohomish, and Thurston

This Salary Commission chose to remove King County from consideration as a comparator, given its much larger population size, although it has been considered by prior salary commissions.

Salary data was collected from these jurisdictions and is shown in Exhibit A. The current Commission revised the geographic adjustment to a single index used by the County Human Resources Office, from the Economic Research Institute, rather than the average of multiple indexes used by the prior Commission.

The Multnomah County District Attorney's Office was contacted by the 2006 Commission to determine if there are differences in district attorney duties in OR and WA counties that would be important for the Commission to know. The office did cite differences in responsibilities with other Oregon counties in that other counties are responsible only for prosecuting the crimes that have occurred within their county's jurisdictional boundaries.

**Exhibit A: District Attorney Salaries adjusted for Geographical Differences  
Winter, 2010**

County	Major City	Actual Salary	Geographic adjustment*	Equivalent Portland Salary
Clackamas, OR	Oregon City	\$141,168	None—Ptld Metro area	\$141,168
Lane County, OR	Eugene	\$138,507	3.7%	\$143,655
Marion County, OR	Salem	\$130,479	7.4%	\$149,129
Washington County, OR	Beaverton	\$136,536	None—Ptld Metro area	\$136,536
Clark County, WA	Vancouver	\$148,832	None—Ptld Metro area	\$148,832
Pierce County, WA	Tacoma	\$148,830	-2.1%	\$145,692
Snohomish County, WA	Everett	\$148,830	-6.9%	\$138,633
Thurston County, WA	Olympia	\$148,836	-0.2%	\$148,496
Average:				\$144,018
Multnomah Co.				\$155,180
Differential:				107.8%

\*Geographic adjustment via Economic Research Institute data through Multnomah County Human Resources Office.

Salary Data Source: Multnomah County Auditor's Office Salary Survey 2010

**2. Comparability between the District Attorney and Multnomah County department directors:**

There are six (6) department directors in the County in two pay scales. In 2005 the Multnomah County Human Resources Office concluded that the position of District Attorney is comparable in classification to Department Director II.

**Exhibit B: Department Directors' Salaries:**

Department	Classification	2009/10 Salary	Pay Scale Minimum	Pay Scale Midpoint	Pay Scale Maximum
Community Justice	Department Director I	\$138,988	\$ 93,199	\$118,609	\$144,020
Community Services	Department Director I	\$144,020	\$ 93,199	\$118,609	\$144,020
Library	Department Director II	\$135,000	\$107,932	\$137,263	\$166,593
County Management	Department Director II	\$152,082	\$107,932	\$137,263	\$166,593
Human Services	Department Director II	\$154,035	\$107,932	\$137,263	\$166,593
Health Services	Department Director II	\$154,035	\$107,932	\$137,263	\$166,593
Sheriff		\$135,000			
District Attorney		\$155,180			

The midpoint of the Department Director II salary range is \$137,263 and three positions are paid above the midpoint. In fact all but one of the department director positions are paid above their midpoint. In order to maintain internal equity, the District Attorney should also be paid above the midpoint.

**3. Comparability between the District Attorney and his direct reports:**

The second highest level positions in the office are two Chief Deputy District Attorneys. Two incumbents are currently paid \$149,575 each. The spread between the District Attorney's salary and his highest paid direct reports is only 3.7%.

Compensation theory suggests the spread between the supervisor and subordinate should be 10% to 25%. However, since the position is comparable to Department Director II and already above 75% of that range, that decision should be made with a great deal of caution.

**4. Tenure in the job:**

Generally speaking, salary will increase based in part on tenure in the position. This is an elected position and presumably, should a new District Attorney be elected, he/she

would receive the salary of the outgoing District Attorney. Consequently, tenure in the position should not be a factor in considering an appropriate salary.

**5. Benefits considerations:**

Of the data available to this Commission, there are differences in benefits packages provided to Oregon district attorneys. However, the level of benefits is not within the scope of the Salary Commission authorized review.

**6. Internal equity versus external market considerations:**

Greater weight is being given to internal equity considerations than to the external market for a couple of reasons:

- a. internal equity (data regarding department directors and subordinates) is a professionally acceptable method for assigning a salary;
- b. external market data (data regarding Oregon and Washington county district attorney salaries) is not directly comparable to Multnomah County.

**7. CPI considerations:**

CPI data is an integral part of the information base in the data presented. It has influenced the market data from both outside sources such as other counties and from within the county in determining an appropriate salary range for department directors.

**8. Compensation philosophy:**

Typically an organization will consider three factors when designing compensation programs. These are the ability for an organization to 1) attract, 2) retain and 3) motivate employees. Attracting talent for the DA's position is limited to the local area, and to those with who meet the professional requirements of the office, so salary comparability with other jurisdictions to a certain extent is not relevant. Nevertheless, although it cannot be proven, this Commission believes that an equitable and competitive salary will attract a larger number of highly qualified individuals to run for, and be willing to serve in, this and other elected offices.

## **RECOMMENDATIONS AND REASONS**

The salaries of district attorneys in Oregon and Washington jurisdictions are closely aligned to this position when in fact, this position has greater responsibility than most, if not all, of the counties listed. Accordingly it should be paid more.

The Chief Deputys to the District Attorney are paid a salary closely comparable to that of the District Attorney, creating a salary compression problem. This Commission is aware this compression problem has existed for a number of years. It needs to be carefully watched and reviewed when the Salary Commission is next convened.

In comparison with the elected Chair of the BOCC, the recommended salary for the District Attorney is greater than the Chair's salary which is being set by this Commission at the midpoint of the Department Director II salary range. Both are elected officials of

the County. However, the District Attorney is required to have professional credentials, including a law degree, not required of other County elected positions and that justifies the higher salary.

### **2010/2011 and 2011/2012 SALARY**

The Commission recommends that the salary of the District Attorney remain at 75% of the Department Director II salary range for 2010/11 and 2011/12, or the current salary rate, whichever is greater.

Additionally the Commission recommends that the salary be considered the combined total salary including both the County's and State's contributions. Should the State increase or decrease its level of contribution, the County will then subsequently adjust its level of contribution to return it to the recommended total salary.

The Salary Commission notes that the current combined total salary of the District Attorney has risen slightly above the recommended target of 75% of the Department Director II salary range due to unique circumstances involving an increase of the State portion of the salary during a freeze of County salaries. We recommend that the current salary be continued until such time as rate of 75% of the Department Director II range is greater than the current combined salary.

### **ENHANCING SERVICE TO THE PUBLIC**

The Commission recommends that the BOCC accept the recommendations in total for the following reasons:

1. the recommendations come from professionals in the field of compensation and are based on (to the best of our knowledge) accurate, relevant and appropriate data and methodologies;
2. the salary recommendations relate to the office and not to the person; in other words, the salary is based on what the *job* is worth and because it does not include a "pay for performance" model it is not a measure of the worth of the *individual* who occupies the position;
3. being paid for what the job is objectively worth is extremely vital to maintaining high quality leadership for the District Attorney and his/her successor; thus the public will be better served.

### **REVISIONS TO THE DATA**

The Commission understands that a salary survey of county management is being considered. Should this significantly modify the data used to make this recommendation, the Commission would be willing to meet mid-term, if invited by the BOCC, to revise and reframe the recommendation based on the new data.

## **LAST BUT CERTAINLY NOT LEAST**

The Commission wishes to thank Joi Doi and Travis Graves of the County Human Resources Office for collecting and sharing valuable information regarding management salaries and the County's compensation structure.

The Commission wishes to thank Agnes Sowle, County Counsel, for discussing with us legal issues.

The Commission also wishes to extend its appreciation to the Multnomah County Auditor and his staff. We could not have completed our work without their research and data collection.

Cc: Michael Schrunk, District Attorney



## **Salary Commission**

501 SE Hawthorne, Room 601  
Portland, Oregon 97204  
Telephone (503) 988-3320

Date: May 25, 2010

To: Multnomah County Board of County Commissioners

From: 2010 Salary Commission

Nancy Drury, Employee Services Director, Clackamas County  
Sue Fischer, HR and Compensation Consultant, Cascade Employers Association  
Jan Lambert, Senior Compensation Analyst, Pacificorp  
Chair David Rhys, Classification/Compensation Manager, City of Portland  
Mary Rowe, Human Resources Director, METRO

Re: Report and Recommendation Regarding the Sheriff's Salary

Under the authority of Section 4.30 of the Multnomah County Home Rule Charter as amended November 2004, the 2010 Multnomah County Salary Commission (Commission) was appointed by the County Auditor to set salaries for the Board of County Commissioners (BOCC). In 1991 a County Counsel's opinion stated that the Salary Commission may also make recommendations regarding the salaries of the Sheriff and District Attorney, if requested. Through Resolution No. 97-160, the Board of County Commissioners requested the Auditor to include the Sheriff's Salary in the Salary Commission study, beginning in October 2007.

Enclosed is our report and recommendation for the salary for the Sheriff for fiscal years 2010/11 and 2011/12. We will be happy to answer questions or provide additional information upon request.



## **Executive Summary**

The Commission considered three primary factors in recommending a salary adjustment for the Sheriff:

1. salaries of Sheriffs in comparable jurisdictions;
2. salaries of Multnomah County department directors; and
3. salaries of direct reports to the Multnomah County Sheriff.

The Commission gave more weight to internal equity (salaries of department directors and the Sheriff's subordinates) but considered external market comparators (salaries of other jurisdictions).

The Commission recommends that the salary of the Sheriff for 2010/11 should be equal to the midpoint of the Multnomah County Department Director II 2010/11 salary range and should be adjusted for 2011/12 to match the midpoint of the Department Director II 2011/12 range.

Respectfully submitted this 25<sup>th</sup> day of May, 2010

**By the Multnomah County Salary Commission:**

Nancy Drury, Sue Fischer, Jan Lambert, David Rhys, and Mary Rowe.

## **SALARY COMMISSION BACKGROUND**

In November 1984 the Home Rule Charter was amended to establish a five-member salary commission. The first Commission was appointed in 1986 and a new Commission has been appointed in each even year up to the current 2008 Commission.

In November 2004 the Home Rule Charter was amended as follows:

“The auditor shall appoint a five-member salary commission, composed of qualified human resource professionals with compensation experience, by January 1 of each even year. The salary commission shall set the salaries for the chair of the board of county commissioners and the county commissioners, documenting the basis of its decisions....”

In 1991 a County Counsel's opinion stated that the Salary Commission may also make recommendations regarding the salaries of the Sheriff and District Attorney, if requested. Through Resolution No. 97-160, the Board of County Commissioners requested the Auditor to include the Sheriff's Salary in the Salary Commission study, beginning in October 2007.

## **SALARY HISTORY**

A brief salary history shows the Sheriff's salary for the past few years as well as the slight inconsistency in the date of the granting of salary increases for this position.

<b>Start Date</b>	<b>Annual Salary</b>	<b>% increase</b>
7/1/2009	135,000	0.0%
7/1/2008	135,000	16%
7/1/2007	116,453	2.7%
7/1/2005	113,391	2.7%
1/1/2003	110,410	5.5%
12/1/2002	104,697	

## **METHODOLOGY AND FINDINGS**

The Commission collected and reviewed current data from a number of sources. The data is summarized below.

### **1. Sheriff's salaries in counties in Oregon and Washington:**

Several counties in Oregon and Washington, as follows, were considered for external market data comparisons.

Oregon: Clackamas, Lane, Marion and Washington  
Washington: Clark, Pierce, Snohomish and Thurston

The Multnomah County Sheriff's Office was contacted by the Commission to determine if there are differences in Sheriff duties in OR and WA counties that would be important for the Commission to know. The Commission was advised that other counties do have jail responsibilities; however, the Multnomah County Sheriff is responsible for a larger and significantly more complex jail operation. Thus the span of responsibility is much broader for the Multnomah County Sheriff in comparison to most other counties in Oregon and Washington. The Commission notes that some Oregon counties have larger enforcement responsibilities than Multnomah County.

Salary data was collected from these jurisdictions and is shown in Exhibit A. The current Commission revised the geographic adjustment to a single index used by the County Human Resources Office, from the Economic Research Institute, rather than the average of multiple indexes used by the prior Commission.

## 2. Sheriff's salaries in other jurisdictions:

The Sheriff's Office previously identified four counties in California and three counties in other states for purposes of comparing Sheriff salaries. The current Salary Commission determined that there were sufficient Northwest comparators, and as a result, national comparators are not necessary for an appropriate market comparison.

### Exhibit A: Sheriff Salaries adjusted for Geographical Differences Winter, 2010

County	Actual Salary	Geographic adjustment*	Equivalent Portland Salary
Clackamas, OR	120,276	None—Ptld Metro area	120,276
Lane County, OR	115,835	4.0%	120,500
Marion County, OR	114,046	7.4%	122,538
Washington County, OR	131,784	None—Ptld Metro area	131,784
Clark County, WA	98,220	None—Ptld Metro area	98,220
Pierce County, WA	140,770	-2.1%	137,790
Snohomish County, WA	121,061	-6.8%	112,772
Thurston County, WA	118,008	-0.2%	121,308
Average			120,241
<b>Multnomah County</b>			<b>135,000</b>
Differential			112.3%

\*Geographic adjustment via Economic Research Institute data through Multnomah County Human Resources Office.

Salary Data Source: Multnomah County Auditor's Office Salary Survey 2010

The survey data shows the Sheriff's salary to be 112.3% of the average of other jurisdictions. It supports an argument that the Sheriff's salary is at a sufficient level in comparison to other Northwest comparators, given the larger jail responsibilities.

### **3. Comparability between the Sheriff and Multnomah County department directors:**

There are six (6) department directors in the County in two pay scales.

#### **Exhibit B: Department Directors' Salaries:**

<b>Department</b>	<b>Classification</b>	<b>2009/10 Salary</b>	<b>Pay Scale Minimum</b>	<b>Pay Scale Midpoint</b>	<b>Pay Scale Maximum</b>
Community Justice	Department Director I	\$138,988	\$ 93,199	\$118,609	\$144,020
Community Services	Department Director I	\$144,020	\$ 93,199	\$118,609	\$144,020
Library	Department Director II	\$135,000	\$107,932	\$137,263	\$166,593
County Management	Department Director II	\$152,082	\$107,932	\$137,263	\$166,593
Human Services	Department Director II	\$154,035	\$107,932	\$137,263	\$166,593
Health Services	Department Director II	\$154,035	\$107,932	\$137,263	\$166,593
District Attorney		\$155,180			
<b>Sheriff</b>		\$135,000			

The midpoint of the Department Director II salary range is \$137,263 and five of the six positions are paid above the Department Director II midpoint. In fact all but one of the department director positions are paid above the midpoint of their ranges.

The Sheriff's position is not included in the Department Director classifications, but given the level of authority and responsibility of the position, an argument could be made that it is equivalent to Department Director II. Thus, in order to maintain internal equity, the Sheriff should also be paid at or above the midpoint of Department Director II.

### **4. Comparability with the Portland Police Chief:**

The city does not have responsibility for jails; however it has law enforcement duties that are more encompassing than Multnomah County. As a result, the jobs are substantially different. For these reasons, information on compensation for the Portland Police Chief was reviewed but not considered for this study.

### **5. Comparability between the Sheriff and his direct reports:**

The second highest level position in the office is Chief Deputy although it appears there is also a position called Undersheriff. Because this Commission is unaware of the

long-term viability of the Undersheriff position, our data will reflect only the comparability between the Sheriff and Chief Deputy. There are two incumbents serving as Chief Deputy making approximately \$117,700 each in a range with a minimum of \$88,861 and maximum of \$124,403. There is a salary differential between the actual salaries of the Sheriff and Chief Deputies of approximately 15%. Compensation theory suggests the spread between the supervisor and subordinate should be 10% to 25%. The current separation between Sheriff and Chief Deputies is reasonably adequate, but should be reviewed by future Salary Commissions.

This Commission takes note that the Multnomah County Home Rule Charter specifies that the County Sheriff's salary shall be fixed by the BOCC in an amount that is not less than any member of the Sheriff's Office. ORS 204.112 (4) has a similar provision, requiring that a County Sheriff be paid at a higher rate than members of the Sheriff's Office.

**6. Tenure in the job:**

Generally speaking, salary will increase based in part on tenure in the position. This is an elected position and presumably, should a new Sheriff be elected, he/she would receive the salary of the outgoing Sheriff. Consequently, tenure in the position should not be a factor in considering an appropriate salary.

**7. Benefits considerations:**

Of the data available to this Commission, there are differences in benefits packages provided to Oregon Sheriffs. However, the level of benefits is not within the scope of the Salary Commission authorized review.

**8. Internal equity versus external market considerations:**

Consideration is being given to internal equity considerations as well as to the external market:

- a. internal equity (data regarding department directors and subordinates) is a professionally acceptable method for assigning a salary;
- b. concerning external market data (data regarding other county Sheriff salaries), while not exactly matching the operations of the Multnomah County Sheriff's Office, in the opinion of this Salary Commission, the comparison to other Northwest Sheriff positions is still relevant and forms the basis of an additional source of information for purposes of recommending salary for the Multnomah County Sheriff's position.

**9. CPI considerations:**

CPI data is an integral part of the information base in the data presented. It has influenced the market data from both outside sources such as other counties and from within the county in determining an appropriate salary range for department directors.

#### **10. Compensation philosophy:**

Typically an organization will consider three factors when designing compensation programs. These are the ability for an organization to 1) attract, 2) retain and 3) motivate employees. Attracting talent for the Sheriff's position is limited to the local area, and to those with the required certifications, so salary comparability with other jurisdictions to a certain extent is not relevant. Nevertheless, although it cannot be proven, this Commission believes that an equitable and competitive salary will attract a larger number of highly qualified individuals to run for, and be willing to serve in, this and other elected offices.

#### **RECOMMENDATIONS AND REASONS**

The salaries of Sheriffs in Oregon and Washington jurisdictions are reasonably aligned to this position. The position's current salary of \$135,000 is 112.3% above Northwest comparators. This differential does not support an increase for the position on the basis of market comparison.

However, the Multnomah County Department Director positions are paid incrementally more than the Multnomah County Sheriff even though the Sheriff position is arguably equivalent to Department Director II. All but one of the department directors are paid above the midpoint of the Department Director II range. Therefore, the Salary Commission finds it reasonable to recommend that the Sheriff be placed at the midpoint of the Department Director II range.

The two Chief Deputies to the Sheriff are paid a salary lower than the Sheriff's salary. Increasing the Sheriff's salary to the midpoint of the Department Director II salary range will not have a significant effect on the differential between the Sheriff and his immediate subordinates.

The recommended salary for the Sheriff is the same as the Chair's salary which is being set by this Commission at the midpoint of Department Director II. Both are elected officials of the County. However, based on the unique responsibilities of each position, a different set of factors was considered to determine the salaries. We note that the Sheriff's position requires professional certification that the Chair's position does not. In the end however, we believe the data supports having both positions appropriately at the same pay rate.

#### **2010/2011 and 2011/2012 SALARY**

The Commission recommends that the salary of the Sheriff for 2010/11 should be equal to the midpoint of the Multnomah County Department Director II salary range for 2010/11.

The Commission recommends that the salary of the Sheriff for 2011/12 be equal to the midpoint of the Department Director II salary range for 2011/12.

## **2009/ENHANCING SERVICE TO THE PUBLIC**

The Commission recommends that the BOCC accept the recommendations in total for the following reasons:

1. the recommendations come from professionals in the field of compensation and are based on (to the best of our knowledge) accurate, relevant and appropriate data and methodologies;
2. the salary recommendations relate to the office and not to the person; in other words, the salary is based on what the *job* is worth and because it does not include a "pay for performance" model it is not a measure of the worth of the *individual* who occupies the position;
3. being paid for what the job is objectively worth is extremely vital to maintaining high quality leadership for the Sheriff and his/her successor; thus the public will be better served.

## **LAST BUT CERTAINLY NOT LEAST**

The Commission wishes to thank Sheriff Daniel Staton for agreeing to meet with us and providing information about the responsibilities of the Sheriff's position. We also thank Jennifer Ott in the Sheriff's Office for collecting and sharing valuable internal and external data with us.

The Commission wishes to thank Joi Doi and Travis Graves of the County Human Resources Office for collecting and sharing valuable information regarding management salaries and the County's compensation structure.

The Commission wishes to thank Agnes Sowle, County Attorney, for discussing legal issues with us.

The Commission also wishes to extend its appreciation to the Multnomah County Auditor and his staff. We could not have completed our work without their research and data collection.

Cc: Daniel Staton, Sheriff



# MULTNOMAH COUNTY AGENDA PLACEMENT REQUEST

(revised 12/31/09)

APPROVED: MULTNOMAH COUNTY  
BOARD OF COMMISSIONERS  
AGENDA # R-7 DATE 6-10-2010  
LYNDA GROW, BOARD CLERK

## Board Clerk Use Only

Meeting Date: 6/10/2010  
Agenda Item #: R-7  
Est. Start Time: 10:40 AM

**Agenda Title:** **RESOLUTION Approving Mt. Hood Cable Regulatory Commission (MHCRC) Fiscal Year 2010-2011 Budget**

*Note: If Ordinance, Resolution, Order or Proclamation, provide exact title. For all other submissions, provide a clearly written title sufficient to describe the action requested.*

**Requested Meeting Date:** June 10, 2010 **Amount of Time Needed:** 10 minutes  
**Department:** Non-Departmental **Division:** Commissioner Diane McKeel  
**Contact(s):** Julie S. Omelchuck cc: MINDY HARRIS & KARYNE KISTA  
**Phone:** 503.823.4188 **Ext.:**  **I/O Address:** 106/1305  
**Presenter(s):** Andrea Cano and Julie Omelchuck

## General Information

1. What action are you requesting from the Board?  
Adopt Resolution Approving MHCRC FY2010-2011 Budget.
2. Please provide sufficient background information for the Board and the public to understand this issue. Please note which Program Offer this action affects and how it impacts the results.  
MHCRC is made up of the cities of Fairview, Gresham, Portland, Wood Village, Troutdale and Multnomah County (Jurisdictions). Its mission is to:
  - Advocate for and protect the public interest in the regulation and development of cable communications systems;
  - Monitor and help resolve cable subscriber concerns; and
  - Facilitate the planning and implementation of community uses of cable communication technologies that make use of the public right of way.
3. Explain the fiscal impact (current year and ongoing).



\$13,281	for staffing the MHCRC
\$28,910	in funding for Multnomah Community Television (MCTV)
\$43,821	In funding for Portland Community Media (PCM)
\$86,012	Total

The estimated franchise fee revenue to Multnomah County's general fund is approximately \$35,206 during FY 2010-2011.

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

None.

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

MHCRC must obtain budget approval from all participating jurisdictions.

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**Required Signature**

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

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

BEFORE THE BOARD OF COUNTY COMMISSIONERS  
FOR MULTNOMAH COUNTY, OREGON

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

Approval of the Mt. Hood Cable Regulatory Commission Budget for Fiscal Year 2010-2011

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

- a. The Mt. Hood Cable Regulatory Commission (MHCRC) was formed by Multnomah County and the cities of Fairview, Gresham, Portland, Troutdale and Wood Village (Cities) to advocate for and protect the public interest in the regulation and development of cable communication systems.
- b. The MHCRC has approved a budget for Fiscal Year 2010-2011 and forwarded this budget to Multnomah County and the Cities for approval.

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

1. The Mt. Hood Cable Regulatory Commission budget for Fiscal Year 2010-2011 is approved.

ADOPTED this 10th day of June 2010.

BOARD OF COUNTY COMMISSIONERS  
FOR MULTNOMAH COUNTY, OREGON

\_\_\_\_\_  
Jeff Cogen, Chair

REVIEWED:  
AGNES SOWLE, COUNTY ATTORNEY  
FOR MULTNOMAH COUNTY, OREGON

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

# **Mt. Hood Cable Regulatory Commission**

## **PROPOSED BUDGET FISCAL YEAR 2010-11**

Commission Approved: May 24, 2010

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### Representing:

City of Portland  
City of Fairview

City of Gresham  
City of Wood Village

City of Troutdale  
Multnomah County

### Commission Members

Alan Alexander III, Commission, Chair  
Norman Thomas  
Andrea Cano  
Clark Santee  
Sue Dicile  
Rich Goheen  
Leif Hansen  
John Kilian

Staff Director: David C. Olson  
503-823-5385  
[www.mhcr.org](http://www.mhcr.org)

MT. HOOD CABLE REGULATORY COMMISSION  
FY 2010-11 PROPOSED BUDGET

TABLE OF CONTENTS

Commission Overview	1-5
MHCRC Priorities and Strategic Approach	6
Goals and Objectives	7-9
Budget Overview	10
Financial Summary	11-13
Line Item Budget - Summary	14-15
Appendix One:	
Budget Detail Narrative	16
Operating Budget-Commission	17
Operating Budget with PEG & I-Net	18
Operating Budget - Line Item Detail	19-20
Appendix Two:	
Budget Allocation by Jurisdiction	21-22
Appendix Three:	
Franchise Fee Revenue and Disbursement Detail	23-24
Appendix Four:	
Access Disbursement Detail	25
1. MetroEast Community Media	
2. Portland Community Media	
Attachments:	
1. MetroEast Community Media Budget	
2. Portland Community Media Budget	

## **MT. HOOD CABLE REGULATORY COMMISSION**

### **OVERVIEW**

The Mt. Hood Cable Regulatory Commission (MHCRC or Commission) was created by Multnomah County and the cities of Fairview, Gresham, Portland, Troutdale and Wood Village for the purposes of:

- **Advocating for and protecting the public interest in the regulation and development of cable communications systems;**
- **Monitoring and helping resolve cable subscribers' concerns; and,**
- **Facilitating the planning and implementation of community uses of cable communication technologies.**

Each Jurisdiction appoints citizen representatives to the Commission. Over the past year, these appointees have committed hundreds of volunteer hours to fulfill the Commission's mission and to serve the Jurisdictions. They attended approximately seven Commission meetings and numerous committee meetings, kept abreast of issues of concern to their Jurisdictions, presented information at city council and county commission meetings, and served as liaisons to Portland Community Media (PCM) and MetroEast Community Media (MetroEast).

The Commission regulates and oversees cable service franchises with four companies, serving the following areas:

Comcast: Portland, Gresham, Troutdale, Fairview, Wood Village and Multnomah County  
Verizon: Gresham, Troutdale, Fairview and Wood Village  
Qwest: Portland  
Cascade Access: unincorporated east Multnomah County

The Commission contracts for staff through a services agreement with the City of Portland. The Commission funds an equivalent of 3.3 full-time staff positions plus related materials, services and overhead. Each member Jurisdiction provides a portion of its franchise fees from cable services providers to annually fund Commission operational expenses.

### **2009 ACCOMPLISHMENTS**

#### **Conducted Franchise Compliance to Protect the Jurisdictions' and Consumers' Interests**

The MHCRC enforces the cable services consumer protection ordinances of Multnomah County, Portland, Gresham, Troutdale, Fairview, and Wood Village. The MHCRC engaged in compliance proceedings with Comcast for not meeting telephone answering standards and appointment timeframes. Verizon had several issues for franchise enforcement, which the MHCRC addressed. Those included, among others, failure to meet installation standards and not providing a sample subscriber bill for the MHCRC service area. The MHCRC also monitored and enforced various service standards for telephone responsiveness, service outage credits, billing, installation and repair responsiveness, and other consumer protection issues. Comcast and the MHCRC reached an agreement about Comcast discontinuing its FM radio service and processed a franchise modification to implement the agreement. In 2009, the Commission assisted in the resolution of 335 complaints.

### **Completed a Major Study on Community Communications Technology**

The Commission undertook a ground-breaking study of our local communities' communications technology needs and interests. The study included both cable related aspects and also broader technology issues. It also queried on the impact of the current cable franchise public benefits, such as the Institutional Network (I-Net), the Community Access Capital Grant, and the local community media centers and assets. The study focused on six key questions and included six categories:

#### **KEY QUESTIONS**

- 1) What is the level of communications technology in our communities today?
- 2) What are our communities' immediate (up to 3 years) communications technology needs?
- 3) What are our communities' future (3-15 years) communications technology needs?
- 4) What are the differences in communications technology needs and interests among our communities?
- 5) What is the role of local government in meeting the communications technology related needs of our community?
- 6) What has been the impact within our communities of existing public benefit requirements of the cable communications franchise agreement?

#### **Categories**

Access to Technology  
Content  
System Capacity  
Economic Development  
Civic/Community Engagement  
Regulation in the Public Interest

The six key questions provided overarching guidance about what would be examined in each of the ascertainment categories. The key questions were supported by six categories that reflect the critical areas of focus for the ascertainment.

The topics to be covered in each category were established through associated elements. For example, the Access to Technology category included the following elements: geographic accessibility; affordability; equity; adoption/literacy; capacity/speed; mobility; and digital inclusion.

One of the Commission's goals for the study was to reflect the broad and diverse voices of our communities. In order to address inclusion, the Commission deployed a multitude of data collection methods, including a scientific phone poll; online surveys; focus group discussions and interviews.

The study provides key data and knowledge which will inform the potential public benefits to be included in a renewed cable services franchise with Comcast, which expires December 2010. The Commission encourages everyone to view the study results and key findings at:  
<http://www.mhcr.org/yourvoice.html>.

### **Evaluated Comcast's Performance of Franchise Obligations**

Part to the franchise renewal process under federal law is to conduct an evaluation of the cable company's performance of its obligations contained in its local franchise agreement. The MHCRC's performance evaluation found that, overall, the regulatory structure and the informal processes developed between Comcast and the MHCRC have worked well over the years to address franchise violations and issue. The evaluation report, conducted by an outside consultant, identified several areas to address during franchise renewal discussions and possibly within the obligations of a renewed franchise.

### **Funded Projects to Advance Education and Community-Based Technology**

The MHCRC directs the Community Access Capital Grant which provides funds for technology projects to community organizations, libraries, educational institutions and local government agencies throughout Multnomah County. The MHCRC oversees implementation and compliance for about 30 grant-funded projects during the year. In 2009, the program granted about \$1.5 million for 11 new community-based projects that will leverage nearly \$3 million in matching resources. Newly funded projects included:

- Portland Community Media's SmartAccess project engages the general public, local non-profit organizations and schools to use multi media methods of communication in a variety of formats and distribution platforms. The project targets underserved areas and constituencies at partnership sites.
- Through the Global Portland Voices Project, the Center for Intercultural Organizing (CIO) aims to remove social, economic, linguistic, cultural and political barriers to community involvement by making local community media more accountable and accessible to immigrant and refugee populations. CIO is purchasing video production equipment, creating an on-site media studio and post-production lab and providing video production trainings to its constituencies.
- Wisdom of the Elders (WOTE) plans to record and preserve oral tradition and cultural arts of exemplary indigenous elders, historians, storytellers and song carriers in order to regenerate the greatness of culture among native peoples. The project hopes, by featuring exemplary role models from the regional Native American community, to supplement mental health and addiction prevention efforts.
- Building on a program previously funded by the MHCRC, Ethos will upgrade its studio and mobile equipment with professional grade wireless technology to reduce the costs associated with producing multiple camera, music-based content. Ethos uses the I-Net to broadcast "Ethos Live", a weekly show featuring local musicians. By professionally filming and producing music concerts, recitals, master musician workshops, and community music events, Ethos will provide music education programs to many Multnomah County youth.
- Caldera's Careers in Creative Technology program assists students from low-income families to receive arts education, out-of-school learning and mentoring to prepare for careers in creative technology fields. This grant built on a previous grant which provides equipment and mentoring for students to worked alongside professionals from well-known, local companies such as Nike, Wieden+Kennedy and Ziba Design, and with artists in photography, the written work and video production.

- Portland YouthBuilders (PYB) offers an array of educational, vocational and community service programs in support of students earning high school or general equivalency diplomas. The grant will help PYB expand its digital video and web-based media curriculum in order to improve training and job readiness skills necessary for students to obtain entry-level employment in today's working environment.
- Lewis Elementary and Sellwood Middle School received a grant from the MHCRC in 2006 to teach digital storytelling by integration of digital production technology into the school's strategies for teaching expository and narrative writing. With additional funding the project extends the program to the entire Cleveland Cluster feeder (four schools: Duniway, Lewis, Llewellyn and Sellwood) and hopes to enhance not only students' literacy skills, but to also increase students' skills in creative and critical thinking and media literacy. The project will benefit students and educators by capitalizing on students' fascination with technology to enhance and enliven instruction.
- With its Digital Video Switcher Project, Portland Public Schools Television Services (PPS-TVS) will move another step closer to completing its new studio. With the new equipment, PPS-TVS will increase studio programming for Channel 28 viewers and save time and money for in-house productions.
- Portland Public Schools takes another step closer to completing an overhaul of its antiquated voice communication system to reduce the disparity of access to communications and collaboration resources for PPS staff, students and parents. In this second phase of the project, grant funds will be used to replace the existing archaic and unstable phone system with state of the art Internet Protocol Telephony (IPT) service at 22 schools (700 classrooms).
- Hosford International Middle School, a Portland Public School serving 560 middle school students, is the only public middle school that boasts two language immersion programs. Despite its many educational successes, Hosford is sorely lacking up-to-date computer systems. The acquisition of mobile technology labs allows any given classroom to have access to the Institutional Network (I-Net), thus enabling educators to more effectively reach and teach students by incorporating a computer aided curriculum into daily classroom activities.
- For Multnomah Education Service District (MESD), the cost of provisioning and supporting basic telephone service now exceeds the cost of provisioning and supporting a computer. Therefore, with grant support MESD will replace its current legacy phone system with an Internet Protocol based phone system that predicts a return on its \$240,000 investment in 2.2 years. The new system would utilize existing I-Net connectivity between MESD sites.

#### **Engaged in Partnerships to Provide Network Services More Efficiently**

The MHCRC facilitates partnerships and network planning, pursues network assets, and distributes funds to support the Community Institutional Network (I-Net). The MHCRC developed and continues to facilitate the partnership and network interconnect among Comcast, ComNet (the City of Portland's networking service bureau) and the MHCRC to provide the highest level of service (capacity increased 10 fold) at the least cost (savings of up to 33%). Over 272 schools and public agencies' sites throughout Multnomah County use the I-Net for their data networking and Internet access needs.



The MHCRC facilitated a major upgrade to the capacity available to schools, libraries, and public agency sites over the I-Net. The upgrade resulted in a site's capacity going from 100Mbps to 400 Mbps with no additional cost to these entities! The MHCRC funded this network upgrade with \$426,000 from the I-Net Capital Fund. The project installed new edge devices at all current I-Net user sites, which replaced edge devices that were beyond "end of life" expectancy.

Local governments and schools continue to need new connections to the I-Net. In 2009, the MHCRC funded ten new connections to the I-Net from three different agencies.

#### **Managed Direct Service Contracts for Community Media Resources (MetroEast & PCM)**

The MHCRC manages contracts with MetroEast Community Media and Portland Community Media (PCM), non-profit organizations that facilitate use of technology and communications resources by the community in order to promote broad participation in civic and cultural life. These non-profits provide direct services to a diverse group of individuals, nonprofits, community organizations and government agencies. In 2009, both organizations saw an increase in the number of new video programs and in the community use of facilities and equipment. Media services were used by a wide variety of cultural, ethnic and underserved communities including: Hispanic, Pacific Islanders, Romanian, Russian, Arab, Persian, Ethiopian, Eritrean, African-American and Korean groups. The MHCRC also oversees the community access benefits provided by Comcast, Verizon and Cascade Access under their franchise agreements.

#### **Processed Franchise Transfer from Verizon to Frontier**

In May, Verizon announced its intention to transfer ownership of its cable, internet and phone (except wireless) to Frontier Communications. In accordance with the franchise agreement, the MHCRC undertook a process to evaluate the transfer based on the technical, legal and financial qualifications to fulfill the current franchise obligations. The Commission recommended that the effected jurisdictions approve the transfer request, with several conditions which protected subscribers' and the jurisdictions' interests. The jurisdictions unanimously approved the MHCRC's recommendation.

#### **Led Advocacy Efforts to Protect Local Authority and Public Services**

The MHCRC participated in several Federal Communication Commission (FCC) and legislative processes in order to advocate for local control and resources derived from private use of the public right-of-ways.

- The MHCRC submitted comments in the National Broadband Plan proceedings in support of local authority to provide for public broadband.
- The MHCRC sent letters to Vice President Biden and to FCC Chairman Julius Genachowski in response to Right-of-Way Preemption Efforts in the National Broadband Plan opposing the inclusion of a federal standard for compensation for use of public property in the National Broadband Plan. The MHCRC continues to outline for key Congressional representatives the public interest benefits that the Jurisdictions have been able to provide the citizens of Multnomah County through cable franchising that reflect local community needs.

## MHCRC PRIORITIES AND STRATEGIC APPROACH

The proposed MHCRC budget responds to several changes in the MHCRC's operating environment and workload requirements. In developing its strategic approach, the MHCRC considered several factors that are impacting the Commission's work:

- 1) The resources (both staff and consulting) required to successfully negotiate a renewed franchise agreement with Comcast, and to facilitate the franchise approval process with all the MHCRC jurisdictions; and the related fact that cable companies no longer fund renewal processes (as was the case in the 1990s);
- 2) The depressed economy; and the resulting loss of MHCRC administrative support staff position last year due to budget reductions;
- 3) The desire to retain the remaining 3.3 FTE; and
- 4) The additional reduction to the MHCRC's operating budget for FY2010-11.

The Commission established two priorities to focus its resources over the next 18-24 months:

- Maintain the Commission's core responsibility of franchise management and regulation;
- Conduct the franchise renewal process with Comcast.

The MHCRC will focus its resources on the renewal of the Comcast cable services franchise agreements with the Jurisdictions, which expire in December 2010. Under federal law, any public benefit obligation contained in a renewed franchise agreement must be based on a demonstrated community need. The commission dedicated its resources in the current fiscal year to conduct a well-planned, inclusive community needs ascertainment study that will provide a sound legal basis to negotiate the breadth and depth of community benefits the MHCRC's constituencies have come to expect.

However, the work has just begun. MHCRC staff is now engaged in negotiations with Comcast for updated franchise terms (recall that the current franchise obligations are about 15 years old). In addition to staff resources, the Commission will need one-time funding for legal, technical and financial expertise in order to adequately represent the MHCRC, its jurisdictions and their constituencies in the negotiations. The proposed MHCRC budget includes a total amount of \$46,000 for these one-time costs.

## GOALS AND OBJECTIVES

Approved: May 24, 2010

Effective: July 1, 2010 – June 30, 2011

The Commission acknowledges that the policy and regulatory work of the Commission is undertaken in a very dynamic communications technology environment. Consequently, the Commission retains flexibility to modify or revise these Goals and Objectives as may be required from time to time.

**Goal I:** *Effectively administer cable television franchise agreements to serve our member jurisdictions.*

### Objectives

1. Identify and address franchise compliance issues in response to and, when possible, prior to cable company actions.
2. Provide consumer protection for citizens and subscribers in cable television matters by helping to resolve complaints, enforcing customer service standards and addressing other consumer-related franchise compliance issues.
3. Conduct a review of Verizon's allocation of gross revenues and franchise fees among the four cities in order to establish an accurate baseline method.
4. Pursue regulatory and legal processes to ensure fair compensation and correct accounting for franchise fee payments under franchises regarding use of right-of-way by cable companies to deliver converged and bundled services (cable TV, internet and telephone).

**Goal II:** *Successfully negotiate cable services franchise agreements with Comcast, on behalf of the MHCRC jurisdictions, that address cable-related community technology needs and interests and consumer protection issues and trends.*

### Objectives

1. To gain public input and comment on potential public benefits of a renewed franchise agreement.
2. To provide the jurisdictions with a recommendation for action on a franchise agreement no later than November 1, 2010.

**Goal III:** *Ensure access to and use of current and new services available through the cable system technology by citizens, local governments and community institutions.*

### Objectives

1. Conduct annual, competitive grant-making processes for the Community Access Capital Grant program to support the development of public, educational and

governmental uses of cable system technology in a way that ensures that the grant funds are distributed in accordance with the grant purpose and criteria.

2. Monitor projects that have received grant funding to ensure compliance with the project goals and objectives and accountability for grant funds.
3. Manage and oversee Community Institutional Network (I-Net) planning and fund in order to leverage this public resource as a low cost, high quality tool for public organizations to communicate, inform and deliver services to their constituencies.
4. Manage access provider contracts with Portland Community Media and MetroEast Community Media.
5. Allocate capital funds for Portland Community Media and MetroEast Community Media.
6. Explore creative public and community opportunities arising through local adoption of digital technology for both content development and distribution.
7. Collaborate with organizations, at the federal, state and local levels, to advocate for the community's access to cable system technology.
8. Negotiate a renewed contract with MetroEast Community Media, which reflects the communities' communications technology needs and interests identified through the "Your Voice" ascertainment study.
9. Provide the Portland City Council with a recommendation, no later than May 31, 2011, for a renewed contract with Portland Community Media, which reflects the communities' communications technology needs and interests identified through the "Your Voice" ascertainment study.

**Goal IV:** *Communicate, educate and respond in a timely and accurate manner to our jurisdictions, cable subscribers and the general public regarding communications technology policy and regulatory issues.*

#### Objectives

1. Communicate with jurisdictions' elected officials and key staff in order to educate them about communications technology policy and regulatory issues and what's at stake for our communities.
2. Conduct outreach to our communities so that they are empowered to participate in the Comcast franchise renewal process.
3. Support our member jurisdictions in implementing FCC rules and federal laws related to cable and telecommunications.
4. Support and provide resources for the development of Commissioners' education and expertise.

**Goal V:** *Advocate for continued local authority regarding cable franchises and use of the public rights of way by communication providers.*

Objectives

1. Continue cross-jurisdictional collaborations for information-sharing and coordinated strategies on issues of common concern.
2. Participate in statewide committees or groups that address local government authority, management and control of public rights of way.
3. Prepare for and participate in the 2011 Oregon State Legislative session including a possible statewide telecommunications tax proposal.
4. Participate in litigation and FCC proceedings on behalf of our jurisdictions' and citizens' interests.
5. Participate in national policy discussions in order to advocate for and preserve existing and new public interest benefits, including the Community Access Preservation Act (CAP Act – HR 3745) to preserve PEG channels and funding.

**Goal VI:** *Operate the Cable Regulatory Office and the Commission efficiently and effectively.*

Objectives

1. Fulfill Intergovernmental Agreement and Rules of Procedure administrative responsibilities.
2. Plan and conduct Commission meetings in a way that respects the volunteer nature of Commission positions and is in accordance with Oregon Open Meeting laws.
3. Conduct annual strategic planning and goal-setting process.
4. Conduct annual MHCRC evaluation of staff services.
5. Present an annual budget request to the Jurisdictions that supports the Commission's mission and respects the Jurisdictions' budget considerations.

## **BUDGET OVERVIEW**

According to the Intergovernmental Agreement (IGA) among the Jurisdictions which created the MHCRC, the Commission must gain approval of its budget by every member Jurisdiction. The MHCRC's Finance Committee, comprised of three Commissioners, developed a detailed FY 2010-11 budget in consultation with its staff. On May 24, 2010, the Commission approved the proposed budget to forward to the Jurisdictions for consideration. The MHCRC provides the proposed budget to the Cities' and County's staff in advance of the City Councils' and the County Commission's consideration of the budget.

The Commission's Budget contains two budget documents: a Financial Summary and the Line Item Budget. The Budget also provides four appendixes that include more detailed information.

Franchise fee revenues overall are projected to increase by about two percent (2%). However, the proposed budget contains a one-time cost (\$46,000) for needed expertise related to the Comcast franchise renewal (see previous discussion in MHCRC PRIORITIES AND STRATEGIC APPROACH). This results in about an eight percent (8%) increase in the MHCRC's FY2010-11 budget. Excluding this one-time cost, the budget represents a decrease of about two percent (2%) in expenditures from the current fiscal year.

## FINANCIAL SUMMARY

The Commission's FY 2010-11 Financial Summary is presented on page 13. A large portion of the Commission's overall resources are funds collected from the cable companies and the expenditures are the disbursement of those funds to the member Jurisdictions, the community access providers (Portland Community Media (PCM) and MetroEast Community Media (MetroEast) and Community Access Capital Grant recipients. These disbursements are governed by the IGA and by the cable services franchises.

The amount of Commission resources from year to year is dependent on the gross revenues of the cable companies since franchise fees, the Community Access Capital Grant fund revenues and the Access Corporation Capital fund revenues are based on a percentage of the companies' gross revenues.

The Commission's **Revenue Resources** include:

**First**, the Commission collects all cable services franchise fee revenue for Gresham, Troutdale, Fairview, Wood Village and Multnomah County from Comcast and Verizon cable franchises. The total projected revenues are \$1,475,557 in FY 2010-11;

**Second**, the MHCRC collects funds from the City of Portland for its share of the Commission's operating budget. The FY 2010-11 City of Portland share is \$311,900;

**Third**, the Commission administers two programs funded by two percent of Comcast's gross revenues and 3% of Verizon's gross revenues totaling over \$2.9 million: Access Corporation Capital Fund and the Community Access Capital Grant; and

**Fourth**, the beginning fund balance and the interest on Commission funds.

**Expenditures** include:

**First**, franchise fee payments to the Jurisdictions. The franchise fee payments to the Jurisdictions are the total amount of franchise fees the MHCRC collects on behalf of Gresham, Troutdale, Fairview, Wood Village and Multnomah County less the amount each Jurisdiction contributes to the Commission's Operating Budget and the community access payments to MetroEast and PCM in accordance with the IGA.

**Second**, all MHCRC member jurisdictions contribute a portion of franchise fees to the Commission's Operating Budget (\$483,132). This is an eight percent (8%) increase from the current year budget, due to the one-time cost budgeted for Comcast renewal. The net contribution totals \$479,912, after deducting the balance of the FY 2008-09 budget. Each Jurisdiction's net contribution is outlined below:

Gresham	\$121,265	Fairview	\$11,547
Troutdale	\$18,452	Wood Village	\$3,467
Multnomah County	\$13,281	Portland	\$311,900

The proportional funding allocation is based on the methodology adopted by the MHCRC. Greater detail is available on the cost allocation worksheet which appears in Appendix Two.

**Third**, community access and access corporation capital payments to MetroEast and PCM for operational and capital budgets of the community programming centers in Gresham and Portland. These payments are made in accordance with the IGA and the cable services franchise agreements.

**Fourth**, the Community Access Capital Grant program. These expenditures support the annual grant program.



**FINANCIAL SUMMARY**  
**FY 2010-11**

<b>RESOURCES</b>	<b>2007-08 Actual</b>	<b>2008-09 Actual</b>	<b>2009-10 Revised</b>	<b>2010-11 Proposed</b>
Beginning Fund Balance	4,443,465	5,800,106	5,837,979	4,593,906
E. County Franch. Fees, Comcast	1,107,942	1,153,079	1,202,655	1,402,523
E. County Mult West Franch. Fees, Comcast	68,652	74,525	86,116	73,035
E. County Franch. Fees, Verizon	na	68,880	195,333	205,004
Portland Share of Operating Bud. (1)	307,419	289,730	289,775	311,900
Interest	181,699	46,219	88,000	58,000
Community Access Capital Grant	1,265,537	1,369,348	1,397,000	1,459,824
Access Corporation Capital Revenue	1,265,538	1,369,348	1,410,067	1,500,825
Compliance Revenue	43,899	0	0	0
<b>Total Resources</b>	<b>4,240,686</b>	<b>4,371,129</b>	<b>4,668,946</b>	<b>5,011,111</b>
<b>Total</b>	<b>\$8,684,151</b>	<b>\$10,171,235</b>	<b>\$10,506,925</b>	<b>\$9,605,017</b>
<b>REQUIREMENTS</b>				
<b>EXPENDITURES</b>				
Franchise Fee Balance to Jurisdictions	315,315	369,038	404,507	422,211
Community Access Pmt, E. County (MetroEast)	664,765	733,175	787,123	841,514
Community Access Pmts, Mult. West (PCM)	51,579	44,715	51,670	43,821
MHCRC Operating Budget	463,679	462,264	447,801	483,132
Grant / I-Net Operating Budget	107,177	120,063	165,027	171,453
Access Corporation Capital	1,049,345	1,205,495	1,239,337	1,418,823
Community Access Capital	232,185	1,398,506	1,500,000	1,500,825
Community Access Capital-Contingency			1,317,554	1,064,000
<b>Total Expenditures</b>	<b>\$2,884,045</b>	<b>\$4,333,256</b>	<b>\$5,913,019</b>	<b>\$5,945,779</b>
Ending Fund Balance	5,800,106	5,837,979	4,593,906	3,659,238
<b>Total</b>	<b>\$8,684,151</b>	<b>\$10,171,235</b>	<b>\$10,506,925</b>	<b>\$9,605,017</b>

## **LINE ITEM BUDGET - SUMMARY**

The Commission's FY 2010-11 Line Item Budget provides detail for expenditures included in the Financial Summary.

The proposed budget retains the current staffing level of 3.30 FTE. This staffing level allows the Commission to maintain its core programs and address additional workload requirements (as described in the Budget Overview), which include:

- ☐ **Monitoring and enforcing cable franchises;**
- ☐ **Administering the Community Access Capital Grant program;**
- ☐ **Implementing the Community Institutional Network;**
- ☐ **Overseeing community access resources;**
- ☐ **Advocating for the Jurisdictions in legislative, federal and state proceedings;**
- ☐ **Providing sound financial management;**
- ☐ **Conducting an inclusive and legally sound community needs ascertainment; and**
- ☐ **Conducting Comcast Franchise Renewal**

The total FY 2010-11 proposed expenditure is \$5,945,779 and contingency of \$1,064,000 for the disbursement of prior year capital grants. The total consists of expenditures funded by dedicated revenues either under the IGA or the franchise agreement in the amount of \$5,462,647, and \$483,132 in Commission's operating expenditures funded by Jurisdictional contributions from the franchise fees.

**LINE ITEM BUDGET - SUMMARY  
FISCAL YEAR 2010-11**

Line Item	FY 2007-08 Actual	FY 2008-09 Actual	FY 2009-10 Adopted	FY 2010-11 Proposed
511000 Employees	306,428	266,446	283,325	301,722
517000 Benefits	91,182	93,124	103,202	109,189
<b>Total Personal Services</b>	<b>\$397,610</b>	<b>\$359,570</b>	<b>\$386,527</b>	<b>\$410,911</b>
521000 Professional Services	52,427	84,649	91,000	30,900
529000 Miscellaneous Services	2,361	3,637	8,200	7,600
Pass Through Payments (PEG & Fr.Fee Bal)	2,402,795	4,064,613	3,837,087	4,227,194
531000 Office Supplies	1,259	3,914	1,825	1,500
532000 Operating Supplies	2,608	303	4,000	2,800
541000 Education	4,673	2,584	3,600	1,600
542000 Local Travel	518	854	1,000	1,400
543000 Out-of-Town Travel	5,540	5,101	4,000	2,600
549000 Miscellaheous	5,489	3,210	8,165	6,730
<b>Total External Materials &amp; Svcs</b>	<b>\$2,477,670</b>	<b>\$4,168,865</b>	<b>\$3,958,877</b>	<b>\$4,282,324</b>
551000 Fleet Services	26	26	141	141
552000 Printing/Distribution	8,791	9,891	7,716	8,802
553000 Facilities Services	24,256	8,737	12,099	12,389
6540 EBS Services	na	na	na	15,481
554000 Information Technology (IT)	20,156	16,373	19,282	15,341
556000 Insurance/Workers Comp	9,116	6,549	9,800	8,522
559300 Human Resources	0	0	0	0
558312 Legal Advice	10,900	7,805	12,205	15,464
<b>Total Internal Materials &amp; Svcs</b>	<b>\$73,245</b>	<b>\$49,381</b>	<b>61,243</b>	<b>\$76,140</b>
<b>Total Materials &amp; Services</b>	<b>\$2,550,915</b>	<b>\$4,218,246</b>	<b>\$4,020,120</b>	<b>\$4,358,464</b>
572101 General Fund Overhead	15,748	15,172	18,668	14,328
57100 Contingency Operation and I-Net Admin.				52,076
571100 Contingency-Capital Grant				1,064,000
<b>Fund Level Services</b>	<b>15,748</b>	<b>15,172</b>	<b>18,668</b>	<b>1,130,404</b>
<b>Comcast Renewal (One-time)</b>				<b>46,000</b>
<b>Total</b>	<b>\$2,964,273</b>	<b>\$4,592,988</b>	<b>\$4,425,315</b>	<b>\$5,945,779</b>
<b>Professional Services</b>	<b>Acct: 521000</b>	<b>Pass Through Payments</b>		<b>Acct: 529000</b>
Operating Budget	12,900	Community Access Payments		885,335
Capital Fund Budget	18,000	East County Fr. Fee Balance		422,211
		Access Corporation Capital		1,418,823
		Comm. Access Capital Grant		1,500,825
<b>Total</b>	<b>30,900</b>	<b>Total</b>		<b>4,227,194</b>
* Includes encumbered funds for Community Access Capital Grants awarded in prior years.				

## **APPENDIX ONE**

### **FY 2010-11 BUDGET DETAIL**

The Budget Detail includes three documents: the MHCRC Operating Budget; the MHCRC Operating Budget with PEG and I-Net expenditures less PEG grants and Pass Through Payments; and an Operating Budget Line Item Detail.

#### **Operating Budget**

This document presents the MHCRC's "Operating Budget" funded by contributions from the member Jurisdictions. The proposed operating budget has an eight percent (8%) increase from the current fiscal year (FY09-10) due to the one-time cost for Comcast franchise renewal. Excluding this one-time cost (\$46,000), the budget represents a decrease of about two percent (2%) in expenditures from the current fiscal year.

A detail of each Jurisdiction's contribution is included in Appendix Two.

#### **MHCRC Operating Budget with PEG and I-Net**

This document includes the administrative budget for managing the PEG grants and I-Net in addition to the MHCRC's "Operating Budget" funded by contributions of the member Jurisdictions.

#### **MHCRC Operating Budget Line Item Detail**

This document is the highest level of detail of MHCRC's Operating Budget including the I-Net and PEG administrative expenditures. In this document, individual expenditures are itemized within each line item.

Please note: The expenditures under the Grants/I-Net column are funded by revenues dedicated, either in the IGA or the franchise agreements, to a particular use (pass through payments, access corporation capital and grants).

**COMMISSION OPERATING BUDGET**  
**Funded by Jurisdictions**  
**Fiscal Year 2010-11**

Acct.	Title	FY 2007-08 Actual	FY 2008-09 Actual	FY 2009-10 Adopted	FY 2010-11 Proposed
5110	Employees	229,329	266,446	226,260	236,390
5170	Benefits	91,182	93,124	81,412	84,531
<b>Personnel Services</b>		<b>\$320,511</b>	<b>\$359,570</b>	<b>\$307,672</b>	<b>\$320,921</b>
5210	Professional Services (1)	32,316	22,456	28,000	12,900
5290	Miscellaneous Services	2,361	3,637	8,200	7,600
5310	Office Supplies	1,259	3,914	1,825	1,500
5320	Operating Supplies	2,608	303	4,000	2,800
5410	Education	4,628	2,584	3,000	1,000
5420	Local Travel	518	854	1,000	1,400
5430	Out-of-Town Travel	5,540	5,101	3,000	1,600
5490	Miscellaneous	3,534	2,806	5,165	3,730
<b>External Materials and Services</b>		<b>\$52,764</b>	<b>\$41,655</b>	<b>\$54,190</b>	<b>\$32,530</b>
5510	Fleet Services	26	26	141	141
5520	Print/Distribution	8,406	9,891	6,162	7,131
5530	Facilities Services	29,535	8,737	9,662	9,769
6540	EBS Services	na	na	na	12,974
5540	Information Technology (IT)	22,740	16,373	15,398	12,011
5560	Insurance/Workers Comp	9,116	6,549	7,826	7,178
558312	Legal Advice	7,500	7,805	9,948	12,116
<b>Internal Services</b>		<b>\$77,323</b>	<b>\$49,381</b>	<b>\$49,137</b>	<b>\$61,320</b>
572101	GF Overhead	13,082	11,658	14,908	10,286
575101	COLA	0	0	4,400	0
571100	Contingency	0	0	17,493	12,076
<b>Fund Level Expenditures</b>		<b>\$ 13,082</b>	<b>\$ 11,658</b>	<b>\$ 36,801</b>	<b>\$ 22,362</b>
<b>Comcast Renewal (One-time)</b>		<b>na</b>	<b>na</b>	<b>na</b>	<b>\$ 46,000</b>
<b>Total-Funded by Jurisdictions</b>		<b>\$463,680</b>	<b>\$462,264</b>	<b>\$447,800</b>	<b>\$483,132</b>

Funds encumbered from prior year  
(from contingency reserve and admin. budget)

\$ 62,193  
\$ 524,457

**COMMISSION OPERATING BUDGET WITH PEG AND I-NET**  
**(Funded by Jurisdictions and other Dedicated Resources) \***  
**FY 2010-11**

Acct.	Title	FY 2009-10 Adopted	FY 2010-11 Proposed
5110	Employees	283,325	301,722
5170	Benefits	103,202	109,189
<b>Personnel Services</b>		<b>\$386,527</b>	<b>\$410,911</b>
5210	Professional Services	91,000	30,900
5290	Miscellaneous Services	8,200	7,600
5310	Office Supplies	1,825	1,500
5320	Operating Supplies	4,000	2,800
5410	Education	3,600	1,600
5420	Local Travel	1,000	1,400
5430	Out-of-Town Travel	4,000	2,600
5490	Miscellaneous	8,165	6,730
<b>External Materials and Services</b>		<b>\$121,790</b>	<b>\$55,130</b>
5510	Fleet Services	141	141
5520	Print/Distribution	7,716	8,802
5530	Facilities Services	12,099	12,389
5540	Information Technology (IT)	19,282	15,341
6540	EBS Services	na	15,481
5560	Insurance / Workers Comp.	9,800	8,522
558312	Legal Advice	12,205	15,464
<b>Internal Services</b>		<b>\$61,243</b>	<b>\$76,140</b>
572101	Overhead	18,668	14,328
571100	COLA	7,106	0
571100	Contingency	17,493	52,076
<b>Fund Level Services</b>		<b>\$ 43,267</b>	<b>\$ 66,404</b>
Comcast Renewal (One-time)		na	46,000
<b>TOTAL</b>		<b>\$612,827</b>	<b>\$654,585</b>
Total funded by dedicated PEG resources plus Conting., Reserve		\$ 165,027	\$ 171,453
Total funded by Jurisdictions		\$ 447,800	\$ 483,132

**\* Dedicated funds and resources:**

1. Interest from MHCRC Fund Balance

2. Dedicated PEG Capital Funds

\*\* Resource from compliance revenues

# OPERATING BUDGET - LINE ITEM DETAIL

Fiscal Year 2010-11

Proposed

		..... FY 2010-11 .....			..... FY 2009-10 .....		
Line Item	Description	Commission Operation	Grant / I-Net	Total	Commission Operation	Grants / I-Net	Total
5110	Employees :						
	Director 0.50	61,793	2,575	64,368	59,349	2,473	61,822
	Dep. Director 0.50	47,822	5,314	53,136	45,323	2,893	48,216
	Financial Analyst 0.50	27,020	14,800	41,820	28,585	12,251	40,836
	Program Manager 0.80	45,786	24,654	70,440	41,182	22,175	63,357
	Program Specialist 1.00	53,969	17,990	71,958	51,821	17,274	69,095
	<b>Total 3.30</b>	<b>\$236,390</b>	<b>\$65,332</b>	<b>\$301,722</b>	<b>\$226,260</b>	<b>\$57,066</b>	<b>\$283,326</b>
5170	Benefits:						
	Director 0.50	19,036	793	19,829	18,214	759	18,973
	Dep. Director 0.50	16,308	1,812	18,120	15,809	1,009	16,818
	Financial Analyst 0.50	10,226	5,602	15,828	10,723	4,595	15,318
	Program Manager 0.80	16,891	9,095	25,986	15,621	8,412	24,033
	Program Specialist 1.00	22,070	7,357	29,426	21,045	7,015	28,060
	<b>Total 3.30</b>	<b>\$84,531</b>	<b>\$24,658</b>	<b>\$109,189</b>	<b>\$81,412</b>	<b>\$21,790</b>	<b>\$103,202</b>
	<b>Personnel Services, Total</b>	<b>\$320,921</b>	<b>\$89,990</b>	<b>\$410,911</b>	<b>\$307,672</b>	<b>\$78,856</b>	<b>\$386,528</b>
5210	Professional Services:						
	Engineering Tech. Services	1,000	10,000	11,000	2,000	40,000	42,000
	Outreach	1,000	5,000	6,000	2,000	20,000	22,000
	Outside Legal Services	1,000	0	1,000	4,000		4,000
	Financial Services	6,400	3,000	9,400	16,000	3,000	19,000
	MetroEast Sponsorship	0		0	500		500
	MHCRC Retreat	3,500		3,500	3,500	0	3,500
	<b>Total</b>	<b>\$12,900</b>	<b>\$18,000</b>	<b>\$30,900</b>	<b>\$28,000</b>	<b>\$63,000</b>	<b>\$91,000</b>
5290	Miscellaneous Services :						
	Temp. Clerical Suppt	7,000	0	7,000	7,000	0	7,000
	Mail Delivery Service	600	0	600	1,200	0	1,200
	<b>Total</b>	<b>\$7,600</b>	<b>0</b>	<b>\$7,600</b>	<b>\$8,200</b>	<b>\$0</b>	<b>\$8,200</b>
5310	Office Supplies	\$ 1,500	\$ -	\$1,500	\$ 1,825	0	\$1,825
5320	Operating Supplies:						
	Printer, Fax, & other supplies	1,200	0	1,200	2,500	0	2,500
	Software Upgrade	500	0	500	1,000	0	1,000
5350	Data Processing Equip.	1,100		1,100	500		500
	<b>Total</b>	<b>\$2,800</b>	<b>\$0</b>	<b>\$2,800</b>	<b>\$4,000</b>	<b>0</b>	<b>\$4,000</b>
5410	Education:						
	Computer Training	0	0	0	0	0	0
	Cable Regulatory Training	1,000	600	1,600	3,000	600	3,600
	<b>Total</b>	<b>\$1,000</b>	<b>\$600</b>	<b>\$1,600</b>	<b>\$3,000</b>	<b>\$600</b>	<b>\$3,600</b>

# OPERATING BUDGET - LINE ITEM DETAIL

Fiscal Year 2010-11

Proposed

Line Item	Description	..... FY 2010-11 .....			..... FY 2009-10 .....		
		Commission Operation	Grant / I-Net	Total	Commission Operation	Grants / I-Net	Total
5420	Local Travel	1,400	0	1,400	1,000	0	1,000
5430	Out of Town Travel	\$1,600	\$1,000	\$2,600	\$3,000	1,000	\$4,000
5490	Miscellaneous:						
	NATOA - Membership	1,200	0	1,200	1,100	0	1,100
	ACM - Membership	600	0	600	750	0	750
	Grantmakers of Oregon	0	2,000	2,000	0	2,000	2,000
	Subscriptions:						
	Wall Street Journal	100	0	100	0	0	0
	Oregonian	80	0	80	80	0	80
	Gresham Outlook	0	0	0	85	0	85
	Law Journal Press	800	0	800	600	0	600
	West Group	0	0	0	350	0	350
	Lexis Nexis	300	0	300	1,000	0	1,000
	Parking; MHCRC & Customers	350	0	350	600	0	600
	Refreshments for MHCRC meeting	300	1,000	1,300	600	1,000	1,600
	<b>Total</b>	<b>\$3,730</b>	<b>\$3,000</b>	<b>\$6,730</b>	<b>\$5,165</b>	<b>\$3,000</b>	<b>\$8,165</b>
	<b>Total, External M &amp; S</b>	<b>\$32,530</b>	<b>\$22,600</b>	<b>\$55,130</b>	<b>\$54,190</b>	<b>\$67,600</b>	<b>\$121,790</b>
	<i>Internal Service:</i>						
5510	Fleet Services	141	0	141	141	0	141
5520	Print/Distribution	7,131	1,671	8,802	6,162	1,554	7,716
5530	Facilities Services	9,769	2,620	12,389	9,662	2,437	12,099
5540	Information Technology (IT)	12,011	3,330	15,341	15,398	3,884	19,282
6540	EBS Services	12,974	2,507	15,481	new beginning fy 10-11		
5560	Insurance / Worers Comp	7,178	1,344	8,522	7,826	1,974	9,800
558312	Legal Advice	12,116	3,348	15,464	9,948	2,257	12,205
	<b>Total, Internal Svcs</b>	<b>\$61,320</b>	<b>\$14,820</b>	<b>\$76,140</b>	<b>\$49,136</b>	<b>\$12,106</b>	<b>\$61,243</b>
572101	Overhead	10,286	4,042	14,328	14,908	3,760	18,668
571100	COLA	0	0	0	4,400	2,706	7,106
571100	Contingency	12,076	40,000	52,076	17,493	0	17,493
	<b>Fund Level Expenditures</b>	<b>\$22,362</b>	<b>\$44,042</b>	<b>\$66,404</b>	<b>\$36,801</b>	<b>\$6,466</b>	<b>\$43,267</b>
	Comcast Renewal (One-time)	\$46,000	\$0	\$46,000			
	<b>Total</b>	<b>\$483,132</b>			<b>\$447,800</b>		
	<b>Budget - Dedicated Funds</b>		<b>\$171,453</b>			<b>\$ 165,028</b>	
	<b>TOTAL</b>			<b>\$654,585</b>			<b>\$612,828</b>



## **APPENDIX TWO**

### **BUDGET ALLOCATION BY JURISDICTION**

All member Jurisdictions contribute to the operation of the MHCRC. For FY 2010-11, the Commission used the funding methodology adopted by the Jurisdictions. The methodology is based on an agreed upon shared percentage of the Commission's operating costs between Portland and the East County Jurisdictions. The East County share is then allocated among Fairview, Gresham, Troutdale, Wood Village and Multnomah County based on the number of cable subscribers in each Jurisdiction. The MHCRC updated the funding formula for FY2010-11 budget to more accurately reflect current work requirements and resource distribution (see page 5 for more detail).

**BUDGET ALLOCATION BY JURISDICTION**  
**COMMISSION OPERATING BUDGET**  
**FY 2010-11**

Operating Budget Total:	\$	437,132	
One-time Renewal Cost:	\$	46,000	(1)
<b>Total</b>		<b>483,132</b>	

JURISDICTION			FY 09-10 Adopted	FY 09-10 %%	FY 10-11 Proposed	FY 10-11 %%	Credit Balance FY 08-09	Net Juris. Appr.
<b>Portland</b>	Subscriber		\$289,775	65.0%	\$314,036	65.0%	2,136	\$ 311,900
	Distribution							
<b>E. County</b>	No. Of Subs	Perc. Distr.						
Gresham	22,344	72.2%	\$113,410	25.3%	\$122,026	25.3%	\$761	\$121,265
Multnomah Co.	2,450	7.9%	\$12,821	2.9%	\$13,380	2.8%	\$99	\$13,281
Troutdale	3,401	11.0%	\$17,341	3.9%	\$18,574	3.8%	\$122	\$18,452
Fairview	2,129	6.9%	\$11,026	2.5%	\$11,627	2.4%	\$80	\$11,547
Wood Village	639	2.1%	\$3,426	0.8%	\$3,490	0.7%	\$23	\$3,467
<b>E. County Total</b>	<b>30,963</b>	<b>100.0%</b>	<b>\$158,024</b>	<b>35.0%</b>	<b>\$ 169,096</b>	<b>35.0%</b>	<b>\$ 1,085</b>	<b>\$ 168,011</b>
<b>Total</b>			<b>\$447,800</b>	<b>100.0%</b>	<b>\$483,132</b>	<b>100.0%</b>	<b>\$ 3,221</b>	<b>\$ 479,911</b>

(1) This is one-time funding appropriated for covering the costs associated with the Comcast Cable Franchise renewal

**MT HOOD CABLE REGULATORY COMMISSION**  
**CABLE SUBSCRIBERSHIP**

Jurisdictions	Jun-08	Jun-09	FY 2010-11 Distribution	Percentage Incr./Decr
<b><u>E. County</u></b>				
Gresham	20,725	22,344	72.2%	7.8%
Multnomah Co. E & W	2,343	2,450	7.9%	4.6%
Troutdale	3,169	3,401	11.0%	7.3%
Fairview	2,015	2,129	6.9%	5.7%
Wood Village	626	639	2.1%	2.1%
<b>E. County Total</b>	<b>28,878</b>	<b>30,963</b>	<b>100.0%</b>	<b>7.2%</b>
Portland	127,380	132,283		3.8%
<b>Total MHCRC Subscribers</b>	<b>156,258</b>	<b>163,246</b>		<b>4.5%</b>
<b>Source:</b> Comcast Subscriber Penetration Report, June 30, 08 & July 30, 09 Verizon Franchise Fee Report, Qtr. Ending June 30, 2009 Cascade Access Franchise Fee Report, Qtr. Ending June 30, 2009				

## **APPENDIX THREE**

### **FRANCHISE FEE REVENUE AND DISBURSEMENT DETAIL**

**FRANCHISE FEE REVENUES AND DISBURSEMENTS  
FY 2010-11  
PROPOSED**

Jurisdictions	Franchise Fees	Net Budget Appropriation	MetroEast	PCM	Payments to Jurisdictions
<b>Portland</b>		311,900			
GRESHAM	1,052,164	121,265	631,298		299,601
MULTNOMAH CO., EAST	48,184	13,281	28,910		5,992
MULTNOMAH CO., WEST	73,035	N/A	N/A	43,821	29,214
TROUTDALE	171,129	18,452	102,678		50,000
FAIRVIEW	101,889	11,547	61,134		29,209
WOOD VILLAGE	29,156	3,467	17,494		8,196
<b>Total, East County</b>	<b>\$1,475,557</b>	<b>\$168,012</b>	<b>\$841,514</b>	<b>\$43,821</b>	<b>\$422,211</b>
<b>Total</b>	<b>-</b>	<b>\$479,912</b>	<b>-</b>	<b>\$43,821</b>	<b>-</b>

**FY 2010-11 Budget less FY 2008-09 Credit Balance**

Jurisdictions	FY 2010-11 Proposed	Credit Balance FY 08-09	Net Budg. Approp. FY 2010-11
<b>PORTLAND</b>	<b>314,036</b>	<b>2,136</b>	<b>311,900</b>
GRESHAM	122,026	761	121,265
MULTNOMAH CO.	13,380	99	13,281
TROUTDALE	18,574	122	18,452
FAIRVIEW	11,627	80	11,547
WOOD VILLAGE	3,490	23	3,467
<b>Sub Total, East County</b>	<b>\$169,096</b>	<b>\$1,085</b>	<b>\$168,012</b>
<b>Total</b>	<b>\$483,132</b>	<b>\$3,221</b>	<b>\$479,912</b>

**FRANCHISE FEE BALANCE TO JURISDICTIONS:**

	FY 07-08	FY 08-09	FY 09-10	FY 2010-11	Increase/ (decr)
Jurisdictions	Actual	Actual	Projection-Revised	Projection	09/10 vs. 10/11
GRESHAM	241,435	259,393	282,986	299,601	\$16,615
MULTNOMAH CO., EAST	4,381	6,158	8,464	5,992	(\$2,472)
MULTNOMAH CO., WEST	28,578	30,172	34,446	29,214	(\$5,232)
TROUTDALE	36,219	41,538	44,657	50,000	\$5,343
FAIRVIEW	23,009	24,799	26,240	29,209	\$2,969
WOOD VILLAGE	7,147	6,977	7,714	8,196	\$482
	<b>\$340,769</b>	<b>\$369,037</b>	<b>\$404,507</b>	<b>\$422,211</b>	<b>\$17,704</b>

## APPENDIX FOUR

### ACCESS DISBURSEMENT DETAIL (MetroEast and PCM)

The Commission administers two contracts with the community access providers that serve the Jurisdictions. Attachment 1 presents the FY 2009-10 budget for MetroEast Community Media (MetroEast). MetroEast serves the East Multnomah County area. Attachment 2 presents the FY 2010-11 budget for Portland Community Media (PCM). PCM serves the City of Portland area.

The access providers receive funding for both operations and capital expenditures. The majority of PCM's operational resources is based on a contract between PCM and the City of Portland and is not included in the MHCRC's budget. MetroEast receives operational resources, in accordance with the IGA that created the Commission, based on 60 percent of the franchise fees for the East County area. Both organizations receive access corporation capital funding from franchise resources dedicated for this use.

A summary chart of Access Resources is included below.

#### 1. MetroEast Community Media:

60 % of East County Cable Franchise Fees	\$ 841,514
<u>Access Corporation Capital</u>	<u>\$ 551,002</u>
Total	\$1,392,516

#### 2. Portland Community Media:

City of Portland General Fund	\$ 864,154
60% of West Multnomah County	\$ 43,821
<u>Access Corporation Capital</u>	<u>\$ 867,821</u>
Total	\$ 1,775,796

**Attachment 1**

**METROEAST COMMUNITY MEDIA BUDGET**

**FISCAL YEAR 2010-11**

## METROEAST COMMUNITY MEDIA FY 2010-11 BUDGET NARRATIVE

MetroEast Community Media, East Metro's truly local electronic media, pursues its mission of building community through media by promoting broad participation in civic and cultural life through the effective use and understanding of community media. A non-profit organization, MetroEast provides East Metro residents, community organizations, local governments, and schools free and low cost access to the medium of television and other means of distribution, media literacy training, and video production. And, the fall of 2010, MetroEast will launch KZME, a noncommercial radio station.

MetroEast and citizen-produced programming is distributed to over 65% of East Metro households and over 400,000 households in the Portland metropolitan region. MetroEast produces city council meetings and work sessions and other government and community meetings as well as programming used as educational and informational tools at meetings, community forums and classroom settings.

### WHAT WE DO

MetroEast produces and facilitates programming with many diverse partners and on wide-ranging topics. MetroEast partnered with over 200 community organizations and will facilitate about 4,500 hours of programming in FY 2010-11, including:

- Live and taped coverage of East Metro local governments, including city council and planning commission meetings and budget and special hearings as well as the Rockwood Water PUD, and Metro.
- Working with educational partners in East Multnomah County to produce programs on academic and extracurricular activities in local schools, coverage of school board meetings and programs on school safety.
- The only regular electronic media coverage of East Metro area events and public affairs.
- Fostering citizen involvement through programs such as *Candidate Speak Out*, a live call-in for local candidates, and *Community Hotline*, a live call-in program where community organizations provide information and answer questions about their services.
- Coverage of local community events such as the Gresham Area Chamber of Commerce's benefit breakfast and public affairs forums, Gresham's *Teddy Bear Parade*, *Senior Showcase*, *Civic Agenda* and *MetroEast Outlook*.

## **HOW WE DO IT**

MetroEast provides these services by creating access to technology, training to effectively use that technology and transmission of the programs created. For the past several years, use of MetroEast facilities and hours of programming has continued at high levels. In FY 2010-11, MetroEast anticipates that it will:

- Offer training to 650 people in 125 classes
- Produce and facilitate 4,500 hours of programming by, for and about East Metro, its residents and their concerns and issues
- Have 300 volunteers give 10,000 hours of their time to MetroEast and the community
- Loan equipment to community members who are creating programming for and about the East Metro area for more than 2,200 days
- Provide more than 75 hours of staff assistance and support to the public each week, an annual total of more than 3,900 hours.

## **PREPARING FOR THE FUTURE**

Working with the results of the MHCRC's needs ascertainment and its own survey of East Metro nonprofit public benefit organizations, MetroEast is in the process of developing a strategic plan to continue its high standards of service to the community. The plan will be completed in late 2010 and implementation will begin in early 2011.

MetroEast's current strategic plan is based on information gathered from a community needs assessment and includes the following strategic directions:

- Building community through media by incorporating a broadened range of media tools, including diversified delivery systems, and serving as a community gathering space for opportunities for face-to-face dialogue.
- Innovating in our practices and processes by challenging ourselves to create new ways of doing business, including expanding partnerships and researching best and emerging practices in the field.
- Catalyzing diverse and responsive programming by facilitating and creating additional community issue forums and other programming that directly responds to East Metro area community needs.
- Improving visibility and awareness by articulating the benefits of MetroEast programming and services based on understanding audience/constituent needs and wants.



- Developing partnerships to diversify funding by seeking grant funding, earned income and other opportunities to supplement cable-related resources.
- Making it easy by lowering the technical threshold to aid the participation of diverse individuals, community groups and local governments and creating ways to "meet groups where they are" as a starting point for their involvement.
- Administering and governing with accountability through board and staff development, planning, and financial oversight.

MetroEast is continuing to pursue these strategic directions through new activities such as providing training and access to new methods of program distribution and producing new programs designed to increase public knowledge about the activities of East Metro local governments.

## **THE NUMBERS**

As with almost every other non-profit organization, school district and local government, MetroEast responded to the faltering economy in FY 2009-10 with significant budget cuts. MetroEast employees bore the brunt of those cuts. Thanks to a somewhat healthier economic outlook, MetroEast has been able to partially restore some funding in areas that were cut.

Overall, the FY 2010-11 budget looks more like previous years than the crisis year of FY 2009-10. But, while MetroEast's financial situation has improved, the impact of the cuts made last year continue. The flat line in personnel expenditures and the decrease in operating expenditures reflect the loss of a part-time position as well as MetroEast's share of the OLLIE coordinator and VISTA so the recovery from the financial shock of last year is far from complete.

Proposed personnel expenses (7020, 7030, 7050) restore MetroEast's contribution to the employee 401(k.) Modest raises and the restoration of some promised salary increases that people deferred to help deal with the financial crunch are also included. The increase in personnel expenses from FY 08-09 to FY 10-11 is less than 3% overall.

Proposed operating expenses restore funding for education and training (6061) and some associated travel (6211) and add back funding for marketing and promotion (6174) and food (6070), a critical tool for rewarding and retaining volunteers. Because of the dissolution of the OLLIE partnership due to the financial crisis, consulting (6041) costs are significantly less than in the past few years. Overall, operating expenses are the same as the current fiscal year and less

than in previous years.

The reallocation of capital funding between MetroEast and Portland Community Media significantly decreases MetroEast's capital revenue. The primary impact of the decrease will be to slow the repayment of the line of credit used to finance MetroEast's building (8011, 8014.) The repayment of non-capital funds used for building construction will continue but at a lower rate than in FY 2009-10. The annual contribution to the building maintenance fund (8016) is also restored. Projected expenditures for production and maintenance equipment (8060) are increased to fund the long over due refurbishing of MetroEast's primary studio. Leasehold improvements (8030) has increased to install automatic doors at MetroEast's main entrance and to install French drains to decrease the chance of flooding in MetroEast's facility.

**METROEAST COMMUNITY MEDIA**  
**FY 2010-11 PEG BUDGET**  
**LINE ITEM EXPLANATION**

**INCOME:**

**4130 Multnomah Franchise Fees**

Five percent of gross revenue of Comcast for East Multnomah County system, of which MetroEast receives 60 percent.

**4090 Interest**

Income projected on current interest rates.

**4200 Other**

Tape duplication, refunds, special events, underwriting, donations.

**4270 Activity/Fees for Service**

Moneys from activity fees and charging for MetroEast services.

**4172 Capital Funds**

Moneys from franchise capital revenues dedicated to PEG access providers.

**4162 Investment Withdrawal**

Withdrawals from MetroEast's investment fund.

**4905 Building Loan Transfer**

Internal transfer of capital funds to operations to reimburse operations funds spent on building construction.

**EXPENSES:**

**7020 Full-time Salaries.**

Salaries for full-time employees.

**7030 Part-time Salaries**

Salaries for part-time employees.

**7050 Taxes & Benefits**

Includes pension plan contribution, insurances, FICA, Tri-Met and state unemployment tax.

**6020 Accounting**

Cost of annual audit and accounting support services.

**6041 Consulting**

Outside professional services except for accounting, graphics, legal, janitorial and equipment repair.

**6051 Dues and Subscriptions**

Cable, magazine and newspaper subscriptions, professional memberships.

**6060 Educational Program Acquisition**

Purchase, rental, or licensing fee for any acquired programming.

**6061 Education and Training**

Training and education for nine Board members and fifteen employees.

**6062 Business Meals/Related**

Meals purchased for business-related purposes.

**6063 Education Tuition Reimbursement**

Costs for tuition reimbursement.

**6064 Events**

Speakers fees, facility rental and other costs associated with special events.

**6070 Food**

Food for volunteer crews working on MetroEast productions and for events.

**6100 Insurance**

Workers' Compensation, Volunteer, Liability (including property and auto), Excess Liability, Media Special Perils, Officers and Directors, Pension Board.

**6110 Janitorial**

Janitorial services.

**6130 Legal**

Attorney's fees for consultation and advice.

**6131 Local Travel and Mileage**

Employee reimbursement for business-related mileage and parking.

**6140 Maintenance Supplies**

Supplies used to repair and maintain equipment that last less than one year.

**6160 Office Supplies**

Items that are less than \$100 and that last less than one year.

**6161      Operating Supplies**

Production-related items that are less than \$100 and last less than one year.

**6170      Personnel Recruitment**

Advertising for position openings.

**6171      Phones**

Includes regular and cellular service.

**6172      Postage:**

All outgoing postage, express services, parcel shipping and other shipping.

**6173      Printing**

Printing done outside including newsletter, invitations, handbook, forms.

**6174      Marketing and Promotion**

Advertising (except job openings), promotional items, marketing surveys and services.

**6190      Repairs and Maintenance**

Routine and emergency maintenance.

**6211      Travel**

Transportation to regional and national conferences and seminars.

**6220      Utilities and Maintenance**

Utilities, including water and electricity and building maintenance.

**6230      Vehicle Maintenance**

Maintenance and repairs for two vehicles.

**8001      Miscellaneous Debt Expense**

Fees for building loan.

**8002      Books**

Training books, videos, and other books.

**8003      Maintenance Supplies**

Supplies used to repair and maintain equipment that last less than one year.

**8004      Office Supplies**

Items that are less than \$100 and that last less than one year.

- 8005      Operating Supplies**  
Production-related items that are less than \$100 and last less than one year.
- 8006      Repairs & Maintenance**  
Routine and emergency maintenance.
- 8007      Media/Videotape**  
Video and audio media (e.g., video tape, DVDs)
- 8008      Debt Reduction - Equipment Lease**  
Reduction of principle on equipment lease
- 8009      Interest - Equipment Lease**  
Interest payments on equipment lease.
- 8011      Interest - Short Term Loans**  
Interest payments on short term loans
- 8013      Interest on Long Term Loan**  
Interest payments on Key Bank Loan
- 8014      Debt Reduction - Short Term Loans**  
Payments on principle of short term loans.
- 8015      Debt Reduction - Long Term Loan**  
Payments on Key Bank loan principle.
- 8016      Building Maintenance Fund**  
Funds for future maintenance costs.
- 8020      Building Construction**  
Construction costs for new facility.
- 8021      Property Taxes**  
Property taxes paid to Multnomah County.
- 8030      Leasehold Improvements**  
Improvements to MetroEast building.
- 8016      Building Maintenance Fund**  
Funds set aside for major long-term maintenance (e.g., roof replacement.)
- 8040      Office Equipment**

Office equipment in excess of \$100 such as computers, copiers, fax machines.

**8050      Office Furnishings**

Items in excess of \$100 such as desks, chairs, cabinets, bookcases, file cabinets.

**8060      Production and Maintenance Equipment:**

Items in excess of \$100 for production, playback and engineering. Includes funds for emergency purchases. See attached for detail.

**8090      Building Loan Transfer**

Transfer of capital funds to reimburse operations funding used for building construction.

PROPOSED BUDGET  
METROEAST COMMUNITY MEDIA  
FY 2010-11

	ACTUAL 2003-04	ACTUAL 2004-05	ACTUAL 2005-06	ACTUAL 2006-07	ACTUAL 2007-08	ACTUAL 2008-09	BUDGET 2009-10	ACTUAL 2009-10 3/31/2010	PROPOSED BUDGET 2010-11	
<b>INCOME:</b>										
4130 Franchise Fees, Multnomah	\$ 524,052	\$ 553,601	\$ 649,284	\$ 640,500	\$ 648,944	\$ 693,265	\$ 678,060	\$ 617,335	\$ 641,515	Franchise Fees, Multnomah 4130
4140 PCM Educational Services Support	35,000	0	0	0	0	0	0	0	0	PCM Educational Services Support 4140
4090 Interest	683	525	124	107	127	902	1,000	229	335	Interest 4090
4270 Activity Fees/Fees for Service	19,828	18,266	19,720	19,272	14,323	16,384	17,500	11,212	18,000	Activity Fees/Fees for Service 4270
4200 Other	4,730	9,199	9,250	155,650	42,597	13,162	11,480	12,664	14,000	Other 4200
4172 Capital Funds	396,784	435,436	442,508	458,304	484,340	559,836	577,348	433,011	551,002	Capital Funds 4172
Building Loan Reimbursement							194,397	0	103,774	Building Loan Reimbursement
4162 Investment Fund Withdrawal	38,000	366,595	402,000	266,083	455,951	319,058	0	10,997	12,000	Investment Fund Withdrawal 4162
4182 Loan Proceeds		0	961,973	0	0	0	0	0	0	Loan Proceeds 4182
<b>TOTAL OPERATING INCOME</b>	<b>\$ 1,019,077</b>	<b>\$ 1,383,622</b>	<b>\$ 2,484,859</b>	<b>\$ 1,539,916</b>	<b>\$ 1,646,282</b>	<b>\$ 1,602,607</b>	<b>\$ 1,479,785</b>	<b>\$ 1,085,449</b>	<b>\$ 1,540,626</b>	<b>TOTAL OPERATING INCOME</b>
<b>EXPENSES:</b>										
<b>Personnel</b>										
7020 Full-Time Salaries	\$ 441,672	\$ 396,453	\$ 350,449	\$ 470,863	\$ 458,448	\$ 500,568	\$ 492,552	\$ 375,588	\$ 530,705	Full-Time Salaries 7020
7030 Part-Time Salaries	59,336	75,462	92,325	78,677	92,278	109,122	92,943	71,517	96,734	Part-Time Salaries 7030
7050 Taxes & Fringe Benefits	144,321	137,917	132,287	150,014	152,038	159,969	117,099	101,988	163,134	Taxes & Fringe Benefits 7050
<b>Total Personal Services</b>	<b>\$ 645,328</b>	<b>\$ 609,832</b>	<b>\$ 575,061</b>	<b>\$ 699,554</b>	<b>\$ 702,764</b>	<b>\$ 769,659</b>	<b>\$ 702,594</b>	<b>\$ 549,093</b>	<b>\$ 790,573</b>	<b>Total Personal Services</b>
<b>Operations</b>										
	ACTUAL 2003-04	ACTUAL 2004-05	ACTUAL 2005-06	ACTUAL 2006-07	ACTUAL 2007-08	ACTUAL 2008-09	BUDGET 2009-10	ACTUAL 2009-10 3/31/2010	PROPOSED BUDGET 2010-11	
6020 Accounting	\$ 14,395	\$ 15,069	\$ 14,105	\$ 15,187	\$ 15,747	\$ 15,141	\$ 15,000	\$ 16,500	\$ 17,000	Accounting 6020
6041 Consulting	12,255	18,673	31,710	44,418	39,672	57,149	39,500	32,331	14,250	Consulting 6041
6051 Dues & Subscriptions	4,615	10,329	9,856	14,138	12,681	11,220	14,500	3,053	14,500	Dues & Subscriptions 6051
6060 Educational Program Acquisition	0	450	1,218	(334)	0	400	0	0	400	Educational Program Acquisition 6060
6061 Education & Training	13,298	9,822	9,549	9,633	3,889	7,434	0	1,111	6,500	Education & Training 6061
6062 Business Meals/Related	2,434	1,370	1,027	1,775	1,164	2,062	1,000	895	1,545	Business Meals/Related 6062
6063 Ed. Tuition Reimbursement	0	0	0	0	0	0	0	0	200	Ed. Tuition Reimbursement 6063
6064 Events	0	0	0	0	2,372	975	0	400	1,000	Events 6064
6070 Food	7,412	5,199	8,582	8,269	9,294	11,506	6,000	5,117	9,500	Food 6070
6100 Insurance	36,714	39,075	39,324	40,231	41,076	45,004	49,000	39,772	52,000	Insurance 6100
6110 Janitorial	7,020	7,020	8,862	9,849	9,600	9,635	10,400	7,250	10,800	Janitorial 6110
6130 Legal	612	1,541	8,187	4,863	7,587	553	4,500	413	4,761	Legal 6130
6131 Local Travel & Mileage	2,059	2,391	2,239	2,179	1,605	2,228	2,222	1,125	2,036	Local Travel & Mileage 6131
6140 Maintenance Supplies	2,492	1,989	5,369	649	1,307	1,684	1,486	808	1,737	Maintenance Supplies 6140
6160 Office Supplies	4,200	3,164	3,662	3,231	4,561	4,794	3,782	2,036	4,602	Office Supplies 6160
6161 Operation Supplies	7,789	8,455	16,093	9,099	6,026	6,599	6,915	4,986	8,468	Operation Supplies 6161
6170 Personnel Recruitment	716	(102)	1,059	0	2,914	978	0	204	1,803	Personnel Recruitment 6170
6171 Phones	7,116	6,537	8,781	7,926	8,576	7,676	11,177	5,018	6,000	Phones 6171
6172 Postage	7,130	5,685	6,722	7,129	5,336	4,342	6,000	1,629	3,200	Postage 6172
6173 Printing	9,443	9,487	10,860	13,166	13,380	7,024	3,400	299	1,500	Printing 6173
6174 Marketing/Promotion	5,573	5,114	6,279	9,615	7,271	4,981	3,000	3,342	7,500	Marketing/Promotion 6174
6190 Repairs & Maintenance	3,097	3,406	4,135	7,285	5,929	6,374	4,258	6,497	7,200	Repairs & Maintenance 6190
6200 Rent, Utilities, Maintenance	42,324	43,092	17,199	0	0	0	0	0	0	Rent, Utilities, Maintenance 6200



PROPOSED BUDGET  
METROEAST COMMUNITY MEDIA  
FY 2010-11

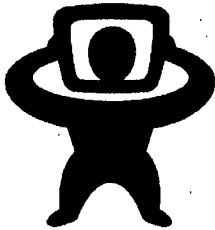
6211	Travel	2,808	3,420	5,126	5,838	3,769	1,324	0	265	3,975	Travel	6211
6220	Utilities and Maintenance		385		15,715	17,086	17,265	17,359	15,195	18,242	Utilities and Maintenance	6220
6230	Vehicle Maintenance	525	0	60	405	349	286	344	641	332	Vehicle Maintenance	6230
	Total Materials & Services	\$ 194,026	\$ 201,571	\$ 220,004	\$ 230,066	\$ 221,201	\$ 226,644	\$ 199,843	\$ 148,888	\$ 199,051	Total Materials & Services	
<b>Capital</b>												
		ACTUAL	ACTUAL	ACTUAL	ACTUAL	ACTUAL	ACTUAL	BUDGET	ACTUAL	PROPOSED		
		2003-04	2004-05	2005-06	2006-07	2007-08	2008-09	2009-10	2009-10	BUDGET		
									3/31/2010	2010-11		
8001	Misc. Debt Expense	\$ 12,647	\$ 4,110	\$ 4,910	\$ 3,750	\$ 3,780	\$1,085	\$ 3,750	\$ 0	\$ 3,750	Miscellaneous Debt Expense	8001
8002	Books	72	0	40	0	250	131	125	0	150	Books	8002
8003	Maintenance Supplies	0	0	0	0	0	0	500	0	500	Maintenance Supplies	8003
8004	Office Supplies	761	1,630	12,487	2,839	3,230	406	1,000	874	1,475	Office Supplies	8004
8005	Operation Supplies	1,289	0	943	11,880	1,238	170	1,500	1,486	1,605	Operation Supplies	8005
8006	Repairs & Maintenance	0	0	121	0	2,944	0	1,000	17,955	3,000	Repairs & Maintenance	8006
8007	Videotape	6,329	1,347	1,232	2,667	1,468	2,196	1,500	901	1,500	Media/Videotape	8007
8008	Equipment lease - Debt Reduction	0	0	17,238	27,185	30,027	33,166	35,577	27,130	16,371	Equipment lease - Debt Reduction	8008
8009	Equipment lease - Interest	0	0	6,256	13,092	10,250	7,110	4,700	3,078	411	Equipment lease - Interest	8009
8011	Interest Short Term Loans	24,523	0	58,855	61,333	378,000	28,375	67,473	10,997	24,167	Interest - Short Term Loan	8011
8013	Interest Long Term Loan	0	29,977	36,873	63,761	49,172	56,874	74,406	40,546	48,613	Interest - Long Term Loan	8013
8014	Debt Reduction - Short Term Loans	8,950	36,913	102,000	160,000	10,665	289,595	43,254	0	75,380	Debt Reduction - Short Term Loan	8014
8015	Debt Reduction - Long Term Loan	0	0	10,490	10,666	61,938	10,666	10,666	7,999	18,335	Debt Reduction - Long Term Loan	8015
8020	Building	211,185	551,906	1,279,594	0	0	0	0	0	0	Building	8020
8021	Property Taxes	4,257	4,424	0	0	0	0	0	0	0	Property Taxes	8021
8030	Leasehold Improvements	0	0	0	19,131	3,384	713	5,000	90	31,000	Leasehold Improvements	8030
8016	Building Maintenance Fund				11,000	11,000	0	0	0	12,000	Building Maintenance Fund	8016
8040	Office Equipment	3,991	17,175	25,902	33,240	16,173	9,975	25,000	12,972	25,000	Office Equipment	8040
8050	Office Furnishings	0	290	13,045	1,908	1,560	0	7,500	1,770	2,500	Office Furnishings	8050
8060	Production & Maintenance Equip.	9,965	10,804	30,084	138,582	68,061	53,588	100,000	52,767	181,471	Production & Maintenance Equip.	8060
8090	Building Loan Transfer	0	0	0	0	0	0	194,397	0	103,774	Building Loan Transfer	8090
	Total Capital	\$ 283,967	\$ 658,576	\$ 1,600,070	\$ 561,034	\$ 653,140	\$ 494,050	\$ 577,348	\$ 178,563	\$ 551,002	Total Capital	
<b>TOTAL OPERATING EXPENSES</b>												
		\$ 1,123,322	\$ 1,469,979	\$ 2,395,135	\$ 1,490,654	\$ 1,577,105	\$ 1,490,353	\$ 1,479,785	\$ 876,544	\$ 1,540,626	TOTAL OPERATING EXPENSES	

**Attachment 2**

**PORTLAND COMMUNITY MEDIA BUDGET**

**FISCAL YEAR 2010-11**

## **PORTLAND COMMUNITY MEDIA FY 2010-11 BUDGET NARRATIVE**



### **About Portland Community Media**

The mission of Portland Community Media is to promote broad participation in civic and cultural life by encouraging effective use and understanding of community media. PCM has served the citizens of Portland since 1981, providing training and tools for individuals and organizations to use cable television and other media as a means of communication, civic involvement, artistic and cultural expression and community development.

PCM offers media education, facilities and equipment for community members to produce community programming for cablecast on PCM's public access cable television channels and through new media outlets.

Portland Community Media also provides services to non-profit and community organizations to develop and use media to share their mission and services with the community. Portland Community Media's channels carry programs that span a wide variety of interests, created by members of the community and cablecast in seven languages.

### **What's New in FY 2010-11?**

On May 13, 2010, the Portland Community Media (PCM) Board of Directors unanimously approved PCM's operating and capital budget for FY 2010-11. The budget assumptions reflect realistic expectations for revenue from the City of Portland for operations and capital, earned income projections based on historic patterns and conservative estimates of support from grants, contributions and corporate underwriting already underway.

The budget considers a reduction of 4% in operations support from the City of Portland and an increase of \$230,910 in capital revenue from the adopted 2009-2010 budget. This increase is due, in part, to incorporating the five school districts within the City of Portland into the calculation for the allocation in PCM's service area for distribution of franchise fees for capital.

In addition, the PCM FY 2010-2011 budget responds to current conditions in the economy and adjusts the management of resources and fiscal controls by expanding the detailed line items for expenditures of capital funds. Overall, a reduction of \$698,573 is described in PCM's FY 2010-11 budgets from the previous fiscal year.

## **What PCM Does**

### **Government and Community Productions**

PCM's flagship channel, CityNet 30, cablecasts coverage of all the meetings of the Portland City Council, the Multnomah County Commission, and the Metro Regional Government. Other government and civic programming including City Club of Portland, Portland Development Commission and events such as The Portland Plan, Transportation Summit and other civic interest programs.

In addition, PCM offers production services to non-profit, educational and other government organizations and produces and broadcasts Portland events such as parades, concerts and educational forums.

### **Multimedia Education Reaches Out to Engage Our Community**

Portland residents interested in producing local, non-commercial television have access to PCM's state-of-the-art equipment and facilities. On a yearly average, more than 200 independent producers create over a thousand hours of innovative programming for airing on CAN11, ITN22 and ITN23 on Comcast.

Courses include field and studio production; multimedia and digital storytelling; studio-based camera, audio, graphics and lighting; field audio and lighting; linear and non-linear editing; and mini-mobile production. In response to community interest, courses in Social Media, Social Networking and Do it Yourself Video production, utilizing consumer grade cameras, have been added to our course catalog.

### **SmartAccess™ Partners**

The Multimedia Education department also supports our SmartAccess partnerships with local non-profits, by offering training workshops at the partner locations at a discount. This innovative new program has successfully reached out to serve a broader diversity of the community and has expanded our service delivery to more and different parts of Portland through our partnerships with the Office of Neighborhood Involvement and their Diversity and Civic Leadership partners and with Sisters of the Road.

### **Youth Media Goes Inside the Classroom**

Portland Youth Media (PYM) introduces youth in grades 5-12 to the world of multimedia by partnering with local schools, after-school programs and community-based organizations to provide an Introduction to Multimedia workshop. Inside the classroom, students learn skills such as team building, problem-solving, critical thinking

and communication, as well as, how to use professional multimedia equipment to complete their projects.

PYM has included a Career Development and Job Readiness program, which trains students on becoming certified SmartAccess Junior Technicians after completing the introductory course.

#### **Community Access to Media**

PCM is your window to diverse communities in the Portland Metro area. On our six cable channels, viewers will discover unique shows from a new point of view not seen anywhere else. PCM cablecasts locally produced and satellite video programs on Comcast Cable channels: CAN11, PUB21, ITN22, ITN23, POP29 (Pulse of Portland) and CityNet30 (local government and public affairs). Viewers can watch POP29 and CityNet30 online at [www.pcmtv.org](http://www.pcmtv.org) or download shows at Comcast "Get Local" On Demand.

#### **What's New in FY 2010-11?**

Over the last few years the Board of Directors and Leadership of PCM described and began to implement a visionary approach to meet the demands of changes in the regulatory and technology environment. Last year the budget proposal included ambitious goals for increasing revenue and program capacity in areas that would attract grants and increased staffing levels to meet these goals.

However, PCM met *challenges* in achieving the ambitious goals because of a number of factors, including:

- The economic recession resulted in brokerages limiting redemption of investment income
- The philanthropic climate reduced grant support and resulted in funds not being realized
- A laxity of internal controls to manage the resources within PCM resulted in cash flow shortfall for operations in the last quarter of the current fiscal year

In January 2010, PCM implemented an adjustment in spending when it became clear that the benchmarks for revenue had not occurred. The adjustments included a reduction in staff expenses through terminations, reductions in wages and hours for some employees, as well as closing the facility for one day each week.

The current budget responds to these challenges and visionary goals by supporting a foundation for future growth while streamlining revenue and expenses to support current obligations and agreements. The FY 2010-2011

budget reflects a return to historic service delivery methods for PEG Access by a balanced distribution of revenue and expenses across service areas.

**Revenue Assumptions:**

**4100—Special Projects: \$175,000**

- PCM Multimedia Services (MMS) has developed a strong reputation as an affordable provider of fee-for-service productions supporting nonprofits, government and special projects. In the current year, MMS has billed in excess of \$170,000 through contracts and special projects.
- Based on performance in the current fiscal year, the MMS department will be able to generate the \$175,000 to achieve this revenue goal for FY 2010-2011.

**4300—Media Education (adults, youth and nonprofits): \$20,000**

PCM Multimedia Education is very popular and experiences class attendance at full capacity and waiting lists.

- Multimedia Education (MME) will continue to provide project-based workshops in digital technologies utilizing staff and independent contract trainers in specialty areas.
- The \$20,000 revenue goal is reflective of actual net revenue anticipated from workshops and special projects.

**4325—Portland Youth Media (ages 10-18 includes partner orgs.): \$55,000**

PCM re-structured the OLLIE Program in the current fiscal year and added a career development component as part of the planning for future support. The new Portland Youth Media Program (PYM) has generated interest and partnerships through special projects.

- PYM currently has commitments for funding from partners to provide summer camps and after-school programs beginning in September which will generate \$10,000 toward this revenue target.
- The remainder of the anticipated revenue for this line item comes from grants and underwriting opportunities already in negotiation or applications that are pending.

**Expenditure Assumptions and Adjustments**

**5000 – Staff Related Expenses: \$900,419**

Staffing levels are reduced in this budget with a restoration of historic service levels to support PEG Access, the current capital grants for SmartAccess and Access 2.0. This budget provides the support for the following activities and assumptions:

- Balanced distribution of funds across functional departments to meet goals

- Approximately \$200,000 in staff costs per department (P, E, G and Administration)
- Retention of adequate staffing levels to perform core services
  - Establishes a baseline 18.10 FTE for regular employees (FT & PT)
- Limits the use of on-call crew for special projects (cost neutral – paid by contract)
- Support in Executive and Business Office (Administration and Information Technology)
  - Manage modernization of technical systems
  - Enhance internal financial controls by hiring expertise in accounting

#### **Capital Funding Assumptions**

The total funding allocated for PCM increased to \$892,899. This budget plan recognizes an expansion of line item descriptions of capital expenditures by PEG Access allocation, and for each capital grant. In addition, capitalized salaries, and support for the different functional and program objectives are described and accounted for in this budget document and will be tracked over time by each cost center and account. PCM has allocated Capital funds to:

- Upgrade production systems to replace aging equipment and for energy efficiency.
- Upgrade public access equipment, increase storage capacity and production quality and integrate for server-based environment.
- Continue modernization of equipment in playback to support the move to automated systems to reduce instances of "system failure" on cable channels.
- Continue to support partnership agreements for SmartAccess by responding to needs for equipment for production and training.

Portland Community Media FY 2010-11 Operating and Capital Budget responds to the community by reorganizing delivery of service to historic PEG Access methods to meet current obligations. This adjustment to the budget provides for a modest operational reserve of \$41,199.

		PORTLAND COMMUNITY MEDIA					
		ADOPTED OPERATING & CAPITAL BUDGET FY 2010-2011					
		Per Audited	Per Audited	Approved	Revised	Adopted	
		Financials	Financials	5/29/2009	2/23/2010	5/11/2010	
		ACTUAL	ACTUAL	APPROVED	PROJECTED	ADOPTED	NOTES
				BUDGET	BUDGET	BUDGET	
Account		2007-2008	2008-2009	2009-2010	2009-2010	2010-2011	
#	INCOME						
4000	Contract City Portland	867,292	876,015	909,697	909,697	864,154	
4005	Franchise Mult. West	76,857	33,243	36,744	36,744	43,821	
4100	Special Projects - Production Svc.	93,505	71,859	130,000	130,000	175,000	Based on FY 2009/10 actuals of \$160,000 YTD March 2010
4200	Community Service	6,226	8,536	10,000	0	5,000	
4214	Access 2.0 Operating Support	0		28,160	28,160	0	
4215	New Services: SmartAccess Revenue	0		2,000	2,500	3,500	
4250	Contributions	54,730	1,659	2,000	0	10,000	Previous year contributions incl: Spirit mtn=\$37,120; Templeton=\$5,000; PGE Energy \$10,000
4300	Media Education	22,711	32,338	52,000	40,000	20,000	Earned income from workshops
4301	MetroEast Ollie Reimbursement	0		N/A	N/A	N/A	
4325	Portland Youth Media	6,000	57,155	105,000	75,000	55,000	previous grants incl: Miller Foundation = \$15,000; current projections are based on earned income from contracts and partnerships already committed
4355	Development: Grants/Corporate Underwriting	0	1,000	110,000	75,000	100,000	Anticipates 20% return on grant requests; negotiations with corporations, currently underway;



		Per Audited	Per Audited	Approved	Revised	Adopted	
		Financials	Financials	5/29/2009	2/23/2010	5/11/2010	
		ACTUAL	ACTUAL	APPROVED	PROJECTED	ADOPTED	NOTES
				BUDGET	BUDGET	BUDGET	
Account		2007-2008	2008-2009	2009-2010	2009-2010	2010-2011	
4400	Board Contributions/Fundraising Events	0	0	10,000	1,000	5,000	
4409	Energy Savings Project	0		50,000	75,000	0	
4410	Misc Inc. (Sweep Acct. E-commerce, Events)	10,916	2,060	2,000	25,000	10,000	
4412	Damages paid for equipment	423	590		500	500	
4580	Tape / Disk Sales	16,573	9,983	14,000	14,000	5,000	
4581	Dubbing	2,150	3,209	2,000	2,000	2,500	
4585	User fees	0	12,520	10,000	11,000	15,000	
4710	Checking Acct. Interest	3,983	1,654	2,000	2,000	2,500	
4711	Interest on Capital Funds	2		20,000	20,000	1,000	
4715	Investment Fund Income	14			750	0	
4805	Interest USB Bonds/Notes	328	135	20,000	0	0	
4806	REIT Distribution Income	28,142	25,675		80,000	4,000	
4810	Dividends Investment	109,938	30,915	50,000	0	0	
9991-94	Gain/(Loss) on Sale of Investments	(205,125)	(186,333)				
9993	Gain/(Loss) on Sale of fixed assets	12,174	0	35,000	35,000	10,000	
	Commercial Loan Proceeds	0		250,000	0	0	
	<b>TOTAL OPERATIONS INCOME</b>	<b>1,106,839</b>	<b>982,213</b>	<b>1,850,601</b>	<b>1,563,351</b>	<b>1,331,975</b>	
4909	Capital Grant Income	565,001	807,075	661,989	661,989	892,899	
4911	Capital Grant Access 2.0	324,160					
4998	Investment Funds Used	0	500,000	600,000	600,000		

		Per Audited	Per Audited	Approved	Revised	Adopted	
		Financials	Financials	5/29/2009	2/23/2010	5/11/2010	
		ACTUAL	ACTUAL	APPROVED	PROJECTED	ADOPTED	NOTES
				BUDGET	BUDGET	BUDGET	
Account		2007-2008	2008-2009	2009-2010	2009-2010	2010-2011	
	SmartAccess Funds	0			300,000	75,000	assumes SmartAccess funds tied up in the REITs will be released in FY 2010-11
90xx	Payment of Loan to Capital					114,143	
	<b>TOTAL CAPITAL INCOME</b>					<b>1,082,042</b>	
	<b>TOTAL OPS. &amp; CAPITAL INCOME</b>	<b>1,996,000</b>	<b>2,289,288</b>	<b>3,112,590</b>	<b>3,125,340</b>	<b>2,414,017</b>	
		ACTUAL	ACTUAL	APPROVED	PROJECTED	PROPOSED	
			BUDGET	BUDGET	BUDGET	BUDGET	
Account	EXPENSES	2007-2008	2008-2009	2009-2010	2009-2010	2010-2011	
#	STAFF RELATED						
5000	Payroll Wages- F/T - P/T	853,657	1,008,499	1,088,363	1,000,000	764,603.15	Supports a return to historic service delivery for PEG Access; supports 18.10 FTE
5002	Wages-On Call			120,000	70,000	65,000	on-call wages were not recognized in 2007/08 or 2008/09 as separate line items
5100	Payroll Taxes F/T - P/T	78,121	99,073	105,555	97,366	77,067	
5102	Payroll Taxes-On Call			12,060	7,000	7,150	
5110	403 (B) Contributions	11,374	12,561	42,012	40,000	13,000	
5111	Medical & Dental Insurance	115,783	120,288	191,040	170,000	100,000	
5112	Life & Disability Insurance	3,520	3,721	10,710	10,000	5,000	
5200	Employee Recruitment	18,432	4,629	2,000	2,000	2,000	
5300	Training & Education - Staff	10,441	2,489	20,000	5,000	3,000	
5350	Training & Education - Board	638	2,534	5,500	0	1,500	
5401	Travel - out of town & Local	15,227	10,346	12,000	12,000	5,000	
5500	Payroll Service	19,390	21,852	15,000	15,000	15,000	
5501	Crew Food	132	555	1,000	1,000	500	

		Per Audited	Per Audited	Approved	Revised	Adopted	
		Financials	Financials	5/29/2009	2/23/2010	5/11/2010	
		ACTUAL	ACTUAL	APPROVED	PROJECTED	ADOPTED	NOTES
				BUDGET	BUDGET	BUDGET	
Account		2007-2008	2008-2009	2009-2010	2009-2010	2010-2011	
	Transfer to Capital for salaries associated with capital projects	(70,000)	(77,333)		(70,000)	(145,000)	Funds to support capital projects transferred to line items 1650; 1644; 1668. Modifications in the amounts from FY 2007/08 and Revised FY 2010/11 are due to capitalized salaries for Capital PEG Access, SmartAccess and an extension of the grant term for Access 2.0
	Subtotal	1,056,715	1,209,214	1,625,240	1,359,366	913,820	
#	GENERAL OVERHEAD						
6010	Accounting Audit	9,390	10,603	10,000	10,000	20,000	
6020	Legal	8,434	1,254	10,000	5,000	12,000	
6080	Computer Consulting	31,816		3,000	2,500	3,000	
6090	Professional Services-admin-contract	14,794	27,083	13,000	7,000	20,000	
6091	Production Professional Expenses	0		3,000	3,000	1,000	
6092	Independent Contractors (ME/Events)	0				7,000	
6095	Portland Youth Media (PYM)	164		5,000	10,000	5,000	
6096	Ollie Expenses/Portland Youth Media (OLD)	34,396	9,447	10,000	n/a	n/a	
6098	VISTA OLLIE/PYM Expenses	7,317	5,715	10,400	0	0	
6099	VISTA PCM Expenses	0	12,285	10,400	0	0	
6151	Needs Assessment	0		5,000	5,000	0	
6152	Board Planning	0	739	1,000	2,500	1,000	
6178	Newsletter CC	779				N/A	
6200	Office Supplies	16,692	25,904	15,000	15,000	10,000	
6290	Advocacy/Government Relations	0	2,500	2,500	2,500	3,000	

		Per Audited	Per Audited	Approved	Revised	Adopted	
		Financials	Financials	5/29/2009	2/23/2010	5/11/2010	
		ACTUAL	ACTUAL	APPROVED	PROJECTED	ADOPTED	NOTES
				BUDGET	BUDGET	BUDGET	
Account		2007-2008	2008-2009	2009-2010	2009-2010	2010-2011	
6300	Printing - Outsourced	6,165	4,594	5,000	5,000	5,000	
6301	Printing - InHouse	5,665	6,470	6,000	6,000	5,000	
6400	Postage & Shipping	6,404	4,310	6,000	6,000	5,000	
6410	Miscellaneous Expenses (Peg Media)	0		250	500	500	
6500	Vehicle Fuel	3,881	2,789	5,000	5,000	5,000	
6505	Vehicle Parking	1,697	1,358	3,000	3,000	1,500	
6580	Video Tapes	25,546	22,712	15,000	15,000	(15,000)	moves to CAPITALIZED expense for SD CARDS with useful life > 1 year
6670	Marketing & Fund Development	0		25,000	25,000	5,000	
6672	Advertising & Promo (Old)	1,047	689	n/a	n/a	n/a	
6701	Pagers & Cell Phones	6,614	6,164	6,000	6,000	5,000	
6702	Internet Access	7,570	12,501	12,000	12,000	8,000	reduction due to switching service costs for POP29 streaming
6703	Phone General	10,424	11,873	10,000	10,000	10,000	
6710	Computer Software	700		800	800	(3,000)	moves to CAPITALIZED expense for financial software Sage ACCPac with a useful life of > 1 year
6712	Loan Charges	0		18,000	0	0	
6715	Bank Charges	15,924	8,797	10,000	10,000	10,000	
6720	Dues & Subscriptions	6,336	5,087	6,000	6,000	3,000	reduction due to limiting and cancelling subscriptions on periodicals
6729	Fees	2,723	7,065	2,000	2,000	2,000	
6730	Fees/Video/Entry Fees	130		500		0	
6800	Hospitality	14,468	10,334	12,000	12,000	5,000	
60xx	Payment of Loan from Operations					114,143	

		Per Audited	Per Audited	Approved	Revised	Adopted	
		Financials	Financials	5/29/2009	2/23/2010	5/11/2010	
		ACTUAL	ACTUAL	APPROVED	PROJECTED	ADOPTED	NOTES
				BUDGET	BUDGET	BUDGET	
Account		2007-2008	2008-2009	2009-2010	2009-2010	2010-2011	
	Subtotal	239,076	200,273	240,850	186,800	248,143	
#	EQUIPMENT RELATED						
7000	Repair - parts	8,882	11,024	14,000	14,000	10,000	
7005	Repair- Headend Expense	762	797	500	500	500	
7010	Repair - small tools	3,999	3,384	1,000	1,000	3,500	
7015	Repair - sub-contractor	44,367	33,598	26,500	26,500	30,000	
7016	Repair City Council Chambers	100		1,000	1,000	500	
7020	Replacement bulbs	1,082	840	1,500	1,500	1,200	
7030	Replacement batteries	233	70	1,500	1,500	500	
	Subtotal	59,425	49,713	46,000	46,000	46,200	
#	BUILDING RELATED						
7500	Janitor Service - Main Building	4,043	8,969	3,500	18,700	10,500	
7502	Janitor Service - Annex	1,480	5,277	4,000		4,000	
7510	Janitorial Supplies	3,561	4,672	4,500		3,000	
7620	Electricity	20,149	20,600	19,000	31,400	24,000	anticipates some savings based on solar energy project
7622	Electricity Building # 2	2,036	4,416	2,500		3,000	
7635	Garbage Removal	847	1,067	1,500		1,577	
7640	Other Utilities	2,544	2,166	2,000	12,000	5,000	
7642	Other Utilities # 2	932	837	2,000		1,000	
7645	Natural Gas	4,509	4,804	2,500		4,500	
7646	Natural Gas # 2	2,793	2,624	1,500		2,500	

		Per Audited	Per Audited	Approved	Revised	Adopted	
		Financials	Financials	5/29/2009	2/23/2010	5/11/2010	
		ACTUAL	ACTUAL	APPROVED	PROJECTED	ADOPTED	NOTES
				BUDGET	BUDGET	BUDGET	
Account		2007-2008	2008-2009	2009-2010	2009-2010	2010-2011	
7650	Vehicle Maintenance	3,997	1,660	2,500	2,500	2,500	
7660	Landscape Maintenance	1,440	393	1,500		800	
7670	Building Maintenance	4,035	8,394	5,000	25,800	9,000	
7680	Security Service	2,103	1,701	1,500	2,200	1,500	
	Subtotal	54,469	67,580	53,500	92,600	72,877	
#	OWNERSHIP COSTS						
9000	Insurance - liability	28,556	26,242	27,000	27,000	27,879	
	Subtotal	28,556	26,242	27,000	27,000	27,879	
	<b>TOTAL OPERATIONS EXPENSES</b>	<b>1,438,241</b>	<b>1,553,022</b>	<b>1,992,590</b>	<b>1,711,766</b>	<b>1,308,919</b>	
#	CAPITAL EXPENSE:						
16xx	Capital:PEG Access					80,209	
1620-	Building Improvements	2,736	47,853			25,000	
1622-	New Building Improvements	130,097	195,472			10,000	
1630-	Production Equipment	270,556	436,019	274,000	274,000	298,690	
1640-	Playback Equipment	10,333	38,758	87,000	87,000	208,000	this would include funds for a new router for the PESA conversion to replace the MATCO
1647-	Ollie-Youth Media Equipment	14,839	5,854	102,000	102,000	50,000	
1650-	Office Equipment & Furniture (Incl Computers)	29,790	150,554	136,661	141,989	118,000	includes software and SD Cards with >1 year shelf life

		Per Audited	Per Audited	Approved	Revised	Adopted	
		Financials	Financials	5/29/2009	2/23/2010	5/11/2010	
		ACTUAL	ACTUAL	APPROVED	PROJECTED	ADOPTED	NOTES
				BUDGET	BUDGET	BUDGET	
Account		2007-2008	2008-2009	2009-2010	2009-2010	2010-2011	
1650-S	PEG Access Capitalized Payroll	55,000	23,364	47,000	47,000	40,000	transferred from Operations to support capitlized salaries for capital projects
1664-	SmartAccess-Grant Fund Equipment	0		0	300,000	75,000	accrued capital funds for the year - transferred from deferred capital revenue; leaves a balance of \$80,000 for FY 2011-2012
1664-S	SmartAccess Capitalized Payroll				60,000	45,000	transferred from Operations to support capitlized salaries for SmartAccess grant
1668-	Access 2.0 Grant Fund Equipment	36,732	120,518	10,000	10,000	54,000	represents remaining balance of capital to be spent to complete grant deliverables
1668-S	Access 2.0 Capitalized Payroll	15,000	53,969			60,000	transferred from Operations to support capitlized salaries for completion of Access 2.0 grant
16xx	Transfer from Operations for salaries associated with capital projects			0		0	See line item 55xx
	TOTAL CAPITAL EXPENSES	565,083	1,072,361	656,661	1,021,989	1,063,899	
	TOTAL OPS & CAPITAL EXPENSES	2,003,324	2,625,383	2,649,251	2,733,755	2,372,818	
	Difference ( Income over Expenses)	(7,324)	(336,095)	463,339	391,585	41,199	Operating reserves



# MULTNOMAH COUNTY AGENDA PLACEMENT REQUEST

(revised 12/31/09)

APPROVED: MULTNOMAH COUNTY  
BOARD OF COMMISSIONERS  
AGENDA # R-8 DATE 6/10/10  
LYNDA GROW, BOARD CLERK

## Board Clerk Use Only

Meeting Date: 6/10/2010  
Agenda Item #: R-8  
Est. Start Time: 10:50 AM

**Agenda Title:** Proclaiming the week of June 9<sup>th</sup> through June 15<sup>th</sup>, 2010, ReUse Week in Multnomah County.

*Note: If Ordinance, Resolution, Order or Proclamation, provide exact title. For all other submissions, provide a clearly written title sufficient to describe the action requested.*

**Requested Meeting Date:** June 10, 2010 **Amount of Time Needed:** 15 minutes  
**Department:** Non-Departmental **Division:** Chair's Office  
**Contact(s):** Warren Fish  
**Phone:** 503.988.5882 **Ext.** x85882 **I/O Address:** 503/6/  
**Presenter(s):** Warren Fish, Chris Bekemeier, Andy Olds, Kristy Wood, Joe Connell, Matt Chase, Bo Bullock

## General Information

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

Approval of a proclamation declaring June 9<sup>th</sup> through June 15<sup>th</sup>, 2010, ReUse Week in Multnomah County.

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

Multnomah County is lucky to have several outstanding nonprofit organizations focused on ReUse. ReUsing items provides a lot of community benefits including helping those in need, reducing the amount of material sent to landfills, and providing employment. Raising the visibility of reuse in general and promoting reuse as an easy and helpful practice that more people should adopt are driving principles of this effort.

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

None.

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

None.



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

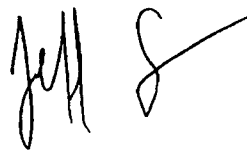
Portland City Commissioner Nick Fish, Schoolhouse Supplies, Rebuilding Center, Community Warehouse, Habitat for Humanity ReStore, Our United Villages, SCRAP, and Free Geek have worked in collaboration with Multnomah County to coordinate a series of events in Multnomah County during focused on reuse during the proclaimed week.

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**Required Signature**

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

A handwritten signature in black ink, appearing to be "Jell S", written over a horizontal line.

**Date:**

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BEFORE THE BOARD OF COUNTY COMMISSIONERS  
FOR MULTNOMAH COUNTY, OREGON

PROCLAMATION NO. \_\_\_\_\_

Proclaiming the week of June 9<sup>th</sup> through June 15<sup>th</sup>, 2010, ReUse Week in Multnomah County

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

- a. In 2009 the City of Portland and Multnomah County co-sponsored *ReUse Week*, a celebration of the principles of reuse, sustainability, and community-building and the local organizations which bring them to life;
- b. Our relationship with partner organizations Community Warehouse, Free Geek, the Habitat ReStore, the ReBuilding Center, SCRAP, and Schoolhouse Supplies continues to grow;
- c. The newly-formed *ReUse PDX*, a consortium of reuse non-profits in the Portland area, will allow for greater coordination among these groups and will further their collective mission of promoting reuse to serve our community;
- d. The highlight of *ReUse Week 2010* will be the Choose to ReUse Fair on Saturday, June 12, from 12:00 – 4:00 pm in the ReBuilding Center parking lot on North Mississippi Avenue;
- e. Reuse conserves scarce and precious natural resources, diverts a wide variety of materials from the waste stream, gives new life to goods and materials, and is an invaluable tool in helping improve the lives of some of our most vulnerable residents;
- f. Our local ReUse organizations annually divert tens of thousands of pounds of waste from landfills, refurbish more than 15,000 computers and have provided \$10.5 million worth of supplies to local schools since 1999;
- g. *ReUse Week 2010* and *ReUse PDX*, together with the Multnomah County Board of Commissioners and Portland City Council, will work to promote the value of reuse in our community and increase its understanding and practice in Portland and Multnomah County;

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

That June 9<sup>th</sup> through June 15<sup>th</sup>, 2010, shall be observed as ReUse Week in Multnomah County.

ADOPTED this 10<sup>th</sup> day of June, 2010.

BOARD OF COUNTY COMMISSIONERS  
FOR MULTNOMAH COUNTY, OREGON

\_\_\_\_\_  
Jeff Cogen, County Chair

\_\_\_\_\_  
Deborah Kafoury,  
Commissioner District 1

\_\_\_\_\_  
Barbara Willer,  
Commissioner District 2

\_\_\_\_\_  
Judy Shiprack,  
Commissioner District 3

\_\_\_\_\_  
Diane McKeel,  
Commissioner District 4

SUBMITTED BY:  
Jeff Cogen, County Chair



# MULTNOMAH COUNTY AGENDA PLACEMENT REQUEST

(revised 12/31/09)

APPROVED: MULTNOMAH COUNTY  
BOARD OF COMMISSIONERS  
AGENDA # R-9 DATE 6-10-2010  
LYNDA GROW, BOARD CLERK

## Board Clerk Use Only

Meeting Date: 6/10/2010  
Agenda Item #: R-9  
Est. Start Time: 11:05 AM

**Agenda Title:** Order Approving an Exemption to Increase the Amount of the Contract with Dirt & Aggregate Interchange Beyond the 20% Limit for the Installation of Curb and Sidewalk on NE Halsey Street from the Wood Village City Park to NE Birch Avenue.

*Note: If Ordinance, Resolution, Order or Proclamation, provide exact title. For all other submissions, provide a clearly written title sufficient to describe the action requested.*

Requested Meeting Date: June 10, 2010 Amount of Time Needed: 5 minutes  
Department: Community Services Division: Land Use & Trans Program  
Contact(s): ☒ Brian Vincent, PE, County Engineer  
Phone: (503) 988-5050 Ext. 29642 I/O Address: 425/2nd  
Presenter(s): ☒ Patrick Hinds, Program Manager

## General Information

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

Acting as the Public Contracting Review Board, approve an exemption to increase the amount of the Contract with Dirt & Aggregate Interchange beyond the 20% limit for the installation of curb and sidewalk on NE Halsey Street, from the Wood Village City Park to NE Birch Avenue.

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

The County currently has a contract with Dirt & Aggregate Interchange for the Installation of curb and sidewalk on NE Halsey Street from the Wood Village City Park to NE Birch Avenue. The contractor has been awarded one (1) change order to date for increased costs associated with unforeseen conditions discovered during construction. This project was implemented in part to complement another concurrent project on NE Halsey Street funded via the American Recovery and Reinvestment Act of 2009 (ARRA). Between these two projects, there was an approximately 400 ft. of curb section left incomplete. The original intent was to add that 400 ft. to the ARRA project. However, the ARRA project encountered change order work as well and has expended all contingency funding available under that contract. This request would enable execution of a change order to add the 400 ft. of curb and sidewalks to this project and therefore

provide a complete facility on NE Halsey Street. Addition of the work would increase the contract cost by approximately \$30,000, resulting in an overall project increase of 34%. This exemption request is in accord with the requirements of Multnomah County Public Contract Review Board Rule 49-0910.

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

Additional funding is available within the Road Fund to cover these additional costs.

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

None. This work is added using pricing obtained via a competitive bid process that created the original contract.

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

None.

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**Required Signature**

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



**Date: May 25, 2010**

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BEFORE THE BOARD OF COUNTY COMMISSIONERS  
FOR MULTNOMAH COUNTY, OREGON  
ACTING AS THE PUBLIC CONTRACT REVIEW BOARD

ORDER NO. \_\_\_\_\_

Approving an Exemption to Increase the Amount of the Contract with Dirt & Aggregate Interchange beyond the 20% Limit for the Installation of Curb and Sidewalk on NE Halsey Street from the Wood Village City Park to NE Birch Avenue.

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

- a. The Board is acting as the Multnomah County Public Contract Review Board to review, pursuant to PCRB Rule 49-0910, an exemption from the Department of Community Services, to increase the amount of the contract with Dirt & Aggregate Interchange beyond the 20% limit for the installation of curb and sidewalk on NE Halsey Street from the Wood Village City Park to NE Birch Avenue.
- b. The County awarded a contract to Dirt & Aggregate Interchange for the installation of curb and sidewalk on NE Halsey Street from the Wood Village City Park to NE Birch Avenue (Project).
- c. The Project was implemented in part to complement another concurrent project on NE Halsey Street funded via the American Recovery and Reinvestment Act of 2009 (ARRA project). Between these two projects, there was an approximately 400-foot curb section left incomplete. The original intent was to add that 400 feet to the ARRA project. However, the ARRA project encountered change order work as well and has expended all contingency funding available under that contract.
- d. This request would enable execution of a change order to add the 400 feet of curb and sidewalks to the Project and therefore provide a complete facility on NE Halsey Street. Addition of the work would increase the contract cost by approximately \$30,000, resulting in an overall project increase of 34%.
- e. The additional work is within the general scope of the original contract as defined by PCRB Rule 49-0910(2) because it is logically related to the contract work. Prudent contract management and construction practices dictate that the additional work ought to be performed in conjunction with the original contract work; the additional work is located at the same site as the original contract work, and the contract objectively establishes the price for the additional work. The contractor was selected through a formal competitive process; therefore, it is not likely that the field of competition will be affected by the proposed contract amendment.
- f. This exemption request is in accord with the requirements of Multnomah County Public Contract Review Board Rule 49-0910.

**The Multnomah County Board of Commissioners, acting as the Public Contract Review Board Orders:**

The exemption to increase the amount of the contract with Dirt & Aggregate Interchange beyond the 20% limit for the installation of curb and sidewalk on NE Halsey Street from the Wood Village City Park to NE Birch Avenue is approved.

ADOPTED this 10th day of June, 2010.

BOARD OF COUNTY COMMISSIONERS  
FOR MULTNOMAH COUNTY, OREGON

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Jeff Cogen, Chair

REVIEWED:

AGNES SOWLE, COUNTY ATTORNEY  
FOR MULTNOMAH COUNTY, OREGON

By /s/ Matthew O. Ryan  
Matthew O. Ryan, Assistant County Attorney

SUBMITTED BY:

M. Cecilia Johnson, Director  
Department of Community Services



# MULTNOMAH COUNTY AGENDA PLACEMENT REQUEST

(revised 12/31/09)

## Board Clerk Use Only

Meeting Date: \_\_\_\_\_  
Agenda Item #: \_\_\_\_\_  
Est. Start Time: \_\_\_\_\_  
Date Submitted: \_\_\_\_\_

**Agenda Title:** Order Approving an Exemption to Increase the Amount of the Contract with Dirt & Aggregate Interchange Beyond the 20% Limit for the Installation of Curb and Sidewalk on NE Halsey Street from the Wood Village City Park to NE Birch Avenue.

*Note: If Ordinance, Resolution, Order or Proclamation, provide exact title. For all other submissions, provide a clearly written title sufficient to describe the action requested.*

<b>Requested Meeting Date:</b>	June 10, 2010	<b>Amount of Time Needed:</b>	5 minutes
<b>Department:</b>	Community Services	<b>Division:</b>	Land Use & Trans Program
<b>Contact(s):</b>	Brian Vincent, PE, County Engineer		
<b>Phone:</b>	(503) 988-5050	<b>Ext.</b>	29642
<b>Presenter(s):</b>	Patrick Hinds, Program Manager		
<b>I/O Address:</b>	425/2nd		

## General Information

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

Acting as the Public Contracting Review Board, approve an exemption to increase the amount of the Contract with Dirt & Aggregate Interchange beyond the 20% limit for the installation of curb and sidewalk on NE Halsey Street, from the Wood Village City Park to NE Birch Avenue.

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

The County currently has a contract with Dirt & Aggregate Interchange for the Installation of curb and sidewalk on NE Halsey Street from the Wood Village City Park to NE Birch Avenue. The contractor has been awarded one (1) change order to date for increased costs associated with unforeseen conditions discovered during construction. This project was implemented in part to complement another concurrent project on NE Halsey Street funded via the American Recovery and Reinvestment Act of 2009 (ARRA). Between these two projects, there was an approximately 400 ft. of curb section left incomplete. The original intent was to add that 400 ft. to the ARRA project. However, the ARRA project encountered change order work as well and has expended all contingency funding available under that contract. This request would enable execution of a change order to add the 400 ft. of curb and sidewalks to this project and therefore

provide a complete facility on NE Halsey Street. Addition of the work would increase the contract cost by approximately \$30,000, resulting in an overall project increase of 34%. This exemption request is in accord with the requirements of Multnomah County Public Contract Review Board Rule 49-0910.

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

Additional funding is available within the Road Fund to cover these additional costs.

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

None. This work is added using pricing obtained via a competitive bid process that created the original contract.

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

None.

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**Required Signature**

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Elected Official or  
Department/  
Agency Director:

<sup>for KLP</sup>  
BS/BSH M. Cecilia Hanson

Date:

5/25/2010



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**From:** RYAN Matthew O  
**Sent:** Thursday, May 20, 2010 4:39 PM  
**To:** VINCENT Brian S  
**Cc:** SMITH Brian R; KRAMER Cathey M; CAVALLI Sophia; RICKMAN Paula J; KINOSHITA Carol  
**Subject:** FW: Amendment over20% for Dirt and Aggregate

Brian V.,

I asked Carol to review the form; she noted that a contract amendment done earlier this year by Resolution 2010-010 included a statement taken directly from the PCRB Rule 49-910 about the findings necessary to grant the exemption. The new language is added as Resolution Finding "e".

The attached Resolution is approved for submission to the BCC for its consideration.  
Thanks.

Matthew O. Ryan  
Assistant County Attorney  
Office of Multnomah County Attorney  
501 SE Hawthorne Blvd, Suite 500  
Portland, Oregon 97214  
Tel: 503-988-3138; Fax: 503-988-3377  
[matthew.o.ryan@co.multnomah.or.us](mailto:matthew.o.ryan@co.multnomah.or.us)

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-----Original Message-----

**From:** VINCENT Brian S  
**Sent:** Thursday, May 20, 2010 11:19 AM  
**To:** KRAMER Cathey M; RYAN Matthew O  
**Cc:** SMITH Brian R; CAVALLI Sophia; RICKMAN Paula J  
**Subject:** FW: Amendment over20% for Dirt and Aggregate

Matt

Can you please review this APR and Order for approval? Purchasing has reviewed the background discussion and approved.

Trying to get on 9 Jun BOC agenda.

Thanks

Brian S Vincent, P.E.  
County Engineer

Multnomah County Department of Community Services  
Land Use and Transportation Division  
Work: 503-988-5050 x29642  
Cell: 503-784-2859  
FAX: 503-988-3321  
Email: [brian.s.vincent@co.multnomah.or.us](mailto:brian.s.vincent@co.multnomah.or.us)

Continue Postponed  
until 6-17-2010



## MULTNOMAH COUNTY AGENDA PLACEMENT REQUEST

(revised 12/31/09)

### Board Clerk Use Only

Meeting Date: 6/10/2010  
Agenda Item #: R-10  
Est. Start Time: 10:05 AM

**PUBLIC HEARING and Amending Exhibits 2 (Findings) and 3 (Record Index) to Ordinance No. 1161 that Amended Multnomah County Comprehensive Framework Plan; and the Multnomah County Plan and Sectional Zoning Maps Relating to Urban and Rural Reserves, and Declaring an Emergency. Presenter: Chuck Beasley (15 min).**

*Note: If Ordinance, Resolution, Order or Proclamation, provide exact title. For all other submissions, provide a clearly written title sufficient to describe the action requested.*

Requested Meeting Date:	<u>June 3, 2010</u>	Amount of Time Needed:	<u>15 min.</u>
Department:	<u>DCS</u>	Division:	<u>LUP</u>
Contact(s):	<u>Chuck Beasley</u>		
Phone:	<u>503-988-3043</u>	Ext.	<u>22610</u>
		I/O Address:	<u>455/116</u>
Presenter(s):	<u>Chuck Beasley</u>		

### General Information

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

Adopt an amendment to the Urban and Rural Reserves Ordinance No. 2010-1161 to conform the Multnomah County findings in part II of Exhibit 2 to the findings adopted by Clackamas County, Washington County, and Metro.

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

Multnomah County adopted an ordinance amending the County Framework Plan policies and zoning maps designating rural reserves in Ordinance No. 2010-1161 on May 13, 2010. In addition to the plan policies and map, the ordinance included Exhibit 2, a Statement of Reasons for the plan designations, and Exhibit 3, an index of the Multnomah County record supporting designation of reserves. Exhibit 2 contains findings that support the county's decision in part I, and findings that support the regional decision in part II. The regional or "overall" findings in part II describe the extent of both urban and rural reserves in all three counties, and explain why the amount of urban and rural land designated meets the legal requirements in the OAR. Since the findings in Exhibit 2 part II have changed, and since these findings must be identical in all of the ordinances, Multnomah County must re-adopt these findings as a conforming amendment to the ordinance.

The Urban and Rural Reserves process is a new regional approach to managing the Metro region urban form while protecting important farm, forest, and landscape features from urbanization. Adoption of the proposed policies and map is the final phase in the reserves designation process that began after the state legislature adopted enabling legislation in SB 1011(2007) followed by LCDC adoption of Oregon Administrative Rule Division 27 (OAR) in January of 2008. The plan and zoning map in Exhibit 1 identify reserve areas in Multnomah County as part of a process that included collaboration with Washington and Clackamas Counties, Metro, cities, and others. The Reserves process provides greater flexibility to decide what areas around the Portland Metro region are best suited for future urbanization, and the 50 year time horizon will result in greater predictability for where growth is and is not expected to occur. Land outside of the UGB has been studied to inform decisions about how to balance land needed to create great urban communities, to protect lands important to the viability of the agricultural and forest economies of the region, and protection of natural features that define the region.

This amendment is necessary because each county and Metro must adopt the same findings in part II of Exhibit 2 pursuant to the Urban and Rural Reserves Administrative Rule (OAR) provisions in 660-027-008. One or more amendments to the areas designated as urban or rural reserve has been made, and this change must be included in the Exhibit 2 that Multnomah County adopts.

Completion of this amendment is needed to enable the Multnomah County portion of the joint Urban and Rural Reserves decision to be submitted concurrently with the ordinances of Clackamas and Washington Counties, and Metro to LCDC in a timely way. Due to the timeline for submitting to LCDC, this amendment needs to be adopted by emergency.

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

Staff resources and project support for adoption of an ordinance to implement urban and rural reserves is accommodated within existing budget. This IGA with Metro anticipates future county participation in concept planning for areas considered for addition to the UGB, and to participate in a review of the reserves program within 20 years. Resources for these efforts will come from future budgets.

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

No legal or policy issues associated with this ordinance amendment are noted. The Board considered these elements in prior proceedings on this matter.

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

This amendment follows an extensive public involvement program that led to adoption of Ordinance No. 2010-1161. That outreach program followed a regional Coordinated Public Involvement program and a County Public Involvement program. Coordination with affected local governments was been an important element in support of reserves evaluation and decisions. Outreach to the public occurred in a number of ways including newspaper notifications, use of the internet, individual property owner mailings, open house events, public meetings, and public hearings.

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**Required Signature**

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Elected Official or  
Department/  
Agency Director:



Date: 6/3/2010

BEFORE THE BOARD OF COUNTY COMMISSIONERS  
FOR MULTNOMAH COUNTY, OREGON

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

Amending Exhibits 2 (Findings) and 3 (Record Index) to Ordinance No. 1161 that Amended Multnomah County Comprehensive Framework Plan; and the Multnomah County Plan and Sectional Zoning Maps Relating to Urban and Rural Reserves, and Declaring an Emergency

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

- a. The Multnomah County Planning Commission recommended that the Board adopt an Ordinance adding new policies and strategies to the County's Comprehensive Plan and amending the plan and zoning map with respect to urban and rural reserves.
- b. On May 13, 2010, the Board adopted Ordinance No. 1161 relating to urban and rural reserves as recommended by the Planning Commission.
- c. Detailed findings in support of Ordinance 1161 entitled: Reasons for Designating Areas in Multnomah County as Urban Reserves or Rural Reserves; were attached as Exhibit 2 and incorporated by reference. A Record Index listing all the evidence in the County's Record related to Urban and Rural Reserves designations was attached as Exhibit 3.
- d. The legislative changes made by Ordinance 1161 implement an IGA with Metro and complete the reserves designation process that relied on the coordinated efforts of Multnomah, Clackamas and Washington Counties and Metro (Jurisdictions).
- e. Exhibit 2 contains findings that support the county's decision in part I, and findings that support the regional decision in part II. The regional or "overall" findings in part II describe the extent of both urban and rural reserves in all three counties, and explain why the amount of urban and rural land designated meets the legal requirements in Oregon Administrative Rule Division 27.
- f. As the findings in Exhibit 2 part II have been changed by other parties and these findings must be identical in all of the ordinances adopted by the Jurisdictions, it is necessary to adopt the amended findings. The Record Index, Exhibit 3, to Ordinance 1161, is updated to include new evidence submitted to the Board in the hearing leading to adoption of Ordinance 1161.

**Multnomah County Ordains as follows:**

**Section 1.** The amended attached Exhibit 2 entitled: Reasons for Designating Areas in Multnomah County as Urban Reserves or Rural Reserves and Exhibit 3, Record Index listing all the evidence in the County's Record related to Urban and Rural Reserves designations to Ordinance No. 1161, are adopted and incorporated by reference.

**Section 2.** This ordinance, being necessary for the health, safety, and general welfare of the people of Multnomah County, an emergency is declared and the ordinance takes effect upon its signature by the County Chair.

FIRST READING AND ADOPTION:

\_\_\_\_\_  
June 10, 2010

BOARD OF COUNTY COMMISSIONERS  
FOR MULTNOMAH COUNTY, OREGON

\_\_\_\_\_  
Jeff Cogen, Chair

REVIEWED:

AGNES SOWLE, COUNTY ATTORNEY  
FOR MULTNOMAH COUNTY, OREGON

By \_\_\_\_\_  
Sandra N. Duffy, Assistant County Attorney

SUBMITTED BY:  
M. Cecilia Johnson, Director, Department of Community Services

# Multnomah County Urban and Rural Reserves Comprehensive Plan and Zoning Map

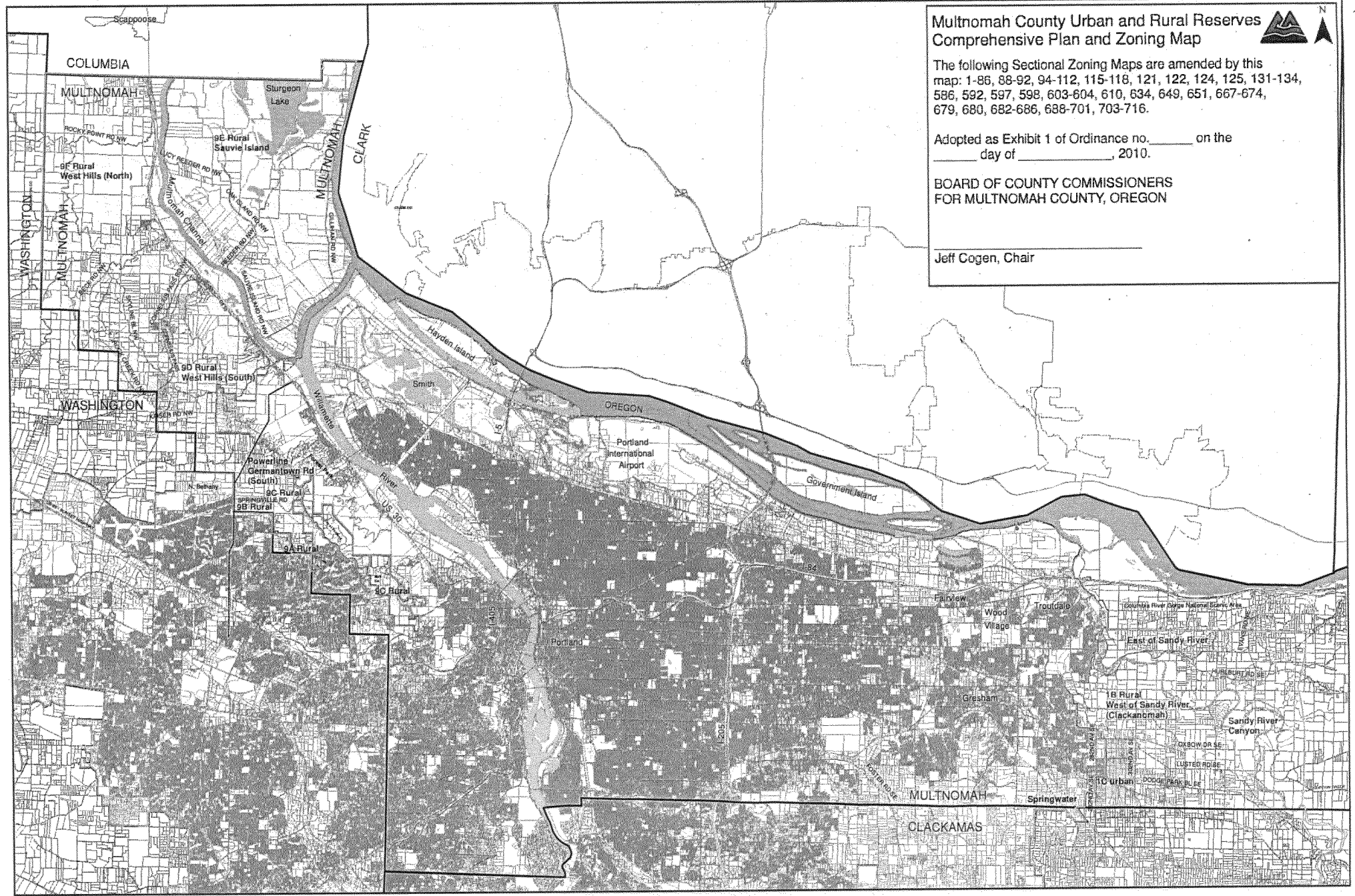


The following Sectional Zoning Maps are amended by this map: 1-86, 88-92, 94-112, 115-118, 121, 122, 124, 125, 131-134, 586, 592, 597, 598, 603-604, 610, 634, 649, 651, 667-674, 679, 680, 682-686, 688-701, 703-716.

Adopted as Exhibit 1 of Ordinance no. \_\_\_\_ on the \_\_\_\_ day of \_\_\_\_, 2010.

BOARD OF COUNTY COMMISSIONERS  
FOR MULTNOMAH COUNTY, OREGON

Jeff Cogen, Chair



Rural Reserve    
  Undesignated    
  Existing Urban Areas  
 Urban Reserve    
 Study Area Boundary

**Part I**  
**Reasons for Designating Areas in Multnomah County as**  
**Urban Reserves or Rural Reserves**

**I. Introduction**

Reserves designations proposed for Multnomah County were developed through analysis of the urban and rural reserves factors by the County's Citizen Advisory Committee (CAC), consideration of the analysis in briefings and hearings before the Multnomah County Planning Commission and Board of County Commissioners, discussion in regional forums including the Reserves Steering Committee, Core 4, and public and government input derived through the county Public Involvement Plan for Urban and Rural Reserves and the regional Coordinated Public Involvement Plan. Record Index #APR Reserves IGA 2/25/10.

The Multnomah County Board appointed a CAC to consider technical analysis of the statutory and administrative rule factors, to make recommendations to County decision makers, and to involve Multnomah County citizens and stakeholders in development of the proposed County reserves plan. The make-up of the 15 member committee was structured to include a balance of citizens with both rural and urban values. The rural members were nominated by County recognized neighborhood organizations from the four affected rural plan areas to the extent possible. The CAC developed a suitability assessment and reserves recommendations in sixteen meetings between May, 2008, and August, 2009.

The approach to developing the proposed reserves plan began with analysis of the study area by the CAC. The county study area was divided into areas corresponding to the four affected county Rural Area Plans, and further segmented using the Oregon Department of Agriculture (ODA) mapping and CAC discussion for a total of nine county subareas. Record Index #Candidate Areas Assessment Methodology and Results 3/16/09. The phases of the CAC work included 1) setting the study area boundary; 2) identification of candidate urban and rural reserve areas; and 3) suitability recommendations based on how the subareas met the urban factors in OAR 660-027-0050 and the rural factors in -0060. The results of the suitability assessment are included in the report provided to the Planning Commission and Board of County Commissioners in August and September of 2009. Record Index #Attachment C BOCC Reserves Hearing 12/10/09.

The Multnomah County Planning Commission considered the CAC results and public testimony in a public hearing in August, 2009, and the Board of County Commissioners conducted a public hearing to forward recommendations to Core 4 for regional consideration in September, 2009. Additional Board hearings, public outreach, and regional discussion resulted in the Intergovernmental Agreement (IGA) between Multnomah County and Metro approved February 25, 2010. The IGA is a preliminary reserves decision that is the prerequisite to this proposed plan amendment as provided in the administrative rule. Record Index # Reserves IGA 3/17/10.



### **III. Urban Reserves in Multnomah County**

#### **Urban Reserve 1C: East of Gresham**

##### **General Description:**

This 855-acre area lies east of and adjacent to the Springwater employment area that was added to the UGB in 2002 as a Regionally Significant Industrial Area (RSIA). Record Index # Attachment C BOCC Reserves Hearing 12/10/09 pgs 52, 54 and Gresham City Council President Richard Strathern letter 10/21/09. It is bounded by Lusted Rd on the north, SE 302<sup>nd</sup> Ave. and Bluff Rd. on the east, and properties on the north side of Johnson Creek along the south edge. The entire area is identified as Foundation Agricultural Land.

However, the urban reserve area contains three public schools within the Gresham Barlow School District that were built prior to adoption of the statewide planning goals. It also includes the unincorporated rural community of Orient. The area is the most suitable area proximate to Troutdale and Gresham to accommodate additional growth of the Springwater employment area and is the only area adjacent to the UGB on the northeast side of the region with characteristics that make it attractive for industrial use.

##### **How Urban Reserve 1C Fares Under the Factors:**

The urban factors suitability analysis produced by the CAC and staff ranked this area as medium on most factors. The analysis notes that there are few topographic constraints for urban uses, including employment, that the existing rural road grid integrates with Gresham, and that it is near employment land within Springwater that has planned access to US Highway 26. Concern about minimizing adverse effects to farming was noted, although this factor was ranked medium also.

The rural reserve suitability assessment generally considers the larger Foundation Agricultural Land area between Gresham/Troutdale and the Sandy River Canyon as a whole. The analysis notes the existence of scattered groups of small parcels zoned as exception land in the southwest part of the area, including the Orient rural community. The lack of effective topographic buffering along the Gresham UGB, and the groups of small parcels in the rural community contributed to a "medium" ranking on the land use pattern/buffering factor (2)(d)(B). The CAC found the area as highly suitable for rural reserve, and indicated that the north half of the area was most suitable for urban reserve if needed.

##### **Why This Area was Designated Urban Reserve:**

This area was ranked as the most suitable for urbanization in Multnomah County in the suitability assessment. Gresham indicated its ability and desire to provide services to this area primarily for employment. The area is also suitable for continued agricultural use. However, as noted above, the presence of the Orient community, areas of small parcels, and lack of topography that buffers the area from adjacent urban development make this the most appropriate area for urbanization.

Additional support for urban/industrial designation in this general area was received from several sources including Metro in the Chief Operating Officer's report, the State of Oregon agency letter, and Port of Portland. Record Index # Metro COO Recommendation 9/15/09

provide potential expansion for future land needs identified by the city. The Government Islands group remains rural land since it already has long term protection from urbanization in the form of a long-term lease between the Port of Portland and Oregon Parks and Recreation, and the Jewell Lake mitigation site. Record Index # Attachment C BOCC Reserves Hearing 12/10/09 pgs 30 through 34 and 42 through 54.

Areas 9A through 9F West Multnomah County

This map area includes the north portion of the regional study area. Subareas studied by the CAC in the suitability assessment include NW Hills North (Area 5), West Hills South (Area 6), Powerline/Germantown Road-South (Area 7), Sauvie Island (Area 8), and Multnomah Channel (Area 9). Record Index # Attachment C BOCC Reserves Hearing 12/10/09 pgs 55 through 96.

Area 9A – 9C Powerlines/Germantown Road-South

General Description:

This area lies south of Germantown Road and the power line corridor where it rises from the toe of the west slope of the Tualatin Mountains up to the ridge at Skyline Blvd. Record Index # Attachment C BOCC Reserves Hearing 12/10/09 pgs 73 - 84. The north edge of the area is the start of the Conflicted Agricultural Land section that extends south along the Multnomah/Washington county line to the area around Thompson Road and the Forest Heights subdivision in the city of Portland. The area is adjacent to unincorporated urban land in Washington County on the west, and abuts the City of Portland on the east. Most of the area is mapped as Important Landscape Features that begin adjacent to Forest Park and continue west down the slope to the County line. Record Index # map NFLI 4 7/29/09. The area is a mix of headwaters streams, upland forest and open field wildlife habitat.

How Rural Reserve 9A - 9C Fares Under the Factors:

The CAC ranked the area “medium-high suitability” for rural reserve after considering important landscape features mapping, Metro’s designation as a target area for public acquisition through the parks and greenspaces bond program, the extensive County Goal 5 protected areas, Metro Title 13 habitat areas, proximity to Forest Park, and local observations of wildlife use of the area. Record Index# Metro Greenspaces Acquisition Refinement Plan and Maps, Zoning Map SEC NW Hills South, map Metro Regionally Significant Fish and Wildlife Habitat, USGS Map with Wildlife Sightings FPNA. The CAC further ranked factors for sense of place, ability to buffer urban/rural interface, and access to recreation as high. While there was conflicting evidence regarding capability of the area for long-term forestry and agriculture, the CAC ranked the area as medium under this factor. Record Index # Attachment C BOCC Reserves Hearing 12/10/09 pgs 73 - 83. The county agrees that the west edge of area 9B defines a boundary between urbanizing Washington County and the landscape features to the east in Multnomah County. Elements that contribute to this edge or buffer include the power line right-of-way, Multnomah County wildlife habitat protection, planned Metro West Side Trail and Bond Measure Acquisition Areas, and the urban-rural policy choices represented by the county line. Record Index # J.Emerson email 4/16/09, map West Side Trails, and City of Portland 1/11/09 letter pg 4.

The proposed rural reserve designation for all of area 9A – 9C recognizes and preserves the landscape features values that are of great value to the county. Record Index # BOCC 2/25/10 Hearing. The small scale agriculture and woodlots should be able to continue and provide local amenities for the area. Rural reserve for this area is supported not only by the weight of responses from the public, but by the Planning Commission and the regional deliberative body MPAC as well. Record Index # Area 9B Survey Responses, PC 8/10/09 meeting minutes and MPAC 2/1/10 meeting record.

#### 9D and 9F – West Hills North and South, Multnomah Channel

##### General Description:

This area extends from the Powerlines/Germantown Rd. area northward to the county line, with Sauvie Island and the west county line as the east/west boundaries. All of the area is proposed as rural reserve. Agricultural designations are Important Agricultural Land in 9D, and Foundation Agricultural Land in area 9F. All of area 9D is within three miles of the UGB, and the three mile line from Scappoose extends south to approximately Rocky Point Road in area 9F.

##### *How Rural Reserve 9D and 9F Fare Under the Factors:*

All of the Multnomah Channel area is an important landscape feature, and the interior area from approximately Rocky Point Rd. south to Skyline Blvd. is a large contiguous block on the landscape features map. Record Index # map Natural Landscape Features Inventory 4 7/29/09. This interior area is steeply sloped and heavily forested, and is known for high value wildlife habitat and as a wildlife corridor between the coast range and Forest Park. It is also recognized as having high scenic value as viewed from both east Portland and Sauvie Island, and from the US Highway 26 corridor on the west. Landscape features mapping south of Skyline includes both Rock Creek and Abbey Creek headwaters areas that abut the city of Portland on the east and follow the county line on the west.

The potential for urbanization north of the Cornelius Pass Rd. and Skyline intersection in area 9D, and all of 9F, was ranked by the CAC as low. Limitations to development in the Tualatin Mountains include steep slope hazards, difficulty to provide urban transportation systems, and other key services of sewer and water. Areas along Multnomah Channel were generally ranked low due to physical constraints including the low lying land that is unprotected from flooding. Additional limitations are due to the narrow configuration of the land between US Highway 30 and the river coupled with extensive public ownership, and low efficiency for providing key urban services. Record Index # Attachment C BOCC Reserves Hearing 12/10/09 pgs 91 - 96. Subsequent information suggested some potential for urban development given the close proximity of US Highway 30 to the area.

##### *Why This Area was Designated Rural Reserve:*

This area is proposed for rural reserve even though urbanization potential is low. Of greater importance is the high sense of place value of the area. The significant public response in favor of rural reserve affirms the CAC rankings on this factor. In addition, the high value wildlife habitat connections to Forest Park and along Multnomah Channel, the position of this

reserve areas and engage the public. Record Index # RSC Post Meeting Packet 3/14/08, and BOCC Resolution to form CAC and Appointment of CAC 5/1/08.

Multnomah County incorporated the Coordinated Public Involvement Plan into the plan followed for the county process, and this plan was reviewed by the Multnomah County Office of Citizen Involvement Board. Record Index # CAC 2 Mult Co PI Plan 3/5/08. In addition to providing opportunity for public involvement listed below, the county plan incorporated a number of tools including internet pages with current and prior meeting agendas and content, web surveys, mailed notices to property owners, email meeting notifications, news releases and meeting and hearing notices, neighborhood association meetings, and an internet comment link.

Key phases of the project in Multnomah County included:

- The Multnomah County Reserves Citizen Advisory Committee (CAC) developed their suitability assessments and recommendations in 16 public meetings between May 2008 and July 30, 2009. Record Index # CAC Agendas Compiled. The Planning Commission conducted a hearing on Aug 10, 2009 to consider the CAC suitability recommendations and recommendations for reserve designations in the county. Record Index # PC 8/10/10 hearing staff report, and minutes. Consensus of the Planning Commission endorsed the CAC recommendations.
- The Board adopted Resolution No. 09-112 at their September 10, 2009 public hearing, forwarding to Core 4 and the Reserves Steering Committee, urban and rural reserves suitability recommendations developed by the Multnomah County (CAC). Record Index # BOCC Hearing 9/10/09. The Board focused on suitability of areas for reserves rather than on designations of urban and rural reserves pending information about how much growth can occur within the existing UGB and how much new land will be sufficient to accommodate long term growth needs.
- The Board adopted Resolution No. 09-153 at their December 10, 2009 public hearing, forwarding to Core 4, recommendations for urban or rural reserve for use in the regional public outreach events in January 2010. Record Index # BOCC Hearing 12/10/09. These recommendations were developed considering public testimony and information from the Regional Steering Committee stakeholder comment, discussion with Multnomah County cities, and information and perspectives shared in Core 4 meetings. Record Index # Testimony BOCC R5 12/10/09, APR Form 11/25/09 and Core 4 Packet 12/4/09.
- The Board approved the IGA with Metro at a public hearing on February 25, 2010. Record Index# BOCC Hearing 2/25/10 Exhibit A [recordings and documents]. Additional public and agency input was considered in deliberations including results of the January public outreach, results of deliberations by the regional Metropolitan Planning Advisory Committee, and interested cities.

Public outreach included three region wide open house events and on-line surveys. The first was conducted in July of 2008 to gather input on the Reserves Study Area Map. Record Index

Strathern letter 2/25/09. There should be some rural reserve east of the city, the region should minimize UGB expansions, and the City wants to focus on areas within the current UGB. The City provided a follow up letter dated 10/24/09 requesting urban reserve between SE 302nd and the Gresham UGB. Record Index # BOCC 12/10/09 Hearing. That area is shown as urban reserve on the proposed reserves plan map.

- Portland – City coordination efforts have occurred regarding potential reserve designations, particularly along the west edge of Multnomah County. Focus has been on the efficiency of providing urban services, and how governance services could be provided by the City. The City has indicated that the county line is an appropriate urban/rural edge, has identified service difficulties, the importance of landscape features in the area, and stated their interest in focusing limited resources on existing centers, and corridors and employment areas rather than along the west edge of the County. Therefore Portland recommended rural reserve for this area.
- Troutdale – Troutdale requested approximately 775 acres of land for expansion, including the area north of Division and east out to 302<sup>nd</sup> Ave., indicating a need for housing land and ability to provide services to the area. Record Index # PC Hearing 8/10/09 R.Faith memo 8/10/09. The proposed plan map leaves an approximately 187 acre area adjacent to the city without reserves designation. Proposed Policy 5 provides for a review of the reserves plan that can consider this and other areas in the region 20 years after the plan is adopted.

Additional agency coordination efforts related to Multnomah County reserves that occurred in addition to the regional process included Port of Portland, City of Scappoose, Sauvie Island Drainage District, and East and West Multnomah Soil and Water Conservation Districts. Record Index # CAC 8 T.Boullion 2/26/09, CAC 12 B.Varricchione 5/7/09, CAC 9 J.Townsley 3/25/09, and CAC 6 Farm/Forest TAC 12/9/08.

### GOAL 3: AGRICULTURAL LANDS

*To preserve and maintain agricultural lands.*

Agricultural lands in the county are protected for farm use by existing zoning and plan policies, and these are unchanged by the proposed amendments. The proposed policies and map add a new element, rural reserve, that ensures protection from urbanization of farmland important to the long-term viability of agriculture in the County. This protection is consistent with the goal of maintaining agricultural lands for farm use.

### GOAL 4: FOREST LANDS

*To conserve forest lands by maintaining the forest land base and to protect the state's forest economy by making possible economically efficient forest practices that assure the continuous growing and harvesting of forest tree species as the leading use on forest land consistent with sound management of soil, air, water, and fish and wildlife resources and to provide for recreational opportunities and agriculture.*

**GOAL 9: ECONOMIC DEVELOPMENT**

*To provide adequate opportunities throughout the state for a variety of economic activities vital to the health, welfare, and prosperity of Oregon's citizens.*

The proposed urban reserve east of Gresham includes land that has potential to support additional economic development. Record Index # Attachment C BOCC Reserves Hearing 12/10/09 pg 52. This puts in place the potential for greater diversity of economic development in this area while minimizing loss of economically important farm land consistent with this goal.

**GOAL 10: HOUSING**

*To provide for the housing needs of citizens of the state.*

The proposed reserves plan increases potential for additional housing opportunity by designating additional land as urban reserve consistent with this goal. Record Index # Attachment C BOCC Reserves Hearing 12/10/09 pgs 51 - 54.

**GOAL 11: PUBLIC FACILITIES AND SERVICES**

*To plan and develop a timely, orderly and efficient arrangement of public facilities and services to serve as a framework for urban and rural development.*

The reserves factors analysis used in consideration of urban reserve included assessment of how efficiently the key public facilities could be provided to potential reserve areas. Record Index # Attachment C BOCC Reserves Hearing 12/10/09 pgs 51 - 54. Further, the 50 year urban reserve plan allows service planning to occur over a longer time frame. These elements support timely orderly and efficient provision of services consistent with this goal.

**GOAL 12: TRANSPORTATION**

*To provide and encourage a safe, convenient and economic transportation system.*

The proposed reserves plan policies and map do not cause any change to the County rural transportation system. Transportation planning to support urban uses within the proposed urban reserve east of Gresham will occur at the concept planning stage prior to including areas within the UGB. The relative efficiency of providing adequate transportation services in potential reserve areas was considered in the factors analysis. The proposed plan policies and map are consistent with Goal 12.

**GOAL 13: ENERGY CONSERVATION**

*To conserve energy.*

The evaluation of the suitability of land for urban reserve took into account the potential for efficient transportation and other infrastructure, and sites that can support walkable, well-connected communities. These are energy conserving approaches to urban development, and the proposed urban reserve ranks moderately well on these factors and is consistent with this goal. Record Index # Attachment C BOCC Reserves Hearing 12/10/09 pgs 51 - 54.

## **Part II**

### **Reasons for Designations of Urban and Rural Reserves**

#### **I. Background**

The 2007 Oregon Legislature authorized Metro and Clackamas, Multnomah and Washington Counties ("partner governments") to designate urban reserves and rural reserves following the process set forth in ORS 195.137 – 195.145 (Senate Bill 1011) and implementing rules adopted by the Land Conservation and Development Commission (LCDC) (OAR 660 Division 27). The Legislature enacted the new authority in response to a call by local governments in the region to improve the methods available to them for managing growth. After the experience of adding over 20,000 acres to the regional urban growth boundary (UGB) following the soil-capability-based priority of lands in ORS 197.298, cities and the partner governments wanted to place more emphasis on the suitability of lands for sustainable urban development, longer-term security for agriculture and forestry outside the UGB, and respect for the natural landscape features that define the region.

The new statute and rules make agreements among the partner governments a prerequisite for designation of urban and rural reserves. The remarkable cooperation among the local governments of the region that led to passage of Senate Bill 1011 and adoption of LCDC rules continued through the process of designation of urban reserves by Metro and rural reserves by Clackamas, Multnomah and Washington Counties. The partners' four ordinances are based upon the formal intergovernmental agreements between Metro and each county that are part of our record, developed simultaneously following long study of potential reserves and thorough involvement by the public.

#### **II. Overall Conclusions about the Designated Urban and Rural Reserves**

Metro Ordinance No. 10-1238 designates 28,165 gross acres as urban reserves, including urban reserves in each county. These lands are now first priority for addition to the region's UGB when the region needs housing or employment capacity. As indicated in new policy in Metro's Regional Framework Plan in Exhibit A to the ordinance, the urban reserves are intended to accommodate population and employment growth for 50 years, to year 2060.

Clackamas County Ordinance No. \_\_\_\_\_ designates 70,560 acres as rural reserves in Clackamas County. Multnomah County Ordinance No. \_\_\_\_\_ designates 49,882 acres as rural reserves in Multnomah County. Washington County Ordinance No. \_\_\_\_ designates 151,666 acres as rural reserves in that county. As indicated in new policies in the Regional Framework Plan and the counties' Comprehensive Plans, these rural reserves – 272,048 acres in total - are now protected from urbanization for 50 years. Staff Report, June 3, 2010, Metro Rec. \_\_\_\_\_. The governments of the region have struggled with the urban-farm/forest interface, always searching for a "hard edge" to give farmers and foresters some certainty to encourage investment in their businesses. No road, stream or floodplain under the old way of expanding the UGB offers the long-term certainty of the edge of a rural reserves with at least a 50-year

and Important Agricultural Lands includes land that is "exception land" no longer protected for agriculture for farming. Of the 28,165 acres designated urban reserves, some 10,502 acres are zoned EFU. Even including the 2,773 acres of these EFU lands that are classified by ODA as "conflicted", these 10,502 acres represent four percent of all land zoned EFU in the three counties. If the "conflicted" acres are removed from consideration, the percentage drops to less than three percent. Staff Report, June 3, 2010, Metro Rec. \_\_\_\_.

~~If the region's effort to contain urban development within the existing UGB and these urban reserves for the next 50 years is successful, the region will have accommodated an estimated \_\_\_\_ percent increase in population on an 11 percent increase in the area now within the UGB.~~  
If the region's effort to contain urban development within the existing UGB and these urban reserves for the next 50 years is successful, the UGB will have accommodated an estimated 74 percent increase in population on an 11-percent increase in the area within the UGB. No other region in the nation can demonstrate this growth management success. Most of the borders of urban reserves are defined by a 50-year "hard edge" of 272,048 acres designated rural reserves, nearly all of which lies within five miles of the existing UGB. Of these rural reserves, approximately 253,991 acres are Foundation or Important Agricultural Land. Staff Report, June 3, 2010, Metro Rec. \_\_\_\_.

Why did the region designate *any* Foundation Agricultural Land as urban reserve? The explanation lies in the geography and topography of the region, the growing cost of urban services and the declining sources of revenues to pay for them, and the fundamental relationships among geography, topography and the cost of services. The region aspires to build "great communities." Great communities are those that offer residents a range of housing types and transportation modes from which to choose. Experience shows that compact, mixed-use communities with fully integrated street, pedestrian, bicycle and transit systems offer the best range of housing and transportation choices. *State of the Centers: Investing in Our Communities*, January, 2009. Metro Rec. \_\_\_\_.

The urban reserves factors in the reserves rules derive from work done by the region to identify the characteristics of great communities. Urban reserve factors (1), (3), (4), and (6)<sup>2</sup> especially aim at lands that can be developed in a compact, mixed-use, walkable and transit-supportive pattern, support by efficient and cost-effective services. Cost of services studies tell us that the best geography, both natural and political, for compact, mixed-use communities is relatively flat, undeveloped land. *Core 4 Technical Team Preliminary Analysis Reports for Water, Sewer and Transportation; Regional Infrastructure Analysis*, Metro Rec. \_\_\_\_.

The region also aspires to provide family-wage jobs to its residents. Urban reserve factor (2) directs attention to capacity for a healthy economy.<sup>3</sup> Certain industries the region wants to

<sup>2</sup> (1) Can be developed at urban densities in a way that makes efficient use of existing and future public and private infrastructure investments;

(3) Can be efficiently and cost-effectively service with public schools and other urban-level public facilities and services by appropriate and financially capable providers;

(4) Can be designed to be walkable and service with a well-connected system of streets, bikeways, recreation trails and public transit by appropriate services providers;

(6) Includes sufficient land suitable for a range of needed housing types.

<sup>3</sup> (2) Includes sufficient development capacity to support a healthy economy.



Second, much of the Important and some Conflicted Agricultural Lands are separated from the UGB by, or include, important natural landscape features:

- East of Sandy: the Sandy River Canyon and the county's scenic river overlay zone
- Eagle Creek and Springwater Ridge: the bluffs above the Clackamas River
- Clackamas Heights (portion closest to UGB): Abernethy Creek
- South of Oregon City: steep slopes drop to Beaver Creek
- West Wilsonville: Tonquin Scablands
- Bethany/West Multnomah: Forest Park and stream headwaters and courses.

Urban reserve factors (5), (7) and (8)<sup>4</sup> seek to direct urban development away from important natural landscape features and other natural resources.

Third, much of the Important and Conflicted Agricultural Lands rate lower against the urban reserves factors in comparison to areas designated urban reserve, or remain undesignated for possible designation as urban reserve if the region's population forecast proves too low.<sup>5</sup>

- Clackamas Heights
- East Wilsonville
- West Wilsonville
- Southeast of Oregon City
- Southwest of Borland Road
- Between Wilsonville and Sherwood

Lastly, some of the Important and Conflicted Agricultural Lands lies adjacent to cities in the region that have their own UGBs and want their own opportunities to expand over time:

- Estacada
- Sandy

These reasons are more fully set forth in the explanations for specific urban and rural reserves in section VI.

The record of this two and one-half-year effort shows that not every partner agreed with all urban reserves in each county. But each partner agrees that this adopted system of urban and

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<sup>4</sup> (5) Can be designed to preserve and enhance natural ecological systems;

(7) Can be developed in a way that preserves important natural landscape features included in urban reserves;

(8) Can be designed to avoid or minimize adverse effects on farm and forest practices, and adverse effects on important natural landscape features, on nearby land including land designated as rural reserves.

<sup>5</sup> "Retaining the existing planning and zoning for rural lands (and not applying a rural or an urban reserves designation) is appropriate for lands that are unlikely to be needed over the next 40 years, or (conversely) that are not subject to a threat of urbanization." Letter from nine state agencies to the Metro Regional Reserves Steering Committee, October 14, 2009, page 15.

Later in the fall, each elected body held hearings to hear directly from their constituents on proposed urban and rural reserves. Public involvement included six open houses, three Metro Council hearings around the region and a virtual open house on the Metro web site, all providing the same maps, materials and survey questions.

Following this public involvement, the Core 4 submitted its final recommendations to the four governments on February 8, 2010. The recommendation included a map of proposed urban and rural reserves, showing reserves upon which there was full agreement (the large majority of proposed reserves) and reserves upon which disagreements were not resolved. The Core 4 proposed that these differences be settled principally in bilateral discussions between each county and Metro, the parties to the intergovernmental agreements (IGAs) required by ORS 195.141. Over the next two weeks, the Metro Council reached agreement on reserves with each county. By February 25, 2010, Metro had signed an IGA with Clackamas, Multnomah and Washington counties. Metro Rec.\_\_\_\_.

The IGAs required each government to amend its plan to designate urban (Metro) or rural (counties) reserves and protect them for their intended purposes with plan policies. The IGAs also set times for final public hearings on the IGA recommendations and adoption of ordinances with these plan policies in May and June. The four governments understood that the IGAs and map of urban and rural reserves were not final decisions and, therefore, provided for final adjustments to the map to respond to public comment at the hearings. By June 3, 2010, the four governments had adopted their reserves ordinances, including minor revisions to the reserves map.

#### Public Involvement

From its inception, the reserves designation process was designed to provide stakeholders and the public with a variety of ways to help shape the process and the final outcome. Most significantly, the decision process required 22 elected officials representing two levels of government and 400,000 acres of territory to craft maps and agreements that a majority of them could support. These commissioners and councilors represent constituents who hold a broad range of philosophical perspectives and physical ties to the land. Thus, the structure of the reserves decision process provided motivation for officials to seek a final compromise that met a wide array of public interests.

In the last phase of the reserve process – adoption of ordinances that designate urban and rural reserves - each government followed its established procedure for adoption of ordinances: notice to citizens; public hearings before its planning commission (in Metro's case, recommendations from the Metro Planning Advisory Committee) and public hearings before its governing body. But in the more-than-two years leading to this final phase, there were additional advisory bodies established.

The RSC began its work in early 2008. RSC members were expected to represent social and economic interests to the committee and officials and to serve as conduits of communication back to their respective communities. In addition, RSC meetings were open to the public and provided an additional avenue for citizens to voice their concerns—either by asking that a

#### **IV. Amount of Urban Reserves**

##### **Forecast**

Metro developed a 50-year "range" forecast for population and employment that was coordinated with the 20-year forecast done for Metro's UGB capacity analysis, completed in December, 2009. The forecast is based on national economic and demographic information and is adjusted to account for regional growth factors. The partner governments used the upper and lower ends of the 50-year range forecast as one parameter for the amount of land needed to accommodate households and employment. Instead of aiming to accommodate a particular number of households or jobs within that range, the partners selected urban reserves from approximately 400,000 acres studied that best achieve the purposes established by the Land Conservation and Development Commission [set forth in OAR 660-027-0005(2)] and the objectives of the partner governments.

##### **Demand and Capacity**

Estimating land demand over the next 50 years is difficult as a practical matter and involves much uncertainty. The Land Conservation and Development Commission (LCDC) recognizes the challenge of estimating long-term need even for the 20-year UGB planning period. In the section of OAR Division 24 (Urban Growth Boundaries) on "Land Need", the Commission says:

"The 20-year need determinations are estimates which, although based on the best available information and methodologies, should not be held to an unreasonably high level of precision."

OAR 660-024-0040(1). The uncertainties loom much larger for a 40 to 50-year estimate. Nonetheless, Metro's estimate of need for a supply of urban reserves sufficient to accommodate housing and employment to the year 2060 is soundly based in fact, experience and reasonable assumptions about long-range trends.

The urban reserves estimate begins with Metro's UGB estimate of need for the next 20 years in its *Urban Growth Report 2009-2030*, September 15, 2009 (adopted December 17, 2009). Metro Rec. \_\_. Metro relied upon the assumptions and trends underlying the 20-year estimate and modified them where appropriate for the longer-term reserves estimate, and reached the determinations described below.

The 50-year forecast makes the same assumption on the number of households and jobs needed to accommodate the population and employment coming to the UGB from the seven-county metropolitan statistical area (MSA) as in the *Urban Growth Report*: approximately 62 percent of the MSA residential growth and 70 percent of the MSA employment growth will come to the metro area UGB. *COO Recommendation, Urban Rural Reserves, p. 11*, Metro Rec. \_\_.

Metro estimates the demand for new dwelling units within the UGB over the next 50 years to be between 485,000 and 532,000 units. *COO Recommendation, Urban Rural Reserves, Appendix 3E-C*. Metro Rec. \_\_. Metro estimates between 624,300 and 834,100 jobs will

*COO Recommendation, Urban Rural Reserves, Appendix 3E-C, pp. 6-7; Staff Report, June 3, 2010, Metro Rec.\_\_\_\_.*

Metro also assumed greater efficiencies in use of employment lands over the next 50 years. The emerging shift of industrial activity from production to research and development will continue, meaning more industrial jobs will be accommodated in high- floor-to-area-ratio (FAR) offices rather than low-FAR general industrial space. This will reduce the need for general industrial and warehouse building types by 10 percent, and increase the need for office space. Office space, however, will be used more efficiently between 2030 and 2060, reducing that need by five percent. Finally, the analysis assumes a 20-percent increase in FARs for new development in centers and corridors, but no such increase in FARs in industrial areas. *COO Recommendation, Urban Rural Reserves, Appendix 3E-D, p. 4; Staff Report, June 3, 2010, Metro Rec.\_\_\_\_.*

These assumptions lead to the conclusion that 28,165 acres of urban reserves are needed to accommodate \_\_\_\_\_ people and \_\_\_\_\_ jobs over the 50-year reserves planning period to 2060. *COO Recommendation, Urban Rural Reserves, Appendix 3E, p. 6-7 Staff Report, June 3, 2010, Metro Rec.\_\_\_\_.* The nine state agencies that served on the Reserves Steering Committee said the following about the amount of urban land the region will need over the long-term:

“The state agencies support the amount of urban reserves recommended by the Metro COO. That recommendation is for a range of between 15,000 and 29,000 acres. We believe that Metro and the counties can develop findings that, with this amount of land, the region can accommodate estimated urban population and employment growth for at least 40 years, and that the amount includes sufficient development capacity to support a healthy economy and to provide a range of needed housing types.” *Letter to Metro Regional Steering Committee, October 14, 2009, Metro Rec.\_\_\_\_.*

Based upon the assumptions described above about efficient use of land, the four governments believe the region can accommodate 50 years’ worth of growth, not just 40 years’ of growth.

## **V. Implementing Urban Reserves**

To ensure that urban reserves ultimately urbanize in a manner consistent with the Regional Framework Plan, Ordinance No. 10-1238 amended Title 11 (Planning for New Urban Areas) (Exhibit D) of Metro’s Urban Growth Management Functional Plan to require planning of areas of urban reserve prior to inclusion into the UGB. Title 11 now requires a “concept plan” for an urban reserve area prior to UGB expansion. A concept plan must show how development would achieve specified outcomes. The outcomes derive from the urban reserve factors in OAR 660-027-0050, themselves based in part on the characteristics of “great communities” identified by local governments of the region as part of Metro’s “Making the Greatest Place” initiative. Title 11 sets forth the elements of a concept plan, including:

**Board of County Commissioners Document Index for Rural and Urban Reserve Candidate Areas**

Meeting / Hearing Date	Document Date	Description
	6/1/2009	Portland Urban Service Boundary Maps
	6/1/2009	Map 1, 2, 3, 4
	4/21/2009	Prime Farmland west of Sandy, current land use west of Sandy, clackanomah boundary north
	9/8/2009	Director of Community Development Department Communication relaying the Council's desires
	3/20/2009	NW Hills area map clarification
	7/6/2009	Sewers Efficiency ratings refinement NW Hills
	4/13/2009	Sewers Expert Group mtg
	3/12/2009	New urban reserves considered for Johnson Creek Watershed
	2/23/2009	Mult Co CAC Meeting draft Agenda
	6/3/2009	Urban Candidate Areas Design Workshop results
	9/11/2009	Councilor Strathern Concerns
	11/12/2009	Gresham Urban Reserve request ltr
	2/12/2009	Sewer Water Transportation preliminary suitability
	6/11/2009	Urban Factors evaluation matrix
	1/5/2009	Reserves Coordination
	2/14/2009	Reserves Coordination Mult Co Cities mtg
	2/25/2009	Reserves ltr
	11/2/2009	Gresham testimony to Reserves Steering Committee 11.12.09
	8/10/2009	Draft Urban evaluation in NW Hills - Clay 81009 doc
	6/12/2009	Beaverton Portland Urban Service Map
	3/5/2009	CAC#8 Meeting Summary draft_PC(3) doc
	11/16/2009	Cedar Creek Community 10.15 Comments to PDX 11.16.09
	8/17/2009	Lower Springville edges documentation
	5/20/2009	Request for Urban Service Staff Contact P&D follow-up, Unified city position on West Forest Park Development Concept Plan Proposal
	3/19/2009	Reserves - Forest Heights
	6/1/2009	map 2
	6/1/2009	map 3
	8/18/2009	NW Hills Candidate Areas Evaluation Memo CB
	8/18/2009	NW Hills Candidate Areas Evaluation Memo CB repl 8.18.09
	3/6/2009	PDX Reserves Request ltr
	11/5/2009	Portland Multnomah Capacity and Track Record on Growth & Change per UGR
	3/12/2009	ORS Suitability Criteria
	3/2/2009	Reserves - Request for City Assistance
	3/12/2009	ORS Suitability Criteria
	2/19/2009	Mult Co CAC Meeting - Aspirations
	3/2/2009	Reserves - Request for City Assistance
	3/10/2009	Assistance re Water Sewer Transportation Services
	7/14/2009	Area 93 - Portland Connection
	6/15/2009	Beaverton Portland Urban Service Map
	8/12/2009	Draft Urban evaluation in NW Hills - Clay 81009 doc
	6/1/2009	Map & Metro Ordinance 97-665C
	4/17/2009	Mult Co Reserves concerns about process
	8/21/2009	Candidate Areas Evaluation Memo CB repl 8.21.09
	4/7/2009	Assistance re Sewer Suitability for Sauvie Island
	1/26/2009	Growth Allocation Scenarios
	3/26/2009	Mult Co CAC Meeting Check In
	1/9/2009	Mult Co Portland Coordination
	8/5/2009	Recommendations for August 10 PC Hearing
	11/4/2009	Subregional Population & Employment Capacity
	3/11/2009	Reserves Assistance Follow Up
	10/27/2009	Reserves City of Beaverton
	2/4/2009	Reserves Coordination - Mult Co Cities Meeting Monday Feb 23
	3/19/2009	Water Sewer Transportation First Screen Assessment
	5/14/2009	Rural Reserves (North of HWY 26)
	2/12/2009	Transportation Suitability Mapping in NW Hills
	9/9/2009	Urgent Letter from Beaverton - indicates Beaverton's interest in area east of Bethany
	1/9/2009	Mult Co Portland Coordination
	3/2/2009	Request for City Assistance - PDX Reserves req draft 2
	6/1/2009	Urban Candidate Areas Design Workshop results
	10/27/2009	City of Beaverton Doyle ltr to PDX 10.27.09 - Design Workshop Scope
	11/17/2009	Matt Wellner Letter to PDX 11.16.09

**Board of County Commissioners Document Index for Rural and Urban Reserve Candidate Areas**

Meeting / Hearing Date	Document Date	Description
	2/1/2007	Final Natural Landscape Features Inventory "New Look"
	2/1/2007	Final state "Identification & Assessment of Long-Term Commercial Viability of Metro Region Ag Lands" submitted to Metro
	1/29/2008	"Criteria for Consideration of Forestlands within Future Rural Reserves" version 1.4
5/1/2008	5/1/2008	Agenda, overview, protocols, work plan
	5/1/2008	Purpose and charge
	5/1/2008	Discussion draft Protocols
	5/1/2008	Sign in sheet
		CAC Members and staff contact sheet
	3/26/2008	Main Path Work Program
	3/12/2008	Work Program Overview
	4/29/2008	.ppt Intro to Urban and Rural Reserves
		RSC members and schedule
		Key Milestones Chart
		Road Map for Making the Greatest Place
		Identification and Assessment of the Long Term Viability of Metro Region Agricultural Lands 2007
		Natural Landscape Features Inventory - map and text
		Great Communities Final Report
		OAR Division 27 and SB 1011
6/12/2008	6/12/2008	Agenda, charge/protocols, OAR factors, Broad study area, issues to consider, public involvement
		5/1/08 Meeting summary
	5/1/2008	CAC Charge
	6/12/2008	CAC Protocols draft
	3/20/2008	Coordinated Public Involvement Plan
	3/5/2008	Mult Co Reserves Public Involvement Plan
	6/13/2008	Open House table
	5/23/2008	Proposed Study Area Attachment B map
	1/29/2008	Criteria for Forest Lands in Reserves - ODF study
	undated	Rules Fundamentals undated from RSC packet
	4/7/2008	Urban Factors table incl Broad Study Area and other "filters" associated with the factors
	6/12/2008	Sign in Sheet
7/31/2008	7/31/2008	Agenda, CAC Recommendation re Broad Study Area, review inventories and studies, study area evaluation, meeting schedule
	6/12/2008	CAC meeting 2 summary
	undated	CAC Protocols final
	undated	CAC Charge final
	7/31/2008	Issues to Consider
	7/31/2008	Open house Study Area Boundary comments
	4/30/2008	ODF Land Use map
	6/16/2008	Study Area Map
	7/31/2008	Shape Summary .ppt re Inventories and studies - Great Communities, Ag, Natural Features, Landscape Inventories
10/23/2008	10/23/2008	Agenda, Development Constraints - Group Mackenzie, ODA ag study, land not subject to urbanization
	6/31/2008	CAC meeting 3 summary
	8/13/2008	CAC Issues to Consider table
	1/29/2009	Grp Mackenzie .ppt (.pdf) delete 1.29.09 memo
	10/23/2008	Notes for Agenda item 4, Lands not subject to urbanization
	10/31/2008	e-mail correspondence bet. Carol & Richard Brenner of Metro re: questions about Reserves
	10/23/2008	Sign in sheet
	11/20/2008	Agenda, lands not subject to urbanization, initial screening of rural reserves, issues to consider.
	10/23/2008	CAC 4 meeting summary
	11/4/2008	memo, Reserves Phase 3 suitability and analysis work program
	10/23/2008	No Urban Potential memo, summary of break out sessions at 10/23/meeting.
	10/30/2008	Infrastructure Cost Criteria, FCS memo to Metro re: cost criteria for extending services to new urban areas.
	11/20/2008	Initial farm/forest screening questions for break out exercise
	11/20/2008	map NW Potential Blocks, from CAC break out session
	11/20/2008	map Sandy Blocks, from CAC break out session
	11/20/2008	map Sandy Potential, from CAC break out session
	11/20/2008	map Nov Forest contours, tax lots, contours, public ownership of Forest Park section of NW
	11/20/2008	map Nov NNW contours, tax lots, contours, public ownership of northern county

Meeting / Hearing Date	Document Date	Description
1/22/2009	01/00/09	News article about start of Area 93/Bonny Slope West planning process
1/22/2009	2/22/2008	Draft of South Hillsboro Community Plan infrastructure cost & revenue comparison table
1/22/2009	10/11/2007	Prelim development cost estimates for N. Bethany
1/22/2009	1/22/2009	mmo "Reasons" summarize RR sub group assessment for the CAC
1/22/2009	1/8/2009	Rural Reserves - CAC Initial Farm/Forest lands screening assessment from 11/20/08 & 1/08/09 mtgs
1/22/2009	1/8/2009	e-mail re: Government Islands & Reserves
1/22/2009	1/22/2009	mmo to CAC re: procedure for UR assessment
1/22/2009		Urban factors list - 0050
1/22/2009	10/30/2008	FCS Group memo to Metro - Infrastructure Cost Criteria
1/22/2009	1/22/2009	Draft Slope & Floodplain Summary, acreages of constrained areas
1/22/2009	1/22/2009	map Slope, floodplain, distance constraints
1/22/2009		map Slope, floodplain, distance constraints
1/22/2009		map Slope, floodplain, distance constraints
1/22/2009		Efficiency ratings for sewer map
1/22/2009	1/21/2009	Prelim Water Service Suitability map
1/22/2009	undated	Letter & maps of Barker Family properties
1/22/2009	8/21/2006	Oregonian article about Hayat Farm
1/22/2009	1/21/2009	Results of CAC west side sub-group screening on 1/17/09 (18 pgs)
1/22/2009	1/22/2009	Break out sessions & flip chart notes for RR candidate areas - 1/8/09 & 1/22/09 meetings
2/26/2009	2/26/2009	Agenda - Develop CAC Urban Candidate areas map, consider interests of Mult Co UGB edge cities for urban reserve
2/26/2009	1/22/2009	1/22/09 Meeting summary
2/26/2009	2/26/2009	Committee and public sign-in sheets
2/26/2009	2/19/2009	Study group meeting notes
2/26/2009	2/26/2009	Questions for 2/26/09 topic Candidate Urban Reserves - memo w/questions for break out sessions (see 2/28 post mtg packet)
2/26/2009	2/26/2009	mmo from McFarland re: Transportation Suitability of Mult Co Study Areas - describes regional work group process & results for areas. (See 2/28 post mtg packet)
2/26/2009	2/5/2009	Tech Team Initial Screening of regional service providers for sewer, water, transportation mmo to RSC
2/26/2009	2/9/2009	Tech Team Sewer Preliminary Analysis memo to RSC and map
2/26/2009	2/11/2009	Tech Team Transportation Preliminary Analysis memo to RSC and map
2/26/2009	2/9/2009	Tech Team Water Preliminary Analysis memo to RSC and map
2/26/2009	2/1/2009	memo Clack Co re: regional technical team meetings for storm, schools, parks. Result is that these services don't contribute much to urban reserve decisions at broad landscape level.
2/26/2009	2/20/2009	Urban Reserve initial screening summary, water, sewer, transportation - rankings for Mult Co areas from regional studies
2/26/2009	2/26/2009	Service Suitability - UR initial screening results of water, sewer, transportation rankings for Mult Co areas, high-low incl conversion chart
2/26/2009	3/5/2009	Service Suitability - UR CAC screening results - extent of agreement with regional assessment
	11/29/2009	Group Mackenzie - land constrained for employment, includes maps, table shows 18% of study area is in Mult Co.
2/26/2009	2/6/2009	memo, staff report Urban Rural First Screen - results of CAC initial assessment and methodology
2/26/2009	2/25/2009	map CAC Preliminary water and sewer
2/26/2009	2/17/2009	Letter from Mayor Jim Knight of Troutdale
2/26/2009	2/23/2009	Opposition letter from landowners & maps
2/26/2009	2/11/2009	Angel property chronology & zoning map
2/26/2009	2/17/2009	Letter re: Request for Urban Reserve Candidate Designation & attachments
2/26/2009	2/23/2009	Soils map and NRCS tables
2/26/2009	2/26/2009	Memo from Todd Mobley PC, Lancaster Engineering re: East Bethany Transportation Assessment
2/26/2009	2/4/2009	Letter - include unconstrained lands in Group McKenzie study for urban reserve consideration. Attached is 1/29/09 Group McKenzie Constrained Lands study including map series, narrative, methodology, relative amount of land in county study areas
2/26/2009	2/26/2009	Questions re: services suitability & draft initial screening summary
2/26/2009	2/26/2009	Letter re: Government Island reserves designation Port of Portland
2/26/2009		Clark County to Metro Regional corridors map
2/26/2009	4/8/2008	Port map Strategy 1 Clark county HCT corridors
2/26/2009	2/25/2009	City of Gresham letter re: study area boundaries comments & suggestions
2/26/2009	2/25/2009	Ltr from Malinowski Farms re: request for rural reserve candidate designation, incl 2008 field acreage map, soils map & NRCS tables
2/26/2009	2/23/2009	Ltr from East Bethany Owners Collaborative - support UR, addresses urban factors, includes map, signed by Blum, Burnham, Gaerisch, Burger, Zahler, Partlow, Crandall
2/26/2009		CAC Comments - messages to staff from CAC members inadvertently left out of 2/26/09 meeting materials

Meeting / Hearing Date	Document Date	Description
4/23/2009	4/6/2009	Letter to RSC & attachment from State of Oregon depts w/preliminary comments on counties' initial identification of candidate urban & rural reserve areas
4/23/2009	3/30/2009	Staff Report on Initial Assessment Methodology & Results incl candidate urban & rural maps
4/23/2009	4/16/2009	Memo & table to Chuck Beasley from Staff Planner re: 10-Year Land Division Study w/maps
4/23/2009	4/16/2009	E-mail from FPNA re: Court of Appeals finding re Urban-Rural Buffer along County line adjacent to N.Bethany. (CA#A122169) Case supports -0060(2)(d)(B) and (3)(d,e,f,g) provides buffers, boundaries, sense of place, separation.
4/23/2009	4/14/2009	Letter from Johnson Creek Watershed Council re: designate creek watershed RR, lack of consistency among Counties about proposed designations & map
4/23/2009	4/13/2009	Ltr rural reserves designation for South West Hills area, incl map 94 from West Hills Plan w/SECh.s. Notes service issues
4/23/2009	4/1/2009	Ltr to Core 4 from Home Builders Association (HBA) re: Service Availability analysis (CWS) is flawed, must be refined in NW Hills and other areas, suitability for service should not be based on policy choices of providers
4/23/2009	3/20/2009	E-mailed duplicate of ltr submitted at CAC 9 meeting advocating Urban Reserve.
4/23/2009	3/26/2009	re: Mult Co Urban/Rural study areas vs. Existing West Hills Rural Area Plan - area around Skyline/Cornelius Pass sb UR because the West Hills plan indicates it should be studied for rural community
4/23/2009	3/27/2009	Ltr w/maps to Chuck reiterating key points presented at CAC mtg #9 on 3/26/09 advocating Urban designation
4/23/2009	3/26/2009	map Vacant Buildable Lot Analysis
4/23/2009	3/26/2009	map Transportation issues - Germantown overburdened, expensive to improve, subject to hazards from bad weather slope, curves, bring area into UGB to fund much needed improvements
4/23/2009	3/26/2009	map Aquifer & Sewage Issues - cites well difficulties, additional development from vacant lots & advocates for urban reserve to facilitate water service to area
4/23/2009	4/1/2009	E-mail clarifying/correcting elements of Barker testimony
4/23/2009	3/29/2009	Area should be Urban Reserve due to existing development & proximity to Portland
4/23/2009	4/22/2009	Explains reference docs submitted for CAC, ODFW Conservation Opportunity Areas, Area 93 Existing Conditions Report, ODFW Elk Management Plan, NW Hills Scenic Overlays (County SEC maps)
4/23/2009	4/22/2009	Ltr from FPNA re: preliminary vote affirming rural reserve and not in favor of Irvine/Thayer plan w/ Forest Park Conservancy 8/12/08 letter to Bragdon, Wheeler, Potter attached & CPO 7 11/13/06 ltr attached attached 1/5/07 FPNA ltr and attachments, Neighborhood survey results, Goal 5 inventory showing Forest Park area
4/23/2009	4/17/2009	E-mail from CAC member outlining concerns about process, details Jim Irvine development proposal
39926	4/13/2009	To CAC re: D. Burger statements re: Hillsboro proposed UR areas, includes map
post 4/23/2009	4/23/2009	Letter & attachments re: Land Use analysis of Exception Lands in Mult Co
post 4/23/2009	4/23/2009	Memo & base zoning maps re: Land Use regulatory process & factors for designating lands for Rural Reserve
	2/19/2009	memo to Metro, Mult Co Aspirations
post 4/23/2009	4/21/2009	Memo & maps re: NW Hills buildable lot analysis
	3/1/2009	Preliminary UGR Summary March 09 draft
	4/1/2009	Summary 20-50 Range Forecast
5/28/2009	5/28/2009	Agenda re: rural reserve factors evaluation
5/28/2009	4/23/2009	Meeting summary of CAC 4/23/09 meeting
5/28/2009	5/28/2009	Sign in sheets
5/28/2009	5/13/2009	Phase 3 Public Involvement Initial Summary & survey responses
	3/31/2009	Factors & Reserves Candidate Areas - memo to RSC about application of factors incl OAR div 27
	9/18/2008	map Groundwater Restricted Areas - State of Oregon
	5/27/2009	memo re: CAC Information Request - Rural Irrigation in West of Sandy, West of Forest Park & Springville Rd areas
	5/2/2009	Compilation of Map - Chart Pak Comments 5-2-09 mdr-update
5/28/2009	5/6/2009	Memo re: Identification of Natural Hazards w/in Reserves Study Area - incl maps Floodplain, Landslide, Wildfire, Seismic Hazards & Hazards Composite Map, Natural Hazards Model, Earthquake Hazards in Clackamas Co
	5/21/2009	map County West Hills & West of Sandy Slope Hazards Overlay Zones
	5/21/2009	map Beaver, Kelly, Johnson Creeks (incl Sandy River) contours
	5/20/2009	map West Hills School District Boundaries
	5/28/2009	map West of Sandy prime soils
	5/20/2009	map West of Sandy River School District Boundaries
	5/28/2009	memo from PMT to RSC, C4 re timeline revision.
	5/14/2009	CAC Information Request list and status
	5/25/2009	Memo re CAC Information Request - Rural Irrigation



Meeting / Hearing Date	Document Date	Description
6/25/2009	5/14/2009	email to ODOT rail division re: Multnomah Channel Rail Crossing request for summary
6/25/2009	6/10/2009	Staff Rural Factors Analysis
6/25/2009	6/10/2009	Mult Channel Rail Crossing - re 45 acre strip bet SI Bridge & PDX, next 40-50 yr rail use
6/25/2009	6/17/2009	14 letters to RSC & Council urging CAC to keep areas north of Hwy 26 rural reserves
6/25/2009	8/12/2008	Forest Park Conservancy wants RR east of Cornelius Pass Rd and north of US 26
6/25/2009	6/18/2009	Joint letter from Forest Park Conservancy & FPNA re all areas east of Cornelius Pass & around Forest Park sb Rural Reserve
	6/22/2009	Question re staff interpretation of factor 3d, response from R. Benner, e-mail
6/25/2009	6/22/2009	Area 5 NW Hills North comments
6/25/2009	6/22/2009	Area 6 NW Hills South forest/landscape factors comments
6/25/2009	6/22/2009	Area 7 Power line/Germantown Rd South farm/forest/landscape factors comments
6/25/2009	6/24/2009	Comments re: staff ratings on remaining areas from CAC 12 meeting
	6/1/1996	map from Ancient Forest Preserve Master Plan, conservation easements near Forest Park
6/25/2009	6/20/2009	Comments re: land value and his 6/22/09 email comments on Factors 2A & 3A
6/25/2009	6/23/2009	Summary of testimony from 6-18 CAC meeting re: minimizing Urban Reserve designations
	6/13/2009	RSC group email request all study areas north of Hwy 26 as rural reserve
	6/14/2009	RSC group email request all study areas north of Hwy 26 as rural reserve
	6/14/2009	RSC group email request all study areas north of Hwy 26 as rural reserve,
6/25/2009	6/11/2009	email to Metro opposing rural recommendation for CPO 7 area
	6/18/2009	Live on Springville Rd, Lane & Cherrio Ln, favor RR, support FPNA (8/12/08 letter), habitat, small farms, over capacity rural roads expensive to upgrade are not viable links to PDX, recreation eg. Bikes, hikes, birds. 26 signatures
	6/18/2009	Letter family farm on 94 acres is profitable, ag land along Springville Rd. sb RR
	6/18/2009	WMSWCD recognition of G. Malinowski for NRCS conservation plan, participation.
6/25/2009	6/23/2009	Comments on rural reserve factors for sub areas 6 & 7
6/25/2009	6/24/2009	email re: division of most recent urban study for Areas 6 & 7
6/25/2009	6/26/2009	Letter & property map. Family owned 65 acres, EFU but not good for farm, slope, creek, soil, no water right, busy Germantown Rd. Near N. Bethany.
6/25/2009	6/23/2009	Comments on factors for designation of lands as urban reserves
6/25/2009	6/25/2009	Remarks on important elements of the ag study for area 7, small farms, capability, suitability
6/25/2009	6/25/2009	She is trained biologist/ecologist, small timer land producer close to Forest Park. Cites biodiversity & ability for private resource managers to maintain this near Forest Park - keep Area 7 RR to allow this.
6/25/2009	6/25/2009	Parcel size analysis - 50% are 40+ acres in farm/forest mgmt, smaller parcels committed to RR, not suitable for urban per CA decision re services
6/25/2009	6/25/2009	Family owns 115 acres at county line adj to power lines, support E. Bethany plan. Has prof. timber/farm background - landowners need return on investment. Supports VanderZanden approach.
6/25/2009	6/25/2010	Article "Effect of Urban Proximity on Ag Land Values" P. Guiling et.al.
	6/25/2010	CAC emails from K. Lacher, J. Thayer, C. Chesarek re: small farms, reserves factors.
7/16/2009	7/16/2009	Agenda re: completing urban reserve factors evaluation for candidate areas in the West Hills, West of Sandy River & Multnomah Channel
7/16/2009	7/16/2009	Meeting summary of CAC 13 6/25/09 meeting
	7/16/2009	Meeting 14 sign in sheets
	7/13/2009	Area 9 Multnomah Channel Urban Factors eval-ODOT consult memo w/attachments - Internet post
7/16/2009	7/16/2009	Urban Reserves Factors Analysis 7.16.09
7/16/2009	7/13/2009	Urban Factors Analysis memo rev. 07.16.09
		maps for Areas 2, 3, 4, 5, 7 - Internet post
7/16/2009	7/9/2009	map Buildable Lands Map A East Side Analysis - Metro
	7/9/2009	map Buildable Lands Map H West Side Analysis - Metro
	7/14/2009	map Reserves_base2040_workshop1_A East - design types for east side Metro
	7/14/2009	map Reserves_base2040_workshop1_H west
	7/14/2009	map Westside Elevation Map - Metro
	6/18/2009	Clackamas_Multnomah Urban Factors Eval draft 6.18.09 - tech team evaluation table w/rankings against urban factors
		Reserves Design Workshop - General Design Concepts used in the regional UR assessment
7/16/2009	6/25/2009	CAC 13 Meeting DOT results
	4/13/2009	Development constraints south of Sauvie Island Bridge memo
7/16/2009	7/13/2009	Area 9 Multnomah Channel Urban Factors eval-ODOT consult
	6/1/2009	Multnomah Channel Rail Crossing C Kettenring email
	5/11/2009	New transportation corridors considerations meeting recap L.Rahman email
	5/12/2009	UR Analysis Mult Channel Rail Crossing issues email Lrahman

Meeting / Hearing Date	Document Date	Description
7/23/2009	7/22/2009	e-mail to Jim Johnson, of ODA requesting clarification on Springville Rd area conflict
7/23/2009	7/22/2009	e-mail to Chuck re: Input for CAC Meeting July 23, 2009
7/23/2009	7/22/2009	e-mail to Chuck requesting Rural Reserve designation for areas north of Hwy 26
7/23/2009	7/22/2009	e-mails to Chuck & Kathy requesting maps & notes be sent to CAC members prior to July 23 meeting
	7/22/2009	3 maps incl zoning & N. Bethany natural features overview
7/23/2009	7/16/2009	RSC group e-mail - request all study areas north of Hwy 26 as rural reserves
7/23/2009	7/13/2009	e-mail to Multnomah County Chair requesting Rural Reserve protection for this area
7/23/2009	7/8/2009	e-mail supporting Rural Reserve designation NW of Portland surrounding Forest Park & area past Cornelius Pass Road to WA County line
7/23/2009	7/3/2009	e-mail supporting Rural Reserve designation NW of Portland surrounding Forest Park & area past Cornelius Pass Road to WA County line
7/23/2009	7/1/2009	e-mail supporting Rural Reserve designation NW of Portland surrounding Forest Park & area past Cornelius Pass Road to WA County line
7/23/2009	7/1/2009	e-mail supporting Rural Reserve designation NW of Portland surrounding Forest Park & area past Cornelius Pass Road to WA County line
	7/14/2009	Letter re: Carol Chesarek advocacy of Rural Reserve indicates she is not impartial nor following CAC rules
	7/16/2010	e-mail supporting Rural Reserve designation north of US 26, Forest Park & Helvetia
	7/13/2009	This area needs certainty of being designated either urban or rural - do not leave undesignated
	7/8/2009	Rural Reserve around Forest Park & Cornelius Pass Rd. Wildlife corridor, raptors, headwater streams close to Portland
	7/21/2009	Discussion of urban factors in West of Sandy area
7/30/2009	7/30/2009	Agenda & meeting packet w/maps re: review & complete urban & rural reserve suitability recommendations
		Meeting 16 sign in sheets
		Meeting 15 summary - includes Meeting Outcomes and Key Information from June 25 CAC meeting
		CAC Meeting 15 voting - overall recommendations and voting results from 7/23/09 CAC meeting
	7/30/2009	Meeting 16 summary
	7/23/2009	Urban & Rural Suitability Recommendations and Alternatives - table draft
7/30/2009	7/23/2009	Draft Summary of CAC meeting #15 (7/23/09) w/Rural & Urban Suitability recommendations & alternatives
	7/30/2009	Final Report Summary CAC - document incl summary section of the full report - carried to mtg, emailed to CAC 7/30/09 10:35pm
		Sauvie Island aerial photograph
	7/29/2009	map Natural Landscape Features - NFLI 4 - new map
		Area 4 & 5 potential rural reserve lines - marked up map
		map Buildable Lands map - H
7/30/2009	7/28/2009	Property does not fit the low (urban) factor ranking for area 6.1. Includes Bethany Development Plan Map
7/30/2009	7/28/2009	e-mail to CAC re: how quickly the urban reserve land supply could be brought into the UGB
7/30/2009	7/24/2009	e-mail to CAC re: extending Rural reserves beyond than 3 mile line in Area 5
	7/23/2009	Metro habitat maps in Areas 6, 7
7/30/2009	7/23/2009	Beaverton Schools near East Bethany capacity vs. enrollment data & FAQ's
7/30/2009	7/23/2009	letter from Sauvie Island Conservancy requesting Sauvie Island be given Rural Reserves designation
	7/23/2009	map showing Troutdale Urban Reserve request area
	7/23/2009	Forest Park Conservancy letter advocating long term landscape features protection for areas near Forest Park
	7/20/2009	Request for urban reserve, includes urban factors responses. 0
7/30/2009	7/16/2009	Letter w/maps in support of Urban Reserve designation
	7/15/2009	map of lots - Portland Maps
7/30/2009	7/30/2009	e-mail to Jeanne Lawson objecting to public comment being sacrificed at CAC meeting
	7/29/2009	e-mail requesting information for the CAC re: what areas in Area 4 are most suitable for urban, and where to draw the line in Area 5
7/30/2009	7/29/2009	e-mail re: Rural Reserves boundaries
7/30/2009	7/29/2009	e-mail urging Chair Wheeler, Commissioners Cogen & Kafoury to consider this rural area as a treasure
7/30/2009	7/27/2009	RSC group e-mail - request all study areas north of Hwy 26 as rural reserves
	7/27/2009	RSC group e-mail - request all study areas north of Hwy 26 as rural reserves - habitat, scenic, Forest Park
	7/27/2009	RSC group e-mail - request all study areas north of Hwy 26 as rural reserves - habitat, scenic
	7/27/2009	RSC group e-mail - request all study areas north of Hwy 26 as rural reserves - habitat, scenic

Page 13 of 22  
BOCC Index Rev. 6.3.10

Meeting / Hearing Date	Document Date	Description
Post PC Hearing 8/10/09	8/30/2009	RSC group e-mail - request all study areas north of Hwy 26 as rural reserves
Post PC Hearing 8/10/09	8/30/2009	RSC group e-mail - request all study areas north of Hwy 26 as rural reserves
Post PC Hearing 8/10/09	8/31/2009	RSC group e-mail - request all study areas north of Hwy 26 as rural reserves
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Post PC Hearing 8/10/09	8/31/2009	RSC group e-mail - request all study areas north of Hwy 26 as rural reserves
Post PC Hearing 8/10/09	9/1/2009	RSC group e-mail - request all study areas north of Hwy 26 as rural reserves
Post PC Hearing 8/10/09	9/1/2009	RSC group e-mail - request all study areas north of Hwy 26 as rural reserves
Post PC Hearing 8/10/09	9/1/2009	RSC group e-mail - request all study areas north of Hwy 26 as rural reserves
Post PC Hearing 8/10/09	9/1/2009	RSC group e-mail - request all study areas north of Hwy 26 as rural reserves
4/16/2009	4/16/2009	Urban & Rural Reserves Mult Co Board Briefing PowerPoint presentation
9/10/2009	9/10/2009	Final Report with maps - Recommendations from CAC and Staff
9/10/2009	9/10/2009	Resolution No 09-112
9/10/2009	9/10/2009	In favor of portions of Area 7 being adopted as Urban Reserve
9/10/2009	undated	Request for Urban Reserve designation
9/10/2009	undated	West Forest Park Concept Planning Area
9/10/2009	9/10/2009	Recommends approval of CAC recommendations
9/10/2009	undated	Request rural reserves designation
9/10/2009	9/10/2009	Request 5-acre parcel be brought into urban reserves
9/10/2009	9/10/2009	Request for Urban Reserve designation
9/10/2009	9/9/2009	Urban Reserves-Provision of Public Infrastructure Svcs
9/10/2009	undated	Urging Council to follow CAC recommendations
9/10/2009	9/10/2008	Request rural reserves designation
9/10/2009	8/10/2009	Request rural reserves designation
9/10/2009	9/10/2009	Request rural reserves designation
9/10/2009	9/10/2009	Request rural reserves designation
9/10/2009	9/10/2009	Request rural reserves designation
9/10/2009	9/10/2009	Ltr disagreeing with CAC designation of area
9/10/2009	9/8/2009	Letter reiterating position that entire Johnson Creek Watershed outside the UGB be designated rural reserve, w/map of proposed candidate rural reserve area
9/10/2009	9/4/2009	Letter informing Mult Co that City of Beaverton willing to provide governance & urban services to East Bethany area if it is recommended as an urban reserve where City of Beaverton's corporate limits are contiguous to East Bethany area
9/10/2009	9/10/2009	Comments about Urban and Rural Reserves incl CAC's final reserves recommendations, suitability ratings, key points @ urban & rural reserves, key differences bet staff & CAC recommendations & background information
9/10/2009	9/9/2009	Letter to BOCC dated 9/9/09 w/attachment to Steering Committee/Core 4 dated 9/4/09 urging support to add 775 acres to urban reserves adjoining city limits of Troutdale directly SE of city.
9/10/2009	8/17/2009	Letter urging Urban rather than Reserve designation for their property
9/10/2009	8/18/2009	Letter to BOCC that City of Troutdale urging support to add 775 acres to urban reserves adjoining city limits of Troutdale directly SE of city.
9/10/2009	8/13/2009	Support inclusion of 775 acres of land south and east of City of Troutdale into urban reserves
9/10/2009	9/9/2009	Letter supporting recommendations of CAC to establish rural reserves in these areas.
9/10/2009	9/10/2009	Letter supporting CAC recommendation to make all of rural west Mult Co Rural Reserve
9/10/2009	9/10/2009	Letter & maps supporting suitability for urban reserve of Lower Springville Rd area. Incl stats, objectives, West Forest Park & North Bethany concept plans, water, sewer, transportation corridors maps etc

Meeting / Hearing Date	Document Date	Description
Received or included after 12/10/2009 hearing	10.23.09	Hand delivered ltr from Caroline MacLaren, attorney at law representing "The Haugens"
Received or included after 12/10/2009 hearing	9/8/2009	Ltr to Core 4 re: urban & rural reserve draft recommendation for East Mult County requesting urban reserve for 5 acre parcel.
Received or included after 12/10/2009 hearing	9/10/2009	email requesting that views of volcanoes be protected
Received or included after 12/10/2009 hearing	11/2/2009	email requesting Urban Reserve designation
Received or included after 12/10/2009 hearing	9/9/2009	In support of Urban Reserves
Received or included after 12/10/2009 hearing	10/23/2009	Hand delivered ltr from Caroline MacLaren, attorney at law, representing "Meisel Rock Products" aka Town Quarry advocating adjustment of UR-L boundary
11/6/2009	11/4/2009	Letter to Metro Council and Mult. Co. BOCC and exhibits, City of Beaverton ltr, NW PDX neighborhood assn ltrs, etc. 39 pgs
1/11/2010	undated	Area 1 Open House pamphlet (region's Eastern edge from Troutdale to Sandy)
1/11/2010	undated	Area 9 Open House pamphlet (West Multnomah County)
1/11/2010	1/11/2010	Wants to discuss the loss in property values of small parcel property owners between the cities and the farms.
1/11/2010	1/11/2010	Purpose of reserves, Inconsistent Multnomah Co. Reserves recommendations. Multnomah Co. Reserves CAC recommendations reflected in Ag/Nat Resources group Reserves recommendations.
1/11/2010	1/11/2010	Lists 3 properties in Boring, 30401 SE Hwy 212, 30357 SE Hwy 212, and 30365 SE Hwy 212, and land left of Boring back do not fit the legal description of Rural Reserves. Feels that these properties fit within the Urban Reserve. (Includes Attachments)
1/11/2010	1/11/2010	His property at 26950 NW Meek Rd. in Hillsboro has been designated as UR-C on some of the recent planning maps of our region. He owns 15 acres on the south side of Meek Rd. and is in favor in designating this area as an Urban Reserve.
1/11/2010	1/11/2010	Supports overall recommendations made by CAC for Urban & Rural Reserves. Wants to preserve rural areas in Troutdale and have more restraint for urban reserves in Gresham and bet. Sandy River & NSA.
1/11/2010	1/11/2010	Bring Property into UGB that can be developed with existing infrastructure. No repeat of Damascus type annexation. No ability to develop in a timely manner or economic manner.
1/11/2010	1/11/2010	Supports the Agriculture & Natural Resource Coalition Map. Encourages us to invest in the Metro Region's existing urban areas through infill & redevelopment, instead of building irreversible new development on some of Oregon's richest soil.
1/11/2010	1/11/2010	URR Metro Council Hearing #1: Testimony #16; Important to allow expansion in areas next to current UGB edges so as not to promote sprawl.
1/11/2010	1/11/2010	URR Metro Council Hearing #1: Testimony #17; In support of allowing property north of Canby to remain undesignated.
1/11/2010	1/11/2010	URR Metro Council Hearing #1: Testimony #18 and 19; Please save prime farmland.
1/11/2010	1/11/2010	URR Metro Council Hearing #1: Testimony #20 and 21; Wants to live on a farm when they are done traveling and then wants to pass it on to their children.
1/11/2010	1/11/2010	Adopt small or zero urban reserves. There hasn't apparently been sufficient demonstrable evidence of need for urban reserves in East County. High value farmland and natural resources are not worth the sacrifice.
1/11/2010	1/11/2010	Concerned about county's decision to create urban reserves-not showing dedication to livable cities in Gresham & Troutdale. Commitment to climate change legislation when putting efforts into sprawl cost to develop on edges vs. within urban areas.
1/14/2010	1/14/2010	Supports map prepared by Natural Resource coalition. Adequate rural reserves are crucial to future of farming in Metro region.
1/14/2010	1/14/2010	Coalition for a Prosperous Region, urges Core 4 and Metro Council to designate the 34,340 gross acres initially proposed for urban reserves by WA County, including 20,000-25,000 gross acres in urban reserves & remainder in undesignated.
1/14/2010	1/14/2010	Portland is unique NW city in terms of urban/rural planning.
1/14/2010	1/14/2010	Feels Tualatin Riverkeepers came up with better plan than Core 4 or Counties that has urban reserve acreage consistent w/population, employment.
1/14/2010	1/14/2010	
1/14/2010	1/14/2010	Letter discussing important differences in Core 4, Bragdon/Hosticka and other maps in Mult. Co.
1/14/2010	1/14/2010	In support of rural reserves for East Bethany

Meeting / Hearing Date	Document Date	Description
	2/17/2010	Advocates Rural Reserves
	2/6/2010	Advocates Rural Reserves
	2/10/2010	Advocates Rural Reserves
		Urban & Rural Reserves Meeting Sign In List Gresham open house only
		Urban & Rural Reserves Meeting Sign In List Oregon City, Gresham, Wilsonville
		Area 1 Survey Summary_01262010
		Area 9 Survey Summary_01262010
		Regionwide Survey Summary_01262010
2/25/2010	2/25/2010	APR, IGA Exhibit A Adopted 2 25 10
2/25/2010		Reserves IGA Clackamas/Multnomah/principles/principles Mult Co/Washington/principles Wash
2/25/2010	2/23/2010	Letter from City of Portland Mayor & Commissioners to Wheeler & Cogen reiterating recent recommendations on reserves by MPAC at Jan 27, Feb 1 & Feb 10 meetings. Urge Area 9 remain undesignated rather than rural reserve as MPAC recommends.
2/25/2010	2/24/2010	Letter representing Audubon Society & Coalition for Livable Future w/comments relating to desired outcomes of IGA
2/25/2010	1/14/2010	Letter to County Commissioners urging urban reserves
2/25/2010	12/10/2009	Letter to BOCC re: difference of opinion on reserves designation recommendations for East Bethany & Bonny Slope
2/25/2010	1/11/2010	Letter to Metro Councilors re: Specific Reserve Designations for South NW Hills area in Mult Co/Power line/Germantown Rd/Lower Springville Rd
2/25/2010	1/20/2010	email from Jim Emerson forwarding letter dated 1/11/10 from Mayor Sam Adams & Commissioner Fritz (above)
2/25/2010	2/22/2010	Letter to Chair Wheeler to be entered as testimony, strongly urging rural reserves designation
2/25/2010	10/16/2009	Letter to Core 4 from City of Portland
2/25/2010	2/17/2010	Letter to Core 4 from WA County re: ability of WA County to provide services to areas west of Mult Co/WA Co line
	2.26.10	Mult Co BOCC Map Change mark up 2.26.10
2/25/2010	2/25/2010	link to Broadcast of hearing
2/25/2010	2/25/2010	Annotated minutes
11/13/2009	11/13/2009	Reserves Core 4 Meeting Annotated Agenda/Oct 22 & 26 meeting minutes/Intergovernmental agreements/proposed prelim areas of agreement & further discussion
11/13/2009	11/9/2009	Revised Core 4 meeting schedule
12/4/2009	12/4/2009	Reserves Core 4 Meeting Annotated Agenda/Nov 9 & 13 meeting minutes/Intergovernmental agreements/refined proposed prelim areas of agreement & further discussion
	2/18/2010	Core4 RegionalReserves_021610
	2/18/2010	Core4_RegionalReserves_021610_small
	2/18/2010	Public comment report Phase 4-January 2010
	2/24/2010	Reserves_022410_mult
	2/24/2010	Reserves_022410_mult2
		Reserves Area 1 0617
		Reserves Area 2,3,4 0617
		Reserves Area 5 0617
		Reserves Area 6 0617
		Reserves Area 7 0617
		Reserves Areas 8,9 0617
		Mult Co Reserves Recommendation Development timeline meeting forecast
	6/10/2009	Staff Rural Factors Analysis & draft Rural Reserves Suitability Recommendations memo
	6/10/2009	Staff Rural Factors mmo 6.19.09
	3/16/2009	Urban & Rural Combined Candidate Areas Map 3.16.09
	3/16/2009	Reserves Steering Committee Meeting #12 Annotated Agenda, Rural & Urban Reserve Candidate Areas, Steering Committee feedback on prelim tech analysis of infrastructure suitability
	9/16/2009	Reserves Area Maps combined 091609
	9/15/2009	Reserves Suitability Areas 1 2 3 4 091509 combined
	9/15/2009	Reserves Suitability Areas 5 6 7 8 9 091509 combined
	9/16/2009	Memo to Steering Committee re: Mult Co Suitability Assessments for Urban & Rural Reserve
	9/16/2009	Suitability assessments table_rural
	9/16/2009	Suitability assessments table_urban
	9/15/2009	Factors Analysis Report w/maps
	10/14/2009	Full committee meeting records re: state agency comments on urban & rural reserves Packet & Packet Part2
	10/15/2009	Letter from City of Forest Grove re: Strategies for a Sustainable & Prosperous Region - Urban Reserve Recommendations
	10/14/2009	Letter from NAIOP/Oregon Chapter outlining Reserves Business Coalition's contributions to Urban & Rural Reserves process

Meeting / Hearing Date	Document Date	Description
	7/19/2009	email response to Chuck's inquiry @ staff's overall recommendation for Area 7.1 - agrees with Carol Chesarek
	7/30/2009	CAC agendas for 16 meetings
5/1/2008	5/1/2008	APR Appointment of CAC and Resolution to Form CAC
3/14/2008	3/14/2008	RSC Post Meeting Packet - contains PI plan
	9/15/2009	Metro UGR - COO overview, table of contents, 3E Urban and Rural Reserves
	9/15/2009	Metro UGR - COO overview, table of contents, 3E Urban and Rural Reserves employment
	4/1/2009	Analysis of farm/forest use of exception lands, 4 Excel data files, 2 tables, parcel map/aerials for 100 parcels in County and WSR areas. Source data for C.Klock exception lands memo to CAC 4/23/09
5/6/2010	5/2/2010	Letter w/maps requesting area south of McDaniel, west of NW Mill Pond & north of Forest Heights be included in UGB
5/6/2010	4/6/2010	Agrees with Rural Reserves designation
5/6/2010	5/6/2010	Letter of appreciation for process & Rural Reserve designation for area
5/6/2010	5/6/2010	Letter recommending adoption of Amended plans & sectional zoning map as published & monitor LCDC process to change rules that apply to RR
5/6/2010	5/6/2010	Letter urging confirmation of RR designation for area
5/6/2010	5/6/2010	In favor of confirmation of rural reserves
5/6/2010	5/6/2010	For Rural Reserves
5/6/2010	5/6/2010	Disagrees with pending rural reserves designation, includes documentation from Environmental Science & Assessment, Cardno WRG, Tualatin Valley Water District, Lancaster Engineering
5/6/2010	3/6/2010	Letter w/maps - In favor of rural reserve designation, requests addition of additional text
5/6/2010	5/6/2010	Agrees with Rural Reserves designation
5/6/2010	5/6/2010	Letter affirming February decisions about Reserves with new information for possible inclusion in draft Findings & attachments (NLFI, Willamette Valley synthesis map, Mult Co functional classification of trafficways, Master Planning Westside Trail Segment 10, Photos, OR White Oak Survey, Northern Red-legged Frog Survey, aerial photos & Helen Kimmelfield email)
5/6/2010	5/6/2010	Offers support and compliments in favor of Rural Reserve designation
5/6/2010	5/6/2010	Same submission as Richard Malinowski, above
5/6/2010	5/6/2010	Letter w/maps - Disagrees with suitability factors, opposes Rural Reserves designation
		<b>Oversized Exhibits List</b>
1/27/2010	1/27/2010	Audio Recording of Metro Policy Advisory Committee (MPAC) meeting on Urban & Rural Reserves & Discussion of Draft IGA's to advise Metro Council and Core 4 on IGA pkg Core 4 will consider 2.8.10, plus public testimony
2/1/2010	2/1/2010	Audio Recording of MPAC meeting to finish discussion of reserve areas: Core 4 urban reserve areas (5A, 6B, 7C, 8A, 8B) & areas Core 4 has not addressed (3A, 5E, 8D, 9A, 9B, 9C, 9F)
2/10/2010	2/10/2010	Audio Recording of MPAC meeting to discuss recommended IGA proposed by Core 4 & provide formal recommendation to Metro Council on proposed IGA

**Intergovernmental Agreement  
Between Metro and Multnomah County  
To  
Adopt Urban and Rural Reserves**

This Agreement is entered into by and between Metro and Multnomah County pursuant to ORS 195.141 and 190.003 to 190.110 for the purpose of agreeing on the elements of an ordinance to be adopted by Metro designating Urban Reserves and of an ordinance to be adopted by Multnomah County designating Rural Reserves, all in Multnomah County.

**PREFACE**

This agreement will lead to the designation of Urban Reserves and Rural Reserves. Designation of the Urban and Rural Reserves by this agreement will help accomplish the purpose of the 2007 Oregon Legislature in enacting Senate Bill 1011, now codified in ORS 195.137 to 195.145 ("the statute"):

Facilitate long-term planning for urbanization in the region that best achieves

- Livable communities;
- Viability and vitality of the agricultural and forest industries; and
- Protection of the important natural landscape features that define the region.

**RECITALS**

WHEREAS, Metro and Multnomah, Washington and Clackamas Counties ("the four governments") have declared their mutual interest in long-term planning for the three-county area in which they exercise land use planning authority to achieve the purpose set forth in the statute; and

WHEREAS, the Oregon Legislature enacted the statute in 2007, at the request of the four governments and many other local governments and organizations in the region and state agencies, to establish a new method to accomplish the goals of the four governments through long-term planning; and

WHEREAS, the statute authorizes the four local governments to designate Urban Reserves and Rural Reserves to accomplish the purposes of the statute, which are consistent with the goals of the four governments; and

WHEREAS, the Land Conservation and Development Commission ("LCDC") adopted rules to implement the statute on January 25, 2008, as directed by the statute; and

WHEREAS, the statute and rules require the four governments to work together in their joint effort to designate reserves and to enter into formal agreements among them to designate reserves in a coordinated and concurrent process prior to adoption of ordinances adopting reserves; and



communities. Concept plans will provide that areas added to the UGB will be governed and planned by cities prior to urbanization.

8. A policy that Metro will review the designations of Urban and Rural Reserves, in coordination with Clackamas, Multnomah and Washington Counties, 20 years after the adoption of reserves by the local governments pursuant to this agreement, unless the four governments agree to review the reserves sooner.

**B. Multnomah County agrees** to consider the following policies and Rural Reserve designations at a public hearing and to incorporate them in its Comprehensive Plan, or to incorporate them as revised pursuant to subsections 3 and 4 of section C of this agreement:

1. A policy that designates as Rural Reserves the areas shown as proposed Rural Reserves on Exhibit A, attached to this agreement, or on any amendment to Exhibit A pursuant to section C of this agreement.
2. A map depicting the Rural Reserves designated by the Comprehensive Plan and the Urban Reserves adopted by Metro following this agreement.
3. A policy that Multnomah County will not include Rural Reserves designated pursuant to this agreement in the UGB of any city in the county for 50 years from the date of adoption of the ordinance designating the reserves.
4. A policy that Multnomah County will not re-designate Rural Reserves as Urban Reserves in the county for 50 years from the date of adoption of the ordinance designating the reserves.
5. A policy that commits Multnomah County, together with an appropriate city, to participation in development of a concept plan for an area of Urban Reserves under consideration for addition to the UGB.
6. A policy that the county will review the designations of Urban and Rural Reserves, in coordination with Metro and Clackamas and Washington Counties, 20 years after the adoption of reserves by the four governments pursuant to this agreement, unless the four governments agree to review the reserves sooner.

**C. Multnomah County and Metro agree** to follow this process for adoption of the ordinances that will carry out this agreement:

1. Each government will hold at least one public hearing on its draft ordinance prior to its adoption.
2. Metro and the county will hold their final hearings and adopt their ordinances no later than June 8, 2010.
3. If testimony at a hearing persuades Metro or Multnomah County that it should revise its ordinance in a way that would make it inconsistent with this agreement, then it shall

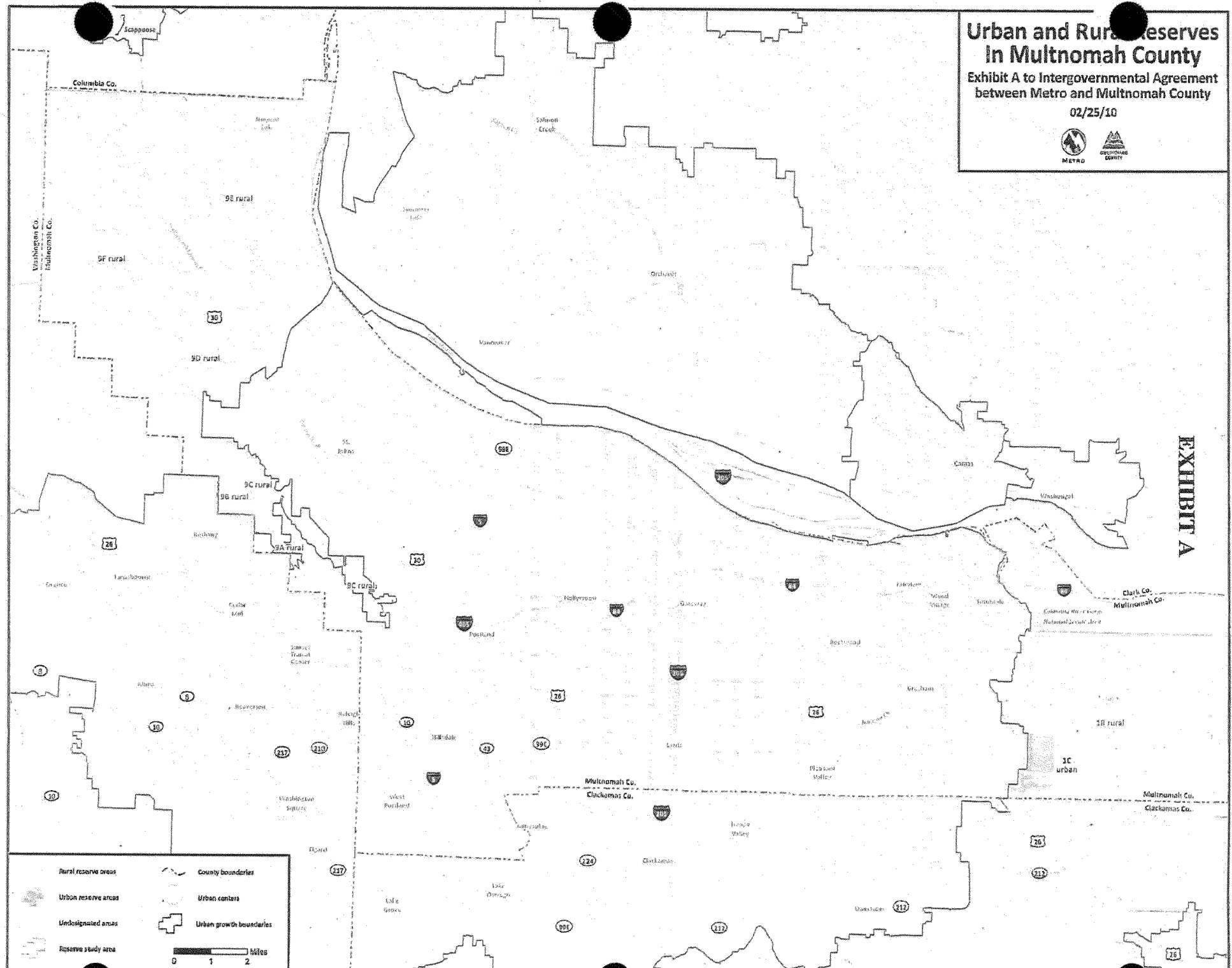
# Urban and Rural Reserves In Multnomah County

Exhibit A to Intergovernmental Agreement  
between Metro and Multnomah County

02/25/10



EXHIBIT A



BEFORE THE PLANNING COMMISSION  
for MULTNOMAH COUNTY, OREGON

**RESOLUTION NO. PC-08-010**

In the matter of recommending that the Board of Commissioners amend the Multnomah County Framework Plan and the County Plan and Zoning Map to adopt the Proposed Urban and Rural Reserves Plan for Multnomah County.

**The Planning Commission of Multnomah County Finds:**

- a. The Planning Commission is authorized by Multnomah County Code Chapters 11.05, and 33 through 36, to recommend to the Board of County Commissioners the adoption, revision, or repeal of regulations intended to carry out all or part of a plan adopted by the Board.
- b. Multnomah County agreed to work together with Clackamas and Washington Counties and Metro in a process for designating Urban and Rural Reserves (Reserves). This represents a new approach to growth management in the Portland Metro region by identifying urban reserves where urban growth will be directed over the next 50 years, as well as rural reserves that will be off limits to growth in the same period. This long-term approach involved coordination among Metro and the counties, and coordinated public involvement to reach the consensus provided for in ORS 195.137 through 195.145 and in Oregon Administrative Rule OAR 660-027-0005 through -0080.
- c. Planning for urban and rural land uses over the long-term 50 years is in the interest of Multnomah County (the County) because this work has the potential to provide a balance that best provides for livable communities, viability and vitality of the farm and forest industries, and protection of landscape features that define the region for its residents.
- d. The policies and strategies in proposed Policy 6A incorporate the County requirements agreed to in the intergovernmental agreement (IGA) with Metro dated March 17, 2010. The IGA served as the preliminary decision and a prerequisite to these plan amendments as provided for in the state rules.
- e. The reserves plan was developed according to the Multnomah County Public Involvement plan that incorporated the provisions of the regional Coordinated Public Involvement Plan. These plans resulted in a broad public and stakeholder involvement effort that included a regional Reserves Steering Committee, formation of county committees to assess reserve areas and engage the public, region-wide public outreach events, and use of a number of tools including the internet, mailed notices to property owners, email meeting notifications, news releases and meeting and hearing notices, and neighborhood association meetings.

BEFORE THE BOARD OF COUNTY COMMISSIONERS  
FOR MULTNOMAH COUNTY, OREGON

**ORDINANCE NO. 1165**

Ordinance Amending Exhibits 2 (Findings) and 3 (Record Index) to Ordinance No. 1161 that Amended Multnomah County Comprehensive Framework Plan; and the Multnomah County Plan and Sectional Zoning Maps Relating to Urban and Rural Reserves, and Declaring an Emergency

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

- a. The Multnomah County Planning Commission recommended that the Board adopt an Ordinance adding new policies and strategies to the County's Comprehensive Plan and amending the plan and zoning map with respect to urban and rural reserves.
- b. On May 13, 2010, the Board adopted Ordinance No. 1161 relating to urban and rural reserves as recommended by the Planning Commission.
- c. Detailed findings in support of Ordinance 1161 entitled: Reasons for Designating Areas in Multnomah County as Urban Reserves or Rural Reserves; were attached as Exhibit 2 and incorporated by reference. A Record Index listing all the evidence in the County's Record related to Urban and Rural Reserves designations was attached as Exhibit 3.
- d. The legislative changes made by Ordinance 1161 implement an IGA with Metro and complete the reserves designation process that relied on the coordinated efforts of Multnomah, Clackamas and Washington Counties and Metro (Jurisdictions).
- e. Exhibit 2 contains findings that support the county's decision in part I, and findings that support the regional decision in part II. The regional or "overall" findings in part II describe the extent of both urban and rural reserves in all three counties, and explain why the amount of urban and rural land designated meets the legal requirements in Oregon Administrative Rule Division 27.
- f. As the findings in Exhibit 2 part II have been changed by other parties and these findings must be identical in all of the ordinances adopted by the Jurisdictions, it is necessary to adopt the amended findings. The Record Index, Exhibit 3, to Ordinance 1161, is updated to include new evidence submitted to the Board in the hearing leading to adoption of Ordinance 1161.

**Multnomah County Ordains as follows:**

**Section 1.** The amended attached Exhibit 2 entitled: Reasons for Designating Areas in Multnomah County as Urban Reserves or Rural Reserves and Exhibit 3, Record Index listing all the evidence in the County's Record related to Urban and Rural Reserves designations to Ordinance No. 1161, are adopted and incorporated by reference.

**Section 2.** This ordinance, being necessary for the health, safety, and general welfare of the people of Multnomah County, an emergency is declared and the ordinance takes effect upon its signature by the County Chair.

FIRST READING AND ADOPTION:

June 3, 2010

BOARD OF COUNTY COMMISSIONERS  
FOR MULTNOMAH COUNTY, OREGON

Jeff Cogen, Chair

REVIEWED:

AGNES SOWLE, COUNTY ATTORNEY  
FOR MULTNOMAH COUNTY, OREGON

By \_\_\_\_\_  
Sandra N. Duffy, Assistant County Attorney

SUBMITTED BY:

M. Cecilia Johnson, Director, Department of Community Services



Postponed  
Indefinitely

# MULTNOMAH COUNTY AGENDA PLACEMENT REQUEST NOTICE OF INTENT

(revised 12/31/09)

### Board Clerk Use Only

Meeting Date: 6/10/2010  
Agenda Item #: R-11  
Est. Start Time: 11:25 am

**NOTICE OF INTENT U.S. Department of Justice, Office of Justice Programs,  
Agenda Office of Juvenile Justice and Delinquency Prevention (OJJDP) Community  
Title: Based Violence Prevention Demonstration Program Grant**

*Note: If Ordinance, Resolution, Order or Proclamation, provide exact title. For all other submissions, provide a clearly written title sufficient to describe the action requested.*

<b>Requested Meeting Date:</b>	<u>June 10, 2010</u>	<b>Amount of Time Needed:</b>	<u>10 minutes</u>
<b>Department:</b>	<u>Community Justice</u>	<b>Division:</b>	<u>Juvenile Services</u>
<b>Contact(s):</b>	<u>Thach Nguyen</u>		
<b>Phone:</b>	<u>503-988-5635</u>	<b>Ext.</b>	<u>85635</u>
		<b>I/O Address:</b>	<u>B503/250/DCJ</u>
<b>Presenter(s):</b>	<u>Thach Nguyen and Elizabeth Davies</u>		

### General Information

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

The Department of Community Justice requests approval to apply for the Office of **Juvenile Justice and Delinquency Prevention Community Based Violence Prevention Demonstration Program Grant in the amount of up to \$2.2 million.**

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

The grant would provide funding for localities to support federal, state and local partnerships to replicate multi-disciplinary, community based, proven strategies to reduce violence.

This grant would allow DCJ to partner with the DCHS to focus on a coordinated effort of community outreach and response to prevent and reduce violence for high risk activities and behaviors of a population in coordination with existing resources in a targeted neighborhood. This grant would focus on long term impact and sustainability of efforts through community ownership and empowerment and be focused on the criminogenic needs linked to recidivism and youth violence. It would include training for case managers, assisting the parents in the systems encountered by their child and the parent's role of an advocate in their community. It would involve engaging the local business community, schools and the development of scholarships for youth to receive job skill training. This initiative supports and enhances the coordination of existing community based violence prevention and intervention programs and strategies to reduce violence.

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

DCJ is requesting the grant amount of up to \$2.2 million be spent from October 1, 2010 to

September 30, 2013 which will include Central and Departmental indirect expenses.

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

The grantee (DCJ) shall meet the following requirements:

Comply with all other federal, state, and local laws and regulations governing services purchased through this solicitation.

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

DCJ will work with DCHS as well as community based providers in the target area and a neighboring community to develop strategies to reduce and prevent violence, particularly shootings and killings by building the capacity of communities to exercise formal and informal social controls and respond to issues that impact them.

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**ATTACHMENT A**

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**Grant Application/Notice of Intent**

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

• **Who is the granting agency?**

U. S. Department of Justice, Office of Justice Programs, Office of Juvenile Justice and Delinquency Prevention (OJJDP).

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

DCJ will further partnership with DCHS and community partners by enhancing the coordination of existing community based violence prevention and intervention programs and strategies to reduce violence. DCJ will formulate outcomes measure to meet the objectives of the grant and to report progress to stakeholders. There is no matching requirement for this grant.

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

The grant is for up to \$2.2 million over a three year period.

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

The filing deadline is June 18, 2010.

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

October 1, 2010 through September 30, 2013.

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

DCJ will work with the DCHS as well as community based providers to sustain funding.

• **Is 100% of the central and departmental indirect recovered? If not, please explain why.**

Yes.

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**ATTACHMENT B**

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**Required Signatures**

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Elected Official or  
Department/  
Agency Director:



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

Budget Analyst: \_\_\_\_\_

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



**MULTNOMAH COUNTY  
AGENDA PLACEMENT REQUEST  
BUDGET MODIFICATION**

(revised 12/31/09)

APPROVED: MULTNOMAH COUNTY  
BOARD OF COMMISSIONERS  
AGENDA # R-12 DATE 6-10-2010  
LYNDA GROW, BOARD CLERK

**Board Clerk Use Only**

Meeting Date: 6/10/2010  
Agenda Item #: R-12  
Est. Start Time: 11:30 am

**BUDGET MODIFICATION: MCSO - 12**

**BUDGET MODIFICATION MCSO-12 appropriating \$194,006 in the United  
Agenda States Dept. of Homeland Security Vulnerability Reduction Purchasing Plan  
Title: Grant (VRPP).**

*Note: For all other submissions (i.e. Notices of Intent, Ordinances, Resolutions, Orders or Proclamations) please use the APR short form.*

Requested Meeting Date:	Next Available	Amount of Time Needed:	5 Minutes
Department:	Sheriff's Office	Division:	Enforcement
Contact(s):	Wanda Yantis, Fiscal Manager		
Phone:	503-988-4455	Ext.	24455 I/O Address: 503/350
Presenter(s):	Lt. Harry Smith and Wanda Yantis		

**General Information**

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

The Sheriff's Office is seeking approval to accept the revenue from the United States Dept. of Homeland Security Vulnerability Reduction Purchasing Plan Grant (VRPP) in the amount of \$194,006. The funds will support security of Bonneville Dam infrastructure on safety and security issues.

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

The Buffer Zone Protection Program (BZPP) is based on the premise that State and local law enforcement (LLE) agencies and first responders are first preventers on the front lines in preparing, preventing, defending against, and mitigating the impacts of terrorist attacks against our Nation. To this end, the BZPP was conceived to increase the general awareness, protective capacity and preparedness of State law enforcement, LLE, and other first responders as first preventers in



communities surrounding Critical Infrastructure/Key Resources (CI/KR) facilities. With the needed supplies and equipment, the Sheriff's Office will more ably ensure the security of the Bonneville Dam infrastructure through our river patrol services. A few of the items that will be purchased are Water Rescue Dry Suit, Rope Rescue Kit, Starfish Sidescan Sonar and Video Ray Sonar. This affects FY 10 Program Offer MCSO River Patrol 60065.

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

The fiscal impact in an increase of Fed/State Funding in the amount of \$194,006 to the Enforcement Division of the Sheriff's Office Budget. This is anticipated to be a one-time-only grant.

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

N/A

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

N/A

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## ATTACHMENT A

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### Budget Modification

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

- **What revenue is being changed and why? If the revenue is from a federal source, please list the Catalog of Federal Assistance Number (CFDA).**

This is an increase to the Enforcement Division's revenue by \$194,006 in the Federal/State fund due to the award from the VRPP Grant. The CFDA # is 97.078.

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

The Enforcement Division will increase their Fed/State Fund budget by \$194,006.

- **What do the changes accomplish?**

This is an increase to the Enforcement Division's revenue by \$194,006 in the Federal/State fund due to the award from the VRPP Grant.

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

No.

- **If a grant, is 100% of the central and department indirect recovered? If not, please explain why.**

Indirect is not covered by this grant because it is not considered an allowable expense.

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

This grant is one-time-only and will be used for the purchase of one-time-only items necessary for the safety and security of the Bonneville Dam infrastructure.

- **If a grant, what period does the grant cover? When the grant expires, what are funding plans? Are there any particular stipulations required by the grant (i.e. cash match, in kind match, reporting requirements etc)?**

This grant covers Fiscal Year 10. In anticipation of this being one-time-only, the funding is not being used for ongoing costs but rather one-time-only supply/equipment items. There are no stipulations required by the grant except to only purchase items that were previously approved by the grantor through the application process.

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

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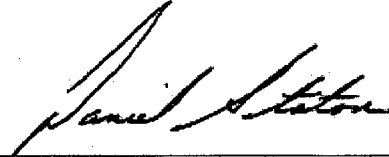
**BUDGET MODIFICATION: MCSO - 12**

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### Required Signatures

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



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

**Budget Analyst:**



**Christian Elkin**

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

**Department HR:**

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

**Countywide HR:**

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

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

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

Budget/Fiscal Year: 2010

Line No.	Fund Center	Fund Code	Program #	Func. Area	Internal Order	Accounting Unit		Cost Element	Current Amount	Revised Amount	Change Increase/ (Decrease)	Subtotal	Description
						Cost Center	WBS Element						
1	60-50	32325	60065	50			SOENF.VRPP	50170	0	(194,006)	(194,006)		IG-OP-Direct Fed
2	60-50	32325	60065	50			SOENF.VRPP	60200	0	16,775	16,775		Communications
3	60-50	32325	60065	50			SOENF.VRPP	60240	0	50,572	50,572		Supplies
4	60-50	32325	60065	50			SOENF.VRPP	60290	0	5,773	5,773		Ext. Data Processing
5	60-50	32325	60065	50			SOENF.VRPP	60550	0	120,886	120,886		Capital Equipment
6										0			
7										0			
8										0			
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**MULTNOMAH COUNTY  
AGENDA PLACEMENT REQUEST  
BUDGET MODIFICATION**

(revised 12/31/09)

APPROVED: MULTNOMAH COUNTY  
BOARD OF COMMISSIONERS  
AGENDA # R-13 DATE 6-10-2010  
LYNDA GROW, BOARD CLERK

**Board Clerk Use Only**

Meeting Date: 6/10/2010  
Agenda Item #: R-13  
Est. Start Time: 11:33 am

**BUDGET MODIFICATION: MCSO - 13**

**BUDGET MODIFICATION MCSO-13 appropriating \$35,000 from the State of  
Agenda Oregon, Oregon Parks and Recreation Department (OPRD) for Patrol Services  
Title: in Columbia River Gorge Parks within Multnomah County.**

*Note: For all other submissions (i.e. Notices of Intent, Ordinances, Resolutions, Orders or Proclamations) please use the APR short form.*

Requested Meeting Date:	<u>Next Available</u>	Amount of Time Needed:	<u>5 Minutes</u>
Department:	<u>Sheriff's Office</u>	Division:	<u>Enforcement</u>
Contact(s):	<u>Wanda Yantis, Fiscal Manager</u>		
Phone:	<u>503-988-4455</u>	Ext.	<u>84455</u>
	I/O Address:		<u>503/350</u>
Presenter(s):	<u>Capt. Jason Gates and Wanda Yantis</u>		

**General Information**

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

The Sheriff's Office is requesting approval of Budget Modification MCSO-13 to appropriate \$35,000 in Federal State funds to our Enforcement Division budget for patrol services in the Columbia River Gorge State Parks located in Multnomah County.

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

The State of Oregon, Oregon Parks and Recreation Department (OPRD) requests that the Sheriff's Office perform law enforcement services in the Columbia River Gorge State Parks located in Multnomah County. OPRD will reimburse the Sheriff's Office for overtime costs in providing patrol services. This action affects Program Offer #60063 Patrol Services.

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

This will increase the Enforcement Division's revenue by \$35,000 in the Federal/State Fund. All overhead costs are covered.

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

The Sheriff's Office is authorized to enforce all Oregon Revised Statutes and OPRD park rules under OAR 736-010-0010 through 0125 and 736-015-0010 through 0160 and 736-016-0010 through 0025 up to and including excluding persons from park property.

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

N/A

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## ATTACHMENT A

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### Budget Modification

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

- **What revenue is being changed and why? If the revenue is from a federal source, please list the Catalog of Federal Assistance Number (CFDA).**

This will increase the Enforcement Division's revenue by \$35,000 in the Federal/State Fund due to patrol services for the OPRD. This revenue is from a State source.

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

-The Enforcement Division will increase their Federal/State budget by \$35,000

-Increase Dept Indirect by \$1,748

-Increase Central Indirect by \$881

-Increase Insurance by \$2,218

- **What do the changes accomplish?**

This will increase the Enforcement Division's revenue by \$35,000 in the Federal/State Fund due to patrol services for the OPRD.

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

No.

- **If a grant, is 100% of the central and department indirect recovered? If not, please explain why.**

All overhead costs are covered.

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

This program is renewed from year to year. When the funding is exhausted, the program ends. This is tied to program offer 60063 MCSO Patrol in the FY 10 Budget.

- **If a grant, what period does the grant cover? When the grant expires, what are funding plans? Are there any particular stipulations required by the grant (i.e. cash match, in kind match, reporting requirements etc)?**

Our participation will end once the funding ends.

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

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## ATTACHMENT B

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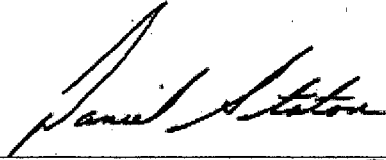
**BUDGET MODIFICATION: MCSO - 13**

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### Required Signatures

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



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

**Budget Analyst:**

**Christian Elkin**

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

**Department HR:**

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

**Countywide HR:**

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



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

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

Budget/Fiscal Year: 2010

Line No.	Fund Center	Fund Code	Program #	Func. Area	Accounting Unit			Cost Element	Current Amount	Revised Amount	Change Increase/ (Decrease)	Subtotal	Description
					Internal Order	Cost Center	WBS Element						
1	60-50	32351	60063	50			SOENF.STATEPARKS	50236	-	(35,000)	(35,000)		IG-Charges for Services
2	60-50	32351	60063	50			SOENF.STATEPARKS	60110		22,180	22,180		Overtime
3	60-50	32351	60063	50			SOENF.STATEPARKS	60130		7,974	7,974		Salary-Related
4	60-50	32351	60063	50			SOENF.STATEPARKS	60140		2,218	2,218		Insurance
5	60-50	32351	60063	50			SOENF.STATEPARKS	60350		881	881		Central Indirect
6	60-50	32351	60063	50			SOENF.STATEPARKS	60355		1,748	1,748		Dept. Indirect
7										0			
8	60-20	1000		50		604020		50370		(1,748)	(1,748)		Dept Indirect
9	60-20	1000		50		604020		60240		1,748	1,748		Supplies
10										0			
11	19	1000		20		9500001000		50310		(881)	(881)		Indirect Revenue
12	19	1000		20		9500001000		60470		881	881		Contingency
13										0			
14	72-10	3500		20		705210		50316		(2,218)	(2,218)		Risk Fund
15	72-10	3500		20		705210		60330		2,218	2,218		Risk Fund
16										0			
17										0			
18										0			
19										0			
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											0	0	GRAND TOTAL



# MULTNOMAH COUNTY AGENDA PLACEMENT REQUEST BUDGET MODIFICATION

(revised 12/31/09)

APPROVED: MULTNOMAH COUNTY  
BOARD OF COMMISSIONERS  
AGENDA # R-14 DATE 6-10-2010  
WYNDY GROW, BOARD CLERK

## Board Clerk Use Only

Meeting Date: 6/10/2010  
Agenda Item #: R-14  
Est. Start Time: 11:36 am

**BUDGET MODIFICATION: MCSO - 15**

**BUDGET MODIFICATION appropriating an additional \$41,086 from the  
Agenda Oregon Department of Transportation (ODOT) for Patrol Services in Work  
Title: Zones.**

*Note: For all other submissions (i.e. Notices of Intent, Ordinances, Resolutions, Orders or Proclamations) please use the APR short form.*

Requested Meeting Date:	Next Available	Amount of Time Needed:	5 Minutes
Department:	Sheriff's Office	Division:	Enforcement
Contact(s):	Wanda Yantis, Fiscal Manager		
Phone:	503-988-4455	Ext.	84455 I/O Address: 503/350
Presenter(s):	Capt. Jason Gates and Wanda Yantis		

## General Information

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

The Sheriff's Office is requesting approval of Budget Modification MCSO-15 to appropriate an additional \$41,086 in Federal/State funds to our Enforcement Division budget awarded thru ODOT's Work Zone Project. The revenue will be used to support patrol services in specified work zones on state highways.

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

Federal studies show that work zone crashes tend to be more severe than other types of accidents. Moreover, 40% of work zone accidents occur in the transition zone prior to entering the work area. Statistics have also shown that crash rates decrease in work zones where concentrated enforcement is present. To maximize safety in work zones, ODOT has sought to enlist the forces of state and local law enforcement agencies in compliance with the provisions of local cooperative policing

agreements, to patrol specified work zones on State highways.

ODOT will reimburse the Sheriff's Office for overtime costs in providing patrol services in specified work zones on State highways. This action affects Program Offer MCSO 60063A Patrol in the FY 10 Adopted Budget.

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

This will increase the Enforcement Division's revenue by \$41,086 in the Federal/State Fund. All overhead costs are covered.

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

N/A

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

N/A

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## ATTACHMENT A

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### Budget Modification

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

- **What revenue is being changed and why? If the revenue is from a federal source, please list the Catalog of Federal Assistance Number (CFDA).**

This is an increase of revenue of \$41,086 in the Federal/State Funding for the Sheriff's Office Enforcement Division due to patrol services for the ODOT Work Zone Project. The CFDA number is 20.205.

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

-Then Enforcement Division will increase their Federal/State budget by \$41,086  
-Increase Dept Indirect by \$2,052  
-Increase Central Indirect by \$1,034  
-Increase Insurance by \$2,604

- **What do the changes accomplish?**

This is an increase of revenue of \$41,086 in the Federal/State Funding for the Sheriff's Office Enforcement Division.

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

No.

- **If a grant, is 100% of the central and department indirect recovered? If not, please explain why.**

All overhead costs are covered.

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

This program is renewed from year to year. When the funding is exhausted, the program ends.

- **If a grant, what period does the grant cover? When the grant expires, what are funding plans? Are there any particular stipulations required by the grant (i.e. cash match, in kind match, reporting requirements etc)?**

Our participation will end once the funding ends.

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

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**BUDGET MODIFICATION: MCSO - 15**

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### Required Signatures

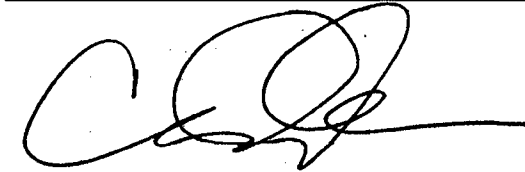
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**Elected Official or  
Department/  
Agency Director:**



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

**Budget Analyst:**



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

**Department HR:**

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

**Countywide HR:**

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

Budget Modification ID: **MCSO-15****EXPENDITURES & REVENUES**

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

Budget/Fiscal Year: 2010

Line No.	Fund Center	Fund Code	Program #	Func. Area	Accounting Unit			Cost Element	Current Amount	Revised Amount	Change Increase/ (Decrease)	Subtotal	Description
					Internal Order	Cost Center	WBS Element						
1	60-50	32136	60063	50			SOENF.ODOT.CZE	50236	(36,000)	(77,086)	(41,086)		IG-Charges for Svcs
2	60-50	32136	60063	50			SOENF.ODOT.CZE	60110	22,814	48,850	26,036		Overtime
3	60-50	32136	60063	50			SOENF.ODOT.CZE	60130	8,202	17,562	9,360		Salary-Related
4	60-50	32136	60063	50			SOENF.ODOT.CZE	60140	2,281	4,885	2,604		Insurance
5	60-50	32136	60063	50			SOENF.ODOT.CZE	60350	905	1,939	1,034		Central Indirect
6	60-50	32136	60063	50			SOENF.ODOT.CZE	60355	1,798	3,850	2,052		Dept. Indirect
7										0			
8	60-20	1000		50		604020		50370		(2,052)	(2,052)		Dept. Indirect
9	60-20	1000		50		604020		60240		2,052	2,052		Supplies
10										0			
11	19	1000		20		9500001000		50310		(1,034)	(1,034)		Indirect Revenue
12	19	1000		20		9500001000		60470		1,034	1,034		Contingency
13										0			
14	72-10	3500		20		705210		50316		(2,604)	(2,604)		Risk Fund
15	72-10	3500		20		705210		60330		2,604	2,604		Risk Fund
16										0			
17										0			
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**MULTNOMAH COUNTY  
AGENDA PLACEMENT REQUEST  
BUDGET MODIFICATION**

(revised 12/31/09)

APPROVED: MULTNOMAH COUNTY  
BOARD OF COMMISSIONERS  
AGENDA # R-15 DATE 6-10-2010  
LYNDA GROW, BOARD CLERK

**Board Clerk Use Only**

Meeting Date: 6/10/2010

Agenda Item #: R-15

Est. Start Time: 10:39 am

**BUDGET MODIFICATION: MCSO - 16**

**BUDGET MODIFICATION MCSO-16 appropriating \$7,863 from the Oregon  
Agenda State Fire Marshal for our assistance in Hazardous Materials (HazMat) Cleanup  
Title: throughout the Portland Metro Area.**

*Note: For all other submissions (i.e. Notices of Intent, Ordinances, Resolutions, Orders or Proclamations) please use the APR short form.*

Requested Meeting Date:	Next Available	Amount of Time Needed:	5 Minutes
Department:	Sheriff's Office	Division:	Enforcement
Contact(s):	Wanda Yantis, Fiscal Manager		
Phone:	503-988-4455	Ext.	84455
	I/O Address:		503/350
Presenter(s):	Capt. Jason Gates and Wanda Yantis		

**General Information**

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

The Sheriff's Office is requesting approval of Budget Modification MCSO-16 to appropriate \$7,863 in Special Operations Funds to our Enforcement Division budget for the purchase of equipment to be used for Hazardous Materials Cleanups.

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

The Sheriff's Office is reimbursed by the Oregon State Fire Marshal's Office for our services provided at actual Hazardous Material (HazMat) events in Multnomah, Clackamas, Hood River, Wasco and Jefferson Counties. These funds are dedicated for purchase of expendable HazMat equipment, required health physicals and specialized HazMat training not covered by other sources. This action affects Program Offer MCSO 60063 Patrol Services.

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

This will increase the Enforcement Division's revenue by \$7,863 in the Special Operations Fund.  
All overhead costs are covered.

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

N/A

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

N/A



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## ATTACHMENT A

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### Budget Modification

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

- **What revenue is being changed and why? If the revenue is from a federal source, please list the Catalog of Federal Assistance Number (CFDA).**

This will increase the Enforcement Division's revenue by \$7,863 in the Special Operations Fund.  
This funding is not from a federal source.

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

-The Enforcement Division will increase their Special Operations budget by \$7,863  
-Increase Dept Indirect by \$393  
-Increase Central Indirect by \$198

- **What do the changes accomplish?**

This will increase the Enforcement Division's revenue by \$7,863 in the Special Operations Fund.

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

No.

- **If a grant, is 100% of the central and department indirect recovered? If not, please explain why.**

All overhead costs are covered.

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

This program is renewed from year to year. The amount depends on the number of clean-ups performed each year. When the funding is exhausted, our participation in the program will end.

- **If a grant, what period does the grant cover? When the grant expires, what are funding plans? Are there any particular stipulations required by the grant (i.e. cash match, in kind match, reporting requirements etc)?**

This funding covers FY 10. When the funding is exhausted, our participation in the program will end.

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

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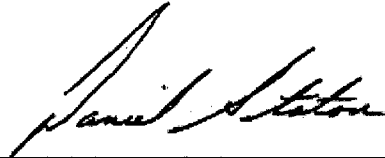
**BUDGET MODIFICATION: MCSO - 16**

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### Required Signatures

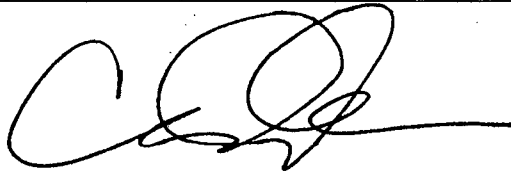
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**Elected Official or  
Department/  
Agency Director:**



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

**Budget Analyst:**



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

**Department HR:**

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

**Countywide HR:**

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

Budget Modification ID: **MCSO-16****EXPENDITURES & REVENUES**

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

Budget/Fiscal Year: 2010

Line No.	Fund Center	Fund Code	Program #	Func. Area	Internal Order	Accounting Unit		Cost Element	Current Amount	Revised Amount	Change Increase/ (Decrease)	Subtotal	Description
						Cost Center	WBS Element						
1	60-50	1516	60063	50			SOENF.HZT3	50180	0	(7,863)	(7,863)		IG-OP-Direct St
2	60-50	1516	60063	50			SOENF.HZT3	60240	0	7,272	7,272		Supplies
3	60-50	1516	60063	50			SOENF.HZT3	60350	0	198	198		Central Indirect
4	60-50	1516	60063	50			SOENF.HZT3	60355	0	393	393		Dept Indirect
5										0			
6	60-20	1000		50		604020		50370		(2,052)	(393)		Dept. Indirect
7	60-20	1000		50		604020		60240		2,052	393		Supplies
8										0			
9	19	1000		20		9500001000		50310		(1,034)	(198)		Indirect Revenue
10	19	1000		20		9500001000		60470		1,034	198		Contingency
11										0			
12										0			
13										0			
14										0			
15										0			
16										0			
17										0			
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BEFORE THE BOARD OF COUNTY COMMISSIONERS  
FOR MULTNOMAH COUNTY, OREGON

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

Adopting the 2011 Budget for Multnomah County and Making Appropriations Thereunder,  
Pursuant to ORS 294.435

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

- a. The Multnomah County budget, as prepared by the duly appointed Budget Officer has been considered and approved by the Board.
- b. A public hearing on this budget was held before the Multnomah County Tax Supervising and Conservation Commission on the 9th day of June 2010.
- c. The budget is on file in the Office of the Chair of Multnomah County.
- d. The Board has made certain amendments to the above-described budget and those amendments are attached to this resolution as Attachment A.
- e. The appropriations authorized are attached to this resolution as Attachment B.
- f. Board budget notes of actions to be taken during the next year are attached to this resolution as Attachment C.
- g. The Tax Supervising and Conservation Commission has certified the budget and there is one recommendation and no objections.

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

1. The budget, including Attachments A, B, C, and D is adopted as the budget of Multnomah County, Oregon.
2. The appropriations shown in Attachment B as amended are authorized for the fiscal year July 1, 2010 to June 30, 2011.

ADOPTED this 10th day of June, 2010.

BOARD OF COUNTY COMMISSIONERS  
FOR MULTNOMAH COUNTY, OREGON

\_\_\_\_\_  
Jeff Cogen, Chair

REVIEWED:

AGNES SOWLE, COUNTY ATTORNEY  
FOR MULTNOMAH COUNTY, OREGON

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

SUBMITTED BY:  
Karyne Kieta, Budget Director

**ATTACHMENT A**  
**MULTNOMAH COUNTY**  
**FY 2011 BCC ADOPTED BUDGET AMENDMENTS**  
 (Based on Proposals Made During May and June Worksessions)



**DRAFT**  
 6/10/2010

Proposed Funding Sources						
Proposed By	Program	PO #	Exec Budget (General Fund)	Proposed (General Fund)	Available Funding	
0		General Fund Contingency Balance	95000	500,000	0	\$500,000
1	Kafoury	Fleet – Pay for the cost differential of the electric vehicles out of the Fleet Contingency	72081A	74,000	0	\$74,000
2	McKeel	Reduce 1.00 FTE and associated costs in the Working Smart Initiative and use funding for the Animal Services Work Crew (60047)	10033	217,907	85,000	132,907
3	Kafoury	Eliminate the Working Smart Initiative (1.00 FTE)	10033	217,907	0	\$217,907
4	Kafoury	Reduce 1.00 FTE in the Food Initiative, retain \$29,000 to complete the current project	10038C	166,564	166,564	0
<b>TOTAL AVAILABLE TO BALANCE BUDGET</b>						<b>\$924,814</b>

Proposed New Expenditures						
Proposed By	Program	PO #	Exec Budget (General Fund)	Proposed (General Fund)	Additional Expenditure	
5	McKeel	Non-Profit Hotel <i>(See Budget Note)</i>	25121	413,507	Move to Contingency	0
6	Shiprack	Child and Family Hunger Relief – Backpack Program Only \$48,957 <i>(See Budget Note)</i>	25147	235,000	Move to Contingency	0
7	McKeel	Animal Svcs. Work Crew 1.00 FTE (women offenders) – new program offer	60047	0	131,087	131,087
8	McKeel	Restore 4.00 DDA's in the Misdemeanor Unit funded with additional GF contingency funds	15017A	2,310,950	2,718,234	407,284
9	Willer	Restore \$50,000 for alcohol & drug prevention only (not to be used for treatment slots). Funded with additional GF contingency funds	25154	153,000	203,000	50,000
10	Cogen	Shift DA's \$407,284 to \$203,642 in the Misdemeanor Unit and \$203,642 at the DA's discretion (to be identified)	15017A and Various	n/a	n/a	0
11	Kafoury	Executive/Management Class Comp Study <i>(See Budget Note)</i>	72061	200,000	Move to Contingency	0
12	Kafoury	Mental Health Peer Clubhouse Strengthening Families – Addictions Prevention <i>(See Budget Note)</i>	25065 and 25087	388,300	Move to Contingency	0
13	Kafoury	Rockwood Health Clinic <i>(See Budget Note)</i>	40029B	222,897	Move to Contingency	0
<b>TOTAL NEW EXPENDITURES</b>						<b>\$588,371</b>

**Withdrawn Amendments**

Shiprack	High School Completion Initiative (1.50 FTE) – <i>(See Budget Note)</i>	25146	0	798,124	\$798,124
Shiprack	SUN Community Schools–Expansion (1.00 FTE) <i>(See Budget Note)</i>	25148	0	300,000	300,000
McKeel	Reduce funding for the Non-Profit Hotel and use the funding for the 4.00 DDA's.	25121	413,507	0	413,507
Kafoury	Working Smart Initiative <i>(See Budget Note)</i>	10033	217,907	Move to Contingency	0

Available Funding From Above  
 New Expenditures

\$924,814  
 \$588,371

Attachment A – Multnomah County  
FY 2011 Departmental Amendments

**DRAFT**

Last Updated: June 1, 2010



Prog. #	Program Name	Dept(s)	GF Change	Other Funds Change	Total Change	FTE Change	Amendment Description	Amendment #
<b>Technical Amendments</b>								
Various	Internal Service Rebalance	DCM			0		Accounts for internal service cost changes contained in the following amendments and re-balances internal service funds.	11_Over_TA_01
72024 and 72012	Worker's Compensation and Employee Benefits	DCM	0	0	0	0.00	Adjusts line items and creates a new cost center in the Worker's Comp program to better track expenses in the existing Employer At Injury Program.	11_DCM_TA_01
72051	Tax Title	DCM	546,623	(546,623)	0	0.00	The Tax Title Fund is not legally required and will be abolished in FY 11. This amendments moves the budget for the Tax Title function from the Tax Title Fund into the General Fund.	11_DCM_TA_03
15007A	District Attorney's Office – Unit A Property Crimes	DA	0	0	0	0.00	Updates a grant accounting object (WBS) to reflect ARRA grant funding.	11_DA_TA_01
Various	IT	NOND	0	0	0	0.00	Updates project accounting objects (WBS) to reflect correct project descriptions in FY 11.	11_Nond_TA_01
Various	Health Department	HD	0	0	0	0.00	Updated grant accounting object (WBS) for Office of Multicultural Health & Services, DHS Child Safety Seat, DHS Healthy Birth Outcomes, and National Association of County and City Health Officials Medical Reserve Corps.	11_HD_TA_01
60030A 60040A 60041A	Corrections Administration MCDC MCJ	MCSO	0	0	0	0.00	The Sheriff's Office was notified that the proposed budget reduction in the food services contract to discontinue providing coffee, tea, and soft drinks to the corrections staff violates a Memorandum of Agreement between Multnomah County and Multnomah County Corrections Deputy Association (MCCDA) that was negotiated in 1997. Due to this agreement, it is necessary to provide MCCDA with the opportunity to bargain this benefit before any reductions. Supplies are reduced so the budget remains balanced and to allow necessary time to work through and complete the bargaining process.	11_MCSO_TA_01

Attachment A – Multnomah County  
FY 2011 Departmental Amendments

DRAFT

Last Updated: June 1, 2010



Prog. #	Program Name	Dept(s)	GF Change	Other Funds Change	Total Change	FTE Change	Amendment Description	Amendment #
<b>Staffing Amendments</b>								
Various	Job Class Updates	Countywide	0	0	0	0.00	Updates the job class of 17 positions that the Board has approved for reclassification in FY 2010 but are not shown with the updated job class in the Approved Budget. Also updates 4 positions that had erroneous job class numbers in the Approved Budget.	11_Over_SA_01
72047	DART Residential Property Appraisal	DCM	0	0	0	0.00	Moves 1.00 FTE from Commercial Property Appraisal to Residential Property Appraisal.	11_DCM_SA_01
72070 and 72066	Capital Operating Costs and Facilities Admin & Business Services	DCM	0	0	0	0.00	Moves 1.00 FTE from the Capital Operating program to the Administration and Business Services program.	11_DCM_SA_02
80008, 80009, 80011	Library Various	LIB	0	2,122	2,122	0.25	Incorporates FY 2010 Library Budget Modification #05 approved by the Board on May 6th into the FY 2011 budget. (Realigned staff to increase website and finance support.)	11_LIB_SA_01
Various	IT	NOND	0	0	0	0.00	Moves two positions between cost centers.	11_NOND_SA_01

Attachment A – Multnomah County  
FY 2011 Departmental Amendments

**DRAFT**

Last Updated: June 1, 2010



Prog. #	Program Name	Dept(s)	GF Change	Other Funds Change	Total Change	FTE Change	Amendment Description	Amendment #
<b>Revenue Amendments</b>								
25023	ADS Long Term Care	DCHS	4,889	350,772	355,661	3.00	Allocation of \$292,500 from the State of Oregon Department of Human Services (DHS) for the transfer of 3.00 Case Manager Seniors from the State to Multnomah County. The employees will be responsible for On-The-Move program duties and will be located at the Mid-County ASDS office.	11_DCHS_RA_01
25140	Housing	DCHS	2,364	53,067	55,431	0.00	Revenue from US Department of Housing and Urban Development not anticipated when preparing the FY 2011 budget. The additional revenue will support the preservation and creation of affordable housing in FY 2011.	11_DCHS_RA_02
25020A	ADS Access and Early Intervention Services	DCHS	10,858	254,599	265,457	0.50	\$242,874 from the Corporation of National and Community Services' Foster Grandparent Program to implement a volunteer program using low-income seniors to provide mentoring and other volunteer support for children and youth. Adds 0.50 FTE Volunteer Coordinator position.	11_DCHS_RA_03
25145	SUN Community Schools	DCHS	0	60,914	60,914	0.00	This amendment budgets new grants and rebudgets in FY 2011 grant amounts not fully expended in FY 2010. \$54,405 in 21st Century Learning Center grants from FY 2009 and 2010 are rebudgeted in FY 2011. This amendment also budgets City of Portland and Leaders Roundtable funding of \$6,509. The grants will support services that SUN provides.	11_DCHS_RA_04
25119	Energy Services	DCHS	0	260,000	260,000	0.00	Oregon Department of Housing and Community Services (HCS) received additional federal funds from Department of Energy (DOE) for furnace replacement and repair. HCS allocated \$260,000 on May 14th, 2010 to Multnomah County's Energy Services Program, which will be will be used in FY11 for furnace replacement and repair.	11_DCHS_RA_05



Attachment A – Multnomah County  
FY 2011 Departmental Amendments

DRAFT

Last Updated: June 1, 2010



Prog. #	Program Name	Dept(s)	GF Change	Other Funds Change	Total Change	FTE Change	Amendment Description	Amendment #
<b>Revenue Amendments</b>								
25145	SUN Community Schools	DCHS	4,471	116,561	121,032	1.00	Increasing SUN Community Schools by \$100,000 from Multnomah County Health Department grant award (Centers for Disease Control ARRA Prevention and Wellness Communities Putting Prevention to Work). This two-year grant will add 1.00 limited duration Health Educator to promote healthy eating and a physically active lifestyle for youth and families.	11_DCHS_RA_06
25020A	ADS Access and Early Intervention Services	DCHS	4,471	116,561	121,032	1.00	Increasing ADS Access & Intervention Services by \$100,000 from Multnomah County Health Department grant from Centers for Disease Control ARRA Prevention and Wellness Communities Putting Prevention to Work. This two-year grant will add 1.00 FTE limited duration Health Educator to promote healthy eating and a physically active lifestyle for seniors and families.	11_DCHS_RA_07
25088 and 25050	Diversion for Persons with Mental Illness	DCHS	833	113,347	114,180	1.00	Adds 1.00 Mental Health Consultant funded using additional Local Admin revenue received in State Mental Health Grant (SMHG) \$47,184, combined with reallocating funding for a vacant Admin Analyst Senior position in program #25050 by using unobligated Verity funds. The Mental Health Consultant will help divert the mentally ill from the criminal justice system into mental health services.	11_DCHS_SA_01
72081A	FREDS Fleet Services	DCM	0	20,000	20,000	0.00	Adds Department of Environmental Quality – American Recovery and Reinvestment Act funds to FREDS for Fleet diesel emissions reduction retrofits.	11_DCM_RA_01
72082B	FREDS Fleet Vehicle Replacement	DCM	0	(89,530)	(89,530)	0.00	Cuts an existing contract between Metro and the County for vehicle maintenance was not renewed for FY 2011.	11_DCM_RA_02
72071 and 72072	Capital Improvement Program and Capital Asset Preservation	DCM	0	(1,974,200)	(1,974,200)	0.00	Reduces financing proceeds for East County Courts to reflect lower anticipated borrowing for the project. Adjusts Asset Preservation Fund to reflect anticipated ending balance and to program the Multnomah Building Elevator project; no net change in that fund.	11_DCM_RA_03

Attachment A – Multnomah County  
FY 2011 Departmental Amendments

**DRAFT**

Last Updated: June 1, 2010



Prog. #	Program Name	Dept(s)	GF Change	Other Funds Change	Total Change	FTE Change	Amendment Description	Amendment #
<b>Revenue Amendments</b>								
80005 80004 80007 80013 80015 80002 80009	Library Various	LIB	14,254	1,071,022	1,085,276	4.00	\$852,740 to the Library Fund from The Library Foundation for Program and Collection Enhancements. Major programs supported include Raising A Reader (\$388,740), Books 2 U (\$175,000), Summer Reading (\$50,000), and St. Johns Library Projects (\$150,000).	11_LIB_RA_01
60041A and 60068	MCIJ and Warrant Task Force	MCSO	0	59,202	59,202	0.25	Measure 57 increased the prison terms for specified drug and property crimes. It requires courts to impose a minimum sentence for offenders and requires the Department of Corrections to provide treatment. DCJ, the DA and MCSO received a 2 year grant from the State Criminal Justice Commission (CJC) to work with offenders struggling with addiction and criminality. The goal is to reduce both addiction and recidivism. Funding is for 4 months and will provide 3 jail beds for sanctioning offenders and overtime funding to cover the cost of a Law Enforcement Deputy. The 0.25 FTE pays for the corrections deputy associated with the jail beds.	11_MCSO_RA_01
10007	CCFC Administration	NOND	0	169,853	169,853	0.00	Adds grant revenue omitted in the request.	11_NOND_RA_01
Various	Information Technology	NOND	0	995,780	995,780	0.00	Increases estimated Beginning Working Capital and project expenditures for FY 2011 to reflect projects underway but not anticipated to be completed in FY 2010.	11_NOND_RA_02

Attachment A – Multnomah County  
FY 2011 Departmental Amendments

**DRAFT**

Last Updated: June 1, 2010



Prog. #	Program Name	Dept(s)	GF Change	Other Funds Change	Total Change	FTE Change	Amendment Description	Amendment #
60030A 60046 60048	Corrections Administration Human Trafficking Telestaff Law Enforcement Data Systems Sergeant	MCSO	15,527	443,892	459,419	2.00	Uses one-time-only funding from the State Criminal Alien Assistance Program (SCAAP) grant to fund a 1.00 limited duration Corrections Sergeant for one year to establish intelligence-gathering and intervention methodology regarding human trafficking as proliferated among jail inmates and 1.00 limited duration Sergeant for one year to develop efficiencies available in the Telestaff scheduling system, conducting training for system users and supporting data for Time and Attendance activities and to establish Law Enforcement Data Systems certification and maintenance in the Training Unit.	11_MCSO_RA_02

Attachment A – Multnomah County  
FY 2011 Departmental Amendments

**DRAFT**

Last Updated: June 1, 2010



Prog. #	Program Name	Dept(s)	GF Change	Other Funds Change	Total Change	FTE Change	Amendment Description	Amendment #
<b>Revenue Amendments</b>								
60063	MCSO Patrol	MCSO	4,105	64,332	68,437	0.00	Law Enforcement Terrorism Prevention Program sponsored by the Department of Homeland Security to assist law enforcement agencies in terrorism prevention activities. Activities include information sharing, target hardening, threat recognition and mapping, counter-terrorism and security planning, interoperable communications, and terrorist interdiction. Funds were carried over from last year in the Supplemental Budget in the amount of \$78,929 and must be used for specific terrorism prevention training classes to qualify for use under this grant. At the end of this year, we will have \$68,437 to carry into FY 2011 for training.	11_MCSO_RA_03
60070	Concealed Handgun Permits	MCSO	5,440	97,517	102,957	1.00	The number of permits has increased significantly corresponding in increased revenues in the dedicated fund which allows the entire program to be funded through the program fees. This was the original intent of the program, but in recent years the General Fund had to supplement the operations. Adds 1.00 FTE for an Office Assistant 2 to assist with the workload increase.	11_MCSO_RA_04
Various	Primary Care	HD	0	1,881,753	1,881,753	0.00	The carryover of the American Recovery and Reinvestment Act (ARRA) Capital Investment Program (CIP) grant will continue funding the capital improvement projects at primary care clinics. The remodeling began in FY 2010 and will be completed during FY 2011. Grant Begin/End- 06/09-06-11	11_HD_RA_01

Attachment A – Multnomah County  
FY 2011 Departmental Amendments

**DRAFT**

Last Updated: June 1, 2010



Prog. #	Program Name	Dept(s)	GF Change	Other Funds Change	Total Change	FTE Change	Amendment Description	Amendment #
<b>Revenue Amendments</b>								
40047	Chronic Disease	HD	311,756	4,453,800	4,765,556	14.00	This new grant from the CDC, Communities Putting Prevention to Work Program (CPPW), enables the Community Wellness & Prevention program to add new staff to implement policy, environmental, and systems-based change strategies to promote healthy eating and active living. The grant will also provide funding to 25 community partners, including school districts, the City of Portland, the City of Gresham, and variety of public health and culturally-specific non-profit organizations. Grant Begin/End- 03/10-03/12.	11_HD_RA_02
40037	Environmental Health	HD	27,734	398,369	426,103	1.36	Community Asthma Inspection & Referral (CAIR) – New Environmental Health Healthy Homes Grant – The CAIR program is funded through HUD to provide Healthy Homes services. This program will provide medical intervention, environmental assessments and physical remediation to 320 low income families with health issues who live in Multnomah County. Grant Begin/End- 05/10-05/13	11_HD_RA_03
40034	Primary Care	HD	20,301	311,369	331,670	1.90	This is a quality incentive program from CareOregon that started at Mid-County Health Center (MCHC) as a pilot program and will be expanded to other Primary Care locations. Our success in caring for clients assigned by CareOregon has been instrumental in the expansion. Grant Begin/End- 07/10-07/11	11_HD_RA_04
40035	Health & Social Justice	HD	1,282	17,159	18,441	0.10	This is a grant from the Washington State Employee Security Department (ESD) to develop an evaluation plan for the Worksite Wellness program at ESD; analyze data collected from ESD employee surveys; and provide a summary of information, evaluated against related productivity measures, for ESD's senior management team. Grant Begin/End- 03/10-03/11	11_HD_RA_05

Attachment A – Multnomah County  
FY 2011 Departmental Amendments

**DRAFT**

Last Updated: June 1, 2010



Prog. #	Program Name	Dept(s)	GF Change	Other Funds Change	Total Change	FTE Change	Amendment Description	Amendment #
<b>Revenue Amendments</b>								
40035	Health & Social Justice	HD	532	6,322	6,854	0.00	The Robert Wood Johnson Smoke Free Policy grant will examine attitudes toward compliance with & health effects of a smoke free policy in subsidized multi-unit housing, and it's impact on the property. Grant Begin/End- 11/09-11/10	11_HD_RA_06
40031	Pharmacy	HD	22,557	352,834	375,391	3.00	Productivity increases in the clinics as well as additional providers have had the effect of increased numbers of clients seen with the resulting increase in Title 18/Medicare fees.	11_HD_RA_07
40037	Environmental Health	HD	2,626	35,344	37,970	0.00	This grant, from the City of Portland, Bureau of Housing and Community Development (BHCD), will provide a one year contract to Multnomah County Environmental Health for \$34,942. This will help fund a temporary Environmental Health staff, training, and equipment and supplies needed for the new CAIR program. Grant Begin/End- 07/10-04/13	11_HD_RA_08
40011	HIV	HD	1,108	15,259	16,367	0.00	This amendment increases the 2011 State HIV Prevention Block Grant award. These funds primarily support development of HIV/Hepatitis C prevention materials targeted to populations at high risk for HIV/Hepatitis C/STDs to encourage testing and to promote behaviors that reduce risk. 07/10-06/11	11_HD_RA_09
40018	WIC	HD	3,879	53,366	57,245	0.00	The State provided Multnomah County Women, Infants and Children (WIC) with funding to help enhance the clients' through participant centered education (PCE). This may include rewriting lesson plans, improving the office experience, or improving a phone system that makes it easier to contact clients. WIC was also awarded state funds to support implementation of the use of fruit and vegetable vouchers at area farmer's markets. WIC staff will assist clients' in the use of voucher. Grant Begin/End- 07/10-06/11	11_HD_RA_10

Attachment A – Multnomah County  
FY 2011 Departmental Amendments

DRAFT

Last Updated: June 1, 2010



Prog. #	Program Name	Dept(s)	GF Change	Other Funds Change	Total Change	FTE Change	Amendment Description	Amendment #
<b>Carryover Amendments</b>								
72056	Central Human Resources-Administration	DCM	17,000	0	17,000	0.00	Carryover for furniture purchased but not expected to be received by 6/30/10 for moving Central Human Resources from the 4th floor to the 3rd floor due to the IT staff move onto the 4th floor. Purchase order #4500123233	11_DCM_CA_01
60018	Property and Laundry	MCSO	172,900	71,415	244,315	0.00	In the warehouse contract, it states all permitting must be complete before MCSO takes occupancy (scheduled for June 11, 2010). In order to have the warehouse fully functioning, necessary modifications will need to take place. Modifications cannot be addressed until the Sheriff's Office takes possession of the warehouse. This does not give the Sheriff's Office sufficient time to complete the work or receive capital items that have been ordered. This amendment earmarks purchases planned for FY 2010 in FY 2011.	11_MCSO_CA_02

Attachment A – Multnomah County  
FY 2011 Departmental Amendments

**DRAFT**

Last Updated: June 1, 2010



Prog. #	Program Name	Dept(s)	GF Change	Other Funds Change	Total Change	FTE Change	Amendment Description	Amendment #
<b>Program Amendments</b>								
25120	Homeless Family Shelter System	DCHS	15,000	0	15,000	0.00	The pilot project "30 Families in 30 days" initiated in January 2010 budgeted rental assistance for 30 families for 6 months. Many of the families did not access the program until mid to late February 2010. Six months of rental assistance will not be completed until July or August of 2010, in FY 2011. Requests \$15,000 of General Fund to provide 6 months of rent assistance to the current 30 families.	11_DCHS_PA_01
25090	Detoxification and Post-Detoxification Housing	DCHS	0	0	0	0.00	Provides \$260,000 to ensure that Hooper Detox can continue to operate 24 hours per day, 7 days a week. Service levels will be reduced from 53 beds and 2,500 annual admissions to 45 bed level with 2,125 annual admissions. The \$260,000 for Detox will be covered with General Fund originally budgeted in the Multnomah Treatment Fund, Program Offer 25063A. The Multnomah Treatment Fund reduction will be offset by State Mental Health Grant funding. It is anticipated that the funding gap for Hooper Detox will be ongoing.	11_DCHS_PA_02
72038	DART County Clerk Functions	DCM	0	0	0	0.00	Transfers the passports program from DCS-Elections to DCM-DART includes 1.00 FTE with related materials and supplies expenses and \$70,000 in Fee revenue. DCS is reduced and DCM is increased in the same amount, no net change in General Fund.	11_DCM_PA_01
91013	Road Services	DCS	0	(98,540)	(98,540)	(1.00)	1.00 FTE engineering staff reduction (\$81,451) responds to the road capital improvement program moving away from construction and into a design phase for FY 2011.	11_DCS_PA_01
91016	Bridge Engineering	DCS	0	97,729	97,729	(1.00)	Increases ongoing Broadway Bridge project expenditures which will be funded from an unexpected reimbursement from Oregon Department of Transportation in FY 2010 and supplemented by the elimination of a <i>vacant</i> position.	11_DCS_PA_02



Attachment A – Multnomah County  
FY 2011 Departmental Amendments

**DRAFT**

Last Updated: June 1, 2010



Prog. #	Program Name	Dept(s)	GF Change	Other Funds Change	Total Change	FTE Change	Amendment Description	Amendment #
<b>Program Amendments</b>								
40013A/B	Early Childhood Services	HD	0	557	557	0.75	Early Childhood Services reorganized to ensure accountability, provide adequate system support and utilize evidence-based best practices. ECS consolidates offices from 3 sites to 2-Northeast and East; and maintains drop-in workstations at North and Southeast. Working to identify drop-in sites in Mid County. Net increase of 0.75 FTE.	11_HD_PA_01
TOTAL			1,210,510	9,235,924	10,446,434	33.11		

Attachment B  
**Appropriations Schedule**  
Multnomah County, Oregon  
Fiscal Year July 1, 2010 to June 30, 2011

**GENERAL FUND (1000)**

<i>Nondepartmental</i>		20,414,658
<i>District Attorney</i>		19,053,548
<i>Overall County Expenditures</i>		0
<i>County Human Services</i>		48,489,722
<i>Health</i>		53,215,720
<i>Community Justice</i>		54,487,938
<i>Sheriff</i>		100,138,273
<i>County Management</i>		29,062,344
<i>Community Services</i>		11,537,694
<b>All Agencies</b>		<b>336,399,897</b>
<i>Cash Transfers</i>	Library Fund	15,093,244
	Financed Projects Fund	4,500,000
	Capital Improvement Fund	150,000
	Facilities Fund	120,000
	Fleet Management Fund	74,000
<b>Total Cash Transfers</b>		<b>19,937,244</b>
<b>Contingency</b>		<b>5,826,302</b>
<b>Total Appropriation</b>		<b>362,163,443</b>

**STRATEGIC INVESTMENT PROGRAM FUND (1500)**

<i>Cash Transfers</i>	General Fund	161,000
<b>Total Appropriation</b>		<b>161,000</b>

**ROAD FUND (1501)**

<i>Community Services</i>		39,510,133
<i>Cash Transfers</i>	Willamette River Bridge Fund	5,600,000
	Bicycle Path Fund	68,000
<b>Total Cash Transfers</b>		<b>5,668,000</b>
<b>Total Appropriation</b>		<b>45,178,133</b>

**EMERGENCY COMMUNICATIONS FUND (1502)**

<i>Sheriff</i>		250,000
<b>Total Appropriation</b>		<b>250,000</b>

**BICYCLE PATH CONSTRUCTION FUND (1503)**

<i>Community Services</i>		90,000
<b>Contingency</b>		<b>340,500</b>
<b>Total Appropriation</b>		<b>430,500</b>

**RECREATION FUND (1504)**

<i>County Management</i>		101,700
<b>Total Appropriation</b>		<b>101,700</b>

Attachment B  
 Appropriations Schedule  
 Multnomah County, Oregon  
 Fiscal Year July 1, 2010 to June 30, 2011

**FEDERAL STATE FUND (1505)**

Nondepartmental	3,480,954
District Attorney	6,440,927
County Human Services	121,289,283
Health	98,919,927
Community Justice	27,271,992
Sheriff	11,567,865
County Management	39,641
Community Services	128,127
<i>All Agencies</i>	<b>269,138,716</b>
<i>Contingency</i>	<b>0</b>
<b>Total Appropriation</b>	<b>269,138,716</b>

**COUNTY SCHOOL FUND (1506)**

Nondepartmental	191,500
<b>Total Appropriation</b>	<b>191,500</b>

**TAX TITLE FUND (1507)**

County Management	546,623
<b>Total Appropriation</b>	<b>546,623</b>

**ANIMAL CONTROL FUND (1508)**

Community Services	667,500
Cash Transfers General Fund	1,850,000
<i>Contingency</i>	<b>173,873</b>
<b>Total Appropriation</b>	<b>2,691,373</b>

**WILLAMETTE RIVER BRIDGES FUND (1509)**

Community Services	65,841,406
Cash Transfers General Fund	1,000,000
<i>Contingency</i>	<b>8,661,336</b>
<b>Total Appropriation</b>	<b>75,502,742</b>

**LIBRARY SERIAL LEVY FUND (1510)**

Library	61,141,683
<i>Contingency</i>	<b>1,000,000</b>
<b>Total Appropriation</b>	<b>62,141,683</b>

**SPECIAL EXCISE TAXES FUND (1511)**

Nondepartmental	19,014,000
<b>Total Appropriation</b>	<b>19,014,000</b>

**LAND CORNER PRESERVATION FUND (1512)**

Community Services	1,238,324
<i>Contingency</i>	<b>446,676</b>
<b>Total Appropriation</b>	<b>1,685,000</b>

Attachment B  
**Appropriations Schedule**  
Multnomah County, Oregon  
Fiscal Year July 1, 2010 to June 30, 2011

**INMATE WELFARE FUND (1513)**

Community Justice	2,000
Sheriff	1,382,015
<i>All Agencies</i>	<i>1,384,015</i>
<b>Total Appropriation</b>	<b>1,384,015</b>

**JUSTICE SERVICES SPECIAL OPERATIONS (1516)**

District Attorney	158,886
Health	1,892,545
Community Justice	2,659,143
Sheriff	3,406,283
<i>All Agencies</i>	<i>8,116,857</i>
<b>Total Appropriation</b>	<b>8,116,857</b>

**REVENUE BOND SINKING FUND (2001)**

Nondepartmental	8,000
<i>Debt Service</i>	<i>547,665</i>
<b>Total Appropriation</b>	<b>555,665</b>

**CAPITAL LEASE RETIREMENT FUND (2002)**

Nondepartmental	5,000
<i>Debt Service</i>	<i>19,187,381</i>
<b>Total Appropriation</b>	<b>19,192,381</b>

**GENERAL OBLIGATION BOND SINKING FUND (2003)**

<i>Debt Service</i>	<i>9,252,873</i>
<b>Total Appropriation</b>	<b>9,252,873</b>

**PERS BOND SINKING FUND (2004)**

Nondepartmental	25,000
<i>Debt Service</i>	<i>15,201,805</i>
<b>Total Appropriation</b>	<b>15,226,805</b>

**FINANCED PROJECTS FUND (2504)**

County Management	5,100,000
<i>Contingency</i>	<i>6,000</i>
<b>Total Appropriation</b>	<b>5,106,000</b>

**CAPITAL IMPROVEMENT FUND (2507)**

County Management	49,307,100
<b>Total Appropriation</b>	<b>49,307,100</b>

Attachment B  
 Appropriations Schedule  
 Multnomah County, Oregon  
 Fiscal Year July 1, 2010 to June 30, 2011

**CAPITAL ACQUISITION FUND (2508)**

<i>Nondepartmental</i>	6,000,000
<i>Contingency</i>	7,000
<b>Total Appropriation</b>	<b>6,007,000</b>

**ASSET PRESERVATION FUND (2509)**

<i>County Management</i>	4,777,865
<b>Total Appropriation</b>	<b>4,777,865</b>

**BEHAVIORAL HEALTH MANAGED CARE FUND (3002)**

<i>County Human Services</i>	42,692,735
<i>Contingency</i>	5,000,000
<b>Total Appropriation</b>	<b>47,692,735</b>

**RISK MANAGEMENT FUND (3500)**

<i>Nondepartmental</i>	3,662,904
<i>County Management</i>	86,687,376
<i>All Agencies</i>	90,350,280
<i>Contingency</i>	2,000,000
<b>Total Appropriation</b>	<b>92,350,280</b>

**FLEET FUND (3501)**

<i>County Management</i>	10,624,986
<i>Contingency</i>	827,405
<b>Total Appropriation</b>	<b>11,452,391</b>

**DATA PROCESSING FUND (3503)**

<i>Nondepartmental</i>	45,088,326
<i>Contingency</i>	1,811,393
<b>Total Appropriation</b>	<b>46,899,719</b>

**MAIL DISTRIBUTION FUND (3504)**

<i>County Management</i>	7,346,334
<i>Contingency</i>	771,831
<b>Total Appropriation</b>	<b>8,118,165</b>

**FACILITIES MANAGEMENT FUND (3505)**

<i>County Management</i>	37,413,915
<i>Cash Transfers</i>	
Capital Improvement Fund	3,366,100
Asset Preservation Fund	2,488,900
<i>Total Cash Transfers</i>	5,855,000
<i>Contingency</i>	534,444
<b>Total Appropriation</b>	<b>43,803,359</b>

## Attachment C - FY 2011 Budget Notes

June 10, 2010

### SUN Service System Fees (Willer)

The Board directs DCHS to report on the status of fee collection efforts for the SUN Community Schools, no later than August 31st, 2010. The Board is concerned that the fees are not always collected from parents who could afford to contribute to the program. The County does not collect the fees itself, but the fees help to support the array of services that SUN provides. The report should detail the status of fees collected by school, whether the school has a parent advisory council and the number of parents serving on it, along with information about the demographics of each school and the services SUN provides on site. Information shall be provided for the past two years.

### Animal Services – Downtown Pet Adoption Center (Cogen)

The County's Animal Services Division is requesting funding for a small, temporary animal adoption center in Portland. The animal adoption center has the goal to make Multnomah County's Animal Services visible and accessible to Portlanders and to reduce animal euthanasia rates. The 2,000-to-2,500-square-foot center is planned for Portland's core and would operate six to seven days a week. The downtown adoption center would feature a rotating cast of adoptable animals and would accept stray animals in addition to providing office space for one Animal Control Officer. \$75,000 has been earmarked in contingency for this project. Once the department raises \$225,000 they may return to the Board to access the funds in contingency.

### Child and Family Hunger Relief – (Shiprack)

The Board will revisit Program Offer 25147, Child and Family Hunger Relief by July 31<sup>st</sup>, 2010. \$186,043 is allocated to the program in the FY 2011 adopted budget to run the summer and non-school/weekday portions of the program. The Board would like to hear from DCHS how the program will leverage resources from the faith-based, not-for-profit, and business community after the one-time funding is spent. \$48,957 for the Back Pack Program will be earmarked in contingency should the Board decide to fund the weekend feeding program.

### Nonprofit Hotel – (McKeel)

The Board did not fund Program Offer 25121, the Nonprofit Hotel. The Board directs DCHS to present a business plan to the Board no later than September 30, 2010. After hearing a detailed business plan on the operations, future funding plans, and timeline for implementing the program, the Board will consider funding this program. The \$413,507 will be earmarked in contingency should the Board decide to fund this program in FY 2011.

### Juvenile Detention Electronics at Donald E. Long (Shiprack)

The monitoring of and access to all internal areas (custody units, sleeping rooms, holding cells, hallways) and external areas (police gates, public entrance, sally ports) is currently operated by manual input-output switch systems located in Mail Control, Intake, Visiting Control and in each custody unit. Any time one of these system areas breaks down, extreme security and safety hazards are created. Community Justice, working with Facilities and Property Management and Electronic Services proposes to replace the existing control systems with modern, detention-grade control systems that allow for the County's Electronic Services group to provide cost effective servicing.

## Attachment C - FY 2011 Budget Notes

June 10, 2010

The Board directs Community Justice and County Management to return to the Board on or before August 31, 2010 and report on the following:

- Total estimated cost for a new or updated system
- Timeline and implementation schedule
- Financing/funding options.

Work Smart  
Initiative  
(Kafoury)

~~The Board desires a briefing on or before August 31, 2010, on the status of the Administrative Review and in particular the Business Process Reengineering. The report should include information about:~~

- ~~• the original plan and scope of work~~
- ~~• implementation and accomplishments~~
- ~~• remaining or incomplete tasks~~
- ~~• subsequent phases or rollout~~
- ~~• expenditures to date and FY 2011 proposed budget~~
- ~~• next steps and timeline~~

Withdrawn

~~The \$217,907 will be earmarked in contingency should the Board decide to fund this program in FY 2011.~~

Executive and  
Management Study  
(Kafoury)

The Board will revisit Program Offer 72061 Executive and Management Class-Comp Study as part of the state budget rebalance process. The Board would like to hear from DCM about the scope of the project, what has happened to date, and the plan to move forward. The one-time funding of \$200,000 will be earmarked in contingency should the Board decide to fund this program.

Rockwood Clinic  
(Kafoury)

The Board will revisit Program Offer 40059B Rockwood Clinic Scaled Offer prior to the state budget rebalance process. The Board would like to hear from the Health Department about alternative funding options, including what the Health Department would cut if asked to fund this program offer within their current General Fund allocation. The one-time funding of \$222,897 will be earmarked in contingency should the Board decide to fund this program.

Mental Health Peer  
Clubhouse and  
Strengthening  
Families –  
Addictions  
Prevention  
(Kafoury)

The Board did not fund Program Offer 25065 Mental Health Peer Clubhouse or Program Offer 25087 Strengthening Families – Addictions Prevention. The Board will revisit both programs as part of the state budget rebalance process. \$388,300 will be earmarked in contingency should the Board decide to fund either or both of these programs: \$263,300 for the Mental Health Peer Clubhouse, and \$125,000 for Strengthening Families – Addictions Prevention.

## Attachment C - FY 2011 Budget Notes

June 10, 2010

### Use of One-Time-Only (OTO) Funding (McKeel)

There are a number of programs that are funded with one-time-only funding (OTO) for FY 2011. Multnomah County's financial policies address OTO, but the BCC would like a detailed discussion about the use of this resource.

The Board directs the Budget Office to schedule a worksession prior to the mid-year state budget rebalance process. The discussion should include:

- The level of reserves set aside as established by Board policy
- One-time-only spending proposals for projects or pilot programs
- Ramping down or phasing out programs funded by OTO funds
- Bridge or gap financing for existing programs for a finite period of time
- Future funding impacts (i.e. loss of State or Federal funding).
- Best practices
- Survey of surrounding local governments' OTO policies.

### Sheriff's Office Authorization for Over-Staffing Deputies (McKeel)

The recruitment, hiring and training of Law Enforcement Deputies and Corrections Deputies (Deputy) is a competitive and resource intensive process. Before a Sheriff's Deputy can become a self-sufficient employee, six months to a year of recruitment, hiring, and training must occur. The Sheriff's Office wants to minimize Deputy vacancies, as well as other post-driven classification vacancies. Over the next five years, approximately 32% of the Deputy work force will be eligible for retirement. Historically, the Sheriff's Office has averaged a 7% annual attrition rate in the Deputy job classifications. It is important to minimize the amount of time a position is vacant and careful management of vacancies by anticipating attrition events will result in both a positive impact on the employee's well-being and contribute to the reduction of the agency's dependence upon overtime. This budget note authorizes the Sheriff's Office to overfill budgeted Deputy positions by 10.00 FTE. It is expected that this strategy will provide the needed flexibility to keep vacancies filled yet remain within budgeted appropriation.

Additionally, the Sheriff's Office will keep the Board informed as to the progress of the State cuts to DPSST and the impact to Multnomah County.

### Board Briefings (Shiprack)

The Board will hold a series of worksessions and briefings on items earmarked in contingency. The first of these work sessions will be on the Rockwood Clinic to be scheduled in July, 2010. The timing for subsequent work sessions on contingency earmarks are noted in individual budget notes.

Those earmarks are as follows:

- Rockwood Health Clinic (schedule by July, 2010)
- Peer Clubhouse & Strengthening Families Addictions (schedule as part of the state budget rebalance process)
- Executive & Management Study (schedule as part of the state budget rebalance process)
- Child & Family Hunger Relief & Backpack Program (schedule by July 31, 2010)
- Pet Adoption Center (department to schedule once \$225,000 is raised).



## **Attachment C - FY 2011 Budget Notes**

June 10, 2010

### **Evidence Based Sentencing (Shiprack)**

Data-driven reforms in sentencing are being developed around the nation that protect public safety, hold offenders accountable, and reduce corrections costs. In a study published in May, 2009, the Pew Center's Public Safety Performance Project recommends 10 evidence-based sentencing initiatives to control crime and reduce costs. In Multnomah County, sentencing recommendations are made by the District Attorney's Office. The Board of County Commissioners directs the District Attorney to brief the Board at a public meeting by September, 2010 to review, respond to, and make recommendations for implementing the ten evidence-based sentencing strategies from Pew's Public Safety Performance Project.

## ATTACHMENT D

The Board makes the following response to the recommendation made by the Tax Supervising and Conservation Commission (TSCC) which is contained in the letter certifying the FY 2011 County budget.

### **I. Recommendation – Expenditures exceeded appropriations**

The audit report notes the following over-expenditures in FY 2009. Expenditures of the various funds were within authorized appropriations except as noted:

Federal State Program Fund, Community Services	\$37,000
Federal State Program Fund, Health Services	\$2,484,000
Revenue Bond Fund, Nondepartmental	\$1,439,000

Local Budget Law does not allow for the expenditure of funds above approved appropriation levels. Care needs to be taken to ensure that spending is within approved limits or that budget adjustments are authorized prior to the expenditure of funds.

### **Response –**

Below are the management comments about these over-expenditures in the Comprehensive Annual Financial Report's (CAFR) Notes to the Basic Financial Statements, p. 51:

"In the Federal State Program Fund, the Community Services Department exceeded its appropriation as a result of a higher than expected beginning balance related to prior year revenues that were not expended until fiscal year 2009. The required budget amendments were not submitted for approval prior to the end of the fiscal year. This was a one-time adjustment with available fund balance to cover the expenditure.

In the Federal State Program Fund, the Health Department exceeded its appropriation primarily due to an increase in patient visits related to the Health Department's dental, pharmacy and primary care programs. These programs are funded by Medicaid revenues, private insurance and self-pay. In addition, the Health Department's annual vaccine allotment received from the State was greater than expected and the Department's budget did not reflect the increase in cost. The over expenditures were funded by available fund balance.

In the Revenue Bond Fund, the County exceeded its appropriation as a result of the early redemption of revenues bonds issued in October 1998. This early redemption was as a result of revenues recognized on a property sale in fiscal year 2008 committed for future revenues on this debt. The over expenditure was funded by available fund balance."

Additionally, our FY 2009 CAFR was recently reviewed by the Secretary of State's Office. Their findings and recommendations about the above-noted over-expenditures referenced ORS 297.466, which requires the County to pass a resolution to address budget violations within 30 days of filing our audit report. Below is a relevant portion of the response we sent to the State Audit Division regarding our plans to address their recommendations going forward (emphasis added):

"County departments are responsible for closely monitoring their programs and the budget to actual status throughout the year in order to identify and prevent any potential budget violations. In

addition, General Ledger reviews year to date budget to actual reports and identifies any potential over expenditures. Any over-expenditures are further investigated. If necessary, budget modifications are requested and a corrective action plan is established by the department incurring the over-expenditure. *Going forward, we will provide the Secretary of State with a corrective action plan within the required time frame (30 days from date of issue of audit report)."*

We expect that this action will satisfy any future TSCC recommendations about fund over expenditures.

BEFORE THE BOARD OF COUNTY COMMISSIONERS  
FOR MULTNOMAH COUNTY, OREGON

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

Levying Ad Valorem Property Taxes for Multnomah County, Oregon, for Fiscal Year 2011

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

- a. The Board has adopted the budget for Multnomah County, Oregon for Fiscal Year 2011.
- b. That budget provides for ad valorem property taxes to be levied on all property in Multnomah County.

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

1. The Board levies the taxes provided for in the adopted budget.
2. These taxes are a combination of authorized tax rates and authorized dollars for repayment of bonded debt as follows:

<b>General Government Category</b>	
<b>Operating Taxes</b>	<b>Tax Rate / \$1,000</b>
Permanent Tax Rate	\$ 4.3434
Library Local Option Levy	\$ 0.8900
<b>Total Operating Taxes</b>	<b>\$ 5.2334</b>
<b>Excluded From Limitation</b>	
<b>Bonded Indebtedness</b>	<b>Tax Amount</b>
General Obligation Debt Levy	\$8,465,608
<b>Total Debt Levy</b>	<b>\$8,465,608</b>

3. These taxes are levied upon all taxable property in Multnomah County.

ADOPTED this 10th day of June, 2010.

BOARD OF COUNTY COMMISSIONERS  
FOR MULTNOMAH COUNTY, OREGON

\_\_\_\_\_  
Jeff Cogen, Chair

REVIEWED:

AGNES SOWLE, COUNTY ATTORNEY  
FOR MULTNOMAH COUNTY, OREGON

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

SUBMITTED BY:  
Karyne Kieta, Budget Director

BEFORE THE BOARD OF COUNTY COMMISSIONERS  
FOR MULTNOMAH COUNTY, OREGON

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ADOPTED this 10th day of June, 2010.

BOARD OF COUNTY COMMISSIONERS  
FOR MULTNOMAH COUNTY, OREGON

\_\_\_\_\_  
Jeff Cogen, Chair

REVIEWED:

AGNES SOWLE, COUNTY ATTORNEY  
FOR MULTNOMAH COUNTY, OREGON

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

SUBMITTED BY:  
Karyne Kieta, Budget Director

# NEW

# SEASONS

## MARKET

### Local Strawberries

SWEETER, JUICIER & BETTER FOR YOU!



What your taste buds knew all along – science has confirmed in a recent study conducted by Michael Qian, assistant professor of Food Science at Oregon State University. As reported by Janie Hibler in FOODday on June 7, 2005 “our local strawberries are in a league of their own...”

In addition to superior aroma, taste and color, Oregon berries have almost twice the anthocyanin content of California varieties. Why do we care about anthocyanins? Not only do anthocyanins provide strawberries with their jewel red color, they also serve as potent antioxidants that have been shown to help provide protection from disease.

Strawberries contain an impressive nutritional profile. A tasty source of vitamin C, fiber, folic acid and potassium, strawberries contain a number of antioxidant compounds that support health in a variety of ways.

One cup of fresh, sliced berries provides the following nutrients:

Calories	53	Potassium	254 mg
Fiber	3.3 gm	Vitamin C	98 mg
Calcium	27mg	Folate	40 mcg
Magnesium	22 mg	Lutein	43 mcg

As you can see these delicious summertime berries are low in calories and high in nutrients.

---

#### *A few strawberry tips:*

A member of the rose family, strawberries have grown wild for centuries in both the Americas and Europe.

Unwashed berries can be stored in a single layer on top of paper towels for 2-3 days in the refrigerator. Gently rinse and drain before eating.

Because of their bright red color and heart shapes, strawberries were the symbol for Venus the Goddess of Love.

Strawberries do not ripen after they are picked, so select bright red berries without soft spots.

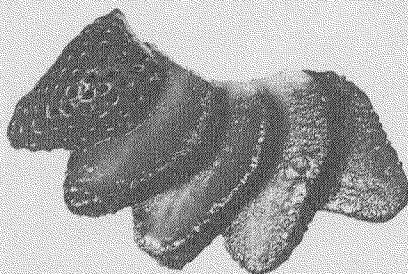
# RECIPES

## *Strawberry Mint Lemonade*

2 quarts water  
2 mint tea bags  
12 strawberries  
Juice of 2 lemons (1/4 cup)  
1/4 cup honey  
Fresh mint



Bring water to boil. Let tea bags and fresh mint steep in water for 10 minutes. In a blender, puree strawberries, lemon juice and honey. Remove and discard mint tea bags and sprigs from steeped tea. Stir in strawberry-lemon mixture. Chill before serving. Garnish with additional mint sprigs. Serve and enjoy!



## *Strawberry Vinegar*

(Wonderful for salad dressings!)

Makes 3 pints of vinegar.  
Requires three 1 pint jars or bottles

5 cups strawberries  
1 quart white wine vinegar  
1/4 cup sugar

Gently rinse and hull fresh berries. Reserve 1 cup of whole berries. Crush remaining berries. Add vinegar and sugar to crushed berries and stir well. Cover and refrigerate for 2 days. After refrigeration, place a jelly bag or a sieve lined with cheesecloth over a bowl, and strain berry mixture; do not squeeze. Discard pulp. Place berry juice in a large saucepan and bring just to a boil. Place 1/3 cup reserved berries in each 1 pint jar or bottle. Add hot juice to within 1/4" of top. Cap or cork. Store in dark cool place for 3 weeks before using.



# OSU Tells Development Of New Hood Strawberry

A new strawberry, named the Oregon State University Hood, with many of the same characteristics as Marshall, a long-time favorite of Oregon growers, processors and consumers, has been released by

the Oregon State University Agricultural Experiment Station and the Agricultural Research Service, U.S. Department of Agriculture.

Primary use of the new berry will be in preserves where it will supplement or replace the Marshall. Researchers also feel Hood holds considerable local fresh market potential.

Marshall has been the chief preserving variety grown in Oregon, but production is below demand as growers switched to more productive or disease-resistant varieties in recent years.

Hood, tested as U.S.-Oregon

Selection 2575, originated as a seedling from a cross of U.S.-Oregon 2315 and Puget Beauty. It was selected during the 1957 fruiting season by George F. Waldo, horticulturist with the Crops Research Division, ARS, stationed at OSU.

Since 1957, Hood has been field tested extensively at OSU's Central Agricultural Experiment Station in Corvallis and at the North Willamette Branch Experiment Station at Aurora. Test pilots also have been grown elsewhere the past two years so processors could observe the new variety for themselves.

Hood is a mid-season variety with about the same season as Northwest. Yields have averaged one ton more per acre than Northwest when grown on red stele infested soil and yields of six tons per acre have been obtained.

## Plants Large

The plants are large, producing a moderate number of runners. The leaves are large, bright medium green and resistant to mildew. Hood is susceptible to red stele. But good average yields have been obtained when it was grown on red stele infested soil, indicating some degree of resistance to the disease.

Hood is also susceptible to virus and should not be grown near strawberries known to contain virus diseases.

Hood also appears to possess good winter hardiness. The new variety looks better than Northwest after the extreme cold experienced this winter.

The Oregon Strawberry Council supported the research which developed the new Hood variety as part of the council's variety improvement program.

## St. Helen's Hall Crowns Queen



SUE BUNCH

Sue Bunch, Kennewick, Wash., student at St. Helen's Hall, was crowned May queen during activities at the school Saturday.

Queen Sue and members of her court were honored at the coronation ball Saturday night.

Princesses were Linda Fore and Kathryn Jeffcott, Portland; Sue Carr, Ketchikan, Alaska; Natalie Giustana, Eugene; Mary Lampson, Kennewick, Wash.; Laura Shaeffer, Marysville, Calif.; and Ann Stevenson, White Salmon, Wash.

## WEAR FALSE TEETH?

Now you can talk, laugh and eat with confidence. If your dentures wobble, click, drop or are hard to manage, or if your gums are shrunk so as to cause a loose fit, SWITCH TO —

## RIGIDENT COMFORT CUSHION DENTURE RETAINER.

This pure white, odorless, tasteless, non-staining powder when sprinkled on damp dentures, forms a soft gelatinous cushion that holds plates or partials firmly in place for 18 hours or more. Resists hot or cold food. Will not stuff out.

3 sizes: 45c - 79c - \$1.10

AT ALL DRUG COUNTERS

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The ALEXANDER HAMILTON INSTITUTE, nation's leader in Executive Development for over 50 years, needs a man with a high degree of sales initiative for a challenging new growth positions in Greater Portland area and the Eugene area. National advertising in Fortune, Nation's Business, Harvard Business Review, and the Wall Street Journal is rapidly expanding the demand for the Institute's Program at all levels of management.

The experience of the preferred man will include successful intangible selling to management men ranging from supervisor to president. He will possess an impeccable personal record. He will attend a one-week indoctrinal training seminar in Los Angeles at Institute expense and will be eligible for continuing studies for qualification for advanced management positions. The Institute's unique compensation plan includes immediate and substantial advance payments over earned commissions, plus an escalating monthly bonus which assures top earnings each month commensurate to sales.

For information call Mr. Lagsdin at 228-9611

Sunday, May 2, 4 to 6 p.m.; Monday, 9 a.m. to 9 p.m.

or write: J. W. Lagsdin, 2810 108th SE, Bellevue, Washington



# NEW SEASONS

## MARKET

SHOP ONLINE  
you click. we deliver.  
(or pull up for pickup)

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# THE HOODS ARE HERE!

STRAWBERRY TASTING • SATURDAY & SUNDAY • 11AM-5PM

Join us this weekend for our  
**STRAWBERRY FESTIVAL**  
See back page for details

*Next week*  
Sausage

*The friendliest store in town.*

**EASY & FUN TO SHOP • SENSIBLY PRICED • LOCALLY OWNED & OPERATED**  
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157th & Sunnyside Road • Happy Valley

RALEIGH HILLS • 503.292.6838  
7300 SW Beaverton-Hillsdale Hwy

CEDAR HILLS CROSSING • 503.641.4181  
3495 SW Cedar Hills Blvd • Beaverton

MOUNTAIN PARK • 503.496.1155  
Boones Ferry Rd & Monroe Pkwy • Lake Oswego

SELLWOOD • 503.230.4949  
1214 SE Tacoma Street

CONCORDIA • 503.288.3838  
NE 33rd & Killingsworth Street

ORENCO STATION • 503.648.6968  
Cornell Rd & NE 61st Ave • Hillsboro

SEVEN CORNERS • 503.445.2888  
1954 SE Division Street

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## Tillamook BUTTER

Salted or Unsalted  
reg \$2.99 1lb

2 FOR \$5



Also  
SOUR CREAM  
Assorted Varieties  
reg \$2.29 16oz  
**\$1.79**



## Tillamook ICE CREAM

Assorted Varieties  
reg \$5.99 56oz

2 FOR \$7



Also  
CHEESE BLOCKS  
Assorted Varieties  
reg \$3.99-4.65 8oz  
**2/\$6**



## Westbrae Natural ORGANIC BEANS

Selected Varieties  
reg \$1.79 15oz

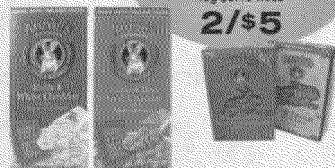
4 FOR \$5



## Annie's Homegrown ORGANIC MAC AND CHEESE

Assorted Varieties  
reg \$2.59 6oz

2 FOR \$3



Also  
BUNNY CRACKERS  
OR GRAHAMS  
Assorted Varieties  
reg \$3.49 7.5oz  
**2/\$5**



## Pacific Natural Foods HAZELNUT, OAT OR ALMOND MILK

Assorted Varieties  
reg \$2.49 32oz

2 FOR \$3



Also  
ORGANIC BROTHS  
Assorted Varieties  
reg \$3.19 32oz  
**\$1.99**

## Annie's Naturals ORGANIC SALAD DRESSING

Assorted Varieties  
reg \$3.99 8oz

\$2.99 EA



## Oroweat BREAD

Oatnut, Healthnut  
or Country Buttermilk  
reg \$4.59 24oz

\$2.19 EA



## Santa Cruz Organic ORGANIC APPLESAUCE

Assorted Varieties  
reg \$3.99 23oz

\$2.99 EA



## Newman's Own Organics ORGANIC EXTRA VIRGIN OLIVE OIL

reg \$15.99 25oz

\$9.99 EA



Also  
17oz SIZE  
reg \$11.99  
**\$7.99**

## Nature's Path ORGANIC GRANOLA BARS

Selected Varieties  
reg \$3.99 6.2-7oz

2 FOR \$5



## Ah!laska ORGANIC CHOCOLATE SYRUP

reg \$5.49 22oz

\$3.99 EA



Also  
ORGANIC DAIRY-FREE  
CHOCOLATE SYRUP  
reg \$3.99 15oz  
**\$2.99**

## Country Choice ORGANIC SANDWICH COOKIES

Assorted Varieties  
reg \$4.49 12oz

\$2.99 EA

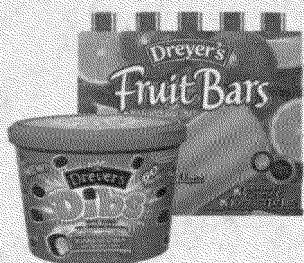


Also  
ORGANIC VANILLA WAFERS  
OR GINGER SNAPS  
reg \$4.49 8oz  
**\$2.99**

## Dreyer's FRUIT BARS OR DIPS

Assorted Varieties  
reg \$4.39 60ct Dibs  
or 6-12pk Fruit Bars

2 FOR \$6



## Evolution POMEGRANATE JUICE

reg \$4.99 15.2oz

2 FOR \$7



## Apollinaris SPARKLING MINERAL WATER

reg \$2.79 1ltr

\$1.79 EA



## Fiji NATURAL ARTESIAN WATER

reg \$2.29 1ltr

\$1.69 EA



# HOME GROWN

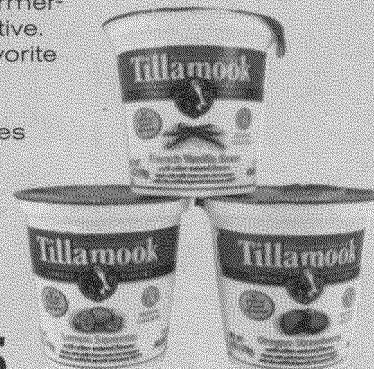
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Buy close to home. Look for the Home Grown logo and yellow shelf tags indicating regional products throughout the store.

## Tillamook LOWFAT YOGURT

Rich, creamy yogurt from a century-old farmer-owned cooperative. Choose your favorite luscious flavor and enjoy! Assorted Varieties  
reg 79¢ 6oz

10 FOR \$5



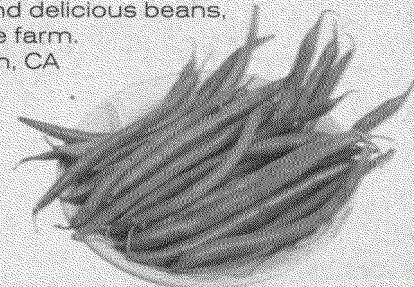
# PRODUCE

produce.NewSeasonsMarket.com

## ORGANIC GREEN BEANS

Enjoy crisp and delicious beans, fresh from the farm.  
JBJ • Fullerton, CA

\$1.99 LB



## ORGANIC PORTOBELLO MUSHROOMS

These big, meaty mushrooms make great burgers! Monterrey Mushroom • Salinas, CA

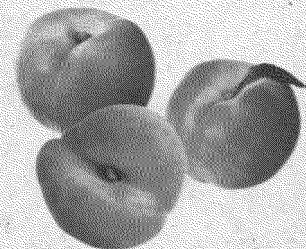
\$4.99 LB



## SPRING FLAME PEACHES

Dive into summer with these flavorful treats from Paul Bauxman. Sweet Home Ranch • Reedley, CA

\$1.99 LB



# HOMEGOODS

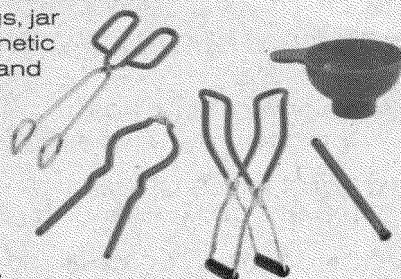
homegoods.NewSeasonsMarket.com

## Harold's Kitchen

### 5-PIECE CANNING SET

Start canning now and enjoy the best fruit of the summer when winter rolls around. This 5-piece set includes a funnel, tongs, jar wrench, magnetic canning lid wand and jar lifter.  
reg \$12.99ea

\$9.99 EA



PRICES GOOD JUNE 9-JUNE 15, 2010 • WHILE SUPPLIES LAST

10% MILITARY DISCOUNT EVERY TUESDAY • 10% SENIOR DISCOUNT EVERY WEDNESDAY • ON ALMOST EVERYTHING • NO ADDITIONAL CASE DISCOUNTS  
BECAUSE OF SPACE LIMITATIONS, ALL PRODUCTS MAY NOT BE AVAILABLE AT ALL STORES



# EVERYDAY VALUES

## New Seasons Market

### MILK

Locally farmed, rBST-free.  
Whole, 2%, 1% or Nonfat  
1gal



**\$1<sup>99</sup>** EA

## New Seasons Market

### BUTTER

New Seasons Market butter comes from cows raised without rBST growth hormone on Northwest pastures.  
Salted or Unsalted  
1lb



**2 FOR \$5**

## New Seasons Market

### CAGE-FREE EGGS

A great value on antibiotic-free, cage-free eggs from Yelm, WA.  
White, Grade AA  
1doz



**\$1<sup>99</sup>** EA

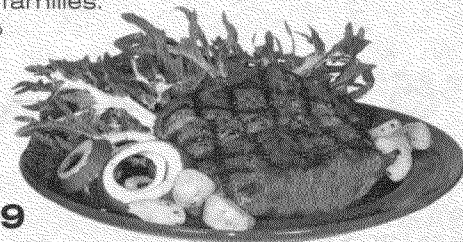
Also  
**ORGANIC BROWN EGGS**  
Grade AA • 1doz  
**\$3.59**

# WEEKLY SPECIALS

## Country Natural Beef

### BONELESS CHUCK STEAKS

Marinate in your favorite sauce and it's ready for the grill. Raised without the use of feed-antibiotics or growth stimulants by a co-op of ranch families.  
reg \$4.59lb



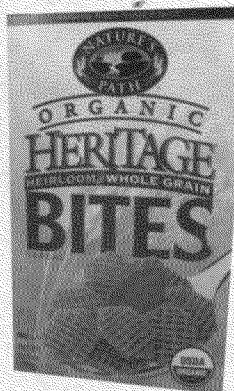
**\$2<sup>99</sup>** LB

ready to cook

## Nature's Path

### ORGANIC CEREAL AND GRANOLA

Cereals and granolas for high energy lifestyles. Featuring extra fiber and protein with digestive and heart benefits. Choose from our entire selection.  
reg \$2.99 10-14oz



**\$1<sup>99</sup>** EA

## Garden of Eatin'

### PARTY SIZE TORTILLA CHIPS

An all-natural, organic chip for your favorite party dips. Blue or Yellow Corn.  
reg \$4.79 16oz

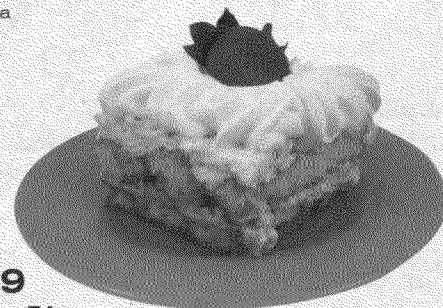


**\$2<sup>99</sup>** EA

## From Our Kitchen

### STRAWBERRY TRIFLE

Celebrate the beginning of local strawberry season with this rich and creamy delight.  
reg \$3.99ea



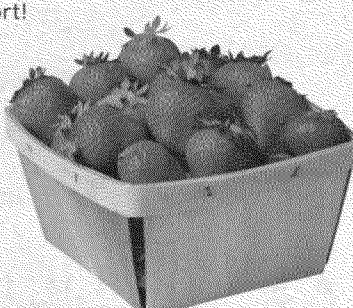
**\$2<sup>99</sup>** EA

## From Our Produce Department

### LOCAL HOOD STRAWBERRIES

The best strawberries in the world are grown right here in Oregon. Get 'em while they last, the season is short!  
1pint

Also  
HOOD 6-PACK  
UNGER FARM • CORNELIUS, OR  
**\$12.99 EA**



**2 FOR \$5**

## Organic Valley

### ORGANIC HALF AND HALF

Creamy, rich, certified organic half and half from a cooperative of over 700 family farms. No pesticides, antibiotics or hormones.  
reg \$2.29pint



**2 FOR \$3**

# Taste Oregon in a Strawberry!

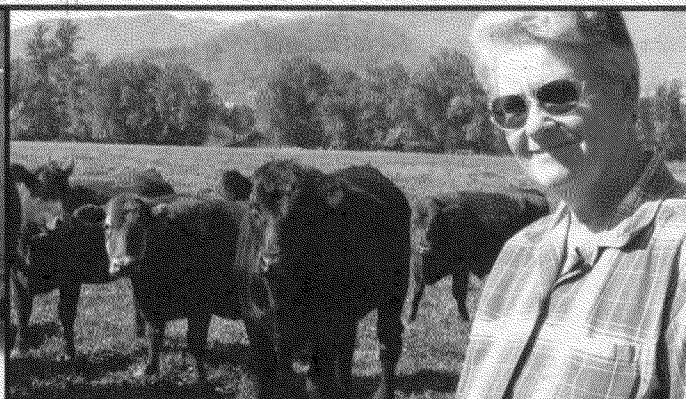
Our sun. Our rain. Our soil.

These elements give the flavors of our local berries a unique taste not found anywhere else in the world. This weekend, enjoy truly local Hood strawberries from Unger Farms in Cornelius. These berries are grown so close to home that they're picked in the early morning and delivered to our stores the same day.

Join us this weekend for **Strawberry Festival!**

Plus we'll have games, give-aways and fun for the kids!

Check out [www.NewSeasonsMarket.com](http://www.NewSeasonsMarket.com) for details.



## MEET THE RANCHERS

Wednesday, June 9th

Meet the ranchers who grow your beef.  
3-6:30pm • at each of our stores.



Visit  
[www.NewSeasonMarket.com](http://www.NewSeasonMarket.com)  
for details

PRICES GOOD JUNE 9-JUNE 15, 2010 • WHILE SUPPLIES LAST

10% MILITARY DISCOUNT EVERY TUESDAY • 10% SENIOR DISCOUNT EVERY WEDNESDAY • ON ALMOST EVERYTHING • NO ADDITIONAL CASE DISCOUNTS  
BECAUSE OF SPACE LIMITATIONS, ALL PRODUCTS MAY NOT BE AVAILABLE AT ALL STORES

PRINTED ON 50% POST-CONSUMER RECYCLED PAPER



## DELI.

deli.NewSeasonsMarket.com

### From Our Kitchen

#### FRESH FRUIT SALAD

Enjoy this light, tasty salad with fresh chunks of ripe melon, grapes, pineapple and berries. Ready to eat as a snack or light dessert.

reg \$5.99lb

**\$4<sup>99</sup>** LB



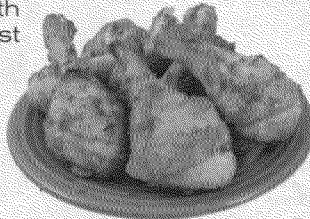
### From Our Kitchen

#### OVEN FRIED CHICKEN LEGS

As good as the original, our version of classic fried chicken features Pacific Village chicken legs dipped in buttermilk, then breaded and "fried" in the oven with no additional oil. Moist and tender on the inside, crispy on the outside.

reg \$5.99lb

**\$4<sup>99</sup>** LB



### From Our Kitchen

#### MAC AND CHEESE SALAD

This unique take on a favorite comfort food combines pasta, baby spinach, scallions and fresh feta cheese with a rich and creamy buttermilk-herb dressing.

reg \$5.99lb

**\$4<sup>99</sup>** LB



### Farm Plate Special

#### SUMMER SPINACH SALAD

Local spinach from Siri & Son Farm in Clackamas is tossed to order with Oregon strawberries, goat cheese and toasted hazelnuts.

**\$5<sup>99</sup>** MEAL



## CHEESE • BAKERY

cheese.NewSeasonsMarket.com • bakery.NewSeasonsMarket.com

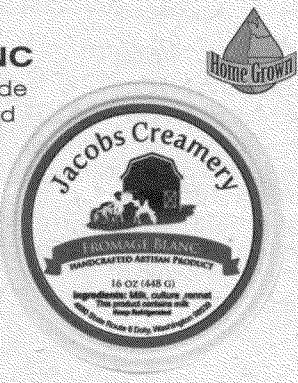
### Jacobs Creamery

#### FROMAGE BLANC

Lisa Jacobs' handmade cheeses are a Portland Farmers Market favorite! Her rich fromage blanc pairs beautifully with strawberries.

reg \$6.99lb

**\$5<sup>99</sup>** LB



### From Our Bakery

#### SHORTCAKES

Our sweetest biscuits, made fresh daily, are perfect with fresh local strawberries.

reg \$4.99ea

**\$3<sup>99</sup>** 4PK



## MEAT • FISH • POULTRY

meat.NewSeasonsMarket.com • seafood.NewSeasonsMarket.com

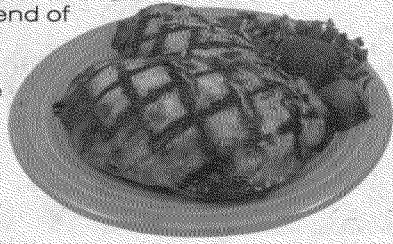
### From Our Seafood Department

#### STRAWBERRY-TEQUILA TURKEY TENDERLOINS

Diastel turkey tenderloins marinated in our new strawberry-tequila grill sauce—a sweet and smoky blend of strawberries, tequila, agave, natural smoke and spices.

reg \$6.99lb

**\$5<sup>99</sup>** LB



ready to cook

### Country Natural Beef

#### HAND-HARVESTED BAY SCALLOPS

Sweet, tender bay scallops harvested by hand in the warm waters of Mexico.

reg \$10.49lb

**\$7<sup>99</sup>** LB



ready to cook

## WINE & BEER

wine.NewSeasonsMarket.com • beer.NewSeasonsMarket.com

### Northwest Vine Project

#### RED SPLENDOR

This red has juicy fruits filled out with notes of black pepper and earth. Great for barbecue season.

reg \$12.99 750ml

**\$11<sup>49</sup>** EA



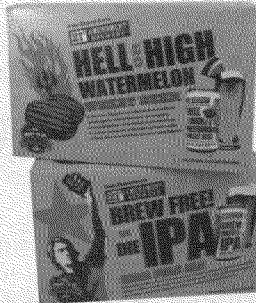
### 21st Amendment Brewery

#### SIX-PACKS

A craft beer that's as outdoorsy as you are. Choose from Brew Free or Die IPA or Hell or High Watermelon Wheat Beer.

reg \$9.99 6pk/12oz

**\$7<sup>49</sup>** 6PK



## WELLNESS

wellness.NewSeasonsMarket.com

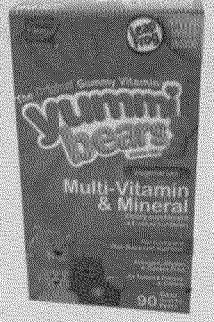
### Hero Nutritionals

#### MULTIVITAMINS AND MINERALS FOR KIDS

Kids love the taste and the teddy bear fun, and moms and dads appreciate the wholesome nutrition.

reg \$14.99 90ct

**\$9<sup>99</sup>** EA



### Spectrum

#### CHIA SEEDS

Chia seeds are an amazing source of Omega-3, fiber and proteins.

reg \$8.99 12oz

**\$5<sup>99</sup>** EA



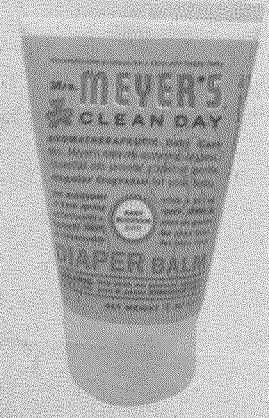
### Mrs. Meyers

#### BABY BLOSSOM DIAPER CREAM

Smooth and protect your baby's delicate skin with zinc oxide and organic olive oil.

reg \$11.99 4oz

**\$6<sup>99</sup>** EA



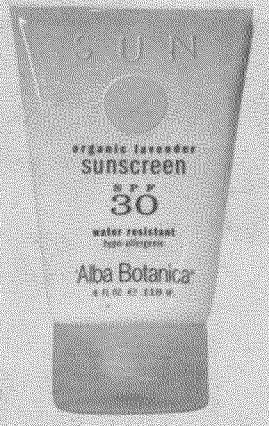
### Alba Botanica

#### SUNSCREEN

Choose from a variety of safe, natural sunblocks for the whole family.

reg \$9.99 4oz

**\$6<sup>99</sup>** EA



### Jason

#### HAND AND BODY LOTIONS

These lotions are packed with antioxidant protection and rich oils to help soften and moisturize skin. Many formulas to choose from.

reg \$8.49 8oz

**\$5<sup>99</sup>** EA



PRICES GOOD JUNE 9-JUNE 15, 2010 • WHILE SUPPLIES LAST

10% MILITARY DISCOUNT EVERY TUESDAY • 10% SENIOR DISCOUNT EVERY WEDNESDAY • ON ALMOST EVERYTHING • NO ADDITIONAL CASE DISCOUNTS  
BECAUSE OF SPACE LIMITATIONS, ALL PRODUCTS MAY NOT BE AVAILABLE AT ALL STORES



## GROW Lynda

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**From:** LANGLOIS Ruth R  
**Sent:** Monday, May 24, 2010 9:57 AM  
**To:** GROW Lynda  
**Subject:** RE: Multnomah County Commission on Children, Families & Community Interest Form

Thanks. Maybe went I feel better we can go out for lunch. I just am a little to scorned right now to be very good company.  
R

*Ruth Richman Langlois*

Chair's Office  
Multnomah County  
503.988.5531-direct line  
[ruth.r.langlois@co.multnomah.or.us](mailto:ruth.r.langlois@co.multnomah.or.us)

---

**From:** GROW Lynda  
**Sent:** Monday, May 24, 2010 9:56 AM  
**To:** LANGLOIS Ruth R  
**Subject:** RE: Multnomah County Commission on Children, Families & Community Interest Form

It is? I'm so sorry to hear that, Ruth. We will miss you!

Lynda J. Grow, Board Clerk  
Multnomah County Board of Commissioners  
503-988-5274 or 988-3277  
[Lynda.Grow@co.multnomah.or.us](mailto:Lynda.Grow@co.multnomah.or.us)  
<http://www2.co.multnomah.or.us/cfm/boardclerk/>

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**From:** LANGLOIS Ruth R  
**Sent:** Monday, May 24, 2010 9:48 AM  
**To:** GROW Lynda  
**Subject:** RE: Multnomah County Commission on Children, Families & Community Interest Form

Today is my last day. I have explained this process to Barb. You should probably talk to Marissa about what needs to be done in my absence.  
R

*Ruth Richman Langlois*

Chair's Office  
Multnomah County  
503.988.5531-direct line  
[ruth.r.langlois@co.multnomah.or.us](mailto:ruth.r.langlois@co.multnomah.or.us)

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**From:** GROW Lynda  
**Sent:** Monday, May 24, 2010 9:36 AM  
**To:** LANGLOIS Ruth R  
**Subject:** RE: Multnomah County Commission on Children, Families & Community Interest Form

When you get time, would you chat with me about the appointment process/letters that you send out?  
Nice to see you back! I missed you!!!! When can I take you to lunch??

5/26/2010

BEFORE THE BOARD OF COUNTY COMMISSIONERS  
FOR MULTNOMAH COUNTY, OREGON

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

Adopting and Defining the Various County Funds to be Used in Fiscal Year 2010-2011 and Repealing Resolution 09-071.

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

- a. The Board has the responsibility to ensure that the County's financial records are maintained.
- b. The Department of County Management is responsible under MCC 7.001 for the fiscal operations of the County.
- c. The Board has established various funds in the County's 2010-2011 Budget;

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

1. This Resolution replaces Resolution No. 09-071, which is repealed.
2. The following policies and fund structure are the guidelines for the financial accounting of County resources and expenditures.

**GOVERNMENTAL FUNDS**  
**Basis of Accounting**

The County maintains all Governmental Fund Types including: the General Fund, Special Revenue Funds, Debt Service Funds, and Capital Project Funds using the modified accrual basis of accounting. Under the modified accrual basis of accounting, revenues are recorded in the accounting period in which they become measurable and available, and expenditures are recorded at the time liabilities are incurred.

**GENERAL FUND**

**General Fund (1000)** – To account for and report all financial operations of the County which are not accounted for and reported in another fund. The primary sources of revenue are property taxes, business income taxes, motor vehicle rental taxes, intergovernmental revenue, and interest income. The majority of expenditures in the General Fund are made for general government, public safety, health services, aging services, and youth and family services.

The General Fund also accounts for the repayment of short-term debt interest expenses incurred through the sale of short-term promissory notes.

**SPECIAL REVENUE FUNDS**

Special Revenue Funds are used to account for and report the proceeds of specific revenue sources that are restricted, committed or assigned to expenditures for specified purposes other than debt service or capital projects. A special revenue fund can be used if a substantial portion of the resources recorded in the fund are either restricted or committed, as defined in the adopted Financial and Budget Policies.

**Strategic Investment Program Fund (1500)** – In accordance with ORS 285C.609, accounts for revenues from projects receiving temporary partial property tax exemptions. These Community Service Fees, equal to 25% of the property taxes abated, are shared with the city in which the project is located and are for community services support that relates to the direct impact of the eligible project on public services.

**Road Fund (1501)** - In accordance with ORS 366.524 - 366.542 and ORS 368.705, accounts for revenues primarily received from the State of Oregon motor vehicle fee apportionment, County gasoline taxes, federal reserve yield, and interest income. Expenditures are restricted by Article IX, Section 3A of the Constitution of the State of Oregon and consist of construction, repair, maintenance, and operations of public highways and roads.

**Emergency Communications Fund (1502)** - Accounts for revenues received from the State Telephone Excise Tax. Expenditures are restricted for the Emergency Communication Network in conjunction with the City of Portland, pursuant to County Ordinance 214.

**Bicycle Path Construction Fund (1503)** - Accounts for one percent of State of Oregon Motor Vehicle fees collected pursuant to ORS 366.514. Expenditures are restricted by ORS for bicycle path construction and maintenance.

**Recreation Fund (1504)** - Accounts for State revenue paid to counties to supplement their parks programs. The revenues are from the County Marine Fuel Tax. Under an intergovernmental agreement with Metro entered into in 1994, transferred revenues to Metro are restricted to be used for the purposes of development, administration, operation and maintenance of those County facilities transferred to Metro pursuant to this agreement.

**Federal/State Program Fund (1505)** - Accounts for the majority of grant restricted revenues and expenditures related to funding received from federal, state and local programs. The fund also includes some non-restricted operational revenues in the form of fees and licenses

**County School Fund (1506)** - Accounts for Forest Reserve yield revenues received from the State pursuant to ORS 293.360 & 294.060. Expenditures are restricted per ORS 328.005 - 328.035 for distribution to County School districts.

**Animal Control Fund (1508)** - Accounts for revenues from dog and cat licenses and animal control fees per ORS 609.060(3). Cash transfers are made to the General Fund for animal control activities. The fund also contains donations that are restricted by the donors to be used for particular programs or projects related to Animal Services.

**Bridge Fund (1509)** - Accounts for State of Oregon Motor Vehicle fees and County gasoline taxes. These revenues are collected in the Road Fund and transferred to the Bridge Fund. Restricted Federal and State revenue sharing funding is also recorded in the bridge fund. Expenditures are for inspections and maintenance of County bridges.

**Library Fund (1510)** - Accounts for the Multnomah County Public Library operations. Property taxes from a five-year special serial levy and transfers from the General Fund are the principal sources of revenue. The serial levy restricts the use of these revenues to Library operations. The Multnomah County Public Library was established by Ordinance 649 pursuant to ORS 357.400 - 375.610.

**Special Excise Tax Fund (1511)** - Accounts for a portion of the County's transient lodging taxes collected from all hotels and motels in the County and motor vehicle rental tax collected from rental agencies. Expenditures are restricted to the Convention Center, visitor development purposes, regional arts and culture purposes and other uses pursuant to Multnomah County Code 11.300 and 11.400.

**Land Corner Preservation Fund (1512)** - Accounts for the collection of recording fees on real property transactions and surveying activities. Expenditures are made for the establishment, re-establishment, and maintenance of public corners of government surveys pursuant to ORS 203.148.

**Inmate Welfare Fund (1513)** - Accounts for the proceeds from the sale of jail commissary items. Expenditures are made for food and supplies for inmates in County jails. Excess funds are used on inmate amenities such as recreation equipment for the institutions.

**Justice Services Special Operations Fund (1516)** - Accounts for revenues and expenditures that are dedicated to Justice Services and Operations. Revenues are primarily from various fees and fines, including probation fees, criminal processing assessment fees, conciliation court fees, marriage license fees, ambulance franchise fees, forfeitures, video lottery, alarm permits, concealed weapon permits, gun ordinance fees and liquor license fees collected for civil processing inspection.

#### **DEBT SERVICE FUNDS**

Debt Service Funds are used to account for and report financial resources that are restricted, committed or assigned to expenditures for principal and interest and fees associated with servicing debt if appropriate. Debt service funds should be used to report resources if legally mandated. Financial resources that are being accumulated for principal and interest maturing in future years also should be reported in debt service funds. Upon the repayment of principal and interest, any receipts remaining in the fund are returned to the originating jurisdiction or County General Fund.

**Revenue Bond Fund (2001)** - Accounts for the principal and interest payments on bonds issued to acquire and construct non-profit facilities that are being financed in partnership with the County. The revenues are derived from lease of the facilities constructed with bond proceeds and from the pledge of the Motor Vehicle Rental Tax, a General Fund revenue.

**Capital Debt Retirement Fund (2002)** - Accounts for lease/purchase and full faith and credit obligation principal and interest payments for buildings and major pieces of equipment acquired by the issuance of Certificates of Participation or other financing arrangements. Revenues consist of service reimbursements and cash transfers from other County funds.

**General Obligation Bond Fund - (2003)** - This fund accounts for the payment of principal and interest on General Obligation (G.O.) Bonds. The G.O. bond fund accounts for the Series 1999 advance refunding that refunded the 1994 G.O. Library Bonds and the 1996 G.O. Public Safety and Library Bonds. Also included in the G.O. bond fund are the 2010 Full Faith and Credit Obligations and the G.O. Refunding Bonds, Series 2010. Proceeds are derived from property taxes and interest earned on the cash balances.

**PERS Pension Bond Fund (2004)** - Accounts for the principal and interest payments on pension obligation revenue bonds issued to retire the County's PERS unfunded actuarial accrued liability.



The revenues are derived from charge backs to departments based on their departmental payroll costs.

### **CAPITAL PROJECTS FUNDS**

Capital Projects Funds are used to account for and report financial resources that are restricted, committed or assigned to expenditure for capital outlays including the acquisition or construction of capital facilities and other capital assets. Capital outlays financed from general obligation bond proceeds should be accounted for through a capital project fund. Upon completion of a capital project that required financing, any remaining cash is transferred to the Debt Service Fund to retire debt associated with the construction or acquisition of designated capital assets or to the originating source of the funds.

**Financed Projects Fund (2504)** - Accounts for expenditures for acquiring, remodeling, or construction of County facilities, information technology capital investments, and other capital projects. Resources are derived from full faith and credit bonds or other financing proceeds and General Fund service reimbursements.

**Capital Improvement Fund (2507)** - Accounts for the proceeds derived from the sale of unrestricted property, interest income, and any service reimbursement or operating revenue from leased facilities. Expenditures are made for capital acquisitions or for the retirement of lease/purchases. Authorized by Resolution 99-144.

**Capital Acquisition Fund (2508)** - Accounts for internal service reimbursement revenues and debt proceeds that support the acquisition and replacement of computer equipment.

**Asset Preservation Projects Fund (2509)** - Accounts for expenditures for building scheduled maintenance projects such as boiler replacement, carpet replacement, roof replacement etc. This fund was established and is being maintained to provide prospective maintenance and not deferred maintenance. Resources are derived from an asset preservation fee that is part of the facilities charges assessed to building tenants.

### **PROPRIETARY FUNDS**

#### **Basis of Accounting**

The County maintains all Proprietary Fund Types including: Enterprise Funds and Internal Service Funds using the full accrual basis of accounting. Under the full accrual basis of accounting, revenues are recorded at the time they are earned, and expenses are recorded at the time liabilities are incurred.

Internal Service Funds are entirely or predominantly self-supporting through user charges, operating earnings, or transfers from other funds. These funds, authorized under ORS 294.470, are considered to have indefinite life. In the event the fund is discontinued, any excess funds would be returned to the originating jurisdictions or County Funds.

## **ENTERPRISE FUNDS**

**Dunthorpe-Riverdale Service District No. 1 (3000)** - Accounts for the operations of the sanitary sewer system in southwest unincorporated Multnomah County. (Also included as a component unit)

**Mid County Service District No. 14 Fund (3001)** - Accounts for the operations of street lights throughout unincorporated Multnomah County. (Also included as a component unit)

**Behavioral Health Managed Care Fund (3002)** - Accounts for all financial activity associated with the State required behavioral health capitated services. This includes payments to providers with whom the County contracts for services. Revenues are fee for service payments from the State to the County.

## **INTERNAL SERVICE FUNDS**

**Risk Management Fund (3500)** - Accounts for all internal service reimbursements, revenues, and expenses associated with the County's insurance requirements and administration of workers' compensation, general liability, tort, auto, property, employee medical, dental, vision, life and long-term disability claims and insurance, employee benefits, health promotion, post-retirement benefits, and unemployment insured and self-insured programs pursuant to Multnomah County Code 7.101.

**Fleet Management Fund (3501)** - Accounts for internal service reimbursements, revenues and expenses associated with the administration and operation of the County's motor vehicle fleet and electronics.

**Information Technology Fund (3503)** - Accounts for internal service reimbursements, revenues and expenses associated with the administration and operation of the County's data processing and telephone services operations. This fund includes replacement and upgrade of personal computers, standard software suite common to all County users and telephone equipment.

**Mail Distribution Fund (3504)** - Accounts for internal service reimbursements, revenues and expenses associated with the administration and operation of the County's U.S. Mail, internal distribution and delivery, central stores and records management.

**Facilities Management Fund (3505)** - Accounts for internal service reimbursements, revenues and expenses associated with the administration and operation of the County's property management, custodial, maintenance and leasing of all County-owned and leased property.

## **FIDUCIARY (AGENCY) FUNDS**

These agency funds account for resources received and held by the County in a fiduciary capacity. Disbursements are made in accordance with the agreement or applicable legislative enactment for each particular fund. The agency funds are as follows:

**Public Guardian Fund (4000)** - Accounts for receipts and disbursements for individuals who are not capable of handling their own financial affairs.

**Property Tax Funds (Series 4501 to 5502)** - Accounts for the collection and disbursement of various property tax accounts for governmental entities located in Multnomah County.

**Department Trust Funds (Series 6000 to 6536)** - Accounts for the collection and disbursement of various receipts held. Multnomah County maintains several sub-funds which are used to account for the receipt of resources held by the County in a fiduciary capacity. Disbursements are made in accordance with the agreement or applicable legislative enactment for each particular fund.

**MCSO Forfeitures (7000 to 7002)** - Accounts for cash transactions subject to forfeiture under 1989 Oregon Law, Chapter 791.

**Law enforcement, Regional Organized Crime Network, and Others (Series 7501 to 8001)** - Accounts for various law enforcement trust funds.

ADOPTED this 10th day of June, 2010.

BOARD OF COUNTY COMMISSIONERS  
FOR MULTNOMAH COUNTY, OREGON

---

Jeff Cogen, Chair

REVIEWED:

AGNES SOWLE, COUNTY ATTORNEY  
FOR MULTNOMAH COUNTY, OREGON

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

SUBMITTED BY:

Mindy Harris, Interim Director, Department of County Management, Chief Financial Officer



## **Salary Commission**

501 SE Hawthorne, Room 601  
Portland, Oregon 97204  
Telephone (503) 988-3320

Date: May 25, 2010

To: Multnomah County Board of County Commissioners

From: 2010 Salary Commission  
Nancy Drury, Employee Services Director, Clackamas County  
Sue Fischer, HR and Compensation Consultant, Cascade Employers Association  
Jan Lambert, Senior Compensation Analyst, Pacificorp  
Chair David Rhys, Classification/Compensation Manager, City of Portland  
Mary Rowe, Human Resources Director, METRO

Re: Report and Recommendation regarding the District Attorney's Salary

Under the authority of Section 4.30 of the Multnomah County Home Rule Charter as amended November 2004, the 2008 Multnomah County Salary Commission (Commission) was appointed by the County Auditor to set salaries for the Board of County Commissioners (BOCC). Additionally, the Commission was given the authority, under the BOCC Resolution No. 05-169 dated October, 2005, to recommend salary adjustments to the District Attorney's salary in future years and has done so since 2006.

Enclosed is our report and recommendation for the salary for the District Attorney for fiscal years 2010/11 and 2011/12. We will be happy to answer questions or provide additional information upon request.

## **Executive Summary**

The Commission analyzed the methodology used in 2006 and 2008 for making a recommendation for the District Attorney's salary. The methodology essentially gives more weight to internal equity (salaries of department directors and the District Attorney's subordinates) than to external market considerations (salaries of other OR and WA District Attorneys). The 2006 and 2008 Commissions recommended, and the BOCC approved, that the salary for the District Attorney be placed at the 75<sup>th</sup> percentile of the Department Director II salary range. This Commission, in re-considering all factors, believes this methodology continues to be valid and appropriate. We believe that it is more accurate to use the following description: 75% of the Department Director II salary range.

The Commission recommends that the salary of the District Attorney remain at 75% of the Department Director II salary range for fiscal years 2010/11 and 2011/12, or the current salary rate, whichever is greater.

Respectfully submitted this 25<sup>th</sup> day of May, 2010.

**By the Multnomah County Salary Commission:**

Nancy Drury, Sue Fischer, Jan Lambert, David Rhys, and Mary Rowe.

## **SALARY COMMISSION BACKGROUND**

In November 1984 the Home Rule Charter was amended to establish a five-member salary commission. The first Commission was appointed in 1986 and a new Commission has been appointed in each even year up to the current 2010 Commission.

In November 2004 the Home Rule Charter was amended as follows:

“The auditor shall appoint a five-member salary commission, composed of qualified human resource professionals with compensation experience, by January 1 of each even year. The salary commission shall set the salaries for the chair of the board of county commissioners and the county commissioners, documenting the basis of its decisions....”

In October, 2005 the Commission was given the authority, under BOCC Resolution No. 05-169, to recommend salary adjustments to the District Attorney’s salary in future years. Included in BOCC Resolution 05-169 is a provision that the District Attorney receive annual cost of living increases, based on the total salary, granted to other management staff in the County.

## **SALARY HISTORY**

Oregon district attorneys receive a salary from the State of Oregon. Some district attorneys in the State, including Multnomah County, also receive a supplemental salary from the County jurisdiction.

For ten years, 1994-2004, the Multnomah County District Attorney did not receive a cost of living increase from either the State or County. The resulting inequity was addressed by the 2006 Commission.

The State currently contributes \$104,832 annually to the District Attorney’s salary. In 2009, the County supplement was \$50,348, thus the combined annual salary currently is \$155,180, which is the currently above 75% of the Department Director II salary range.

## **METHODOLOGY AND FINDINGS**

The Commission collected and reviewed current data from a number of sources. The data is summarized below.

### **1. District Attorney’s salaries in counties in Oregon and Washington:**

The larger counties in Oregon and Washington, as follows, were considered for external market data comparisons.

Oregon:	Clackamas, Lane, Marion, and Washington
Washington:	Clark, Pierce, Snohomish, and Thurston

This Salary Commission chose to remove King County from consideration as a comparator, given its much larger population size, although it has been considered by prior salary commissions.

Salary data was collected from these jurisdictions and is shown in Exhibit A. The current Commission revised the geographic adjustment to a single index used by the County Human Resources Office, from the Economic Research Institute, rather than the average of multiple indexes used by the prior Commission.

The Multnomah County District Attorney's Office was contacted by the 2006 Commission to determine if there are differences in district attorney duties in OR and WA counties that would be important for the Commission to know. The office did cite differences in responsibilities with other Oregon counties in that other counties are responsible only for prosecuting the crimes that have occurred within their county's jurisdictional boundaries.

**Exhibit A: District Attorney Salaries adjusted for Geographical Differences  
Winter, 2010**

County	Major City	Actual Salary	Geographic adjustment*	Equivalent Portland Salary
Clackamas, OR	Oregon City	\$141,168	None—Ptld Metro area	\$141,168
Lane County, OR	Eugene	\$138,507	3.7%	\$143,655
Marion County, OR	Salem	\$130,479	7.4%	\$149,129
Washington County, OR	Beaverton	\$136,536	None—Ptld Metro area	\$136,536
Clark County, WA	Vancouver	\$148,832	None—Ptld Metro area	\$148,832
Pierce County, WA	Tacoma	\$148,830	-2.1%	\$145,692
Snohomish County, WA	Everett	\$148,830	-6.9%	\$138,633
Thurston County, WA	Olympia	\$148,836	-0.2%	\$148,496
Average:				\$144,018
Multnomah Co.				\$155,180
Differential:				107.8%

\*Geographic adjustment via Economic Research Institute data through Multnomah County Human Resources Office.

Salary Data Source: Multnomah County Auditor's Office Salary Survey 2010

**2. Comparability between the District Attorney and Multnomah County department directors:**

There are six (6) department directors in the County in two pay scales. In 2005 the Multnomah County Human Resources Office concluded that the position of District Attorney is comparable in classification to Department Director II.

**Exhibit B: Department Directors' Salaries:**

Department	Classification	2009/10 Salary	Pay Scale Minimum	Pay Scale Midpoint	Pay Scale Maximum
Community Justice	Department Director I	\$138,988	\$ 93,199	\$118,609	\$144,020
Community Services	Department Director I	\$144,020	\$ 93,199	\$118,609	\$144,020
Library	Department Director II	\$135,000	\$107,932	\$137,263	\$166,593
County Management	Department Director II	\$152,082	\$107,932	\$137,263	\$166,593
Human Services	Department Director II	\$154,035	\$107,932	\$137,263	\$166,593
Health Services	Department Director II	\$154,035	\$107,932	\$137,263	\$166,593
Sheriff		\$135,000			
<b>District Attorney</b>		<b>\$155,180</b>			

The midpoint of the Department Director II salary range is \$137,263 and three positions are paid above the midpoint. In fact all but one of the department director positions are paid above their midpoint. In order to maintain internal equity, the District Attorney should also be paid above the midpoint.

**3. Comparability between the District Attorney and his direct reports:**

The second highest level positions in the office are two Chief Deputy District Attorneys. Two incumbents are currently paid \$149,575 each. The spread between the District Attorney's salary and his highest paid direct reports is only 3.7%.

Compensation theory suggests the spread between the supervisor and subordinate should be 10% to 25%. However, since the position is comparable to Department Director II and already above 75% of that range, that decision should be made with a great deal of caution.

**4. Tenure in the job:**

Generally speaking, salary will increase based in part on tenure in the position. This is an elected position and presumably, should a new District Attorney be elected, he/she



would receive the salary of the outgoing District Attorney. Consequently, tenure in the position should not be a factor in considering an appropriate salary.

**5. Benefits considerations:**

Of the data available to this Commission, there are differences in benefits packages provided to Oregon district attorneys. However, the level of benefits is not within the scope of the Salary Commission authorized review.

**6. Internal equity versus external market considerations:**

Greater weight is being given to internal equity considerations than to the external market for a couple of reasons:

- a. internal equity (data regarding department directors and subordinates) is a professionally acceptable method for assigning a salary;
- b. external market data (data regarding Oregon and Washington county district attorney salaries) is not directly comparable to Multnomah County.

**7. CPI considerations:**

CPI data is an integral part of the information base in the data presented. It has influenced the market data from both outside sources such as other counties and from within the county in determining an appropriate salary range for department directors.

**8. Compensation philosophy:**

Typically an organization will consider three factors when designing compensation programs. These are the ability for an organization to 1) attract, 2) retain and 3) motivate employees. Attracting talent for the DA's position is limited to the local area, and to those with who meet the professional requirements of the office, so salary comparability with other jurisdictions to a certain extent is not relevant. Nevertheless, although it cannot be proven, this Commission believes that an equitable and competitive salary will attract a larger number of highly qualified individuals to run for, and be willing to serve in, this and other elected offices.

## **RECOMMENDATIONS AND REASONS**

The salaries of district attorneys in Oregon and Washington jurisdictions are closely aligned to this position when in fact, this position has greater responsibility than most, if not all, of the counties listed. Accordingly it should be paid more.

The Chief Deputy to the District Attorney are paid a salary closely comparable to that of the District Attorney, creating a salary compression problem. This Commission is aware this compression problem has existed for a number of years. It needs to be carefully watched and reviewed when the Salary Commission is next convened.

In comparison with the elected Chair of the BOCC, the recommended salary for the District Attorney is greater than the Chair's salary which is being set by this Commission at the midpoint of the Department Director II salary range. Both are elected officials of

the County. However, the District Attorney is required to have professional credentials, including a law degree, not required of other County elected positions and that justifies the higher salary.

### **2010/2011 and 2011/2012 SALARY**

The Commission recommends that the salary of the District Attorney remain at 75% of the Department Director II salary range for 2010/11 and 2011/12, or the current salary rate, whichever is greater.

Additionally the Commission recommends that the salary be considered the combined total salary including both the County's and State's contributions. Should the State increase or decrease its level of contribution, the County will then subsequently adjust its level of contribution to return it to the recommended total salary.

The Salary Commission notes that the current combined total salary of the District Attorney has risen slightly above the recommended target of 75% of the Department Director II salary range due to unique circumstances involving an increase of the State portion of the salary during a freeze of County salaries. We recommend that the current salary be continued until such time as rate of 75% of the Department Director II range is greater than the current combined salary.

### **ENHANCING SERVICE TO THE PUBLIC**

The Commission recommends that the BOCC accept the recommendations in total for the following reasons:

1. the recommendations come from professionals in the field of compensation and are based on (to the best of our knowledge) accurate, relevant and appropriate data and methodologies;
2. the salary recommendations relate to the office and not to the person; in other words, the salary is based on what the *job* is worth and because it does not include a "pay for performance" model it is not a measure of the worth of the *individual* who occupies the position;
3. being paid for what the job is objectively worth is extremely vital to maintaining high quality leadership for the District Attorney and his/her successor; thus the public will be better served.

### **REVISIONS TO THE DATA**

The Commission understands that a salary survey of county management is being considered. Should this significantly modify the data used to make this recommendation, the Commission would be willing to meet mid-term, if invited by the BOCC, to revise and reframe the recommendation based on the new data.

## LAST BUT CERTAINLY NOT LEAST

The Commission wishes to thank Joi Doi and Travis Graves of the County Human Resources Office for collecting and sharing valuable information regarding management salaries and the County's compensation structure.

The Commission wishes to thank Agnes Sowle, County Counsel, for discussing with us legal issues.

The Commission also wishes to extend its appreciation to the Multnomah County Auditor and his staff. We could not have completed our work without their research and data collection.

Cc: Michael Schrunk, District Attorney



## MULTNOMAH COUNTY AGENDA PLACEMENT REQUEST

### Board Clerk Use Only

Meeting Date: \_\_\_\_\_  
Agenda Item #: \_\_\_\_\_  
Est. Start Time: \_\_\_\_\_  
Date Submitted: \_\_\_\_\_

**Agenda Title:** Appointment of Amy Anderson and reappointment Jeanne McPherson to the Audit Committee.

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

Requested Meeting Date: June 10, 2010 Amount of Time Needed: N/A  
Department: Non Departmental Division: Auditors Office  
Contact(s): Judy Rosenberger  
Phone: 503 988-3320 Ext. 83320 I/O Address: 503/601  
Presenter(s): Steve March

### General Information

1. What action are you requesting from the Board?  
Approve appointments to Audit Committee
2. Please provide sufficient background information for the Board and the public to understand this issue. Please note which Program Offer this action affects and how it impacts the results.  
Appointment of Amy Anderson and reappointment of Jeannie McPherson to the Audit Committee.
3. Explain the fiscal impact (current year and ongoing).
4. Explain any legal and/or policy issues involved.
5. Explain any citizen and/or other government participation that has or will take place.

### Required Signature

Elected Official or  
Department/  
Agency Director:

*Steve March*

Date: June 1, 2010



# MULTNOMAH COUNTY

## AGENDA PLACEMENT REQUEST (short form)

### Board Clerk Use Only

Meeting Date: \_\_\_\_\_  
Agenda Item #: \_\_\_\_\_  
Est. Start Time: \_\_\_\_\_  
Date Submitted: \_\_\_\_\_

**Agenda Title:** Multnomah County Salary Commission presents recommendations and rational for adjustments to salaries of Multnomah County Chair, Commissioners, District Attorney and Sheriff

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

Requested Meeting Date: June 10, 2010 Amount of Time Needed: 30 minutes  
Department: Non Departmental Division: Auditors Office  
Contact(s): Judy Rosenberger  
Phone: 83320 Ext. \_\_\_\_\_ I/O Address: 503/601  
Presenter(s): David Rhys of the Salary Commission

### General Information

1. What action are you requesting from the Board?  
Board Briefing
2. Please provide sufficient background information for the Board and the public to understand this issue. Please note which Program Offer this action affects and how it impacts the results.  
Salary Recommendations for BOCC, District Attorney and Sheriff
3. Explain the fiscal impact (current year and ongoing).
4. Explain any legal and/or policy issues involved.
5. Explain any citizen and/or other government participation that has or will take place.

### Required Signature

Elected Official or  
Department/  
Agency Director:



Date: May 25, 2010



## **Salary Commission**

501 SE Hawthorne, Room 601

Portland, Oregon 97204

Telephone (503) 988-3320

Date: May 25, 2010

To: Multnomah County Board of County Commissioners

From: 2010 Salary Commission

Nancy Drury, Employee Services Director, Clackamas County

Sue Fischer, HR and Compensation Consultant, Cascade Employers Association

Jan Lambert, Senior Compensation Analyst, Pacificorp

Chair David Rhys, Classification/Compensation Manager, City of Portland

Mary Rowe, Human Resources Director, METRO

Re: Report and Recommendation Regarding the Sheriff's Salary

Under the authority of Section 4.30 of the Multnomah County Home Rule Charter as amended November 2004, the 2010 Multnomah County Salary Commission (Commission) was appointed by the County Auditor to set salaries for the Board of County Commissioners (BOCC). In 1991 a County Counsel's opinion stated that the Salary Commission may also make recommendations regarding the salaries of the Sheriff and District Attorney, if requested. Through Resolution No. 97-160, the Board of County Commissioners requested the Auditor to include the Sheriff's Salary in the Salary Commission study, beginning in October 2007.

Enclosed is our report and recommendation for the salary for the Sheriff for fiscal years 2010/11 and 2011/12. We will be happy to answer questions or provide additional information upon request.

## **Executive Summary**

The Commission considered three primary factors in recommending a salary adjustment for the Sheriff:

1. salaries of Sheriffs in comparable jurisdictions;
2. salaries of Multnomah County department directors; and
3. salaries of direct reports to the Multnomah County Sheriff.

The Commission gave more weight to internal equity (salaries of department directors and the Sheriff's subordinates) but considered external market comparators (salaries of other jurisdictions).

The Commission recommends that the salary of the Sheriff for 2010/11 should be equal to the midpoint of the Multnomah County Department Director II 2010/11 salary range and should be adjusted for 2011/12 to match the midpoint of the Department Director II 2011/12 range.

Respectfully submitted this 25<sup>th</sup> day of May, 2010

**By the Multnomah County Salary Commission:**

Nancy Drury, Sue Fischer, Jan Lambert, David Rhys, and Mary Rowe.

## **SALARY COMMISSION BACKGROUND**

In November 1984 the Home Rule Charter was amended to establish a five-member salary commission. The first Commission was appointed in 1986 and a new Commission has been appointed in each even year up to the current 2008 Commission.

In November 2004 the Home Rule Charter was amended as follows:

“The auditor shall appoint a five-member salary commission, composed of qualified human resource professionals with compensation experience, by January 1 of each even year. The salary commission shall set the salaries for the chair of the board of county commissioners and the county commissioners, documenting the basis of its decisions....”

In 1991 a County Counsel's opinion stated that the Salary Commission may also make recommendations regarding the salaries of the Sheriff and District Attorney, if requested. Through Resolution No. 97-160, the Board of County Commissioners requested the Auditor to include the Sheriff's Salary in the Salary Commission study, beginning in October 2007.

## **SALARY HISTORY**

A brief salary history shows the Sheriff's salary for the past few years as well as the slight inconsistency in the date of the granting of salary increases for this position.

Start Date	Annual Salary	% increase
7/1/2009	135,000	0.0%
7/1/2008	135,000	16%
7/1/2007	116,453	2.7%
7/1/2005	113,391	2.7%
1/1/2003	110,410	5.5%
12/1/2002	104,697	

## **METHODOLOGY AND FINDINGS**

The Commission collected and reviewed current data from a number of sources. The data is summarized below.

### **1. Sheriff's salaries in counties in Oregon and Washington:**

Several counties in Oregon and Washington, as follows, were considered for external market data comparisons.

Oregon: Clackamas, Lane, Marion and Washington  
Washington: Clark, Pierce, Snohomish and Thurston



The Multnomah County Sheriff's Office was contacted by the Commission to determine if there are differences in Sheriff duties in OR and WA counties that would be important for the Commission to know. The Commission was advised that other counties do have jail responsibilities; however, the Multnomah County Sheriff is responsible for a larger and significantly more complex jail operation. Thus the span of responsibility is much broader for the Multnomah County Sheriff in comparison to most other counties in Oregon and Washington. The Commission notes that some Oregon counties have larger enforcement responsibilities than Multnomah County.

Salary data was collected from these jurisdictions and is shown in Exhibit A. The current Commission revised the geographic adjustment to a single index used by the County Human Resources Office, from the Economic Research Institute, rather than the average of multiple indexes used by the prior Commission.

## 2. Sheriff's salaries in other jurisdictions:

The Sheriff's Office previously identified four counties in California and three counties in other states for purposes of comparing Sheriff salaries. The current Salary Commission determined that there were sufficient Northwest comparators, and as a result, national comparators are not necessary for an appropriate market comparison.

### Exhibit A: Sheriff Salaries adjusted for Geographical Differences Winter, 2010

County	Actual Salary	Geographic adjustment*	Equivalent Portland Salary
Clackamas, OR	120,276	None—Ptld Metro area	120,276
Lane County, OR	115,835	4.0%	120,500
Marion County, OR	114,046	7.4%	122,538
Washington County, OR	131,784	None—Ptld Metro area	131,784
Clark County, WA	98,220	None—Ptld Metro area	98,220
Pierce County, WA	140,770	-2.1%	137,790
Snohomish County, WA	121,061	-6.8%	112,772
Thurston County, WA	118,008	-0.2%	121,308
Average			120,241
<b>Multnomah County</b>			<b>135,000</b>
Differential			112.3%

\*Geographic adjustment via Economic Research Institute data through Multnomah County Human Resources Office.

Salary Data Source: Multnomah County Auditor's Office Salary Survey 2010

The survey data shows the Sheriff's salary to be 112.3% of the average of other jurisdictions. It supports an argument that the Sheriff's salary is at a sufficient level in comparison to other Northwest comparators, given the larger jail responsibilities.

### 3. Comparability between the Sheriff and Multnomah County department directors:

There are six (6) department directors in the County in two pay scales.

#### Exhibit B: Department Directors' Salaries:

Department	Classification	2009/10 Salary	Pay Scale Minimum	Pay Scale Midpoint	Pay Scale Maximum
Community Justice	Department Director I	\$138,988	\$ 93,199	\$118,609	\$144,020
Community Services	Department Director I	\$144,020	\$ 93,199	\$118,609	\$144,020
Library	Department Director II	\$135,000	\$107,932	\$137,263	\$166,593
County Management	Department Director II	\$152,082	\$107,932	\$137,263	\$166,593
Human Services	Department Director II	\$154,035	\$107,932	\$137,263	\$166,593
Health Services	Department Director II	\$154,035	\$107,932	\$137,263	\$166,593
District Attorney		\$155,180			
<b>Sheriff</b>		\$135,000			

The midpoint of the Department Director II salary range is \$137,263 and five of the six positions are paid above the Department Director II midpoint. In fact all but one of the department director positions are paid above the midpoint of their ranges.

The Sheriff's position is not included in the Department Director classifications, but given the level of authority and responsibility of the position, an argument could be made that it is equivalent to Department Director II. Thus, in order to maintain internal equity, the Sheriff should also be paid at or above the midpoint of Department Director II.

### 4. Comparability with the Portland Police Chief:

The city does not have responsibility for jails; however it has law enforcement duties that are more encompassing than Multnomah County. As a result, the jobs are substantially different. For these reasons, information on compensation for the Portland Police Chief was reviewed but not considered for this study.

### 5. Comparability between the Sheriff and his direct reports:

The second highest level position in the office is Chief Deputy although it appears there is also a position called Undersheriff. Because this Commission is unaware of the

long-term viability of the Undersheriff position, our data will reflect only the comparability between the Sheriff and Chief Deputy. There are two incumbents serving as Chief Deputy making approximately \$117,700 each in a range with a minimum of \$88,861 and maximum of \$124,403. There is a salary differential between the actual salaries of the Sheriff and Chief Deputies of approximately 15%. Compensation theory suggests the spread between the supervisor and subordinate should be 10% to 25%. The current separation between Sheriff and Chief Deputies is reasonably adequate, but should be reviewed by future Salary Commissions.

This Commission takes note that the Multnomah County Home Rule Charter specifies that the County Sheriff's salary shall be fixed by the BOCC in an amount that is not less than any member of the Sheriff's Office. ORS 204.112 (4) has a similar provision, requiring that a County Sheriff be paid at a higher rate than members of the Sheriff's Office.

**6. Tenure in the job:**

Generally speaking, salary will increase based in part on tenure in the position. This is an elected position and presumably, should a new Sheriff be elected, he/she would receive the salary of the outgoing Sheriff. Consequently, tenure in the position should not be a factor in considering an appropriate salary.

**7. Benefits considerations:**

Of the data available to this Commission, there are differences in benefits packages provided to Oregon Sheriffs. However, the level of benefits is not within the scope of the Salary Commission authorized review.

**8. Internal equity versus external market considerations:**

Consideration is being given to internal equity considerations as well as to the external market:

- a. internal equity (data regarding department directors and subordinates) is a professionally acceptable method for assigning a salary;
- b. concerning external market data (data regarding other county Sheriff salaries), while not exactly matching the operations of the Multnomah County Sheriff's Office, in the opinion of this Salary Commission, the comparison to other Northwest Sheriff positions is still relevant and forms the basis of an additional source of information for purposes of recommending salary for the Multnomah County Sheriff's position.

**9. CPI considerations:**

CPI data is an integral part of the information base in the data presented. It has influenced the market data from both outside sources such as other counties and from within the county in determining an appropriate salary range for department directors.

#### **10. Compensation philosophy:**

Typically an organization will consider three factors when designing compensation programs. These are the ability for an organization to 1) attract, 2) retain and 3) motivate employees. Attracting talent for the Sheriff's position is limited to the local area, and to those with the required certifications, so salary comparability with other jurisdictions to a certain extent is not relevant. Nevertheless, although it cannot be proven, this Commission believes that an equitable and competitive salary will attract a larger number of highly qualified individuals to run for, and be willing to serve in, this and other elected offices.

#### **RECOMMENDATIONS AND REASONS**

The salaries of Sheriffs in Oregon and Washington jurisdictions are reasonably aligned to this position. The position's current salary of \$135,000 is 112.3% above Northwest comparators. This differential does not support an increase for the position on the basis of market comparison.

However, the Multnomah County Department Director positions are paid incrementally more than the Multnomah County Sheriff even though the Sheriff position is arguably equivalent to Department Director II. All but one of the department directors are paid above the midpoint of the Department Director II range. Therefore, the Salary Commission finds it reasonable to recommend that the Sheriff be placed at the midpoint of the Department Director II range.

The two Chief Deputies to the Sheriff are paid a salary lower than the Sheriff's salary. Increasing the Sheriff's salary to the midpoint of the Department Director II salary range will not have a significant effect on the differential between the Sheriff and his immediate subordinates.

The recommended salary for the Sheriff is the same as the Chair's salary which is being set by this Commission at the midpoint of Department Director II. Both are elected officials of the County. However, based on the unique responsibilities of each position, a different set of factors was considered to determine the salaries. We note that the Sheriff's position requires professional certification that the Chair's position does not. In the end however, we believe the data supports having both positions appropriately at the same pay rate.

#### **2010/2011 and 2011/2012 SALARY**

The Commission recommends that the salary of the Sheriff for 2010/11 should be equal to the midpoint of the Multnomah County Department Director II salary range for 2010/11.

The Commission recommends that the salary of the Sheriff for 2011/12 be equal to the midpoint of the Department Director II salary range for 2011/12.

## **2009/ENHANCING SERVICE TO THE PUBLIC**

The Commission recommends that the BOCC accept the recommendations in total for the following reasons:

1. the recommendations come from professionals in the field of compensation and are based on (to the best of our knowledge) accurate, relevant and appropriate data and methodologies;
2. the salary recommendations relate to the office and not to the person; in other words, the salary is based on what the *job* is worth and because it does not include a "pay for performance" model it is not a measure of the worth of the *individual* who occupies the position;
3. being paid for what the job is objectively worth is extremely vital to maintaining high quality leadership for the Sheriff and his/her successor; thus the public will be better served.

## **LAST BUT CERTAINLY NOT LEAST**

The Commission wishes to thank Sheriff Daniel Staton for agreeing to meet with us and providing information about the responsibilities of the Sheriff's position. We also thank Jennifer Ott in the Sheriff's Office for collecting and sharing valuable internal and external data with us.

The Commission wishes to thank Joi Doi and Travis Graves of the County Human Resources Office for collecting and sharing valuable information regarding management salaries and the County's compensation structure.

The Commission wishes to thank Agnes Sowle, County Attorney, for discussing legal issues with us.

The Commission also wishes to extend its appreciation to the Multnomah County Auditor and his staff. We could not have completed our work without their research and data collection.

Cc: Daniel Staton, Sheriff

## BAKER Marina

---

**From:** BARTASAVICH Lawrence J  
**Sent:** Monday, June 07, 2010 4:01 PM  
**To:** GROW Lynda; BAKER Marina  
**Cc:** WHITE Carrie F  
**Subject:** GoToMeeting User Account Information and User Tip Sheet  
**Attachments:** GoToMeeting Tips.doc

Lynda and Marina,

Below is the login information for both participants and the host presenter for GoToMeeting. I have created a recurring meeting for the Board that you will find on the home page after you login to GoToMeeting. I've also attached a tip sheet for the GoToMeeting users.

### **Participant meeting web address and meeting id.**

(We will need to save this in the Favorites list on each of the laptops used on the Board Room dais.)

Join the meeting at:

<https://www1.gotomeeting.com/join/563016809>

If asked for a meeting identification enter the following:

Meeting ID: 563-016-809

-----

### **Host presenter web address and login information**

Start the meeting at:

<http://www.gotomeeting.com/>

Userid: Lynda's email account

Password: DogsXXXX (xxxx means Lynda's four digit birth year)

If you have any questions don't hesitate to get in touch with me.

Larry

P.S. Please be aware that billing reminders from GoToMeeting during this free trial period will be delivered to Lynda's email account. Please forward those emails to me and Carrie White. I'm including Carrie White from the IT administrative office as a CC since she monitors the county's software licensing agreements.

6/7/2010

-2-

Inbox  
Junk E-mail  
Calendar  
Contacts  
Tasks  
Folders  
Public Folders  
Options  
Log Off

**From:** RHEIN Karen T  
**Sent:** Friday, June 04, 2010 4:15 PM  
**To:** GROW Lynda  
**Cc:** WIREN Corie  
**Subject:** Agenda request for NOI  
**Importance:** High

Hi Lynda,

DCJ would like to postpone the DCJ agenda item scheduled for June 10<sup>th</sup>, as we will not be moving forward with the application process.

The following NOI is scheduled:

**NOTICE OF INTENT U.S. Department of Justice, Office of Justice Programs, Office of Juvenile Justice and Delinquency Prevention (OJJDP) Community Based Violence Prevention Demonstration Program Grant**

Thank you!

Karen Rhein

6/7/2010

Microsoft Outlook Web Access

Sent: Mon 6/7/2010 4:01 PM

Inbox  
Junk E-mail  
Calendar  
Contacts  
Tasks  
Folders  
Public Folders  
Options  
Log Off

From: BAKER Marina  
To: GROW Lynda  
Cc:  
Subject: RE: GoToMeeting  
Attachments:

[View As Web Page](#)

Larry told me to think of a password on the spot, and that was the first thing that came to mind! Haha.

Marina Baker  
Assistant Board Clerk  
503-988-3277

—Original Message—

From: GROW Lynda  
Sent: Monday, June 07, 2010 4:01 PM  
To: BAKER Marina  
Subject: RE: GoToMeeting

funny girl!!

—Original Message—

From: BAKER Marina  
Sent: Mon 6/7/2010 3:45 PM  
To: GROW Lynda  
Subject: GoToMeeting

Gotomeeting.com

Username: Lynda.grow@co.multnomah.or.us



## GoToMeeting Tips

- 1) The control panel on the right side of the screen can be docked in the upper right corner of the screen or left undocked



- 2) Chat entries are visible to all meeting participants – including those who are watching the big screen mounted behind the dais.



3) Control panel regions can be collapsed or expanded by clicking the + or – signs.



4) The control panel can be hidden by clicking the orange arrow in the control panel side bar.

The side bar also has a toggle button to view in window mode or in full screen mode



5) The control panel side bar will float and can be positioned anywhere on the screen.



**GROW Lynda**


---

**From:** CUNNINGHAM Shawn D  
**Sent:** Thursday, June 10, 2010 12:30 PM  
**To:** #ALL CHAIR'S OFFICE; #ALL DISTRICT 1; #ALL DISTRICT 2; #ALL DISTRICT 3; #ALL DISTRICT 4  
**Cc:** #ALL AUDITORS; #ALL PAO STAFF; KIETA Karyne  
**Subject:** Multnomah County Commissioners adopt FY 2011 budget  
**Attachments:** 06-10-2010 Multnomah County Commissioners adopt FY 2011 budget.pdf

I will send the following press release to the media shortly. Please let me know if you have any questions. Thanks. —  
 Shawn

**NEWS RELEASE**

**Date:** June 10, 2010  
**Contact:** Tara Bowen-Biggs, Public Affairs Office, 503-988-5766 or 503-793-5835

## **Multnomah County Commissioners adopt FY 2011 budget**

*Commissioners face tenth successive year of cuts; lean budget protects vulnerable residents*

Today the Board of County Commissioners adopted its budget for Fiscal Year 2011, which begins July 1, 2010 and ends June 30, 2011. In crafting the budget, the Board of County Commissioners grappled with a General Fund deficit, which is estimated at \$5.4 million for FY 2011 and projected to increase up to \$14 million for FY 2012, due to the continuing weak state of the economy.

The Board voted 5-0 to approve the budget, which includes a total of \$336.4 million in General Fund department or program allocations, out of a \$1.4 billion dollar total, to provide the county's 715,000 residents with a wide range of health and human services, public safety, libraries, roads, bridges and other community services.

The Board voted to allow the District Attorney additional flexibility in implementing funding reductions within that office. Due to additional looming budget reductions from the state of Oregon in Fiscal Year 2011 and Fiscal Year 2012, the Board voted to move a number of proposals into "contingency" status, meaning the Board will review those proposals in more detail and make determinations about funding programs at a later date. Proposals moved into contingency status include a non-profit hotel, a classification and compensation study for executive management, the "Working Smart" business efficiency initiative and other programs for mental health services and hunger relief.

"Crafting this budget after 10 years of successive reductions to county programs and services was a difficult task," said Multnomah County Chair Jeff Cogen. "I am proud of the work the Board has accomplished to ensure that the county remains fiscally responsible, in spite of an increased demand for our services and while the need for even more cuts looms on the horizon."

The final adopted budget will be posted to the county's website in mid-July. Additional information, including the proposed budget, all program offers and prior year budgets can be found at the Budget Office's main page at: [www.co.multnomah.or.us/budget](http://www.co.multnomah.or.us/budget).

# # #

Shawn Cunningham | Multnomah County Public Affairs Office | 503-988-4369 | [newsroom](#) | [twitter](#) | [facebook](#)