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**DEC. 7 & 9, 2010  
BOARD MEETINGS  
HIGHLIGHTS**

Tues. @ 10:00 am - EMPLOYEE SERVICE RECOGNITION CEREMONY FOR JANUARY 1 – DECEMBER 31, 2010
Thur. @ 9:30 am – Opportunity for Public Comment on Non-Agenda Matters
Thur. @ 9:30 am - Public Hearing and Possible Adoption of an Ordinance Amending MCC Chapters 33-36 Relating to Commercial Forest Use and Exclusive Farm Use
9:30 am - Approval of the 2010-2013 Labor Agreement between Multnomah County and Local 88, AFSCME, AFL-CIO (Juvenile Custody Services Specialists Unit)
9:50 am - Approval of Intergovernmental Agreement No. 26,901 between Multnomah County and the Oregon Department of Transportation for Right-of-Way Services for the Sellwood Bridge Project
10:00 am - Authorization to Begin Negotiations to Acquire Real Property Interests for the Purpose of Constructing a New Sellwood Bridge and Removing the Existing Bridge
10:45 am - BUDGET MODIFICATION # NOND11-09 requesting General Fund Contingency Transfer of \$318,500 to Program Offer #25133 Housing Stabilization for Vulnerable Population to Implement the Homeless Families Rapid Re-Housing Initiative.

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**MULTNOMAH COUNTY  
OREGON**

# **BOARD OF COMMISSIONERS**

**Tuesday, December 7, 2010 - 10:00 am**  
**Multnomah County, Oregon**  
Multnomah Building, Commissioners Board Room 100

## **EMPLOYEE SERVICE RECOGNITION CEREMONY**

**FOR JANUARY 1 – DECEMBER 31, 2010**

**FOR EMPLOYEES WITH 15 OR MORE YEARS OF SERVICE**

**10:00 AM – NOON**

Presenter: Travis Graves, HR Director, and HR Staff



# **BOARD OF COMMISSIONERS**

**Thursday, December 9, 2010 - 9:30 am**  
Multnomah Building, Commissioners Board Room 100

## **REGULAR MEETING**

### **CONSENT CALENDAR - 9:30 am**

- C-1 BUDGET MODIFICATION DCM-08 Reclassifying an A&T Technician 1 to an A &T Technician 2 as Determined by Central Human Resources Class Comp Unit
- C-2 ORDER Authorizing Designees of the Mental Health Program Director to Direct a Peace Officer to Take an Allegedly Mentally Ill Person into Custody
- C-3 RESOLUTION Authorizing the Annual Designation of a Portion of Compensation as a Housing Allowance for Chaplains Serving Inmates and Employees of the Multnomah County Sheriff's Office
- C-4 Transfer of Unclaimed Property in the Amount of \$9,990.55 to the County General Fund

### **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 Approval of the 2010-2013 Labor Agreement between Multnomah County and Local 88, AFSCME, AFL-CIO (Juvenile Custody Services Specialists Unit). Blaise Lamphier, Labor Relations Mgr. and David Koch, Bryan Lally, Bruce Kosharek (15 min)

### **COMMUNITY SERVICES - 9:45 am**

- R-2 Morrison Bridge Supplemental Project Agreement No. 27032. Presenters: Jon Henrichsen, Bridge Engineer and Chuck Maggio, Service Manager (5 min)
- R-3 Approval of Intergovernmental Agreement No. 26,901 between Multnomah County and the Oregon Department of Transportation for Right-of-Way Services for the Sellwood Bridge Project. Presenter: Ian Cannon, Engineering Service Manager (10 min)



## **BOARD OF COMMISSIONERS**

R-4 Authorization to Begin Negotiations to Acquire Real Property Interests for the Purpose of Constructing a New Sellwood Bridge and Removing the Existing Bridge. Sponsor: Commissioner Kafoury Presenter: Ian Cannon, Engineering Service Manager (10 min)

R-5 NOTICE OF INTENT: Oregon Department of Transportation Flexible Funds Grant. Presenters: Jane McFarland, Principal Planner; Ray Delahanty, Transportation Planning Specialist (5 min)

### **NON-DEPARTMENTAL – 10:15 am**

R-6 Board Briefing on Land Use Planning Audit. Presenter: Steve March, Multnomah County Auditor; Mark Ulanowicz, Auditor's Office; Cecilia Johnson, Director – DCS; and Karen Schilling, Division Director (30 min)

### **NON DEPARTMENTAL – 10:45 am**

R-7 BUDGET MODIFICATION # NOND11-09 requesting General Fund Contingency Transfer of \$318,500 to Program Offer #25133 Housing Stabilization for Vulnerable Populations to Implement the Homeless Families Rapid Re-Housing Initiative. Sponsors: Commissioners Kafoury and McKeel. Presenter: Mary Li (15 min)

### **BOARD COMMENT – 11:00 am**

### **ADJOURNMENT**

*Manna's script*

**Thursday, December 9, 2010 - 9:30 am**  
Multnomah Building, Commissioners Board Room 100

**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**

- C-1 BUDGET MODIFICATION DCM-08 Reclassifying an A&T Technician 1 to an A &T Technician 2 as Determined by Central Human Resources Class Comp Unit
- C-2 ORDER Authorizing Designees of the Mental Health Program Director to Direct a Peace Officer to Take an Allegedly Mentally Ill Person into Custody
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- C-4 Transfer of Unclaimed Property in the Amount of \$9,990.55 to the County General Fund

**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 CONSENT CALENDAR IS APPROVED  
OR - THE MOTION FAILS**

**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.

**MARINA WILL LET YOU KNOW IF THERE ARE FOLKS SIGNED UP.**

**COUNTY MANAGEMENT – 9:30 am**

**R-1 Approval of the 2010-2013 Labor Agreement between Multnomah County and Local 88, AFSCME, AFL-CIO (Juvenile Custody Services Specialists Unit). Blaise Lamphier, Labor Relations Mgr. and David Koch, Bryan Lally, Bruce Kosharek (15 min)**

**COMMISSIONER \_\_\_\_\_ MOVES**  
**COMMISSIONER \_\_\_\_\_ SECONDS**  
**APPROVAL OF R-1**

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

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

**THE AGREEMENT IS APPROVED**  
**OR THE MOTION FAILS**

**COMMUNITY SERVICES - 9:45 am**

**R-2 Morrison Bridge Supplemental Project Agreement No. 27032.**  
**Presenters: Jon Henrichsen, Bridge Engineer and Chuck Maggio,**  
**Service Manager (5 min)**

**COMMISSIONER \_\_\_\_\_ MOVES**  
**COMMISSIONER \_\_\_\_\_ SECONDS**  
**APPROVAL OF R-2**

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

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

**THE AGREEMENT IS APPROVED**  
**OR THE MOTION FAILS**

**R-3 Approval of Intergovernmental Agreement No. 26,901 between**  
**Multnomah County and the Oregon Department of**  
**Transportation for Right-of-Way Services for the Sellwood**  
**Bridge Project. Presenter: Ian Cannon, Engineering Service**  
**Manager (10 min) *public testimony***

**COMMISSIONER \_\_\_\_\_ MOVES**  
**COMMISSIONER \_\_\_\_\_ SECONDS**  
**APPROVAL OF R-3**

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

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

**THE IGA IS APPROVED**  
**OR THE MOTION FAILS**

**R-4** Authorization to Begin Negotiations to Acquire Real Property Interests for the Purpose of Constructing a New Sellwood Bridge and Removing the Existing Bridge. Sponsor: Commissioner Kafoury. Presenter: Ian Cannon, Engineering Service Manager (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 AUTHORIZATION IS APPROVED  
OR THE MOTION FAILS

**R-5** NOTICE OF INTENT: Oregon Department of Transportation Flexible Funds Grant. Presenters: Jane McFarland, Principal Planner; Ray Delahanty, Transportation Planning Specialist (5 min)

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

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

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

THE NOTICE OF ITNENT IS APPROVED  
OR THE MOTION FAILS

**NON-DEPARTMENTAL – 10:15 am**

**R-6 Board Briefing on Land Use Planning Audit. Presenter: Steve March, Multnomah County Auditor and Mark Ulanowicz, Auditor's Office with Cecilia Johnson, Director – DCS; and Karen Schilling, Division Director (30 min)**

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

**NON DEPARTMENTAL – 10:45 am**

**R-7 BUDGET MODIFICATION # NOND11-09 requesting General Fund Contingency Transfer of \$318,500 to Program Offer #25133 Housing Stabilization for Vulnerable Populations to Implement the Homeless Families Rapid Re-Housing Initiative. Sponsors: Commissioners Kafoury and McKeel. Presenter: Mary Li (15 min)**

**COMMISSIONER \_\_\_\_\_ 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 NOTICE OF INTENT IS APPROVED  
OR THE MOTION FAILS**

← add to agenda. -D. morf

**BOARD COMMENT -11:00 am**

**To the Commissioners: DO ANY OF YOU WISH TO COMMENT?**

**ADJOURNMENT**

**Chair Jeff Cogen adjourns the meeting.**

**THERE BEING NO FURTHER BUSINESS, THE MEETING IS  
ADJOURNED.**



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Tuesday, December 7, 2010 - 10:00 am  
Multnomah County, Oregon  
Multnomah Building, Commissioners Board Room 100

EMPLOYEE SERVICE RECOGNITION CEREMONY

FOR JANUARY 1 – DECEMBER 31, 2010

FOR EMPLOYEES WITH 15 OR MORE YEARS OF SERVICE

10:00 AM – NOON

Presenter: Travis Graves, HR Director, and HR Staff

*Appreciate staff  
Pledge to recognize - encourage  
financially how  
Kathryn make - appreciate  
We are offering people like  
Teresa esp - others compensation  
Ply keep - thank who  
goal: instead to recognize*



Thursday, December 9, 2010 - 9:30 am  
Multnomah Building, Commissioners Board Room 100

REGULAR MEETING

CONSENT CALENDAR - 9:30 am

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*Recovery from Recession*

REGULAR AGENDA

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*Shyrach comes on labor negot. Weller labor negot.*

*Chief Stewart*

*understand the economics*

COMMUNITY SERVICES - 9:45 am

- R-2 Morrison Bridge Supplemental Project Agreement No. 27032. Presenters: Jon Henrichsen, Bridge Engineer and Chuck Maggio, Service Manager (5 min)
- R-3 Approval of Intergovernmental Agreement No. 26,901 between Multnomah County and the Oregon Department of Transportation for Right-of-Way Services for the Sellwood Bridge Project. Presenter: Ian Cannon, Engineering Service Manager (10 min)

*Kafony*

*Shyrach*

*Shyrach McKel*

*not well audio & certify some consistent w/ State & Federal reg*

*Public Testimony - own bldg & bridge  
Historic Bldg Offices - sig part of Sellwood history  
35 years there support new bridge  
50% vacancy  
Condennation process  
Causing financial problems*

*Jeff  
Region - last  
to had  
meeting  
acknowledge  
the point on  
parks side*



MULTNOMAH COUNTY

OREGON

BOARD OF COMMISSIONERS

McKeel  
all sponsored  
Shyprach - thanks of  
putting face on row  
old or bldg  
Support  
Kafoury & County chose who?  
visited thru E Multco  
have done of support

Cozens more ->  
expeditiously

Shyprach  
Kafoury

R-4 Authorization to Begin Negotiations to Acquire Real Property Interests for the Purpose of Constructing a New Sellwood Bridge and Removing the Existing Bridge. Sponsor: Commissioner Kafoury Presenter: Ian Cannon, Engineering Service Manager (10 min)

Start acquire prop 1st of 3 pkgs to acquire East End and Mela property expedite so can not forward

R-5 NOTICE OF INTENT: Oregon Department of Transportation Flexible Funds Grant. Presenters: Jane McFarland, Principal Planner; Ray Delahanty, Transportation Planning Specialist (5 min)

Jane intro open & intro Ray \$2 MM GRANT

McKeel  
Kafoury

NON-DEPARTMENTAL - 10:15 am

2ND) 228nd / Halvey - dense residential - no

R-6 Board Briefing on Land Use Planning Audit. Presenter: Steve March, Multnomah County Auditor; Mark Ulanowicz, Auditor's Office; Cecilia Johnson, Director - DCS; and Karen Schilling, Division Director (30 min)

228nd Sandy Marine RR

safe  
access  
for  
residents

NON DEPARTMENTAL - 10:45 am

Corridor Xtreme cannot sidewalk bridge add

R-7 BUDGET MODIFICATION # NOND11-09 requesting General Fund Contingency Transfer of \$318,500 to Program Offer #25133 Housing Stabilization for Vulnerable Populations to Implement the Homeless Families Rapid Re-Housing Initiative. Sponsors: Commissioners Kafoury and McKeel. Presenter: Mary Li (15 min)

BOARD COMMENT - 11:00 am

ADJOURNMENT



# MULTNOMAH COUNTY AGENDA PLACEMENT REQUEST

(revised 12/31/09)

## Board Clerk Use Only

Meeting Date: 12/7/2010  
Agenda Item #: B-1  
Est. Start Time: 10:00 am  
\_\_\_\_\_

**Agenda  
Title:**

**Employee Service Recognition Ceremony for January 1 – December 31, 2010  
anniversary dates for employees with 15 or more years of service**

*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:** Tuesday December 7, 2010 10:00 am      **Amount of Time Needed:** 1 hour  
**Department:** Department of County Management      **Division:** Central HR  
**Contact(s):** Patsy Moushey  
**Phone:** 503.988.5015      **Ext.** 28198      **I/O Address:** 503/400  
**Presenter(s):** Travis Graves, HR Director

## General Information

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

The department recommends the Board recognize and appreciate employees' dedicated tenure of 15 years or more with Multnomah County. The Employees being recognized have an anniversary date that falls between January 1, 2010 and December 31, 2010.

**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 recognizes that acknowledgement of each individual employee's longevity and loyalty to the County is an important part of valuing each employee's contribution to the success of the organization.

The ceremony will recognize the service of Multnomah County employees with 15, 20, 25, 30, 35, and 40 years of service in the BCC Board Room. Employees and their families are invited to attend the recognition ceremony. A reception for these employees is immediately following the presentation in the BCC Conference Room 112.

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

There are expenses for recognition materials and for the reception. These costs are budgeted in the Central HR Division.

**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*

**Date:** 6/24/10

## FOR TRAVIS GRAVES

We are here today to honor our Multnomah County employees, by recognizing the years of personal commitment and professional contributions, which they have given to the County.

I would like to start by saying thank you to County Chair Jeff Cogen, and to each of the Commissioners, for your support of our employees and for sponsoring this recognition ceremony here today.

These Multnomah County service awards represent one way of thanking our employees for making Multnomah County an excellent place to work, as well as an outstanding service provider. Every employee that is here today has played an equally essential role in making that happen. You have all been **KEY** to our success.

At this time, I believe the Board would like to take a minute and recognize a few of the employees with us today.

### ***Each Board member will recognize an employee celebrating an anniversary***

Today we will celebrate employees who have served the county for more than 15 years with Multnomah County. Individuals with five and ten years of service if not already will be recognized by their Department Directors.

In a moment, I will be reading the names of those employees who have reached the 15, 20, 25, 30, 35 and 40 year milestones as employees of Multnomah County in 2010. If we add up the years that are represented here today in the **93** individuals being recognized, we have **over 1870 years** of service and dedication to Multnomah County.

Finally, before we recognize each of you individually, to ALL of you – on behalf of all of us here today, we say a collective **THANK YOU** and congratulations on a job well done.

**OVER**

We will start with employees in the library and move onward from there. When I read your name, please come up to the front to be congratulated by our Commissioners and receive your certificate.

**Please join us after this presentation for a reception in the back of the room.**

## 2010 Service Awards Employee Biographies

### **CHAIR Cogen: Ivy Scazzafavo (Scaz – za – fah- vo) 15 Years HR Analyst 2, Benefits/Department of County Management**

In her more than 15 years of County service, Ivy Scazzafavo worked for several departments – Sheriff's Office, County Purchasing, Health Department, Community Corrections, Community Justice, Library, Shared Services – before finally landing in the Employee Benefits Office (EBO) in 2005. Since then she has become an indispensable part of the EBO team – affectionately being known as the woman to go to when others don't know the answer. She's a self-taught data geek able to surgically navigate through SAP to find exactly the kernels of information we're looking for. She can also manipulate complicated Excel spreadsheets and Access databases that stretch the very limits of the software itself. She has a wide range of perspectives and contacts gained from her prior positions. Her work to increase the technological capability of the EBO has brought many new tools which have been eagerly utilized by all County employees – such as our expanded MINT page, FAQ's, and surveys – and improved processes for internal staff to help us be more productive and accurate while we administer benefits for our fellow employees. As the federal health care reform law begins to drive significant changes in the administration of employee benefits, we feel some level of comfort to know that Ivy will be there continuing to modify systems to ease implementation for staff and increase compliance.

*Submitted by: Abbey Hendricks, HR Manager 1*

### **Commissioner Diane McKeel: Joan Smith 30 Years Librarian, Woodstock Library**

Joan started at Multnomah County in 1980 and has worked as a Youth Librarian at Central Children's Library, Gregory Heights, Holgate, Belmont, Albina and Woodstock libraries. While at Central Library, she introduced a program called Reading Readiness (now known as Building Blocks to Literacy), which introduces preschoolers to early literacy through games and activities that parents and children enjoy together. While at Belmont she fought a furnace fire, survived a basement flood, and won a staff appreciation Applause Award from her peers. During the year that Woodstock Library was closed to erect a new building, Joan provided stories and programs at a nearby community center. In September 2004 Portland Monthly magazine honored her with its Best Children's Librarian award.

## 2010 Service Awards Employee Biographies

During her 30 years of service, Joan has seen the introduction of DVD's, cd's and e-books, the replacement of the card catalog with the online catalog, and the introduction of the internet and email and all the changes they have brought with them. Joan is very proud of being a pioneer in developing Sensory Story times for children with sensory integration issues. The library especially appreciates the mentoring Joan has provided to many new youth librarians and library assistants who are learning to offer story time for babies and preschoolers, allowing the library to offer wonderful programs, including story time in Mandarin. Best of all she has shared stories with thousands of children and their families, helped both children and adults with their information and reading questions, and encountered countless wonderful people.

*Submitted by: Shelly Kent, HR Resources Manager 2*

### **Commissioner Deborah Kafoury : Kim Fairbanks Lee, RN 25 Years Community Health Nurse /Health Department**

Kim Fairbanks Lee has served Multnomah County as an exemplary RN for 25 years. She started her nursing career with the county in 1985 at Multnomah County Detention Center as a corrections health nurse. In 1986, she changed her nursing focus to primary care and has worked as a community health nurse for the last 24 years. She worked at Northeast Health Clinic for five years and then eventually transferred to Mid County Clinic where she is currently working. She has provided stellar nursing care in the following fields: corrections health, telephone triage, women's health, internal medicine, and finally, family practice. She also served in a supervisory role as the lead nurse at Mid County Clinic from 1990-1997. In addition to her nursing role, she has dedicated countless volunteer hours as the Oregon Nurses Association Union Representative for Mid County Clinic, presented students from OHSU, Linfield College, University of Portland, and Walla Walla School of Nursing; she served on the Diabetic Care Management Committee and volunteered as a Nursing Care Management Resource Coordinator. Both of these roles have been key in helping the county to develop the new nursing Care Management role.

Kim has been an incredible asset to Mid County Clinic since her arrival in 1990. Her dedication to the nursing profession and to the patients she serves is evident by the caring and compassionate care that she provides on a daily basis.

*Submitted by: Suzanne McVey, Program Supervisor*

## 2010 Service Awards Employee Biographies

**Commissioner Judy Shiprack: Irma Mitchell-Phillips 15 Years Human Services Investigator, Aging & Disability Services Adult Protective Services**

Irma Mitchell-Phillips started out at North Portland Disability Services Office as a Case Manager 1. She then was promoted to a Case Manager 2 as a part of the Employee Initiative Program and then moved to the Long Term Care program. She is currently a Human Services Investigator with Adult Protective Services. Irma has excelled at all of her roles and is an asset to this organization. When I worked with her as her desk partner, I always knew that my caseload was covered when I was gone. She always does what is needed and beyond.

*Submitted by: Terry Ford, Program Supervisor*

**Commissioner Barbara Willer: Margaret La Faive (LA FAVE) 25 Years Sr. Information Technology Business Consultant, IT – Human Services**

Margaret is a Senior Business Systems Analyst in Information Technology Application Services and supports the Dept of County Human Services. Her extensive DCHS business knowledge has been a proven asset in determining technology solutions to fit her customer's needs in the most efficient and cost effective way. She plays a key role on the ITAB project for Mental Health and Addiction Services to replace their legacy system with a new state of the art case management and billing system. Margaret has also been an advocate for the Employee Recognition program and continues to be part of the team to promote the program for the county. Her favorite past times are birding and the theater. She's traveled to locations around the world with her husband on many birding excursions even going as far away as Australia a couple of years ago. In fact, birding is one of the common interests that brought her and her husband together in the first place.

Margaret is definitely one of our VIPs!

*Submitted by: Becca Beck, IT Manager 2*

2010 SERVICE AWARDS LIST

Last name	First name	M. Initial	Organizational unit code
<b>45 Years</b>			
McElligott	Vicki	A	Library-Central Science&Business
<b>40 Years</b>			
Irwin	Janet	M	Library-Central Humanities
Peebles	James	H	DCS-LUT Div-Traffic Aids Prog
Schwab	Linda	M	Library-Cataloging
<b>35 Years</b>			
Goodman	Carl	E	DCJ-Adult Services Division
Hatfield	Mary	C	Library-Cataloging Processing
Lewis	Virginia	S	ND-IT- Desktop Services
Olson	Thomas	R	Library-Central Science&Business
Seitz	Virginia	L	DCHS-ADS Reporting Org Chief 700619
Thomas	Robert	C	DCM-Facilities & Property Mgmt
Wright	Catherine	A	Library-Ref-Midland
<b>30 Years</b>			
Armstrachan	Lauren	E	DCM-A&T-Mapping/Divisions
Bigoni	Duane	L	DA-Medical Examiner
Booker	Laura	F	HD-CHS-WIC Northeast Clinic
Burda	Gary	A	DCJ-JSD Family Court Services
Burke	Zella	M	Library-Materials Processing
Butsch	Fred	J	DCHS-ADS ADULT PROTECTIVE SERVICES
Colton	Jo	A	HD-ICS-PC N Portland Clinic
DeShazer	Michelle	R	DCJ-JSD Delinquency Intervntn & Preventn
Ellison	Janis	L	Library-Central Stack Services I
French	Charles	R	DA-Felony Court-Trial Unit-Pretrial
Hogue	Darlene	K	HD-ICS-PC Westside Clinic
Jackson	Molly	L	DCS-CS-Animal Services-Shelter Op CGF
Kramer	April	K	HD-ICS-OHP Enrollment
Lindsey	Debra	L	DCHS-ADS LTC EAST DISTRICT
Logan	Janet	L	HD-ICS-PC North East Clinic
McFarland	Sandra	L	DCHS-ADS Reporting Org Chief 702920
Monagon	Lawrence	V	DCJ-ASD START Court Program
Moore	Sharon	S	Library-Central Periodicals
Mueller	Ellen	D	Library-Central Div Mgmt Sup Svcs
Murray	Priscilla	P	ND-IT-SAP Support
Navarro	Adrian	M	DCJ-JSD Community Based Supervision
Petesz	Gregory	M	DCS-LUT-Road Engr Traffic Maint
Rath	Allan	R	DCJ-ASD Local Control

2010 SERVICE AWARDS LIST

Last name	First name	M. Initial	Organizational unit code
Rivera	Edgardo	F	DCS-CS-Elections-Admin
Rudd	Terry	G	ND-IT-SAP Support
Rutledge	Teresa	M	DCM-A&T-Mapping/Divisions
Sample	Sheryle	A	HD-CHS-ECS Support
Schoneger	Barbara		HD-CHS-ECS Nurse Family Partnership
Schrunk	Michael	D	DA-Management
Shiprack	Judith	C	ND-County Commissnr District 3-Shiprack
Smith	Dianna	E	HD-ICS-SBHC Roosevelt
Smith	Joan	T	Library-Woodstock
Thompson	Timon	P	Library-Selections, Acq & Proc
Wilson	Kathleen	A	HD-ICS-SBHC Binnsmead

2010 SERVICE AWARDS LIST

Last name	First name	M. Initial	Organizational unit code
<b>25 Years</b>			
Augustine	Kurt	G	DCS-CS-Animal Services-Field Pgm CGF
Boeglin	Muriel	L	ND-IT-Telecom
Brunton	Leslie	L	DA-Felony Court-Trial Unit-Prop
Bryant	H	C	DCJ-ASD West Supervision (MTSW)
Burrow	Gayle	F	HD-ICS-Corrections Health
Cameron	Susan	D	DCM-Fin&Risk-Payroll - Payroll
Costan Dickmar	Carmen	L	HD-ICS-Interpreters
DeNunzio	Jane	K	Library-St Johns
Fairbanks Lee	Kimberly	A	HD-ICS-PC Mid County Clinic
Fields Addy	Donica		DCJ-ASD Alternative Community Svc Supv
Fuller-Poe	Kathleen		HD-Human Resources (HR)
Goode	Charlene	R	Library-Central General Reference
Griffin	Jerry	M	DCS-LUT-Road Maintenance District 5
Hinrich	Terry	B	ND-IT-Technical Services
Kirby	Gregory	H	DCS-LUT Road Engr Services
La Faive	Margaret		ND-IT-Human Services
Malstrom	Sheri	L	HD-CHS-ECS State Healthy Start Grant
McKeel	Gail	H	ND-IT-DSS Justice
Miles	Steven	K	DCS-LUT Road Engr Services
Monaco	Gregory		DCHS-MHASD COMIT INVESTIGATORS
Myers	Debra	E	DCHS-MHASD QM MEDICAL RECORDS
Nettles	Lonnie	R	DCJ-ASD Family Supervision Unit
Phillips	Robert	E	DCM-Diversity Equity and AA
Rangel	Alfredo		DCJ-ASD West Supervision (MTSW)
Rath	Susan	L	DCJ-ASD Reduced Supv Team (RST) fel
Richards-Brown	Caroline	T	DCJ-ASD MidCounty East Supv (MTEA) fel
Robinson	Lavoris		DCJ-JSD Support Services
Safley	Gary	J	DCS-LUT-Road Mnt D4 & Environmental Svcs
Schmidt	Janet	L	ND-IT- Desktop Services
Schrotzberger	Jonathan	E	DCM-FPM-Operations & Maintenance
Sellers	James	R	DCM-A&T-Support-Business Apps
Sharrer	Kirk	W	DCHS DDIPS
Skall	Robert	D	DCHS MHAS INVOLUNTARY COMMITMENT
Sparks	Charles	H	DA-Felony Court-Trial Unit-Career C
Weatherford	Lee	W	DCJ-JSD Detention B Pod
Walruff	Randy	P	DCM-Assessment & Taxation
Whitson	William	V	DCS-LUT Road Maintenance
Wise	Harold	A	DA-Medical Examiner

2010 SERVICE AWARDS LIST

Last name	First name	M. Initial	Organizational unit code
York	Cathi	M	DA-Felony Court-Trial Unit-Drugs

2010 SERVICE AWARDS LIST

Last name	First name	M. Initial	Organizational unit code
<b>20 Years</b>			
Adams	Paul	A	DCJ-ASD Medium Risk Supervision (MTMR)
Altotsky	Nelly		HD-CHS-ECS Cascade East
Anhaack	John	M	DCHS-MHASD QUALITY MANAGEMENT
Ashford	John	H	DCJ-JSD Community Detention Program
Banahene	Osei-Owusu		DCM-A&T-Commercial Appraisal
Barnes	Gerald	A	HD-CHS-Inspections
Bergherr	Terry	L	DCHS-ADS ADULT PROTECTIVE SERVICES
Bishop	Janice	M	DCJ-JSD Gang Resource Interv Team (GRIT)
Blanchard	Barbara	C	DCS-LUT B&Ops Fiscal Sppt Br Engr
Brown	Gretchen	P	Library-Ref-Gresham
Brown	Mary	M	HD-ICS-PC North East Clinic
Burke	Susan		HD-CHS-Hepatitis C Integration
Caldwell	Catherine	S	DCJ-ASD North Support Operations (MTNO)
Caughell-Rush	Julie	A	Library-Central Interlibrary Loan
Chan	Yuen		HD-ICS-PC North East Clinic
Clay-Eckton	Catherine	C	DCHS-ADS Long Term Care Reporting Rollup
Collmer	Kenneth	S	DCM-A&T-Residential Appraisal
Criswell	Sheila	K	DCJ-ASD Sanctions & Services
Culver	Nancy	A	DCHS-SUN Svc System Division
Cusack	Kendal	D	HD-ICS-Pharmacy
Daniels	Jill	A	HD-ICS-School Based Health Centers
Davidson	Kenneth	L	ND-IT- Desktop Services
Davis	Lisa	A	DCHS DDIPS
Davis	Sharon	M	DCHS DDIPS
Densmore	Suzanne		HD-CHS-WIC Mid County Clinic Admin
Dubesa	Michael		DCM-FREDS-Distrib Fund-Materiel Mgmt
Dubintsov	Yelena	V	HD-ICS-Dental Mid County-Support
Dumais	Joanna	R	HD-ICS-PC North East Clinic
Eaton	Joanna	R	DCHS-MHAS Reporting Org Chief 706827
Eby	Thomas	K	HD-ICS-SBHC Madison
Elkina	Anna		HD-ICS-PC Mid County Clinic
Fast	Larry	J	DCM-Fin&Risk-Payroll - Payroll
Fast	M	B	DCM-A&T-Residential Appraisal
Fellows	Lori	S	DA-Family Jstc-MDT 1000
Fields	William	K	DCHS-ADS LTC SOUTHEAST DISTRICT
Foltz	Michael	J	DCM-FPM-Electrical
Fox	Marilyn	G	DCHS MHAS RU
Fry	Mark	W	DCJ-JSD Admissions & Intake

2010 SERVICE AWARDS LIST

Last name	First name	M. Initial	Organizational unit code
Garcia	Gilbert		HD-ICS-Pharmacy
Giddens	Michael		HD-ICS-PC Mid County Clinic
Gingell	Mary	J	DCHS-ADS ADULT CARE HOME PROGRAM A
Goodrich	Julianne	R	HD-CHS-ECS State Healthy Start Grant
Hay	Ching	L	DCM-Budget Office
Haynes	Lezlee	L	DCM-A&T-Personal Property Appraisal
Hering	Karl		HD-ICS-Pharmacy
Holte	Secelia		DCHS-DD TITLEXIX
Honda	Rodney	R	ND-IT- Desktop Services
Howard	Daniel		DCM-A&T-Support-Business Apps
Huth	Linda	S	HD-ICS-SBHC Cleveland
Iarrobino	Paul	E	DCHS-ADS Reporting Org Chief 700071
James	Julie	M	HD-ICS-Dental Mid County-Support
Johnson	Alice	G	HD-ICS-PC North East Clinic
Kaiser	Claudia	A	HD-ICS-SBHC Parkrose
Karin-Bean	Alisa	L	DCJ-JSD Custody Support Services
Karm	Rodica	T	Library-Access Services-Gresham
Kent-Warren	Ethel	R	DCHS-ADS Reporting Org Chief 702920
Kim	Chung	S	DCM-Fin&Risk-Payroll-PERS
Knaap	Delaina	L	DCJ-JSD Community Based Supervision
Knaap	Leonard	E	DCJ-JSD Community Based Supervision
Kresin	Lola	L	Library-Albina
Larry	Violet		HD-CHS-ECS Healthy Birth Initiative
Leckie	Esther	M	HD-CHS-Chronic Disease Prevention-GF
Lee	Nicholas	A	Library-Central Interlibrary Loan
Li	Mary Ther		DCHS-Community Services Division
Liddicoat	Julie	R	HD-CHS-TB Program-Clinical Staff
Lincoln	Donald	R	DCJ-JSD Detention A Pod
Lopez	Virginia		HD-ICS-HIV Clinic-Nursing Svcs
Lueker	Julie	A	HD-CHS-Occupational Health Office
Markham	Charlene	M	HD-CHS-Env Health-Inspections Support
Martin	Russ	J	DCJ-ASD Recog
Martinov	Vera	V	HD-ICS-Dental Mid County-Support
Maxa	Harold	C	DCS-LUT Road Engr Services
Mc Nabb	Melanie		HD-ICS-SBHC Jefferson
McCoy	Mary	M	DCJ-ASD Day Reporting Center (DRC)
Mendenhall	Dave		DCHS-ADS LTC SOUTHEAST DISTRICT
Metcalf	Carolyn	E	DCHS ADS LTC Nursing Facility
Meyers	Veronica	E	HD-CHS-HIV Prevention

2010 SERVICE AWARDS LIST

Last name	First name	M. Initial	Organizational unit code
Miller	John	L	DCJ-JSD Cstdy Svcs-Admissns Ctrl 1000
Miller	Joni	S	DCHS-ADS Reporting Org Chief 711957
Mowatt	Shannon	R	HD-ICS-HIV Clinic-Support
Munson	Mary	I	DCJ-ASD North Support Operations (MTNO)
Navin	Patricia		HD-CHS-ECS State Healthy Start Grant
Ngan-Pommervil	Christine	F	DCHS-ADS
Nguyen	Canh		DCJ-JSD Assmnt & Tx for Yth & Fam (ATYF)
Nguyen	Hoa-Rosa	T	DCHS-MHASD BUSINESS OPERATIONS
Nguyen	Thach		DCJ-JCJ Cnslg Court Svc Mgmt 1000
O'Glasser	Jane	E	HD-CHS-Communicable Disease
Olsen-Dennis	Catherine	L	HD-CHS-ECS Cascade East
Olson	Louis	G	DHS-Contracts
Osburn	Julie	L	DCHS-Community Services Division
Pancake	Margarita		HD-CHS-CD Program-Clerical Staff
Peterson	Mike	J	DCJ-JSD Admissions & Intake
Pinon	Mary	B	Library-Adult Outreach
Pollach	Karen		Library-Central Humanities
Potter	Sandra	J	DCHS DDIPS
Randle	Duane	V	DCJ-ASD Day Reporting Ctr (DRC)
Rayfield	Scott	J	DCJ-ASD Transition & Re entry Services
Riffe	Nancy	L	DA-Fed/State Term Parent Rights
Rios	Jesse	M	DCHS-Accounting
Scazzafavo	Brian	P	DCHS-ADS LTC EAST DISTRICT
Schafer	Robert	S	DCM-A&T-Residential Appraisal
Segnitz	Kathrine		HD-CHS-Communicable Disease
Smith	Michele	L	DCJ-ASD Property Crimes Programs (RAIN)
Stanton	Jennifer	L	Library-Access Services-Gresham
Stevens	Wesley		Library-Facilities & Matl Movemt Admin
Stewart	Carl	M	ND-IT- Desktop Services
Street	Alice	F	DCM-Fin&Risk-General Ledger
Taylor	Carla	J	DCJ-JSD Data Services
Taylor	Leslie	B	DCJ-JSD Gang Resource Interv Team (GRIT)
Tichenor	Jeanne	M	DCJ-ECCS Human Resouces
Topor	Barbara	E	HD-ICS-Corr Hlth MC Detention Center
Toronto	Cynthia	L	DCJ-ASD Hearings
Townsend	David	J	Library-Central Stack Services I
Treb Pollock	Kathleen	A	DCJ-Employee, Community & Clinical Svcs
Upshaw	Timothy		DCJ-JSD Community Svc & Project Payback
Varnado	Susan	M	HD-CHS-ECS Cascade East

2010 SERVICE AWARDS LIST

Last name	First name	M. Initial	Organizational unit code
Venator	Kathryn	L	HD-CHS-STD Program-Mid Level Providers
Vidal	Billie	L	HD-ICS-Corr Hlth Admin-Operations
Vilderman	Laura		HD-CHS-TB Program
Vyrubova	Marina	O	HD-ICS-PC Mid County Clinic
Walker	Linda	D	DCHS-ADS Reporting Org Chief 700619
Wastradowski	Arthur	C	DCHS-ADS Reporting Org Chief 701495
White	Diane	Y	HD-ICS-PC N Portland Clinic
Widick	Stacey	L	HD-BQ-Contracts

2010 SERVICE AWARDS LIST

Last name	First name	M. Initial	Organizational unit code
<b>15 Years</b>			
Akin	William	C	HD-ICS-SBHC Cleveland
Anthony	Colleen	E	Library-Central Science&Business
Bader	Mohamma		DCHS-ADS ADULT PROTECTIVE SERVICES
Barnard	Diana	G	HD-ICS-PC Westside Clinic
Barrera	Liliana	M	HD-ICS-OHP Enrollment
Bartemus	Penny	L	DCJ-JSD Youth Development Services (YDS)
Bebout	Philip	R	DCJ-ASD Gresham Supervision (MTGR)
Bechtold	Kathryn	E	HD-ICS-SBHC Madison
Belles	Evelyn	S	DCM-A&T-Recording
Blanchard	Jason	T	DCS-LUT-Road Maintenance Distr 4
Bowman Meza	Bobbie	R	HD-CHS-ECS Cascade East
Bradford	Jill	A	DCJ-ECCS Human Resouces
Brookins	David	J	ND-IT-DSS Justice
Calderbank	Laurie	J	DCJ-ASD Gresham Sex Offender Supervision
Castle	Julie	L	HD-CHS-STD Program-Disease Int Svcs
Chedister	Marlys	J	DA-Management
Cho	Deborah	E	DA-Medical Examiner
Cordova	Doris	M	HD-DO-PDES Projects
Cozart	Patricia	A	Library-Production/Graphic Arts
Culpepper	Mary	L	DCHS-ADS Reporting Org Chief 702920
Deich	Richard	S	DCM-A&T-Commercial Appraisal
DeMartini	Rachael	C	ND-IT-Helpdesk
DiLoreto	Mary	C	HD-CHS-WIC Northeast Clinic
Dougherty Jr	John	A	HD-DO-PDES Projects
Douglas	Bruce	W	DCJ-ASD Day Reporting Center (DRC)
Eastman	Mary	D	DCJ-ASD PreTrial Supervision Prg (PSP)
Eaton	Ahna		HD-ICS-Corr Hlth Central Support
Eichler	Karen	O	Library-Belmont
Ellis	Ronda	D	DCHS-ADS Reporting Org Chief 700619
Estrin-Gleason	Lisa	M	DCS-LUT Division Land Use Planning CGF
Fader	Ellen	G	Library-Youth Services Management
Fookson	Maxine	M	HD-ICS-SBHC Portsmouth Middle School
Frazier	Madolyn	L	DA-Family Jstc-Victims Assistant
Freeman	Tracey	A	DCJ-JSD Sex Offender Probation Supervisn
Galusha	Charles	R	ND-IT-Telecom
Garay	Shelley	S	HD-CHS-ECS Cascade East
Garber	Karen	M	HD-CHS-ECS Program Management
Gerba	Nicholas	S	DCS-LUT-Road Maintenance District 5

2010 SERVICE AWARDS LIST

Last name	First name	M. Initial	Organizational unit code
Gille Jr	Benjamin	T	DCHS-ADS Reporting Org Chief 700619
Gillilan	Susan	M	DCS-CS-Animal Services-Shelter Op CGF
Glenn	Thomas	S	SCP CmtySvcs
Goeke	Elizabeth	R	MHAD SYS DIV ADMIN
Gomez	Albert	S	DCS-LUT Div-WillametteRvr Brg Engrg
Gould	Charles	T	DCJ-JSD Youth Development Services (YDS)
Grimmett	Erica	J	DA-Fed/State-Child Support 1505
Haffey	Sandra	J	DCHS MHAS RU
Harbaugh	Terri	L	MHAD SYS DIV ADMIN
Harris	Rachel	D	DCJ-Business Applications & Technology
Harroun	Laurel	A	DCHS-MHASD SCHOOL MENTAL HEALTH
Hassan	Hassan	M	DCHS - ADS Reporting Org Chief 713404
Hawkins	Melvin	L	DCJ-JSD Assmnt & Tx for Yth & Fam (ATYF)
Heron	Cathryn	A	DCJ-ASD Family Supervision Unit
Hjort	Candace	A	HD-CHS-Vector Control
Hoang	Duc	L	DCHS-DD TITLEXIX
Holliman	Mary	A	DCM-A&T-PropVal-Special Programs
Holt Wirostek	Roberta	G	HD-ICS-Dental Mid County-Support
Homan	Harriet	E	HD-CHS-Communicable Disease
Howard-Lindsey	Jeffrey	G	Library-Central Stack Services III
Howes	Jeffrey	A	DA-Misdmnr Ct-Trial Unit
James	Renee	L	HD-CHS-ECS State Healthy Start Grant
Johnson	Paula	R	DCS-CS-Elections-Support
Jui	Jonathan		HD-HlthOf-EMS Medical Director
Kelly	Paul	A	DCJ-ASD Alternative Community Svc Supv
Khamvongsa	Souriya		HD-CHS-Inspections
Kim	James	C	DCJ-JSD Intake / Control
King	Thane	B	DCJ-ASD Local Control
Kole	Kurtis	G	ND-IT- Desktop Services
Kosmetatos	Maria	K	HD-ICS-HIV Clinic-Mid Level Providers
Kraft	Shannon	M	Library-Central Stack Services II
Lamberger	Daniel	C	DCHS-ADS LTC WEST DISTRICT
Laplaca	Elizabeth	S	HD-ICS-PC Westside Clinic
Lau	Kelly	N	HD-ICS-SBHC Marshall
Lawson	Gerald	D	DCJ-ASD PreTrial Supervision Prg (PSP)
Lewicki	Robert	E	DCHS SUN Svc System Progs
Lewis	Pamela	C	DCJ-ASD North Office Supervision (MTNO)
Lewis	Sheila	A	DCHS-ADS LTC EAST DISTRICT
Loomis	Angelika	B	DCM-A&T-Tax Operations

2010 SERVICE AWARDS LIST

Last name	First name	M. Initial	Organizational unit code
Lucas	Adriana		DCS-LUT B&Ops Fiscal Support Roads
Macalistaire	Edie	M	DCJ-ASD Day Reporting Center (DRC)
Mackinnon	Jane	A	Library-Learning Systems
Maldonado	Julio	C	HD-CHS-ECS Cascade East
Maney	Kimberly	K	DCJ-JSD Sex Offender Probation Supervisn
Mascal	Christine	S	DA-Felony Court-Trial Unit-Career C
Mattson	Betty	J	DCHS-MHASD YOUNG CHILDREN MH SVCS B
Mayo	Terri	A	DA-Fed/State Term Parent Rights
Mead	Debra	K	DCJ-JSD Community Based Supervision
Mendez	Juan	A	HD-CHS-STD Program-Disease Int Svcs
Mitchell	Deborah	S	DCJ-ASD START Court Program
Mitchell-Phillips	Irma		DCHS-ADS ADULT PROTECTIVE SERVICES
Mo	Meiyee		DCM-FPM-Operations & Admin
Murillo	Sara	D	HD-ICS-PC East County-Support
Norman	Kathleen	M	HD-CHS-STARS Program
Ortega	Sergio	E	HD-ICS-PC East County-Nursing Svcs
Osorio	Donna	L	DCHS-MHASD YOUNG CHILDREN MH SVCS B
Painter	Diane	W	DCJ-JSD Assmnt & Tx for Yth & Fam (ATYF)
Pavlacky	Patricia	A	ND-IT- Desktop Services
Pickett	Rose	A	HD-CHS-ECS Healthy Birth Initiative
Plympton	Lisa	D	DCJ-ASD Gresham Supervision (MTGR)
Porter	Tau	A	DCJ-JSD Cstdy Svcs-Intake 1000
Prue	Demaris	K	DCJ-ASD Domestic Violence Supervision
Rees	Donald	N	DA-Felony Court-Trial Unit-Unit D
Rial	Mattie	L	DCHS-ADS Reporting Org Chief 707394
Richardson	Richard	H	DCM-A&T-Mapping/Divisions
Rogers	Joe	W	DCS-Election Support
Rosales	Rosamaria		HD-ICS-OHP Enrollment
Roskoski Jr	Steven	E	Library-Central Interlibrary Loan
Rosner	Debra	J	DCJ-JSD Delinquency Intervntn & Preventn
Ruffing	Tamara	D	DA-Family Jstc-Domestic Violence
Samolinski	Peggy	L	DCHS-SUN Svc System Division
Saum	Robert	E	HD-ICS-PC NE Clinic
Schafer	Robert	S	DCM-A&T-Residential Appraisal
Schilling	Karen	C	DCS-LUT Div - Land Use Trans Planning
Scotfield	Ricky	R	Library-Fairview Columbia
Sewell	Travis	T	DA-Felony Court-Trial Unit-Pretrial
Scazzafavo	Ivy		DCM-Finance Risk & Benefits
Short	Rachael	M	Library-Central Telephone Reference

2010 SERVICE AWARDS LIST

Last name	First name	M. Initial	Organizational unit code
Slaughter	Pamela	J	DCHS-ADS ADULT PROTECTIVE SERVICES
Smith	Darlene	D	DCHS-ADS Reporting Org Chief 707104
Smith	Verita	G	HD-ICS-SBHC Binnsmead
Spruill	Stefon	L	DCJ-JSD Detention A Pod
Steward	Anthony	R	DCJ-JSD Detention B Pod
Stewart	Natalie	M	ND-IT-WAN Services
Stone	Connie	L	DCHS-ADS LTC EAST DISTRICT
Suiter	Kathleen	E	DCJ-ASD Electronic Monitoring
Taggart	Janice		DCHS-ADS ADULT PROTECTIVE SERVICES
Thies	Linda	M	DCJ-JSD Detention B-Pod
Upton	David	B	DCJ-ASD DUII Supervision
Upton	Karla	R	DCJ-ASD MidCounty East Supv (MTEA) fel
Van Wechel	Steven	L	DCJ-JSD Community Based Supervision
Vuky	Paul		DCJ-JSD Detention B Pod
Waddell	Michael	D	Dept of County Management
Walsworth	Gary	M	SCP Cmty Svcs
Walters	Lorretta	J	DCHS-ADS Reporting Org Chief 707394
Waltrip	Donna	J	HD-ICS-Dental Southeast-Support
Warner	Leola	E	DCM-Dir Off - Department HR
Warren	Regena	S	DCHS-Community Services Division
Washington	Roy	L	DCJ-JSD Youth Development Services (YDS)
Waygren	Leslie	E	Library-Ref-Gresham
Wheeler	Scott	A	DCJ-JSD Detention B Pod
White	Carrie	F	ND-IT-Budget Finance Procurement
Wingerd	Christophe	R	DCM-FREDS-Distrib Fund-Materiel Mgmt
Zebroski	Margaret	A	HD-ICS-PC N Portland Clinic
Zipprich	David	B	DCM-FPM-Compliance
Zogg-Fields	Terry	L	DCHS-ADS Reporting Org Chief 707104

2010 SERVICE AWARDS LIST

Last name	First name	M. Initial	Organizational unit code
<b>10 Years</b>			
Akubuiro	Felicia	A	DCHS-ADS Reporting Org Chief 707104
Aldana	Tye	L	DCS-LUT Div-WillametteRvr Brg Engrg
Amos-Combs	Tenicea		DCHS DDIPS
Andersen	Michael	D	DCM-FPM-CIP Admin (FM Fund)
Anderson	Dawn	M	DA-Misdmnr Ct-Trial Unit-Intake
Avila	Andres	I	DCJ-ASD Reduced Supv Team (RST)
Baer	Tawnya		DCHS-ADS LTC EAST DISTRICT
Barton	Marilyn	A	DCHS-ADS Reporting Org Chief 701495
Bates	Julie	M	DCS-CS-Elections - Administration
Bennett	Patrick	C	DCJ-JSD Intake / Control
Bhuiyan	Rafiqul	I	DCJ-ASD Day Reporting Center (DRC)
Bolosky	Valerie		DCJ-ASD PreTrial Supervision Prg (PSP)
Britton	Kristine	R	DCHS-MHASD QUALITY MANAGEMENT
Buckner	Tracy	L	DCHS DDIPS
Burell	Tina	M	DCM-A&T-Residential Appraisal
Buscher	Tina	M	DA-Felony Court-Trial Unit-Prop
Calderon	Aida	L	HD-ICS-Corr Hlth MCDC Nursing Svcs
Campau	Judy	V	ND-IT-Helpdesk
Carsner	Michelle	M	DA-Felony Court-Trial Unit-Unit D
Chandler	Amy	B	DCHS-MHASD YOUNG CHILDREN MH SVCS B
Chilton	Darren		HD-BQ-AP & Procurement & Contracts
Christensen	Keith	L	HD-BQ-Medical Accounts Receivable
Christy	Ila	L	DA-Family Jstc-Victims Assistant
Churchill	Ellen	M	DCJ-ECCS Quality Systems Mgmt Eval Svcs
Clark	J	K	DA-Family Jstc-Victims Assistant
Clark	Karen	J	DCJ-ASD Community Court
Cole	Bradley	J	DCM-FPM-Engineers
Collett	Nancy	F	DCHS-ADS LTC EAST DISTRICT
Corthell	Justin	D	DA-Finance and Human Resources
Costello	Vickie	W	Library-Central Circulation Services II
Coutant	William	A	Library-Capitol Hill
Crabtree	Iris	K	DCHS-ADS LTC SOUTHEAST DISTRICT
Cross	Victoria	V	HD-ICS-Corr Hlth MCDC Support
Cuttone	Christophe	D	Library-North Portland
Davich	Jo Ann	W	HD-ICS-HIV Clinic Services
Davis	Anita	M	DCJ-ASD Centralized Intake
Davis-Fornos	Ona	L	ND-County Attorney
Dawson	Emily Jane		Library-Central Generalists Libs III

## 2010 SERVICE AWARDS LIST

Last name	First name	M. Initial	Organizational unit code
De La Garza	Irma		HD-CHS-WIC East County Clinic Admin
Delair	Janice	G	DCJ-ASD Hearings
Diaz	Edwin		HD-CHS-STD Program-Disease Int Svcs
Dillon	Ethel	M	HD-ICS-Corr Hlth MCIJ Support
Dinh	Teresa		Library-Central Stack Services III
Eason	Susan	J	DCJ-ASD Dom Violence Deferred Sentencing
Elder	Mary	L	HD-ICS-OHP Enrollment
Ericksen	X Veronica	L	HD-CHS-ECS IPV
Escobar	Julio	G	HD-ICS-PC East County-Support
Eubanks	Carol	S	DCHS-ADS Reporting Org Chief 711957
Figueroa	Kimmy	J	HD-ICS-Ops Support-Clinical Infra
Flaherty	Jean	A	DCHS Developmental Disab.Regional Svc
Fox	Lois	C	DCHS Developmental Disab.Regional Svc
Frame	Stephen	D	ND-IT- Desktop Services
Franzen	Alyssa		HD-ICS-Dental Services
Freeman	Patrick	K	DCJ-ASD START Court Program
Fuller	Julia		HD-ICS-Corr Hlth MCDC Nursing Svcs
Garceau	Janice		DCJ-JSD Family Court Services
Gates	Cathy	A	HD-ICS-Medical Records-GF
Gerhardt	Kimberly	M	DCJ-JSD Assmnt & Tx for Yth & Fam (ATYF)
Giesige	Gabriel	D	Library-Access Services-Midland
Gilbertson	Beverly	A	Library-Central Circulation Services II
Gill	Lauren	K	DCHS-ADS Reporting Org Chief 700613
Gingell	Don	L	ND-IT-Health Applications
Gholson	Frank	W	DCHS-ADS
Goode	Lora	L	DCS-CS-Animal Services-Shelter Op CGF
Gorton	Daniel	W	ND-IT-Helpdesk & Operations
Gration	Monica	L	HD-ICS-Building Better Care Project-Sub
Green	Julie	E	DCHS-ADS Reporting Org Chief 705992
Guernsey	Jessica		HD-CHS-Systems & Projects
Guzman	Carmen	R	HD-ICS-Dental Access Project
Harrington	Peter	W	Library-Central Circulation Services III
Hemstreet	Leslie	A	Library-Access Services-Hollywood
Hjouj	Fayez	I	DCS-LUT-Bridge Operations
Hoffman	Robbie	L	DCJ-ASD Day Reporting Center (DRC)
Howell	Alicia	A	DCM-A&T-Recording
Huisman	Jennifer	S	DCS-CS-Animal Service-Client Svcs CGF
Huntley	Kenneth	R	DCS-LUT Div-WillametteRvr Brg Engrg
Jeffreys	Bill	W	DCJ-ASD Reduced Supv Team (RST) fel

2010 SERVICE AWARDS LIST

Last name	First name	M. Initial	Organizational unit code
Johnson	M. Cecilia	A	Community Services
Jones	Jeffery	A	DCJ-ASD Alternative Community Svc Supv
Jordan	Clay	C	DCS-LUT Div Wmtte Rvr BridgeEngrg
Kent	Fannie	J	HD-ICS-Corr Hlth MCIJ Support
Keopraseuth	Khamphich	P	HD-ICS-PC Mid County Clinic
King	Richard	J	DCHS ADS LTC Nursing Facility
Kinsey	Alison	D	DCJ-ASD Sex Offender Supv & Treatment
Kirsch	Stephen	P	DCHS-MHASD YOUNG CHILDREN MH SVCS B
Kranz	David	R	DCS-LUT Div-Public Land Corner Prog
Lambert	Cynthia	M	DCJ-JSD Gang Resource Interv Team (GRIT)
Langer	Paula	S	HD-CHS-ECS Willamette North
Laramie-Moss	Julie	A	DCJ-Finance & Contracts Operations
Larimer	Susan	F	Library-Midland-Access Services
Layton	Shawn	M	DCS-LUT-Road Engr Traffic Maint
LeConche	Robin	R	DCM-FREDS-Distribution Services
Ledbury	Phillip	E	DCS-LUT Div-WillametteRvr Brg Engrg
Lee	Edward	W	Library-Central Stack Services I
Lemar	Pamela		Library-Albina
Luong	Linh	P	HD-ICS-Dental Northeast-Support
Lyon	Seth	A	DCHS-Community Services Division
Manhas	Sonia		HD-CHS-Chronic Disease Prevention-GF
Martin	William	J	DCM-A&T-Parcel Management
Mazurenko	Sergey		HD-ICS-PC Mid County Clinic
McGrew	Christine	J	DCHS-ADS LTC EAST DISTRICT
Mcnamara	Joanne	E	Library-Early Childhood Services
Mesirow	Catherine		DCHS-ADS Reporting Org Chief 700613
Meyerhoff	Joan	E	DCHS-ADS PUBLIC GUARDIAN A
Michaud	Therese	E	ND-IT-Helpdesk
Miguel	Edgardo	C	DCHS-Human Resources
Miles	Thomas		HD-CHS-Communicable Disease
Miller	Amy	A	DCHS-ADS Reporting Org Chief 704442
Monaghan	Matt	D	Library-Central Stack Services II
Montano	Carmen	O	DCJ-ASD Domestic Violence Supervision
Montenegro	Rosa	A	HD-ICS-Central Call Center
Moon	Terri	A	HD-BQ-Medical Accounts Receivable
Mora	Gabriela	G	HD-ICS-PC East County-Support
Morf	Jenny	M	ND-County Attorney
Morrow	Carissa	C	HD-ICS-PC East County Clinic
Morton	Alisha	K	DCJ-ASD Day Reporting Center (DRC)

2010 SERVICE AWARDS LIST

Last name	First name	M. Initial	Organizational unit code
Moyer	Judith	A	DCJ-JSD Family Court Services
Neuharth	Holly		Library-Access Services-Midland
Nicholas	Linda	L	DCJ-ASD Centralized Intake
Nielsen	Virginia	M	DCM-FPM-Operations & Admin
Niyomthong	Tidaphorn		DA-Finance and Human Resources
Noblitt	Maureen	G	DA-Finance and Human Resources
O'Driscoll	Bethanie	M	DCHS-ADS ADULT CARE HOME PROGRAM A
Ognjenovic	Miodrag	D	DCM-FPM-Alarms
Olbrich	Pamela	W	HD-ICS-Dental Admin-Access & Svcs
Oneill-Shaw	Carol	A	HD-CHS-ECS State Healthy Start Grant
Patterson	Joy	M	DCHS-ADS Reporting Org Chief 707394
Penny	William	F	DCJ-ASD Intake, Court Svcs & Reduced Spv
Peoples	Kim	E	DCS-LUT-Road Services
Petrocchi	Lisa		DCHS-MHASD YOUNG CHILDREN MH SVCS B
Phan	Lucy	V	ND-IT-Public Safety
Pickner	Debra		DCM-A&T-Tax Operations
Pizzuto	Nick	A	DCM-FREDS-Distribution Services
Powers Carson	Laura	M	DCJ-ASD Gresham Sex Offender Supervision
Priestley	Nneka	J	DCJ-ASD Recog
Radcliffe	Carla	C	HD-ICS-PC La Clinica Clinic
Rawson	Sarah	J	HD-CHS-ECS Willamette North
Rebollo	James	F	HD-BQ-Accounting
Reed	Gwendolyn	K	DCHS-ADS Reporting Org Chief 700071
Reese	Lauren	M	Library-Belmont
Reyes	Alejandro	E	DCS-LUT Road Engr Services
Robinson	Margaret	L	HD-CHS-HIV Care Services-Quality
Rodriguez-Ibarra	Lidia	Z	HD-ICS-PC East County-Nursing Svcs
Rosene	Cynthia	L	Library-Ref-Gresham
Rowlette	Lorraine	M	DCHS-MHASD YOUNG CHILDREN MH SVCS B
Russell	James	A	Library-Interlibrary Delivery II
Ryan	Joseph	M	Library-Central Stack Services II
Samoylenko	Vera	P	HD-CHS-ECS Cascade East
Sanchez-Hugge	Brenda		SCP CmtySvcs
Schmitt	Ana	I	Library-Neighborhood Libraries - Libros Adm
Scholl	Carole	A	DCJ-ASD Londer Learning Center (LLC)
Sellers	Madeline	P	DCJ-ASD Transition & Re entry Services
Serna	Joanne	E	HD-ICS-PC NE Clinic
Shabashevich	Inna		ND-IT-Human Services
Shah	Amit	R	HD-ICS-Medical Director

2010 SERVICE AWARDS LIST

Last name	First name	M. Initial	Organizational unit code
Six	Linda	S	Library-Central Stack Services II
Sons	Andrea	M	DA-Misdmnr Ct-Trial Unit
Stenerson	Travis		Library-Central Stack Services II
Stites	Daniela		DA-Fed/State Term Parent Rights
Stone	Jennifer	M	HD-BQ-Grants Management & Accounting
Stroud	Susan	M	ND-IT-County Mgmt Support
Swabey	Katherine	J	LIB-Kenton Library
Taaca	Cynthia	J	DCJ-ASD Recog
Taute	Brett	T	DCM-FPM-Special Projects
Taylor	Cynthia	A	Library-Access Services-Midland
Thompson	LaQuasha	A	HD-CHS-STD Program-Disease Int Svcs
Thornton	Shannon	L	DCM-FPM-Engineers
Tracy	Joanne	L	Library-NorthWest
Tsuhako-Cook	Carol	H	Library-Adult Outreach
Tuke	Daniel	E	DCJ-ASD Specialized Supv Team (SST)
Valetski	Brian	D	DCJ-ASD Domestic Violence Supervision
Vasquez	Nathan	T	DA-Family Jstc-MDT 1000
Vidstrand	Erik	C	HD-CHS-Tobacco Prevention
Wachsmuth	Mary	R	HD-CHS-WIC East County Clinic
Walker	Susan	J	HD-ICS-Corr Hlth Juvenile Detention Home
Wallace	Suzanne	K	DCJ-ASD Day Reporting Center (DRC)
Watne	Pamela	R	HD-ICS-PC East County-Nursing Svcs
Wells	Mary	C	HD-ICS-Corr Hlth MCDC Nursing Svcs
Weyrens	Angela	H	Library-Central Stack Services Adm
White	Steven	J	HD-ICS-Pharmacy
Wiese	Chrystal	L	HD-CHS-ECS Nurse Family Partnership
Williams	Jill	S	DCHS-ADS Reporting Org Chief 705992
Winter	Stacie	T	DCM-A&T-Customer Service
Wirth	Christophe		HD-CHS-Vector Control
Wolfe	Brenda	S	DA-Fed/State-Child Support 1505
Wu	Liangrong		DCJ-ECCS Quality Systems Mgmt Eval Svcs

2010 SERVICE AWARDS LIST

Last name	First name	M. Initial	Organizational unit code
<b>5 Years</b>			
Adamske	Jennifer	S	DCJ-ASD Domestic Violence Supervision
Aleksandrov	Dmitri	V	HD-ICS-Dental East County-Providers
Allgeier	Donald	P	Library-Neighborhood Libraries - Admin
Anderson	Katy	A	DCHS-MHASD RESIDENTIAL TX
Artis	Karen	A	DCHS-MHASD SCHOOL MENTAL HEALTH
Ault	Keri	L	DCHS-MHAD CALL CENTER
Bales	Georgiann	E	DCHS-DD KIDS
Bauman	Jill	L	HD-ICS-Corr Hlth MCIJ Clinical Support
Beauchamp	Carol	M	DCHS DDIPS
Betancourt	Susana	A	HD-CHS-Food Handlers
Bird	Linda	L	DCJ-Employee, Community & Clinical Svcs
Bondarchuk	Tatyana	V	HD-ICS-Dental Mid County-Providers
Born	Kenneth	C	DCS-LUT Div-Transportation Planning
Burks	Karen	E	HD-BQ-Medical Accounts Receivable
Caingcoy	Francisco	M	DA-Fed/State-Child Support 1505
Canyon-Scopes	Kalissa	L	DCM-Diversity Equity and AA
Carver	Scott	A	DCM-A&T-Residential Appraisal
Cavanaugh	Jeffrey	M	DCM-A&T-Assessment Performance Analysis
Charboneau	Terry	L	HD-Departmental Support Services
Chau	Michelle	H	HD-ICS-PC Westside Clinic
Colomby	Jayson		Library-Central Stack Services III
Conedera	Mary	F	HD-ICS-Nursing Director
Crane	Joan	M	DCHS-ADS Reporting Org Chief 707104
Cruz	Jamie	L	DCJ-ASD Family Supervision Unit
Cunningham	Carin	L	DCJ-JSD Assmnt & Tx for Yth & Fam (ATYF)
Cunningham	Shawn	D	ND-Public Affairs Office
Cunningham-Jim	Monique	V	DCHS-ADS LTC SOUTHEAST DISTRICT
Cutler	David	L	DCHS-Mental Health & Addiction
DeLang	Chelle	A	HD-ICS-Medical Records-GF Sub Org
Dilley	Julia	A	HD-DO-PDES Projects
Dow	Barbara	A	HD-HlthOf-Emergency Medical Svcs
Dow	Dylan	B	DCHS-ADS LTC WEST DISTRICT
Duncan	Benjamin	E	HD-CHS-Env Health Spec Projects
Espinoza	Pedro		HD-ICS-PC East County Clinic
Forrester	Natasha	J	Library-Capitol Hill
Foster	Wendy	R	DCHS-MHASD SCHOOL MENTAL HEALTH
Fudim	Katherine		DCHS-ADS Reporting Org Chief 711957
Fujisato	Lars	M	DCHS-ADS ADMINISTRATION

## 2010 SERVICE AWARDS LIST

Last name	First name	M. Initial	Organizational unit code
Garcia	Kari	A	DCJ-ASD Local Control
Garcia	Odelia		DCJ-ASD Day Reporting Center (DRC)
Garrett	Heather	M	DCHS-Human Resources
Garza	Jerry		DCJ-ASD North Gang Unit Supv (MTNO)
Gipson	Joe	F	DCM-FPM-Engineers
Green	Patricia	A	HD-ICS-PC North East Clinic
Harris	Scott	B	DA-Family Jstc-Juvenile Trial
Hathorne	Keith	L	HD-Human Resources A
Henman	Joshua	K	HD-CHS-Vector Control
Henriques	Robert	W	HD-ICS-PC Westside Clinic
Holm	Robin	M	HD-DO-Bioterrorism
Holz	Leanne	L	DCM-A&T-Residential Appraisal
Hunter	Ronee	L	DCJ-ASD PreTrial Supervision Prg (PSP)
Jecker	LaJuan	M	HD-ICS-PC La Clinica Clinic
Jones	Margaret	H	HD-ICS-Xray
Kargin	Alla	A	HD-ICS-PC Mid County Clinic
Khorsi	Janis	H	DA-Misdmnr Ct-Trial Unit-Intake
Krause	Valerie	A	HD-ICS-PC North East Clinic
Krzmarzick	Lisa	M	DCJ-JSD Community Based Supervision
Leonard	Jorden	K	Library-Materials Movement - Sort Ctr II
Lillie	Rebecca	K	DCM-FPM-Alarms
Lyons Eubanks	Kari	A	HD-CHS-Env Health Spec Projects
MacPherson	Karlyn	E	DCHS DD RU
Maggio	Julie	R	Library-Human Resources/Learning Systems
Martin	Kimberly	A	DCJ-ASD North Support Operations (MTNO)
McCoy	Selina	R	DCHS-ADS Reporting Org Chief 707394
McElhany	Alice	M	Library-Production/Graphic Arts
McFeely	Megan	C	Library-Neighborhood Libraries - Admin
McLaughlin	Marisa	A	HD-CHS-HIV Care Services-Services
McLellan	Jana		ND-Chair's Office
McNee	Marie	E	DA-Family Jstc-MDT 1000
Miller	Randall	D	DCM-A&T-Residential Appraisal

2010 SERVICE AWARDS LIST

Last name	First name	M. Initial	Organizational unit code
Morgan	Sidney	M	DCJ-JSD Accountability Programs
Morlan	Janice	M	Library-Neighborhood Libraries
Muzikant	Andrea	R	DCHS-DD KIDS
Nakamine	Linda	J	HD-CHS-WIC East County Clinic
Norton	Jeffrey	J	DCM-A&T-Customer Service
Owens	Jamie		Library-Dir Off - Admin Supt - Reception
Palacios C	Angela		HD-ICS-Dental MultiCare Dental DCO
Patla	Vanessa	R	HD-ICS-PC Mid County Clinic
Patten	Debby	A	DCJ-ASD West Supervision (MTSW)
Peck	Gretli		DCHS-MHASD YOUNG CHILDREN MH SVCS B
Piper	Kay	E	HD-CHS-ECS Willamette North
Proctor	Shirley	A	DCJ-JSD Assmnt & Tx for Yth & Fam (ATYF)
Pumpelly	Samuel	S	Library-Access Services-Hollywood
Quiroz	Perla		HD-ICS-Dental East County-Support
Reyna	Roel	Y	ND-IT-Human Services
Roberts	Christophe	M	HD-CHS-Vector Control
Roman	Heather	D	DCJ-ASD Medium Risk Supervision (MTMR)
Rutledge	Dawn	E	DCHS-ADS LTC NORTH/NORTHEAST DISTRICT
Sacomano	Michale	R	DCJ-ASD PreTrial Supervision Prg (PSP)
Sampson	Dorothy	R	DCHS-Business Services
Sandoval	Lorena		DCJ-ASD Alternative Community Svc Supv
Sannar	Toby	L	DCS-LUT-Road Maintenance District 5
Schadeck	Jamie	N	DCM-A&T-Residential Appraisal
Schmit	Laura	D	Library-St Johns
Scholes	Kenneth	G	DCM-Fin&Risk- CPCA-Proc&Contracts
Shoen	Anna-Mari	T	DA-Family Jstc-Domestic Violence
Smith	Anne	K	DCJ-JSD ATYF 1000
Smith	Kathryn	A	DCHS-Accounting
Stein	Joan	E	MHAD SYS DIV ADMIN
Taylor	Christi	S	DCHS-MHASD QUALITY MANAGEMENT
Toledo-Silvestre	Isabel		HD-ICS-PC East County-Mid Level Provider
Tomkins	Jedediah	R	ND-County Attorney
Ujifusa	Glen	H	DA-Misdsmnr Ct-Neighborhood DA-East
Vance	Sharon	K	HD-CHS-CD-Special Projects
Vejar	Laura	E	DCJ-ASD MidCounty East Supv (MTEA) fel
Watson	Michael	S	DCM-A&T-Residential Appraisal
Webb	Erin	A	Library-Central Stack Services I
Wheeler	Melissa	I	HD-ICS-PC N Portland Clinic
White	Erika	L	DCJ-ASD Day Reporting Center (DRC)

2010 SERVICE AWARDS LIST

Last name	First name	M. Initial	Organizational unit code
White	Marla	J	DCJ-ASD Local Control
White	Martin		DCHS-ADS LTC MID COUNTY DISTRICT
Wiese	Marla	A	DCJ-ASD Reduced Supv Team (RST) fel
Wilkerson	Kelly	J	DCHS-MHASD CALL CENTER
Wilkinson	Karen	L	LIB-Kenton Library
Yakovenko	Lyudmila	A	HD-ICS-PC Mid County Clinic
Yuzko	Pavel	Y	DCHS-ADS
Zimmerman	James	E	DA-Felony Court-Trial Unit-Drugs



**MULTNOMAH COUNTY  
AGENDA PLACEMENT REQUEST  
BUDGET MODIFICATION**

(revised 08/02/10)

APPROVED: MULTNOMAH COUNTY  
BOARD OF COMMISSIONERS  
AGENDA # C-1 DATE 12/9/10  
MARINA BAKER, ASST BOARD CLERK

**Board Clerk Use Only**

Meeting Date:	<u>12/09/2010</u>
Agenda Item #:	<u>C-1</u>
Est. Start Time:	<u>9:30 am</u>

**BUDGET MODIFICATION: DCM - 08**

<b>Agenda Title:</b>	<b>BUDGET MODIFICATION DCM-08 Reclassifying an A&amp;T Technician 1 to an A &amp;T Technician 2 as Determined by Central Human Resources Class Comp Unit.</b>
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*Note: For all other submissions (i.e. Notices of Intent, Ordinances, Resolutions, Orders or Proclamations) please use the APR short form.*

<b>Requested Meeting Date:</b>	<u>December 9, 2010</u>	<b>Amount of Time Needed:</b>	<u>Consent Calendar</u>
<b>Department:</b>	<u>County Management</u>	<b>Division:</b>	<u>DART</u>
<b>Contact(s):</b>	<u>Deb Anderson, Mike Waddell</u>		
<b>Phone:</b>	<u>988-6355</u>	<b>Ext.:</b>	<u>86355</u>
		<b>I/O Address:</b>	<u>503/1</u>
<b>Presenter Name(s) &amp; Title(s):</b>	<u>N/A Consent</u>		

**General Information**

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

The department is requesting board approval of budget modification DCM-08 reclassifying an A&T Technician 1 to an A&T Technician 2 in the Division of Assessment, Recording & Taxation (DART).

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

This modification reflects a Class/Comp decision on a reclassification request initiated by management. Class/Comp reviewed the submitted job duties and description and concluded that A&T Technician 2 was the best fit for the position. The reclassification is effective November 15, 2010. This change impacts program offers 72037 Customer Service and 72038 County Clerk Functions.

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

Personnel costs will increase by \$339 and offset by a reduction in supplies. The pay scale for an

**Budget Modification APR  
Submit to Board Clerk**

A&T Technician 1 is (\$35,559 - \$43,785) while the pay scale for an A&T Technician 2 is (\$38,920 - \$47,836) Personnel costs will increase over time and will be absorbed within the DARTS budget. Service reimbursement from the General Fund to the Risk fund increases by \$20.

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).

N/A

- What budgets are increased/decreased?

N/A

- What do the changes accomplish?

Approval of classification decision form Human Resources Class/Comp unit that best reflects the duties of this position.

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

Reclassification of an A&T Technician 1 to an A&T Technician 2

- If a grant, is 100% of the central and department indirect recovered? If not, please explain why.

N/A

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

N/A

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

N/A

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

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**Budget Modification APR  
Submit to Board Clerk**

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**ATTACHMENT B**

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**BUDGET MODIFICATION: DCM - 08**

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**Required Signatures**

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

*Mindy Harris*

**Date:** 11/22/10 10

**Budget Analyst:**

**Date:**

**Department HR:**

**Date:**

**Countywide HR:**

*A. Busby*

**Date:** Nov 22, 2010

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**Budget Modification APR  
Submit to Board Clerk**

Budget Modification ID: DCM-08

### 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: 2011

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	72-30	1000	72037	20			706209	60000	423,224	423,404	180		Permanent
2	72-30	1000	72037	20			706209	60130	130,613	130,671	58		Salary Related
3	72-30	1000	72037	20			706209	60140	158,077	158,092	15		Insurance
4	72-30	1000	72037	20			706209	60240	6,500	6,247	(253)		Supplies
5													
6	72-30	1000	72038	20			706207	60000	54,863	54,924	61		Permanent
7	72-30	1000	72038	20			706207	60130	16,954	16,974	20		Salary Related
8	72-30	1000	72038	20			706207	60140	20,726	20,731	5		Insurance
9	72-30	1000	72038	20			706207	60240	825	739	(86)		Supplies
10													
11	72-10	3500		20			705210	50316		(20)	(20)		Svc Reim to Risk Fund
12	72-10	3500		20			705210	60330		20	20		Claims Paid
13													
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											0	0	GRAND TOTAL

UPCOMING (FY 2011) FEDERAL GRANT OPPORTUNITIES FOR LOCAL JURISDICTIONS					
AGENCY	GRANT	PROGRAM DESCRIPTION	FUNDING AVAILABLE	FEDERAL MATCH REQUIREMENT	SUBMISSION DEADLINE
HUD	Sustainable Communities Challenge Planning Grant Program	This program is designed to support <u>individual jurisdiction</u> efforts that seek to efficiently link affordable housing, public and pedestrian friendly transportation and economic development in a manner that reduces greenhouse gas emissions and improves public health.	\$40M is expected to be available for this grant program dependent upon final congressional action on FY'11 appropriations legislation that will occur in the November post-election session. The maximum grant request amount is unknown at this time, and will be decided by HUD next year. The maximum grant request permitted under the FY'10 program was \$3M.	≥ 20% of total federal funding request for project.	Unknown at this time. HUD will issue a notice of funding availability in the spring of 2011.
HUD	Sustainable Communities Regional Planning Grant Program	This program is designed to support <u>regional</u> efforts that seek to efficiently link affordable housing, public and pedestrian friendly transportation and economic development in a manner that reduces greenhouse gas emissions and improves public health.	\$100M is expected to be available for this grant program dependent upon final congressional action on FY'11 appropriations legislation that will occur in the November post-election session. The maximum grant request amount is unknown at this time, and will be decided by HUD next year. The maximum grant request permitted under the FY'10 program for areas with a population below 200,000 was \$1M.	≥ 20% of total federal funding request for project.	HUD will issue a notice of funding availability in the spring of 2011.
HUD	Lead Hazard Reduction Demonstration Grant Program	This program assists urban jurisdictions with the greatest lead-based paint hazard control needs in undertaking programs for the identification and control of lead-based paint hazards in eligible privately-owned rental and owner-occupied housing units.	\$96M is expected to be available for this grant program dependent upon final congressional action on FY'11 appropriations legislation that will occur in the November post-election session. The maximum grant request amount is unknown at this time, and will be decided by HUD next year. The maximum grant request permitted under the FY'10 program was \$4.5M.	≥ 25% of total federal funding request for project (cash or in-kind).	HUD will issue a notice of funding next year.

UPCOMING (FY 2011) FEDERAL GRANT OPPORTUNITIES FOR LOCAL JURISDICTIONS					
AGENCY	GRANT	PROGRAM DESCRIPTION	FUNDING AVAILABLE	FEDERAL MATCH REQUIREMENT	SUBMISSION DEADLINE
EPA	Climate Showcase Communities Grant Program	This program is designed to assist local governments in establishing and implementing cost-effective greenhouse gas emissions reduction strategies that improve environmental, economic, public health or social conditions in a community.	\$10M is expected to be available for this grant program dependent upon final congressional action on FY'11 appropriations legislation that will occur in the November post-election session. The maximum grant request amount is unknown at this time, and will be decided by EPA next year. The maximum grant request permitted under the FY'10 program was \$500K.	≥50% of total funding request for project (cash or in-kind).	EPA will organize program regulations in the spring of 2011 and announce notice of funding availability some time later in the year.
DOT	TIGER III Transportation Improvement Grant Program	The program directs funding to assist state and local governments, regional entities and transportation agencies implement highway and bridge, public transportation and related facilities, freight and passenger rail and port improvement projects.	\$600M is expected to be available for this grant program dependent upon final congressional action on FY'11 appropriations legislation that will occur in the November post-election session. The maximum grant request amount is unknown at this time, and will be decided by DOT next year. Total FY'10 funding for the TIGER II program was \$600 million (\$140M of which directed to rural areas and \$35M of which was directed to TIGER Planning Grants); minimum grant request = \$10M (\$1M in rural areas), maximum grant request = \$200M.	≥ 20% of total federal funding request for project.	DOT will announce notice of funding availability in the spring of 2011.
EDA	Public Works and Economic Development Investments Grant Program	The program is designed to help communities revitalize and upgrade infrastructure to attract new industry, encourage business expansion, diversify local economies and generate or retain long-term private sector jobs and investments.	\$240M is expected to be available for this grant program dependent upon final congressional action on FY'11 appropriations legislation that will occur in the November post-election session.	≥50% of total funding request for project (cash or in-kind).	Rolling submission deadline dependent on funding availability.

**UPCOMING (FY 2011) FEDERAL GRANT OPPORTUNITIES FOR LOCAL JURISDICTIONS**

AGENCY	GRANT	PROGRAM DESCRIPTION	FUNDING AVAILABLE	FEDERAL MATCH REQUIREMENT	SUBMISSION DEADLINE
DOL	YouthBuild Grant Program	This program directs funding to local governments to provide education, counseling and job skills to disadvantaged youth (between ages 16 and 24) with a focus on construction (including sustainable construction techniques) of affordable housing.	\$130M is expected to be available for this grant program dependent upon final congressional action on FY'11 appropriations legislation that will occur in the November post-election session. FY'10 awards under this program will range from \$700K-\$1.1M.	25% of the size of the grant award (cash or in-kind).	DOL will announce notice of funding availability in the spring of 2011.
DOL	Youth Innovation Fund	This program is designed to distribute funding to local Workforce Investment Boards (WIBs) to partner with local and regional entities/consortiums that demonstrate significant alignment across workforce development, education and supportive services that support economic development goals and improved education and employment outcomes for youth participants (particularly those hardest to serve).	\$95M is expected to be available for this grant program dependent upon final congressional action on FY'11 appropriations legislation that will occur in the November post-election session. The maximum grant request amount and full parameters of the grant are unknown at this time, and will be decided by DOL next year.	Match requirement will be dependent on DOL regulations issued next year, as this is a new program.	DOL will organize program regulations early next year and announce notice of funding availability some time later in the year.
DOL	Workforce Innovation Fund	This program is designed to distribute funding to local Workforce Investment Boards (WIBs) to partner with local and regional entities/consortiums that demonstrate significant alignment across workforce development, education and supportive services that support economic development goals and improved education and employment outcomes for adult participants (particularly those hardest to serve).	\$240M is expected to be available for this grant program dependent upon final congressional action on FY'11 appropriations legislation that will occur in the November post-election session. The maximum grant request amount and full parameters of the grant are unknown at this time, and will be decided by DOL next year.	Match requirement will be dependent on DOL regulations issued next year, as this is a new program.	DOL will organize program regulations early next year and announce notice of funding availability some time later in the year.

**UPCOMING (FY 2011) FEDERAL GRANT OPPORTUNITIES FOR LOCAL JURISDICTIONS**

AGENCY	GRANT	PROGRAM DESCRIPTION	FUNDING AVAILABLE	FEDERAL MATCH REQUIREMENT	SUBMISSION DEADLINE
DOJ	Byrne Criminal Justice Innovation Program	This program is the successor of the current Weed & Seed program, which assists local governments organize a comprehensive community-based law enforcement, crime prevention and community revitalization strategy.	\$20M is expected to be available for this grant program dependent upon final congressional action on FY'11 appropriations legislation that will occur in the November post-election session. The maximum grant request amount and full parameters of the grant are unknown at this time, and will be decided by DOJ next year.	Match requirement will be dependent on DOJ regulations issued next year. The match requirement for the current Weed & Seed program is ≥25% of total funding request for project (cash or in-kind).	DOJ will organize program regulations early next year and announce notice of funding availability some time later in the year.



# MULTNOMAH COUNTY AGENDA PLACEMENT REQUEST

(revised 08/02/10)

APPROVED: MULTNOMAH COUNTY  
BOARD OF COMMISSIONERS  
AGENDA # C-2 DATE 12/9/10  
MARINA BAKER, ASST BOARD CLERK

<b>Board Clerk Use Only</b>	
Meeting Date:	<u>12/9/10</u>
Agenda Item #:	<u>C-2</u>
Est. Start Time:	<u>9:30 am</u>
	<u>                    </u>

**Agenda Title:** ORDER Authorizing Designees of the Mental Health Program Director to Direct a Peace Officer to Take an Allegedly Mentally Ill Person into Custody

*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>Next Available</u>	Amount of Time Needed:	<u>Next Available</u>
Department:	<u>DCHS</u>	Division:	<u>MHASD</u>
Contact(s):	<u>Jean Dentinger/Karen Zarosinski (x26468)</u>		
Phone:	<u>503-988-5464</u>	Ext.:	<u>27297</u>
Presenter Name(s) & Title(s):	<u>Consent Calendar</u>		
I/O Address:	<u>167/1/520</u>		

## General Information

- What action are you requesting from the Board?**  
Requesting adoption of order and approval of designees. The Mental Health and Addiction Services Division is recommending approval of the designees in the accordance with ORS 426.215.
- 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.**  
Outpatient mental health agencies depend upon certain staff having the ability to assess clients for "Director Designee Custody". This certification allows the designee to direct a police officer or secure transportation provider to take into custody any individual with mental health issues who is found to be dangerous to self or to others. Police then transport the individual to a hospital or other approved treatment facility for further evaluation. As agencies experience staffing turnover or increases, new staff need to be trained and certified as designees.
- Explain the fiscal impact (current year and ongoing).**  
None.
- Explain any legal and/or policy issues involved.**  
In accordance with ORS 426.215

Agenda Placement Request  
Submit to Board Clerk

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:

*Kathy Sinker for Joanne Fuller*

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Date: 11/26/10

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BEFORE THE BOARD OF COUNTY COMMISSIONERS  
FOR MULTNOMAH COUNTY, OREGON

ORDER NO. \_\_\_\_\_

Authorizing a Designee of the Mental Health Program Director to Direct a Peace Officer to Take an Allegedly Mentally Ill Person into Custody

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

- a. If authorized by a county governing body, a designee of a mental health program director may direct a peace officer to take into custody a person whom the designee has probable cause to believe is dangerous to self or others and whom the designee has probable cause to believe is in need of immediate care, custody, and treatment of mental illness.
- b. There is a current need for specified designees of the Multnomah County Mental Health Program Director to have the authority to direct a peace officer to take an allegedly mentally ill person into custody
- c. The designee listed below has been specifically recommended by the Mental Health Program Director and meets the standards established by the Mental Health Division.

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

1. The individual listed below is authorized as a designee of the Mental Health Program Director for Multnomah County to direct any peace officer to take into custody a person whom the designee has probable cause to believe is dangerous to self or others and whom the designee has probable cause to believe is in need of immediate care, custody or treatment for mental illness.
2. Added to the list of designees are:

Wendy Henner	Frederick Staten	Sarah Lebo	Aspen Sartoris
Carol Roberts	Ross Higerd	Beth Lucchi	Kelly Ambrose Hays
Nicole Warren	Andria DeSpain	Kendra Castaldo	Scott Lawley

ADOPTED this \_\_\_ day of \_\_\_\_\_, 20\_\_.

BOARD OF COUNTY COMMISSIONERS  
FOR MULTNOMAH COUNTY, OREGON

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

REVIEWED: HENRY H. LAZENBY JR., COUNTY ATTORNEY  
FOR MULTNOMAH COUNTY, OREGON

By: \_\_\_\_\_  
Patrick Henry, Assistant County Attorney



# MULTNOMAH COUNTY AGENDA PLACEMENT REQUEST

(revised 08/02/10)

APPROVED: MULTNOMAH COUNTY  
BOARD OF COMMISSIONERS

AGENDA # C-3 DATE 12/09/10  
MARINA BAKER, ASST BOARD CLERK

### Board Clerk Use Only

Meeting Date: 12/09/2010  
Agenda Item #: C-3  
Est. Start Time: 9:30 am  
Date Submitted: 12/2/2010

**Agenda Title:** RESOLUTION Authorizing the Annual Designation of a Portion of Compensation as a Housing Allowance for Chaplains Serving Inmates and Employees of the Multnomah County Sheriff's Office

*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: Next Available Amount of Time Needed: N/A  
Department: Sheriff's Office Division: Business Services  
Contact(s): Wanda Yantis, Fiscal Manager  
Phone: 503-988-4455 Ext. 84455 I/O Address: 503/350  
Presenter Name(s) & Title(s): Consent Calendar

## General Information

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

MCSO recommends the adoption of a resolution designating a portion of the compensation received by two of its Chaplains to be used as a Housing Allowance.

### 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 employs Edward Stelle and Lewis Kyle as Chaplains serving inmates and employees of Multnomah County Sheriff's Office. The Sheriff's Office does not provide housing to either Chaplain. Based on 26 USC § 107(2) allows clergy to exclude from the calculation of their gross income, the housing allowance paid as part of their compensation, to the extent used by them to rent or provide a home.

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

The following Chaplains are allowed to designate the following amounts of their compensation as a housing allowance for calendar year 2011, subject to the requirements and limitations of internal revenue law:

Chaplain	Housing Allowance Amount Per Annum
Edward Stelle	\$10,000

Lewis Kyle

\$24,000

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

Allowance is in accordance with (US Code) 26 USC § 107(2).

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

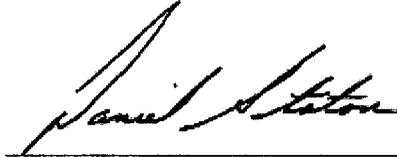
None

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**Required Signature**

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



**12/2/2010**

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BEFORE THE BOARD OF COUNTY COMMISSIONERS  
FOR MULTNOMAH COUNTY, OREGON

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

Authorizing the Annual Designation of a Portion of Compensation as a Housing Allowance for Chaplains Serving Inmates and Employees of the Multnomah County Sheriff's Office

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

- a. The Multnomah County Sheriff's Office employs Edward Stelle and Lewis Kyle as chaplains serving inmates and employees of Multnomah County Sheriff's Office.
- b. The Sheriff's Office does not provide housing to either chaplain.
- c. 26 USC §107(2) allows clergy to exclude from the calculation of their gross income the housing allowance paid as part of their compensation, to the extent used by them to rent or provide a home.

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

The following chaplains are allowed to designate the following amounts of their compensation as a housing allowance for calendar year 2011, subject to the requirements and limitations of internal revenue law:

<u>Chaplain</u>	<u>Housing Allowance Amount Per Annum</u>
Edward Stelle	\$10,000
Lewis Kyle	\$24,000

ADOPTED this \_\_\_ day of December, 2010.

BOARD OF COUNTY COMMISSIONERS  
FOR MULTNOMAH COUNTY, OREGON

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

REVIEWED:

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HENRY H. LAZENBY, JR., COUNTY ATTORNEY  
FOR MULTNOMAH COUNTY, OREGON

By \_\_\_\_\_  
Jacquie Weber, Assistant County Attorney

SUBMITTED BY:  
Daniel Staton, Multnomah County Sheriff



# MULTNOMAH COUNTY AGENDA PLACEMENT REQUEST

(revised 08/02/10)

APPROVED: MULTNOMAH COUNTY  
BOARD OF COMMISSIONERS

AGENDA # C-4 DATE 12/09/10  
MARINA BAKER, ASST BOARD CLERK

**Board Clerk Use Only**

Meeting Date: 12/09/2010  
Agenda Item #: C-4  
Est. Start Time: 9:30 am  
Date Submitted: 12/2/2010

**Agenda Title: Transfer of Unclaimed Property in the amount of \$9,990.55 to the County General Fund.**

*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:** Next Available **Amount of Time Needed:** NA  
**Department:** Sheriff's Office **Division:** Business Services  
**Contact(s):** Chris Payne/Wanda Yantis (ex.84455)  
**Phone:** 503-251-2501 **Ext.**  **I/O Address:** 313/118/Payne  
**Presenter Name(s) & Title(s):** Consent Calendar

## General Information

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

To comply with Multnomah County Code 15.650, the Sheriff's Office is requesting that the funds identified in the attached property list #10-05 be deposited in the County Treasury to the credit of the county general fund.

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

This is a standard money deposit. The money is from the MCSO Evidence Room and has been in the Sheriff's possession for over 30 days. Most of the money has been recovered during drug deals and court designated forfeitures.

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

This action increases the County General Fund by \$9,990.55

**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.

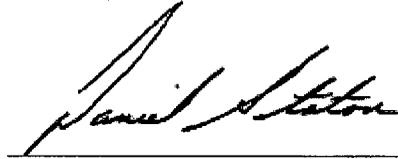
Agenda Placement Request  
Submit to Board Clerk

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**Required Signature**

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



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**Date:**

**12/2/2010**

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**Agenda Placement Request  
Submit to Board Clerk**

MULTNOMAH COUNTY SHERIFF LIST 10-05

NO.	CASE NUMBER	Ex. #	PROPERTY DESCRIPTION	REMARKS/NOTES	SOURCE	DISPOSITION
1	07-404733	1	\$ 126.00	Theft	Evidence	Deposit in County GF
2	02-403303	4	\$ 56.00	Theft	Evidence	Deposit in County GF
3	02-403303	7	\$ 10.00	Theft	Evidence	Deposit in County GF
4	05-406848	1	\$ 20.00	Narc. Invest.	Evidence	Deposit in County GF
5	07-402146	1	\$ 30.00	Prostitution	Evidence	Deposit in County GF
6	07-402127	4	\$ 5.00	Contraband	Evidence	Deposit in County GF
7	10-403731	1	\$ 168.00	Found-HB	Found	Deposit in County GF
8	10-403357	7	\$ 11.59	Found-CHJ	Found	Deposit in County GF
9	02-407109	1	\$ 20.00	Prostitution	Evidence	Deposit in County GF
10	10-402882	1 & 7	\$ 10.57	Found-CHJ	Found	Deposit in County GF
11	10-402553	1	\$ 5.00	Found-MCDC	Found	Deposit in County GF
12	03-401048	3	\$ 190.00	Narc. Invest.	Evidence	Deposit in County GF
13	03-401048	10	\$ 130.00	Narc. Invest.	Evidence	Deposit in County GF
14	03-401048	H-6	\$ 12.00	Narc. Invest.	Evidence	Deposit in County GF
15	05-403381	7	\$ 10.00	Recovered	Found	Deposit in County GF
16	10-401815	1	\$ 10.00	Found-CHJ	Found	Deposit in County GF
17	10-401718	1	\$ 22.57	Found-MCDC	Found	Deposit in County GF
18	06-405059	1	\$ 1.56	Burglary	Evidence	Deposit in County GF
19	06-406134	1	\$ 4.00	Gambling	Evidence	Deposit in County GF
20	83-9625	5	\$ 16.00	Theft	Evidence	Deposit in County GF
21	06-406726	2	\$ 379.00	Narc. Invest.	Evidence	Deposit in County GF
22	06-405856	2	\$ 720.00	Narc. Invest.	Evidence	Deposit in County GF
23	87-10647	15	\$ 290.00	Narc. Invest.	Evidence	Deposit in County GF
24	05-405498	1	\$ 19.00	Found - CHJ	Found	Deposit in County GF
25	08-402602	1	\$ 56.50	Narc. Invest.	Evidence	Deposit in County GF
26	07-405607	1	\$ 1,004.00	Narc. Invest.	Evidence	Deposit in County GF
27	03-407590	1	\$ 336.00	Narc. Invest.	Evidence	Deposit in County GF
28	05-405438	6	\$ 40.00	Narc. Invest.	Evidence	Deposit in County GF
29	03-408184	7.1	\$ 140.00	Narc. Invest.	Evidence	Deposit in County GF
30	03-408184	14.1	\$ 52.00	Narc. Invest.	Evidence	Deposit in County GF
31	05-405696	1	\$ 10.00	Narc. Invest.	Evidence	Deposit in County GF
32	05-405019	3	\$ 150.00	Found - MCDC	Found	Deposit in County GF
33	05-404281	1	\$ 165.00	Narc. Invest.	Evidence	Deposit in County GF
34	05-405316	8	\$ 33.76	Narc. Invest.	Evidence	Deposit in County GF
35	05-405965	3	\$ 220.00	Narc. Invest.	Evidence	Deposit in County GF
36	05-403276	2	\$ 70.00	Narc. Invest.	Evidence	Deposit in County GF
37	07-402406	1	\$ 230.00	Warrant Arrest	Evidence	Deposit in County GF
38	05-405903	5	\$ 16.00	Narc. Invest.	Evidence	Deposit in County GF
39	03-405930	3	\$ 1,362.00	Narc. Invest.	Evidence	Deposit in County GF
40	08-403842	S13	\$ 249.00	Narc. Invest.	Evidence	Deposit in County GF
41	08-403842	S5	\$ 173.00	Narc. Invest.	Evidence	Deposit in County GF
42	08-403842	S7	\$ 22.00	Narc. Invest.	Evidence	Deposit in County GF
43	08-403842	S10	\$ 327.00	Narc. Invest.	Evidence	Deposit in County GF
44	98-405537	12	\$ 50.00	Counterfeit (verified ok)	Evidence	Deposit in County GF
45	07-400968	1 thru 4	\$ 3,018.00	Narc. Invest.	Evidence	Deposit in County GF

TOTAL \$ 9,990.55



# MULTNOMAH COUNTY AGENDA PLACEMENT REQUEST

(revised 08/02/10)

APPROVED: MULTNOMAH COUNTY  
BOARD OF COMMISSIONERS

AGENDA # R-1 DATE 12/9/10  
MARINA BAKER, ASST BOARD CLERK

### Board Clerk Use Only

Meeting Date: 12/09/2010

Agenda Item #: R-1

Est. Start Time: 9:30 AM

**Agenda Title:** **Approval of the 2010-2013 Labor Agreement between Multnomah County and Local 88, AFSCME, AFL-CIO (Juvenile Custody Services Specialists Unit)**

*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>December 16, 2010</u>	<b>Amount of Time Needed:</b>	<u>15 minutes</u>
<b>Department:</b>	<u>Dept. of County Management</u>	<b>Division:</b>	<u>Central HR/Labor Relations</u>
<b>Contact(s):</b>	<u>Blaise M. Lamphier, Labor Relations Manager</u>		
<b>Phone:</b>	<u>(503) 988-5135</u>	<b>Ext.:</b>	<u>2</u>
<b>Presenter Name(s) &amp; Title(s):</b>	<u>Blaise Lamphier, David Koch, Bryan Lally, Bruce Kosharek</u>		
<b>I/O Address:</b>	<u>503/300</u>		

## General Information

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

The Department of County Management recommends approval of a three-year labor agreement with Local 88, AFSCME, AFL-CIO (JCSS) covering the classification of Juvenile Custody Service Specialist.

### 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 2007-2010 Agreement expired June 30, 2010. The parties have been actively engaged in negotiations since April 29, 2010, and have reached agreement on a new contract to run from July 1, 2010 through June 30, 2013. The 2010-2013 agreement provides for the continuation of wages, benefits and other working conditions. The new agreement, which was ratified by the membership of JCSS on December 6, 2010, is now subject to ratification by the Board of County Commissioners. Significant provisions include:

- Effective July 1, 2010: 0% (No increase, COLA freeze)
- Effective July 1, 2011: Minimum of 0%, maximum 3% COLA, equal to CPI-W for Portland, 2<sup>nd</sup> Half
- Effective July 1, 2012: Minimum of 0%, maximum 3% COLA, equal to CPI-W for Portland, 2<sup>nd</sup> Half

- Health and Welfare – Current County plans and contribution rates with updates reflecting federal mandates on eligible children
- Holidays – Change in the annual carryover threshold from a maximum of 98 hours to a maximum of 50 hours
- Sick Leave – Clarification of language regarding verification.
- Settlement of Disputes – Clarification of waiver of grievances for failure to meet timelines at any step of the grievance procedure, in addition to language requiring both parties to allow each other the opportunity to meet and confer before filing Unfair Labor Practice (ULP) charges against the other.
- Work Schedules – Clarification that shift exchanges will not make the County liable for additional shift differential pay.
- Lead Worker Assignments – Lead work assignments will be made prior to the shift bid for two specific categories (EBP and Night Leads) only.
- Employee Relations Committee – Addition of one (1) representative from both parties to improve internal communications.

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

The fiscal impact for the duration of this contract is as follows:

FY2011- 0% COLA agreement, no fiscal impact

FY2012- 0%-3% COLA, \$0-\$115,560

FY2013- 0%-3% COLA \$0-\$119,027

Total fiscal impact range for the duration of the contract is \$0-\$234,586 assuming flat FTE.

**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*

**Date:** 12/1/2010



# MULTNOMAH COUNTY AGENDA PLACEMENT REQUEST

(revised 08/02/10)

APPROVED: MULTNOMAH COUNTY  
BOARD OF COMMISSIONERS  
AGENDA # R-2 DATE 12/09/10  
MARINA BAKER, ASST BOARD CLERK

### Board Clerk Use Only

Meeting Date: 12/09/2010  
Agenda Item #: R-2  
Est. Start Time: 9:45 am

**Agenda Title:** Morrison Supplemental Project Agreement No. 27032

*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:** December 9, 2010 **Amount of Time Needed:** 5  
**Department:** Community Services **Division:** Bridge  
**Contact(s):** Jon Henrichsen  
**Phone:** 503-988-3757 **Ext.** 223 **I/O Address:** 446  
**Presenter Name(s) & Title(s):** Jon Henrichsen, Bridge Engineering Services Manager

## General Information

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

To approve the Morrison Supplemental Project Agreement No. 27032. This agreement is a supplemental agreement to the Master Certification Agreement 26226 between Multnomah County and the Oregon Department of Transportation (ODOT) that the board has previously approved. This agreement will replace the previous Morrison Bridge Rehabilitation IGA 24715 and its supplements in their entirety.

### 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 conditionally certified through ODOT to advertise, bid, and award, and to administer the construction contracts of projects funded through the Federal Highway Administration (FHWA). To become fully certified, the County must successfully complete a number (3-4) of projects under conditional certification. A supplemental agreement is required under the master certification process for each project that the County initiates with FHWA funding.

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

This IGA reaffirms that the County will receive a total of \$9,153,357 in federal money to complete this project. These funds when added to the County match will be sufficient to fully fund the Morrison Bridge Rehabilitation. The County match for this money will be \$1,046,743.

Agenda Placement Request  
Submit to Board Clerk

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

It is the County's policy (Comprehensive Plan Policy 33A and 33C) to provide a safe and efficient multi-modal transportation system. This project will continue the County's efforts to achieve this.

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

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

This project is included in the County Transportation Capital Improvement Plan and Program which was developed through a public process. The Bridge Section will work with the Public Affairs Office during construction to publicize temporary impacts that this project will have on Bridge users. The PAO will take the lead in providing information to the public and to groups that represent the areas bearing the largest impacts due to the project such as the Central Eastside Industrial Council, the Bicycle Transportation Alliance, the Rose Festival, and the Portland Business Alliance.

The project team has worked with the City of Portland Bureau of Transportation and TriMet during the design phase of the project to develop plans for signed detour routes and bus stop closures. PBOT will also carry the County PAO public information notices on the "Keep Portland Moving" website.

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**Required Signature**

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



**Date: 11/17/2010**

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**Agenda Placement Request  
Submit to Board Clerk**

# MULTNOMAH COUNTY CONTRACT APPROVAL FORM (CAF)

Contract #: 0708053

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

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

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

Department: Community Services Division/ Program: Bridge Division Date: 11/12/10  
 Originator: Jon Henrichsen Phone: (503) 988-3757 x 228 Bldg/Room: 446  
 Contact: Cathy Kramer Phone: (503) 988-5050 x22589 Bldg/Room: 425/Yeon

Description of Contract: \_\_\_\_\_

RENEWAL:  PREVIOUS CONTRACT #(S) \_\_\_\_\_ EEO Exhibit 5 required if amount over \$75k \_\_\_\_\_  
 PROCUREMENT \_\_\_\_\_ ISSUE \_\_\_\_\_ EFFECTIVE \_\_\_\_\_ END \_\_\_\_\_  
 EXEMPTION OR \_\_\_\_\_ DATE: \_\_\_\_\_ DATE: \_\_\_\_\_ DATE: \_\_\_\_\_  
 CITATION # \_\_\_\_\_

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

Contractor	Oregon Department of Transportation		Remittance address	_____	
Address	123 NW Flanders St.		(If different)	_____	
City/State	Portland, OR		Payment Schedule / Terms:	_____	
ZIP Code	97209-4037		<input type="checkbox"/> Lump Sum \$ _____	<input type="checkbox"/> Due on Receipt	
Phone	(503) 743-3157/Fax: (503) 731-8259 (Debbie Burgess)		<input type="checkbox"/> Monthly \$ _____	<input type="checkbox"/> Net 30	
			<input type="checkbox"/> Other \$ _____	<input type="checkbox"/> Other	
Contract Effective Date	<u>07/01/2008</u>	Term Date	<u>06/30/2018</u>	<input type="checkbox"/> Price Agreement (PA) or Requirements Funding Info:	
Amendment Effect Date	<u>12/15/2010</u>	New Term Date	_____	_____	
Original Contract Amount	\$ 9,153,357.00		Original PA/Requirements Amount	\$ _____	
Total Amt of Previous Amendments	\$ _____		Total Amt of Previous Amendments	\$ _____	
Amount of Amendment	\$ _____		Amount of Amendment	\$ _____	
Total Amount of Agreement \$	\$ 9,153,357.00		Total PA/Requirements Amount	\$ _____	

**REQUIRED SIGNATURES:**

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

COMMENTS: This IGA 27032 (supplement to Master Certification Agreement 26226) replaces IGA 24715 and its supplements in their entirety.

Misc. Contracts and Agreements No. 27032  
Cross Ref. Master Certification Agreement 26226

Oregon Department of Transportation  
LOCAL AGENCY CERTIFICATION PROGRAM  
Supplemental Project Agreement No. 27032  
Morrison Bridge Rehabilitation

THIS AGREEMENT is made and entered into by and between THE STATE OF OREGON, acting by and through its Department of Transportation, hereinafter referred to as "State;" and MULTNOMAH COUNTY, acting by and through its elected officials, hereinafter referred to as "Agency," both herein referred to individually or collectively as "Party" or "Parties."

**RECITALS**

1. By the authority granted in Local Agency Certification Program Agreement No. 26226 incorporated herein and by this reference made a part hereof, State may enter into this Supplemental Project Agreement with Agency for the performance of work on this improvement Project. The Certification Program allows State to certify a Local Agency's procedures and delegates authority to the certified Local Agency to administer federal-aid projects that are not on the National Highway System.
2. The Morrison Bridge is a part of the Agency's county road system under the jurisdiction and control of Agency.
3. The Project in this Supplemental Project Agreement is one of the required test projects that constitute conditional certification described in Local Agency Certification Program (Certification Program) Agreement No. 26226.

**NOW THEREFORE**, the premises being in general as stated in the foregoing Recitals, it is agreed by and between the Parties hereto as follows:

**TERMS OF AGREEMENT**

1. Under such authority, Agency agrees to replace the steel grating on the lift span of the Morrison Bridge, hereinafter referred to as "Project". The location of the Project is shown on the sketch map attached hereto, marked "Exhibit A", and by this reference made a part hereof.
2. The total estimated cost of the Project is \$10,331,000, which is subject to change.
3. The Project shall be conducted as a part of the Highway Bridge Program (HBP) under Title 23, United States Code. HBP funds for this Project shall be limited to \$9,153,357. The Project will be financed with HBP funds at the maximum allowable

*Multnomah County*  
*Agreement No. 27032*

federal participating amount, with Agency providing the match and any non-participating costs, including all costs in excess of the available federal funds.

4. Agency shall make all payments for work performed on the Project, including all construction costs, and invoice State for 100 percent of its costs. State shall reimburse Agency invoices at the pro-rated federal share. All costs beyond the federal and state reimbursement, any deposited local funds, and any non-participating costs will be the responsibility of the Agency. The estimated amount of Agency's match and non-participating costs is \$180,357.30, which is subject to change. State shall perform work in the estimated amount of \$3,000.00. State shall send monthly invoices of State charges to Agency's Project Manager. Agency understands that State's costs are estimates only and agrees to reimburse State for the actual amount expended.
5. Agency shall advertise, bid, award the construction contract, and perform construction administration. Agency understands that this Project is a test project and agrees to comply with all of the terms and conditions found in Certification Program Agreement No. 26226.
6. The federal funding for this Project is contingent upon approval by the FHWA. Any work performed prior to acceptance by FHWA will be considered nonparticipating and paid for at Agency expense. State's Regional Local Agency Liaison or designee will provide Agency with a written notice to proceed when FHWA approval has been secured and funds are available for expenditure on this Project.
7. The term of this Agreement shall begin on the date all required signatures are obtained and shall terminate upon completion of the Project and final payment or 10 calendar years following the date all required signatures are obtained, whichever is sooner.
8. Local Agency Certification Program Agreement No.26226 was fully executed on November 1, 2010. This Agreement is subject to the terms and provisions of the Local Agency Certification Program Agreement.
9. This Agreement shall supersede and replace Agreement No. 24715 and its supplements in its entirety. Agreement No. 24715 is terminated upon execution of this Agreement. Bills for preliminary engineering work incurred prior to the replacement of Agreement No. 24715, shall be invoiced by Agency and paid for by State under this Agreement.
10. If Agency fails to meet the requirements of this Agreement or the underlying federal regulations, State may withhold the Agency's proportional share of Highway Fund distribution necessary to reimburse State for costs incurred by such Agency breach.

*Multnomah County*  
*Agreement No. 27032*

11. Agency shall, at its own expense, maintain and operate the Project upon completion and throughout the useful life of the Project at a minimum level that is consistent with normal depreciation and/or service demand. State and Agency agree that the useful life of this Project is defined as twenty (20) years.
12. State may conduct periodic inspections during the life of City Certification Projects to verify that Projects are being properly maintained and continue to serve the purpose for which federal funds were provided.
13. This Agreement may be terminated by mutual written consent of both Parties.
14. State may terminate this Agreement effective upon delivery of written notice to Agency, or at such later date as may be established by State, under any of the following conditions:
  - a. If Agency fails to provide services called for by this Agreement within the time specified herein or any extension thereof.
  - b. If Agency fails to perform any of the other provisions of this Agreement, or so fails to pursue the work as to endanger performance of this Agreement in accordance with its terms, and after receipt of written notice from State fails to correct such failures within ten (10) days or such longer period as State may authorize.
  - c. If Agency fails to provide payment of its share of the cost of the Project.
  - d. If State fails to receive funding, appropriations, limitations or other expenditure authority sufficient to allow State, in the exercise of its reasonable administrative discretion, to continue to make payments for performance of this Agreement.
  - e. If federal or state laws, regulations or guidelines are modified or interpreted in such a way that either the work under this Agreement is prohibited or if State is prohibited from paying for such work from the planned funding source.
15. Any termination of this Agreement shall not prejudice any rights or obligations accrued to the Parties prior to termination.
16. Agency, as a recipient of federal funds, pursuant to this Agreement with State, shall assume sole liability for Agency's breach of any federal statutes, rules, program requirements and grant provisions applicable to the federal funds, and shall, upon Agency's breach of any such conditions that requires State to return funds to the FHWA, hold harmless and indemnify State for an amount equal to the funds received under this Agreement; or if legal limitations apply to the indemnification ability of Agency, the indemnification amount shall be the maximum amount of funds

*Multnomah County*  
*Agreement No. 27032*

available for expenditure, including any available contingency funds or other available non-appropriated funds, up to the amount received under this Agreement.

17. This Agreement may be executed in several counterparts (facsimile or otherwise) all of which when taken together shall constitute one agreement binding on all Parties, notwithstanding that all Parties are not signatories to the same counterpart. Each copy of this Agreement so executed shall constitute an original.
18. This Agreement and the Local Agency Certification Program (Certification Program) Agreement No. 26226, and all the attached exhibits constitutes the entire agreement between the Parties on the subject matter hereof. There are no understandings, agreements, or representations, oral or written, not specified herein regarding this Agreement. No waiver, consent, modification or change of terms of this Agreement shall bind either party unless in writing and signed by both Parties and all necessary approvals have been obtained. Such waiver, consent, modification or change, if made, shall be effective only in the specific instance and for the specific purpose given. The failure of State to enforce any provision of this Agreement shall not constitute a waiver by State of that or any other provision.
19. State's Project Liaison for the Agreement is Mark Foster, Local Agency Liaison, 123 NW Flanders Street, Portland, OR 97209, 503-731-8288, mark.a.foster@odot.state.or.us, or by an individual designated by the State's Region Manager in the event of the unavailability of the aforementioned individual.
20. Agency's Project Liaison for this Agreement is Jon Henrichsen, Project Manager, 1403 SE Water Ave., Bldg. 446, Portland, OR 97214, 503-988-3757 ext 228, jon.p.henrichsen@co.multnomah.or.us, or an individual designated by the Agency in the event of the unavailability of the aforementioned individual.

**THE PARTIES**, by execution of this Agreement, hereby acknowledge that its signing representatives have read this Agreement, understand it, and agree to be bound by its terms and conditions.

The Project was approved by the Oregon Transportation Commission on October 28, 2008 as part of the 2008-2011 Statewide Transportation Improvement Program, Key No. 14980.

The Oregon Transportation Commission on December 29, 2008, approved Delegation Order No. 2, which authorizes the Director to approve and execute agreements for day-to-day operations when the work is related to a project included in the Statewide Transportation Improvement Program or a line item in the biennial budget approved by the Commission.

*Multnomah County*  
*Agreement No. 27032*

On September 15, 2006, the Director of the Oregon Department of Transportation approved Subdelegation Order No. 2, Paragraph 1, in which authority is delegated to the Deputy Director, Highways to approve and sign agreements over \$75,000 when the work is related to a project included in the Statewide Transportation Improvement Program.

**SIGNATURE PAGE TO FOLLOW**

Multnomah County  
Agreement No. 27032

**MULTNOMAH COUNTY**, acting by and  
through its elected officials

By \_\_\_\_\_  
Chair

Date \_\_\_\_\_

By \_\_\_\_\_  
Recorder

Date \_\_\_\_\_

**APPROVED AS TO LEGAL  
SUFFICIENCY**

By \_\_\_\_\_  
Agency Legal Counsel

Date \_\_\_\_\_

**Agency Contact:**  
Jon Henrichsen, Project Manager  
1403 SE Water Ave., Bldg. 446  
Portland, OR 97214  
503-988-3757 ext 228,  
jon.p.henrichsen@co.multnomah.or.us

**State Contact:**  
Mark Foster, Local Agency Liaison  
123 NW Flanders Street  
Portland, OR 97209  
503-731-8288  
mark.a.foster@odot.state.or.us

**STATE OF OREGON**, acting by and  
through its Department of Transportation

By \_\_\_\_\_  
Highway Division Administrator

Date \_\_\_\_\_

**APPROVAL RECOMMENDED**

By \_\_\_\_\_  
Technical Services Manager/  
Chief Engineer

Date \_\_\_\_\_

By \_\_\_\_\_  
Local Government Section Manager

Date \_\_\_\_\_

By \_\_\_\_\_  
Region 1 Manager

Date \_\_\_\_\_

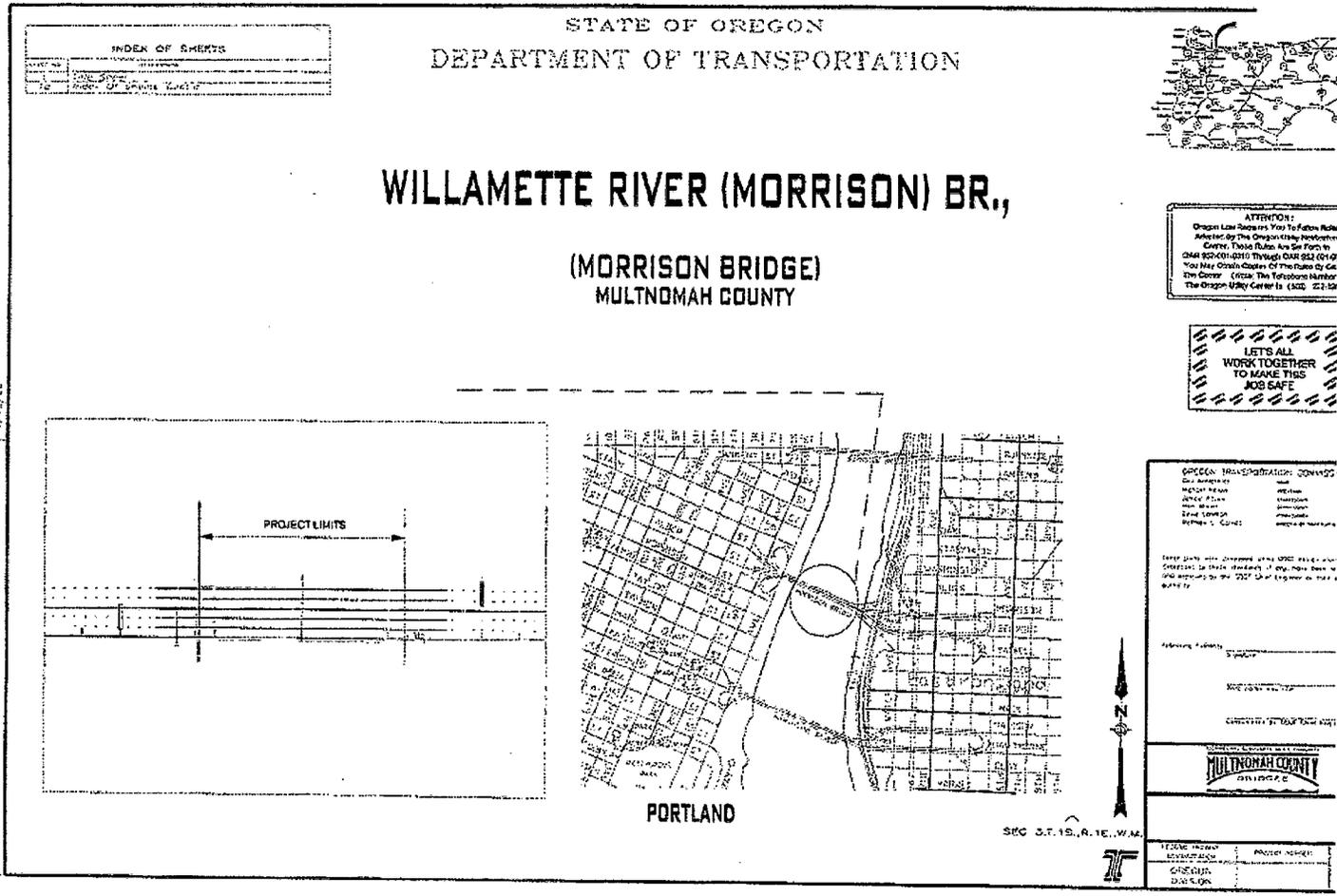
**APPROVED AS TO LEGAL  
SUFFICIENCY**

By \_\_\_\_\_  
Assistant Attorney General

Date \_\_\_\_\_

Multnomah County  
 Agreement No. 27032

Exhibit A - Project Location Map





# MULTNOMAH COUNTY AGENDA PLACEMENT REQUEST

(revised 08/02/10)

APPROVED: MULTNOMAH COUNTY  
BOARD OF COMMISSIONERS

AGENDA # R-3 DATE 12/9/10  
MARINA BAKER, ASST BOARD CLERK

### Board Clerk Use Only

Meeting Date: 12/09/2010

Agenda Item #: R-3

Est. Start Time: 9:50 am

Date Submitted: 12/01/2010

**Agenda Title:** Approval of Intergovernmental Agreement No. 26,901 between Multnomah County and the Oregon Department of Transportation for Right-of-Way Services for the Sellwood Bridge Project

*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:** December 9, 2010      **Amount of Time Needed:** 10 minutes  
**Department:** Community Services      **Division:** Bridges  
**Contact(s):** Ian Cannon, Chuck Maggio  
**Phone:** (503) 988-3757      **Ext.** 223      **I/O Address:** 446  
**Presenter Name(s) & Title(s):** Ian Cannon

## General Information

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

We are requesting that the Board of County Commissioners approve the agreement with the Oregon Department of Transportation (ODOT) describing the functions to be performed to acquire real estate property interests for the demolition of the existing Sellwood Bridge and the construction, operation, and maintenance of a new Sellwood Bridge.

### 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.

Intergovernmental Agreement (IGA) No. 26,901 establishes those tasks to be performed by Multnomah County and ODOT to acquire the right-of-way necessary to demolish and remove the existing Sellwood Bridge and construct and maintain a new Sellwood Bridge. The IGA is required by ODOT as a first step in the property acquisition process. For this project, Multnomah County and its project team will be performing the tasks necessary to identify and acquire the needed property. ODOT will certify the right-of-way at the completion of the project.

The primary purpose of the Sellwood Bridge Project is to construct a new bridge to provide safe and efficient access for people, goods, and service vehicles across the Willamette River. After 80 years, the existing bridge has reached the end of its useful service life. The bridge is a vital regional transit link along the County's southern boundary serving citizens from Lake Oswego, Sellwood, Milwaukie, Portland, and other towns within Multnomah and Clackamas Counties. The project is

located approximately 4.25 miles south of downtown Portland OR, immediately west of Sellwood and carries SE Tacoma Street across the Willamette River, where it connects to State Route 43.

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

The IGA limits ODOT participation to \$10,000.00 over the length of the project. Any additional expenditure must be agreed upon by both parties.

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

Both agencies will strictly follow the rules, policies, and procedures of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 as amended, ORS Chapter 35, and the "State Right of Way Manual."

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

The Sellwood Project has had an extensive public outreach program. The County conducted 33 public meetings to solicit public concerns before starting the planning process. During the planning process, a Community Task Force held 25 meetings that were open to the public and had public comment periods. At six major decision points during the planning phase, a public open house was held, and a web-based survey was taken.

In 2010, during the Pre-Design Phase, a Community Advisory Committee (CAC) was appointed, with 17 community members representing various stakeholder groups. The CAC held 12 open public meetings. A public open house and online survey were also held to gather public input.

The project also has a Public Stakeholder Committee (PSC) consisting of elected officials from Multnomah County, Clackamas County, Metro, Portland, Milwaukie, the Oregon House of Representatives, Oregon Senate, and the office of U.S. Senator Jeff Merkley. Officials from the Oregon Department of Transportation, TriMet, and the Federal Highway Administration are included on the PSC. The Sellwood Project has involved numerous local, state, and federal regulatory agencies. The public and agency involvement will continue throughout the design and construction phases of the project.

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**Required Signature**

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



**Date: 11/17/10**

# MULTNOMAH COUNTY CONTRACT APPROVAL FORM

**Check all that apply**

<input checked="" type="checkbox"/> County Attorney email approval attached	Contract Number: 4600008509
<input type="checkbox"/> Retro Memo attached	Amendment Number: _____
<input type="checkbox"/> Proof of insurance attached	Vendor Number: 12052
<input type="checkbox"/> EEO Exhibit 5 attached (contracts over \$75,000)	Date: 11/16/2010
<input checked="" type="checkbox"/> Expenditure <input type="checkbox"/> Revenue <input type="checkbox"/> Non-Financial Agreement <input type="checkbox"/> Inter-Departmental	

**CAF Purpose**

New Contract     Renewal     Date Change     Funding Change     Service Change

Department: <u>Community Services</u>	Division/Program: <u>Land Use and Transportation/Bridges</u>
Originator: <u>Charles Maggio</u>	Phone: <u>988-3757 x223</u> Mail Stop: <u>#446</u>
Contact: <u>Cathey Kramer</u>	Phone: <u>988-5050 x22589</u> Mail Stop: <u>#425/2nd</u>

**Contract/Amendment Procurement Details**

Procurement No.(s): _____	Effective Date: _____	End Date: _____
Exemption or Citation No.(s): _____	Effective Date: _____	End Date: _____
Check all that apply to contractor: <input type="checkbox"/> MBE <input type="checkbox"/> WBE <input type="checkbox"/> ESB <input type="checkbox"/> QRF State Cert No.: _____ <input type="checkbox"/> Non-Profit <input checked="" type="checkbox"/> N/A		
Contractor: <u>Oregon Dept. of Transportation</u>	Payment Schedule/Terms:	
Address: <u>123 NW Flanders St.</u>	<input type="checkbox"/> Lump Sum    \$ _____	<input type="checkbox"/> Due on Receipt
City/State/Zip: <u>Portland OR 97209-4012</u>	<input type="checkbox"/> Monthly    \$ _____	<input type="checkbox"/> Net 30
Telephone: <u>(503) 731-8288</u>	<input type="checkbox"/> Quarterly    \$ _____	<input type="checkbox"/> Other
	<input checked="" type="checkbox"/> Other    \$ <u>As invoiced</u>	
Contract Effect Date: <u>12/19/2010</u>	Term Date: <u>12/09/2020</u>	
Amend Effect Date: _____	New Term Date: _____	<input type="checkbox"/> Price Agreement or Requirements Funding Information:
Original Contract Amount: \$ _____	Original PA/Requirements Amt: \$ _____	
Total Amount Previous Amend: \$ _____	Total Amount Previous Amend: \$ _____	
Amount of Amendment: \$ _____	Requirements Amount Amend: \$ _____	
Total Amount of Agreement: \$ <u>10,000.00</u>	Total Amount of PA/Requirements: \$ _____	

**Required Signatures**

Dept Director or Designee: \_\_\_\_\_ Date: \_\_\_\_\_

County Chair: \_\_\_\_\_ Date: \_\_\_\_\_

**Vendor Contact Information**     *Changed from Previous CAF*

Name: <u>Mark A. Foster</u>	Title: <u>ODOT Local Agency Liaison</u>	email: <u>Mark.a.foster@odot.state.or.us</u>
Name: _____	Title: _____	email: _____
Name: _____	Title: _____	email: _____

**Contract/Amendment Description Or Comments**

Intergovernmental Agreement with Oregon Dept. of Transportation (ODOT) for assistance in acquisition of real property and other right of way services in connection with the Sellwood Bridge Replacement Project.

(WBS: 6700RT10105D)

From: RYAN Matthew O <[matthew.o.ryan@co.multnomah.or.us](mailto:matthew.o.ryan@co.multnomah.or.us)>  
Date: Mon, Nov 15, 2010 at 1:02 PM  
Subject: FW: FW: ODOT ROW IGA Revised  
To: MAGGIO Charles R <[charles.r.maggio@co.multnomah.or.us](mailto:charles.r.maggio@co.multnomah.or.us)>  
Cc: CANNON Ian B <[ian.b.cannon@co.multnomah.or.us](mailto:ian.b.cannon@co.multnomah.or.us)>

Chuck,

With the stipulation that I noted back in August about the "payroll reserves" provision not being addressed, I am assuming the County is willing to accept the cited language as the maximum payment on this contract is \$10,000. That being said, **the attached contract 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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**From:** Charles MAGGIO [<mailto:charles.r.maggio@multco.us>]  
**Sent:** Friday, November 05, 2010 9:06 AM  
**To:** RYAN Matthew O  
**Cc:** Christina M Weber  
**Subject:** Fwd: FW: ODOT ROW IGA Revised

Matt:

Attached is the ODOT IGA for ROW Services for the Sellwood Bridge Project. Please review as soon as possible. We would like to add this to the BCC resolution for Dec 9th, so I need your comments no later than Nov 12th. Thanks.

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

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Please complete this form and return to the Board Clerk  
\*\*\*This form is a public record\*\*\*

MEETING DATE: 12/9/10

SUBJECT: SELLWOOD

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AGENDA NUMBER OR TOPIC: R-3

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

NAME: ALAN ME LA (meelah)

---

ADDRESS: 425 KENWOOD RD

---

CITY/STATE/ZIP: LAKE OSWEGO

---

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

EMAIL: alan mela @ hotmail . com FAX: \_\_\_\_\_

---

SPECIFIC ISSUE: \_\_\_\_\_

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WRITTEN TESTIMONY: \_\_\_\_\_

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**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.



MULTNOMAH COUNTY
AGENDA PLACEMENT REQUEST
(revised 08/02/10)

APPROVED: MULTNOMAH COUNTY
BOARD OF COMMISSIONERS
AGENDA # R-4 DATE 12/9/10
MARINA BAKER, ASST BOARD CLERK

Board Clerk Use Only
Meeting Date: 12/09/2010
Agenda Item #: R-4
Est. Start Time: 10:00 am
Date Submitted: 11/17/2010

Agenda Title: Authorization to begin Negotiations to Acquire Real Property Interests for the Purpose of Constructing a new Sellwood Bridge and Removing the Existing Bridge

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: December 9, 2010
Amount of Time Needed: 10 minutes
Department: District 1
Division: Commissioner Kafoury
Contact(s): Deborah Kafoury, Ian Cannon
Phone: 503-988-5220 Ext. I/O Address: 503-6
Presenter Name(s) & Title(s): Ian Cannon

General Information

1. What action are you requesting from the Board?

We are requesting that the Board of County Commissioners approve the resolution authorizing the Department of Community Services to begin negotiations for the purchase of real property associated with the removal of the existing Sellwood Bridge and construction and installation of a new Sellwood Bridge.

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 primary purpose of the Sellwood Bridge Project is to construct a new bridge to provide safe and efficient access for people, goods and service vehicles across the Willamette River. After 80 years the existing bridge has reached the end of its useful service life. The bridge is a vital regional transit link along the County's southern boundary serving citizens from Lake Oswego, Sellwood, Milwaukie, Portland and other towns with Multnomah and Clackamas Counties. The project is located approximately 4.25 miles south of downtown Portland, OR, immediately west of Sellwood and carries SE Tacoma Street across the Willamette River, where it connects to State Route 43. The existing structure has developed cracks in its concrete approach spans, resulting in progressive reductions to the weight limits that can be safely transported across the structure.

Negotiations to purchase the impacted properties at fair market value will be made in good faith. Due to the size of the project and the nature of the design process to be used, the properties to be

acquired have been divided into packages. The impacted properties include in the first package for acquisition include four units within the Sellwood Harbor Condominiums, one unit and fourteen parking spaces within the River Park Condominiums, the Sellwood Building, and access easements across property owned by the River Park and Sellwood Harbor Condo Associations.

The other packages will be presented to the Board as the design progresses.

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

The construction cost for this project is estimated at \$330,000,000.00. Sufficient funds have been secured to proceed with final design and begin the initial phase of right-of-way acquisitions.

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

The County will strictly follow the rules, policies and procedures of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, as amended, ORS Chapter 35 and the "State Right of Way Manual".

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

The Sellwood Project has had an extensive public outreach program. The County conducted 33 public meetings to solicit public concerns before starting the planning process. During the planning process a Community Task Force held 25 meetings that were open to the public and had public comment periods. At six major decision points during the planning phase, a public open house was held and a web-based survey was taken.

In 2010, during the Pre-Design Phase, a Community Advisory Committee (CAC) was appointed, with 17 community members representing various stakeholder groups. The CAC held 12 open public meetings. A public open house and online survey were also held to gather public input.

The project also has a Public Stakeholder Committee (PSC) consisting of elected officials from Multnomah County, Clackamas County, Metro, Portland, Milwaukie, the Oregon House of Representatives, Oregon Senate and the office of U.S. Senator Jeff Merkley. Officials from the Oregon Department of Transportation, TriMet, and the Federal Highway Administration are included on the PSC. The Sellwood Project has involved numerous local, state, and federal regulatory agencies. The public and agency involvement will continue throughout the design and construction phases of the project.

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**Required Signature**

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

*Deborah Kofmy*

**Date:**

**12/02/2010**

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BEFORE THE BOARD OF COUNTY COMMISSIONERS  
FOR MULTNOMAH COUNTY, OREGON

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

Authorizing the Acquisition of Real Property for the New Sellwood Bridge Project

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

- a. It is necessary for Multnomah County to acquire the property interests described in the attached Exhibit 1 (the "Property") for the purpose of constructing, operating, maintaining, repairing and reconstructing the Sellwood Bridge, approaches and interchanges in the City of Portland (the "Project").
- b. The Project has been planned and located in a manner that is most compatible with the greatest public good and the least private injury.

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

1. It is necessary to acquire the Property for the purposes of the Project.
2. The Department of Community Services (DCS) is directed to begin negotiations to acquire the Property in accordance with all applicable laws, rules, and regulations governing such acquisition. Legal counsel is directed to assist DCS as necessary in such negotiations. Any agreement to purchase property described in Exhibit 1 is subject to Board approval.

ADOPTED this \_\_\_\_ day of \_\_\_\_\_, 2010.

BOARD OF COUNTY COMMISSIONERS  
FOR MULTNOMAH COUNTY, OREGON

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Jeff Cogen, Chair

REVIEWED:

HENRY H. LAZENBY, JR., COUNTY ATTORNEY  
FOR MULTNOMAH COUNTY, OREGON

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

EXHIBIT 1

All necessary rights for constructing, operating, maintaining, repairing and reconstructing the New Sellwood Bridge (as determined by the County Attorney) in and to the following property interests located in the City of Portland, Multnomah County, Oregon:

**A. SELLWOOD HARBOR CONDOMINIUM:**

1. UNIT D-1,
2. UNIT A-1,
3. UNIT A-4,
4. UNIT A-7.
5. Property of the Sellwood Harbor Condominium Association of Unit Owners, and
6. Any Common Elements owned by owners of the Condominium Units in the Sellwood Harbor Condominium.

**B. Real Property owned by Alan B. Mela and Karen E. Mela as Trustees of the Mela Family Revocable Trust.**

**C. RIVERPARK CONDOMINIUM:**

1. Parking Unit P-61,
2. Parking Unit P-62,
3. Parking Unit P-63,
4. Parking Unit P-64,
5. Parking Unit P-65,
6. Parking Unit P-66,
7. Parking Unit P-67,
8. Parking Unit P-68,
9. Parking Unit P-69,
10. Parking Unit P-70,

EXHIBIT 1

11. Parking Unit P-71,
12. Parking Unit P-72,
13. Parking Unit P-73,
14. Parking Unit P-74,
15. TOWNHOUSE UNIT R-1,
16. Property of the Riverpark Condominium Association, and
17. Any Common Elements owned by owners of the Condominium Units in the Riverpark Condominium.



**MULTNOMAH COUNTY  
AGENDA PLACEMENT REQUEST  
NOTICE OF INTENT**

(revised 08/02/10)

**APPROVED: MULTNOMAH COUNTY  
BOARD OF COMMISSIONERS**  
AGENDA# R-5 DATE 12/9/10  
**MARINA BAKER, ASST BOARD CLERK**

**Board Clerk Use Only**

**Meeting Date:** 12/09/2010  
**Agenda Item #:** R-5  
**Est. Start Time:** 10:10 am  
**Date Submitted:** 11/17/2010

**Agenda Title: NOTICE OF INTENT: Oregon Department of Transportation Flexible Funds 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.*

**Requested Meeting Date:** December 9, 2010      **Amount of Time Needed:** 5 minutes  
**Department:** DCS      **Division:** Land Use & Transportation  
**Contact(s):** Jane McFarland, Ray Delahanty  
**Phone:** (503) 988-5050      **Ext.** 29620      **I/O Address:** 455/1/116  
**Presenter Name(s) & Title(s):** Jane McFarland, Principal Planner; Ray Delahanty, Transportation Planning Specialist

**General Information**

- 1. What action are you requesting from the Board?**  
Approval to apply for ODOT Flexible Funds grants for 3 projects on East Multnomah County roads.
- 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 Oregon Transportation Commission has established a Flexible Funds Grant Program with \$21 million in funding available for eligible projects for the 2011 grant cycle. Grant awards will range from \$50,000 to \$2.1M. The grants require a minimum 10.27% match. The program will focus on funding multimodal and non-highway transportation projects, programs and services. The grants will support planning, research and project development of transit, bicycle and pedestrian projects, and transportation demand management programs.

The Land Use and Transportation Program developed applications for 3 pedestrian/bicycle projects on East Multnomah County roads. Due to funds obligation constraints of the program, we are primarily proposing to use the funds for project development, in order to have projects "shovel-ready" for future funding opportunities. One grant project would

**Notice of Intent APR  
Submit to Board Clerk**

construct sidewalks.

Project 1 – Arata Road: 223rd to 238th Avenue – Complete engineering for sidewalks, bike lanes, lighting, landscaping and drainage, and construct sidewalks.

Project 2 – 223rd/Fairview Avenue: Halsey St. to new UPRR structure – develop Conceptual Design and Engineering resulting in “shovel-ready” plans for bike lanes and sidewalks on 223rd Avenue in “Old Town” Fairview.

Project 3 – N.E. 223rd Avenue: Sandy Blvd. to Chinook Landing Marine Park/40-Mile Loop Trail – Complete engineering and agreements with UPRR, resulting in “shovel-ready” plans for bike lanes and sidewalk infill on NE 223rd Avenue providing connections to transit, 2 regional parks, the 40-Mile Loop trail, residential areas and employment centers.

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

Land Use and Transportation Planning is seeking funds in the following amounts; and providing a 10.27% match of in-kind services from the Road Fund in Engineering Services and Transportation Planning staff time.

Project 1	Project Total	\$2,254,644
	Grant Request	\$2,023,092
	Local Match	\$231,552
Project 2	Project Total	\$142,521
	Grant Request	\$127,884
	Local Match	\$14,637
Project 3	Project Total	\$251,552
	Grant Request	\$225,718
	Local Match	\$25,834

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

This effort is consistent with the County’s Comprehensive Framework Plan goal to promote and enhance a balanced transportation system that increases public safety and protects livable communities. It also implements strategies in the Climate Action Plan and supports the Community Wellness and Prevention Program, and the Health Equity Initiative.

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

The projects are included in the County’s adopted 2010-14 Capital Improvement Plan and the adopted Regional Transportation Plan. The projects were endorsed by the East Multnomah County Transportation Committee on November 8<sup>th</sup> and by the Multnomah County Bicycle and Pedestrian Advisory Committee on November 10<sup>th</sup>. Wood Village City Council endorsed Project 1 at its November 9<sup>th</sup> meeting, and the City of Fairview endorsed Project 2 on November 9<sup>th</sup> as well. We received endorsement letters from Metro and a local employer for Project 3.

The projects will include public outreach to stakeholders and affected communities during project development and construction phases.

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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?**  
Oregon Department of Transportation
- **Specify grant (matching, reporting and other) requirements and goals.**  
Required match is 10.27%, which will be provided through in-kind services of Road Services – Engineering and Transportation Planning staff.
- **Explain grant funding detail – is this a one time only or long term commitment?**  
The Flexible Fund Program is a new targeted program requested by the Oregon Transportation Commission in an effort to more strategically focus investment in non-highway transportation projects, programs and services. It is established to use un-obligated STP funds made available by the OTC, without affecting the current funding levels of other programs that use flexible STP funds. It is anticipated that ODOT will continue the Flexible Funds Program in future years.  
The LU&T program will consider requesting construction funds from this Program in future cycles.
- **What are the estimated filing timelines?**  
Grant applications were submitted on November 12, 2010.
- **If a grant, what period does the grant cover?**  
Projects must be obligated by September 30, 2011, and completed within two years of award.
- **When the grant expires, what are funding plans?**  
The grants could result in constructed sidewalks on Arata Road, and shovel-ready construction plans for bike lanes on Arata Road and bike/ped improvements on two other County roads. We will pursue future grants from the ODOT Flexible Funds Program, Transportation Enhancement Grants, ODOT Bicycle & Pedestrian Grants and/or other sources for construction funds. With construction-ready plans, these projects will be strongly competitive. Match for construction grants will come from County Engineering Services and the dedicated Bicycle/Pedestrian capital fund.
- **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:**



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**Date:** 11-17-2010



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11-18-2010

**Budget Analyst:**

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



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

**Board Clerk Use Only**

**Meeting Date:** 12/09/2010  
**Agenda Item #:** R-6  
**Est. Start Time:** 10:15 am  
**Date Submitted:** 12/01/2010

**Agenda Title:** Board briefing Land Use Planning Audit

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

**Requested Meeting Date:** December 9, 2010      **Amount of Time Needed:** 30 minutes  
**Department:** Non Departmental      **Division:** Auditors Office  
**Contact(s):** Judy Rosenberger  
**Phone:** 503/988-83320    **Ext.** 83320    **I/O Address:** 503/601  
**Presenter(s):** Steve March, Multnomah County Auditor. Mark Ulanowicz Auditor's Office Cecilia Johnson, Director Department of Community Services, Karen Schilling Division Director

**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.
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.

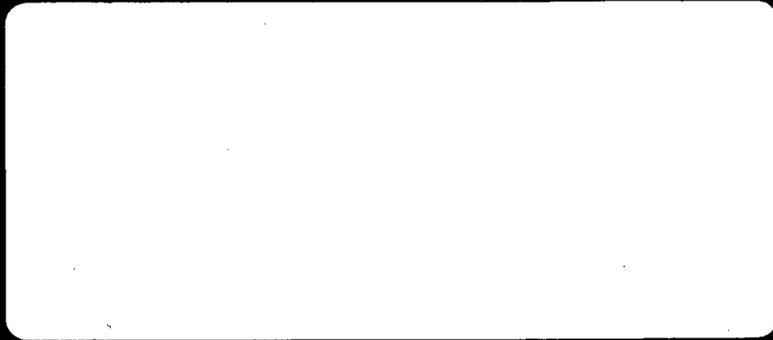
**Required Signature**

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

Steve March

**Date:** December 1, 2010

Briefing Materials for R-6



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MULTNOMAH COUNTY AUDITOR  
PORTLAND, OREGON

Land Use Planning

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December 2010



We conducted this performance audit in accordance with generally accepted government auditing standards. Those standards require that we plan and perform the audit to obtain sufficient, appropriate evidence to provide a reasonable basis for our findings and conclusions based on our audit objectives. We believe that the evidence obtained provides a reasonable basis for our findings and conclusions based on our audit objectives.

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Steve March  
County Auditor

## Office of Multnomah County Auditor

---

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

Fran Davison  
Judith DeVilliers  
Shannon Grzybowski  
Craig Hunt  
Amanda Lamb  
Shea Marshman  
Mark Ulanowicz

Date: December 2, 2010

To: Jeff Cogen, Multnomah County Chair  
Commissioners Kafoury, Willer, Shiprack, and McKeel  
M. Cecilia Johnson, Director, Department of Community Services

From: Steve March, Multnomah County Auditor

As the county has gone through at least a decade of budget cuts, departments and divisions have struggled to find ways to absorb these cuts while still maintaining service levels. Smaller organizations need to be especially flexible and creative in order to continue to get the job done. For small units where specialized skills and knowledge are critical, like Land Use and Planning, resource reductions are even more challenging because the skills needed to perform one job may not transfer well to performing another within the unit. In cases like this, a reduction in staffing can result in a disproportionately larger decrease in capacity.

Our review of Land Use Planning operations and data suggests that LUP may be facing this sort of disproportionate decrease in capacity with its reductions in staff over the past few years. The economic downturn may have temporarily given LUP room to reconsider some operational options that management previously discounted as unneeded or unnecessary and to consider some new approaches as well. In terms of budget, they may also have some flexibility in the fee structure and services that could assist in both funding and workload. Based on our analysis, we believe if workload returns to previous levels or if even a short-term loss of a staff person occurs, it will place tremendous stress on the organization.

We had hoped to conduct an audit with a broader scope than the report here reflects but two factors prevented that. First, during the course of the audit the death one of our staff, Joanna Hixon interrupted portions of the audit. Second, while we looked at our adjacent counties for comparisons, the differences between the makeup in terms of land and populations in the unincorporated and non-urban areas made any direct comparisons inappropriate. In the end it was most compelling to focus on the area which most needed attention going forward, the current planning processes and resources.

As the County faces continued budget reductions we need to ask management what will be the effects of any proposed budget cuts and what changes in expectations need to be made in light of them. Management needs to work with staff to adjust processes, procedures and workflow to best meet both demand and fiscal realities. We believe LUP has worked hard to live within constraints while delivering a high level of service; if that is to continue it will take cooperation and creativity from all involved from the front desk to the Director's Office.

C: Karen Schilling, Division Director; Jana McLellan, Chief Operating Officer

# Land Use Audit

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## Executive Summary

The Land Use Planning (LUP) unit works to “preserve the rural farm and timber economy, protect the environment, and maintain the quality of life in our unincorporated communities.” LUP does this by developing land use policies and plans, by implementing existing policies and laws through the permitting process, and by investigating alleged violations of policies and laws. There are multiple sets of codes, plans, and laws that govern zoning and permissible uses of land within Multnomah County depending on where the property is located including county, state, and federal rules. Land use laws cover a wide variety of property use and development issues, including adding or altering structures; changing the use for the property; dividing the property or moving the property line; and zoning for agricultural, forest, commercial, and residential use.

The current planning function implements existing policies and laws by processing land use permit applications, reviewing them for compliance with applicable laws and the County Code, and working with property owners and the public to address complex land use issues. Over the course of the last few years, LUP has undergone significant changes in its staffing configuration, budget, and internal work processes, particularly within the current planning function. The objective of this audit was to determine whether work processes and workload distribution are deployed to ensure effective, efficient performance within the Current Planning function.

Overall, we found the Land Use Planning unit to be dedicated, competent, and professional. We also identified a number of areas that need improvement, especially around monitoring, management, and prioritization of work.

Management has addressed budgetary challenges primarily by reducing staffing and re-organizing work assignments. These changes affected current planning capacity more than other areas of LUP. The number of applications LUP has been receiving is down over

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the last five years, but we believe that capacity reduction and lack of flexibility have affected LUP's ability to manage even a reduced workload. Audit results show that the current configuration of staffing resources will cause substantial workload problems in the future if improved economic conditions lead to an increase in the number of applications for land use permits or if there are any staffing disruptions, such as vacancies or extended leaves.

While it is unlikely that funding restrictions will ease soon, LUP has other means at its disposal to improve the current situation. For example, LUP should develop and implement a means of prioritizing work assignments and should assess the feasibility of a number of approaches to providing workload relief and work flow flexibility.

#### Background

The Land Use Planning unit works to "preserve the rural farm and timber economy, protect the environment, and maintain the quality of life in our unincorporated communities." The work toward these objectives occurs in three primary areas:

- ~ Long-range Planning: Engages the public in developing land use policies and plans, updates the County Code to ensure compliance with state and federal land use laws, coordinates regionally on land use issues, and works in conjunction with the citizen-based Planning Commission to develop and carry out work plans.
- ~ Current Planning: Implements adopted policies and laws. Processes land use permit applications, reviewing them for compliance with applicable laws. Works with property owners and the public to address complex land use issues.
- ~ Code Compliance: Complaint-driven program that emphasizes voluntary compliance with land use rules once a violation has been identified.

Generally speaking, properties in unincorporated areas of the County fall within the jurisdiction of Multnomah County's Land Use Planning (LUP) unit. Such properties lie along both the western and eastern edges of the County. They include areas such as Sauvie

## Land Use Audit

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Island and portions of the West Hills in the west, and the Gorge National Scenic Area and rural farm and forest land in the east. The office itself is located in the eastern portion of the County, where it maintains a planning counter that is open to the public. Property owners who wish to make certain changes to their properties may contact LUP for information, schedule a consultation meeting, and work with a planner to process their land use permit application.

There are a number of different sets of codes, plans, and laws that govern zoning and permissible uses of land within Multnomah County depending on where the property is located. These include the County Code, state land use laws, and the Gorge National Scenic Area rules. Land use laws cover a wide variety of property concerns, including adding or altering structures; changing the use for the property; dividing the property or moving the property line; and zoning for agricultural, forest, commercial, and residential use. Building permits for properties in Multnomah County's land use jurisdiction are handled through the City of Portland for properties on the west side, and the Cities of Gresham and Troutdale for properties on the east side, although land use permits are also required for new or altered structures.

Land use permits are classified by designation as one of four types<sup>1</sup> as defined by state law and county code. The four types of land use reviews exist on a continuum of the amount of discretion required in a decision, the extent of public involvement in the decision, and who has the authority to issue the decision. Although planners do handle the other three types, Type II reviews make up the majority of their cases. Type II reviews involve some interpretation of approval criteria, but are generally assumed to be allowable under relevant

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<sup>1</sup> Type I permits are generally defined as final approvals of building permits and plans where there are no material deviations from approved preliminary plans. Cases are not technically land use decisions because no discretion is exercised on the part of LUP. Type II cases are defined in the text above. Type III cases primarily include conditional use permits and some land division applications. Decisions are made by the Hearings Officer and reviewed by LUP for potential appeal of the decision. Type IV cases involve significant plan amendments or zone changes for an individual parcel or tract. Decisions in these cases are made by the Planning Commission and final approvals come from the Board of County Commissioners.

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zoning codes and do not require a public hearing. The planners' review typically consists of evaluating what form the development will take, how it will look, and where it will be located in relation to other structures and features of the property within the restrictions of relevant laws and codes.

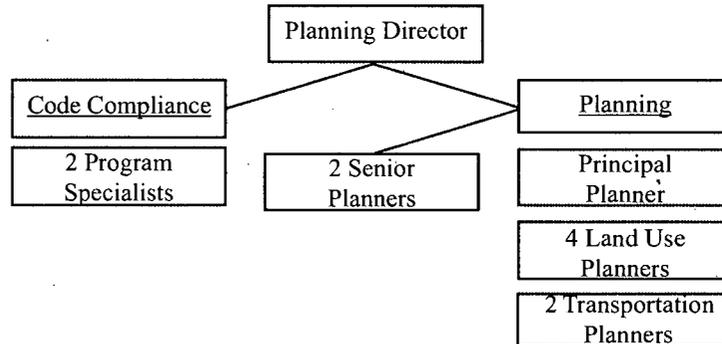
A typical example of an application process for a Type II permit might be as follows: a property owner who wishes to add an accessory structure, such as a barn, to his or her property would contact LUP to determine first whether such a structure is allowable and to schedule a mandatory pre-filing meeting with a planner. During the pre-filing meeting, the planner and the property owner would discuss project plans and feasibility in greater detail, determine what permits are needed, and identify supporting documentation necessary for processing the application. Pre-filing meetings are valid for six months, after which time the property owner would need to schedule another meeting.

The application would be submitted at the LUP office and given to the assigned planner, who has 30 days from that point to review the materials and make a determination on whether the application is complete. If it is not complete, the planner sends a letter to the property owner requesting additional information. Once the application has been determined to be complete, a notice is sent to neighboring property owners within 750 feet of the property, allowing them two weeks to comment. According to state law, the entire decision period for the proposal, including time for any potential appeal of the decision to a Hearings Officer, must be concluded within 150 days after the completeness determination. Multnomah County has its own internal goal to complete decisions within 120 days. LUP can approve an application as is, approve it with conditions that must be met, or deny it.

LUP is organizationally located within the County's Department of Community Services. Transportation Planning and Code Compliance are also located within this unit, although they were outside the scope of the current audit. As of the beginning of Fiscal Year 2011 (FY11), Land Use and Transportation Planning had 12 employees:

# Land Use Audit

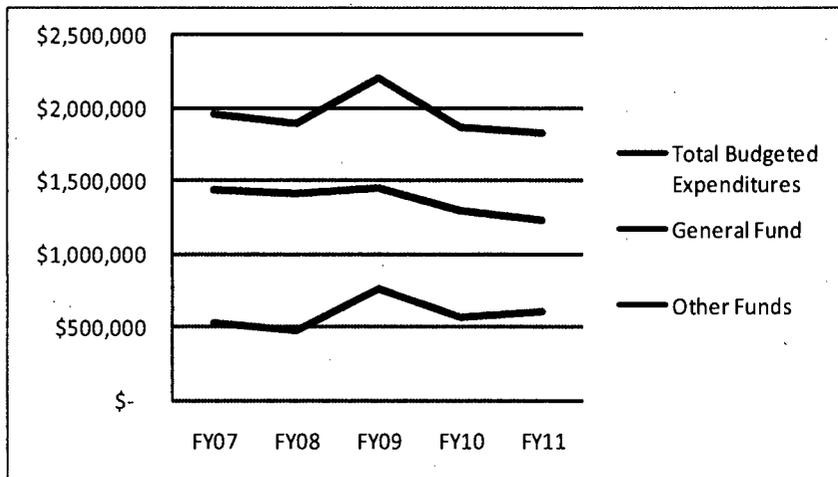
Figure 1: Land Use and Transportation Planning Organizational Chart



Source: Land Use and Transportation Planning

Land Use and Transportation Planning's FY11 budget was \$1.8 million, down 7% from FY07. The General Fund contribution declined over the past two years, while other funds, such as those from fees, the Road Fund, and intergovernmental sources fluctuated somewhat. Land Use Planning represents 74% of total budgeted expenditures for the current fiscal year, with Transportation Planning comprising the remainder.

Figure 2: Budgeted Expenditures by Fund - Land Use and Transportation Planning (excludes Administration and Support)



Source: County Budget, figures not inflation-adjusted

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Statistics provided by LUP management show that the number of land use and compliance actions taken by LUP decreased 41% between FY06 and FY10 (estimate). Actions are defined as preliminary meetings held, land use reviews issued, zoning sign-offs completed, and enforcement cases closed within the fiscal year.

### Audit Scope and Objectives

Over the course of the last few years, LUP has undergone significant changes in its staffing configuration, budget, and internal work processes. These changes have had the largest effect on the current planning function within the unit, which is responsible for processing permit applications and working with the public. Because of these changes and because it represents the largest and most public portion of LUP's work, we scoped the audit primarily around current planning. Given that staffing resources have declined due to budget cuts and the number of cases has also declined, the objective of this audit was to determine whether work processes and workload distribution are deployed to ensure effective, efficient performance.

We initially planned a broader review of LUP, including identification of process improvement opportunities, comparison to other jurisdictions, and evaluation of LUP against industry best practices. However, the death of Senior Auditor Joanna Hixson during this audit caused us to eliminate these objectives from our fieldwork plan and re-scope the audit as defined in the paragraph above.

This performance audit was included in our 2010 audit schedule and was conducted in accordance with generally accepted audit standards. Those standards require that we plan and perform the audit to obtain sufficient, appropriate evidence to provide a reasonable basis for our findings and conclusions based on our audit objectives. We believe that the evidence obtained provides a reasonable basis for our findings and conclusions based on our audit objectives.

## Results

### *Summary*

Overall, we found the Land Use Planning unit to be competent, professional, customer service-oriented, and committed to high quality work and upholding state and local land use laws. However, we identified a number of issues around monitoring, management, and prioritization of work that require attention in order for the unit to operate effectively now and into the future.

To address reductions in the General Fund, management reduced staffing and re-organized work assignments in LUP. The net effect of these changes has been diminished current planning capacity within the unit: there are fewer planners and fewer members of the overall staff assisting with the current planning function. Reductions have not been counterbalanced by adjusting expectations or scaling back on services to reduce the pressure of the increased workload on the remaining planners. The number of applications LUP has been receiving is down over the last five years, but we believe that capacity reduction and lack of flexibility have affected LUP's ability to manage even a reduced workload. Flexibility to adjust to changes in workload is limited due to long-standing practices or expectations in a number of work areas. These conditions put LUP at risk of decreased work quality, poor customer service, missing deadlines, and a crisis-oriented and stressful work environment. The effects of these changes are beginning to be evident in workplace conflict and morale issues that increase the risk for performance and quality problems.

Audit results show that the current resource deployment will likely not be sustainable into the future if improved economic conditions lead to an increase in the number of applications for land use permits or if there are staffing disruptions of any kind. Following are our observations about workload management in the unit and recommendations for improvement.

### *Workload and Staffing Changes*

Our analysis of case data shows that the number of new land use applications per year has dropped 48% over the past five years. LUP staff members indicate that poor economic conditions have led to a

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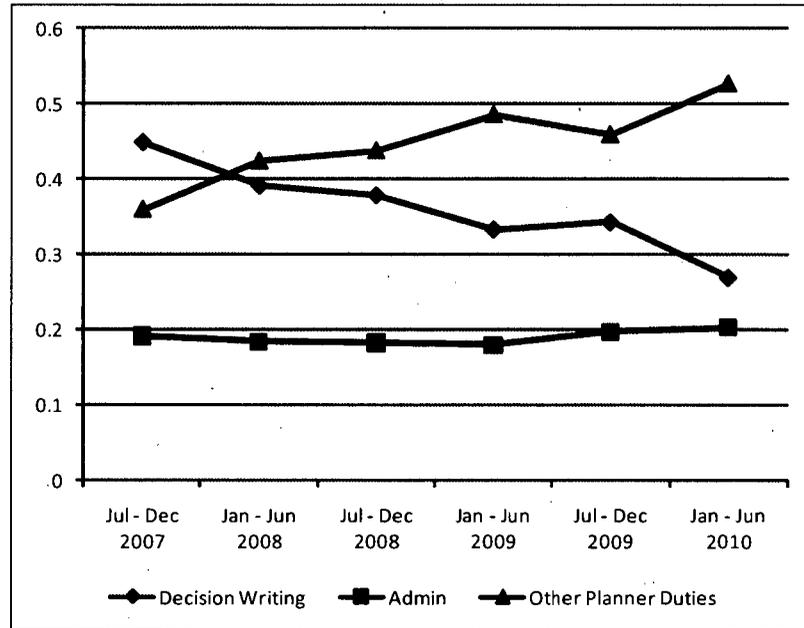
decrease in the number of property owners thinking about making improvements to their property or building new structures. Meetings held with customers who are considering submitting land use applications were also down 35% over five years.

During this same time and including the current fiscal year, overall budgeted staffing in LUP decreased about 25%. The most recent position elimination was of a staff-level planner. Although it is prudent to adjust staffing levels as workload decreases, we found that overall capacity has been reduced to the minimum necessary to continue current planning operations, defined as permit decision writing, pre-submission work, and working the counter. Specifically, we found the following conditions effecting current planning capacity:

- ~ The number of staff members who are available to support the current planning function has declined over the past four years, from eight staff members to five assigned at the present time: four staff planners and a senior planner. This constitutes a 38% decrease of available staff who are assigned to work directly on current planning cases.
- ~ The remaining planners have increasing and ongoing responsibilities in areas other than writing decisions for permit applications, including working with applicants prior to the submission of their applications, handling permits for code compliance cases, staffing the 'planner on duty' counter, addressing transportation planning issues that arise in land use cases, and working on long-range planning projects.

The chart below shows the decrease in the percent of current planners' time spent on writing decisions for pending land use applications while time on other duties increased. Data are from the last three fiscal years (FY08-FY10), before which detailed time information is not available.

**Figure 3: Current Planning - Available Time Distribution:  
Four Existing Current Planners**



Source: Auditor's Office analysis of LUP current planners' recorded timesheet data  
 Note: "Other Planner Duties" include counter/public assistance, pre-submission assistance, long-range planning, planner involvement in code compliance cases, inspections, and special projects.

*Staffing Needs Analysis*

To better understand how the staffing and organizational changes affected the remaining current planning staff, we examined workload and time data from the last three fiscal years (FY08-FY10). Using these data, we estimated the amount of time staff level planners would need to complete their work on land use decision under three different scenarios in FY11. We found that, under each scenario, staffing resources are not currently adequate to ensure high quality and timely work without adjustments to how workload is managed. Results are presented below.

The amount of time taken to complete each type of case fluctuated over the three year study period. Barring a significant change in LUP business processes, we would expect the number of hours necessary to complete a case in FY11 would be close to the three-year average

of time taken to complete decisions. See Figure 4 below. Given the current staffing resources, an increase in the amount of time it takes to complete cases, an increase in the number of cases, or an absence of significant length by any of the current planning staff would increase time and workload pressures on planning staff and put the County at risk for a significant drop-off in the quality of the work performed.

**Figure 4: Average Staff Planner Hours per Closed Case by Type**

FY08-FY10		
Case Type	Total Closed Cases	Avg. Hours
Type I (i.e. building permit review, erosion control permit)	125	5.76
Type II (i.e. accessory structures, property line changes)	180	31.30
Type III (i.e. major sub-divisions, conditional user permits)	5	70.80
Type IV (i.e. significant zoning changes)	1	68.25

Source: Auditor's Office analysis of LUP case data

To illustrate this risk, we estimated the number of full-time equivalent (FTE) staff positions that would be required to complete the work under multiple scenarios. We calculated the average actual time charged by staff for all activity types, multiplied by various workload scenario factors. The first scenario assumes that the number of cases and distribution of case type in FY11 is the same as it was in FY10. The second scenario assumes that distribution of case type is the same, but the number of cases of each type increases by 10 percent. The final scenario assumes that the number of cases decreases by 10 percent. In all three scenarios, we assumed that the amount of time spent on other tasks, such as work on long-range planning and staffing the Land Use counter, were constant.

# Land Use Audit

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Figure 5: FTE Projections

	No Case Volume Change	+ 10 % Case Volume Change	-10 % Case Volume Change
Land Use Decisions	1.03	1.14	0.93
Pre-Submission Land Use Counter /	0.43	0.47	0.38
Public Assistance	1.17	1.17	1.17
Long-Range Planning	0.49	0.49	0.49
Code Compliance	0.11	0.11	0.11
Administration	1.08	1.08	1.08
<b>Total Estimated FTE</b>	<b>4.31</b>	<b>4.46</b>	<b>4.17</b>

(based on 1740 hours)<sup>2</sup>

Source: Auditor's Office analysis of LUP case data, operating hours, and time data

Based on our analysis and assuming that land use decision writing time moves toward the average, we concluded that in all three scenarios, the amount of staff time needed to conduct current planning is greater than the number of staff time available if commitments to other functions remain the same. While we did not estimate the effect of a significant increase in the complexity of cases LUP receives, this would have a similar effect on the FTE necessary to do the job by increasing the average number of hours necessary to complete each case. A significant absence by any member of the current planning staff, such as a prolonged illness, would also increase the number of FTE necessary to complete work at any level because the number of hours constituting an FTE would decrease.

### *Workload Management and Flexibility*

Effectively managing various projects, case workflow, and multiple deadlines is a challenging but crucial element of LUP's day to day business. The land use application processing portion of current planning workload is mandatory. When an application comes in, state law requires that a decision be completed within 150 days

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<sup>2</sup> We estimated the number of hours that constitute an FTE (full-time equivalent employee) by taking the average of the number of hours charged by current planners less leave, holiday, and training hours charged. The average for these planners was 1740 hours per year.

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(Multnomah County has a 120 day goal) for most applications, a timeframe within which several other deadlines and performance targets are set.

Outside of the constraints of deciding and issuing land use permits, many of the other duties performed by land use planners are discretionary or operate under fewer restrictions. For example, offering consultation meetings with clients prior to submitting their applications, the number of hours the counter is open for walk-in service, and completion of some long-range planning projects are all based on internal decisions rather than state imposed deadlines or requirements. In order to effectively handle fluctuations in its workload, LUP would be best served by ensuring that mandatory tasks are fully covered first and that discretionary tasks and those without deadlines are addressed flexibly.

We found that work is not always effectively prioritized; internal milestones and scheduling deadlines make managing individual cases difficult; and duties are often segregated, making it difficult to achieve flexibility. We identified a number of areas that we believe offer opportunities for increasing flexibility, decreasing pressure on staff, and more optimally deploying existing resources. Any redeployment of staff would require ensuring adequate skills and knowledge of land use code.

#### Planning Counter

The Planning Counter is open from 8:00 am to 4:00 pm four days per week and is available for applicants to speak one-on-one with a planner and conduct research on properties. Planner on Duty responsibility rotates among the four current planners, generally entailing one day of counter work per week, plus one day of covering lunch for the planner on duty. A back up planner is also assigned each day, so that additional help is available for customers if there is a long wait for service at the counter. Counter duty also entails following up later on issues that arise during the day and returning phone messages left on the main land use line. These duties can add hours of work, according to planners, and are unpredictable in their complexity.

## Land Use Audit

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We estimated that staffing the planning counter requires the equivalent of .94 FTE, with up to an additional .23 FTE required for following up on questions that arise during counter duty and other public assistance activities. This figure is based on the number of hours the planning counter is open divided by a calculated number of hours per year a staff member is available, taking into account leave and training time. The additional .23 FTE is a conservative figure, based on actual time charged to counter and public assistance beyond the number of hours the planning counter is open. With fewer planners, the hours required to fulfill this function are spread among the remaining current planning staff.

Given the increasing demand of counter time on planners work, management could consider the following alternatives:

- ~ Increase the number of LUP staff that are trained to staff the counter: senior planners, the principal planner, transportation planners, and code compliance staff either already have the knowledge or could be easily trained. Technical backup would be available from current planners.
- ~ Reduce the hours the planning counter is open. If this alternative is considered, LUP should compile data on counter traffic to match open times with peak usage.
- ~ Hire a planning technician or assistant planner to staff the counter, if additional funds become available in the future. This staff member could also pick up on other duties as necessary.

### Pre-Submission Consultation

Current planning staff members are spending a larger percentage of their time in meetings to assist potential applicants with the land use application process, approximately 12% of their time as of June 2010, up from 6% in 2007. The majority of such meetings are pre-filing meetings, which LUP requires before submitting a Type II case. Pre-filing meetings are offered free of charge.<sup>3</sup> These one-hour meetings are scheduled in advance and

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<sup>3</sup> There is only a charge for Pre-Application Meetings, which are public meetings held with applicants, who are preparing to submit a Type III or Type IV permit.

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generally take a few hours of preparatory work for the planners to prepare written notes and guidance for potential applicants to be shared during the meeting. The purpose of these meetings appears to be providing advisory service to customers as well as increasing the quality and completeness of applications being submitted. Not all customers who have a pre-filing meeting end up submitting applications.

Once applications are submitted (after the pre-filing meeting), LUP staff have 30 days to determine whether the application is complete before they move into the decision-writing phase of the process. We reviewed all applications decided during 2009 and found that 67% did not initially pass the completeness review on first submission, meaning that additional information had to be submitted before the application was considered complete. Although we do not have data to compare from a period before pre-filing meetings were mandatory, we believe that these meetings may be taking too much of planners' time with marginal benefit in exchange. While it is a significant service for applicants, especially those who have not had experience with land use permits, it may be one that LUP can no longer afford to provide to every customer at the same level as they have in the past.

There are a number of ways to address this issue, each of which could require changing County code. Ideas include:

- ~ Charge a nominal fee for pre-filing meetings, such as \$100, with that fee deducted from the permit fees if an application is submitted. This would reduce the number of pre-filing meetings held for those who are undecided about whether to apply for a land use permit.
- ~ Eliminate pre-filing meetings or make them optional.
- ~ Triage cases and recommend meetings to those potential applicants who have complex proposals or little experience with land use permitting.
- ~ Allow applicants to opt out of the meeting (via waiver, if necessary).

## Land Use Audit

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- ~ If time permits, planners could scan through the documents with an applicant at the counter to ensure that all necessary paperwork is there before it is submitted. Although this would not substitute for the more thorough completeness review, it could eliminate some additional work on the part of the planner and the customer to clarify and submit required information. A planning technician or associate could help conduct this work, if such a position were created.

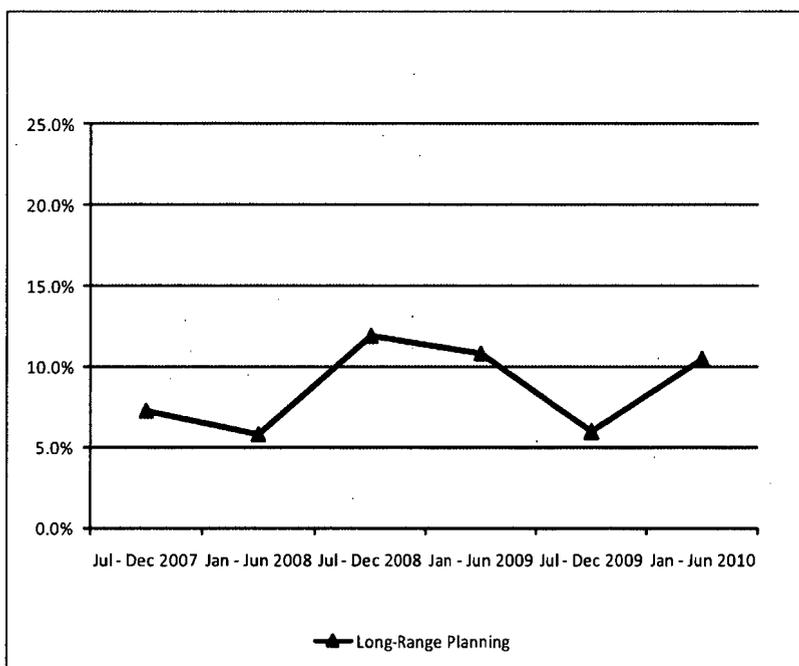
### Long-Range Planning

Current planners also have responsibility to work on projects for the County's Planning Commission, which deals with long-range planning. These projects range from relatively short updates of County Code to longer-term revisions to the various comprehensive land use plans in place around the County. Some of these tasks are mandated, but others are at the request of the Planning Commission or at the discretion of management. Work in this area is overseen by a Senior Planner whose primary responsibility is long-range planning.

Long-range planning cases and projects are sometimes on a very short timeline in order to accommodate the meeting calendar and review periods of the Planning Commission. This short timeframe can force planners to set aside their current planning workload to concentrate on long-range projects, which take precedent because of their quick turn-around requirements. However, some of this work is not mandatory. Planners also noted that it was difficult to jump between long-range and current planning roles because they were very different in nature and in how they needed to be managed and approached.

Figure 6 below shows fluctuations in the percent of their available work time the four current staff planners spent on long-range planning projects over the last three years. These projects have taken between 6% and 12% of their time.

Figure 6: Long-Range Planning Time - Available Time  
Distribution for Four Existing Current Planners



Source: Auditor's Office analysis of LUP current planners' recorded timesheet data

In the absence of additional staff resources to address long-range planning needs, we believe better balance and better calendar management could be achieved by considering the following:

- ~ Reduce current planners' responsibilities in this area when workload is high.
- ~ When the current planning workload allows, dedicate a portion of a current planner's time to this function rather than spreading the cases out across all planners.

Code Compliance Cases

The Code Compliance function in the County is set up to be kept separate from the current planning function, so that there is no appearance of bias or unfairness when a property owner tries to work through a code violation citation via the permitting

## Land Use Audit

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process. In practice, this means that code compliance cases are turned over to current planners when correction through permitting occurs. Although planners do not typically spend large portion of their time on code compliance cases (about 2%-3%), we believe that code compliance staff could write the decisions for their own cases and have planners, a senior planner, or the planning director review and sign the decision before it is issued. This would increase efficiency, provide valuable experience for the code compliance staff, and free planners up to work on other cases.

### 120 Day Internal Performance Target

Management has established an internal target of 120 days for current planners to complete decisions on land use applications and bases its primary performance outcome measure on attainment of this goal. State law sets the limit for completing decisions at 150 days. While we applaud the department for setting more ambitious targets and measuring its performance against this target, this may be an area where additional flexibility is called for.

### Application Completeness Determination

We interpret Multnomah County Code (MCC 37.0600D) as saying that the clock for the 150 day (120 day internal goal) period allowed for a decision on a case should begin on the day the Planning Director (or staff, acting on her behalf) determines the application to be complete. In practice, however, if an application is complete upon submittal the clock starts on the date of submittal, even if it takes a planner 30 days to determine that it is complete. Although it may be good customer service, in such cases this could equate to a significant loss of allowable time to complete a decision on a case. We believe some flexibility could be added and the calendar could be better managed by starting the clock on the day the application is determined to be complete.

### Hearings Officer Scheduling

Currently, the Hearings Officer is scheduled to hear cases once a month, which can cause significant difficulties with calendar management. Planners must build in enough time for an appeal,

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meaning that they have substantially less time to write decisions than the 120 days noted above. LUP should explore the possibility of either bringing in Hearings Officers as needed or more frequently for fewer hours.

*Performance Monitoring and Measurement*

In this environment of shrinking resources, fluctuating workload demands, and complex, overlapping deadlines, effective management of resources and performance must rely heavily on robust and regular monitoring. LUP currently collects data and reports on a number of performance measures, but these are high-level, aggregated measures primarily collected for reporting in the County budget. With some exceptions, there does not appear to be a consistent, deliberate effort to use performance and workload data in management decision making.

The division has recently converted to a new, custom-built data system that will eventually allow for more meaningful, accurate status and performance reports once it has been fully implemented and adjusted to the divisions needs. This will help provide timely and relevant data for management. We believe that additional steps should be taken to ensure that LUP is maximizing its use of data to help manage its workflow, workload distribution, and performance.

Planners' available time information should be taken into account when planning and assigning work and evaluating planners' performance. This would also allow management to add to its current monitoring tools, which focus on case numbers and how deep into the calendar each case has gotten. The recommendations throughout this report for adding flexibility to the work of planners will require such time availability information.

The "Statistical Snapshot" produced periodically by LUP provides detailed workload measures such as number of walk-ins, land use reviews, pre-filing and pre-application meetings, zoning sign offs, etc. Data on common permits issued and common types of development are presented to show local area trends; customer survey data are reported; and staff hours by task are also shown. All measures are compared to the prior fiscal year. We recommend that management increase reporting frequency to quarterly, expand the number of

## Land Use Audit

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comparison points to multiple years, share the information with staff, and use it as a basis to adjust staff assignments throughout the year to match trends to staff availability.

LUP also has robust customer satisfaction and interaction data available through their customer survey, but collection and reporting of the survey needs improvement. The survey is given inconsistently to customers at the conclusion of their visit at the counter. This results in very low distribution and response rates as well as potential bias in respondent selection. We recommend that each customer be given the survey upon their arrival at the front counter, with a request to fill it out at the conclusion of their visit. This approach would eliminate the possibility of bias in the survey. We also recommend that survey administration occur during specified times, such as one week per month, rather than on an ongoing basis, to reduce the burden on staff. During this audit, we brought to the attention of management that no follow up was occurring on the customer surveys, even in those instances where respondents had requested a follow up from LUP. Management responded to our observation by reinitiating its follow up procedure and assigning it to the senior planner for current planning.

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## Recommendations

I. In order to effectively manage fluctuations in workload, LUP should develop and implement a means of prioritizing work assignments, with mandatory tasks fully covered first and discretionary or longer-term tasks assigned as time permits. This effort should be done in consultation with staff and revisited on a regular basis.

II. LUP should assess the feasibility of a number of approaches to providing workload relief and work flow flexibility, and then implement such approaches, including:

- a. Decreasing the percent of their time planners spend working the planning counter and providing public assistance.
- b. Decreasing the amount of time planners spend working with potential applicants prior to their submission of an application.
- c. Reducing planners' responsibilities for long-range planning projects when workload is high and/or dedicating a portion of a current planner's time to this function and decreasing other responsibilities rather than spreading the cases among all planners.
- d. Having code compliance staff write the decisions for their own cases with review and signature by a planner, senior planner, or Planning Director.
- e. Increasing calendar flexibility by starting the 150-day clock for all applications on the day the planner assigned to the case determines the application to be complete.
- f. Improving calendar management by bringing in a Hearings Officer on an as needed basis or more frequently than the current once a month.
- g. Considering flexibility in the internal goal of completing decision writing within 120 days in situations where workload is heavy

III. In order to improve the usefulness of management information and improve performance management, LUP should:

- a. Increase Statistical Snapshot reporting frequency to quarterly, expand the number of comparison points to multiple years,

## Land Use Audit

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share the information with staff, and use it as a basis to adjust staff assignments throughout the year to match trends to staff availability.

b. Revise procedures for administration of the customer satisfaction survey by giving each customer the survey upon arrival at the front counter, with a request to fill it out at the conclusion of their visit and limit survey administration to specified times, such as one week per month.

### Audit Methodology

The audit work consisted of the following:

- Review of relevant laws, plans and rules.
- Interviews with all Land Use and Transportation Planning staff, administrative staff assigned to the unit, District 1 and 4 Commissioners, and others. We also spoke with a land use applicant who had complaints about the process.
- Analysis of case data collected by LUP.
- Analysis of time data collected in SAP, the County's enterprise system.
- Merging of case and time data to assess workload at greater detail.
- Observation of planners conducting pre-filing and pre-application meetings, performing counter work and interacting with potential applicants, and discussing cases during staff meetings.
- Participation in ride alongs for code compliance violation, as well as a regular site visit.
- Observation of Planning Commission meetings, hearing officer case appeal, goal exception hearing, and urban and rural reserves hearings.
- Review of the procedures by which Multnomah County reviews and decides land use applications.
- Review of best practice literature and audits from other jurisdictions.
- Review LUP policies, procedures, and performance measures.
- Assessment of risk based on COSO, performance measures, best practices, other audits, and interviews and observation.

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Time data was obtained from SAP. Because it provides the basis for payroll and must be approved by management, we believe that these data are reliable. A list of codes was made available to us by finance staff in the Department of Community Services, so that we were able to identify to which projects staff attributed their time. We then categorized projects for further analysis.

Case data were obtained from the new data system at LUP and were provided to us by a senior planner there. We corrected errors and problems in the data in conjunction with the senior planner at LUP as we cleaned it for our analysis. We combined the case data with time accounting data downloaded from the County's financial system in order to determine how many hours were charged to each case, when the case originated, and if it was open or resolved. We then determined the average number of hours required to resolve a case and the number of hours spent on cases that had not yet been resolved as of the end of fiscal year 2010.

Land Use Audit

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Responses to Audit





Department of Community Services

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**MULTNOMAH COUNTY OREGON**

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Director's Office  
1600 SE 190<sup>th</sup> Ave; Suite 224  
Portland, Oregon 97233-5910  
(503) 988-5000 phone  
(503) 988-3048 fax

### MEMORANDUM

**TO:** Steve March, County Auditor

**FROM:** M. Cecilia Johnson, Department Director 

**DATE:** November 23, 2010

**SUBJECT:** Land Use Planning Program Audit Response

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The Department of Community Services has received the Land Use Planning (LUP) program final audit report. We would like to express our appreciation for your effort in examining the work processes and workload distribution employed in the program. As we expressed at the beginning of the audit process, the Land Use Planning program had never been audited before and we looked forward to a comprehensive review of the County's Land Use Planning program. Unfortunately, however, the scope of your audit was limited to particular focus on the current planning process and resources.

We are pleased that you have affirmed our identification of the issues that every Multnomah County program struggles with on a regular and ongoing basis: juggling priorities, balancing customers' needs with available resources, and recommending what services should be provided for fee or as a basic service to the public. As a result of the fiscal constraints and staff reductions we have faced during the past decade, we are all challenged with finding more efficient and effective solutions in providing a high quality of services for less cost to the citizens we serve.

Although we were both disappointed with the limited scope of the audit as well as the suggestions for change that we have vetted in the past, this is certainly as good a time as any to review some of the practices and procedures in our operations. The primary suggestions regarding increasing the FTE equivalent, which is down 25% since FY 2006, is not likely to occur in an economic climate where land use actions taken by LUP have decreased by 41%.

Should the next audit for Land Use Planning be completed in the not so distance future; we would look forward to the broader review as originally scoped, including the identification of process improvement opportunities, comparison to other jurisdictions and research and evaluation of best practices in the industry.

I would like to acknowledge the professionalism of your staff in working with DCS Planning staff, especially concerning the flexibility that is required when working within the mandated deadlines of our profession.



**MULTNOMAH COUNTY  
AGENDA PLACEMENT REQUEST  
CONTINGENCY REQUEST**

(revised 08/02/10)

APPROVED: MULTNOMAH COUNTY  
BOARD OF COMMISSIONERS  
AGENDA # R-7 DATE 12/9/10  
MARINA BAKER, ASST BOARD CLERK

**Board Clerk Use Only**

Meeting Date: 12/09/2010  
Agenda Item #: R-7  
Est. Start Time: 10:45 am  
Date Submitted: \_\_\_\_\_

**BUDGET MODIFICATION: NOND11-09**

**BUDGET MODIFICATION # NOND11-09** requesting General Fund Contingency Transfer of \$318,500 to Program Offer #25133 *Housing Stabilization for Vulnerable Population* to implement the Homeless Families Rapid Re-Housing Initiative

*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: December 9, 2010 Amount of Time Needed: 15 minutes  
Department: Non-Departmental Division: Commissioner Kafoury  
Commissioner McKeel  
Contact(s): Beckie Lee (86796), Mary Li (26787)  
Phone: 988-6796 Ext. 86796 I/O Address: 503/6th  
Presenter Name(s) & Title(s): Mary Li

**General Information**

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

Approval of Budget Modification NOND11-09 transferring \$318,500 from County General Fund Contingency to increase Program Offer #25133 *Housing Stabilization for Vulnerable Populations* with one-time-only funding to house 70 homeless families currently accessing shelter services to create additional shelter capacity for homeless families this winter through the **Homeless Families Rapid Re-Housing Initiative (RRI)**.

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 Homeless Families Rapid Re-Housing Initiative (RRI) will provide:

- \$150,000 to implement winter shelter rapid re-housing practice based upon the proven success of the *30 Families in 30 Days Pilot* for approximately 30 households assessed to have the best chance of achieving stable housing within six months;
- \$100,000 to provide additional flexible rent assistance to rapidly rehouse households accessing services within the domestic violence shelter system exploring the use of some practices associated with the *30 Families in 30 Days Pilot*; and,
- \$68,500 to pilot the use of the Oxford House model with homeless families. The Oxford House model has developed as best practice within the addictions treatment field allowing individuals with addictions access to clean and sober permanent housing that emphasizes self empowerment and determination through democratically operated housing.

Recently, the model has been used to operate a house for families fleeing domestic violence with good results – the opportunity to develop positive rental histories, receive intensive staff and peer support, share resources with other families, and increase incomes for a move into independent housing.

Oxford Houses are an extremely cost efficient in comparison to other existing housing options in the current system of care for homeless families, and for appropriate households, offers promising potential to significantly increase the numbers of families rapidly re-housed.

20 homeless family households will be housed in four houses during January and February 2011. Funding will support the staffing necessary to establish and support each house, as well as six months of rent assistance for each participating households.

3. Explain the fiscal impact (current year and ongoing).  
Increase FY 10-11 pass-through funding by \$318,500 as one time only expense.
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).**  
No revenue is being changed.
- **What budgets are increased/decreased?**  
County General Fund Contingency is decreased by \$318,500 and transferred to DCHS Program Offer #25133 *Housing Stabilization for Vulnerable Populations*. Pass-through is increased by \$318,500.
- **What do the changes accomplish?**  
Provides rapid re-housing during the winter for 70 homeless family households as well as approximately six months of rent assistance each.
- **Do any personnel actions result from this budget modification? Explain.**  
N/A
- **If a grant, is 100% of the central and department indirect recovered? If not, please explain why.**  
N/A
- **Is the revenue one-time-only in nature? Will the function be ongoing? What plans are in place to identify a sufficient ongoing funding stream?**  
Request is one time only. If services are to be provided on-going, Board will have to address through FY 11-12 budget process.
- **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)?**  
N/A

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### Contingency Request

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If the request is a **Contingency Request**, please answer **all** of the following in detail:

- **Why was the expenditure not included in the annual budget process?**  
The *30 Families in 30 Days Pilot* was not complete in time for consideration during the FY 10-11 budget process. Now that it is and expected outcomes were more than achieved, the need to replicate the service for this winter is apparent. Households accessing the domestic violence system were not included in the original pilot and are included in RRI. The Oxford House model for use by homeless families had not been created in time for budget consideration as well.

In addition, it was expected that enhanced capacity created by fully funding year-round shelter for homeless families would have been more adequate to meet the need. However, those shelter beds filled to capacity the first night they were available – prior to winter weather.

- **What efforts have been made to identify funds from other sources within the Department/Agency to cover this expenditure?**

Additional funds are not available; Department funds are already covering state fund reductions in order to maintain current service levels.

- **Why are no other department/agency fund sources available?**

RRI adds capacity to existing funded service levels as a pilot to test key assumptions regarding rapid re-housing efforts during winter. In addition, Department funds are already covering state fund reductions in order to maintain current service levels.

- **Describe any new revenue this expenditure will produce, any cost savings that will result, and any anticipated payback to the contingency account. What are the plans for future ongoing funding?**

RRI will not produce any new revenue. If successful, both current and future costs to homeless families themselves, the service system, and the community will be reduced. There is no anticipated payback to the contingency account. On-going funding of RRI will be considered in budget process based upon the outcome of the pilot.

- **Has this request been made before? When? What was the outcome?**

No.

*NOTE: If a Budget Modification or a Contingency Request attach a Budget Modification Expense & Revenues Worksheet and/or a Budget Modification Personnel Worksheet. If it is a General Fund Contingency Request a memo from the Budget Office must be submitted.*

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## ATTACHMENT B

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BUDGET MODIFICATION: NON -

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### Required Signatures

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Elected Official or  
Department/  
Agency Director:

*Deborah Kopyny*

Date: 12/1/10

Elected Official or  
Department/  
Agency Director:

*Diane McKel*

Date: 12/1/10

Budget Analyst:

*[Signature]*

Date:  
12/2/10

Department HR:

Date:

Countywide HR:

Date:



**Department of County Management**  
**MULTNOMAH COUNTY OREGON**

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Budget Office

**501 SE Hawthorne Blvd., Suite 531**  
**Portland, Oregon 97214**  
**(503) 988-3312 phone**  
**(503) 988-5758 fax**  
**(503) 988-5170 TDD**

TO: Board of County Commissioners

FROM: Patrick Heath, Senior Budget Analyst

DATE: November 29, 2010

SUBJECT: General Fund Contingency request of \$318,500 to fund the Homeless Families Rapid Re-Housing Initiative (Budget Modification NOND-09)

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District 1 and District 4 are requesting \$318,500 of General Fund contingency be appropriated to support the Homeless Rapid Re-Housing Initiative, which will be administered by the Department of County Human Services.

The Homeless Families Rapid Re-Housing Initiative consists of three components:

- A winter shelter rapid re-housing component based on the 30 Families in 30 Days program that will place 30 households in stable long-term housing within six months,
- A flexible rental assistance component targeting those accessing the domestic violence shelter system with a similar initiative to the 30 Families program, and
- A pilot group housing program targeted to serve 20 homeless families struggling with alcohol and drug addiction.

The Homeless Families Rapid Re-Housing Initiative responds to emergency needs by providing housing for homeless families. At the same time, the Initiative is largely for ongoing purposes and was anticipated during the FY 2011 Adopted Budget (see below). Funding this request does not appear to meet those guidelines for use of contingency under our Financial Policies. The Board is not precluded from funding this program and funds are available in contingency to support the program as a one-time initiative.

#### **General Fund Contingency Policy Compliance**

The Budget Office is required to inform the Board if contingency requests submitted for approval satisfy the guidelines for using the General Fund Contingency.

In particular,

- Criteria 1 states contingency requests should be for one-time-only purposes.

**The Homeless Rapid Re-Housing Initiative is not a one-time only purpose.** The 30 Families in 30 Days program, a component of the current request, appears to be an ongoing program. 30 Families was funded out of contingency funds during FY 2010.

Unspent funds from this original allocation were appropriated again during the FY 2011 budget via a program amendment.

The Flexible Rent Assistance component of the program does not appear to be a one-time only purpose because the needs associated with starting the program will not go away after the appropriation expires.

Because it is a pilot program, the Oxford House component of this request appears to be a one-time only purpose.

- Criteria 2 addresses emergencies and unanticipated situations.

**This request responds to emergency situations but could have been anticipated during the Budget process.**

The 30 Families in 30 Days component of this program was funded via a \$15,000 program amendment in the FY 2011 budget and thus appears to have been anticipated. The Flexible Rent Assistance and the Oxford House components of the program could have been anticipated during the annual adoption of the budget as the needs that they are responding to could have been anticipated.

- Criteria 3 addresses items identified in Board Budget Notes.

**This item was not identified in the Budget Notes.**

Budget Modification ID: **NOND11-09**

### 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: 2011

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	19	1000		0020		9500001000		60470	6,617,779	6,299,279	(318,500)		CGF-Contingency
2	22-10	1000	25133	0040			SCPCHHHS.CGF	60160	1,063,032	1,381,532	318,500		Pass-Thru
3										0			
4										0			
5										0			
6										0			
7										0			
8										0			
9										0			
10										0			
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# MULTNOMAH COUNTY AGENDA PLACEMENT REQUEST

(revised 08/02/10)

### Board Clerk Use Only

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

**Agenda Title:** Authorization to begin Negotiations to Acquire Real Property Interests for the Purpose of Constructing a new Sellwood Bridge and Removing the Existing Bridge

*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:** December 9, 2010 **Amount of Time Needed:** 10 minutes  
**Department:** District 1 **Division:** \_\_\_\_\_  
**Contact(s):** Deborah Kafoury, Ian Cannon  
**Phone:** 503-988-5220 **Ext.:** \_\_\_\_\_ **I/O Address:** 503-6  
**Presenter Name(s) & Title(s):** Ian Cannon

## General Information

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

We are requesting that the Board of County Commissioners approve the resolution authorizing the Department of Community Services to begin negotiations for the purchase of real property associated with the removal of the existing Sellwood Bridge and construction and installation of a new Sellwood Bridge.

### 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 primary purpose of the Sellwood Bridge Project is to construct a new bridge to provide safe and efficient access for people, goods and service vehicles across the Willamette River. After 80 years the existing bridge has reached the end of its useful service life. The bridge is a vital regional transit link along the County's southern boundary serving citizens from Lake Oswego, Sellwood, Milwaukie, Portland and other towns with Multnomah and Clackamas Counties. The project is located approximately 4.25 miles south of downtown Portland, OR, immediately west of Sellwood and carries SE Tacoma Street across the Willamette River, where it connects to State Route 43. The existing structure has developed cracks in its concrete approach spans, resulting in progressive reductions to the weight limits that can be safely transported across the structure.

Negotiations to purchase the impacted properties at fair market value will be made in good faith.

Due to the size of the project and the nature of the design process to be used, the properties to be acquired have been divided into packages. The impacted properties include in the first package for acquisition include four units within the Sellwood Harbor Condominiums, one unit and fourteen parking spaces within the River Park Condominiums, the Sellwood Building, and access easements across property owned by the River Park and Sellwood Harbor Condo Associations.

The other packages will be presented to the Board as the design progresses.

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

The construction cost for this project is estimated at \$330,000,000.00. Sufficient funds have been secured to proceed with final design and begin the initial phase of right-of-way acquisitions.

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

The County will strictly follow the rules, policies and procedures of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, as amended, ORS Chapter 35 and the "State Right of Way Manual".

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

The Sellwood Project has had an extensive public outreach program. The County conducted 33 public meetings to solicit public concerns before starting the planning process. During the planning process a Community Task Force held 25 meetings that were open to the public and had public comment periods. At six major decision points during the planning phase, a public open house was held and a web-based survey was taken.

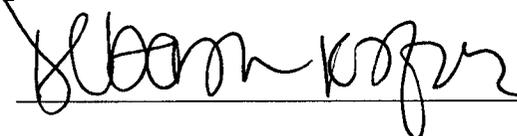
In 2010, during the Pre-Design Phase, a Community Advisory Committee (CAC) was appointed, with 17 community members representing various stakeholder groups. The CAC held 12 open public meetings. A public open house and online survey were also held to gather public input.

The project also has a Public Stakeholder Committee (PSC) consisting of elected officials from Multnomah County, Clackamas County, Metro, Portland, Milwaukie, the Oregon House of Representatives, Oregon Senate and the office of U.S. Senator Jeff Merkley. Officials from the Oregon Department of Transportation, TriMet, and the Federal Highway Administration are included on the PSC. The Sellwood Project has involved numerous local, state, and federal regulatory agencies. The public and agency involvement will continue throughout the design and construction phases of the project.

---

**Required Signature**

Elected Official or  
Department/  
Agency Director:



Date:

12/1/10



# MULTNOMAH COUNTY AGENDA PLACEMENT REQUEST

(revised 12/31/09)

## Board Clerk Use Only

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

**Agenda Title:** Employee Service Recognition Ceremony for January 1 – December 31, 2010  
anniversary dates for employees with 15 or more years of service

*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:** Tuesday December 7, 2010 10:00 am      **Amount of Time Needed:** 1 hour  
**Department:** Department of County Management      **Division:** Central HR  
**Contact(s):** Patsy Moushey  
**Phone:** 503.988.5015      **Ext.** 28198      **I/O Address:** 503/400  
**Presenter(s):** Travis Graves, HR Director

## General Information

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

The department recommends the Board recognize and appreciate employees' dedicated tenure of 15 years or more with Multnomah County. The Employees being recognized have an anniversary date that falls between January 1, 2010 and December 31, 2010.

### 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 recognizes that acknowledgement of each individual employee's longevity and loyalty to the County is an important part of valuing each employee's contribution to the success of the organization.

The ceremony will recognize the service of Multnomah County employees with 15, 20, 25, 30, 35, and 40 years of service in the BCC Board Room. Employees and their families are invited to attend the recognition ceremony. A reception for these employees is immediately following the presentation in the BCC Conference Room 112.

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

There are expenses for recognition materials and for the reception. These costs are budgeted in the

9  
Central HR Division.

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

n/a

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

n/a

---

**Required Signature**

---

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

*Mindy Harris*

**Date: 6/24/10**



Lynda GROW &lt;lynda.grow@multco.us&gt;

---

## RE: Employee Service Awards Ceremony Dec 7 or Dec 14 2010

4 messages

---

**GROW Lynda** <lynda.grow@co.multnomah.or.us>

Wed, Jun 16, 2010 at 10:13 AM

To: MOUSHEY Patsy &lt;patsy.moushey@co.multnomah.or.us&gt;

Cc: MADRIGAL Marissa D <marissa.d.madrigal@co.multnomah.or.us>, GROW Lynda  
<lynda.grow@co.multnomah.or.us>

Yes! I got to attend the 2009 awards! It's so uplifting!

Both dates are available

The only limitation is that the room is booked from 1:30 pm to 4:00 pm on Dec. 14<sup>th</sup> – since we have so much advance notice, I can ask Sheila Isley to move her group, but I'll wait to hear from you on whether you prefer the 7<sup>th</sup> or 14<sup>th</sup>.

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/>

---

**From:** MOUSHEY Patsy  
**Sent:** Wednesday, June 16, 2010 10:07 AM  
**To:** GROW Lynda  
**Subject:** Employee Service Awards Ceremony

Hi Lynda, I wanted to check and see if Tuesday December 7 or December 14<sup>th</sup> were available for the Annual Employee Service Awards Ceremony. We will need the Board room and room 112 for the morning to set up and the ceremony starts at 10am should only take 1 hour with a reception immediately following.

For a little history this is an annual event for the Board to recognize employees with 15 or more years of service. The event is held on a Tuesday so that it doesn't conflict with the regular board meeting and Commissioners have a chance to congratulate employees.

Once I have a date I will submit the final APR through the process. Please give me a call if you have any questions or need more information.

Thanks, patsy

Patsy Moushey, PHR  
Sr. Administrative Analyst  
Multnomah County Central Human Resources  
501 SE Hawthorne Blvd STE 400  
Portland OR 97214  
P. 503.988.5015 x28198  
F. 503.988.3009  
mail to: [patsy.moushey@co.multnomah.or.us](mailto:patsy.moushey@co.multnomah.or.us)

---

**MOUSHEY Patsy** <[patsy.moushey@co.multnomah.or.us](mailto:patsy.moushey@co.multnomah.or.us)>  
To: GROW Lynda <[lynda.grow@co.multnomah.or.us](mailto:lynda.grow@co.multnomah.or.us)>

Wed, Jun 16, 2010 at 10:22 AM

The 7<sup>th</sup> works for us and we should be cleaned up and out of the room by noon. Thanks so much for your help!

**Patsy Moushey, PHR**

**Central HR x28198**

---

**From:** GROW Lynda  
**Sent:** Wednesday, June 16, 2010 10:13 AM  
**To:** MOUSHEY Patsy  
**Cc:** MADRIGAL Marissa D; GROW Lynda  
**Subject:** RE: Employee Service Awards Ceremony Dec 7 or Dec 14 2010

[Quoted text hidden]

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**Lynda GROW** <[lynda.grow@multco.us](mailto:lynda.grow@multco.us)>  
To: MOUSHEY Patsy <[patsy.moushey@co.multnomah.or.us](mailto:patsy.moushey@co.multnomah.or.us)>

Fri, Oct 29, 2010 at 1:32 PM

Patsy: we're all set for this, right? Moving forward the 7th? I'm starting to get requests for board briefings for that date, so I just wanted to re-verify.

Lyn

[Quoted text hidden]

—  
Lynda J. Grow, Board Clerk  
Multnomah County Commissioners  
501 SE Hawthorne Blvd., Ste. 600  
Portland, OR 97214-3587  
[Lynda.Grow@multco.us](mailto:Lynda.Grow@multco.us)  
Phone & Voice Mail: 503-988-5274  
View our Agenda and Board Packets at:  
<http://www.co.multnomah.or.us/cc/agenda.shtml>

---

**Patsy MOUSHEY** <[patsy.moushey@multco.us](mailto:patsy.moushey@multco.us)>

Fri, Oct 29, 2010 at 2:01 PM

10/29/2010

Multnomah County Mail - RE: Employee...

To: Lynda GROW <lynda.grow@multco.us>

Yes we are all set for that date. Thanks for checking in.

Patsy Moushey, PHR  
Multnomah County Central HR  
Mail Stop: 503/3/300  
501 SE Hawthorne Blvd STE 300  
Portland OR 97214  
503.988.5015 x28198  
[patsy.moushey@multco.us](mailto:patsy.moushey@multco.us)  
[www.multco.us/jobs](http://www.multco.us/jobs)

[Quoted text hidden]

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Funny Quote of the Day - Samuel Goldwyn - "I don't think anyone should write their

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« [Newer](#) »

**speech and Employee Bios for Service Awards Ceremony**

Inbox X

01/01/2011 Future B...

01/06/11

01/27/2011 Board P...

12/16/2010 Board P...

12/23/2010 Board Pkt

Board & Room Cale...

Board Clerk Issues

**BoardRules**

Budget

Commissioner Abse...

Committee Appoint...

Copier-Scanner

Elections/appointme...

Electronic Board Pa...

EmergencyActPlan

Facilities

Follow up

Forms

Google Tips

GoToMeeting

Granicus Training

IGAs

IT

Marina Baker

**Media Video Filmi...**

Misc

Notary Public

OfcDiversityEquity

Office Functions Go...

PcardInstrInvoices

**Personal**

Personnel HR

**Patsy MOU** [show details](#) 4:09 PM (34 minutes ago)

[Reply](#)

Greetings,  
Attached is a copy of the speech Travis will be reading tomorrow and the biographies the Board will be reading.

Chair Cogen: Ivy Scazzafavo  
Commisisoner Diane McKeel: Joan Smith  
Commissioner Deborah Kafoury: Kim Fairbanks Lee  
Commisioner Judy Shiprack: Irma Mitchell-Phillips  
Commisioner Barbara Willer: Margaret La Faive  
Thank you for your help.

Patsy Moushey, PHR  
Multnomah County IT/NonD HR  
Mail Stop: 503/400  
501 SE Hawthorne Blvd STE 400  
Portland OR 97214  
503.988.5015 x27373  
[patsy.moushey@multco.us](mailto:patsy.moushey@multco.us)  
[www.multco.us/jobs](http://www.multco.us/jobs)

**2 attachments** — [Download all attachments](#)

 **Speech for BCC Ceremony07DEC10.doc**  
26K [View](#) [Download](#)

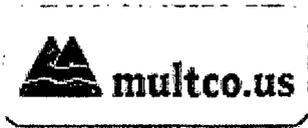
 **EEBiosforCommissioners.doc**  
31K [View](#) [Download](#)

[Reply](#) | [Reply to all](#) | [Forward](#) | Patsy is not available to chat

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« [Newer](#) »

12/9



Lynda GROW &lt;lynda.grow@multco.us&gt;

---

## APR\_BudMod\_DCM-08 DART Reclass

1 message

**Mike WADDELL** <mike.d.waddell@multco.us>

Mon, Nov 22, 2010 at 4:48 PM

To: Lynda Grow &lt;lynda.grow@multco.us&gt;, Marissa Madrigal &lt;marissa.d.madrigal@multco.us&gt;, MCLELLAN Jana E &lt;jana.mclellan@multco.us&gt;

Cc: Debra ANDERSON &lt;debra.a.anderson@multco.us&gt;, Chris Yager &lt;chris.d.yager@multco.us&gt;, Julie NEBURKA &lt;julie.a.neburka@multco.us&gt;

Lynda and Marissa, attached is a budmod APR for the Dec 9th consent agenda. This budmod reclassifies a DART A&T Tech 1 to an A&T Tech 2 per the recommendation of Classification and Compensation. It has the approval of the DCM director, the budget office and Central HR. If you have any questions, please don't hesitate to contact me or Deb Anderson. Thanks and have a great holiday. mdw

—  
Mike Waddell  
Business Services Manager  
Multnomah County | Department of County Management  
(503) 988-4283 | Fax: (503) 988-3292 | I/O: 503/531/DCM  
[mike.d.waddell@multco.us](mailto:mike.d.waddell@multco.us)

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### 3 attachments

-  **APR\_BudMod\_DCM-08 DART Reclass 1632.doc**  
188K
-  **DCM-08 DART Reclass - 1632.xls**  
171K
-  **DCM-08 DART A&T Tech 2 from A&T Tech 1 vacant - DCM - #1632 Rev.pdf**  
35K



Lynda GROW &lt;lynda.grow@multco.us&gt;

## December 9 BCC Agenda: APR-NOI for ODOT Flex Funds Grant applications

1 message

Sheila ISLEY &lt;sheila.l.isley@multco.us&gt;

Mon, Nov 22, 2010 at 9:51 AM

To: Marissa Madrigal &lt;marissa.d.madrigal@multco.us&gt;

Cc: GROW Lynda &lt;lynda.grow@multco.us&gt;, BAKER Marina &lt;marina.baker@multco.us&gt;, SCHILLING Karen C &lt;karen.c.schilling@multco.us&gt;, Judy MCFARLAND &lt;judy.c.mcfarland@multco.us&gt;

Hi Marissa,

Please find attached the electronic APR for a NOI to be scheduled on December 9 for your review and approval. Cecilia has signed the hard copy which is being forward to Lynda.

Respectfully,

Sheila Isley, CPS/CAP

Administrative Analyst

Multnomah County Dept. of Community Services

1600 SE 190th STE 224

Portland OR 97233

(503) 988-5881

----- Forwarded message -----

From: Jane MCFARLAND &lt;jane.mcfarland@multco.us&gt;

Date: Fri, Nov 19, 2010 at 3:02 PM

Subject: APR-NOI for ODOT Flex Funds Grant applications

To: ISLEY Sheila L &lt;sheila.l.isley@multco.us&gt;

Sheila-

Here is the NOI and Budget Analyst's approval.

Jane

----- Forwarded message -----

From: Ching HAY &lt;ching.l.hay@multco.us&gt;

Date: Thu, Nov 18, 2010 at 1:22 PM

Subject: Re: APR-NOI for ODOT Flex Funds Grant applications

To: Jane MCFARLAND &lt;jane.mcfarland@multco.us&gt;

looks good. thanks.

On Thu, Nov 18, 2010 at 12:57 PM, Jane MCFARLAND &lt;jane.mcfarland@multco.us&gt; wrote:

Hi Ching:

I mistakenly sent this NOI to Mindy Harris for approval, as she had signed the financial letters for the grants we submitted.

Karen Schilling said I should forward the NOI to you for review and budget approval.

11/24/2010

Multnomah County Mail - December 9 B...

Please give me a call with any questions you have.

Thanks much - Jane McFarland



APR\_NOI\_12\_9\_2010ks.doc

95K

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Lynda GROW &lt;lynda.grow@multco.us&gt;

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## Fwd: December 9 BCC Agenda Request-Public Hearing on MCC Chapters 33-36

1 message

---

**Sheila ISLEY** <sheila.i.isley@multco.us>

Mon, Nov 22, 2010 at 9:55 AM

To: Marissa Madrigal &lt;marissa.d.madrigal@multco.us&gt;

Cc: GROW Lynda &lt;lynda.grow@multco.us&gt;, BAKER Marina &lt;marina.baker@multco.us&gt;, SCHILLING Karen C &lt;karen.c.schilling@multco.us&gt;, BEASLEY Charles &lt;charles.beasley@multco.us&gt;

Hello Marissa,

Please find attached the electronic APR and documents for the December 9 BCC agenda for your review and approval. Cecilia has signed the hard copy which is being forward to Lynda.

Respectfully,

Sheila Isley, CPS/CAP

Administrative Analyst

Multnomah County Dept. of Community Services

1600 SE 190th STE 224

Portland OR 97233

(503) 988-5881

----- Forwarded message -----

From: **Charles BEASLEY** <charles.beasley@multco.us>

Date: Thu, Nov 18, 2010 at 3:26 PM

Subject: Re: December 9 BCC Agenda Request

To: Sheila ISLEY &lt;sheila.i.isley@multco.us&gt;

Cc: Karen Schilling &lt;karen.c.schilling@multco.us&gt;

Sheila,

Attached is the APR package. I'll bring the hard copy to you this afternoon. I included a .pdf of the ordinance that shows the trac changes if that helps.

C.

On Wed, Nov 17, 2010 at 9:18 AM, Sheila ISLEY &lt;sheila.i.isley@multco.us&gt; wrote:

Hi Marissa,

We are looking for 10 minutes on the December 9 BCC agenda for the "Public Hearing and Possible Adoption of an Ordinance Amending MCC Chapters 33-36 Relating to Commercial Forest Use and Exclusive Farm Use."

And 10 minutes on the December 16 BCC agenda for the second reading and adoption of the ordinance amendment. Upon your approval, we will be submitting the APR and other documentation.

Respectfully,

Sheila Isley, CPS/CAP

Administrative Analyst

11/24/2010

Multnomah County Mail - Fwd: Decemb...

Multnomah County Dept. of Community Services

1600 SE 190th STE 224

Portland OR 97233

(503) 988-5881

—  
Chuck Beasley, Senior Planner  
Multnomah County Land Use Planning  
1600 SE 190th Avenue, Suite 116  
Portland, Oregon 97233  
[charles.beasley@co.multnomah.or.us](mailto:charles.beasley@co.multnomah.or.us)  
503-988-3043 ext 22610  
FAX 503-988-3389

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**5 attachments**

-  **PC 10-006 Resolution.pdf**  
70K
  -  **PC 004\_006 Combined ord final.doc**  
165K
  -  **PC 004\_006 Combined ord final.pdf**  
118K
  -  **PC 10-004 Resolution signed.pdf**  
104K
  -  **APR\_004\_006 Combined.doc**  
99K
-



**MULTNOMAH COUNTY  
AGENDA PLACEMENT REQUEST  
NOTICE OF INTENT**

*(revised 08/02/10)*

**Board Clerk Use Only**

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

**Agenda Title: NOTICE OF INTENT: Oregon Department of Transportation Flexible Funds 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>December 9, 2010</u>	<b>Amount of Time Needed:</b>	<u>5 minutes</u>
<b>Department:</b>	<u>DCS</u>	<b>Division:</b>	<u>Land Use &amp; Transportation</u>
<b>Contact(s):</b>	<u>Jane McFarland, Ray Delahanty</u>		
<b>Phone:</b>	<u>(503) 988-5050</u>	<b>Ext.:</b>	<u>29620</u>
<b>Presenter Name(s) &amp; Title(s):</b>	<u>Jane McFarland, Principal Planner; Ray Delahanty, Transportation Planning Specialist</u>		
<b>I/O Address:</b>	<u>455/1/116</u>		

**General Information**

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

Approval to apply for ODOT Flexible Funds grants for 3 projects on East Multnomah County roads.

**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 Oregon Transportation Commission has established a Flexible Funds Grant Program with \$21 million in funding available for eligible projects for the 2011 grant cycle. Grant awards will range from \$50,000 to \$2.1M. The grants require a minimum 10.27% match. The program will focus on funding multimodal and non-highway transportation projects, programs and services. The grants will support planning, research and project development of transit, bicycle and pedestrian projects, and transportation demand management programs.

The Land Use and Transportation Program developed applications for 3 pedestrian/bicycle projects on East Multnomah County roads. Due to funds obligation constraints of the program, we are primarily proposing to use the funds for project development, in order to have projects "shovel-ready" for future funding opportunities. One grant project would

**Notice of Intent APR  
Submit to Board Clerk**

construct sidewalks.

Project 1 – Arata Road: 223rd to 238th Avenue – Complete engineering for sidewalks, bike lanes, lighting, landscaping and drainage, and construct sidewalks.

Project 2 – 223rd/Fairview Avenue: Halsey St. to new UPRR structure – develop Conceptual Design and Engineering resulting in “shovel-ready” plans for bike lanes and sidewalks on 223rd Avenue in “Old Town” Fairview.

Project 3 – N.E. 223rd Avenue: Sandy Blvd. to Chinook Landing Marine Park/40-Mile Loop Trail – Complete engineering and agreements with UPRR, resulting in “shovel-ready” plans for bike lanes and sidewalk infill on NE 223rd Avenue providing connections to transit, 2 regional parks, the 40-Mile Loop trail, residential areas and employment centers.

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

Land Use and Transportation Planning is seeking funds in the following amounts, and providing a 10.27% match of in-kind services from the Road Fund in Engineering Services and Transportation Planning staff time.

Project 1	Project Total	\$2,254,644
	Grant Request	\$2,023,092
	Local Match	\$231,552
Project 2	Project Total	\$142,521
	Grant Request	\$127,884
	Local Match	\$14,637
Project 3	Project Total	\$251,552
	Grant Request	\$225,718
	Local Match	\$25,834

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

This effort is consistent with the County’s Comprehensive Framework Plan goal to promote and enhance a balanced transportation system that increases public safety and protects livable communities. It also implements strategies in the Climate Action Plan and supports the Community Wellness and Prevention Program, and the Health Equity Initiative.

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

The projects are included in the County’s adopted 2010-14 Capital Improvement Plan and the adopted Regional Transportation Plan. The projects were endorsed by the East Multnomah County Transportation Committee on November 8<sup>th</sup> and by the Multnomah County Bicycle and Pedestrian Advisory Committee on November 10<sup>th</sup>. Wood Village City Council endorsed Project 1 at its November 9<sup>th</sup> meeting, and the City of Fairview endorsed Project 2 on November 9<sup>th</sup> as well. We received endorsement letters from Metro and a local employer for Project 3.

The projects will include public outreach to stakeholders and affected communities during project development and construction phases.

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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?**  
Oregon Department of Transportation
- **Specify grant (matching, reporting and other) requirements and goals.**  
Required match is 10.27%, which will be provided through in-kind services of Road Services – Engineering and Transportation Planning staff.
- **Explain grant funding detail – is this a one time only or long term commitment?**  
The Flexible Fund Program is a new targeted program requested by the Oregon Transportation Commission in an effort to more strategically focus investment in non-highway transportation projects, programs and services. It is established to use un-obligated STP funds made available by the OTC, without affecting the current funding levels of other programs that use flexible STP funds. It is anticipated that ODOT will continue the Flexible Funds Program in future years.  
The LU&T program will consider requesting construction funds from this Program in future cycles.
- **What are the estimated filing timelines?**  
Grant applications were submitted on November 12, 2010.
- **If a grant, what period does the grant cover?**  
Projects must be obligated by September 30, 2011, and completed within two years of award.
- **When the grant expires, what are funding plans?**  
The grants could result in constructed sidewalks on Arata Road, and shovel-ready construction plans for bike lanes on Arata Road and bike/ped improvements on two other County roads. We will pursue future grants from the ODOT Flexible Funds Program, Transportation Enhancement Grants, ODOT Bicycle & Pedestrian Grants and/or other sources for construction funds. With construction-ready plans, these projects will be strongly competitive. Match for construction grants will come from County Engineering Services and the dedicated Bicycle/Pedestrian capital fund.
- **Is 100% of the central and departmental indirect recovered? If not, please explain why.**  
Yes

---

**ATTACHMENT B**

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**Required Signatures**

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

*MS Cecilia Johnson*

**Date:**

*11/19/10*

**Budget Analyst:**

**Date:**

11/18/2010

Multnomah County Mail - FW: APR-NOI...



Jane MCFARLAND <jane.mcfarland@multco.us>

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## FW: APR-NOI for ODOT Flex Funds Grant applications

1 message

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Jane MCFARLAND <jane.mcfarland@multco.us>  
To: Jane MCFARLAND <jane.mcfarland@multco.us>

Thu, Nov 18, 2010 at 1:32 PM

Ching HAY

[show details](#) :22 PM (7 minutes ago)

looks good to me. thanks.

On Thu, Nov 18, 2010 at 12:57 PM, Jane MCFARLAND <jane.mcfarland@multco.us> wrote:

Hi Ching:

I mistakenly sent this NOI to Mindy Harris for approval, as she had signed the financial letters for the grants we submitted.

Karen Schilling said I should forward the NOI to you for review and budget approval.

Please give me a call with any questions you have.

Thanks much -

Jane McFarland

Principal Planner

Multnomah County Land Use and Transportation Program

1600 SE 190th Avenue

Portland, OR 97233

(503) 988-5050 x-29620#

[jane.mcfarland@multco.us](mailto:jane.mcfarland@multco.us)

—  
Ching Hay

Budget Office

503.988.3312 x26672