



MULTNOMAH COUNTY OREGON

OFFICE OF THE BOARD CLERK
SUITE 1510, PORTLAND BUILDING
1120 S.W. FIFTH AVENUE
PORTLAND, OREGON 97204

BOARD OF COUNTY COMMISSIONERS

GLADYS McCOY •	CHAIR •	248-3308
DAN SALTZMAN •	DISTRICT 1 •	248-5220
GARY HANSEN •	DISTRICT 2 •	248-5219
TANYA COLLIER •	DISTRICT 3 •	248-5217
SHARRON KELLEY •	DISTRICT 4 •	248-5213
CLERK'S OFFICE •	248-3277 •	248-5222

AGENDA

MEETINGS OF THE MULTNOMAH COUNTY BOARD OF COMMISSIONERS

FOR THE WEEK OF

March 1 - 5, 1993

- Monday, March 1, 1993 - 9:30 AM & 1:30 PM - Budget Work Session
Department of Social Services. Page 2
- Tuesday, March 2, 1993 - 9:30 AM - Board Briefings Page 2
- Tuesday, March 2, 1993 - 10:45 AM - Agenda Review. . . . Page 2
- Tuesday, March 2, 1993 - 1:30 PM - Budget Work Session
Department of Social Services. Page 2
- Wednesday, March 3, 1993 - 9:30 AM & 1:30 PM - Budget Work
Session/Department of Health . Page 2
- Thursday, March 4, 1993 - 9:30 AM - Regular Meeting. . . . Page 3
- Thursday, March 4, 1993 - 1:30 PM - Budget Work Session
Department of Environmental
Services Page 5
- Friday, March 5, 1993 - 9:30 AM & 1:30 PM - Budget Work Session
Department of Environmental
Services Page 5

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- Thursday, 10:00 PM, Channel 11 for East and West side subscribers
- Thursday, 10:00 PM, Channel 49 for Columbia Cable (Vancouver) subscribers
- Friday, 6:00 PM, Channel 22 for Paragon Cable (Multnomah East) subscribers
- Saturday 12:00 PM, Channel 21 for East Portland and East County subscribers

INDIVIDUALS WITH DISABILITIES MAY CALL THE OFFICE OF THE BOARD CLERK AT 248-3277 OR 248-5222 OR MULTNOMAH COUNTY TDD PHONE 248-5040 FOR INFORMATION ON AVAILABLE SERVICES AND ACCESSIBILITY.

Monday, March 1, 1993 - 9:30 AM and 1:30 PM

Multnomah County Courthouse, Room 602

BUDGET WORK SESSION

- WS-1 Review the Budget of the Department of Social Services. Presented by Department of Social Services and Planning & Budget Staff. 9:30 AM and 1:30 PM STARTING TIMES REQUESTED.
-

Tuesday, March 2, 1993 - 9:30 AM

Multnomah County Courthouse, Room 602

BOARD BRIEFINGS

- B-1 Review and Discussion of the Interdepartmental Coordinating Committee for Alcohol & Drug Abuse Prevention Report. Presented by Kathy Millard and Committee Members. 9:30 TIME CERTAIN. 30 MINUTES REQUESTED.
- B-2 Review and Discussion from the Audit Committee for the Comprehensive Annual Financial Report, Single Audit Report, and Report to Management. Presented by Lianne Thompson. 10:00 TIME CERTAIN. 45 MINUTES REQUESTED.
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Tuesday, March 2, 1993 - 10:45 AM

Multnomah County Courthouse, Room 602

AGENDA REVIEW

- B-3 Review of Agenda for Regular Meeting of March 4, 1993
-

Tuesday, March 2, 1993 - 1:30 PM

Multnomah County Courthouse, Room 602

BUDGET WORK SESSION

- WS-2 Review the Budget of the Department of Social Services. Presented by Department of Social Services and Planning & Budget Staff.
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Multnomah County Courthouse, Room 602

BUDGET WORK SESSION

- WS-3 Review the Budget of the Department of Health. Presented by Department of Health and Planning & Budget Staff. 9:30 AM and 1:30 PM STARTING TIMES REQUESTED.

Thursday, March 4, 1993 - 9:30 AM

Multnomah County Courthouse, Room 602

REGULAR MEETING

CONSENT CALENDAR

NON-DEPARTMENTAL

- C-1 In the Matter of the Appointments to the Animal Control Advisory Committee as Follows:
GREGORY CARLSON, Position 1, City of Portland, Term Expires 3/96;
CONNIE RYBA, Position 2, City of Gresham, Term Expires 3/94;
DALE DUNNING, Position 7, Oregon Humane Society, Term Expires 3/96;
PATTY STRAND, Position 8, Non-Profit Animal Welfare Org., Term Expires 3/94;
MICHAEL TROEN, Position 10, Citizen Member, CIC, Term Expires 3/96;
CAROL HELFER, Position 11, Veterinary Community, Term Expires 3/94;
MICHAEL TWAIN, Position 12, Pet Industry, Term Expires 3/96;
DEBORAH YATES, Position 13, Animal Hearings Officer, Term Expires 3/95;
MIKE DELMAN, Position 14, Staff to Multnomah County Commissioners, Term Expires 3/94

DEPARTMENT OF ENVIRONMENTAL SERVICES

- C-2 ORDER in the Matter of the Execution of Deed D930849 Upon Complete Performance of a Contract to RICHARD B. HAGERTY
- C-3 ORDER in the Matter of the Execution of Deed D930853 Upon Complete Performance of a Contract to JAMES G. CONDON and SARAH J. CONDON
- C-4 ORDER in the Matter of the Execution of Deed D930848 Upon Complete Performance of a Contract to WILLIE THORNTON and FRANCIS THORNTON
- C-5 Ratification of an Intergovernmental Revenue Agreement, Contract #301163, between Multnomah County Department of Environmental Services, Transportation Division to Provide On-Site Engineering Technician Training for Mt. Hood Community College Program Participant for a Period Not to Exceed One Year

REGULAR AGENDA

DEPARTMENT OF SOCIAL SERVICES

- R-1 Ratification of an Intergovernmental Agreement, Contract #104073, between Multnomah County Department of Social Services, Housing & Community Services Division and the

Housing Authority of Portland for Contract Funds
Infrastructure Development to Prevent Evictions and
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housing Under Federal Grant Conditions, for the Period Upon
Execution to September 30, 1993

DEPARTMENT OF ENVIRONMENTAL SERVICES

- R-2 Recommendation of the Vacant Position Committee Regarding Budget Modification DES #21 Requesting Authorization to Reorganize DES Administration by DELETING the Deputy Director/DES Position, RECLASSIFY a Current Senior Administrative Analyst to Management Assistant and CREATE a Second Management Assistant Position
- R-3 Recommendation of the Vacant Position Committee Regarding Budget Modification DES #22 Requesting Authorization to Fill Currently Budgeted Data Analyst Position
- R-4 RESOLUTION in the Matter of Board Adoption of the Housing Affordability Demonstration Program Report and Reauthorization of the Program with Revised Guidelines
- R-5 First Reading and Possible Adoption of an ORDINANCE to Amend Ordinance 672 Regarding Transfer of Tax-Foreclosed Properties to Assist Housing Programs by changing Notification Procedures of Property Availability and Providing a Means for Selection and Transfer of Property to Affected Housing Sponsors, and Declaring and Emergency

NON-DEPARTMENTAL

- R-6 First Reading of an ORDINANCE Abolishing the Justice Coordinating Council, MCC 2.30.300(K), (L), Pursuant to Resolution 93-41
- R-7 RESOLUTION for the Purpose of Confirming the Advisory Committee on Design and Construction of the Donald E. Long Juvenile Justice Center
- R-8 In the Matter of the Department of Social Services Requesting an Exemption from the Hiring Freeze Process the Following Positions within the Juvenile Justice Division: Juvenile Groupworker; Juvenile Counselor; Juvenile Groupworker Supervisor; Juvenile Counselor Supervisor; and Mental Health Consultant

PUBLIC COMMENT

- R-9 Opportunity for Public Comment on Non-Agenda Matters. Testimony Limited to Three Minutes Per Person.

Thursday, March 4, 1993 - 1:30 PM

Multnomah County Courthouse, Room 602

BUDGET WORK SESSION

WS-4 Review the Budget of the Department of Environmental Services. Presented by Department of Environmental Services and Planning & Budget Staff. 1:30 PM STARTING TIMES REQUESTED.

Friday, March 4, 1993 - 9:30 and 1:30 PM

Multnomah County Courthouse, Room 602

BUDGET WORK SESSION

WS-5 Review the Budget of the Department of Environmental Services. Presented by Department of Environmental Services and Planning & Budget Staff. 9:30 AM and 1:30 PM STARTING TIMES REQUESTED.

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

In the Matter of Commemorating the)
Lives of Reserve Sergeant Scott Collins)
and Reserve Deputy Mark Whitehead)

RESOLUTION
93-59

WHEREAS, the Multnomah County Sheriff's Office Reserve Deputy Program provides an invaluable resource through voluntary service to the citizens of Multnomah County by citizens of Multnomah County; and

WHEREAS, the involvement of citizens in ensuring the livability of their community is critical to the health and well being of the community, and;

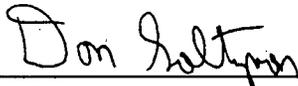
WHEREAS, "the most noble deed a man can do is to give up his life for his fellow man" describes the commitment made by Reserve Sergeant Scott Collins and Reserve Deputy Mark Whitehead.

THEREFORE BE IT RESOLVED, that the Board of County Commissioners on behalf of all citizens of Multnomah County expresses their sincere condolences and sympathy to the families of Reserve Sergeant Scott Collins and Reserve Deputy Mark Whitehead, and acknowledges their dedication to provide a safe community to the citizens of Multnomah County.

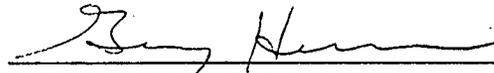
ADOPTED this 2nd day of March, 1993



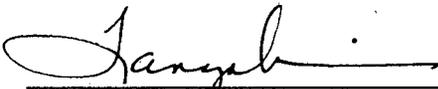
GLADYS MCCOY
Multnomah County Chair



DAN SALTZMAN, District I
Commissioner



GARY HANSEN, District II
Commissioner



TANYA COLLIER, District III
Commissioner

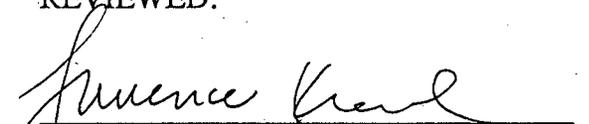


SHARRON KELLEY, District IV
Commissioner



BOB SKIPPER, Sheriff

REVIEWED:


Laurence Kressel, County Counsel
of Multnomah County, Oregon



BEFORE THE BOARD OF COUNTY COMMISSIONERS

OF THE MULTNOMAH COUNTY, OREGON

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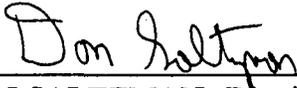
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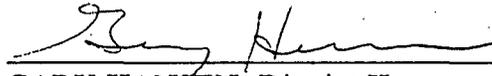
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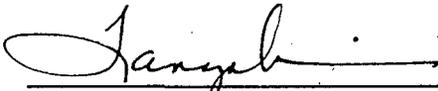
GLADYS MCCOY
Multnomah County Chair



DAN SALTZMAN, District I
Commissioner



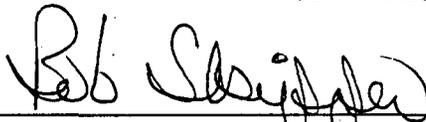
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Commissioner



TANYA COLLIER, District III
Commissioner



SHARRON KELLEY, District IV
Commissioner



BOB SKIPPER, Sheriff

REVIEWED:



Laurence Kressel, County Counsel
of Multnomah County, Oregon



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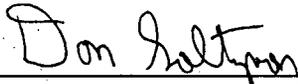
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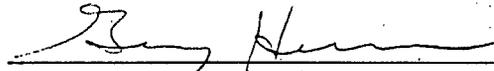
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GLADYS MCCOY
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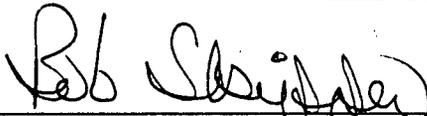
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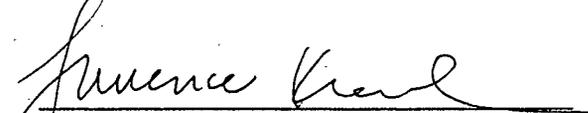


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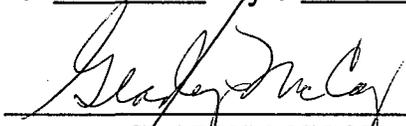
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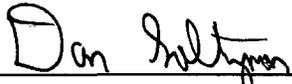
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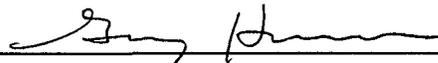
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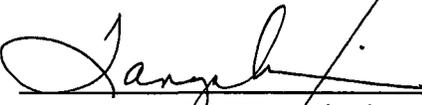
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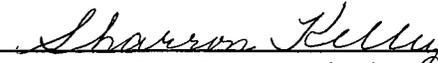
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FOR THE WEEK OF

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B-3 Review of Agenda for Regular Meeting of March 4, 1993

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REGULAR MEETING

CONSENT CALENDAR

NON-DEPARTMENTAL

- C-1 In the Matter of the Appointments to the Animal Control Advisory Committee as Follows:
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DEPARTMENT OF ENVIRONMENTAL SERVICES

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PUBLIC COMMENT

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Thursday, March 4, 1993 - 1:30 PM

Multnomah County Courthouse, Room 602

BUDGET WORK SESSION

WS-4 Review the Budget of the Department of Environmental Services. Presented by Department of Environmental Services and Planning & Budget Staff. 1:30 PM STARTING TIMES REQUESTED.

Friday, March 4, 1993 - 9:30 and 1:30 PM

Multnomah County Courthouse, Room 602

BUDGET WORK SESSION

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BOARD OF COUNTY COMMISSIONERS
 FORMAL BOARD MEETING
 RESULTS

MEETING DATE: 3-4-93

Agenda Item #	Motion	Second	APP/NOT APP
<u>C-1</u>	<u>SK</u>	<u>TC</u>	<u>App</u>
<u>C-2</u>	<u>(</u>	<u>(</u>	<u>(</u>
<u>C-3</u>	<u>(</u>	<u>(</u>	<u>(</u>
<u>C-4</u>	<u>(</u>	<u>(</u>	<u>(</u>
<u>C-5</u>	<u>(</u>	<u>(</u>	<u>(</u>
<u>R-1</u>	<u>DS</u>	<u>TC</u>	<u>App</u>
* <u>R-2</u>	<u>TC</u>	<u>SK</u>	* <u> </u>
<u>R-3</u>	<u>TC</u>	<u>SK</u>	<u>App</u>
<u>R-4</u>	<u>SK DS</u>	<u>TC SK</u>	<u>App</u>
* <u>R-5</u>	<u> </u>	<u> </u>	<u> </u>
<u>R-6</u>	<u>SK</u>	<u>TC</u>	<u>App</u>
<u>R-7</u>	<u>TC</u>	<u>DS</u>	<u>App</u>
<u>R-8</u>	<u>SK</u>	<u>TC</u>	<u>App</u>
* <u>Public Comment - yes</u>			

Meeting Date: MAR 04 1993

Agenda No.: C-1

(Above space for Clerk's Office Use)

AGENDA PLACEMENT FORM
(For Non-Budgetary Items)

SUBJECT: APPOINTMENTS

BCC Informal _____ BCC Formal March 4, 1992
(date) (date)

DEPARTMENT Non-departmental DIVISION Chair's Office

CONTACT Kathy Millard TELEPHONE 248-3308

PERSON(S) MAKING PRESENTATION _____

ACTION REQUESTED:

INFORMATIONAL ONLY POLICY DIRECTION APPROVAL

ESTIMATED TIME NEEDED ON BOARD AGENDA: Consent Calendar

CHECK IF YOU REQUIRE OFFICIAL WRITTEN NOTICE OF ACTION TAKEN: _____

BRIEF SUMMARY (include statement of rationale for action requested, as well as personnel and fiscal/budgetary impacts, if applicable):

Animal Control Advisory Committee

Gregory Carlson, Position 1, City of Portland, term expires 3/96
Connie Ryba, Position 2, City of Gresham, term expires 3/94
Dale Dunning, Position 7, Oregon Humane Society, term expires 3/96
Patty Strand, Position 8, Non-profit animal welfare org., term expires 3/94
Michael Troen, Position 10, Citizen Member, CIC, term expires 3/96
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Deborah Yates, Position 13, Animal Hearings Officer, term expires 3/95
Mike Delman, Position 14, Staff to BCC, term expires 3/94
(If space is inadequate, please use other side)

SIGNATURES:

ELECTED OFFICIAL Gladys McCoy

Or

DEPARTMENT MANAGER _____

(All accompanying documents must have required signatures)

BOARD OF
COUNTY COMMISSIONERS
1993 FEB 23 PM 3:32
MULTNOMAH COUNTY
OREGON



MULTNOMAH COUNTY

RECEIVED

FEB 10 1993

GLADYS McCOY
CHAIR

DEPARTMENT OF ENVIRONMENTAL SERVICES
ANIMAL CONTROL DIVISION
24450 W. COLUMBIA HWY.
TROUTDALE, OREGON 97060-1093
(503) 248-3066

BOARD OF COUNTY COMMISSIONERS
GLADYS McCOY • CHAIR OF THE BOARD
DAN SALTZMAN • DISTRICT 1 COMMISSIONER
GARY HANSEN • DISTRICT 2 COMMISSIONER
TANYA COLLIER • DISTRICT 3 COMMISSIONER
SHARRON KELLEY • DISTRICT 4 COMMISSIONER

MEMORANDUM

TO: Kathy Millard, Chair of the Board Office
FROM: Sheila Augustine, Animal Control Division
DATE: February 9, 1993
SUBJECT: Animal Control Advisory Committee

I have attached the Boards and Commissions Interest Form for Position #'s 7, 8, 11, 12, 13 to the Animal Control Advisory Committee. I have been notified by the City of Portland and Gresham who their representatives are, but have yet to receive their Interest Form. The following is a list of names and the positions they will hold in the committee:

- Position #1 - City of Portland/~~Ramsay Weit, Mayor Katz~~
Gregory Carlson
~~Office Bureau of Building, 3/96~~
- Position #2 - City of Gresham/Connie Ryba, Gresham Police Department, 3/94
- Position #3 - Remaining Cities (Commissioner Kelly's office has drafted an amendment to the ordinance is to add a representative from the cities of Wood Village, Fairview, Maywood Park and Troutdale). These positions have yet to be filled. A letter was sent to the City Administrator's Office for each city inviting them to the first meeting. Their appointments will follow the amendment to the ordinance.
- Position #7 - Oregon Humane Society/Dale Dunning, Director of Oregon Humane Society, 3/96
- Position #8 - Non-Profit animal welfare organization/Patty Strand, President of Responsible Dog Breeders Association of Oregon, 3/94
- Position #9 - Citizen: Neighborhood organization/(unfilled)
- Position #10 - Citizen: County citizen involvement *Michael Thoen, 3/96*
committee/(unfilled)



"Be A Responsible
Pet Owner: License,
Leash, Spay or Neuter"

Kathy Millard Memo
February 9, 1993
Page Two

Position #11 - Veterinary Community/Carol Helfer D.V.M., 3/94
Position #12 - Pet Industry/Michael Twain, Oregon Pet
Industry Association, 3/96
Position #13 - Volunteer Animal Control Hearings
Officer/Deborah Yates, 3/95
Position #14 - Staff to Board of County Commissioners/Mike
Delman(?) 3/94

As we discussed we would like the positions that are filled to be appointed before the first meeting of February 19, 1993. Please let me know if there are any questions or a delay in appointing the members of this committee. You can contact me at x4056.

Thank you for your assistance and prompt attention to this matter.

Attachments (6)
cc: Betsy Williams, DES Director



MULTNOMAH COUNTY OREGON

BOARDS AND COMMISSIONS

INTEREST FORM FOR BOARDS AND COMMISSIONS

In order for the County Executive to more thoroughly assess the qualifications of persons interested in serving on a Multnomah County board or commission, you are requested to fill out this interest form as completely as possible. You are encouraged to attach or enclose supplemental information or a resume which further details your involvement in volunteer activities, public affairs, civic services, published writing, affiliations, etc.

A. Please list, in order of priority, any Multnomah County boards/commissions on which you would be interested in serving. (See attached list)

ANIMAL CONTROL ADVISORY COMMITTEE

B. Name DALE H. DUNNING

Address 708 N.E. 2ND AVE.

City CAMAS State WA Zip 98607

Do you live in _____ unincorporated Multnomah County or _____ a city within Multnomah County.

Home Phone (206-834-5062)

C. Current Employer OREGON HUMANE SOCIETY

Address 1067 N.E. COLUMBIA BLVD.

City PORTLAND State OR Zip 97211

Your Job Title PRESIDENT / EXECUTIVE DIRECTOR

Work Phone 285-0641 (Ext) 220

Is your place of employment located in Multnomah County? Yes No _____

D. Previous Employers _____ Dates _____ Job Title _____

E. Please list all current and past volunteer/civic activities.

Name of Organization	Dates	Responsibilities
OREGON ANIMAL WELFARE ALLIANCE	1989-PRESENT	MEMBER/PAST PRESIDENT

F. Please list all post-secondary school education.

Name of School	Dates	Degree/Course of Study
GLENDALE COMM. COLLEGE	1979-80	ADMIN. OF JUSTICE

G. Please list the name, address and telephone numbers of two people who may be contacted as references who know about your interests and qualifications to serve on a Multnomah County board/commission.

BILL PARKHURST	295-1288
SHARON HARMON	285-7722

H. Please list potential conflicts of interest between private life and public service which might result from service on a board/commission.

NONE

I. Affirmative Action Information

M / CAUCASIAN
sex / racial ethnic background

birth date: Month 03 Day 21 Year 49

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

Signature

Date

02-05-93

JAN 25 '93 10:53AM MULT CO ANIMAL CNTRL 503 2483007

P. 3/4



MULTNOMAH COUNTY OREGON

BOARDS AND COMMISSIONS

INTEREST FORM FOR BOARDS AND COMMISSIONS

In order for the County Executive to more thoroughly assess the qualifications of persons interested in serving on a Multnomah County board or commission, you are requested to fill out this interest form as completely as possible. You are encouraged to attach or enclose supplemental information or a resume which further details your involvement in volunteer activities, public affairs, civic services, published writing, affiliations, etc.

A. Please list, in order of priority, any Multnomah County boards/commissions on which you would be interested in serving. (See attached list)

Animal Control Advisory Committee

B. Name Patti Strand

Address 4141 SE 141st

City PORTLAND State OR Zip 97236

Do you live in K unincorporated Multnomah County or _____ a city within Multnomah County.

Home Phone 503-761-8962

C. Current Employer SELF-EMPLOYED / REALTOR & WRITER

Address 4141 SE 141st Ave

City PORTLAND State OR Zip 97236

Your Job Title I just completed a book AND will now reactivate my REAL ESTATE LICENSE.

Work Phone Home No. (Ext) _____

Is your place of employment located in Multnomah County? Yes ✓ No _____

D. Previous Employers _____ Dates _____ Job Title _____

<u>Caldwell Baker Realtor</u>	<u>Nov 90 - Jan 92</u>	<u>Salesperson</u>
<u>20/20 Properties</u>	<u>Apr '85 - Nov 90</u>	<u>"</u>
<u>Powder Real Estate</u>	<u>Nov 83 - Apr 85</u>	<u>"</u>

JAN 25 '93 10:54AM MULT CO ANIMAL CNTRL 503 2483002

P. 4/4

E. Please list all current and past volunteer/civic activities.

<u>Name of Organization</u>	<u>Dates</u>	<u>Responsibilities</u>
-----------------------------	--------------	-------------------------

<u>PUGET SOUND CRISIS CENTER</u>	<u>1974-76</u>	<u>CONSOLEING CRIME VICTIMS</u>
<u>Puss. Resp. Dog Breeders Assoc of Oreg.</u>	<u>1991-Present</u>	<u>COORDINATING</u> <u>activities such as pet placement & public education</u> <u>regarding pet ownership</u>

F. Please list all post-secondary school education.

<u>Name of School</u>	<u>Dates</u>	<u>Degree/Course of Study</u>
-----------------------	--------------	-------------------------------

<u>WASH. STATE U.</u>	<u>Sept 65 - June 66</u>	<u>Gen. Studies</u>
<u>Lower Columbia</u>	<u>Sept 66 - June 68</u>	<u>"</u>
<u>Portland State U.</u>	<u>Sept 68 - June 70</u>	<u>"</u>

G. Please list the name, address and telephone numbers of two people who may be contacted as references who know about your interests and qualifications to serve on a Multnomah County board/commission.

Dr. Art Hall OHSU 3181 SW Sam Jackson Park Rd. 494-2476

Dr. Scott Campbell 1816 NE 82nd Ave Portland 97220 254-7349

H. Please list potential conflicts of interest between private life and public service which might result from service on a board/commission.

NONE

I. Affirmative Action Information

F Caucasian
sex / racial ethnic background

birth date: Month May Day 28 Year 1946

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

Signature [Signature] Date 1-28-93



MULTNOMAH COUNTY OREGON

BOARDS AND COMMISSIONS

INTEREST FORM FOR BOARDS AND COMMISSIONS

In order for the County Executive to more thoroughly assess the qualifications of persons interested in serving on a Multnomah County board or commission, you are requested to fill out this interest form as completely as possible. You are encouraged to attach or enclose supplemental information or a resume which further details your involvement in volunteer activities, public affairs, civic services, published writing, affiliations, etc.

A. Please list, in order of priority, any Multnomah County boards/commissions on which you would be interested in serving. (See attached list)

ANIMAL CONTROL ADVISORY COMMITTEE (REPRESENTATIVE FROM VETERINARY COMMUNITY)

B. Name CAROL J. HELFER

Address 6617 NE ALAMEDA

City PORTLAND State OR Zip 97213

Do you live in _____ unincorporated Multnomah County or a city within Multnomah County.

Home Phone 281-7690

C. Current Employer WOODSTOCK VETERINARY HOSPITAL (SELF-EMPLOYED)

Address 4835 SE WOODSTOCK

City PORTLAND State OR Zip 97206

Your Job Title VETERINARIAN

Work Phone 775-1519 (Ext) _____

Is your place of employment located in Multnomah County? Yes _____ No

D. Previous Employers _____ Dates _____ Job Title _____

LAURELHURST VETERINARY HOSP 1983-1991 VETERINARIAN

E. Please list all current and past volunteer/civic activities.

Name of Organization	Dates	Responsibilities
PORTLAND VET. MED. ASSOC	1986-1992	EXECUTIVE BOARD MEMBER
PORTLAND VET. MED. ASSOC	1990-1991	PRESIDENT
OREGON VET. MED. ASSOC.	1988-PRESENT	PROFESSIONAL RELATIONS COMMITTEE
PET VISITATION PROGRAM	1987-90	VOLUNTEER

F. Please list all post-secondary school education.

Name of School	Dates	Degree/Course of Study
PORTLAND ST. UNIV.	1970-71	PSYCHOLOGY
PORTLAND COMM. COLLEGE	1973-74	VET. TECH. PROGRAM
OREGON ST. UNIV.	1974-76	PRE-VET MEDICINE
WASHINGTON ST. UNIV	1976-81	DVM

G. Please list the name, address and telephone numbers of two people who may be contacted as references who know about your interests and qualifications to serve on a Multnomah County board/commission.

DR. ROBERT FRANKLIN 4965 SW 77th PORTLAND 97225 292-3001
 DR. BOB MERRILL 13830 SE STARK PORTLAND 97233 255-8139

H. Please list potential conflicts of interest between private life and public service which might result from service on a board/commission.

NONE THAT I AM AWARE OF

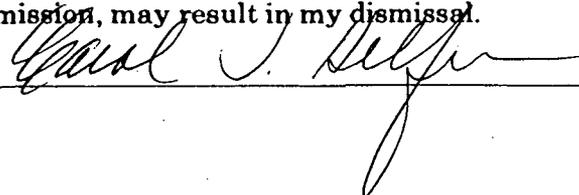
I. Affirmative Action Information

F CAUCASIAN
 sex / racial ethnic background

birth date: Month 1 Day 25 Year 52

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

Signature



Date

1/30/93



MULTNOMAH COUNTY OREGON

BOARDS AND COMMISSIONS

INTEREST FORM FOR BOARDS AND COMMISSIONS

In order for the County Executive to more thoroughly assess the qualifications of persons interested in serving on a Multnomah County board or commission, you are requested to fill out this interest form as completely as possible. You are encouraged to attach or enclose supplemental information or a resume which further details your involvement in volunteer activities, public affairs, civic services, published writing, affiliations, etc.

A. Please list, in order of priority, any Multnomah County boards/commissions on which you would be interested in serving. (See attached list)

1. ANIMAL CONTROL ADVISORY COMMISSION

B. Name MICHAEL TWAIN

Address 4655 SW WASHINGTON PLACE

City PORTLAND State OR Zip 97225

Do you live in _____ unincorporated Multnomah County or _____ a city within Multnomah County.

Home Phone 292-1512

C. Current Employer NORSTAR, INC.

Address 203 SE ALDER SUITE 202

City PORTLAND State OR Zip 97214

Your Job Title PRESIDENT

Work Phone 239-4266 (Ext) _____

Is your place of employment located in Multnomah County? Yes No _____

D. Previous Employers	Dates	Job Title
<u>NCR CORP.</u>	<u>'78-'81</u>	<u>SENIOR ACCOUNT EXECUTIVE</u>

E. Please list all current and past volunteer/civic activities.

	Name of Organization	Dates	Responsibilities
VOLUNTEER	YMCA COACH / COUNSELOR	'92, '93	COACHING COUNSELLING
VOLUNTEER	JEWISH COMMUNITY CENTER AUCTION	'91-'93	ORGANIZATION FUND RAISING
VOLUNTEER	OREGON PCT INDUSTRY ASSOC.	'81-'93	VARIED CURRENTLY - LEGISLATIVE LIASON
VOLUNTEER	NW REPRESENTATIVE - PCT INDUSTRY JOINT ADVISORY COUNCIL	'90-'93	NW - REPRESENTATIVE

F. Please list all post-secondary school education.

Name of School	Dates	Degree/Course of Study
OREGON STATE UNIVERSITY	'74-'78	BACHELOR OF SCIENCE DEGREE - BUSINESS OPERATIONS RESEARCH, STATISTICS, (COMPUTER SCIENCE MINOR)

G. Please list the name, address and telephone numbers of two people who may be contacted as references who know about your interests and qualifications to serve on a Multnomah County board/commission.

MICHAEL OSWALD 667-7387

DR. SCOTT CAMIBULL DVM 254-7349

H. Please list potential conflicts of interest between private life and public service which might result from service on a board/commission.

I. Affirmative Action Information

M WHITE
sex / racial ethnic background

birth date: Month 12 Day 27 Year 55

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

Signature [Signature] Date 1/27/93



MULTNOMAH COUNTY OREGON

BOARDS AND COMMISSIONS

INTEREST FORM FOR BOARDS AND COMMISSIONS

In order for the County Executive to more thoroughly assess the qualifications of persons interested in serving on a Multnomah County board or commission, you are requested to fill out this interest form as completely as possible. You are encouraged to attach or enclose supplemental information or a resume which further details your involvement in volunteer activities, public affairs, civic services, published writing, affiliations, etc.

A. Please list, in order of priority, any Multnomah County boards/commissions on which you would be interested in serving. (See attached list)

Animal Control Advisory Committee

B. Name Deborah Ann Yates

Address 2403 N. Emerson

City Portland State Oregon Zip 97217

Do you live in _____ unincorporated Multnomah County or a city within Multnomah County.

Home Phone 503/289-3281

C. Current Employer Christianon Electric / IBEW Local 48

Address _____

City Portland State Oregon Zip 97217

Your Job Title Electrician Apprentice

Work Phone _____ (Ext) _____

Is your place of employment located in Multnomah County? Yes No _____

D. Previous Employers _____ Dates _____ Job Title _____

Being an apprentice, I work out of the union hall (284-4805). I move from company to company as the jobs come available and are completed.

E. Please list all current and past volunteer/civic activities.

Name of Organization	Dates	Responsibilities
Explorer Scouts (Geology)	2/93 on	Assistant to leader
Mt. Wilderness Search Dogs	1986-1990	Search & rescue community relations
MCAE Hearings Officer Fire Dangerous Dogs	1986-present	Determine classification level of dogs involved in biting incidents.

F. Please list all post-secondary school education.

Name of School	Dates	Degree/Course of Study
Portland State University	1967-1979	B.S. General Studies Oregon teaching certificate
Clatsop Community College	1971-1972	B.S. General Studies
Mt. Hood Community College	1967-present	misc. classes

G. Please list the name, address and telephone numbers of two people who may be contacted as references who know about your interests and qualifications to serve on a Multnomah County board/commission.

Kit Groves	503/284-7832
Glenda Graye	206/695-0231

H. Please list potential conflicts of interest between private life and public service which might result from service on a board/commission.

I. Affirmative Action Information

Fe White
sex / racial ethnic background

birth date: Month 10 Day 21 Year 49

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

Signature Delores Gate Date 2/8/93

DATE SUBMITTED _____

(For Clerk's Use)
Meeting Date MAR 04 1993
Agenda No. C-2

REQUEST FOR PLACEMENT ON THE CONSENT CALENDAR

SUBJECT: Request approval of deed to contract purchaser for completion of contract.

INFORMAL ONLY* _____ FORMAL ONLY _____

DEPARTMENT Environmental Services DIVISION Facilities & Property Management

CONTACT Larry Baxter TELEPHONE 248-3590

*NAME(S) OR PERSON MAKING PRESENTATION TO BOARD Larry Baxter

BRIEF SUMMARY: Should include other alternatives explored, if applicable, and clear statement of rationale for the action requested.

INFORMATION ONLY PRELIMINARY APPROVAL POLICY DIRECTION APPROVAL

Request approval of deed to contract purchaser, Richard B. Hagerty upon complete performance of contract.

Deed D930849, Board orders and supporting documentation included.

INDICATE THE ESTIMATED TIME NEEDED ON AGENDA 5 minutes

IMPACT:

PERSONNEL

FISCAL/BUDGETARY

General Fund

Other Tax Title Fund

SIGNATURES:

DEPARTMENT HEAD, ELECTED OFFICIAL, OR COUNTY COMMISSIONER: [Signature] BH William

BUDGET/PERSONNEL: _____

COUNTY COUNSEL: (Ordinances, Resolutions, Agreements, Contract) Matthew O. Ryan 2/24/93

OTHER: Facilities & Property Management [Signature]

NOTE: If requesting unanimous consent, state situation requiring emergency action on back.

Sent Original Order 93-60 & Deed to Larry Baxter 3-5-93

BOARD OF
COUNTY COMMISSIONERS
MULTNOMAH COUNTY
OREGON
1993 FEB 24 AM 11:27

BEFORE THE BOARD OF COUNTY COMMISSIONERS
FOR MULTNOMAH COUNTY, OREGON

In the matter of the Execution of)
Deed D930849 upon Complete Performance of) ORDER 93-60
a Contract to)
RICHARD B. HAGERTY)

It appearing that heretofore on August 23, 1990, Multnomah County entered into a contract with Jeffrey Lee Baumgarner for the sale of the real property hereinafter described; and the contract was assigned to Richard B. Hagerty on August 26, 1991; and

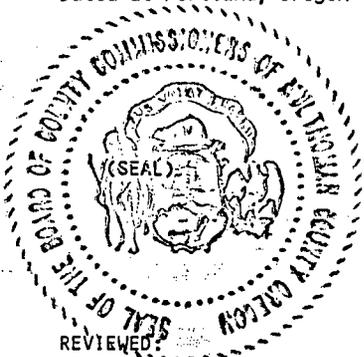
That the above contract purchaser has fully performed the terms and conditions of said contract and is now entitled to a deed conveying said property to said purchaser;

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

FAIRVALE

LOT 26, BLOCK 8, ALSO A 20 FOOT ACCESS EASEMENT AS SHOWN ON CITY OF PORTLAND BUILDING PERMIT 508447, ISSUED JUNE 21, 1977.

Dated at Portland, Oregon this 4th day of March, 1993.



REVIEWED
Laurence Kressel, County Counsel
for Multnomah County, Oregon

BOARD OF COUNTY COMMISSIONERS
MULTNOMAH COUNTY, OREGON


Gladys McCoy
Multnomah County, Oregon

By  2/24/93

DEED D930849

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

FAIRVALE
LOT 26, BLOCK 8, ALSO A 20 FOOT ACCESS EASEMENT AS SHOWN ON CITY OF PORTLAND BUILDING PERMIT 508447,
ISSUED JUNE 21, 1977.

The true and actual consideration paid for this transfer, stated in terms of dollars is \$62,000.00.

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

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

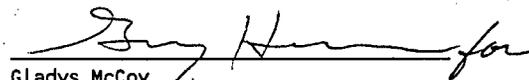
PO BOX 271
BEAVERTON, OR 97075-0271

IN WITNESS WHEREOF, MULTNOMAH COUNTY has caused these presents to be executed by the Chair of the Multnomah County Board of County Commissioners this 4th day of March, 1993, by authority of an Order of the Board of County Commissioners heretofore entered of record.

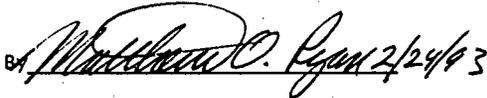


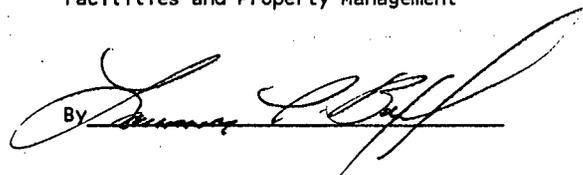
REVIEWED:
Laurence Kressel, County Counsel
for Multnomah County, Oregon

BOARD OF COUNTY COMMISSIONERS
MULTNOMAH COUNTY, OREGON


Gladys McCoy
Multnomah County Chair

DEED APPROVED:
F. Wayne George, Director
Facilities and Property Management

By  2/24/93

By 

STATE OF OREGON)
) SS
COUNTY OF MULTNOMAH)

On this 4th day of March, 1993, A.D., before me, a Notary Public in and for said County and State, Personally appeared GARY HANSEN, personally known to me, County Vice-Chair of Multnomah County, Oregon, to sign official County documents and that the seal affixed to said instrument was signed and sealed on behalf of Multnomah County by authority of its Board of County Commissioners, and said GARY HANSEN acknowledged said instrument to be the free act and deed of Multnomah County.

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




Carrie Anne Parkerson
Notary Public for Oregon.

My Commission Expires:
January 24, 1997

CHICAGO TITLE INSURANCE COMPANY

1865 N.W. 169th PLACE, SUITE 105, BEAVERTON, OREGON 97006 (503) 615-9700



Multnomah County

Attn: Tax Title Units

FAX 248-5082

ESCROW: 3400 14361-PG
PROPERTY: 4739-41 SW BUTTE RD HWY.
YOUR BORROWER: Richard B. Haggerty
LNU Contract # 15549

DEAR PAYOFF DEPT.

We have an escrow open in our office that anticipates the payoff of your loan.

Please supply us with the principle amount left to payoff, and interest, along with a per diam after the following date for payoff:

February 22, 1993

If you have any questions, please call me.

Thank you for your help.

Sincerely,

CHICAGO TITLE INSURANCE COMPANY

Patty Gwinn

Patty Gwinn

Please supply us with the appropriate deed to transfer title to Richard Haggerty upon payoff of your contract.

Thank you!

STATE OF OREGON)

COUNTY OF MULTNOMAH)

On this _____ day of _____, 1993, before me, a Notary Public in and for said County and State, personally appeared Gladys McCoy, Board of Commissioners Chair for Multnomah County, Oregon authorized to sign official County documents and that the seal affixed to said instrument was signed and sealed on behalf of said County by authority of its Board of County Commissioners, and the said instrument to be the free act and deed of said County.

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

Notary Public for Oregon

My commission expires _____

DATE SUBMITTED _____

(For Clerk's Use)
Meeting Date MAR 04 1993
Agenda No. C-3

REQUEST FOR PLACEMENT ON THE AGENDA

SUBJECT: Request approval of deed upon complete performance of contract.

INFORMAL ONLY* _____ FORMAL ONLY _____

DEPARTMENT Environmental Services DIVISION Facilities & Property Management

CONTACT Larry Baxter TELEPHONE 248-3590

*NAME(S) OF PERSON(S) MAKING PRESENTATION TO BOARD Larry Baxter

BRIEF SUMMARY Should include other alternatives explored, if applicable, and clear statement of rationale for the action requested.

INFORMATION ONLY PRELIMINARY APPROVAL POLICY DIRECTION APPROVAL

Request approval of deed to contract purchaser for satisfaction of contract.

Order and Deed attached. D930853

INDICATE THE ESTIMATED TIME NEEDED ON AGENDA 5 MINUTES

IMPACT:

PERSONNEL

FISCAL/BUDGETARY

General Fund

Other Tax Title Fund

SIGNATURES:

DEPARTMENT HEAD, ELECTED OFFICIAL, or COUNTY COMMISSIONER: *[Signature]* BH Willie

BUDGET/PERSONNEL: _____

COUNTY COUNSEL: (Ordinances, Resolutions, Agreements, Contracts) *[Signature]* 2/24/93

OTHER Facilities & Property Management *[Signature]* RJO

NOTE: If requesting unanimous consent, state situation requiring emergency action on back.

BOARD OF
COUNTY COMMISSIONERS
MULTNOMAH COUNTY
OREGON
1993 FEB 24 AM 11:27

Sent original Order 93-61 + Deed to Larry Baxter 3-5-93.

BEFORE THE BOARD OF COUNTY COMMISSIONERS
FOR MULTNOMAH COUNTY, OREGON

In the matter of the Execution of)
Deed D930853 Upon Complete Performance of) ORDER 93-61
a Contract to)
JAMES G. CONDON)
SARAH J. CONDON)

It appearing that heretofore, on March 22, 1990, Multnomah County entered into a contract with JAMES G. CONDON and SARAH J. CONDON for the sale of the real property hereinafter described; and

That the above contract purchasers have fully performed the terms and conditions of said contract and are now entitled to a deed conveying said property to said purchasers;

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

HARLEM
LOT 4, BLOCK 5

Dated at Portland, Oregon this 4th day of March, 1993.



BOARD OF COUNTY COMMISSIONERS
MULTNOMAH COUNTY, OREGON

Gladys McCoy

Gladys McCoy
Multnomah County, Oregon

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

By *William O. Ryan* 2/24/93

DEED D930853

MULTNOMAH COUNTY, a political subdivision of the State of Oregon, Grantor, conveys to JAMES G. CONDON and SARAH J. CONDON, Grantees, the following described real property, situated in the County of Multnomah, State of Oregon:

HARLEM
LOT 4, BLOCK 5

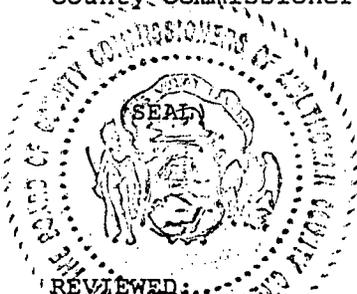
The true and actual consideration paid for this transfer, stated in terms of dollars is \$3,100.00.

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

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

16727 NW NORWALK DRIVE
BEAVERTON, OR 97006

IN WITNESS WHEREOF, MULTNOMAH COUNTY has caused these presents to be executed by the Chair of the Multnomah County Board of County Commissioners this 4th day of March, 1993, by authority of an Order of the Board of County Commissioners heretofore entered of record.



BOARD OF COUNTY COMMISSIONERS
MULTNOMAH COUNTY, OREGON

Gladys McCoy

Gladys McCoy
Multnomah County Chair

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

DEED APPROVED:
F. Wayne George, Director
Facilities and Property Management

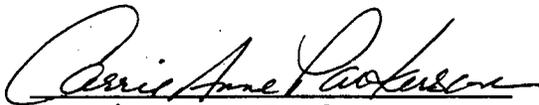
Matthew O. Ryan 2/24/93

F. Wayne George

STATE OF OREGON)
)
COUNTY OF MULTNOMAH) ss

On this 4th day of March, 1993, A.D., before me, a Notary Public in and for said County and State, Personally appeared GARY HANSEN, personally known to me, County Vice-Chair of Multnomah County, Oregon, to sign official County documents and that the seal affixed to said instrument was signed and sealed on behalf of Multnomah County by authority of its Board of County Commissioners, and said GARY HANSEN acknowledged said instrument to be the free act and deed of Multnomah County.

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


Carrie Anne Parkerson
Notary Public for Oregon

My Commission Expires:
January 24, 1997

STATE OF OREGON)

COUNTY OF MULTNOMAH)

On this _____ day of _____, 1993, before me, a Notary Public in and for said County and State, personally appeared Gladys McCoy, Board of Commissioners Chair for Multnomah County, Oregon authorized to sign official County documents and that the seal affixed to said instrument was signed and sealed on behalf of said County by authority of its Board of County Commissioners, and the said instrument to be the free act and deed of said County.

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

Notary Public for Oregon

My commission expires _____

DATE SUBMITTED _____

(For Clerk's Use)
Meeting Date MAR 04 1993
Agenda No. C-4

REQUEST FOR PLACEMENT ON THE CONSENT CALENDAR

SUBJECT: Request approval of deed to contract purchaser for completion of contract.

INFORMAL ONLY* _____ FORMAL ONLY _____

DEPARTMENT Environmental Services DIVISION Facilities & Property Management

CONTACT Larry Baxter TELEPHONE 248-3590

*NAME(S) OR PERSON MAKING PRESENTATION TO BOARD Larry Baxter

BRIEF SUMMARY: Should include other alternatives explored, if applicable, and clear statement of rationale for the action requested.

INFORMATION ONLY PRELIMINARY APPROVAL POLICY DIRECTION APPROVAL

Request approval of deed to contract purchaser, Willie & Francis Thorton upon complete performance of contract.

Deed D930848 and Board orders included.

INDICATE THE ESTIMATED TIME NEEDED ON AGENDA 5 minutes

IMPACT:

PERSONNEL

FISCAL/BUDGETARY

General Fund

Other Tax Title Fund

SIGNATURES:

DEPARTMENT HEAD, ELECTED OFFICIAL, OR COUNTY COMMISSIONER: *BH Williams*

BUDGET/PERSONNEL: _____

COUNTY COUNSEL: (Ordinances, Resolutions, Agreements, Contract) *Matthew O. Ryan*

OTHER: Facilities & Property Management *PKherst*

NOTE: If requesting unanimous consent, state situation requiring emergency action on back.

BOARD OF
COUNTY COMMISSIONERS
1993 FEB 23 PM 4: 34
MULTNOMAH COUNTY
OREGON

Sent Original Order 93-62 + Deed to Larry Baxter 3-5-93.

BEFORE THE BOARD OF COUNTY COMMISSIONERS
FOR MULTNOMAH COUNTY, OREGON

In the matter of the Execution of)
Deed D930848 Upon Complete Performance of) ORDER 93-62
a Contract to)
WILLIE THORNTON)
and FRANCIS THORNTON)

It appearing that heretofore, on August 15, 1991, Multnomah County entered into a contract with WILLIE THORNTON and FRANCIS THORNTON for the sale of the real property hereinafter described; and

That the above contract purchasers have fully performed the terms and conditions of said contract and are now entitled to a deed conveying said property to said purchasers;

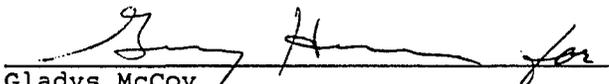
NOW THEREFORE, it is hereby ORDERED that the Chair of the Multnomah County Board of County Commissioners execute a deed conveying to the contract purchasers the following described real property, situated in the county of Multnomah, State of Oregon:

VERNON
LOT 13, BLOCK 17

Dated at Portland, Oregon this 4th day of March, 1993.



BOARD OF COUNTY COMMISSIONERS
MULTNOMAH COUNTY, OREGON


Gladys McCoy
Multnomah County, Oregon

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

By  2/23/93

DEED D930848

MULTNOMAH COUNTY, a political subdivision of the State of Oregon, Grantor, conveys to WILLIE THORNTON and FRANCIS THORNTON, Grantees, the following described real property, situated in the County of Multnomah, State of Oregon:

VERNON
LOT 13, BLOCK 17

The true and actual consideration paid for this transfer, stated in terms of dollars is \$6,736.29.

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

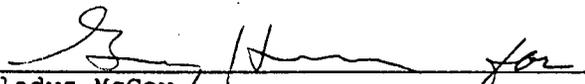
Until a change is requested, all tax statements shall be sent to the following address:

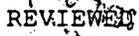
5245 NE 19TH AVE
PORTLAND, OR 97211

IN WITNESS WHEREOF, MULTNOMAH COUNTY has caused these presents to be executed by the Chair of the Multnomah County Board of County Commissioners this 4th day of March, 1993, by authority of an Order of the Board of County Commissioners heretofore entered of record.

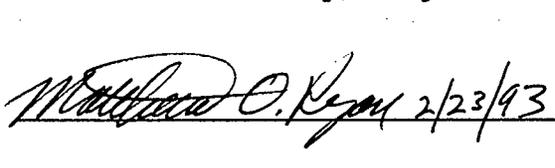
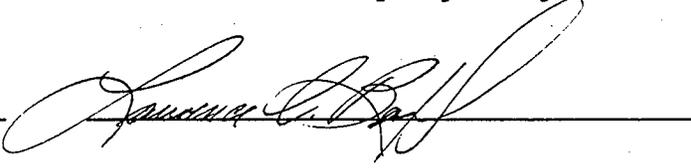


BOARD OF COUNTY COMMISSIONERS
MULTNOMAH COUNTY, OREGON


Gladys McCoy
Multnomah County Chair

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

DEED APPROVED:
F. Wayne George, Director
Facilities and Property Management

 2/23/93 

STATE OF OREGON)
) ss
COUNTY OF MULTNOMAH)

On this 4th day of March, 1993, A.D., before me, a Notary Public in and for said County and State, Personally appeared GARY HANSEN, personally known to me, County Vice-Chair of Multnomah County, Oregon, to sign official County documents and that the seal affixed to said instrument was signed and sealed on behalf of Multnomah County by authority of its Board of County Commissioners, and said GARY HANSEN acknowledged said instrument to be the free act and deed of Multnomah County.

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


Carrie Anne Parkerson
Notary Public for Oregon

My Commission Expires:
January 24, 1997

STATE OF OREGON)

COUNTY OF MULTNOMAH)

On this _____ day of _____, 1993, before me, a Notary Public in and for said County and State, personally appeared Gladys McCoy, Board of Commissioners Chair for Multnomah County, Oregon authorized to sign official County documents and that the seal affixed to said instrument was signed and sealed on behalf of said County by authority of its Board of County Commissioners, and the said instrument to be the free act and deed of said County.

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

Notary Public for Oregon

My commission expires _____

Meeting Date MAR 04 1993

Agenda No.: C-5

(Above space for Clerk's Office Use)

AGENDA PLACEMENT FORM
(For Non-Budgetary Items)

SUBJECT: Intergovernmental Agreement with Mt. Hood Community College for Training

BCC Informal _____ (date) BCC Formal _____ (date)

DEPARTMENT Environmental Services DIVISION Transportation Division

CONTACT Virginia Webster or Fred Veith TELEPHONE 248-5050

PERSON(S) MAKING PRESENTATION Virginia Webster

ACTION REQUESTED:

/ / INFORMATIONAL ONLY / / POLICY DIRECTION /X/ APPROVAL

ESTIMATED TIME NEEDED ON BOARD AGENDA: 5 minutes

CHECK IF YOU REQUIRE OFFICIAL WRITTEN NOTICE OF ACTION TAKEN: YES

BRIEF SUMMARY (include statement of rationale for action requested, as well as personnel and fiscal/budgetary impacts, if applicable):

This is an agreement wherein Multnomah County Department of Environmental Services will provide on-site engineering technician training for Mt. Hood Community College program participant for a period not to exceed one year. This is a revenue agreement, resulting in \$112.00 per month.

(If space is inadequate, please use other side)

SIGNATURES:

ELECTED OFFICIAL _____

Or

DEPARTMENT MANAGER 

(All accompanying documents must have required signatures)

3706V Sent Originals to ~~Fred~~ Virginia Webster on 3-5-93

BOARD OF
COUNTY COMMISSIONERS
1993 FEB 22 PM 3:22
MULTNOMAH COUNTY
OREGON



CONTRACT APPROVAL FORM
(See Administrative Procedure #2106)

MULTNOMAH COUNTY OREGON

Contract # 301163

Amendment # _____

<p align="center">CLASS I</p> <input type="checkbox"/> Professional Services under \$25,000	<p align="center">CLASS II</p> <input type="checkbox"/> Professional Services over \$25,000 (RFP, Exemption) <input type="checkbox"/> PCR B Contract <input type="checkbox"/> Maintenance Agreement <input type="checkbox"/> Licensing Agreement <input type="checkbox"/> Construction <input type="checkbox"/> Grant <input type="checkbox"/> Revenue	<p align="center">CLASS III</p> <input checked="" type="checkbox"/> Intergovernmental Agreement <p align="center">APPROVED MULTNOMAH COUNTY BOARD OF COMMISSIONERS AGENDA # <u>C-5</u> DATE <u>3/4/93</u> <u>Carrie A. Parkerson</u> BOARD CLERK</p>
--	---	---

Department Environmental Services Division Transportation Date 12/1/92

Contract Originator Fred Veith Phone 248-3996 Bldg/Room #425/Yeon

Administrative Contact Virginia Webster Phone 248-5050 Bldg/Room #425

Description of Contract An agreement wherein Multnomah County Department of Environmental Services will provide on-site engineering technician training for Mt. Hood Community College program participant for a period not to exceed one year.

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

ORS/AR # _____ Contractor is MBE WBE QRF

Contractor Name Mt. Hood Community College

Mailing Address 26000 SE Stark Street
Gresham, OR 97030

Phone (503) 667-7418 (Skip Paynter)

Employer ID # or SS # _____

Effective Date _____

Termination Date November 22, 1993

Original Contract Amount \$ _____

Amount of Amendment \$ _____

Total Amount of Agreement \$ _____

Remittance Address _____
(If Different)

Payment Schedule _____ Terms _____

Lump Sum \$ _____ Due on receipt

Monthly Revenue \$ 112.00 Net 30

Other \$ _____ Other _____

Requirements contract - Requisition required.

Purchase Order No. _____

Requirements Not to Exceed \$ _____

REQUIRED SIGNATURES:

Department Manager [Signature]

Encumber: Yes No
Date 12-4-92

Purchasing Director _____

Date _____

(Class II Contracts Only)

County Counsel Matthew O. Ryan

Date 2/22/93

County Chair/Sheriff [Signature] - Vice Chair

Date _____

Contract Administration _____

Date _____

(Class I, Class II contracts only)

VENDOR CODE			VENDOR NAME					TOTAL AMOUNT		\$	
LINE NO.	FUND	AGENCY	ORGANIZATION	SUB ORG	ACTIVITY	DEPT REV SRC	SUB OBJ	REPT CATEG	LGFS DESCRIPTION	AMOUNT	INC/ DEC IND
01.	150	030	6101			4900					
02.											
03.											

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

INSTRUCTIONS ON REVERSE SIDE

WHITE - CONTRACT ADMINISTRATION
421/1st Flr

CANARY - INITIATOR

GREEN - FINANCE
106/1430

MHCC AUTHORIZED TRAINING PROGRAM TRAINERS CONTRACT
(Supervised Field Experience)

This agreement between MT. HOOD COMMUNITY COLLEGE DISTRICT, hereafter referred to as MHCCD and Multnomah County Transportation Division/Engineering Department hereafter referred to as TRAINER, is for the purpose of providing training as an Engineering Technician Aid to Patrick Marson (trainee).

Trainer will provide:

1. Supervised training to the above-named trainee for a period beginning November 23, 1992, and ending November 22, 1993.
2. Trainer will be familiar with each learning activity and objective as listed in the Training Plan.
3. Eight (8) hours per day will constitute a work day.
4. Monthly attendance of the trainee will be provided to MHCC. Submission of attendance sheet will initiate payment to the trainer for services provided.
5. Trainer must notify MHCC of termination of participation by the trainee in a timely manner.

MHCCD will provide:

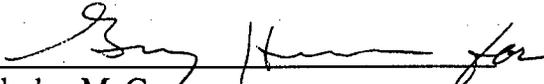
1. Payment to trainer in the amount of \$112.00 for each month of training provided.
2. Monitoring of the training program to maintain compliance with the requirements of the Authorized Training Program.
3. The name and phone number of the MHCCD staff person to be contacted by the trainer concerning the program.

It is understood by both parties that MHCCD provides no insurance coverage for any liabilities arising to third parties, the trainer, or the trainee resulting from actions of the trainee.

Mount Hood Community College represents that Patrick Marson is an injured employee covered by the workers' compensation insurance obligations of a prior employer and will remain in that status during the term of this contract.

MULTNOMAH COUNTY, OREGON
Board of County Commissioners

CONTRACTOR
Mt. Hood Community College District



Gladys McCoy

Signature

Chair
Title

Dean of Administrative Services
Title

Date: _____

Date: _____

Career Planning & Placement
MHCC Sponsoring Department

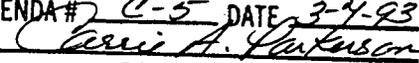
Signature Date

REVIEWED:

LAURENCE KRESSEL, COUNTY COUNSEL
FOR MULTNOMAH COUNTY, OREGON

By  2/22/93
Assistant County Counsel

Copies: MHCC (2) Rehab Counselor (1) Insurance Company (1) Trainer (1)
Mult. Co. Transp. (2)

APPROVED MULTNOMAH COUNTY
BOARD OF COMMISSIONERS
AGENDA # C-5 DATE 3-4-93

BOARD CLERK

Meeting Date: MAR 04 1993

Agenda No: R-1
(Above space for Clerk's Office Use)

AGENDA PLACEMENT FORM
(For Non-Budgetary Items)

Subject: Intergovernmental Agreement Between Housing and Community Services Division and Housing Authority of Portland to Purchase Homeless Prevention Infrastructure Development as Part of a Federal Grant contract #104073

Board Briefing: _____ Regular Meeting: _____

Date Date
DEPARTMENT: Social Services DIVISION: Housing & Community Svcs

CONTACT: Rey España TELEPHONE: 248-5464

PERSON(S) MAKING PRESENTATION: Norm Monroe/Rey España

ACTION REQUESTED:

INFORMATIONAL ONLY POLICY DIRECTION APPROVAL

ESTIMATED TIME NEEDED ON AGENDA: 5 minutes

CHECK IF YOU REQUIRE OFFICIAL WRITTEN NOTICE OF ACTION TAKEN: XX

BRIEF SUMMARY (include statement of rationale for action requested, as well as personnel and fiscal/budgetary impacts, if applicable):

The Housing and Community Services Division recommends approval of a \$66,792 contract with Housing Authority of Portland, to purchase the development of systems and practices within the Housing Authority to prevent homelessness due to evictions.

The funds are from a federal planning and infrastructure development grant, the Family and Community Partnership Project. Under the grant, the Division, the Housing Authority, and selected community action community service centers work in partnership to develop strategies to prevent evictions and resulting homelessness of families.

SIGNATURES:

ELECTED OFFICIAL: Gary Rucko / DS

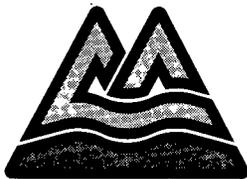
OR

DEPARTMENT MANAGER: _____
(All accompanying documents must have required signatures)

BOARD OF
COUNTY COMMISSIONERS
1993 FEB 23 PM 4:34
MULTNOMAH COUNTY
OREGON

hap93a

Sent Originals to Cilla Murray 3-8-93.



MULTNOMAH COUNTY OREGON

DEPARTMENT OF SOCIAL SERVICES
HOUSING AND COMMUNITY SERVICES DIVISION (503) 248-3339
COMMUNITY ACTION PROGRAM OFFICE (503) 248-5464
421 S.W. FIFTH, SECOND FLOOR
PORTLAND, OREGON 97204-2221
FAX # (503) 248-3332

BOARD OF COUNTY COMMISSIONERS
GLADYS McCOY • CHAIR OF THE BOARD
PAULINE ANDERSON • DISTRICT 1 COMMISSIONER
GARY HANSEN • DISTRICT 2 COMMISSIONER
RICK BAUMAN • DISTRICT 3 COMMISSIONER
SHARRON KELLEY • DISTRICT 4 COMMISSIONER

MEMORANDUM

TO: Gladys McCoy, County Chair

VIA: Gary Nakao, Director
Department of Social Services

FROM: Norm Monroe, Director
Housing and Community Services Division

DATE: February 19, 1993

SUBJECT: Contract with Housing Authority of Portland

Recommendation: The Housing and Community Services Division recommends Board of County Commissioner approval of the attached contract with the Housing Authority of Portland, for the period upon execution through September 30, 1993.

Analysis: The Housing and Community Services Division has allocated \$66,792 of federal Family and Community Partnership grant project funds to assist the Housing Authority to develop systems and practices intended to prevent evictions and resulting homelessness of families residing in public and Section 8 housing, per the grant award.

This project is a joint partnership among the Housing and Community Services Division, the Housing Authority of Portland, and three community service centers under contract with the Division. The grant is intended to fund planning and systems development; direct client services are limited by the grant requirements.

Background: Funds for this contract are included in the Housing and Community Services Division budget (DSS Budget Modification #32, approved in November 1992). The Board of County Commissioners approved a notice of intent to submit the grant proposal in September, 1992.

hap93z



CONTRACT APPROVAL FORM

(See Administrative Procedure #2106)

MULTNOMAH COUNTY OREGON

Contract # 104073

Amendment # -

<p>CLASS I</p> <input type="checkbox"/> Professional Services under \$25,000	<p>CLASS II</p> <input type="checkbox"/> Professional Services over \$25,000 (RFP, Exemption) <input type="checkbox"/> PCR B Contract <input type="checkbox"/> Maintenance Agreement <input type="checkbox"/> Licensing Agreement <input type="checkbox"/> Construction <input type="checkbox"/> Grant <input type="checkbox"/> Revenue	<p>CLASS III</p> <input checked="" type="checkbox"/> Intergovernmental Agreement <p>APPROVED MULTNOMAH COUNTY BOARD OF COMMISSIONERS</p> <p>AGENDA # R-1 DATE 3/4/93</p> <p>Carrie A. Parkerson</p> <hr/> <p>BOARD CLERK</p>
--	---	---

Department Social Services Division Hsg & Comm. Svcs Date February 19, 1993

Contract Originator Cilla Murray Phone 248-5464 Bldg/Room B161/2nd Floor

Administrative Contact Cilla Murray Phone 248-5464 Bldg/Room B161/2nd Floor

Description of Contract Contract funds infrastructure development to prevent evictions and homelessness of families in public schools or Section 8 Housing under federal grant Conditions.

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

ORS/AR # Contractor is MBE WBE QRF

Contractor Name Housing Authority of Portland
 Mailing Address 135 SW Ash
 Portland, OR 97204
 Phone (503) 228-2178
 Employer ID# or SS# 93-6001547
 Effective Date Upon Execution
 Termination Date September 30, 1993
 Original Contract Amount \$
 Total Amount of Previous Amendments \$
 Amount of Amendment \$
 Total Amount of Agreement \$66,792

Remittance Address (If Different)

Payment Schedule Terms

Lump Sum \$ Due on receipt
 Monthly \$ Net 30
 Other \$ Quarterly Other

Requirements contract - Requisition required.

Purchase Order No.

Requirements Not to Exceed \$

Encumber: Yes No

Date 22 Feb 93

Date

Date 2/23/93

Date

Date

REQUIRED SIGNATURES:

Department Manager [Signature]
 Purchasing Director (Class II Contracts Only)
 County Counsel [Signature]
 County Chair / Sheriff [Signature]
 Contract Administration (Class I, Class II Contracts Only)

VENDOR CODE			VENDOR NAME						TOTAL AMOUNT \$		
LINE NO.	FUND	AGENCY	ORGANIZATION	SUB ORG	ACTIVITY	OBJECT/ REV SRC	SUB OBJ	REPT CATEG	LGFS DESCRIPTION	AMOUNT	INC/ DEC IND
01.	156	010	1872			6060		773	FAS	\$66,792.	
02.											
03.											
* If additional space is needed, attach separate page. Write contract # on top of page.											

INSTRUCTIONS ON REVERSE SIDE

WHITE - CONTRACT ADMINISTRATION CANARY - INITIATOR PINK - FINANCE

1000

INTERGOVERNMENTAL AGREEMENT

THIS AGREEMENT is made and entered into upon execution, by and between MULTNOMAH COUNTY, a home rule political subdivision of the State of Oregon and the Housing Authority of Portland, (hereinafter referred to as "CONTRACTOR").

WITNESSETH:

WHEREAS, COUNTY's Housing and Community Services Division requires services which CONTRACTOR is capable of providing, under terms and conditions hereinafter described, and

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

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

1. Term.

The term of this Agreement shall be from execution through September 30, 1993, unless sooner terminated under the provisions hereof.

2. Services.

CONTRACTOR shall participate as a partner on the Family and Community Partnership Project and work with the COUNTY on goals and objectives as outlined in the grant and established by the timelines. Tasks to be completed within the contract period include:

A. Participate in the team meetings scheduled by the project director.

B. Develop procedures within the Housing Authority to identify families at risk of imminent eviction in public and Section 8 housing, create referral system for families at risk of eviction, and refer the families to the family advocacy specialists at the designated community service centers.

C. Facilitate meetings between the social service system case managers and housing authority service coordinators to accomplish the following:

1) Train social service case managers in understanding HAP rules and regulations and service coordinator and on-site property manager roles.

2) Train HAP service coordinators in accessing and understanding social service system and the roles of the family advocacy specialists and the case managers in RWJ/SAFAH programs.

D. Develop and implement a basic housekeeping and home management training module for all new low rent public housing residents and those at risk of eviction due to deficiency in those skills.

E. Assist in program design and implementation of the HOME rent assistance program and coordinate this rent assistance with rent assistance programs under the Housing and Community Services Division.

F. Assist in coordination between HAP and designated community service centers on the RWJ and SAFAH program to prevent eviction of these families.

G. Develop and implement pre-occupancy training for families accepted into the Low Rent Public Housing Program and Section 8 programs.

H. Develop a system to track first six months of tenancy of all new residents of public housing and all new recipients of Section 8 assistance.

I. Assist in the design and implementation of studies to track families leaving public housing and Section 8 program and evaluate prevention strategies.

3. Compensation.

A. COUNTY agrees to pay CONTRACTOR up to \$66,792 total for performance of those services provided hereunder, in accordance with the following conditions:

1) A quarterly payment of \$16,698 shall be made upon receipt of a written report detailing progress on the service goals and objectives. Reports are due in accordance to the following schedule:

- April 15, 1993
- July 15, 1993
- October 15, 1993

2) Notwithstanding the above condition, CONTRACTOR may receive a quarterly payment of \$16,698 upon contract execution.

3) Payment is contingent upon demonstrated progress in meeting service objectives.

B. COUNTY certifies that sufficient funds are available and authorized to finance the costs of this Agreement. In the event that funds cease to be available to COUNTY in the amounts anticipated, COUNTY may terminate or reduce contract funding accordingly. COUNTY will notify CONTRACTOR as soon as it receives notification from funding source.

4. CONTRACTOR is Independent Contractor.

A. CONTRACTOR shall be an independent contractor for all purposes and shall be entitled to no compensation other than all the compensation provided for under paragraph 3 of this Agreement.

B. CONTRACTOR acknowledges responsibility for liability arising out of the performance of this Agreement and shall defend and hold COUNTY harmless from and indemnify COUNTY for any and all liability, settlements, loss, costs and expenses in connection with any action, suit or claim resulting or allegedly resulting from activities under or services provided pursuant to this Agreement.

5. Workers' Compensation Insurance

A. CONTRACTOR shall maintain Workers' Compensation insurance coverage for all non-exempt workers, employees and subcontractors either as a carrier insured employer or a self-insured employer as provided in Chapter 656 of Oregon Revised Statutes. Out-of-state employers must provide Oregon Worker's Compensation coverage for their workers who work at a single location within Oregon for more than thirty (30) days in a calendar year. Contractors who perform the work without assistance or labor of any employee need not obtain such coverage. A certificate showing current Workers' Compensation insurance, or copy thereof, is attached to this Agreement and is incorporated herein as part of this Agreement.

B. In the event that CONTRACTOR's Workers' Compensation insurance coverage is due to expire during the term of this Agreement, CONTRACTOR agrees to renew such insurance before such expiration and to provide COUNTY a certificate of Workers' Compensation insurance coverage under such renewal contracts.

6. Contractor Identification.

CONTRACTOR shall furnish to COUNTY its employer identification number, as designated by the Internal Revenue Service, or CONTRACTOR's Social Security Number, as COUNTY deems applicable.

7. Subcontracts and Assignment.

CONTRACTOR shall neither subcontract with others for any of the work prescribed herein, nor assign any of CONTRACTOR's rights acquired hereunder without obtaining prior written approval from COUNTY; COUNTY by this Agreement incurs no liability to third persons for payment of any compensation provided herein to CONTRACTOR.

8. Access to Records.

COUNTY shall have access to such books, documents, papers, and records of CONTRACTOR as are directly pertinent to this Agreement for the purpose of making audit, examination, excerpts, and transcripts.

9. Work is Property of County

All work performed by CONTRACTOR under this contract shall be the property of the COUNTY.

10. Adherence to Law.

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

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

C. Pursuant to the requirements of Section 1352 of Public Law 101-121, the CONTRACTOR certifies, to the best of his or her knowledge and belief, that:

1) No federal appropriated funds have been paid or will be paid, by or on behalf of the CONTRACTOR, to any person for influencing or attempting to influence an officer or employee of any agency, a member of Congress, an officer or employee of Congress, or an employee of a member of Congress in connection with the awarding of any federal contract, the making of any federal grant, the making of any federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any federal contract, grant, loan, or cooperative agreement.

2) If any funds other than federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a member of Congress, an officer or employee of Congress, or an employee of a member of Congress in connection with this federal contract, grant, loan or cooperative agreement, the CONTRACTOR agrees to complete and submit Standard Form-LLL "Disclosure Form to Report Lobbying," in accordance with its instructions.

D. By signature on this contract, CONTRACTOR certifies compliance with the requirements of the federal "Drug-Free Workplace Act of 1988."

11. Modification.

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

12. Integration.

This Agreement contains the entire Agreement between the parties and supersedes all prior written or oral discussions or Agreements.

13. Non-Violation of Tax Laws.

CONTRACTOR hereby certifies under penalty of perjury that to the best of CONTRACTOR's knowledge, CONTRACTOR is not in violation of any Oregon tax laws described in ORS 305.380(4).

14. Early Termination.

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

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

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

B. Payment of CONTRACTOR shall be prorated to and include the day of termination and shall be in full satisfaction of all claims by CONTRACTOR against COUNTY under this Agreement.

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

IN WITNESS WHEREOF, the parties have caused this Agreement to be executed by their duly appointed officers the date first written above.

MULTNOMAH COUNTY, OREGON

HOUSING AUTHORITY OF PORTLAND

By *Norm Moore* 2/19/93
Director Date
Housing & Community Svc Division

By _____ Date
Contractor Date

By *Gladys McCoy* 3-4-93
Gladys McCoy Date
Multnomah County Chair

Contractor's I.D. #

REVIEWED:

LAURENCE KRESSEL, County Counsel
for Multnomah County, Oregon

APPROVED MULTNOMAH COUNTY
BOARD OF COMMISSIONERS
AGENDA # K-1 DATE 3-4-93
Cornie A. Patterson
BOARD CLERK

By *William O. Lynn* 2/23/93
Date

LIBERTY NORTHWEST INSURANCE CORPORATION - 217300

WORKERS COMPENSATION AND EMPLOYERS LIABILITY INSURANCE POLICY

ACCOUNT EXECUTIVE: BETSY LEE

0054 / Renewal

INFORMATION PAGE

Status: PUBLIC ENTITY

Risk Id No. 360201791

Policy No. WC4-1NC-000075-012

TD/CD: 93/9

SFXII: S01

1. The Insured: HOUSING AUTHORITY OF PORTLAND

Mailing Address: 135 SW ASH
PORTLAND OR 97204

Other workplaces not shown above: (See End. WC 89 06 08 for Additional Workplaces)

2. The policy period is from 7/01/92 to 7/01/93 12:01 a.m. standard time at the address of the insured as stated above.
3. A. Workers Compensation Insurance: Part One of the policy applies to the Workers Compensation Law of the states listed here: OREGON
- B. Employers Liability Insurance: Part Two of the policy applies to work in each state listed in item 3.A. The limits of our liability under Part Two are:
- | | | |
|---------------------------|-----------|---------------|
| Bodily Injury by Accident | \$100,000 | each accident |
| Bodily Injury by Disease | \$500,000 | policy limit |
| Bodily Injury by Disease | \$100,000 | each employee |
- C. Other States Insurance: Part Three of the policy applies to the states, if any, listed here: All states except Ohio, North Dakota, Washington, Nevada, West Virginia, Wyoming.
4. The premium for this policy will be determined by our Manuals of Rules, Classifications, Rates and Rating Plans. All information shown on attached extension schedule is subject to verification and change by audit.

Expense Constant: \$ Included

Reporting Frequency: Quarterly

Deposit Premium: \$ 146,771.00

Minimum Premium: \$ 350

Total Estimated Annual Premium: \$146,771

Countersigned: 32

Vivie Brough

Endorsements: WC 36 05 01, WC 36 03 01, WC 00 04 14, WC 99 05 10, WC 99 06 18
WC 99 04 29, WC 00 03 10, WC 89 06 08

8/04/92 jh

3-2-93
Agenda Review
R-1
Handout

MULTNOMAH COUNTY HOUSING AND COMMUNITY SERVICES DIVISION

FAMILY AND COMMUNITY PARTNERSHIP PROJECT

Multnomah County Housing and Community Services Division has initiated a program to develop and implement integrated systems of support services for families facing eviction who are at risk of homelessness and homeless families who have been unable to obtain services. This is a three year demonstration program funded by the Department of Health and Human Services for the period October 1992 through September 1995.

The principal partners on the project are Multnomah County Housing and Community Services Division, the Housing Authority of Portland and three community service centers--Albina Ministerial Alliance, Human Solutions and St. Johns YWCA.

Formerly Homeless Families -- Enhancing the System.

The Family and Community Partnership Project will build the capacity of the housing authority (HAP) to link more effectively to community services for formerly homeless families in the HUD/RWJ and SAFAH homeless families programs. While HAP has committed resources and developed responsive operational procedures, a lack of coordination exists between the county, the case managers and HAP service coordinators once a family is housed.

To **strengthen the system** to successfully stabilize formerly homeless clients in Section 8 and public housing, HAP will develop internal and systemwide mechanisms to prevent eviction. HAP, with HCS and the geographically-based community service center staff, will work closely to coordinate and implement these system improvements.

Another system gap relates to the financial and possible discrimination barriers experienced by formerly homeless families who receive case management services through SAFAH and look for private market housing. HAP will, as part of the Family and Community Partnership Project, develop a rent assistance program using federal HOME funds to assist transitionally-housed families with permanent housing move-in charges and rent assistance. As the lead agency designated to develop the HOME rent assistance program, the Housing Authority will coordinate the program development with the the Housing and Community Services Division. Additionally, Fair Housing trainings and related resources will be available to project staff and participants. Section 8 landlord involvement will further build the system of housing and services.

At-risk Families -- Building a System

This project proposes to **build a system** to prevent the eviction of families in federally assisted housing and those in the State of Oregon's ADC JOBS program for welfare recipients. The longer-term goal is to expand the assistance and services to other at-risk families. Components of this system-building include:

- a system coordinated by Housing and Community Services (HCS) staff that involves contractor geographically-based community service centers, the housing authority and other partners;
- building the capacity of the housing authority to develop internal systems to prevent eviction and stabilize families;
- crisis intervention and short-term case management services to families who are in imminent danger of eviction;
- training in basic housekeeping and home management skills to new residents of public housing and those who fail their annual housing inspection;
- a rent assistance program (HOME-funded) that will increase housing affordability for formerly homeless families who are in market-rate housing;
- train Section 8 landlords on how to access social service system to reduce landlord/tenant problems;
- provide intensive, comprehensive prevention/intervention training to case managers throughout the system.

Homeless Families who Receive No Services

The project proposes to conduct outreach to families living in cars and other places not intended as housing. Currently no intervention is available for these families. Project staff will contact families living in cars, campers, and campgrounds to access the numbers of homeless, access their immediate service needs, and begin hooking them up with existing programs.

The proposed Family and Community Partnership Project will **enhance and build on the success of the system** and partnerships that have been built through the HUD/RWJ Homeless Families Program.

System-Level and Direct Service Goals and Objectives

The Family and Community Partnership Project encompasses both system-level goals and objectives as well as client education and service goals and objectives.

System-Level Goals and Objectives

Goal 1: Prevent initial and recurring family homelessness in Portland/Multnomah County.

Objective 1: Create linkages between housing and services on behalf of housed families at imminent risk of homelessness.

- Activities:**
- a. will develop internal mechanisms to identify families at-risk of eviction (Year 1)
 - b. HCS with HAP will develop referral mechanisms to assist families at risk of homelessness and will train community gatekeepers (Year 1)
 - c. Create systematic coordination between HAP and the HCS-funded community service center case management staff in HUD/RWJ and SAFAH programs (Year 1)
 - d. HAP, with HCS, creates advisory committee to involve and train Section 8 and other landlords (linking privately supplied housing with support services) (Year 1 to 3)

Objective 2: Mobilize resources on behalf of families at-risk of homelessness.

- Activities:**
- a. HAP will develop and implement training module for families at-risk of losing their housing for failing to meet safe and sanitary standards.
 - b. Three Family Advocacy Specialists (FAS) positions will be created to provide support services and provide enhanced access to services outside HCS system (Year 1).
 - c. A rent assistance program will be designed and implemented for formerly homeless and at-risk families (Year 1).
 - d. Legal Aid and Neighborhood Mediation Center will develop a training for volunteers to mediate landlord/tenant disputes (Year 2).
 - e. HCS will develop prevention/intervention training for all casemanagers in six community service centers (Year 1).

Objective 3: Leverage current resources to assist families in preventing homelessness.

- Activities:**
- a. HAP has set aside 230 Section 8 certificates for formerly homeless families, and RWJ/SAFAH/Better Homes Foundation funds provide case management.
 - b. Federal HOME funds will be used to provide rent assistance.

- c. HAP will allocate \$25,000 to develop home management training focused on stabilizing families in housing (Year 1).
- d. HAP will expand its orientation and involvement of Section 8 landlords to a prevention focus.
- e. Numerous services and resources: ADC JOBS, privately funded case management services, Legal Aid, schools, etc. will be coordinated for information/education and enhanced services access.

Goal 2: Contact and Assist Unserved Homeless Families in Becoming Housed and in Meeting Their Basic Needs.

Objective 1: Coordinate outreach activities and develop referral mechanisms.

- Activities:
- a. Orient and involve community health nurses, Sheriff's Safety Action Teams and Portland Public Schools in referrals and services available (Year 1). Expand referral sources in Years 2 and 3.
 - b. Coordinate outreach through three community services centers (CSCs) (Year 1). Expand in Years 2 and 3 to other CSCs in system.

Objective 2: Develop capacity to respond to needs of families who are homeless or imminent risk.

- Activities:
- a. Create three Family Advocacy Specialist positions at three community services centers to provide outreach and crisis intervention services (Years 1 to 3).
 - b. Develop resources to expand response throughout county (Year 2 and 3).
 - c. Utilize needs assessment, demographic, service and outcome data for this population. Use for service modification and future planning (Years 1 to 3)

Objective 3: Facilitate access to emergency and/or permanent housing, services, and entitlement programs.

- Activities:
- a. Crisis intervention, short-term case management provided by Family Advocacy Specialists (Years 1 to 3).
 - b. Coordinate, through CSC-based Family Advocacy Specialists and the Prevention Specialist, enhanced access to needed services (Years 1 to 3).

Goal 3: Develop Data Collection Systems to Assist in Prevention Services and to Track Needs, Services and Outcomes.

Objective 1: HAP will develop internal system for early intervention in housing problems.

- Activities:
- a. HAP will create a computerized early warning flagging system to enable early intervention with at-risk of eviction public housing residents.
 - b. HAP will create, in coordination with HCS, a system to track family composition, characteristics, lease violations, eviction notices, and consequences.

Objective 2: Develop Management Information System (MIS) at HCS that collects demographic, service and termination data on persons served in community service centers. These data will greatly enhance ability to conduct needs assessment, service planning and evaluation.

Activity: HCS, HAP and community service centers will coordinate creation of the MIS that includes demographics, needs and services and outcomes of homeless and at-risk families.

Client Education and Services - Goals and Objectives

There are four client education and service components to the Family and Community Partnership Project; Housing Crisis Intervention, Homeless Family Outreach and Crisis Intervention, Housekeeping Training and Landlord/Tenant Mediation.

Housing Crisis Intervention - This service will provide money management, budgeting, short-term case management, and access to rent assistance funds to targeted populations: (1) families in public housing flagged by HAP for non-payment of rent; (2) ADC JOBS referred families living in private market housing and are at-risk of eviction; and (3) formerly homeless families in HUD/RWJ or SAFAH programs. The community service center based Family Advocacy Specialists will provide this service.

Goal 1: To assist families at imminent risk of homelessness to remain in housing.

- Objectives:
- a. Decrease, by 75 percent, evictions for failure to pay rent in low-rent public housing (Year 1).
 - b. Among the estimated 258 ADC JOBS clients who receive housing crisis intervention services, 90 percent will remain in housing (Year 1).
 - c. Assist 90% of at-risk, formerly homeless families to remain in housing (Years 1 to 3).

- d. Expand this service to all six geographically-based community service centers (Years 2 and 3).
- e. Expand referral sources for this service; including public telephone inquiries to community service centers, the police, community health nurses and schools (Years 2 and 3).

Homeless Family Outreach and Crisis Intervention - Provide outreach and crisis intervention services to families who are homeless (e.g., sleeping in cars, campers or campgrounds), and not currently receiving services. Intervention will include a needs assessment, action plan, short-term intensive case management (up to 30 days), assistance filling out ADC application forms, and other means to expedite service access. This service will be provided by three Family Advocate Specialists employed by geographically-based community service centers. Referrals will be taken from gatekeepers who encounter homeless families. After the 30 days if additional case management is required, the family will be assigned to a community service center case manager of homeless families.

Goal 2: To assist families who are homeless meet their basic needs and move toward self-sufficiency in housing.

- Objectives:
- a. Provide needs assessment for 480 homeless families (Year 1).
 - b. An estimated 75 percent of assessed families will accept and participate in crisis intervention services (Year 1).
 - c. Develop system-wide strategy to serve families who are homeless and not accessing the service system (Year 2).
 - d. Train a wide variety of gatekeepers (including Sheriff Safety Action Team, community health nurses and Portland Public Schools teachers and counselors) in referral and services available to homeless families who are not accessing services (Year 1). Expand trainings to other agencies/programs (Years 2 and 3).

Housekeeping Education - Basic housekeeping and home management training module will be conducted for all new low-rent public housing residents and those at-risk of eviction due to deficiency in these skills. Training modules will be developed by the Oregon Extension Service at Oregon State University for the Housing Authority of Portland (HAP). Train-the-trainers by the Oregon Extension Service will develop a cadre of HAP staff and volunteers able to conduct the training modules.

Goal 3: Families will remain housed utilizing their knowledge and ability to maintain safe, clean homes.

- Objectives:
- a. Decrease eviction notices for failed house inspections by one-third (from 516) (Year 1).

- b. Present module to the estimated 250 new public housing residents and 400 residents who fail their annual housing inspection (Year 1).
- c. Expand module to all new Section 8 occupants, private market housing occupants who need or want training, and train-the-trainers for all community service center case managers (Year 2).

Landlord/Tenant Mediation - Advocacy for families at-risk of eviction will provide a neutral third party to assist in resolving housing problems. By utilizing both information about landlord/tenant rights and responsibilities and mediation skills, this service will assist in stabilizing housing. The service will also act as a referral source when mediation is not successful in resolving the issues. Referrals to this service will originate with a case manager, a tenant or a landlord. Workshops will be held on landlord/tenant rights and responsibilities for groups of low-income and homeless families.

Goal 4: Prevent homelessness among families through information and mediation.

- Objectives:
- a. Train 25 volunteers in mediation (through mediation program) and landlord/tenant rights and responsibilities (Multnomah County Legal Aid) in Year 2.
 - b. Train community service center case managers in landlord/tenant law and how to advocate for clients in disputes (offered through regular monthly trainings for case managers in system) (Years 1, 2 and 3).
 - c. Workshops to groups of low-income and homeless families in landlord/tenant rights and responsibilities (Years 1, 2 and 3).

BUDGET MODIFICATION NO. DES # 21

(For Clerk's Use) Meeting Date MAR 04 1993
Agenda No. K-2

1. REQUEST FOR PLACEMENT ON THE AGENDA FOR _____ (Date)

DEPARTMENT Environmental Services (DES) DIVISION DES Administration
CONTACT Betsy Williams TELEPHONE 248-5012
*NAME(S) OF PERSON MAKING PRESENTATION TO BOARD Betsy Williams

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

Reorganization of DES Administration and net salary savings for balance of fiscal year 1992/93.

(Estimated Time Needed on the Agenda)

2. DESCRIPTION OF MODIFICATION (Explain the changes this Bud Mod makes. What budget does it increase? What do the changes accomplish? Where does the money come from? What budget is reduced? Attach additional information if you need more space.)

PERSONNEL CHANGES ARE SHOWN IN DETAIL ON THE ATTACHED SHEET

This budget modification reorganizes DES Administration by deleting the Deputy Director/DES position, reclassifying a current Sr. Administrative Analyst to Management Assistant, and adding a second Management Assistant. The purpose of this reorganization is to improve the communication and management effectiveness of DES Administration, in addition to reducing the costs of departmental administration.

Further, this budget modification decreases the personnel budget for FY 92/93 by savings accumulated from a vacant Office Asst. 2 and a vacant Fiscal Specialist 2.

See attached memorandum for further explanation.

NET SAVINGS from this budget modification - \$20,675

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

Not Applicable

BOARD OF COUNTY COMMISSIONERS
MULTNOMAH COUNTY
OREGON
1993 FEB 21 AM 9:05

4. CONTINGENCY STATUS (to be completed by Finance/Budget)

(Specify Fund) Contingency before this modification (as of _____) \$ _____
(Date) After this modification \$ _____

Originated By <i>BHW</i>	Date <i>2/15/93</i>	Department Manager <i>BH Williams</i>	Date <i>2/15/93</i>
Budget Analyst <i>Shawn McLawrence</i>	Date <i>2/16/93</i>	Personnel Analyst <i>Donald Heintzley</i>	Date <i>2/16/93</i>
Board Approval <i>Craig A. Patterson</i>		Date <i>3-4-93</i>	

2999E/11

Originals sent to Shawn Caldwell 3-8-93.

PERSONNEL DETAIL FOR BUD MOD NO. DES #21

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

FTE Increase (Decrease)	POSITION TITLE	Annualized			TOTAL Increase (Decrease)
		BASE PAY Increase (Decrease)	Increase (Decrease) Fringe	Ins.	
(1.0)	Delete Deputy Director/DES	(51,365)	(13,355)	(6,164)	(70,884)
(1.0)	Delete Sr. Administrative Analyst	(32,790)	(8,525)	(3,935)	(45,250)
(.25)	Reduce F.T.E. - Office Asst. 1	(4,397)	(1,143)	(528)	(6,068)
	Salary Savings - Director/DES	(4,440)	(1,155)	(533)	(6,128)
	Salary Savings - Fiscal Spec. 2	(3,758)	(977)	(451)	(5,186)
2.0	Add Management Asst./DES	82,624	21,482	9,915	114,021
(.25)	TOTAL CHANGE (ANNUALIZED)	(14,126)	(3,673)	(1,696)	(19,495)

6. CURRENT YEAR PERSONNEL DOLLAR CHANGES (calculate costs or savings that will take place within this fiscal year; these should explain the actual dollar amounts being changed by this Bud Mod.)

Permanent Positions, Temporary, Overtime, or Premium	Explanation of Change	Current FY			TOTAL Increase (Decrease)
		BASE PAY Increase (Decrease)	Increase (Decrease) Fringe	Ins.	
Deputy Director/DES	Delete, effective 3/1/93	(17,376)	(4,518)	(2,085)	(23,979)
Sr. Admin. Analyst	Delete, effective 12/31/92	(16,515)	(4,294)	(1,982)	(22,791)
Misc. Salary Savings	Net savings from vacant Fiscal Spec. 2 and Office Asst. 2, until 3/1/93	(9,044)	(2,352)	(1,086)	(12,482)
Management Asst./DES	Add 2 positions, effective 3/1/93	27,954	7,268	3,355	38,577
	NET SAVINGS	(14,981)	(3,896)	(1,798)	(20,675)

REQUEST TO CREATE/RECLASSIFY A POSITION

1. List the proposed duties of the position (please do not copy from the class specification):
 - a.
 - b. See attached classification description.
 - c.
 - d.
 - e.

Use the reverse side or attached additional sheets, if needed.

2. State the proposed classification title: Management Assistant / DES

3. Is this a new position? Yes No Note below:

4. If this is an existing position, state the name of the incumbent:
This position is a downward reclassification of Deputy Director/DES

5. Proposed effective date of change: March 1, 1993

Hiring Manager: Betsy H. Williams

Date: 2/12/93 Department/Division: DES Administration

EMPLOYEE SERVICES DIVISION USE ONLY:

- Action: Approved as submitted.
 Approved for classification title.
 Denied (for Reclassification Requests only).

Analyst Name: Donald DeLunkey Date: 2/16/93

REQUEST TO CREATE/RECLASSIFY A POSITION

1. List the proposed duties of the position (please do not copy from the class specification):

a.

b.

See attached classification description.

c.

d.

e.

Use the reverse side or attached additional sheets, if needed.

2. State the proposed classification title:

Management Assistant / DES

3. Is this a new position? Yes No

4. If this is an existing position, state the name of the incumbent:

Maria Rojo DeStefano

5. Proposed effective date of change: March 1, 1993

Hiring Manager: Betsy H. Williams

Date: 2/12/93 Department/Division: DES Administration

EMPLOYEE SERVICES DIVISION USE ONLY:

Action: Approved as submitted.

Approved for classification title.

Denied (for Reclassification Requests only).

Analyst Name: Daniel Henderson

Date: 2/16/93

MANAGEMENT ASSISTANT, DEPARTMENT OF ENVIRONMENTAL SERVICES
(Exempt/Unclassified)

DEFINITION

To plan, direct and perform a variety of highly responsible and complex administrative and management support duties in providing staff assistance to the Director, Dept. of Environmental Services; to manage and direct a variety of management services including program monitoring and evaluation, policy analysis, fiscal and legislative analysis, coordination of public information, meetings and hearings, and other related services and functions; and provide liaison to other County departments, the Board of County Commissioners, and outside public and private organizations.

SUPERVISION RECEIVED AND EXERCISED

Receives general direction from the Director, Dept. of Environmental Services.

May exercise direct supervision over assigned professional, technical and clerical staff.

EXAMPLES OF DUTIES - Duties may include, but are not limited to, the following:

Coordinate and participate in the development of departmental work plans, goals and objectives; recommend and administer policies and procedures for assigned divisions.

Coordinate departmental activities for assigned divisions; serve as liaison between DES Administration and other DES divisions, as well as other departments and outside agencies and organizations.

Attend meetings as the Director's representative; may serve as Director during periods of absence and/or as assigned.

Provide staff support to assigned division managers and other key personnel regarding personnel matters, labor issues and grievances, and negotiate solutions; may represent department in labor contract negotiations and respond to departmental level grievances on behalf of the Director.

Provide staff support to the Board of County Commissioners; Citizens Budget Advisory Committee; participate on a variety of departmental and interdepartmental boards and committees; represent DES in a variety of countywide committees, such as the Data Processing Operating Committee, Campaign Management Council, Administrative Procedures Committee, Benefits Advisory Group, and others.

MANAGEMENT ASSISTANT, DEPT. OF ENVIRONMENTAL SERVICES

Page 2

Monitor major intergovernmental agreements and authorize payments to cities in accordance with agreements.

Assist assigned division managers in identifying underutilization and developing recruiting strategies to improve performance in affirmative action; and may serve as the representative responsible for DES Affirmative Action activity.

May serve as American Disabilities Act (ADA) Coordinator for DES.

Evaluate employee development program for assigned divisions and recommend changes.

Assist in the development and administration of the Department budget for assigned divisions; coordinate revenue and expenditure forecasting for assigned funds; review budget modifications or contingency requests for assigned divisions on behalf of Department Director.

Coordinate staff training programs; review and approve training and travel requests for assigned divisions on behalf of Department Director; and plan and organize management planning sessions and other department training programs.

Respond to and resolve difficult and sensitive citizen inquiries and complaints regarding assigned divisions and other departmental issues.

Coordinate short-term projects for assigned divisions and/or entire department.

Perform related duties as assigned.

QUALIFICATIONS

Knowledge of:

Principles and practices of administration in the public sector, including methods and techniques used in fiscal administration, project management, program analysis and evaluation, and strategic planning.

Principles and practices of organizational planning and administration.

Modern office procedures and computer equipment applications.

MANAGEMENT ASSISTANT, DEPT. OF ENVIRONMENTAL SERVICES

Page 3

Ability to:

Analyze, evaluate and modify operating methods and procedures.

Interpret and apply applicable laws, rules, and regulations.
Deal constructively with conflict and develop group consensus.

Collect, compile and analyze complex information and data.

Make sound recommendations and decisions based on research and analysis.

Communicate effectively, both orally and in writing.

Establish and maintain cooperative working relationships with those contacted in the course of work.

Identify and respond to issues and concerns of elected officials, department director, division managers, boards, committees, and the public.

Experience and Training Guidelines:

Any combination of experience and training that would likely provide the required knowledge and ability is qualifying. A typical way to obtain the knowledge and abilities would be:

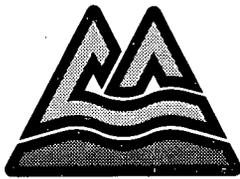
Experience:

Three years of increasingly responsible administrative support experience.

AND

Training:

Equivalent to a Bachelor of Arts degree from an accredited college with major course work in business administration, public administration or a related field.



RECEIVED

FEB 24 1993

MULTNOMAH COUNTY OREGON

GLADYS MCCOY
COUNTY CHAIR

EMPLOYEE SERVICES
FINANCE
LABOR RELATIONS
PLANNING & BUDGET
RISK MANAGEMENT

(503) 248-5015
(503) 248-3312
(503) 248-5135
(503) 248-3883
(503) 248-3797

(503) 248-5170 TDD

PORTLAND BUILDING
1120 S.W. FIFTH, 14TH FLOOR
P.O. BOX 14700
PORTLAND, OREGON 97214

PURCHASING, CONTRACTS
& CENTRAL STORES

(503) 248-5111

2505 S.E. 11TH, 1ST FLOOR
PORTLAND, OREGON 97202

MEMORANDUM

TO: Gladys McCoy, County Chair
Gary Hansen, Liaison Commissioner

THROUGH: Hank Miggins, Executive Assistant

FROM: Curtis Smith, Employee Services Manager

DATE: February 24, 1993

SUBJECT: Recommendations of Vacant Position Committee

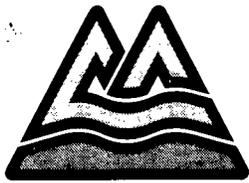
The Vacant Position Committee met yesterday in accordance with BCC Order 93-5 as amended. The Committee unanimously recommended the two actions listed below.

1. Regarding DES Budget Modification #21, the Committee recommends filling the vacant Management Assistant and Office Assistant 2 positions, but defer filling the Fiscal Specialist 2 position until July 1, 1993. This recommendation was made with the understanding that the person hired as Management Assistant will have some fiscal skills to assist the DES Director on an interim basis.

Note: Since DES Budget Modification #21 proposes a reorganization of the DES Director's Office, a vote to support the Bud Mod would be a vote to fill all three vacant positions, including the Fiscal Specialist 2. In order to support the Vacant Position Committee's recommendation, it would be appropriate to move that DES Bud Mod #21 be approved except that funds for filling the Fiscal Specialist 2 vacancy be deferred until July 1, 1993.

2. Regarding DES Budget Modification #22, the Committee recommends filling the vacant Data Analyst position.

Note: Since DES Budget Modification #22 proposes deleting the position, a motion to support the Vacant Position Committee's recommendation should be a motion to deny the proposed Bud Mod.



MULTNOMAH COUNTY OREGON

DEPARTMENT OF ENVIRONMENTAL SERVICES
2115 S.E. MORRISON
PORTLAND, OREGON 97214
(503) 248-5000

BOARD OF COUNTY COMMISSIONERS
GLADYS McCOY • CHAIR OF THE BOARD
DAN SALTZMAN • DISTRICT 1 COMMISSIONER
GARY HANSEN • DISTRICT 2 COMMISSIONER
TANYA COLLIER • DISTRICT 3 COMMISSIONER
SHARRON KELLEY • DISTRICT 4 COMMISSIONER

M E M O R A N D U M

TO: Board of County Commissioners and
Other Interested Parties

FROM: Betsy Williams, Director *Betsy Williams*
Dept. of Environmental Services

SUBJECT: Request to Fill Vacant Positions in DES Administration

DATE: February 8, 1993

Attached please find a budget modification to address the essential staffing needs of DES Administration.

The 1992/93 adopted budget authorizes a staffing level of 6.75 positions for this office. Since my appointment as DES Director on January 5, we have been operating - not very successfully - at a level of 3.5!

As you know, I was promoted to Director of DES, thereby vacating my previous position of Deputy Director of DES. (**Vacancy number one**) David Bogucki, our financial specialist, accepted a higher level position with the Dept. of Social Services and transferred out of DES in December, 1992. (**Vacancy number two**) These two vacancies leave one of the largest departments in County government with marginal management support at the onset of one of the most complex and difficult budget processes the County has embarked upon in recent years.

Regarding the third position, we deliberately held a budgeted Office Assistant position (OA 2) vacant to accumulate salary savings under the hiring freeze which was implemented earlier in the fiscal year. Over \$10,000 was saved from this position and recently transferred back to the General Fund Contingency. (**Vacancy number three**) Filling that vacancy is critical now, however, as our only other clerical person reduced her hours from full-time to half-time, effective January 1, 1993 (by mutual agreement during the 1992/93 budget process). The OA 2 provides reception and switchboard services and sorts the mail for the entire Morrison Building. In addition, it provides clerical support to DES Administration, including maintaining our filing

system, payroll, copying, and other such critical clerical functions. We recruited, interviewed, and were in the process of making a job offer on this position when the most recent hiring freeze was imposed by the Board. Given the critical nature of this position, we have been utilizing a temporary service to staff our reception desk, a less effective and **unbudgeted** way to provide these services.

DES Administration appreciates the financial predicament that the Board is currently wrestling with and supports the concept of a hiring freeze to help offset the negative effects of the County's revenue shortfall. In the past two years, DES has made several organizational changes to improve departmental efficiency and effectiveness, while **reducing the cost** of administrative support.

In 1991/92, DES Administration decentralized its Accounting Section. Two fiscal assistant positions were transferred to the Transportation Division to maintain the Road Fund cost accounting system and other Road Fund accounting functions. One position was transferred to the Finance Division to administer the Service District and Assessment District accounts. Two positions were retained by DES to coordinate the department's budget process, perform high level financial analysis, and monitor the department's numerous budgets and special funds. The Accounting Manager position was eliminated. The **net savings** from this reorganization were approximately **\$40,000**.

In 1992/93, the Department of General Services was eliminated; and several of its functions were transferred to DES, including **Assessment and Taxation, Information Services Division, Elections, Distribution, Records, and the Cable Regulatory Commission**. From this reorganization of County government, DES grew from **382 F.T.E.s to 619 F.T.E.s**, an increase in personnel of **62%**. The annual budget responsibility of this department increased from **\$75.3 million** to almost **\$122 million**. This workload increase was absorbed by DES Administration with the addition of only one position, an Administrative Secretary transferred from the former Dept. of General Services. The County's estimated savings from this organizational change were in excess of **\$200,000**.

The relative size and cost of DES Administration are among the lowest of the County's departments. Assuming the numbers in the 1992/93 Adopted Budget are essentially correct, the ratio of DES Administration staff to the total number of staff in the department is approximately **1:92**, compared to a County average of **1:63**. The total cost of DES Administration represents **.3%** of the department's total budget, compared to a County average of **1%**.

DES Administration
Page Three

This proposed reorganization streamlines DES Administration even more. The net annual effect of this proposed change is the **reduction of .25 F.T.E. and annual savings of approximately \$20,000.** Although these reductions may seem inconsequential compared to the magnitude of the fiscal problem that the County currently faces, this reorganization does represent further efforts on our part to respond in a responsible manner to the serious budgetary problems faced by the County.

Effective departmental leadership and management are crucial, however, to assist the County through the difficult times that lie ahead. I, therefore, respectfully request approval to implement the attached proposal.

BUDGET MODIFICATION NO. DES # 22

(For Clerk's Use) Meeting Date MAR 04 1993
Agenda No. R-3

1. REQUEST FOR PLACEMENT ON THE AGENDA FOR _____ (Date) _____

DEPARTMENT Environmental Services DIVISION Assessment & Taxation
CONTACT John Riles TELEPHONE 248-3345
*NAME(S) OF PERSON MAKING PRESENTATION TO BOARD Betsy Williams

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

(Estimated Time Needed on the Agenda)

2. DESCRIPTION OF MODIFICATION (Explain the changes this Bud Mod makes. What budget does it increase? What do the changes accomplish? Where does the money come from? What budget is reduced? Attach additional information if you need more space.)

PERSONNEL CHANGES ARE SHOWN IN DETAIL ON THE ATTACHED SHEET

In conformance with Board ordered procedure to request hiring to fill currently budgeted Data Analyst position. This request would need to be authorized by the Department of Revenue in conformance with the contract we signed last March.

BOARD OF
COUNTY COMMISSIONERS
1993 FEB 24 AM 9:05
MULTI-COUNTY
OREGON

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

N/A

4. CONTINGENCY STATUS (to be completed by Finance/Budget)

Contingency before this modification (as of _____) \$ _____
(Specify Fund) (Date)
After this modification \$ _____

Originated By	Date	Department Manager	Date
		<i>BH Williams</i>	<i>2/15/93</i>
Budget Analyst	Date	Personnel Analyst	Date
<i>J. Mark Campbell</i>	<i>2/16/93</i>	<i>Donald Henderson</i>	<i>2/16/93</i>
Board Approval			Date

Copy sent to Mark Campbell 3-8-93

EXPENDITURE TRANSACTION EB []

GM [] TRANSACTION DATE _____ ACCOUNTING PERIOD _____ BUDGET FY _____

Document Number	Action	Fund	Agency	Organi- zation	Activity	Reporting Category	Object	Current Amount	Revised Amount	Change Increase (Decrease)	Sub-Total	Description
		175	030	7566			5100			(6,896)		
		175	030	7566			5500			(1,870)		
		175	030	7566			5550			(935)		
		400	050	7531			6580			(935)		Insurance

//////
TOTAL EXPENDITURE CHANGE (9,701) **TOTAL EXPENDITURE CHANGE**

REVENUE TRANSACTION RB []

GM [] TRANSACTION DATE _____ ACCOUNTING PERIOD _____ BUDGET FY _____

Document Number	Action	Fund	Agency	Organi- zation	Activity	Reporting Category	Revenue Source	Current Amount	Revised Amount	Change Increase (Decrease)	Sub-Total	Description
		400	050	7048			6609			(935)		AFT Fund

//////
TOTAL REVENUE CHANGE **TOTAL REVENUE CHANGE**

PERSONNEL DETAIL FOR BUD MOD NO. DES#22

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

FTE Increase (Decrease)	POSITION TITLE	Annualized			TOTAL Increase (Decrease)
		BASE PAY Increase (Decrease)	Increase (Decrease) Fringe	Ins.	
<1.0>	Data Analyst	<27,583>	<7,480>	<3,740>	<38,803>
TOTAL CHANGE (ANNUALIZED)					

6. CURRENT YEAR PERSONNEL DOLLAR CHANGES (calculate costs or savings that will take place within this fiscal year; these should explain the actual dollar amounts being changed by this Bud Mod.)

Permanent Positions, Temporary, Overtime, or Premium	Explanation of Change	Current FY			TOTAL Increase (Decrease)
		BASE PAY Increase (Decrease)	Increase (Decrease) Fringe	Ins.	
<1.0>	Request for Board direction re hiring of Data Analyst	<6,896>	<1,870>	<935>	<9,701>



RECEIVED

FEB 24 1993

MULTNOMAH COUNTY OREGON

GLADYS MCCOY
COUNTY CHAIR

EMPLOYEE SERVICES
FINANCE
LABOR RELATIONS
PLANNING & BUDGET
RISK MANAGEMENT

(503) 248-5015
(503) 248-3312
(503) 248-5135
(503) 248-3883
(503) 248-3797

(503) 248-5170 TDD

PORTLAND BUILDING
1120 S.W. FIFTH, 14TH FLOOR
P.O. BOX 14700
PORTLAND, OREGON 97214

PURCHASING, CONTRACTS
& CENTRAL STORES

(503) 248-5111

2505 S.E. 11TH, 1ST FLOOR
PORTLAND, OREGON 97202

MEMORANDUM

TO: Gladys McCoy, County Chair
Gary Hansen, Liaison Commissioner

THROUGH: Hank Miggins, Executive Assistant

FROM: Curtis Smith, Employee Services Manager

DATE: February 24, 1993

SUBJECT: Recommendations of Vacant Position Committee

The Vacant Position Committee met yesterday in accordance with BCC Order 93-5 as amended. The Committee unanimously recommended the two actions listed below.

1. Regarding DES Budget Modification #21, the Committee recommends filling the vacant Management Assistant and Office Assistant 2 positions, but defer filling the Fiscal Specialist 2 position until July 1, 1993. This recommendation was made with the understanding that the person hired as Management Assistant will have some fiscal skills to assist the DES Director on an interim basis.

Note: Since DES Budget Modification #21 proposes a reorganization of the DES Director's Office, a vote to support the Bud Mod would be a vote to fill all three vacant positions, including the Fiscal Specialist 2. In order to support the Vacant Position Committee's recommendation, it would be appropriate to move that DES Bud Mod #21 be approved except that funds for filling the Fiscal Specialist 2 vacancy be deferred until July 1, 1993.

2. Regarding DES Budget Modification #22, the Committee recommends filling the vacant Data Analyst position.

Note: Since DES Budget Modification #22 proposes deleting the position, a motion to support the Vacant Position Committee's recommendation should be a motion to deny the proposed Bud Mod.



MULTNOMAH COUNTY OREGON

DEPARTMENT OF ENVIRONMENTAL SERVICES
2115 S.E. MORRISON
PORTLAND, OREGON 97214
(503) 248-5000

BOARD OF COUNTY COMMISSIONERS
GLADYS McCOY • CHAIR OF THE BOARD
DAN SALTZMAN • DISTRICT 1 COMMISSIONER
GARY HANSEN • DISTRICT 2 COMMISSIONER
TANYA COLLIER • DISTRICT 3 COMMISSIONER
SHARRON KELLEY • DISTRICT 4 COMMISSIONER

M E M O R A N D U M

TO: Board of County Commissioners and
Other Interested Parties

FROM: Betsy Williams, Director *Betsy Williams*
Dept. of Environmental Services

SUBJECT: Request to Fill Vacant Positions in DES Administration

DATE: February 8, 1993

Attached please find a budget modification to address the essential staffing needs of DES Administration.

The 1992/93 adopted budget authorizes a staffing level of 6.75 positions for this office. Since my appointment as DES Director on January 5, we have been operating - not very successfully - at a level of 3.5!

As you know, I was promoted to Director of DES, thereby vacating my previous position of Deputy Director of DES. (**Vacancy number one**) David Bogucki, our financial specialist, accepted a higher level position with the Dept. of Social Services and transferred out of DES in December, 1992. (**Vacancy number two**) These two vacancies leave one of the largest departments in County government with marginal management support at the onset of one of the most complex and difficult budget processes the County has embarked upon in recent years.

Regarding the third position, we deliberately held a budgeted Office Assistant position (OA 2) vacant to accumulate salary savings under the hiring freeze which was implemented earlier in the fiscal year. Over \$10,000 was saved from this position and recently transferred back to the General Fund Contingency. (**Vacancy number three**) Filling that vacancy is critical now, however, as our only other clerical person reduced her hours from full-time to half-time, effective January 1, 1993 (by mutual agreement during the 1992/93 budget process). The OA 2 provides reception and switchboard services and sorts the mail for the entire Morrison Building. In addition, it provides clerical support to DES Administration, including maintaining our filing

system, payroll, copying, and other such critical clerical functions. We recruited, interviewed, and were in the process of making a job offer on this position when the most recent hiring freeze was imposed by the Board. Given the critical nature of this position, we have been utilizing a temporary service to staff our reception desk, a less effective and unbudgeted way to provide these services.

DES Administration appreciates the financial predicament that the Board is currently wrestling with and supports the concept of a hiring freeze to help offset the negative effects of the County's revenue shortfall. In the past two years, DES has made several organizational changes to improve departmental efficiency and effectiveness, while reducing the cost of administrative support.

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The relative size and cost of DES Administration are among the lowest of the County's departments. Assuming the numbers in the 1992/93 Adopted Budget are essentially correct, the ratio of DES Administration staff to the total number of staff in the department is approximately 1:92, compared to a County average of 1:63. The total cost of DES Administration represents .3% of the department's total budget, compared to a County average of 1%.

DES Administration
Page Three

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Effective departmental leadership and management are crucial, however, to assist the County through the difficult times that lie ahead. I, therefore, respectfully request approval to implement the attached proposal.

**DESCRIPTION OF DUTIES & CURRENT NEEDS
DATA ANALYST
DIVISION OF ASSESSMENT AND TAXATION**

1. Analyze needs for system users throughout A & T and design and implement computer solutions in dBASE, BASIC or other tools on PC's, NATURAL and DB2/SQL on the mainframe or other appropriate software and hardware.

CURRENT NEEDS:

- a. *Develop a PC/mainframe data base system to store and analyze commercial sales analysis data for commercial appraisal and appeal processing*
- b. *Develop computer programs to support commercial appraisal requirements as identified by DOR audit*
- c. *Develop mainframe computer programs to assist in the valuation of identified parts of personal property "districts" at a time*
- d. *Develop computer programs to assist in the management & maintenance of personal property valuation records*

2. Create *ad hoc* reports or programs as needed and requested by A & T users.

CURRENT NEEDS: To be identified by users

3. Assist A & T users in staging and submitting jobs initiated by A & T from user libraries. Act as liaison for A & T to ISD regarding Work Requests and job execution.

CURRENT NEEDS: To be identified by users

4. Assist in researching specifications and writing requests for ISD support.

CURRENT NEEDS: Work requests from

- a. *Personal Property*
 - b. *Sales Ratio*
 - c. *Tax Accounting*
- need to be researched, submitted and monitored*

5. Assist A & T users in productively utilizing PC/LAN based applications.

CURRENT NEEDS: Ongoing; several new users in Valuation need this support

6. Provide user support for A & T mainframe and locally based systems, including ATMENU, Characteristics, Sales, Word Processing, Remittance Processing System, Cash Register System, and Data Entry.

CURRENT NEEDS: Ongoing; several new users in Valuation need this support

7. Assist in installing new software and hardware on PC's and the LAN. Maintain software at current release levels and modify user setups, printer setups, and scripts.

CURRENT NEEDS: To be identified by users

Meeting Date: MAR 04 1993

Agenda No.: R-4

(Above space for Clerk's Office Use)

AGENDA PLACEMENT FORM
(For Non-Budgetary Items)

SUBJECT: Authorize Housing Affordability Development Program

BCC Informal March 2, 1993 BCC Formal March 4, 1993
(date) (date)

DEPARTMENT Environmental Services DIVISION Facilities Management

CONTACT Bob Oberst TELEPHONE 248-3851
Cecile Pitts 248-5000

PERSON(S) MAKING PRESENTATION Bob Oberst, HC Tupper, Cecile Pitts

ACTION REQUESTED:

INFORMATIONAL ONLY POLICY DIRECTION APPROVAL

ESTIMATED TIME NEEDED ON BOARD AGENDA: 20 Minutes

CHECK IF YOU REQUIRE OFFICIAL WRITTEN NOTICE OF ACTION TAKEN: x

BRIEF SUMMARY (include statement of rationale for action requested, as well as personnel and fiscal/budgetary impacts, if applicable):

The Board of County Commissioners approved the transfer of 17 tracts of tax foreclosed properties during the term of the Housing Affordability Demonstration Program. The board is requested to approve the resolution to reauthorize the Program for another round of transfers. Also accompanying the resolution is a report of Program activities during the Demonstration term.

(If space is inadequate, please use other side)

SIGNATURES:

ELECTED OFFICIAL _____

Or

DEPARTMENT MANAGER BH Willia

BOARD OF
COUNTY COMMISSIONERS
MULTNOMAH COUNTY
OREGON
1993 FEB 22 PM 1:14

(All accompanying documents must have required signatures)

*Sent Copies of Resolution 93-63 to Bob Oberst, Cecile Pitts
HC Tupper + John Rubey 3-8-93.*

BEFORE THE BOARD OF COUNTY COMMISSIONERS
OF MULTNOMAH COUNTY

In the Matter of Board Adoption of the)
Housing Affordability Demonstration) RESOLUTION
Program Report and Reauthorization of) 93-63
the Program with Revised Guidelines)

WHEREAS, there exists in Multnomah County, a shortage of safe and sanitary dwellings for low income persons and facilities; and

WHEREAS, State law and local ordinance provide that the abatement of slum and blight and the development of affordable housing is a public use and an essential government function; and

WHEREAS, the County Commission finds a donation of County owned property acquired through tax foreclosure would serve a public purpose if renovated or developed into decent, safe and sanitary low income housing; and

WHEREAS, the County Commission has approved the transfer of 17 tax foreclosed properties to non-profit agencies under the auspices of the Housing Affordability Demonstration Program; and

WHEREAS, the Technical Review Committee of the Housing Affordability Demonstration Program presented a report evaluating the performance of the Demonstration Program and suggesting procedural changes to the County Commission on October 20, 1992;

NOW, THEREFORE BE IT RESOLVED, that the Board of County Commissioners adopt the recommendations of the Program report and reauthorize the Program with suggested procedural revisions.

ADOPTED THIS 4th DAY OF March, 1993

BOARD OF COUNTY COMMISSIONERS
FOR MULTNOMAH COUNTY, OREGON

By Gladys McCoy
Gladys McCoy, Chair



REVIEWED:

John DuBay
John DuBay, Chief Assistant County Counsel

hc\reso2.hc

REPORT ON HOUSING AFFORDABILITY DEMONSTRATION PROGRAM

OCTOBER 1992

This report is prepared by the Multnomah County Technical Review Committee of the Housing Affordability Demonstration Program (see Attachment A for Committee membership). The report is released after the first year of the Program, and is to be presented to the Board of County Commissioners as part of their deliberations regarding the continuation of the program.

I. **PURPOSE:** The purpose of the report is to describe the operation of the Housing Affordability Demonstration Program. This includes review of program history, description of implementation process, and results. The report includes recommendations for structural changes to the Program and County Ordinance #672.

II. HISTORY:

The Housing Affordability Demonstration Program included approximately 209 properties subject to consideration by the non profit housing agencies. The properties were made available in three phases over the course of the year. In a typical year, the County will administer a single cycle of the program.

The properties in the Nehemiah target area were not part of the Demonstration Program. The Northeast Community Development Corporation was given pre-emptory rights to review the Demonstration Program list of available properties and reserve properties for use in the Nehemiah program. Properties not reserved by NECDC were returned to the Demonstration Program and made available to the non-profit housing agencies.

III. SUMMARY OF THE PROCESS:

Application process: The application process was established by Ordinance #672 and the Demonstration Program Procedures, adopted by the Board in June 1991. Non profit housing agencies were notified of the availability of tax foreclosed properties. A workshop was held for interested parties for each cycle of the Program process. The workshops were well attended. Technical assistance was made available to various applicants throughout the 60 day application period. Enclosed is the application packet from the most recent workshop (Attachment B).

The Technical Review Committee considered each proposal in regards to the established criteria and an additional bonus criteria which was suggested by the Committee. In some instances additional information was requested from the project sponsoring agency. The Technical Review Committee recommendation to the Board included various detailed conditions of transfer such as

additional contact with the Neighborhood Association and the encouragement of first source hiring practices.

Hearing process: At the conclusion of the hearing the Board wereresponsible to take action on the proposed transfers based on the following issues:

1. It is the most appropriate use for the property; and,
2. It will aid and cooperate in the planning, undertaking, construction or operation of a housing project; and,
3. The recipient agencies meet the threshold criteria established by the Board in the Demonstration Program procedures.

IV. FIRST YEAR RESULTS:

1. Number of complete applications received: 32.

2. Number of properties recommended for transfer: 20/17. The Board approved transfer of 20 properties. Due to title problems, three properties will not be transferred, but have been returned for re-foreclosure. The following statistics refer only to the 17 properties actually transferred through the Program.

- * Number of vacant lots: 12.
- * Number of improved lots: 5.
- * Tax and expenses owed on donated properties: \$83,553.
- * Value of the redevelopment investment proposals by the recipient agencies: Approx \$2.3 million.

3. Attachment C is a project log for each transfer, along with a map of property location. The program resulted in the proposed development of 63 units as follows:

- * 7 single family homeownership projects for a proposed development cost of \$325,000.
- * 2 duplex rental projects for a proposed development cost of \$182,000.
- * 1 four plex renovated as low income rental units for a proposed development cost of \$85,000.
- * 4 five person senior group homes for a proposed development cost of \$760,000.
- * 1 three person shelter for teens and respite care for a proposed development cost of \$20,000.
- * One larger property was committed to Providence

ElderPlace for the purpose of developing a
congregate care facility serving an estimated 25
low income elderly persons. Development cost is
estimated at \$950,000.

It is noted that the estimated development funds to carry out the
proposed projects are preliminary. Final financing amounts will
be collected as the projects move forward.

4. The program awarded properties to 10 agencies.

5. Funding Partners: The non profit agencies which received the
donated properties identified a number of local public and
private financing partners necessary to complete the work. These
include the City of Portland (and Portland Development
Commission) homestead programs, investor owner programs and non
profit loan programs. These also include new federal HOME Block
Grant funds, Community Development Block Grant monies, private
financing, local donations, and volunteerism. Federal Home loan
bank, State Housing Trust fund, low-income housing tax credits,
foundation grants were also involved in the development proposals
for the properties.

Public funding for the identified projects is governed by the
Countywide Comprehensive Housing Affordability Strategy (CHAS).
All proposals were reviewed in light of the CHAS goals for
development.

V. UNANTICIPATED PROBLEMS:

1. The Committee found that there is no guarantee that the title
of the foreclosed inventory is unencumbered. Therefore actual
transfer of properties is jeopardized. As noted earlier, it is
believed that three (3) properties will not be transferred due an
overwhelming number of unresolved liens. Almost all properties
have required additional staff time to resolve the title
problems. It is believed that this issue effects both sheriff
sale and the Program transfers. County staff are currently
working on the program changes which will resolve this issue for
properties now beginning the foreclosure process.

2. Lack of sophistication on the part of the applicants. The
Committee found that a number of the applicants needed assistance
in grant writing, technical assistance in how the the program
works, and some technical assistance regarding development
theory. The Program provided a workshop on the program,
consistent written materials, availability of staff and "after
the fact" debriefing as requested.

Recommendation: We expect that the second year process will be
smoother due to applicant experience. It is also believed that
presenting a focused, identified property inventory as
recommended later will help applicants target specific properties

and craft stronger proposals for County consideration.

VI. RECOMMENDATIONS:

The recommendation section is presented in two parts. The first part is the overall program recommendation regarding the second year operation. The second part is a set of recommendations for the change to the program procedures, and amendment of County Ordinance #672 to better accommodate County administrative processes.

Overall Recommendation: It is the recommendation of the Technical Review Committee that the HADP be continued with procedural changes for FY 1992/93. It is recommended that the Board of County Commissioners authorize the Program to transfer up to 30 properties in the program in conjunction with the recommended criteria and policies.

This recommendation is consistent with the 1991 CHAS (see goal G.7).

Recommended Procedural Changes to the Program for Year #2: By and large the program procedures and criteria were seen to be generally useful and effective. The following are various recommended changes to facilitate program process. These are presented in no particular order:

1. **Technical Review Committee membership:** The Committee is recommended to remain intact for the second program year. Appointing organizations are requested to appoint members who can make time available to attend the meetings.

During the second year, County Board Commissioners are invited to decide the level of participation in the Committee. Currently all Board members and the Chair's office are represented on the Committee. Any change to this approach should be discussed to make sure the issues and concerns of the community are represented.

Appointing organizations may identify persons outside their agencies to participate in the Committee. The Committee may from time to time request advice from other persons regarding particular issues or concerns.

2. Criteria:

The criteria and point system of the Demonstration Program are as follows:

- a. Capacity (Demo 15 pts)
- b. Timeliness (Demo 10 pts)
- c. Financial plan (Demo 10 pts)
- d. Capacity for on-going operation (Demo 5 pts)
- e. Community Support (Demo 5 pts)

- f. Neighborhood Stability (Demo 5 pts)
- g. Understanding of zoning, planning, building ... (Demo 5 pts)
- h. Low income (Demo 5 pts)
- i. Bonus points for very low income or special needs persons (Demo 5 pts)

TRC. Longer term affordability commitment (Demo 10 pts)

Total available during Demo Program 75 points.

The recommended criteria for the second year program reflects the Committee striving for fewer, more comprehensive criteria categories. Attachment D is a revised application with the proposed criteria.

- a. Organizational Capacity (15 points)
- b. Project Plan (15 points)
- c. Financial Plan (10 points)
- d. Operations capacity (5 points)
- e. Community Support (5 points)
- f. Bonus points for very low income benefit (5 points)
- g. Bonus points for longer term affordability commitment (5 points)

Total available during second year 60 points.

3. Ordinance #672 affects all foreclosed properties suitable for development prior to sheriff sale. This means that the Program publishes the availability of everything: sliver lots, industrial lots, property in the gorge, residential lots. This has resulted in larger, less workable lists distributed to interested agencies.

Recommendation: The second year program identify a specific sub-inventory of properties to market for the purpose of fostering the development of affordable housing. For FY 92/93 this is proposed to be a list of specific properties set aside for the program. The identified properties would remain technically in the Tax Title responsibility for maintenance and management. This focused approach for year would enable more intensive marketing of the property, and easier review by the interested non profit agencies. This will require an amendment to Ordinance #672.

This approach would also facilitate sale of the remaining properties through the sheriff sale process.

4. Recommendation regarding the condition of title on donated properties: County staff are currently identifying means to correct the County foreclosure process. This will be a Board discussion at a later date. In the meantime the Program will strive to identify title problems early in the process and take steps to resolve them, or eliminate the property from the

program.

5. County Ordinance #672 requires the County Board of Commissioners to have a public meeting to determine whether the public good will be served by setting another public hearing for review of the applications. This process seems unnecessarily cumbersome and redundant. We feel that a single public hearing, with notifications both by mail and newspaper, safeguard the agencies and the public right to participate in the transfer deliberations. This recommendation would require an amendment to Ordinance # 672.

6. FEE SCHEDULE: County staff is currently reviewing the fee question for applicability to the second year.

7. Recommendation on process for use of property for child care and social service operations. The TRC has discussed the use of tax foreclosed inventory for the development of child care and social service uses. Attachment E is a memorandum which details the discussion and recommendation to date. The Committee is prepared to review the issue further at the direction of the Board.

There is no fiscal impact from the amendment to the Ordinance. Implementation of the Ordinance may result in distribution of property to local governments, NECDC, or non profit housing sponsors. The amount of cancelled taxes and maintenance costs, which form the basis of the County's donation subsidy, are presented to the Board at the time of each transfer request.

TECHNICAL REVIEW COMMITTEE MEMBERS

Winnie Francis
Multnomah County Citizen Involvement Committee

Karen Belsey
Commissioner Bauman's staff

Pam Arden
Commissioner Hansen's staff

Jean Bucciarelli
Commissioner Anderson's staff

Teri Duffy
Chair McCoy's staff

Carolyn Marks-Bax
Commissioner Kelley's staff

Ed McNamara
Neighborhood Partnership Fund

Pete Von Christierson
City of Gresham

Terry Anderson
City of Portland

Sue Krake
First Interstate Bank

Larry Baxter
Tax/Title Unit

Cecile Pitts
Housing & Community Services Division

H.C. Tupper
Committee Staff

**MULTNOMAH COUNTY OREGON**

DEPARTMENT OF ENVIRONMENTAL SERVICES
COMMUNITY DEVELOPMENT DIVISION
2115 S.E. MORRISON
PORTLAND, OREGON 97214
(503) 248-5000

BOARD OF COUNTY COMMISSIONERS
GLADYS McCOY • CHAIR OF THE BOARD
PAULINE ANDERSON • DISTRICT 1 COMMISSIONER
GARY HANSEN • DISTRICT 2 COMMISSIONER
RICK BAUMAN • DISTRICT 3 COMMISSIONER
SHARRON KELLEY • DISTRICT 4 COMMISSIONER

MEMORANDUM

DATE: April 13, 1992
TO: Non-Profit Housing Developers
FROM: Multnomah County Technical Review Committee
SUBJECT: Demonstration Project Application Packet

Welcome. Multnomah County is pleased to introduce its Housing Affordability Demonstration Project. The purpose of the project is to foster the development of affordable housing for lower income families and children. This cover memorandum describes the Project application materials and application procedures. Up to thirty properties will be distributed under the auspices of the Project.

CONTENTS: Attached you will find the following materials:

1. Housing Affordability Demonstration Project procedures
2. List of available properties for the Project
3. Application form - including bonus point attachment
4. Sample agreement detailing applicant obligations under the Project
5. Federal definition of low and very low income.

This workshop, the third for the Demonstration Project, is scheduled for April 13, 1992. Complete applications, accompanied by the NON-REFUNDABLE APPLICATION FEE of \$50.00, must be received by the County Tax Title Unit by June 15, 1992 at 4:30 PM to be considered for transfer under the Demonstration Project. The Tax Title office is located at 2505 S.E. 11th Street, Portland, Oregon. For more information or to receive application materials, please contact H.C. Tupper at the Multnomah County Housing and Community Services Division, Community Development Program: 248-3114.

NOTE # 1 - The current list of properties comprises the third and final inventory of tax acquired tracts to be distributed under the Demonstration Project. The 30 transfers made during the Demonstration Project will be selected from the three property inventories backlogged in Multnomah County ownership. The permanent implementation of the Program as an annual resource for low income housing development will be determined by an evaluation of the costs and contributions of the Program by the Board of County Commissioners.

NOTE # 2 - Successful applicants will be required to pay a NON-REFUNDABLE TRANSFER FEE of \$200 prior to receipt of ownership of the property. The fee pays for the contract oversight activities of the Project.

112C/3240C

June 20, 1991

1991 Housing Affordability

Demonstration Program

Property Transfer Procedure

I. Purpose: The purpose of the Housing Affordability Demonstration Program is to foster the development of affordable housing for lower income families using the inventory of County tax foreclosed property. For this program, lower income families shall have the meaning stated in section 3 (b) of the United States Housing Act of 1937 and the most recent adjustment schedule published by the US Department of Housing of Urban Development.

This procedure will be used to designate 30 properties as part of the 1991 demonstration project. No fewer than 5 of these properties shall be vacant lots.

II. Application Process

- A. County Tax/Title will publish a list of available properties. During the demonstration phase of this program the available properties shall be screened to exclude those not suitable for residential uses, and those currently occupied.

Notice of the available properties shall be sent to interested public agencies and non profit housing sponsors. Notice of the program will be published in the Oregonian.

- B. Eligible Applicants: Public agencies and non profit housing sponsors.

C. Application Period.

Eligible applicants shall have 60 days to respond to published property list on a form provided by the County (see attached). Applicants can apply for up to five properties unless they have the demonstrated capacity to carry out more than five properties in the program year.

A non-refundable application fee of \$50 will be required to for each requested property.

The technical review committee may recommend restriction of an applicant's award of properties based on the demonstrated capacity of the sponsor. Only full and complete applications received during the 60-day application period will be considered.

D. Technical Review.

A technical review committee shall be formed to review applications and make recommendations to the Board of Commissioners. The review shall be a a non-binding staff recommendation about the merits of a project to the BCC according to adopted criteria. The technical review committee for the demonstration project shall include representatives from the Community Development Division, Tax/Title Program, City of Portland, the Commissioners' office, Citizen Involvement Committee, City of Gresham, and Oregon Community Foundation. The review committee shall examine each application and provide a narrative report to the BCC. The technical report shall also include location of property, taxes owed, and costs incurred by the County in managing the property. Applicants must be able to answer affirmatively to criteria "a" through "h". Points will be awarded on the basis of the strength of the answers. Program criteria and relative weighting are as follows:

- a. Sponsor must demonstrate capacity to carry out the project. (15 points)

- b. Sponsor must demonstrate project plan that will result in timely completion and use. (10 points)
- c. Sponsor must demonstrate financial plan sufficient to carry out the project. (10 points)
- d. Sponsor must demonstrate capacity to provide ongoing operation, maintenance and hazard insurance during development phase. (5 points)
- e. Sponsor must demonstrate community support (5 points)
- f. Sponsor must demonstrate the project contributes to neighborhood stability. (5 points)
- g. Sponsor must demonstrate understanding of planning, zoning, and building requirements (5 points)
- h. Sponsor must demonstrate that the project will result in affordable housing for lower income families. (5 points)
- i. Sponsor may demonstrate that the project will result in affordable housing for very low income families or special populations. (5 bonus points total)

III. Hearing Process

Following technical review, a hearing will be scheduled before the Board of County Commissioners to consider the requests for transfer of property under this program. The BCC will receive the technical review committee report as part of their agenda package. Board hearing will include the technical report and public testimony. The hearing shall require a representative of the technical review committee to describe its findings and be available to answer questions.

IV. Transfer Process

A \$200 non-refundable transfer fee will be charged for each property awarded through the program.

The successful applicant will receive title to the tax foreclosed property after an Agreement with the County and lien instrument are executed. Basically the County is donating the value of land and structure to the agency and expecting benefit to accrue to lower income people in increased affordability. If we accept the premise that encouraging low income housing requires monitoring the progress and successes of the non-profit developers, security in the form of encumbering documents is the starting point.

When title is transferred to the successful applicant, the transfer will be conditioned to the development of affordable housing for lower income families. The resulting Agreement will specify a 12 month period by which financing will be obtained, and a total of 24 months for the renovations described in the application to be completed. After transfer, the property will revert to County ownership only if: the non-profit developer is unable to demonstrate adequate financing for the project has been obtained, the developer does not complete renovations during the 24-month construction term, or the terms of the Agreement with the County are breached. Annually, during this development or construction phase the applicant will be required to file financial status reports that provide both project specific fiscal information and corporate financial statements. The technical review committee will track the applicant financial reports and report to the Board if serious problems or inadequacies are presented. The technical review committee will make periodic site inspections of project construction progress and Agreement compliance. Project completion is initiated by the County upon

receipt of completion notice from local building codes jurisdiction. Completion of the project rehabilitation requires final inspection and Certificate of Completion to be issued by the County. Upon completion of the project, the County shall remove the short term development conditions from the title.

We anticipate three different housing models, with differing contractual and lien documents, to result from this demonstration program. Different procedures and enforcement documents must follow the different uses and types of housing promulgated by the applicants. The structure of enforcement during the development phase of the projects will remain the same whatever the type of housing proposed. The structure of longer term enforcement processes for the three housing models is as follows:

Model #1 Homeless Shelter or Special Needs Housing.

The non-profit developer wishes to own and renovate tax-foreclosed property for homeless shelter. County and developer sign an Agreement, secured by a promissory note and trust deed in the amount of the tax arrears and penalties. The Agreement and lien documents would stipulate the face amount of the note be reduced by 20% per year to be completely extinguished after five years of performance by the non-profit developer in providing homeless shelter. Any County interest or restriction in the property would disappear after five years. If the property is sold or changes use prior to completion of the five-year performance term, the balance of the note shall be payable to the County.

Model #2 Affordable Rental Housing.

The non-profit developer intends to develop affordable rental housing for lower income families. The property will be owned and operated by the applicant or a non profit property management agency which is approved by the County. Performance is secured by an Agreement secured by a note and trust deed as for the homeless shelter development. The restriction described in the encumbering documents will ensure low-income renters and

housing affordability. The term of the restrictions will be 10 years. This total encumbrance would be due and payable only if the developer breaches the terms of the Agreement.

Model #3 Home Ownership Models.

The non-profit developer of owner occupied housing seeking the subsidy of County tax foreclosed property will be required to sign an Agreement secured by a trust deed for the amount of the tax arrears. The Agreement would specify beneficiaries, project completion and marketing term to qualified lower income buyer, two years from transfer to sale. At sale the County's trust deed would transfer to the property buyer as a second mortgage. The mortgage would be performance based, enforcing a five year occupancy and no sale or rental requirement. If the property was sold previous to the sunset of the second mortgage, title search at escrow would show the encumbrance due and payable. In the case of contract sales without title assignment, our ensuring continued lower income ownership is problematical.

Final Notes.

Hopefully other housing products will be suggested by the non-profit developers. The proposed document stream for the three differing housing types is flexible enough to incorporate other innovative housing and ownership models. The Technical Review Committee may recommend additional Special Conditions to fit the applications received during the demonstration program.

The technical review committee will advise the Board regarding program delivery policy throughout the demonstration phase.

third nonprofit inst

PROPERTY LIST
MARCH 19, 1992

ACCOUNT NUMBER 00960-1380 MARKET VALUE \$4,400.00
LEGAL DESCRIPTION ALBINA
E 1/2 OF N 75' OF LOT 18, BLOCK 4
PROPERTY ADDRESS 626 NE SACRAMENTO ST
MAP 2831 AREA NE JURISDICTION P NEIGHBORHOOD ELIOT
ZONING R1 SIZE 1,875 SF OCCUPIED VAC USE DS

ACCOUNT NUMBER 04280-0150 MARKET VALUE \$17,800.00
LEGAL DESCRIPTION ATKINSONS ADD
LOT 7, BLOCK 2; W 17' OF LOT 8, BLOCK 2
PROPERTY ADDRESS E OF 2558 NW VAUGHN ST
MAP 2826 AREA NW JURISDICTION P NEIGHBORHOOD NWEST
ZONING C2 SIZE 3,397 SF OCCUPIED NO USE VAC

ACCOUNT NUMBER 13820-0270 MARKET VALUE \$5,500.00
LEGAL DESCRIPTION CARNEY HEIGHTS
LOT 14
PROPERTY ADDRESS NE ROCKY BUTTE @ 675' S OF TUNNEL
MAP 2729 AREA NE JURISDICTION P NEIGHBORHOOD MADSN
ZONING R5 SIZE 7,514 SF OCCUPIED NO USE VAC

ACCOUNT NUMBER 13820-0290 MARKET VALUE \$5,500.00
LEGAL DESCRIPTION CARNEY HEIGHTS
LOT 15
PROPERTY ADDRESS NE ROCKY BUTTE @ 742' S OF TUNNEL
MAP 2729 AREA NE JURISDICTION P NEIGHBORHOOD MADSN
ZONING R5 SIZE 7,429 SF OCCUPIED NO USE VAC

ACCOUNT NUMBER 13820-0310 MARKET VALUE \$5,500.00
LEGAL DESCRIPTION CARNEY HEIGHTS
LOT 16
PROPERTY ADDRESS NE ROCKY BUTTE @ 810' S OF TUNNEL
MAP 2729 AREA NE JURISDICTION P NEIGHBORHOOD MADSN
ZONING R5 SIZE 7,013 SF OCCUPIED NO USE VAC

PROPERTY LIST
MARCH 19, 1992

ACCOUNT NUMBER 13820-0330 MARKET VALUE \$5,500.00
LEGAL DESCRIPTION CARNEY HEIGHTS
LOT 17
PROPERTY ADDRESS NE ROCKY BUTTE @ 871' S OF TUNNEL
MAP 2729 AREA NE JURISDICTION P NEIGHBORHOOD MADSN
ZONING R5 SIZE 7,103 SF OCCUPIED NO USE VAC

ACCOUNT NUMBER 13820-0350 MARKET VALUE \$5,500.00
LEGAL DESCRIPTION CARNEY HEIGHTS
LOT 18
PROPERTY ADDRESS NE ROCKY BUTTE @ 938' S OF TUNNEL
MAP 2729 AREA NE JURISDICTION P NEIGHBORHOOD MADSN
ZONING R5 SIZE 7,097 SF OCCUPIED NO USE VAC

ACCOUNT NUMBER 14040-4160 MARKET VALUE \$100.00
LEGAL DESCRIPTION CARTERS ADD TO PORTLAND
TL #55 OF LOT 5, BLOCK 65
PROPERTY ADDRESS
MAP 3127 AREA SW JURISDICTION P NEIGHBORHOOD SWHLS
ZONING R10 SIZE 24 SF OCCUPIED NO USE VAC

~~ACCOUNT NUMBER 16390-2210 MARKET VALUE \$50.00
LEGAL DESCRIPTION CLIFFORD ADDITION
PROPERTY ADDRESS 4825 & 4827 N BORTHWICK
MAP AREA NE JURISDICTION P NEIGHBORHOOD HMBLT
ZONING R25 SIZE 5,000 SF OCCUPIED NO USE VAC~~

ACCOUNT NUMBER 19790-0200 MARKET VALUE \$22,200.00
LEGAL DESCRIPTION DARLINGTON
LOTS 33 & 34, BLOCK 1
PROPERTY ADDRESS 5321 SE MALDEN ST
MAP 3836 AREA SE JURISDICTION P NEIGHBORHOOD BNTWD
ZONING LR7 SIZE 5,000 SF OCCUPIED NO USE DS

PROPERTY LIST
MARCH 19, 1992

ACCOUNT NUMBER 19790-1830 MARKET VALUE \$15,900.00
LEGAL DESCRIPTION DARLINGTON
LOT 1, BLOCK 8
PROPERTY ADDRESS E SIDE OF SE 52ND AVE, BETWEEN MALDEN & FLAVEL DRIVE
MAP 3836 AREA SE JURISDICTION P NEIGHBORHOOD BNTWD
ZONING NC SIZE 3,800 SF OCCUPIED NO USE VAC

ACCOUNT NUMBER 23900-0300 MARKET VALUE \$1,100.00
LEGAL DESCRIPTION EDISON
EXC W 136.62 & EXC E 100', LOT 6
PROPERTY ADDRESS LANDLOCKED, EAST OF 1144 & 1212 SE 118TH
MAP 2942 AREA SE JURISDICTION P NEIGHBORHOOD HZLWD
ZONING LR7 SIZE 5,040 SF7 OCCUPIED NO USE VAC

ACCOUNT NUMBER 24650-2560 MARKET VALUE \$4,100.00
LEGAL DESCRIPTION ELLAHURST
LOT Y
PROPERTY ADDRESS BONNEVILLE
MAP 352N6E AREA EAST JURISDICTION M NEIGHBORHOOD BNVLE
ZONING MUF20 SEC SIZE 3.79 AC OCCUPIED NO USE VAC

ACCOUNT NUMBER 24720-0555 MARKET VALUE \$100.00
LEGAL DESCRIPTION ELLERY HEIGHTS
TL #2 OF LOT 13, BLOCK 6
PROPERTY ADDRESS
MAP 2742 AREA NE JURISDICTION P NEIGHBORHOOD UNK
ZONING R7 SIZE 530 SF OCCUPIED NO USE VAC

ACCOUNT NUMBER 30660-0920 MARKET VALUE \$7,000.00
LEGAL DESCRIPTION GARRISON'S SUB
E 1/2 OF LOT 5, BLOCK 99
PROPERTY ADDRESS FORMER 1835 SE MORRISON ST
MAP 3132 AREA SE JURISDICTION P NEIGHBORHOOD BUKMN
ZONING R1 SIZE 2,500 SF OCCUPIED NO USE VAC

PROPERTY LIST
MARCH 19, 1992

ACCOUNT NUMBER 32860-0089 MARKET VALUE \$200.00
LEGAL DESCRIPTION GLOCCA MORRA
TL #1 OF LOT P
PROPERTY ADDRESS
MAP 3449 AREA GR JURISDICTION G NEIGHBORHOOD GRES
ZONING LDR SIZE 50 SF OCCUPIED NO USE VAC

ACCOUNT NUMBER 32860-0090 MARKET VALUE \$200.00
LEGAL DESCRIPTION GLOCCA MORRA
TL #2 OF LOT P
PROPERTY ADDRESS
MAP 3449 AREA GR JURISDICTION G NEIGHBORHOOD GRES
ZONING LDR SIZE 1,080 SF OCCUPIED NO USE VAC

ACCOUNT NUMBER 34660-2200 MARKET VALUE \$2,500.00
LEGAL DESCRIPTION GROVERS ADD
INC PT VAC ST-W 10' OF LOT F
PROPERTY ADDRESS WEST OF 1474 SW DAVENPORT
MAP 3227 AREA SW JURISDICTION P NEIGHBORHOOD SWHLS
ZONING R5 SIZE 1,200 SF OCCUPIED NO USE VAC

ACCOUNT NUMBER 37260-0020 MARKET VALUE \$1,300.00
LEGAL DESCRIPTION HECKER ADD
E 1/2 OF LOT 2, BLOCK 1
PROPERTY ADDRESS WEST OF 7429 SE BYBEE BLVD
MAP 3738 AREA SE JURISDICTION P NEIGHBORHOOD BNTWD
ZONING LR7 SIZE 1,980 SF OCCUPIED NO USE VAC

ACCOUNT NUMBER 37260-0030 MARKET VALUE \$2,600.00
LEGAL DESCRIPTION HECKER ADD
LOT 3, BLOCK 1
PROPERTY ADDRESS EAST OF 7409 SE BYBEE BLVD
MAP 3738 AREA SE JURISDICTION P NEIGHBORHOOD BNTWD
ZONING LR7 SIZE 3,960 SF OCCUPIED NO USE VAC

PROPERTY LIST
MARCH 19, 1992

~~ACCOUNT NUMBER 38430-2500 MARKET VALUE [REDACTED].00~~
~~LEGAL DESCRIPTION HIGHLAND~~
~~EXC PT IN ST - S 112' OF LOT 16, BLOCK 1~~
~~PROPERTY ADDRESS WEST OF 5109 NE KILLINGSWORTH~~
~~MAP 2435 AREA NE JURISDICTION P NEIGHBORHOOD CULLY~~
~~ZONING HR2 SIZE 14,884 SF OCCUPIED NO USE VAC~~

ACCOUNT NUMBER 41390-3990 MARKET VALUE \$3,100.00
LEGAL DESCRIPTION INA PARK
LOT 19, BLOCK 10
PROPERTY ADDRESS NORTH OF 5261 NE 25TH AVE
MAP 2533 AREA NE JURISDICTION P NEIGHBORHOOD CNCDA
ZONING R25L SIZE 4,000 SF OCCUPIED NO USE VAC

ACCOUNT NUMBER 41390-4650 MARKET VALUE \$2,200.00
LEGAL DESCRIPTION INA PARK
W 52' OF LOT 10, BLOCK 12
PROPERTY ADDRESS NE CORNER OF 25TH AVE & ALBERTA ST
MAP 2533 AREA NE JURISDICTION P NEIGHBORHOOD CNCDA
ZONING C2L SIZE 2,080 SF OCCUPIED NO USE VAC

ACCOUNT NUMBER 43210-0850 MARKET VALUE \$16,300.00
LEGAL DESCRIPTION JOHNSTON ACRES
E 105' OF LOT 8, BLOCK 3
PROPERTY ADDRESS SW CORNER 89TH & BROOKLYN
MAP 3339 AREA SE JURISDICTION P NEIGHBORHOOD PLHST
ZONING LR5 SIZE 9,975 SF OCCUPIED NO USE VAC

ACCOUNT NUMBER 43410-3000 MARKET VALUE \$25,300.00
LEGAL DESCRIPTION JORBADE
EXC PT IN ST - S 112' OF LOT 16, BLOCK 1
PROPERTY ADDRESS WEST OF 5109 NE KILLINGSWORTH
MAP 2435 AREA NE JURISDICTION P NEIGHBORHOOD CULLY
ZONING HR2 SIZE 14,884 SF OCCUPIED NO USE VAC

PROPERTY LIST
MARCH 19, 1992

ACCOUNT NUMBER 45250-0030 MARKET VALUE \$100.00
LEGAL DESCRIPTION KINGSGATE
TRACT C
PROPERTY ADDRESS NE CORNER OF SE 148TH & GLADSTONE
MAP 3445 AREA SW JURISDICTION P NEIGHBORHOOD PLHST
ZONING LR7 SIZE 1,500 SF OCCUPIED NO USE VAC

ACCOUNT NUMBER 45880-0970 MARKET VALUE \$2,700.00
LEGAL DESCRIPTION KNOTT ST ADD
E 20' OF LOT 7, BLOCK 4
PROPERTY ADDRESS LANDLOCKED, EAST OF 2532 NE 27TH AVE
MAP 2733 AREA NE JURISDICTION P NEIGHBORHOOD ALMDA
ZONING R5 SIZE 780 SF OCCUPIED NO USE VAC

ACCOUNT NUMBER 49280-0270 MARKET VALUE \$4,800.00
LEGAL DESCRIPTION LESTER PARK
LOT 1, BLOCK 2
PROPERTY ADDRESS SE CORNER OF NE 25TH AVE & ALBERTA ST
MAP 2533 AREA NE JURISDICTION P NEIGHBORHOOD CNCDA
ZONING C2L SIZE 4,500 SF OCCUPIED NO USE VAC

ACCOUNT NUMBER 49710-0690 MARKET VALUE \$7,200.00
LEGAL DESCRIPTION LINCOLN PARK
S 1/2 OF LOT 4, BLOCK 5
PROPERTY ADDRESS 3732 NE 8TH AVE
MAP 2631 AREA NE JURISDICTION P NEIGHBORHOOD KING
ZONING R5 SIZE 2,500 SF OCCUPIED NO USE YES

ACCOUNT NUMBER 49730-3606 MARKET VALUE \$100.00
LEGAL DESCRIPTION LINCOLN PARK ANNEX
W 1/6' OF E 33 1/2' OF W 69' OF LOT 1, BLOCK 26
PROPERTY ADDRESS
MAP 2631 AREA NE JURISDICTION P NEIGHBORHOOD KING
ZONING R5 SIZE 8 SF OCCUPIED NO USE VAC

PROPERTY LIST
MARCH 19, 1992

ACCOUNT NUMBER 50300-1730 MARKET VALUE \$37,300.00
LEGAL DESCRIPTION LOCHKNOWE
TL #1 OF LOT 2, BLOCK 6
PROPERTY ADDRESS 9128 NE WEBSTER ST
MAP 2539 AREA NE JURISDICTION P NEIGHBORHOOD CULLY
ZONING LR7 SIZE 6,110 SF OCCUPIED NO USE DS

ACCOUNT NUMBER 52050-3000 MARKET VALUE \$6,000.00
LEGAL DESCRIPTION M PATTONS ADD & 2ND
LOT 3, BLOCK 35
PROPERTY ADDRESS FORMER 5124 N INTERSTATE AVE
MAP 2529 AREA N JURISDICTION P NEIGHBORHOOD OVRK
ZONING R1S SIZE 5,000 SF OCCUPIED NO USE VAC

ACCOUNT NUMBER 54276-0020 MARKET VALUE \$100.00
LEGAL DESCRIPTION MARY ALMOND VIEW ACRES
TRACT B
PROPERTY ADDRESS
MAP 3453 AREA GR JURISDICTION G NEIGHBORHOOD GRES
ZONING R10 SIZE 700 SF OCCUPIED NO USE VAC

ACCOUNT NUMBER 61330-2060 MARKET VALUE \$27,200.00
LEGAL DESCRIPTION NORTH ST JOHNS
LOT 7, BLOCK 13
PROPERTY ADDRESS 10001 N WILLAMETTE BLVD
MAP 2021 AREA N JURISDICTION P NEIGHBORHOOD STJHN
ZONING R5 SIZE 5,000 SF OCCUPIED NO USE DS

ACCOUNT NUMBER 62130-1310 MARKET VALUE \$5,900.00
LEGAL DESCRIPTION OAK PARK ADD 2
N 1/2 OF LOTS 10 & 11, BLOCK 7
PROPERTY ADDRESS FORMER 9714 N CHARLESTON AVE
MAP 2022 AREA N JURISDICTION P NEIGHBORHOOD STJHN
ZONING R5 SIZE 5,000 SF OCCUPIED NO USE VAC

PROPERTY LIST
MARCH 19, 1992

ACCOUNT NUMBER 64990-0630 MARKET VALUE \$27,600.00
LEGAL DESCRIPTION PASADENA
LOTS 25 & 26, BLOCK 2
PROPERTY ADDRESS S OF 10938 SW 62ND AVE
MAP 4123 AREA SW JURISDICTION P NEIGHBORHOOD ASHCR
ZONING R7 SIZE 10,200 SF OCCUPIED NO USE VAC

ACCOUNT NUMBER 65521-3520 MARKET VALUE \$9,300.00
LEGAL DESCRIPTION PENINSULAR ADD 2
LOTS 16 & 17, BLOCK 10
PROPERTY ADDRESS FORMER 8830 N DRUMMOND AVE
MAP 2127 AREA N JURISDICTION P NEIGHBORHOOD KENTON
ZONING R5 SIZE 5,000 SF OCCUPIED NO USE VAC

ACCOUNT NUMBER 65522-5630 MARKET VALUE \$12,800.00
LEGAL DESCRIPTION PENINSULAR ADD 2
TL #1 OF LOTS 14-17, BLOCK 28
PROPERTY ADDRESS END OF N ENDICOTT, NELY OF 9201 N ENDICOTT
MAP 2127 AREA N JURISDICTION P NEIGHBORHOOD KENTN
ZONING R5 SIZE 10,235 SF OCCUPIED NO USE VAC

ACCOUNT NUMBER 65522-7740 MARKET VALUE \$9,300.00
LEGAL DESCRIPTION PENINSULAR ADD #2
INC PT VAC ST, LOTS 11 & 12, BLOCK 34
PROPERTY ADDRESS FORMER 9305 N SEWARD AVE
MAP 2126 AREA N JURISDICTION P NEIGHBORHOOD KENTN
ZONING R5 SIZE 5,000 SF OCCUPIED NO USE VAC

ACCOUNT NUMBER 75020-0970 MARKET VALUE \$3,500.00
LEGAL DESCRIPTION SCOFFINS ADD
LOT 11, BLOCK 4
PROPERTY ADDRESS FORMER 7028 NE 10TH AVE
MAP 2331 AREA NE JURISDICTION P NEIGHBORHOOD WODLN
ZONING R5L SIZE 5,000 SF OCCUPIED NO USE VAC

PROPERTY LIST
MARCH 19, 1992

ACCOUNT NUMBER 77430-1340 MARKET VALUE \$200.00
LEGAL DESCRIPTION SLAVINS ADD & PLAT 2
TL #4 OF LOT 2, BLOCK 14
PROPERTY ADDRESS
MAP 3527 AREA SW JURISDICTION P NEIGHBORHOOD RGBRD
ZONING R10 SIZE 192 SF OCCUPIED NO USE VAC

ACCOUNT NUMBER 80430-2280 MARKET VALUE \$7,000.00
LEGAL DESCRIPTION SUBURBAN HOMES CLUB TRACT
N 36' OF S 230.3' OF E 72' OF LOT 24, & N 36' OF S 230.3' OF LOT 25, BLOCK B
PROPERTY ADDRESS FORMER 3534 SE 119TH AVE
MAP 3442 AREA SE JURISDICTION P NEIGHBORHOOD LENTS
ZONING LR7 SIZE 6,102 SF OCCUPIED NO USE VAC

ACCOUNT NUMBER 84240-2920 MARKET VALUE \$11,900.00
LEGAL DESCRIPTION TREMONT PLACE
LOTS 1 & 2, BLOCK 11
PROPERTY ADDRESS EAST OF 6110 SE TOLMAN
MAP 3636 AREA SE JURISDICTION P NEIGHBORHOOD WDSTK
ZONING R5 SIZE 5,000 SF OCCUPIED NO USE VAC

ACCOUNT NUMBER 85920-5960 MARKET VALUE \$3,700.00
LEGAL DESCRIPTION VERDANTA
EXC S 90' - S 1/2 OF W 94' OF LOT 66
PROPERTY ADDRESS LANDLOCKED, N OF 17011 NE OREGON
MAP 2947 AREA GR JURISDICTION G NEIGHBORHOOD GRES
ZONING LR7 SIZE 2,256 SF OCCUPIED NO USE VAC

ACCOUNT NUMBER 86070-2660 MARKET VALUE \$3,100.00
LEGAL DESCRIPTION VERNON
E 1/2 OF LOTS 1 & 2, BLOCK 13
PROPERTY ADDRESS FORMER 2218 NE EMERSON
MAP 2532 AREA NE JURISDICTION P NEIGHBORHOOD CNCDA
ZONING R25L SIZE 5,000 SF OCCUPIED NO USE VAC

PROPERTY LIST
MARCH 19, 1992

~~ACCOUNT NUMBER 86070-5060 MARKET VALUE \$16,500.00
LEGAL DESCRIPTION [REDACTED] VERNON
[REDACTED] 2, BLOCK 28
PROPERTY ADDRESS [REDACTED] 5122-5124 [REDACTED] AVE
MAP [REDACTED] AREA NE JURISDICTION [REDACTED] NEIGHBORHOOD VERNON
ZONING R25 SIZE 3,000 SF OCCUPIED NO USE DM2~~

~~ACCOUNT NUMBER 86070-7960 MARKET VALUE \$3,000.00
LEGAL DESCRIPTION [REDACTED] VERNON
[REDACTED] ST LOT [REDACTED] 44
PROPERTY ADDRESS [REDACTED] NE ALBERTA ST
MAP 2532 AREA NE JURISDICTION [REDACTED] NEIGHBORHOOD VERNON
ZONING R25 SIZE 2,750 SF OCCUPIED NO USE VAC~~

ACCOUNT NUMBER 87200-1090 MARKET VALUE \$300.00
LEGAL DESCRIPTION WAITS CLOVERDALE ANNEX
N 60' OF LOT 6, BLOCK 6
PROPERTY ADDRESS FORMER 844 NE KILLINGSWORTH ST
MAP 2531 AREA NE JURISDICTION P NEIGHBORHOOD KING
ZONING R5 SIZE 2,400 SF OCCUPIED NO USE VAC

ACCOUNT NUMBER 89420-2190 MARKET VALUE \$100.00
LEGAL DESCRIPTION WEST PORTLAND
NWLY OF SW 45TH DR
PROPERTY ADDRESS FRAGMENT IN INTERSECTION OF SW 45TH DRIVE, 48TH AVE & MARIGOLD ST
MAP 3924 AREA SW JURISDICTION P NEIGHBORHOOD ASHCR
ZONING R5 SIZE 1,200 SF OCCUPIED NO USE VAC

ACCOUNT NUMBER 89461-4506 MARKET VALUE \$100.00
LEGAL DESCRIPTION WEST PORTLAND PARK
S 0.17' OF N 21.17' OF LOT 21, BLOCK 75
PROPERTY ADDRESS
MAP 4125 AREA SW JURISDICTION P NEIGHBORHOOD WLSPK
ZONING R7 SIZE 17 SF OCCUPIED NO USE VAC

PROPERTY LIST
MARCH 19, 1992

ACCOUNT NUMBER 89461-4516 MARKET VALUE \$100.00
LEGAL DESCRIPTION WEST PORTLAND PARK
N 0.15' OF S 3.83' OF LOT 21, BLOCK 75
PROPERTY ADDRESS
MAP 4125 AREA SW JURISDICTION P NEIGHBORHOOD WLSPK
ZONING R7 SIZE 17 SF OCCUPIED NO USE VAC

ACCOUNT NUMBER 90720-3480 MARKET VALUE \$2,500.00
LEGAL DESCRIPTION WHITWOOD COURT
TL #1 OF LOT 5, BLOCK 19
PROPERTY ADDRESS FORMER 9261 NW SPRINGVILLE RD
MAP 2119 AREA NW JURISDICTION P NEIGHBORHOOD LINTN
ZONING R7 SIZE 24,020 SF OCCUPIED NO USE VAC

ACCOUNT NUMBER 91640-1840 MARKET VALUE \$4,000.00
LEGAL DESCRIPTION WILLIAMS AVENUE ADD
LOT 12, BLOCK 7
PROPERTY ADDRESS FORMER 51 NE COOK ST
MAP 2730 AREA NE JURISDICTION P NEIGHBORHOOD ELIOT
ZONING R25 SIZE 4,800 SF OCCUPIED NO USE VAC

ACCOUNT NUMBER 91640-3480 MARKET VALUE \$4,000.00
LEGAL DESCRIPTION WILLIAMS AVENUE ADD
LOT 15, BLOCK 10
PROPERTY ADDRESS NORTH OF 3021 NE RODNEY AVE
MAP 2730 AREA NE JURISDICTION P NEIGHBORHOOD ELIOT
ZONING R25 SIZE 5,000 SF OCCUPIED NO USE VAC

ACCOUNT NUMBER 92610-1720 MARKET VALUE \$1,800.00
LEGAL DESCRIPTION WOODLAWN HEIGHTS
LOT 1, BLOCK 5
PROPERTY ADDRESS FORMER 6210 NE 8TH AVE
MAP 2431 AREA NE JURISDICTION P NEIGHBORHOOD WODLN
ZONING R25L SIZE 5,647 SF OCCUPIED NO USE VAC

PROPERTY LIST
MARCH 19, 1992

ACCOUNT NUMBER 94111-0330 MARKET VALUE \$100.00
LEGAL DESCRIPTION SEC 11, 1N 1E
TL #33 1.89 AC
PROPERTY ADDRESS NE 21ST N OF ARGYLE (COLUMBIA SLOUGH)
MAP 2232 AREA NE JURISDICTION P NEIGHBORHOOD SUNLD
ZONING IG2CH SIZE 1.89 AC OCCUPIED NO USE VAC

ACCOUNT NUMBER 94127-0090 MARKET VALUE \$2,000.00
LEGAL DESCRIPTION SEC 27, 1N 1E
TL #9 0.10 AC
PROPERTY ADDRESS SW CORNER OF NE FREMONT & GANTENBEIN
MAP 2730 AREA NE JURISDICTION P NEIGHBORHOOD ELIOT
ZONING R25 SIZE 3,712 SF OCCUPIED NO USE VAC

ACCOUNT NUMBER 94222-0130 MARKET VALUE \$100.00
LEGAL DESCRIPTION SEC 22, 1N 2E
TL #13 0.02 AC
PROPERTY ADDRESS FRACTION, NE 119TH & PRESCOTT
MAP 2542 AREA NE JURISDICTION P NEIGHBORHOOD PRKCG
ZONING LR5 SIZE 0.02 AC OCCUPIED NO USE VAC

ACCOUNT NUMBER 94228-1060 MARKET VALUE \$400.00
LEGAL DESCRIPTION SEC 28, 1N 2E
TL #106 0.12 AC
PROPERTY ADDRESS LANDLOCKED N OF 9325 NE SACRAMENTO ST
MAP 2840 AREA NE JURISDICTION P NEIGHBORHOOD PRKHT
ZONING R7 SIZE 0.12 AC OCCUPIED NO USE VAC

ACCOUNT NUMBER 94332-1230 MARKET VALUE \$100.00
LEGAL DESCRIPTION SEC 32, 1N 3E
TL #123 0.02 AC
PROPERTY ADDRESS LANDLOCKED, EAST OF 416 NE 186TH AVE
MAP 3049 AREA GR JURISDICTION G NEIGHBORHOOD GRES
ZONING LR7 SIZE 0.02 AC OCCUPIED NO USE VAC

PROPERTY LIST
MARCH 19, 1992

ACCOUNT NUMBER 99119-6340 MARKET VALUE \$300.00
LEGAL DESCRIPTION SEC 19, 1S 1E
TL #634 0.01 AC
PROPERTY ADDRESS LANDLOCKED
MAP 3823 AREA SW JURISDICTION P NEIGHBORHOOD ASHCR
ZONING R10 SIZE 200 SF OCCUPIED NO USE VAC

ACCOUNT NUMBER 99220-0240 MARKET VALUE \$13,900.00
LEGAL DESCRIPTION SEC 20, 1S 2E
TL #24 0.30 AC
PROPERTY ADDRESS S OF 7922 SE COOPER ST
MAP 3738 AREA SE JURISDICTION P NEIGHBORHOOD BNTWD
ZONING LR7 SIZE 13,000 SF OCCUPIED NO USE VAC

MULTNOMAH COUNTY
HOUSING AFFORDABILITY DEMONSTRATION PROGRAM
APPLICATION

I. APPLICANT INFORMATION

Name:

Address:

Applicant Status: Non-Profit Organization () Government Sponsored Agency ()

1. Does your organization have a 501(c)3 status? Yes () No ()

Enclose a copy of IRS letter 1045.

Enclose a list of the directors of the governing board of your organization.

Enclose copy of corporate bylaws and Articles of Incorporation.

Contact Person:

Federal TIN:

Please enclose non-refundable \$50.00 application fee for each property requested.

Certification: I certify that to the best of my knowledge, all information in this application is accurate, and that this proposal has been adopted and approved by the organization I represent. If funding is received, this applicant will comply with all applicable program requirements. I understand and acknowledge there will be a \$200 transfer fee for each property awarded under Housing affordability Demonstration Program.

NAME: _____ SIGNATURE: _____

TITLE: _____ DATE: _____

ORGANIZATION: _____

II. PROJECT DESCRIPTION

A. Project Name:

B. Property Location:

C. Property Tax account Number:

D. Proposed Use:

E. Number and type of dwelling units:

1. Non-residential uses:

F. Please provide concise description of project. Please include proposed use, project beneficiaries and project cost (maximum one page).

III. RESPONSE TO PROJECT AND APPLICANT CRITERIA

- A. Sponsor must demonstrate capacity to carry out project. (Maximum one page.)
1. Describe experience of staff, board and volunteers.
 2. Describe previous project experience.
 3. Describe partnership if more than one organization will be involved.
- B. Demonstrate project plan that will result in timely completion and use. (Maximum three pages.)
1. Describe project timeline.
 2. Provide construction cost estimate.
 3. Provide analysis of needed volunteer and professional services.
- C. Demonstrate financial plan. (One page with attached documentation to support all contributions: cash and in-kind.)
1. Identify funding commitments and sources.
 2. Describe application of funds, predevelopment through take-out financing.
- D. Demonstrate capacity to provide on-going maintenance and operation of project. (Maximum one page.)
1. Describe the maintenance plan during the development period. Be sure to include property hazard insurance costs.
 2. Describe continuing project oversight, funding and required reporting.

E. Demonstrate community support. (Maximum one page.)

1. Projects demonstrating support from local neighborhood and community organizations will receive priority. Please provide documentation. (Projects that promote use of community organization or neighborhood residents in construction, maintenance and management of facility will be given preference.)

F. Community Stability. (Maximum one page.)

Projects receiving the highest score will demonstrate a commitment to serving and stabilizing the existing community. Affirmative marketing is critical. Housing project owners or tenants should be drawn from surrounding neighborhoods, as much as is practicable.

G. Demonstrate understanding of planning, zoning, and building requirements. (Maximum one page.)

H. Income Qualification. (Maximum one page.)

1. Define the low-to-moderate income beneficiaries of your project. (The principal purpose of the Housing Transfer Ordinance is to increase the available housing for very low income households - 50% or below median income - and low and moderate income households - 80% or below median in that priority order.)

ATTACHMENT TO APPLICATION FOR COUNTY HOUSING AFFORDABILITY DEMONSTRATION PROJECT.

Date: September 16, 1991

RE: Committee Bonus Points Attachment.

The Technical Review Committee of the County Housing Affordability Demonstration Project has established a recommended additional bonus criteria:

** Up to ten bonus points will be awarded for projects which provide affordable housing for a period longer than the time constraints adopted by the County. The current time constraints adopted by the County are as follows:

Home ownership projects = 5 years
Shelter/Special Needs = 5 years
Rental Housing = 10 years.

Applicants which wish to apply for these points must submit this memo and commitment of longer term affordability along with the application package. Late submittals will not be accepted.

COMMITMENT OF LONGER TERM AFFORDABILITY

The undersigned is the sponsor for the housing affordability project proposed for property located at _____

We are hereby applying for Committee bonus points based on our commitment to maintain the project as low income housing for a period _____ years.

Please describe the financial plan, including market feasibility assumptions that will keep the project affordable for the commitment period: Attach a maximum of one additional page.

Signature

Date

This commitment must be signed and dated by the person who signed the full application.

Housing Affordability Demonstration Program Agreement

This Agreement hereinafter referred to as "Agreement," is effective as of the _____ day of _____ 1991, between Multnomah County, a political subdivision of the State of Oregon, hereinafter referred to as "County" and _____, hereinafter referred to as "Agency."

Recitals

Whereas, there exists in Multnomah County a shortage of safe and sanitary dwellings for low income persons and families; and

Whereas, State law and local ordinance provide that the abatement of slum and blight and the development of affordable housing is a public use and an essential governmental function; and

Whereas, the County Commission finds a donation of County owned property acquired through tax foreclosure would serve a public purpose if renovated or developed into decent, safe and sanitary low income housing; and

Whereas, the County desires to return tax delinquent properties to a revenue generating resource;

Whereas, _____ is a non-profit corporation organized within the state of Oregon under ORS Chapter 61 and intends to develop affordable housing for occupancy by a low income family;

Whereas, the Agency has proposed to redevelop the donated tract(s) under the Terms of the County Housing Affordability Demonstration program.

NOW, THEREFORE, in consideration of the foregoing and the mutual agreements and covenants of the parties, and for such other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the parties hereby agree as follows:

1. Conveyance to Agency.

The County shall convey to the Agency by Bargain and Sale Deed the property or properties described in Exhibit A to this Agreement, ("property" herein).

2. Acquisition Costs.

The Agency shall be responsible for all costs incurred in transferring the Property to the Agency, including but not limited to, attorney's fees, court costs and title reports. The Agency shall not be entitled to reimbursement from the County for any costs or expense in connection with the acquisition of the property.

3. Project Plan: Time for Completion.

The Agency shall improve or rehabilitate the property in accordance with the development plans set forth in its application dated _____ and submitted to the County for the Housing Affordability Demonstration Project. The Agency shall not deviate from the approved plans without prior written consent of the County. The Agency shall complete the project construction, ready for occupancy, within twenty-four (24) months after the property has been conveyed to the Agency. The County may upon good cause shown by the Agency in writing, extend the deadline for completion of the project.

4. Certificate of Completion.

After completion of the project, and receipt of final approval of building permit by the local building codes enforcement jurisdiction, the Agency shall request from the County a Certificate of Completion. The Certificate of Completion shall constitute a determination of satisfaction by the County for the construction phase of the project. Upon request by the Agency, the County shall within thirty (30) days of receipt of the request, provide the Agency with either the Certificate of Completion or a written statement detailing how

the Agency has failed to complete the project, or is otherwise in default. The written statement from the County shall describe the corrections or acts necessary for the Agency to perform in order to obtain the Certificate.

5. Prohibition Against Transfer of Property.

Until a Certificate of Completion has been issued, the Agency shall not sell, convey or assign the property or any part thereof or interest therein without the prior written approval of the County. The Agency may mortgage the property or make a collateral assignment of a beneficial interest for the purpose of financing the project. The County will subordinate its security interest described in Section 19 herein to any such mortgage or other security interest necessary to finance project completion.

6. Income Certification

Before any conveyance, rental or lease of the property, the Agency shall provide verification to the County that initial transferees, renters or lessees qualify as "low income families" as defined in Section 3(b) of the United States Housing Act of 1937 and the most recent adjustment schedule published by the U.S. Department of Housing and Urban Development for the applicable area. In the case of rental housing developed by the Agency, a rental profile report, provided by the County, must be completed and returned to the County annually. The sufficiency of the documentation shall be solely determined by the County.

7. Restrictions On Use.

Before the property is conveyed to any qualified transferee as defined in Section 1 herein, the agency agrees for itself, its successors and assigns to the following conditions:

- A. The Agency shall maintain and secure buildings on transferred property(ies) in accordance with Section 18.03.050 to 18.03.095 Code of the City of Portland or any nuisance abatement standards of the applicable municipality. Agency shall not be in default of this

restriction if any failure to maintain is corrected within 30 days after written notice from County to Agency specifying the actions necessary to cure any code violation.

- B. If the property is not occupied by the owner of record, the property shall be used solely for the purposes of low income rental housing for a period of not less than 10 years from the date of first occupancy; or
- C. The property shall be used solely for the purposes of low income special needs housing, including shelter for homeless persons, as described in the Agency application for the Affordable Housing Demonstration Project for a period of not less than five years from first occupancy; or
- D. The property shall be used solely for low income home ownership for a period of not less than five years from first occupancy, subject to the following transfer conditions:
 - 1. The initial low income home buyer(s) shall live in the property as a principal place of residence for a period not less than five years.
 - 2. The initial low income home buyer(s) shall not lease, rent, sub-let, sell convey or assign an interest in the property for a period of not less than five years.
 - 3. The initial home buyer(s) may, with written notification of intent to the County, sell convey or assign an interest in the property during the five-year occupancy term to another County approved low income home buyer.

E. - There shall be no discrimination upon the basis of race, color, religion, sex, sexual orientation, age, parental or marital status, disability, source of income or national origin in the development, sale, lease, rental or occupancy of the property.

8. Financing.

Not later than twelve (12) months after conveyance from the County, the Agency shall provide the County with documentation showing that funds sufficient to complete the project have been obtained or have been committed. The sufficiency of the documentation shall be solely determined by the County.

9. Financing Extension.

The County may grant to the Agency an extension of time necessary to seek adequate financing for the project, provided that: the Agency has evidence that applications are pending with mortgage or equity lenders, governmental or foundation lenders and the Agency projections and costs have been reviewed by the County and deemed feasible.

10. Status Reports.

Prior to the issuance of the Certificate of Completion by the County, the Agency shall, not less than once a year, at such dates the County may request, furnish the following information: financial statements at the close of the Agency's fiscal year; evidence of good standing with the State of Oregon Corporations Division; a current list of the Agency's officers and directors or managing body. Failure to provide such information or adverse change in the Agency's standing shall constitute a default under this agreement and the County may pursue the foreclosure of the County's security interest described in Section 19.

11. Change in Project Status.

If prior to the time the Agency obtains the Certificate of Completion for the project, the County determines an adverse change in the financial condition of the Agency materially affects the Agency's ability to acquire financing or complete the improvements or rehabilitation of the property, the County may give written notice to the agency setting forth the corrective action required and a reasonable timetable for implementing such corrective action. Failure to take such corrective action may constitute a default by the Agency and the County may pursue foreclosure of the trust deed.

12. Inspections of the Property.

The Agency and its successors in interest shall permit the reasonable, periodic inspections by employees of the County for the purpose of determining compliance with this agreement and requirements the County may impose to assure the purposes of the Housing Affordability Demonstration Program are fulfilled.

13. Condition of Property.

The County makes no covenant, representation or warranty as to the condition of the property. The Agency acknowledges the property is being conveyed "as is."

14. Compliance with Laws.

The Agency and the County shall comply with all applicable laws, statute codes, rules, ordinances, regulations or requirements now or hereinafter promulgated by the United States of America, state of Oregon, Multnomah County and any other local governmental entity now or hereinafter having jurisdiction over the property.

15. No Relationship with Delinquent Owner.

The Agency warrants and represents that neither it nor any of its employees or agents is acting on behalf of any owner, occupant or party responsible for the payment of delinquent taxes on the property prior to acquisition by the County. The Agency further warrants and represents that no benefit shall accrue to any party which had an interest in the property prior to the acquisition by the County.

16. Indemnification.

The Agency, its successors and assigns, shall indemnify and hold the County harmless against any and all claims arising out of the Agency's performance, or failure to perform its obligation under this Agreement.

17. INSURANCE: Construction and Fire and Liability.

The Agency, its successors and assigns, shall carry construction term "all risk" hazard insurance on the property to the full insurable value thereof. The Agency, its successors and assigns, shall carry fire and liability insurance on the property during the life of this Agreement in an amount not less than the fair market value of the property. Said policy or policies shall be issued in the name of the Agency, or its successors in interest, and the County and copies of renewals delivered to the County during the term of this Agreement. All insurance policies shall contain a clause which will provide the County with thirty (30) days notice prior to the cancellation of any policy.

18. Organization and Authority.

The Agency represents and warrants that it is duly organized and legally existing under the laws of the State of Oregon, with full power and authority to acquire, own and redevelop property and that the person signing this Agreement has the corporate authority to do so.

19. Remedies or Default.

In addition to any other remedy provided by law upon failure by Agency to perform any term or condition of this Agreement, or upon violation of any Restrictions or Use set forth in Section 7, agency shall be obligated to pay to County the sum of \$ _____ representing all cancelled real property taxes and costs incurred by the County to obtain title to the property. This obligation to pay shall be secured by a mortgage, trust deed, or other real property security interest, a copy of which is attached to this Agreement. The obligation to pay sums of money described in this section shall be cancelled and the real property security interest released upon submission of proof to County that the terms and conditions of occupancy set forth in Section 7 herein have been completed.

IN WITNESS WHEREOF, the undersigned parties have executed this Agreement this _____ day of _____ 1991.

BOARD OF COUNTY COMMISSIONERS
MULTNOMAH COUNTY, OREGON

By: _____

Gladys McCoy, Chair

REVIEWED:

Laurence Kressel, County Counsel

STATE: OREGON
 PREPARED: 2-1-91

----- I N C O M E L I M I T S -----
 1 PERSON 2 PERSON 3 PERSON 4 PERSON 5 PERSON 6 PERSON 7 PERSON 8 PERSON

PROGRAM	1 PERSON	2 PERSON	3 PERSON	4 PERSON	5 PERSON	6 PERSON	7 PERSON	8 PERSON	
MSA : Eugene-Springfield, OR FY 1991 MEDIAN FAMILY INCOME: 32200	VERY LOW-INCOME LOW-INCOME	11350 18150	12950 20750	14600 23350	16200 25900	17500 28000	18800 30050	20100 32150	21400 34200
MSA : Medford, OR FY 1991 MEDIAN FAMILY INCOME: 31500	VERY LOW-INCOME LOW-INCOME	11250 18050	12900 20600	14500 23200	16100 25750	17400 27800	18700 29900	19950 31950	21250 34000
PMSA: Portland, OR FY 1991 MEDIAN FAMILY INCOME: 39000	VERY LOW-INCOME LOW-INCOME	13650 21850	15600 24950	17550 28100	19500 31200	21050 33700	22600 36200	24200 38700	25750 41200
MSA : Salem, OR FY 1991 MEDIAN FAMILY INCOME: 31500	VERY LOW-INCOME LOW-INCOME	11050 17650	12600 20150	14150 22700	15750 25200	17000 27200	18250 29250	19550 31250	20800 33250
COUNTY : OR BAKER FY 1991 MEDIAN FAMILY INCOME: 26900	VERY LOW-INCOME LOW-INCOME	10450 16750	11950 19150	13450 21550	14950 23900	16150 25850	17350 27750	18550 29650	19750 31550
COUNTY : OR BENTON FY 1991 MEDIAN FAMILY INCOME: 37000	VERY LOW-INCOME LOW-INCOME	12950 20700	14800 23700	16650 26650	18500 29600	20000 31950	21450 34350	22950 36700	24400 39050
COUNTY : OR CLATSOP FY 1991 MEDIAN FAMILY INCOME: 29500	VERY LOW-INCOME LOW-INCOME	10450 16750	11950 19150	13450 21550	14950 23900	16150 25850	17350 27750	18550 29650	19750 31550
COUNTY : OR COLUMBIA FY 1991 MEDIAN FAMILY INCOME: 33100	VERY LOW-INCOME LOW-INCOME	11600 18550	13250 21200	14900 23850	16550 26500	17850 28600	19200 30700	20500 32850	21850 34950
COUNTY : OR COOS FY 1991 MEDIAN FAMILY INCOME: 29300	VERY LOW-INCOME LOW-INCOME	10800 17250	12300 19700	13850 22200	15400 24650	16650 26600	17850 28600	19100 30550	20350 32500
COUNTY : OR CROOK FY 1991 MEDIAN FAMILY INCOME: 28400	VERY LOW-INCOME LOW-INCOME	10900 17450	12500 19950	14050 22450	15600 24950	16850 26950	18100 28950	19350 30950	20600 32950
COUNTY : OR CURRY FY 1991 MEDIAN FAMILY INCOME: 26500	VERY LOW-INCOME LOW-INCOME	10800 17250	12300 19700	13850 22200	15400 24650	16650 26600	17850 28600	19100 30550	20350 32500
COUNTY : OR DESCHUTES FY 1991 MEDIAN FAMILY INCOME: 30500	VERY LOW-INCOME LOW-INCOME	10900 17450	12500 19950	14050 22450	15600 24950	16850 26950	18100 28950	19350 30950	20600 32950

Attachment C - Project Log

Transferee	Property Location	Housing Type	Development Investment Projection	Household Units Created	Transfer Approval
Habitat for Humanity *	6532-36 NE 13th Ave. ■	Build new, detached SFR for low-income home ownership	\$ 35,000	1	January 9, 1992
	4833 NE 14th Pl. ■	Build new, detached SFR for low-income home ownership	\$ 35,000	1	January 9, 1992
Affordable Housing Corporation *	10036 N. Oswego ■	Install manufactured home for low-income home ownership	\$ 50,000	1	January 9, 1992
Give Us This Day, Inc. *	1806 N. Alberta ▲	Renovate house as shelter housing for teens and respite care givers	\$ 20,000	3	January 9, 1992
Housing Our Families *	4529-35 N. Mississippi ▲	Renovate building as low-income rental housing	\$ 85,000	4	January 9, 1992
PDC *	6644 N. Mears ▲	Renovate house for Urban Homestead home ownership program	\$ 50,000	1	January 9, 1992
	64 NE Fremont ▲	Renovate house for Urban Homestead home ownership program	\$ 50,000	1	January 9, 1992
Housing Authority of Portland	9375 N. Adriatic ■	Build new Group 5 plan home for elderly	\$ 190,000	5	April 16, 1992
Providence Elder Place *	5641 NE Alberta ■	Build congregate care facility for elderly	\$ 950,000	25	April 16, 1992
PDC	10001 N. Willamette Blvd. ▲	Renovate house for Urban Homestead home ownership program	\$ 50,000	1	August 27, 1992
ROSE	W of 7429 SE Bybee E of 7409 SE Bybee ■	Build new, attached duplex w/4 bedroom units for rental	\$ 91,000	2	August 27, 1992
	E of 6110 SE Tolman ■	Build new, attached duplex w/4 bedroom units for low-income rental	\$ 91,000	2	August 27, 1992

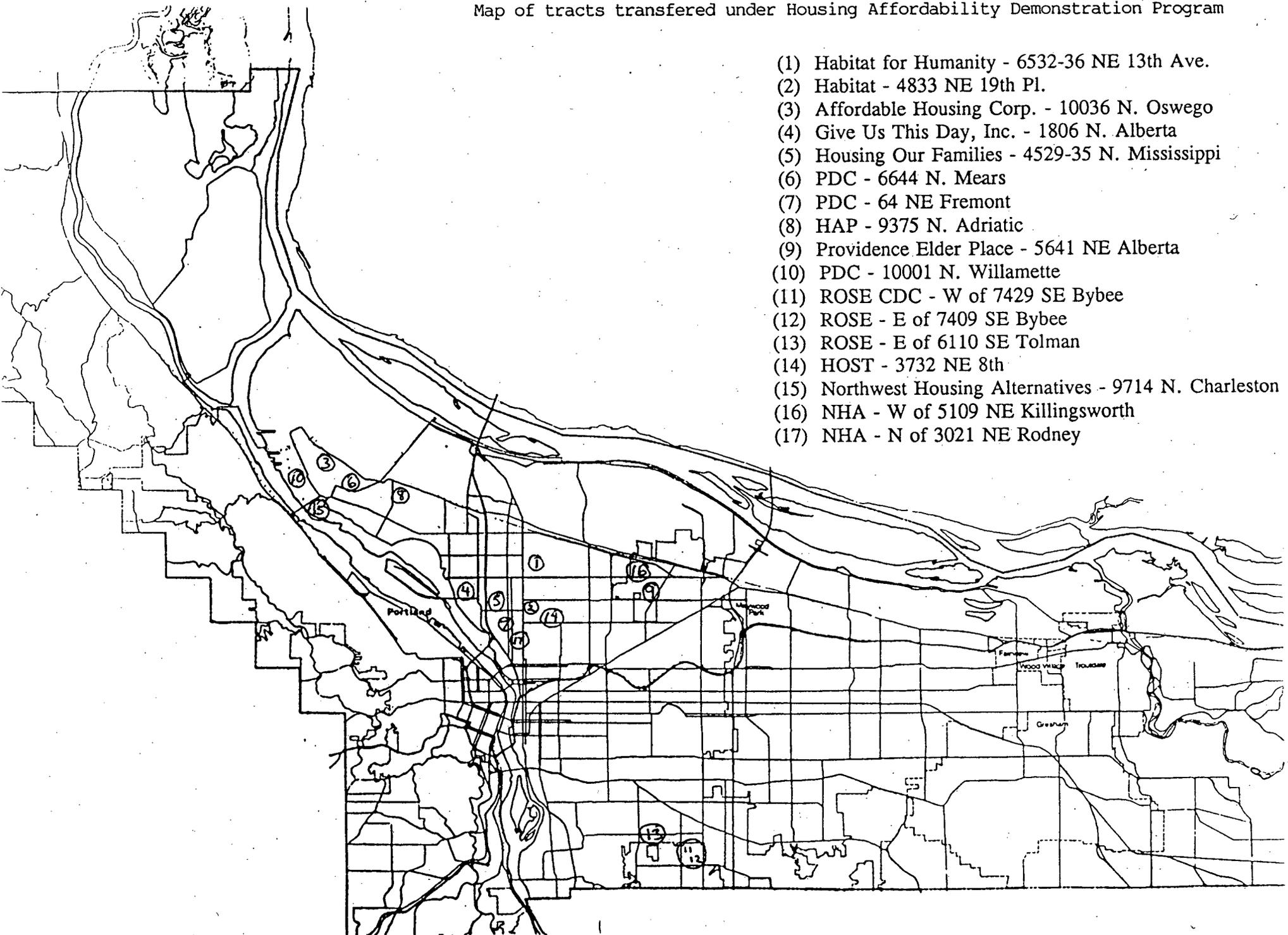
Attachment C - Project Log

Transferee	Property Location	Housing Type	Development Investment Projection	Household Units Created	Transfer Approval
HOST	3732 NE 8th ▲	Build new, detached SFR for low-income home ownership	\$ 50,000	1	August 27, 1992
Northwest Housing Alternatives	9714 N. Charleston ■	Build new, 5-person group home for elderly	\$ 190,000	5	August 27, 1992
	W. of 5109 NE Killingsworth ■	Build new 5-person group home for elderly	\$ 190,000	5	August 27, 1992
	N. of 3021 NE Rodney ■	Build new 5-person group home for elderly	\$ 190,000	5	August 27, 1992
		TOTAL	\$2,317,000	63	

- * Transfers completed
- Vacant lots
- ▲ Existing building

Map of tracts transferred under Housing Affordability Demonstration Program

- (1) Habitat for Humanity - 6532-36 NE 13th Ave.
- (2) Habitat - 4833 NE 19th Pl.
- (3) Affordable Housing Corp. - 10036 N. Oswego
- (4) Give Us This Day, Inc. - 1806 N. Alberta
- (5) Housing Our Families - 4529-35 N. Mississippi
- (6) PDC - 6644 N. Mears
- (7) PDC - 64 NE Fremont
- (8) HAP - 9375 N. Adriatic
- (9) Providence Elder Place - 5641 NE Alberta
- (10) PDC - 10001 N. Willamette
- (11) ROSE CDC - W of 7429 SE Bybee
- (12) ROSE - E of 7409 SE Bybee
- (13) ROSE - E of 6110 SE Tolman
- (14) HOST - 3732 NE 8th
- (15) Northwest Housing Alternatives - 9714 N. Charleston
- (16) NHA - W of 5109 NE Killingsworth
- (17) NHA - N of 3021 NE Rodney



MULTNOMAH COUNTY
AFFORDABLE HOUSING DEVELOPMENT PROGRAM
APPLICATION

I. APPLICANT INFORMATION

Name:

Address:

Applicant Status: Non-Profit Organization () Government Sponsored Agency ()

1. Does your organization have a 501(c)3 status? Yes () No ()

Enclose a copy of IRS letter 1045.

Enclose a list of the directors of the governing board of your organization.

Enclose copy of corporate bylaws and Articles of Incorporation.

Contact Person:

Federal TIN:

Please enclose non-refundable \$50.00 application fee for each property requested.

Certification: I certify that to the best of my knowledge, all information in this application is accurate, and that this proposal has been adopted and approved by the organization I represent. If funding is received, this applicant will comply with all applicable program requirements. I understand and acknowledge there will be a \$200 transfer fee for each property awarded under Affordable Housing Development Program.

NAME: _____ SIGNATURE: _____

TITLE: _____ DATE: _____

ORGANIZATION: _____

II. PROJECT DESCRIPTION

A. Project Name:

B. Property Location:

C. Property Tax Account Number:

D. Please provide concise description of project. Please include proposed use, project beneficiaries and project cost. The basic program income guidelines require providing benefit to people with a household income of 80% or less than the area median. The proposed housing costs should be limited to no more than 35% of household income.

(Maximum one page).

III. RESPONSE TO PROJECT AND APPLICANT CRITERIA

A. Organizational Capacity (15 points)

Sponsor must demonstrate capacity to carry out project. Describe previous housing project experience. Describe experience and qualifications of staff, board and volunteers with project responsibilities identified. If more than one organization will be involved in project development or services, describe the partnership roles and commitments of each.

(Maximum two pages).

B. Project Plan (15 points)

Sponsor must demonstrate project plan that will result in timely completion and use. Please include a project timeline, construction cost estimate and an analysis of necessary professional and volunteer services. Demonstrate an understanding of site specific planning, zoning and building requirements. Justify your proposal as the highest and best use of the property, both in terms of the site and beneficiary need. Describe how the value of the donated property will be passed through as a tangible benefit to actual occupants of the completed housing.

(Maximum three pages)

C. Financial Plan (10 points)

Sponsor must demonstrate the feasibility of the proposed project. Include market need for the type of units proposed and comparable cost per unit of similar projects. Identify funding commitments and sources. Describe application of funds, pre-development through take-out financing. Please attach documentation to support contributions, both cash and in-kind.

(Maximum two pages)

D. Operations Capacity

Sponsor must demonstrate capacity to develop, operate, manage and maintain housing during the proposed term. Describe maintenance plan during the development period, include property record and builders all risk costs. Describe continuing project oversight and operational responsibility. If project remains in sponsor ownership, i.e. rental projects, please include operational pro forma including: project rates or revenue, vacancy factors, operating expenses, replacement reserves, debt service, et al.

(Maximum two pages)

E. Community Support (5 points)

Projects demonstrating support from local neighborhood and community organizations will receive points in this category. Proposals receiving the highest score will demonstrate a commitment to serving and stabilizing the existing community. Projects that promote the use of community organizations or neighborhood residents in construction, maintenance and management of the facility will be given preference. Please send a written notice to residents within a 200 foot radius of the proposed project. Please enclose with your application copy of this notice and survey of neighborhood residents showing support for your proposal. Please send a written notice, and include copy of this notice in your application, to the pertinent neighborhood association concerned with your proposal. The notice should briefly describe your project and should request a hearing to discuss your project at the next available association meeting.

F. Bonus Point Categories

1. Very-Low Income (5 points)

An important goal of the Housing Transfer Ordinance is to increase the available housing for very low income households at 50% of the median income or less. Demonstrate and describe how your project will be affordable to persons with a very low household income as described above.

Longer Term Affordability Commitment (5 points)

Up to five bonus points will be awarded for projects which provide affordable housing for a period longer than the performance requirement adopted by the County. The current requirements adopted by the County are as follows:

Home ownership projects = 5 years
Shelter/Special Needs = 5 years
Rental Housing = 10 years.

Applicants who wish to apply for these points must submit this memo and commitment of longer term affordability along with the application package. Late submittals will not be accepted.

COMMITMENT OF LONGER TERM AFFORDABILITY

The undersigned is the sponsor for the housing affordability project proposed for property located at _____

We are hereby applying for Committee bonus points based on our commitment to maintain the project as low income housing for a period of _____ years.

Please describe the financial plan, including market feasibility assumptions that will keep the project affordable for the commitment period: Attach a maximum of one additional page.

Signature

Date

This commitment must be signed and dated by the person who signed the full application.



MULTNOMAH COUNTY OREGON

DEPARTMENT OF ENVIRONMENTAL SERVICES
 COMMUNITY DEVELOPMENT DIVISION
 2115 S.E. MORRISON
 PORTLAND, OREGON 97214
 (503) 248-5000

BOARD OF COUNTY COMMISSIONERS
 GLADYS McCOY • CHAIR OF THE BOARD
 PAULINE ANDERSON • DISTRICT 1 COMMISSIONER
 GARY HANSEN • DISTRICT 2 COMMISSIONER
 RICK BAUMAN • DISTRICT 3 COMMISSIONER
 SHARRON KELLEY • DISTRICT 4 COMMISSIONER

TO: Pam Arden, Karen Belsey, Jean Bucciarelli
 FROM: Cecile Pitts, Housing and Community Services Division
 RE: Use of Tax Foreclosed Properties for Social Service Purposes
 DATE: 4/28/92

Hello. My notes on the Monday 4/27 meeting are as follows:

The purpose of the meeting was to discuss the use of County tax foreclosed property to support social service venture and child care services.

BACKGROUND: The Technical Review Committee of the Housing Affordability Demonstration program had been asked by the Board to prepare a discussion of the issues of this opportunity. This information will go to the Board as part of the end of the year report of the Demonstration program.

It was the initial conclusion of the meeting participants that the criteria for use of tax foreclosed property for Social Services and Child Care are similar to the criteria of the Demonstration program:

- ** The project sponsor must demonstrate capacity to develop the project as proposed.
- ** The project sponsor must demonstrate community support for the use at the site requested.
- ** The project must be financially feasible in development and operations.
- ** The sponsor must demonstrate the capacity to operate the social service or child care service for the term established for the Program.
- ** There must be a long term performance requirement, and monitoring/sanction procedure.

Responses to these criteria will vary widely depending on the type of social service to be encouraged with the donation of property. Assessment of responses will require knowledge of the

different program areas.

STATUS OF ISSUE: The meeting participants are initially exploring restricting the use of these properties for social services/child care to public agency sponsors. This is consistent with the current structure of County Ordinance #672. This approach will be considered in light of the staff commitments required to carry out such activities. These staff commitments are seen as more extensive than the Housing component due the diversity of programs which can be considered social services and the complexity of assessing the financial feasibility of the long term operation of the activities.

This approach will be presented to the Committee during the next meeting for discussion.

Meeting Date: MAR 04 1993

Agenda No.: K-5

(Above space for Clerk's Office Use)

AGENDA PLACEMENT FORM
(For Non-Budgetary Items)

SUBJECT: Approve amendment to Ordinance #672

BCC Informal March 2, 1993 BCC Formal March 4, 1993
(date) (date)

DEPARTMENT Environment Services DIVISION Facilities Management

CONTACT Bob Oberst TELEPHONE 248-3851
Cecile Pitts 248-5000

PERSON(S) MAKING PRESENTATION Bob Oberst, Cecile Pitts, HC Tupper

ACTION REQUESTED:

INFORMATIONAL ONLY POLICY DIRECTION APPROVAL

ESTIMATED TIME NEEDED ON BOARD AGENDA: 15 minutes

CHECK IF YOU REQUIRE OFFICIAL WRITTEN NOTICE OF ACTION TAKEN: X

BRIEF SUMMARY (include statement of rationale for action requested, as well as personnel and fiscal/budgetary impacts, if applicable):

In November of 1992 the Housing Affordability Demonstration Program presented a report to the BCC suggesting changes to Ordinance #672, which allows no cost transfers of tax foreclosed properties to non-profit housing sponsors. The changes in the enclosed, amended Ordinance #672 include revised property listing and notification procedures and a single public hearing for transfer requests.

(If space is inadequate, please use other side)

SIGNATURES:

ELECTED OFFICIAL _____

Or

DEPARTMENT MANAGER BH Willis

(All accompanying documents must have required signatures)

Sent copy of Ordin. 753 as Amended to Bob Oberst Cecile Pitts, HC Tupper, John DuBay + Ordin. Sub. list on 3-9-93.

BOARD OF
COUNTY COMMISSIONERS
1993 FEB 22 PM 11:14
MULTNOMAH COUNTY
OREGON

ORDINANCE FACT SHEET

Ordinance Title: ORDINANCE 672

Give a brief statement of the purpose of the ordinance (include the rationale for adoption of ordinance, description of persons benefited, other alternatives explored):

Ordinance #672 allows for no cost transfer of tax foreclosed properties to non-profit housing sponsors. The amendments provide for revised property listing and notification procedures and a single public hearing for transfer requests.

What other local jurisdictions in the metropolitan area have enacted similar legislation?

-- None --

What has been the experience in other areas with this type of legislation?

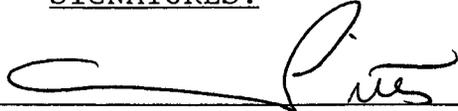
-- None --

What is the fiscal impact, if any?

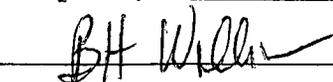
There is no fiscal impact from the amendment to the Ordinance. Implementation of the Ordinance may result in distribution of property to local governments, NECDC, or non profit housing sponsors. This is a separate Board decision. The County's donation subsidy is presented to the Board at the time of each transfer request.

(If space is inadequate, please use other side)

SIGNATURES:

Person Filling Out Form: 

Planning & Budget Division (if fiscal impact): _____

Department Manager/Elected Official: 

BEFORE THE BOARD OF COUNTY COMMISSIONERS

FOR MULTNOMAH COUNTY, OREGON

ORDINANCE NO. 753

An ordinance to amend Ordinance 672 regarding transfer of tax-foreclosed properties to assist housing programs by changing notification procedures of property availability and providing a means for selection and transfer of property to affected housing sponsors, and declaring an emergency.

(Language in brackets [] is to be deleted; underlined language is new.)

MULTNOMAH COUNTY ORDAINS AS FOLLOWS:

Section I. Findings

(A) Ordinance 672 established procedures and standards for transferring tax foreclosed property to public agencies and to nonprofit sponsors to foster development of lower income housing and other public uses.

(B) By Resolution 89-167, dated August 8, 1989, the County committed its support to the Northeast Community Development Corporation (NECDC) as a sponsor of the federal Nehemiah Housing Opportunity Program in four neighborhoods.

03/04/93:1

1 (C) NECDC continues to administer the Nehemiah program, and
2 has received tax foreclosed properties from the County as an
3 element of its operation.

4 (D) The Multnomah County Affordable Housing Demonstration
5 Program (AHDP) was implemented by the Community Development
6 Division to foster low income housing development on County owned
7 tax foreclosed properties.

8 (E) This ordinance is deemed necessary to establish
9 procedures for notification to government units, NECDC and the
10 AHDP of properties available for housing development and to
11 clarify procedures for selection of properties by affected
12 housing agencies in order to facilitate sale of properties not
13 needed for housing development.

14
15 Section II. Amendment to Section III of Ordinance 672

16
17 Section III of Ordinance 672 is amended as follows:

18
19 (A) When tax foreclosed property is [~~deeded~~]transferred to
20 the County and the procedures for repurchase under Ordinance No.
21 560 have been completed, the Department shall compile a list of
22 the [~~remaining~~] properties available for housing programs (the
23 "Property List"). The Department shall mail the Property L[+]ist
24 [~~shall be mailed~~] to governmental units in Multnomah County, [~~the~~

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26 03/04/93:1
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~~Housing Authority of Portland, the Portland Development
Commission, Nonprofit Housing Sponsors, and the Multnomah County
Community Development Commission] officially recognized
neighborhood associations in the County or any city in the County
in which the properties are located, and the Northeast Community
Development Corporation (NECDC) with a notice that the properties
are eligible for transfer pursuant to this ordinance. [-(B)-~~

~~The Department shall not schedule sheriff's sale of properties
referred to in paragraph (A) until 60 days after the required
notices have been mailed.]~~

(B) A list of properties remaining on the Property List,
after deleting transfer requests of governmental units and NECDC,
shall be submitted to the Multnomah County Affordable Housing
Development Program (AHDP). AHDP shall select properties for low
income housing development within 30 days after receipt of the
Property List. Within five working days after selection, AHDP
shall:

1. Mail to Nonprofit Housing Sponsors in Multnomah County
a list of properties available for low income housing
development.
2. Provide the Department with a list of properties not
selected for housing development by governmental units,
NECDC and AHDP. Such properties may be added to the
inventory of tax foreclosed properties available for

03/04/93:1

1 disposition according to law.

2
3 Section III. Amendment of Section IV, Ordinance 672

4
5 Subsections (A) through (D) of Section IV of Ordinance 672 are
6 amended as follows:

7 (A) A governmental unit, NECDC [~~public corporation, housing~~
8 ~~authority,~~] or nonprofit housing sponsor may request transfer of
9 tax foreclosed property owned by the County within the times set
10 forth in this ordinance. [A] Written requests by governmental
11 units and NECDC shall be filed [~~in writing~~] with the Department
12 within 30 days after notice of property availability was first
13 mailed [~~on a form provided by the Department~~]. Written requests
14 by Nonprofit Housing Sponsors shall be filed with AHDP within 45
15 days after notice of property availability was first mailed. All
16 requests shall be on forms provided by the Department or AHDP, as
17 applicable.

18 (B) The [Director] Department shall promptly prepare a
19 written report [~~to the Board at a public meeting when a~~] for
20 distribution to each Board member showing all requests for
21 transfer of property under this ordinance. The report shall
22 identify the governmental unit, agency or entity requesting
23 transfer, the location of the property, the amount of taxes owed
24 when the property was transferred [~~deeded~~] to the county, the

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26 03/04/93:1

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1 costs incurred by the county in managing the property, the market
2 value of the property, and the requesting agency's [~~transferee's~~]
3 proposed use of the property. After receiving the report, the
4 Board shall schedule a public hearing [~~on the request if it~~
5 ~~appears that the public interest will be served by the transfer~~]
6 not less than fifteen days after receiving the report.

7 (C) The [~~Director~~] Department shall publish notice of the
8 scheduled public hearing [~~on a transfer request~~] in a newspaper
9 of general circulation in the County for two successive weeks.
10 The notice shall state the location of the property and inform
11 the public that the Board will hear objections to the transfer at
12 the hearing. A copy of the notice shall be mailed to the
13 applicant for the transfer and to other persons requesting mailed
14 notice.

15 (D) At the conclusion of the hearing, the Board may order
16 approval of the transfer if it [~~is~~]:

17 (1) is the most appropriate use of the property, and

18 (2) will either:

19 (a) aid and cooperate in the planning,
20 undertaking, construction or operation of a
21 housing project as defined in this ordinance,
22 or

23 (b) serve the public interest by carrying out
24 some other specifically identified public
25

26 03/04/93:1
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1 purpose.

2 (E) Within 5 working days after AHDP determines any
3 property will not be transferred to a nonprofit housing sponsor,
4 either because no applications for the property were received or
5 approved, AHDP shall provide the Department with a list of
6 properties not to be transferred. Such properties may be added
7 to the inventory of tax foreclosed properties available for
8 disposition according to law.

9
10 Section IV. New Section IX

11
12 Ordinance 672 is amended by adding the following:

13
14 Section IX. Nehemiah Housing Opportunity Program Support

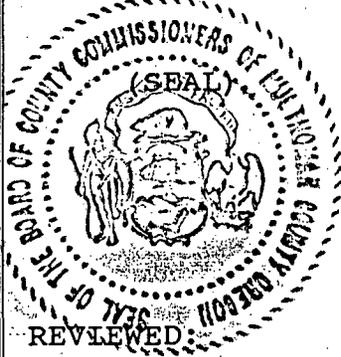
15 The rights and obligations of NECDC under this ordinance to
16 review lists of available tax foreclosed properties and to
17 receive properties located in the King, Humboldt, Boise and
18 Vernon neighborhoods, in accordance with Resolution 89-167, shall
19 continue so long as NECDC shall sponsor and administer the
20 Nehemiah Housing Opportunity Program (NHOP) contained in Title
21 VI of the Housing and Community Development Act of 1987 and 24
22 CFR Part 280.

23
24 This Ordinance, being necessary for the health, safety, and
25

26 03/04/93:1
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1 welfare of the people of Multnomah County, an emergency is
2 declared, and the Ordinance shall take effect upon its execution
3 by the County Chair, pursuant to Section 5.50 of the Charter of
4 Multnomah County.

5
6 ADOPTED this 4th day of March, 1993,
7 being the date of its First reading before the Board of
8 County Commissioners of Multnomah County, Oregon.



9
10
11 Gladys McCoy
12 Gladys McCoy, Chair
13 Multnomah County, Oregon

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16 By John L. DuBay
17 Laurence Kressel, County Counsel
18 For Multnomah County, Oregon

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BEFORE THE BOARD OF COUNTY COMMISSIONERS

FOR MULTNOMAH COUNTY, OREGON

ORDINANCE NO. _____

An ordinance to amend Ordinance 672 regarding transfer of tax-foreclosed properties to assist housing programs by changing notification procedures of property availability and providing a means for selection and transfer of property to affected housing sponsors, and declaring an emergency.

(Language in brackets [] is to be deleted; underlined language is new.)

MULTNOMAH COUNTY ORDAINS AS FOLLOWS:

Section I. Findings

(A) Ordinance 672 established procedures and standards for transferring tax foreclosed property to public agencies and to nonprofit sponsors to foster development of lower income housing and other public uses.

(B) By Resolution 89-167, dated August 8, 1989, the County committed its support to the Northeast Community Development Corporation (NECDC) as a sponsor of the federal Nehemiah Housing Opportunity Program in four neighborhoods.

02/22/93:1

1 (C) NECDC continues to administer the Nehemiah program, and
2 has received tax foreclosed properties from the County as an
3 element of its operation.

4 (D) The Multnomah County Affordable Housing Demonstration
5 Program (AHDP) was implemented by the Community Development
6 Division to foster low income housing development on County owned
7 tax foreclosed properties.

8 (E) This ordinance is deemed necessary to establish
9 procedures for notification to government units, NECDC and the
10 AHDP of properties available for housing development and to
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22 the ~~[remaining]~~ properties available for housing programs (the
23 "Property List"). The Department shall mail the Property List
24 ~~[shall be mailed]~~ to governmental units in Multnomah County~~[, the~~

25
26 02/11/93:1

1 ~~Housing Authority of Portland, the Portland Development~~
2 ~~Commission, Nonprofit Housing Sponsors, and the Multnomah County~~
3 ~~Community Development Commission] and the Northeast Community~~
4 ~~Development Corporation (NECDC) with a notice that the properties~~
5 are eligible for transfer pursuant to this ordinance.

6 ~~[(B) The Department shall not schedule sheriff's sale of~~
7 ~~properties referred to in paragraph (A) until 60 days after the~~
8 ~~required notices have been mailed.]~~

9 (B) A list of properties remaining on the Property List,
10 after deleting transfer requests of governmental units and NECDC,
11 shall be submitted to the Multnomah County Affordable Housing
12 Development Program (AHDP). AHDP shall select properties for low
13 income housing development within 30 days after receipt of the
14 Property List. Within five working days after selection, AHDP
15 shall:

- 16 1. Mail to Nonprofit Housing Sponsors in Multnomah County
17 a list of properties available for low income housing
18 development.
- 19 2. Provide the Department with a list of properties not
20 selected for housing development by governmental units,
21 NECDC and AHDP. Such properties may be added to the
22 inventory of tax foreclosed properties available for
23 disposition according to law.

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26 02/11/93:1
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28

1 Section III. Amendment of Section IV, Ordinance 672

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3 Subsections (A) through (D) of Section IV of Ordinance 672 are
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11 mailed [~~on a form provided by the Department~~]. Written requests
12 by Nonprofit Housing Sponsors shall be filed with AHDP within 45
13 days after notice of property availability was first mailed. All
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16 (B) The [~~Director~~] Department shall promptly prepare a
17 written report [~~to the Board at a public meeting when a~~] for
18 distribution to each Board member showing all requests for
19 transfer of property under this ordinance. The report shall
20 identify the governmental unit, agency or entity requesting
21 transfer, the location of the property, the amount of taxes owed
22 when the property was transferred [~~deeded~~] to the county, the
23 costs incurred by the county in managing the property, the market
24 value of the property, and the requesting agency's [~~transferee's~~]

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26 02/11/93:1
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1 proposed use of the property. After receiving the report, the
2 Board shall schedule a public hearing [~~on the request if it~~
3 ~~appears that the public interest will be served by the transfer~~]
4 not less than fifteen days after receiving the report.

5 (C) The [~~Director~~] Department shall publish notice of the
6 scheduled public hearing [~~on a transfer request~~] in a newspaper
7 of general circulation in the County for two successive weeks.
8 The notice shall state the location of the property and inform
9 the public that the Board will hear objections to the transfer at
10 the hearing. A copy of the notice shall be mailed to the
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12 notice.

13 (D) At the conclusion of the hearing, the Board may order
14 approval of the transfer if it [~~is~~]:

15 (1) is the most appropriate use of the property, and

16 (2) will either:

17 (a) aid and cooperate in the planning,
18 undertaking, construction or operation of a
19 housing project as defined in this ordinance,
20 or

21 (b) serve the public interest by carrying out
22 some other specifically identified public
23 purpose.

24 (E) Within 5 working days after AHDP determines any
25

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2 either because no applications for the property were received or
3 approved, AHDP shall provide the Department with a list of
4 properties not to be transferred. Such properties may be added
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8 Section IV. New Section IX

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10 Ordinance 672 is amended by adding the following:

11
12 Section IX. Nehemiah Housing Opportunity Program Support

13 The rights and obligations of NECDC under this ordinance to
14 review lists of available tax foreclosed properties and to
15 receive properties located in the King, Humboldt, Boise and
16 Vernon neighborhoods, in accordance with Resolution 89-167, shall
17 continue so long as NECDC shall sponsor and administer the
18 Nehemiah Housing Opportunity Program (NHOP) contained in Title
19 VI of the Housing and Community Development Act of 1987 and 24
20 CFR Part 280.

21
22 This Ordinance, being necessary for the health, safety, and
23 welfare of the people of Multnomah County, an emergency is
24 declared, and the Ordinance shall take effect upon its execution

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26 02/22/93:1
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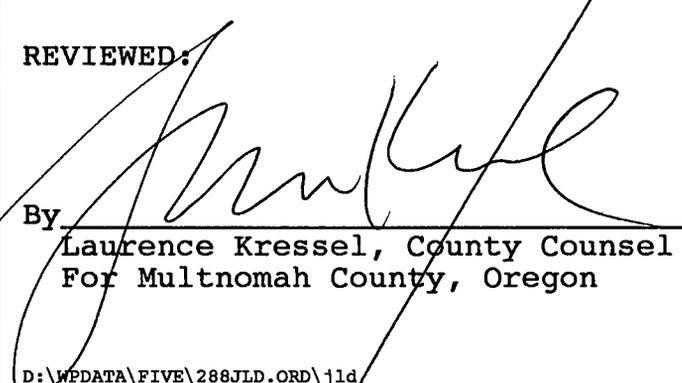
1 by the County Chair, pursuant to Section 5.50 of the Charter of
2 Multnomah County.

3
4 ADOPTED this _____ day of _____, 1993,
5 being the date of its _____ reading before the Board of
6 County Commissioners of Multnomah County, Oregon.

7
8 (SEAL)

9 _____
10 Gladys McCoy, Chair
11 Multnomah County, Oregon

12 REVIEWED:

13
14 By 
15 Laurence Kressel, County Counsel
16 For Multnomah County, Oregon

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Meeting Date: MAR 04 1993

Agenda No.: R-7

(Above space for Clerk's Office Use)

AGENDA PLACEMENT FORM
(For Non-Budgetary Items)

Subject: Advisory Comte on Design and Construction
AGENDA REVIEW/
BOARD BRIEFING March 2 REGULAR MEETING March 4
(date) (date)
DEPARTMENT Non-Departmental DIVISION District 2
CONTACT Mike Delman TELEPHONE 248-5219
PERSON(S) MAKING PRESENTATION Commissioner Gary Hansen

ACTION REQUESTED:

INFORMATIONAL ONLY POLICY DIRECTION APPROVAL

ESTIMATED TIME NEEDED ON BOARD AGENA: 5 minutes

CHECK IF YOU REQUIRE OFFICIAL WRITTEN NOTICE OF ACTION TAKEN:

BRIEF SUMMARY (include statement of rationale for action requested, as well as personnel and fiscal/budgetary impacts, if applicable):

Provide advisory role for members of the community with experience in construction projects to give their advice and assistance during construction of the Donald E. Long Juvenile Justice Center.

(if space is inadequate, please use other side)

SIGNATURES:

ELECTED OFFICIAL 

Or

DEPARTMENT MANANGER _____

BOARD OF
COUNTY COMMISSIONERS
1993 FEB 23 AM 9:25
MULTNOMAH COUNTY
OREGON

(All accompanying documents must have required signatures)

Copies of Resolution 93-64 sent to Mike Delman, Gary Hansen, Layne George on 3-8-93. + Hal Osburn.

BEFORE THE BOARD OF COUNTY COMMISSIONERS
FOR MULTNOMAH COUNTY, OREGON

FOR THE PURPOSE OF CONFIRMING)
THE ADVISORY COMMITTEE ON DESIGN) RESOLUTION
AND CONSTRUCTION OF THE DONALD E.) 93-64
LONG JUVENILE JUSTICE CENTER)

WHEREAS, The Multnomah County Board of Commissioners has approved \$36 million in Certificates of Participation to fund the construction of the Donald E. Long Juvenile Justice Center; and

WHEREAS, the Donald E. Long Juvenile Justice Center is seen in the community as a valuable resource for troubled youth and an effective public safety enhancement; and

WHEREAS, involvement of community members with experience and foresight is desirable for a complex public construction project; and

NOW, THEREFORE BE IT RESOLVED by the Board of County Commissioners of Multnomah County, that

1. An Advisory Committee on Design and Construction be confirmed to provide advice and assistance to the Facilities and Property Management Division during the construction of the Juvenile Justice Center.
2. The Advisory Committee shall have seven to ten members appointed by the chair, serving at her pleasure, including representatives of users and a majority of citizens experienced in the design and construction of large projects.
3. The duties of the Committee shall include:
 - a. Recommend a program of public review and oversee the program's implementation.
 - b. Provide advice and assistance to the Facilities and Property Management Division during the course of construction.
4. The Advisory Committee on Design and Construction will terminate upon construction of the Donald E. Long Juvenile Justice Center project.

ADOPTED this 4th day of March, 1993

MULTNOMAH COUNTY, OREGON



By *Gladys McCoy*
Gladys McCoy, County Chair

REVIEWED:
LAWRENCE KRESSEL, COUNTY COUNSEL
for Multnomah County, Oregon

By *Lawrence Kessel*

0022 2

BEFORE THE BOARD OF COUNTY COMMISSIONERS
FOR MULTNOMAH COUNTY, OREGON

FOR THE PURPOSE OF CONFIRMING)
THE ADVISORY COMMITTEE ON DESIGN) RESOLUTION
AND CONSTRUCTION OF THE DONALD E.)
LONG JUVENILE JUSTICE CENTER)

WHEREAS, The Multnomah County Board of Commissioners has approved \$36 million in Certificates of Participation to fund the construction of the Donald E. Long Juvenile Justice Center; and

WHEREAS, the Donald E. Long Juvenile Justice Center is seen in the community as a valuable resource for troubled youth and an effective public safety enhancement; and

WHEREAS, involvement of community members with experience and foresight is desirable for a complex public construction project; and

NOW, THEREFORE BE IT RESOLVED by the Board of County Commissioners of Multnomah County, that

1. An Advisory Committee on Design and Construction be confirmed to provide advice and assistance to the Juvenile Justice Center project director during the construction of the Juvenile Justice Center.
2. The Advisory Committee shall have seven to ten members appointed by the chair, serving at her pleasure, including representatives of users and a majority of citizens experienced in the design and construction of large projects.
3. The duties of the Committee shall include:
 - a. Recommend a program of public review and oversee the program's implementation.
 - b. Provide advice and assistance to the Project Director during the course of construction.
4. The Advisory Committee on Design and Construction will terminate upon construction of the Donald E. Long Juvenile Justice Center project.

Meeting Date: MAR 04 1993

Agenda No.: R-8

(Above space for Clerk's Office Use)

AGENDA PLACEMENT FORM
(For Non-Budgetary Items)

SUBJECT: Exception to Vacant Position Deletion Policy

BOARD BRIEFING _____ (date) REGULAR MEETING _____ (date)

DEPARTMENT Non-departmental DIVISION County Chair's Office

CONTACT Hank Miggins TELEPHONE x3308

PERSON(S) MAKING PRESENTATION Hank Miggins and Gary Nakao

ACTION REQUESTED:

[] INFORMATIONAL ONLY [] POLICY DIRECTION [x] APPROVAL

ESTIMATED TIME NEEDED ON BOARD AGENDA: 30 minutes

CHECK IF YOU REQUIRE OFFICIAL WRITTEN NOTICE OF ACTION TAKEN: _____

BRIEF SUMMARY (include statement of rationale for action requested, as well as personnel and fiscal/budgetary impacts, if applicable):

An exception to the Vacant Position Deletion Policy is being requested by the Department of Social Services for the positions of Juvenile Groupworker/Supervisor; Juvenile Counselor/Supervisor; and Mental Health Consultant. These positions are critical to operating a safe and secure 24-hour detention facility and to providing effective services to youth on probation.

(If space is inadequate, please use other side)

SIGNATURES:

ELECTED OFFICIAL Gladys McCoy

Or

DEPARTMENT MANAGER Gary Nakao (cc)

(All accompanying documents must have required signatures)

BOARD OF
COUNTY COMMISSIONERS
MULTNOMAH COUNTY
OREGON
1993 FEB 23 AM 8:26



MULTNOMAH COUNTY OREGON

DEPARTMENT OF SOCIAL SERVICES
 JUVENILE JUSTICE DIVISION
 1401 N.E. 68TH
 PORTLAND, OREGON 97213
 (503) 248-3460

BOARD OF COUNTY COMMISSIONERS
 GLADYS McCOY • CHAIR OF THE BOARD
 PAULINE ANDERSON • DISTRICT 1 COMMISSIONER
 GARY HANSEN • DISTRICT 2 COMMISSIONER
 RICK BAUMAN • DISTRICT 3 COMMISSIONER
 SHARRON KELLEY • DISTRICT 4 COMMISSIONER

MEMORANDUM

TO: Dr. Gary Nakao, Director
 Department of Social Services

FROM:  Harold D. Ogburn, Director
 Juvenile Justice Division

DATE: February 16, 1993

SUBJECT: HIRING FREEZE EXEMPTION REQUEST

We are asking for an exemption from the formal hiring freeze process for the following positions: Juvenile Groupworker; Juvenile Counselor; Juvenile Groupwork Supervisor; Juvenile Counselor Supervisor; and Mental Health Consultant.

Attached are job descriptions for each of the positions listed above.

Rational for the exemption:

- Groupworker/Groupwork Supervisor

The Donald E. Long Home is a detention facility that operates around the clock. We provide care for youth who, for the most part, have committed serious law violations. The level of staffing is dictated by the potential problems these young people present, and in part by the staffing levels dictated by the Consent Decree. In the Consent Decree, we have agreed to "at least" provide the following staff coverage: at least two Groupworkers at all times and one Lead Groupworker in Boys I, II, and III; at least one Groupworker and one Lead Groupworker in the Girls Unit (page 11, condition 49, 50, and 51, Consent Decree).

- Mental Health Consultant

The potential for suicide attempts and other severe emotional problems in the population warrants the continuation of a mental health worker. The recommendation from experts (DeMuro and Gahle) called for the current staffing pattern which includes a Mental Health Consultant.

HIRING FREEZE EXEMPTION REQUEST

February 16, 1993

Page 2 of 2

- Juvenile Counselor

Juvenile Counselors by statutory mandate provide evaluation and recommendation to the Judge concerning the disposition of juvenile cases. They provide services required by the Judge while a youth is on probation. We seek to ensure public safety, hold the youth accountable, and teach the youth skills and competencies.

- Juvenile Counselor Supervisor

Juvenile Counselor Supervisors provide legal and case plan issues. The Juvenile Code, County, and Juvenile Justice Division policy present complexities that a supervisor must help resolve. The management of hundreds of cases are under their care. The County audit supported the current role and ratio of supervisors to counselors after a thorough investigation into the complexities of juvenile justice.

In the case of Detention, the staffing pattern is required to operate a safe and secure facility. Delays in hiring cause us to rely upon on-call or temporary employees. An expedited process to replace workers would benefit our work by providing a more consistent, trained staff.

For Counselors and Counselor Supervisor, delays in filling positions have a direct effect upon the quality and amount of services we provide. There would be youth we simply cannot serve if positions are vacant.

3118705.H00

Attachments

August 16, 1990

JUVENILE GROUPWORKER
(Nonexempt/Classified)

DEFINITION

To Provide guidance, security, training, and general care of delinquent or disturbed children and adolescents in a detention setting.

SUPERVISION RECEIVED AND EXERCISED

Receives general supervision from assigned management and supervisory staff.

May exercise functional and technical supervision over on-call temporary employees.

EXAMPLES OF DUTIES - Duties may include, but are not limited to, the following:

Provide behavior observation and assessment of individual detainees and groups, and prepare reports, behavior summations, and verbal and written evaluations of children for unit logs, individual detainee files, and for the counselors and/or court as required.

Assist during admission process by admitting juveniles into the facility, removing personal belongings and supervising and/or controlling juveniles before screening; maintain proper security in the area; assist with preliminary hearings; and do related work in the admissions area.

Maintain safety, security, and order of units; restrain aggressive and/or assaultive children.

Provide guidance and skill-building experiences to individuals and groups of detainees.

Co-facilitate skill-building groups in detention, such as anger management, socialization skills, employment skills, etc.

Screen for medical problems; arrange for medical attention; administer general first aid; issue medications as prescribed by staff nurse.

Organize, supervise, and participate in recreational and other group counseling activities.

May provide basic guidance and social counseling to clients as needed.

Make home visits to juveniles and their family to maintain close supervision contacts.

Supervise children in housekeeping activities such as cleaning, mopping, making beds, and in matters of personal hygiene.

Assist in the reception of new children, get routine personal history for records, and assign new residents to quarters.

Give instructions in regard to house rules and regulations, discipline, and personal habits, and enforce their application.

JUVENILE GROUPWORKER

Page 2

EXAMPLES OF DUTIES (Continued)

Deliver prepared meals from kitchen to individual units; assist in the preparation and serving of meals; supervise clean up activities.

May transport clients to various locations, sometimes using restraints.

May provide security at hearings.

Perform related duties as assigned.

QUALIFICATIONSKnowledge of:

Modern principles and practices of guidance and training as related to the rehabilitation of neglected, delinquent, and socially maladjusted adolescents.

Principles and practices of group leadership and recreation, and of a variety of games, sports, and crafts.

Methods and techniques of juvenile detention.

Pertinent Federal, State and local laws, codes and regulations.

Ability to:

Maintain personal and client safety and restrain or assist in restraining assaultive youth.

Gain and hold the confidence of, and maintain a sympathetic and understanding attitude toward delinquent and maladjusted adolescents.

Keep routine records and make oral and written reports.

Understand and follow oral and written instructions.

Effectively administer a variety of juvenile detention activities.

Learn and apply applicable Federal, State and local laws, rules, regulations and policies.

Establish and maintain cooperative working relationships with those contacted in the course of work.

Communicate clearly and concisely, both orally and in writing.

Gain cooperation through discussion and persuasion.

Experience and Training Guidelines:

Any combination of experience and training that would likely provide the required knowledge and abilities is qualifying. A typical way to obtain the knowledge and abilities would be:

JUVENILE GROUPWORKER

Page 3

Experience:

Two years of responsible experience in institutional child care or in a child oriented environment.

AND

Training:

Equivalent to an Associate's degree from an accredited college with major course work in child psychology, sociology or a related field.

7150OP

August 13, 1990

JUVENILE GROUPWORK SUPERVISOR
(Nonexempt/Classified)

DEFINITION

To provide, organize and supervise the guidance, training and general care of children and adolescents in a detention setting.

SUPERVISION RECEIVED AND EXERCISED

Receives direction from the Juvenile Detention Manager.

Exercise direct supervision over assigned technical and clerical staff.

EXAMPLES OF DUTIES - Duties may include, but are not limited to, the following:

Organize and assist in the orientation and training of new and regular staff, students, and volunteers; arrange and oversee public relations tours of groups and individuals through the detention home.

Read and evaluate reports on behavior and medical problems of children for clarity and completeness; forward them to appropriate officials and agencies for action or follow-up.

Assist subordinate staff in planning group activities; spend time in observing the functioning of planned programs and activities.

Exercise decision control in serious situations involving negative child behavior or in medical emergencies.

Plan, prioritize, assign, supervise and review the work of staff involved in juvenile groupwork.

Recommend and assist in the implementation of goals and objectives; establish schedules and methods for groupwork; implement policies and procedures.

Evaluate operations and activities of assigned responsibilities; recommend improvements and modifications; prepare various reports on operations and activities.

Provide or coordinate staff training and work with employees to correct deficiencies.

Answer questions and provide information to the public; investigate complaints and recommend corrective action as necessary to resolve complaints.

Perform related duties as assigned.

QUALIFICATIONS

Knowledge of:

Modern principles and practices of guidance and training as related to the rehabilitation of neglected, delinquent, and socially maladjusted adolescents.

JUVENILE GROUPWORK SUPERVISOR

Page 2

QUALIFICATIONS (Continued)Knowledge of: (Continued)

Principles and practices of group leadership and recreation, and of a variety of games, sports, and crafts.

Principles of supervision, training and performance evaluation.

Pertinent Federal, State and local laws, codes and regulations.

Ability to:

Effectively supervise juvenile groupworkers in the care, custody, and training of children and adolescents.

Gain and hold the confidence of, and maintain a sympathetic and understanding attitude toward delinquent and maladjusted adolescents.

Effectively administer a variety of juvenile detention activities.

Interpret and apply applicable Federal, State and local laws, rules, regulations and policies.

Establish and maintain cooperative working relationships with those contacted in the course of work.

Communicate clearly and concisely, both orally and in writing.

Gain cooperation through discussion and persuasion.

Supervise, train and evaluate assigned staff.

Maintain personal and client safety and restrain or assist in restraining assaultive youth.

Experience and Training Guidelines:

Any combination of experience and training that would likely provide the required knowledge and abilities is qualifying. A typical way to obtain the knowledge and abilities would be:

Experience:

Three years of responsible juvenile detention experience. One year of lead experience is highly desirable.

ANDTraining:

Equivalent to an Associate of Arts degree from an accredited college with major course work in child psychology, sociology or a related field.

7150F

August 16, 1990

MENTAL HEALTH CONSULTANT
(Nonexempt/Classified)

DEFINITION

To provide consultation, diagnostic evaluation, and treatment for children, adolescents, and family who exhibit severe emotional disturbances; perform varied mental health tasks, primarily in educational, family, and community systems.

SUPERVISION RECEIVED AND EXERCISED

Receives direction from the Direct Clinical Services Supervisor, Children's Clinical Services Administrator, or other assigned professional and management staff.

May exercise functional and technical supervision over students or staff as requested.

EXAMPLES OF DUTIES - Duties may include, but are not limited to, the following:

Provide consultation to staff in contracting schools and agencies to enable them to make decisions regarding emotional needs of children, adolescents, and family, focusing on clearly defining the problem, developing alternative solutions, weighing alternative solutions, and planning actions and/or appropriate treatment strategies.

Provide individual, group or family counselling to remediate identified problematic behavior, including clients with serious, pathological or life-threatening behaviors; those needing intensive clinical treatment unobtainable elsewhere; and those needing ongoing supportive maintenance counselling to enable them to benefit from their learning environment.

Provide crisis intervention, including suicide assessment and management; monitor children and families for signs or symptoms of child abuse, neglect, or life threatening situations; follow state and federal laws concerning child abuse reporting, special education process, and confidentiality.

Provide diagnostic evaluations which may include administering, scoring and interpreting standardized psychological tests; obtain psychosocial histories; assess family dynamics; perform mental status exams; document DSM-III-R diagnostic impressions; make classroom observations; present findings and recommendations in a written report.

Provide home visits to clients and/or families, especially families at risk of child abuse; provide consultation to health care and educational staff about their cases.

Screen, evaluate and facilitate referrals to community agencies for intensive individual and family therapy, hospitalization, residential or day treatment, or for medical, social or legal assistance; provide liaison and advocacy activities to maintain communication, coordination and continuity between community provider, school, family and child.

Provide advocacy activities for clients and professionals targeted to multiple levels of public and private agencies.

Develop teams of professionals to plan and implement case objectives; develop systems for enhanced program functioning.

MENTAL HEALTH CONSULTANT

Page 2

EXAMPLES OF DUTIES (Continued)

Monitor compliance with connections 18 contract procedures.

Provides consultation at agency meetings dealing with children and/or family, and programmatic issues; provide inservice training to school and health agency staff.

Provide parent training, staff development and classroom presentations; develop parent support groups as requested.

Mediate conflicting points of view among schools, families, and agencies by facilitating the processes and decisions of interdisciplinary teams.

Represent the mission and policies of the Social Services Division regarding children mental health issues to other public agencies and the community.

Receive clinical supervision individually and in staff meetings from the consulting psychiatrist or program supervisor, particularly on high risk or crisis clients; attend professional trainings and seminars for professional development.

Maintain accurate records of client contacts and of notes concerning client.

Perform related duties as assigned.

QUALIFICATIONS**Knowledge of:**

Principles and practices of child development, behavior, psychodynamics, psychopathology, psychotherapy and consultation.

Knowledge of psychological and personality testing and their application to diagnosis and treatment of children.

Principles and practices of mental health law and consultation.

Diagnostic principles and symptomology as presented in DSM IIR of the American Psychiatric Association.

Mental health treatment and its range of psychotherapeutic techniques.

Community resources for children and families.

Federal and state regulations, especially educational laws applying to handicapped children (PL 94-142, PL 99-457, ORS HB 2021); and child abuse laws.

Exercise independent judgment in life threatening crisis situations and in consultative situations with contracting agencies regarding politically sensitive issues.

Assess, diagnose and develop treatment plans for children and families.

Develop and implement individual treatment plans.

Provide individual, group and family therapy.

MENTAL HEALTH CONSULTANT

Page 3

QUALIFICATIONSAbility to:

Plan, organize and schedule assigned work load.

Work effectively as a consultant with other disciplines for diagnostic decisions, treatment, planning, evaluation, and coordinating referrals.

Prepare a diagnostic psychosocial history, conduct a mental status assessment and document a DSM III-R diagnosis or diagnostic impression.

Consult with a variety of disciplines to effect good treatment planning for children.

Communicate effectively and interact diplomatically with service providers, staff and clients in situations requiring instruction, consultation and counselling.

Utilize clinical and peer supervision relating to clinical issues.

Work effectively with several administrative units with potential conflicting goals and practices.

Learn state and federal regulations relating to mandated services for handicapped students, and to the health and welfare of children.

Maintain statistical records and data collections for use in program planning and contract compliance reporting.

Prepare and present concise, timely, accurate written records, reports and case presentations.

Communicate clearly and concisely, both orally and in writing.

Travel to and enter clients' residence.

Experience and Training Guidelines:

Any combination of experience and training that would likely provide the required knowledge and abilities is qualifying. A typical way to obtain the knowledge and abilities would be:

Experience:

Two years of professional experience in the provision of mental health services to children and families.

ANDTraining:

Equivalent to a Master's degree in the mental health field.

License/Certificate:

May require a valid drivers' license.

9293OP

September 10, 1990

JUVENILE COUNSELOR
(Nonexempt/Classified)

DEFINITION

To provide counseling, casework and legal services to children, juveniles and their families; protect the best interest of abused, neglected, or abandoned children; address community protection, youth accountability and skill development. Juvenile Counselors are involved with social casework, intake evaluation, investigation, adjudication, and probationary services.

SUPERVISION RECEIVED AND EXERCISED

Receives general supervision from assigned management and supervisory staff.

May provide functional and technical supervision over student or volunteer staff.

EXAMPLES OF DUTIES - Duties may include, but are not limited to, the following:

Provide on-going counseling services for a caseload which consists of delinquent, dependent, and emotionally disturbed juveniles, complete assessments and formulate diagnostic impressions, arranging specialized testing and treatment as appropriate.

Make regular contact with schools, teachers, police, families, care providers and other agencies to monitor the child's behavior and to provide for the child's needs.

Confer with psychologists, school personnel, public health specialists, law enforcement personnel and Children's Services Division personnel to develop treatment and social plans for clients.

Provide crisis intervention services.

Screen children referred to the Court by police, parents, professional agency representatives, or others to determine if children should be held, released or placed in alternative shelter care.

Gather and evaluate pertinent information relative to clients, and formulate a dispositional course of action and begin its implementation.

Decide whether formal court action is necessary and assume responsibility for implementing such action including setting hearing dates, preparing petitions, sending court summons, conferring with lawyers and district attorneys, and making written and oral recommendations to the court as to disposition.

Prepare and maintain case histories, court summaries, and referral letters.

Provide tours and explain functions of the Court; give talks at schools and organizations.

Aid in assessing community resources, develop programs, write grant proposals and inform community of programs.

JUVENILE COUNSELOR

Page 2

EXAMPLES OF DUTIES (Continued)

Conduct risk assessment based on the juvenile and family and develop individual treatment programs as necessary.

Confer with Deputy District Attorneys concerning matters of law, case disposition and strategy.

Contact or respond to victims in regard to restitution; refer youth to work programs; support, encourage or demand payment of restitution and make recommendation to the Court.

Accompany juveniles to and from detention, Court, home, placement facilities, schools, activities, and appointments.

Perform related duties as assigned.

QUALIFICATIONS

Knowledge of:

The symptoms of physical and mental disorders, substance abuse or deficiencies in children, adolescents, and adults.

Theories, methods and techniques of social case work, counseling, child psychology and development.

Business letter writing and basic report preparation techniques.

English usage, spelling, grammar and punctuation.

Ability to:

Understand the principles and practices of the Juvenile Justice system.

Effectively administer a variety of juvenile counseling activities.

Understand and use Juvenile Division, Court, and Children's Services Division policies, procedures, and practices.

Understand and use the Juvenile Code and pertinent Federal, State, and local laws, rules, and regulations.

Establish and maintain cooperative working relationships with those contacted in the course of work.

Communicate clearly and concisely, both orally and in writing.

Gain cooperation through discussion and persuasion of people from various socio/economic backgrounds who may be hostile and/or aggressive or have emotional disorders.

Respond effectively in situations which are potentially dangerous with emotionally disturbed, impulsive and/or unpredictable people.

JUVENILE COUNSELOR

Page 3

QUALIFICATIONS (Continued)**Ability to: (Continued)**

Utilize community resources available for diagnosis and treatment of the child and family.

Work with and to obtain the cooperation of children and parents.

Prepare and maintain cogent and concise case histories and records.

Experience and Training Guidelines:

Any combination of experience and training that would likely provide the required knowledge and abilities is qualifying. A typical way to obtain the knowledge and abilities would be:

Experience:

Two years of professional counseling experience dealing with clientele in a social service or rehabilitative setting, with one year preferably in a setting dealing with delinquent and/or disturbed youth.

AND**Training:**

Bachelor's degree from an accredited college or university with major course work in child psychology, social work counseling or a related field or equivalent.

7150P

August 13, 1990

9220/01

JUVENILE COUNSELOR SUPERVISOR
(Exempt/Classified)

DEFINITION

To plan, organize and supervise the social casework and counseling of juveniles who are detained in County correctional institutions, on probation or clients of County restitution or rehabilitative programs; and to perform a variety of technical tasks relative to assigned area of responsibility.

SUPERVISION RECEIVED AND EXERCISED

Receives direction from the Juvenile Counseling Services Manager or from other supervisory or management staff.

Exercises direct supervision over assigned professional, technical, and clerical staff.

EXAMPLES OF DUTIES - Duties may include, but are not limited to, the following:

Supervise juvenile counselors in planning and implementing social casework and treatment for children and adolescents; confer with counselors regularly to review casework plans for adequacy and soundness of judgment and to assist in difficult cases.

Supervise the operation of a neighborhood-based probationary service program for juvenile felony offenders; oversee a professional staff of juvenile counselors in their correctional and guidance activities.

Supervise intake caseworkers regarding procedures and placement plans; advise workers on changes in policies, and review social and legal preparation of cases.

Coordinate programs and projects between Juvenile Justice Division and community agencies.

Speak to various organizations both public and private to explain the role of Juvenile Justice Division.

Serve on various community service committees as a representative of the Division.

Participate in budget preparation and administration; prepare cost estimates for budget recommendations; submit justifications for requests; monitor and control expenditures.

Participate in the selection of staff; provide or coordinate staff training; work with employees to correct deficiencies; implement discipline procedures.

Answer questions and provide information to the public; investigate complaints and recommend corrective action as necessary to resolve complaints.

Perform related duties as assigned.

JUVENILE COUNSELOR SUPERVISOR

Page 2

QUALIFICATIONS**Knowledge of:**

Principles, practices and procedures of Juvenile Justice Division.

Principles, practices and procedures of Juvenile Court Case processing.

Methods and techniques of juvenile social counseling and child psychology.

Modern office procedures, methods and computer equipment.

Principles and procedures of financial record keeping and reporting.

Principles of supervision, training and performance evaluation.

Laws and regulations relating to child welfare and of Juvenile Court procedures.

Community resources and facilities available for the diagnosis and social treatment of the maladjusted child.

Ability to:

Supervise and implement a comprehensive juvenile counseling program in processing delinquency and dependency cases through the court system.

Coordinate Juvenile Justice Division functions with Judicial Officers, District Attorneys, State Court Administrators and Childrens Services.

Assist in preparing and administering a budget.

Supervise, train and evaluate assigned staff.

Effectively supervise subordinate and support staff, and to oversee their planning of caseload management.

Supervise subordinates regarding difficult psychological and sociological problems encountered in their case work and to assist them in the resolution of such problems.

Supervise the preparation, custody, and maintenance of Juvenile Court case records.

Experience and Training Guidelines:

Any combination of experience and training that would likely provide the required knowledge and abilities is qualifying. A typical way to obtain the knowledge and abilities would be:

Experience:

Three years of increasingly responsible juvenile social counseling experience.
Lead experience is desirable.

JUVENILE COUNSELOR SUPERVISOR
Page 3

AND

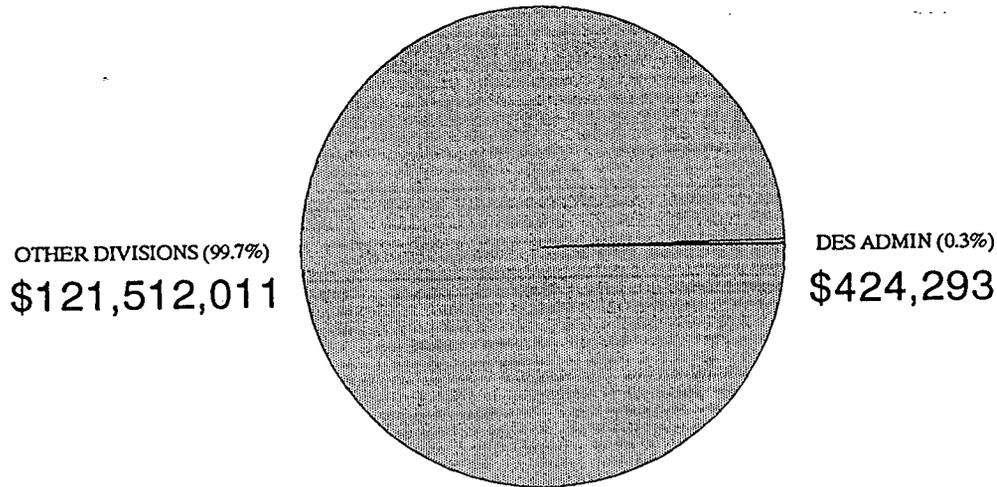
Training:

Bachelor's degree from an accredited college or university with major course work in child psychology, sociology or a related field or equivalent.

71500P

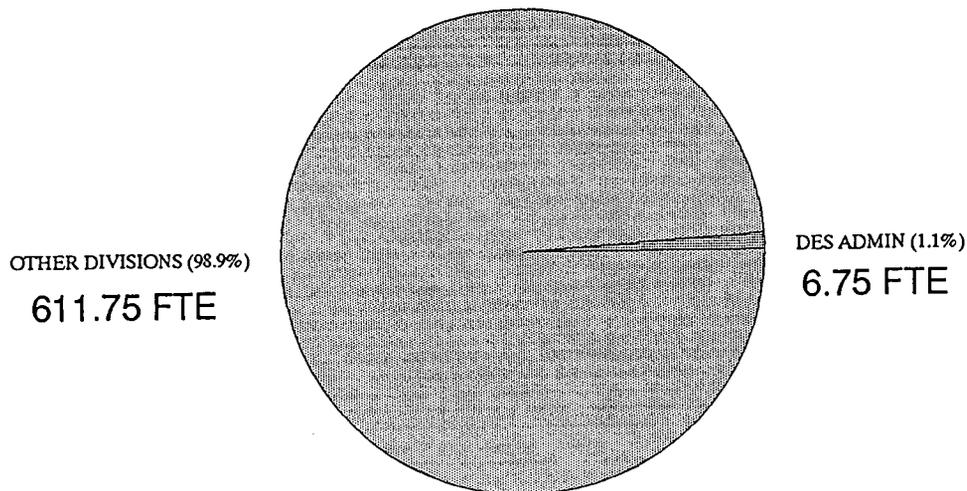
3-2-93
Agenda
Review
R-24R-3
Handout

DES ADMIN AS A PERCENTAGE OF DEPARTMENT: \$ FY 92-93 ADOPTED BUDGET



TOTAL = \$121,936,246

DES ADMIN AS A PERCENTAGE OF DEPARTMENT: FTE FY 92-93 ADOPTED BUDGET



TOTAL = 618.50 FTE

Bob Bernstein

3-4-93
Regular Meeting
Handout
Public Comment

Diversion was started to stop young people from penetrating more deeply into the Juvenile Justice Division (JJD) by plugging them into local resources while holding them accountable to their community via the Youth Service Center (YSC) staff and Neighborhood Accountability Board (NAB). In addition, it is an attempt to protect them from the negative effects of labeling them as delinquents. We rely on a policy agreement with the court. The program is voluntary and young people have a choice of having the referral dealt with through Diversion or the Juvenile Justice Division.

All YSC's offer "core" services-Counseling, Diversion, Drug/Alcohol, Employment, Big Brother/Big Sister, in addition other services are offered at different centers-we offer Young Mom's groups, SE Asian Outreach, the Group Challenge Course-a group oriented obstacle course that focuses on decision making and peer group functioning, TOGETHER-a program for infants/toddlers and their mothers to facilitate developmental readiness through play and the GIFT program for young mothers involved in gangs. Referrals to any of these programs are made after this assessment.

The diversion staff upon receipt of the referral, normally a police report from Juvenile Court but also from police, schools or family, assess the youth's needs and factors contributing to the referred incident (family and school functioning, thought patterns).

In the case of first time violations where the property damage is under \$50.00, the YSC Diversion staff offers the young person a contract to handle the allegations and to informally dispose of the matter without court involvement.

For subsequent violations, first time offense in excess of \$50.00 and all assaults referred to NPYSC, the cases are referred to a NAB, comprised of citizens from the community who volunteer to meet with the perpetrator to "hear" the case and offer a contract.

All person to person crime victims are contacted and their input into the contract is solicited. If they wish to they may attend the NAB hearing.

If the child/youth wishes, they may contest the allegation and the case is referred back to Juvenile Court. This is also the case if the young person fails their contract. We rely on Juvenile Court for our back up. The Diversion contract draws from a wide menu of consequences and may include the following:

1. Diversion Education either one on one, or in a group designed to build skills to keep youth from re-offending
2. Anger Management Group-to help young people become less reactive and better decision makers regarding their anger
3. Restitution to the victim
4. Community Service-to payback for the costs to the community of their crime
5. Drug and alcohol assessment and treatment
6. School attendance
7. Essays
8. Apologies in person, or written

There are some major differences between the JJD and Diversion. As stated Diversion does not label young people as delinquents, certainly by diverting them from Juvenile Court they are separated from the serious offenders found there.

Diversion is community based. The YSC's have a Community Advisory Board (CAB) and the aforementioned NABs, we have been in our community for nearly twenty years with ties to local schools, agencies and resources.

Diversion is voluntary and non-adversarial, considering that many of our young people come to us angry from "angry" homes, this is helpful developmentally.

The YSCs are small and offer relationships in a setting friendly to youth. We are easily accessible. The JJD and CSD are large institutions and I believe young people get emotionally lost in them. We have a smaller staff, friendlier "feel" and have less transitions. Indeed, I continue with many clients after they go into the JJD to assure that they have that continuity. The court process can seem very Kafkaesque to a youth and their family. Further, it is a difficult developmental task to accept or fully utilize services mandated by an institution or person who has held or is holding a "hammer" over the head.

We respond quicker, by about the same time a youth in the Juvenile System might be given the disposition for their case, i.e., contract and probation, our young people are done with theirs, Time is of the essence. Youth can go downhill rapidly if not given services.

The court being legally based is more driven by dispositions than developmental issues and much of its resources need go to lawyers and due process. Diversion is able to offer more services cost effectively as the court must pay a higher fringe package to its staff and probably higher costs for overhead etc.

We can be pro-active in the community or be involved in "our" youth's life after their contract completion in a way that the court cannot ethically be. The court has a "formal" role as "the law" and should not, I believe, be involved past the formal disposition of a case. Rights of privacy of citizens from court intrusion need to be respected.

Because of our work, we can access friends, siblings of our youth and encourage them into services. We are in a good position to do prevention.

Diversion being apart from the Justice System can at times more readily advocate for our clients needs vis a vis the system.

Many offenses would not be adjudicable and would be "dropped" by Juvenile Court. They may be status offenses, complainants may not wish to press the matter, police reports may be to "sketchy". With the leverage of Diversion, we can access these early offenders and successfully better their lives.

Because of overload at the Court, many first, second and third time offenders might have no consequences were it not for diversion. The court needs more resources as they are our back-up. Without a strong court with a bottom line of detention, our functioning is undermined.

With cutbacks at CSD, many high risk youth go unserved until something very serious occurs. The court cannot deal with offenders under twelve years of age without CSD involvement. The cases are referred to CSD. If they drop it, zero happens. We are one of the few services for these young people.

With adequate staffing, we can fill many of the holes in the service delivery system.

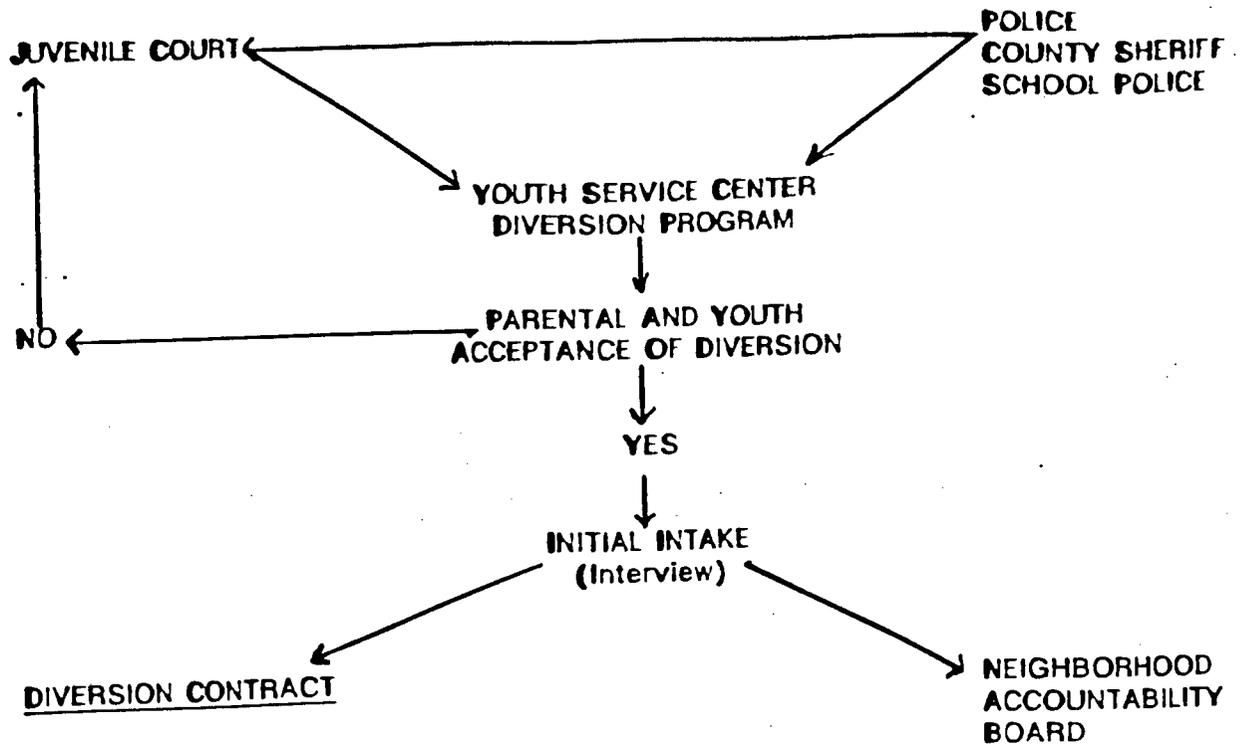
It is always difficult to prove the value of prevention for social ills. It is always politically more expedient to build jails than address social needs. It is an "easier" choice to lock-up today's burglar, robber, and rapist than to fund programs that intercede earlier in the beginning of these lives, but in fact, we need do both.

Diversion is a useful tool for helping communities raise their children.

**BOB BERNSTEIN
DIVERSION COORDINATOR
NORTH PORTLAND YOUTH SERVICE CENTER**

295 6627

BB:pa
(FTD-DIVREPT.DOC)



1. COUNSELED AND RELEASED
 2. COMMUNITY SERVICE
 3. RESTITUTION TO VICTIM
 4. LETTER OF APOLOGY TO VICTIM
 5. DIVERSION EDUCATION
 6. DRUG TREATMENT
 7. ANGER GROUP
- SERVICES (offered, recommended, encouraged)

1. FAMILY, INDIVIDUAL, GROUP COUNSELING
2. PARENT EDUCATION
3. EMPLOYMENT ASSISTANCE
4. KINSHIP BIG BROTHER/BIG SISTER
5. RECREATION
6. EDUCATIONAL ASSISTANCE
7. DRUG/ALCOHOL

DIVERSION CONTRACT

1. COUNSELED AND RELEASED
2. COMMUNITY SERVICE
3. RESTITUTION TO VICTIM
4. LETTER OF APOLOGY TO VICTIM
5. DIVERSION EDUCATION
6. EDUCATIONAL GROUP
7. ANGER GROUP
8. DRUG/ALCOHOL

1. DIVERSION CONTRACT COMPLETED
2. SERVICES PROVIDED

FAIL TO COMPLETE CONTRACT

FAIL TO COMPLETE CONTRACT

COURT/POLICE NOTIFIED

1. SECOND CHANCE
2. REFER TO NAB
3. RETURN TO COURT

1. REHEAR CASE
2. SECOND CHANCE
3. RETURN TO COURT

CASE CLOSED

THREE MONTH FOLLOW-UP

Gretchen Pursok

3-4-93
Regular Meeting
Handout
R-4



Housing Our Families

Empowering Women

Developing Partnerships

Providing Housing

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9/92



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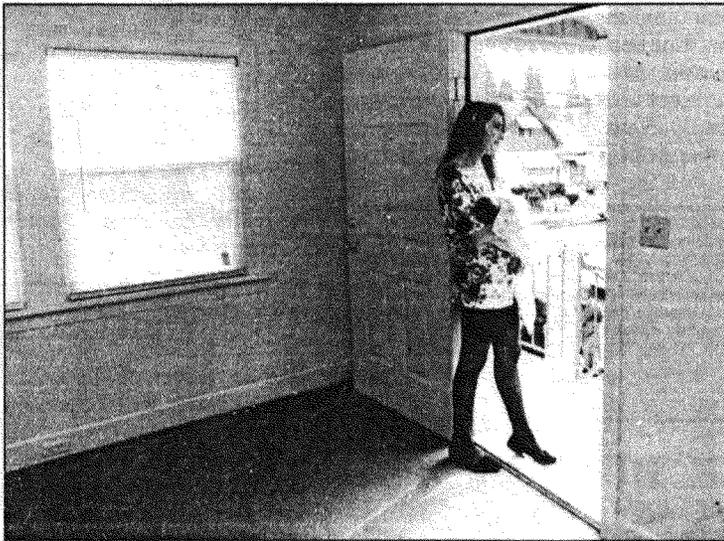
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1 BEDROOM UNITS

Daily Journal *of* Commerce

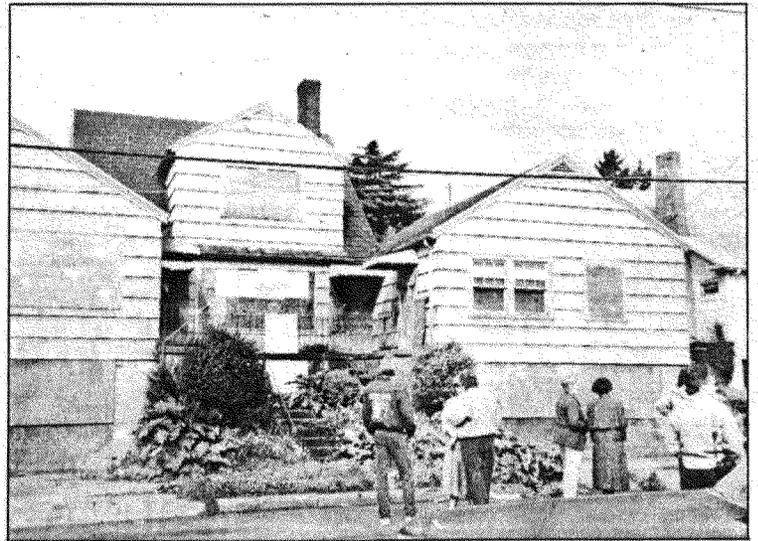
Wednesday, Feb. 10, 1993

Portland, Oregon

Vol. 183, No. 29



Greg Paul



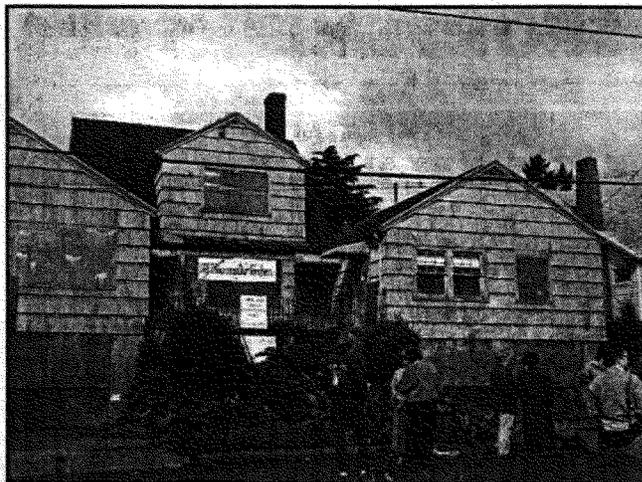
Home sweet home

Julie Ann Richards and her one-month-old daughter Tanesha Ann Marie Richards watched from inside Tuesday as Housing Our Families Inc., one of Portland's newest community development corporations, celebrated the opening of its first housing rehabilitation project Tuesday. Richards was the first resident to move into the new four-plex, located at 4529 N. Mississippi. The property was donated to Housing Our Families by Multnomah County under the Housing Affordability Demonstration Program, which transfers tax-foreclosed properties to non-profit organizations for redevelopment. Rehabilitation financing included a \$70,000, low-interest loan from the Portland Development Commission and a variety of grants, in-kind donations and corporate contributions. Monthly rents for the one-bedroom units are \$285; qualified tenants must have incomes below 50 percent of the area median income. Photos at right show before and after shots.





PORTLAND



This is what the first Housing Our Families project looked like last September, before major renovation was undertaken.

Eyesore becomes a place to call home

■ A nonprofit group uses hard work and determination to create affordable housing

By JOE FITZGIBBON
Special writer, *The Oregonian*

Five months after hauling away dead cats and overgrown weeds, and chasing off party-goers, Portland's newest community development group opened its first housing rehabilitation project to the public.

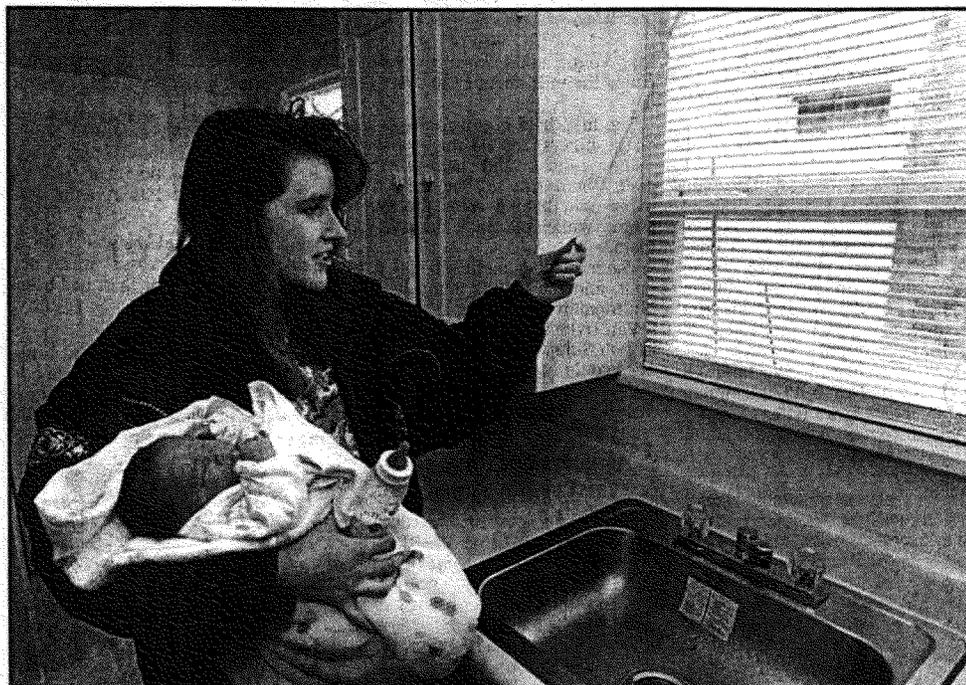
Housing Our Families used donations and grants to buy a dilapidated fourplex at 4529 N. Mississippi Ave., and, with elbow-power, convert it into attractive and affordable rental housing.

"I'm anxious to move in," said one

of its first tenants, Daisy Booker, as she bounced on the blue carpet of a one-bedroom unit complete with fireplace. "The way it used to look, you'd think that they would have torn the place down instead of fixing it up this way."

As a nonprofit organization, Housing Our Families received the tax-foreclosed property through Multnomah County's Housing Affordability Demonstration Program. The Portland Development Commission provided a \$70,000 low-interest loan to rehabilitate the abandoned structure, while the Multnomah County Housing Commission kicked in \$14,500 for weatherization of the building.

Gretchen Dursch, executive direc-



MARV BONDAROWICZ/The Oregonian

Julie Ann Richards and her month-old daughter, Tanesha Ann Marie Richards, checks out the view from her new kitchen. Richards is among the first tenants of the fourplex, which was renovated by Housing Our Families.

tor of the group, said she and her 10-board members would manage the four units and offer \$285-a-month rent to women who are struggling on public assistance or working in training programs.

"Normally, landlords expect renters to earn three times their monthly rent," said Dursch. "We want to keep it to two times and have built in quarterly visits with the tenants to see how they are getting along."

City Commissioner Gretchen Kafoury praised the group's work in helping preserve a neighborhood that has been long-plagued with crime and abandoned homes.

"Housing Our Families has taken

a neighborhood liability facing demolition and turned it into an attractive, decent place for four families to live," she said. "This was a good instance of creating a silk purse from a sow's ear."

The 40-member women's organization emerged in 1989 from a set of conferences sponsored by activists from North and Northeast Portland. After attending the National Congress of Neighborhood Women in Vermont, Dursch and her colleagues rolled up their sleeves and went to work in Northeast Portland.

The fourplex on North Mississippi is the first of what they hope will be many similar projects.

Alberta Simmons, board chairwo-

man of Housing Our Families, said her coalition of business and neighborhood women concentrated on assisting families headed by women, who are five times more likely to be poor and face housing discrimination than other families.

"When we provide women and their families with affordable, decent housing, they are freed to concentrate on other aspects of their lives, such as jobs and families," she said.

Dursch added that the organization is in the process of buying several other properties in the area and hoped to meet their goal of rehabilitating three more properties by summer.



**PORTLAND
HABITAT FOR HUMANITY**

P.O. BOX 11527; 5416 N.E. 14TH PLACE; PORTLAND, OR 97211
(503) 287-9529



3-4-93
Regular Meeting
Handout
R-4

March 4, 1993

Dear County Commissioners,

Habitat received two vacant lots from Multnomah County on October 5th, 1992, under the County Housing Affordability Project.

We were very pleased to receive these lots, which are located in our target community. One lot is at 4833 N.E. 14th Place and the second is at 6532-6536 N.E. 13th Avenue.

Upon receiving these lots we circulated a letter door-to-door among neighbors informing them that Habitat now owns the lots, will be keeping them clean, and will be building houses on the lots. We received a very favorable reaction from the neighbors who have seen these lots as trash-accumulating eyesores. We have been checking these lots for debris and have been removing debris periodically.

Plans for the two lots:

Our Construction Committee is currently designing homes for these two lots. As a guideline we are using "The 10 Essentials," a book produced by the AIA on home design in N.E. Portland. "Architectural compatibility" is one of our important objectives. We are also emphasizing the following design elements:

- Minimize materials cost (for example, the house will be relatively square to reduce the exterior materials used for a given interior square footage)
- Maximize energy efficiency
- Simple construction (the homes will be built by volunteers and the future homeowners)

Currently, the plan for the house for 14th Place is under final review. We are working on two alternative plans for the double lot on 13th Avenue. One of these plans is to build two independent structures and the second plan is to build a duplex.

Our schedule calls for breaking ground at the first lot in September and the second lot in October. Thus, we expect to have those homes finished by the time I report to you a year from now.

Other exciting developments at Habitat:

Many other good things are happening at Habitat, including:

1) 5 homes completed in 15 months

Portland Habitat has substantially increased its capacity. We are finishing a renovation about every three months. In the past 15 months we have finished one home on N.E. 11th, two homes

"Building simple homes in partnership with God's people in need"

in North Portland, one home on N.E. 7th and Killingsworth, and one home on N.E. 14th Place.

2) 4-7 homes planned for 1993

We expect to complete 4 renovations in 1993 (3 of which are currently under way) as well as make substantial progress on the three new homes planned for the land we have obtained from Multnomah County.

3) Habitat Volunteer Corps

In September we started the Habitat Volunteer Corps. Under this program, folks live for a year in a group house and dedicate themselves to full-time community service. In December we opened a second group house for volunteers staying shorter periods, generally 6 months. The seven volunteers in this program are bringing a great deal of energy and skill to Habitat.

4) Partnership with the Neighborhood

Habitat continues to work closely with the neighborhood to address community concerns. We started hosting a Block Watch in 1992. Habitat worked closely with this Block Watch, the County, ~~the City,~~ the Police and the Fire Department to shut down drug houses and to conduct an innovative experiment in traffic policy, turning two ends of 14th Place into cul-de-sacs. This has eliminated drive through drug trafficking and given residents an opportunity to reclaim their street.

5) Habitat Home Building Center

Habitat is planning a Home Building Center which will be located in what was "Shag's Arena" on 14th Place and Killingsworth (please see attached picture). This Center will increase our building capacity by providing a dormitory for work camps, a warehouse for storing materials, and a wood shop for pre-cutting lumber. It will also provide a base for community building partnerships that we are planning for the future.

Conclusion

The Housing Affordability Program is an excellent method to improve our neighborhoods by turning vacant lots and derelict buildings back into affordable homes. I encourage the County to continue this program.

In Partnership,



Jeffrey A. Merkley
Director

"Building simple homes in partnership with God's people in need"

"THE ROOF OVER US IS OURS"

SAYS A GRATEFUL AND PROUD GARCIA FAMILY



By Mia Bertelsen,
El Hispanic News

For many of us paying rent every month it seems like a waste of good money that could be invested more wisely. It is a dream of many families to be able to finance a home without having to earn a lot of money. Affordable housing is a very serious problem for the Hispanic community and Habitat for Humanity has helped one Portland family realize their dream of owning their own home.

The Garcia family found themselves in a



The Garcia's home

difficult situation when they could not continue living in the basement of a relative. It was not a good place for the children to be because they had little space to house all five of their children and they had to be quiet and considerate of the family living above them.

Ma. Refugio R. Garcia,

the mother, heard about Habitat's program and the family started volunteering because she knew that they needed to do something to find good housing for their family.

Habitat for Humanity's purpose is to provide decent housing for low income people in need. They rehabilitate homes and let the family chosen

The Garcia family gather together in the dining room of their new home.

to become the owner of that home, work with the help of other volunteers to make it liveable. To be eligible for the program the family must have a low income, but still be able to meet the house payment of \$200 to \$300 per month. The current housing situation of the family must be sub-standard. And they must have a belief in the self-help work that Habitat does.

Continued on page 6

The roof over us is ours

Jeff Merkley, director of Habitat, explained that "the Garcias are one of the hardest working families that we've had." They were readily accepted into the program.

Potential applicants have to first fill out an application and work for 25 hours on a house to "let them know what they are getting into," Merkley said.

Once a family is accepted into the program they will receive a house if they complete the needed 350 hours of service required by the family in total. Ma. Refugio Garcia explained that some of their friends were critical of what they

were doing because they thought they might be working for free and not get the opportunity to get a home.

But that was all wrong as the family sat smiling comfortably in their home on a Monday evening after work explaining to *El Hispanic News* "that it only took us 11 months to become owners," said José Luis Garcia, the father of the family. "We are all very happy."

Normally it takes a family about one and a half years to put in the needed 350 hours of "sweat equity" to become owners.

The Garcia family will be making house pay-

ments to Habitat for the next 12 years. The money they owe is derived from the value of the materials used to improve the house. The house payment includes taxes and is interest free. All of the labor and materials used are donated. The actual houses are normally donated by people who do not want to bother to make the needed improvements or they cannot sell the house on the market.

The Garcia's home was the former office of Habitat. The family lived on the second floor while it was still the office because they needed housing right away. Normally

Habitat does not provide transitional housing though. They were running out of funds to complete the Garcia house when U.S. bank came to their rescue and gave them a grant. The Garcia's were able to move in Christmas Eve through the hard work of all the volunteers and the family itself.

Habitat would like to be helping more Hispanic families and encourages anyone interested to attend the next orientation meeting February 16 at Grace Presbyterian Church, 6025 N.E. Prescott, at 7:00 p.m. Please call the office at 287-9529 to request a translator for the meeting.

City installs barricades on Northeast Portland street

■ The barricades block two accesses to a three-block stretch of Northeast 14th Place, informally dubbed "Crack Alley."

By BARNES C. ELLIS
of The Oregonian staff

When their Portland street turned into a virtual cruising strip for drugs and crime, neighbors persuaded officials to take an unusual step: block off the street.

Concrete barricades installed last week block two popular accesses to Northeast 14th Place, informally dubbed "Crack Alley." Residents can still drive to their homes by taking cross-streets.

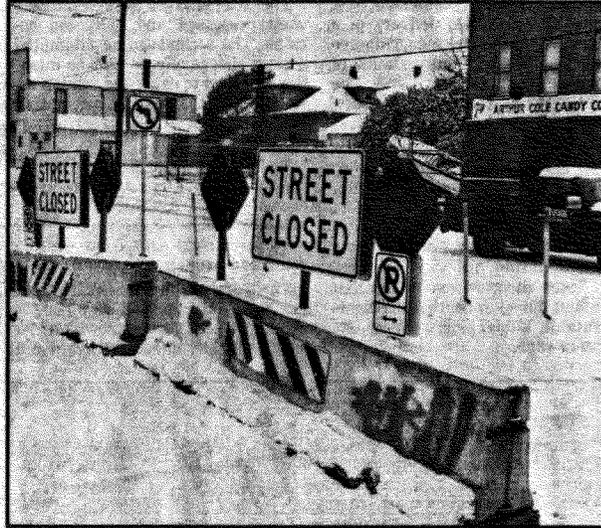
Police and city officials herald the pilot project as an innovative response to neighborhood concerns. They held a news conference Thursday at a nearby fire station to sign a partnership agreement with neighbors.

"In community policing we look at a lot of nontraditional approaches," said Officer Kevin Modica of the Portland Police Bureau. If the barriers ease problems on the three-block stretch, he said, the city may design permanent ones.

Although residents agree that traffic is down, some are bitter at the city for not doing more to address the root problem of drugs and crime on their street.

"This would not be tolerated in Southwest Portland," said Kate Hussein. She said the barriers were every poor policy, and would only move the problem — hopefully across the river.

"If they would do this on all North and Northeast Portland streets it



The Oregonian/TIM JEWETT

New barriers at Northeast 14th Place and Alberta Street are meant to help rid the neighborhood of drug houses by interrupting the traffic flow.

would force it into some area of town where they would take care of it," she said.

Hussein and others describe a life on Northeast 14th Place that, particularly in the summer months, would be foreign to most Portland residents.

"The summer before last was just unbelievable," Hussein said. "You would have four or five cars on a block," she said, "with known gang members and associated people sitting on the hoods, on the trunk, slouching around the cars, drinking from their 40-ounce bottles of beer

and throwing them into the street."

Cars raced up and down the street, tires squealing. People had sex in convenient yards. Hussein said she found used condoms on her doorknob "more than once."

Although police think the actual number was fewer, residents believe the street had eight to 10 drug houses within the space of a few blocks.

Jeff Merkley, director of a nonprofit housing group called Habitat for Humanity, watched the street from his nearby office. "I've seen guns pulled twice," he said. He also said

he had seen "a fair amount of prostitution."

Last summer, neighbors began a block watch program from the Habitat office. They developed a traffic subcommittee that floated the idea of closing the street.

"In suburbia, city planners are designing neighborhoods so they have cul de sacs," Merkley said, praising the effect on neighborhood livability. He wondered, "Why not try to recreate something like that here?"

The group began inviting officials to their meetings. Aides to Commissioner Earl Blumenuer attended, as did many police officers.

"It's been great," Merkley said. "I remember one meeting, we must have had eight police officers come to talk about what could be done."

The city tried to measure the speed and volume of traffic on the street. Although the equipment was repeatedly vandalized, officials concluded more than 1,500 cars a day were traveling the street — five times the appropriate number.

Working with city engineers and fire officials, the group developed the pilot project and voted to support it. In addition to the 12.5-foot barriers at Alberta and Killingsworth streets, the project — which cost about \$7,500 — includes street lights, a speed bump and new signs.

On a recent morning, the street was empty except for two women and their children playing in the snow. The women jeered and threw snowballs at a reporter and an aide to Blumenuer.

One of the women identified herself as Catherine "Fat Cat" Tatum, "the queen of this street."

Kids "shouldn't have to grow up that way," she said, nodding at the

barriers. Tatum denied that drug activity occurred on the street.

"There aren't no drugs around here," she said. "They're assuming things."

Another resident, 28-year-old Angela Hall, said the problems had eased before the barriers were installed. "Why didn't they do this last summer?" she asked.

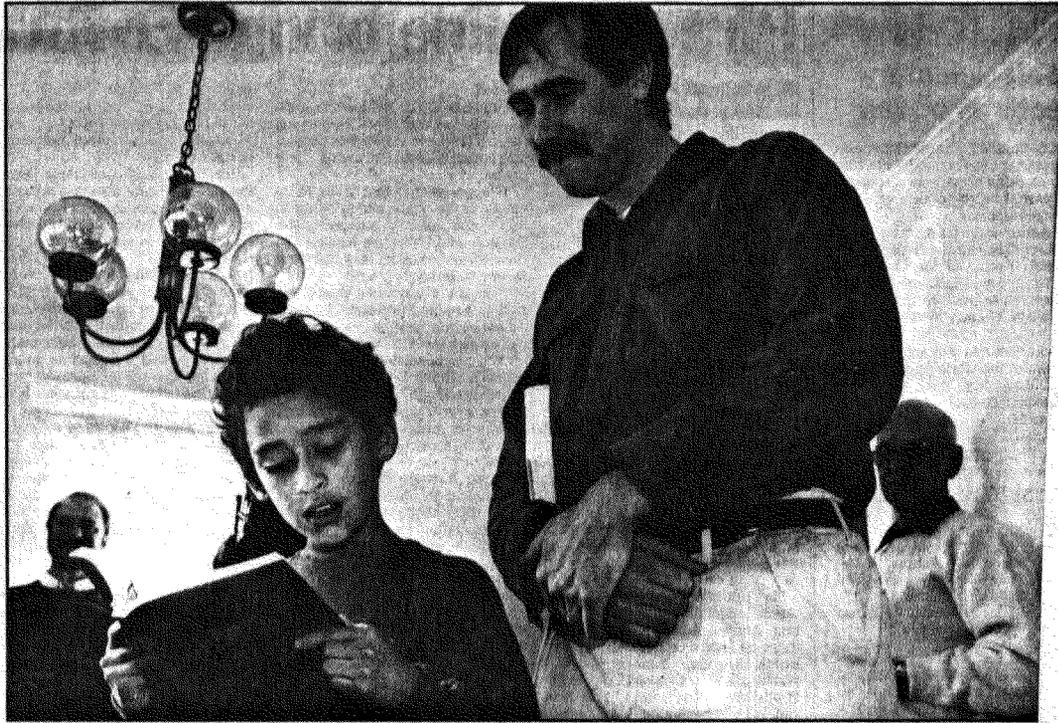
Although she was a main proponent of the barricades, Hussein is also among their bitterest critics. What the neighbors wanted, she said, were barricades along with drug raids and missions. "What we got," she said, "were barricades."

Modica defended police efforts, which he said have included raids and evictions in cooperation with landlords. He said the traffic project was "just one piece of the puzzle."

"If you concentrate on running around and grabbing people and throwing them in jail," he said, "our law-enforcement history has shown us that is not always the solution."

Michaela Bone, a mother of six, hopes this is the solution — at least for residents of Northeast 14th Place.

"It's somebody else's turn," she said. "We want our kids to be able to play."



Ruben Hernandez, 9, a cousin of the Garcia family, reads in Spanish from a Bible presented to the family by Jeff Merckley of Habitat for Humanity. MARY ANNETTE PEMBER/The Oregonian

For the Garcias, there's no place like home

Habitat for Humanity, which provides home ownership to minority families, helps dedicate the family's new Northeast Portland abode

By **STUART TOMLINSON**
of *The Oregonian* staff

Before they moved into their new Habitat for Humanity house in Northeast Portland, the eight members of the Garcia family were living in a basement of a house with two other families.

"It was spotlessly clean, considering the conditions," said Habitat spokesman Brent Warren. "But it was unhealthy. There were exposed asbestos-covered pipes and it was

damp."

Warren decided the family was worthy to become recipients of Habitat for Humanity, a nonprofit group that provides home ownership to minority families. Former President Carter is a big supporter and volunteer for the group, which has completed eight houses in the Portland area since 1989.

Although their income was below what it takes to qualify, Warren said the Garcias were hard-working and dedicated.

The house on Northeast Portland was run-down but not derelict when volunteers started the renovation. It needed a new roof, new ceilings and lots of interior work. A new furnace was donated, as was most of the \$10,000 cost of materials and labor.

The Garcia family — Jose, Maria, their three girls and three boys, moved into the house a week before Christmas.

On Saturday, Habitat for Humanity volunteers and sponsors jammed the living room of the trim three-bedroom for the official dedication.

The family received a Bible, a toolbox and home improvement guide and the good wishes of more than 50 people.

Twelve-year-old Jose Luis acted as interpreter for his parents.

"It's nice to have a home," father said. "It's a future for children."

Jose Luis knew exactly what thought was the best thing about new home:

"My room," he said.

A happy housewarming



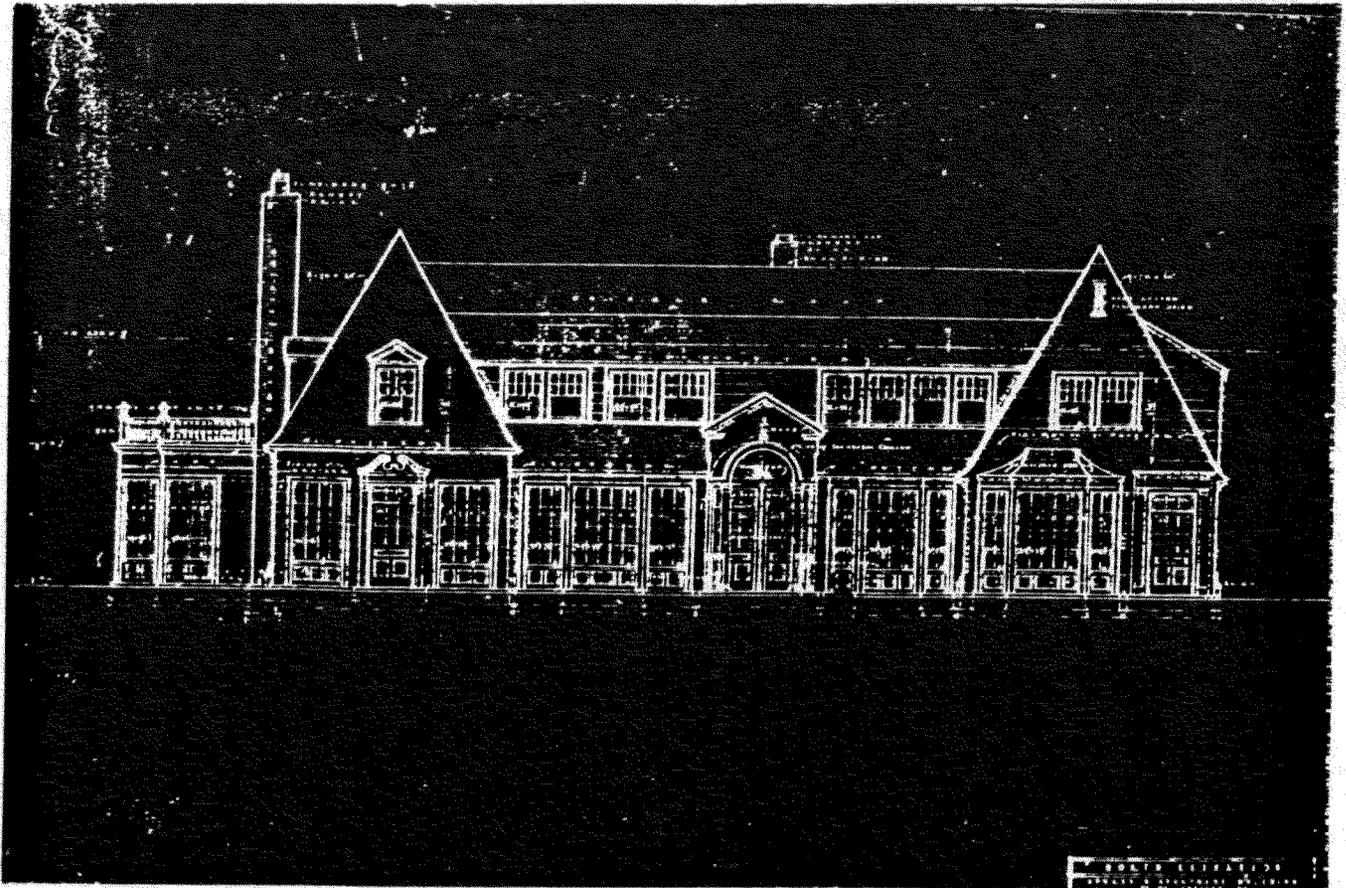
BRIEFING

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HABITAT

HOME BUILDING CENTER

File #93010467





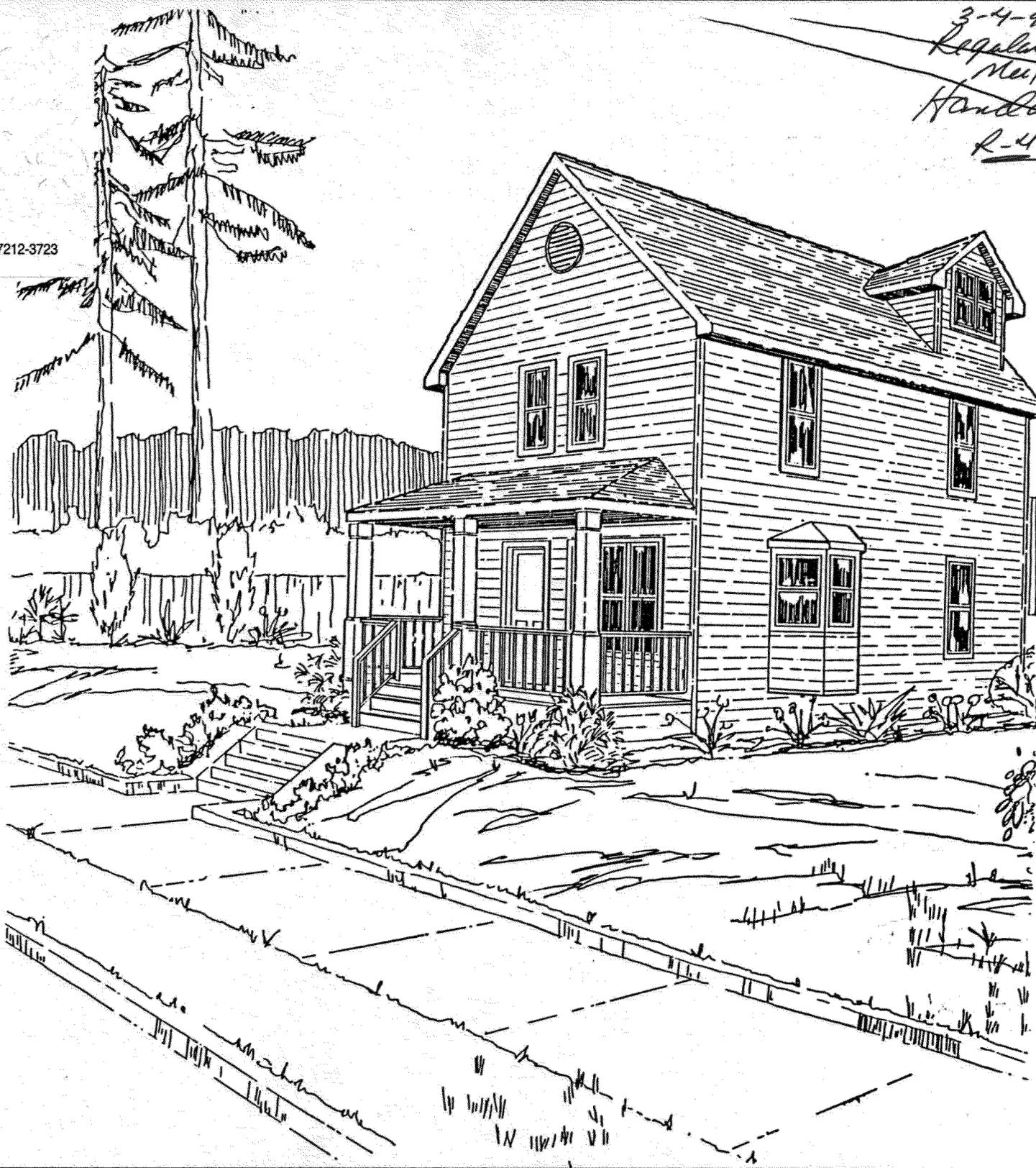
Home
Ownership
a Street at
a Time

Susan Thomas
Director

■ **HOST Development, Inc.**

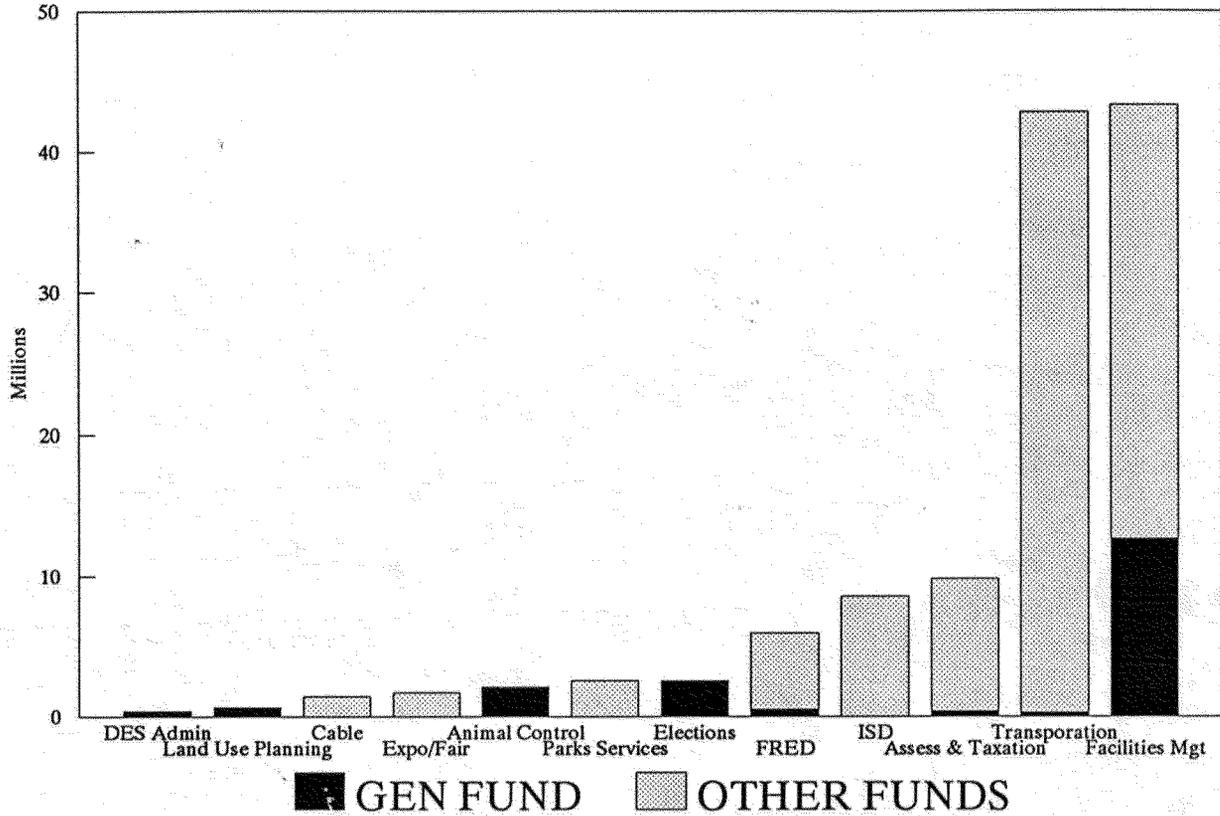
2045 N.E. Martin Luther King Jr. Blvd. Portland, Oregon 97212-3723
(503) 331-1752 FAX: (503) 280-2135

3-4-93
Regular
Meeting
Handout
R-4

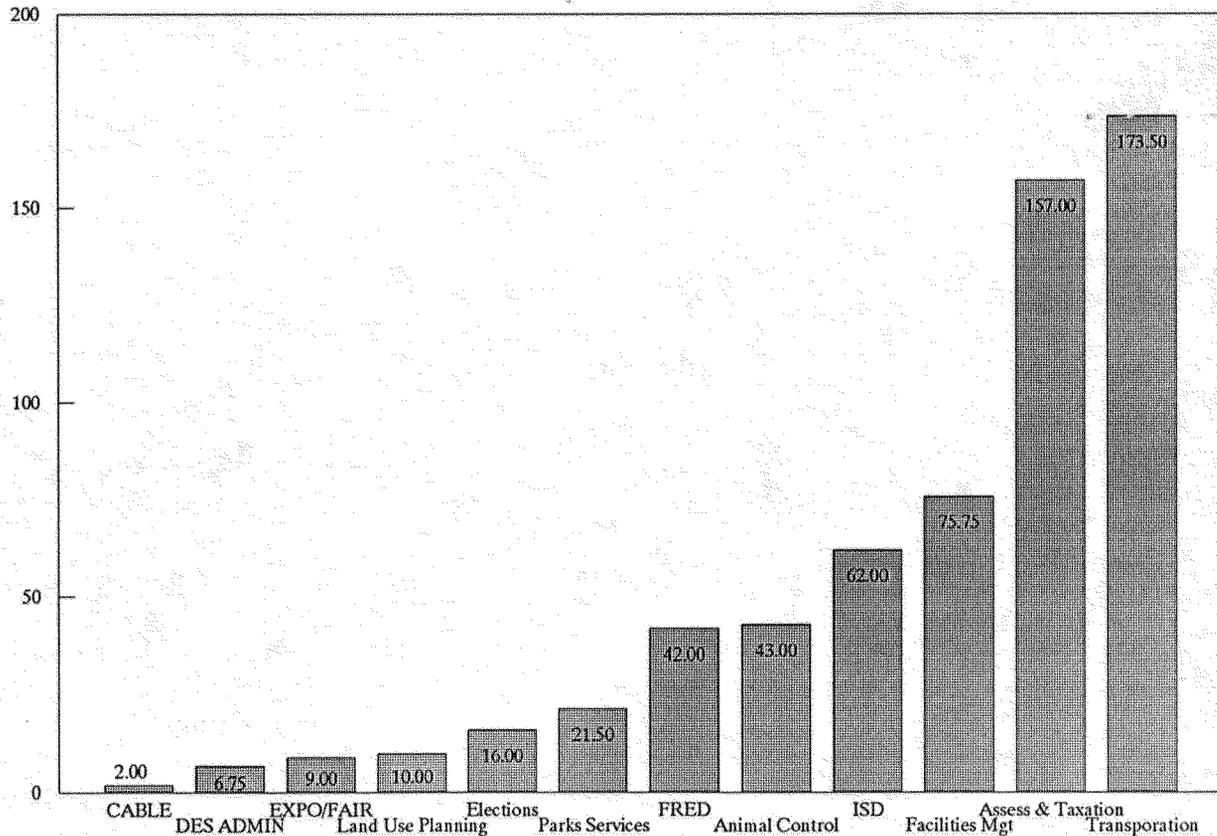


3-2-93
 Agenda
 Review
 R-2+R-3
 Handout

DES DIVISIONS BY FUNDING SOURCES FY 92-93 ADOPTED BUDGET



DES DIVISIONS: FULL TIME EQUIVALENT POSITIONS FY 92-93 ADOPTED BUDGET



Neighborhoods Protective Association
P.O.Box 19224,Portland, Oregon 97219

SUBJECT: Columbia River Gorge National Scenic Area. Federal Guidelines December 22, 1992

BEWARE: Control of the water-to California?

Chairperson Gladys McCoy
County Commissioners
Multnomah County Court House
1120 S.W.5th.
Portland, Oregon 97204

Dear Chairperson McCoy, Commissioner Hanson, Commissioner Kelley,
Commissioner Anderson, & Commissioner Bauman:

Thank you for the opportunity to speak at this public hearing. We are saddened and discouraged by the timing of the year...just two days before Christmas. Obviously, as shown by the morning Oregonian article titled (Multnomah County to enforce land-use rules in "gorge area," it looks as if the hearing fulfills the requirements of a public hearing, but the decision has already been made. However, nothing is set in stone until it actually happens, or until people WAKE UP! The question is..."Can they wake up" when The Oregonian has a complete monopoly on the printed news, so that the truth and facts cannot be heard.

Please let me refer to a letter presented here recently, regarding Gladys McCoy's involvement in trying to stop the City Center Parking monopoly in downtown Portland. Instead, The Oregonian, supported the monopoly, and blamed her son as being the "bad guy", or at least not being "FAIR"? Senator Hatfield, and most recently Senator Packwood have been getting the criticism for issues unrelated to their decisions regarding the safety of our nation, or the spending of taxpayers money! Are these efforts to divert attention from real issues, or force them to abide by guidelines not in the interest of taxpayers???

December 15th was the anniversary of our Bill of Rights, the 200th anniversary was last year -1991. There is a quote regarding the average age of the world's great civilizations being 200 years, and progressing through the attached sequence, on the same attached sheet regarding Abraham Lincoln's says:"From Bondage to Spiritual Faith"...

The December 1991 Counterpoint newspaper brings up an interesting point to consider: "'We the People are not represented on the Columbia Gorge Commission'" and headed by the statement DeMoss asks Governor Roberts to dismiss Gorge Commission!" Obviously this property will go off the tax rolls, adding taxes to the remaining private property. Federal control of land does away with freedom to pursue our own lives, as determined in our Bill of Rights, especially Articles 4, "The right to be secure in their persons, houses, papers, and effects, against unreasonable searches and seizures, shall not be violated..." Article 5 ..."nor be deprived of life, liberty, or property without due process of law; nor shall private property to be taken for public use without just compensation."

We understand that \$10 M. is for recreation, \$10 M. (economic development between the two states, \$5 M. for the almost completed conference center, Skamania Lodge, \$5 M. for the Dalles Interpretive Center, and \$2.8 M. for historic highway improvement, under O.D.O.T.. Our beloved Belva June Mayor was involved in the scenic highway, and just passed away last week. It will be a great loss to all of us, since she was a dedicated and very fair person. WE DO NOT HAVE THE MONEY TO IMPLEMENT THIS. Please stop it!

Earnestly, and prayerfully, (Mrs.) Louise Weidlich, Director

3-4-93

Neighborhoods Protective Association
P.O.Box 19224, Portland, Oregon 97219

February 23, 1993

Senator Richard Bryan, Chairman
Senate Ethics Committee
Members of the Ethics Committee
220 Hart Senate Building
Washington, D.C., 20510

Dear Senator and Chairman, Richard Bryan; Members of the Committee,

Our prayers are with you, as you investigate allegations regarding Senator Bob Packwood, in the Senate Ethics Committee! These are indeed "perilous times" in regard to our freedom as a nation! Enclosed is a copy of the Bill of Rights, which sets down the principles of justice that are the cornerstone of our freedom!

Whether it is the Ethics Committee, or a court of law, it is imperative that Article 6 of our Bill of Rights, is adhered to judiciously! This Right is essential to our freedom, otherwise we will no longer have elected representatives, but be governed by dictators and tyrants!

THE OREGONIAN, WEDNESDAY, FEBRUARY 24, 1993

Smear campaign goes too far

To the Editor: I have never voted for Sen. Bob Packwood or agreed with him on most political issues. I have always thought of him as an opportunistic, Republican scam artist.

However, this smear campaign against him is going beyond the boundaries of political decency. If these alleged victims of alleged offenses have a case, they should file a suit or bring a criminal complaint against the senator. Then all the evidence could be heard and a court could render a reasonable decision based on law and fact.

That these women don't come forward in court lends credibility to the suspicion that Packwood is the victim of a politically motivated campaign — to drive him out of office, by gossip, accusation and innuendo. There is some very skilled manipulation of the media going on.

If this assault on Packwood succeeds, can any other male politician not fear that he will be the next target?

GLENN S. CHAMBERS
Crabtree

The attached Letter To The Editor is directly to the point, stating that "this smear campaign against him is going beyond the boundaries of political decency. If these alleged victims of alleged offenses have a case, they should file a suit or bring a criminal complaint against the senator. Then all the evidence could be heard and a court could render a reasonable decision based on law and fact."

"That these women don't come forward in court lends credibility to the suspicion that Packwood is the victim of a politically motivated campaign--to drive him out of office by gossip, accusation and innuendo..." "If this assault on Packwood succeeds, can any other male politician not fear that he will be the next target?"

Here in Oregon we have a state Senator Peg Jolin, who is receiving the same tactics for saying she needed more money for her campaign, when she already had some money in the bank. It was not taxpayers money either! She did resign, but should not have done so!! They accused her of lying!

Copies including Senator Packwood, Senator Hatfield, The Oregonian

Please treat Senator Packwood, as you would want to be treated, if you were the accused! Allow him to have his accusers brought before the Ethics Committee, and treated as you would treat him!

Earnestly yours,

Louise Weidlich
(Mrs.) Louise Weidlich, Director

Water: plasma of the West

Clinton's advisory panel on water must find a way to allocate Columbia River water so that users share it

One of the most critical issues facing Western states during the next four years of the Clinton administration will be how to allocate diminishing water resources fairly.

The Columbia River system, for example, is overbooked. More users rely on the basin's water than the system can supply, especially during times of extended drought.

The Clinton administration must design a better allocation system, one that discourages water-rights holders from wasting water they don't need.

Once Clinton's appointments to his Advisory Commission on Western Water Resources are complete, he should instruct that commission to develop federal policy guidelines that will override the labyrinth of conflicting and self-serving state and local water policies.

Clinton's campaign statements indicate he will be a free-market environmentalist. He is likely to promote economic incentives to encourage farmers to give up some water used for low-value crops. It then could be used for more valuable purposes, such as higher-priced crops, fish protection or power production.

Encouraging water conservation through financial incentives makes sense in the West, where water rights have been regarded as non-negotiable entitlements.

The way the system works now, a water user is motivated to use his total allotment of water each year, whether he needs it or not. The current system promotes waste and discourages managing the resource to serve the highest values.

The new advisory commission, made up of the secretary of the interior, the leadership of the U.S. House and Senate, and six publicly appointed members, needs to develop a new system for sharing water among users.

Sen. Mark Hatfield, R-Ore., as the ranking minority member of the Senate Appropriations Committee and promoter of the water commission, will be one of the members. He believes the commission can play a major role in changing the way the West allocates its water supplies. It ought to.

Indeed, if Hatfield and Secretary of the Interior Bruce Babbitt can find a politically acceptable way to prevent water users from overappropriating their fair shares of Columbia and Colorado river water, then a miracle of this century will have occurred.

BRIEFLY

THE OREGONIAN, THURSDAY, NOVEMBER 26, 1992

Columbia River Bank offers shares of common stock

Columbia River Bank announced Wednesday it will offer 30,000 shares of common stock to the public at \$36 per share.

At that price, the offering would net \$1.08 million, which bank officials said will be used for capital for lending and other transactions.

All of the shares will be sold directly by the bank.

Columbia River, which began operations as a state-chartered commercial bank in 1977, has two branches in The Dalles and one in Maupin. A fourth office is scheduled to open in Hood River next year.

Columbia River had assets of \$42 million as of Dec. 31, 1991, according to the state Division of Finance and Corporate Securities. It reported net income of \$627,622 for the nine months ended Sept. 30.

— From staff reports