



# AGENDA

## THURSDAY, APRIL 21, 2011 - 10:00 AM BOARD OF COUNTY COMMISSIONERS

Beginning Board Order No. 2011-23

### **I. HOUSING AUTHORITY CONSENT AGENDA**

1. Approval of an Intergovernmental Agreement between the Housing Authority of Clackamas County and OSU Extension Office for Nutrition Education Services
2. Resolution No. 1882 – Approval to Apply for an Oregon Housing and Community Services Capacity Building Activity Grant
3. Resolution No. 1883 – Approval of the Housing Authority Choice Voucher Administrative Plan

### **II. PREVIOUSLY APPROVED LAND USE ISSUE** *(No public testimony on this item)*

1. Approval of Final Findings on Urban and Rural Reserves (Dan Chandler, County Counsel)

### **III. PRESENTATIONS** *(Following are items of interest to the citizens of the County)*

1. Presentation of the 2011 Alcohol Compliance Operation Overview and Recognition of Chris Girard, CEO Plaid Pantry (Patty McMillan, CCSO and Kitty Huffstutter, CYF)
2. Presentation of BRAG Awards (Business Recycling Award Group) to the Clackamas County Albertsons Stores (Susan Terry and Shannon Martin, Office of Sustainability)

**IV. CITIZEN COMMUNICATION** *(The Chair of the Board will call for statements from citizens regarding issues relating to County government. It is the intention that this portion of the agenda shall be limited to items of County business which are properly the object of Board consideration and may not be of a personal nature. Persons wishing to speak shall be allowed to do so after registering on the blue card provided on the table outside of the hearing room prior to the beginning of the hearing. Testimony is limited to three (3) minutes. Comments shall be respectful and courteous to all.)*

**V. DISCUSSION ITEMS** *(The following items will be individually presented by County staff or other appropriate individuals. Citizens who want to comment on a discussion item may do so when called on by the Chair.)*

**~NO DISCUSSION ITEMS SCHEDULED**

**VI. CONSENT AGENDA** *(The following items are considered to be routine, and therefore will not be allotted individual discussion time on the agenda. Many of these items have been discussed by the Board in Study Session. The items on the Consent Agenda will be approved in one motion unless a Board member requests, before the vote on the motion, to have an item considered at its regular place on the agenda.)*

#### **A. Health, Housing & Human Services**

1. Approval of an Intergovernmental Agreement between the Community Development Division and the City of Molalla for the Kennel Ave. Street Improvements Project - CD

2. Approval of Amendment #3 to the Revenue Intergovernmental Agreement with Lane County for Use of an Online Food Handlers Test – CH
3. Approval of an Amendment to an Intergovernmental Revenue Agreement with the State of Oregon Acting by and through its Department of Human Services for My Future My Choice Program Services - CYF

**B. Department of Transportation & Development**

1. Approval of an Agreement with Clackamas River Basin Council to Accept a Grant for the Replacement of Two Existing Culverts at Delph Creek on Porter Road

**C. Finance Department**

1. Board Order No. \_\_\_\_\_ Approving the Required Resolution for the 2011-2012 Assessor's CAFFA Grant Application
2. Approval of a Contract with Harper Houf Peterson Righellis, Inc. for Construction Engineering Services for Engineering Design and Plans for the Industrial Way Construction Project

**D. Elected Officials**

1. Approval of Previous Business Meeting Minutes – BCC
2. Approval of an Intergovernmental Agreement between the Sheriff's Office and the North Clackamas School District for School Resource Officers for 2010-2011 – CCSO
3. Approval of an Intergovernmental Agreement between Clackamas County Sheriff's Office and the State of Oregon Department of Transportation to Participate in the Motor Carrier Safety Assistance Program - CCSO

**E. Department of Emergency Management**

1. Approval of a Local Grant Agreement with Subgrantees for the Fiscal Year 2008 Urban Areal Security Initiative (USAI) Grant

**VII. WATER ENVIRONMENT SERVICES**

1. Acceptance of Easements on behalf of Clackamas County Service District No. 1 for Phase 2 of the North Clackamas Revitalization Area Sanitary Sewer Project
2. Approval of a Partnership Agreement between Clackamas County Service District No. 1 and SOLV, Friends of Trees, and Clackamas River-Basin Council for Buffer Enhancement, Restoration Activities and Public Outreach

**VIII. COMMISSIONERS COMMUNICATION**

**NOTE:** Regularly scheduled Business Meetings are televised and broadcast on the Clackamas County Government Channel. These programs are also accessible through the County's Internet site. DVD copies of regularly scheduled BCC Thursday Business Meetings are available for checkout at the Clackamas County Library in Oak Grove by the following Saturday. You may also order copies from any library in Clackamas County or the Clackamas County Government Channel. <http://www.clackamas.us/bcc/business/>

April 21, 2011

Board of Commissioners of the  
Housing Authority of Clackamas County

Members of the Board:

**Approval of Intergovernmental Agreement between the Housing Authority of  
Clackamas County and OSU Extension Office for Nutrition Education Services**

The Housing Authority of Clackamas County (HACC), a Division of the Health, Housing and Human Services Department, requests approval of an Intergovernmental Agreement (IGA) with the Oregon State University (OSU) Extension Office for nutrition education services. This IGA would establish the basis for the OSU Extension office to provide nutrition education to public housing residents of all ages living at the following HACC owned properties: Hillside Manor, Hillside Park, Clackamas Heights, and Oregon City View Manor.

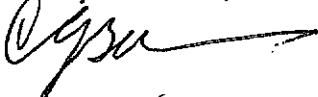
OSU agrees to provide a nutrition educator to teach nutrition education in public housing in conjunction with the Housing Authority's Healthy Eating/Active Living Grant. The purpose of the classes is to help residents develop good eating habits, enjoy being active while learning nutrition, and learn cooking skills that they can use throughout their lives.

HACC agrees to pay OSU a maximum not to exceed \$6,000 for these nutrition education services. Duration of Agreement: April 15<sup>th</sup>, 2011 – September 30<sup>th</sup>, 2011. No County General Funds Involved. This contract is in the format approved by County Counsel as part of the H3S contract standardization project.

**Recommendation**

HACC recommends the Board approve the IGA between HACC and the OSU Extension office and further recommends that Cindy Becker be authorized to sign on behalf of the Board of County Commissioners of the Housing Authority of Clackamas County.

Respectfully submitted,



Cindy Becker  
Director

For information on this issue or copies of attachments  
Please contact Mary-Rain O'Meara at (503) 655-8279

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April 21, 2011

Board of Commissioners of the  
Housing Authority of Clackamas County

Members of the Board:

**Resolution No. 1882: Approval to Apply for an Oregon Housing and Community Services Capacity Building Activity Grant**

The Housing Authority of Clackamas County (HACC), a Division of the Department of Health, Housing and Human Services, requests approval of Resolution No. 1882 to apply for an Oregon Housing and Community Services Capacity Building Grant (CBA). The Capacity Building Grant would provide an amount not to exceed \$50,000.

This is a new grant source for HACC. Capacity building activity grants are funded through the Oregon General Housing Account Program created by the 2009 Legislature to expand the State's supply of housing for low and very low-income families and individuals. The grant funds must be used for activities which build capacity for asset management of an existing or to be acquired portfolios of affordable housing not performing up to expectations. HACC intends to use the funds to supplement work as outlined in the Board approved "10 Year Direction to Redevelop and Reposition the HACC Housing Portfolio." More specifically, grant funds will be used for staff training related to tax credit compliance and asset management; pay for consultants who perform Physical Needs Assessments or financial feasibility analysis and resource development; and pay for architectural, engineering, and/or other site work necessary to secure capital grants and loans for property acquisition and/or rehabilitation.

The grant, if awarded, would have no effect on staffing. No County General Funds are involved.

**Recommendation**

HACC recommends the approval of Resolution 1882 which approves HACC to apply for the CBA Grant. HACC further recommends the acceptance of the award if funded, and that its Executive Director be authorized to sign all documents necessary to accomplish this action on behalf of the Board.

Respectfully submitted,



Cindy Becker  
Director

For information on this issue or copies of attachments  
Please contact Mary-Rain O'Meara at (503) 655-8279

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In the Matter of Approving HACC's application  
for the Oregon Housing and Community  
Services Capacity Building Grant

RESOLUTION NO. 1882

WHEREAS, by this action the Board of Commissioners  
of the Housing Authority of Clackamas County (Board) hereby authorize application for grant  
funding from the Oregon Housing and Community Services (OHCS) Capacity Building Activity  
Grant funds, and

WHEREAS, the Board approves the receipt of Grant  
funds, if offered,

WHEREAS, the Board agrees to share all work products,  
reports or other results of capacity building activity grants with OHCS which can share with other  
non-profits or housing authorities, and

WHEREAS, the Board adopts the following resolution  
said action to have the same force and effect as a meeting of the Board duly called and held:

NOW THEREFORE, BE IT RESOLVED that the Board  
does (i) approve the application and receipt, if offered, of Capacity Building Activity Grant funds  
and authorizes the undersigned to execute all documents related to the receipt of said grant funds  
as shown below:

- 1) To Execute all legal documents associated with the receipt of the Grant.

Trell Anderson, Executive Director signature: \_\_\_\_\_

- 2) To sign all draw requests, progress reports and miscellaneous forms associated with the Grant.

Trell Anderson, Executive Director signature: \_\_\_\_\_

IN WITNESS THEREOF, the Board has adopted this resolution this 21<sup>st</sup> day of April, 2011

BOARD OF COMMISSIONERS OF THE HOUSING  
AUTHORITY OF CLACKAMAS COUNTY, OREGON

\_\_\_\_\_  
Charlotte Lehan, Chair

\_\_\_\_\_  
Recording Secretary

April 21, 2011

Board of Commissioners of the  
Housing Authority of Clackamas County

Members of the Board:

**Resolution No. 1883: Approval of the Housing Authority's Housing Choice  
Voucher Administrative Plan**

The Housing Authority of Clackamas County (HACC), a Division of the Health, Housing and Human Services Department, requests approval of Resolution No. 1883, which authorizes the approval of HACC's *Housing Choice Voucher Administrative Plan* (Admin Plan).

The Admin Plan is a document that outlines mandated and discretionary policy to be enforced by HACC in the administration of the Section 8 Housing Choice Voucher Program (HCV). To assist the Housing Authority of Clackamas County (HACC) to stay in compliance with the Federal Regulations, HACC converted to the Nan McKay Model for the Admin Plan in 2010. Nan McKay, as part of its service, provides updates to the model as needed with changes in Federal Regulation or U.S. Department of Housing and Urban Development (HUD) guidance. The adoption of this version of the Admin Plan will make HACC's policy consistent with the region.

The adoption of this Admin Plan makes the following discretionary changes:

- 1) Reinstates a policy for the adding elder family members when care is needed to avoid entry into a nursing home.
- 2) Clarifies preference language that Bridges to Housing preference referrals must be in the program at time of voucher issue.
- 3) Clarifies that vouchers will only be issued to those preference families who have not left any type of subsidized housing in bad standing in the last 5 years, do not owe money to any PHA or have any Public Housing or HCV program violations that would otherwise exclude them from the program.
- 4) Adds policy that the balance of Reliacard accounts will not be verified because it is not a true asset.
- 5) Refines Medical Expense deduction policy by uniformly applying the most current IRS Publication 502, Medical and Dental Expenses to determine the costs that qualify as medical expenses.
- 6) Officially acknowledges HACC will review the EIV discrepancy tab during processing of annual and interim reexaminations.
- 7) States HACC will identify participants whose identity verification has failed by reviewing EIV's Identity Verification Report on a quarterly basis.
- 8) Changes Third Party Verifications stating that Third-party documents provided by the family must be dated within 60 days of HACC's request date. If HACC determines that third-party documents provided by the family are not acceptable, HACC will explain the reason to the family and request additional documentation. As verification of earned income, HACC will request pay stubs covering the 60-day period prior to HACC's request.

- 9) States HACC will send third-party verification forms directly to the third party. Third-party verification forms will be sent when third-party verification documents are unavailable or are rejected by the PHA. In collecting third-party oral verification, HACC staff will record in the family's file the name and title of the person contacted, the date and time of the conversation (or attempt), the telephone number used, and the facts provided. When any source responds verbally to the initial written request for verification HACC will accept the verbal response as oral verification.
- 10) Clarifies that if the family cannot provide original documents, HACC will pay the service charge required to obtain third-party verification, unless it is not cost effective in which case a self-certification will be acceptable as the only means of verification. The cost of verification will not be passed on to the family.
- 11) All Policy regarding Social Security Requirements have been updated to meet Notice PIH 2010-3 and 24CFR
- 12) Clarifies that for Attendant Care Expenses HACC will accept written third-party documents provided by the family. If family- provided documents are not available, HACC will provide a third-party verification form directly to the care provider requesting the needed information. Expenses for attendant care will be verified through: Written third-party documents provided by the family, such as receipts or statements. Third-party verification form signed by the provider, if family-provided documents are not available. If third-party verification is not possible, written family certification as to costs anticipated to be incurred for the upcoming 12 months.
- 13) States Auxiliary Apparatus expenses will be recorded by written third-party documents provided by the family, such as billing statements for purchase of auxiliary apparatus, or other evidence of monthly payments or total payments that will be due for the apparatus during the upcoming 12 months. Third-party verification form signed by the provider, if family-provided documents are not available. If third-party verification is not possible, written family certification of estimated apparatus costs for the upcoming 12 months.
- 14) Provides that Medical Expenses will be verified through: Written third-party documents provided by the family, such as pharmacy printouts or receipts. HACC will make a best effort to determine what expenses from the past are likely to continue to occur in the future. HACC will also accept evidence of monthly payments or total payments that incurred for medical expenses during the upcoming 12 months. HACC will use written third-party verification forms, if the family is unable to provide acceptable documentation.
- 15) Adds an HQS Bedroom Definition to be applied equally to all rental properties..
- 16) Adds HACC Policy regarding failure to disclose and document Social Security Number: HACC may defer a family's termination and provide the family with the opportunity to comply with the requirement for a period of 90 calendar days for circumstances beyond the participant's control such as delayed processing of the SSN application by SSA, natural disaster, fire, death in the family or other emergency, if there is a reasonable likelihood that the participant will be able to disclose an SSN by the deadline.
- 17) Adds Policy Language to Payment Agreements:  
If a family can provide evidence satisfactory to the PHA that the threshold applicable to the family's debt would impose an undue hardship, the PHA may, in its sole discretion, determine that a lower monthly payment amount is reasonable. In making its determination, the PHA will consider all relevant information, including the following:  
The amount owed by the family to the PHA  
The reason for the debt, including whether the debt was the result of family action/inaction or circumstances beyond the family's control.  
The family's current and potential income and expenses  
The family's current family share, as calculated under 24 CFR 982.515

- The family's history of meeting its financial responsibilities
- 18) For Project Basing Vouchers, updates HACC Policy for the competitive process. The competitive process described above may be waived and HACC's Board may choose to award project-based vouchers through a formal resolution process based upon the following criterion:  
First, the Board may elect to award PBV to HACC to develop, rehabilitate, or acquire housing as part of a County-wide initiative to meet local housing priorities.  
Second, the Board may elect to award PBV to HACC to accomplish the objective of preserving Public Housing and other properties within Clackamas County that have an expiring operating subsidy.
- 19) For Project Based Vouchers. HACC will establish an MOU with an independent entity to perform rent reasonableness and HQS inspections and get prior HUD approval of the entity to perform these services.

HACC worked with its Resident Advisory Board (RAB) and Mr. Ron Rubino from Legal Aid Services of Oregon to review and establish the significant changes in policy. HACC held a RAB meeting on January 13, 2011 to discuss comments and revisions to the policy. HACC included all changes to the Admin Plan in its FY 2011 Agency Plan (Agency Plan) which was advertised in the Oregonian and open for public review and comment from January 19, 2010 through March 5, 2010. HACC Agency Plan was presented to the Board for a Public Hearing on March 17, 2011, and approved to the Board on March 31<sup>st</sup>, 2011.

Approval of the Admin Plan will make the policy effective upon approval.

**Recommendation:**

Staff recommends that the Board approve and authorize the Chair to sign Resolution 1883 adopting the Admin Plan.

Respectfully submitted,



Cindy Becker  
Director

For information on this issue or copies of attachments  
Please contact Mary-Rain O'Meara at (503) 655-8279



**BEFORE THE BOARD OF COUNTY COMMISSIONERS  
OF CLACKAMAS COUNTY, STATE OF OREGON**

In the Matter of Approving the Housing  
Authority's Adoption of the Section 8 Housing  
Choice Voucher (HCV) Administrative Plan



RESOLUTION NO. 1883

WHEREAS, the Housing Authority of Clackamas County (HACC), Oregon, is required to implement the Section 8 Housing Choice Voucher program (HCV Program) in accordance with the U.S. Department of Housing and Urban Development (HUD) guidance and regulations, and

WHEREAS, HACC must maintain an Administrative Plan outlining mandatory and discretionary policies used in administering the HCV Program, and

WHEREAS, HACC has updated its policy using a model plan that facilitates future updates as required by Federal Regulation or HUD guidance, and

WHEREAS, HUD requires HACC to get Board approval of the any discretionary policy changes, and

NOW, THEREFORE BE IT RESOLVED, that the HACC Board of Commissioners approves the Section 8 HCV Administrative Plan as indicated by signature of the Board Chair.

DATED this 21st day of April, 2011

BOARD OF COMMISSIONERS OF THE HOUSING  
AUTHORITY OF CLACKAMAS COUNTY, OREGON

\_\_\_\_\_  
Charlotte Lehan, Chair

\_\_\_\_\_  
Recording Secretary

# Clackamas County Sheriff's Office

*"Working together to make a difference"*



Sheriff  
**CRAIG ROBERTS**

Undersheriff  
**DAVID KIRBY**

Undersheriff  
**MATT ELLINGTON**

April 21, 2011

Board of Commissioners  
Clackamas County

Members of the Board:

## **2011 Alcohol Compliance Operation Overview** **Request for Recognition of Chris Girard – CEO Plaid Pantry**

The Clackamas County Sheriff's Office requests the recognition of Chris Girard for his 100% compliance record in the recent alcohol compliance operation.

The U.S. Department of Justice identifies strategies for preventing youth access to alcohol and among these strategies is restricting availability. Compliance checks reinforce laws that prohibit illegal sales of alcohol to minors.

Since 2007, the Sheriff's Office has worked with local police departments, the Oregon Liquor Control Commission and the Cadet program to test vendor compliance. This year, the Clackamas County Prevention Coalition sponsored the event with staff time and funding.

The operation took place Friday, March 18<sup>th</sup> and Saturday, March 19<sup>th</sup>. Law enforcement teams entered retail establishments as Cadets served as "decoys" trying to purchase alcohol. Criminal citations were issued to vendors who sold and responsible vendors received a "congratulatory" letter from the Sheriff's Office and sticker from OLCC to place in their facility.

One hundred and seventeen out of 154 businesses passed the check. This represents a sale rate of 24% which is 7% higher than last year. It also exceeds the OLCC statewide average of 80 percent. These results call for continued enforcement and education. They also call for a champion, his name is Chris Girard.

Plaid Pantry had a 100% compliance record for this recent operation. Mr. Girard has been the Chief Executive Officer of Plaid Pantry for twenty-two years. He oversees 104 stores in the tri-county area with of 800 employees who average 65,000 transactions a day. The overall compliance rate for Plaid Panty over the past two years is a staggering 98.5% with only one failed test since 2009. Mr. Girard has been a leader in restricting youth access to alcohol for decades and remembers the early years of decoy operations. "When the minor decoy program started, no one believed it" reported Mr. Girard in a recent interview. "The failure rate was awful. The Industry, including Plaid, went through a denial stage."

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## Clackamas County Sheriff's Office

His commitment persevered and, over the years, Plaid Pantry implemented several mechanisms which assist employees keeping policy. Classroom and on-the-job training is required, regular internal compliance stings are conducted and software has been installed that reminds employees to check for identification when selling alcohol or cigarettes. The rewards are tangible. Employees and store managers who pass law enforcement stings receive cash bonuses. Those who fail are terminated. When asked why he is so serious about restricting alcohol to youth, Mr. Girard responded, "My worst nightmare is a car barreling down the highway full of kids who got beer at one of our stores." His actions reflect this commitment.

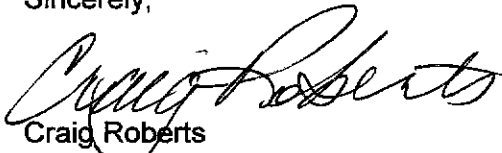
At this time, we would like to recognize Mr. Girard as a community advocate and business leader

### **Recommendation:**

We recommend the approval of this request for recognition of Mr. Girard.

Respectfully submitted,

Sincerely,

  
Craig Roberts  
Sheriff

For more information on this issue or copies of attachments please contact Kathleen Stewart at 503-650-3945



CAMPBELL M. GILMOUR  
DIRECTOR

DEPARTMENT OF TRANSPORTATION AND DEVELOPMENT

DEVELOPMENT SERVICES BUILDING  
150 BEAVERCREEK ROAD | OREGON CITY, OR 97045

April 21, 2011

Board of Commissioners, Clackamas County

Members of the Board:

**PRESENTATION OF BRAG AWARDS  
TO THE CLACKAMAS COUNTY ALBERTSONS STORES**

**ISSUE & BACKGROUND**

On this day before Earth Day 2011, the Board of County Commissioners is being asked to recognize the accomplishments of seven county Albertsons stores being certified as **Business Recycling Awards Group (BRAG)** members. BRAG businesses get recycled glass plaques and certificates as a token of appreciation for their extraordinary willingness to embrace best management practices in recycling, waste prevention and sustainability. Albertsons (owned by SuperValu) is a model of how a national chain store can work with local government to enhance its program.

From the Office of Sustainability, the county's **Recycle at Work** specialists provide customized assistance to businesses throughout the county. By establishing their credibility as a source of valuable technical information, the **Recycle at Work** team got the opportunity to work with Supervalu's NW Sustainability manager, Shaun Kochivar, of Boise, Idaho, to help streamline recycling and waste reduction for each of the seven Clackamas County stores.

Recycle at Work specialists were welcomed into each store to observe how materials flow from the front of the store to the back of the store. Team members listened to the store managers' challenges (e.g., what to do with scrap metal from displays) and used their expertise to fill in the gaps in their program. Albertsons, which was already embracing "green" operations, received customized, local assistance. Now Albertsons is working with Portland, Washington County, and Gresham Recycle at Work specialists.

**Among Albertsons accomplishments:**

- recycles numerous materials and provides plastic bag recycling for customers
- donates food to local charities
- works to reduce packaging and to develop more recyclable packaging
- maximizes the efficiency of its refrigeration, air conditioning and electrical systems with hardware and software

April 21, 2011

Board of Commissioners  
Clackamas County

Members of the Board:

**Approval of an Intergovernmental Agreement between the  
Community Development Division and the City of Molalla  
for the Kennel Ave Street Improvements Project in Molalla**

The Community Development Division of the Health, Housing and Human Services Department requests approval of an Intergovernmental Agreement with the City of Molalla. The Kennel Ave Street Improvements project will include the design and construction of street improvements along approximately 1000 feet of Kennel Avenue in Molalla. Street improvements will include road reconstruction and resurfacing, construction of new curbs and gutters to improve storm water drainage and construction of sidewalks and ADA ramps to improve pedestrian safety in this area of the city of Molalla.

Financial Impact: City of Molalla.....	\$ 40,000
<u>CDBG Funds (grant).....</u>	<u>\$ 190,000</u>
Total Project Budget: .....	\$ 230,000

No County General Fund dollars are involved. The Agreement was reviewed and approved by County Counsel on March 10, 2011.

**Recommendation**

We recommend approval of the attached agreement and that Director, Cindy Becker be authorized to sign the Agreement on behalf of the Board of County Commissioners.

Sincerely,



Cindy Becker  
Director

For information on this issue or copies of attachments  
Please contact Mark Sirois, # 503-650-5664

*Healthy Families. Strong Communities.*

April 21, 2011

Board of Commissioners  
Clackamas County

Members of the Board:

**Approval of Amendment # 3 to a Revenue Intergovernmental Agreement with Lane County for Use of an On-Line Food Handler's Test**

The Clackamas County Community Health Division of the Health, Housing & Human Services Department requests the approval of Amendment # 3 to an Intergovernmental Agreement with Lane County.

The agreement allows Clackamas County residents access to an on-line food handler's test administered by Lane County. For each test administered, Lane County will compensate Clackamas County for 80% of the collected fees. Amendment # 3 extends the term of the agreement and adds revenue. The amendment also incorporates a few administrative updates to the standard provisions that were reviewed and approved by County Counsel on March 22, 2011. County Counsel originally reviewed and approved the entire agreement June 25, 2008. The original agreement was not reviewed by the Board of County Commissioners. Two subsequent amendments to the original agreement were reviewed and approved by the Board of County Commissioners on May 21, 2009 and September 24, 2009.

The amendment adds \$96,000 revenue; this increases the estimated revenue Clackamas County could receive from on-line fees up to \$212,120. No County General Funds are involved. Amendment # 3 is effective July 1, 2011 and terminates on June 30, 2013.

**Recommendation**

We recommend the approval of this amendment and that Cindy Becker be authorized to sign on behalf of the Board of County Commissioners.

Respectfully submitted,

  
Cindy Becker  
Director

For information on this issue or copies of attachments,  
please contact Emily M. Zwetzig/Office of Business Services at (503)742-5318.

COPY

April 21, 2011

Board of Commissioners  
Clackamas County

Members of the Board:

**Approval of an Amendment to an Intergovernmental Revenue Agreement with the State of Oregon acting by and through its Department of Human Services  
For My Future My Choice Program Services**

The Children, Youth & Families Division of the Health, Housing and Human Services Department requests the approval of an Amendment to an Intergovernmental Revenue Agreement with the State of Oregon acting by and through its Department of Human Services for the My Future My Choice program services. Services to be provided under this contract include providing middle school students with tools to resist social and peer pressure to become sexually involved before they are ready. This amendment adds additional funding to the grant.

Total amount of this agreement is \$24,868 an increase of \$13,031. Funds are budgeted in the My Future My Choice grant stream for fiscal year 2010-2011 to cover this agreement. No County General Funds are involved. This agreement is effective upon acceptance by all parties and will terminate June 30, 2011. This contract has been approved by County Counsel on April 6, 2011.

**Recommendation:**

We recommend the approval of this amendment and that Cindy Becker be authorized to sign on behalf of the Board of County Commissioners.

Respectfully submitted,



Cindy Becker  
Director

For information on this issue or copies of attachments  
Please contact Deanna Mulder at (503) 650-5675

Phone: (503) 650-5697 • Fax: (503) 655-8677 www.clackamas.us



COPY

Campbell M. Gilmour  
Director

DEPARTMENT OF TRANSPORTATION AND DEVELOPMENT

DEVELOPMENT SERVICES BUILDING  
150 BEAVERCREEK ROAD | OREGON CITY, OR 97045

April 21, 2011

Board of County Commissioners  
Clackamas County

Members of the Board:

**Approval of an Agreement with Clackamas River Basin Council  
to Accept a Grant for the Replacement of Two Existing Culverts at  
Delph Creek on Porter Road**

The Clackamas River Basin Council has applied for and received a grant to replace the existing culvert over Delph Creek on Porter Road. Replacing the existing two culverts with a modular single-span bridge will alleviate flooding and provide fish passage and new fish habitat. The total project costs are estimated to be about \$409,198, with grant funds totaling \$204,016 (\$90,000 from US Forest Service, \$52,156 from FishAmerica Foundation, and \$61,860 from Oregon Watershed Enhancement Board). The County will be responsible for the remaining \$205,182.

The attached agreement between Clackamas County and Clackamas River Basin Council will allow Clackamas County to receive these grant funds and move forward with the project.

County Counsel has reviewed and approved this agreement.

**RECOMMENDATION**

Staff respectfully recommends the Board approve the agreement with the Clackamas River Basin Council.

Sincerely,

Mike Bezner,  
Transportation Engineering Manager

For information on this issue or copies of attachments  
please contact Joel Howie at (503) 742-4658





MARC GONZALES  
DIRECTOR

DEPARTMENT OF FINANCE

PUBLIC SERVICES BUILDING  
2051 KAEN ROAD | OREGON CITY, OR 97045

April 21, 2011

Board of County Commissioners  
Clackamas County

Members of the Board:

**Board Order Approving the Required Resolution for the 2011-2012  
Assessor's CAFFA Grant Application**

This Board Order contains the resolution required to accompany the application for a grant from the State of Oregon to the Clackamas County Assessor's Office. The grant provides approximately 22% of the revenue for the Assessor's Office. All documents required to be included in the grant application are attached. They include a summary of expenses, two staffing reports, two work activity forms and two narrative reports of staff changes.

This material is time-sensitive, since the application and accompanying documents must be received in Salem by May 2, 2011.

RECOMMENDATION:

We respectfully request that the Board of Commissioners adopt this resolution, so that this grant application may be submitted to the state.

Sincerely,

Diane D. Padilla  
Budget Manager

Attached: Board Order

- Grant Application Staffing – Form 1
- Explanation of Staffing Issues – Form 2
- General Comments – Form 3
- Valuation-Appraisal Resources – Form 4
- Tax Collection/Distribution Work Activity – Form 5
- Assessment/Admin Support and Cartography Work Activity – Form 6
- Summary of Expenses – Form 7

For information on this issue or copies of attachments  
please contact Damayanthi Fernando at (503) 742-5427

**BEFORE THE BOARD OF COUNTY COMMISSIONERS  
OF CLACKAMAS COUNTY, STATE OF OREGON**

In the matter of Approving  
the Submission of a Grant  
Document to the Oregon  
Department of Revenue



Order Number

Clackamas County is applying to the Department of Revenue in order to participate in the Assessment and Taxation grant.

This state grant provides funding for counties to help them come into compliance or remain in compliance with ORS 308.232, 308.234, Chapters 309, 310, 311, 312, and other laws requiring equity and uniformity in the system of property taxation.

Clackamas County has undertaken a self-assessment of its compliance with the laws and rules that govern the Oregon property tax system. County is generally in compliance with ORS 308.232, 308.234, Chapters 309, 310, 311, 312, and other laws requiring equity and uniformity in the system of property taxation.

Clackamas County agrees to appropriate the budgeted dollars based on 100 percent of the expenditures certified in the grant application in the amount of \$7,258,510, the total expenditure amount for consideration in the grant. If 100 percent is not appropriated, no grant shall be made to the county for the quarter in which the county is out of compliance.

Clackamas County designates Marc S. Gonzales, Director of Finance, phone number (503)742-5405, as the County contact person for this grant document.

The Board finds it would be in the best interest of Clackamas County to adopt the above resolutions and submit the attached grant documents to the Oregon Department of Revenue;

**NOW, THEREFORE, IT IS HEREBY ORDERED** that the above resolution be adopted and the grant documents be forwarded to the Oregon Department of Revenue.

Dated this 21st day of April, 2011

BOARD OF COUNTY COMMISSIONERS

\_\_\_\_\_  
Chair

\_\_\_\_\_  
Recording Secretary



Campbell M. Gilmour  
Director

DEPARTMENT OF TRANSPORTATION AND DEVELOPMENT  
DEVELOPMENT SERVICES BUILDING  
150 BEAVERCREEK ROAD | OREGON CITY, OR 97045

Board of County Commissioners  
Clackamas County

Members of the Board:

**Approval of a Contract with Harper Houf Peterson Righellis, Inc. for  
Construction Engineering Services for Engineering Design and Plans for the  
Industrial Way Construction Project**

In order to accommodate the future Sunrise JTA Project, the Clackamas County Department of Transportation and Development is seeking the services of a qualified consultant to prepare roadway design plans, specifications, and cost estimates for the Industrial Way Extension project. The improvements include new roadway construction, bike and pedestrian facilities, turn lanes, street lighting, storm drainage, the construction of new intersections, the potential reconfiguration of existing intersections, and the closure of Lawnfield Road at the Union Pacific railroad crossing.

An RFP was issued and three responses were submitted. A review team scored Harper, Houf, Peterson, Righellis, Inc. (HHPR) as the highest rated proposer. The anticipated schedule shows construction to begin in 2012.

The proposed contract is for a not to exceed fee of \$318,897.00.

This proposed contract with HHPR has been reviewed and approved by County Counsel. Funds for these services are available under budget line 416-2433-02101-481180-22187 for fiscal years 2010/11 thru 2012/13.

**Recommendation**

Staff respectfully recommends that the Board of County Commissioners approve the consultant contract with HHPR for the Industrial Way Extension Project.

Sincerely,

  
Terry Mungenast  
Project Manager

Placed on Board Agenda of April 21<sup>st</sup>, 2011  
By Purchasing Division

For information on this issue or copies of attachments  
please contact Terry Mungenast at (503) 742-4656

## **BOARD OF COUNTY COMMISSIONERS BUSINESS MEETING MINUTES**

*A complete video copy and packet including staff reports, of this meeting can be viewed at <http://www.clackamas.us/bcc/business/>*

**Thursday, April 7, – 10:00 AM**

**Public Services Building - 2051 Kaen Road, Oregon City, OR 97045**

**PRESENT: Commissioner Charlotte Lehan  
Commissioner Jim Bernard  
Commissioner Ann Lininger  
Commissioner Paul Savas**

### ***~Pledge of Allegiance~***

Chair Lehan announced that April is Earthquake Awareness Month, and at the beginning of every Business Meeting in April we will have staff give us a brief "Earthquake Properness" tip. Today she introduced Sarah Stegmuller, Emergency Management who described what items to have in an emergency kit.

### **I. PRESENTATION**

1. Presentation Honoring Clackamas County Volunteers for their Services  
Galina Burley, Social Services presented the staff report and introduces all the volunteers in the audience today. She stated in 2010 over 1,000 volunteers provided 162,385 hours of service, equivalent to \$3,385,727 dollars of donated time.  
The Board thanked all the volunteers for their service and time to Clackamas County.

### **II. CITIZEN COMMUNICATION - NONE**

### **III. DISCUSSION ITEMS -**

***~NO DISCUSSION ITEMS SCHEDULED***

### **IV. CONSENT AGENDA**

Chair Lehan asked the Clerk to read the Consent Agenda by title, then asked for a motion.

*~Board Discussion~*

#### **MOTION:**

Commissioner Savas: I move we approve the consent agenda.

Commissioner Bernard: Second.

Chair Lehan – all those in favor:

Commissioner Savas: Aye.

Commissioner Lininger: Aye.

Commissioner Bernard: Aye.

Chair Lehan: Aye.

Chair Lehan – all those opposed: - The Ayes have it and the motion is approved.

#### **A. Health, Housing & Human Services**

1. Approval of an Agreement with Volunteers of America, Oregon for Outpatient Substance Abuse Treatment Services – *Behavioral Health*
2. Request for Consent for Acquisition of the Parent Company of American Medical Response, Emergency Medical Services Corporation, by Affiliates of Clayton, Dubilier and Rice – LLC – *Community Health*

**B. Finance Department**

1. Approval of Amendment #8 to the Contract with SERA Architects Inc. for Architectural, Interiors and Engineering Service for the Renovation of Clackamas County Sunnybrook Building and the Design of the New Evidence Processing and Crime Lab

**C. Elected Officials**

1. Approval of Previous Business Meeting Minutes – BCC

**D. Business and Community Services**

1. Approval of a Cooperative Intergovernmental Agreement between Clackamas County and the City of Gladstone for Capital Contribution for Library Services

**V. WATER ENVIRONMENT SERVICES**

1. Amendment No. 1 to the Agreement to Furnish Consultant Services to Clackamas County Service District No. 1 for Environmental Engineering, Storm Water and Surface Water Management Services
2. Approval of an Intergovernmental Agreement between Clackamas County Service District No. 1, the Surface Water Management Agency of Clackamas County, and the Oregon Department of Environmental Quality for Issuance and Administration of Stormwater Discharge General 1200-CN Permits
3. Acceptance of an Easement on behalf of Clackamas County Service District No. 1 for Phase 3 of the North Clackamas Revitalization Area Sanitary Sewer Project

**VI. COMMISSIONERS COMMUNICATION**

Commissioner Savas: The spring edition of Citizen News will be in your mailbox this week. Citizen News is a publication that promotes county programs and services, and is sent every quarter to every household and business in the county. The current issue is a special edition with even more county information and a new size. Please look for this issue and let us know what you think!

**MEETING ADJOURNED – 10:30 AM**

**NOTE: Regularly scheduled Business Meetings are televised and broadcast on the Clackamas County Government Channel. These programs are also accessible through the County's Internet site. DVD copies of regularly scheduled BCC Thursday Business Meetings are available for checkout at the Clackamas County Library in Oak Grove by the following Saturday. You may also order copies from any library in Clackamas County or the Clackamas County Government Channel.**

<http://www.clackamas.us/bcc/business/>



# Clackamas County Sheriff's Office

CRAIG ROBERTS, Sheriff

April 21, 2011

Board of County Commissioners  
Clackamas County

Members of the Board:

Approval of an Intergovernmental Agreement Between Clackamas County  
and North Clackamas School District For School Resource Officers for 2010-2011

This Intergovernmental Agreement provides funding from the North Clackamas School District to pay for two Sheriff's Deputies to act as School Resource Officers (SRO's) during the 2010-2011 school year.

Prior to 2003, the Sheriff's Office provided Deputies as SRO's during the 9 month school year at Rex Putnam and Clackamas High Schools. In 2004-2005 the School District began funding this program. The agreement is for the 184 day school year.

Due to issues not in the Sheriff's Office control, the North Clackamas School District delivered the signed IGA for FY 2010-2011 to Sheriff's Office staff last week.

The term of this agreement for services is from Sept. 8, 2010 through June 16, 2011 and is for \$173,840. County Counsel approved this agreement.

## RECOMMENDATION

It is our recommendation that the Board approve this Intergovernmental Agreement between Clackamas County and North Clackamas School District provide a School Resource Officer for the 2010-02011school year.

Sincerely,

Matt Ellington, Undersheriff

*"Working Together to Make a Difference"*



# Clackamas County Sheriff's Office

CRAIG ROBERTS, Sheriff

April 21, 2011

Board of County Commissioners  
Clackamas County

Members of the Board:

Approval to enter into an Intergovernmental Agreement Between Clackamas County Sheriff's Office and the State of Oregon ODOT to Participate in the Motor Carrier Safety Assistance Program (MCSAP)

To help reduce large truck crashes and fatalities, Congress directed the Federal Motor Carrier Safety Administration and the National Highway Traffic Safety Administration to work together to educate motorists on how to share the road safely with commercial motor vehicles. This Intergovernmental Agreement provides funds for the Clackamas County Sheriff's Office to use selective enforcement on aggressive trucks and cars which operate unsafely in the vicinity of commercial vehicles.

Problems with unsafe driving behaviors may include: lack of seatbelt use in commercial vehicles, unsafe lane changes, tailgating, failing to signal lane changes, failing to yield the right of way, speeding and aggressive driving. A 2006 study found that only 59% of Commercial Motor vehicle drivers wear seatbelts. In 2004, The Clackamas County Sheriff's Office partnered with ODOT on the first pilot project in the United States to purchase specialized photographic equipment for this enforcement.

Specifically, ODOT agrees to reimburse CCSO for performing Commercial Vehicle inspections, participating in selective enforcement directed at non-commercial motor vehicle drivers, participation in ODOT special truck inspections and purchase of supplies and equipment used in performing inspections.

ODOT is changing to a two-year cycle for MCSAP IGA's. The period of this proposed IGA will complete the last portion of the cycle. When total costs over the two year period are balanced out, CCSO's portion of match is less than reflected in this IGA.

The total project cost is \$115,575. It includes Federal Funds of \$71,000, an expectation from the Federal Government of our own continued enforcement efforts of \$26,475 and a CCSO match of 20% at \$17,750. Our match may be soft match including supervisor time, gasoline and currently uncompensated Truck Inspections. ODOT expects CCSO to complete an estimated number of 450 inspections during this time period. The agreement covers services performed and purchases made during the period of April 1, 2011 through September 30, 2011.

County Counsel has approved this IGA.

## RECOMMENDATION

It's recommended that the Board of County Commissioners approve this Intergovernmental Agreement between the Clackamas County Sheriff's Office and the State of Oregon ODOT to fund a Motor Carrier Safety Assistance Program from April 1, 2011 through September 30, 2011.

Sincerely,

  
Matt Ellington  
Undersheriff

*"Working Together to Make a Difference"*

2223 Kaen Road, Oregon City, OR 97045 • Tel 503-655-8218 • Fax 503-655-8549 • [www.clackamas.us/sheriff](http://www.clackamas.us/sheriff)



Dana S. Robinson  
Director

DEPARTMENT OF EMERGENCY MANAGEMENT

COMMUNICATIONS AND EMERGENCY OPERATIONS CENTER  
2200 KAEN ROAD | OREGON CITY, OR 97045

April 19, 2011

Board of Commissioners  
Clackamas County

Members of the Board:

APPROVAL OF A LOCAL GRANT AGREEMENT WITH  
OREGON CITY POLICE DEPARTMENT AND CLACKAMAS FIRE DISTRICT #1  
FOR THE FY 2008 URBAN AREA SECURITY INITIATIVE GRANT

The Emergency Management Department requests your approval and signature on a Local Grant Agreement between Clackamas County and the sponsored agencies, Oregon City Police Department and Clackamas County Fire District #1 for the FY 2008 Urban Area Security Initiative (UASI) Grant. Clackamas County Emergency Management is the sponsoring agency for other county jurisdictions that benefit from Urban Area Security Initiative grants.

Clackamas County agencies have been awarded \$ 645,441 through the FY 2008 UASI Grant to procure equipment to enhance emergency response capability in the Urban Area. The FY 2008 UASI grant provides funding for the following interoperable communications related projects:

Oregon City Police Department - \$ 52,500 for 800 MHz portable radios XTS 5000 and accessories.

CCFD#1 - \$ 52,434 for Mobile Command Post Air supported tent and regional drill and training for firefighter staff.

Clackamas County Sheriff's Office - \$ 344,600 for 800 MHz portable radios XTS 5000, mobile radios XTL5000, portable APX7000 radio, batteries and Fit/Leak tester units.

Emergency Management - \$ 92,914 EOC Capabilities upgrades including mobile monitors, radios, cameras and field equipment.

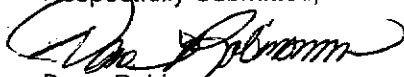
C-COM- \$102,993 for message bus servers, ambulance interface upgrades and VHF narrow-banding.

On February 19, 2009, the Clackamas County Board of Commissioners approved Amendment #4 to the Intergovernmental Agreement between Clackamas County and the City of Portland regarding purchases and reimbursements made according to the UASI Grant awarded for FY 2008. In order for the agencies listed to begin processing their equipment request through the City of Portland, a local grant agreement is required between the Oregon City Police Department, Clackamas Fire District #1 and Clackamas County. All of the identified equipment will be available to the Urban Area for response to natural or manmade disasters. County Counsel has approved this agreement as to form.

RECOMMENDATION

The Emergency Management Department recommends approval of the Local Grant Agreements for the FY 2008 Urban Area Security Initiative Grant.

Respectfully Submitted,

  
Dana Robinson  
Director

For information on this issue or copies of attachments please contact Dana Robinson at (503)655-8371





**WATER  
ENVIRONMENT  
SERVICES**

*Beyond* clean water.

Water Quality Protection  
Surface Water Management  
Wastewater Collection & Treatment

Michael S. Kuenzi, P.E.  
Director

April 21, 2011

Board of Commissioners  
Clackamas County

Members of the Board:

**ACCEPTANCE OF EASEMENTS ON BEHALF OF CLACKAMAS COUNTY SERVICE  
DISTRICT NO. 1 FOR PHASE 2 OF THE NORTH CLACKAMAS  
REVITALIZATION AREA SANITARY SEWER PROJECT**

The attached sanitary sewer easements have been acquired for Phase 2 of the North Clackamas Revitalization Area Sanitary Sewer Project and will benefit properties located in Clackamas County Service District No. 1.

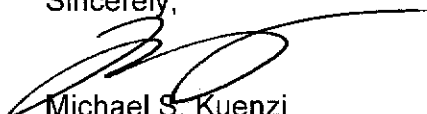
Name	Tax Lot	Cost
Raymond Lee Eastin	12E29AC03000	\$3,048.37
David E. Fitzsimonds	12E29AC03800	\$1,325.46
Daniel T. Salyers & Janice Keasey-Salyers	12E29CD01200	\$1,420.00
Dorothy Hartman	12E29AC01300	\$2,000.00
Douglas H & Gloria J. Barr	12E29AC00600	\$9,000.00

The easements, which are described in Exhibits "A" and "B", have been prepared to comply with state statutes and allow the District to proceed with the project. District Counsel has reviewed the easement as to form.

**RECOMMENDATION:**

Staff respectfully recommends that the Board of County Commissioners accept the attached easements as submitted, and approve said easements to be recorded free of charge and returned to Clackamas County Service District No. 1.

Sincerely,



Michael S. Kuenzi  
Director



*Beyond* clean water.

Water Quality Protection  
Surface Water Management  
Wastewater Collection & Treatment

Michael S. Kuenzi, P.E.  
Director

April 21, 2011

Board of Commissioners  
Clackamas County

Members of the Board:

APPROVAL OF A PARTNERSHIP AGREEMENT BETWEEN CLACKAMAS COUNTY SERVICE DISTRICT No. 1 AND SOLV, FRIENDS OF TREES, AND CLACKAMAS RIVER BASIN COUNCIL  
FOR  
BUFFER ENHANCEMENT, RESTORATION ACTIVITIES AND PUBLIC OUTREACH

The Rock Creek Restoration Partners include SOLV, Friends of Trees, and Clackamas River Basin Council. The three Restoration Partners have joined together to provide a concentrated effort of restoration and enhancement of the Rock Creek Watershed. The attached Partnership Agreement will allow Clackamas County Service District No. 1 (CCSD#1) to jointly fund and derive benefit from activities in the Rock Creek Watershed which are beneficial to CCSD#1: a) restoration and enhancement that will improve watershed, b) volunteer involvement in watershed restoration activities; landowner education and student involvement to promote watershed restoration and stewardship, c) and public education and outreach work to promote watershed health and create a momentum of stewardship.

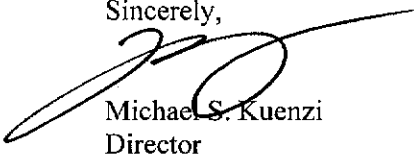
The Partnership Agreement specifies that CCSD#1 contribute up to a maximum of \$20,000.00 per year each to SOLV, Friends of Trees, and Clackamas River Basin Council for outreach and coordination activities related to buffer enhancement and riparian restoration activities, and watershed health outreach activities. CCSD #1 agrees to pay valid site costs, on a reimbursement basis, up to a maximum of \$14,000 per acre per site (See Exhibit A). Valid site costs are those reflected in the agreed upon site plan, approved by CCSD #1. Additionally, CCSD #1 agrees to pay up to a maximum of \$5,000.00 per year to SOLV to coordinate the activities of the Rock Creek Restoration Partners for efficiencies and effectiveness. The total cost per year for this partnership agreement is a maximum of \$100,000.00.

The funds for FY2010-2011 are included in CCSD#1's FY2010-2011 Surface Water Management budget. District Counsel has reviewed the Agreement as to form.

RECOMMENDATION

Staff respectfully recommends that the Board of County Commissioners approve the attached Partnership Agreement between Clackamas County Service District No. 1 and SOLV, Friends of Trees, and Clackamas River Basin Council.

Sincerely,



Michael S. Kuenzi  
Director

For information on this issue or copies of attachments, please contact Kathy Frasier at 503-742-4566.

Serving Clackamas County, Gladstone, Happy Valley, Johnson City, Milwaukie, Oregon City, Rivergrove and West Linn.  
150 Beaver Creek Road, Oregon City, Oregon 97045 Telephone: (503) 742-4567 Facsimile: (503) 742-4565

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