



# AGENDA

## THURSDAY, JUNE 16, 2011 - 10:00 AM BOARD OF COUNTY COMMISSIONERS

Beginning Board Order No. 2011-

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

1. In The Matter of Writing Off Uncollectible Accounts for the Fourth Quarter of FY 2011
2. Approval of the Revised Housing Authority Procurement Policy
3. Approval of Contract #C038-11 with Garland/DBS Inc. to Remove and Replace all Roofing Materials at Hillside Manor in Milwaukie, OR
4. Approval of Contract with Oregon Realty to Provide Real Estate Brokerage Services to the Housing Authority of Clackamas County
5. Approval of Contract with Foster Pepper PLLC and Ballard Spahr LLP to Provide Legal Services to the Housing Authority of Clackamas County

**II. 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.)*

**III. PUBLIC HEARING** *(The following items will be individually presented by County staff or other appropriate individuals. Persons appearing shall clearly identify themselves and the organization they represent. In addition, a synopsis of each item, together with a brief statement of the action being requested shall be made by those appearing on behalf of an agenda item.)*

1. Board Order No. \_\_\_\_\_ for a Supplemental Budget (Greater than 10%) for Fiscal Year 2010-2011 for Clackamas County (Diane Padilla, Budget Manager)

**IV 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**

**V. 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. Board Order No. \_\_\_\_\_ Approval of Mental Health Director's Designee to Authorize a Custody Hold Under ORS 426.233 - Behavioral Health

2. Approval of a Memorandum of Understanding with the State of Oregon, Oregon Judicial Department, Fifth Judicial District for Support of Treatment Courts - *Behavioral Health*
3. Approval of an Intergovernmental Agreement with the State of Oregon, acting by and through its Oregon Health Authority, for Operation of a Community Mental Health Program in Clackamas County – *Behavioral Health*
4. Approval of a Renewal of an Intergovernmental Agreement with the City of Wilsonville/Wilsonville Community Center to Provide Social Services for Clackamas County Residents – *Social Services*
5. Approval of an Agency Services Contract with Senior Citizens Council of Clackamas County, Inc. for Countywide Services to Seniors and People with Disabilities - *Social Services*
6. Approval of a Renewal Intergovernmental Agreement with the State of Oregon Department of Human Services, Medical Assistance Programs for the Citizen/Alien Waived Emergency Medical (CAWEM) Prenatal Expansion Program – *Community Health*

**B. Finance Department**

1. Board Order No. \_\_\_\_\_ for a Supplemental Budget (Less than 10%) for Fiscal Year 2010-2011 for Clackamas County
2. Board Order No. \_\_\_\_\_ for Budgeting of New Specific Purpose Revenue for Fiscal Year 2010-2011 for Clackamas County
3. Board Order No. \_\_\_\_\_ for a Reduction and/or Transfer of Appropriations for Fiscal Year 2010-2011 for Clackamas County
4. Approval of a Contract with Moss Adams LLP for Annual Financial Audit Services

**C. Elected Officials**

1. Approval of Previous Business Meeting Minutes – BCC

**VI. NORTH CLACKAMAS PARKS & RECREATION DISTRICT**

1. Board Order No. \_\_\_\_\_ for a Reduction and/or Transfer of Appropriations for Fiscal Year 2010-2011 for North Clackamas Parks and Recreation District
2. Board Order No. \_\_\_\_\_ for Budgeting of New Revenue for Fiscal Year 2010-2011 for North Clackamas Parks and Recreation District

**VII. WATER ENVIRONMENT SERVICES**

1. Acceptance of a Conservation Easement on behalf of the Surface Water Management Agency of Clackamas County

**VIII. COMMISSIONER 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.**

June 16, 2011

Board of Commissioners of the  
Housing Authority of Clackamas County

Members of the Board:

**In The Matter of Writing Off Uncollectible Accounts for the  
Fourth Quarter of Fiscal Year 2011**

The Housing Authority of Clackamas County (HACC), a Division of the Health, Housing and Human Services Department, requests the approval to Write Off Uncollectible Rents, Late Charges and maintenance expenses for the fourth quarter of fiscal year 2011 (April 1, 2011 – June 30, 2011).

Uncollectible amounts for the fourth quarter of fiscal year 2011 will be \$9,755.11 for Low Rent Public Housing and \$39.46 for Jannsen Road Apts. Of the total fourth quarter write offs, \$3,037.18 was for uncollected rents and \$6,757.39 was for maintenance repairs charged to tenants for repairs required to units before HACC could lease them to a new tenant.

The total amount proposed for transfer from Accounts Receivable to Collection Loss for the fourth quarter of fiscal year 2011 will be \$9,794.57. Total collection losses for fiscal year 2010 were \$26,836.67.

**Recommendation**

HACC recommends the approval to write off uncollectible rents, late charges and maintenance expenses and for the Executive Director to be authorized to approve the transfer of these accounts from Accounts Receivable to Collection Loss.

Respectfully submitted,



Cindy Becker  
Director

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

June 16, 2011

Board of Commissioners of the  
Housing Authority of Clackamas County

Members of the Board:

**Approval of Revised Housing Authority Procurement Policy**

The Housing Authority of Clackamas County (HACC), a Division of the Health, Housing and Human Services Department, requests the approval of its revised Procurement Policy. The Procurement Policy was last revised in December 2010.

HACC has revised language to clarify compliance with federally mandated procurement policies as established by the US Department of Housing and Urban Development (HUD), as well as federal and state contracting laws.

Language revisions have been made to Section I (Policy and Application) and Section IV (Procuring Professional/Personal Services) of HACC's Procurement Policy.

The revised Procurement Policy language has been reviewed and approved by County Counsel. A copy of the Policy reflecting proposed changes is provided for Board review.

**Recommendation**

HACC recommends approval of the adoption of the new Procurement Language and approval of the Procurement Policy.

Respectfully submitted,



Cindy Becker  
Director

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

June 16, 2011

Board of Commissioners  
Clackamas County

Members of the Board:

**Approval of Contract #C038-11 with Garland/DBS Inc. to Remove and Replace all roofing materials at Hillside Manor in Milwaukie, OR.**

The Housing Authority of Clackamas County (HACC), a Division of the Health, Housing and Human Services Department, requests the approval of a Contract with Garland/DBS, Inc. for the removal and replacement of all roofing materials on Hillside Manor, HACC's 9-story high-rise building in Milwaukie, OR. This contract includes removal and replacement of all insulation and sheet metal.

The contract amount will be a not to exceed firm fixed fee of \$241,194. The contract is effective when signed by both parties and continues for 60 calendar days from the date of the Notice to Proceed. The funding source is the Capital Fund Grant provided by the Department of Housing and Urban Development (HUD), grant number OR16P00150109. No County General Funds are involved.

**Recommendation:**

We recommend approval of this contract and further recommend that Cindy Becker be authorized to sign 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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June 16, 2011

Board of Commissioners  
Clackamas County

Members of the Board:

**Approval of Contract with Oregon Realty to provide Real Estate Brokerage Services to the Housing Authority of Clackamas County**

The Housing Authority of Clackamas County (HACC), a Division of the Health, Housing and Human Services Department, requests the approval of a Contract with Oregon Realty to provide Real Estate Brokerage Services for HACC. Oregon Realty was selected as a qualified contractor through a competitive Request for Proposals (RFP) process.

The scope of services for this contract includes the following:

- 1) Disposition of Scattered Site units (Seller's Agent)
- 2) Acquisition of properties (Buyer's Agent)
- 3) On call services as needed

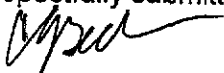
Source of funds will come from proceeds from the sale of property when Oregon Realty is acting as the Seller's agent on behalf of HACC. Project specific funds will be used for acquisition activities where Oregon Realty is acting as the Buyer's agent on behalf of HACC or providing project specific services on a task order basis.

The maximum compensation authorized under this contract shall not exceed \$450,000. The fee structure is comprised of 2.5% for seller's agent services, 3% for buyer's agent services, and task order fee to be negotiated. The contract is effective when signed by both parties and continues through June 16<sup>th</sup>, 2016. No County General Funds are involved in the execution of this contract.

**Recommendation:**

We recommend approval of this contract and further recommend that Cindy Becker be authorized to sign 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

COPY

Cindy Becker  
Director

June 16, 2011

Board of Commissioners  
Clackamas County

Members of the Board:

**Approval of Contract with Foster Pepper PLLC and Ballard Spahr LLP to provide  
Legal Services to the Housing Authority of Clackamas County**

The Housing Authority of Clackamas County (HACC), a Division of the Health, Housing and Human Services Department, requests the approval of a Contract with Foster Pepper PLLC and Ballard Spahr LLP to provide Legal Services for HACC. This team was selected from three qualified responses resulting from a competitive RFQ (Request for Proposals) process.


Legal services included under this contract will provide expert counsel in conjunction with the use and pursuit of state and federal funding for affordable housing development activities. Areas of counsel will include Low Income Housing Tax Credits and HUD Regulatory issues, including, but not limited to, HUD Mixed Finance and Section 8 on an as needed basis.

The maximum compensation authorized under this contract shall not exceed \$200,000. The source of funding is primarily through project expenses. The HACC Administrative Budget will augment funding if services provided are not related to a specific project. The contract is effective when signed by both parties and continues through June 16<sup>th</sup>, 2013. No County General Funds are involved in the execution of this contract.

**Recommendation:**

We recommend approval of this contract and further recommend that Cindy Becker be authorized to sign 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



MARC GONZALES  
DIRECTOR

DEPARTMENT OF FINANCE

June 16, 2011

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

Board of County Commissioners  
Clackamas County

Members of the Board:

**Board Order for Clackamas County for a Supplemental Budget  
(Greater Than Ten Percent) for Fiscal Year 2010-2011**

Each fiscal year it is necessary to allocate additional sources of revenue and appropriate additional expenditures to more accurately meet the changing requirements of the operating departments. The attached Board Order reflects such changes requested by departments in keeping with a legally accurate budget. These changes are in compliance with O.R.S. 294.480 (4) which allows for governing body approval of supplemental budget changes for items ten percent or greater of the qualifying expenditures of the budget fund(s) being adjusted. The required notices have been published.

The **Justice Court Fund** is recognizing higher than anticipated fine and penalty revenue and budgeting to increase materials and services to accommodate the higher level of activity and also increase the interfund transfer to the **General Fund**. This fund is also transferring existing appropriation from contingency to materials and services due to increased activity.

The **Clackamas Mental Health Organization Fund** is recognizing additional Oregon Health Plan revenue and budgeting it in materials and services for program expenses.

The **Dog Services Fund** is recognizing interfund transfer revenue from the **Planning Fund** and budgeting it in personal services, materials and services and contingency for current and future expenses. This is a redistribution of **General Fund** support to help improve the quality of care for the animals in the shelter.

The **Community Health Fund** is recognizing additional Federally Qualified Health Center Medicaid revenue and budgeting it in materials and services and capital outlay for program expenses.

The **DTD Capital Projects Fund** is recognizing increased interfund transfer revenue from the **Roads Fund** and **Joint Transportation SDC Fund** and budgeting it in capital outlay for projects funded from these sources. The increase is not due to a cost increase but rather to allow expenditure to occur during the current fiscal year to match work progress.

The **Clackamas Broadband Innovation Initiative Fund** is recognizing an interfund transfer from the **General Fund** and budgeting it in personal services for a full time project coordinator. This position was originally budgeted in the Technology Services Fund but determined to be more appropriate in the Broadband Fund.



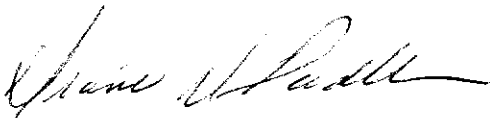
The effect of this Board Order is an increase in appropriations of \$12,557,174 including new revenues as detailed below:

State Operating Grants	\$ 9,117,109.
Fines and Penalties	1,000,000.
Interfund Transfer	<u>2,440,065.</u>
Total Recommended	<u>\$ 12,557,174.</u>

**RECOMMENDATION:**

Staff respectfully recommends adoption of the attached supplemental budget and Exhibit A in keeping with a legally accurate budget.

Sincerely,



Diane D. Padilla  
Budget Manager

For information on this issue or copies of attachments  
please contact Diane Padilla at (503) 742-5425

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

In the matter of Adopting a  
2010-2011 FY supplemental budget  
for items 10% or greater of total  
qualifying expenditures and making  
appropriations for the period of  
July 1, 2010 through June 30, 2011.



Order No  
(Page 1 of 1)

THIS MATTER COMING ON at this  
time and it appearing to the Board of Commissioners that a supplemental budget for the period  
of July 1, 2010, through June 30, 2011, inclusive, has been prepared, published and submitted  
to the taxpayers as provided by statute, and;

THE FUNDS AND DEPARTMENTS

affected by the actions reflected above being:

- . Justice Court Fund
- . Clackamas Mental Health Organization Fund
- . Dog Services Fund
- . Community Health Fund
- . DTD Capital Projects Fund
- . Clackamas Broadband Innovation Initiative Fund; and

NOW, THEREFORE, IT IS HEREBY  
ORDERED that the supplemental budget be adopted and appropriations established as shown in  
the attached Exhibit A which by this reference is made a part of this Order.

DATED this 16th day of June, 2011

**BOARD OF COUNTY COMMISSIONERS**

\_\_\_\_\_  
Chair

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

June 16, 2011

Board of County Commissioners  
Clackamas County

Members of the Board:

**Board Order # \_\_\_\_\_ Approval of Mental Health Director's Designee  
to Authorize a Custody Hold Under ORS 426.233**

The Behavioral Health Division of the Health, Housing & Human Services Department requests the approval of the Designation of Sherman Waring, LCSW, by the Clackamas County Behavioral Health Director as additional staff authorized under ORS 426.233 (copy attached) to direct a peace officer to take a person into custody and remove the person to a hospital or non-hospital facility approved by the Oregon Mental Health and Developmental Disability Services Division.

**Recommendation**

Staff recommends the Board approve the attached Board Order of Sherman Waring, LCSW, as additional Clackamas County Behavioral Health Division staff authorized to direct a peace officer to take a person into custody under ORS 426.233.

Respectfully submitted,



Cindy Becker  
Director

For more information on this issue or copies of attachments,  
Please contact Teri Beemer, at 503 655-8356

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

In the Matter of the Designation of  
Sherman Waring, LCSW as Mental  
Health Director Designee to Direct Peace  
Officer Custody Holds



ORDER NO.

This matter coming on at this time to be heard, and it appearing to this Board that Cindy Becker, Director of Health, Housing & Human Services Department, has recommended to this Board the approval of Sherman Waring, LCSW, as additional designee of the Behavioral Health Division Director, authorized under ORS 426.233 to direct a peace officer to take a person into custody and remove the person to a hospital or non-hospital facility approved by the Oregon Mental Health and Developmental Disability Services Division, and

This Board finds that it would be in the best interest of Clackamas County to approve said designation,

IT IS THEREFORE HEREBY ORDERED that Clackamas County approve the designation of Sherman Waring, LCSW, as additional Clackamas County Behavioral Health Division staff authorized to direct a peace officer to take a person into custody under ORS 426.233.

ADOPTED this 16th day of June, 2011.

BOARD OF COUNTY COMMISSIONERS

\_\_\_\_\_  
Chair

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

COPY

Cindy Becker  
Director

June 16, 2011

Board of Commissioners  
Clackamas County

Members of the Board:

**Approval of a Memorandum of Understanding with  
The State of Oregon, Oregon Judicial Department, Fifth Judicial District  
for Support of Treatment Courts**

The Clackamas County Behavioral Health Division of the Health, Housing & Human Services Department requests the approval of a Memorandum of Understanding (MOU) with the State of Oregon, Oregon Judicial Department, Fifth Judicial District for support of Treatment Courts.

The MOU memorializes an agreement between the Behavioral Health Division and the Fifth Judicial District that allows that the Division will hire a temporary employee and pay the employee's salary and benefits for two days per week. The district will provide office space, training and supervision for the temporary employee.

Total amount of this contract is not to exceed \$7,500. County Counsel has reviewed and approved this MOU on June 3, 2011. No County General Funds are involved. It is effective March 30, 2011 and terminates on June 30, 2011. The MOU is retroactive due to language negotiations and determining the scope based on the State program.

**Recommendation**

We recommend the approval of this MOU 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/Behavioral Health Division at (503) 742-5318.

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June 16, 2011

Board of County Commissioners  
Clackamas County

Members of the Board:

**Approval of an Intergovernmental Agreement with the  
State of Oregon, acting by and through its Oregon Health Authority,  
for Operation of a Community Mental Health Program in Clackamas County**

The Clackamas County Behavioral Health Division (CCBHD) of the Health, Housing and Human Services Department requests the approval of a renewal Intergovernmental Agreement with the State of Oregon, Oregon Health Authority (OHA) for the operation of a Community Mental Health Program in Clackamas County.

Through this agreement, the County will provide local administration, addictions and mental health services to Clackamas County residents.

The total value will be provided by OHA as soon as possible through an amendment to this agreement. It is estimated the total amount will be more than \$25 million in revenue based on current estimates. County Counsel approved this agreement on June 3, 2011. No County General Funds are involved. The agreement is effective July 1, 2011 and terminates on June 30, 2013.

**Recommendation**

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

We also recommend that Karen Slothower, Director of Office of Business Services, be authorized to act as County Financial Assistance Administrator under this agreement with authority to sign proposed amendments Exhibit C-1 Financial Assistance Award as well as proposed revisions to Exhibit A Definitions and Exhibit B-1 Service Descriptions made under the Financial Assistance Agreement on behalf of the County.

Respectfully submitted,



Cindy Becker  
Director

For information on this issue or copies of attachments,  
please contact Emily M. Zwetzig/H3S Office of Business Services at (503) 742-5318.

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COPY

June 16, 2011

Board of Commissioners,  
Clackamas County

Members of the Board:

**Approval of a Renewal of an Intergovernmental Agreement with the  
City of Wilsonville/Wilsonville Community Center to provide Social  
Services for Clackamas County Residents**

The Social Services Division of the Health, Housing & Human Services Department requests the approval of a renewal of an Intergovernmental Agreement with the City of Wilsonville/Wilsonville Community Center to provide social services to Clackamas County residents age 60 and over.

This agreement provides services funded by Older Americans Act in the Wilsonville area. The services provided include congregate and home delivered meals, health promotion activities, transportation, and information and referral activities. These services link residents with resources to meet their individual needs. This enables them to remain independent and interactive in the community.

Total amount of the agreement is \$49,818. This contract is in the format approved by County Counsel as part of the H3S contract standardization project. No County General Fund dollars are involved. The contract begins July 1, 2011 and continues through June 30, 2012.

**Recommendation**

We recommend the approval of this agreement 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 Brenda Durbin, # 503-655-8641

*Healthy Families. Strong Communities.*

June 16, 2011

Board of Commissioners,  
Clackamas County

Members of the Board:

**Approval of an Agency Services Contract with Senior Citizens Council of  
Clackamas County, Inc. for Countywide Services to Seniors and  
People with Disabilities**

The Social Services Division of the Health, Housing, & Human Services Department requests the approval of an Agency Services Contract with Senior Citizens Council of Clackamas County, Inc., for countywide services to seniors and people with disabilities.

This contract provides services, funded by the Older Americans Act (OAA), that assist older and disabled county residents in meeting their individual needs. Expansion of the Guardianship Diversion and Guardianship/Conservatorship services is funded with a Board of County Commissioners community service grant. The services provided are Health Equipment Loan Program, Guardianship Diversion, and Guardianship/Conservatorship. These services assist those able to live independently to do so in their own homes for as long as possible. The Guardianship/Conservatorship service helps those unable, in a variety of home settings, to handle their business affairs.

Total amount of the contract is \$150,703. Funding sources include \$51,008 in OAA funds and \$99,695 in County General Fund. This contract is in the format approved by County Counsel as part of the H3S contract standardization project. County General Fund dollars are involved. The contract begins July 1, 2011 and continues through June 30, 2012.

**Recommendation**

We recommend the approval of this contact 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 Brenda Durbin, # 503-655-8641

*Healthy Families. Strong Communities.*



June 16, 2011

Board of Commissioners  
Clackamas County

Members of the Board:

**Approval of a Renewal Intergovernmental Agreement with the State of Oregon,  
Department of Human Services, Medical Assistance Programs for  
the Citizen/Alien Waived Emergency Medical (CAWEM) Prenatal Expansion Program**

The Clackamas County Community Health Division (CCCHD) of the Health, Housing and Human Services Department (H3S) requests the approval of a renewal Intergovernmental Agreement with The State of Oregon, Department of Human Services (DHS), Medical Assistance Programs for the Citizen/Alien Waived Emergency Medical (CAWEM) Prenatal Expansion Program.

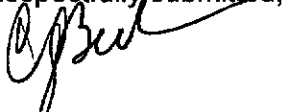
The agreement allows Clackamas County to participate in a project along with Benton, Deschutes, Hood River, Jackson, Lincoln, and Multnomah Counties. The partnership will improve the availability of prenatal care for unborn children whose mothers are eligible for the CAWEM Program. Services will influence health outcomes for both mother and child as well as mitigate adverse outcomes of high-risk pregnancies. In addition, services include dental care to Title XXI-eligible children. This project is operated under an amendment to the State's Children's Health Insurance Program (CHIP). The Board approved the previous agreement on November 12, 2009.

The funding obligation amount is \$943,214. This amount will be funded by all of the counties participating in this project through subsequent Intergovernmental Agreements with CCCHD. CCCHD will contribute a portion of County General Funds that have already been designated for Primary Care Services. Ultimately, these funds will help the State meet matching fund obligations associated with capturing Title XIX federal funds for the program. County Counsel approved this renewal agreement on June 3, 2011. This agreement is effective July 1, 2011 and terminates June 30, 2013.

**Recommendation**

We recommend the approval of this agreement 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.



MARC GONZALES  
DIRECTOR

DEPARTMENT OF FINANCE

PUBLIC SERVICES BUILDING

2051 KAEN ROAD | OREGON CITY, OR 97045

June 16, 2011

Board of County Commissioners  
Clackamas County

Members of the Board:

**Board Order for Clackamas County for a Supplemental Budget  
(Less Than Ten Percent) for Fiscal Year 2010-2011**

Each fiscal year it is necessary to allocate additional sources of revenue and appropriate additional expenditures to more accurately meet the changing requirements of the operating departments. The attached Board Order reflects such changes requested by departments in keeping with a legally accurate budget. These changes are in compliance with O.R.S. 294.480 (3) which allows for governing body approval of supplemental budget changes of less than ten percent of qualifying expenditures in the fund(s) being adjusted. The required notice has been published.

The **General Fund - Nondepartmental** is recognizing interfund transfer revenue from the **Justice Court Fund** due to higher than anticipated court activity and appropriating it in contingency.

The **Planning Fund** is recognizing federal operating grant, contract with cities and charge for service revenues and budgeting them in materials and services for zoning enforcement. This fund is also budgeting for an interfund transfer to the **Dog Services Fund** to provide needed support for that operation and transferring from contingency to personal services to pay for half the cost of a planning manager position.

The **District Attorney Fund** is recognizing additional criminal forfeiture revenue and budgeting it in capital outlay to provide for remodeling at the Personal Felony Team office.

The **Technology Services Fund** is recognizing salary reimbursement revenue from Health Housing and Human Services (H3S) and budgeting it in personal services for a full time software specialist to support H3S programs. This position will continue in fiscal year 2011-12.

The **Fleet Services Fund** is recognizing vehicle maintenance fee revenue and budgeting it in materials and services for higher than anticipated fuel costs.

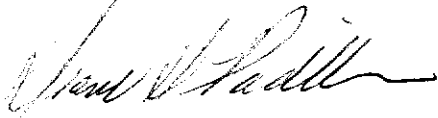
The effect of this Board Order is an increase in appropriations of \$709,051 including new revenues as detailed below:

Prior Year Revenue	\$ 19,000.
Federal Operating Grants	57,000.
Local Government & Other Agencies	90,000.
Charge for Services	343,900.
Miscellaneous Revenue	18,439.
Interfund Transfer	<u>180,712</u>
Total Recommended	<u>\$ 709,051.</u>

**RECOMMENDATION:**

Staff respectfully recommends adoption of the attached supplemental budget and Exhibit A in keeping with a legally accurate budget.

Sincerely,



Diane D. Padilla  
Budget Manager

For information on this issue or copies of attachments  
please contact Diane Padilla at (503) 742-5425

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

*In the matter of Adopting a  
2010-2011 FY supplemental budget  
for items less than 10 percent of total  
qualifying expenditures and making  
appropriations for the period of  
July 1, 2010, through June 30, 2011*



Order No  
(Page 1 of 1)

THIS MATTER COMING ON at this time and it appearing to the Board of Commissioners that a supplemental budget for the period of July 1, 2010, through June 30, 2011, inclusive, has been prepared, published and submitted to the taxpayers as provided by statute; and

**THE FUNDS AND DEPARTMENTS**

affected by the actions reflected above being:

- . General Fund - Nondepartmental
- . Planning Fund
- . District Attorney's Fund
- . Technology Services Fund
- . Fleet Services Fund; and

NOW, THEREFORE, IT IS HEREBY ORDERED that the supplemental budget be adopted and appropriations established as shown in the attached Exhibit A which by this reference is made a part of this Order.

DATED this 16th day of June, 2011.

**BOARD OF COUNTY COMMISSIONERS**

\_\_\_\_\_  
Chair

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



MARC GONZALES  
DIRECTOR

DEPARTMENT OF FINANCE

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

June 16, 2011

Board of County Commissioners  
Clackamas County

Members of the Board:

**Board Order for Clackamas County for Budgeting of  
New Specific Purpose Revenue for Fiscal Year 2010-2011**

Each fiscal year it is necessary to appropriate additional expenditures and allocate additional sources of revenue to more accurately meet the changing requirements of the operating departments of the County.

The attached board order reflects those changes that departments have requested which, pursuant to ORS 294.326 (ss 2), qualify as grants in trust for specific purposes in keeping with a legally accurate budget.

The **Emergency Management Fund** is recognizing Homeland Security and Emergency Management Performance grant funding and budgeting it in materials and services for program expenses

The **Parks Fund** is recognizing additional revenue from the Bureau of Land Management to deter illegal recreational activities and remove abandoned vehicles and budgeting it in materials and services.

The **Road Fund** is recognizing Federal Emergency Management Agency dollars for repairs to Lolo Pass Road and Bridge and appropriating it in materials and services.

The **Sheriff Fund** is recognizing grant funding from a variety of sources and budgeting it in personal services, materials and services and capital outlay for enhanced surveillance equipment, search and rescue on federal lands, domestic violence response and traffic safety support.

The **Social Services Fund** is recognizing new and carryover grant funding for multiple programs and budgeting it in personal services and materials and services to provide support to veterans, low income rental and energy assistance and emergency housing.

The **Community Health Fund** is recognizing grant funding from the State of Oregon for the community mental health program and local public health authority and budgeting for program expenses.

The **Juvenile Fund** is recognizing grant funding from the Bureau of Land Management and Workforce Investment Act and appropriating it in personal services and materials and services for program expenses.

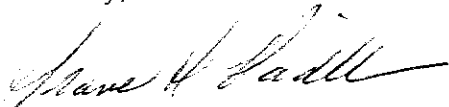
The effect of this Board Order is an increase in appropriations of \$5,414,522 including new revenues as detailed below:

Prior Year Revenue	\$ 14,000.
Fund Balance	78,250.
Federal Operating Grants	2,850,819.
State Operating Grants	2,198,488.
Local Gov't and Other Agencies	26,250.
Charge for Services	222,885.
Miscellaneous Revenue	<u>23,830.</u>
Total Recommended	<u>\$ 5,414,522.</u>

**RECOMMENDATION:**

Staff respectfully recommends that the Board adopt the attached board order and Exhibit A to maintain an accurate budget.

Sincerely,



Diane D. Padilla  
Budget Manager

For information on this issue or copies of attachments  
please contact Diane Padilla at (503) 742-5425

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

In the matter of Authorization  
to Appropriate Grants for  
Specific Purposes within the  
Clackamas County 2010-11  
Fiscal Year Budget.

} Order No  
} (Page 1 of 1)

THIS MATTER COMING on at this time and it appearing to the Board of County Commissioners that the appropriation of grants entrusted for specific purposes within the Clackamas County 2010-11 Fiscal Year Budget is necessary to authorize the expenditure of those grants for the needs of Clackamas County departments; and

THE FUNDS AFFECTED by the appropriation of these additional resources described above being the

- . Emergency Management Fund
- . Parks Fund
- . Road Fund
- . Sheriff Fund
- . Social Services Fund
- . Community Health Fund
- . Juvenile Fund; and

THIS BOARD BEING fully advised in the premises; now therefore

PURSUANT TO ORS 294.326 (ss2), appropriation authorizing expenditure of the aforementioned funds within the Clackamas County 2010-11 Fiscal Year Budget, is hereby approved as set forth in Exhibit A, attached hereto and made a part hereof.

DATED this 16th day of June, 2011

**BOARD OF COUNTY COMMISSIONERS**

\_\_\_\_\_  
Chair

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



MARC GONZALES  
DIRECTOR

DEPARTMENT OF FINANCE

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

June 16, 2011

Board of County Commissioners  
Clackamas County

Members of the Board:

**Board Order for Clackamas County for a Reduction and/or  
Transfer of Appropriations for Fiscal Year 2010-2011**

Periodically during the fiscal year it is necessary to transfer appropriations between the major spending categories (personal services, materials and services, debt service, interfund transfer, capital outlay and other requirements) to more accurately reflect the changing requirements of the operating departments.

Transfers are a method of moving budgeted appropriations during the fiscal year as required by state budget law per ORS 294.450. There is no financial impact incurred as a result of transfers as appropriations for these amounts have been accomplished through the initial budget process.

In addition, circumstances such as unanticipated funding reductions or organizational changes necessitate reductions of appropriations.

The attached board order accomplishes the above mentioned changes as requested by the following operating departments in keeping with a legally accurate budget.

The **General Fund - Non Departmental** is transferring from contingency to interfund transfer to the **Library Services Fund** for capital project support for city libraries.

The **General Fund - Finance Administration** is transferring from capital outlay and personal services to materials and services for higher than anticipated professional services costs.

The **County Fair Fund** is transferring from personal services to materials and services for higher than expected County Fair expenses.

The **Building Codes Fund** is transferring from contingency to personal services and materials and services to better reflect the expenditure categories of actual expenses incurred.

The **Public Safety Local Option Levy Fund** is transferring from contingency to materials and services for higher than anticipated jail inmate costs.

The **Library Service Fund** is recognizing interfund transfer revenue from the General Fund and budgeting for payments to city libraries for capital projects and transferring from capital outlay to personal services and materials and services for computer software and increased temporary worker hours.



The **Business and Economic Development Fund** is transferring from personal services to materials and services for professional services needed to complete the Agricultural Investment Plan.

The **Parks Fund** is transferring from capital outlay to personal services for higher temporary worker and unemployment charges.

The **Road Fund** is transferring from contingency to interfund transfer to the **DTD Capital Projects Fund** to add a spring paving package.

The **Code Compliance and Sustainability Fund** is transferring from materials and services to capital outlay to help pay for the solar panel purchase for the Development Services Building.

The **Public Land Corner Fund** is transferring from contingency to personal services and materials and services to better align budgeted expenditure categories with actual costs.

The **Happy Valley/Clackamas Joint Transportation SDC Fund** is transferring from contingency to interfund transfer to the **DTD Capital Projects Fund** to pay for construction costs as incurred.

The **Health, Housing & Human Services Administration Fund** is transferring from personal services to materials and services for contracted services provided by Technology Services

The **Clackamas Mental Health Organization Fund** is transferring from materials and services to interfund transfer to the **Community Health Fund** for crisis services and community mental health program coordination services.

The **Social Services Fund** is transferring from materials and services to personal services to better reflect expenditure categories as experienced.

The **Community Health Fund** is adjusting revenue and expenditure budgets for a wide variety of programs to reflect most recent funding and expenditure experience.

The **Capital Projects Reserve Fund** is transferring from capital outlay to materials and services to reflect the appropriate spending category for costs.

The **Fleet Services Fund** is transferring from capital outlay to materials and services to accurately categorize expense for new patrol cars.

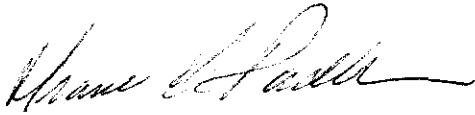
The **Social Services Fund** is decreasing its budget to recognize lower than estimated funding from the 211 Info Program.

The **Technology Services Fund** is decreasing its budget in recognition that the full time IS project coordinator position has been transferred to the Broadband Innovation Initiative Fund.

**RECOMMENDATION:**

Staff respectfully recommends that the Board adopt the attached board order and Exhibit A to maintain an accurate budget.

Sincerely,



Diane D. Padilla  
Budget Manager

For information on this issue or copies of attachments  
please contact Diane Padilla at (503) 742-5425

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

In the matter of the Reduction  
and/or Transfer of Appropriations  
within the Clackamas County  
2010-11 Fiscal Year Budget.



Order Number  
(Page 1 of 2)

THIS MATTER COMING on at  
this time and it appearing to the Board of County Commissioners that the reduction and/or  
transfer of budgeted appropriations within the Clackamas County 2010-11 Fiscal Year Budget is  
necessary to continue to prudently manage the distribution of those resources and expenditures  
for the needs of Clackamas County departments; and

THE FUNDS AFFECTED by the  
reductions and/or transfers of budgeted appropriations described above being the

- . General Fund - Non-Departmental
- . General Fund - Finance Administration
- . County Fair Fund
- . Building Codes Fund
- . Public Safety Local Option Levy Fund
- . Library Service Fund
- . Business and Economic Development Fund
- . Parks Fund
- . Road Fund
- . Code Compliance and Sustainability Fund
- . Public Land Corner Fund
- . Happy Valley/Clackamas Joint Transportation SDC Fund
- . Health, Housing and Human Services Administration Fund
- . Clackamas Mental Health Organization Fund
- . Social Services Fund
- . Community Health Fund
- . Capital Projects Reserve Fund
- . Fleet Services Fund
- . Social Services Fund
- . Technology Services Fund; and

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

In the matter of the Reduction  
and/or Transfer of Appropriations  
within the Clackamas County  
2010-11 Fiscal Year Budget.



Order Number  
(Page 2 of 2)

THIS MATTER COMING on at  
this time and it appearing to the Board of County Commissioners that the reduction and/or  
transfer of budgeted appropriations within the Clackamas County 2010-11 Fiscal Year Budget is  
necessary to continue to prudently manage the distribution of those resources and expenditures  
for the needs of Clackamas County departments; and

THIS BOARD being fully  
advised in the premises; therefore  
PURSUANT TO ORS 294.450,  
attachments to this Board Order as set forth in Exhibit A, documenting the aforementioned  
budget transfers and/or reductions are considered part of the approving resolution and are  
hereby approved.

Dated this 16th day of June, 2011.

**BOARD OF COUNTY COMMISSIONERS**

\_\_\_\_\_  
Chair

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



MARC GONZALES  
DIRECTOR

DEPARTMENT OF FINANCE

Board of County Commissioners  
Clackamas County

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

Members of the Board:

**Approval of a Contract with Moss Adams LLP for  
Annual Financial Audit Services**

Each year, Clackamas County contracts for independent financial audit services for a fiscal year audit as required by Oregon statute. For the eleven years prior to fiscal 2010-2011, the audit has been performed by Talbot Korvola & Warwick, LLP, Certified Public Accountants. This contract was let pursuant to a Request for Proposals (RFP) process, which the County undertakes for these services on a multi-year cycle.

A Request for Proposals was advertised on February 16, 2011. Three (3) responsive and responsible proposals were received at the time of closing on March 14, 2011: Moss Adams LLP, Talbot Korvola & Warwick, LLP and MGO CPA's. An evaluation committee composed of representatives from Water Environment Services, County Treasurer, the Audit Committee and Finance evaluated each response based on the criteria listed in the Request for Proposal. Based on those criteria, the proposal from Moss Adams LLP was rated the one best meeting the needs of the County for this project.

While contracted services are bundled for efficiency and cost effectiveness, actual audit costs are distributed over the respective financial entities. Contracted audit services cover:

Clackamas County's Comprehensive Annual Financial Report	\$130,000
General County Single Audit for grant programs	65,000
Development Agency	18,000
North Clackamas Parks and Recreation District	17,000
Enhanced Law Enforcement District	3,000
Service District #1 and Tri-City Service District	37,000
Service District #5	3,000
Surface Water Management Agency of Clackamas County	3,000
Housing Authority of Clackamas County	35,000
Estacada Area County Service District for Library Services	3,000
Library District of Clackamas County	3,000
Clackamas County Extension & 4H Service District	3,000
	<hr/>
	\$320,000

The total amount of this contract including professional fees and expenses shall be \$320,000. Funds for this service contract for the General County and for the Library

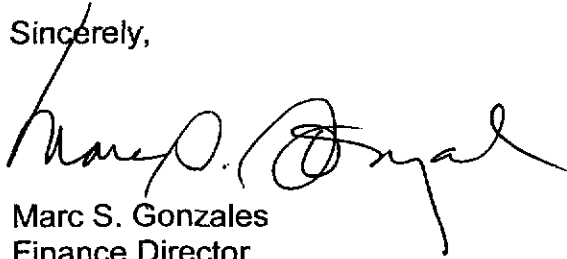
Service District are budgeted in FY 2011/2012 in the Finance Department budget, account number 100 0108 431100 00. The appropriate amounts to be paid for by the component units are budgeted in their respective budgets.

This contract has been reviewed and approved by County Counsel.

**RECOMMENDATION:**

County staff respectfully requests that the Board approve the contract with Moss Adams LLP for Annual Financial Audit Services.

Sincerely,



Marc S. Gonzales  
Finance Director

Placed on the Agenda of June 16, 2011 by the Purchasing Division

For information on this issue or copies of attachments  
please contact Christa Bosserman-Wolfe at (503) 742-5407

## **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, May 12, 2011 – 10:00 AM**

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

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

*~Pledge of Allegiance~*

### **I. PRESENTATION**

1. Proclaiming May 15<sup>th</sup> – May 21<sup>st</sup>, 2011 as Public Works Week in Clackamas County  
Cam Gilmour, Dept. of Transportation and Development presented the staff report; he introduced Sam Irving, Road Dept. Manager and Mike Bezner, Engineering Dept. Manager. He then read the proclamation.

#### **MOTION:**

Commissioner Bernard: I move we proclaim May 15<sup>th</sup> – May 21<sup>st</sup> 2011 as Public Works Week in Clackamas County.

Commissioner Savas: Second.

*~Board Discussion~*

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.

### **II. CITIZEN COMMUNICATION**

Richard Langdon, 605 NW Skyline Blvd. Portland – stated he was here last week and has more petitions to turn in regarding the County adopting a mobile food cart policy.

Les Poole, 15115 SE Lee, Milwaukie – spoke about the “Going Beyond Green” publication from the County and the Sunnybrook Extension project relating to the three creeks issue.

### **III. DISCUSSION ITEMS**

*~NO DISCUSSION ITEMS SCHEDULED*

### **IV. CONSENT AGENDA**

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

#### **MOTION:**

Commissioner Bernard: I move we approve the consent agenda.

Commissioner Lininger: 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. Board Order No. **2011-25** Approval of Mental Health Director's Designee to Authorize a Custody Hold Under ORS 426.233 – BH
2. Approval of an Agreement with CODA, Inc. for Outpatient Mental Health and Substance Abuse Treatment Services - BH
3. Approval to Submit the 2011-2012 Local Public Health Authority Annual Plan Update to the State of Oregon Public Health Division - CH
4. Approval of an Intergovernmental Agreement with Multnomah County to Provide Funding for a Regional Liaison to Region I - SSD
5. Approval of a Contract Renewal with Resource Connections of Oregon for Fiscal Intermediary Services for Persons with Developmental Disabilities - SSD

**B. Department of Transportation & Development**

1. Approval of a Contract with OBEC Consulting Engineers for Consulting Engineering Services for the North Fork Molalla River (Dickey Prairie Road) Bridge Replacement Project

**C. Finance Department**

1. Board Order No. **2011-26** Abolishing the Budget Committee for the Estacada Area County Service District for Library Services

**D. Department of Employee Services**

1. Approval of the Administrative Services Agreement with Oregon Dental Services (ODS) Effective January 1, 2011
2. Approval of Changes to the Service Agreement with Kaiser Foundation Health Plan of the Northwest for 2011 Plan Year

**E. Elected Officials**

1. Approval of Previous Business Meeting Minutes – BCC

**V. WATER ENVIRONMENT SERVICES**

1. Approval of an Amendment to an Intergovernmental Agreement Regarding Sharing of Operations and Maintenance Costs between Clackamas County Service District No. 1 and the Tri-City Service District

**VI. COMMISSIONERS COMMUNICATION**

Commissioner Lingerer asked Cam Gilmour to explain the Construction Sector Recovery program.

**MEETING ADJOURNED – 10:42 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/>





**NORTH  
CLACKAMAS**  
PARKS & RECREATION  
DISTRICT

June 16, 2011

Board of County Commissioners  
Clackamas County

Members of the Board:

**Board Order for North Clackamas Parks & Recreation District for a Reduction and/or Transfer of Appropriations for Fiscal Year 2010-2011**

Periodically during the fiscal year it is necessary to transfer appropriations between the major spending categories (personal services, materials and services, debt service, interfund transfer, capital outlay and other requirements) to more accurately reflect the changing requirements of the operating departments.

Transfers are a method of moving budgeted appropriations during the fiscal year as required by state budget law per ORS 294.450. There is no financial impact incurred as a result of transfers as appropriations for these amounts have been accomplished through the initial budget process.

In addition, circumstances such as unanticipated funding reductions or organizational changes necessitate reductions of appropriations.

The attached board order accomplishes the above mentioned changes as requested by the following operating departments in keeping with a legally accurate budget.

The **General Fund – Administration** is transferring from contingency to materials and services to pay for additional personnel costs related to a comprehensive review and reorganization of the District's staffing and operations.

The **General Fund – Planning** is transferring from material and services to **Administration** material and services to pay for additional personnel costs related to a comprehensive review and reorganization of the District's staffing and operations.

The **General Fund - Community Relations** is transferring from material and services to **Administration** material and services to pay for additional personnel costs related to a comprehensive review and reorganization of the District's staffing and operations.

The **Nutrition and Transportation Fund – Nutrition** is transferring from contingency to **Transportation** material & services to cover unanticipated expenditures related to an increase in demand for Milwaukie Center transportation services.

[www.co.clackamas.or.us/ncprd](http://www.co.clackamas.or.us/ncprd)

Administration Office  
150 Beaver Creek Road  
Oregon City, OR 97045  
503-742-4348  
fax: 503-742-4349

Aquatic & Recreation Services  
7300 SE Harmony Road  
Milwaukie, OR 97222  
503-794-8080  
fax: 503-794-8085

Milwaukie Center  
5440 SE Kellogg Creek Drive  
Milwaukie, OR 97222  
503-653-8100  
fax: 503-794-8016

Parks Maintenance Office  
9909 SE 40th Avenue  
Milwaukie, OR 97222  
503-794-8030  
fax: 503-794-8087

*A service district  
of Clackamas County*

The **Capital Projects Fund** is transferring from contingency to capital outlay to pay an additional deposit required by the Oregon Department of Transportation for the construction of the Trolley Trail due to the bid coming in higher than estimated.

**RECOMMENDATION:**

Staff respectfully recommends that the Board adopt the attached board order and Exhibit A to maintain an accurate budget.

Sincerely,



Laura L. Zentner  
Senior Administrative Services Manager

For information on this issue or copies of attachments  
please contact Laura Zentner at (503) 742-4351

BEFORE THE BOARD OF  
**NORTH CLACKAMAS PARKS AND RECREATION DISTRICT**  
OF CLACKAMAS COUNTY, STATE OF OREGON

In the matter of the Reduction  
and/or Transfer of Appropriations  
within the North Clackamas Parks &  
Recreation District 2010-11 Fiscal  
Year Budget.



Order Number  
(Page 1 of 1)

THIS MATTER COMING on at  
this time and it appearing to the Board of County Commissioners that the transfer of budgeted  
appropriations within the North Clackamas Parks & Recreation District 2010-11 Fiscal Year  
Budget is necessary to continue to prudently manage the distribution of those resources and  
expenditures for the needs of North Clackamas Parks & Recreation District departments; and

THE FUNDS AFFECTED by the  
transfers of budgeted appropriations described above being the

- . General Fund - Administration
- . General Fund - Planning
- . General Fund - Community Relations
- . Nutrition & Transportation Fund - Nutrition
- . Nutrition & Transportation Fund - Transportation
- . Capital Projects Fund; and

THIS BOARD being fully advised  
in the premises; therefore  
PURSUANT TO ORS 294.450,  
attachments to this Board Order as set forth in Exhibit A, documenting the aforementioned  
budget transfers and/or reductions are considered part of the approving resolution and are  
hereby approved.

Dated this 16th day of June, 2011.

**BOARD OF COUNTY COMMISSIONERS**

\_\_\_\_\_  
Chair

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

## TRANSFER REQUESTS

### Exhibit A

#### GENERAL FUND

Decrease:		
	<b>Administration - Contingency</b>	\$ 100,000
	<b>Planning – Material &amp; Services</b>	\$ 70,000
	<b>Comm. Relations – Material &amp; Services</b>	<u>\$ 25,000</u>
	Total	<u>\$ 195,000</u>
Increase:		
	<b>Administration - Material &amp; Services</b>	<u>\$ 195,000</u>
	Total	<u>\$ 195,000</u>

The **General Fund – Administration** is transferring from contingency to materials and services to pay for additional personnel costs related to a comprehensive review and reorganization of the District's staffing and operations.

The **General Fund – Planning** is transferring from material and services to **Administration** material and services to pay for additional personnel costs related to a comprehensive review and reorganization of the District's staffing and operations.

The **General Fund - Community Relations** is transferring from material and services to **Administration** material and services to pay for additional personnel costs related to a comprehensive review and reorganization of the District's staffing and operations.

#### NUTRITION & TRANSPORTATION FUND

Decrease:		
	<b>Nutrition - Contingency</b>	<u>\$ 5,000</u>
	Total	<u>\$ 5,000</u>
Increase:		
	<b>Transportation - Material &amp; Services</b>	<u>\$ 5,000</u>
	Total	<u>\$ 5,000</u>

Transferring from contingency to material & services to cover unanticipated expenditures related to an increase in demand for Milwaukie Center transportation services.

#### CAPITAL PROJECTS FUND

Decrease:		
	Contingency	<u>\$ 133,000</u>
	Total	<u>\$ 133,000</u>
Increase:		
	Capital Outlay	<u>\$ 133,000</u>
	Total	<u>\$ 133,000</u>

Transferring from contingency to capital outlay to pay an additional deposit required by the Oregon Department of Transportation for the construction of the Trolley Trail due to the bid coming in higher than estimated.



**NORTH  
CLACKAMAS**  
PARKS & RECREATION  
DISTRICT

June 16, 2011

Board of County Commissioners  
Clackamas County

Members of the Board:

**Board Order for North Clackamas Parks & Recreation District for Budgeting of  
New Revenue for Fiscal Year 2010-2011**

Each fiscal year it is necessary to appropriate additional expenditures and allocate additional sources of revenue to more accurately meet the changing requirements of the operating departments of the District.

The attached board order reflects those changes that departments have requested which, pursuant to ORS 294.326(5), do not require a supplemental budget in keeping with a legally accurate budget.

The **General Fund - Planning** is recognizing Title III Grant proceeds for the development of a fire management plan for the District and appropriating expenditures in the material and services category.

The effect of this Board Order is an increase in appropriations of \$125,000 including new revenues as detailed below:

Title III Contracts Revenue	\$ <u>125,000.</u>
Total Recommended	\$ <u>125,000.</u>

**RECOMMENDATION:**

Staff respectfully recommends that the Board adopt the attached board order and Exhibit A to maintain an accurate budget.

Sincerely,

  
Laura L. Zentner  
Senior Administrative Services Manager

For information on this issue or copies of attachments  
please contact Laura Zentner at (503) 742-4351

[www.co.clackamas.or.us/ncprd](http://www.co.clackamas.or.us/ncprd)

Administration Office  
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Milwaukie, OR 97222  
503-653-8100  
fax: 503-794-8016

Parks Maintenance Office  
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Milwaukie, OR 97222  
503-794-8030  
fax: 503-794-8087

**A service district  
of Clackamas County**

BEFORE THE BOARD OF  
**NORTH CLACKAMAS PARKS AND RECREATION DISTRICT**  
OF CLACKAMAS COUNTY, STATE OF OREGON

In the matter of Authorization  
to Appropriate Revenue within  
the North Clackamas Parks &  
Recreation District 2010-11  
Fiscal Year Budget

} Order No  
{ (Page 1 of 1)

THIS MATTER COMING on at this time and it  
appearing to the Board of County Commissioners that the appropriation of revenue within the North  
Clackamas Parks & Recreation District 2010-11 Fiscal Year Budget is necessary to authorize the  
expenditure of revenue for the needs of North Clackamas Parks & Recreation District departments;  
and

THE FUNDS AFFECTED by the appropriation  
of these additional resources described above being the

. General Fund - Planning; and

THIS BOARD BEING fully advised in the  
premises; now therefore

PURSUANT TO ORS 294.326, appropriation  
authorizing expenditure of the aforementioned funds within the North Clackamas Parks & Recreation  
District 2010-11 Fiscal Year Budget, is hereby approved as set forth in Exhibit A, attached hereto and  
made a part hereof.

DATED this 16th day of June, 2011

**BOARD OF COUNTY COMMISSIONERS**

\_\_\_\_\_  
Chair

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

**NEW REVENUE REQUESTS**

Exhibit A

Title III Contracts	<u>\$ 125,000</u>
Total Recommended	<u>\$ 125,000.</u>

**CAPITAL PROJECTS FUND**

Revenue:

Title III Contracts	<u>\$ 125,000</u>
Total	<u>\$ 125,000.</u>

Expense:

Professional Services	<u>\$ 125,000</u>
Total	<u>\$ 125,000.</u>

Recognizing Title III Grant awarded to the District for development of a fire management plan.



Water Quality Protection  
Surface Water Management  
Wastewater Collection & Treatment

Michael S. Kuenzi, P.E.  
Director

June 16, 2011

Board of Commissioners  
Clackamas County

Members of the Board:

ACCEPTANCE OF A CONSERVATION EASEMENT ON BEHALF OF  
SURFACE WATER AGENCY OF CLACKAMAS COUNTY

This conservation easement will protect the integrity, viability, conveyance and water quality functions of the sensitive area and associated buffer located on the property and are described in the attached Exhibits A and B. If accepted, METRO will grant the easement to the District free of charge.

District counsel has reviewed the proposed Easement as to form.

RECOMMENDATION

We respectfully recommend that the Board of County Commissioners accept the conservation easement on behalf of the Surface Water Management Agency of Clackamas County and authorize the Director of Water Environment Services to sign the easement.

Sincerely,

Michael S. Kuenzi  
Director

For information on this issue or copies of attachments  
please contact Trista Crase at (503) 742-4566



After recording, return to:  
Surface Water Management Agency  
of Clackamas County  
150 Beavercreek Road, 4<sup>th</sup> Floor  
Oregon City, OR 97045

Accepted By Clackamas County

Reserve this area for recording stamp

Agenda Date & Number: \_\_\_\_\_  
OR  
Board Order Number: \_\_\_\_\_

**CONSERVATION EASEMENT**  
**SURFACE WATER MANAGEMENT AGENCY OF CLACKAMAS COUNTY**

KNOW ALL PERSONS BY THESE PRESENTS, that Metro, a municipal corporation and political subdivision of the state of Oregon ("Grantor"), the owner of the real property located in Clackamas County, Oregon, and described in the attached Exhibit A, does hereby grant, bargain, sell and convey unto Surface Water Management Agency of Clackamas County ("**Grantee**" or "**SWMACC**"), a perpetual, nonexclusive conservation easement to protect the integrity, viability, conveyance and water quality functions of the sensitive area and associated buffer located on the Grantor's property described and depicted on Exhibits "A" and "B" attached hereto (the "Conservation Easement"). Except as set otherwise set forth herein, no roadways, driveways, buildings, structures or fences shall be constructed within the Conservation Easement, and any removal of native plants, land disturbance, or other development activity is prohibited. Any proposed activity inconsistent with the purpose of this easement is subject to review and approval by the Grantee. The Conservation Easement includes the right to access and inspect conservation easement areas, storm drainage and all related facilities through, under and along the following described property in the County of Clackamas and State of Oregon:

As described on Exhibit "A"  
and depicted on Exhibit "B".

This instrument does not grant or convey to **SWMACC** any right or title to the surface of the soil of the easement except for the purpose of accessing and inspecting the conservation easement. **SWMACC** shall give adequate notice to the landowner before accessing the property. **SWMACC** has the right of reasonable ingress and egress to the easement area over **Grantor's** property for the exercise of any of the rights of the easement. **SWMACC** may utilize vehicles and other reasonable modes of transportation for access purposes. This agreement in no way obligates **SWMACC** to plant or replace any native plantings that may exist or be placed within this easement.

**Grantor** agrees to undertake no development activity or otherwise harm or impair the conservation easement area to prevent or impede the proper functioning of the easement, except as follows: **Grantor** expressly reserves the right of access to, development and continued use of its existing boat launch area (30 feet wide) within the Conservation Easement, and reserves a future right of access to, and development and use of, a new boat launching area (60 feet wide) within the Conservation Easement. To the extent construction of or use of the boat launching areas damage or impairs the habitat in the Conservation Easement outside the boat launching areas, Grantor agrees to repair such damage and/or enact a vegetative planting or rehabilitation plan to preserve the intended use and functionality of the Conservation Easement area.

To the extent permitted by law, each party shall indemnify the other from any liability, costs, damages, claims, or expenses which arise from that party's sole negligence in the use of the easement. Grantor is hereby released from all liability for harm or impairment of the Conservation Easement caused by members of the public entering on the Conservation Easement, except to the extent such liability arises from or is caused by Grantor's negligence.



## EXHIBIT A

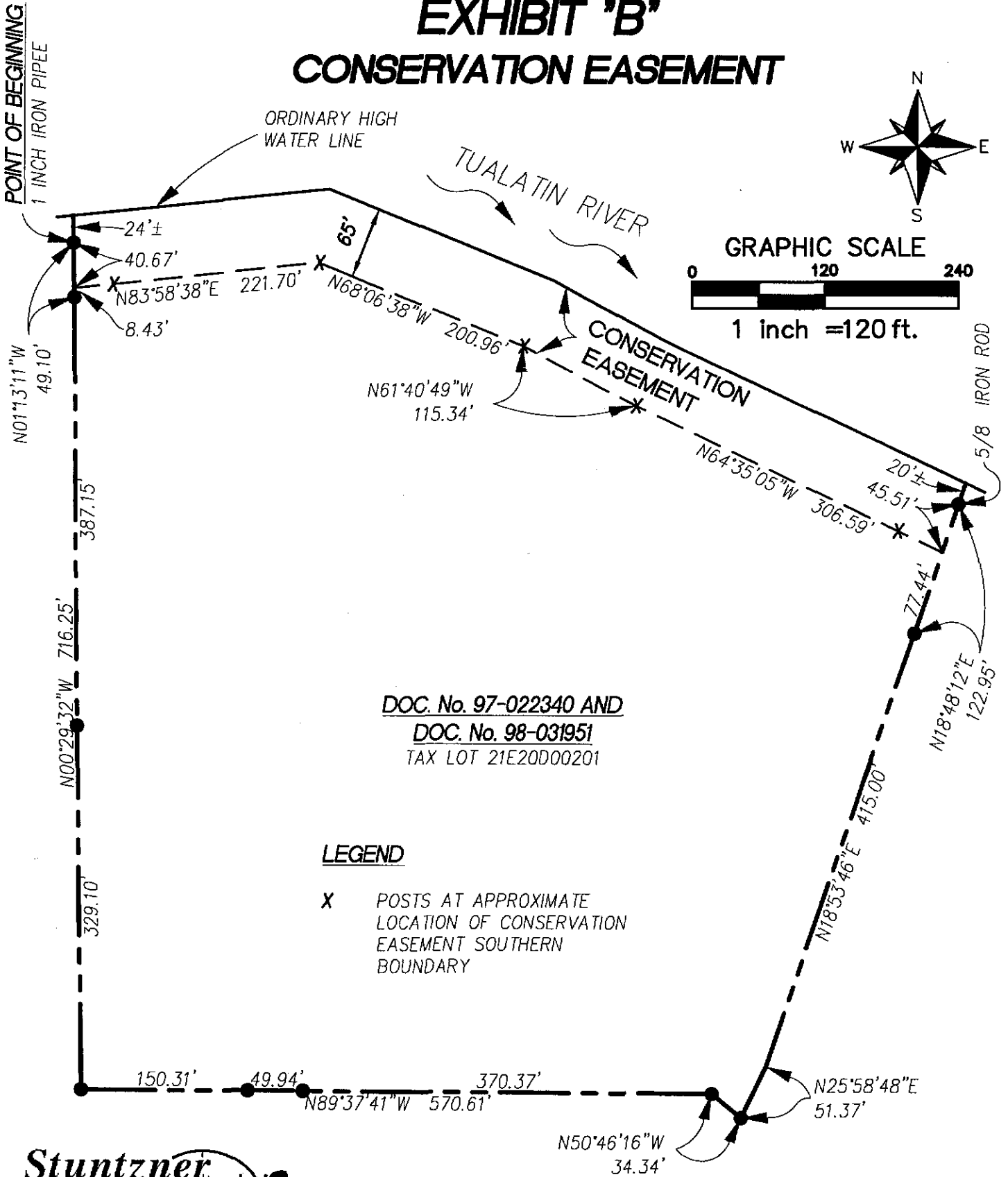
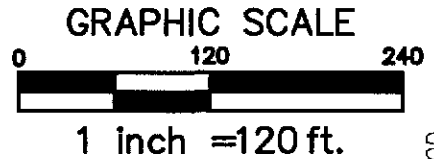
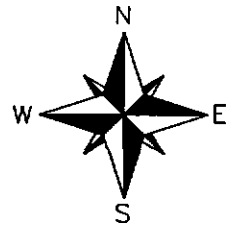
### LEGAL DESCRIPTION

A TRACT OF LAND SITUATED IN THE SOUTHEAST ONE-QUARTER OF SECTION 20 AND THE SOUTHWEST ONE-QUARTER OF SECTION 21, TOWNSHIP 2 SOUTH, RANGE 1 EAST, WILLAMETTE MERIDIAN, IN THE COUNTY OF CLACKAMAS, STATE OF OREGON, BEING A PORTION OF THAT TRACT OF LAND CONVEYED TO WANKER, INC., RECORDED IN FEE No. 71-1762 AS SHOWN ON RECORD OF SURVEY FILED AS PS# 28324 IN THE CLACKAMAS COUNTY SURVEYOR'S OFFICE AND BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

BEGINNING AT A 1 INCH IRON PIPE 24 FEET MORE OR LESS SOUTHERLY FROM THE ORDINARY HIGH WATER LINE OF THE TUALATIN RIVER AND BEING ON THE EASTERLY LINE OF A TRACT OF LAND DESCRIBED IN BOOK 400, PAGE 606; THENCE SOUTH 01°13'11" EAST 40.67 FEET ALONG SAID EASTERLY LINE; THENCE NORTH 83°58'38" EAST 221.70 FEET; THENCE SOUTH 68°06'38" EAST 200.96 FEET; THENCE SOUTH 61°40'49" EAST 115.34 FEET; THENCE SOUTH 64°35'05" EAST 306.59 FEET TO A POINT ON THE EASTERLY LINE OF PARCEL OF 6 OF THE DECREE OF PARTITION OF REAL PROPERTY IN CLACKAMAS COUNTY, CIRCUIT COURT CASE No. 83-7-40 ENTERED BY THE HONORABLE CHARLES A. SAMS ON JULY 31, 1985; THENCE NORTH 18°48'12" EAST 45.51 FEET ALONG SAID EASTERLY LINE TO A 5/8" IRON ROD; THENCE CONTINUING ALONG SAID EASTERLY LINE NORTH 18°48'12" EAST 20 FEET MORE OR LESS TO THE ORDINARY HIGH WATER LINE OF THE TUALATIN RIVER; THENCE NORTHWESTERLY AND WESTERLY ALONG SAID ORDINARY HIGH WATER LINE 868 FEET MORE OR LESS TO THE INTERSECTION OF THE EASTERLY LINE OF SAID LAND DESCRIBED IN BOOK 400 PAGE 606; THENCE ALONG SAID EASTERLY LINE SOUTH 01°13'11" EAST 24 FEET MORE OR LESS TO THE POINT OF BEGINNING. CONTAINS 1.28 ACRES MORE OR LESS

# EXHIBIT "B"

## CONSERVATION EASEMENT



**Stuntzner**  
Engineering & Forestry, LLC  
ENGINEERING LAND SURVEYING FORESTRY  
PLANNING WATER RIGHTS