



MEMORANDUM

TO: Board of County Commissioners (BCC), Clackamas County
FROM: Gary Schmidt, County Administrator
RE: Committee Assignments
DATE: January 12, 2022

At the beginning of every calendar year, the Board has historically revisited the list of committees the Commissioners are interested in attending. Staff is responsible for keeping a list of committees and organizations that require Commissioner participation or have a position for a County Commissioner on their board and would like to focus the discussion of assignments on these requirements. It is recognized that Commissioners have interests that extend far beyond the committees listed below and are welcome to attend other committees at the local, regional, state or federal level. Providing updates from these committee meetings to the Board during Commissioner Communication on Tuesdays is strongly encouraged.

Metro

Metro Joint Policy Advisory Committee on Transportation (JPACT) + 1 ALTERNATE
Metro Policy Advisory Committee (MPAC) +1 ALTERNATE
Supportive Housing Services Oversight Committee

Regional

ODOT Region 1 Area Commission on Transportation (R1ACT) +1 ALTERNATE
Regional Disaster Preparedness Organization (RDPO) Policy Committee (MUST BE THE CHAIR)
Willamette Falls and Landings Heritage Area Coalition
Willamette Falls Legacy Project partners group
Assoc. of O & C Counties Board

County Committees

Clackamas Workforce Partnership
Audit Committee (MUST BE CHAIR AND VICE-CHAIR)
Internal Audit Oversight Committee (MUST BE CHAIR AND VICE-CHAIR)

County Committees, Cont.

Local Public Safety Coordinating Council (LPSCC)

C4 Co-Chair

C4 Metro Subcommittee

Hospital Facilities Authority Board (MUST BE THE CHAIR)

Other

Tri-Met STIP Advisory Committee

Oregon City-West Linn Bike Ped Project liaison



MEMORANDUM

TO: Board of County Commissioners (BCC), Clackamas County
FROM: Gary Schmidt, County Administrator
RE: Economic Development and Clackamas County Business Alliance Dues
DATE: January 12, 2022

This is an update of all economic development organizations Clackamas County pays annual dues to, and the total dues the county has paid to Clackamas County Business Alliance to date.

Economic Development Organization 2022 Dues – Total: \$62,131.50

Dues within this category support annual memberships for participation with 27 economic development organizations including 10 local chambers of commerce. These dues are primarily funded through State Lottery dollars with the chambers of commerce dues supported through the County General Fund.

Clackamas County Business Alliance Dues 2006-2020 Dues – Total: \$505,000.00

CCBA describes their organization as “a non-profit association of business and community members that are committed to the economic strength of Clackamas County. CCBA directly affects policy making by leveraging the strengths of the public and private sectors to ensure the economic vitality of Clackamas County.”

Membership for the county includes invitations to monthly breakfast forums, quarterly board meetings, discounts on special events, e-newsletters, opportunities to serve on Board and committees, and invitations to informational meetings and receptions with elected officials at the local, state and federal levels.

To date, since 2006, Clackamas County has paid CCBA \$505,000. Dues for the county are outstanding as of July 1, 2021. On December 14, 2021 the Board of County Commissioners approved a \$5,000 advance payment. The BCC agreed to consider the remaining \$5,000 based on CCBA’s existing fee structure after the winter Recess when the full Board could have an opportunity to discuss and consider.

In reviewing payments made to CCBA, staff recognize an inconsistent fee structure and payments made over the years. Currently, fees due from the County are based on a maximum dollar amount of \$10,000 per year for cities or counties, or otherwise calculated at \$0.075 multiplied by population.

In recent years, notably 2018 – 2020, Clackamas County received and paid invoices from CCBA totaling \$225,000 - \$75,000 for 2018, \$100,000 for 2019 and \$50,000 through July 2020. The \$200,000 in 2018-2020 was approved by the Board. The increase in these costs using lottery funds in addition to the \$25,000 annual dues were associated with an Agreement of Support for CCBA to develop membership, build capacity and to emphasize business development and assistance on legislative issues for Clackamas County, the Sunrise Corridor project and employment lands.

ATTACHMENTS:

1. Total Economic Development Organization Dues
2. CCBA Dues 2006-2020

Organization	Lead Dept	Type of Support	Term	Funding Source	Annual Dues
Clackamas County Business Alliance (CCBA)	BCS	Dues/Membership	Annual	Lottery dollars	\$ 10,000.00
Westside Economic Alliance (WEA)	BCS	Dues/Membership	Annual	Lottery dollars	\$ 8,650.00
Greater Portland Inc (GPI)	BCS	Dues/Membership	Annual	Lottery dollars	\$ 25,000.00
GPI Annual Summit Sponsorship	BCS	Event sponsorship	Annual	Lottery dollars	\$ 5,000.00
Oregon Economic Development Association (OEDA)	BCS	Dues/Membership	Annual	Lottery dollars	\$ 795.00
OEDA Urban Renewal Committee	BCS	Dues/Membership	Annual	Lottery dollars	\$ 150.00
International Economic Development Council	BCS	Dues/Membership	Annual	Lottery dollars	\$ 975.00
Oregon Bioscience Association	BCS	Dues/Membership	Annual	Lottery dollars	\$ 500.00
Council of Development Finance Agencies	BCS	Dues/Membership	Annual	Lottery dollars	\$ 400.00
Pacific Northwest Defense Coalition	BCS	Dues/Membership	Annual	Lottery dollars	\$ 3,500.00
Oregon Microenterprise Network	BCS	Dues/Membership	Annual	Lottery dollars	\$ 200.00
Oregon Media Production Association	BCS	Dues/Membership	Annual	Lottery dollars	\$ 175.00
Commercial Real estate Development Association	BCS	Dues/Membership	Annual	Lottery dollars	\$ 584.50
Oregon Entrepreneurs Network	BCS	Dues/Membership	Annual	Lottery dollars	\$ 895.00
Urban Land Institute	BCS	Dues/Membership	Annual	Lottery dollars	\$ 305.00
American Forest Resource Council	BCS	Dues/Membership	Annual	Lottery dollars	\$ 600.00
National Trust for Historic Preservation (National Main Street Center)	BCS	Dues/Membership	Annual	Lottery dollars	\$ 250.00
West Linn Chamber of Commerce	PGA	Dues/Membership	Annual	General Fund	\$ 300.00
Canby Chamber of Commerce	PGA	Dues/Membership	Annual	General Fund	\$ 450.00
Estacade Chamber of Commerce	PGA	Dues/Membership	Annual	General Fund	\$ 72.50
Lake Oswego Chamber of Commerce	PGA	Dues/Membership	Annual	General Fund	\$ 350.00
Molalla Chamber of Commerce	PGA	Dues/Membership	Annual	General Fund	\$ 291.00
North Clackamas Chamber	PGA	Dues/Membership	Annual	General Fund	\$ 1,100.00
Oregon City Chamber of Commerce	PGA	Dues/Membership	Annual	General Fund	\$ 472.50
Tualatin Chamber	PGA	Dues/Membership	Annual	General Fund	\$ 475.00
Wilsonville Chamber of Commerce	PGA	Dues/Membership	Annual	General Fund	\$ 355.00
Sandy Chamber of Commerce	PGA	Dues/Membership	Annual	General Fund	\$ 286.00
					\$ 62,131.50

Clackamas County Business Alliance Dues paid by Clackamas County 2006-2020

Invoice Date	1-66 of 66 Invoice Number	Gross Invoice Amount	Payment Amount	Supplier Name
3/31/2006	2006-69 3/30 NOND	\$ 5,000.00	\$ 5,000.00	CLACKAMAS COUNTY BUSINESS ALLIANCE
5/26/2006	2006-81 5/17 NOND	\$ 5,000.00	\$ 5,000.00	CLACKAMAS COUNTY BUSINESS ALLIANCE
7/31/2006	2006-82 7/10 NOND	\$ 5,000.00	\$ 5,000.00	CLACKAMAS COUNTY BUSINESS ALLIANCE
10/20/2006	2006-83 10/5 NOND	\$ 5,000.00	\$ 5,000.00	CLACKAMAS COUNTY BUSINESS ALLIANCE
7/13/2007	1ST QTR FUND 7/9 NOND	\$ 5,000.00	\$ 5,000.00	CLACKAMAS COUNTY BUSINESS ALLIANCE
10/5/2007	2ND QTR FUND 10/8 NOND	\$ 5,000.00	\$ 5,000.00	CLACKAMAS COUNTY BUSINESS ALLIANCE
1/11/2008	3QTR FUND 1/14 NOND	\$ 5,000.00	\$ 5,000.00	CLACKAMAS COUNTY BUSINESS ALLIANCE
4/3/2008	4TH QTR 4/7 NOND	\$ 5,000.00	\$ 5,000.00	CLACKAMAS COUNTY BUSINESS ALLIANCE
7/11/2008	1ST QTR FUND 7/14 NOND	\$ 5,000.00	\$ 5,000.00	CLACKAMAS COUNTY BUSINESS ALLIANCE
10/10/2008	2QTR FUND 10/13 NOND	\$ 5,000.00	\$ 5,000.00	CLACKAMAS COUNTY BUSINESS ALLIANCE
1/15/2009	3QTR 08-09FUND 1/12 NOND	\$ 5,000.00	\$ 5,000.00	CLACKAMAS COUNTY BUSINESS ALLIANCE
4/9/2009	4QTR GNRL FUND 4/13 NOND	\$ 5,000.00	\$ 5,000.00	CLACKAMAS COUNTY BUSINESS ALLIANCE
4/16/2009	2009-135 2/28 208	\$ 5,000.00	\$ 5,000.00	CLACKAMAS COUNTY BUSINESS ALLIANCE
7/20/2009	1QTR GNRL FUND 7/16 NOND	\$ 5,000.00	\$ 5,000.00	CLACKAMAS COUNTY BUSINESS ALLIANCE
10/8/2009	2QTR GNRL FUND 10/8 NOND	\$ 5,000.00	\$ 5,000.00	CLACKAMAS COUNTY BUSINESS ALLIANCE
12/16/2009	2009-177 12/2 208	\$ 5,000.00	\$ 5,000.00	CLACKAMAS COUNTY BUSINESS ALLIANCE
1/7/2010	3RD QTR GEN FUND 1/7 NOND	\$ 5,000.00	\$ 5,000.00	CLACKAMAS COUNTY BUSINESS ALLIANCE
4/22/2010	4TH QTR 4/26 NOND	\$ 5,000.00	\$ 5,000.00	CLACKAMAS COUNTY BUSINESS ALLIANCE
7/26/2010	1ST QTR 7/1 NOND	\$ 5,000.00	\$ 5,000.00	CLACKAMAS COUNTY BUSINESS ALLIANCE
10/7/2010	2ND QTR 10/1 NOND	\$ 5,000.00	\$ 5,000.00	CLACKAMAS COUNTY BUSINESS ALLIANCE
11/29/2010	2010-240 SPON 11/1 208	\$ 5,000.00	\$ 5,000.00	CLACKAMAS COUNTY BUSINESS ALLIANCE
12/31/2010	3RD QTR 1/12 NOND	\$ 5,000.00	\$ 5,000.00	CLACKAMAS COUNTY BUSINESS ALLIANCE
4/14/2011	4TH QTR 4/12 NOND	\$ 5,000.00	\$ 5,000.00	CLACKAMAS COUNTY BUSINESS ALLIANCE
7/14/2011	1ST QTR 7/7 NOND	\$ 5,000.00	\$ 5,000.00	CLACKAMAS COUNTY BUSINESS ALLIANCE
10/24/2011	2ND QTR 10/20 NOND	\$ 5,000.00	\$ 5,000.00	CLACKAMAS COUNTY BUSINESS ALLIANCE
2/23/2012	2012-290 2/6 208	\$ 5,000.00	\$ 5,000.00	CLACKAMAS COUNTY BUSINESS ALLIANCE
2/29/2012	2012-289 2/6 208	\$ 10,000.00	\$ 10,000.00	CLACKAMAS COUNTY BUSINESS ALLIANCE
9/24/2012	2012-405 9/11 208	\$ 15,000.00	\$ 15,000.00	CLACKAMAS COUNTY BUSINESS ALLIANCE
2/28/2013	2013-410 GONZALES 2013 208	\$ 15,000.00	\$ 15,000.00	CLACKAMAS COUNTY BUSINESS ALLIANCE
8/29/2013	2013-415-GRANT 2013 208	\$ 10,000.00	\$ 10,000.00	CLACKAMAS COUNTY BUSINESS ALLIANCE
4/10/2014	2014-200 2014 208	\$ 15,000.00	\$ 15,000.00	CLACKAMAS COUNTY BUSINESS ALLIANCE

Clackamas County Business Alliance Dues paid by Clackamas County 2006-2020

8/27/2014	2014-106 GRANT 8/4 208	\$ 10,000.00	\$ 10,000.00	CLACKAMAS COUNTY BUSINESS ALLIANCE
3/18/2015	2015-1104 2/2 208	\$ 15,000.00	\$ 15,000.00	CLACKAMAS COUNTY BUSINESS ALLIANCE
8/31/2015	2015-1104 GRANT 8/3 208	\$ 10,000.00	\$ 10,000.00	CLACKAMAS COUNTY BUSINESS ALLIANCE
2/18/2016	2016-1104 GRANT 2/1 208	\$ 15,000.00	\$ 15,000.00	CLACKAMAS COUNTY BUSINESS ALLIANCE
7/31/2016	2016-1108 8/01 208	\$ 10,000.00	\$ 10,000.00	CLACKAMAS COUNTY BUSINESS ALLIANCE
2/28/2017	2017-1140 2/1/17 208	\$ 15,000.00	\$ 15,000.00	CLACKAMAS COUNTY BUSINESS ALLIANCE
8/15/2017	2017-1151 8/1/17 208	\$ 10,000.00	\$ 10,000.00	CLACKAMAS COUNTY BUSINESS ALLIANCE
2/28/2018	2018-1184 2/5 208	\$ 25,000.00	\$ 25,000.00	CLACKAMAS COUNTY BUSINESS ALLIANCE
7/25/2018	2018-1193 7/1 208	\$ 25,000.00	\$ 25,000.00	CLACKAMAS COUNTY BUSINESS ALLIANCE
11/20/2018	2018-1201 10/1/18 208	\$ 25,000.00	\$ 25,000.00	CLACKAMAS COUNTY BUSINESS ALLIANCE
3/21/2019	1228 3/14 208	\$ 25,000.00	\$ 25,000.00	CLACKAMAS COUNTY BUSINESS ALLIANCE
4/9/2019	2019-1230 4/1/19 208	\$ 25,000.00	\$ 25,000.00	CLACKAMAS COUNTY BUSINESS ALLIANCE
7/18/2019	2019-1238 7/1/19 208	\$ 25,000.00	\$ 25,000.00	CLACKAMAS COUNTY BUSINESS ALLIANCE
10/14/2019	2019-1253 10/1/19 208	\$ 25,000.00	\$ 25,000.00	CLACKAMAS COUNTY BUSINESS ALLIANCE
1/8/2020	2020-1263 1/2/20 208	\$ 25,000.00	\$ 25,000.00	CLACKAMAS COUNTY BUSINESS ALLIANCE
7/22/2020	2020-1284 7/2 208	\$ 25,000.00	\$ 25,000.00	CLACKAMAS COUNTY BUSINESS ALLIANCE
			\$ 505,000.00	



MEMORANDUM

TO: Board of County Commissioners (BCC), Clackamas County
FROM: Gary Schmidt, County Administrator
RE: ABC Interviews
DATE: January 12, 2022

The Board recently requested an overview of commissioner involvement in interviews for Appointed Boards and Commissions.

In 2019, commissioners adopted protocols (attached) for participating in the interview process for applicants for three of the County's ABCs:

- Budget Committee
- Fair Board
- Planning Commission

Recently, commissioners participated in the interview process for an additional three ABCs:

- Audit Committee
- Internal Audit Oversight Committee
- Emergency Preparedness Council

Participating in the interview process can be time consuming for the applicants, staff and commissioners, and scheduling around the Board's schedules can prove challenging. Staff recommends that the Board engage in membership selection only on the committees that they interact with the most and that provide the most frequent advice and recommendations.

Does the Board wish to modify or expand the list of ABCs for which a Commissioner(s) shall participate in the interview for vacant positions?

ABC Appointment Protocols

Adopted by BCC 02-19-19

Historically, the Board has shown interest in interviewing applicants for three committees: Budget Committee, Planning Commission, and Fair Board. In order to avoid confusion on the part of staff and the Board, this protocol paper outlines the process the Commissioners have agreed to follow when openings on these committees occur.

Budget Committee

Upon closure of the recruitment, two or more Commissioners will interview all new qualified candidates, with the option of interviewing applicants seeking reappointment. Budget staff may be included in the interview process if interested. Upon completion of the interviews, the Board will discuss their findings during an open session and make their appointment(s).

Planning Commission

The BCC will be asked to appoint two BCC representatives to participate in interviews with department staff and planning commission members. Once interviews have occurred, a recommendation will be made to the BCC. If there is not consensus among the board, additional interviews may be held by the remaining Board members prior to an appointment being made.

Fair Board

The BCC will be asked to appoint two BCC representatives to participate in interviews with two fair board members, and one additional external person. Once interviews have occurred, a recommendation will be made to the BCC. If there is not consensus among the board, additional interviews may be held by the remaining Board members prior to an appointment being made.

*The appointed representatives from the board for each of these committees will only serve that year. When the recruitment opens again, the board will have the opportunity to keep the same representatives or choose new ones.

*In order to provide for ample scheduling time, staff liaisons are encouraged to seek the BCC representatives at the time the recruitment opens. Failure to do so may create delays in the scheduling of interviews and may lead to positions not being filled in a timely manner following the closure of the recruitment.