

## Department Overview

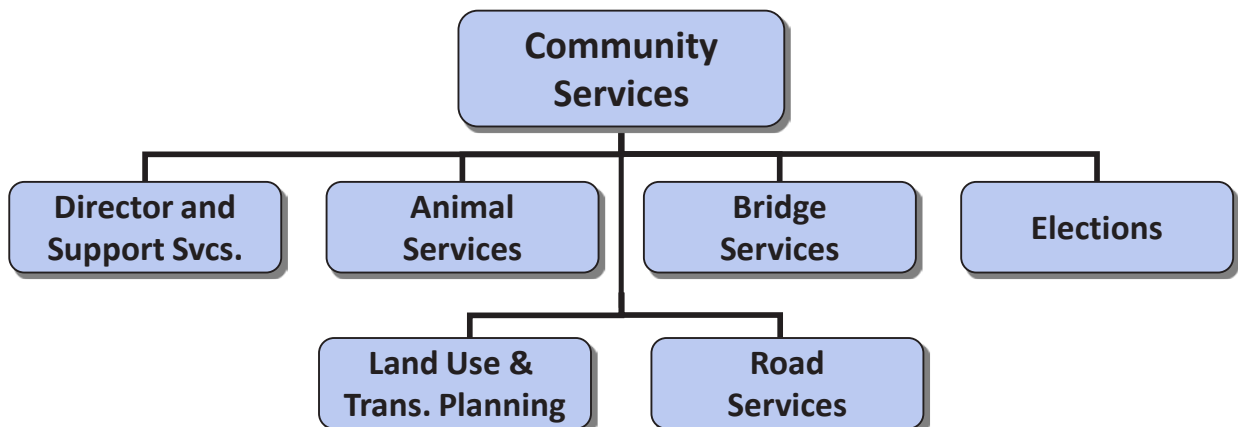
Multnomah County Department of Community Services has developed a performance and accountability strategy that focuses on results. This system improves our ability to measure how we are doing, plan for the future and report on our performance across all of the services we deliver to the community. The foundation of our performance and accountability strategy is our first department-wide Strategic Plan. The Plan adopts the motto, “Inclusive Community - Accessible Services” to reflect our commitment to incorporate the diverse needs of our community in all the services we provide. The FY 2016 Department Budgets all align with this Plan.

The Department delivers a number of essential services throughout Multnomah County. The divisions include Animal Services, Elections, Land Use and Transportation Planning, Bridge Services, and Road Services. The common mission of these diverse divisions is articulated in the department’s Mission, Vision and Values. These serve as the basis for developing goals, objectives and strategies included in the Strategic Plan:

**Mission:** The Department of Community Services preserves harmony between natural and built environments, keeps people and pets safe, and ensures every voice is heard.

**Vision:** To be a trusted partner helping to create thriving and inclusive communities.

**Values:** Responsibility -We are resourceful and explore ways to deliver safe, responsive, effective, and sustainable services; Integrity - We act with honesty, sincerity and high ethical standards; Transparency - We promote an open process and communicate the reasons for actions and decisions; Equity - We respect, value, and honor diversity as we build relationships with our colleagues and communities; and Leadership - We encourage innovation and promote professional growth.



### Budget Overview

The budget for the Department of Community Services is about \$141.9 million. When compared with the FY 2015 adopted budget, General Fund support increases by about \$1.4 million to \$14.6 million. Other funds decrease by \$54.8 million to \$127.3 million. The overall budget decreases by \$53.4 million (27.3%) due to reduced budgets for capital projects. Staffing FTE increases by 11.50, mostly due to innovative/new programs that are shown later in this section. Road, Bridge and Animal Services have also added staffing.

Contractual Services increases by \$1.54 million mainly in the Road and Bridge funds. Capital Outlay decreases by \$57.4 million of which \$1.4 million is in the Bridge Fund, and \$56.4 million is in the Sellwood Bridge Replacement Fund, offset by \$397,000 increase in the Road Fund. Changes are due to the type and stage of projects that are planned for FY 2016.

Innovative/new programs funded on a one-time-only basis:

- 91007C - Animal Services Foster Rescue \$90,000, 1.00 FTE.
- 91025 - Safe Routes to Schools \$150,000.
- 91026 - Cully Neighborhood Park Development \$70,000.
- 91027 - Land Use Comprehensive Plan Update \$597,181. FY 2016 is the last year of a two year process.

Innovative/new programs with ongoing funding:

- 91000B - Director’s Office Management Assistant \$152,059, 1.00 FTE.
- 91000C - DCS Director’s Office Research and Evaluation \$97,566, 1.00 FTE.
- 91007B - Veterinary Services Continuation, \$235,000, 2.00 FTE.
- 91008B - Elections Voter Education & Outreach, \$106,000, 1.00 FTE.
- 91021B - Land Use Planning Customer Service, \$109,000, 1.00 FTE.
- 91021C - Land Use Planning Compliance \$109,000, 1.00 FTE.

Budget Trends	FY 2014	FY 2015	FY 2015	FY 2016	Difference
	Actual	Current	Adopted	Adopted	
		Estimate	Budget	Budget	
Staffing FTE	205.10	197.30	197.30	208.80	11.50
Personnel Services	\$20,785,502	\$21,867,692	\$21,784,079	\$23,372,030	\$1,587,951
Contractual Services	47,275,583	37,118,824	36,712,024	38,256,580	1,544,556
Materials & Supplies	3,993,461	3,376,282	4,298,903	4,834,450	535,547
Internal Services	16,583,269	16,545,556	20,232,827	20,538,740	305,913
Capital Outlay	<u>63,040,780</u>	<u>59,045,088</u>	<u>112,295,440</u>	<u>54,919,834</u>	<u>(\$57,375,606)</u>
<b>Total Costs</b>	<b>\$151,678,594</b>	<b>\$137,953,442</b>	<b>\$195,323,273</b>	<b>\$141,921,634</b>	<b>(\$53,401,639)</b>

\*Does not include cash transfers, contingencies or unappropriated balances.

## Successes and Challenges

The divisions of the Department of Community Services (DCS) have successfully met several significant milestones during FY 2015: The Sellwood Bridge replacement project continues to meet several key milestones. Much of the work accomplished this year is visible in the form of traffic moving onto portions of the new east side approach, progress with the west side interchange, retaining walls and steel in place and the erection of the steel arches for the main river spans. In FY 2106 we will see traffic move onto main bridge and a completed west side signalized intersection. Traffic moving to the new span will allow for the demolition of the detour bridge and approaches followed by the completion of the east approach.

Animal Services – Continues to develop and deploy new program models to increase the live release rates of animals. The live release rate for dogs is 94% and for cats it is 87%, respectively 4% and 24% increases from last year. The program is also working on design efforts for a facility remodel with the help of the County General Fund in FY 2015.

Elections – The Election’s Office One-Time–Only offer from FY 2015 to upgrade the ballot tally system is on track to be completed by June 30, 2015.

Land Use and Transportation Planning – Continues the work on the update of the Sauvie Island Rural Area Plan; the implementation of a Solid Waste and Recycling Management program for unincorporated county; and a two-year project to update the County’s Comprehensive Plan.

Road Services – This past year the program was successful in continuing to invest in an expanded surface maintenance program that focuses on applying both new asphalt and chip seal on roads with the highest and greatest need. The NE Wood Village Blvd extension construction was completed and opened this past fall. This new road now extends from Arata Rd to NE Halsey. Design efforts continue with engineering for NE Sandy Blvd; NE Arata Rd; Cochran Rd Culvert replacement; Beaver Creek projects at Stark Street, Troutdale Rd and Oxbow Park Rd.

Bridge Services – Maintenance and engineering teams continue to keep traffic moving across our County Bridges. Bridge Engineering is moving through the design phase with the Burnside Bridge Rehabilitation project and will soon be moving into the construction phase with the Broadway Bridge Painting project and Broadway Bridge Rall Wheel replacement. A major accomplishment for the Bridge Team was the completion of the Bridge Capital Improvement Plan which lists the capital and maintenance needs of the Willamette River Bridges over the next 20 years.

The most significant challenges faced by DCS continue to be related to infrastructure. Transportation continues to look for ways to fund much needed improvements to the County’s system of roads and bridges.

### Diversity and Equity

DCS leadership continues efforts to diversify its workforce and institutionalize equity in the delivery of and access to its services. Efforts to improve recruitment and selection to maintain a diverse workforce includes targeted recruitment of women and people of color for vacancies. These efforts have resulted in the successful employment of both men and women in non-traditional classifications, i. e., more men in office support and customer service positions and women in engineering and mechanic positions.

The DCS 2015-2020 Strategic Plan includes an objective to increase awareness of the Equity and Empowerment Lens (Lens) throughout the Department and to maximize our application of the Lens in all business operations and services. We continue to meet this objective through institutionalizing equity reviews for new and current program activity and tailoring Equity and Empowerment Lens training to our specific work programs. Community involvement in our public meetings, Citizen Advisory Committees and Planning Commission include a broad spectrum of voices to help guide program planning and implementation. We promote inclusion, diversity and equity discussions at staff meetings through our DCS Equity Summit Group. We continue our DCS representation on the County Equity Council and encourage staff participation in the varied county employee resource groups.

The Sellwood Bridge Replacement project continues with significant opportunities to support minority and women owned businesses as well as emerging small businesses. Programs in place for this large project include mentoring, apprenticeship, and the division of large task into smaller components to give more businesses the opportunity to bid successfully on portions of the project.

### Budget by Division

Division Name	FY 2016 General Fund	Other Funds	Total Division Cost	Total FTE
DCS Director and Support Services	\$1,819,163	\$1,628,548	\$3,447,711	25.00
Animal Services	6,656,129	2,828,713	9,484,842	56.00
Elections	4,460,005	0	4,460,005	11.00
Land Use and Transportation Planning	1,550,496	13,004,777	14,555,273	13.60
Road Services	150,000	44,652,015	44,802,015	59.80
Bridge Services	0	<u>69,606,511</u>	<u>69,606,511</u>	<u>43.40</u>
<b>Total Community Services</b>	<b>\$14,635,793</b>	<b>\$131,720,564</b>	<b>\$146,356,357</b>	<b>208.80</b>

\*Does include cash transfers, contingencies or unappropriated balances.

### Director and Support Services

This Division is comprised of three groups; the Director's Office, Human Resources and Business Services.

The Director's Office leads, manages and oversees both the mandated and non-mandated services of the Department. It represents the Chair and the Board in the administration of the Department of Community Services. It provides leadership, management and executive direction to the programs and services within the Department. It is responsible for leading the department in providing cost efficient quality services to County residents while providing a safe work environment for staff and the public.

The Human Resources Team provides direct support to Department Managers and to all current and prospective employees through recruitment support, performance management, and consultative services for management and employee/labor relations issues.

Business Services supports the financial and administrative functions of the varied programs within DCS. This unit provides essential administrative support of the various DCS programs and fosters common interpretation of county policies and procedures.

### Significant Changes

Three new positions are proposed in the Office of the Director and Support Services. A management assistant position is requested to be restored to support implementation of County and Department initiatives. This position will support the Department's executive leadership team to plan, direct and perform a variety of complex, highly visible/sensitive projects and work assignments on behalf of the Department Director as direct report. The second position is a Research and Evaluation Analyst position to support the execution of the Department's Strategic Plan. This position will provide direct assistance to the DCS Director and Division Managers with strong data analysis and evaluations to ensure employees and others resources are efficiently deployed. The third position proposed in this budget is a Safety and Emergency Preparedness Coordinator to support our department-wide safety and emergency planning effort in addition to increasing employee awareness of work place safety.

The County through the Director's Office will provide financial assistance to Cully Park in support of the Board of County Commissioners' adopted budget.

### Animal Services Division

The mission of the Animal Services Division is protecting the health, safety and welfare of pets and people in all of Multnomah County. To accomplish this mission, the Division is organized into three programs:

1. Animal Shelter Operations program provides humane shelter and health care 365 days a year for lost, homeless and stray animals that are injured, sick, abandoned, abused or neglected. The program reunites animals with their owners, adopts animals into new homes and provides veterinary services.
2. Field Services program provides 24 hour public safety emergency response to animals attacking people and animals; 24 hour emergency rescue for injured, sick and abused animals; investigation services for animal bite cases, potentially dangerous dog incidents and animal abuse and neglect; enforces city, county and state laws; and provides education and assistance in resolving neighborhood animal nuisances complaints.
3. Client Services and Community Outreach program provides customer service for shelter visitors, phone customers and e-business transactions; administers the county-wide pet licensing program, volunteer and foster programs, web and social media efforts, and the Apartment Cat Team (ACT).

### Significant Changes

The following describes the significant budget changes that impacted the Division. More information can be found in the program offers.

Animal Services has submitted two innovative program offers:

1. Program Offer 91007-B would add on-going funding for expanded veterinary services by adding 1.0 Veterinarian and 1.0 Certified Veterinarian Technician.
2. Program Offer 91007-C would add County General Fund one-time-only funding for 1.00 FTE Program Coordinator to provide animal foster-rescue services which has demonstrated an evidence-based increase in the Division's performance in saving more animal lives.

### Elections

The mission of the Elections Division is to uphold a reputation for transparent, accurate, accessible and accountable elections in Multnomah County and maintain the public's confidence and trust in the elections process. The Elections Division conducts all local, city, county, state and federal elections for the citizens of all political districts within Multnomah County.

It conducts many types of elections from Water District Commissioner to President of the United States. Local elections include elected boards of directors for schools and special districts as well as local measures. City elections include elected city offices and city measures. County elections are for elected county offices and county measures. State elections include Governor, all statewide offices and State Senate and House seats in Multnomah County. Federal elections include Presidential, US Senate and Congressional races.

Conducting elections involves: registering voters; maintaining the statewide voter registration and election management data base (OCVR); maintaining address and district data; checking signatures on city and local candidates and initiative petitions; accepting candidate and measure filings; producing voters' pamphlets; issuing and mailing ballots; managing drop site locations; accepting and processing returned ballots; providing assistance to voters with disabilities; counting ballots and releasing results. During major elections the Division employs as many as 260 temporary election workers.

### Significant Changes

The Elections Division has submitted a new and innovative program offer to create a voter outreach and education program. The program would support goals, objectives and strategies identified in both the DCS and Elections strategic plans around providing equitable service and collaboration. Specifically, working to identify and remove barriers to participation in under served communities using feedback from direct outreach to identified communities. The program will be primarily supported by a new Program Coordinator position.

Key objectives of the program will include:

- Applying the equity lens; design and field a statistically valid random sampling survey soliciting feedback from voters.
- Create a Community Advisory Committee to establish a regular forum for feedback on Elections issues.
- Develop relationships with ethnic communities and under served populations.
- Work with the disabled community to match services with voters' needs.
- Establish partnerships with organizations already active in serving the targeted communities.
- Analyze feedback and make recommendations for outreach and education.



### Land Use and Transportation Planning

The Land Use and Transportation Planning Division is responsible for Land Use Planning, Transportation Planning and Code Compliance as well as implementing the Solid Waste Licensing program for unincorporated areas of the County.

Land Use Planning implements Federal, State, and local policies and laws that preserve the rural farm and timber economy, protect the environment and maintain the quality of life in our unincorporated communities.

Transportation Planning develops and implements strategies to improve all modes of transportation in the County. The program reviews transportation impacts of development, prepares the Capital Improvement Plan and secures funding for capital improvements as well as education and outreach programs.

Code Compliance ensures compliance within land use and transportation right-of-way rules. It is largely complaint driven, emphasizing hands-on work with property owners to achieve voluntary compliance with the respective rules.

The Solid Waste Licensing program licenses service providers for solid waste and recycling in the rural unincorporated areas of the County to meet State and regional requirements.

### Significant Changes

In FY 2015, Land Use Planning began a two-year project to update the Comprehensive Plan. This plan identifies land use and transportation planning goals, policies and strategies to protect natural resources and guide development within the unincorporated portions of the County. FY 2016 will be the second year of this two-year project.

In FY 2016, Transportation Planning will be updating the Transportation System Plans for the county. This effort is funded locally with transportation funds.



### Road Services

The Road Services Division preserves the County road infrastructure to provide a safe and reliable transportation system that supports economic and community vitality. The Division is comprised of three service areas: Road Services, County Surveyor's Office and the Water Quality Program. Within Road Services and the County Surveyor's Office are various sections performing a wide range of services provided to local municipalities, developers, land surveyors and the general public.

Road Services include, but are not limited to: road maintenance; capital planning; capital design; capital construction management; engineering; traffic services; right-of-way acquisitions and permitting; and mandated and non-mandated surveying functions performed through the Survey Office. The Road Services Division fulfills its mandates through cooperative planning with state, local and regional jurisdictions; and providing daily maintenance and traffic services that contribute to public safety, environmental protection, livability and water quality.

The County Surveyor's Office provides mandated service such as: review surveys submitted for filing by land surveyors; filing and indexing surveys into the public survey records; maintenance of public survey records and provide research tools to view and provide copies of public records; and review and approval of land divisions.

### Significant Changes

Road Fund revenue has shown continued modest recovery which has translated into an ability to fund the pavement preservation needs to the estimated annual requirement. However, our condition index rating is still deteriorating and without any anticipated increase in future revenue it will continue to decline.

The culvert repair and fish barrier removal needs continue to grow and will result in a prioritized list of efforts. Capital funding needs have increased and this budget reflects an increase in these areas. The Water Quality manager continues to effectively leverage the program with outside grant opportunities.

The Road Capital program is in the execution phase for several grants. Staff retirements over the last few years have resulted in a shortage of experienced Project and Construction managers. As a result, one additional FTE Engineer is requested in this budget.

The Safe Routes To Schools (SRTS) funding will support events for outreach and education at schools, supplying multi-lingual materials and modest incentives to support SRTS programs. It will also support identified and needed safety signage and crosswalk improvements near identified schools to provide safe opportunities for students and parents to travel together and inspire each other to learn safety skills, proper walking and bicycling behaviors.

### Bridge Services

The Bridge Services Division operates, maintains, preserves and improves safety of the County's six Willamette River Bridges. The Willamette River crossings consist of four movable bridges (Hawthorne, Morrison, Burnside, and Broadway) and two fixed structures (Sellwood and Sauvie Island). Due to the age of these movable structures, constant observation, maintenance and repair is required to ensure public safety. The Division is comprised of three service areas: Engineering, Maintenance and Operations.

The Engineering group provides planning, engineering and construction management for capital projects intended to preserve, rehabilitate or at times replace bridges. The Engineering group also identifies other needed repairs and develops a plan of action for executing those repairs.

The Maintenance group is comprised of highly skilled tradespeople who perform preventative maintenance on the bridges. This group monitors and ensures the operational reliability of the bridge mechanical, electrical, structural and corrosion protective (paint) systems.

The Operations group is stationed in the operator houses on each of the four drawbridges. Bridge Operators raise and lower the draw spans to allow ships to pass. This essential function is critical to maritime operations which take precedence over vehicle traffic.

### Significant Changes

Construction of the Sellwood Bridge will remain fully underway in FY 2016. As a result, the majority of the Engineering staff will be primarily engaged on this project. Maintenance and Operations will continue with current workloads.

Work has been completed on revising the Willamette River Bridge 20 Year Capital Needs plan. This plan will serve as the primary source of future project identification.

Other key projects planned for FY 2016 are: the Broadway Bridge Painting, Broadway Bridge Rall Wheel repair and Burnside Bridge miscellaneous repairs. The projects are all currently in the design phase and the Broadway Bridge Painting is slated for construction in summer of 2015. The Rall Wheel repair construction is scheduled for late 2015 and the Burnside Bridge repairs are scheduled for 2016.

### Department of Community Services

The following table shows the programs that make up the department's total budget. The individual programs follow in numerical order.

Prog. #	Program Name	FY 2016 General Fund	Other Funds	Total Cost	FTE
<b>DCS Director and Support Services</b>					
91000A	Director's Office	\$550,688	\$0	\$550,688	2.00
91000B	Director's Office Management Assistant	152,059	0	152,059	1.00
91000C	DCS Director's Office Research & Evaluation	97,566	0	97,566	1.00
91001	DCS Human Resources	493,988	0	493,988	4.00
91002	DCS Business Services	454,862	1,628,548	2,083,410	17.00
91026	Cully Neighborhood Park Development	70,000	0	70,000	0.00
<b>Animal Services</b>					
91005	Animal Services Client Services	1,987,000	1,635,000	3,622,000	20.00
91006	Animal Services Field Services	1,580,188	20,000	1,600,188	14.00
91007A	Animal Services Animal Care	2,763,941	1,173,713	3,937,654	19.00
91007B	Veterinary Services Continuation	235,000	0	235,000	2.00
91007C	Animal Services Foster Rescue	90,000	0	90,000	1.00
<b>Elections</b>					
91008A	Elections	4,354,005	0	4,354,005	10.00
91008B	Elections Voter Education & Outreach	106,000	0	106,000	1.00
<b>Land Use and Transportation Planning</b>					
91018	Transportation Capital	0	11,801,990	11,801,990	0.00
91020	Transportation Planning	0	564,569	564,569	3.40
91021A	Land Use Planning	1,332,496	41,037	1,373,533	8.20
91021B	Land Use Planning Customer Service	109,000	0	109,000	1.00
91021C	Land Use Planning Compliance	109,000	0	109,000	1.00
91027	Land Use Comprehensive Plan Update	0	597,181	597,181	0.00

# Community Services

fy2016 adopted budget

Prog. #	Program Name	FY 2016 General Fund	Other Funds	Total Cost	FTE
<b>Road Services</b>					
91012	County Surveyor's Office	0	3,527,150	3,527,150	10.00
91013	Road Services	0	10,397,996	10,397,996	49.80
91022	City Supplemental Payments	0	30,726,869	30,726,869	0.00
91025	Safe Routes to Schools	150,000	0	150,000	0.00
<b>Bridge Services</b>					
91015	Bridge Services	0	7,991,155	7,991,155	43.40
91017	Sellwood Replacement Project	0	<u>61,615,356</u>	<u>61,615,356</u>	<u>0.00</u>
<b>Total Community Services</b>		<b>\$14,635,793</b>	<b>\$131,720,564</b>	<b>\$146,356,357</b>	<b>208.80</b>



Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2015	2015	2016	2016
Personnel	\$318,398	\$0	\$334,522	\$0
Contractual Services	\$19,000	\$0	\$20,000	\$0
Materials & Supplies	\$34,496	\$0	\$33,500	\$0
Internal Services	\$145,226	\$0	\$162,666	\$0
<b>Total GF/non-GF</b>	<b>\$517,120</b>	<b>\$0</b>	<b>\$550,688</b>	<b>\$0</b>
<b>Program Total:</b>	<b>\$517,120</b>		<b>\$550,688</b>	
<b>Program FTE</b>	2.00	0.00	2.00	0.00

Program Revenues				
Other / Miscellaneous	\$413,720	\$0	\$591,781	\$0
<b>Total Revenue</b>	<b>\$413,720</b>	<b>\$0</b>	<b>\$591,781</b>	<b>\$0</b>

Explanation of Revenues

The Director's Office is supported by department indirect (Cost Allocation Plan) and County General Fund.

Significant Program Changes

Last Year this program was: FY 2015: 91000 Director's Office

The Director's Office in the FY 2016 budget process is seeking to increase from 2 FTE to 4 FTE (scaled Program Offers 91000B and 91000C).





## Legal / Contractual Obligation

Department directors are required to review and analyze pertinent Federal, State and local laws, regulations, policies and procedures in terms of impact on assigned department programs; oversee and ensure compliance as required. The Management Assistant classification is one resource available to a Director to fulfill these obligations.

## Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2015	2015	2016	2016
Personnel	\$0	\$0	\$143,634	\$0
Internal Services	\$0	\$0	\$8,425	\$0
<b>Total GF/non-GF</b>	<b>\$0</b>	<b>\$0</b>	<b>\$152,059</b>	<b>\$0</b>
<b>Program Total:</b>	<b>\$0</b>		<b>\$152,059</b>	
<b>Program FTE</b>	0.00	0.00	1.00	0.00

Program Revenues				
<b>Total Revenue</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

## Explanation of Revenues

County General Fund

## Significant Program Changes

Last Year this program was:



Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2015	2015	2016	2016
Personnel	\$0	\$0	\$89,141	\$0
Internal Services	\$0	\$0	\$8,425	\$0
<b>Total GF/non-GF</b>	<b>\$0</b>	<b>\$0</b>	<b>\$97,566</b>	<b>\$0</b>
<b>Program Total:</b>	<b>\$0</b>		<b>\$97,566</b>	
<b>Program FTE</b>	0.00	0.00	1.00	0.00

Program Revenues				
<b>Total Revenue</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

Explanation of Revenues

County General Fund

Significant Program Changes

Last Year this program was:

New program to start in FY 2016.



## Legal / Contractual Obligation

Three collective bargaining agreements; federal, state, county and department regulations covering compensation, disciplinary action and work schedules.

## Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
<b>Program Expenses</b>	<b>2015</b>	<b>2015</b>	<b>2016</b>	<b>2016</b>
Personnel	\$363,337	\$0	\$492,988	\$0
Materials & Supplies	\$1,000	\$0	\$1,000	\$0
<b>Total GF/non-GF</b>	<b>\$364,337</b>	<b>\$0</b>	<b>\$493,988</b>	<b>\$0</b>
<b>Program Total:</b>	<b>\$364,337</b>		<b>\$493,988</b>	
<b>Program FTE</b>	3.00	0.00	4.00	0.00

<b>Program Revenues</b>				
Other / Miscellaneous	\$37,528	\$0	\$45,450	\$0
<b>Total Revenue</b>	<b>\$37,528</b>	<b>\$0</b>	<b>\$45,450</b>	<b>\$0</b>

## Explanation of Revenues

Revenue shown is derived from Other Internal transfer of dollars from dedicated funds within the department to fund the new Human Resource Technician position.

## Significant Program Changes

**Last Year this program was:** FY 2015: 91001 DCS Human Resources

One new FTE have been added to Program Offer #91001 to improve customer service and oversight of department Safety regulations and requirements. The new position (Human Resource Analyst Senior) will be funded within existing resources and increased department indirect revenue.

**Department:** Community Services

**Program Contact:** Tom Hansell

**Program Offer Type:** Support

**Program Offer Stage:** As Adopted

**Related Programs:** 91000 & 91001

**Program Characteristics:**
**Executive Summary**

The Department of Community Services Business Services provides administrative, financial and business support for the department. Services include development, management and administration of the department's annual budget; GIS and asset management; grants management; accounts receivable; accounts payable; payroll; contracts; purchasing; and customer service and dispatch via the reception desk. Staff serve as liaison between the department and internal service providers such as Department of County Assets, County Finance and Central Budget.

**Program Summary**

Work unit supports the work of the Department by providing: GIS and asset management; budget development, management and reporting; contracting and procurement; accounts payable and receivable; payroll; grant accounting; administrative support; and implementation of, and compliance with, all county, state and federal fiscal policies and procedures related to the business of this department.

Business Services personnel work across the county with other departments and agencies; function as liaison staff between the department and internal service providers such as County Finance, Central Budget, and the Department of County Assets.

Business Services also manages two County special districts; Dunthorpe-Riverdale Sanitary Sewer District and the Mid-County Street Lighting Service District.

Business Services provides responsible leadership; sound budgetary and financial management; and delivers results that are consistent with Department and County priorities.

**Performance Measures**

Measure Type	Primary Measure	FY14 Actual	FY15 Purchased	FY15 Estimate	FY16 Offer
Output	Total Dollars Spent by DCS	\$176M	\$216M	\$140M	\$196M
Outcome	Percentage of Invoices Paid on Time	89%	90%	90%	90%

**Performance Measures Descriptions**

Total dollars spent by DCS provides a general measurement of activity level of Business Services. The fluctuations in dollar values from year to year are primarily a function of Transportation capital projects.

Invoices paid on time is the percentage of invoices paid within 30 days of the invoice date and measures the effectiveness of the accounts payable process.

## Legal / Contractual Obligation

ORS 294 – County and Municipal Financial Administration rules and Regulations  
ORS 366.739-774 – State Highways and State Highway Fund Allocations to Counties and Cities  
ORS 368.051 – Accounting for County Road Work  
Government Accounting Standards Board (GASB)  
Generally Accepted Accounting Principles (US GAAP)  
County Administrative Policies and Procedures

## Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2015	2015	2016	2016
Personnel	\$473,863	\$1,361,907	\$419,393	\$1,270,032
Contractual Services	\$5,000	\$91,000	\$5,000	\$56,000
Materials & Supplies	\$8,350	\$25,480	\$7,150	\$23,852
Internal Services	\$22,152	\$255,334	\$23,319	\$278,664
<b>Total GF/non-GF</b>	<b>\$509,365</b>	<b>\$1,733,721</b>	<b>\$454,862</b>	<b>\$1,628,548</b>
<b>Program Total:</b>	<b>\$2,243,086</b>		<b>\$2,083,410</b>	
<b>Program FTE</b>	4.00	14.00	4.00	13.00

Program Revenues				
Indirect for Dept. Admin	\$32,335	\$0	\$42,308	\$0
Intergovernmental	\$0	\$1,476,401	\$0	\$1,354,405
Other / Miscellaneous	\$11,000	\$207,320	\$11,000	\$199,143
Service Charges	\$0	\$50,000	\$0	\$75,000
<b>Total Revenue</b>	<b>\$43,335</b>	<b>\$1,733,721</b>	<b>\$53,308</b>	<b>\$1,628,548</b>

## Explanation of Revenues

Funding for Business Services comes from the dedicated Transportation Funds, Public Land Corner Preservation Fund, County General Fund and the two County Special Districts. Business Service personnel costs are assigned to the fund where they provide the greatest level of support.

## Significant Program Changes

**Last Year this program was:** FY 2015: 91002 DCS Business Services

This program offer will transfer two staff (Office Assistant 2 and Finance Specialist 1) to the Bridge Services (PO 91015), not fill a vacant management position (Program Manager 1) and add two new positions ( Data Analyst and Finance Specialist 2). These new positions will be funded by reprogramming funding for the vacant position.





## Legal / Contractual Obligation

ORS 609.010 to 609.190 pertains to Animal Control mandates. Includes: Dogs running at large prohibited; Potentially Dangerous and Dangerous Dogs regulations; Dogs as Public Nuisance prohibited; Impoundment and shelter requirements for violations; Dog License requirements; Impoundment of Dogs harming livestock requirements. ORS 609.205 pertains to prohibitions against keeping wild or exotic animals. ORS 433.340 to 433.390 pertains to Rabies Control - includes: requirement to report animal bites; impoundment, quarantine and disposition requirements; inoculations against rabies requirements; records requirements; and requirement for all fees to go to the County dog control fund. Multnomah County Code Chapter 13 provides local regulations for animal ownership.

## Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2015	2015	2016	2016
Personnel	\$1,691,880	\$0	\$1,693,596	\$0
Contractual Services	\$72,408	\$0	\$25,000	\$0
Materials & Supplies	\$80,185	\$0	\$81,799	\$0
Internal Services	\$144,557	\$0	\$186,605	\$0
Cash Transfers	\$0	\$1,635,000	\$0	\$1,635,000
<b>Total GF/non-GF</b>	<b>\$1,989,030</b>	<b>\$1,635,000</b>	<b>\$1,987,000</b>	<b>\$1,635,000</b>
<b>Program Total:</b>	<b>\$3,624,030</b>		<b>\$3,622,000</b>	
<b>Program FTE</b>	20.00	0.00	20.00	0.00

Program Revenues				
Fees, Permits & Charges	\$0	\$1,600,000	\$0	\$1,600,000
Financing Sources	\$1,635,000	\$0	\$1,635,000	\$0
Service Charges	\$0	\$35,000	\$0	\$35,000
<b>Total Revenue</b>	<b>\$1,635,000</b>	<b>\$1,635,000</b>	<b>\$1,635,000</b>	<b>\$1,635,000</b>

## Explanation of Revenues

Dog License revenue: 49,000 licenses issued @ \$25.00/license = \$1,225,000. Cat License revenue: 30,000 licenses issued @ \$12/license = \$360,000. 150 Animal Facility licenses x \$100 = \$15,000. Total Licensing revenue = \$1,600,000. Animal Adoption revenue: 1,670 adoptions x \$21/average adoption = \$35,000.

In the General Fund, the \$1,635,000 revenue represents the cash transfer from the Animal Services Fund to the General Fund. It includes revenue from the sources described above.

## Significant Program Changes

**Last Year this program was:** FY 2015: 91005 Animal Services Client Services

No significant changes

**Department:** Community Services      **Program Contact:** Mike Oswald  
**Program Offer Type:** Existing Operating Program      **Program Offer Stage:** As Adopted  
**Related Programs:** 91005, 91007  
**Program Characteristics:**

**Executive Summary**

The Field Services program provides 24 hr public safety emergency response to calls concerning animals attacking and injuring people and animals; 24 hr emergency animal rescue for injured, sick and abused animals; investigation services for animal bite cases, and animal abuse and neglect cases; enforce city, county and state laws; and provides community education and assistance in helping resolve neighborhood animal nuisances. Service is provided to the community 7 days a week. This program serves all cities and unincorporated areas in Multnomah County, including the City of Portland.

**Program Summary**

The Field Services program delivers the following services: 1) Emergency public safety protection: respond to calls on dangerous dog attacks injuring people and other animals. 2) Emergency animal rescue: respond and rescue injured, sick, abused and neglected animals. 3) Public health protection: investigate reports of animal bites, quarantine animals for rabies and enforce state rabies laws. 4) Animal welfare protection: investigate cases of animal neglect, abuse and abandonment; dog fighting; and, ensure humane standards of animal care in licensed animal facilities. Team with law enforcement agencies and District Attorney on criminal cases involving animals. 5) Promote neighborhood livability: assist the public in resolving neighborhood nuisances involving animals; regulate potentially dangerous dog ownership, and impound stray animals. 6) Community education: promote responsible pet ownership. Enforce City, County, and State laws involving animals. 7) Manage the administrative hearings process to resolve ordinance violations.

**Performance Measures**

Measure Type	Primary Measure	FY14 Actual	FY15 Purchased	FY15 Estimate	FY16 Offer
Output	Calls for Service	14,584	8,200	14,000	14,000
Outcome	Priority Investigation Response Time (days)	1.92	2.0	2.1	2.1
Output	Notices of Infractions Issued	8,866	11,000	15,000	15,000

**Performance Measures Descriptions**

Calls for service is an output measure of service demand. The Priority Investigation Response Time measures the time from the initial call received to first contact by an officer. Priority investigations are cases of animal cruelty and neglect, animal bites, and Potentially Dangerous Dogs. In FY14, Field Services responded to 14,584 calls for service: 1,835 emergency calls; 768 bite investigations; 965 animal cruelty/welfare investigations; 1,123 dead animal service calls; 6,893 license violations. and 3,000 neighborhood nuisance complaints

## Legal / Contractual Obligation

ORS 609.010 to 609.190 pertains to Animal Control mandates. Includes: Dogs running at large prohibited; Potentially Dangerous and Dangerous Dogs regulations; Dogs as Public Nuisance prohibited; Impoundment and shelter requirements for violations; Dog License requirements; Impoundment of Dogs harming livestock requirements. ORS 609.205 pertains to prohibitions against keeping wild or exotic animals. ORS 433.340 to 433.390 pertains to Rabies Control - includes: requirement to report animal bites; impoundment, quarantine and disposition requirements; inoculations against rabies requirements; records requirements; and requirement for all fees to go to the County dog control fund. Multnomah County Code Chapter 13 provides local regulations for animal ownership.

## Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2015	2015	2016	2016
Personnel	\$1,173,476	\$0	\$1,205,927	\$0
Contractual Services	\$76,000	\$0	\$96,854	\$0
Materials & Supplies	\$34,200	\$0	\$42,200	\$0
Internal Services	\$197,216	\$0	\$235,207	\$0
Cash Transfers	\$0	\$35,000	\$0	\$20,000
<b>Total GF/non-GF</b>	<b>\$1,480,892</b>	<b>\$35,000</b>	<b>\$1,580,188</b>	<b>\$20,000</b>
<b>Program Total:</b>	<b>\$1,515,892</b>		<b>\$1,600,188</b>	
<b>Program FTE</b>	14.00	0.00	14.00	0.00

Program Revenues				
Other / Miscellaneous	\$0	\$35,000	\$0	\$20,000
Financing Sources	\$35,000	\$0	\$20,000	\$0
<b>Total Revenue</b>	<b>\$35,000</b>	<b>\$35,000</b>	<b>\$20,000</b>	<b>\$20,000</b>

## Explanation of Revenues

Revenue from Notice of Infractions fines: Projected (800) Notices of Infraction issued @ an average of \$25/notice = \$20,000. In the General Fund, the \$20,000 revenue represents the cash transfer from the Animal Services Fund to the General Fund.

## Significant Program Changes

Last Year this program was: FY 2015: 91006 Animal Services Field Services

No significant changes



## Legal / Contractual Obligation

ORS 609.010 to 609.190 pertains to Animal Control mandates. Includes: Dogs running at large prohibited; Potentially Dangerous and Dangerous Dogs regulations; Dogs as Public Nuisance prohibited; Impoundment and shelter requirements for violations; Dog License requirements; Impoundment of Dogs harming livestock requirements. ORS 609.205 pertains to prohibitions against keeping wild or exotic animals. ORS 433.340 to 433.390 pertains to Rabies Control - includes: requirement to report animal bites; impoundment, quarantine and disposition requirements; inoculations against rabies requirements; records requirements; and requirement for all fees to go to the County dog control fund.

## Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2015	2015	2016	2016
Personnel	\$1,475,418	\$258,356	\$1,514,908	\$290,930
Contractual Services	\$65,000	\$65,000	\$115,000	\$121,846
Materials & Supplies	\$222,050	\$74,000	\$151,650	\$337,800
Internal Services	\$887,107	\$0	\$982,383	\$0
Cash Transfers	\$0	\$100,000	\$0	\$100,000
Unappropriated & Contingency	\$0	\$267,954	\$0	\$323,137
<b>Total GF/non-GF</b>	<b>\$2,649,575</b>	<b>\$765,310</b>	<b>\$2,763,941</b>	<b>\$1,173,713</b>
<b>Program Total:</b>	<b>\$3,414,885</b>		<b>\$3,937,654</b>	
<b>Program FTE</b>	16.50	1.00	18.00	1.00

Program Revenues				
Fees, Permits & Charges	\$0	\$125,000	\$0	\$125,000
Other / Miscellaneous	\$0	\$143,000	\$0	\$190,000
Financing Sources	\$100,000	\$0	\$100,000	\$0
Beginning Working Capital	\$0	\$497,310	\$0	\$858,713
<b>Total Revenue</b>	<b>\$100,000</b>	<b>\$765,310</b>	<b>\$100,000</b>	<b>\$1,173,713</b>

## Explanation of Revenues

Animal Fee revenue: 2,100 animals returned to owner x \$47.62 average = \$100,000. Animal Fee revenue: 1,000 animal licenses @ \$25 average = \$25,000 is a portion of the license fee revenue retained in the the restricted accounts, per County Resolution 2010-098. Revenues budgeted in this Program Offer are a combination of General Fund, and private donations and grants in Fund 1508. Private donations are projected to be \$145,000 in FY16.

## Significant Program Changes

**Last Year this program was:** FY 2015: 91007 Animal Services Animal Care

In FY15, a one-time-only Program Offer was added to the Animal Care program which increased veterinary services to a 7-day-a-week service level. The one-time-only Program Offer added an additional veterinarian position and an additional Certified Veterinary Tech position. The key to our success in saving animal lives, and achieving high Live Release Rates, is a direct result of providing high quality veterinary services. Reductions in veterinary service levels will have an impact on the division's ability to sustain our life-saving efforts. Continuation of the 2nd veterinarian position is proposed in program offer 91007B.

In addition, this Program Offer adds 1.5 FTE Animal Care Aide positions within constraint.





## Legal / Contractual Obligation

ORS 609.010 to 609.190 pertains to Animal Control mandates. Includes: Dogs running at large prohibited; Potentially Dangerous and Dangerous Dogs regulations; Dogs as Public Nuisance prohibited; Impoundment and shelter requirements for violations; Dog License requirements; Impoundment of Dogs harming livestock requirements. ORS 609.205 pertains to prohibitions against keeping wild or exotic animals. ORS 433.340 to 433.390 pertains to Rabies Control - includes: requirement to report animal bites; impoundment, quarantine and disposition requirements; inoculations against rabies requirements; records requirements; and requirement for all fees to go to the County dog control fund.

## Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2015	2015	2016	2016
Personnel	\$197,316	\$0	\$212,581	\$0
Contractual Services	\$0	\$0	\$7,000	\$0
Materials & Supplies	\$0	\$0	\$15,419	\$0
<b>Total GF/non-GF</b>	<b>\$197,316</b>	<b>\$0</b>	<b>\$235,000</b>	<b>\$0</b>
<b>Program Total:</b>	<b>\$197,316</b>		<b>\$235,000</b>	
<b>Program FTE</b>	2.00	0.00	2.00	0.00

Program Revenues				
<b>Total Revenue</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

## Explanation of Revenues

This Program Offer will enable the division to increase adoptions  
 (250) additional adoptions x \$25/adoption = \$6,250

## Significant Program Changes

Last Year this program was:



## Legal / Contractual Obligation

ORS 609.010 to 609.190 pertains to Animal Control mandates. Includes: Dogs running at large prohibited; Potentially Dangerous and Dangerous Dogs regulations; Dogs as Public Nuisance prohibited; Impoundment and shelter requirements for violations; Dog License requirements; Impoundment of Dogs harming livestock requirements. ORS 609.205 pertains to prohibitions against keeping wild or exotic animals. ORS 433.340 to 433.390 pertains to Rabies Control - includes: requirement to report animal bites; impoundment, quarantine and disposition requirements; inoculations against rabies requirements; records requirements; and requirement for all fees to go to the County dog control fund.

## Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2015	2015	2016	2016
Personnel	\$0	\$0	\$90,000	\$0
<b>Total GF/non-GF</b>	<b>\$0</b>	<b>\$0</b>	<b>\$90,000</b>	<b>\$0</b>
<b>Program Total:</b>	<b>\$0</b>		<b>\$90,000</b>	
<b>Program FTE</b>	0.00	0.00	1.00	0.00

Program Revenues				
<b>Total Revenue</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

## Explanation of Revenues

This Program Offer will enable the division to increase adoptions (250) additional adoptions x \$25/adoption = \$6,250

## Significant Program Changes

Last Year this program was:

**Department:** Community Services  
**Program Offer Type:** Existing Operating Program

**Program Contact:** Tim Scott  
**Program Offer Stage:** As Adopted

**Related Programs:**  
**Program Characteristics:**

### Executive Summary

The Elections Division conducts all local, city, county, state and federal elections for the citizens of and all political districts within Multnomah County. Under Oregon law, regular election dates are in March, May, September and November. Under state and local law, special elections and recall elections can also be called at any time of the year.

### Program Summary

The Elections Division conducts many types of elections in Multnomah County, from Water District Commissioner to President of the United States. Local elections include elected boards of directors for schools and special districts as well as local measures. City elections include elected city offices and city measures. County elections are for elected county offices and county measures. State elections include Governor, all statewide offices and state senate and house seats in Multnomah County. Federal elections include Presidential, US Senate and Congressional races.

Conducting elections involves: registering voters; maintaining the statewide voter registration and election management database (Oregon Central Voter Registration database); maintaining address and district data; checking signatures on city and local candidate/initiative/referendum petitions; accepting candidate/measure filings; producing voters' pamphlets; issuing and mailing ballots; managing drop site locations; accepting and processing returned ballots; providing assistance to voters with disabilities; counting ballots; and releasing results. Elections employs as many as 260 temporary election workers for major elections.

### Performance Measures

Measure Type	Primary Measure	FY14 Actual	FY15 Purchased	FY15 Estimate	FY16 Offer
Output	Number of votes counted	153,555	378,250	449,752	265,324
Outcome	Percent of customers who are satisfied with counter service	99%	97%	98%	97%
Efficiency	Personnel cost per 1,000 ballots cast	\$936	\$970	\$998	\$950

### Performance Measures Descriptions

Customer satisfaction was measured through a survey completed by Elections in-person customers and reflects the percentage of customers who indicated that customer service either met or exceed their expectations.

Personnel Cost per 1,000 ballots cast for FY14 Actual is for the Gubernatorial Primary Election; FY15 Purchased and Estimate is for the Gubernatorial General Election: and the FY16 Offer is for the Presidential Primary Election.

## Legal / Contractual Obligation

Multnomah County Code of Ordinances, Chapter 5, Elections, describes the process for county initiative/referendum petitions in Multnomah County as well as how to fill vacancies in county elective offices. Oregon Administrative Rules, Chapter 165, addresses state-wide uniformity in the conduct of elections by each county. Rules deal with issues such as County Voters' Pamphlets and Voting by Mail. Oregon Revised Statutes, Chapters 246 through 260, provide the legal authority for all aspects of conducting elections in Oregon. There are also Federal mandates. The Voting Rights Act, The National Voter Registration Act, The Help America Vote Act and the Military and Overseas Empowerment Act establish election administration standards.

## Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2015	2015	2016	2016
Personnel	\$1,296,453	\$0	\$1,391,200	\$0
Contractual Services	\$399,667	\$0	\$516,637	\$0
Materials & Supplies	\$1,265,863	\$0	\$1,140,655	\$0
Internal Services	\$719,321	\$0	\$805,513	\$0
Capital Outlay	\$0	\$0	\$500,000	\$0
<b>Total GF/non-GF</b>	<b>\$3,681,304</b>	<b>\$0</b>	<b>\$4,354,005</b>	<b>\$0</b>
<b>Program Total:</b>	<b>\$3,681,304</b>		<b>\$4,354,005</b>	
<b>Program FTE</b>	10.00	0.00	10.00	0.00

Program Revenues				
Service Charges	\$1,118,213	\$0	\$961,662	\$0
<b>Total Revenue</b>	<b>\$1,118,213</b>	<b>\$0</b>	<b>\$961,662</b>	<b>\$0</b>

## Explanation of Revenues

Most revenue is generated through reimbursements from districts for their apportioned share of the cost of an election. Election expenses are always reimbursed by special districts. Special elections called by the State or Cities are reimbursed by the State or the City calling the election. By state law, Cities and the State cannot be charged for the cost of the election in the Primary or General election. The County must pay for those district's apportioned cost in these elections.

During FY 16 two smaller special elections are included in the budget at \$260,447 each. Another special election in November 2015 is in the budget at \$412,268. Budget amounts for all these special elections are calculated at 100% reimbursement. Reimbursements for the Primary election in May 2016 are budgeted at 2.7%, or \$20,000.

In addition to election reimbursement, the budget has revenue of \$6,000 for boundary changes and \$2,500 for petitions.

## Significant Program Changes

**Last Year this program was:** FY 2015: 91008 Elections

**Department:** Community Services  
**Program Offer Type:** Innovative/New Program  
**Related Programs:** 91008A

**Program Contact:** Tim Scott  
**Program Offer Stage:** As Adopted

**Program Characteristics:**

**Executive Summary**

The Elections Division would like to create a voter education and outreach program. The program would support goals, objectives and strategies identified in the DCS and Elections strategic plan around equitable service provision and collaboration. Specifically working to identify and remove barriers to participation in under served communities using feedback from several sources including direct outreach to identified communities.

**Program Summary**

The main focus of Elections for the past six years has been on adding technology to improve the efficiency of the program. The majority of the money used for this was from federal grant funds except for an FY15 OTO request for purchasing a new tally system. The Elections strategic plans contain several objectives and strategies around removing barriers to participation in voter registration and election processes. Additionally, leading elections programs on the west coast have begun to focus on equity issues with measurable, positive results. The addition of an outreach and education program to Multnomah County Elections meets key goals of the strategic plan and aligns with the values of both the Department of Community Services and the Board of County Commissioners.

The Voter Education and Outreach program would be largely supported by a new Program Coordinator position. Key components of the position would include:

- Using the equity lens, design and field a statistically valid random sampling survey soliciting feedback from voters
- Create a Community Advisory Committee to establish a regular forum for feedback on Elections issues
- Develop relationships with ethnic communities and other under served populations
- Work with the disabled community to match services with voters' needs
- Establish partnerships with organizations already active in serving the targeted communities
- Analyze feedback and make recommendations for outreach and education

**Performance Measures**

Measure Type	Primary Measure	FY14 Actual	FY15 Purchased	FY15 Estimate	FY16 Offer
Output	Report of initial findings and future strategies to engage communities in the election process.	new	new	new	Report complete
Outcome	Field a statistically valid, random sampling survey of voters using the equity lens.	new	new	new	Survey complete

**Performance Measures Descriptions**

In the first year of this program the overall goals will be to establish mechanisms for feedback from the community and report out the effectiveness of those measures. The outcome measure is to develop and field a statistically valid random sampling survey to get feedback on voters' awareness of our services and target areas of outreach and education. The output measure will be a report that will include initial findings and future strategies to engage underrepresented communities in the election process.

## Legal / Contractual Obligation

There are currently no legal or contractual obligations to undertake this work. However there continues to be significant growth in minority language communities that has been the topic of study at the state level by the Task Force on Minority Language Voting Materials. The task force report that will be released to the legislature will guide decisions about possible legislation requiring additional requirements to provide voting materials in languages other than English. The work of this program will help prepare Multnomah County to meet any possible future legal requirements.

## Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2015	2015	2016	2016
Personnel	\$0	\$0	\$87,046	\$0
Contractual Services	\$0	\$0	\$15,000	\$0
Materials & Supplies	\$0	\$0	\$3,954	\$0
<b>Total GF/non-GF</b>	<b>\$0</b>	<b>\$0</b>	<b>\$106,000</b>	<b>\$0</b>
<b>Program Total:</b>	<b>\$0</b>		<b>\$106,000</b>	
<b>Program FTE</b>	0.00	0.00	1.00	0.00

Program Revenues				
<b>Total Revenue</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

## Explanation of Revenues

This program contains no anticipated revenue.

## Significant Program Changes

Last Year this program was:





## Legal / Contractual Obligation

The County Surveyor position is mandated by state statute. The duties of the County Surveyor are mandated by ORS Chapter 209, including those related to Public Land Corners. Plat review and approval are mandated by ORS 92.100 and ORS 100.115. Certain work regarding county roads is mandated by ORS 368.

## Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2015	2015	2016	2016
Personnel	\$0	\$1,097,346	\$0	\$1,111,806
Contractual Services	\$0	\$2,000	\$0	\$2,000
Materials & Supplies	\$0	\$44,100	\$0	\$49,100
Internal Services	\$0	\$266,185	\$0	\$297,909
Capital Outlay	\$0	\$0	\$0	\$40,000
Unappropriated & Contingency	\$0	\$1,962,507	\$0	\$2,026,335
<b>Total GF/non-GF</b>	<b>\$0</b>	<b>\$3,372,138</b>	<b>\$0</b>	<b>\$3,527,150</b>
<b>Program Total:</b>	<b>\$3,372,138</b>		<b>\$3,527,150</b>	
<b>Program FTE</b>	0.00	10.00	0.00	10.00

Program Revenues				
Indirect for Dept. Admin	\$26,431	\$0	\$37,880	\$0
Other / Miscellaneous	\$0	\$1,640,000	\$0	\$1,465,000
Interest	\$0	\$7,500	\$0	\$7,500
Beginning Working Capital	\$0	\$1,574,638	\$0	\$1,889,650
Service Charges	\$0	\$150,000	\$0	\$165,000
<b>Total Revenue</b>	<b>\$26,431</b>	<b>\$3,372,138</b>	<b>\$37,880</b>	<b>\$3,527,150</b>

## Explanation of Revenues

The County Surveyor's Office is self supporting. All revenues are from user fees or charges for services. Maintenance and restoration of Public Land Corners makes up the largest part of our program. This is funded by a fee (currently \$10) charged whenever certain types of documents are recorded in the County Records. Another large portion of our revenue is derived from a filing fee (currently \$400) which is charged for all records of survey and plats that are submitted to our office for review and filing. Revenue estimates are as follows: Public Land Corner Preservation Fund – estimated 102,000 documents recorded at \$10 each - \$1,020,000 (part of "Other/Miscellaneous" above); Plats and Surveys submitted for filing/recording - estimated 512.5 at \$400 each = \$205,000 (part of "Other/Miscellaneous" above); Plat review and approval - actual cost incurred - estimated \$165,000 (shown as "Service Charges" above); Survey support for county road and bridge projects, and other county departments and local agencies – estimated \$240,000. (part of "Other/Miscellaneous" above)

## Significant Program Changes

Last Year this program was: FY 2015: 91012 County Surveyor's Office



## Legal / Contractual Obligation

The Division fulfills its obligation as a road authority under the provisions of ORS-368. The Federal Highway Administration's Manual on Uniform Traffic Control Devices, Federal Environmental Laws; Clean Water, Safe Drinking Water and Endangered Species Acts provide standards under which we must incorporate in our service delivery.

## Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2015	2015	2016	2016
Personnel	\$0	\$5,035,372	\$0	\$5,528,627
Contractual Services	\$0	\$247,500	\$0	\$262,500
Materials & Supplies	\$0	\$1,642,650	\$0	\$2,011,285
Internal Services	\$0	\$2,525,418	\$0	\$2,595,584
<b>Total GF/non-GF</b>	<b>\$0</b>	<b>\$9,450,940</b>	<b>\$0</b>	<b>\$10,397,996</b>
<b>Program Total:</b>	<b>\$9,450,940</b>		<b>\$10,397,996</b>	
<b>Program FTE</b>	0.00	47.80	0.00	49.80

Program Revenues				
Indirect for Dept. Admin	\$177,321	\$0	\$262,869	\$0
Fees, Permits & Charges	\$0	\$70,000	\$0	\$70,000
Intergovernmental	\$0	\$6,988,788	\$0	\$6,823,776
Taxes	\$0	\$50,000	\$0	\$169,500
Other / Miscellaneous	\$0	\$106,500	\$0	\$106,500
Interest	\$0	\$25,000	\$0	\$45,000
Beginning Working Capital	\$0	\$2,183,152	\$0	\$3,155,720
Service Charges	\$0	\$27,500	\$0	\$27,500
<b>Total Revenue</b>	<b>\$177,321</b>	<b>\$9,450,940</b>	<b>\$262,869</b>	<b>\$10,397,996</b>

## Explanation of Revenues

The program is funded by "County Road Funds" which are a combination of dedicated money received from the state highway fund, county gas tax, federal forest receipts, federal and state grants, developer contributions, and service reimbursements.

## Significant Program Changes

**Last Year this program was:** FY 2015: 91013 Road Services

This FY 2015-16 Program Offer essentially maintains the current service level. Two exceptions are the allocation of a larger portion of the Road fund toward system preservation and an increase in allocation to the Water Quality / Fish barrier removal category has been necessitated by more stringent demands from State agencies. The adjustments are not sustainable however and pavement preservation may be adjusted downward in future years. Several Capital projects are advancing to the execution stage and coupled with some recent employee retirements and adjustments, this offer reflects an increase of 2.0 FTE.



## Legal / Contractual Obligation

Multnomah County is required to maintain and operate its drawbridges in accordance with the River and Harbor Act of 1894, federal regulations (USC 117.750), U.S. Coast Guard regulations (CFR Title 33), State Law (ORS 382.305), 1984 IGA with the City of Portland as amended in 1989, and HB 2041 Section 3a.

## Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2015	2015	2016	2016
Personnel	\$0	\$5,375,177	\$0	\$5,580,413
Contractual Services	\$0	\$328,424	\$0	\$128,425
Materials & Supplies	\$0	\$429,300	\$0	\$486,124
Internal Services	\$0	\$866,481	\$0	\$1,146,280
Capital Outlay	\$0	\$757,853	\$0	\$614,562
Cash Transfers	\$0	\$0	\$0	\$35,351
<b>Total GF/non-GF</b>	<b>\$0</b>	<b>\$7,757,235</b>	<b>\$0</b>	<b>\$7,991,155</b>
<b>Program Total:</b>	<b>\$7,757,235</b>		<b>\$7,991,155</b>	
<b>Program FTE</b>	0.00	41.40	0.00	43.40

Program Revenues				
Indirect for Dept. Admin	\$69,830	\$0	\$130,041	\$0
Intergovernmental	\$0	\$3,678,670	\$0	\$4,070,782
Other / Miscellaneous	\$0	\$3,339,580	\$0	\$2,914,580
Beginning Working Capital	\$0	\$738,985	\$0	\$1,005,793
<b>Total Revenue</b>	<b>\$69,830</b>	<b>\$7,757,235</b>	<b>\$130,041</b>	<b>\$7,991,155</b>

## Explanation of Revenues

Revenue for this program comes from gas taxes and vehicle registrations that are collected by the State and distributed based on an intergovernmental agreement that specifies the amount to be allocated to Bridge Capital. These are dedicated funds and can only be used for bridges. These funds are used to leverage Federal and State dollars to provide a greater benefit to the County.

Other/Miscellaneous revenue comes from reimbursements to Bridge Engineering for work performed by other projects and programs. The largest component is the Sellwood Bridge Project which represents \$3,325,000.

## Significant Program Changes

**Last Year this program was:** FY 2015: 91015 Bridge Maintenance and Operations

This program offer now combines two program offers from previous years. Program offer 91015-15 (Bridge Maintenance and Operations) and 91016-15 (Bridge Engineering) have been combined to form program offer 91015-16 (Bridge Services).



## Legal / Contractual Obligation

Multnomah County is required to maintain the Sellwood Bridge in accordance with; State Law; ORS 382.305 through 382.425, MB 2041 subsection 3a and HB2001 and the 1984 IGA with the City of Portland as amended in 1989.

## Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2015	2015	2016	2016
Personnel	\$0	\$0	\$0	\$78,150
Contractual Services	\$0	\$4,748,437	\$0	\$5,570,000
Materials & Supplies	\$0	\$253,003	\$0	\$241,562
Internal Services	\$0	\$13,150,847	\$0	\$12,693,645
Capital Outlay	\$0	\$99,417,177	\$0	\$43,031,999
<b>Total GF/non-GF</b>	<b>\$0</b>	<b>\$117,569,464</b>	<b>\$0</b>	<b>\$61,615,356</b>
<b>Program Total:</b>	<b>\$117,569,464</b>		<b>\$61,615,356</b>	
<b>Program FTE</b>	0.00	0.00	0.00	0.00

Program Revenues				
Fees, Permits & Charges	\$0	\$10,830,117	\$0	\$11,172,605
Intergovernmental	\$0	\$36,218,521	\$0	\$9,192,068
Interest	\$0	\$100,000	\$0	\$10,000
Beginning Working Capital	\$0	\$70,420,826	\$0	\$41,240,683
<b>Total Revenue</b>	<b>\$0</b>	<b>\$117,569,464</b>	<b>\$0</b>	<b>\$61,615,356</b>

## Explanation of Revenues

Beginning Working Capital: \$41.3 million  
 TIGER III Federal Grant: \$.2 million  
 State Appropriation for Interchange work - \$9.0 million  
 County vehicle registration fee revenue - \$11.1 million  
 Interest earnings - \$10K

## Significant Program Changes

**Last Year this program was:** FY 2015: 91017 Sellwood Replacement Project

No significant program changes are expected in FY2016



**Department:** Community Services      **Program Contact:** Karen Schilling  
**Program Offer Type:** Existing Operating Program      **Program Offer Stage:** As Adopted  
**Related Programs:** 91013, 91016, 91020  
**Program Characteristics:**

**Executive Summary**

The Transportation Capital program represents payments to contractors for capital improvement projects on County-owned Willamette River bridges (Sellwood, Hawthorne, Morrison, Burnside, Broadway and Sauvie Island) and County road infrastructure including bicycle, pedestrian facilities and culverts. The purpose of this program is to maintain and enhance the existing transportation system by identifying needs, prioritizing projects and securing funding to construct projects.

**Program Summary**

Current capital needs are identified in the Transportation Capital Improvement Plan that outlines needed Road and Bridge improvements for the next 20 years. The Transportation Capital Program prioritizes the projects and schedules projects to match available and new funds projected for a 5-year period. Capital improvements are relatively high dollar projects to rehabilitate, improve, or replace when needed, transportation infrastructure assets such as roads and bridges. This program represents County and other fund sources that pass through the County, to make capital improvements on County owned bridges, roads, bicycle/pedestrian facilities and culverts.

This program is dependent upon Bridge Engineering and Roadway Engineering programs to provide County labor, to plan and oversee the design and construction associated with capital projects. Projects are identified, prioritized and scheduled in the Transportation Capital Improvement Program (CIP) to match available funds. This program is approved by the Board of County Commissioners. Transportation staff pursue outside sources of funding through grants and collaborative agreements for these projects. The County's transportation infrastructure assets are valued in excess of \$1.7 billion dollars, thus we deem it very important to protect these assets. Many factors contribute to the constant degradation of the transportation infrastructure which demands constant effort to maintain the current status.

Recent CIP updates include equity and health criteria for rating and ranking roadway, bike, pedestrian, and bridge projects. Similar criteria will be considered for culvert projects in the next update. The major transportation capital projects included in the FY2016 budget are the Sellwood Bridge replacement (program offer 91017), Morrison Bridge deck repair, Broadway Bridge Paint and Rall Wheels and Burnside Bridge Miscellaneous Repairs. Other roadway projects are scheduled in East County and include bike and pedestrian improvements to Arata Road, freight mobility improvements to a section of Sandy Boulevard, and intersection improvements on 172nd and Foster. Also, included are fish passage and culvert projects on Marine Drive and Reeder Road at Dairy Creek, as well as slide repairs at Oxbow.

**Performance Measures**

Measure Type	Primary Measure	FY14 Actual	FY15 Purchased	FY15 Estimate	FY16 Offer
Output	Dollar value of capital improvements	\$7,758,303	\$9,454,000	\$8,345,856	\$8,698,856
Outcome	Percent of cost growth	0%	0%	0%	0%

**Performance Measures Descriptions**

Dollar value of capital improvements includes all County funds spent, regardless of source. The percentage of cost growth compares the total construction cost at the beginning of the fiscal year to the total construction cost estimate at the end of the fiscal year for major projects. This measures the ability to control cost growth during construction. FY2015 estimate and FY2016 offer do not include any Morrison Repair work.



## Legal / Contractual Obligation

This program is mandated by Federal Regulation CFR Title 33 which covers the responsibilities of drawbridge owners; ORS 366.744 and ORS 382.305-382.425 specifically addresses the Willamette River Bridges; ORS 366.514 addresses the Bike and Pedestrian Program; ORS 368 addresses the Road Capital Program, and revenue sharing agreements with the cities of Portland, Gresham, Fairview and Troutdale.

## Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2015	2015	2016	2016
Contractual Services	\$0	\$303,222	\$0	\$286,790
Internal Services	\$0	\$481,716	\$0	\$487,027
Capital Outlay	\$0	\$11,620,410	\$0	\$10,733,273
Unappropriated & Contingency	\$0	\$406,800	\$0	\$294,900
<b>Total GF/non-GF</b>	<b>\$0</b>	<b>\$12,812,148</b>	<b>\$0</b>	<b>\$11,801,990</b>
<b>Program Total:</b>	<b>\$12,812,148</b>		<b>\$11,801,990</b>	
<b>Program FTE</b>	0.00	0.00	0.00	0.00

Program Revenues				
Indirect for Dept. Admin	\$9,052	\$0	\$12,655	\$0
Intergovernmental	\$0	\$10,012,445	\$0	\$10,931,608
Interest	\$0	\$1,800	\$0	\$1,800
Beginning Working Capital	\$0	\$2,497,903	\$0	\$868,582
Service Charges	\$0	\$300,000	\$0	\$0
<b>Total Revenue</b>	<b>\$9,052</b>	<b>\$12,812,148</b>	<b>\$12,655</b>	<b>\$11,801,990</b>

## Explanation of Revenues

Revenues come from dedicated Transportation Funds for construction, repair, maintenance and operation of County roads, bridges and bicycle/pedestrian facilities. Capital projects in this program receive allocations from State Motor Vehicle revenues (i.e., state gas tax, vehicle registration fees, weight/mile tax), County gasoline tax, County vehicle registration fees, permits, development charges, State and Federal grants, and intergovernmental agreements.

## Significant Program Changes

Last Year this program was: FY 2015: 91018 Transportation Capital



## Legal / Contractual Obligation

Transportation Planning operates under mandates from several statutes and administrative rules including ORS 368 and 371, OAR 66 Division 12, the Federal Clean Water Act and the Americans with Disabilities Act (ADA). Funding for Transportation Planning comes primarily from the County's share of State vehicle registration fees and state and local gas tax that may only be used for the County's roads and bridges. Our responsibilities include State-mandated transportation system planning including bicycle and pedestrian modes, capital improvement programming and compliance with ADA and Congestion Management/Air Quality.

## Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2015	2015	2016	2016
Personnel	\$0	\$384,090	\$0	\$392,777
Contractual Services	\$0	\$9,000	\$0	\$94,000
Materials & Supplies	\$0	\$7,900	\$0	\$7,900
Internal Services	\$0	\$54,566	\$0	\$69,892
<b>Total GF/non-GF</b>	<b>\$0</b>	<b>\$455,556</b>	<b>\$0</b>	<b>\$564,569</b>
<b>Program Total:</b>	<b>\$455,556</b>		<b>\$564,569</b>	
<b>Program FTE</b>	0.00	3.40	0.00	3.40

Program Revenues				
Indirect for Dept. Admin	\$8,541	\$0	\$14,670	\$0
Intergovernmental	\$0	\$455,556	\$0	\$564,569
<b>Total Revenue</b>	<b>\$8,541</b>	<b>\$455,556</b>	<b>\$14,670</b>	<b>\$564,569</b>

## Explanation of Revenues

Funding for the Transportation Planning Program comes from the dedicated Transportation Fund. The Transportation Fund is based on gas tax and vehicle registration fees that do not keep pace with inflation. This hampers the County's ability to preserve and maintain our existing facilities and undertake new transportation projects. Transportation Planning's efforts over the next year will be directed at leveraging our limited resources by securing additional funds to address critical needs and maintain existing infrastructure.

## Significant Program Changes

**Last Year this program was:** FY 2015: 91020 Transportation Planning

This program offer includes an increase from \$9,000 to \$94,000 for professional services. This increase funds the countywide Transportation System Plan update that is simultaneously occurring with the countywide Comprehensive Planning effort. These two combined projects will result in updates to the key county transportation and land use planning documents.

**Department:** Community Services      **Program Contact:** Karen Schilling  
**Program Offer Type:** Existing Operating Program      **Program Offer Stage:** As Adopted  
**Related Programs:** 91020, 91027  
**Program Characteristics:**

### Executive Summary

Land Use Planning guides thoughtful development while preserving and protecting open spaces, natural resources, scenic views, wildlife, forests, and farmlands through implementation of the County's zoning code and comprehensive plan. The program provides current and long range planning as well as code compliance for the rural areas of Multnomah County. The planning program plays an important and active role at the state and regional level to ensure adopted codes, plans and policies comply with state requirements while ensuring preservation and protection of the County's rural character.

### Program Summary

Multnomah County is a unique and highly sought after location to live, work, and recreate because the area offers vast open spaces, natural and scenic resources, forests, and farmland. Land use planning develops and implements codes and policies to preserve the rural character by preventing urban sprawl.

The focus of the long range planning section is to create, revise, and adopt plans, policies, and zoning codes in a uniform thoughtful and sensitive manner to ensure that development is consistent with the rural character of the County. The Sauvie Island/Multnomah Channel Rural Area Plan update that is near completion is engaging citizens in the development of the policy revisions to ensure the adopted Plan best reflects the values, goals, and vision of the community. The County is in the process of updating and consolidating the County's Comprehensive Plan reinforcing the fact that Multnomah County serves the entire rural community equitably. Planning staff also play a key role in the coordination with regional partners, such as Metro, to ensure the County's vision and values continue to be achieved. Policies and plans addressing the urban areas within the Urban Growth Boundary are equally important in helping the County achieve the goals of the rural areas.

The current planning section provides assistance to property owners, neighbors, developers, realtors and other agencies with the land use process to objectively, consistently and fairly apply the County's development standards and procedures. Staff explain land use rules, review land use and building applications for compliance with applicable laws, and problem solve complex land use issues with applicants.

The code compliance program responds to possible land use and transportation right-of-way complaints through a voluntary compliance based program. The focus of this program is education and compliance to successfully resolve potential issues. This is accomplished by working with property owners to voluntarily resolve land use and transportation right-of-way conflicts without the use of penalties or fines whenever possible. The Planning program manages a Solid Waste and Recycling Management program. This program licenses service providers in the unincorporated areas of the County for solid waste, recyclable materials and provides outreach materials. This program is being implemented to comply with applicable State and local regulations.

### Performance Measures

Measure Type	Primary Measure	FY14 Actual	FY15 Purchased	FY15 Estimate	FY16 Offer
Output	Number of land use/compliance inquiries	9,032	8,400	8,400	8,650
Outcome	Number of land use/compliance actions taken	426	450	425	440
Quality	% of compliance cases resolved voluntarily	100%	100%	100%	100%
Efficiency	% of land use decisions made in 120 days	88%	90%	85%	85%

### Performance Measures Descriptions

The output measure includes calls received and responded to, walk-in customers assisted, and enforcement complaints logged. The outcome measure captures preliminary meetings held, land use reviews issued, zoning sign-offs completed, and enforcement cases closed within the fiscal year. Our quality goal is 100% voluntary compliance for complaints closed. Our efficiency goal is to issue final decisions within 120 days of when they are made complete.

## Legal / Contractual Obligation

Multnomah County must adopt a Comprehensive Plan that meets Statewide Planning Goals, including enacting implementing regulations as provided under ORS 92, 195, 196, 197, 215 and 390. The County regulates land uses in the National Scenic Area in accordance with federal law. These land use laws mandate the County review all development within its jurisdiction, prescribe extensive procedures the County must follow to ensure due process and set out a timeframe within which land use reviews must be completed. The County must update its codes to comply with new laws adopted each legislative session or when the Gorge Commission revises its rules. The County must appoint a Planning Director and employ staff necessary to carry out these responsibilities.

## Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2015	2015	2016	2016
Personnel	\$945,689	\$0	\$974,729	\$0
Contractual Services	\$74,530	\$41,037	\$47,200	\$41,037
Materials & Supplies	\$26,327	\$0	\$49,500	\$0
Internal Services	\$247,986	\$0	\$261,067	\$0
<b>Total GF/non-GF</b>	<b>\$1,294,532</b>	<b>\$41,037</b>	<b>\$1,332,496</b>	<b>\$41,037</b>
<b>Program Total:</b>	<b>\$1,335,569</b>		<b>\$1,373,533</b>	
<b>Program FTE</b>	8.20	0.00	8.20	0.00

Program Revenues				
Fees, Permits & Charges	\$140,000	\$6,037	\$150,000	\$6,037
Intergovernmental	\$30,000	\$35,000	\$30,000	\$35,000
<b>Total Revenue</b>	<b>\$170,000</b>	<b>\$41,037</b>	<b>\$180,000</b>	<b>\$41,037</b>

## Explanation of Revenues

Land Use Planning historically receives a maximum of \$35,000 from the State to assist with implementing the land use rules in the National Scenic Area (NSA). These funds are reimbursed to the County at the end of each fiscal year based on the amount of time staff spends processing permits and resolving compliance issues in the NSA. Historically we spend almost double the amount that we receive in reimbursements.

Fees are set and collected for land use permits. We estimate \$140,000 in revenues from land use permit fees in FY2016. Planning also receives a small stipend from the Forest Service known as 1% Payments. The funding is intended to be a replacement for the property taxes the counties would have otherwise received had the US not acquired the land. It is estimated that we will receive \$6,037 in FY2016.

Metro will reimburse the County \$30,000 in FY2016 for staff time to develop and implement the Solid Waste Program.

## Significant Program Changes

**Last Year this program was:** FY 2015: 91021 Land Use Planning

**Department:** Community Services      **Program Contact:** Karen Schilling  
**Program Offer Type:** Innovative/New Program      **Program Offer Stage:** As Adopted  
**Related Programs:** 91021A  
**Program Characteristics:**

### Executive Summary

This program offer is to add an additional FTE to increase program capacity to process land use applications and staff the public planning counter. The Program strives to provide excellent customer service. An additional FTE will improve the customer experience by allowing each planner to take more time to help constituents understand the land use review process due to reduced work case loads. The additional FTE will continue to build relationships and community support by allowing the program to take a more proactive approach in community outreach.

### Program Summary

Multnomah County is a unique and highly sought after location to live, work and recreate because the area offers vast open spaces, natural and scenic resources, forests and farmland. Land use planning develops and implements codes and policies to preserve the rural character by preventing urban sprawl. Current staff resources are at a minimal level with only three planners. Planners are carrying heavy workloads and are challenged with providing timely customer service. An additional FTE will allow the program to provide better customer service throughout the application process and will also provide capacity to be able to more actively engage with other agencies and the community helping to build partnerships.

Over the past three fiscal years, average planner case load has increased 74%. It can take a full year to train a new land use planner on Oregon land use law, the County's development code and the internal processes in the Planning office. Currently, 15% of staff are eligible for retirement. Staff resources are stretched thin and the ability to handle one person's extended absence, let alone a resignation or retirement, is a concerning challenge for the Department. With unexpected absences such as illness, cases have to be reassigned and balanced to ensure State mandated deadlines are met, taking a toll on each Planner's ability to manage cases.

In addition, with the current staffing levels there is limited capacity to address process improvements and special projects that include addressing county, regional and state planning initiatives such as climate adaptation, emergency preparedness, equity and sustainability. Additional resources will help the program prepare for a widespread disaster. This program offer demonstrates the county's commitment to serving the community needs.

This Program Offer advances the Department of Community Services Strategic Plan's goal of service excellence by delivering the most effective services possible to our customers in a timely, efficient and thoughtful manner. This will increase levels of customer satisfaction and improve customer access to service.

### Performance Measures

Measure Type	Primary Measure	FY14 Actual	FY15 Purchased	FY15 Estimate	FY16 Offer
Output	Number of land use permit inquiries	new	new	new	535
Outcome	number of land use actions taken	new	new	new	75
Efficiency	% of land use decisions made in 120 days	new	new	new	90%

### Performance Measures Descriptions

These performance measures complement Program Offer #91021A. The output measure includes calls received and responded to, walk-in customers assisted. The outcome measure captures preliminary meetings held, land use reviews issued, zoning sign-offs completed within the fiscal year. Our efficiency goal is to issue final decisions within 120 days of when they are made complete.

## Legal / Contractual Obligation

Multnomah County must adopt a Comprehensive Plan that meets Statewide Planning Goals, including enacting implementing regulations as provided under ORS 92, 195, 196, 197, 215 and 390. The County regulates land uses in the National Scenic Area in accordance with federal law. These land use laws mandate the County review all development within its jurisdiction, prescribe extensive procedures the County must follow to ensure due process and set out a timeframe within which land use reviews must be completed. The County must update its codes to comply with new laws adopted each legislative session or when the Gorge Commission revises its rules. The County must appoint a Planning Director and employ staff necessary to carry out these responsibilities.

## Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2015	2015	2016	2016
Personnel	\$0	\$0	\$97,973	\$0
Internal Services	\$0	\$0	\$11,027	\$0
<b>Total GF/non-GF</b>	<b>\$0</b>	<b>\$0</b>	<b>\$109,000</b>	<b>\$0</b>
<b>Program Total:</b>	<b>\$0</b>		<b>\$109,000</b>	
<b>Program FTE</b>	0.00	0.00	1.00	0.00

Program Revenues				
<b>Total Revenue</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

## Explanation of Revenues

## Significant Program Changes

Last Year this program was:







## Legal / Contractual Obligation

Multnomah County must adopt a Comprehensive Plan that meets Statewide Planning Goals, including enacting implementing regulations as provided under ORS 92, 195, 196, 197, 215 and 390. The County regulates land uses in the National Scenic Area in accordance with federal law. These land use laws mandate the County review all development within its jurisdiction, prescribe extensive procedures the County must follow to ensure due process and set out a timeframe within which land use reviews must be completed. The County must update its codes to comply with new laws adopted each legislative session or when the Gorge Commission revises its rules. The County must appoint a Planning Director and employ staff necessary to carry out these responsibilities.

## Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2015	2015	2016	2016
Personnel	\$0	\$0	\$97,973	\$0
Internal Services	\$0	\$0	\$11,027	\$0
<b>Total GF/non-GF</b>	<b>\$0</b>	<b>\$0</b>	<b>\$109,000</b>	<b>\$0</b>
<b>Program Total:</b>	<b>\$0</b>		<b>\$109,000</b>	
<b>Program FTE</b>	0.00	0.00	1.00	0.00

Program Revenues				
<b>Total Revenue</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

## Explanation of Revenues

## Significant Program Changes

Last Year this program was:



## Legal / Contractual Obligation

Funding obligations are prescribed in the city/county agreements

## Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
<b>Program Expenses</b>	<b>2015</b>	<b>2015</b>	<b>2016</b>	<b>2016</b>
Contractual Services	\$0	\$29,854,799	\$0	\$30,452,794
Internal Services	\$0	\$264,194	\$0	\$274,075
<b>Total GF/non-GF</b>	<b>\$0</b>	<b>\$30,118,993</b>	<b>\$0</b>	<b>\$30,726,869</b>
<b>Program Total:</b>	<b>\$30,118,993</b>		<b>\$30,726,869</b>	
<b>Program FTE</b>	0.00	0.00	0.00	0.00

<b>Program Revenues</b>				
Indirect for Dept. Admin	\$88,065	\$0	\$91,358	\$0
Intergovernmental	\$0	\$23,318,993	\$0	\$24,026,869
Taxes	\$0	\$6,800,000	\$0	\$6,700,000
<b>Total Revenue</b>	<b>\$88,065</b>	<b>\$30,118,993</b>	<b>\$91,358</b>	<b>\$30,726,869</b>

## Explanation of Revenues

Monies transferred to the Cities originate from State Highway Money and County Gas Tax received by Multnomah County

## Significant Program Changes

**Last Year this program was:** FY 2015: 91022 City Supplemental Payments

No significant program changes are expected in FY 2016



Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2015	2015	2016	2016
Materials & Supplies	\$0	\$0	\$150,000	\$0
<b>Total GF/non-GF</b>	<b>\$0</b>	<b>\$0</b>	<b>\$150,000</b>	<b>\$0</b>
<b>Program Total:</b>	<b>\$0</b>		<b>\$150,000</b>	
Program FTE	0.00	0.00	0.00	0.00

Program Revenues				
Total Revenue	\$0	\$0	\$0	\$0

Explanation of Revenues

Significant Program Changes

Last Year this program was:



Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2015	2015	2016	2016
Contractual Services	\$0	\$0	\$70,000	\$0
<b>Total GF/non-GF</b>	<b>\$0</b>	<b>\$0</b>	<b>\$70,000</b>	<b>\$0</b>
<b>Program Total:</b>	<b>\$0</b>		<b>\$70,000</b>	
Program FTE	0.00	0.00	0.00	0.00

Program Revenues				
Total Revenue	\$0	\$0	\$0	\$0

Explanation of Revenues

Significant Program Changes

Last Year this program was:





## Legal / Contractual Obligation

The Land Use and Transportation Planning Program complies with Federal, State and local laws, supports the values of the Board of County Commissioners and meets the evolving needs of the community by adopting and implementing clear and effective land use and transportation planning policies and regulations. These policies and regulations provide the required venue for public participation and a degree of predictability to neighbors and developers. This program offer will require a professional services contract with a firm to help guide public outreach and development of policy and regulation amendments.

## Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2015	2015	2016	2016
Personnel	\$0	\$336,000	\$0	\$273,684
Contractual Services	\$0	\$250,000	\$0	\$323,497
<b>Total GF/non-GF</b>	<b>\$0</b>	<b>\$586,000</b>	<b>\$0</b>	<b>\$597,181</b>
<b>Program Total:</b>	<b>\$586,000</b>		<b>\$597,181</b>	
<b>Program FTE</b>	0.00	0.00	0.00	0.00

Program Revenues				
<b>Total Revenue</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

## Explanation of Revenues

## Significant Program Changes

Last Year this program was: FY 2015: 91027 Land Use Comprehensive Plan Update