

**MINUTES**  
**INFORMAL WORK SESSION**  
**April 4, 2007** 9:00 a.m.

**Service Team Budget Presentations**  
Oval Office, White House

PRESENT: Kathy George, Mary P. Stern, and Leslie Lewis.

Staff: John Krawczyk, Julia Staigers, Nancy Reed, Laura Tschabold, John M. Gray, Jr., Dave Lawson, Eileen Slater, Brian Dunn, Murray Paolo, Jan Coleman, and Gayle Jensen.

Guests: Michael Green, Budget Committee member.

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Kathy reconvened the meeting at 9:00 a.m.

**GENERAL GOVERNMENT TEAM**

Information Services (10-17) - Murray Paolo reviewed his proposed budget. He said that he would like to add a finder's fee or surcharge in Air Support (10-165) to cover his time in finding surplus equipment for other departments. He also noted that he will be seeking some drug eradication funding to assist with operations.

Leslie informed Murray of a recent situation in the Law Library where the computers were offline for several weeks. Murray stated that he would check the call log and then talk with Brian Dunn about connectivity issues before reporting back to the Board. Leslie added that Marilyn Westfall would like to be kept better informed of the cause of such problems in the future.

Leslie expressed frustration that she has been working for years to get some of the Fair's line item descriptions changed and some of them are still showing up incorrectly.

County Counsel (10-25) - John G stated that the only changes in his budget are cost of living and step increases.

Veterans (10-24) - Laura Tschabold reviewed the proposed budget. She noted that since preparing the budget, an in-house candidate has been selected to underfill Phillip Shadden's position, which will result in a slight savings.

Facilities Maintenance (40-16) - Brian stated that one position has been transferred from 40-27 to 40-16. He provided an update on the ongoing building and remodel projects and reviewed expected capital improvements during the upcoming year. He also discussed fixes to the courthouse security system. John K noted that appropriation authority will need to be transferred to this budget to cover the recent energy efficiency retrofits, which came out of the Utilities line.

Assessor (10-12) - Dave Lawson distributed copies of his budget handout and explained that to compensate for a \$133,000 budget deficit, he plans to hire an Appraiser Trainee and not fill either the Chief Appraiser position vacated by Bruce Tindall or the Appraiser Analyst position vacated by Ruben Reyes. He stated that although the Department of Revenue will say he needs a Chief Appraiser, this staffing will allow him to meet their minimum standards.

Clerk (10-15) - Jan Coleman reviewed her proposed budget. She stated that she will need to establish a fee for copies of plats, which are purchased by title companies. Mary suggested making the change effective May 1, 2007 to coincide with new fee schedules proposed by the Surveyor and Public Works.

Treasurer (10-23) - Nancy Reed reviewed her proposed budget, stating that she has decreased her ending balance to compensate for a reduction in discretionary funding.

The meeting recessed at 10:44 a.m. and reconvened at 10:53 a.m.

Administrative Services (10-10) - John K stated that the beginning balance will be lower than estimated because the current budget does not include the cost of Julia's leave when she retires. He said that the adjustments will be made at the Budget Committee level. He added that he will be asking for contingency funds out the current budget to cover the cost of cross-training Julia's replacement.

He stated that Norma Heath is being reclassified to Accounting Clerk 2 and Alison Ticknor will be reclassified to Senior Accounting Clerk when she takes over Tammy Story's position.

Leslie discussed the commuter rail feasibility study and emphasized the need to be clear about the focus shift from a tourist train to commuter rail. She stated that discussions need to be held with Washington County and Tri-Met before deciding what should be in the feasibility study and the RFP. Kathy stated that the study should include the tourism aspect to determine if it would be feasible to do that as well as the commuter rail.

The meeting recessed at 11:30 a.m.

Anne Britt  
Secretary