

<b>Priority:</b>	Accountability	<b>Lead Agency:</b>	Finance Budget & Tax
<b>Program Offer Type:</b>	Existing Operating	<b>Program Contact:</b>	Dave Boyer
<b>Related Programs:</b>	70008, 70023A		

**Frameworks:**

### **Executive Summary**

The Marriage License and Domestic Partner Registration program provides licenses/forms, information, and direct customer service for couples wanting to get married or register as Domestic Partners (DP). It also maintains the permanent marriage license record for the public.

### **Program Description**

The Oregon Dept of Human Services (ODHS) supplies the marriage license (ML) forms to the counties and provides some technical assistance. Multnomah County makes the forms available to the public along with general information and customer service (telephone and counter). Staff reviews and approves the licenses as representatives of the County and collects the fees. After the marriage the completed license is returned, staff reviews for completeness, and forwards to the State for registration. The County provides the DP forms and reviews them for compliance with County Ord. 948. This program provides direct customer service to approximately 10,000 walk-in customers and 15,000 telephone inquiries.

### **Program Justification**

This program contributes to the Accountability Priority by providing accurate, quality services in issuing marriage and domestic partner licenses. Also contributes to Accountability by maintaining accurate public records relating to marriage and domestic partner licenses.

### **Performance Measures**

This program's performance will be measured by:

- The percentage of licenses returned from the State with errors

This data has not yet been collected but the goal is to process marriages licenses with at least 98% accuracy. A high percentage indicates how thoroughly the staff reviews the licenses - fewer errors indicates the work was done correctly the first time and does not incur additional cost.

### **Summary of last year's program results and this year's expected results**

In FY04 this program issued 9,047 licenses including 3,022 same-sex licenses. The volume for both FY05 and FY06 is expected to be 6,100 licenses and 100 DP registrations.

## Program Mandate: 2 Mandated Program with Funding/Service Level Choice

ORS Chapter 106 requires the County to process and issue marriage licenses. Multnomah County Ord. 948 authorized and established a program for unmarried, committed couples to voluntarily register as domestic partners. Reductions in this program over the last 7 years leave only 1.0 FTE in the program. The elimination of this program/position would leave the County unable to issue marriage licenses or register domestic partners.

## Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
<b>Program Expenses</b>	2005	2005	2006	2006
Personnel	\$53,232	\$0	\$58,610	\$0
Contracts	\$100	\$0	\$100	\$0
Materials & Supplies	\$9,506	\$0	\$10,128	\$0
Internal Services	\$5,907	\$0	\$21,081	\$0
Subtotal: Direct Exps:	<b>\$68,745</b>	<b>\$0</b>	<b>\$89,919</b>	<b>\$0</b>
Administration	\$0	\$0	\$10,504	\$0
Program Support	\$0	\$0	\$7,073	\$0
Subtotal: Other Exps:	<b>\$0</b>	<b>\$0</b>	<b>\$17,577</b>	<b>\$0</b>
Total GF/non-GF:	<b>\$68,745</b>	<b>\$0</b>	<b>\$107,496</b>	<b>\$0</b>
Program Total:	<b>\$68,745</b>		<b>\$107,496</b>	
Program FTE	0.00	0.00	1.00	0.00
<b>Program Revenues</b>				
Fees, Permits & Charges	\$200,000	\$0	\$240,000	\$0
Program Revenue for Admin	\$0	\$0	\$1,686	\$0
<b>Total Revenue:</b>	<b>\$200,000</b>	<b>\$0</b>	<b>\$241,686</b>	<b>\$0</b>

## Explanation of Revenues

This program is supported by General Fund revenues. A \$60 fee is collected for each marriage license and domestic partnership registration with the following allocation: \$25 to General Fund (GF), \$25 to Domestic Violence, and \$10 to Court Conciliation. Additionally, fees are charged for certified copies of licenses. FY05 and FY06 GF revenue is estimated at \$240,000.

## Significant Program Changes

Current service level budget. The major changes in this program are the transfer of building management and IT related fees that were previously budgeted in division's administration budget as well as Finance and Human Resources Operations now spread to the programs it supports. The transfer of charges amounts to a net increase of approximately \$14,000.