

BEFORE THE COUNCIL OF THE
METROPOLITAN SERVICE DISTRICT

AN ORDINANCE AMENDING ORDINANCE)
NO. 93-487A REVISING THE FY 1993-94)
BUDGET AND APPROPRIATIONS)
SCHEDULE FOR THE PURPOSE OF)
TRANSFERRING \$10,000 FROM THE)
GENERAL FUND CONTINGENCY FOR A)
VOLUNTARY CONTRIBUTION TO ASSIST)
IN THE FUNDING OF THE INSTITUTE OF)
PORTLAND METROPOLITAN STUDIES)

ORDINANCE NO. 93-507

Introduced by Rena Cusma,
Executive Officer

WHEREAS, The Metro Council has reviewed and considered the need to transfer appropriations within the FY 1993-94 Budget; and

WHEREAS, The need for a transfer of appropriation has been justified; and

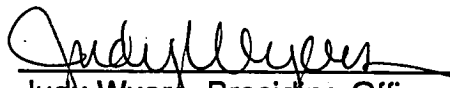
WHEREAS, Adequate funds exist for other identified needs; now, therefore,

THE METRO COUNCIL HEREBY ORDAINS:

1. That Ordinance No. 93-487A, Exhibit B, FY 1993-94 Budget, and Exhibit C, Schedule of Appropriations, are hereby amended as shown in the column titled "Revision" of Exhibits A and B to this Ordinance for the purpose of transferring \$10,000 from the General Fund Contingency to the Executive Management Department, Materials & Services appropriation, for a voluntary contribution to assist in the funding of the Institute of Portland Metropolitan Studies.

2. This Ordinance being necessary for the immediate preservation of the public health, safety and welfare, in order to meet obligations and comply with Oregon Budget Law, an emergency is declared to exist, and this Ordinance takes effect upon passage.

ADOPTED by the Metro Council this 9th day of September, 1993.



Judy Wyers, Presiding Officer

ATTEST:



Clerk of the Council

**Exhibit A
Ordinance No. 93-507**

FISCAL YEAR 1993-94		CURRENT BUDGET		REVISION		PROPOSED BUDGET	
ACCT #	DESCRIPTION	FTE	AMOUNT	FTE	AMOUNT	FTE	AMOUNT
Executive Management (Executive Office)							
Total Personal Services		5.00	343,248	0.00	0	5.00	343,248
<u>Materials & Services</u>							
521100	Office Supplies		2,752		0		2,752
521310	Subscriptions		905		0		905
521320	Dues		17,400		0		17,400
524190	Misc. Professional Services		10,000		0		10,000
525640	Maintenance & Repairs Services-Equipment		460		0		460
526310	Printing Services		450		0		450
526320	Typesetting & Reprographics Services		120		0		120
526410	Telephone		2,100		0		2,100
526420	Postage		125		0		125
526440	Delivery Services		200		0		200
526500	Travel		21,300		0		21,300
526700	Temporary Help Services		2,080		0		2,080
526800	Training, Tuition, Conferences		4,640		0		4,640
528100	License, Permits, Payments to Other Agencies		0		10,000		10,000
529500	Meetings		5,800		0		5,800
529800	Miscellaneous		1,200		0		1,200
Total Materials & Services			69,532		10,000		79,532
TOTAL EXPENDITURES		5.00	412,780	0.00	10,000	5.00	422,780

General Expenses

Total Interfund Transfers			3,202,270		0		3,202,270
<u>Contingency and Unappropriated Balance</u>							
599999	Contingency		500,000		(10,000)		490,000
599990	Unappropriated Fund Balance		267,665		0		267,665
Total Contingency and Unappropriated Balance			767,665		(10,000)		757,665
TOTAL EXPENDITURES		16.00	5,915,414	0.00	0	16.00	5,915,414

**Exhibit B
Schedule of Appropriations
Ordinance No. 93-507**

	Current Appropriation	Revision	Proposed Appropriation
GENERAL FUND			
Council			
Personal Services	987,165	0	987,165
Materials & Services	149,546	0	149,546
Capital Outlay	4,000	0	4,000
Subtotal	1,140,711	0	1,140,711
Executive Management			
Personal Services	343,248	0	343,248
Materials & Services	69,532	10,000	79,532
Capital Outlay	0	0	0
Subtotal	412,780	10,000	422,780
Office of Government Relations			
Personal Services	67,538	0	67,538
Materials & Services	74,450	0	74,450
Subtotal	141,988	0	141,988
Special Appropriations			
Materials & Services	250,000	0	250,000
Subtotal	250,000	0	250,000
General Expenses			
Interfund Transfers	3,202,270	0	3,202,270
Contingency	500,000	(10,000)	490,000
Subtotal	3,702,270	(10,000)	3,692,270
Unappropriated Balance	267,665	0	267,665
Total Fund Requirements	5,915,414	0	5,915,414

All Other Appropriations Remain As Previously Adopted

FINANCE COMMITTEE REPORT

ORDINANCE NO. 93-507 REVISING THE FY 1993-94 BUDGET AND APPROPRIATIONS SCHEDULE FOR THE GENERAL FUND TO PROVIDE FUNDS FOR THE INSTITUTE OF METROPOLITAN STUDIES

Date: August 30, 1993

Presented By: Councilor Kvistad

COMMITTEE RECOMMENDATION: At its August 25, 1993 meeting the Committee voted unanimously to recommend Council adoption of Ordinance No. 93-507. Committee members present and voting were Councilors Kvistad, Monroe and Van Bergen. Councilors Buchanan and Devlin were excused.

COMMITTEE DISCUSSION/ISSUES: Don Rocks, Executive Assistant, presented the Staff Report. He stated that this ordinance had been considered and recommended favorably by the Governmental Affairs Committee at its August 19, 1993 meeting. The ordinance requests a transfer of \$10,000 from the General Fund Contingency to the Executive Management Department budget to be paid as a voluntary contribution to the Institute of Portland Metropolitan Studies which is part of Portland State University. Mr. Rocks pointed out that the Council has supported the creation of the Institute through adoption of Resolution No. 91-1435 in April 1991. The Institute has sought and received funding from several local governments in the Portland metropolitan area.

Dr. Ethan Seltzer, Institute Director, appeared and information on the Institute of Metropolitan Studies (see Attachment 1 to this report). In response to Councilor questions, he pointed out that 1) the Institute has a board of directors made up of civic leaders and local elected officials throughout the metropolitan area; and 2) the Institute works closely with the FOCUS organization to assure that no duplication of effort exists.

Council Staff pointed out that the FOCUS dues are budgeted in the Council Department budget and that no payment of dues to FOCUS has been made to date.

Institute of Portland Metropolitan Studies
Portland State University, School of Urban and Public Affairs
Mission and Programs
May 24, 1993

The Institute of Portland Metropolitan Studies is a new service and research center at Portland State University. The mission for the Institute is to bring the resources of higher education to bear on the issues of the five-county metropolitan area (Yamhill, Clackamas, Multnomah and Washington Counties in Oregon, and Clark County in Washington). These resources include the incorporation of metropolitan issues in the classroom, faculty and student research projects, and the unique role that the university can play as a neutral forum.

In this respect, the Institute serves as a new "front door" for the University. The model employed in the development of Institute programs is one of collaboration. Rather than serving as a consultant to local communities, or as a free-standing research center, the Institute seeks to broker collaborative projects that have both scholarly value for students and faculty, and practical application in area communities. Hence, to address its mission, the Institute must become recognized as a source for comprehensive information about the needs and dynamics of the metropolitan area, adept at finding and providing the resources needed to enable projects to result in quality products, and able to bridge organizational boundaries to create collaborative responses to critical metropolitan issues.

The Institute is governed by a 21-member Board, appointed by the President of the University and drawn from throughout the five-county area. The Board is responsible for establishing policy to guide the development of the Institute. To address its mission, the Board and the Director will develop two primary program areas: research and communications.

The research program of the Institute will be developed based on a survey of metropolitan issues. A broad group of community and business organizations, local governments and service providers, and academic departments will be asked to comment on a preliminary list of issues gleaned from surveys, strategic plans and needs assessments. The Institute will then seek proposals for research projects to address the top priority issues. Over time, the research projects sponsored by the Institute will collectively serve to broaden our appreciation and knowledge of the characteristics that define this metropolitan area.

In its second program area, communications, the following kinds of projects will be developed by the Institute to improve the flow of information in the metropolitan area:

- i) Orientation to the Metropolitan Area - a half-day session for newly elected officials and civic leaders to acquaint them with the metropolitan dynamics that provide a context for their actions.

- ii) Metropolitan Newsnet - a pilot electronic network linking elected officials and civic organizations for information sharing and for the provision of an electronic news clipping service covering the entire area.
- iii) Metropolitan Clearinghouse - a central repository for reports and studies regarding metropolitan issues.
- iv) Project Match - an intake and referral system for appropriately connecting community interests with university resources, for marketing university interests to the community, and for connecting community interests to each other.
- v) Issue Study Groups - occasional study groups established to review present and emerging issues in a collegial setting involving faculty, students, and community leaders.

Resources for Institute programs will come from four sources. Portland State and the Oregon State System of Higher Education will provide salaries for a director and secretary, heat, space, light, and basic overhead. The Institute will seek donations from local government to fund its program activities in the first few years. The track record developed in the first few years will be used to seek other sources of funding and possibly an endowment to offset annual local contributions. Grants from foundations and state and federal agencies will be sought to fund start-up projects for the Institute and for endowment funding. Finally, donations and funding will be sought from private sector funders.

For more information, please contact:

**Ethan Seltzer, Director
Institute of Portland Metropolitan Studies
Portland State University
P.O. Box 751
Portland, Oregon 97207-0751**

**(503) 725-5170
(503) 725-5199 facsimile**

Institute of Portland Metropolitan Studies

Members of the Board

5/24/93

		<u>Area Represented</u>
William Scott, Board Chair	-	Portland
Richard Ares	-	Clackamas County
Mayor Vera Katz	-	Portland
Rena Cusma	-	Metro
Councilor John Godsey	-	Hillsboro City Council
Merwyn Greenlick	-	Oregon Health Sciences University
Joanne Hazel	-	Oregon City School Board
Commissioner Ted Lopuszynski	-	Yamhill County Commission
Commissioner John Magnano	-	Clark County Commission
Eldon Mills	-	Washington County
Robert Mitchell	-	Tualatin Valley Water District
Sue O'Halloran	-	East Multnomah County
Gimi Page	-	Clark County
Fred Rosenbaum	-	Portland
Ruth Scott	-	Portland
Susan Sokol Blosser	-	Yamhill County
Fred Stickel	-	Portland
Carl Talton	-	Portland
Councilor Suzanne VanOrman	-	Oregon City Commission
Greg Van Pelt	-	Washington County
Nohad Toulan (ex-officio)	-	Portland State University

GOVERNMENTAL AFFAIRS COMMITTEE REPORT

ORDINANCE NO. 93-507, AMENDING ORDINANCE NO. 93-487A REVISING THE FY 1993-94 BUDGET AND APPROPRIATIONS SCHEDULE FOR THE PURPOSE OF TRANSFERRING \$10,000 FROM THE GENERAL FUND CONTINGENCY FOR A VOLUNTARY CONTRIBUTION TO ASSIST IN THE FUNDING OF THE INSTITUTE OF PORTLAND METROPOLITAN STUDIES

Date: August 20, 1993

Presented by: Councilor Hansen

COMMITTEE RECOMMENDATION: At its August 19, 1993 meeting the Governmental Affairs Committee voted 4-0 to recommend Council adoption of Ordinance No. 93-507. Voting were Councilors Gates, Gardner, Hansen, and Moore. Councilor Wyers was excused.

COMMITTEE DISCUSSION/ISSUES: Executive Assistant Don Rocks presented the staff report. He said the Council had supported the creation of the Institute of Portland Metropolitan Studies through the adoption of Resolution 91-1435 in April, 1991. He summarized the research mission of the Institute.

Councilor Gates asked how the Institute's mission is different from Metro's. Mr. Rocks said the Institute's work would augment the efforts of Metro to promote regional interests.

Councilor Hansen asked the difference between the Institute's objectives and those of FOCUS. Mr. Rocks said the Institute is designed to be broader and not focus just on governments. He said the Institute would be more objective because it doesn't have turf issues. Councilor Hansen asked if the \$10,000 request was just for this year. Mr. Rocks said he didn't think there would be further requests for funding. The Institute has a finance committee charged with raising funds from the private sector.

Councilor Moore read excerpts from FOCUS' 1993 draft management plan and Resolution 91-1435, citing the many similarities between the two documents in expressing the purposes of FOCUS and the Institute. She said she didn't think Metro should contribute to both groups because of the duplication of functions, and would prefer to support the Institute rather than FOCUS. She asked if Metro had paid its FOCUS dues. Council Analyst Casey Short said he would check to see whether those dues had been paid. Councilor Moore said she would support a motion, when this ordinance comes before the Finance Committee, to not pay FOCUS dues, in favor of supporting the Institute.

Councilor Gardner cited the staff report which says the Executive Officer and a Councilor are members of the Institute's board. He asked Mr. Rocks who the Councilor representative is. Mr. Rocks said he did not know but would find out.

Chair Gates opened a public hearing, and no one testified.

Councilor Gardner said he agreed almost totally with Councilor Moore's comments, though they were more germane to the question of whether to continue in FOCUS than to support the Institute. There are some differences between the two groups, but there is much overlap between them.

Councilor Hansen moved the ordinance, saying she did so without any conditions but that she liked the idea of supporting one or the other group, but not both. She said if the FOCUS issue comes up, the Council can deal with that separately.

STAFF REPORT

CONSIDERATION OF ORDINANCE NO. 93-507 AMENDING ORDINANCE NO. 93-487A REVISING THE FY 1993-94 BUDGET AND APPROPRIATIONS SCHEDULE FOR THE PURPOSE OF TRANSFERRING \$10,000 FROM THE GENERAL FUND CONTINGENCY FOR A VOLUNTARY CONTRIBUTION TO ASSIST IN THE FUNDING OF THE INSTITUTE OF PORTLAND METROPOLITAN STUDIES

Date: August 2, 1993

Presented by: Don Rocks

BACKGROUND AND ANALYSIS

"In 1990, the Governor's Commission on Higher Education in the Portland Metropolitan Area recommended that links be forged among public, private, and community resources so as to form a new and vital partnership between the Greater Portland community and its academic institutions. Key to this vision was the creation of the Institute of Portland Metropolitan Studies." (from Institute brochure)

Subsequently, Dr. Nohad Toulon, School of Urban Studies, Portland State University, conferred with local government elected officials, academicians and community leaders to design a structure and a set of goals for the Institute and to seek the official endorsement of local government jurisdictions. Metro was a party to early Institute formation discussions and the Council adopted Resolution No. 91-1435 (attached) on 25 April 1991. The Executive Officer and a designated Metro Councilor are members of the Institute's 21 person board, presently chaired by William Scott. Following a nationwide search for a Director, the Institute hired Ethan Seltzer, formerly of Metro Planning.

Initial funding for the Institute of some \$200,000 was provided by Portland State University. The next largest funder is the City of Portland which approved a \$100,000 contribution. The Institute prepared list of member local government jurisdictions with recommended funding amounts. The recommendations place Metro in the \$10,000 category; the same amount as is sought from counties. Attached, also, is a Question and Answer sheet which speaks to the reasons for the funding request, the benefits expected, how the funds are to be spent, etc.

Given the Institute's mission, Metro's participation in founding the Institute and subsequent adoption of Resolution No. 91-1435, it is appropriate that Metro's commitment and leadership in regional issues and initiatives be further demonstrated by council approval of the funding request.

This action requests the transfer of \$10,000 from the General Fund Contingency to the Executive Management Department, materials & services appropriation category.

EXECUTIVE OFFICER'S RECOMMENDATION

The Executive officer recommends adoption of Ordinance No. 93-507, for the purpose of funding a voluntary contribution to assist in the funding of the Institute of Portland Metropolitan Studies.

BEFORE THE COUNCIL OF THE
METROPOLITAN SERVICE DISTRICT

FOR THE PURPOSE OF ENDORSING) RESOLUTION NO. 91-1435
THE ESTABLISHMENT OF AN)
INSTITUTE OF PORTLAND) INTRODUCED BY RENA CUSMA,
METROPOLITAN STUDIES AT PORTLAND) EXECUTIVE OFFICER
STATE UNIVERSITY AND OTHER)
INSTITUTIONS OF HIGHER EDUCATION)
IN THE METROPOLITAN AREA)

WHEREAS, The Governor's Commission on Higher Education in the Portland Metropolitan Area recently issued its final report, "Working Together-A Community and Academic Partnership for Greater Portland"; and,

WHEREAS, The Report calls for the formation of a Council of Presidents of local colleges and universities, the development of Portland State University into an "Urban Grant University", focusing on the needs of the region, improving access and participation for students, and establishing a Greater Portland Trust to support implementation of the plan and seek new sources of funding, and enhance cooperation between institutions; and,

WHEREAS, The complexity of the issues confronting the governments of the metropolitan region requires a continuous search for innovative approaches to solutions, efficient mechanisms for service delivery, and a continuously updated information base; and,

WHEREAS, The Metropolitan Service District supports the establishment under the auspices of Higher Education of an independent research organization capable of conducting studies,

sponsoring policy seminars, and regularly disseminating information to all local governments in the region; and


WHEREAS, Portland State University has committed itself to work for the establishment of an Institute for Portland Metropolitan Studies to perform such functions; and,

WHEREAS, The Institute enhances the potential of cooperation, interactions and communication between government and higher education and provides an objective forum for dialogue and exchange of views regarding governmental service issues in the region; now, therefore,

BE IT RESOLVED,

That the Council of the Metropolitan Service District endorse the principle of establishing in the region an Institute of Portland Metropolitan Studies to be administered by Portland State University with participation of the Metropolitan Service District in such matters as the identification of the governing board and the development of an annual research agenda.

ADOPTED by the Council of the Metropolitan service District this 25th day of April, 1991.



Jim Gardner, Deputy Presiding Officer

Institute of Portland Metropolitan Studies
Local Funding Request
Questions and Answers
June 21, 1993

Why is the Institute seeking funding?

First, we want to develop a source of funds for the research program that will enable us to establish a track record. Contributions from cities, counties, special districts, and regional and state agencies in the 5-county area will be used to create the products that will enable the Institute to seek endowment funding from private and grant sources. The university provides all of the overhead, thereby reserving contributions for research program expenses only.

Second, the Institute is seeking participation from as many jurisdictions and service providers as possible. The Institute does not want to be perceived to be beholden to a single funder. In this instance, the metropolitan area has a great opportunity and challenge: to build off of the \$100,000 contribution of the City of Portland. Towards that end, we would like to have the participation of every jurisdiction and agency at a level that they feel they can afford.

How was the allocation schedule developed?

The request made to cities and counties is based on population, using population as a rough indicator of ability to pay. The specific amounts were developed by the Development Committee of the Board. For special districts, the requests were developed using the dues structure for the Special Districts Association of Oregon, and through consultation with Board members having direct experience with special district governing boards. Some have raised the concern of double taxation, where the citizens of a district might also be represented by multiple districts and/or jurisdictions in our allocation schedule. Nonetheless, our goals include both revenue and participation, and we expect a trade-off between the two.

What are the benefits of contributing to the Institute's research fund?

First, Portland State is committed to better serving this metropolitan area, and the Institute, properly funded, can help to better extend the resources of the university to metropolitan area communities. In fact, we are already developing concrete products aimed at furthering collaborative approaches to metropolitan issues. These include the Metropolitan Clearinghouse, Project Match, the Leadership Forum on April 24, and Metropolitan Newsnet.

Second, the research work that we are proposing to engage in will help to better characterize the environment for local policy development and planning. By investing

in our program, donors will help to develop information about the environment for their decisions useful to long-term and strategic planning efforts.

Third, support for the research program now will enable the Institute to develop ongoing sources of support from non-public sector funders. A little invested now will leverage more for both present and future activities of the Institute.

Finally, the Institute has been developed as a catalyst for collaborative action. The fiscal times that we are in require a high degree of collaboration among public and private interests. The Institute can help to develop collaborative efforts of service to jurisdictions and agencies and their constituents.

Would the Institute accept less than the requested amount?

The answer is certainly "yes." Our desire to seek funding from local jurisdictions agencies is driven by two objectives: revenue and participation. Given the fiscal challenges facing all public sector entities today, we certainly understand concern regarding a request for funding. As you'll note from the allocation schedule sent with the original request, we've tried to scale our requests to the capability of the community. Nonetheless, those at the local level are obviously in the best position to determine the extent to which they should and could participate.

If a jurisdiction or agency doesn't contribute, will it be cut off from Institute projects or products?

No. Our mission is to serve the communities of the metropolitan area by better connecting them to the resources of the university. This is a direct extension of Portland State's mission statement. Therefore, we will continue to reach out and attempt to involve communities from throughout the metropolitan area as we proceed. Our request for funding from jurisdictions and agencies is the first step in a multi-year effort to secure stable research funding, either through long-term grants or through the creation of an endowment. This first step is crucial, however, because the funds we raise locally will be used to develop the track record needed to secure funding from other sources. Again, we are seeking both revenue and participation, and we need the money. But we will always recognize our commitment to the entire metropolitan community in the work we do.

Who will decide how the money gets spent?

The Board of the Institute will develop criteria for selecting projects, and will make final funding decisions. However, the development of criteria and the major research themes for the Institute will occur through a process of consultation with our donors, metropolitan area communities and civic organizations, and with university faculty and departments.