

A G E N D A

600 NORTHEAST GRAND AVENUE | PORTLAND, OREGON 97232 2736
TEL 503 797 1542 | FAX 503 797 1793



METRO

Agenda

MEETING: METRO COUNCIL REGULAR MEETING
DATE: April 27, 2000
DAY: Thursday
TIME: 2:00 PM
PLACE: Metro Council Chamber

CALL TO ORDER AND ROLL CALL

1. INTRODUCTIONS
2. CITIZEN COMMUNICATIONS
3. EXECUTIVE OFFICER COMMUNICATIONS
4. AUDITOR COMMUNICATIONS
5. MPAC COMMUNICATIONS
6. CONSENT AGENDA
 - 6.1 Consideration of Minutes for the April 20, 2000 Metro Council Regular Meeting.
7. ORDINANCES – FIRST READING
 - 7.1 **Ordinance No. 00-861**, Amending the FY 1999-00 Budget and Appropriations Schedule for the Purpose of Adopting a Supplemental Budget for the Zoo Operating Fund for the Fiscal Year beginning July 1, 1999 and ending June 30, 2000; and Declaring an Emergency.
 - 7.2 **Ordinance No. 00-862**, Amending the FY 1999-00 Budget and Appropriations Schedule for the Purpose of Recognizing Grant Funding for the Replacement of Dock Floats at the M. James Gleason Boat Ramp, and Declaring An Emergency.
 - 7.3 **Ordinance No. 00-863**, Amending the FY 1999-00 Budget and Appropriations Schedule for the Purpose of Adjusting Expenditures in the Contractor's Business License Program; and Declaring An Emergency.

8. ORDINANCES – SECOND READING

- 8.1 **Ordinance No. 00-847A**, For the Purpose of Adopting the Annual Budget for Fiscal Year 2000-01, making appropriations, and levying ad valorem taxes, and declaring an emergency. (*Public Hearing*) McLain
- 8.2 **Ordinance No. 00-856**, Confirming the Annual Readoption of Metro Code 2.06 (Investment Policy); and Declaring an Emergency. Atherton
- 8.3 **Ordinance No. 00-858**, For the Purpose of Amending the Metro Code Chapter 5.02 to Extend the Sunset Date for the Regional System Fee Credit Program to June 30, 2001. Park

9. RESOLUTIONS

- 9.1 **Resolution No. 00-2916**, For the Purpose of Approving the FY 2000-01 Budget and Transmitting the Approved Budget to the Tax Supervising and Conservation Commission. McLain
- 9.2 **Resolution No. 00-2928**, For the Purpose of Confirming the Nominations of Jay Hamlin, David Manhart and Jim Battan to the Regional Parks and Greenspaces Advisory Committee. Washington
- 9.3 **Resolution No. 00-2930**, For the Purpose of Authorizing Metro Regional Parks and Greenspaces to Apply for a Local Government Grant from the Oregon Parks and Recreation Department and Delegating Authority to the Department Director to Sign the Application. Atherton
- 9.4 **Resolution No. 00-2936**, For the Purpose of Amending the Intergovernmental Agreement with Washington County for the Wilsonville/Beaverton Transit Corridor Study. McLain
- 9.5 **Resolution No. 00-2937**, For the Purpose of Approving a 1999-00 Business Waste Reduction Outreach Workplan. Washington
- 9.6 **Resolution No. 00-2941**, For the Purpose of Recommending that the Land Conservation and Development Commission Adopt Regulations to Protect Exception Lands Adjacent to the Metro Urban Growth Boundary from Further Parcelization. Park
- 9.7 **Resolution No. 00-2942**, For the Purpose of Authorizing Amendments to the Intergovernmental Agreement with the City of Portland for the Consolidation Of Regional Facilities to Transfer Civic Stadium. Monroe

10. CONTRACT REVIEW BOARD

- 10.1 **Resolution No. 00-2925**, For the Purpose of Authorizing an Exemption to the Requirement of Competitive Bidding, Authorizing Issuance of a Request for Proposals to Procure Hazardous Waste Disposal Services, and Authorizing the Executive Officer to Execute the Resulting Multi-Year Contract. Park
- 10.2 **Resolution No. 00-2927**, For the Purpose of Authorizing Change Order No. 2 to the Contract for Operation of the Metro South and Metro Central Transfer Stations. McLain
- 10.3 **Resolution No. 00-2938**, For the Purpose of Authorizing the Release of a Request for Proposals for Advertising Services and Authorizing the Executive to Enter into a Contract. Washington

**11. EXECUTIVE SESSION HELD PURSUANT TO ORS 192.660(1)(e).
DELIBERATIONS WITH PERSONS DESIGNATED TO NEGOTIATE
REAL PROPERTY TRANSACTIONS.**

11.1 **Resolution No. 00-2926**, For the Purpose of Amending the Fanno Creek
Greenway Target Area Refinement Plan.

Washington

12. COUNCILOR COMMUNICATION

ADJOURN

Cable Schedule for April 27, 2000 Metro Council Meeting

	Sunday (4/30)	Monday (5/1)	Tuesday (5/2)	Wednesday (5/3)	Thursday (4/27)	Friday (4/28)	Saturday (4/29)
CHANNEL 11 (Community Access Network) (most of Portland area)		4:00 P.M.					
CHANNEL 21 (TVCA) (Washington Co., Lake Oswego, Wilsonville)							
CHANNEL 30 (TVCA) (NE Washington Co. - people in Wash. Co. who get Portland TCI)							
CHANNEL 30 (CityNet 30) (most of City of Portland)	8:30 P.M.						
CHANNEL 30 (West Linn Cable Access) (West Linn, Rivergrove, Lake Oswego)	8:00 A.M. (previous meeting)	9:00 A.M. (previous meeting)		2:00 P.M. (previous meeting)		8:00 P.M. (previous meeting)	12:00 P.M. (previous meeting)
CHANNEL 33 (ATT Consumer Svcs.) (Milwaukie)	4:00 P.M. (previous meeting)					10:00 P.M. (previous meeting)	9:00 A.M. (previous meeting)

PLEASE NOTE THAT ALL SHOWING TIMES ARE TENTATIVE BASED ON THE INDIVIDUAL CABLE COMPANIES' SCHEDULES.

Agenda items may not be considered in the exact order. For questions about the agenda, call Clerk of the Council, Chris Billington, 797-1542. Public Hearings are held on all ordinances second read and on resolutions upon request of the public. Documents for the record must be submitted to the Clerk of the Council to be considered included in the decision record. Documents can be submitted by email, fax or mail or in person to the Clerk of the Council. For assistance per the American Disabilities Act (ADA), dial TDD 797-1804 or 797-1540 (Council Office).

Consideration of the April 20, 2000 Regular Metro Council Meeting minutes.

Metro Council Meeting
Thursday, April 27, 2000
Metro Council Chamber

Agenda Item Number 7.1

Ordinance No. 00-861, Amending the FY 1999-00 Budget and Appropriations Schedule for the Purpose of Adopting a Supplemental Budget for the Zoo Operating Fund for the Fiscal Year beginning July 1, 1999 and ending June 30, 2000; and Declaring an Emergency.

First Reading

Metro Council Meeting
Thursday, April 27, 2000
Metro Council Chamber

BEFORE THE METRO COUNCIL

AN ORDINANCE AMENDING THE FY 1999-00)	ORDINANCE NO. 00-861
BUDGET AND APPROPRIATIONS)	
SCHEDULE FOR THE PURPOSE OF)	
ADOPTING A SUPPLEMENTAL BUDGET FOR)	Introduced by Mike Burton,
THE ZOO OPERATING FUND FOR THE)	Executive Officer
FISCAL YEAR BEGINNING JULY 1, 1999 AND)	
ENDING JUNE 30, 2000; AND DECLARING)	
AN EMERGENCY)	

WHEREAS, Conditions exist which had not been ascertained at the time of the preparation of the FY 1999-00 budget and a change in financial planning is required; and

WHEREAS, The Council has reviewed and concurs with the need for the supplemental budget; now, therefore

THE METRO COUNCIL ORDAINS AS FOLLOWS:

1. That the FY 1999-00 Budget and Schedule of Appropriations are hereby amended as shown in the column entitled "Revision" of Exhibits A and B to this Ordinance.
2. This Ordinance being necessary for the immediate preservation of the public health, safety or welfare of the Metro area 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 _____ day of _____, 2000.

David Bragdon, Presiding Officer

ATTEST:

Approved as to Form:

Recording Secretary

Daniel B. Cooper, General Counsel

Exhibit A
 FY 1999-00 Supplemental Budget
 Ordinance No. 00-861

Zoo Operating Fund

ACCT	DESCRIPTION	FY 1999-00 Current Budget		FY 1999-00 Revision		FY 1999-00 Amended Budget	
		FTE	Amount	FTE	Amount	FTE	Amount
Resources							
<i>Resources</i>							
BEGBAL	Beginning Fund Balance		\$9,307,570		\$586,120		\$9,893,690
RPTAX	Real Property Taxes						
4010	Real Property Taxes-Current Yr		6,858,636		0		6,858,636
4015	Real Property Taxes-Prior Yrs		218,893		0		218,893
4018	Payment in Lieu of R Prop Tax		0		0		0
4019	Interest & Penalty-R Prop Tax		0		0		0
GRANTS	Grants						
4100	Federal Grants - Direct		80,000		0		80,000
4105	Federal Grants - Indirect		0		0		0
4120	Local Grants - Direct		0		40,000		40,000
CHGSVC	Charges for Service						
4500	Admission Fees		3,237,037		422,634		3,659,671
4510	Rentals		130,233		18,883		149,116
4550	Food Service Revenue		3,409,302		348,000		3,757,302
4560	Retail Sales		1,071,767		161,861		1,233,628
4610	Contract Revenue		46,512		0		46,512
4620	Parking Fees		0		0		0
4630	Tuition and Lectures		542,326		0		542,326
4635	Exhibit Shows		13,953		0		13,953
4640	Railroad Rides		502,326		72,837		575,163
4650	Miscellaneous Charges for Svc		0		0		0
INTRST	Interest Earnings						
4700	Interest on Investments		511,916		0		511,916
DONAT	Contributions from Private Sources						
4750	Donations and Bequests		684,100		0		684,100
MISCRV	Miscellaneous Revenue						
4170	Fines and Forfeits		2,000		0		2,000
4810	Sale of Fixed Assets		500		0		500
4890	Miscellaneous Revenue		32,558		0		32,558
EQTREV	Fund Equity Transfers						
4970	Transfer of Resources						
	* from General Fund		0		0		0
TOTAL RESOURCES			\$26,649,629		\$1,650,335		\$28,299,964

Exhibit A
 FY 1999-00 Supplemental Budget
 Ordinance No. 00-861

Zoo Operating Fund

ACCT	DESCRIPTION	FY 1999-00 Current Budget		FY 1999-00 Revision		FY 1999-00 Amended Budget	
		FTE	Amount	FTE	Amount	FTE	Amount
Expenditures							
<i>Personal Services</i>							
<i>SALWGE Salaries & Wages</i>							
5010	Reg Employees-Full Time-Exempt						
	Director II	1.00	99,997	0.00	0	1.00	99,997
	Events Coordinator	2.00	86,541	0.00	0	2.00	86,541
	Food Service Coordinator	3.00	121,082	0.00	0	3.00	121,082
	Manager I	3.00	203,609	0.00	0	3.00	203,609
	Management Technician	1.00	38,704	0.00	0	1.00	38,704
	Program Analyst II	1.00	43,973	0.00	0	1.00	43,973
	Program Analyst III	1.00	59,030	0.00	0	1.00	59,030
	Program Director I	1.00	76,802	0.00	0	1.00	76,802
	Program Director II	1.00	88,837	0.00	0	1.00	88,837
	Program Supervisor I	3.00	137,682	0.00	0	3.00	137,682
	Program Supervisor II	3.00	175,833	0.00	0	3.00	175,833
	Research Coordinator II	1.00	43,243	0.00	0	1.00	43,243
	Research Coordinator III	1.00	48,779	0.00	0	1.00	48,779
	Service Supervisor I	7.00	253,395	0.00	0	7.00	253,395
	Service Supervisor II	2.00	101,986	0.00	0	2.00	101,986
	Service Supervisor III	2.00	102,627	0.00	0	2.00	102,627
	Veterinarian II	1.00	57,721	0.00	0	1.00	57,721
	Veterinarian I	1.00	44,446	0.00	0	1.00	44,446
	Administrative Assistant	1.00	36,712	0.00	0	1.00	36,712
	Asst. Pub. Affairs Specialist	1.00	36,733	0.00	0	1.00	36,733
	Catering Coordinator	2.00	83,481	0.00	0	2.00	83,481
	Food Service/Retail Specialist	0.00	0	0.00	0	0.00	0
	Graphics/Exhibit Designer	1.00	40,643	0.00	0	1.00	40,643
	Program Coordinator	2.00	72,851	0.00	0	2.00	72,851
	Restaurant Manager	1.00	33,715	0.00	0	1.00	33,715
	Retail Assistant Manager	1.00	40,466	0.00	0	1.00	40,466
	Senior Public Affairs Specialist	1.00	51,688	0.00	0	1.00	51,688
5015	Reg Empl-Full Time-Non-Exempt						
	Administrative Assistant III	2.00	66,826	0.00	0	2.00	66,826
	Administrative Secretary	3.00	97,224	0.00	0	3.00	97,224
	Animal Keeper	28.00	968,310	0.00	0	28.00	968,310
	Custodian	7.00	235,780	0.00	0	7.00	235,780
	Gardener I	7.00	245,831	0.00	0	7.00	245,831
	Maintenance Electrician	1.00	52,274	0.00	0	1.00	52,274
	Maintenance Lead	1.00	45,336	0.00	0	1.00	45,336
	Maintenance Technician	1.00	43,366	0.00	0	1.00	43,366
	Maintenance Worker 1	2.00	68,833	0.00	0	2.00	68,833
	Maintenance Worker 2	9.00	337,150	0.00	0	9.00	337,150
	Master Mechanic	1.00	45,336	0.00	0	1.00	45,336
	Nutrition Technician	1.00	36,449	0.00	0	1.00	36,449
	Office Assistant	1.00	20,109	0.00	0	1.00	20,109
	Program Assistant 1	1.75	46,078	0.00	0	1.75	46,078
	Program Assistant 2	3.00	89,667	0.00	0	3.00	89,667
	Program Assistant 2-Graphics	0.00	0	0.00	0	0.00	0
	Receptionist	1.00	21,826	0.00	0	1.00	21,826
	Secretary	1.00	23,769	0.00	0	1.00	23,769
	Security Officer 1	5.00	117,679	0.00	0	5.00	117,679
	Senior Animal Keeper	7.00	269,671	0.00	0	7.00	269,671

Exhibit A
 FY 1999-00 Supplemental Budget
 Ordinance No. 00-861

Zoo Operating Fund

ACCT	DESCRIPTION	FY 1999-00 Current Budget		FY 1999-00 Revision		FY 1999-00 Amended Budget	
		FTE	Amount	FTE	Amount	FTE	Amount
Expenditures							
	Senior Gardener	1.00	41,836	0.00	0	1.00	41,836
	Typist/Receptionist-Lead	1.00	27,646	0.00	0	1.00	27,646
	Veterinary Technician	1.00	36,449	0.00	0	1.00	36,449
	Warehouse Specialist	1.00	29,145	0.00	0	1.00	29,145
5020	Reg Employees-Part Time-Exempt						
	Research Coordinator I	0.00	0	0.00	0	0.00	0
	Veterinarian I	0.00	0	0.00	0	0.00	0
	Graphics/Exhibit Designer	1.00	40,644	0.00	0	1.00	40,644
5025	Reg Empl-Part Time-Non-Exempt						
	Administrative Secretary	1.60	53,490	0.00	0	1.60	53,490
	Animal Hospital Attendant	1.00	26,519	0.00	0	1.00	26,519
	Animal Keeper-PT	1.50	54,674	0.00	0	1.50	54,674
	Catering Specialist	1.50	37,453	0.00	0	1.50	37,453
	Clerk/Bookkeeper	1.60	44,938	0.00	0	1.60	44,938
	Custodian	0.00	0	0.00	0	0.00	0
	Educational Service Aide 2	0.00	0	0.00	0	0.00	0
	Gardener 1 - PT	0.50	17,533	0.00	0	0.50	17,533
	Maintenance Worker 1-PT	0.65	22,371	0.00	0	0.65	22,371
	Maintenance Worker 2-PT	2.10	80,031	0.00	0	2.10	80,031
	Office Assistant	0.50	9,537	0.00	0	0.50	9,537
	Program Assistant 1	1.40	38,767	0.00	0	1.40	38,767
	Program Assistant 2	0.50	15,364	0.00	0	0.50	15,364
	Secretary	0.75	17,386	0.00	0	0.75	17,386
	Security Officer 1-reg	0.00	0	0.00	0	0.00	0
	Typist/Receptionist Reg.(Part Time)	0.85	22,395	0.00	0	0.85	22,395
	Video/Photography Technician	0.50	17,482	0.00	0	0.50	17,482
	Visitor Service Worker 3-reg	4.15	88,942	0.00	0	4.15	88,942
5030	Temporary Employees		595,603		208,000		803,603
5040	Seasonal Employees		869,106		440,144		1,309,250
5080	Overtime		206,159		23,000		229,159
<i>FRINGE</i>	<i>Fringe Benefits</i>						
5100	Fringe Benefits		2,276,711		0		2,276,711
Total Personal Services		151.85	\$9,682,271	0.00	\$671,144	151.85	\$10,353,415

Materials & Services

<i>GOODS</i>	<i>Goods</i>						
5201	Office Supplies		97,840		0		97,840
5205	Operating Supplies		935,632		82,875		1,018,507
5210	Subscriptions and Dues		30,328		0		30,328
5214	Fuels and Lubricants		30,000		0		30,000
5215	Maintenance & Repairs Supplies		207,480		43,500		250,980
5220	Food		879,600		125,160		1,004,760
5225	Retail		648,000		75,000		723,000
<i>SVCS</i>	<i>Services</i>						
5240	Contracted Professional Svcs		828,220		163,656		991,876
5250	Contracted Property Services		0		0		0
5251	Utility Services		1,043,315		0		1,043,315
5255	Cleaning Services		21,700		0		21,700
5260	Maintenance & Repair Services		299,620		300,000		599,620
5265	Rentals		118,480		16,000		134,480
5280	Other Purchased Services		485,994		150,000		635,994

Exhibit A
 FY 1999-00 Supplemental Budget
 Ordinance No. 00-861

Zoo Operating Fund

ACCT	DESCRIPTION	FY 1999-00 Current Budget		FY 1999-00 Revision		FY 1999-00 Amended Budget	
		FTE	Amount	FTE	Amount	FTE	Amount
Expenditures							
5290	Operations Contracts		0		0		0
<i>IGEXP</i>	<i>Intergov't Expenditures</i>						
5300	Payments to Other Agencies		20,305				20,305
5305	Election Expenses		0		0		0
<i>OTHEXP</i>	<i>Other Expenditures</i>						
5450	Travel		53,720		0		53,720
5455	Training and Conference Fees		21,475		0		21,475
5490	Miscellaneous Expenditures		68,520		23,000		91,520
Total Materials & Services			\$5,790,229		\$979,191		\$6,769,420
<u>Capital Outlay</u>							
<i>CAPNON</i>	<i>Capital Outlay (Non-CIP Projects)</i>						
5710	Improve-Oth thn Bldg (non-CIP)		0		0		0
5720	Buildings & Related (non-CIP)		344,300		0		344,300
5730	Exhibits and Related (non-CIP)		40,000		0		40,000
5740	Equipment & Vehicles (non-CIP)		153,000		0		153,000
5750	Office Furn & Equip (non-CIP)		18,500		0		18,500
5760	Railroad Eq & Facil (non-CIP)		52,000		0		52,000
<i>CAPCIP</i>	<i>Capital Outlay (CIP Projects)</i>						
5715	Improve-Oth thn Bldg (CIP)		0		0		0
5725	Buildings & Related (CIP)		0		0		0
5735	Exhibits and Related (CIP)		0		0		0
5745	Equipment & Vehicles (CIP)		0		0		0
5765	Railroad Equip & Facil (CIP)		0		0		0
Total Capital Outlay			\$607,800		\$0		\$607,800
<u>Interfund Transfers</u>							
<i>INTCHG</i>	<i>Internal Service Transfers</i>						
5800	Transfer for Indirect Costs						
	* to Support Services		1,295,754		0		1,295,754
	* to Risk Mgmt-Liability		124,432		0		124,432
	* to Risk Mgmt-Worker Comp		34,651		0		34,651
<i>EQTCHG</i>	<i>Fund Equity Transfers</i>						
5810	Transfer of Resources						
	* to Wash. Park Parking Lot Fund		0		0		0
	* to General Revnue Bond Fund		432,058		0		432,058
	* to Zoo Capital Fund		0		0		0
Total Interfund Transfers			\$1,886,895		\$0		\$1,886,895
<u>Contingency and Ending Balance</u>							
<i>CONT</i>	<i>Contingency</i>						
5999	Contingency		921,257		0		921,257
<i>UNAPP</i>	<i>Unappropriated Fund Balance</i>						
5990	Unappropriated Fund Balance		7,761,177		0		7,761,177
Total Contingency and Ending Balance			\$8,682,434		\$0		\$8,682,434
TOTAL REQUIREMENTS		151.85	\$26,649,629	0.00	\$1,650,335	151.85	\$28,299,964

Exhibit B
Schedule of Appropriations
FY 1999-00 Supplemental Budget
Ordinance No. 00-861

	Current Appropriations	Revision	Amended Appropriations
ZOO OPERATING FUND			
Operating Expenses (PS & M&S)	\$15,472,500	\$1,650,335	\$17,122,835
Capital Outlay	607,800	0	607,800
Transfers	1,886,895	0	1,886,895
Contingency	921,257	0	921,257
Unappropriated Balance	7,761,177	0	7,761,177
Total Fund Requirements	\$26,649,629	\$1,650,335	\$28,299,964

All Other Appropriations Remain as Previously Adopted

STAFF REPORT

CONSIDERATION OF ORDINANCE 00-861 AMENDING THE FY 1999-00 BUDGET AND APPROPRIATIONS SCHEDULE FOR THE PURPOSE OF ADOPTING A SUPPLEMENTAL BUDGET FOR THE ZOO OPERATING FUND FOR THE FISCAL YEAR BEGINNING JULY 1, 1999 AND ENDING JUNE 30, 2000; AND DECLARING AN EMERGENCY.

Date: April 11, 2000

Presented by: Kathy Kiaunis

FACTUAL BACKGROUND AND ANALYSIS

Oregon Local Budget Law (ORS 294.480) provides for the preparation and adoption of supplemental budgets. Amending the current year's budget by changing appropriations is allowed when there is an occurrence or condition which was not known at the time the budget was prepared and which requires a change in financial planning.

In the Zoo Operating Fund three circumstances have occurred that meet this criteria. First, as a result of the audit for FY 1998-99 the beginning fund balance for this fund is \$586,120 greater than the amount budgeted. Second, increased attendance at the Oregon Zoo has resulted in higher than anticipated revenues of \$1,024,215. Also, the Zoo has also received a grant of \$40,000 from Intel Corporation for a science station project. The total new resources are \$1,650,335.

Because the amount of this supplemental budget does not exceed 10% of total expenditures in the fund, a public hearing held by the Tax Supervising and Conservation Committee (TSCC) is not required. It is required however, that a special notice be published and a public hearing be held by the Council on the date that the supplemental budget is adopted.

This additional revenue is needed to cover increased expenditures as outlined below:

Zoo Administration

- \$23,000 in proceeds from a long standing endowment by the Kreft Endowment Fund were transferred to the Oregon Zoo Foundation for management.
- Extended family leave by an employee has resulted in the need for an additional \$38,000 in temporary help.

Animal Management

- A grant of \$150,000 was carried forward in fund balance to cover the costs related to bringing Chendra, an elephant, from Malaysia. The timing of Chendra's arrival was unknown at the time the budget was adopted and therefore, these cost were not included in the budget.
- Family leave and vacancies have occurred that required an increase of \$48,000 in temporary help.

Education Services

- Increases in the number of on-grounds overnight camps and services provided to campers results in an increase cost of \$25,547. This cost is offset by increase camp registration revenues.
- A grant of \$40,000 was received from Intel for establishing ZooScope science stations. An increase in appropriations is needed to expend these grant revenues.

Facilities Management

- Increased attendance, family leave, light duty and the number of projects result in and increase in both temporary help and overtime. The total increase in cost is \$145,000.
- Increase in the number of non-CIP projects requires additional funding of \$300,000.

Marketing

- Increase in the number of Summer Concerts offered resulted in additional costs of \$78,656.
- Additional advertising costs for the following:
 - ✓ Extra koala and television ads -- \$52,000
 - ✓ Extra Spring and Steller Cove Ads -- \$33,000

Visitor Services

- Additional expenditures of \$200,160 for food and retail supplies due to increases in sales
- Unanticipated equipment and supply needs of \$76,828
- Increase attendance along with staffing needs for new facilities require and increase in temporary labor of \$440,144

FISCAL IMPACT

The total increase to Personal Services is \$671,144 and the total increase to Materials and Services is \$979,191. The total supplemental budget is \$1,650,335.

EXECUTIVE OFFICER RECOMMENDATION

The Executive Officer recommends adoption of Ordinance 00-861, for the purposes of adopting a supplemental budget for the FY 1999-00.

CMY:

i:\budget\fy99-00\budord\zoo supplemental\staff report.doc

Agenda Item Number 7.2

Ordinance No. 00-862, Amending the FY 1999-00 Budget and Appropriations Schedule for the Purpose of Recognizing Grant Funding for the Replacement of Dock Floats at the M. James Gleason Boat Ramp; and Declaring an Emergency.

First Reading

**Metro Council Meeting
Thursday, April 27, 2000
Metro Council Chamber**

BEFORE THE METRO COUNCIL

AN ORDINANCE AMENDING THE FY 1999-00)	ORDINANCE NO. 00-862
BUDGET AND APPROPRIATIONS)	
SCHEDULE FOR THE PURPOSE OF)	
RECOGNIZING GRANT FUNDING FOR THE)	Introduced by Mike Burton,
REPLACEMENT OF DOCK FLOATS AT THE)	Executive Officer
M. JAMES GLEASON BOAT RAMP; AND)	
DECLARING AN EMERGENCY)	

WHEREAS, The Metro Council has reviewed and considered the need to transfer appropriations within the FY 1999-00 Budget; and

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

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

THE METRO COUNCIL ORDAINS AS FOLLOWS:

1. That the FY 1999-00 Budget and Schedule of Appropriations for the Regional Parks Fund are hereby amended as shown in the column entitled "Revision" of Exhibits A and B to this Ordinance for the purpose recognizing a \$35,000 grant from the State Marine Board to replace dock floats at the M. James Gleason Boat Ramp, transferring \$3,500 from contingency, and increasing capital outlay appropriation by \$38,500 to provide for the project.

2. This Ordinance being necessary for the immediate preservation of the public health, safety or welfare of the Metro area 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 _____ day of _____, 2000.

David Bragdon, Presiding Officer

ATTEST:

Approved as to Form:

Recording Secretary

Daniel B. Cooper, General Counsel

Exhibit A
Ordinance No. 00-862

ACCT	DESCRIPTION	Current Budget		Revision		Amended Budget	
		FTE	Amount	FTE	Amount	FTE	Amount
Regional Parks Fund							
Resources							
<i>Resources</i>							
REGIONAL PARKS & GREENSPACES							
<i>BEGBAL Beginning Fund Balance</i>							
	* Unrestricted		439,977		0		439,977
	* Restricted Renewal & Replacement		831,908		0		831,908
	* Cash Flow Reserve		800,000		0		800,000
	* Renewal, Replacement, Capital Improvement		1,032,660		0		1,032,660
<i>GRANTS Grants</i>							
4100	Federal Grants - Direct		550,029		0		550,029
4110	State Grants - Direct		528,523		35,000		563,523
4120	Local Grants - Direct		90,000		0		90,000
<i>LGSHRE Local Gov't Share Revenues</i>							
4135	Marine Board Fuel Tax		134,000		0		134,000
4139	Other Local Govt Shared Rev.		309,000		0		309,000
<i>GVCNTB Gov't Contributions</i>							
4145	Government Contributions		30,300		0		30,300
<i>CHGSVC Charges for Service</i>							
4165	Boat Launch Fees		145,279		0		145,279
4280	Grave Openings		148,837		0		148,837
4285	Grave Sales		86,047		0		86,047
4500	Admission Fees		434,696		0		434,696
4510	Rentals		186,977		0		186,977
4550	Food Service Revenue		37,414		0		37,414
4610	Contract Revenue		1,003,982		0		1,003,982
4650	Miscellaneous Charges for Svc		30,556		0		30,556
<i>INTRST Interest Earnings</i>							
4700	Interest on Investments		152,604		0		152,604
<i>DONAT Contributions from Private Sources</i>							
4750	Donations and Bequests		15,000		0		15,000
<i>INTSRV Internal Service Transfers</i>							
4980	Transfer for Direct Costs						
	* from Open Spaces Fund		2,035,223		0		2,035,223
	* from Smith & Bybee Lakes Fund		10,000		0		10,000
	* from Regional Parks Trust Fund		7,120		0		7,120
<i>EQTREV Fund Equity Transfers</i>							
4970	Transfer of Resources						
	* from General Fund (general allocation)		653,802		0		653,802
	* from General Fund (1% on SW revenues)		692,028		0		692,028
	* from General Fund (landbanking)		224,965		0		224,965
	* from General Fund (earned on facilities)		155,534		0		155,534
TOTAL RESOURCES			\$10,766,461		\$35,000		\$10,801,461

**Exhibit A
Ordinance No. 00-862**

ACCT	DESCRIPTION	Current Budget		Revision		Amended Budget	
		FTE	Amount	FTE	Amount	FTE	Amount
Regional Parks Fund							
Requirements							
Total Personal Services		35.00	\$2,439,891	0.00	\$0	35.00	\$2,439,891
Total Materials & Services			\$1,859,108		\$0		\$1,859,108
<i>Capital Outlay</i>							
<i>CAPNON Capital Outlay (Non-CIP Projects)</i>							
5710	Improve-Oth thn Bldg (non-CIP)		241,965		38,500		280,465
5720	Buildings & Related (non-CIP)		51,800		0		51,800
5740	Equipment & Vehicles (non-CIP)		5,000		0		5,000
<i>CAPCIP Capital Outlay (CIP Projects)</i>							
5715	Improve-Oth thn Bldg (CIP)		2,690,846		0		2,690,846
Total Capital Outlay			\$2,989,611		\$38,500		\$3,028,111
Total Interfund Transfers			\$852,561		\$0		\$852,561
<i>Contingency and Ending Balance</i>							
<i>CONT Contingency</i>							
5999	Contingency		170,821		(3,500)		167,321
<i>UNAPP Unappropriated Fund Balance</i>							
5990	Unappropriated Fund Balance						
	* Cash Flow Reserve		800,000		0		800,000
	* Renew, Replacement & Capital Improvement		621,809		0		621,809
	* Restricted Renewal & Replacement		1,032,660		0		1,032,660
Total Contingency and Ending Balance			\$2,625,290		(\$3,500)		\$2,621,790
TOTAL REQUIREMENTS		35.00	\$10,766,461	0.00	\$35,000	35.00	\$10,801,461

Exhibit B
Ordinance No. 00-862
FY 1999-00 SCHEDULE OF APPROPRIATIONS

	<u>Current Appropriation</u>	<u>Revision</u>	<u>Amended Appropriation</u>
REGIONAL PARKS FUND			
Operating Expenses (PS & M&S)	\$4,298,999	\$0	\$4,298,999
Capital Outlay	2,989,611	38,500	3,028,111
Interfund Transfers	852,561	0	852,561
Contingency	170,821	(3,500)	167,321
Unappropriated Balance	2,454,469	0	2,454,469
Total Fund Requirements	\$10,766,461	\$35,000	\$10,801,461

All other Appropriations Remain as Previously Adopted

NOTE: The Current Appropriation column assumes the adoption of Ordinance No. 00-854, reflecting COLA and Health & Welfare increases in the budget. The adoption of this ordinance by Council would amend the budget and appropriations schedule by the amounts shown in the column titled "Revision." If previous actions by the Council has amended the Current Appropriation column, then those actions would be carried forward to this action.

STAFF REPORT

CONSIDERATION OF ORDINANCE 00-862 AMENDING THE FY 1999-00 BUDGET AND APPROPRIATIONS SCHEDULE FOR THE PURPOSE OF RECOGNIZING GRANT FUNDING FOR THE REPLACEMENT OF DOCK FLOATS AT THE M. JAMES GLEASON BOAT RAMP; AND DECLARING AN EMERGENCY.

Date: April 11, 2000

Presented by: Dan Kromer

FACTUAL BACKGROUND AND ANALYSIS

This amendment is for emergency replacement to upriver boarding floats at the M. James Gleason Boat Ramp. The 240 feet of floats being replaced are over 20+ years old and have to be removed because of serious deterioration to the point they are breaking up and creating a danger to public safety.

It was hoped that present boarding floats could be patched up on a continuous basis until the facility went through a major upgrade anticipated for sometime in 2003-2004. However, floats are beyond repair. New floats will be modified and reused when the facility is upgraded. Due to the emergency of this project, funding for float replacement was not budgeted in FY 99-00. Life span of the new floats is 20-25 years depending on use and weather conditions.

The total cost of the project is \$38,500 with ninety percent of the funding provided through a grant from the State Marine Board. This action requests the recognition of a \$35,000 grant from the State Marine Board, the transfer of \$3,500 from contingency to provide the 10 percent match, and an increase in capital outlay appropriation of \$38,500.

EXECUTIVE OFFICER RECOMMENDATION

The Executive Officer recommends approval of Ordinance No. 00-862

KTR:

\\mrc-files\files\oldnet\metro2\admsrv\depts\finance\budget\fy99-00\budord\parks grant\staff report.doc

Agenda Item Number 7.3

Ordinance No. 00-863, Amending the FY 1999-00 Budget and Appropriations Schedule for the Purpose of Adjusting Expenditures in the Contractor's Business License Program; and Declaring an Emergency.

First Reading

Metro Council Meeting
Thursday, April 27, 2000
Metro Council Chamber

BEFORE THE METRO COUNCIL

AN ORDINANCE AMENDING THE FY 1999-00)	ORDINANCE NO. 00-863
BUDGET AND APPROPRIATIONS)	
SCHEDULE FOR THE PURPOSE OF)	
ADJUSTING THE EXPENDITURES IN THE)	Introduced by Mike Burton,
CONTRACTOR'S BUSINESS LICENSE)	Executive Officer
PROGRAM; AND DECLARING AN)	
EMERGENCY)	

WHEREAS, The Metro Council has reviewed and considered the need to transfer appropriations within the FY 1999-00 Budget; and

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

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

THE METRO COUNCIL ORDAINS AS FOLLOWS:

1. That the FY 1999-00 Budget and Schedule of Appropriations are hereby amended as shown in the column entitled "Revision" of Exhibits A and B to this Ordinance for the purpose of transferring funds from contingency to materials and services to reflect the payment of Contractor's Business License proceeds to local jurisdictions during FY 99-00.

2. This Ordinance being necessary for the immediate preservation of the public health, safety or welfare of the Metro area 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 _____ day of _____, 2000.

David Bragdon, Presiding Officer

ATTEST:

Approved as to Form:

Recording Secretary

Daniel B. Cooper, General Counsel

Exhibit A
Ordinance No. 00-863

Support Services Fund

ACCT	DESCRIPTION	FY 1999-00 Current Budget		Revision		FY 1999-00 Amended Budget	
		FTE	Amount	FTE	Amount	FTE	Amount
General Expenditures							
<i>Personal Services</i>							
<i>SALWGE Salaries & Wages</i>							
5000	Elected Official Salaries						
	Auditor	1.00	72,334	0.00	0	1.00	72,334
5010	Reg Employees-Full Time-Exempt						
	Administrative Assistant IV	2.00	76,539	0.00	0	2.00	76,539
	Director I	1.00	92,453	0.00	0	1.00	92,453
	Director II	0.90	89,997	0.00	0	0.90	89,997
	General Counsel	1.00	99,997	0.00	0	1.00	99,997
	Legal Counsel I	1.00	66,986	0.00	0	1.00	66,986
	Legal Counsel II	3.00	250,081	0.00	0	3.00	250,081
	Manager I	2.00	143,176	0.00	0	2.00	143,176
	Manager II	3.00	225,364	0.00	0	3.00	225,364
	Program Analyst III	3.00	167,787	0.00	0	3.00	167,787
	Program Analyst IV	4.90	293,058	0.00	0	4.90	293,058
	Program Director I	0.40	33,179	0.00	0	0.40	33,179
	Program Supervisor I	3.00	148,319	0.00	0	3.00	148,319
	Program Supervisor II	3.00	191,355	0.00	0	3.00	191,355
	Service Supervisor II	0.20	8,492	0.00	0	0.20	8,492
	Auditor's Administrative Assistant	1.00	40,320	0.00	0	1.00	40,320
	Administrative Assistant	1.00	37,057	0.00	0	1.00	37,057
	Assoc. Management Analyst	1.00	49,240	0.00	0	1.00	49,240
	Asst. Management Analyst	2.00	81,394	0.00	0	2.00	81,394
	Construction Coordinator	1.00	61,641	0.00	0	1.00	61,641
	Management Technician	0.45	17,462	0.00	0	0.45	17,462
	Programmer/Analyst	1.00	51,701	0.00	0	1.00	51,701
	Senior Accountant	1.00	49,240	0.00	0	1.00	49,240
	Senior Auditor	3.00	192,831	0.00	0	3.00	192,831
	Systems Specialist	6.00	259,897	0.00	0	6.00	259,897
5015	Reg Empl-Full Time-Non-Exempt						
	Administrative Assistant II	1.00	25,572	0.00	0	1.00	25,572
	Administrative Assistant III	2.90	102,229	0.00	0	2.90	102,229
	Administrative Assistant IV (legal only)	3.00	110,046	0.00	0	3.00	110,046
	Archive Technician	1.00	32,868	0.00	0	1.00	32,868
	Accounting Clerk 2	6.00	181,596	0.00	0	6.00	181,596
	Administrative Secretary	0.25	8,496	0.00	0	0.25	8,496
	Building Service Worker	0.45	14,054	0.00	0	0.45	14,054
	Building Services Technician	0.45	17,921	0.00	0	0.45	17,921
	Lead Accounting Clerk	3.00	110,544	0.00	0	3.00	110,544
	Management Technician	2.63	93,042	0.00	0	2.63	93,042
	Office Assistant	1.00	23,656	0.00	0	1.00	23,656
	Program Assistant 1	1.00	26,102	0.00	0	1.00	26,102
	Reproduction Clerk	2.00	62,461	0.00	0	2.00	62,461
	Secretary	1.00	24,294	0.00	0	1.00	24,294
	Technical Assistant	2.00	64,807	0.00	0	2.00	64,807
	Technical Specialist	4.50	177,620	0.00	0	4.50	177,620
5020	Reg Empl-Part Time-Exempt		0		0		0
5025	Reg Empl-Part Time-Non-Exempt		0		0		0
	Program Assistant 1	0.50	11,046	0.00	0	0.50	11,046
5030	Temporary Employees		39,547		0		39,547
5080	Overtime		32,013		0		32,013
<i>FRINGE Fringe Benefits</i>							
5100	Fringe Benefits		1,357,867		0		1,357,867
Total Personal Services		79.53	\$5,315,681	0.00	\$0	79.53	\$5,315,681

Exhibit A
Ordinance No. 00-863

Support Services Fund

ACCT	DESCRIPTION	FY 1999-00 Current Budget		Revision		FY 1999-00 Amended Budget	
		FTE	Amount	FTE	Amount	FTE	Amount
General Expenditures							
<i>Materials & Services</i>							
<i>GOODS</i>	<i>Goods</i>						
5201	Office Supplies		134,853		0		134,853
5205	Operating Supplies		94,896		0		94,896
5210	Subscriptions and Dues		48,618		0		48,618
5214	Fuels and Lubricants		500		0		500
5215	Maintenance & Repairs Supplies		4,520		0		4,520
<i>SVCS</i>	<i>Services</i>						
5240	Contracted Professional Svcs		351,770		0		351,770
5250	Contracted Property Services		0		0		0
5251	Utility Services		93,188		0		93,188
5255	Cleaning Services				0		
5260	Maintenance & Repair Services		334,604		0		334,604
5265	Rentals		1,100		0		1,100
5280	Other Purchased Services		161,379		0		161,379
<i>IGEXP</i>	<i>Intergov't Expenditures</i>						
5300	Payments to Other Agencies		250,325		280,000		530,325
<i>OTHEXP</i>	<i>Other Expenditures</i>						
5450	Travel		43,953		0		43,953
5455	Staff Development		76,982		0		76,982
5490	Miscellaneous Expenditures		7,301		0		7,301
Total Materials & Services			\$1,603,989		\$280,000		\$1,883,989
<i>Debt Service</i>							
<i>CAPLSE</i>	<i>Capital Lease Payments</i>						
5600	Capital Lease Pmts-Principal		85,374		0		85,374
5605	Capital Lease Pmts-Interest		11,710		0		11,710
Total Debt Service			\$97,084		\$0		\$97,084
<i>Capital Outlay</i>							
<i>CAPNON</i>	<i>Capital Outlay (Non-CIP Projects)</i>						
5750	Office Furn & Equip (non-CIP)		38,435		0		38,435
<i>CAPCIP</i>	<i>Capital Outlay (CIP Projects)</i>						
5755	Office Furniture & Equip (CIP)		161,950		0		161,950
Total Capital Outlay			\$200,385		\$0		\$200,385
<i>Interfund Transfers</i>							
<i>INTCHG</i>	<i>Internal Service Transfers</i>						
5800	Transfer for Indirect Costs						
	* to Building Mgmt Fund		553,526		0		553,526
	* to Risk Mgmt-Liability		13,079		0		13,079
	* to Risk Mgmt-Worker Comp		6,968		0		6,968
<i>EQTCHG</i>	<i>Fund Equity Transfers</i>						
5810	Transfer of Resources						
	* General Fund		1,642,792		0		1,642,792
	* Building Management Fund		35,000		0		35,000
Total Interfund Transfers			\$2,251,365		\$0		\$2,251,365

Exhibit A
Ordinance No. 00-863

Support Services Fund

ACCT	DESCRIPTION	FY 1999-00 Current Budget		Revision		FY 1999-00 Amended Budget	
		FTE	Amount	FTE	Amount	FTE	Amount
General Expenditures							
<i>Contingency and Ending Balance</i>							
<i>CONT</i>	<i>Contingency</i>						
5999	Contingency						
	* General		456,469		(266,096)		190,373
	* Contractor's License		13,904		(13,904)		0
<i>UNAPP</i>	<i>Unappropriated Fund Balance</i>						
5990	Unappropriated Fund Balance						0
	* Contractor's License		253,717		0		253,717
	* Capital Replacement Reserve (Infolink)		77,088		0		77,088
	* Contingency/Unrestricted		0		0		0
	* Operating System Replacement Reserve		0		0		0
Total Contingency and Ending Balance			\$801,178		(\$280,000)		\$521,178
TOTAL REQUIREMENTS		79.53	\$10,269,682	0.00	\$0	79.53	\$10,269,682

Exhibit B
Ordinance No. 00-863
FY 1999-00 SCHEDULE OF APPROPRIATIONS

	Current Appropriation	Revision	Amended Appropriation
SUPPORT SERVICES FUND			
Administrative Services/Human Resources			
Operating Expenses (PS & M&S)	\$5,486,937	\$280,000	\$5,766,937
Debt Services	97,084	0	97,084
Capital Outlay	200,385	0	200,385
Subtotal	5,784,406	280,000	6,064,406
Office of General Counsel			
Operating Expenses (PS & M&S)	843,933	0	843,933
Subtotal	843,933	0	843,933
Office of Citizen Involvement			
Operating Expenses (PS & M&S)	65,430	0	65,430
Subtotal	65,430	0	65,430
Office of the Auditor			
Operating Expenses (PS & M&S)	612,640	0	612,640
Subtotal	612,640	0	612,640
General Expenses			
Interfund Transfers	2,251,365	0	2,251,365
Contingency	381,103	(280,000)	101,103
Subtotal	2,632,468	(280,000)	2,352,468
Unappropriated Balance	330,805	0	330,805
Total Fund Requirements	\$10,269,682	\$0	\$10,269,682

All other Appropriations Remain as Previously Adopted

STAFF REPORT

CONSIDERATION OF ORDINANCE NO. 00-863 AMENDING THE FY 1999-00 BUDGET AND APPROPRIATIONS SCHEDULE FOR THE PURPOSE OF ADJUSTING EXPENDITURES IN THE CONTRACTOR'S BUSINESS LICENSE PROGRAM; AND DECLARING AN EMERGENCY.

Date: March 22, 2000

Presented by: Jennifer Sims
Don Cox

FACTUAL BACKGROUND AND ANALYSIS

ORS 701.015 requires Metro to maintain a Contractor's Business License program, to provide a "passport" business license for contractors in specified fields to be able to conduct their business in any of the 19 participating jurisdictions.

The Accounting Services Division of the Administrative Services Department administers the program, and distributes the proceeds of the license fees to the jurisdictions on a proportional basis. Currently, the payment to the cities occurs in the fiscal year following collection of the fees. The total amount disbursed to the cities in the past three fiscal years has ranged from \$219,000 to \$237,000; the amount in the Proposed Budget for FY 2000-01 is \$268,000.

This ordinance would move the payment to the cities of their share of business license proceeds into FY 1999-00, the year the revenue is received, instead of postponing it to the following fiscal year. The impetus for this action is an upcoming change in accounting regulations being implemented by the Government Accounting Standards Board (GASB), through its Statement #34. Effective FY 2001-02, GASB will begin requiring all governments to adopt "full accrual" accounting, which in essence requires that known liabilities, such as the license fee payments to local jurisdictions, be expended in the year in which they are incurred. This procedure will not change the timing of the actual payment to the cities, and is only an accounting accrual and financial reporting matter. Although this requirement does not occur until FY 2001-02, the department is working to come into compliance with the many new requirements of GASB #34 as soon as possible, in order to reduce additional work required in the coming year.

PROPOSED ACTION

This ordinance would transfer \$280,000 from the Support Services Fund contingency to Materials & Services in the Administrative Services Department budget. The amount transferred includes the portion of the Support Services Fund contingency that is earmarked for this program (\$13,904), with the remainder coming from the undesignated fund contingency. This amount represents the payments projected to be due local jurisdictions, based on estimated business license sales through June 30, 2000.

BUDGET IMPACT

This ordinance would reduce the Support Services Fund's contingency by \$280,000, and increase materials and services expenditures by the same amount. As this is a self-sustaining program and not allocated through the cost allocation plan, there will not be any impact to other department.

There will be a corresponding request to amend the FY 2000-01 budget to eliminate the fund balance carryover dedicated to the Contractor License program. In future years, the payments will be budgeted in the year in which the revenue is received.

EXECUTIVE OFFICER'S RECOMMENDATION

The Executive Officer recommends adoption of Ordinance No. 00-863

Agenda Item Number 8.1

Ordinance No. 00-847A, For the Purpose of Adopting the Annual Budget for Fiscal Year 2000-01, making appropriations, and levying ad valorem taxes, and Declaring an Emergency.

Public Hearing

**Metro Council Meeting
Thursday, April 27, 2000
Metro Council Chamber**

BEFORE THE METRO COUNCIL

FOR THE PURPOSE OF ADOPTING THE)
ANNUAL BUDGET FOR FISCAL YEAR)
2000-01, MAKING APPROPRIATIONS,)
AND LEVYING AD VALOREM TAXES, AND)
DECLARING AN EMERGENCY)

ORDINANCE NO. 00-847

Introduced by
Mike Burton, Executive Officer

WHEREAS, the Multnomah County Tax Supervising and Conservation Commission held its public hearing on the annual Metro budget for the fiscal year beginning July 1, 2000, and ending June 30, 2001; and

WHEREAS, recommendations from the Multnomah County Tax Supervising and Conservation Commission have been received by Metro (attached as Exhibit A and made a part of the Ordinance) and considered; now, therefore,

THE METRO COUNCIL ORDAINS AS FOLLOWS:

1. The "Fiscal Year 2000-01 Metro Budget," in the total amount of THREE HUNDRED SEVENTY-SEVEN MILLION NINE HUNDRED EIGHTY-NINE THOUSAND NINE HUNDRED SIXTY (\$377,989,960) DOLLARS, attached hereto as Exhibit B, and the Schedule of Appropriations, attached hereto as Exhibit C, are hereby adopted.

2. The Metro Council does hereby levy ad valorem taxes, as provided in the budget adopted by Section 1 of this Ordinance, at the rate of \$0.0966 per thousand dollars of assessed value for Zoo operations and in the amount of NINETEEN MILLION, NINE HUNDRED FORTY-FIVE THOUSAND, NINE HUNDRED FOUR (\$19,945,904) DOLLARS for general obligation bond debt, said taxes to be levied upon taxable properties within the Metro District for the fiscal year 2000-01. The following allocation and categorization subject to the limits of Section 11b, Article XI of the Oregon Constitution constitute the above aggregate levy.

SUMMARY OF AD VALOREM TAX LEVY

	Subject to the General Government <u>Limitation</u>	Excluded from the <u>Limitation</u>
Zoo Tax Base	\$0.0966/\$1,000	
General Obligation Bond Levy		\$19,945,904

3. An interfund loan not to exceed TWO HUNDRED THOUSAND DOLLARS (\$200,000) is hereby authorized from the Risk Management Fund to the General Obligation Bond Debt Service Fund. The loan is anticipated to provide cash flow for debt service payments on the outstanding general obligation bonds in the possible event that fund balance carry-over is insufficient to fund the first quarter FY 2000-01 debt service. The loan will be re-paid in FY 2000-01 from general obligation debt property tax levy. Interest shall be paid on the loan amount from the date of draw based on Metro's monthly pooled investment yield as calculated by the Department of Administrative Services.

4. In accordance with Section 2.02.125 of the Metro Code, the Metro Council hereby authorizes positions and expenditures in accordance with the Annual Budget adopted by Section 1 of this Ordinance, and hereby appropriates funds for the fiscal year beginning July 1, 2000, from the funds and for the purposes listed in the Schedule of Appropriations, Exhibit C.

5. Pursuant to Metro Code 2.04.026(b) the Council designated the contracts which have significant impact on Metro for FY 2000-01 and their designations as shown in Exhibit D, attached hereto.

6. The Executive Officer shall make the filings as required by ORS 294.555 and ORS 310.060, or as requested by the Assessor's Office of Clackamas, Multnomah, and Washington Counties.

7. This Ordinance being necessary for the health, safety, or welfare of the Metro area, for the reason that the new fiscal year begins July 1, 2000, and Oregon Budget Law requires the adoption of a budget prior to the beginning of the fiscal year, an emergency is declared to exist and the Ordinance takes effect upon passage.

ADOPTED by the Metro Council on this _____ day of June, 2000.

David Bragdon, Presiding Officer

ATTEST:

Approved as to Form:

Recording Secretary

Daniel B. Cooper, General Counsel

I:\Budget\FY00-01\BudOrd\00-847B.Doc

STAFF REPORT

CONSIDERATION OF ORDINANCE NO. 00-847 ADOPTING THE ANNUAL BUDGET FOR FISCAL YEAR 2000-01, MAKING APPROPRIATIONS AND LEVYING AD VALOREM TAXES, AND DECLARING AN EMERGENCY

Date: January 28, 2000

Presented by: Mike Burton
Executive Officer

FACTUAL BACKGROUND AND ANALYSIS

I am forwarding to the Council for consideration and approval my proposed budget for Fiscal Year 2000-01.

Council action, through Ordinance No. 00-847, is the final step in the process for the adoption of Metro's operating financial plan for the forthcoming fiscal year. Final action by the Council to adopt this plan must be completed by June 30, 2000.

Oregon Revised Statutes 294.635, Oregon Budget Law, requires that Metro prepare and submit Metro's approved budget to the Tax Supervising and Conservation Commission by May 15, 2000. The Commission will conduct a hearing during June 2000 for the purpose of receiving information from the public regarding the Council's approved budget. Following the hearing, the Commission will certify the budget to the Council for adoption and may provide recommendations to the Council regarding any aspect of the budget.

Once the budget plan for Fiscal Year 2000-01 is adopted by the Council, the number of funds and their total dollar amount and the maximum tax levy cannot be amended without review and certification by the Tax Supervising and Conservation Commission. Adjustments, if any, by the Council to increase the level of expenditures in a fund are limited to no more than 10 percent of the total value of any fund's appropriations in the period between Council approval and adoption.

Exhibits B and C of the Ordinance will be available at the public hearing on February 10, 2000.

EXECUTIVE OFFICER'S RECOMMENDATION

The Executive Officer recommends adoption of Ordinance No. 00-847.

Agenda Item Number 8.2

**Ordinance No. 00-856, Confirming the Annual Readoption of Metro Code 2.06 (Investment Policy); and
Declaring an Emergency.**

Second Reading

**Metro Council Meeting
Thursday, April 27, 2000
Metro Council Chamber**

BEFORE THE METRO COUNCIL

AN ORDINANCE CONFIRMING THE)
ANNUAL READOPTION OF METRO CODE)
2.06 (INVESTMENT POLICY); AND)
DECLARING AN EMERGENCY)

ORDINANCE NO. 00-856

Introduced by Mike Burton,
Executive Officer

WHEREAS, The Metro Code, Section 2.06, contains the investment policy which applies to all cash-related assets held directly by Metro; and

WHEREAS, The Investment Advisory Board reviews and approves for adherence to Investment Policy the quarterly Investment Report for submission to Metro Council; and

WHEREAS, Neither the Investment Advisory Board nor the Investment Manager proposes any amendment to the policy at this time; now, therefore,

THE METRO COUNCIL HEREBY ORDAINS:

1. That Metro Code Chapter 2.06 is readopted as written in Exhibit A.
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 Revised Statutes, an emergency is declared to exist, and this Ordinance takes effect upon passage.

READOPTED by the Metro Council this _____ day of _____, 2000.

David Bragdon, Presiding Officer

ATTEST:

Approved as to Form:

Recording Secretary

Daniel B. Cooper, General Counsel

CHAPTER 2.06

INVESTMENT POLICY

Exhibit A
March 9, 2000

SECTIONS	TITLE
2.06.010	Scope
2.06.020	Objectives
2.06.030	Responsibility
2.06.040	Prudence
2.06.050	Investment Diversification
2.06.060	Competitive Selection of Investment Instruments
2.06.065	Monitoring the Portfolio
2.06.070	Qualifying Institutions
2.06.090	Safekeeping and Collateralization
2.06.100	Indemnity Clause
2.06.110	Controls
2.06.120	Accounting Method
2.06.130	Reporting Requirements
2.06.140	Performance Evaluation
2.06.150	Policy Adoption
2.06.160	Policy Readoption

2.06.010 Scope

These investment policies apply to all cash-related assets included within the scope of Metro's audited financial statements and held directly by Metro. Other than bond proceeds or other segregated revenues, the total of funds pooled for investments ranges from \$60 million to \$100 million with an average of \$80 million. Funds held and invested by trustees or fiscal agents are excluded from these policies; however, such funds are subject to the regulations established by the State of Oregon.

Funds of Metro will be invested in compliance with the provisions of ORS 294.035 through 294.048; ORS 294.125 through 294.155; ORS 294.810; and other applicable statutes. Investments will be in accordance with these policies and written administrative procedures. Investment of any tax exempt borrowing proceeds and of any debt service funds will comply with the 1986 Tax Reform Act provisions and any subsequent amendments thereto.

2.06.020 Objectives

(a) Safety. Investments shall be undertaken in a manner that seeks to ensure the preservation of principal in the overall

read_99

2.06-1 (Readopted April 9, 1998)
(Amended December 10, 1998)
(Readopted April 15, 1999)

portfolio and security of funds and investments. For securities not backed by the full faith and credit of the federal government, diversification is required in order that potential losses on individual securities would not exceed the income generated from the remainder of the portfolio.

(b) Liquidity. The investment officer shall assure that funds are constantly available to meet immediate payment requirements including payroll, accounts payable and debt service.

(c) Yield. The investment portfolio shall be designed with the objective of regularly exceeding the average return on 90-day U.S. Treasury Bills. The investment program shall seek to augment returns above this level, consistent with risk limitations described in this policy and prudent investment principles.

Due to Metro's fiduciary responsibility, safety of capital and availability of funds to meet payment requirements are the overriding objectives of the investment program. Investment yield targets are secondary.

(d) Legality. Funds will be deposited and invested in accordance with statutes, ordinances and policies governing Metro.

2.06.030 Responsibility

(a) Investment Officer. The executive officer is the investment officer of the district. The authority for investing Metro funds is vested with the investment officer, who, in turn, designates the investment manager to manage the day-to-day operations of Metro's investment portfolio, place purchase orders and sell orders with dealers and financial institutions, and prepare reports as required.

(b) Investment Advisory Board (IAB). There shall be an investment advisory board composed of five members.

- (1) Terms of Service. The term of service for citizens appointed to the IAB shall be three calendar years. The term of appointment shall be staggered so that not more than two members' terms expire in any calendar year.

- (2) Appointment. The investment officer shall recommend to the council for confirmation, the names of persons for appointment to the IAB.
- (3) Duties. The IAB shall meet at least quarterly. The IAB will serve as a forum for discussion and act in an advisory capacity for investment strategies, banking relationships, the legality and probity of investment activities and the establishment of written procedures for the investment operations.

(c) Quarterly Reports. At each quarterly meeting, a report reflecting the status of the portfolio will be submitted for review and comment by at least 3 members of the IAB. Discussion and comment on the report will be noted in minutes of the meeting. If concurrence is not obtained, notification will be given to the investment officer including comments by the IAB.

2.06.040 Prudence

The standard of prudence to be applied by the investment officer shall be the "prudent investor" rule: "Investments shall be made with judgment and care, under circumstances then prevailing, which persons of prudence, discretion and intelligence exercise in the management of their own affairs, not for speculation, but for investment, considering the probable safety of their capital as well as the probable income to be derived." The prudent investor rule shall be applied in the context of managing the overall portfolio.

2.06.050 Investment Diversification

(Definitions of terms and applicable authorizing statutes are listed in the "Summary of Investments Available to Municipalities" provided by the state treasurer.) The investment officer will diversify the portfolio to avoid incurring unreasonable risks inherent in over investing in specific instruments, individual financial institutions, or maturities.

(a) Diversification by Investment

	Percent of Portfolio (Maximum)
(1) U.S. Treasury Bills, Notes, Bonds, Strips and/or State	100%

and Local Government Series
(SLGS)

- | | | |
|-----|--|------|
| (2) | Securities of U.S. Government Agencies
and U.S. Government Sponsored Enterprises | 100% |
| (3) | Certificates of Deposit (CD)
Commercial Banks in Oregon insured
by FDIC | 100% |
| (4) | Repurchase Agreements (Repo's)
Maximum 90-day maturity | 50% |
| (5) | Banker's Acceptances (BA) | 100% |
| (6) | Commercial Paper (CP)
Issued by a financial institution,
commercial, industrial or utility
business enterprise. | 35% |

For a corporation headquartered in
Oregon; A-1 and P-1 only, maximum 90-day
maturity; A-2 and P-2, A-1/P-2, or A-
2/P-1 only, maximum 60-day maturity.

For a corporation headquartered outside
Oregon; A-1 and P-1 only; maximum 90-day
maturity

- | | | |
|-----|---|------|
| (7) | State of Oregon and Local Government
Securities with A ratings or better | 25% |
| (8) | State of Oregon Investment Pool | 100% |
| (9) | Market Interest Accounts and Checking
Accounts Minimum necessary for daily
cash management efficiency | |

(b) Diversification by Financial Institution

- (1) Qualified Institutions. The investment officer shall maintain a listing of financial institutions and securities dealers recommended by the IAB. Any financial institution and/or securities dealer is eligible to make an application to the investment officer and upon due consideration and approval hold available funds.

A listing of the eligible institutions shall be held by the investment officer and provided any fiduciary agent or trustee.

- (2) Diversification Requirements. The combination of investments in Certificates of Deposit and Banker's Acceptances as outlined individually at 2.06.050(b)(2)(A) and (C) invested with any one institution shall not exceed 25 percent of the total available funds or 15 percent of the equity of the institution.

(A) Certificates of Deposit - Commercial Banks

No more than the lesser of 25 percent of the total available funds or 15 percent of the equity of the financial institution may be invested with any one institution.

(B) Repurchase Agreements

May be purchased from any qualified institution provided the master repurchase agreement is effective and the safekeeping requirements are met. All repurchase agreements will be fully collateralized by general obligations of the U.S. Government, the agencies and instrumentalities of the United States or enterprises sponsored by the United States government, marked to market.

The investment officer shall not enter into any reverse repurchase agreements.

(C) Banker's Acceptances

Must be guaranteed by, and carried on the books of, a qualified financial institution whose short-term letter of credit rating is rated in the highest category by one or more nationally recognized statistical rating organizations.

Qualified institution means:

(i) A financial institution that is located and licensed to do banking business in the State of Oregon; or

(ii) A financial institution located in the States of California, Idaho, or Washington that is wholly owned by a bank holding company that owns a financial institution that is located and licensed to do banking business in the State of Oregon.

No more than the lesser of 25 percent of the total available funds or 15 percent of the equity of the financial institution may be invested with any one institution.

(D) Commercial Paper

No more than 5 percent of the total portfolio with any one corporate entity.

(E) State and Local Government Securities

No more than 15 percent of the total portfolio in any one local entity.

(F) State of Oregon Investment Pool

Not to exceed the maximum amount established in accordance with ORS 294.810, with the exception of pass-through funds (in and out within 10 days).

(G) U.S. Government Agencies

Securities of U.S. Government Agencies and U.S. Government Sponsored Enterprises as defined under ORS 294.035 and/or 294.040. No more than 40 percent of the total portfolio in any one agency.

(H) U.S. Government Treasuries

No limitations

(c) Diversification by Maturity. Only investments which can be held to maturity shall be purchased. Investments shall not be planned or made predicated upon selling the security prior to maturity. This restriction does not prohibit the use of repurchase agreements under ORS 294.135(2). This policy shall not preclude the sale of securities prior to their maturity in order to improve the quality, net yield, or maturity characteristic of the portfolio.

Maturity limitations shall depend upon whether the funds being invested are considered short-term or long-term funds. All funds shall be considered short-term except those reserved for capital projects (e.g., bond sale proceeds).

(1) Short-Term Funds

(A) Investment maturities for operating funds and bond reserves shall be scheduled to meet projected cash flow needs. Funds considered short-term will be invested to coincide with projected cash needs or with the following serial maturity:

- 25% minimum to mature under three months
- 75% minimum to mature under 18 months
- 100% minimum to mature under five years

(B) Investments may not exceed five years. Investment maturities beyond 18 months may be made when supported by cash flow projections which reasonably demonstrate that liquidity requirements will be met. Maturities beyond 18 months will be limited to direct U.S. Treasury obligations.

(2) Long-Term Funds

(A) Maturity scheduling shall be timed according to anticipated need. ORS 294.135 permits investment beyond 18 months for any bond proceeds or funds accumulated for any purpose which the district is permitted by state law to accumulate and hold funds for a period exceeding one year. The maturities should be made to coincide as nearly as practicable with the expected use of the funds.

(B) Investment of capital project funds shall be timed to meet projected contractor payments. The drawdown schedule used to guide the investment of the funds shall evidence the approval of the investment officer and review of the Chief Financial Officer.

(d) Total Prohibitions. The investment officer may not make a commitment to invest funds or sell securities more than 14 business days prior to the anticipated date of settlement of the purchase or sale transaction, and may not agree to invest funds or sell securities for a fee other than interest. Purchase of standby or forward commitments of any sort are specifically prohibited.

(e) Adherence to Investment Diversification. Diversification requirements must be met on the day an investment transaction is executed. If due to unanticipated cash needs, investment maturities or marking the portfolio to market, the investment in any security type, financial issuer or maturity spectrum later exceeds the limitations in the policy, the Investment Officer is responsible for bringing the investment portfolio back into compliance as soon as is practical.

2.06.060 Competitive Selection of Investment Instruments

Before the investment officer invests any surplus funds, a competitive offering solicitation shall be conducted orally. Offerings will be requested from financial institutions for various options with regards to term and instrument. The investment officer will accept the offering which provides the highest rate of return within the maturity required and within the prudent investor rule. Records will be kept of offerings and the basis for making the investment decision.

2.06.065 Monitoring the Portfolio

The investment manager will routinely monitor the contents of the portfolio comparing the holdings to the markets, relative values of competing instruments, changes in credit quality, and benchmarks. If there are advantageous transactions, the portfolio may be adjusted accordingly.

2.06.070 Qualifying Institutions

The investment officer shall maintain a listing of all authorized dealers and financial institutions which are approved for

investment purposes. Written procedures and criteria for selection of financial institutions will be established by the investment officer. Financial institutions must have a branch in Oregon. Any firm is eligible to apply to provide investment services to Metro and will be added to the list if the selection criteria are met. Additions or deletions to the list will be made by the investment officer and reviewed by the IAB. At the request of the investment officer, the firms performing investment services for Metro shall provide their most recent financial statements or Consolidated Report of Condition (call report) for review. Further, there should be in place, proof as to all the necessary credentials and licenses held by employees of the broker/dealers who will have contact with Metro as specified by but not necessarily limited to the National Association of Securities Dealers (NASD), Securities and Exchange Commission (SEC), etc. At minimum, the investment officer and the IAB shall conduct an annual evaluation of each firm's qualifications to determine whether it should be on the authorized list.

Securities dealers not affiliated with a Qualified Financial Institution, as defined in ORS 294.035, will be required to have headquarters located in the State of Oregon, Washington or Idaho and, if not headquartered in the State of Oregon, to have an office located in Oregon. Notwithstanding the above, securities dealers who are classified as primary dealers with the New York Federal Reserve Bank are also eligible.

2.06.090 Safekeeping and Collateralization

All securities purchased pursuant to this investment policy will be delivered by either book entry or physical delivery to a third party for safekeeping by a bank designated as custodian. Purchase and sale of all securities will be on a payment versus delivery basis. The trust department of the bank designated as custodian will be considered to be a third party for the purposes of safekeeping of securities purchased from that bank. The custodian shall issue a safekeeping receipt to Metro listing the specific instrument, rate, maturity and other pertinent information.

Delivery versus payment will also be required for all repurchase transactions and with the collateral priced and limited in maturity in compliance with ORS 294.035(11).

Deposit-type securities (i.e., Certificates of Deposit) shall be collateralized through the state collateral pool as required by

read_99.doc

2.06-9 (Readopted April 9, 1998)
(Amended December 10, 1998)
(Readopted April 15, 1999)

ORS 295.015 and ORS 295.018 for any amount exceeding FDIC coverage, recognizing that ORS 295.015 requires only 25 percent collateralization and ORS 295.018 requires 110 percent collateralization when the institution is notified by the state treasurer.

2.06.100 Indemnity Clause

(a) Metro shall indemnify the investment officer, chief financial officer, investment manager, staff and the IAB members from personal liability for losses that might occur pursuant to administering this investment policy.

(b) The investment officer, acting in accordance with written procedures and exercising due diligence, shall not be held personally responsible for a specific security's credit risk or market price changes, provided that these deviations are reported to the council as soon as practicable.

2.06.110 Controls

The investment officer shall maintain a system of written internal controls, which shall be reviewed annually by the IAB and the independent auditor. The controls shall be designed to prevent loss of public funds due to fraud, error, misrepresentation or imprudent actions.

Metro's independent auditor at least annually shall audit investments according to generally accepted auditing standards and this ordinance.

2.06.120 Accounting Method

Metro shall comply with all required legal provisions and Generally Accepted Accounting Principles (GAAP). The accounting principles are those contained in the pronouncements of authoritative bodies, including but not necessarily limited to, the American Institute of Certified Public Accountants (AICPA); the Financial Accounting Standards Board (FASB); and the Government Accounting Standards Board (GASB).

2.06.130 Reporting Requirements

(a) A transaction report shall be prepared by the investment manager not later than one business day after the transaction, unless a trustee, operating under a trust agreement, has executed the transaction. The trustee agreement shall

read_99.doc

2.06-10 (Readopted April 9, 1998)
(Amended December 10, 1998)
(Readopted April 15, 1999)

provide for a report of transactions to be submitted by the trustee on a monthly basis.

(b) Quarterly reports shall be prepared for each regular meeting of the IAB to present historical investment information for the past 12-month period. Copies shall be provided to the executive officer and the Metro council.

2.06.140 Performance Evaluation

The overall performance of Metro's investment program is evaluated quarterly by the IAB using the objectives outlined in this policy. The quarterly report which confirms adherence to this policy shall be provided to the Metro council as soon as practicable.

The performance of Metro's portfolio shall be measured by comparing the average yield of the portfolio at month-end against the performance of the 90-day U.S. Treasury Bill issue maturing closest to 90 days from month-end and the Local Government Investment Pool's monthly average yield.

2.06.150 Policy Adoption

This investment policy must be reviewed by the IAB and the Oregon Short-Term Fund Board prior to adoption by the Metro council. Adoption of this policy supersedes any other previous council action or policy regarding Metro's investment management practices.

2.06.160 Policy Readoption

This policy shall be subject to review and readoption annually by the Metro council in accordance with ORS 294.135.

STAFF REPORT

CONSIDERATION OF ORDINANCE NO. 00-856 CONFIRMING THE ANNUAL READOPTION OF METRO CODE 2.06 (INVESTMENT POLICY); AND DECLARING AN EMERGENCY

Date: March 9, 2000

Presented by: Howard Hansen

FACTUAL BACKGROUND AND ANALYSIS

Metro Code, Chapter 2.06, contains the investment policy, which applies to all cash-related assets held directly by Metro. The major objectives of the policy are safety, liquidity, and yield, with safety of capital and availability of funds as the overriding objectives.

Section 2.06.160 provides that the policy is subject to annual review and re adoption in accordance with ORS 294.135. The last re adoption by Metro Council took place April 15, 1999.

Metro's investment portfolio, which is subject to the referenced policy, is reviewed quarterly for adherence to policy by the Investment Advisory Board, a citizens oversight committee composed of investment professionals. Following their review and approval, the quarterly Investment Report is forwarded to Metro Council;

Neither the Investment Advisory Board nor the Investment Manager proposes any amendment to the policy at this time.

The full Chapter 2.06 is attached to the ordinance as Exhibit A.

EXECUTIVE OFFICER'S RECOMMENDATION

The Executive Officer recommends re adoption of Metro Code Chapter 2.06 by Ordinance No. 00-856.

Agenda Item Number 8.3

Ordinance No. 00-858, For the Purpose of Amending the Metro Code Chapter 5.02 to Extend the Sunset Date for the Regional System Fee Credit Program to June 30, 2001.

Second Reading

Metro Council Meeting
Thursday, April 27, 2000
Metro Council Chamber

BEFORE THE METRO COUNCIL

FOR THE PURPOSE OF AMENDING)	ORDINANCE NO. 00-858
METRO CODE CHAPTER 5.02 TO)	
EXTEND THE SUNSET DATE FOR)	Introduced by Mike Burton,
THE REGIONAL SYSTEM FEE CREDIT)	Executive Officer
PROGRAM TO JUNE 30, 2001)	

WHEREAS, Metro Ordinance No. 98-720A established the Regional System Fee Credit program to help support material recovery through a performance and incentive-based system; and

WHEREAS, an evaluation of the Regional System Fee Credit program indicated the program may need to be altered in order to achieve the program objective of supporting material recovery in the Metro Region; and

WHEREAS, The Regional Environmental Management Department is presently developing plans which may affect major aspects of the solid waste system; and

WHEREAS, changes to the solid waste system may impact the effectiveness of the Regional System Fee Credit program; and

WHEREAS, coordinating the evaluation of the Regional System Fee Credit program with other on-going evaluations of the solid waste system will allow for consistency; and

WHEREAS, these coordinated efforts will extend beyond June 30, 2000; and

WHEREAS, the Regional System Fee Credit program is scheduled to expire on June 30, 2000, an emergency is declared to exist; and

WHEREAS, The ordinance was submitted to the Executive Officer for consideration and was forwarded to the Council for approval; now therefore,

THE METRO COUNCIL ORDAINS AS FOLLOWS:

SECTION 1. Metro Code Section 5.02.047 is amended to read:

5.02.047 Regional System Fee Credit

(a) A solid waste facility which is certified, licensed or franchised by Metro pursuant to Metro Code Chapter 5.01 and which attains a Facility Retrieval Rate of 10 percent or greater shall be allowed a credit against the Regional System Fee otherwise due each month under Section 5.02.045 for disposal of Processing Residuals from the facility. The Facility Retrieval Rate and the Recovery Rate shall be calculated for each six-month period before the month in which the credit is claimed. The amount of such credit shall be in accordance with and no greater than as provided on the following table:

System Fee Credit Schedule

Recovery Rate		System Fee Credit of no more than
From Above	Up To & Including	
0%	20%	0.00
20%	25%	1.00
25%	30%	3.00
30%	35%	6.46
35%	40%	8.00
40%	45%	9.82
45%	100%	12.00

(b) The Executive Officer may establish additional administrative procedures regarding the Regional System Fee Credits, including, but not limited to establishing eligibility requirements for such credits and establishing incremental System Fee Credits associated with Recovery Rates which fall between the ranges set forth in paragraph (a) of this section.

(c) The provisions of this section are repealed June 30, ~~2000~~2001.

ADOPTED by the Metro Council this _____ day of _____, 2000

David Bragdon, Presiding Officer

ATTEST:

Approved as to Form:

Recording Secretary

Daniel B. Cooper, General Counsel

SAL
s:\share\dept\adams\rsfc sunset extension ord.doc

EXECUTIVE SUMMARY
ORDINANCE 00-858
REGIONAL SYSTEM FEE CREDIT PROGRAM
Sunset Date Extension

PROPOSED ACTION

Extend the Regional System Fee Credit program sunset date to June 30, 2001.

WHY NECESSARY

- In a continuing effort to encourage recycling and recovery in the Metro Region, the Regional System Fee Credit program, a recovery-based incentive program, was adopted by the Metro Council and implemented in conjunction with the 1998 disposal rate reduction.
- The credit program was initiated as a one-year pilot project, with a June 30, 1999 sunset date. In April 1999, the original sunset date was extended to June 30, 2000 in order to allow time for an evaluation of the program and analysis and implementation of recommendations resulting from the evaluation.
- An evaluation was completed in July 1999 that reviewed the program for the 11-month period from June 1998 to April 1999.
- Key findings indicated that the program successfully restored the loss in operating margin for facilities with high recovery rates. However, not all facilities experienced increases in recovery tonnage.
- Analysis of the credit program evaluation is still underway in conjunction with analysis of other aspects of the solid waste system, like the potential for private regional transfer stations and restructuring excise taxes.
- The requested extension of the credit program sunset date will create the opportunity to make any future changes to the program consistent with other changes in the solid waste revenue system.

ISSUES/CONCERNS

- The Department is coordinating analysis of the credit program with evaluation of:
 - The structure of solid waste fees and taxes
 - How fees and taxes should be levied
 - Additional private regional transfer stations
 - Minimum recovery rates at private regional transfer stations and other solid waste facilities

BUDGET/FINANCIAL IMPACTS

- None

s:\share\dept\adams\rsfc sunset extension exec summary.doc

STAFF REPORT

Consideration of Ordinance No. 00-858, for the purpose of amending Metro Code Chapter 5.02 to extend the sunset date for the Regional System Fee Credit Program to June 30, 2001.

April 5, 2000

Presented by : Terry Petersen

BRIEF DESCRIPTION OF ORDINANCE

Ordinance No. 00-858 extends the sunset date for the Regional System Fee Credit program to June 30, 2001. Consistent with Metro's waste reduction policies, the credit program provides financial incentive to mixed waste processing facilities to achieve material recovery. The credit program was initiated as a pilot project in order to allow for any necessary changes to the structure and design of the program. Further analysis of the credit program should be coordinated with on-going evaluations of other aspects of the solid waste system.

EXISTING LAW

In a continuing effort to encourage recycling and recovery in the Metro Region, the Regional System Fee Credit program, a recovery-based incentive program, was adopted by the Metro Council and implemented in conjunction with the 1998 disposal rate reduction. The credit program was established by Metro Ordinance 98-720A as a pilot project, with a June 30, 1999 sunset date. In April 1999, Ordinance 99-805 extended the sunset date to June 30, 2000 in order to allow time for an evaluation of the program and analysis and implementation of recommendations resulting from the evaluation.

BACKGROUND

An evaluation of the Regional System Fee Credit program was completed in July 1999. The evaluation reviewed the effectiveness of the program for the 11-month period from June 1998 to April 1999. Key findings indicate that the program is functioning as designed. The program successfully restored the loss in operating margin resulting from Metro's reduction of the tip fee.

Although the credit program did "make whole" any facility that achieved recovery rates commensurate with the requirements in place prior to the incentive program, recovery rates at some facilities did decline. It appears that the program may not have offered a great enough incentive to counterbalance the economic effect of certain operational and other changes at those facilities.

These findings prompted the Regional Environmental Management Department to continue its analysis of the program in order to develop recommendations to make the incentive element more effective. The effectiveness of the credit as an incentive to recover is dependent on other elements of the system. Analysis of the credit program should be coordinated with analysis of other aspects of the solid waste system, like the potential for additional private regional transfer stations and the restructuring of solid

waste excise taxes. Extension of the credit program sunset date will create the opportunity to make any future changes to the program consistent with other changes in the solid waste revenue system.

BUDGET IMPACT

None. The Requested FY 2000-01 Budget maintains the funding level of the existing Regional System Fee Credit program (\$900,000).

OUTSTANDING QUESTIONS

The Department is coordinating analysis of the Regional System Fee Credit program with evaluation of:

- Structure of solid waste fees and excise tax
- How fees and taxes should be levied
- Additional private regional transfer stations
- Minimum recovery rates at private regional transfer stations and other solid waste facilities

EXECUTIVE OFFICER'S RECOMMENDATION

The Executive Officer recommends approval of Ordinance No. 00-858.

s:\share\dept\adams\rsfc sunset extension staff rpt.doc

Agenda Item Number 9.1

Resolution No. 00-2916, For the Purpose of Approving the FY 2000-01 Budget and Transmitting the Approved Budget to the Tax Supervising and Conservation Commission.

**Metro Council Meeting
Thursday, April 27, 2000
Metro Council Chamber**

BEFORE THE METRO COUNCIL

FOR THE PURPOSE OF APPROVING THE) RESOLUTION NO. 00-2916
FY 2000-01 BUDGET AND TRANSMITTING)
THE APPROVED BUDGET TO THE TAX) Introduced by
SUPERVISING AND CONSERVATION) Presiding Officer David Bragdon
COMMISSION)

WHEREAS, The Metro Council, convened as the Budget Committee, has reviewed the FY 2000-01 Proposed Budget; and

WHEREAS, The Council, convened as the Budget Committee, has conducted a public hearing on the FY 2000-01 Proposed Budget; and

WHEREAS, Pursuant to Oregon Budget Law, the Council, convened as the Budget Committee, must approve the FY 2000-01 Budget, and said approved budget must be transmitted to the Tax Supervising and Conservation Commission for public hearing and review; now, therefore,

BE IT RESOLVED,

1. That the Proposed FY 2000-01 Budget as amended by the Metro Council, convened as the Budget Committee, which is on file at the Metro offices, is hereby approved.

2. That property tax levies for FY 2000-01 are approved as follows:

SUMMARY OF AD VALOREM TAX LEVY

	Subject to the General Government <u>Limitation</u>	Excluded from <u>the Limitation</u>
Zoo Tax Rate	\$0.0966/\$1,000	
General Obligation Bond Levy		\$19,945,904

3. That the Executive Officer is hereby directed to submit the Approved FY 2000-01 Budget and Appropriations Schedule to the Tax Supervising and Conservation Commission for public hearing and review.

ADOPTED by the Metro Council this _____ day of _____, 2000.

David Bragdon, Presiding Officer

I:\budget\fy00-01\approved\resolutions\00-2916.doc

STAFF REPORT

CONSIDERATION OF RESOLUTION 00-2916 APPROVING THE FISCAL YEAR 2000-01 BUDGET AND TRANSMITTING THE APPROVED BUDGET TO THE TAX SUPERVISING AND CONSERVATION COMMISSION

Date: _____, 2000

Presented by: Presiding Officer David Bragdon

FACTUAL BACKGROUND AND ANALYSIS

The Fiscal Year 2000-01 Proposed Budget has been forwarded to Council for consideration. Ordinance No. 00-847, presented to Council on February 10, 2000, is the formal instrument by which the budget will be adopted. Final action to adopt the budget is scheduled for June 22, 2000.

Prior to adoption, ORS 294.635, Oregon Budget Law, requires that Metro prepare and submit the District's approved budget to the Tax Supervising and Conservation Commission by May 15, 2000. The Commission will conduct a hearing on June 8, 2000 for the purpose of receiving information from the public regarding the Council's approved budget.

This action will formally approve the Council's Fiscal Year 2000-01 Budget, and direct the Executive Officer to submit the approved budget to the Tax Supervising and Conservation Commission for public hearing and review.

EXECUTIVE OFFICER'S RECOMMENDATION

Adoption of Resolution No. 00-2916.

Agenda Item Number 9.2

Resolution No. 00-2928, For the Purpose of Confirming the Nominations of Jay Hamlin, David Manhart and Jim Battan to the Regional Parks and Greenspaces Advisory Committee.

**Metro Council Meeting
Thursday, April 27, 2000
Metro Council Chamber**

BEFORE THE METRO COUNCIL

FOR THE PURPOSE OF CONFIRMING THE) RESOLUTION NO. 00-2928
NOMINATIONS OF JAY HAMLIN, DAVID)
MANHART AND JIM BATTAN TO THE)
REGIONAL PARKS AND GREENSPACES) Introduced by
ADVISORY COMMITTEE) Mike Burton, Executive Officer

WHEREAS, The Metro Council approved Resolution 94-2026A to establish the Regional Parks and Greenspaces Advisory Committee; and

WHEREAS, The Regional Parks and Greenspaces Advisory Committee meets monthly to review and advise on the policies, plans and programs of the Metro Regional Parks and Greenspaces Department; and

WHEREAS, Five (5) vacancies exist on the Regional Parks and Greenspaces Advisory Committee; and

WHEREAS, Resolution 94-2026A requires Council confirmation of nominees to the committee; now, therefore,

BE IT RESOLVED

1.) That the Metro Council hereby confirms three (3) nominees listed in Exhibit A to fill vacancies on the Regional Parks and Greenspaces Advisory Committee.

ADOPTED by the Metro Council on this ___ day of _____, 2000.

David Bragdon, Presiding Officer

REGIONAL PARKS AND GREENSPACES ADVISORY COMMITTEE

Nominations Forwarded by the Executive Officer to the Council for Conformation

Metro District #1

vacant

Metro District #3

vacant

Metro District #4

Jay Hamlin (incumbent)- Software engineer at Intel Corporation; active member and former board member of the Tualatin Riverkeepers; recipient of the 1999 SOLV Citizenship Award; Co-founder of the Heart of Hillsboro Neighborhood Assn.; Metro Regional Parks and Greenspaces Advisory Committee.

Metro District #5

David Manhart- Director of Corporate Programs for The Nature Conservancy; "Seed the Future" campaign for Friends of Trees; Rotary Club of Portland Preserve Planet Earth Committee; volunteer for "Potluck in the Park" program for the homeless; former Corporate Relations Manager for the Oregon Zoo Foundation; extensive experience in fundraising and program development.

Metro District #7

Jim Battan (incumbent)- Information Technology Manager for the Crabbe Hudson Group; instructor at Marylhurst University; dragon boat racing; volunteer for Special Olympics and Nike World Master Games; Toastmasters; Chair, Metro Regional Parks and Greenspaces Advisory Committee.

STAFF REPORT

Consideration of Resolution No. 00-2928 for the purpose of confirming the nominations of Jay Hamlin, David Manhart and Jim Battan to the Regional Parks and Greenspaces Advisory Committee

March 24, 2000

Ron Klein (x1774)

BRIEF DESCRIPTION OF RESOLUTION

This resolution intends to appoint members to the Metro Regional Parks and Greenspaces Advisory Committee.

EXISTING LAW

On October 13, 1994 Metro Council adopted Resolution 94-2026A to establish the Regional Parks and Greenspaces Advisory Committee. The purpose of the committee is to review, comment, and make recommendations related to policies, plans, programs, user fee structure, annual budget plans and similar issues facing the Metro Regional Parks and Greenspaces department. The committee serves an advisory role to Metro Council, Executive Officer and the Metro Regional Parks and Greenspaces Department. Committee members serve a 3-year term.

BACKGROUND

The advisory committee has 11 positions: one representative from each Metro Council district; one representative from Clackamas, Multnomah and Washington counties outside Metro boundaries; and one representative from Clark County. Attachment 1 lists current members serving on the Regional Parks and Greenspaces Advisory Committee. Committee positions subject to Metro Council confirmation include Metro Council districts #1 (Councilor Park), # 3 (Councilor Kvistad), # 4 (Councilor McLain), #5 (Councilor Washington) and #7 (Councilor Bragdon). The vacancies are a result of term expiration.

Citizen applications were solicited through announcements at public meetings, to the Metro Committee for Citizen Involvement and Metro Regional Parks and Greenspaces Advisory Committee, communications to the Metro Executive Office and Metro Councilors, and outreach through Metro GreenScene and the print media. Twenty-seven people requested applications. Ten applications were returned for consideration. No applications were completed representing Metro Council District #1 and #3.

The appointments for confirmation were made by the Executive Officer for Metro Council consideration (Exhibit A) after a review of applications and consideration of the staff recommendation of Jay Hamlin (Council District #4), David Manhart (Council District #5) and Jim Battan (Council District #7) to serve on the committee.

BUDGET IMPACT

None

OUTSTANDING QUESTIONS

Two committee positions (Council Districts #1 and #3) will remain vacant until qualified volunteer citizens submit applications to serve on the committee.

EXECUTIVE OFFICER RECOMMENDATION

The Executive Officer recommends adoption of Resolution No. 00-2928

Metro Regional Parks and Greenspaces Advisory Committee Roster

District # 1

Robert Akers, Gresham
(Term expires March 31, 2000)

District # 2

Sylvia Milne, Milwaukie
(Term expires March 31, 2001)

District # 3

John Griffiths, Beaverton
(Term expires March 31, 2000)

District # 4

Jay Hamlin, Hillsboro
(Term expires March 31, 2003 pending Metro Council confirmation))

District # 5

J. Michael Reid, Portland
(Term expires March 31, 2000)

District # 6

Brian Scott, Portland
(Term expires March 31, 2001)

District # 7

Jim Battan (Chairman), Portland
(Term expires March 31, 2003 pending Metro Council confirmation)

Clackamas County, outside Metro boundary

Rick Charriere (Vice-chairman), Oregon City
(Term expires March 31, 2002)

Multnomah County, outside Metro boundary

Seth Tane, Portland
(Term expires March 31, 2002)

Washington County, outside Metro boundary

Richard Reynolds, Banks
(Term expires March 31, 2002)

Clark County, Washington

Julie Garver, Vancouver
(Term expired March 31, 2002)

Agenda Item Number 9.3

Resolution No. 00-2930, For the Purpose of Authorizing Metro Regional Parks and Greenspaces to Apply for a Local Government Grant from the Oregon Parks and Recreation Department and Delegating Authority to the Department Director to Sign the Application.

**Metro Council Meeting
Thursday, April 27, 2000
Metro Council Chamber**

BEFORE THE METRO COUNCIL

FOR THE PURPOSE OF AUTHORIZING METRO)
REGIONAL PARKS AND GREENSPACES TO)
APPLY FOR A LOCAL GOVERNMENT GRANT)
FROM THE OREGON PARKS AND RECREATION)
DEPARTMENT AND DELEGATING AUTHORITY TO)
THE DEPARTMENT DIRECTOR TO SIGN THE)
APPLICATION.)

RESOLUTION NO. 00-2930

Introduced by Charles Ciecko

WHEREAS, the Oregon Parks and Recreation Department is accepting applications for the Local Government Grant Program; and

WHEREAS, Metro Regional Parks and Greenspaces desires to participate in this grant program to the greatest extent possible as a means of providing needed park and recreation improvements and enhancements at Metro's Howell Territorial Park in accordance with the Howell Territorial Park Master Plan; and

WHEREAS, the Metro Council adopted and approved the Howell Territorial Park Master Plan on April 17, 1997 following an extensive public participation process; and

WHEREAS, grant funds would be used to implement the first phase of the Master Plan which include the following facilities: entrance booth, all-weather parking lot, two group picnic shelters, restroom, paved pathway connecting facilities, lighting, water and septic utilities, and orientation and interpretive signage; and

WHEREAS, Metro Regional Parks and Greenspaces hereby certifies that matching funds up to \$250,000 for this application are readily available at this time; therefore

BE IT RESOLVED,

That the Metro Council authorizes Metro Regional Parks and Greenspaces to apply for a local government grant from the Oregon Parks and Recreation Department for implementation of the first phase of the Master Plan for Howell Territorial Park and delegates authority to the department director to sign the application.

ADOPTED by the Metro Council this _____ day of _____, 2000.

David Bragdon, Presiding Officer

Approved as to Form:

Daniel B. Cooper, General Counsel

REGIONAL PARKS AND GREENSPACES STAFF REPORT

CONSIDERATION OF RESOLUTION NO. 00-2930 FOR THE PURPOSE OF AUTHORIZING METRO REGIONAL PARKS AND GREENSPACES TO APPLY FOR A LOCAL GOVERNMENT GRANT FROM THE OREGON PARKS AND RECREATION DEPARTMENT AND DELEGATING AUTHORITY TO THE DEPARTMENT DIRECTOR TO SIGN THE APPLICATION.

Date: March 23, 2000

Presented By: Lora Price
Heather Nelson Kent

Proposed Action:

Resolution no. 00-2930 requests authorization for Metro Regional Parks and Greenspaces to apply for a local government grant from the Oregon Parks and Recreation Department for implementation of the first phase of the master plan for Howell Territorial Park and delegating authority to the department director to sign the application.

Existing Law:

The grant program was created by initiative petition filed on March 11, 1998 and approved by voters on November 3, 1998. The adopted administrative rules for the distribution of funds require authorization by resolution from the elected officials of the governing body for all applicants.

Background and Analysis:

The Oregon Parks and Recreation budget includes a local government grant program that was approved by the 1999 Legislature. The Oregon Parks and Recreation Commission adopted administrative rules for the distribution of state lottery funds to eligible local governments, and the process for establishing the priority order in which projects are funded. This money is to be distributed for public purposes of financing the protection, repair, operation and creation of state parks, ocean shore and public beach access areas, historic sites and recreation areas. Projects eligible for funding assistance are acquisition, development, and rehabilitation projects that are consistent with the outdoor recreation goals and objectives contained in the Statewide Comprehensive Outdoor Recreation Plan and/or recreation elements of local comprehensive plans and local park master plans.

Metro Parks and Greenspaces is applying for funds to implement the first phase of the Master Plan for Howell Territorial Park, located on Sauvie Island. The Master Plan was approved and adopted on April 17, 1997 following an extensive public participation program. The goals of the master plan are to upgrade and repair existing facilities, and to provide educational and recreational facilities and opportunities consistent with the character of Howell Park and compatible with its natural and cultural resources. Proposed Phase 1 improvements include the following facilities: entrance booth, all-weather parking lot, two group picnic shelters, restroom, paved pathway connecting facilities, lighting, water and septic utilities, and orientation and interpretive signage.

Budget impact:

Grant requires matching funds. Metro has money from the Multnomah County portion of the Open Spaces Local Share to provide the match up to the maximum \$250,000.

Executive Officer's Recommendation:

The Executive Officer recommends adoption of Resolution 00-2930.

Agenda Item Number 9.4

Resolution No. 00-2936, For the Purpose of Amending the Intergovernmental Agreement with Washington County for the Wilsonville/Beaverton Transit Corridor Study.

**Metro Council Meeting
Thursday, April 27, 2000
Metro Council Chamber**

BEFORE THE METRO COUNCIL

FOR THE PURPOSE OF AMENDING THE) RESOLUTION NO. 00-2936
INTERGOVERNMENTAL AGREEMENT WITH)
WASHINGTON COUNTY FOR THE) Introduced by Councilor
WILSONVILLE/BEAVERTON TRANSIT) Rod Monroe
CORRIDOR STUDY.)

WHEREAS, Metro and Washington County desire to jointly accomplish a special study of major transit improvements in the Wilsonville/Beaverton Transit Corridor Study; and

WHEREAS, Metro is empowered by ORS 268.330(2) to contract with any public agency to plan for the environmental assessment, construction, preservation, improvement, operation or maintenance of any mass transit system having significant impact upon the development of the metropolitan area; and

WHEREAS, Washington County has the authority under ORS 190.010 to enter into agreements with units of local government for the performance of any or all functions and activities that a party to the agreement, its officers, or agents have the authority to perform; and

WHEREAS, the participating jurisdictions include Washington County, Metro, Tri-Met, City of Beaverton, City of Sherwood, City of Tigard, City of Tualatin, City of Wilsonville; and

WHEREAS, On September 23, 1999, the Federal Transit Administration (FTA) and the Federal Highway Administration (FHWA) jointly approved the Statewide Transportation Improvement Program (STIP) Amendment 99-28, which programmed \$1,114,454 (\$1 million federal funds/\$114,454 local match), in Surface Transportation Program (STP) funds

to conduct alternatives analysis, environmental assessment and preliminary engineering in the I-5/Highway 217 corridors from Wilsonville to Beaverton, Oregon; and

WHEREAS, Metro and Washington County executed an Intergovernmental Agreement, Contract No. 921738 on November 8, 1999 which authorized Washington County to spend \$570,000 and Metro to spend \$105,000; and

WHEREAS, on December 21, 1999, FTA approved a \$675,000 (\$605,678 federal funds/\$69,322 local match) grant request for alternatives analysis and environmental assessment for the Wilsonville/Beaverton Transit Corridor Study; and

WHEREAS, Metro submitted a grant amendment in the amount of \$439,454 (\$394,322 federal funds/\$45,132 local match) to FTA on February 25, 2000, which included changes to the scope of work and budget for the study; and

WHEREAS, Metro Code, Section 2.04.046 requires Council approval of personal services contract amendments exceeding \$25,000, including personal services contracts provided by intergovernmental agreements; now, therefore

BE IT RESOLVED,

The Metro Council hereby authorizes the Executive Officer to execute Amendment No. 1 to the Washington County Intergovernmental Agreement, Contract No. 921738, in a form substantially similar to that set forth in Exhibit A.

ADOPTED by the Metro Council this _____ day of _____, 2000.

David Bragdon, Presiding Officer

Approved as to form:

Daniel B. Cooper, General Counsel

AMENDMENT No. 1
Washington County/Metro Intergovernmental Agreement
For
Wilsonville/Beaverton Transit Corridor Study

The following amendments to the Agreement are agreed to:

1. A change in Scope of Work for the Study increases the total Study Budget from \$675,000 to \$1,114,454 as shown in attached Exhibit "D".
2. The County payment of local matching funds is increased from \$69,322 to \$114,454.
3. Compensation to the County is increased from \$570,000 to \$949,454.
4. The Study Budget is amended as set forth in Exhibit "E".
5. The Term of the Agreement is extended to October 31, 2001.

All other terms and conditions of the original Agreement shall remain in full force and effect.

IN WITNESS THEREOF, the parties have executed this Agreement on the day and year last written below.

WASHINGTON COUNTY

METRO

By: Tom Brian

By: _____

Name: Tom Brian

Name: _____

Title: Chairman Board of Commissioners

Title: _____

Date: 3-28-00

Date: _____

EXHIBITS:

D: Grant Amendment Request

E: Revised Budget

APPROVED WASHINGTON COUNTY
BOARD OF COMMISSIONERS
MINUTE ORDER # 00-85
DATE 3-21-00
BY Barbara Hejtmanek
CLERK OF THE BOARD



Application for Federal Assistance

(Referred to as Ex. D in body of Exhibit A)

Part 1: Recipient Information

Recipient ID: 1711
 Recipient Name: METRO
 Address.....: 600 NE GRAND AVENUE , PORTLAND, OR 97232 2736
 Telephone.....: 5037971700
 Facsimile.....: 5037971929

Part 2: Project Information

Project Number.....:	OR-90-X084-01	Total Cost.....:	\$ 439,454
Fed Dom Asst. #.....:		Adjustment Amt.:	\$ 0
Project Description...:	Wilsonville/Beaverton Transit Corri	Elig. Project Cost....:	\$ 439,454
State Appl. ID.....:		Total FTA Amt.....:	\$ 394,322
Recvd. by State	Feb. 25, 2000	Total State.....:	\$ 0
STIP Page		Total Local.....:	\$ 45,132
STIP Date	Sep. 23, 1999	Other Federal.....:	\$ 0
FTA Project Mgr.....:	Linda Gehrke		
Applicant Type			
Application Type			
Revision Reason.....:	Increase Award		
Start/End Dates	Sep. 23, 1999 - Jun. 30, 2000		
Urbanized Areas	410280		
EO 12372 Rev			
Review Date			

Project Details

Project No. OR-90-X084-01
 Wilsonville Beaverton Transit Corridor Study
 Grant Amendment Request

Part 1: Introduction

This grant amendment application is based upon:

1. The issuance by the Federal Transit Administration (FTA) of Guidance on Requests for New Starts Projects to Enter Preliminary Engineering and Final Design (September 1999);
2. Discussions with FTA regarding involving rail roads early in project development, and;
3. The Study's focus on a downtown Beaverton alignment in Lombard Street that would directly link Commuter Rail to the Westside LRT MAX system at the Beaverton Transit Center.



This additional scope requires that we request a grant amendment for the remaining \$394,322 in federal funds, to be matched by \$45,132 in local funds. The tasks described below are in addition to those included in our grant application submittal of September, 1999.

Part 2: Revised Scope of Work

Task 1 - PROJECT MANAGEMENT PLAN (PMP)

As part of project readiness, § III.C.1 of the Guidance on Requests for New Starts Projects to Enter Preliminary Engineering and Final Design (September 1999) requires that sponsors "demonstrate the technical capability and capacity to implement the project at the point of requesting entrance into preliminary engineering".

This task will complete a PMP that will describe that capability by showing how the preliminary engineering phase of project development will be managed, and address other required elements in a general way, commensurate with this stage of project development.

Task 2 - INVOLVING RAIL ROADS

Two rail roads would be involved in the implementation of Commuter Rail in the Wilsonville to Beaverton Corridor. The northern portion of the alignment, from central Beaverton to a point just to the north of Tigard is owned by Union Pacific Rail Road. Freight operating rights on this section are held under lease to the Portland and Western Rail Road. The rail corridor right-of-way to the south of Tigard, into Wilsonville, is owned by the Oregon Department of Transportation. In this section, the improvements are owned by Portland and Western Rail Road.

This task will begin business partnership discussions with both rail roads, and develop a framework for operating agreements with both Portland and Western and Union Pacific rail roads.

Task 3 - CONCEPTUAL ENGINEERING

The Locally Preferred Alternative (LPA) that was forwarded by the Study Steering Committee for public comment recommends Commuter Rail with a northern terminus running along Lombard Street in central Beaverton to the Beaverton Transit Center, linking to the MAX LRT. This alignment requires approximately 2000 feet of in-street running and several at-grade crossing of city streets.

The LPA also identifies two options for a vehicle storage/light maintenance site, and several Park & Ride sites.

This task will conduct conceptual design work on alignment options in central Beaverton, two optional maintenance facility sites, and the Park and Ride sites along the alignment.

Task 4 - TRAFFIC ANALYSIS

Several areas require more extensive traffic analysis than anticipated in the initial Study scope.

This task will also include more detailed traffic analysis of alignment options in central Beaverton and in the vicinity of potential Park & Ride lots.



Task 5 - COMMUNITY OUTREACH

Public involvement activities will focus on outreach activities associated with the Locally Preferred Alternative. An informational mailing to all property owners within one-half mile of the proposed corridor will be undertaken. Presentation of the LPA and associated issues will be made to city councils, the Washington County Board of Commissioners as well as other agencies and special interest groups.

Task 6 - COORDINATION WITH FEDERAL AGENCIES

As the Environmental Assessment (EA) analyses continue, special efforts will be undertaken to coordinate activities with various federal agencies, including U.S. Fish and Wildlife, the Army Corps of Engineers, the Federal Railroad Administration and the Federal Highway Administration. In addition to EA activities, coordination will also focus on the LPA, preliminary schedule, and other issues.

Task 7 - OPERATIONS PLAN

The initial operating plan was based on sketch-level travel demand forecasting. This task will utilize the recently completed detailed travel demand forecast for Commuter Rail and revise the preliminary operations plan to determine more precisely the appropriate location of sidings and other capital improvements. This information will in turn guide the EA process.

Part 3: Budget

Project Budget

<u>SCOPE</u>	<u>Quantity</u>	<u>FTA Amount</u>	<u>Tot. Elig. Cost</u>
44200 METROPOLITAN PLANNING ACTIVITY	1	\$ 1,000,000	\$ 1,114,454
442700 STP FUNDS FOR WILSONVILLE/ BEAVERTON CORRIDOR STUDY	1	\$ 1,000,000	\$ 1,114,454

Extended Budget Descriptions

442700 STP FUNDS FOR WILSONVILLE/ BEAVERTON CORRIDOR STUDY	1	\$ 1,000,000	\$ 1,114,454
---	---	--------------	--------------

For the Wilsonville/Beaverton Transit Corridor Study.

Exhibit E

(Referred to as Ex. E in
body of Exhibit A)

Agency Expenditure Budget

Non-Consultant Contract Expenses		
Work Element/Task	Metro	County
Management	\$ 28,500	\$ 78,212
Public Involvement	\$ -	\$ 15,000
Travel Demand Forecast	\$ 67,500	
Financial Analysis	\$ 22,500	
Technical Analysis and Report Preparation	\$ 46,500	
Rail Road Consultant	\$ -	\$ 100,000
Sub Totals	\$ 165,000	\$ 193,212
Total	<u>\$ 358,212</u>	

Consultant Contract Expenses	
Work Element/Task	Total
Management	\$ 160,504
Public Involvement	\$ 67,000
Travel Demand Forecast	\$ -
Financial Analysis	\$ 45,000
Technical Analysis and Report Preparation	\$ 483,738
Total	<u>\$ 756,242</u>

TOTAL GRANT BUDGET \$ 1,114,454

STAFF REPORT

CONSIDERATION OF RESOLUTION NO. 00-2936 FOR THE PURPOSE OF AMENDING THE INTERGOVERNMENTAL AGREEMENT WITH WASHINGTON COUNTY FOR THE WILSONVILLE/BEAVERTON TRANSIT CORRIDOR STUDY.

Date: April 6, 2000

Presented by: Richard Brandman

PROPOSED ACTION

This action would approve an amendment to the Washington County Intergovernmental Agreement, Metro Contract No. 921738. The amendment would add work tasks to the scope of work and increase Washington County's budget from \$570,000 to \$959,454, a total increase of \$379,454 and Metro's budget from \$105,000 to \$165,000, a total increase of \$60,000. In addition, the amount of local match payments from Washington County would increase from \$69,322 to \$114,454 and the term of the Agreement would be extended to October 31, 2001.

EXISTING LAW

Metro Code, Section 2.04.046 (b) requires Council approval of personal service contract amendments greater than \$25,000, including personal service contracts provided by intergovernmental agreements.

FACTUAL BACKGROUND AND ANALYSIS

Over the last three years, Washington County has completed studies for a major transit improvement project between Wilsonville and Beaverton. Upon approval of the Statewide Transportation Improvement Program (STIP) Amendment 99-28 on September 23, 1999, \$1,114,454 (\$1 million federal/\$114,454 local) in Surface Transportation Program (STP) funds were programmed for Washington County to conduct alternatives analysis, environmental assessment and preliminary engineering in the I-5/Highway 217 corridors from Wilsonville to Beaverton, Oregon.

This project is being carried out as a joint venture with the Washington County Land Use and Transportation Department. Washington County is the project manager and contracting authority. Metro is the grant recipient and liaison with the Federal Transit Administration (FTA) and will produce travel demand forecasts and financial analysis for the alternatives.

On December 21, 1999, the Federal Transit Administration approved a \$675,000 grant request (\$605,678 federal/\$69,322 local) for alternatives analysis and environmental assessment for the Wilsonville/Beaverton Transit Corridor Study. The remaining balance was to be programmed in FY 2000.

The FY 2000 STIP programmed \$439,454 (\$394,322 federal/\$45,132 local) of STP funds for the Washington County project. This programming was approved jointly by FTA and FHWA on January 31, 2000 (Reference USDOT Letter HPL-OR 105.000).

Recent discussions with FTA and changes in FTA's *Guidance on Requests for New Starts Projects to Enter Preliminary Engineering and Final Design*, require changes in the scope and budget for the study. The changes include conceptual engineering and traffic studies related to the Beaverton terminus, involvement of railroads early in project development at FTA's request, and the preparation of a Project Management Plan for the next phase of the project.

On February 25, 2000, Metro submitted a grant amendment request to FTA for the additional \$439,454 (\$394,322 federal/\$45,132 local) for this study. The amendment included a revised scope of work that included:

- Project Management Plan
- Railroad Coordination
- Conceptual Engineering
- Traffic Analysis
- Community Outreach
- Coordination with Federal Agencies
- Operations Plan

BUDGET IMPACT

The funding for this IGA amendment for the Wilsonville/Beaverton Transit Corridor Study would not affect Metro's Adopted Budget for Fiscal Year 1999-2000.

JK:rmb

C:\Resolutions\2000\00-2936.doc

Agenda Item Number 9.5

Resolution No. 00-2937, For the Purpose of Approving a 1999-00 Business Waste Reduction Outreach Workplan.

**Metro Council Meeting
Thursday, April 27, 2000
Metro Council Chamber**

BEFORE THE METRO COUNCIL

FOR THE PURPOSE OF APPROVING) RESOLUTION NO. 00-2937
A 1999/00 BUSINESS WASTE REDUC-)
TION OUTREACH WORK PLAN) Introduced by: Mike
) Burton, Executive Officer

WHEREAS, Metro is responsible for coordinating regional efforts designed to meet the regional recovery goal of 52% by the year 2000; and

WHEREAS, the recovery rate has leveled-off at 43 percent in recent years and the region will not achieve its goals without increased efforts; and

WHEREAS, Metro has recently developed new waste reduction initiatives designed to increase these efforts; and

WHEREAS, outreach and education are one of the primary, effective mechanisms for Metro to improve recycling and waste reduction efforts throughout the region; and

WHEREAS, a peer-based advertising campaign will provide an excellent opportunity to focus businesses on ways to increase their recycling and waste prevention and illustrate through other successful businesses that waste prevention is good for the environment, good for their image and good for their bottom line; and

WHEREAS, a business ad campaign is an integral part of implementing these new waste reduction initiatives by motivating businesses to increase their recycling and waste prevention, and to respond to specific calls to action; and

WHEREAS, funds for a business ad campaign have been duly appropriated in the Adopted FY 1999-2000 Metro Budget; and

WHEREAS, this appropriation is subject to a budget note and any associated contracts are designated significant impact requiring Council action; and

WHEREAS, the resolution was submitted to the Executive Officer for consideration and was forwarded to the Council for approval; now therefore,

BE IT RESOLVED, that the Metro Council finds that the 1999/2000 Business Waste Reduction Outreach Work Plan, attached as Exhibit A to this Resolution, satisfies the budget note; and

ADOPTED by the Metro Council this ____ day of _____, 2000.

David Bragdon, Presiding Officer

ATTEST:

Approved as to Form:

Recording Secretary

Daniel B. Cooper, General Counsel

Exhibit "A"
Resolution No. 00-2937

FY 99-00 Business Waste Reduction Promotion Work Plan

What

- A key element of REM's new waste reduction initiative is to encourage businesses in the region to recycle more paper.
- A regionwide campaign to motivate businesses to "open the door" to the range of waste reduction resources being developed for them.

Why

- Metro's regional recovery rate goal is 52% by 2000. However, the region's current rate has leveled-off at 43.4 %, and we will not be able to achieve our goals without increased efforts.
- Commercial waste is the largest component of disposed waste in the region, accounting for more than 50% of what is landfilled. Twenty-five percent of this is recyclable paper that includes high grade office paper, corrugated cardboard and mixed paper.

Campaign Objectives

- Persuade business owners/top executives that recycling is good for the environment, good for their bottom line, and that there is more that they can do in their own business to increase recycling.
- Highlight successful businesses and allow businesses to speak to businesses about what challenges they faced with their recycling, what they did, and the results.
- Give businesses the basic information that they need in order to be able to increase their recycling through tools such as case studies, posters and other practical resources.

Campaign Message

The Problem

Recent research done by Dotten and Associates for Metro indicates that business executives have an interest in and awareness of recycling and waste prevention, but many believe that they are recycling all that they can. They also are interested in costs or savings that might be incurred by any increased efforts on their part, and they want to know that they could get increased public relations benefits from undertaking those practices. Secondly, the employees who are personally responsible for doing the actual recycling in a business want simple, easy, step-by-step information on how to do it and the benefits of recycling.

The Message

- This campaign will identify and develop case studies and ads that illustrate that more recycling can be done, how to do it and why successful businesses chose to recycle and prevent waste. The message will be designed to motivate businesses to make specific calls to action for resources that will reduce their waste.

Campaign Methods

- Metro will hire an advertising firm to develop an advertising strategy to best reach our audience. Research has indicated that business owners/executives find messages and examples from their peers to be credible and persuasive, so a business-to-business approach will be the foundation of the strategy. Phase I of the campaign will probably be primarily a print campaign focusing on ads in business newspapers, business sections of the local papers, and business publications.
- An important objective of the campaign is to generate a call to action. The advertisements will list Metro's Recycling Information phone number as the source to call for more information. Callers to the Recycling Information Center will receive resources from a "tool kit" under development by Metro's waste reduction staff and local governments. These tools are "news they can use" such as information about what can be recycled; case studies of successful businesses that practice recycling and waste prevention; and referrals for hands-on evaluations conducted at a business.
- Six to ten different businesses will be identified to serve as "poster businesses" for a peer-to-peer strategy. Selected business executives will be interviewed regarding the challenges they faced, what they did to meet the challenges and, their results.
- This campaign will also be coordinated with the Agency's overall theme of creating livable communities and protecting the nature of the region.

Campaign Timeline

This campaign will be in two phases. Phase I will be developed in May, 2000 and will run in June of 2000. An evaluation of the campaign will be conducted upon its completion. The outcome of this evaluation, coupled with results from a separate analysis (currently underway) of local government waste evaluation programs, will guide Phase II of the business outreach plan that will be completed in FY 00/01.

Campaign Evaluation

- Calls to Metro Recycling Information will be tracked.
- The number of information pieces mailed to business callers will be tracked.

- The percentage of businesses reached through selected media will be measured.
- A telephone survey following the campaign will help measure campaign effectiveness.
- Increased requests to local government field staff for business site visits will be measured.

Campaign Budget and Reach

- Total budget for campaign development and advertising is \$225,000. Phase I will be conducted in FY 99/00 in the amount of \$75,000. The balance of the campaign, \$150,000, will be expended in FY 00/01, providing a request to Council to carry funds over is approved.
- Reach has yet to be determined, depending on the strategy to be developed with advertising firm, but will be region-wide in scope.

VK:clk
S:\SHARE\KOLBERG\KOLB\COMMERCIAL AD CAMPAIGN\WORK PLAN.DOC

**EXECUTIVE SUMMARY
RESOLUTION NO. 00-2937
1999/2000 BUSINESS WASTE REDUCTION CAMPAIGN WORK PLAN**

PROPOSED ACTION

- Funds for this campaign are included in the FY99/00 Adopted Budget.
- Council included a “budget note” that requires Council review and approval of a work plan prior to expenditures on a business waste reduction outreach campaign.
- Council also designated contracts for this campaign as “significant impact”.
- The work plan is attached as Exhibit A.
- Approval of Resolution No. 00-2937 would approve the work plan and authorize release of funds for a business outreach campaign.

WHY NECESSARY

- The business recycling outreach campaign is an integral part of implementing Regional Environmental Management’s new waste reduction initiatives and achieving regional recycling goals.
- Based on research and focus group work conducted with local businesses, staff determined that a significant business outreach campaign would be an effective method of improving recovery rates.

ISSUES/CONCERNS

- The recovery level in the region has leveled-off at 43%, and Metro and local governments will not be able to reach Metro’s recovery goal without increased effort to boost recovery.
- Commercial waste is the largest component of disposed waste in the region, accounting for more than 50% of what is landfilled. Twenty-five percent of this is recyclable paper that includes high grade office paper, corrugated cardboard and mixed paper.
- Research indicates that businesses are aware of and interested in recycling and waste prevention, but many believe they are doing all they can. To increase recovery in the commercial sector, it is necessary to persuade business owners and executives that recycling is good for the environment, good for their bottom line, and that there is more that they can do in their own business to increase recycling.

BUDGET/FINANCIAL IMPACTS

- The adopted FY 1999-2000 Regional Environmental Management Budget includes \$225,000 for developing and conducting the business outreach effort. The campaign will be in two phases. Phase I will be conducted in FY 99/00 and will be in the amount of \$75,000. Phase II will be conducted next fiscal year. Council will be asked to carry over the balance of the unexpended funds into FY 2000/01. There are also additional funds budgeted for evaluating the business outreach effort.

STAFF REPORT

CONSIDERATION OF RESOLUTION NO. 00-2937 FOR THE PURPOSE OF APPROVING THE FY 99/00 BUSINESS WASTE REDUCTION OUTREACH WORK PLAN.

Date: April 3, 2000

Presented by: Terry Petersen

PROPOSED ACTION

Approval of Resolution No. 00-2937 would approve a work plan for the FY 99/00 business outreach campaign.

EXISTING LAW

The adopted Metro FY 1999-2000 budget includes a "budget note" that requires Council review and approve a work plan prior to expenditures on a business waste reduction outreach campaign. Council also designated contracts for this campaign as "significant impact".

BACKGROUND

The purpose of this staff report is to explain the goals, objectives and timelines of the business outreach work plan pursuant to the budget note requirement. The work plan is attached to Resolution No. 00-2937 as Exhibit A.

The business waste reduction outreach campaign is a critical part of Regional Environmental Management's efforts to achieve the region's recycling goals. The region has achieved a recycling rate of 43.4% (1998 DEQ Oregon Material Recovery Survey Report), but the recycling level has leveled-off. While more than an 80% of the region's citizen participate in curbside recycling at their homes, commercial waste is the largest component of disposed waste in the region - accounting for more 50% of what is landfilled. To achieve Metro's recovery goals, increased recycling and recovery from the commercial sector is vital.

Last fall, staff determined that a significant business outreach campaign would be an effective method of improving recovery rates, based on research and focus group work conducted with local businesses. Funds for a business campaign were included in the FY 99/00 budget, with the exact message and outreach methods to be determined.

Metro works in partnership with local governments to achieve increased waste reduction and recycling. This campaign will support the joint commercial waste reduction initiative undertaken by Metro and local governments that includes, among other efforts, increasing technical assistance for businesses and providing outreach on waste prevention (a tool that is in many ways attractive to businesses because it can help them save money).

SUMMARY OF THE WORK PLAN

The attached work plan describes the objectives, message, methods and timeline to be employed in the residential outreach campaign. The specific goal is to influence business owners and executives to recycle more paper in their businesses. Paper is targeted because 25% of commercial waste is comprised of recyclable paper, including corrugated cardboard, high-grade paper and mixed paper.

One component of the work plan is to utilize a contractor to develop a strategy for getting the attention of business owners and executives, and to motivate them to recycle more paper. Motivating factors will include economic incentives (good for your bottom line), environmental incentives (good for the environment), and/or corporate-image incentives (it's the right thing for a business to do).

Research has indicated that businesses find messages and examples from their peers to be credible and persuasive; therefore, this campaign will identify and feature businesses that are successfully practicing waste prevention and recycling in the workplace. These "case studies" will be delivered using a professional, engaging, peer-to-peer approach. Paid ads in local business publications will form the foundation of the outreach strategy.

These selected businesses will also be featured in fact sheets or case studies that will be part of a "tool kit" that will be developed by Metro and local governments. These tool kits will also include free waste evaluations conducted by local government staff; brochures, posters or other practical "how-to" pieces that research has indicated businesses would find helpful.

The campaign will be conducted in two phases. Phase I, featuring businesses that are successfully practicing waste prevention and recycling in the workplace, will be a total contract amount of \$75,000 and will be completed by June 30, 2000. Several evaluation components will be included in this campaign. These include the numbers of calls to Metro Recycling Information in response to the campaign; the number of calls to local governments from businesses seeking waste evaluations; and a pre- and post-campaign survey of businesses regarding the its effectiveness, with the survey portion funded under a different contract.

Pending the outcome of the evaluation of this campaign strategy, Phase II of the campaign will be launched in FY 00/01. Local governments are also evaluating their waste evaluations, and the outcome of this evaluation may also give the opportunity to modify the campaign to reach businesses most effectively.

BUDGET IMPACT

The Adopted FY 1999-2000 Regional Environmental Management budget includes \$225,000 in funds for the campaign. Phase I of the campaign will expend \$75,000 in FY 99/00. As this campaign is scheduled to run into next fiscal year, any unexpended funds will be requested to carried over into FY 01/01.

EXECUTIVE OFFICER RECOMMENDATION

The Executive Officer recommends adoption of Resolution No. 00-2937 approving the FY99/00 business outreach work plan.

VK:clk
S:\SHARE\KOLBERG\KOLB\COMMERCIAL AD CAMPAIGN\STAFF REPORT.DOC

Resolution No. 00-2941, For the Purpose of Recommending that the Land Conservation and Development Commission Adopt Regulations to Protect Exception Lands Adjacent to the Metro Urban Growth Boundary from Further Parcelization

**Metro Council Meeting
Thursday, April 27, 2000
Metro Council Chamber**

BEFORE THE METRO COUNCIL

FOR THE PURPOSE OF RECOMMENDING THAT) RESOLUTION NO. 00-2941
THE LAND CONSERVATION AND)
DEVELOPMENT COMMISSION ADOPT) Introduced by Growth Management
REGULATIONS TO PROTECT EXCEPTION LANDS) Committee
ADJACENT TO THE METRO URBAN GROWTH)
BOUNDARY FROM FURTHER PARCELIZATION)

WHEREAS, the Land Conservation and Development Commission ("LCDC") adopted regulations in 1997 to require counties to maintain 20 acre minimum lot sizes to avoid further parcelization of exception lands adjacent to the Metro urban growth boundary ("UGB") designated by Metro as urban reserve areas; and

WHEREAS, the extensive litigation and remand of Metro's designation of urban reserves resulted in LCDC's 2000 revision of its 1992 Urban Reserve Rule; and

WHEREAS, the current 20 acre minimum lot size regulation to protect exception lands adjacent to the Metro UGB from further parcelization in the 2000 Urban Reserve Rule expires upon adoption of the Rural Residential Lands Rule; and

WHEREAS, the issue of whether or how to regulate "urban fringe" areas statewide was included in LCDC's current consideration of a Rural Residential Lands Rule which will regulate divisions on exception lands zoned for residential use outside UGBs statewide; and

WHEREAS, Metro, Portland and Gresham have supported continuation of an LCDC rule requiring a 20 acre minimum lot size extended to the area within two miles of the current Metro UGB in the working group; and

WHEREAS, other working group members generally have opposed any one-size-fits-all minimum lot size greater than five acres anywhere in the state; and

WHEREAS, the working group generally has supported some urban fringe protection for the area adjacent to the Metro UGB; and

WHEREAS, Metro is responsible under ORS 268.390(3) for establishing, amending, and administering the regional UGB; and

WHEREAS, LCDC has authorized Metro to designate urban reserve areas in its 1992 and 2000 Urban Reserve Rule consistent with ORS 268.390(3); and

WHEREAS, Metro is an appropriate forum for applying state standards to determine the appropriate minimum lot sizes in different areas of exception lands zoned for residential use adjacent to the Metro UGB; and

WHEREAS, the Metro Council is willing to apply state standards to establish appropriate minimum lot sizes to protect exception lands within two miles of the current Metro UGB; now, therefore,

BE IT RESOLVED,

That the Metro Council recommends that the Land Conservation and Development Commission either adopt regulations to require a 20 acre minimum lot size for exception lands zoned for residential use within two miles of the Metro UGB or authorize Metro to establish an appropriate 10-20 acre minimum lot size for exception lands zoned for residential use within two miles of the current Metro UGB consistent with the proposed regulation text of a state regulation in Exhibit "A," attached and incorporated herein.

ADOPTED by the Metro Council this ____ day of April 2000.

David Bragdon, Presiding Officer

Approved as to Form:

Daniel B. Cooper, General Counsel

**Exhibit "A" to
Resolution No. 00-2941**

Amendments to March 2, 2000 DRAFT: Proposed Rural Residential Rule OAR 660-04-0040, Section 7(e) (Option 3).

Metro Urban Fringe Lot Size Authority

- (e) If any part of a lot or parcel to be divided is less than two miles from the urban growth boundary for the acknowledged Portland metropolitan area on the effective date of this rule and is in an area which allows rural residential uses, and if the Portland Metropolitan Area does not have an urban reserve area that contains at least a twenty year reserve of land that has been acknowledged to comply with OAR 660 Division 021, Metro shall adopt provisions relating to the regional urban growth boundary as part of comprehensive plans, to assure that the minimum area of any new lot or parcel shall be at least a designated size from 10 to 20 acres to be determined by Metro. If the lot or parcel to be divided also lies within the area governed by the Columbia River Gorge National Service Area Act, the division shall be done in accordance with the provisions of that act.
- (f) Metro shall consider existing parcelization, likelihood of urbanization consistent with acknowledged regional policies, and patterns of urban service facilities in determining the appropriate minimum lot size for areas of rural residential exception lands.
- (g) Until Metro acts to establish minimum lot sizes consistent with this rule, the existing minimum lot size rule in OAR 660, Division 021 shall remain in effect."

Resolution No. 00-2942, For the Purpose of Authorizing Amendments to the Intergovernmental Agreement with the City of Portland for the Consolidation of Regional Facilities to Transfer Civic Stadium.

**Metro Council Meeting
Thursday, April 27, 2000
Metro Council Chamber**

BEFORE THE METRO COUNCIL

FOR THE PURPOSE OF AUTHORIZING) RESOLUTION NO. 00-2942
AMENDMENTS TO THE INTERGOVERNMENTAL)
AGREEMENT WITH THE CITY OF PORTLAND) Introduced by Presiding Officer
FOR THE CONSOLIDATION OF REGIONAL) David Bragdon
FACILITIES TO TRANSFER CIVIC STADIUM)

WHEREAS, the City of Portland and Metro are parties to an Amended Agreement Regarding Consolidation of Regional Convention, Trade, Spectator and Performing Arts Facilities Owned and Operated by the City of Portland and the Metropolitan Service District, which transferred City facilities managed by the Exposition-Recreation Commission and all employees to the management of the Metropolitan Exposition-Recreation Commission; and

WHEREAS, the City has now entered into an agreement with Portland Family Entertainment LP ("PFE"), which provides for a major renovation and transfers operational management of Civic Stadium to PFE; and

WHEREAS, Metro recognizes the City's investment of public funds and its right to provide for the management of City-owned facilities; and

WHEREAS, the City and Metro have negotiated in good faith for amendments to the Consolidation Agreement which will streamline the management of the remaining City facility upon the withdrawal of Civic Stadium from Metropolitan Exposition-Recreation Commission management; now, therefore,

////

////

////

////

BE IT RESOLVED:

1. That the Executive Officer is authorized to execute the Amendment to the Agreement attached as Exhibit "A" to this Resolution.

ADOPTED by the Metro Council this ____ day of _____ 2000.

David Bragdon, Presiding Officer

APPROVED AS TO FORM:

Daniel B. Cooper, General Counsel

I:\DOCS\05 ERC\01CONSOLAR 00-2933.00-2942.Consolamend.doc
OGC/KAP/sm 4.19.2000

RESOLUTION NO. 00-2942
EXHIBIT A
AVAILABLE PRIOR TO FINAL DECISION

Resolution No. 00-2925, For the Purpose of Authorizing an Exemption to the Requirement of Competitive Bidding, Authorizing Issuance of a Request for Proposals to Procure Hazardous Waste Disposal Services, and Authorizing the Executive Officer to Execute the Resulting Multi-Year Contract.

Contract Review Board

**Metro Council Meeting
Thursday, April 27, 2000
Metro Council Chamber**

BEFORE THE METRO CONTRACT REVIEW BOARD

FOR THE PURPOSE OF AUTHORIZING) RESOLUTION NO. 00-2925
AN EXEMPTION TO THE REQUIREMENT OF)
COMPETITIVE BIDDING, AUTHORIZING ISSUANCE) INTRODUCED BY MIKE BURTON
OF A REQUEST FOR PROPOSALS TO PROCURE) EXECUTIVE OFFICER
HAZARDOUS WASTE DISPOSAL SERVICES, AND)
AUTHORIZING THE EXECUTIVE OFFICER)
TO EXECUTE THE RESULTING MULTI-YEAR)
CONTRACTS)

WHEREAS, Metro operates a hazardous waste collection program, which includes two permanent household hazardous waste facilities, satellite collections around the region, and a conditionally exempt generator (CEG) program; and

WHEREAS, Metro's current contracts for transportation and disposal of wastes collected in the hazardous waste program expire on June 30, 2000; and

WHEREAS, The FY 2000-01 Metro budget of the Regional Environmental Management Department authorizes expenditures of a total of \$971,400 for hazardous waste disposal; and

WHEREAS, ORS 279.015 requires that public contracts shall be based upon competitive bids except when exempted upon approval of certain findings; and

WHEREAS, Metro Code Section 2.04.054 provides that all Metro public contracts shall be based upon competitive bid with the exception that specific contracts may be exempted by resolution of the Metro Contract Review Board, subject to the requirements of ORS 279.015, including certain findings; and

WHEREAS, for the justifications set forth in the attached Exhibit B, the Metro Contract Review Board finds that exempting the award of a contract resulting from the RFP for procurement of hazardous waste disposal services from the competitive bidding requirements of

ORS 279.015 and Metro Code Section 2.04.052 is unlikely to encourage favoritism in the award of such contract or substantially diminish competition for such contract, and result in substantial cost savings to Metro; and

WHEREAS, Pursuant to Metro Code Section 2.04.026(c) Council approval of contracts awarded as a result of the RFP is required; and

WHEREAS, Pursuant to Section 2.04.026 (c) of the Metro Code, the Council may at the time it approves a Request for Proposals waive the requirement for Council approval of a contract prior to execution of the contract by the Executive Officer; and

WHEREAS, The resolution was submitted to the Executive Officer for consideration and was forwarded to the Council for approval; now therefore,

BE IT RESOLVED,

1. That the Metro Contract Review Board adopts as its findings the justifications, information and reasoning set forth in Exhibit "B" and incorporated by reference into this Resolution as if set forth in full; and
2. That based upon such findings, the Metro Contract Review Board exempts from competitive bidding requirements the contract to be solicited through the attached Request for Proposals; and
3. That the Metro Council approves issuance of the multi-year Request for Proposals for Transportation and Disposal of Wastes Collected in Metro's Hazardous Waste Programs, Exhibit "A".
4. That the Metro Council authorizes the Executive Officer to execute multi-year contracts for Transportation and Disposal of Hazardous Wastes Collected in Metro's Hazardous Waste Collection Program with the most qualified proposers

in accordance with the requirements of the Metro Code.

ADOPTED by the Metro Council this _____ day of _____, 2000.

David Bragdon, Presiding Officer

ATTEST:

Approved as to Form:

Recording Secretary

Daniel B. Cooper, General Counsel

JQ:clk

S:\SHARE\QUIN\HHW\RES&REPT\disp00.RES.doc

**Request for
Proposals
for
Transportation and
Disposal of Hazardous
Waste**

DOCUMENT TOO LARGE TO COPY,
PLEASE CONTACT THE REM DEPT. FOR COPY.

RFP #00R-12-REM

*Regional Environmental Management
Environmental Services Section*
600 NE Grand Ave
Portland, OR 97232-2736
(503) 797-1668
Fax (503) 797-1795
www.metro-region.org

May 2000



METRO
Regional Services
*Creating livable
communities*

Printed on recycled paper,
30% post-consumer content,
please recycle!

EXHIBIT "B"

FINDINGS SUPPORTING AN EXEMPTION FROM THE COMPETITIVE BIDDING PROCESS FOR A REQUEST FOR PROPOSALS TO PROCURE HAZARDOUS WASTE DISPOSAL SERVICES

1. BACKGROUND

Metro operates a hazardous waste program which includes two permanent household hazardous waste collection facilities, satellite collections held at various locations around the region, and a conditionally exempt generator (CEG) program. The transportation and disposal of the wastes collected in this program is currently performed by three contractors. All of the current hazardous waste disposal contracts expire at the end of June 2000.

Metro's hazardous waste program strives to manage all wastes in a manner that maximizes both cost-effectiveness and environmental considerations. An RFP process has been used to each time hazardous waste disposal services have been procured for the program. The RFP process allows Metro to take advantage of the varying capabilities and strengths of the various hazardous waste disposal firms serving the Pacific Northwest, by separately awarding contracts for each waste category based on costs savings and environmental soundness.

2. FINDINGS

2.1. **Findings supporting exemption from competitive bid process regarding favoritism and competition**

The Metro Contract Review Board finds that exempting the procurement of hazardous waste disposal services from competitive bidding requirements is unlikely to encourage favoritism in the award of a contract or to substantially diminish competition for such a contract. This finding is supported by the following:

2.1.1. Solicitation Advertisement: Pursuant to ORS 279.025, the solicitation will be advertised as appropriate in regional publications. In addition, solicitation documents will be available both through Metro's website page that highlights contracting opportunities, as well as at regional plan and procurement centers. Additionally, solicitation documents will be sent to an extensive mailing list of all known companies providing hazardous waste disposal services in the Pacific Northwest. Accordingly, this solicitation process is designed to encourage competition and to discourage favoritism.

2.1.2. Full Disclosure: To avoid favoritism and ensure full disclosure of all project requirements, the RFP solicitation package will include:

- A detailed description of Metro's hazardous waste program
- Technical specifications of disposal categories
- Proposed contractual terms and conditions
- Selection process description
- Evaluation criteria

2.1.3. Selection Process: To avoid favoritism the evaluation process will include the following steps:

- Proposals will be evaluated for completeness and compliance with the requirements listed in the RFP
- References regarding experience and qualifications will be evaluated
- A detailed analysis of disposal category specifications and comparative costs will be completed
- Each disposal category will be evaluated separately
- Category groupings will then be independently scored by the selection committee

2.1.3.3. Metro will then enter into negotiations with the highest ranked firm for each category grouping to attempt to negotiate a contract or contracts. If negotiations are unsuccessful, negotiations will be conducted with the next ranked firm.

2.1.3.4. Once a contract has been negotiated, competing firms will be notified and given an opportunity to appeal award in accordance with the provisions of the Metro Code.

2.1.4. **Competition:** There are several firms that provide hazardous waste disposal services in this region. The exemption from competitive bidding will not diminish competition because all known firms will be sent a copy of the solicitation. A mailing list of about 30 companies has been developed.

2.2. Findings supporting exemption from the competitive bid process regarding cost savings

The Metro Contract Review Board finds that awarding the contracts for hazardous waste disposal services pursuant to an exemption from competitive bidding requirements will result in substantial cost savings to Metro. The finding is supported by the following:

2.2.1 **Cost a primary factor in evaluation:** The evaluation criteria to be used by the selection committee, as detailed in the RFP, will include cost as 50% of the evaluation points awarded.

2.2.2. **Flexibility in category specifications:** Using the RFP process allows proposers to propose creative category sorting and packaging specifications, and thus allows for specifications that best fit with a firm's operations or that are less costly for Metro staff to prepare. This results in lower costs for disposal and lower costs to Metro in preparing wastes for disposal.

2.2.3 **Awarding by category groupings:** A total of nine separate groups of waste categories are specified in the RFP, and each group will be evaluated and awarded separately. This ensures that proposers will provide the lowest pricing for each group.

2.3. Additional information justifying exemption from competitive bidding requirements

2.3.1. Environmental soundness: Use of the RFP process allows for consideration of environmental factors in evaluating proposals. Proposers are encouraged to offer disposal methods high on the waste reduction hierarchy, and proposers' environmental records are considered in evaluating proposers' qualifications. This ensures that wastes are disposed of in a manner that is environmentally sound and that minimizes Metro's future liability.

**EXECUTIVE SUMMARY
RESOLUTION 00-2925
TRANSPORTATION AND DISPOSAL OF HAZARDOUS WASTE**

PROPOSED ACTION

- Adopt resolution No. 00-2925 , which exempts the procurement of hazardous waste transportation and disposal services from the competitive bid process, authorizes release of RFP #00R- 12-REM, and authorizes the Executive Officer to execute contracts for transportation and disposal of waste collected in Metro's Hazardous Waste Program.

WHY NECESSARY

- Three current contracts for transportation and disposal of hazardous waste expire in June 2000.
- During FY00-01 the Hazardous Waste Program will collect about 3.5 million pounds of hazardous waste requiring proper disposal.

ISSUES/CONCERNS

- Use of a proposal process requires an exemption from the competitive bid process. As part of the exemption process, the Contract review board must adopt findings showing that such an exemption is: unlikely to encourage favoritism or substantially diminish competition for public contracts, and would result in substantial cost savings. Such findings are included in the resolution being adopted.
- The findings show that use of a proposal process will result in substantial cost savings to Metro because proposers will be allowed to recommend waste categorization procedures, waste disposal options, recycling alternatives, and other aspects of their services that result in decreased costs; and because cost will be a primary factor in the selection process.
- The findings show that the use of a proposal process is unlikely to encourage favoritism or diminish competition because the invitation to submit proposals will be advertised and the RFP will be sent to a variety of hazardous waste management firms.
- To minimize the likelihood of a recurrence of a recent situation, in which a former disposal contractor did not properly dispose of Metro-generated hazardous waste, the proposed scope of work includes strengthened disposal certification requirements. If contractors do not provide official certification within specified timelines, payment will be withheld.

BUDGET/FINANCIAL IMPACTS

- The proposed FY2000-01 budget for the Hazardous Waste Program contains \$971,400 for hazardous waste transportation and disposal services.

JQ:clk

S:\SHARE\QUT\NH\WRES&REPT\EXECUTIVE SUMMARY.DOC

STAFF REPORT

CONSIDERATION OF RESOLUTION NO. 00-2925, FOR THE PURPOSE OF AUTHORIZING AN EXEMPTION TO THE REQUIREMENT OF COMPETITIVE BIDDING, AUTHORIZING ISSUANCE OF A REQUEST FOR PROPOSALS TO PROCURE HAZARDOUS WASTE DISPOSAL SERVICES, AND AUTHORIZING THE EXECUTIVE OFFICER TO EXECUTE THE RESULTING MULTI-YEAR CONTRACTS

Date: April 6, 2000

Presented by: Terry Petersen

PROPOSED ACTION

Approve Resolution 00-2925 to authorize the use of a request for proposals process to procure hazardous waste disposal services, issuance of the attached RFP (Exhibit A), and Executive Officer approval of the contracts resulting from the RFP.

EXISTING LAW

Metro Code section 2.04.054 (c) authorizes the contract review Board to exempt contracts from competitive bidding, subject to certain requirements. Metro code section 2.04.026 (c) requires council authorization of RFP's such as this prior to their release, and allows council to waive the requirement of council authorization of the resulting contracts.

BACKGROUND

Metro operates a hazardous waste program which includes two permanent household hazardous waste collection facilities, satellite collections held at various locations around the region, and a conditionally exempt generator (CEG) program. The transportation and disposal of the wastes collected in this program is currently performed by three contractors. All of the current hazardous waste disposal contracts expire at the end of June 2000.

JUSTIFICATION FOR USING RFP PROCESS

Metro's hazardous waste program strives to manage all wastes in a manner that maximizes both cost-effectiveness and environmental considerations. The use of an RFP process to procure hazardous waste transportation and disposal services provides a degree of flexibility that greatly facilitates the attainment of these two goals.

The hazardous waste transportation and disposal firms that service the Pacific Northwest have varying capabilities, and generally varying relationships with final recycling and disposal facilities. Some regional contractors may have developed in-house treatment and recycling methods, while others may ship wastes around the country to facilities under their control. A wide variety of hazardous wastes are received at Metro's facilities, and each potential disposal contractor will have certain types of wastes for which they offer particularly attractive pricing or otherwise unavailable processing or disposal technologies. The details of categorization and packaging that each contractor requires can vary significantly, and it is necessary to leave open these specific details in order to capitalize on strengths of the various hazardous waste management firms.

The RFP details 28 different categories of waste, based on the sorting procedures currently employed at Metro's Hazardous Waste Facilities. These categories are then grouped into eight groups of similar categories. Proposers are asked to provide separate pricing information for each waste category, and are informed that each group will be evaluated separately. The most highly rated proposer for each group will be contacted for contract negotiations. It is possible that more than one contract will be awarded.

Proposals solicited will include information on the types of waste that may be included in each of the proposer's waste categories, the packaging requirements for each category, and the proposed disposal methods. The proposals will be evaluated by a committee, category by category, based on the following criteria:

General compliance with the RFP. (10 points)

Costs for transportation and disposal of individual waste category, including labor and material costs which would be incurred by Metro in preparing wastes to meet proposer's specifications. (50 points)

Environmental soundness of disposal method. (25 points)

Proposer's experience, qualifications and compliance record. (15 points)

The RFP includes a detailed Proposed Scope of Work, and all contracts negotiated will adhere to the provisions outlined therein. The Proposed Scope of Work contains new requirements intended to prevent the recurrence of a recent situation in which drums of waste generated by Metro's program were found at the site of a contractor that had gone bankrupt, several years after Metro shipped the drums and several years after the disposal contract had ended.

The Council has authorized use of the RFP process for procuring hazardous waste disposal services for each of the four previous procurement processes between 1991 and 1997. Because of the complex nature of hazardous waste transportation and disposal, and the cost savings and environmental benefits that will result, a Request for Proposals process remains the most desirable approach to selecting transportation and disposal contractors for Metro's hazardous waste program.

BUDGET IMPACT

The proposed 2000-01 budget for the Hazardous Waste Program has budgeted \$971,400 for hazardous waste transportation and disposal services.

EXECUTIVE OFFICER'S RECOMMENDATION

The Executive officer recommends adoption of Resolution No. 00-2925.

Agenda Item Number 10.2

Resolution No. 00-2927, For the Purpose of Authorizing Change Order 2 to the Contract for Operation of the Metro South and Metro Central Transfer Stations.

Contract Review Board

**Metro Council Meeting
Thursday, April 27, 2000
Metro Council Chamber**

BEFORE THE METRO CONTRACT REVIEW BOARD

FOR THE PURPOSE OF AUTHORIZING) RESOLUTION NO 00-2927
CHANGE ORDER NO. 2 TO THE CONTRACT)
FOR OPERATION OF THE METRO SOUTH) Introduced by Mike Burton, Executive
AND METRO CENTRAL TRANSFER STATIONS) Officer

WHEREAS, in 1997 Metro entered into a certain contract for the operation of the Metro South and Metro Central Transfer Stations, Metro Contract No. 905690 (the "Contract") with Browning-Ferris Industries of Oregon, Inc ("Contractor"); and

WHEREAS, Article 28 of the Contract provides that any change in control or the transfer of a controlling interest in the beneficial ownership of Contractor shall constitute a default under the terms of this Contract, unless Metro consents to such transfer; and

WHEREAS, on July 30, 1999, the Contractor's corporate parent, Browning-Ferris Industries, Inc. entered into a merger agreement with Allied Waste Industries, Inc.; and

WHEREAS, the above-named Merger Agreement constitutes either or both a change in control and a transfer of a controlling interest in the beneficial ownership of the Contractor under Article 28 of the Contract; and

WHEREAS, Metro has received a written request for consent and approval of the transfer of the Contractor to the control of and as a subsidiary of Allied Waste Control, Inc.; and

WHEREAS, Metro's Regional Environmental Management Department staff have recommended approval of such transfer of the Contract, provided that certain other amendments are made to the Contract; and

WHEREAS, it is therefore necessary to amend the Contract for the operations of the Metro South and Metro Central transfer stations to provide for the proposed assignment and to make other necessary modifications; and

WHEREAS, Change Order No. 2, attached as Exhibit A, provides the necessary modifications to the Contract; and

WHEREAS, this Resolution was submitted to the Executive Officer for consideration and was forwarded to the Metro Council for its approval; now, therefore,

BE IT RESOLVED:

1. That the Metro Council authorizes the Executive Officer on behalf of Metro, to consent to and approve of the transfer and assignment of the Contract from Contractor to the control of and as a subsidiary of Allied Waste Industries, Inc.; and

2. That the Metro Council authorizes the Executive Officer to execute Change Order No. 2 to the Contract for the operation of the Metro South and Metro Central transfer stations, in a form substantially similar to that set forth in the attached Exhibit A.

ADOPTED by the Metro Contract Review Board this _____ day of _____ 2000.

David Bragdon, Presiding Officer

APPROVED AS TO FORM:

Daniel B. Cooper, General Counsel

MDF:kaj
i:\docs#09.sw\04metro.sou\10operation\03contra.ct\resolution 00-2927.doc
4/14/2000

EXHIBIT A

CONTRACT CHANGE ORDER NO. 2
METRO CONTRACT NO. 905690

MODIFICATION TO THE CONTRACT BETWEEN
METRO AND BFI WASTE SYSTEMS OF NORTH AMERICA, INC.
ENTITLED
"CONTRACT DOCUMENTS FOR THE OPERATION
OF THE METRO SOUTH AND METRO CENTRAL TRANSFER STATIONS"

This Contract Change Order No. 2 dated as of the last signature date below, hereby amends Metro Contract No. 905690, entitled "Contract Documents for the Operation of the Metro South and Metro Central Transfer Stations," effective October 1, 1997, including a prior amendment (which contract and amendment are collectively referred to herein as "the Transfer Stations Agreement").

Recitals

1. Effective July 30, 1999 Browning-Ferris Industries Inc. entered into a merger agreement with Allied Waste Industries Inc.
2. Prior to the merger, Contractor, BFI Waste Systems of North America, Inc., was a wholly owned subsidiary of Browning-Ferris Industries Inc. Following the merger, Contractor is a wholly owned subsidiary of Allied Waste Industries, Inc.
3. Section 28 of the Transfer Stations Agreement provides that any change in control or the transfer of a controlling interest in the beneficial ownership of Contractor shall constitute a default under the Transfer Stations Agreement, unless Metro consents to such transfer.
4. The above-described July 30, 1999 merger constitutes either or both a change in control and a transfer of a controlling interest in the beneficial ownership of the Contractor under Article 28 of the Transfer Stations Agreement.
5. Contractor has requested that Metro consent to the transfer resulting from the July 30, 1999 merger agreement.

Accordingly, in exchange for the promises and other considerations set forth in the Transfer Stations Agreement and in this Contract Change Order, the parties hereby agree as follows:

A. Purpose

The purpose of this Contract Change Order No. 2 is to amend certain terms and provisions of the Transfer Stations Agreement and to incorporate therein other mutually agreed provisions.

B. Provisions of Contract Change Order

1. Amendment of Reimbursement for Maintenance Cost Provisions. The provisions of Article 13.H.2 of the General Conditions, Operations of the Metro South and Metro Central Transfer Stations are amended to provide as follows:

“Repair and Replacement of less than \$20,000 per Occurrence: Contractor shall be reimbursed (per the Force Account procedures excluding Item #3) for 50% of all costs associated with the repair or replacement of parts necessary to keep the transfer equipment and facility operating or to return the equipment to an operational state, including the replacement of parts which have become unusable as a result of normal wear and tear, except (i) those parts included under Section H.1 above, for which the Contractor shall be responsible for 100% of the cost; and (ii) for the first \$10,000 per year of costs associated with repair and replacement performed under this subsection H.2 at both transfer stations.

Contractor shall be reimbursed (per the Force Account procedures excluding item #3) for 35% of all costs associated with the repair or replacement of parts necessary to keep the materials recovery equipment operating or to return the equipment to an operational state, including the replacement of parts which have become unusable as a result of normal wear and tear, except those parts included under Section H.1 above for which the Contractor shall be responsible for 100% of the cost.”

2. Amendment of Materials, Employees, and Workmanship Provisions. The provisions of Article 24 of the General Conditions, Operations of the Metro South and Metro Central Transfer Stations are amended to add a new Section C, as follows:

“C. Contractor shall use recycled and recyclable materials and products to the maximum extent economically feasible in the performance of contract work set forth in this document. Contractor shall comply with Section 2.04.520(a) of the Metro code regarding the use of recycled materials and products, particularly in the purchase of motor oil, antifreeze and tires.”

3. Amendment to General Provisions. The provisions of Article 2 of the General Conditions, Operations of the Metro South and Metro Central Transfer Stations are amended to add a new Section R, as follows:

“R. Contractor, Browning-Ferris Industries, Inc., Allied Waste Industries, Inc., and each of them, and any or all of their respective corporate parents or corporate subsidiaries, whether in existence at the time of this change order or later created, agree not to dispute, contest or challenge in any way exercise by Metro of any flow control authority as described in its ordinances, regulations and bond covenants unless the exercise of such flow control authority has been judicially declared or affirmed to be legally invalid by the highest court of law or equity having jurisdiction to consider the legality or illegality of Metro’s exercise of flow control authority. Any breach of this

provision, as determined by the sole opinion of Metro, shall constitute a default subject to the remedies contained in Article 11B of the General Conditions.”

4. Amendment to Provisions for On-Site Personnel at Metro South Transfer Station.

The provisions of Article 28.H of the Specifications for Metro South Station, are amended to provide as follows:

“H. During the peak periods of 10 a.m. to 2 p.m. weekdays and 10 a.m. to 4 p.m. weekends, the Contractor shall provide twice as many personnel as those required in subsections C, E, F and G of this section. Additional personnel may be required based on seasonal fluctuations and weekend vs. weekday operations. The Contractor shall be responsible for identifying such trends and adjusting the number of personnel as required at no additional cost to Metro.”

5. Amendment to Provisions for Janitorial Services at Metro South Transfer Station.

The introductory provisions of Article 32.1 of the Specifications for Metro South Station are amended to delete the phrase “and main and small scalehouse,” and substitute in its place the phrase “4 scalehouses, office, break room and bathrooms in the latex facility,”.

6. No Other Amendments or Modifications. Except as amended and modified herein, all other terms and conditions of the Transfer Stations Agreement shall remain in full force and effect. Any material conflict between the provision of the original Agreement, and other previous amendments or contract change orders, on the one hand, and this Contract Amendment No. 2, on the other hand, shall be resolved by reference to and reliance upon this Contract Amendment.

BFI WASTE SYSTEMS
OF NORTH AMERICA, INC.

METRO

Signature

Signature

Print name and title

Print name and title

Date

I:\DOCS\09.SW\6filled.drt3.doc
OGC/MDF/em 11/10/99

EXECUTIVE SUMMARY

PROPOSED ACTION

Adoption of Resolution No. 00-2927, authorizes the Executive Officer to execute Change Order No. 2 to the operations contract for Metro South and Metro Central.

WHY NECESSARY

The contract to operate the transfer stations, between Metro and BFI, contains a clause that requires Metro's consent to a merger if a change of control or a transfer of a controlling interest in the beneficial ownership of the Contractor occurred. Under the terms of the merger BFI became a wholly owned subsidiary of Allied Waste Industries, Inc. which constitutes a default unless Metro consents to the transfer.

ISSUES/CONCERNS

Since BFI requested Metro's consent to the merger Metro's Executive Officer has the following options:

- 1) Recommend to the Metro Contract Review Board that it provide its consent without conditions;
 - 2) Recommend that consent be approved with negotiated conditions; or
 - 3) Recommend that the Metro Contract Review Board deny consent because the proposed change of control or transfer of controlling interest is not in the public interest.
- The Executive Officer instructed staff to negotiate with BFI/Allied to determine acceptable conditions for granting consent of the merger.
 - Several factors in the solid waste industry were occurring that resulted in financial uncertainty for the Contractor, primarily from tonnage loss at the stations.
 - After several negotiating sessions both parties agreed to a reduction in janitorial and maintenance costs totaling \$20,000 per year, language that encourages the use of recycled material, Contractor will not dispute Metro's flow control authority and a staffing adjustment allowing more flexibility.

BUDGET IMPACT

Metro will receive a net saving of \$20,000 per year.

STAFF REPORT

IN CONSIDERATION OF RESOLUTION NO. 00-2927 FOR THE PURPOSE OF AUTHORIZING CHANGE ORDER NO. 2 TO THE CONTRACT FOR OPERATION OF THE METRO SOUTH AND METRO CENTRAL TRANSFER STATIONS

Date: April 19, 2000

Presented by: Terry Petersen

PROPOSED ACTION

The Contract Review Board is requested to adopt Resolution No. 00-2927, authorizing the Executive Officer to execute Change Order No. 2 to Metro Contract No. 905690, entitled "Contract Documents for the Operation of the Metro South and Metro Central Transfer Stations".

EXISTING LAW

Metro Code section 2.04.058(b) for Public Contract Amendments requires that "No contract which was designated as a contract having a significant impact on Metro may be amended without the express approval of the council evidenced by a duly adopted resolution or ordinance;" unless the amendment met one of the approved exceptions under 2.04.058(b). The proposed amendment does not comply with the approved exceptions.

BACKGROUND

In 1997, Metro and Browning-Ferris Industries (BFI) entered into a five year agreement for the operation of Metro South and Metro Central transfer stations during the period of October 1, 1997 to September 30, 2002. On March 8, 1999 BFI announced plans to merge with Allied Waste Industries, Inc. Under the terms of the merger, BFI would become a wholly owned subsidiary of Allied Waste Industries, Inc.

The contract between Metro and BFI contains a clause that requires Metro's consent to a merger if a change of control or a transfer of a controlling interest in the beneficial ownership of the Contractor occurred. Without Metro consent, BFI would be in default of the contract, which could result in termination. BFI requested Metro's consent for the merger on May 3, 1999 prior to the completion of the merger transaction.

Metro staff and BFI began conducting negotiations over the conditions of granting consent. However, negotiations were not completed before the effective date of the merger, which occurred on July 30, 1999. After the merger, negotiations continued with several factors delaying completion, such as issues concerning flow control, loss of tonnage, and the potential use of Metro Central for an organic waste project. Another major concern was the ramifications to Metro's facilities from the proposed Transfer Station Service Plan that was being discussed within SWAC. Change Order No. 2 is the result of these negotiations.

Under the change order Metro would grant its consent in exchange for the following consideration:

- Reimbursement by Metro for maintenance costs will be lowered by \$10,000 annually.
- Contract language, consistent with Metro Code, has been added to encourage the use of recycled materials and products.
- Contractor agrees not to dispute Metro's flow control authority over waste.
- Personnel requirements at Metro South are adjusted to allow the Contractor more flexibility in staffing the site.
- The Contractor will be responsible for additional janitorial duties for the latex building, saving Metro \$10,000 per year.

BUDGET IMPACT

The budget impact, is a net saving for Metro of approximately \$20,000 per year for the remaining two years of the contract.

RECOMMENDATION

The Executive Officer recommends approval of Resolution No. 00-2927.

Agenda Item Number 10.3

Resolution No. 00-2938, For the Purpose of Authorizing the Release of a Request for Proposals for Advertising Services and Authorizing the Executive to Enter into a Contract.

Contract Review Board

**Metro Council Meeting
Thursday, April 27, 2000
Metro Council Chamber**

BEFORE THE METRO CONTRACT REVIEW BOARD

FOR THE PURPOSE OF AUTHORIZING) RESOLUTION NO. 00-2938
THE RELEASE OF A REQUEST FOR)
PROPOSALS FOR ADVERTISING)
SERVICES AND AUTHORIZING THE) Introduced by: Mike
EXECUTIVE TO ENTER INTO A) Burton, Executive Officer
CONTRACT)

WHEREAS, Metro is responsible for coordinating regional efforts designed to meet the regional recovery goal of 52% by the year 2000; and

WHEREAS, the recovery rate has leveled-off at 43 percent in recent years and the region will not achieve its goals without increased efforts; and

WHEREAS, Metro has recently developed new waste reduction initiatives designed to increase these efforts; and

WHEREAS, outreach and education are one of the primary, effective mechanisms for Metro to improve recycling and waste reduction efforts throughout the region; and

WHEREAS, a peer-based advertising campaign will provide an excellent opportunity to focus businesses on ways to increase their recycling and waste prevention and illustrate through other successful businesses that waste prevention it is good for the environment, good for their image and good for their bottom line; and

WHEREAS, a business ad campaign is an integral part of implementing these new waste reduction initiatives by motivating businesses to increase their recycling and waste prevention, and to respond to specific calls to action; and

WHEREAS, funds for a business ad campaign have been duly appropriated in the Adopted FY 1999-2000 Metro Budget; and

WHEREAS, Council approved the work plan for this Business Waste Reduction Campaign in Resolution No. 00-2937; and

WHEREAS, the resolution was submitted to the Executive Officer for consideration and was forwarded to the Council for approval by the Council Review Board; now therefore,

BE IT RESOLVED, that the Metro Council Review Board authorizes the release of the Request for Proposals, in a form substantially similar to that attached as Exhibit A to this resolution, and authorizes the Executive Officer to execute a contract with the most qualified proposer.

ADOPTED by the Metro Council this ____ day of _____, 2000.

David Bragdon, Presiding Officer

ATTEST:

Approved as to Form:

Recording Secretary

Daniel B. Cooper, General Counsel

Exhibit "A"
Resolution No. 00-2938
REQUEST FOR PROPOSALS

FOR

Advertising Services for Business Recycling Campaign

I. INTRODUCTION

The Regional Environmental Management Department (REM) of Metro, a metropolitan service district organized under the laws of the State of Oregon and the 1992 Metro Charter, located at 600 NE Grand Avenue, Portland, OR 97232-2736, is requesting proposals for a Business Recycling Campaign. Proposals will be due no later than _____ p.m., _____, 2000 in Metro's business offices at 600 NE Grand Avenue, Portland, OR 97232-2736. Details concerning the project and proposal are contained in this document.

II. BACKGROUND/HISTORY OF PROJECT

Metro is the regional government responsible for coordinating regional waste reduction efforts designed to meet the state mandated regional recovery goal of 52% by the year 2000. The region has achieved a recovery rate of 43.4%, but this rate has stalled. While more than 80% of the region's citizens participate in curbside recycling at their homes, commercial waste is the largest component of disposed waste in the region – accounting for more than 50% of what is landfilled. Twenty-five percent of that material is recyclable paper that includes high grade office paper, corrugated cardboard and mixed paper.

Recent research conducted for Metro by Dotten and Associates, indicates that business owners and top executives have an interest in and awareness of recycling and waste prevention, but many believe that they are recycling all that they can. They also are concerned about costs or savings that might be incurred by any increased efforts on their part, and they want to know that they could get increased public relations benefits from undertaking those practices.

Secondarily, staff who are personally responsible for the actual recycling and waste prevention want simple, easy, step-by-step information on how to implement these practices and to know that the practices are going to be appealing to the executives. This research also indicated that businesses find messages and examples from their peers to be credible and persuasive.

Metro works in partnership with local governments to achieve increased waste reduction and recycling. This campaign will support the joint commercial waste reduction initiative undertaken by Metro and local governments that includes, among other efforts, increasing technical assistance for businesses and providing outreach on waste prevention, (a tool that is in many ways attractive to businesses because it can help them save money).

This campaign will be conducted in two phases. This first phase will identify and feature businesses that are successfully practicing waste prevention and recycling in the workplace. The goal is for businesses to contact Metro for more information about or assistance with recycling. Businesses who contact Metro will receive case studies of business success stories; offers of free waste evaluations to be conducted by local government staff; and posters or other practical "how-to" pieces that research has indicated businesses would find helpful.

This first phase of this campaign will be a total contract amount of \$75,000 and will be completed by June 30, 2000. Several evaluation components will be included in this campaign. These include the numbers of calls to Metro Recycling Information in response to the campaign; the number of calls to local governments from businesses seeking waste evaluations; and a pre and post campaign survey of businesses regarding the effectiveness.

Pending the outcome of the evaluation of this campaign strategy, Phase II of the campaign will be launched and will be approximately \$150,000. This will be a separate RFP, to be issued after the completion and evaluation of Phase I.

Local governments are also reviewing their waste evaluation programs, and the outcome of this evaluation may also shape Phase II of the campaign to reach businesses most effectively.

III. PROPOSED SCOPE OF WORK/SCHEDULE

Metro is seeking proposals from qualified firms to perform the following services and to deliver the products described:

The contractor will develop a promotional strategy targeted at the business community. The goal is to influence business owners and executives to call Metro to find out how they can recycle more paper in their businesses.

The contractor will develop a strategy that uses a professional, engaging, peer-to-peer approach to get a business owner's/executive's attention, and to motivate them to recycle more paper in their businesses. Motivating factors will include economic incentives (good for your bottom line), environmental incentives (good for the environment), and /or corporate-image incentives (it's the right thing for a business to do).

Contractor is to develop the creative approach for the campaign, and then research, write and produce printed ads and collateral printed pieces, and then place ads in targeted publications. Metro desires that the first of the ads be completed and placed in target publications as soon as possible.

Contractor will meet with Metro and local government representatives to identify targeted businesses and individuals to be featured in the promotion, and to brainstorm the messages, tone and style of the ads. Promotion will feature a range of business types.

Contractor will:

- Meet with Metro and local government representatives to identify businesses and key messages
- Conduct interviews with identified businesses (8 to 10 businesses)
- Art direct and conduct one photography session in each business setting (one location per business; one to three people in each photograph; use medium-format camera to achieve good resolution in case Metro wants to use images in tradeshow booth)
- Write ad copy
- Design ads
- Place ads in targeted papers (To be determined, but could include Daily Journal of Commerce, Business Journal, business section of Oregonian, professional journals/trade publications)
- Ads to run through June 2000 under this contract
- Use the photographs and copy to develop one-page fact sheets or case studies of each of the targeted businesses

Contract shall not exceed \$75,000, and will include all photography, writing, graphic design and cost of running ads. Metro will pay for cost of reproducing case studies.

IV. PROJECT ADMINISTRATION

Vicki Kolberg, Project Supervisor
Regional Environmental Management Department
Metro
600 NE Grand Avenue
Portland, OR 97232
(503) 797-1514
kolbergv@metro.dst.or.us

V. PROPOSAL INSTRUCTIONS

A. Submission of Proposals

Seven (7) copies of the proposal shall be furnished to Metro, addressed to:

Metro
Regional Environmental Management Department
600 NE Grand Avenue
Portland, OR 97232-2736

B. **Deadline**

Proposals will not be considered if received after _____ p.m.,
_____, 20_____.

C. **RFP as Basis for Proposals:**

This Request for Proposals represents the most definitive statement Metro will make concerning the information upon which Proposals are to be based. Any verbal information which is not addressed in this RFP will not be considered by Metro in evaluating the Proposal. All questions relating to this RFP should be addressed to Vicki Kolberg at (503) 797-1514. Any questions, which in the opinion of Metro, warrant a written reply or RFP amendment will be furnished to all parties receiving this RFP. Metro will not respond to questions received after _____

D. **Information Release**

All proposers are hereby advised that Metro may solicit and secure background information based upon the information, including references, provided in response to this RFP. By submission of a proposal all proposers agree to such activity and release Metro from all claims arising from such activity.

E. **Minority and Women-Owned Business Program**

In the event that any subcontracts are to be utilized in the performance of this agreement, the proposer's attention is directed to Metro Code provisions 2.04.100.

Copies of that document are available from the Risk and Contracts Management Division of Administrative Services, Metro, Metro Center, 600 NE Grand Avenue, Portland, OR 97232 or call (503) 797-1714.

VI. PROPOSAL CONTENTS

The proposal should fully describe the ability of the consultant to perform the work requested, as outlined below. The proposal should be submitted on recyclable, double-sided recycled paper (post consumer content). No waxed page dividers or non-recyclable materials should be included in the proposal.

A. Transmittal Letter: Indicate who will be assigned to the project, who will be project manager, and that the proposal will be valid for ninety (90) days.

B. Approach/Project Work Plan: Based on the content of the RFP, briefly discuss how you might approach this campaign including the general creative direction and media strategy and any public relations elements you might recommend, given the objectives and budget. Describe how the work will be done within the given timeframe and budget. Include a proposed work plan and schedule. Clearly identify the percentage of the budget to be spent on running the ads, and the frequency with which they would run.

C. Staffing/Project Manager Designation: Identify the agency team that would work on this campaign, including account executive, creative director, art director, copywriter, media buyer, photographer and production manager. Briefly describe their experience, percent of their time on the project, and special qualifications they may bring to the project.

Metro intends to award this contract to a single firm to provide the services required. Proposals must identify a single person as project manager to work with Metro. The consultant must assure responsibility for any subconsultant work and shall be responsible for the day-to-day direction and internal management of the consultant effort.

D. Experience: Indicate how your firm meets the experience required for this project. List projects conducted over the past five years which involved services similar to the services required here. For each of these other projects, include the name of the customer contact person, his/her title, role on the project, and telephone number. Identify persons on the proposed project team who worked on each of the other projects listed, and their respective roles.

E. Cost/Budget: Present the proposed cost of the project and the proposed method of compensation. List hourly rates for personnel assigned to the project, total personnel expenditures, support services,

and subconsultant fees (if any). Requested expenses should also be listed. Metro has established budget not to exceed \$75,000 for this project.

F. Development cost/media buy ratio:

Indicate the costs of development and production of the campaign relative to the actual media purchase.

G. Exceptions and Comments: To facilitate evaluation of proposals, all responding firms will adhere to the format outlined within this RFP. Firms wishing to take exception to, or comment on, any specified criteria within this RFP are encouraged to document their concerns in this part of their proposal. Exceptions or comments should be succinct, thorough and organized.

VII. GENERAL PROPOSAL/CONTRACT CONDITIONS

- A. Limitation and Award: This RFP does not commit Metro to the award of a contract, nor to pay any costs incurred in the preparation and submission of proposals in anticipation of a contract. Metro reserves the right to waive minor irregularities, accept or reject any or all proposals received as the result of this request, negotiate with all qualified sources, or to cancel all or part of this RFP.
- B. Billing Procedures: Proposer are informed that the billing procedures of the selected firm are subject to the review and prior approval of Metro before reimbursement of services can occur. Contractor's invoices shall include an itemized statement of the work done during the billing period, and will not be submitted more frequently than once a month. Metro shall pay Contractor within 30 days of receipt of an approved invoice.
- C. Validity Period and Authority: The proposal shall be considered valid for a period of at least ninety (90) days and shall contain a statement to that effect. The proposal shall contain the name, title, address, and telephone number of an individual or individuals with authority to bind any company contacted during the period in which Metro is evaluating the proposal.
- D. Conflict of Interest. A Proposer filing a proposal thereby certifies that no officer, agent, or employee of Metro or Metro has a pecuniary interest in this proposal or has participated in contract negotiations on behalf of Metro; that the proposal is made in good faith without fraud, collusion, or connection of any kind with any other Proposer for the same call for proposals; the Proposer is competing solely in its own behalf without connection with, or obligation to, any undisclosed person or firm.

VIII. EVALUATION OF PROPOSALS

- A. Evaluation Procedure: Proposals received that conform to the proposal instructions will be evaluated. The evaluation will take place using the evaluation criteria identified in the following section. Interviews may be requested prior to final selection of one firm.
- B. Evaluation Criteria: This section provides a description of the criteria which will be used in the evaluation of the proposals submitted to accomplish the work defined in the RFP.

20%	Approach/Project Work Plan
20%	Staffing/Project Manager Designation
25%	Experience of firm
15%	Cost/Budget
20%	Balance of development cost to media purchase

IX. NOTICE TO ALL PROPOSERS -- STANDARD AGREEMENT

The attached personal services agreement is a standard agreement approved for use by the Metro Office of General Counsel. This is the contract the successful proposer will enter into with Metro; it is included for your review prior to submitting a proposal.

EXHIBIT A to Request for Proposals

Project _____
Contract No. _____

PERSONAL SERVICES AGREEMENT

THIS AGREEMENT is between Metro, a metropolitan service district organized under the laws of the State of Oregon and the 1992 Metro Charter, located at 600 NE Grand Avenue, Portland, OR 97232-2736, and _____ referred to herein as "Contractor," located at _____

In exchange for the promises and other consideration set forth below, the parties agree as follows:

1. **Duration.** This personal services agreement shall be effective _____ and shall remain in effect until and including _____, unless terminated or extended as provided in this Agreement.

2. **Scope of Work.** Contractor shall provide all services and materials specified in the attached "Exhibit A — Scope of Work," which is incorporated into this Agreement by reference. All services and materials shall be provided by Contractor in accordance with the Scope of Work, in a competent and professional manner. To the extent that the Scope of Work contains additional contract provisions or waives any provision in the body of this Agreement, the Scope of Work shall control.

3. **Payment.** Metro shall pay Contractor for services performed and materials delivered in the amount(s), manner and at the time(s) specified in the Scope of Work for a maximum sum not to exceed _____ AND _____/100THS DOLLARS (\$ _____).

4. **Insurance.**

a. Contractor shall purchase and maintain at the Contractor's expense, the following types of insurance, covering the Contractor, its employees, and agents:

(1) Broad form comprehensive general liability insurance covering bodily injury and property damage, with automatic coverage for premises, operations, and product liability. The policy must be endorsed with contractual liability coverage; and

(2) Automobile bodily injury and property damage liability insurance.

b. Insurance coverage shall be a minimum of \$500,000 per occurrence. If coverage is written with an annual aggregate limit, the aggregate limit shall not be less than \$1,000,000.

c. Metro, its elected officials, departments, employees, and agents shall be named as ADDITIONAL INSUREDS. Notice of any material change or policy cancellation shall be provided to Metro 30 days prior to the change or cancellation.

d. Contractor, its subcontractors, if any, and all employers working under this Agreement that are subject employers under the Oregon Workers' Compensation Law shall comply with ORS 656.017, which requires them to provide Workers' Compensation coverage for all their subject workers. Contractor shall provide Metro with certification of Workers' Compensation insurance including employer's liability. If Contractor has no employees and will perform the work without the assistance of others, a certificate to that effect may be attached, as Exhibit B, in lieu of the certificate showing current Workers' Compensation.

e. If required by the Scope of Work, Contractor shall maintain for the duration of this Agreement professional liability insurance covering personal injury and property damage arising from errors, omissions, or malpractice. Coverage shall be in the minimum amount of \$500,000. Contractor shall provide to Metro a certificate of this insurance, and 30 days' advance notice of material change or cancellation.

f. Contractor shall provide Metro with a certificate of insurance complying with this article and naming Metro as an additional insured within fifteen (15) days of execution of this Contract or twenty-four (24) hours before services under this Contract commence, whichever date is earlier.

5. Indemnification. Contractor shall indemnify and hold Metro, its agents, employees and elected officials harmless from any and all claims, demands, damages, actions, losses and expenses, including attorney's fees, arising out of or in any way connected with its performance of this Agreement, or with any patent infringement or copyright claims arising out of the use of Contractor's designs or other materials by Metro and for any claims or disputes involving subcontractors.

6. Maintenance of Records. Contractor shall maintain all of its records relating to the Scope of Work on a generally recognized accounting basis and allow Metro the opportunity to inspect and/or copy such records at a convenient place during normal business hours. All required records shall be maintained by Contractor for three years after Metro makes final payment and all other pending matters are closed.

7. Ownership of Documents. All documents of any nature including, but not limited to, reports, drawings, works of art and photographs, produced by Contractor pursuant to this Agreement are the property of Metro, and it is agreed by the parties that such

documents are works made for hire. Contractor hereby conveys, transfers, and grants to Metro all rights of reproduction and the copyright to all such documents.

8. Project Information. Contractor shall share all project information and fully cooperate with Metro, informing Metro of all aspects of the project including actual or potential problems or defects. Contractor shall abstain from releasing any information or project news without the prior and specific written approval of Metro.

9. Independent Contractor Status. Contractor shall be an independent contractor for all purposes and shall be entitled only to the compensation provided for in this Agreement. Under no circumstances shall Contractor be considered an employee of Metro. Contractor shall provide all tools or equipment necessary to carry out this Agreement, and shall exercise complete control in achieving the results specified in the Scope of Work. Contractor is solely responsible for its performance under this Agreement and the quality of its work; for obtaining and maintaining all licenses and certifications necessary to carry out this Agreement; for payment of any fees, taxes, royalties, or other expenses necessary to complete the work except as otherwise specified in the Scope of Work; and for meeting all other requirements of law in carrying out this Agreement. Contractor shall identify and certify tax status and identification number through execution of IRS form W-9 prior to submitting any request for payment to Metro.

10. Right to Withhold Payments. Metro shall have the right to withhold from payments due to Contractor such sums as necessary, in Metro's sole opinion, to protect Metro against any loss, damage, or claim which may result from Contractor's performance or failure to perform under this Agreement or the failure of Contractor to make proper payment to any suppliers or subcontractors.

11. State and Federal Law Constraints. Both parties shall comply with the public contracting provisions of ORS chapter 279, and the recycling provisions of ORS 279.545 - 279.650, to the extent those provisions apply to this Agreement. All such provisions required to be included in this Agreement are incorporated herein by reference. Contractor shall comply with all applicable requirements of federal and state civil rights and rehabilitation statutes, rules and regulations including those of the Americans with Disabilities Act.

12. Situs. The situs of this Agreement is Portland, Oregon. Any litigation over this agreement shall be governed by the laws of the State of Oregon and shall be conducted in the Circuit Court of the state of Oregon for Multnomah County, or, if jurisdiction is proper, in the U.S. District Court for the District of Oregon.

13. Assignment. This Agreement is binding on each party, its successors, assigns, and legal representatives and may not, under any circumstance, be assigned or transferred by either party.

14. Termination. This Agreement may be terminated by mutual consent of the parties. In addition, Metro may terminate this Agreement by giving Contractor seven days prior written notice of intent to terminate, without waiving any claims or remedies it may have against Contractor. Termination shall not excuse payment for expenses properly incurred prior to notice of termination, but neither party shall be liable for indirect or consequential damages arising from termination under this section.

15. No Waiver of Claims. The failure to enforce any provision of this Agreement shall not constitute a waiver by Metro of that or any other provision.

16. Modification. Notwithstanding and succeeding any and all prior agreement(s) or practice(s), this Agreement constitutes the entire Agreement between the parties, and may only be expressly modified in writing(s), signed by both parties.

_____	METRO
By _____	By _____
Title _____	Title _____
Date _____	Date _____

Metro Contract No. _____

Attachment A

SCOPE OF WORK

1. **Description of the Work.**

2. **Payment and Billing.**

Contractor shall perform the above work for a maximum price not to exceed

_____ THOUSAND _____
_____ HUNDRED AND _____ DOLLARS (\$ _____
_____).

The maximum price includes all fees, costs and expenses of whatever nature. Each of Metro's payments to Contractor shall equal the percentage of the work Contractor accomplished during the billing period. Contractor's billing statements will include an itemized statement of work done and expenses incurred during the billing period, will not be submitted more frequently than once a month, and will be sent to Metro. Metro will pay Contractor within 30 days of receipt of an approved billing statement.

EXECUTIVE SUMMARY
RESOLUTION NO. 00-2938
1999/2000 RELEASE OF REQUEST FOR PROPOSALS FOR A BUSINESS WASTE
REDUCTION CAMPAIGN

PROPOSED ACTION

- Funds for this campaign are included in the FY99/00 Adopted Budget.
- Resolution 00-2937, which is also before Council, would approve a work plan for the Business Waste Reduction Campaign.
- Council included a "budget note" that requires Council review and approval of a work plan prior to expenditures on a business waste reduction outreach campaign.
- Council also designated contracts for this campaign as "significant impact".
- Approval of Resolution No. 00-2938 would authorize the release of a Request for Proposals for advertising services called for in the work plan for the Business Waste Reduction Campaign.
- It would also authorize the Executive Officer to enter into a contract with the selected firm.
- The Request for Proposal is attached as Exhibit A.

WHY NECESSARY

- The business recycling outreach campaign is an integral part of implementing Regional Environmental Management's new waste reduction initiatives and achieving regional recycling goals.
- Based on research and focus group work conducted with local businesses, staff determined that a significant business outreach campaign would be an effective method of improving recovery rates.

ISSUES/CONCERNS

- The recovery level in the region has leveled-off at 43%, and Metro and local governments will not be able to reach Metro's recovery goal without increased
- Commercial waste is the largest component of disposed waste in the region, accounting for more than 50% of what is landfilled. Twenty-five percent of this is recyclable paper that includes high grade office paper, corrugated cardboard and mixed paper.
- Research indicates that businesses are aware of and interested in recycling and waste prevention, but many believe they are doing all they can. To increase recovery in the commercial sector, it is necessary to persuade business owners and executives that recycling is good for the environment, good for their bottom line, and that there is more that they can do in their own business to increase recycling.

BUDGET/FINANCIAL IMPACTS

- The adopted FY 1999-2000 Regional Environmental Management Budget includes \$225,000 for developing and conducting the business outreach effort. The campaign will be in two phases. Phase I will be conducted in FY 99/00 and will be in the amount of \$75,000. Phase II will be conducted next fiscal year. Council will be asked to carry over the balance of the unexpended funds into FY 2000/01. There are also additional funds budgeted for evaluating the business outreach effort.

VK:clk
S:\SHARE\KOLBERG\KOLB\COMMERCIAL AD CAMPAIGN\EXECUTIVE SUMMARY RFP.DOC

STAFF REPORT

CONSIDERATION OF RESOLUTION NO. 00-2938 FOR THE PURPOSE OF AUTHORIZING THE RELEASE OF A REQUEST FOR PROPOSALS, AND AUTHORIZING THE EXECUTIVE OFFICER TO ENTER INTO A CONTRACT.

Date: April 3, 2000

Presented by: Terry Petersen

PROPOSED ACTION

Approval of Resolution No. 00-2938 would authorize the release of a request for proposals for advertising services and would authorize the Executive Officer to enter into a contract with the selected firm. The Request for Proposals is consistent with the Business Waste Reduction Campaign work plan, which is before Council as Resolution No. 00-2937.

EXISTING LAW

The adopted Metro FY 1999-2000 budget includes a "budget note" that requires Council review and approve a work plan prior to expenditures on a business waste reduction outreach campaign. Council also designated contracts for this campaign as "significant impact".

BACKGROUND

There are funds in the Adopted FY 99/00 budget to for commercial business outreach. These funds were designated as "significant impact". There was also a budget note attached to these funds requiring that Council approve a business outreach promotion work plan prior to the expenditure of these funds. Resolution No. 00-2937, accompanying this resolution, would approve the FY 99/00 business outreach promotion work plan.

The business waste reduction outreach campaign is a critical part of Regional Environmental Management's efforts to achieve the region's recycling goals. The region has achieved a recycling rate of 43.4% (1998 DEQ Oregon Material Recovery Survey Report), but the recycling level has leveled-off. While more than an 80% of the region's citizen participate in curbside recycling at their homes, commercial waste is the largest component of disposed waste in the region - accounting for more 50% of what is landfilled. Twenty-five percent of this waste is recyclable paper. To achieve Metro's recovery goals, increased recycling and recovery from the commercial sector is vital.

Based on research and focus group work conducted with local businesses, staff determined that a significant business outreach campaign would be an effective method of improving recovery rates. Metro is seeking advertising services to develop a strategy for getting the attention of business owners and executives, and to motivate them to recycle more paper. Motivating factors will include economic incentives (good for your bottom line), environmental incentives (good for the environment), and/or corporate-image incentives (it's the right thing for a business to do).

Research has indicated that businesses find messages and examples from their peers to be credible and persuasive; therefore, this campaign will identify and feature businesses that are successfully practicing waste prevention and recycling in the workplace. These "case studies" will be delivered using a professional, engaging, peer-to-peer approach. Paid ads in local business publications will form the foundation of the outreach strategy.

These selected businesses will also be featured in fact sheets or case studies that will be part of a "tool kit" that will be developed by Metro and local governments. These tool kits will also include free waste evaluations conducted by local government staff, and brochures, posters or other practical "how-to" pieces that research has indicated businesses would find helpful.

The campaign will be conducted in two phases. Phase I, featuring businesses that are successfully practicing waste prevention and recycling in the workplace, will be a total contract amount of \$75,000 and will be completed by June 30, 2000. Several evaluation components will be included in this campaign. These include the numbers of calls to Metro Recycling Information in response to the campaign; the number of calls to local governments from businesses seeking waste evaluations; and a pre- and post-campaign survey of businesses regarding the its effectiveness, with the survey portion funded under a different contract.

Pending the outcome of the evaluation of this campaign strategy, Phase II of the campaign will be launched in FY 00/01. Local governments are also evaluating their waste evaluations, and the outcome of this evaluation may also give the opportunity to modify the campaign to reach businesses most effectively.

BUDGET IMPACT

The Adopted FY 1999-2000 Regional Environmental Management budget includes \$225,000 in funds for business outreach. Phase I will expend \$75,000 in FY 99/00. As this campaign is scheduled to run into next fiscal year, any unexpended funds will be requested to carried over into FY 01/01.

EXECUTIVE OFFICER RECOMMENDATION

The Executive Officer recommends adoption of Resolution No. 00-2938 authorizing the release of a request for proposals and authorizing the Executive Officer to enter into a contract.

Agenda Item Number 11.1

**Resolution No. 00-2926, For the Purpose of Amending the Fanno Creek Greenway Target Area
Refinement Plan.**

***EXECUTIVE SESSION HELD PURSUANT TO ORS 192.660(1)(e). DELIBERATIONS WITH PERSONS
DESIGNATED TO NEGOTIATE REAL PROPERTY TRANSACTIONS.***

**Metro Council Meeting
Thursday, April 27, 2000
Metro Council Chamber**

BEFORE THE METRO COUNCIL

FOR THE PURPOSE OF AMENDING) RESOLUTION NO. 00-2926
THE FANNO CREEK GREENWAY)
TARGET AREA REFINEMENT PLAN) Introduced by Mike Burton
) Executive Officer

WHEREAS, in July 1992, Metro completed the Metropolitan Greenspaces Master Plan which identified a desired system of natural areas interconnected with greenways and trails; and

WHEREAS, at the election held on May 16, 1995, the Metro area voters approved the Open Spaces, Parks and Streams Bond Measure (Measure 26-26) which authorized Metro to issue \$135.6 million in general obligation bonds to finance land acquisition and capital improvements pursuant to Metro's Open Spaces Program; and

WHEREAS, the Fanno Creek Greenway regional target area was designated as a greenspace of regional significance in the Greenspaces Master Plan and identified as a regional target area in the Open Spaces, Parks and Streams Bond Measure; and

WHEREAS, initially Fanno Creek Greenway target area refinement planning focused primarily upon the protection of a greenway along the lower main stem of Fanno Creek; and

WHEREAS, citizens' groups and local jurisdictions advocated for inclusion of reaches of the upper main stem of Fanno Creek as well as Fanno Creek tributaries in target area protection planning; and

WHEREAS, on May 16, 1996, the Metro Council adopted a refinement plan for the Fanno Creek Greenway regional target area which authorized the purchases of sites on both the main stem of upper Fanno Creek and along its tributaries, specifically Pendleton Creek, Woods Creek, Sylvan Creek, and Ash Creek, illustrated in a confidential tax lot-specific map identifying priority properties for acquisition; and

WHEREAS, the Fanno Creek Greenway Target Area refinement plan establishes a challenge grant program for Fanno Creek tributary acquisitions through which Metro partners with local jurisdictions to purchase and manage properties for the enhancement of water quality and water quantity; and

WHEREAS, the Fanno Creek Greenway Target Area refinement plan anticipated that the challenge grant program would terminate in 1999; and

WHEREAS, Portland's Parks Department and Bureau of Environmental Services have urged Metro to participate with Portland in the acquisition of an approximately three-acre parcel (the Inner City Property) which is bisected by Fanno Creek, but which is not currently identified as a Tier I acquisition priority on the tax lot-specific refinement plan map; and

WHEREAS, the City of Tigard and the Crestwood Neighborhood Association have urged Metro to participate in the acquisition of an approximately 10-acre parcel which is bisected by Ash Creek (the Ash Creek Property), but which is not currently identified as a Tier I acquisition priority on the tax lot-specific refinement plan map; and

WHEREAS, the Forsyth family is seeking a conservation buyer of its approximately three-acre parcel on Ash Creek (the Forsyth Property), but the Forsyth Property is not currently identified as a Tier I acquisition priority on the tax lot-specific refinement plan map; and

WHEREAS, the acquisition of the Inner City, Ash Creek, and Forsyth Properties would serve the refinement plan objectives of creating partnerships to enhance water quality and water quantity on Upper Fanno Creek upon entering into intergovernmental agreements with the local partner for management of the Inner City, Ash Creek, and Forsyth Properties; and

WHEREAS, if Metro and local partners do not acquire the three properties, they are likely to be developed into residential subdivisions adjacent to riparian areas; and

WHEREAS the three properties were not highlighted as Tier I acquisition priorities in the original tax lot-specific refinement plan map because local partners and citizens considered these sites to be unavailable for acquisition due to the development plans of landowners; and

WHEREAS, amendment of the refinement plan and tax lot-specific map to extend the challenge grant program and to establish the Inner City Property, the Ash Creek Property, and the Forsyth Property as Tier I acquisition targets would allow Metro and local partners to take advantage of these acquisition opportunities and serve the target area objectives of developing partnerships to protect water quality and control stormwater in Fanno Creek and its tributaries; now therefore,

BE IT RESOLVED,

That the Metro Council amends the Fanno Creek Greenway regional target area refinement plan map to include the Inner City Property, the Ash Creek Property, and the Forsyth Property as described in the attached Exhibit A; and amends the Fanno Creek Greenway regional target area refinement plan to extend the challenge grant program through December 31, 2002.

ADOPTED by Metro Council this _____ day of _____, 2000.

David Bragdon, Presiding Officer

Approved as to Form:

Daniel B. Cooper, General Counsel

Exhibit A
Resolution No. 00-2926

Properties proposed for inclusion in the Fanno Creek target area refinement plan map:

The Inner City Property:

Multnomah County Reference Parcel Numbers 1S1E17BC 1500, 1400, 1300, 1100, 1000, 900, and 800

The Ash Creek Property:

Washington County Reference Parcel Number 1S1E25DC 00300

The Forsyth Property:

Washington County Reference Parcel Number 1S1E25CB 01400

Staff Report

CONSIDERATION OF RESOLUTION NO. 00-2926 FOR THE PURPOSE OF AMENDING THE FANNO CREEK GREENWAY TARGET AREA REFINEMENT PLAN

Date: March 23, 2000

**Presented by: Charlie Ciecko
Jim Desmond**

PROPOSED ACTION

Resolution No. 00-2926, requests amendment of the Fanno Creek Greenway target area refinement plan map.

EXISTING LAW

Metro Code 2.04.026 (a) (3) requires that the Executive Officer obtain the authorization of the Metro Council prior to executing any contract for the purchase of real property. The Open Spaces Implementation Work Plan, adopted by the Metro Council via Resolution 96-2424, was established to implement the Open Spaces, Parks and Streams bond measure passed by the voters of the region in 1995. The Work Plan established acquisition parameters that authorize the Executive Officer to purchase property, within certain criteria, in the Council-approved target area refinement plan maps. Via Resolution 96-2331, the Metro Council approved the Fanno Creek Greenway target area refinement plan and tax lot-specific map. This resolution proposes to amend that refinement plan map to include properties that were previously not included.

BACKGROUND AND ANALYSIS

In May of 1995, voters in the region passed a bond measure enabling Metro to purchase open space properties with \$135.6 million worth of bond funds. The bond measure identified fourteen regional target areas and six regional trails and greenways for property acquisition, including the Fanno Creek Greenway.

Initial planning for the Fanno Creek Greenway regional target area focused primarily on land protection along the lower stretch of main stem Fanno Creek, with the objective of developing a streamside trail network. During the refinement process, citizens' groups advocated for an additional objective: the protection of Fanno Creek water quality through land acquisition along upper Fanno Creek and its tributaries. The adopted refinement plan for the Fanno Creek Greenway target area (resolution 96-2331) includes this objective, establishing a challenge grant program through which Metro and local jurisdictions may partner in the acquisition and management of sites on upper Fanno Creek and four tributaries: Pendleton Creek, Woods Creek, Sylvan Creek, and Ash Creek. The refinement plan adopted May 16, 1996 designated sites along these tributaries as Tier I acquisition priorities and gave the challenge grant program a termination time of 1999.

Unlike the refinement plans for the other regional target areas and trails, the Fanno Creek Greenway Target Area refinement plan includes a tax lot-specific map that identifies only a very few specific parcels on upper Fanno Creek and its tributaries (the upper Fanno watershed), rather than geographic areas or watersheds, as priority acquisition targets. These parcels were chosen for their potential to enhance water quality and water quantity, according to the protection priorities of local jurisdictions, citizens groups and Metro. Since the upper Fanno watershed encompasses a highly developed area, acquisition targets were also chosen or not chosen based upon the existing development plans of landowners.

In the three years following the adoption of the Fanno Creek Greenway refinement plan, the protection priorities of Metro's local partners have remained focused on the upper watershed, but have shifted to other parcels once deemed lost to development but now owned by a willing seller. The Tualatin Hills Parks and Recreation District (THPRD), the cities of Portland and Tigard, and local neighborhood groups have advocated for the acquisition of additional sites which front on upper Fanno Creek and its tributaries, but which are not identified in the refinement plan map.

Specifically, local partners have brought three properties in the upper Fanno Creek watershed to Metro's attention. First, Portland Parks and the City's Bureau of Environmental Services have urged Metro to acquire an approximately three acre parcel on upper Fanno Creek from Inner City Properties, Inc. (the Inner City Property). The Inner City Property is zoned for multi-family and single family residential development. It also contains approximately 500 feet of Fanno Creek frontage. The landowner will either sell the property to Metro now or pursue plans to develop the property in June of 2000. Portland Parks and BES see this as an opportunity to protect Fanno Creek water quality and to limit stormwater runoff into Fanno Creek by preventing development on a sensitive riparian property. Consequently, Portland Parks is willing to commit 25% of the purchase price and management for the property once it is acquired.

Second, the City of Tigard and the Crestwood Neighborhood Association advocate for Metro's participation in the acquisition of an approximately 10 acre property on Ash Creek (the Ash Creek Property). The Ash Creek Property is zoned for residential development, and could be developed into a 25-unit subdivision. The Ash Creek Property also contains a wetland area and approximately 500 feet of Ash Creek frontage. Both Tigard and the Crestwood Neighborhood would like to partner with Metro in the protection of this property.

Third, the Forsyth family, the owner of about 2.6 acres on Ash Creek (the Forsyth Property), is seeking a conservation buyer who will protect their parcel as open space within the otherwise densely developed area. If unable to find a conservation buyer, the Forsyth's will sell the property to a residential developer. The Forsyth Property is located in the community of Metzger, which lacks a parks provider other than Washington County. Consequently, Metro has been assisting the Forsyths in their search for a conservation buyer.

While a local partner is committed to providing 25% of the purchase price and long-term management of the Inner City and Ash Creek Properties, and although Metro is actively seeking a conservation partner on the Forsyth Property, Metro currently lacks authorization to participate in these acquisitions because the properties are not specifically identified as acquisition priorities in the tax lot-specific refinement plan map.

In order to take advantage of these opportunities, and to more effectively achieve refinement plan objectives of enhancing Upper Fanno Creek watershed water quality and quantity, Metro should amend the Fanno Creek Greenway target area refinement plan map to include the Inner City, Ash Creek, and Forsyth Properties as new protection priorities for Metro. Metro's participation in the acquisition of these properties should be limited to the terms of the Challenge Grant established in the Fanno Creek Greenway refinement plan. In addition, the Challenge Grant program should be extended through 2002 to allow for the negotiation of these acquisitions and the partnerships necessary to secure them.

FINDINGS

Amendment of the Fanno Creek Greenway target area refinement plan map is recommended based upon these findings:

- The Refinement Plan for the Fanno Creek Greenway target area states the following as its goal: "Establish 12 miles of greenway along Fanno Creek and its tributaries in order to protect water quality, fish, wildlife, and recreational values."

The proposed amendment of the Fanno Creek Greenway Refinement Plan will increase the number of protected acres on the Fanno Creek mainstem and its tributaries, protect water quality by preventing riparian residential development, and create a recreational opportunity within the UGB through partnerships with local jurisdictions and neighborhood groups.

- Amendment of the target area refinement plan map would complement Metro's past acquisitions. The three properties described in this amendment share with prior acquisitions the ability to improve Fanno Creek water quality and water quantity. Acquisition of the three properties will improve the ability of these prior purchases to serve their conservation purpose.
- The City of Portland has pledged 25% of the purchase price for the Inner City Property, as well as management, and the City of Tigard and the Crestwood Neighborhood Association are investigating potential funding sources for the Ash Creek Property.
- Strong support for this amendment exists from citizens, neighborhood groups, and agencies who continually petition for Metro's acquisition of additional properties on Fanno Creek and its tributaries. Amendment of this target area refinement plan and map expands Metro's ability to participate in these acquisitions.

BUDGET IMPACT

Bond funds would supply acquisition money, with local share funds providing 25% of acquisition costs. Land banking costs are expected to be minimal. Local partners, including Portland Parks and Recreation, have indicated an interest in assuming long-term management responsibilities for properties acquired within their jurisdictions. An existing intergovernmental agreement (IGA) with the City of Portland Parks and Recreation for Fanno Creek target area properties could be amended to include the Inner City Property. IGAs for the Ash Creek and Forsyth Properties, to be negotiated and approved by Metro Council in the future, shall govern long-term management.

OUTSTANDING QUESTIONS

None.

Executive Officer's Recommendation

The Executive Officer recommends passage of Resolution No. 00-2926.

PROPOSED FY 2000-01 BUDGET AMENDMENT

PRESENTER: Councilor Atherton

DRAFTER: Michael Morrissey
Council Analyst

DATE FILED: April 20, 2000

*Unfunded
mandates
Budget Note*

28

BUDGET COMMITTEE

REVIEW DATE: April 20, 2000

PROPOSED AMENDMENT: Creates a budget note to analyze the 2000-01 Growth Management Services Department budget, in order to identify funding, services and personnel required to meet state mandates required by HB 2493 (1997) and possibly any other unfunded state mandates. The Metro Council would then formally revise the budget to make the requisite cuts. These services would only be continued if Metro receives full reimbursement from the state as called for in Ballot Measure 30 (1995).

AFFECTED DEPARTMENT/FUNDS: Growth Management Services, Planning Fund. Estimated fiscal impact could be as much as \$500,000 annually.

AFFECTED LINE ITEMS: Personal services, materials & services.

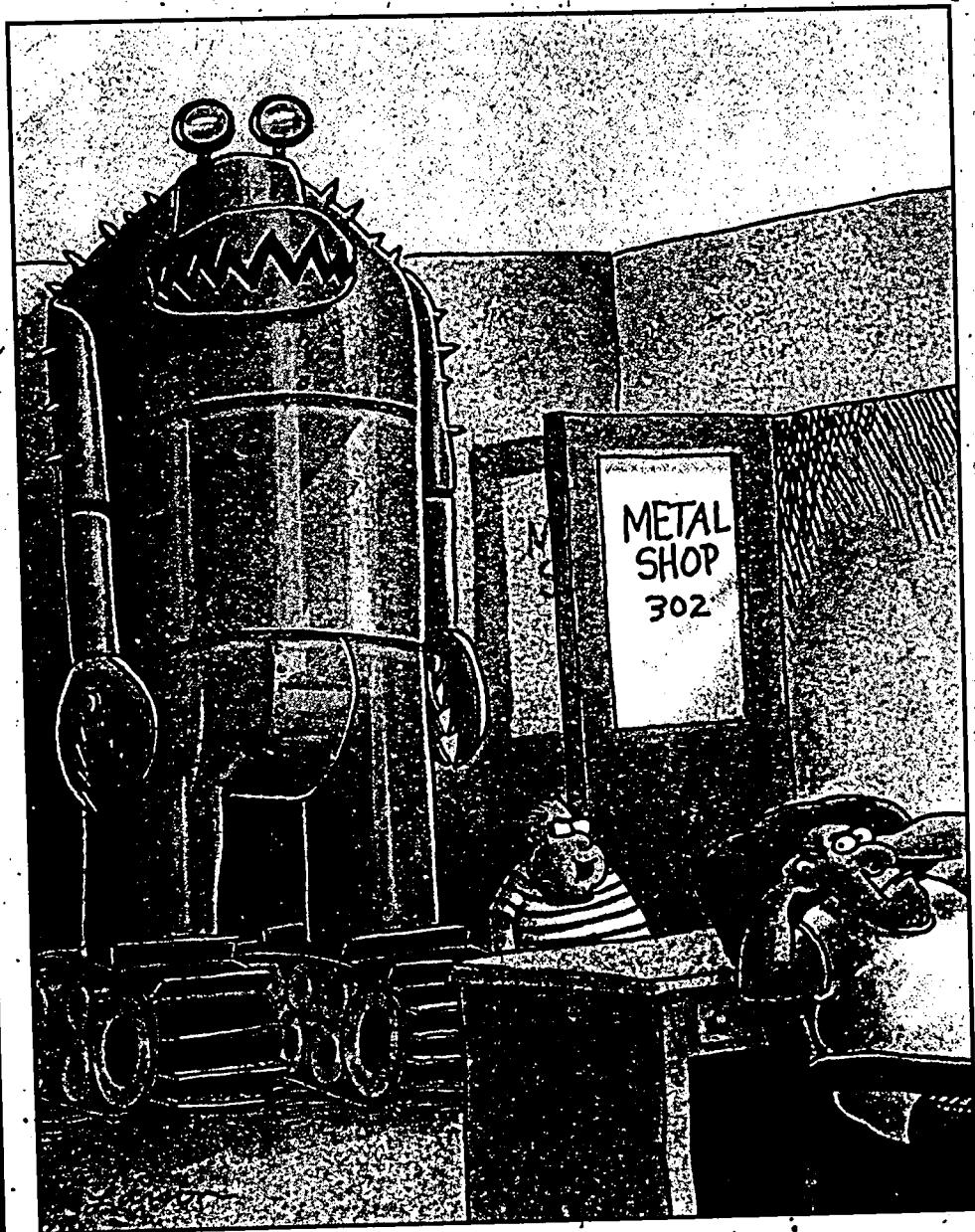
PROGRAM /STAFFING IMPACT: As yet unspecified impacts on the Long Range Planning and Community Development divisions.

ARGUMENTS IN FAVOR OF PROPOSED AMENDMENT

1. Ballot Measure 30 (1995) prohibits the State of Oregon from mandating local governments to carry out costly programs, rules or services without full reimbursement from the state. While metro was complying with elements of planning affected by HB 2493, this new law required new mandates that have required large expenditures that cost regional taxpayers in excess of \$500,000 per year.
2. The state legislature and governor need to take responsibility for the cost impact of these unfunded mandates.
3. By refusing to continue funding these mandates Metro will clarify for the public that Metro is not the governmental agency responsible for these expenditures and the associated impacts these laws are having on communities in the region.
4. There is no pressing need to amend the urban growth boundary at this time, especially in areas where citizens do not want the boundary to move. Metro's resources would be better used helping those communities who want to expand their boundaries, rather than forcing growth where it is not wanted.
5. If Metro voluntarily carries out the mandate for four years then the state is not required to pay. HB 2493 was enacted in 1997.



"Look, if it was electric, could I do this?"



**“My project’s ready for grading,
Mr. Big Nose. ...
Hey! I’m talkin’ to YOU, squidbrain!”**

PROPOSED FY 2000-01 BUDGET AMENDMENT

#42

PRESENTER: Councilor McLain
DRAFTER: Council Analyst John Houser
DATE FILED: April 26
BUDGET COMMITTEE REVIEW DATE: April 26

PROPOSED AMENDMENT: The following budget note should be added to the proposed budget:

"Due to the limited resources available, the Council has endorsed the Executive Officer's recommended staff reductions within the departments and offices that are financed by the General Fund. When actual ending balances for FY 00-01 have been determined, the Council may revisit the need to restore some or all of the eliminated positions."

AFFECTED DEPARTMENT/FUND (S): Transportation Planning, Growth Management, Administrative Services, and Executive Office.

AFFECTED LINE ITEM (S): Various Personal Services Line Items

PROGRAM/STAFFING IMPACTS: Selected eliminated FTE

ARGUMENTS IN FAVOR OF PROPOSED AMENDMENT:

- 1) An analysis by one of Metro's principal unions (AFSCME) concluded that the ending fund balance could be substantially higher than the amount proposed in the budget. The union believes that the potentially higher fund balance would justify the Council acting to restore certain positions that were eliminated in the Executive Officer's proposed budget.
- 2) ASD and Council staff has expressed reservations concerning the methodology used in the union's analysis.
- 3) Given the agency's limited General Fund resources, it would be appropriate to review the actual ending fund balances that relate to the General Fund.

From: Patrick LaCrosse <Patrick.LaCrosse@omsi.edu>
To: "KVISTADJ@metro.dst.or.us" <KVISTADJ@metro.dst.o...>
Date: Thu, Apr 27, 2000 12:37 PM
Subject: RE POVA budget/funding

Jon-- As I am the incoming chair of POVA, I am writing you to ask strongly that the POVA funding remain intact as Metro finishes it's budget process.

We realize that there is a great deal of dialogue occurring with respect to the MERC budget and that POVA is reflected there, but you know better than most the importance of POVA's role as we move ahead with the expansion of the Convention Center. POVA will need to be operating at full speed on a permanent basis from here on if we are to be successful in filling the expanded OCC when it opens. We know how important the excise tax from the expanded center will be to the Metro budget in the future. POVA's role will be critical in filling that center from opening forward.

I know I am preaching to the choir, John, but I was asked to make our feelings known and thought a short email to you would do no harm. Good luck.--Pat

Auditor #6
(same as Auditor #1)

PROPOSED FY 2000-01 BUDGET AMENDMENT

PRESENTER: Councilor Bill Atherton

DRAFTER: Alexis Dow, Metro Auditor

DATE FILED: April 27, 2000

BUDGET COMMITTEE REVIEW DATE: Not Applicable

PROPOSED AMENDMENT: Add \$34,250 for Wages - Temporary Employees (part time), and add \$1,858 for Fringe in the Office of the Auditor budget.

AFFECTED DEPARTMENT/FUND(S): Office of the Auditor, Support Services

AFFECTED LINE ITEM(S):

Support Services Fund – Office of the Auditor – Personal Services – Wages-Temporary Employees (part time)

Support Services Fund – Office of the Auditor – Personal Services – Fringe

PROGRAM/STAFFING IMPACTS: Reinstatement of the part-time temporary auditor (\$34,250) and related fringe (\$1,858). Addition of funds for required peer review.

ARGUMENTS IN FAVOR OF PROPOSED AMENDMENT:

- 1) These amounts were included in the original budget proposal submitted by the Office of the Auditor.
- 2) Without proper discussion, the Executive Officer cut these amounts out of the Auditor's budget in his budget proposal.
- 3) Reinstatement of these funds will allow the Office of the Auditor to maintain current staffing and performance levels.
- 4) Without the sum of these funds, the capacity to carry out Charter-mandated responsibilities will be significantly impacted.

PROPOSED FY 2000-01 BUDGET AMENDMENT

PRESENTER: Councilor Kvistad
DRAFTER: Council Analyst John Houser
DATE FILED: March 15
BUDGET COMMITTEE REVIEW DATE: March 15

PROPOSED AMENDMENT: Elimination of One Executive Analyst position from the Executive Office

AFFECTED DEPARTMENT/FUND (S): Executive Office, General Fund

AFFECTED LINE ITEM (S): General Fund—Executive Office —Personal Services—Executive Analyst and Fringe Benefit Line Items. Estimated fiscal impact, a reduction of \$54,207 in the Executive Analyst Line Item and \$18,430 in the Fringe Benefit Line Item

PROGRAM/STAFFING IMPACTS: Elimination of One Executive Analyst FTE

ARGUMENTS IN FAVOR OF PROPOSED AMENDMENT:

- 1) The vast majority of the agency staff report directly to the Executive Officer and can therefore provide analytical and other support services to the Executive Officer.
- 2) The agency is facing a severe shortage of general fund revenue to address various charter-mandated functions and remain necessary financial reserves and fund balances. The elimination of this position would provide limited resources to help address some of these critical funding and reserve needs.
- 3) Amendments to reduce the Executive Officer's staffing levels were considered for the current year's budget, and the Executive Officer was advised that these staffing levels would be revisited again this year.

PROPOSED FY 2000-01 BUDGET AMENDMENT

PRESENTER: Councilor Ed Washington
DRAFTER: Council Analyst, Peggy Coats
DATE FILED: 27 April 2000
BUDGET COMMITTEE REVIEW DATE: n/a

PROPOSED AMENDMENT: Withdraw budget amendment Transportation #4 providing \$15,000 in funding for Metro's purchase of a portion of the services of a regional federal lobbyist, and restore funds to the General Fund to fill fund balance reserve needs.

AFFECTED DEPARTMENT FUND(S): Transportation Planning Department, General Fund (Excise Tax)

AFFECTED LINE ITEM(S): Planning Fund (Transportation Department), Contingency.

PROGRAM/STAFFING IMPACTS: None

ARGUMENTS IN FAVOR OF PROPOSED AMENDMENT:

1. This funding supports a portion of the services of a federal lobbyist, in conjunction with Tri-Met. While the lobbyist pursues JPACT and Council adopted programs and funding requests, s/he is not dedicated to Metro's interests exclusively.
2. The scope and benefit of the lobbyist's presence is at the federal level, which may not bring the most value to Metro's programs on a regional basis.
3. Metro contracts with Pac-West Communications for federal and local lobbyist services. The sharing of a portion of a lobbyist with Tri-Met is therefore a duplication of efforts.
4. Metro Budget Committee has recommended a policy (see MERC#3 and Balanced Budget #1) which allocates unanticipated increases in the General Fund to fill fund balance reserve needs. This amendment would restore \$15,000 to the General Fund.

PROPOSED FY 2000-01 BUDGET AMENDMENT

PRESENTER: Councilor Rod Park

DRAFTER: Council Analyst, Peggy Coats

DATE FILED: 27 April 2000

BUDGET COMMITTEE REVIEW DATE: n/a

PROPOSED AMENDMENT: Withdraw budget amendment Transportation #5 providing \$7,500 in funding for Metro's membership in the Association of Metropolitan Planning Organizations, and restore funds to the General Fund to fill fund balance reserve needs.

AFFECTED DEPARTMENT FUND(S): Transportation Planning Department, General Fund (Excise Tax)

AFFECTED LINE ITEM(S): Planning Fund (Transportation Department), Contingency.

PROGRAM/STAFFING IMPACTS: None

ARGUMENTS IN FAVOR OF PROPOSED AMENDMENT:

1. Given Metro's scarce General Fund resources projected for FY 2000-01, choosing to conserve on agency dues and subscriptions is a prudent measure, since these are not mission-critical materials or services.
2. Metro Budget Committee has recommended a policy (see MERC#3 and Balanced Budget #1) which allocates unanticipated increases in the General Fund to fill fund balance reserve needs. This amendment would restore \$7,500 to the General Fund.

PROPOSED FY 2000-01 BUDGET AMENDMENT

PRESENTER: Councilor Jon Kvistad

DRAFTER: Council Analyst, Peggy Coats

DATE FILED: 27 April 2000

BUDGET COMMITTEE REVIEW DATE: n/a

PROPOSED AMENDMENT: Withdraw budget amendment Council #10 adding \$13,000 for the purpose of funding Metro dues related to participation in the work of the Water Consortium, and restore funds to the General Fund to fill fund balance reserve needs.

AFFECTED DEPARTMENT FUND(S): Council Office, General fund

AFFECTED LINE ITEM(S): General Fund, Council Office (Council), Materials and Services, Subscriptions and Dues: decreased from \$29,000 to \$13,000.

PROGRAM/STAFFING IMPACTS: None

ARGUMENTS IN FAVOR OF PROPOSED AMENDMENT:

1. Given Metro's scarce General Fund resources projected for FY 2000-01, choosing to conserve on agency dues and subscriptions is a prudent measure, since these are not mission-critical materials or services.
2. Metro Budget Committee has recommended a policy (see MERC#3 and Balanced Budget #1) which allocates unanticipated increases in the General Fund to fill fund balance reserve needs. This amendment would restore \$13,000 to the General Fund.

Chris -
for the
records

ENTERPRISE FUND

Proposed Reductions	Amount
REM#2 - Reduce proposed salary, REM director	(11,782)
REM#3 - Reduce travel, REM	(1,938)
REM#9 - Reduce training expense, REM	(14,500)
MERC#4 - Reduce MERC operating fund contingency	(335,899)
Subtotal, APPROVED reductions	(364,119)
Subtotal, unapproved additions	
Total all proposed reductions	(364,119)

Proposed Additions	Amount
Trans#1 - Add bike revenue; restore/reduce positions	50,000
REM#5 - Increase .5 FTE inspector to 1.0 FTE, REM	34,858
REM#11 - Add Sr. Mgt. Analyst, REM	66,580
REM#13 - Increase M&S expend.for organics workshop plan	300,000
REM#15 - Increase expend. Authorization to \$500K, REM	250,000
Subtotal, APPROVED additions	701,438
Subtotal, unapproved additions	25,000
Total all proposed additions	726,438

Net, approved amendments	337,319
Net, unapproved amendments	25,000
Net, all amendments	362,319

Regional Parks & Greenspaces

Proposed Reductions	Amount
Subtotal, APPROVED reductions	-
Subtotal, UNAPPROVED reductions	-
Total all proposed reductions	-

Proposed Additions	Amount
RPG#1 - fences, Multnomah Park cemetery	65,000
RPG#2 - Fanno Creek Grenway Trail Feasibility Study	25,000
RPG#3 - Howell Terr. Park CIPs	150,000
RPG#4 - grant for salmon/stream enhancements	86,000
RPG#5 - Blue Lake Park 4th of July event	5,300
Subtotal, APPROVED additions	331,300
Subtotal, UNAPPROVED additions	25,000
Total all proposed additions	356,300

Net, approved amendments	331,300
Net, unapproved amendments	25,000
Net, all amendments	356,300

PROPOSED FY 2000-01 BUDGET AMENDMENT

PRESENTER: Councilor Bragdon
DRAFTER: Council Analyst John Houser
DATE FILED: April 17
BUDGET COMMITTEE REVIEW DATE: April 17

PROPOSED AMENDMENT: \$14,094 Reduction in the Maintenance and Repair Services Line Item in Materials and Services in the Property Services Division in ASD.

AFFECTED DEPARTMENT/FUND (S): ASD Property Services Division, Support Services Fund

AFFECTED LINE ITEM (S): Maintenance and Repair Services, Property Services Division, ASD.

PROGRAM/STAFFING IMPACTS: None

ARGUMENTS IN FAVOR OF PROPOSED AMENDMENT:

- 1) Support Service Fund resources are very limited for FY 00-01.
- 2) The Maintenance and Repair Services Line Item is based on the estimated number of copies printed on an annual basis.
- 3) Actual expenditures for the last two fiscal years have been about \$85,000 vs. a requested amount of \$104,094. The proposed reduction would reduce the budgeted amount to \$90,000.

PROPOSED FY 2000-01 BUDGET AMENDMENT

PRESENTER: Councilor Washington
DRAFTER: Council Analyst John Houser
DATE FILED: April 14
BUDGET COMMITTEE REVIEW DATE: April 17

PROPOSED AMENDMENT: Restoration of the proposed elimination of the assistant management analyst that supported Metro's MBE/ WBE/DBE/ ESB program (Estimated cost \$66,689 for salary and fringe and \$9,829 in materials and services for a total of \$76,518.

AFFECTED DEPARTMENT/FUND (S): ASD Contracts Division, Support Services Fund Contingency

AFFECTED LINE ITEM (S): ASD, Contracts Division, Personal Services Assistant management analyst line item, fringe benefits line item, various materials and services line items

PROGRAM/STAFFING IMPACTS: Addition of 1 FTE Assistant Management Analyst position.

ARGUMENTS IN FAVOR OF PROPOSED AMENDMENT:

- 1) The Metro Code clearly outlines the agency's commitment to women and minority businesses within the Metro region.
- 2) The code provisions for the WBE/MBE/DBE/ESB exceed state and federal requirements.
- 3) Many Metro contracts relate to facilities or programs located in areas with high numbers of women and minority businesses.
- 4) Metro's contracting procedures should provide fair and equal access for women and minority. Staff support for such efforts is critical.

ASD 3

PROPOSED FY 2000-01 BUDGET AMENDMENT

PRESENTER: Councilor McLain
DRAFTER: Michael Morrissey
DATE FILED: April 17, 2000
COMM. REV. DATE: April 17, 2000

PROPOSED AMENDMENT: Directs that the MERC annual budget be delivered to the Metro Executive on the date required for all other Metro departments to make their final budget submissions. The Executive is authorized to analyze the budget and make recommendations to the Metro Council, but not to modify the budget, consistent with current Metro code.

A .5 fte Program Analyst III is recommended to be added to the ASD budget to assist with analysis of the MERC annual budget, and to assist with tracking and analysis of the MERC budget during the year. The estimated cost for this position is \$45,000.

AFFECTED DEPARTMENT/FUNDS: ASD. Support Services Fund.

AFFECTED LINE ITEM: Personal Services and Fringe. Small amount of M & S.

PROGRAM/STAFFING IMPACTS: .5fte. Ability to analyze all Metro department budgets.

ARGUMENTS IN FAVOR OF PROPOSED AMENDMENT:

- 1) Allows all Metro department budgets to be analyzed at same time and at same level of detail to judge effect on entire agency.
- 2) Consistent with Council direction to remove 90-day opt-out clause for purchase of support services.
- 3) Adds some ASD staff positions that were removed when current MERC/Metro relationship was revised by Ordinance 97-677B.

PROPOSED FY 2000-01 BUDGET AMENDMENT

PRESENTER: Councilor Susan McLain
DRAFTER: Council Analyst, Peggy Coats
DATE FILED: April 18, 2000
BUDGET COMMITTEE REVIEW DATE: April 20, 2000

PROPOSED AMENDMENT: Establishes a balanced budget in the General Fund for FY 2000-01, and designates that a portion of unanticipated increases in the General Fund be used to fill fund balance reserve needs.

A review of the cumulative impact of approved budget amendments on the General Fund shows a net draw of \$159,090 if all amendments move forward to Council and are subsequently approved (see attached worksheet). In addition, ASD believes that there may be an approximate \$205,000 unanticipated General Fund beginning balance for FY 2000-01 due to an increase of \$115,000 in excise tax revenues over what was assumed in preparing the proposed budget, and a projected \$90,000 in underexpenditure in Council budget, based on year-to-date projections. To ensure a balanced budget, and to meet target reserve needs, the following actions are proposed as part of this amendment:

Action	Fiscal Impact
1. Withdraw amendment GM#2, sponsored by Councilor McLain, which adds \$35,000 for the production of a handbook for watershed planning	(\$ 35,000)
2. Approve amendment to reduce election expenses in Special Appropriations	(\$ 35,000)
3. Designate projected underexpenditures in Council budget for FY 1999-00 to be used for offsetting projected draw on General Fund in FY 2000-01	(\$ 90,000)
Total fiscal impact of proposed actions	
	(\$160,000)
Less projected cumulative impact of ALL budget amendments on General Fund	
	\$159,090
Revised cumulative impact of amendments on General Fund	
	\$ 910
4. Allocate projected unanticipated revenues to General Fund Reserve	\$115,000
Net impact on General Fund ending balance	
	\$ 115,910

AFFECTED DEPARTMENT FUND(S): General Fund: Growth Management, Council, and Special Appropriations

AFFECTED LINE ITEM(S): Various

ARGUMENTS IN FAVOR OF PROPOSED AMENDMENT:

1. Creates a balanced budget within the General Fund with minimal to no impact on programs or staffing.
2. Consistent with previously approved amendment (MERC#3) which establishes a policy of allocating unanticipated increases in the General Fund to full fund balance reserve needs

Approved Amendments to the General Fund

Reductions to General Fund	Amount	Total Cuts
Reduce Subscriptions/Dues in Council Office	(11,000)	(11,000)
Reduce Contracted Prof. Svcs in Council Office	(3,000)	(14,000)
Reduce utility services in Council Office	(1,000)	(15,000)
reduce travel in Council Office	(7,000)	(22,000)
Reduce staff development in Council Office	(5,000)	(27,000)
Reduce Council costs in Council Office	(3,500)	(30,500)
Reduce Misc. Expenses in Council Office	(3,817)	(34,317)
Eliminate Admin. Support Ass't position in Council Office	(23,239)	(57,556)
Reduce proposed salary of Chief of Staff	(3,720)	(61,276)
Eliminate schools program in Transportation	(12,000)	(73,276)
Eliminate IT manager, return to General Fund	(17,750)	(91,026)
Reduce Maintenance/Repair services in ASD	(4,450)	(95,476)
Allocate Salmon Coordinator position	(13,781)	(109,257)
Total Reductions approved by Committee		(109,257)

Additions to General Fund	Amount	Total Adds
Restore Metro dues related to Water Consortium	13,000	13,000
Reclassify Archivist Technician, General Counsel Office	3,456	16,456
Public outreach for Goal 5, GM	30,000	46,456
Handbook for watershed planning, GM	35,000	81,456
Rail-Volution sponsorship, Transportation	3,500	84,956
Federal Lobbyist, Transportation	15,000	99,956
Ass'n of Metro. Planning Dues	7,500	107,456
Increase contracted professional services in Auditor's Office	216	107,672
Subsidy to MERC	150,000	262,847
Add .5 FTE Program Analyst to ASD budget	5,175	307,847
Restore M/W/DBE program	5,500	268,347
Total Additions approved by Committee		268,347

Total Impact on General Fund of approved Reductions & Additions	159,090
--	----------------

Foot note: (Monroe) 1) see if NARC will accept 1/2 year dues (\$5,500) and add in. 2) If not, staff which help Monroe search for \$4,000 in funds to add to the \$7,000 paid by Atherton to total \$11,000 which could fund full year membership in NARC

Amendment: Eliminate Howell Territorial Opening from Parks (\$7,000 technical adjustment, reverts to General Fund)

Passed 4/20/00

PROPOSED FY 2000-01 BUDGET AMENDMENT**PRESENTER:** ALEXIS DOW**DRAFTER:** ALEXIS DOW**DATE FILED:** MARCH 10, 2000**BUDGET COMMITTEE REVIEW DATE:** MARCH 29, 2000

PROPOSED AMENDMENT: Add \$2,500 for Contracted Professional Services in the Office of the Auditor budget.

AFFECTED DEPARTMENT/FUND(S): Office of the Auditor, Support Services

AFFECTED LINE ITEM(S):

Support Services Fund – Office of the Auditor – Materials and Services – Contracted Professional Services

PROGRAM/STAFFING IMPACTS: Provides funding for the required triennial peer review.

ARGUMENTS IN FAVOR OF PROPOSED AMENDMENT:

- 1) Government Auditing Standards require that audit organizations have an external quality control review at least once every three years.
- 2) The purpose of the review is to determine whether the Office of the Auditor has established an adequate internal quality control system, and to determine the degree to which its audits are conducted in compliance with Government Auditing Standards.
- 3) Addition of these funds will allow the Office of the Auditor to meet these professional requirements.
- 4) Without this reinstatement, the capacity to carry out Charter-mandated responsibilities will be significantly impacted.

PROPOSED FY 2000-01 BUDGET AMENDMENT

PRESENTER: ALEXIS DOW
 DRAFTER: ALEXIS DOW
 DATE FILED: 4/13/00
 BUDGET COMMITTEE REVIEW DATE: 4/17/00

PROPOSED AMENDMENT: This is a budget neutral amendment to reclassify line item amounts to more accurately reflect anticipated expenditures in 00-01.

AFFECTED DEPARTMENT/FUND(S): Office of the Auditor, Support Services

AFFECTED LINE ITEM(S):

Materials and Services-Office Supplies	<\$3,862>
Materials and Services-Subscriptions and Dues	< 338>
Materials and Services-Contracted Professional Services	2,047
Materials and Services-Utility Services	< 1,398>
Materials and Services-Maint. & Repair Services	< 44>
Materials and Services-Other Purchased Services	< 1,105>
Personal Services-Salaries-Regular Employees	<u>4,700</u>
	<u>\$0</u>

PROGRAM STAFFING IMPACTS: None

ARGUMENTS IN FAVOR OF PROPOSED AMENDMENT: To reclassify line item amounts to more accurately reflect anticipated expenditures in 00-01.

PROPOSED FY 2000-01 BUDGET AMENDMENT

PRESENTER: Councilor Monroe
DRAFTER: Michael Morrissey
DATE FILED: April 17, 2000
COMM. REV. DATE: April 17, 2000

PROPOSED AMENDMENT: Directs that \$2,500 be added to the Council budget to pay for services that determine whether the Office of the Auditor has established an adequate internal quality control system, and to determine the degree to which its audits are conducted in compliance with Government Auditing Standards.

AFFECTED DEPARTMENT/FUNDS: Metro Council. Support Services Fund.

AFFECTED LINE ITEM: Materials and Services, Office of the Metro Council.

PROGRAM/STAFFING IMPACTS: Provides funding for Auditor peer review.

ARGUMENTS IN FAVOR OF PROPOSED AMENDMENT:

- 1) This review is more properly administered from the Council office.

PROPOSED FY 2000-01 BUDGET AMENDMENT

PRESENTER: Presiding Officer Bragdon
DRAFTER: Council Analyst John Houser
DATE FILED: February 15
BUDGET COMMITTEE REVIEW DATE: February 16

PROPOSED AMENDMENT: Reduction of \$11,000 for Subscriptions and Dues in the Council Office budget.

AFFECTED DEPARTMENT/FUND (S): Council Office, General Fund

AFFECTED LINE ITEM (S): General Fund—Council Office (Council)—Materials and Services—Subscriptions and Dues

PROGRAM/STAFFING IMPACTS: Elimination of the payment of National Association of Regional Councils (NARC) dues (\$8,840) and conference fees for attending the western regional NARC conference (\$1,875 for five councilors in the current fiscal year).

ARGUMENTS IN FAVOR OF PROPOSED AMENDMENT:

- 1) The availability of Metro General Fund dollars in the proposed budget is very constrained and therefore all expenditures not directly related to the agency's principal missions must be critically examined.
- 2) Metro's NARC membership dues had not been included in the budget for several years prior to the current fiscal year.
- 3) Metro's is unique among NARC members, with a much broader portfolio of functions and programs. Most NARC members focus on providing only transportation planning services.
- 4) Metro transportation-related lobbying efforts at the federal have been highly successful and do not require NARC's assistance.
- 5) Adequate funding is available within individual Councilor expense accounts for conference fees, if a Councilor desires to attend.
- 6) Remaining allocated and general fund funding for subscriptions and dues (\$5,000) exceeds actual expenditures in FY 97-98 and FY 98-99.

PROPOSED FY 2000-01 BUDGET AMENDMENT

PRESENTER: Presiding Officer Bragdon
DRAFTER: Council Analyst John Houser
DATE FILED: February 15
BUDGET COMMITTEE REVIEW DATE: February 16

PROPOSED AMENDMENT: Reduction of \$3,000 for Contracted Professional Services in the Council Office budget.

AFFECTED DEPARTMENT/FUND (S): Council Office, General Fund

AFFECTED LINE ITEM (S): General Fund—Council Office (Council)—Materials and Services—Contracted Professional Services

PROGRAM/STAFFING IMPACTS: Elimination of the Regional Report produced twice each month by Tualatin Valley Cable Access.

ARGUMENTS IN FAVOR OF PROPOSED AMENDMENT:

- 1) The availability of Metro General Fund dollars in the proposed budget is very constrained and therefore all expenditures not directly related to the agency's principal missions must be critically examined.
- 2) The Regional Report was primarily broadcast in only a portion of the region (Washington County).
- 3) All full Council meetings will continue to be taped by either Portland or Tualatin Valley Cable Access.
- 4) Major Metro planning and program initiatives will continue to include significant public involvement components such as, town meetings, open houses, meetings with elected officials and public hearings.

PROPOSED FY 2000-01 BUDGET AMENDMENT

PRESENTER: Presiding Officer Bragdon
DRAFTER: Council Analyst John Houser
DATE FILED: February 15
BUDGET COMMITTEE REVIEW DATE: February 16

PROPOSED AMENDMENT: Reduction of \$1,000 for Utility Services in the Council Office budget.

AFFECTED DEPARTMENT/FUND (S): Council Office, General Fund

AFFECTED LINE ITEM (S): General Fund—Council Office (Council)—Materials and Services—Utility Services

PROGRAM/STAFFING IMPACTS: Revised estimate of projected utility services costs

ARGUMENTS IN FAVOR OF PROPOSED AMENDMENT:

- 1) The availability of Metro General Fund dollars in the proposed budget is very constrained and therefore all expenditures not directly related to the agency's principal missions must be critically examined.
- 2) Based on historical and revised projected expenditures this reduction is justified.

PROPOSED FY 2000-01 BUDGET AMENDMENT

PRESENTER: Presiding Officer Bragdon
DRAFTER: Council Analyst John Houser
DATE FILED: February 15
BUDGET COMMITTEE REVIEW DATE: February 16

PROPOSED AMENDMENT: Reduction of \$7,000 for Travel in the Council Office budget.

AFFECTED DEPARTMENT/FUND (S): Council Office, General Fund

AFFECTED LINE ITEM (S): General Fund—Council Office (Council)—Materials and Services—Travel

PROGRAM/STAFFING IMPACTS: None

ARGUMENTS IN FAVOR OF PROPOSED AMENDMENT:

- 1) The availability of Metro General Fund dollars in the proposed budget is very constrained and therefore all expenditures not directly related to the agency's principal missions must be critically examined.
- 2) During the development of the proposed budget several Councilors had expressed interest in attending more educational conferences. Therefore, the proposed budget included an increase in the travel line item from \$8,000 for the current fiscal year to \$18,000.
- 3) The proposed reduction would leave \$11,000 appropriated for travel, an increase of \$3,000 from the current year.
- 4) The proposed level would still provide an enhanced level of funding that would be only slightly less than the actual expenses from FY 97-98.
- 5) Councilors would still have the opportunity to use their own expense accounts to funding their travel expenses.

PROPOSED FY 2000-01 BUDGET AMENDMENT

PRESENTER: Presiding Officer Bragdon
DRAFTER: Council Analyst John Houser
DATE FILED: February 15
BUDGET COMMITTEE REVIEW DATE: February 16

PROPOSED AMENDMENT: Reduction of \$5,000 for Staff Development in the Council Office budget.

AFFECTED DEPARTMENT/FUND (S): Council Office, General Fund

AFFECTED LINE ITEM (S): General Fund—Council Office (Council)—Materials and Services—Staff Development

PROGRAM/STAFFING IMPACTS: None

ARGUMENTS IN FAVOR OF PROPOSED AMENDMENT:

- 1) The availability of Metro General Fund dollars in the proposed budget is very constrained and therefore all expenditures not directly related to the agency's principal missions must be critically examined.
- 2) During the development of the proposed budget several Councilors had expressed interest in attending more educational conferences and skill development opportunities.
- 3) The proposed reduction would leave \$10,000 appropriated for staff development, an increase of \$5,000 from the current year.
- 4) The proposed level would still provide an enhanced level of funding that would be only more than the actual expenses from FY 97-98.
- 5) The travel and staff development appropriations still provide an enhanced opportunity for Councilor and Council staff to pursue skill enhancement opportunities.
- 6) Councilors would still have the opportunity to use their own expense accounts to funding their skill development opportunities.

PROPOSED FY 2000-01 BUDGET AMENDMENT

PRESENTER: Presiding Officer Bragdon
DRAFTER: Council Analyst John Houser
DATE FILED: February 15
BUDGET COMMITTEE REVIEW DATE: February 16

PROPOSED AMENDMENT: Reduction of \$3,500 for Staff Development in the Council Office budget.

AFFECTED DEPARTMENT/FUND (S): Council Office, General Fund

AFFECTED LINE ITEM (S): General Fund—Council Office (Council)—Materials and Services—Council.

PROGRAM/STAFFING IMPACTS: Reduction of Councilor Expense Accounts From \$3,000 to \$2,500

ARGUMENTS IN FAVOR OF PROPOSED AMENDMENT:

- 1) The availability of Metro General Fund dollars in the proposed budget is very constrained and therefore all expenditures not directly related to the agency's principal missions must be critically examined.
- 2) Individual Councilor expense accounts have been set at \$3,000 annually for several years, but in Councilors have rarely spent more than \$2,500 annually.
- 3) During the past four years, the total expenditures for this line item ranged from \$3,476 to \$15,017. If the amendment is adopted, the budgeted amount would be \$17,500.

PROPOSED FY 2000-01 BUDGET AMENDMENT

PRESENTER: Presiding Officer Bragdon
DRAFTER: Council Analyst John Houser
DATE FILED: February 15
BUDGET COMMITTEE REVIEW DATE: February 16

PROPOSED AMENDMENT: Reduction of \$3,817 for miscellaneous expenses in the Council budget (the entire general fund portion budgeted for miscellaneous expenses)

AFFECTED DEPARTMENT/FUND (S): Council Office, General Fund

AFFECTED LINE ITEM (S): General Fund—Council Office (Council)—Materials and Services—Miscellaneous Expenses

PROGRAM/STAFFING IMPACTS: None

ARGUMENTS IN FAVOR OF PROPOSED AMENDMENT:

- 1) The availability of Metro General Fund dollars in the proposed budget is very constrained and therefore all expenditures not directly related to the agency's principal missions must be critically examined.
- 2) The total proposed allocated and general fund appropriation for Miscellaneous Expenses is \$9,582. The proposed amendment would reduce this amount to \$5,765. The amount budgeted for the current fiscal year is \$4,417. The proposed amount would be about \$1,000 lower than expenditures in FY 98-99, but about \$4,200 higher than FY 97-98.
- 3) Careful monitoring of expenditures should permit the Council to function within the proposed amount, while providing some relief to the General Fund.

PROPOSED FY 2000-01 BUDGET AMENDMENT

PRESENTER: Presiding Officer Bragdon
DRAFTER: Council Analyst John Houser
DATE FILED: February 15
BUDGET COMMITTEE REVIEW DATE: February 16

PROPOSED AMENDMENT: Reduction of \$48,628 proposed appropriation for the Administrative Support Assistant C position in the Council Public Outreach Office

AFFECTED DEPARTMENT/FUND (S): Council Public Outreach Office, General Fund and Support Services Fund

AFFECTED LINE ITEM (S): General Fund—Council Public Outreach Office (Council)—Personal Services—Administrative Support Assistant C (\$35,366) and Fringe Benefits (\$13,262)

PROGRAM/STAFFING IMPACTS: Elimination of the Administrative Support Assistant C position.

ARGUMENTS IN FAVOR OF PROPOSED AMENDMENT:

- 1) The availability of Metro General Fund dollars in the proposed budget is very constrained and therefore all expenditures not directly related to the agency's principal missions must be critically examined.
- 2) The Administrative Support Assistant C position in the Council Public Outreach office is currently vacant. The position provides administrative and clerical support related to the Council's public outreach efforts.
- 3) Following the departure of the former occupant of the position, its functions were reallocated among the remaining Council staff and this reassignment of duties has been working smoothly.
- 4) This position was created prior to the hiring of additional Council administrative and clerical staff. This additional staff has provided the flexibility needed to allow this currently vacant position to be eliminated.

PROPOSED FY 2000-01 BUDGET AMENDMENT

PRESENTER: Presiding Officer Bragdon
DRAFTER: Council Analyst John Houser
DATE FILED: February 25
BUDGET COMMITTEE REVIEW DATE: March 15

PROPOSED AMENDMENT: Reduction of \$3,720 in the proposed salary for the Council Chief of Staff

AFFECTED DEPARTMENT/FUND (S): Council Office, General Fund

AFFECTED LINE ITEM (S): General Fund—Council Office (Council)—Personal Services—Chief of Staff proposed salary reduced from \$62,270 to \$58,550.

PROGRAM/STAFFING IMPACTS: None

ARGUMENTS IN FAVOR OF PROPOSED AMENDMENT:

- 1) The Chief of Staff position was reclassified during the current year.
- 2) The revised salary reflects a decision by the Chief of Staff not to accept a merit pay increase during the current fiscal year.
- 3) The proposed salary is within the range for the newly reclassified position.

PROPOSED FY 2000-01 BUDGET AMENDMENT

PRESENTER: Councilor McLain
DRAFTER: Council Analyst John Houser
DATE FILED: February 25
BUDGET COMMITTEE REVIEW DATE: March 15

PROPOSED AMENDMENT: Addition of \$13,000 for the purpose of funding Metro dues related to participation in the work of the Water Consortium

AFFECTED DEPARTMENT/FUND (S): Council Office, General Fund

AFFECTED LINE ITEM (S): General Fund—Council Office (Council)—Materials and Services—Subscriptions and Dues increased from \$16,000 to \$29,000.

PROGRAM/STAFFING IMPACTS: None

ARGUMENTS IN FAVOR OF PROPOSED AMENDMENT:

- 1) While Metro must address our scarce General Fund resources for FY 00-01, the package of Council Office budget reductions offered by the Presiding Officer, if adopted, provides sufficient resources to fund the agency's dues for the Water Consortium with no negative impacts on other existing programs or staff.
- 2) The Water Consortium is one of several cooperative organizations that can provide valuable input in the development of regional responses to the difficult environmental and natural resource protection issues facing our area.
- 3) Metro's payment of dues and active participation in the work of the Consortium will insure a productive dialogue with those responsible for the planning, development and management of the region's future water supply system.

PROPOSED FY 2000-01 BUDGET AMENDMENT

PRESENTER: Councilor Monroe
DRAFTER: Council Analyst John Houser
DATE FILED: April 26
BUDGET COMMITTEE REVIEW DATE: April 26

PROPOSED AMENDMENT: Restore \$8,840 for Subscriptions and Dues in the Council Office budget.

AFFECTED DEPARTMENT/FUND (S): Council Office, General Fund

AFFECTED LINE ITEM (S): General Fund—Council Office (Council)—Materials and Services—Subscriptions and Dues

PROGRAM/STAFFING IMPACTS: Restore payment of National Association of Regional Councils (NARC) dues (\$8,840)

ARGUMENTS IN FAVOR OF PROPOSED AMENDMENT:

- 1) The availability of Metro General Fund dollars in the proposed budget is very constrained and therefore all expenditures not directly related to the agency's principal missions must be critically examined.
- 2) Metro's NARC membership provides the agency with an opportunity to share growth management and transportation planning expertise with other urban regions throughout the country.
- 3) The NARC membership also provides Metro with access to innovative planning programs developed by other regional councils.
- 4) Metro transportation-related lobbying efforts at the federal could be enhanced by NARC lobbying efforts.

PROPOSED FY 2000-01 BUDGET AMENDMENT

PRESENTER: Presiding Officer Bragdon
DRAFTER: Michael Morrissey
DATE FILED: March 14, 2000
BUDGET COMMITTEE
REVIEW DATE: March 15, 2000

PROPOSED AMENDMENT: Move the position of Salmon Recovery Coordinator, and supporting salary (estimated at \$57,750), fringe and materials and services costs from the Office of the Executive Officer to the Growth Management Department.

AFFECTED DEPARTMENT FUNDS: Executive Office, general fund; Growth Management Department.

ARGUMENTS IN FAVOR OF PROPOSED AMENDMENT:

1. The issue is related in large measure to policy development and program typical of those residing in the Growth Management Department.
2. The issue (ESA listings and Metro's response) has become more developed over time, with respect to Metro policy and program. It may have been convenient initially to put this position in the Office of the Executive at first, in a developmental phase. Now, however the development of a Metro response to the 4d rule, has become more explicit, and is closely linked with Metro's Goal 5 work.
3. The staffing of this position does not seem to be one of general support for the executive, across a range of issues and departments, as would be typical for an executive analyst in that position.

PROPOSED FY 2000-01 BUDGET AMENDMENT

PRESENTER: Councilor Kvistad
DRAFTER: Council Analyst John Houser
DATE FILED: March 15
BUDGET COMMITTEE REVIEW DATE: March 15

PROPOSED AMENDMENT: Elimination of One Executive Analyst position from the Executive Office

AFFECTED DEPARTMENT/FUND (S): Executive Office, General Fund

AFFECTED LINE ITEM (S): General Fund—Executive Office —Personal Services—Executive Analyst and Fringe Benefit Line Items. Estimated fiscal impact, a reduction of \$54,207 in the Executive Analyst Line Item and \$18,430 in the Fringe Benefit Line Item

PROGRAM/STAFFING IMPACTS: Elimination of One Executive Analyst FTE

ARGUMENTS IN FAVOR OF PROPOSED AMENDMENT:

- 1) The vast majority of the agency staff report directly to the Executive Officer and can therefore provide analytical and other support services to the Executive Officer.
- 2) The agency is facing a severe shortage of general fund revenue to address various charter-mandated functions and remain necessary financial reserves and fund balances. The elimination of this position would provide limited resources to help address some of these critical funding and reserve needs.
- 3) Amendments to reduce the Executive Officer's staffing levels were considered for the current year's budget, and the Executive Officer was advised that these staffing levels would be revisited again this year.

PROPOSED FY 2000-01 BUDGET AMENDMENT

PRESENTER: COUNCILOR MCLAIN

DRAFTER: MICHAEL MORRISSEY

DATE FILED: MARCH 29, 2000

BUDGET COMMITTEE REVIEW DATE: MARCH 29, 2000

PROPOSED AMENDMENT: This amendment increases the budget for the Growth Management Services Department by \$30,000, for the purpose of providing public involvement and outreach related to the Goal 5 program and urban growth boundary decision making.

AFFECTED DEPARTMENT/FUND(S):
Growth Management Services Department, Planning Fund
Council Office, General Fund

AFFECTED LINE ITEM(S):

Funds would be added to the materials and services section of the Growth Management Services Department budget; postage, and contracted professional services line items.

Funds necessary to support this amendment would come from amendments that have been made to revise the Council office budget, and resulting savings to the general fund

PROGRAM/STAFFING IMPACTS:

This amendment primarily increases the amount of printed material made available to the public with relation to Goal 5 and UGB activities.

GM # 2

PROPOSED FY 2000-01 BUDGET AMENDMENT

PRESENTER: COUNCILOR MCLAIN

DRAFTER: MICHAEL MORRISSEY

DATE FILED: MARCH 29, 2000

BUDGET COMMITTEE REVIEW DATE: MARCH 29, 2000

PROPOSED AMENDMENT: Amends the Growth Management Services Department budget by adding \$35,000 for the production of a handbook for watershed planning and stormwater management. Funds necessary for this amendment will come from revisions to the Council office budget.

AFFECTED DEPARTMENT/FUND(S):

Growth Management Services Department
Council Office

AFFECTED LINE ITEM(S):

Growth Management Services Department: materials and services; contracted professional services

PROGRAM/STAFFING IMPACTS:

All, or most of the work will be performed via contract.

PROPOSED FY 2000-01 BUDGET AMENDMENT

Presenter: Councilor Kvistad
Drafter: Michael Morrissey, Council Analyst
Date Filed: April 6, 2000
Budget Committee
Review Date: April 6, 2000

Proposed Amendment: Amends the Proposed Growth Management Services Department budget by cutting \$496,240 for programs related to goal 5 and stormwater/watershed planning. *495,520*

Affected Line Items: Planning Fund; personal services, materials & services, interfund transfers and contingency. All funds are excise tax, general fund dollars.

Program/Staffing Impacts: Three program areas within the Long-Range Planning Division are eliminated:

<u>Program</u>	<u>Program budget</u>	<u>FTE.</u>
• Goal 5 Riparian Plan	\$144,732	1.34
• Goal 5 Action Upland Plan	209,706	1.74
• Stormwater/Watershed Mgt.	141,082	1.29

Staff has already completed a significant amount of work on the Goal 5 riparian plan, with functional plan language scheduled to be adopted in September 2000. Work has only recently begun on the Goal 5 Upland, and Stormwater/watershed management programs.

Dollars and FTE. could be redirected to other aspects of the Growth Management Services Department more in keeping with requests for assistance from local governments. e.g. infrastructure planning, code revision assistance, outreach to local citizens, etc.

Arguments in Favor of Proposed Amendment:

1. Metro has already adopted Title 3 protection for riparian areas, and is assisting local governments to meet those requirements.
2. Goal 5 protection by Metro is authorized, but not required, by the state. Metro has taken this on voluntarily, by adoption into the Regional Framework Plan, and it is proving too costly and difficult to plan for, much less implement.
3. Federal requirements related to ESA listings will provide additional riparian protection regardless of what Metro does. Several local governments intend to meet the 4d rule exception requirements on their own, and are not desiring further Metro involvement.

4. **This amendment frees up almost half a million general fund dollars that can be redirected with-in the Growth Management Services Department, or put to other immediate needs such as; parks and open spaces (land-banking, masterplanning of open space purchases, and deferred maintenance) or elsewhere within the organization to restore cuts within other general fund-supported departments.**

GF #1

PROPOSED FY 2000-01 BUDGET AMENDMENT

PRESENTER: Councilor Susan McLain

DRAFTER: Council Analyst, Peggy Coats

DATE FILED: April 18, 2000

BUDGET COMMITTEE REVIEW DATE: April 20, 2000

PROPOSED AMENDMENT: Reduces election expenses in the General Fund, Special Appropriations, by \$35,000.

AFFECTED DEPARTMENT FUND(S): None.

AFFECTED LINE ITEM(S): General Fund, Special Appropriations: Election Expenses

PROGRAM/STAFFING IMPACTS: None

ARGUMENTS IN FAVOR OF PROPOSED AMENDMENT:

1. Election expenses are currently budgeted at \$150,000 for three Council seats. Since it now appears that there will not be three run-off elections, this line item can be reduced.
2. \$115,000 will remain for potential ballot expenses in the event that a charter amendment or other measure is proposed in the November 2000 election.

PROPOSED FY 2000-01 BUDGET AMENDMENT

PRESENTER: DAN COOPER
DRAFTER: DAN COOPER
DATE FILED: 4/5/00
BUDGET COMMITTEE REVIEW DATE: 4/12/00

PROPOSED AMENDMENT:

Reclassification of Archivist Technician to Records Information Manager/Archivist; addition of a work-study position.

The Archivist Technician has been given the responsibilities to oversee all archiving for the agency as well as training agency staff in these processes. The work-study position will allow the Archivist Technician some assistance with agency archiving processes.

AFFECTED DEPARTMENT/FUND(S):

Office of General Counsel (allocated through the Cost Allocation Plan)/Support Services Fund.

AFFECTED LINE ITEMS(S): (include account #, line item name and dollar amount)

PERSONAL SERVICES

5010	Salaries - Regular Employees (Record Manager)	\$3,179
5100	Fringe	1,057

MATERIALS & SERVICES

5201	Office Supplies	\$3,000
5201 600	Computer Software (TRIM Maintenance License)	1,500
5201 602	Postage	50
5205 620	Other Operating Supplies (storage supplies)	3,000
5210 626	Dues (ARMA dues)	150
5251	Other Utilities (telephone)	100
5260 636	Maintenance & Repair Services - Equipment (scanner maintenance contract)	250
5280 683	Delivery Services (Iron Mountain Transport costs)	2,250
5280 686	Temporary Help Services (work-study position)	2,535
5450	Travel	100
5455	Staff Development (ARMA conference)	500
5490	Miscellaneous Expenditures	5,280

TOTAL **\$22,951**

PROGRAMS/STAFFING IMPACTS: (this section is not needed for technical adjustments)

Reclassification of Archivist Technician to Records Information Manager/Archivist.
Addition of work-study position, approximately 15 hours per week.

ARGUMENTS IN FAVOR OF PROPOSED AMENDMENT: (this section is not needed for technical adjustments)

Higher level functions should be reflected in the position title. This job has changed significantly since it was initially classified as an Archivist Technician. The position has evolved into records and information management.

During the incumbent's tenure, the Archivist Technician has successfully negotiated reductions in cost with the State of Oregon Archives Division and a records retention software vendor.

PROPOSED FY 2000-01 BUDGET AMENDMENT

PRESENTER: Councilor Bragdon
DRAFTER: Council Analyst John Houser
DATE FILED: April 14
BUDGET COMMITTEE REVIEW DATE: April 17

PROPOSED AMENDMENT: Elimination of separate funding for the Director position for the proposed Information Technology Department, saving an estimated \$119,563 in the Support Services Fund.

AFFECTED DEPARTMENT/FUND (S): Information Technology Department, Support Services Fund

AFFECTED LINE ITEM (S): Information Technology Department, Personal Services, Director and Fringe-Line Items, and various materials and services line items related to the office set up for the position.

PROGRAM/STAFFING IMPACTS: Deletion of 1 FTE Director Position

ARGUMENTS IN FAVOR OF PROPOSED AMENDMENT:

- 1) Support Service Fund resources are very limited for FY 00-01.
- 2) While creation of an Information Technology Department will provide several administrative and coordination benefits to the agency all additional resources needed for the department should come from existing resources.
- 3) Budgeting for this position from existing resources will reduce the cost allocation burden to the general fund and other departments within Metro.

PROPOSED FY 2000-01 BUDGET AMENDMENT

PRESENTER: Ray Sherwood - Chair, MCCI
DRAFTER: Ray Sherwood
DATE FILED: April 12
BUDGET COMMITTEE REVIEW DATE: April 12

PROPOSED AMENDMENT: The following budget note shall be added to the proposed budget:

“Prior to March 1, 2001 each Metro subdivision identified in the list entitled ‘Departmental Summaries’ (Metro Proposed Budget, Volume 1, p. 17) shall report to the Council concerning the nature and extent of citizen involvement in its planning and decision-making processes. Each report shall be sufficiently detailed as to enable the Council, and the Office of Citizen Involvement, to determine with specificity the number of FTE assigned to this work, the amounts expended in engaging citizens in Metro’s planning and decision-making processes, and the particular purpose for which each expenditure was made. Each report shall also specify in what ways, if any, citizens’ petitions, recommendations or suggestions during the subdivision’s decision-making processes have altered particular outcomes, or contributed to final or interim decisions, in matters significantly affecting citizens or the future citizens of the Region.

AFFECTED DEPARTMENT/FUND (S): All identified in the list entitled ‘Departmental Summaries’ (Metro Proposed Budget, Volume 1, p. 17)/ all relevant Funds

AFFECTED LINE ITEM (S): None

PROGRAM/STAFFING IMPACTS: None

ARGUMENTS IN FAVOR OF PROPOSED AMENDMENT:

- 1) Elements of Federal, State and local law require opportunities for effective citizen participation in Metro’s planning and decision-making processes: and further require (expressly or by implication) that adequate financial support be furnished to accomplish this end.
- 2) An accurate accounting for such expenditures, together with a complete description of actual outcomes which demonstrate differences citizens have made in planning and decision-making processes, would furnish evidence of Metro’s efforts to satisfy these requirements. Neither of these is currently available in any readily accessible form.
- 3) An assessment of current expenditures would permit the Council to determine the future level of resources which should be dedicated to the active participation of citizens in Metro’s planning and decision-making processes, and to distinguish the optimum ways in which expenditures should be made in order to achieve this result from the less successful .
- 4) “*Charter Mandated Services* - The budget should give priority to charter mandates, legal requirements and ensure that Metro’s operational needs are adequately met” (Budget Overview, Metro Proposed Budget, Volume 1, p. v)

PROPOSED FY 2000-01 BUDGET AMENDMENT

MCCI 2(a)

PRESENTER: Ray Sherwood - Chair, MCCI
DRAFTER: Ray Sherwood
DATE FILED: April 17
BUDGET COMMITTEE REVIEW DATE: April 17

PROPOSED AMENDMENT: Creates and funds a new staff position (Citizens' Information Correspondent) located within the Office of Citizen Involvement and the citizen committee within it, under the general supervision of the Office of the Auditor (requires an ordinance transferring the Office of Citizen Involvement from the Executive Office). Provides funding for the new position (1 FTE) to the same extent (and in all pertinent areas and budget lines) as is proposed for one of the four FTE Assoc Public Affairs Specialists from Transportation/Planning Fund. Funding is accomplished from: (a) transfer of amounts currently proposed in connection with one Assoc Public Affairs Specialist, (b) Planning Fund contingency, or (c) such other Planning Fund source as the Council may designate. Prohibits use of (new) staff time or resources related to the position for purposes other than citizen involvement (see related budget note).

AFFECTED DEPARTMENT/FUND (S): General Fund/Planning Fund/Executive Office/Transportation/Office of the Auditor/Office of Citizen Involvement.

AFFECTED LINE ITEM (S): Planning Fund - Office of Citizen Involvement/ Wages - Fringe - Materials & Services (and other amounts){all equivalent to those currently proposed to fund and support [1 FTE] Assoc. Public Affairs Specialist}.

PROGRAM/STAFFING IMPACTS: One FTE (Assoc Public Affairs Specialist) removed from Transportation/Planning (under one alternative). One FTE added to Office of Citizen Involvement. Public Affairs/Citizen Involvement elements of affected programs enhanced. Does not affect position currently situated in Executive Office connected to or partially assigned to the Office of Citizen Involvement.

ARGUMENTS IN FAVOR OF PROPOSED AMENDMENT:

- 1) With respect to the Office of Citizen Involvement, Section 28(2) of the Metro Charter provides that the Council "shall appropriate sufficient funds to operate the office and [citizens'] committee". Funding levels for citizen involvement in the Proposed Budget are insufficient in proportion to the overall Metro budget (0.00001533%) and to the Metro General Fund (0.0060009%) to support an effective, proactive Office and committee (please see figures included in MCCI Budget Presentation to the Metro Council, March 9, 2000, p. 4).
- 2) Adequate funding for citizen involvement in Metro decision-making processes is required by the Charter. Funding for marketing, public relations and program promotion is not.
- 3) Requirements related to citizen involvement in Metro's planning processes are of the same dignity as the requirement related to planning itself, all being Charter-mandated.
- 4) The Charter-mandated planning functions of Metro themselves will not be impaired by any aspect of the proposed amendment. Only peripheral activities will be affected within the Transportation Department. Metro's own citizens' committee is recommending this different, supplemental approach, designed to enhance communication between citizens and Metro..
- 5) Citizens will profit by having constant access to meaningful information in useful form, and by gaining a means of expressing their views through the "conduit" of the Office of Citizen Involvement. In turn, the Metro Council, officials and staff will gain constant access to opinions, suggestions and recommendations expressed by citizens.

6) A discussion of a proposed job description is warranted and encouraged (see related budget note).

207

PROPOSED FY 2000-01 BUDGET AMENDMENT

MCCI 2(b)

PRESENTER: Ray Sherwood - Chair, MCCI
DRAFTER: Ray Sherwood
DATE FILED: April 17
BUDGET COMMITTEE REVIEW DATE: April 17

PROPOSED AMENDMENT: The following budget note shall be added to the proposed budget:

A full job description for the position (Citizen Information Correspondent) shall be established through consultation between the Council and the Metro Committee for Citizen Involvement before the position is filled. However, in general terms, the duties of the position shall be oriented toward research and dissemination (to citizens and to Metro) of information available from official Metro records (including agendas, minutes, releases and reports), from the news media, and from records of other governmental entities, on the one hand, which may provide complete but manageable information in a useful form and context to individuals seeking to understand and participate in Metro's planning and decision-making processes; and, on the other hand, to collect and provide responses and reactions of citizens on a continuing basis for the benefit of officials and staff at Metro: as opposed to being oriented toward persuasive promotion or marketing of Metro activities.

It is intended that the occupier of the position shall segregate information by activity or topic, digest or summarize it where necessary, cross-reference it for ease of access and discovery, make additional inquiries where helpful, and provide useful, comprehensible information in a timely way for the use citizens, members of the Metro Committee for Citizen Involvement, Metro officials and staff, and other inquiring parties upon those topics which significantly affect the public or public policy (and not upon those which constitute "ordinary course of business" activities at Metro). The duties of the position shall include coordinating with other staff at Metro in such a way as to make the information compiled available on Metro's website, or through the website via a link to MCCI, as well as through other means (including telephonic, FAX and written correspondence).

AFFECTED DEPARTMENT/FUND (S): Office of Citizen Involvement/Office of the Auditor

AFFECTED LINE ITEM (S): None

PROGRAM/STAFFING IMPACTS: None

ARGUMENTS IN FAVOR OF PROPOSED AMENDMENT:

1. The Office of Citizen Involvement should become a principal conduit of citizen comment to the Metro Council and the Metro Executive, and should also be a primary

source of timely and succinct information to the citizenry. (See also MCCI written materials submitted 3/9/2000, p. 9)

PROPOSED FY 2000-01 BUDGET AMENDMENT

MCCI (3a)

PRESENTER: Ray Sherwood - Chair, MCCI
DRAFTER: Ray Sherwood
DATE FILED: April 17
BUDGET COMMITTEE REVIEW DATE: April 17

PROPOSED AMENDMENT: Reduces Oregon Convention Center Related (MERC) budget in the amount of \$25,000 by eliminating "Ground breaking ceremonies planner" from Contracted Management Services - Management Consultant. Creates a new fund (Citizens' Information Fund) with an initial balance of this \$25,000 in Office of Citizen Involvement under general supervision of the Office of the Auditor. Amounts deposited to be placed in interest-bearing account. New fund dedicated to support of Office of Citizen Involvement activities which (a) provide information to and communications between citizens and Metro through the Citizen's Information Correspondent, or (b) involve citizens directly and actively in Metro's decision-making and planning activities, and for no other purposes (including public relations and promotional purposes). New fund also to be recipient fund of intergovernmental transfers, if any, made in connection with evaluation and certification of adequacy of citizen involvement on the part of other governmental entities with respect to activities which Metro must endorse, or with respect to which Metro must approve the expenditure or allocation of funds, in Metro's role as a Metropolitan Planning Organization or otherwise in its various planning capacities. Prohibits expenditures from new fund without prior Council (or designated Council Committee) approval.

AFFECTED DEPARTMENT/FUND (S): MERC Operating Fund - Metro General Fund -Office of Citizen Involvement - Office of the Auditor

AFFECTED LINE ITEM (S): MERC Operating Fund, Oregon Convention Center, Contracted Management Services: Office of Citizen Involvement/Office of the Auditor

PROGRAM/STAFFING IMPACTS: Eliminates "ground breaking ceremonies planner" from (MERC) Oregon Convention Center related budget. Augments citizen involvement.

ARGUMENTS IN FAVOR OF PROPOSED AMENDMENT:

- 1) With respect to the Office of Citizen Involvement, Section 28(2) of the Metro Charter provides that the Council "shall appropriate sufficient funds to operate the office and [citizens'] committee". Funding levels in the Proposed Budget are insufficient in proportion to the overall Metro budget (0.00001533%) and to the Metro General Fund (0.0060009%) to support an effective, proactive Office and committee (please see figures included in MCCI Budget Presentation to the Metro Council, March 9, 2000, p. 4).
- 2) Requirements related to citizen involvement in Metro's planning processes are of the same dignity as the requirement related to planning itself, all being Charter-mandated.
- 4) A ground breaking ceremonies planner is not Charter-mandated, but rather is an entirely discretionary position devoted to public relations and promotion purposes only..

5) Proper use of funds deposited in the proposed new fund would enhance citizen involvement in Metro's planning and decision-making activities, and improve communications between Metro and citizens.

PROPOSED FY 2000-01 BUDGET AMENDMENT

PRESENTER: Councilor McLain
DRAFTER: Council Analyst, Peggy Coats
DATE FILED: April 11, 2000
BUDGET COMMITTEE REVIEW DATE: April 11, 2000

PROPOSED AMENDMENT: The goal of this amendment is to ensure, as a matter of policy, that MERC comply with Metro's standard operating procedure of each department or program area meeting their financial obligations in full for services provided through the Cost Allocation Plan, and, in doing so, that MERC not be unduly fiscally impacted. To accomplish this goal, the following actions are proposed:

1. Initiate procedure to revise Metro Code, Chapter 6.01.040(m) to eliminate annual negotiation of support services contract and corresponding 90-day opt-out clause, and
2. Provide an explicit, but decreasing, measure of General Fund support to MERC from Metro over a period of three fiscal years, with the expectation that MERC will plan and budget accordingly to meet its financial obligation for allocated costs in full by the end of the three-year period. The level of proposed support is
 - \$100,000 in FY 2000-01
 - \$75,000 in FY 2001-02
 - \$50,000 in FY 2002-03.

There will be no subsidy from FY 2003-04 forward..

BACKGROUND: Since 1997, Metro's Administrative Services Department has been directed to negotiate with MERC for the cost of some support services that is otherwise distributed to Metro departments according to a cost allocation formula. As a result of this negotiation, there has been an increasing gap between the cost of services allocated to MERC, and the amount paid by MERC to Metro as a result of negotiation. The difference has been offset by revenues from Metro's general fund and risk management fund. Because the availability of general fund monies is extremely limited for the foreseeable future, it is necessary to establish a clear policy and direction for both MERC and Metro regarding the level of support which will be provided to MERC from the general fund.

AFFECTED DEPARTMENT FUND(S): MERC Operating Fund, Metro General Fund, Metro Support Services Fund

AFFECTED LINE ITEM(S): MERC Operating fund salaries, fringe, and unknown line items; Metro General Fund unknown line items

ARGUMENTS IN FAVOR OF PROPOSED AMENDMENT:

1. There is a difference of \$485,999 between MERC's budgeted amount and Metro's cost allocation for support services provided by Metro to MERC in FY 2000-01. The proposed amendment provides a means for both Metro and MERC to meet cost allocated obligations in a predictable and planned manner, without requiring MERC to meet the full difference in one fiscal year.

2. MERC will be required to identify additional funds to more fully meet its allocated cost obligations.
3. The support to MERC from Metro will be identified explicitly and for a limited period of time. Support will be phased out over a three-year period, beginning with FY 2000-01.

PROPOSED MERC BUDGET AND AMENDMENTS, FY 2000-01

Allocation of specific costs to MERC from Metro	1,218,887
Pooled cost allocation	319,254
Risk management fund transfer	173,681
Total Allocated Costs to MERC from Metro	1,711,822
MERC budget, support services	(1,052,242)
MERC budget, risk management	(173,681)
Balance needed from MERC	485,899
Less 2000-01 General Fund Support to MERC from Metro	(100,000)
Adjusted Balance needed from MERC	385,899

RECOMMENDED ADJUSTMENTS FOR MERC CONSIDERATION IN REVISING BUDGET:

A number of recommendations have been made based on analyst review of, and questions regarding, the proposed budget, and staff's response to these questions. These recommendations are presented as a component of this amendment for MERC's consideration in planning reductions and revisions to FY 2000-01 budget:

1. **Establish a 6% budget cap for merit increases and bonus awards.** Under MERC's Pay for Performance Plan, employees are eligible to receive a merit increase to the middle of their range based upon performance. Employees who have reached the middle of their salary ranges are eligible for lump sum awards in lieu of merit increases. Merit increases and bonus awards are budgeted at varying rates between facilities or program areas in MERC, as follows: Administration, 7%; Civic, 8%; Expo, 6%; OCC, 7%; and PCPA, 4.6%. The sample merit increase model in the Pay for Performance Manual illustrates that performance pay increases or lump sum awards may range from 0% to 12%, therefore making it sensible to budget in this category at a median point. By standardizing merit increases, greater equity can be achieved not only between MERC facilities and operations, but in relationship to Metro's practices.
2. **Reduce costs for travel and staff development to a 3% increase in each program area over FY 1999-00.** Travel and Staff Development expenses have increased overall, (Travel by 17% or \$11,417, and Staff Development by 11% or \$11,977) yet the increase in FTE has been minimal (only 1.8 overall). Increases in some program areas have been more dramatic: 27% in Administration, 18.5% in Civic Stadium, and 16.9% in OCC. By comparison, these budgeted areas in Metro departments have either remained stable over last year's budget, or increased only slightly.
3. **Reduce Professional Services in OCC by \$75,000.** OCC has budgeted \$236,000 for management consultant contracts, including \$75,000 for a periodic economic impact study, \$25,000 for a groundbreaking ceremonies planner, \$36,000 for contingency, and \$100,00 for specialty consultants to help staff manage the project. It appears that a portion of the budgeted

amount is not specifically allocated to a known need for consultant services, and could be reduced by \$75,000.

4. **Decrease Training and Travel in Civic Stadium \$7,000, inclusive of the above recommended cap of 3% increase in Training and Staff Development (see recommendation 2).** MERC has indicated that a portion of the Civic Stadium budget for training and travel will be used to "assist staff in gaining training and expertise that would ease their relocation to other jobs in/out of the MERC organization" when the Stadium transition occurs. Given that, historically, budgets have underestimated these costs, and that training staff to assume other positions outside of MERC or Metro may be a questionable use of public funds, it is recommended that \$7,000 in total be eliminated from Civic Stadium's budget for training and staff development, inclusive of decreasing these expenses to no more than a 3% increase over prior fiscal year budget.

ADDITIONAL RECOMMENDATIONS PERTAINING TO THE MERC BUDGET:

1. **Establish a fundraising plan, and amend budget to include development income as a revenue source.** While MERC cannot, as a government agency, solicit funds directly from the community, it can receive funds raised on MERC's behalf through community foundations or non-profit support groups, such as the Friends of PCPA. Coordinating target goals with support groups, and working in concert to obtain funds earmarked for special purposes or for general operating expense would ensure that funds raised on MERC's behalf can be put to use in ways that best meet MERC's needs.
2. **Create greater clarity and consistency between Metro and MERC budget formats.** It is sometimes difficult to follow MERC's narrative in the budget notebook, because responses are keyed to MERC's format, rather than Metro's. For this reason, MERC's budget notebook comments should be keyed to Metro's line item format. In addition, MERC administration charges should also be called out, both as expenses to facilities, and as a resource to MERC administration.
3. **Review Metro's Cost Allocation Plan.** Since the issue of equity in cost allocation frequently arises, and the basis for allocation is not always clearly understood, Council should review Metro's cost allocation plan overall after the budget is adopted.
4. **Review implementation of Pay-for-Performance, particularly in relationship to new hires.** In at least one recent hire, that of the Fiscal Operations Manager, the candidate was guaranteed at least a 5% Pay for Performance bonus prior even to the end of the probationary period. Given that the stated policy is to reward performance based on the performance of both the facility and the employee, to guarantee a bonus in advance seems inappropriate.
5. **Establish guidelines for staff and/or volunteer recognition events.** MERC spends approximately \$12,000 per year on volunteer and staff events, and, although staff pay for some of the expenses through purchasing admission or meal tickets, the remainder of the event expenses are supported through public funds. Guidelines should be established covering types of events, event expenses and management, and, since a larger proportion of attendees are volunteers, whether part or all of the events could be funded or managed by volunteer support groups or outside sponsors.
6. **Allocate a 5% portion of historically over-budgeted Expo funds to cost allocation expenditures.** Expo expenditures have been over-budgeted and underspent an average of 20% per year for the past three years. Allowing for a reasonable amount of 5% to 10% in discrepancy

between budget and actual, allocating 5% of the average overestimation, or \$51,795 to cover cost allocation plan expenses would be a reasonable projection.

7. **Review POVA Contract for potential reductions.** The POVA contract has increased substantially, and there may be an opportunity here to negotiate reductions.

8. **Reduce FTE** The proposed reductions represent duplication or redundancy of services.

- **Human Resources Manager position:** Metro currently provides all human resources (HR) functions to MERC, including recruitment, selection, labor relations, processing of personnel actions, maintenance of employee files, affirmative action, classification, and compensation. During the vacancy of the HR position over the past year at MERC, Metro has provided all HR functions, which would indicate that MERC has not been impacted by a lack of internal HR management, and Metro has the capability to provide HR services. This position essentially duplicates functions already provided to MERC by Metro and could be eliminated.
- **Marketing and Communications Manager:** Each facility at MERC produces its own calendars of events, and coordinates and produces local and regional marketing and communications with POVA. This administrative position largely functions to produce internal communications and employee newsletters. If responsibility for any external press releases pertinent to MERC administration were handled by the Executive Officer's office, and each MERC facility continued to provide its own marketing and communications, this position could be eliminated.
- **Accounting Technician:** Until recently, the accounting function at MERC has been performed by four full-time positions under the supervision of the Director of Administration: one FTE Assistant Manager of Fiscal Operations, two FTE Accounting Technicians (one of which is vacant, and filled by a temporary employee), and one FTE Purchasing Technician. Recently a new position, Fiscal Operations Manager, was created to take over supervision of the accounting function, and to assume the higher level duties of the Assistant Manager of Fiscal Operations. In a top-down effect, the Assistant Manager of Fiscal Operations is now able to take on higher level duties of the Accounting Technicians and Purchasing Technician. Under this scenario, the remaining duties could be reorganized and split between one Accounting Technician and the Purchasing Technician. The vacant Accounting Technician position could then be eliminated.

Eliminate Human Resources Manager	(91,089)
Eliminate Marketing/Communications Manager position	(71,585)
Eliminate Accounting Technician position	(34,234)
Require merit increases to be no greater than 6% increase	(31,618)
Reduction of travel expense to 3% increase (excluding Civic)	(7,996)
Reduction of staff development expense to 3% increase (excluding Civic)	(8,871)
Reduce OCC Management Consultant expenditures	(75,000)
Allocate 5% of Expo overspending	(51,795)
Revision of POVA Contract	unknown
Decrease Civic Stadium Travel/Training by a total of \$7,000	(7,000)
Total Value of Recommended and Suggested Adjustments (379,638)	

PROPOSED FY 2000-01 BUDGET AMENDMENT

PRESENTER: Councilor Washington
DRAFTER: Council Analyst, Michael Morrissey
DATE FILED: April 11, 2000
BUDGET COMMITTEE REVIEW DATE: April 11, 2000

PROPOSED AMENDMENT: The goal of this amendment is to ensure, as a matter of policy, that MERC comply with Metro's standard operating procedure of each department or program area meeting their financial obligations in full for services provided through the Cost Allocation Plan, and, in doing so, that MERC not be unduly fiscally impacted. To accomplish this goal, the following actions are proposed:

1. Initiate procedure to revise Metro Code, Chapter 6.01.040(m) to eliminate annual negotiation of support services contract and corresponding 90-day opt-out clause, and
2. Provide an explicit, but decreasing, measure of General Fund support to MERC from Metro over a period of three fiscal years, with the expectation that MERC will plan and budget accordingly to meet its financial obligation for allocated costs in full by the end of the three-year period. The level of proposed support is
 - \$200,000 in FY 2000-01
 - \$150,000 in FY 2001-02
 - \$100,000 in FY 2002-03.

There will be no subsidy from FY 2003-04 forward..

BACKGROUND: Since 1997, Metro's Administrative Services Department has been directed to negotiate with MERC for the cost of some support services that is otherwise distributed to Metro departments according to a cost allocation formula. As a result of this negotiation, there has been an increasing gap between the cost of services allocated to MERC, and the amount paid by MERC to Metro as a result of negotiation. The difference has been offset by revenues from Metro's general fund and risk management fund. Because the availability of general fund monies is extremely limited for the foreseeable future, it is necessary to establish a clear policy and direction for both MERC and Metro regarding the level of support which will be provided to MERC from the general fund.

AFFECTED DEPARTMENT FUND(S): MERC Operating Fund, Metro General Fund, Metro Support Services Fund

AFFECTED LINE ITEM(S): MERC Operating fund salaries, fringe, and unknown line items; Metro General Fund unknown line items

ARGUMENTS IN FAVOR OF PROPOSED AMENDMENT:

1. There is a difference of \$485,999 between MERC's budgeted amount and Metro's cost allocation for support services provided by Metro to MERC in FY 2000-01. The proposed amendment provides a means for both Metro and MERC to meet cost allocated obligations in a predictable and planned manner, without requiring MERC to meet the full difference in one fiscal year.

2. MERC will be required to identify additional funds to more fully meet its allocated cost obligations.
3. The support to MERC from Metro will be identified explicitly and for a limited period of time. Support will be phased out over a three-year period, beginning with PY 2000-01.

PROPOSED MERC BUDGET AND AMENDMENTS, FY 2000-01

Allocation of specific costs to MERC from Metro	1,218,887
Pooled cost allocation	319,254
Risk management fund transfer	173,681
Total Allocated Costs to MERC from Metro	1,711,822
MERC budget, support services	(1,052,242)
MERC budget, risk management	(173,681)
Balance needed from MERC	485,899
Less 2000-01 General Fund Support to MERC from Metro	(200,000)
Adjusted Balance needed from MERC	285,899

RECOMMENDED ADJUSTMENTS FOR MERC CONSIDERATION IN REVISING BUDGET:

A number of recommendations have been made based on analyst review of, and questions regarding, the proposed budget, and staff's response to these questions. These recommendations are presented as a component of this amendment for MERC's consideration in planning reductions and revisions to FY 2000-01 budget:

1. **Establish a 6% budget cap for merit increases and bonus awards.** Under MERC's Pay for Performance Plan, employees are eligible to receive a merit increase to the middle of their range based upon performance. Employees who have reached the middle of their salary ranges are eligible for lump sum awards in lieu of merit increases. Merit increases and bonus awards are budgeted at varying rates between facilities or program areas in MERC, as follows: Administration, 7%; Civic, 8%; Expo, 6%; OCC, 7%; and PCPA, 4.6%. The sample merit increase model in the Pay for Performance Manual illustrates that performance pay increases or lump sum awards may range from 0% to 12%, therefore making it sensible to budget in this category at a median point. By standardizing merit increases, greater equity can be achieved not only between MERC facilities and operations, but in relationship to Metro's practices.
2. **Reduce costs for travel and staff development to a 3% increase in each program area over FY 1999-00.** Travel and Staff Development expenses have increased overall, (Travel by 17% or \$11,417, and Staff Development by 11% or \$11,977) yet the increase in FTE has been minimal (only 1.8 overall). Increases in some program areas have been more dramatic: 27% in Administration, 18.5% in Civic Stadium, and 16.9% in OCC. By comparison, these budgeted areas in Metro departments have either remained stable over last year's budget, or increased only slightly.
3. **Reduce Professional Services in OCC by \$75,000.** OCC has budgeted \$236,000 for management consultant contracts, including \$75,000 for a periodic economic impact study, \$25,000 for a groundbreaking ceremonies planner, \$36,000 for contingency, and \$100,00 for specialty consultants to help staff manage the project. It appears that a portion of the budgeted

amount is not specifically allocated to a known need for consultant services, and could be reduced by \$75,000.

4. **Decrease Training and Travel in Civic Stadium \$7,000, inclusive of the above recommended cap of 3% increase in Training and Staff Development (see recommendation 2).** MERC has indicated that a portion of the Civic Stadium budget for training and travel will be used to "assist staff in gaining training and expertise that would ease their relocation to other jobs in/out of the MERC organization" when the Stadium transition occurs. Given that, historically, budgets have underestimated these costs, and that training staff to assume other positions outside of MERC or Metro may be a questionable use of public funds, it is recommended that \$7,000 in total be eliminated from Civic Stadium's budget for training and staff development, inclusive of decreasing these expenses to no more than a 3% increase over prior fiscal year budget.

ADDITIONAL RECOMMENDATIONS PERTAINING TO THE MERC BUDGET:

1. **Establish a fundraising plan, and amend budget to include development income as a revenue source.** While MERC cannot, as a government agency, solicit funds directly from the community, it can receive funds raised on MERC's behalf through community foundations or non-profit support groups, such as the Friends of PCPA. Coordinating target goals with support groups, and working in concert to obtain funds earmarked for special purposes or for general operating expense would ensure that funds raised on MERC's behalf can be put to use in ways that best meet MERC's needs.
2. **Create greater clarity and consistency between Metro and MERC budget formats.** It is sometimes difficult to follow MERC's narrative in the budget notebook, because responses are keyed to MERC's format, rather than Metro's. For this reason, MERC's budget notebook comments should be keyed to Metro's line item format. In addition, MERC administration charges should also be called out, both as expenses to facilities, and as a resource to MERC administration.
3. **Review Metro's Cost Allocation Plan.** Since the issue of equity in cost allocation frequently arises, and the basis for allocation is not always clearly understood, Council should review Metro's cost allocation plan overall after the budget is adopted.
4. **Review implementation of Pay-for-Performance, particularly in relationship to new hires.** In at least one recent hire, that of the Fiscal Operations Manager, the candidate was guaranteed at least a 5% Pay for Performance bonus prior even to the end of the probationary period. Given that the stated policy is to reward performance based on the performance of both the facility and the employee, to guarantee a bonus in advance seems inappropriate.
5. **Establish guidelines for staff and/or volunteer recognition events.** MERC spends approximately \$12,000 per year on volunteer and staff events, and, although staff pay for some of the expenses through purchasing admission or meal tickets, the remainder of the event expenses are supported through public funds. Guidelines should be established covering types of events, event expenses and management, and, since a larger proportion of attendees are volunteers, whether part or all of the events could be funded or managed by volunteer support groups or outside sponsors.
6. **Allocate a 5% portion of historically over-budgeted Expo funds to cost allocation expenditures.** Expo expenditures have been over-budgeted and underspent an average of 20% per year for the past three years. Allowing for a reasonable amount of 5% to 10% in discrepancy

between budget and actual, allocating 5% of the average overestimation, or \$51,795 to cover cost allocation plan expenses would be a reasonable projection.

7. **Review POVA Contract for potential reductions.** The POVA contract has increased substantially, and there may be an opportunity here to negotiate reductions.
8. **Reduce FTE** The proposed reductions represent duplication or redundancy of services.
 - **Human Resources Manager position:** Metro currently provides all human resources (HR) functions to MERC, including recruitment, selection, labor relations, processing of personnel actions, maintenance of employee files, affirmative action, classification, and compensation. During the vacancy of the HR position over the past year at MERC, Metro has provided all HR functions, which would indicate that MERC has not been impacted by a lack of internal HR management, and Metro has the capability to provide HR services. This position essentially duplicates functions already provided to MERC by Metro and could be eliminated.
 - **Marketing and Communications Manager:** Each facility at MERC produces its own calendars of events, and coordinates and produces local and regional marketing and communications with POVA. This administrative position largely functions to produce internal communications and employee newsletters. If responsibility for any external press releases pertinent to MERC administration were handled by the Executive Officer's office, and each MERC facility continued to provide its own marketing and communications, this position could be eliminated.
 - **Accounting Technician:** Until recently, the accounting function at MERC has been performed by four full-time positions under the supervision of the Director of Administration: one FTE Assistant Manager of Fiscal Operations, two FTE Accounting Technicians (one of which is vacant, and filled by a temporary employee), and one FTE Purchasing Technician. Recently a new position, Fiscal Operations Manager, was created to take over supervision of the accounting function, and to assume the higher level duties of the Assistant Manager of Fiscal Operations. In a top-down effect, the Assistant Manager of Fiscal Operations is now able to take on higher level duties of the Accounting Technicians and Purchasing Technician. Under this scenario, the remaining duties could be reorganized and split between one Accounting Technician and the Purchasing Technician. The vacant Accounting Technician position could then be eliminated.

Eliminate Human Resources Manager	(91,089)
Eliminate Marketing/Communications Manager position	(71,585)
Eliminate Accounting Technician position	(34,234)
Require merit increases to be no greater than 6% increase	(31,618)
Reduction of travel expense to 3% increase (excluding Civic)	(7,996)
Reduction of staff development expense to 3% increase (excluding Civic)	(8,871)
Reduce OCC Management Consultant expenditures	(75,000)
Allocate 5% of Expo overspending	(51,795)
Revision of POVA Contract	unknown
Decrease Civic Stadium Travel/Training by a total of \$7,000	(7,000)
Total Value of Recommended and Suggested Adjustments (379,638)	

PROPOSED FY 2000-01 BUDGET AMENDMENT**PRESENTER:** Councilor McLain and Councilor Washington**DRAFTER:** Council Analyst, Peggy Coats**DATE FILED:** April 17, 2000**BUDGET COMMITTEE REVIEW DATE:** April 17, 2000

PROPOSED AMENDMENT: The goal of this amendment is to ensure, as a matter of policy, that MERC comply with Metro's standard operating procedure of each department or program area meeting their financial obligations in full for services provided through the Cost Allocation Plan, and, in doing so, that MERC not be unduly fiscally impacted. To accomplish this goal, the following actions are proposed:

1. Initiate procedure to revise Metro Code, Chapter 6.01.040(m) to eliminate annual negotiation of support services contract and corresponding 90-day opt-out clause, and
2. Establish a policy that, should there be unanticipated overages in the General Fund, that these overages will be used to fill fund balance reserve needs rather than subsidizing MERC or any other Metro program, and
3. Provide an explicit, but decreasing, measure of General Fund support to MERC from Metro over a period of three fiscal years, with the expectation that MERC will plan and budget accordingly to meet its financial obligation for allocated costs in full by the end of the three-year period. The level of proposed support is
 - \$150,000 in FY 2000-01
 - \$ 75,000 in FY 2001-02
 - \$ 50,000 in FY 2002-03.

There will be no subsidy from FY 2003-04 forward..

BACKGROUND: Since 1997, Metro's Administrative Services Department has been directed to negotiate with MERC for the cost of some support services that is otherwise distributed to Metro departments according to a cost allocation formula. As a result of this negotiation, there has been an increasing gap between the cost of services allocated to MERC, and the amount paid by MERC to Metro as a result of negotiation. The difference has been offset by revenues from Metro's general fund and risk management fund. Because the availability of general fund monies is extremely limited for the foreseeable future, it is necessary to establish a clear policy and direction for both MERC and Metro regarding the level of support which will be provided to MERC from the general fund.

AFFECTED DEPARTMENT FUND(S): MERC Operating Fund, Metro General Fund, Metro Support Services Fund

AFFECTED LINE ITEM(S): MERC Operating Fund and Metro General Fund unknown line items.

ARGUMENTS IN FAVOR OF PROPOSED AMENDMENT:

1. There is a difference of \$485,999 between MERC's budgeted amount and Metro's cost allocation for support services provided by Metro to MERC in FY 2000-01. The proposed amendment provides a means for both Metro and MERC to meet cost allocated obligations in a predictable and planned manner, without requiring MERC to meet the full difference in one fiscal year.
2. MERC will be required to identify additional funds to more fully meet its allocated cost obligations.
3. The support to MERC from Metro will be identified explicitly and for a limited period of time. Support will be phased out over a three-year period, beginning with FY 2000-01.

PROPOSED MERC BUDGET AND AMENDMENTS, FY 2000-01

Allocation of specific costs to MERC from Metro	1,218,887
Pooled cost allocation	319,254
Risk management fund transfer	173,681
Total Allocated Costs to MERC from Metro	1,711,822
MERC budget, support services	(1,052,242)
MERC budget, risk management	(173,681)
Balance needed from MERC	485,899
Less 2000-01 General Fund Support to MERC from Metro	(150,000)
Adjusted Balance needed from MERC	335,899

RECOMMENDED ADJUSTMENTS FOR MERC CONSIDERATION IN REVISING BUDGET:

A number of recommendations have been made based on analyst review of, and questions regarding, the proposed budget, and staff's response to these questions. These recommendations are presented as a component of this amendment for MERC's consideration in planning reductions and revisions to FY 2000-01 budget:

1. **Establish a 6% budget cap for merit increases and bonus awards.** Under MERC's Pay for Performance Plan, employees are eligible to receive a merit increase to the middle of their range based upon performance. Employees who have reached the middle of their salary ranges are eligible for lump sum awards in lieu of merit increases. Merit increases and bonus awards are budgeted at varying rates between facilities or program areas in MERC, as follows: Administration, 7%; Civic, 8%; Expo, 6%; OCC, 7%; and PCPA, 4.6%. The sample merit increase model in the Pay for Performance Manual illustrates that performance pay increases or lump sum awards may range from 0% to 12%, therefore making it sensible to budget in this category at a median point. By standardizing merit increases, greater equity can be achieved not only between MERC facilities and operations, but in relationship to Metro's practices.
2. **Reduce costs for travel and staff development to a 3% increase in each program area over FY 1999-00.** Travel and Staff Development expenses have increased overall, (Travel by 17% or \$11,417, and Staff Development by 11% or \$11,977) yet the increase in FTE has been minimal (only 1.8 overall). Increases in some program areas have been more dramatic: 27% in Administration, 18.5% in Civic Stadium, and 16.9% in OCC. By comparison, these budgeted areas in Metro departments have either remained stable over last year's budget, or increased only slightly.
3. **Reduce Professional Services in OCC by \$75,000.** OCC has budgeted \$236,000 for management consultant contracts, including \$75,000 for a periodic economic impact study, \$25,000 for a groundbreaking ceremonies planner, \$36,000 for contingency, and \$100,00 for specialty consultants to help staff manage the project. It appears that a portion of the budgeted amount is not specifically allocated to a known need for consultant services, and could be reduced by \$75,000.

4. **Decrease Training and Travel in Civic Stadium \$7,000, inclusive of the above recommended cap of 3% increase in Training and Staff Development (see recommendation 2).** MERC has indicated that a portion of the Civic Stadium budget for training and travel will be used to "assist staff in gaining training and expertise that would ease their relocation to other jobs in/out of the MERC organization" when the Stadium transition occurs. Given that, historically, budgets have underestimated these costs, and that training staff to assume other positions outside of MERC or Metro may be a questionable use of public funds, it is recommended that \$7,000 in total be eliminated from Civic Stadium's budget for training and staff development, inclusive of decreasing these expenses to no more than a 3% increase over prior fiscal year budget.

5. **Reduce FTE** The proposed reductions represent duplication or redundancy of services.

- **Human Resources Manager position:** Metro currently provides all human resources (HR) functions to MERC, including recruitment, selection, labor relations, processing of personnel actions, maintenance of employee files, affirmative action, classification, and compensation. During the vacancy of the HR position over the past year at MERC, Metro has provided all HR functions, which would indicate that MERC has not been impacted by a lack of internal HR management, and Metro has the capability to provide HR services. This position essentially duplicates functions already provided to MERC by Metro and could be eliminated.
- **Marketing and Communications Manager:** Each facility at MERC produces its own calendars of events, and coordinates and produces local and regional marketing and communications with POVA. This administrative position largely functions to produce internal communications and employee newsletters. If responsibility for any external press releases pertinent to MERC administration were handled by the Executive Officer's office, and each MERC facility continued to provide its own marketing and communications, this position could be eliminated.
- **Accounting Technician:** Until recently, the accounting function at MERC has been performed by four full-time positions under the supervision of the Director of Administration: one FTE Assistant Manager of Fiscal Operations, two FTE Accounting Technicians (one of which is vacant, and filled by a temporary employee), and one FTE Purchasing Technician. Recently a new position, Fiscal Operations Manager, was created to take over supervision of the accounting function, and to assume the higher level duties of the Assistant Manager of Fiscal Operations. In a top-down effect, the Assistant Manager of Fiscal Operations is now able to take on higher level duties of the Accounting Technicians and Purchasing Technician. Under this scenario, the remaining duties could be reorganized and split between one Accounting Technician and the Purchasing Technician. The vacant Accounting Technician position could then be eliminated.

Eliminate Human Resources Manager	(91,089)
Eliminate Marketing/Communications Manager position	(71,585)
Eliminate Accounting Technician position	(34,234)
Require merit increases to be no greater than 6% increase	(31,618)
Reduction of travel expense to 3% increase (excluding Civic)	(7,996)
Reduction of staff development expense to 3% increase (excluding Civic)	(8,871)
Reduce OCC Management Consultant expenditures	(75,000)
Allocate 5% of Expo overspending	(51,795)
Revision of POVA Contract	unknown
Decrease Civic Stadium Travel/Training by a total of \$7,000	(7,000)
Total Value of Recommended and Suggested Adjustments	(379,638)

ADDITIONAL RECOMMENDATIONS PERTAINING TO THE MERC BUDGET:

The following recommendations will be included as budget notes in the FY 2000-01 budget:

- 1. Establish a fundraising plan, and amend budget to include development income as a revenue source.** While MERC cannot, as a government agency, solicit funds directly from the community, it can receive funds raised on MERC's behalf through community foundations or non-profit support groups, such as the Friends of PCPA. Coordinating target goals with support groups, and working in concert to obtain funds earmarked for special purposes or for general operating expense would ensure that funds raised on MERC's behalf can be put to use in ways that best meet MERC's needs.
- 2. Create greater clarity and consistency between Metro and MERC budget formats.** It is sometimes difficult to follow MERC's narrative in the budget notebook, because responses are keyed to MERC's format, rather than Metro's. For this reason, MERC's budget notebook comments should be keyed to Metro's line item format. In addition, MERC administration charges should also be called out, both as expenses to facilities, and as a resource to MERC administration.
- 3. Review Metro's Cost Allocation Plan.** Since the issue of equity in cost allocation frequently arises, and the basis for allocation is not always clearly understood, Council should review Metro's cost allocation plan overall after the budget is adopted.
- 4. Review implementation of Pay-for-Performance, particularly in relationship to new hires.** In at least one recent hire, that of the Fiscal Operations Manager, the candidate was guaranteed at least a 5% Pay for Performance bonus prior even to the end of the probationary period. Given that the stated policy is to reward performance based on the performance of both the facility and the employee, to guarantee a bonus in advance seems inappropriate.
- 5. Establish guidelines for staff and/or volunteer recognition events.** MERC spends approximately \$12,000 per year on volunteer and staff events, and, although staff pay for some of the expenses through purchasing admission or meal tickets, the remainder of the event expenses are supported through public funds. Guidelines should be established covering types of events, event expenses and management, and, since a larger proportion of attendees are volunteers, whether part or all of the events could be funded or managed by volunteer support groups or outside sponsors.
- 6. Allocate a 5% portion of historically over-budgeted Expo funds to cost allocation expenditures.** Expo expenditures have been over-budgeted and underspent an average of 20% per year for the past three years. Allowing for a reasonable amount of 5% to 10% in discrepancy between budget and actual, allocating 5% of the average overestimation, or \$51,795 to cover cost allocation plan expenses would be a reasonable projection.
- 7. Review POVA Contract for potential reductions.** The POVA contract has increased substantially, and there may be an opportunity here to negotiate reductions.

MEMORANDUM

DATE: April 26, 2000
TO: Metro Budget Committee
FROM: George Bell, Chair, MERC Commission
SUBJECT: Amendments for the FY2000-01 Budget

In developing the budget for FY 2000-01, the Commission carefully thought out the plan for meeting the business needs of running the facilities. We review the approaches to facility management in each budget cycle, and look for opportunities to implement changes that positively affect the quality of service and/or the cost of the service. The budget is based on that approach and that plan.

We appreciate the suggestions made by the Metro Budget Committee to achieve \$335,000 in cuts to the MERC budget in order to increase the amount paid to Metro for support services. In examining those proposed changes, we concluded that the precise package of cuts to the MERC 2000-01 budget proposed by the Committee would have a significant adverse impact on the ability of the Commission to manage the business of running the facilities for Metro and the public. Accordingly, we have put together a package of cuts that meets Metro's financial requirements while doing the least damage to effective management and good business results for these facilities.

We based our decision on where to make these cuts on our experience in direct, day-to-day management of these important facilities, as well as the considerable expertise possessed by our staff. We would respectfully request that the Council consider our work, our efforts and our views in this area, and honor the recommendations we have made. I do want to assure you that the Commission in making its budget reduction proposal carefully examined the Metro suggestions, those of MERC Commissioners, and those of Metro and MERC staff.

At the April 24th MERC Budget Committee meeting, the following objectives were adopted to develop MERC budget reductions as they pertain to the Metro Support Services allocated costs.

1. The additional Metro allocations are an opportunity to re-examine our budget for greater efficiencies and credible cost reductions.
2. No program is exempt from budget review or reductions.
3. The budget cuts must create the least possible impact upon our facilities' ability to generate revenue; provide public access and service; and maintain the public investment.

4. Because the following items require greater research and in-depth review by the full Commission, due to their significant impact upon MERC's staff and facilities, we will study them in preparation for our fall budget process.
- a. Increasing revenue, through fee increases
 - b. Decreasing fund balances in the facilities
 - c. Public relations and marketing programs
 - d. Personnel and position changes

The MERC Commission and staff will continue to review and consider suggestions and analyses made by the Metro Council and staff to improve operational efficiencies as it moves into future budget cycles.

It is appropriate at this juncture to address one other issue raised in the budget process by the Chief Executive Officer of Metro.

Mr. Burton alleged in an April 17, 2000 letter to Craig Thompson, President Tri-county Lodging Association that in the proposed construction budget for OCC expansion, a \$400,000 public relations contract will be let to market the OCC expansion as it is being built.

Neither POVA nor OCC know of any such public relations agreement.

The management of POVA and OCC believe Mr. Burton is referring to a joint POVA/OCC advertising contract with Young & Roehr, which is standard operating practice for both organizations. The Young & Roehr contract is part of the existing POVA budget, not in addition to it and not part of the expansion budget.

The advertising contract is for development and placement of the national advertising campaign to market the city of Portland as a destination and OCC as a premier convention facility in the national convention and meeting trade press. POVA and OCC have advertised both the City and the Center since it's opening in 1990. POVA and OCC decided to work with the same firm (as opposed to employing two different advertising firms) to get more consistency in the messages and image advertising being placed for Portland and OCC in these trade publications.

We remain concerned that significant reductions in the POVA marketing and advertising contracts, beyond those already by the Commission, could impair opening and operations of the OCC planned expansion.

Attached are the MERC Budget Committee recommendations that were passed by the full Commission at this morning's meeting.

MERC Budget Committee Reduction Proposal

	Wage	Fringe	Total
1. Eliminate Program Analyst (Software Coordinator) positio	\$ 39,250	\$ 12,560	\$ 51,810
2. Eliminate Accounting Technioian position	18,250	5,840	24,090
3. Eliminate Assistant Fiscal Operations Director position.	52,650	16,848	69,498
4. Replace with Accountant position	(42,125)	(13,480)	(55,605)
5. Eliminate Secretary position, Special Services	26,000	8,320	34,320
Sub-total			\$ 124,113
6. Cut POVA contract			\$ 20,000
7. Cut Facilities Condition Assessment			73,000
8. Cut OCC Professional Services			75,000
9. Cut travel in entire organization			8,000
10. Cut staff development in entire organization			8,000
11. Eliminate Holiday Party cost (net reduction after revenue offset)			4,000
12. Charge OCC Expansion Project			\$ -
Total all cuts			\$ 188,000
Remainder from facility consulting/professional services			23,786
Total Reductions.			\$ 335,889

Impacts of the proposed cuts to the MERC FY00-01 Budget

Note: Cuts in italics Were Recommended by Council Budget Staff and Adopted in Whole or in Part by MERC Commission

1. **Elimination of the vacant Program Analyst (Software Coordinator) position presents no major immediate concerns in providing service to the facilities. This position was recommended by the consultant study done in the fall of 1998 to provide stronger computer support to the software systems necessary to run facilities, particularly the Concentrics events management system used by OCC and Expo.**

As reliance on software use and computers continues to grow, there may be a need for additional support in the future.

2. *Both of the current Accounting Technician positions handle settlements, one for the PCPA and the Stadium, and one for OCC and Expo. They work on accurate calculation and reconciliation of all building services provided for each event, payroll accounting for costing to the event, contracted services, ticket sales, rents, fees, etc. Following that they deal with accounts receivable (A/R) issues, and advise the Fiscal Operations Manager on specific settlement recommendations based on the operating information they receive from each event.*

The settlement requirements of each the four facilities are complex and intricate, given the contractual variations, bargaining unit requirements, need for quick turnaround to settle, etc. While two of the facilities use the event software to track the bookings and events, there are sufficient additional variations, exceptions and additions that it is imperative a trained eye review the settlement calculation.

Elimination of the Accounting Technician position is somewhat mitigated by the turnover of the Civic Stadium to a private operator. However, the majority of settlements handled by this position are from PCPA (approx. 1,000 per year), whereas Civic Stadium has between 100-200 each year requiring settlement.

This cut does anticipate the Stadium's departure. Additional workload issues will have to be dealt with administratively.

3. With the Fiscal Operations Manager position filled, MERC now has the professional level of financial/software knowledge necessary to manage the financial operations in a timely and competent manner. Having an Assistant Manager of Fiscal Operations position at a time when Administration is reducing in size produces an organization design that is not productive when placing the resources are critical to timely and effective accounting work.

Impacts on the ability of Fiscal Operations to do technical monitoring, contract auditing, bank account reconciliation, routine subsidiary and general ledger account cleanup, inventory analysis and tracking (particularly in concessions and catering), accounts receivable collection, and other important aspects of accounting in a business environment will have to be dealt with by realignment, as discussed here, and management.

4. The realignment of the resources in Fiscal Operations indicates an Accountant position is the appropriate level needed. An Accountant position must be created to handle the complex accounting issues, such as concessions/catering monitoring and bank account reconciliation. This position will also do the PCPA settlements currently done by an Accounting Technician.
5. The Special Services Secretary supports the Special Services Manager and Assistant Special Services Manager, who in turn manage the 80 member (both full and part time) Security Services section. This position is cost-allocated to the facilities and provides valuable administrative support to the unit, including bi-monthly scheduling, supply ordering and monitoring, and other support tasks.

We will look to use of existing Administration staff to provide as much of the service as we can for the Special Services unit.

6. *The reduction of \$20,000 in the POVA contract is small in comparison to the total contract. We will attempt to mitigate any affects this reduction has through closer management of the contract and by working carefully with our partners to maximize available resources.*

Note: Council staff did not recommend a specific reduction in the POVA contract, but the Budget Committee did urge MERC to look at as a possible source of savings.

7. The Facilities Condition Assessment Study is a project to review the condition of the facilities and develop recommendations on capital projects necessary to maintain the facilities in the manner that will support long-term use. This is the same type of assessment that a few years ago Solid Waste did on their facilities. Limitations on staff time to manage the contract process have precluded it being done; however, it was planned for this summer.

While there is no immediate impact on the facilities in foregoing doing the study, the lack of such an information resource could cause problems if we begin to experience infrastructure failure in older facilities, particularly PCPA.

The Commission has directed staff to work on restoring the study funds from additional cuts when we review the effect of Civic Stadium's departure from MBRC operation. The Commission notes that a supplemental budget will be necessary when the Stadium is removed from MERC management and transferred to the private sector. This action is anticipated for sometime between the end of June and early August. We expect to take such action at the MERC Commission level later this fiscal year or early next fiscal year and submit it to the Council for budget action.

8. *The cut of \$75,000 in Convention Center consultant contract will reduce services such as peer review of contractors' practices, outside estimating of aspects of construction not part of the project, and temporary services necessary during construction. The budget was intended for construction related specialty consultants to help staff manage the project in the planning phases and initial construction. We will manage the reduction by relying more on in-house expertise and less on outside consultants.*
9. *The cut in organizational travel budgets will negatively affect the learning of new facility management techniques, networking with other professionals in the industry, training for operational staff (parking, event management, concessions contract management, crowd management, etc), and other instructional opportunities. In some cases we may send simply one person instead of two, using the train-the-trainer approach as much as possible.*
10. *The cut in the staff development budget affects the organization in much the same way as the preceding item. The major difference is it impacts a wider number of people, because staff development includes the learning of sound office practices, (conflict management, listening skills, writing, supervision, etc.).*
11. *The Holiday party recognizes both staff and the large number of volunteers for their work on facility issues and staffing portions of the operations. While it is an event many attend, in the current budget situation it simply is not something we can continue to support. The number included is the approximate net cost; total cost minus revenue, primarily tickets purchased by attendees.*

The tradition of the recognition of volunteers and staff will continue, however, we will take other measures that will remove \$4,000 in MERC expenditures related to the party.

PROPOSED FY 2000-01 BUDGET AMENDMENT

PRESENTER: Councilor Susan McLain
DRAFTER: Council Analyst, Peggy Coats
DATE FILED: April 20, 2000
BUDGET COMMITTEE REVIEW DATE: April 20, 2000

PROPOSED AMENDMENT: Establishes a gross operating contingency reduction of \$335,899 from MERC's budget in the event that MERC is unable to provide line item amendments for the same amount by April 27, 2000 when the amended Metro budget is approved by Council.

Proposed FY 2000-01 Budget Amendment MERC#3 provides an explicit, but decreasing, measure of General Fund support to MERC from Metro over a period of three fiscal years, with the expectation that MERC will plan and budget accordingly to meet its financial obligation for allocated costs in full by the end of the three-year period. The level of proposed support for FY 2000-01 is \$150,000, with an approximate balance due in FY 2000-01 from MERC of \$335,899.

MERC has been directed to bring forward budget amendments to equal the projected balance of \$335,899 by April 27, 2000, when Council considers the amended budget for approval. In the event that MERC is unable to complete their amendments in sufficient time for review on April 27, 2000, this amendment will reduce operating contingency in a lump sum in order to balance Metro's budget. In this case, MERC's proposed amendments will be considered after budget approval, and treated as technical adjustments to the final budget when it is approved in June.

AFFECTED DEPARTMENT FUND(S): MERC Operating Fund, General Fund

AFFECTED LINE ITEM(S): none

PROGRAM/STAFFING IMPACTS: none

ARGUMENTS IN FAVOR OF PROPOSED AMENDMENT:

1. Allows Metro's budget to be balanced within its legally mandated review period.
2. Allows for sufficient review of proposed MERC reductions to comply with proposed FY 2000-01 Budget Amendment MERC#3, while not compromising overall budget adoption and review.

PROPOSED FY 2000-01 BUDGET NOTE

PRESENTER: Presiding Officer Bragdon

DRAFTER: Council Analyst, Peggy Coats

DATE FILED: 27 March 2000

BUDGET COMMITTEE REVIEW DATE: 29 March 2000

PROPOSED DEPARTMENT: Regional Parks and Greenspaces

PROPOSED NOTE: The Council gratefully acknowledges the value of volunteer time and energy donated by local citizens to the Regional Parks and Greenspaces program. While it is possible only to approximate the financial impact of this effort, and that approximate amount is not reflected in the budget itself, the department estimates that the 121,035 volunteer hours donated by over 1,500 volunteers in calendar year 1999 had an estimated dollar value of \$1,346,478, and that, in fiscal year 2000-01, 125,000 hours will be donated, for an estimated value of \$1,403,678. Staff is directed to report to Council during the next fiscal year on the overall value of the volunteer program to the department.

PROPOSED FY 2000-01 BUDGET AMENDMENT

PRESENTER: CHARLES CIECKO
DRAFTER: DAN KROMER
DATE FILES: MARCH 28, 2000
BUDGET COMMITTEE REVIEW DATE: APRIL 12, 2000

PROPOSED AMENDMENT:

1. Fence installation around the north and east sides of Multnomah Park Cemetery.

AFFECTED DEPARTMENT/FUND(S):

Regional Parks and Greenspaces
 Regional Parks Trust Fund (160)

AFFECTED LINE ITEMS(S): (include account #, line item name and dollar amount)

Line Item(s)

4120	Local Grant – Portland Development Comm.	\$65,000
5715	Capital improvements – CIP, new sheet to be prepared.	
	1. Fence purchase and installation	\$65,000

PROGRAMS/STAFFING IMPACTS: (this section is not needed for technical adjustments)

This project would not impact present staffing levels. Minimal staff time would be needed to bid, select contractor and monitor project.

ARGUMENTS IN FAVOR OF PROPOSED AMENDMENT: (this section is not needed for technical adjustments)

Regional Parks and Greenspaces was approached by the Portland Development Commission (PDC) regarding receiving a community enhancement grant for improvements around the perimeter of Multnomah Park Cemetery. Local neighborhoods would like to see an attractive fence installed around the north and east sides of the cemetery. PDC's grant only requires an in-kind match of staff's time by the department. Staff believes such a project would help beautify the cemetery and possibly increase security.

PROPOSED FY 2000-01 BUDGET AMENDMENT

PRESENTER: CHARLES CIECKO
DRAFTER: HEATHER NELSON KENT
DATE FILED: MARCH 27, 2000
BUDGET COMMITTEE REVIEW DATE: APRIL 12, 2000

PROPOSED AMENDMENT:**Fanno Creek Greenway Trail Feasibility Study.**

This budget amendment allows the Department to accept contributions by local governments (or other sources) for the funding of this study. In addition it gives the Department the authority to expend funds for this purpose.

AFFECTED DEPARTMENT/FUND(S):

Regional Parks and Greenspaces
 Regional Parks Fund (160)

AFFECTED LINE ITEMS(S): (include account #, line item name and dollar amount)

Line Item(s)		
4145	Local Government Contributions	\$25,000
5240	Miscellaneous Professional Services	\$25,000

PROGRAMS/STAFFING IMPACTS: (this section is not needed for technical adjustments)

The Fanno Creek Greenway Trail is listed on the adopted Regional Trails Map. Existing staff will manage this project in cooperation with local trail planners.

ARGUMENTS IN FAVOR OF PROPOSED AMENDMENT: (this section is not needed for technical adjustments)

The GTAC/Trails working group have identified this project as a high priority for a feasibility study. The Fanno Creek Greenway Trails Working Group has been developing this trail corridor concept for over one year. Metro will serve to coordinate a fundraising effort among interested local jurisdictions and park providers to fund this feasibility study in FY 00-01.

PROPOSED FY 2000-01 BUDGET AMENDMENT

PRESENTER: CHARLES CIECKO
DRAFTER: HEATHER NELSON KENT
DATE FILED: MARCH 27, 2000
BUDGET COMMITTEE REVIEW DATE: APRIL 12, 2000

PROPOSED AMENDMENT:

Metro Regional Parks and Greenspaces staff is in the process of applying for a \$250,000 grant from Oregon State Parks for improvements at Howell Territorial Park. Our budget request (and adopted CIP) only anticipated a grant award of \$100,000.

AFFECTED DEPARTMENT/FUND(S):

Regional Parks and Greenspaces
 Regional Parks Fund (160)

AFFECTED LINE ITEMS(S): (include account #, line item name and dollar amount)

Line Item(s)		
4110	Oregon State Parks Grant	\$150,000
5715	Howell Territorial Park Phase I & II Improvements	\$150,000

PROGRAMS/STAFFING IMPACTS: (this section is not needed for technical adjustments)
 This project is already proposed in the department budget for FY 00-01.

ARGUMENTS IN FAVOR OF PROPOSED AMENDMENT: (this section is not needed for technical adjustments)

If we were to receive the full amount of our grant proposal request from Oregon State Parks, this amendment would allow the department to spend the entire grant without further council action.

PROPOSED FY 2000-01 BUDGET AMENDMENT

PRESENTER: CHARLES CIECKO
DRAFTER: JIM MORGAN
DATE FILES: MARCH 30, 2000
BUDGET COMMITTEE REVIEW DATE: APRIL 12, 2000

PROPOSED AMENDMENT:

Add new revenue for anticipated grant from Oregon Watershed Board and increase expenditure to implement the project funded by the grant.

AFFECTED DEPARTMENT/FUND(S):

The grant receipt and implementation occurs within the Natural Resources and Property Management Program under the Administration Division of the Regional Parks and Greenspaces Department. As part of the stabilization efforts on open space property, this affects Fund 350 only.

AFFECTED LINE ITEMS(S): (include account #, line item name and dollar amount)

Fund 350

RESOURCE

4100	State Grant- Direct	\$ 86,000
------	---------------------	-----------

Grant from Oregon Watershed Board (OWB) for salmon and stream enhancement on Metro property.

EXPENDITURE

5250	Contracted Property Services	\$ 86,000
------	------------------------------	-----------

Contract with engineer/construction firm to implement the wetland enhancement project.

PROGRAMS/STAFFING IMPACTS:

This project is planned for implementation as part of the stabilization efforts on Metro open space property. Grant funds will offset potential use of Fund 350 money. There will be no impact on staff time from receiving this grant.

ARGUMENTS IN FAVOR OF PROPOSED AMENDMENT:

The use of grant funds to offset the use of Fund 350 for project implementation will conserve Fund 350, thereby providing more funds to be available for acquisition of open space properties.

PROPOSED FY 2000-01 BUDGET AMENDMENT

PRESENTER: CHARLES CIECKO
 DRAFTER: DAN KROMER
 DATE FILED: MARCH 28, 2000
 BUDGET COMMITTEE REVIEW DATE: APRIL 12, 2000

PROPOSED AMENDMENT:

1. Fourth of July fireworks event at Blue Lake.

AFFECTED DEPARTMENT/FUND(S):

Regional Parks and Greenspaces
 Regional Parks Trust Fund (765) Blue Lake Stage

AFFECTED LINE ITEMS(S): (include account #, line item name and dollar amount)

Line Item(s)

4500	Admissions Blue Lake for Fourth of July	\$5,300
5205-620	Other Operating Supplies	
	1. Miscellaneous event supplies and equipment	\$4,700
5240	Misc. Contracted Services	
	1. Contracted entertainment	\$ 600

PROGRAMS/STAFFING IMPACTS: (this section is not needed for technical adjustments)

Staffing levels are sufficient to allow this event to occur. Work shifts will be adjusted to correspond with the later closing time at the park.

ARGUMENTS IN FAVOR OF PROPOSED AMENDMENT: (this section is not needed for technical adjustments)

Regional Parks and Greenspaces was approached by the Gresham Chamber of Commerce (fireworks event sponsor) requesting the use of Blue Lake Park as a staging and parking location for this event. The free publicity and the anticipated increase in revenue for the park, through entry fees, was deemed to offset any expenditure incurred by the department for the event. The revenue generated by this event at the park would first be used to pay back the Trust Fund with any balance going to the Blue Lake Park admission revenue account.

REM # 1

PROPOSED FY 2000-01 BUDGET AMENDMENT

Withdrawn

PROPOSED FY 2000-01 BUDGET AMENDMENT

PRESENTER: Councilor Washington
DRAFTER: Council Analyst John Houser
DATE FILED: April 5
BUDGET COMMITTEE REVIEW DATE: April 5

PROPOSED AMENDMENT: Reduction of Proposed Salary for the REM Director of \$9,926 with a corresponding \$2,856 reduction in fringe benefits for a total reduction of \$11,782

AFFECTED DEPARTMENT/FUND (S): Regional Environmental Management Department, Solid Waste Revenue Fund

AFFECTED LINE ITEM (S): Solid Waste Revenue Fund (Office of the Director), Director II and Fringe Benefit Line Items

PROGRAM/STAFFING IMPACTS: None

ARGUMENTS IN FAVOR OF PROPOSED AMENDMENT:

- 1) Metro was recruiting to fill the vacant REM Director's position at the time that the proposed budget was prepared. Therefore, staff had to estimate the starting salary would be for this position.
- 2) The actual salary for the new director is lower than the budgeted amount. This amendment would make the appropriate changes in the budget to reflect this lower salary.

PROPOSED FY 2000-01 BUDGET AMENDMENT

PRESENTER: Councilor Washington
DRAFTER: Council Analyst John Houser
DATE FILED: April 5
BUDGET COMMITTEE REVIEW DATE: April 5

PROPOSED AMENDMENT: Reduction of \$1,938 for travel for the Office of the Director in the Regional Environmental Management Department.

AFFECTED DEPARTMENT/FUND (S): Regional Environmental Management Department, Solid Waste Revenue Fund

AFFECTED LINE ITEM (S): Solid Waste Revenue Fund (Office of the Director), Travel Line Item

PROGRAM/STAFFING IMPACTS: None

ARGUMENTS IN FAVOR OF PROPOSED AMENDMENT:

- 1) Historical and current expenditure levels for travel in the department director's office do not justify the proposed appropriation of \$5,938. The proposed reduction would leave an appropriation of \$4,000, which is still higher than the actual level of expenditure in any of the past three fiscal years.

PROPOSED FY 2000-01 BUDGET AMENDMENT

PRESENTER: Councilor Washington
DRAFTER: Council Analyst John Houser
DATE FILED: April 5
BUDGET COMMITTEE REVIEW DATE: April 5

PROPOSED AMENDMENT: The following budget note shall be added to to proposed budget:

"The REM Department shall provide the Council with a report prior to March 1, 2001 concerning the implementation of the sustainability practices recommended by the Sustainability Task Force. This report shall include an estimate of any ongoing costs or savings that may be incurred through the implementation and management of these practices."

AFFECTED DEPARTMENT/FUND (S): Regional Environmental Management Department, Solid Waste Revenue Fund

AFFECTED LINE ITEM (S): None

PROGRAM/STAFFING IMPACTS: Sustainability Program

ARGUMENTS IN FAVOR OF PROPOSED AMENDMENT:

- 1) The proposed budget includes \$75,000 for consultant assistance in the implementation of recommended sustainability practices at Metro.
- 2) The budget note is intended to encourage staff to implement these practices, but also to identify any ongoing costs or savings that may be incurred through their implementation.

PROPOSED FY 2000-01 BUDGET AMENDMENT

PRESENTER: Councilor Washington
DRAFTER: Council Analyst John Houser
DATE FILED: April 5
BUDGET COMMITTEE REVIEW DATE: April 5

PROPOSED AMENDMENT: Establish a full-time inspector position within the REM Department's regulatory program

AFFECTED DEPARTMENT/FUND (S): Regional Environmental Management Department, Solid Waste Revenue Fund

AFFECTED LINE ITEM (S): Regional Environmental Management Department (Business and Regulatory Affairs Division), Personal Services. Associate Solid Waste Planner Line Item

PROGRAM/STAFFING IMPACTS: Regulatory Inspection Program, Increases Proposed .5 FTE inspector position to a full-time position

ARGUMENTS IN FAVOR OF PROPOSED AMENDMENT:

- 1) The proposed budget includes a .5 FTE Associate Solid Waste Planner position that would serve as the facility inspector for the REM regulatory program.
- 2) Growth in the number of regulated facilities and the complexity of the region's solid waste system justify the establishment of a full-time inspector position.

PROPOSED FY 2000-01 BUDGET AMENDMENT

PRESENTER: Councilor Washington
DRAFTER: Council Analyst John Houser
DATE FILED: April 5
BUDGET COMMITTEE REVIEW DATE: April 5

PROPOSED AMENDMENT: The following budget note should be added to the proposed budget:

"Prior to October 1, 2000, the REM Department shall report to the Council on the status of the department's facility auditing program. The report shall include the number of FTE assigned to this work and the frequency and nature of the audits that are performed."

AFFECTED DEPARTMENT/FUND (S): Regional Environmental Management Department, Solid Waste Revenue Fund

AFFECTED LINE ITEM (S): None

PROGRAM/STAFFING IMPACTS: None

ARGUMENTS IN FAVOR OF PROPOSED AMENDMENT:

- 1) It appears that in recent years, there has been a reduction in the amount of staff time dedicated to the auditing of solid waste facilities that are regulated by Metro.
- 2) Many of the facilities that are regulated by excise taxes and other solid waste fees based on proper reporting of tonnage that is subject to these fees or taxes.
- 3) It is clearly in Metro's financial interest to insure that all owed taxes and fees are being paid.
- 4) An assessment of the current program would permit the Council to determine the future level of resources that should be dedicated to the audit program.

PROPOSED FY 2000-01 BUDGET AMENDMENT

PRESENTER: Councilor Washington
DRAFTER: Council Analyst John Houser
DATE FILED: April 5
BUDGET COMMITTEE REVIEW DATE: April 5

PROPOSED AMENDMENT: The following budget note should be added to the proposed budget:

"Prior to March 1, 2001 the REM Department shall report to the Council on the status of the department's household hazard waste "round-up" program. The report shall include the estimated number of collection events that will be held in 2001 and the estimated number of collection days at each event."

AFFECTED DEPARTMENT/FUND (S): Regional Environmental Management Department, Solid Waste Revenue Fund

AFFECTED LINE ITEM (S): None

PROGRAM/STAFFING IMPACTS: None

ARGUMENTS IN FAVOR OF PROPOSED AMENDMENT:

- 1) Staff has developed data on the estimated number of round up events, collection days, and potential customers that appear to justify the need for an additional four household hazardous waste technician positions.
- 2) Given the potential future cost of these positions, the Council will need to monitor the implementation of the program to see if staff's projections are accurate. This budget note would additional information prior to its consideration of proposed funding for this program for FY 01-02.

REM # 8

PROPOSED FY 2000-01 BUDGET AMENDMENT

PRESENTER: Councilor Washington
DRAFTER: Council Analyst John Houser
DATE FILED: April 5
BUDGET COMMITTEE REVIEW DATE: April 5

PROPOSED AMENDMENT: The following budget note should be added to the proposed budget:

"Prior to January 1, 2001, the Rate Review Committee and the REM Department shall report to the Council with a recommendation as to whether a fee should be charged customers who dispose of material at the proposed new household hazardous waste round up events."

AFFECTED DEPARTMENT/FUND (S): Regional Environmental Management Department, Solid Waste Revenue Fund

AFFECTED LINE ITEM (S): None

PROGRAM/STAFFING IMPACTS: None

ARGUMENTS IN FAVOR OF PROPOSED AMENDMENT:

- 1) Implementation of the proposed household hazardous waste round up event program will result in additional staffing and disposal costs. Metro currently charges for the disposal of these materials at our two permanent facilities, but does not charge at off-site collection events.
- 2) Given the potential future cost of this program, the Council should consider the potential for offsetting a portion of the costs by implementing a nominal disposal fee.

PROPOSED FY 2000-01 BUDGET AMENDMENT

REM #9

PRESENTER: Councilor Washington
DRAFTER: Council Analyst John Houser
DATE FILED: April 5
BUDGET COMMITTEE REVIEW DATE: April 5

PROPOSED AMENDMENT: Reduction of \$14,500 related to training for PeopleSoft modules that will not be implemented at this time.

AFFECTED DEPARTMENT/FUND (S): Regional Environmental Management Department, Solid Waste Revenue Fund

AFFECTED LINE ITEM (S): Regional Environmental Management Department (Business and Regulatory Affairs Division), Travel and Staff Development Line Items

PROGRAM/STAFFING IMPACTS: None

ARGUMENTS IN FAVOR OF PROPOSED AMENDMENT:

- 1) At the time that the department's proposed budget, it was assumed that Metro would be proceeding with the implementation of PeopleSoft modules related to budgeting and project management. REM had proposed travel and staff development funds to cover the training its personnel in the use of these modules.
- 2) The Executive Officer recommended that Metro not proceed with the implementation of these modules during FY 00-01. The department has agreed that the proposed training appropriations can be deleted from the budget.

PROPOSED FY 2000-01 BUDGET AMENDMENT

PRESENTER: Councilor Washington
DRAFTER: Council Analyst John Houser
DATE FILED: April 5
BUDGET COMMITTEE REVIEW DATE: April 5

PROPOSED AMENDMENT: The following budget note should be added to the proposed budget:

"Prior to October 1, 2000 the Rate Review Committee and the REM Department shall report to the Council with a recommendation related to the "cost of service " for self-haul customers. The recommendation shall address the need to change the current transaction fee."

AFFECTED DEPARTMENT/FUND (S): Regional Environmental Management Department, Solid Waste Revenue Fund

AFFECTED LINE ITEM (S): None

PROGRAM/STAFFING IMPACTS: None

ARGUMENTS IN FAVOR OF PROPOSED AMENDMENT:

- 1) The Rate Review Committee has expressed interest in examining cost of services issues related to self-haul customers at Metro Transfer stations. Last fall the committee suggested that Metro consider raising the transaction fee from \$5 to \$7.
- 2) This budget note would direct the committee to more fully study this issue and report back to the Council with a recommendation.

PROPOSED FY 2000-01 BUDGET AMENDMENT

PRESENTER: Councilor Kvistad
DRAFTER: Council Analyst John Houser
DATE FILED: April 5
BUDGET COMMITTEE REVIEW DATE: April 5

PROPOSED AMENDMENT: Creation of a Senior Management Analyst position within the Waste Reduction, Planning and Outreach Division in REM

AFFECTED DEPARTMENT/FUND (S): Regional Environmental Management Department, Solid Waste Revenue Fund

AFFECTED LINE ITEM (S): Regional Environmental Management Department (Waste Reduction, Planning and Outreach Division) Senior Management Analyst Line Item added in Personal Services, Adjustment in Fringe Benefits—Total Cost \$66,580

PROGRAM/STAFFING IMPACTS: Implementation of Division's Market Development Program, Add 1 FTE Senior Management Analyst position

ARGUMENTS IN FAVOR OF PROPOSED AMENDMENT:

- 1) The recent organics, C&D and commercial recycling workgroups each identified critical market development activities that will be needed if recycling in these wastestreams is to be improved. They identified sufficient work for about 1.25 FTE to meet these needs.
- 2) The department's business recycling grant program has not been actively pursued for some time due to a lack of staffing support.
- 3) There is a very potential for Metro to partner with private lending sources to establish a large-scale revolving loan fund to assist the development of a recycling business infrastructure in the region. Such a fund will require staff support.

PROPOSED FY 2000-01 BUDGET AMENDMENT

PRESENTER: Councilor Kvistad
DRAFTER: Council Analyst John Houser
DATE FILED: April 5
BUDGET COMMITTEE REVIEW DATE: April 5

PROPOSED AMENDMENT: The following budget note should be added to the proposed budget:

"Prior to October 1, 2000 the REM Department shall report to the Council concerning the status of discussions with potential private sector partners related to the creation of a recycling business grant or loan revolving fund. Such reporting shall continue on a quarterly basis until such a fund has been established or the Council directs staff to abandon its efforts."

AFFECTED DEPARTMENT/FUND (S): Regional Environmental Management Department, Solid Waste Revenue Fund

AFFECTED LINE ITEM (S): None

PROGRAM/STAFFING IMPACTS: None

ARGUMENTS IN FAVOR OF PROPOSED AMENDMENT:

- 1) Several private and non-profit organizations have approached Metro staff and testified before the Council with offers to assist in the creation of a recycling-based revolving loan fund. The department has been unable to pursue these offers due to a lack of staff support.
- 2) If the amendment to create a market development staff position were adopted, sufficient staff resources would be available to enter into more active negotiations with these potential partners. This budget note will encourage staff to actively pursue such negotiations by establishing a regular Council status-reporting requirement.

PROPOSED FY 2000-01 BUDGET AMENDMENT

PRESENTER: Councilor McLain
DRAFTER: Council Analyst John Houser
DATE FILED: April 5
BUDGET COMMITTEE REVIEW DATE: April 5

PROPOSED AMENDMENT: Provide for full-funding of the Organics Workgroup workplan for FY 00-01 by adding \$300,000 to appropriate Materials and Services line items in the Waste Reduction, Planning and Outreach Division budget

AFFECTED DEPARTMENT/FUND (S): Regional Environmental Management Department, Solid Waste Revenue Fund

AFFECTED LINE ITEM (S): Regional Environmental Management Department (Waste Reduction, Planning and Outreach Division) Materials and Services

PROGRAM/STAFFING IMPACTS: Implementation of Organics Workgroup's FY 00-01 Workplan

ARGUMENTS IN FAVOR OF PROPOSED AMENDMENT:

- 1) The recent organics workgroup identified about \$941,000 in potential expenditures for FY 00-01. A total of \$641,000 in expenditures has been included in the proposed budget. Only partial funding has been provided for a grant program to food donation program infrastructure and pilot programs to enhance delivery, collection and processing of organics.
- 2) The food donation and pilot program portions of the workplan identify numerous areas to need to be examined to improve organics recycling.
- 3) Funding limitations may restrict or delay the ability to examine potential methods of improving organics recycling.
- 4) Providing funding authorization does not require or imply that all of the funds have to be spent. It does, however, give staff the flexibility to explore a wide variety for addressing the historic limitations to improving organics recycling.
- 5) To insure adequate Council oversight, the Council could require that all grants or funding of pilot programs is subject to Council approval.

PROPOSED FY 2000-01 BUDGET AMENDMENT

PRESENTER: Councilor McLain
DRAFTER: Council Analyst John Houser
DATE FILED: April 5
BUDGET COMMITTEE REVIEW DATE: April 5

PROPOSED AMENDMENT: Reduce proposed funding for the Commercial Sector Waste Evaluations from \$300,000 to \$200,000 and provides funding for other priority activities identified by the Commercial Sector Workgroup

AFFECTED DEPARTMENT/FUND (S): Regional Environmental Management Department, Solid Waste Revenue Fund

AFFECTED LINE ITEM (S): Regional Environmental Management Department (Waste Reduction, Planning and Outreach Division) Materials and Services

PROGRAM/STAFFING IMPACTS: Implementation of Commercial Workgroup's FY 00-01 Workplan

ARGUMENTS IN FAVOR OF PROPOSED AMENDMENT:

- 1) For several years, Metro and our local partners have been attempting to encourage commercial recycling by providing on-site waste evaluation and audit. The effectiveness of these programs has been
- 2) The commercial workgroup has developed several new strategies to improve the effectiveness of the evaluation and audit program.
- 3) The purpose of this amendment is to insure that the new strategies can be implemented and assessed. If they prove successful, additional funding can be provided in future years.
- 4) Funds saved from reducing the appropriation for the evaluation program would be redirected to fund several of the nine other activities recommended by the workgroup that were not included in the proposed budget. These could include enhancing the ability to local governments to insure that newly constructed commercial buildings provide space for recycling or developing markets for certain types of recyclables.

PROPOSED FY 2000-01 BUDGET AMENDMENT

PRESENTER: Councilor McLain
DRAFTER: Council Analyst John Houser
DATE FILED: April 6
BUDGET COMMITTEE REVIEW DATE: April 6

PROPOSED AMENDMENT: Increase the expenditure authorization from the Business Recycling Grant Account from the proposed \$250,000 to \$500,000.

AFFECTED DEPARTMENT/FUND (S): Regional Environmental Management Department, Solid Waste Revenue Fund, Business Recycling Grant Account

AFFECTED LINE ITEM (S): Regional Environmental Management Department, Business Recycling Grant Account, Materials and Services

PROGRAM/STAFFING IMPACTS: Full Funding of Business Recycling Grant Program

ARGUMENTS IN FAVOR OF PROPOSED AMENDMENT:

- 1) Prior committee actions have amended the proposed budget to create a market development position in the REM Department and encourage the department to explore the creation of a large-scale revolving loan fund for business recycling grants.
- 2) The current year's budget established the business recycling grant account with initial seed funding of \$500,000 and an authorized expenditure limit of \$250,000.
- 3) An increase in the spending authority will provide staff with increased flexibility in addressing potential grant applications and may allow these funds to leverage a greater level of private participation in a revolving loan fund.

PROPOSED FY 2000-01 BUDGET AMENDMENT

PRESENTER: Councilor Kvistad
DRAFTER: Council Analyst John Houser
DATE FILED: April 6
BUDGET COMMITTEE REVIEW DATE: April 6

PROPOSED AMENDMENT: The following budget note shall be added to the proposed budget:

"Prior to obtaining outside consulting assistance, the REM Department shall review the potential for using internal Metro resources to perform the proposed work and shall make a determination that such resources do not exist or are otherwise not available to perform the work. The letting of such consulting contracts shall be subject to review ~~and approval~~ by the Council REM Committee."

AFFECTED DEPARTMENT/FUND (S): Regional Environmental Management Department, Solid Waste Revenue Fund

AFFECTED LINE ITEM (S): None

PROGRAM/STAFFING IMPACTS: None

ARGUMENTS IN FAVOR OF PROPOSED AMENDMENT:

- 1) The REM Department frequently solicits outside consultants to perform a variety of work tasks. Solicitation of such assistance should be undertaken only after the department makes a determination that internal resources are not available.

PROPOSED FY 2000-01 BUDGET AMENDMENT

TRANSPORTATION
1

PRESENTER: ANDREW COTUGNO, TRANSPORTATION DIRECTOR

DRAFTER: JENNY KIRK, TRANSPORTATION MANAGER

DATE FILES: MARCH 29, 2000

BUDGET COMMITTEE REVIEW DATE: MARCH 29, 2000

PROPOSED AMENDMENT: Add the Bike Map revenue to the FY01 Budget of \$50,000, reduce a Senior Transportation Planner position to 60% FTE and restore an Assistant Transportation Planner. The reduction of the Senior Transportation Planner of \$31,940 and \$24,829 of the Bike Map revenues will support this restoration.

AFFECTED DEPARTMENT/FUND(S): Transportation Department, Planning Funds

AFFECTED LINE ITEMS(S): (include account #, line item name and dollar amount)

Expenses	Proposed		Proposed		New Proposal	
	FTE	Budget	FTE	Change	FTE	Amendment
Sr. Transp. Planner	1.000	\$79,851	(0.400)	(\$31,940)	(0.400)	(\$31,940)
Assist Transp. Planner	0.000	\$0	1.000	\$56,769	1.000	\$56,769
Total Personnel	45.240	\$3,634,249	0.600	\$24,829	45.840	\$3,659,078
Contingency		\$263,891		\$171		\$264,062
Materials & Services		\$8,878,150		\$25,000		\$8,903,150
Transfers		\$1,354,884		\$0		\$1,354,884
Total	45.240	\$14,131,174	0.600	\$50,000	45.840	\$14,181,174
Revenues						
Excise Tax		\$895,622		\$0		\$895,622
Grants & Other		\$13,235,552		\$0		\$13,235,552
Bike Map Revenue		\$0		\$50,000		\$50,000
Total		\$14,131,174		\$50,000		\$14,181,174

PROGRAMS/STAFFING IMPACTS: Restores one full time equivalent.

ARGUMENTS IN FAVOR OF PROPOSED AMENDMENT: As shown in the table above, it is proposed that a Senior Transportation Planner be reduced from 1.0 FTE to .6 FTE with the restoration of 1.0 FTE Assistant Transportation Planner previously proposed to be cut. This can be incorporated into the budget based upon \$50,000 of revenue from Bike Map sales. The Bike Map is a self-sustaining product, with revenue from sales used to update and reprint the map. The 1998 version is expected to be out of print by the end of summer. This amendment will allow for the staff effort to update the map and prepare artwork for reprinting. In addition, the cost of printing 20,000 copies and marketing their sale is also supported by the sales revenue. The net increase in FTE of .6 will provide the flexibility to assign a junior level staff position to projects throughout the department.

PROPOSED FY 2000-01 BUDGET AMENDMENT

PRESENTER: Councilor McLain
DRAFTER: Council Analyst John Houser
DATE FILED: March 29
BUDGET COMMITTEE REVIEW DATE: March 29

PROPOSED AMENDMENT: Elimination of the Transportation Planning Department's Schools Programs

AFFECTED DEPARTMENT/FUND (S): Transportation Planning Department, General Fund (Excise Tax)

AFFECTED LINE ITEM (S): Planning Fund (Transportation Department)—
Materials and Services (Council)

PROGRAM/STAFFING IMPACTS: Elimination of the Schools Program

ARGUMENTS IN FAVOR OF PROPOSED AMENDMENT:

- 1) Metro must address our scarce General Fund resources for FY 00-01. The Schools Program is funded by the excise tax (\$12,000). About .1 FTE is assigned to the program at a cost of \$6,500. There are also \$3,200 in materials and services costs and \$2,200 in interfund transfers allocated to the program.
- 2) The effect of the amendment would be to allow the assigned staff to be shifted to more critical department programs. The materials and services funding could be directed to other departmental needs such as funding for a federal lobbyist, payment of AAMPO dues, or enhanced outreach programs.
- 3) Metro had applied for an EPA grant to supplement funding for the program, but has recently learned that its grant application was not successful. At this point, the level of proposal funding would only allow for the filling of requests for the existing curricula and participation in various education fairs. There would be no further curriculum development or refinement of the program.

PROPOSED FY 2000-01 BUDGET AMENDMENT

PRESENTER: Councilor Monroe
DRAFTER: Council Analyst John Houser
DATE FILED: March 29
BUDGET COMMITTEE REVIEW DATE: March 29

PROPOSED AMENDMENT: Provide an additional \$7,500 in support for Metro's participation in Railvolution activities

AFFECTED DEPARTMENT/FUND (S): Transportation Planning Department, General Fund (Excise Tax)

AFFECTED LINE ITEM (S): Planning Fund (Transportation Department)—Contingency

PROGRAM/STAFFING IMPACTS: None

ARGUMENTS IN FAVOR OF PROPOSED AMENDMENT:

- 1) Metro was one of the original founders of the annual Railvolution conference and has annually contributed funding toward the sponsorship of the event. The proposed budget would eliminate the \$7,500 sponsorship contribution.
- 2) Metro is recognized as a national leader among local governments in the area of transportation planning. The activities associated with Railvolution not only offer Metro an opportunity to share its successful planning efforts with others, but also provides us with an opportunity to learn about successful programs in other jurisdictions.
- 3) Continuation of Railvolution support is among the top priorities on the department's "add" package list.
- 4) The benefits clearly outweigh the small cost associated with sponsorship support. The effect on the general fund and the excise tax would be minimal.

PROPOSED FY 2000-01 BUDGET AMENDMENT

PRESENTER: Councilor Monroe
DRAFTER: Council Analyst John Houser
DATE FILED: April 3
BUDGET COMMITTEE REVIEW DATE: April 3

PROPOSED AMENDMENT: Provide funding for Metro purchase of a portion of the services of a regional federal lobbyist (\$15,000)

AFFECTED DEPARTMENT/FUND (S): Transportation Planning Department, General Fund (Excise Tax)

AFFECTED LINE ITEM (S): Planning Fund (Transportation Department)—Contingency

PROGRAM/STAFFING IMPACTS: None

ARGUMENTS IN FAVOR OF PROPOSED AMENDMENT:

- 1) Metro has historically benefited from purchasing the services on a contract federal lobbyist
- 2) The lobbyist pursues JPACT and Council adopted programs and funding requests.
- 3) The small amount needed to purchase these services provides Metro with access in Washington that results in the procurement of funding and adoption of federal transportation programs that are beneficial to the region.

PROPOSED FY 2000-01 BUDGET AMENDMENT

TRANSPORTATION
#5

PRESENTER: Councilor Monroe
DRAFTER: Council Analyst John Houser
DATE FILED: April 3
BUDGET COMMITTEE REVIEW DATE: April 3

PROPOSED AMENDMENT: Provide funding for Metro membership in the Association of Metropolitan Planning Organizations (\$7,500)

AFFECTED DEPARTMENT/FUND (S): Transportation Planning Department, General Fund (Excise Tax)

AFFECTED LINE ITEM (S): Planning Fund (Transportation Department)—Contingency

PROGRAM/STAFFING IMPACTS: None

ARGUMENTS IN FAVOR OF PROPOSED AMENDMENT:

- 1) AMPO is the division of NARC that focuses on transportation issues.
- 2) AMPO is a valuable source of research and disseminates information to all MPO's
- 3) AMPO represents MPO interests with the USDOT and the Congress.
- 4) These are valuable services that can be purchased at a minimal cost.

PROPOSED FY 2000-01 BUDGET AMENDMENT

PRESENTER: Councilor Monroe
DRAFTER: Council Analyst John Houser
DATE FILED: April 3
BUDGET COMMITTEE REVIEW DATE: April 3

PROPOSED AMENDMENT: Provide funding for RTP Outreach Materials.
(\$39,500)

AFFECTED DEPARTMENT/FUND (S): Transportation Planning Department,
General Fund (Excise Tax)

AFFECTED LINE ITEM (S): Planning Fund (Transportation Department)—
Contingency

PROGRAM/STAFFING IMPACTS: None

ARGUMENTS IN FAVOR OF PROPOSED AMENDMENT:

- 1) Funding would be provided for the following RTP outreach materials:
 - a) a Readers Digest version of the RTP for the general public
 - b) a condensed version of the RTP that would be printed in six languages
 - c) printed of 14 geographically-based fact sheets
 - d) tabletop displays and slide shows related to implementation
- 2) Development of these outreach tools is critical to providing the public with a proper understanding of the intent and implementation of the RTP

PROPOSED FY 2000-01 BUDGET AMENDMENT

PRESENTER: Councilor Atherton

DRAFTER: Michael Morrissey
Council Analyst

DATE FILED: April 20, 2000

BUDGET COMMITTEE

REVIEW DATE: April 20, 2000

PROPOSED AMENDMENT: Creates a budget note to analyze the 2000-01 Growth Management Services Department budget, in order to identify funding, services and personnel required to meet state mandates required by HB 2709 and HB 2493. The Metro Council would then formally revise the budget to accomplish the requisite cuts. These services would only be continued if Metro receives full reimbursement from the state.

AFFECTED DEPARTMENT/FUNDS: Growth Management Services, Planning Fund. Estimated fiscal impact could be as much as \$500,000 annually.

AFFECTED LINE ITEMS: Personal services, materials & services.

PROGRAM /STAFFING IMPACT: -As yet unspecified impacts on the Long Range Planning and Community Development divisions.

ARGUMENTS IN FAVOR OF PROPOSED AMENDMENT

1. Ballot Measure 30 (1995) prohibits the State of Oregon from mandating local governments to carry out costly programs, rules or services without full reimbursement from the state. While metro was complying with elements of planning affected by HB 2709 and HB 2463, these new laws required new mandates that have required larger expenditures that cost regional taxpayers in excess of \$500,000 per year.
2. The state legislature and governor need to take responsibility for the cost impact of these unfunded mandates.
3. By refusing to continue funding these mandates Metro will clarify for the public that Metro is not the governmental agency responsible for these expenditures and the associated impacts these laws are having on communities in the region.
4. There is no great pressing need to amend the urban growth boundary at this time, especially in areas where citizens do not want the boundary to move. Metro's resources would be better used helping those communities who want to expand their boundaries, rather than forcing growth where it is not wanted.

PROPOSED FY 2000-01 BUDGET AMENDMENT

PRESENTER: Councilor Atherton
DRAFTER: Council Analyst John Houser
DATE FILED: April 14
BUDGET COMMITTEE REVIEW DATE: April 17

PROPOSED AMENDMENT: Allocate \$50,000 to study the feasibility of creating a bike and pedestrian trail along the Willamette River Trolley right-of-way and the Southern Pacific right-of-way from Milwaukee to Beaverton integrating these pathways into our regional pathway system.

AFFECTED DEPARTMENT/FUND (S): Transportation Planning Department, Planning Fund

AFFECTED LINE ITEM (S): Transportation Planning Fund, Contracted Professional Services, Planning Fund or General Fund Contingency

PROGRAM/STAFFING IMPACTS: a contracted vendor would make Study.

ARGUMENTS IN FAVOR OF PROPOSED AMENDMENT:

- 1) A consortium of local governments, including Metro has managed the Willamette River Trolley right-of-way since 1990
- 2) Consortium members have expressed interest in a more comprehensive approach to planning for and managing the right-of-way.
- 3) There is currently no safe bikeway between downtown Portland and the Lake Oswego-West Linn area.
- 4) Development of a bikeway around the existing right-of-way could be the first step in creating a bike trail system that would connect downtown Portland with the Lake Oswego area, Milwaukee and Oregon City, Sherwood, Wilsonville, Beaverton, Tigard and Hillsboro.
- 5) This is the type of regional project that Metro was created to foster.

PROPOSED FY 2000-01 BUDGET AMENDMENT

PRESENTER: Councilor Atherton
DRAFTER: Council Analyst John Houser
DATE FILED: April 14
BUDGET COMMITTEE REVIEW DATE: April 17

PROPOSED AMENDMENT: Allocate \$50,000 to study the feasibility of creating a bike and pedestrian trail along the Willamette River Trolley right-of-way and the Southern Pacific right-of-way from Milwaukee to Beaverton integrating these pathways into our regional pathway system.

AFFECTED DEPARTMENT/FUND (S): Transportation Planning Department, Planning Fund

AFFECTED LINE ITEM (S): Transportation Planning Fund, Contracted Professional Services, Planning Fund or General Fund Contingency

PROGRAM/STAFFING IMPACTS: a contracted vendor would make Study.

ARGUMENTS IN FAVOR OF PROPOSED AMENDMENT:

- 1) A consortium of local governments, including Metro has managed the Willamette River Trolley right-of-way since 1990
- 2) Consortium members have expressed interest in a more comprehensive approach to planning for and managing the right-of-way.
- 3) There is currently no safe bikeway between downtown Portland and the Lake Oswego-West Linn area.
- 4) Development of a bikeway around the existing right-of-way could be the first step in creating a bike trail system that would connect downtown Portland with the Lake Oswego area, Milwaukee and Oregon City, Sherwood, Wilsonville, Beaverton, Tigard and Hillsboro.
- 5) This is the type of regional project that Metro was created to foster.

PROPOSED FY 2000-01 BUDGET AMENDMENT

PRESENTER: Councilor Atherton

DRAFTER: Michael Morrissey
Council Analyst

DATE FILED: April 20, 2000

BUDGET COMMITTEE

REVIEW DATE: April 20, 2000

PROPOSED AMENDMENT: Creates a budget note to analyze the 2000-01 Growth Management Services Department budget, in order to identify funding, services and personnel required to meet state mandates required by HB 2493 and possibly any other unfunded state mandates. The Metro Council would then formally revise the budget to accomplish the requisite cuts. These services would only be continued if Metro receives full reimbursement from the state.

AFFECTED DEPARTMENT/FUNDS: Growth Management Services, Planning Fund. Estimated fiscal impact could be as much as \$500,000 annually.

AFFECTED LINE ITEMS: Personal services, materials & services.

PROGRAM /STAFFING IMPACT: As yet unspecified impacts on the Long Range Planning and Community Development divisions.

ARGUMENTS IN FAVOR OF PROPOSED AMENDMENT

1. Ballot Measure 30 (1995) prohibits the State of Oregon from mandating local governments to carry out costly programs, rules or services without full reimbursement from the state. While metro was complying with elements of planning affected by HB 2493, this new law required new mandates that have required larger expenditures that cost regional taxpayers in excess of \$500,000 per year.
2. The state legislature and governor need to take responsibility for the cost impact of these unfunded mandates.
3. By refusing to continue funding these mandates Metro will clarify for the public that Metro is not the governmental agency responsible for these expenditures and the associated impacts these laws are having on communities in the region.
4. There is no great pressing need to amend the urban growth boundary at this time, especially in areas where citizens do not want the boundary to move. Metro's resources would be better used helping those communities who want to expand their boundaries, rather than forcing growth where it is not wanted.



arts. sports. conventions. shows.

METROPOLITAN EXPOSITION-RECREATION COMMISSION

QUESTION FOR METRO COUNCIL
APRIL 27, 2000 COUNCIL MEETING

WHY IS METRO FORCING MERC TO CUT JOBS IN ORDER TO MAKE UP A DEFICIT IN THE METRO BUDGET?

IN THE PROCESS OF MERC HAVING TO COME UP WITH AN ADDITIONAL \$335,000 FOR SUPPORT SERVICES TWO EMPLOYEES WILL LOOSE THEIR JOBS – THE FIRST LAY-OFFS WITHIN IN THIS ORGANIZATION IN QUITE SOME TIME. ALSO, TWO OTHER NEEDED JOB VACANCIES WILL NOT BE FILLED.

MERC IS ESSENTIALLY SELF-SUFFICIENT, SO WHY MUST MERC HAVE TO COMPENSATE FOR METRO'S INABILITY TO BALANCE METRO'S BUDGET?

**LINDA E. WILLIAMS
MERC-DSS SECRETARY
SECURITY/MEDICAL
OCC-EXPO-PCPA-STADIUM**



AMENDMENT TO EXECUTIVE #3 (authored by Councilor Kvistad)

By Councilor Park

Create a budget note to indicate that the position of Executive Analyst, noted in the Executive amendment #3, shall be utilized to resolve growth related policy issues for the remainder of this fiscal year and Fiscal Year 2000-01.

**Exhibit A
to Resolution No. 00-2942**

**AMENDED
AGREEMENT REGARDING CONSOLIDATION OF
REGIONAL CONVENTION, TRADE, SPECTATOR AND
PERFORMING ARTS FACILITIES OWNED AND OPERATED BY
THE CITY OF PORTLAND AND METRO**

This Agreement dated as of December 19, 1989, amended as of December 9, 1992, January 1, 2000, and May 1, 2000, is between the City of Portland, Oregon (City) and Metro (Metro).

City and Metro agree that the December 19, 1989, Agreement is amended as follows:

RECITALS:

1. As of December 19, 1989, the City, Metro, and the City of Portland Exposition-Recreation Commission (ERC) entered into an "Agreement Regarding Consolidation of Regional Convention, Trade, Spectator and Performing Arts Facilities Owned and Operated by the City of Portland and the Metropolitan Service District." The December 19, 1989, Agreement provided generally for the consolidated operation, under Metro's Metropolitan Exposition-Recreation Commission (Metro ERC), of the City's Memorial Coliseum (Coliseum), Civic Stadium, and Portland Center for the Performing Arts, together with Metro's Oregon Convention Center. The December 19, 1989, Agreement provided in detail for the transfer of operational control of the City's facilities from the ERC to the Metro ERC.
2. The City and Metro removed the Coliseum from the mix of facilities operated by Metro and the Metro ERC by an Amendment to this Agreement dated December 9, 1992.
3. The relationship between the parties is governed by the December 19, 1989 Agreement, as amended, until the effective date of this Amendment.
4. The Exposition-Recreation Commission is no longer a party to this Agreement, and the City has authority under Portland City Code Section 3.106.050(a) to act on its behalf.
5. The City and Portland Family Entertainment Limited Partnership (PFE) anticipate entering into a cooperative agreement to improve Civic Stadium and bring new sports franchises to the facility, under which PFE will operate the facility.
6. Metro and the City recognize that they need to amend the Agreement to return Civic Stadium to the City.

SECTION 1

DEFINITIONS

In this Agreement, the following terms shall have the following meanings unless the context indicates otherwise:

"Agreement" means the Agreement regarding consolidation of regional convention, trade, spectator and performing arts facilities owned and operated by the City of Portland and the Metropolitan Service District entered into by the City of Portland and the Metropolitan Service District on December 19, 1989, as amended.

"City" means the City of Portland, Oregon.

"City Council" means the Council of the City of Portland or the lawful successor thereto.

"City Facilities" means two spectator facilities owned by the City, the PCPA and the Civic Stadium except that as of the Termination Date, City Facilities means only the PCPA.

"Civic Stadium Termination Date" or "Termination Date" means a date between June 21, 2000 and August 2, 2000, designated by City, on which Civic Stadium ceases to be a City Facility under this Agreement.

"Commissioner in Charge" means the City Commissioner to whom the Mayor of the City assigns responsibility for the City's relationship with Metro

"Convention Center" means the Oregon Convention Center.

"CPI" means the annual average percent change in the Portland-Salem OR-WA CPI-U, as issued by the U.S. Department of Labor, Bureau of Labor Statistics, for the most recent 12-month calendar year period, or a comparable measure of price change should this index not be available.

"ERC" means the City Exposition-Recreation Commission.

"Facilities" means the City Facilities, Metro Facilities, and Other Facilities.

"Metro" means the Metropolitan Service District.

"Metro Council" means the Council of the Metropolitan Service District provided for in ORS 268.150 or the lawful successor thereto.

"Metro ERC" means the Metropolitan Exposition-Recreation Commission, a commission of Metro which manages Metro Facilities and City Facilities as provided in the Metro Code, or the lawful successor thereto.

"Metro Facilities" means the Oregon Convention Center and other convention, trade, or spectator Facilities owned by Metro.

"Metro Executive Officer" means the duly elected Executive Officer provided for in ORS 268.180 or the lawful successor thereto.

"Other Facilities" means present and future convention, trade, or spectator facilities within the Metro district other than the City Facilities and Metro Facilities.

"PCPA" means the Portland Center for the Performing Arts complex.

"PFE" means Portland Family Entertainment Limited Partnership or any successor in interest.

"Stadium" means the Portland Civic Stadium.

"Transfer Date" means the day after the Civic Stadium Termination Date.

SECTION 2

TRANSFER OF OPERATIONS AND MANAGEMENT OF CITY FACILITIES TO THE METRO ERC

- A. Subject to the terms and conditions contained in this Agreement, City transferred to Metro and Metro accepted responsibility for operation and management of the City Facilities effective as of January 4, 1990. Authority and responsibility for operation and management of the City Facilities is delegated to Metro ERC. All duly adopted resolutions of the ERC in force and effect on January 3, 1990, shall remain in force and effect with regard to the City Facilities until superseded or repealed by resolutions duly adopted by Metro or the Metro ERC.
- B. City has entered or will enter into agreements with PFE under which, effective on the Transfer Date, PFE becomes responsible for operations and management of the Civic Stadium in conjunction with PFE renovating Civic Stadium. As of the Civic Stadium Termination Date, a termination under the provisions of this Agreement shall be deemed to have occurred as to the Civic Stadium, which as of that date, shall no longer be considered a City Facility for the purpose of this Agreement, but the terms of this Agreement shall remain in full force and effect for the remaining City Facilities.

- C. City shall notify Metro in writing of the Civic Stadium Termination Date on or before the 20th day of the preceding month. Thereafter, City may change the Termination Date only upon written notice to Metro.
- D. In addition Metro will ensure that Metro ERC shall accomplish the following commencing immediately and continuing until the Termination Date.
1. Metro ERC shall submit to PFE for prior approval all booking agreements and other contracts affecting the Civic Stadium, including without limitation modifications of existing agreements, which extend beyond July 1, 2000. All such agreements shall contain a waiver of claims by promoters and other users of the Stadium arising out of construction at the Stadium.
 2. Metro and Metro ERC shall cooperate with City and PFE in the transition of Civic Stadium management, as follows:
 - a. Project managers
 - (i) Metro ERC will identify a Civic Stadium Manager for the transition period and will notify the City and PFE of any change in the Civic Stadium Manager.
 - (ii) The City will identify a Project Manager for the transition period and will notify Metro ERC of any change in the Project Manager.
 - b. On or before the Termination Date, the personal property, equipment and fixtures located at the Civic Stadium shall be distributed as provided in the inventory attached as Exhibit A to this Agreement.
 - c. Metro ERC will give prompt notice to the collective bargaining representative of Theatrical Employees Union Local B-20, International Alliance of Theatrical Stage Employees (IATSE) staff and the Stadium's food and beverage concessionaire that Civic Stadium will cease to be operated by Metro effective on the Termination Date.
 - d. Metro ERC shall cease to market and book the Civic Stadium.
- E. Metro and the City further agree that if the negotiations between the City and PFE do not result in a completed agreement, the City shall notify Metro and MERC by August 2, 2000 and the parties shall work together in good faith to determine the appropriate steps to take in order to enable Civic Stadium to be a useful public asset.

- F. Chapter 6.01 of the Metro Code sets forth the power, authority and duties of Metro ERC. The parties agree that during the term of this Agreement it may be necessary or desirable for Metro to amend the provisions of Metro Code Chapter 6.01 in order to reflect changes in law or to provide for a response to changed circumstances. Therefore City agrees Metro may amend Chapter 6.01 during the term of this Agreement, upon thirty (30) days advance notice to the Commissioner in Charge.
- G. Except as expressly provided otherwise, the provisions of this Agreement shall be effective as of January 4, 1990, and shall be effective only during the term of this Agreement.

SECTION 3

REAL AND PERSONAL PROPERTY

- A. City and ERC transferred, effective January 4, 1990, to Metro the right to beneficial use of all real property comprising the City Facilities. City retains title to and beneficial ownership of all real property comprising City Facilities. City shall not take any action with regard to the real property comprising the City Facilities that would interfere with management and operation of the City Facilities, except as provided in this Agreement. Metro shall not take any action with regard to the real property comprising the City Facilities that would affect or encumber the title to the property without the prior written consent of City.

At the end of the Termination Date, Metro's right to beneficial use of all Civic Stadium real property is terminated.

- B. City owns certain rights to use real property subject to restrictions and therefore City has certain obligations related thereto. In addition to the provisions of Subsection (A) of this Section, the following provisions shall apply to specific real property.

- 1. First Congregational Church

- (a) City and the First Congregational Church are parties to a Ground Lease, Parking Rights Agreement and Agreement to Lease Space dated November 1, 1984, (Church Agreement) providing land for use of PCPA and creating related obligations. City hereby authorizes Metro, effective January 4, 1990, to exercise all of City's rights under the Church Agreement. Metro shall perform all obligations of City under the Church Agreement.
- (b) City shall notify the First Congregational Church that all notices to be given to City under the Church Agreement also shall be given to Metro at the address set out in Section 22 hereof.

2. Al Kader Temple

- (a) City and Al Kader Temple are parties to a Parking Rights Agreement dated August 1, 1984, (Al Kader Agreement) providing parking rights to City and creating related obligations. City hereby authorizes Metro, effective January 4, 1990, to exercise all of City's rights under the Al Kader Agreement. Metro shall perform all obligations of City under the Al Kader Agreement.
- (b) City shall notify Al Kader Temple that all notices to be given to City under the Al Kader Agreement also shall be given to Metro at the address set out in Section 22 hereof.

3. Multnomah Athletic Club

City is the grantee under a deed from the Multnomah Athletic Club as grantor dated December 28, 1966, (MAC Deed) conveying to City Portland Civic Stadium, the underlying land, and certain easements. City hereby authorizes Metro, effective January 4, 1990, to exercise all of City's rights under the MAC Deed except that Metro shall not cease the use of the granted premises or a substantial portion thereof without the prior written consent of City. Metro shall perform all obligations of City under the MAC Deed, until the Termination Date.

- C. Personal Property. City shall be the owner of all City Facilities-related personal property owned by City as of January 3, 1990, and also of all capitalized personal property acquired thereafter by Metro or Metro ERC using City Facilities-related funds. Metro and Metro ERC shall have the right to beneficial use thereof. Metro shall maintain records of all capitalized personal property identifying the Facility at which the property will be used and the source of funding, as appropriate. Nothing in this Section, however, shall prevent Metro from disposing of City Facilities-related personal property in the ordinary course of business or from acquiring title to personal property using both ERC and Metro Facilities-related funds that is of common benefit to ERC and Metro Facilities. On disposition of City Facilities-related personal property, any compensation received for the property shall be treated as City Facilities-related revenues. Metro shall not dispose of City Facilities-related personal property, except in the ordinary course of business, without the prior written consent of City.
- D. Acquisition of Real Property. Prior to acquiring any real property with City Facilities-related funds, Metro shall identify resources and appropriations for the acquisition in the annual or supplemental or amended budget for City Facilities subject to City approval as provided for in Section 6 of this Agreement. As of January 4, 1990, Metro hereby is designated, to the extent City and ERC have authority to so designate, to represent City and ERC in any contract or legal proceeding for the acquisition using City Facilities-related funds of real property initiated by City or ERC for the benefit of the City Facilities. Title to any and all real property and improvements thereto acquired by Metro or Metro ERC with City Facilities-related funds shall be taken in the name of

City. Any disposition of City-owned real property shall be subject to the same requirements as apply to dispositions of other City property.

- E. Audit of Property Records. Metro, as of July 1 each year beginning with July 1, 1990, shall prepare an annual inventory of real property and capitalized personal property owned by City as to which Metro has the right of beneficial use under this Agreement. An annual inventory shall be conducted in a fashion substantially similar to the manner in which City conducts its own annual inventory of personal property. Copies of all inventories shall be furnished to City.

After the Termination Date, Metro's annual inventory shall not include Civic Stadium real and personal property.

SECTION 4

PERSONNEL

- A. The City and Metro agree that all employees employed by ERC at the time of the original Consolidation Agreement were transferred to Metro ERC and became employees of Metro ERC as provided for herein.
- B. Transfer of Represented Employees. On January 4, 1990, ERC transferred all of its employees represented by labor unions to Metro ERC. Thereafter, Metro ERC recognized the same unions as representative of the transferred employees and shall comply with the collective bargaining agreements in effect prior to transfer.
- C. Transfer of Non-Represented Employees. On January 4, 1990, ERC transferred all of its unrepresented employees to Metro ERC.
- D. Employees' Statutory Rights. On and after January 4, 1990, Metro ERC assured that all ERC employees as of January 3, 1990, were accorded all the rights to which they are entitled under Oregon laws affecting the transfer of duties from one unit of government to another.
- E. Assignment of Collective Bargaining Agreements. ERC assigned to Metro ERC, and Metro on behalf of Metro ERC, accepted assignment of all collective bargaining agreements to which ERC is a party, effective as of January 4, 1990. Metro ERC conducted such impact bargaining with affected unions as was appropriate and necessary under applicable law.
- F. The City and Metro agree that all employees employed by Metro ERC at the Civic Stadium on the Termination Date, who transferred from City ERC to Metro ERC, will be offered transfer to the City and may become employees of the City effective on the Transfer Date. On transfer, employees shall continue to have all accrued but unused vacation, sick leave and personal leave time that they have immediately prior to transfer,

and shall be accorded all the rights to which they are entitled under Oregon laws affecting the transfer of duties from one unit of government to another. All employees employed by Metro ERC at the Civic Stadium as of the Termination Date shall be accorded all the rights to which they are entitled under Oregon law.

SECTION 5

OPERATING SUPPORT FOR PCPA

The City shall provide \$600,000 per year to Metro, adjusted annually for CPI, to be used one-half for PCPA operations support and one-half for PCPA capital support, to be paid prior to July 1, 2000, and prior to the end of each fiscal year thereafter.

SECTION 6

REPORTING FOR CITY FACILITIES

- A. Annual Report. Metro shall provide to the City an annual report on the Portland Center for the Performing Arts, in a format to be determined by the Commissioner in Charge.
- B. Financial Reporting Requirements. Metro shall provide to City monthly financial reports showing the current status of revenues and expenditures for City Facilities for the then current fiscal year. These reports shall be in no less detail than reports Metro regularly prepares for its own use and shall provide details separately identifying the financial status of each ERC Facility.
- C. Management Services. It is Metro's present intention to maintain a central management staff for all the Facilities under its jurisdiction and to allocate the central management costs among the Facilities based on a formula. The allocation formula shall be based on an annual determination of the time spent on each Facility by each central management staff employee weighted by the salary of each employee. Any other method for allocating management costs shall be established as part of the Metro or Metro ERC annual budget.

SECTION 7

MONEY TRANSFERS, ACCOUNTING, AND AUDITING

- A. Payables and Receivables. ERC assigned to Metro ERC as of July 1, 1990, all ERC accounts receivable and other receivables existing as of that date or thereafter accruing. Metro shall be responsible for payment of all ERC accounts payable and other obligations existing as of that date or thereafter accruing, except that liabilities covered by insurance or self-insurance shall be treated as provided in Section 11 of this

Agreement and City shall be responsible for the payments identified in Section 13 of this Agreement. Metro shall pay, out of City Facilities-related funds, all tax and other governmental assessments against real property comprising the City Facilities and against any City Facilities-related personal property.

- B. Audits and Accounting Beginning July 1, 1990. Beginning with FY2000-01, Metro, in its accounting, shall account separately for each of the City Facilities and shall comply with generally accepted governmental accounting principles and with the requirements of the Government Accounting Standards Board in accounting for City Facilities operations and maintenance. Metro annually shall obtain an audit of its operations, with City Facilities separately accounted for. The audit may be conducted as a portion of Metro's audit. The audit of Metro ERC's operations, as to the portion covering City Facilities, shall be prepared in a manner acceptable to City and its auditors. In the event it is necessary under National Council on Government Accounting Statement 3 for City to include the City Facilities operations in City's Consolidated Annual Financial Report, then Metro shall provide its audit to City not later than September 30 of each year.
- C. Restrictions on Use. The beginning balance in the Funds transferred to Metro ERC on July 1, 1990, under Subsection (B) of this Section, as determined by the audit referred to in Subsection (C) of this Section, shall be used only for the benefit of the City Facilities. Nothing in this Agreement shall prevent the transfer of resources among the City Facilities as provided in any Metro budget. In addition, any net surplus from operation of the City Facilities shall be used only for the benefit of the City Facilities. The beginning balance in the Performing Arts Center Construction Fund, deposited into a separate account maintained by Metro, shall be used for capital appropriations to complete PCPA construction in a manner consistent with the original architecture and aesthetics of the PCPA and with the pledges giving rise to the Fund. Any revenues received by Metro from Multnomah County in support of the Oregon Convention Center shall be used only for the purposes authorized by the agreement between Metro and Multnomah County. Any net surplus from operation of Metro and City Facilities shall be used only as determined by Metro.
- D. If the Civic Stadium Termination occurs on or before June 30, 2000, of the balance existing in the Civic Stadium fund balance of the City Facilities Fund (Fund 553 of the Metro ERC Global Fund of the Metro Budget), on June 30, 2000, \$375,000 shall be transferred to the City of Portland. If the Civic Stadium Termination occurs on or after July 1, 2000, \$400,000 of the Civic Stadium fund balance shall be transferred to the City. The remaining Civic Stadium fund balance shall be subject to the following provisions:
1. Metro and Metro ERC may charge to the City Facilities Fund the costs of insuring or creating self-insurance reserves against unforeseen or known liabilities including, but not limited to, tort claims, Workers' Compensation claims, and reserve accounts for payment of accrued vacation leave, unemployment benefits, and severance or transition costs for Civic Stadium employees not transferred to City, provided that Metro and Metro ERC may

only charge the Civic Stadium Fund for such costs in an amount not to exceed \$250,000.

2. From the remaining balance, any surplus up to \$750,000 shall be transferred to PCPA to be used for deferred capital improvement projects or deferred capital renewal and replacement projects which address the capital backlog at the facility.
3. After the above distributions have been made, fifty percent (50%) of any remaining Civic Stadium fund balance as of the Termination Date shall be transferred to the City and fifty percent (50%) shall be transferred to PCPA.

SECTION 8

METRO EXCISE TAX

A. Under Chapter 332, 1989 Oregon Laws, Metro has the authority to impose excise taxes on persons using facilities, equipment, systems, functions, services, or improvements owned, operated, franchised, or provided by Metro. As a result of this Agreement, Metro will have the authority to impose excise taxes on persons using the City Facilities.

B. Limitation. Metro shall not directly or indirectly use revenues from excise taxes on persons using the City Facilities for the purpose of funding Council or Executive Officer services or for any other purpose except as authorized in Subsection (C) below, without the prior written consent of City, which consent shall not be unreasonably withheld.

C. Use. Metro shall provide all revenues from excise taxes on persons using the City Facilities to Metro ERC except that Metro may pledge the revenues for the benefit of Facilities operated by Metro ERC. Metro ERC shall use all revenues so provided to it for the benefit and operation of the Facilities operated by Metro ERC.

SECTION 9

INDEMNIFICATION

A. Tort and Workers' Compensation Claims.

1. City, to the maximum extent permitted by law, shall indemnify Metro, Metro ERC, and their officers, employees, and agents against and defend and hold them harmless from any and all liabilities, actions, damages, claims, demands, judgments, losses, costs, expenses, suits, and actions, including but not limited to attorneys' fees and expenses at trial and on appeal, relating to or resulting from any claim that has been made or is capable of being made as a tort claim as that term is defined by ORS 30.260(8), or a Workers' Compensation claim

pursuant to ORS Chapter 656 or similar federal legislation, including any claims brought in any federal court or other federal forum, based on any act or occurrence that takes place prior to July 1, 1990, in connection with or as a result of operation of the City Facilities, or that takes place after the Termination Date in connection with or as a result of operation of the Civic Stadium, by City or its operator.

2. Metro, to the maximum extent permitted by law, shall indemnify City, ERC, and its officers, employees, and agents against and defend and hold them harmless from any and all liabilities, actions, damages, claims, demands, judgments, losses, costs, expenses, suits, and actions, including but not limited to attorneys' fees and expenses at trial and on appeal, relating to or resulting from any claim that has been made or is capable of being made as a tort claim as that term is defined by ORS 30.260(8), or a Workers' Compensation claim pursuant to ORS Chapter 656 or similar federal legislation, including any claims brought in any federal court or other federal forum, based on any act or occurrence that takes place on or after July 1, 1990, in connection with or as a result of operation of the City Facilities, including those which arose before the Termination Date in connection with or as a result of operation of the Civic Stadium, by Metro or Metro ERC.
3. The foregoing indemnification, defense, and hold harmless provisions are for the sole and exclusive benefit and protection of Metro, Metro ERC, City, ERC, and their respective officers, employees, and agents, and are not intended, nor shall they be construed, to confer any rights on or liabilities to any person or persons other than Metro, Metro ERC, City, and their respective officers, employees, and agents.

- B. Contract and Quasi-Contract Claims. Metro and Metro ERC, to the maximum extent permitted by law, shall indemnify City against and defend and hold them harmless from any and all liabilities, actions, damages, claims, demands, judgments, losses, costs, expenses, suits, and actions, including but not limited to attorneys' fees and expenses at trial and on appeal, relating to or resulting from any claim for damages due under any contract, permit, rental agreement, or license or any claim based on any contract or quasi-contractual relationship not defined as a tort claim under ORS 30.260(8), any statutory rights claim, and any claim of rights under a collective bargaining agreement, no matter when the claim may have arisen based on an act, occurrence, event, or transaction in connection with or as a result of operation of the PCPA, and such claims based on any act, occurrence, event, or transaction in connection with or as a result of operation of the Civic Stadium so long as the claim has arisen prior to the Termination Date. However, this agreement to indemnify and hold harmless is limited to payment of funds generated by the City Facilities or transferred to Metro by City and dedicated to the City Facilities. Metro shall have no obligation to expend funds on claims related to City Facilities from sources dedicated to Metro Facilities or other Metro functions.

City, to the maximum extent permitted by law, shall indemnify Metro and Metro ERC against and defend and hold them harmless from any and all liabilities, actions, damages, claims, demands, judgments, losses, costs, expenses, suits, and actions, including but not limited to attorney's fees and expenses of trial and an appeal, related to or resulting from any claim for damages due under any contract, permit rental agreement or license or any claim based on any contract or quasicontractual relationship not defined as a tort claim under ORS 30.260(8), any statutory rights claim, and any claim of rights under a collective bargaining agreement, in connection with or as a result of operation of the Civic Stadium after the Termination Date, or arising out of any change in the Termination Date noticed by the City.

SECTION 10

INSURANCE

During the term of this Agreement, Metro shall obtain and maintain insurance providing coverage for risks associated with operation of the City Facilities as provided for herein.

- A. Tort and Workers' Compensation Coverages. Metro shall maintain insurance policies or a self-insurance program consistent with Oregon Law to provide full coverage for any and all tort claims as that term is defined in ORS 30.260(8) and any Workers' Compensation claim pursuant to ORS Chapter 656 that may be brought by any person including any claims brought on any federal court or other federal forum based on any act or occurrence that takes place on or after July 1, 1990. If commercial insurance policies are obtained such policies shall name City and its officers, employees, and agents as additional named insureds.
- B. Property Insurance. Metro shall purchase and maintain in a company or companies licensed to do business in the state of Oregon, policies in an all risk policy form providing for full replacement value coverage for the City Facilities. Such policies shall include boiler and -machinery coverage. City shall be named as an additional named insured for all policies providing coverage for City Facilities to the full extent of City's insurable interest.

SECTION 11

PCPA ADVISORY COMMITTEE

The City Commissioner in Charge shall appoint a PCPA Advisory Committee consisting of that number of persons the Commissioner deems appropriate to serve as the official advisory committee to Metro for all PCPA matters. Metro shall inform the Advisory Committee of and provide the opportunity for Advisory Committee review of and comment on all Metro actions affecting the PCPA. Actions affecting the PCPA shall be deemed to include,

without limitation, all Metro budget matters affecting the PCPA, all decisions regarding rates and charges for use of PCPA facilities, all decisions regarding hiring of key PCPA personnel, and all decisions regarding use of monies from the Performing Arts Center Construction Fund and its successor fund under Metro. Metro shall provide reasonable staff assistance from staff assigned to PCPA to assist the Advisory Committee.

SECTION 12

CITY FACILITIES-RELATED BOND AND OTHER CAPITAL PAYMENTS

City presently is obligated to make certain bonded debt and other similar payments related to renovation of Civic Stadium and construction of PCPA. These payments are as follows:

1. Debt service on \$30,130,000 Performing Arts and Civic Stadium Refunding Series 1986 C General Obligation Bonds dated December 1, 1986; and
2. Certain credits allowed by City to Portland General Electric Company under the "Agreement Regarding Portland Hydroelectric Project (Bull Run River) Power Sales Agreement" dated December 26, 1985, related to the use of Hydroelectric Project surplus capital construction funds for payment of PCPA capital construction costs.

City shall continue to make the required bond payments and to allow the required credits until the underlying obligations are satisfied.

SECTION 13

RECORDS

- A. City Records. If requested by Metro ERC or Metro, and to the extent permitted by law, City shall provide either the originals or copies of any records in its possession regarding the City Facilities. The requesting party shall reimburse the provider for the reasonable costs of providing the records or copies thereof, if billed by the provider. All original records provided under this Subsection shall remain the property of the provider, even though in the possession of Metro ERC or Metro. Metro ERC and Metro shall not destroy or otherwise dispose of the original records without the prior written consent of the provider.
- B. Metro and Metro ERC Records. If requested by City, and to the extent permitted by law, Metro or Metro ERC shall provide copies of any records in its possession regarding Metro City Facilities. The requesting party shall reimburse the provider for the reasonable costs of providing copies of the records, if billed by the provider. City shall

not destroy or otherwise dispose of original records without the prior written consent of Metro.

- C. Metro shall transfer Civic Stadium records to City within ninety days following the Civic Stadium Termination Date.

SECTION 14

DISPUTE RESOLUTION

In the event of a dispute arising under this Agreement among any of the parties, any party may initiate the following dispute resolution process:

1. The initiating party shall give written notice of initiation to each other party then in existence, to the Metro Executive Officer, to the Commissioner in Charge, and to a person mutually agreed to by the Metro Executive Officer and the Commissioner in Charge. The three together shall constitute the Dispute Resolution Committee. The notice shall identify the dispute as to which the dispute resolution process is being initiated.
2. Not later than fifteen (15) days after receipt of the notice of initiation, each party to this Agreement may submit a written statement to the Dispute Resolution Committee stating the party's position on the dispute.
3. Not later than thirty (30) days after notice of initiation, the Dispute Resolution Committee shall decide on a resolution of the dispute and shall notify the parties to this Agreement of the resolution. Decisions of the Dispute Resolution Committee shall be by majority vote.
4. Decisions of the Dispute Resolution Committee shall be final and binding on the parties.

SECTION 15

REMEDIES

In the event a party fails to comply with any provision of this Agreement, then any other party shall be entitled to any remedy available at law or in equity, including without limitation the right to specific performance. The termination of this Agreement shall not prevent a party from receiving any additional remedy not inconsistent with the events specified to occur on termination.

SECTION 16

TERMINATION

- A. Termination by Mutual Agreement. The parties hereto who remain in existence may terminate this Agreement at any time by mutual written agreement. The procedure on termination by mutual agreement shall be determined by the termination agreement.
- B. Unilateral Termination. In the absence of a signed written agreement among the parties hereto, then City or Metro may by duly adopted resolution of its governing body initiate termination of this Agreement and thereafter give notice of termination. If the notice is given by City, the termination shall be effective six (6) months after the date of the notice. If the notice is given by Metro, the termination shall be effective eighteen (18) months after the date of the notice. On the effective date of the termination, the events described in Subsection (1) through (11) of Subsection (C) of this Section shall occur.
- C. In the event of termination, subject to compliance with any statutory requirements, the following shall occur:
1. All revenues from and expenditures for City Facilities shall be treated as ERC revenues and expenditures;
 2. All Metro accounts receivable and other receivables related to City Facilities existing as of that date or thereafter accruing shall be assigned to ERC, and ERC shall be responsible for payment of all Metro accounts payable and other obligations existing as of that date or thereafter related to the City Facilities, except for liabilities covered by insurance or self-insurance based on actions or failures to act prior to termination;
 3. All monies in Metro funds related to City Facilities shall become the property of the City and shall be transferred to the City;
 4. All event and concession bank accounts related to the City Facilities shall be transferred to the City following which the City shall make all payments for which the accounts are obligated;
 5. All records related to City Facilities shall become the property of the City and shall be transferred to the City;
 6. All property authorizations under Section 3 of this Agreement shall be rescinded and all Metro obligations thereunder shall terminate;
 7. All personnel whose positions are included in the budgets for City Facilities shall become employees of the City;

8. All personnel holding central management staff positions transferred by ERC to Metro ERC shall become employees of the City;
9. All contracts, permits, rental agreements, and licenses or portions thereof related to the City Facilities shall be assigned to the City;
10. All other charges, allocations, and transfers as are necessary or desirable to the proper operation of City Facilities and other Facilities operated by Metro shall be carried out in good faith by the parties hereto; and
11. Any dispute between the parties regarding carrying out the requirements of Subsections (C)(1) through (C)(11) of this Section shall be resolved pursuant to Section 15 of this Agreement.

SECTION 17

AUTHORITY TO MAKE DECISIONS

- A. This Agreement provides for various approvals, waivers, executions of further documents implementing this Agreement, or other decisions or actions to be made or taken on behalf of City and Metro hereunder. Such approvals, waivers, executions, or other decisions or actions shall be deemed made or taken if in writing and executed by the Commissioner in Charge, if on behalf of City, and by the Metro Executive Officer, if on behalf of Metro. Any amendments to this Agreement and any further consolidation agreement must be approved by the City Council and the Metro Council.

SECTION 18

ASSIGNMENT AND TRANSFER

This Agreement shall not be assignable or transferable by either party or by operation of law except with the written consent of the other party. A consenting party may impose any conditions on the consent that are reasonable under the circumstances. The assignee or transferee shall be bound by all the provisions of this Agreement. The assignor or transferor shall not be relieved of any obligations under this Agreement unless the written consent of the other party expressly so provides.

SECTION 19

ATTORNEYS' FEES

In the event of a suit or action to interpret or enforce the provisions of this Agreement, the prevailing party shall be entitled to recover from the other party such sum as the court may

adjudge reasonable as attorneys' fees at trial and on appeal of the suit or action, in addition to all others sums provided by law.

SECTION 20

NOTICE

Any notice provided for hereunder shall be deemed sufficient if deposited in the United States mail, certified mail, return receipt requested, postage prepaid, addressed either to the following address or to such other address or addresses as the recipient shall have notified the sender of by notice as provided herein:

Metro: Executive Officer
Metro
600 NE Grand Avenue
Portland, OR 97232

With a copy to:
Office of General Counsel Metro
600 NE Grand Avenue
Portland, OR 97232

City: City Auditor
City of Portland
1220 S.W. Fifth Avenue
Portland, OR 97204

With a copy to:
Mayor
City of Portland
1221 S.W. Fourth Avenue, Suite 340
Portland, Oregon 97204

Notice hereunder shall be deemed received three (3) days after mailing as provided in this Section or on actual delivery to the addressee, whichever occurs first.

SECTION 21

EXECUTION OF FURTHER DOCUMENTS

In order to complete implementation of the provisions of this Agreement, it may be necessary for Metro, Metro ERC, and City, to execute further documents enabling implementation. Each of them shall execute such further documents and take such other steps as are reasonably necessary or appropriate to implementing the provisions hereof.

SECTION 22

WAIVERS

The waiver of any provision of this Agreement, whether a waiver as to a particular application of the provision or as to all applications of the provision, shall be binding on the party making the waiver only if in writing and executed by the party. Unless otherwise expressly provided in the written waiver, the waiver by a party of performance of a provision as to a particular application shall not be a waiver of nor prejudice the party's right to require performance of the provision as to other applications or of any other provision.

SECTION 23

ENTIRE AGREEMENT

This Agreement is the entire agreement between the parties. This Agreement may not be modified except by a written amendment dated and approved and signed by all the parties hereto then in existence. No party shall be bound by any oral or written statement or course of conduct of any officer, employee, or agent of the party purporting to modify this Agreement.

Approved As To Form:

CITY OF PORTLAND

By: _____

By: _____

Title: _____

Date: _____

Approved As To Form:

METRO

By: _____

By: _____

Mike Burton

Title: Executive Officer

Date: _____

STAFF REPORT

CONSIDERATION OF RESOLUTION 00-2941, FOR THE PURPOSE OF RECOMMENDING THAT THE LAND CONSERVATION AND DEVELOPMENT COMMISSION ADOPT REGULATIONS TO PROTECT EXCEPTION LANDS ADJACENT TO THE METRO URBAN GROWTH BOUNDARY FROM FURTHER PARCELIZATION.

Date: April 25, 2000

Presented by: Councilor Rod Park

FACTUAL BACKGROUND AND ANALYSIS

In 1997, after Metro adopted urban reserves, LCDC adopted a 20-acre minimum lot size for exception lands in the 15,600 acres of exception lands designated by Metro. When the 2000 Urban Reserve Rule was adopted the 20-acre rule was continued until December 31, 2000 or until a replacement rule provision was adopted inside the Rural Residential Rule.

Gresham suggested and Metro and Portland have supported an LCDC rule establishing a 20-acre minimum lot size for all rural residential exception lands within 2 miles of the Metro UGB.

DLCD staff have suggested in the March 2, 2000 draft at Section 7(a)-(c) that LCDC require a 10-acre minimum lot size within one mile of the UGB for 9 cities outside the Metro area which have not elected to adopt urban reserves. Clackamas County has, generally, support a ten acre minimum lot size for rural residential lands around the Metro UGB preferably at the county's discretion and not as far as two miles from the Metro UGB. I believe Washington County supports a locally adopted five year minimum lot size. That is the minimum lot size under consideration for all rural residential lands.

For the Metro UGB, if Metro elects not to adopt urban reserves, the March 2 draft Rural Residential rule has 2 options in Section 7(e)-(f) for Metro urban fringe minimum lot size. Option 1 is a version of Gresham's 20 acres for 2 miles proposal. Option 2, from DLCD staff, would continue the 20-acre minimum lot size for exceptional land within former Metro-designated urban reserves (about one mile from the current UGB).

While Metro area staff representatives disagreed about whether the Metro urban fringe protection should be 10 or 20-acre minimum lot size. Metro area staff representatives agreed that it is desirable to avoid holding up or getting the Metro urban fringe issue washed out of the Rural Residential Rule (with the current 20-acre rule lapsing on December 31, 2000). Only after the working group seemed to be united in recommending to LCDC that no "one size fits all" lot size be required by LCDC rule did Portland suggest and Metro and Gresham agree to the following as an alternative to the 20 acre minimum lot size within two miles of the Metro UGB:

1. Delegate Authority to Metro to set minimum lot sizes in its Code for exception lands in an "Urban Fringe Management Area" ("UFMA") within 2 miles of the Metro UGB. This determination would be based upon analysis of all fringe areas and likelihood of their urbanization, current parcelization patterns and ability of local governments to serve those lands efficiently with urban services at the density levels in the 2040 Concept Plan.
2. Minimum lot sizes in the UFMA would be 10-20 acre range.
3. Until Metro acts to set UFMA lot sizes, existing 20-acre minimums will apply in the former Urban Reserves (beyond December 31, 2000).

LCDC Commissioner McRoberts requested that staff work on a discussion draft rule language to accomplish these steps and that it be taken to MPAC for comment.

Resolution No. 00-2941 reflects these developments and the Metro Growth Management Committee position in favor of LCDC giving Metro authority to establish minimum lot sizes within two miles of the Metro UGB from 10-20 acres if LCDC decides not to continue the 1997 20 acre minimum lot size.

LCDC HAS A WORK SESSION ON THE RURAL RESIDENTIAL RULE, INCLUDING THIS ITEM ON THIS FRIDAY, APRIL 28, 2000. A Metro position would be appropriate to communicate to LCDC Commissioner McRobert as head of the working group and the full commission by that time.

EXISTING LAW: LCDC Rural Residential OAR 660-04-0040.

BUDGET IMPACT: None.

i:\7.9.1.9.1\Staff Report.doc
OGC/LSS/kvw (04/25/2000)

STAFF REPORT

CONSIDERATION OF RESOLUTION NO. 00-2942, FOR THE PURPOSE OF AUTHORIZING AMENDMENTS TO THE INTERGOVERNMENTAL AGREEMENT WITH THE CITY OF PORTLAND FOR THE CONSOLIDATION OF REGIONAL FACILITIES TO TRANSFER CIVIC STADIUM.

Date: April 24, 2000

Prepared by: Michael Morrissey

Proposed Action: Resolution 00-2942 modifies an intergovernmental agreement between the City of Portland and Metro to transfer management of the Civic Stadium, currently managed by MERC under the policy direction of Metro, back to the City. Other aspects of this agreement also modify the City/Metro/MERC relationship with regard to the PCPA (Portland Center for the Performing Arts), also owned by the City and governed by the existing intergovernmental agreement.

Factual Background and Analysis:

Civic Stadium is one of four facilities managed by MERC, and one of two owned by the City of Portland, and managed by MERC. In December of 1989, the City of Portland, Metro and the then Portland Exposition Recreation Commission (ERC) entered into an "Agreement Regarding Consolidation of Regional Convention Trade Spectator and Performing Arts Facilities Owned and Operated by the City of Portland and the Metropolitan Service District". This agreement transferred management of three city owned facilities (then including Memorial Coliseum) to the Metro ERC.

Now, after an extended negotiation period, the City has made arrangements with a private organization, Portland Family Entertainment (PFE) to take over renovation and management of the stadium. The revision to the City/ Metro Intergovernmental agreement is attached as Exhibit A to Resolution 00-2942, and the key points are summarized below.

Section 1: Definitions. The "Civic Stadium Termination Date," on which the facility transfers to PFE, is designated as being anywhere between June 21, 2000 and August 2, 2000, at the choice of the City. In a later section, it is clarified that the City shall notify Metro of the termination date on the 20th of the preceding month of actual transfer, termination.

Section 2: Transfer of Operations... Establishes that there is no contractual relationship between PFE and Metro/MERC. MERC will cease operating the stadium when PFE is ready to take over. There will be no overlap of administration, although a high degree of cooperation is called for. Some City owned property will transfer to PCPA. With regard to the current ability of the city to modify Metro's changes in code with regard to MERC, that is now changed, requiring only a 30 day notice to the city.

Section 3: Real and Personal Property. This is now the operative section that covers the relationship as it concerns the PCPA. Also see the inventory of property currently owned by the City at Civic stadium, which is an appendix to Exhibit A.

Section 5: Operating Support for PCPA. A new section, providing \$600,000 per year to Metro, to be split half for PCPA operations, and half for PCPA capital needs. This section recapitulates an arrangement agreed to elsewhere related to the distribution of Multnomah County transient lodging tax.

Section 6: Reporting for City Facilities. Details requirement for annual and monthly reporting by Metro to the City for PCPA. Reduces the role of the City in the preparation and adoption of the MERC budget.

Section 7: Money Transfers, Accounting and Auditing. Sub-section D details the distribution of the Civic Stadium Fund Balance.

- a) Depending on the transfer date, the City gets \$375,000 or \$400,000.
- b) MERC gets \$250,000 to apply to liability reserves and other transition costs.
- c) If money remains in the fund balance, after a) and b) then up to \$750,000 is appropriated to PCPA for capital improvements.
- d) If money still remains, half goes to the City and half goes to PCPA.

Section 8: Metro Excise Tax: Unchanged from current version that allows Metro to collect an excise tax at PCPA, and that such revenues must derive to the benefit of the PCPA.

Section 16: Termination: Simplifies a currently much more complicated section. Basically, the City can terminate the agreement with 6 months notice, and Metro can terminate with 18 months notice. The difference in times relates to the assumption that the City would be required to have sufficient time to take over and operate the PCPA, should Metro wish to turn it over.

Other: Metro's role in this amended intergovernmental agreement has been clarified and strengthened, as compared to the current version.

If the transfer does not take place by August 2 then negotiations may be renewed and MERC will continue to operate the Civic Stadium.

Existing Law: The 1989 City/Metro Consolidation Agreement

Budget Impact: See sections 5 and 7, as mentioned above.

GROWTH MANAGEMENT COMMITTEE REPORT

CONSIDERATION OF RESOLUTION NO. 00-2941, FOR THE PURPOSE OF RECOMMENDING THAT THE LAND CONSERVATION AND DEVELOPMENT COMMISSION ADOPT REGULATIONS TO PROTECT EXCEPTION LANDS ADJACENT TO THE METRO BOUNDARY FROM FURTHER PARCELIZATION

Date: April 26, 2000

Presented by: Councilor Park

Committee Action: At its April 18, 2000 meeting, the Growth Management Committee voted 3-0 to recommend that legal counsel draft a committee resolution recommending a Council position on modification to the state rural residential rule. The recommendation is targeted to the ability of Metro to establish of minimum acre lot size for exception land outside the Metro urban growth boundary. Voting in favor: Councilors Atherton, Washington and Monroe.

Background: LCDC is considering modifications to the Rural Residential Rule, which in the case of Metro's urban growth boundary, requires a 20 acre minimum for exception land outside the boundary. A replacement rule is now being considered. The staff report to Resolution 00-2941 outlines LCDC staff recommendations, and options being recommended by Gresham and Portland for example. LCDC will be having a work session on this rule on Friday, April 28, 2000, and a Metro position on the proposed rule changes would be appropriate and timely.

Committee Discussion: Larry Shaw, Senior Assistant Counsel gave the staff presentation, based on a memo that he distributed. The memo outlined a proposal to give Metro the authority to establish minimum lot sizes of between 10 and 20 acres, within two miles of the existing urban growth boundary. Several committee members expressed concern about existing parcelization of land around the urban growth boundary, and the necessity for a minimum lot size of no less than 10 acres in order for Metro to be able to manage the UGB.

The committee directed legal staff to draw up Resolution 00-2941 as a recommendation to LCDC in its revision of the Rural Residential Rule. The recommendation (contained in Exhibit A) allows Metro to designate minimum lot sizes for future divisions of land within two miles of the UGB, of between 10 and 20 acres.

Existing Law: LCDC Rural Residential Rule

Budget Impact: None

FY 2000-01 PROPOSED BUDGET
Fiscal Impact Summary of Budget Amendment Requests
Includes Budget Committee Actions through April 26, 2000

Revised 4/26/2000

SUBSTANTIVE AMENDMENTS

Date Submitted	Presenter	Amendment	Fund/Department	Funding Source	Requested Action		Action by Committee	Final Action	
					Total Fiscal Impact	Excise Tax Impact		Total Fiscal Impact	Excise Tax Impact
GENERAL FUND AND RELATED FUNDS									
Council Office									
2/15/00	Bragdon	Reduce Subscriptions & Dues in the Council Office (non-allocated) by \$11,000. Purpose to eliminate NARC dues (\$8,840) and conference fees for western regional NARC conference for five Councilors (\$1,875)	General Fund Council Office	Excise Tax			Passed 2-1 3/29/00	(\$11,000)	(\$11,000)
2/15/00	Bragdon	Reduction Contracted Professional Services in the Council Office (non-allocated) by \$3,000. Purpose to eliminate the Regional Report produced twice each month by the Tualatin Valley Cable Access.	General Fund Council Office	Excise Tax			Passed 3-0 3/29/00	(\$3,000)	(\$3,000)
2/15/00	Bragdon	Reduce Utility Services in the Council Office (non-allocated) by \$1,000	General Fund Council Office	Excise Tax			Passed 3-0 3/29/00	(\$1,000)	(\$1,000)
2/15/00	Bragdon	Reduce Travel in the Council Office (non-allocated) by \$7,000	General Fund Council Office	Excise Tax			Passed 3-0 3/29/00	(\$7,000)	(\$7,000)
2/15/00	Bragdon	Reduce Staff Development in the Council Office (non-allocated) by \$5,000	General Fund Council Office	Excise Tax			Passed 3-0 3/29/00	(\$5,000)	(\$5,000)
2/15/00	Bragdon	Reduce Council Costs in the Council Office (non-allocated) by \$3,500	General Fund Council Office	Excise Tax			Passed 3-0 3/29/00	(\$3,500)	(\$3,500)
2/15/00	Bragdon	Reduce Miscellaneous Expenses in the Council Office (non-Allocated) by \$3,817.	General Fund Council Office	Excise Tax			Passed 3-0 3/29/00	(\$3,817)	(\$3,817)
2/15/00	Bragdon	Eliminate the Administrative Support Assistant position in the Council Office of Public Outreach. Position currently vacant. Salary = \$35,366; Fringe = \$13,262	General Fund Council Office of Public Outreach	Cost Allocation Plan			Passed 3-0 3/29/00	(\$48,628)	(\$23,239)
2/25/00	Bragdon	Reduction of \$3,720 in the proposed salary for the Council Chief of Staff	General Fund Council Office	Excise Tax			Passed 2-1 3/29/00	(\$3,720)	(\$3,720)
2/25/00	McLain	Restore Metro dues related to the participation in the work of the Water Consortium	General Fund Council Office	Excise Tax			Passed 3-0 3/29/00	\$13,000	\$13,000
4/17//2000 AUD #5	Monroe	Increase Contracted Professional Services in the Council Office by \$2,500 to provide triennial review of Auditor	General Fund Council Office	Cost Allocation Plan			Passed 3-0 4/17/00	\$2,500	\$216

FY 2000-01 PROPOSED BUDGET
Fiscal Impact Summary of Budget Amendment Requests
Includes Budget Committee Actions through April 26, 2000

Revised 4/26/2000

SUBSTANTIVE AMENDMENTS

Date Submitted	Presenter	Amendment	Fund/Department	Funding Source	Requested Action		Action by Committee	Final Action	
					Total Fiscal Impact	Excise Tax Impact		Total Fiscal Impact	Excise Tax Impact
Office of the Executive									
3/14/00	Bragdon	Move the Salmon Coordinator position from the Executive Office to the Growth Management Office	General Fund/Planning Fund Executive Office/Growth Mgmt	Excise Tax			Passed 3-0 3/29/00	\$0	\$0
3/14/00	Houser	Allocate Salmon Coordinator position	General Fund/Planning Fund Executive Office/Growth Mgmt	Various Sources			Passed 3-0 3/29/00	\$0	(\$13,781)
3/15/00	Kvistad	Eliminate one Executive Analyst position from the Executive Office. \$54,207 in salary; \$18,430 in fringe	General Fund Executive Office	Excise Tax	(\$72,637)	(\$72,637)	Failed 0-3 3/29/00	\$0	\$0
Transportation Department									
3/29/00	Cotugno	Add Bike Map Revenue of \$50,000. Reduce a Sr. Transportation Planner to 60%, restore an Assistant Transportation Planner, add printing of Bike Map	Planning Fund Transportation	Enterprise Revenue			Passed 3-0 3/29/00	\$50,000	\$0
3/29/2000 Trans #3	Monroe	Add \$7,500 for Rail-Volution Sponsorship	Planning Fund Transportation	Excise Tax			fwd to Council w-neutral recomm.	\$7,500	\$7,500
3/29/2000 Trans #4	Monroe	Add \$15,000 for Federal Lobbyist	Planning Fund Transportation	Excise Tax			Passed 3/29/00	\$15,000	\$15,000
3/29/2000 Trans #5	Monroe	Add \$7,500 for Association of Metropolitan Planning Organization Dues	Planning Fund Transportation	Excise Tax			Passed 4/3/00	\$7,500	\$7,500
3/29/2000 Trans #6	Monroe	Add \$39,500 for Outreach Materials	Planning Fund Transportation	Excise Tax	\$39,500	\$39,500	Failed 4/3/00	\$0	\$0
3/29/2000 Trans #2	McLain	Eliminate Schools Program. Reallocate staff to grant funds	Planning Fund Transportation	Excise Tax			Passed 4/3/00	(\$3,200)	(\$12,000)
3/29/00	Atherton	Add \$50,000 for Willamette Shores Trolley	Planning Fund Transportation	Excise Tax	\$50,000	\$50,000	Deferred for further analysis	\$0	\$0
Growth Management Department									
3/29/2000 GM #1	McLain	Add \$30,000 for public outreach for Goal 5	Planning Fund Growth Management	Excise Tax			Passed 4/3/00	\$30,000	\$30,000
3/29/2000 GM #2	McLain	Add \$35,000 for handbook for watershed planning	Planning Fund Growth Management	Excise Tax			Passed 4/3/00	\$35,000	\$35,000
4/6/2000 GM #3	Kvistad	Amends Growth Management budget by cutting \$496,240 for programs related to goal 5 and stormwater/watershed planning	Planning Fund Growth Management	Excise Tax	(\$496,260)	(\$496,240)	Failed 1-3	\$0	\$0

FY 2000-01 PROPOSED BUDGET
Fiscal Impact Summary of Budget Amendment Requests
Includes Budget Committee Actions through April 26, 2000

Revised 4/26/2000

SUBSTANTIVE AMENDMENTS

Date Submitted	Presenter	Amendment	Fund/Department	Funding Source	Requested Action		Action by Committee	Final Action	
					Total Fiscal Impact	Excise Tax Impact		Total Fiscal Impact	Excise Tax Impact
Regional Parks & Greenspaces Department									
3/29/00	Bragdon	Budget Note: Recognizing volunteer time donated to the Regional Parks & Greenspaces program	Regional Parks Department	n/a			Passed 3/29/00	\$0	\$0
4/6/2000 RPG #1	Ciecko	Provide fence installation around north and east sides of Multnomah Park Cemetery	Regional Parks Fund Regional Parks & Greenspaces	Grant			Passed 4-0 4/6/00	\$65,000	\$0
4/6/2000 RPG #2	Ciecko	Initiate Fanno Creek Greenway Trail Feasibility Study	Regional Parks Fund Regional Parks & Greenspaces	Government Contributions			Passed 4-0 4/6/00	\$25,000	\$0
4/6/2000 RPG #3	Ciecko	Increase Howell Territorial Park Pase I and II capital improvement project	Regional Parks Fund Regional Parks & Greenspaces	Grant			Passed 4-0 4/6/00	\$150,000	\$0
4/6/2000 RPG #4	Ciecko	Recognize grant from the Oregon Watershed Board to enhance stabilization effort for salmon and stream enhancements	Open Spaces Fund Regional Parks & Greenspaces	Grant			Passed 4-0 4/6/00	\$86,000	\$0
4/6/2000 RPG #5	Ciecko	Provide funding for Fourth of July fireworks event at Blue Lake Park	Regional Parks Trust Fund Regional Parks & Greenspaces	Enterprise Revenue			Passed 4-0 4/6/00	\$5,300	\$0
ENTERPRISE RELATED ACTIVITIES									
Regional Environmental Management Department									
4/5/2000 REM #2	Washington	Reduction of proposed salary for REM Director and related fringe benefit costs	Solid Waste Revenue Fund Regional Environmental Mgmt.	Enterprise Revenue			Passed 4-0 4/5/00	(\$11,782)	\$0
4/5/2000 REM #3	Washington	Reduction of travel expenditures in REM Office of Director	Solid Waste Revenue Fund Regional Environmental Mgmt.	Enterprise Revenue			Passed 4-0 4/5/00	(\$1,938)	\$0
4/5/2000 REM #4	Washington	Budget Note: REM to report to Council on practices recommended by Sustainability Task Force before March 1, 2001	Solid Waste Revenue Fund Regional Environmental Mgmt.	N/A			Passed 4-0 4/5/00	\$0	\$0
4/5/2000 REM #5	Washington	Increase .50 FTE Inspector to full-time	Solid Waste Revenue Fund Regional Environmental Mgmt.	Enterprise Revenue			Passed 4-0 4/5/00	\$34,858	\$0
4/5/2000 REM #6	Washington	Budget Note: REM to report to Council on status of facility auditing program before October 1, 2000	Solid Waste Revenue Fund Regional Environmental Mgmt.	N/A			Passed 4-0 4/5/00	\$0	\$0
4/5/2000 REM #7	Washington	Budget Note: REM to report to Council on status of household hazardous waste "round-up" program before March 1, 2001	Solid Waste Revenue Fund Regional Environmental Mgmt.	N/A			Passed 4-0 4/5/00	\$0	\$0
4/5/2000 REM #8	Washington	Budget Note: REM & Rate Review Committee to report to Council with recommendation on whether a fee should be charged at "round-up" events	Solid Waste Revenue Fund Regional Environmental Mgmt.	Enterprise Revenue			Passed 4-0 4/5/00	unknown	potential impact: excise tax is 8.5% on these fees.

FY 2000-01 PROPOSED BUDGET
Fiscal Impact Summary of Budget Amendment Requests
Includes Budget Committee Actions through April 26, 2000

Revised 4/26/2000

SUBSTANTIVE AMENDMENTS

Date Submitted	Presenter	Amendment	Fund/Department	Funding Source	Requested Action		Action by Committee	Final Action	
					Total Fiscal Impact	Excise Tax Impact		Total Fiscal Impact	Excise Tax Impact
4/5/2000 REM #9	Washington	Reduction of \$14,500 in training expenditures in Business and Regulatory Affairs	Solid Waste Revenue Fund Regional Environmental Mgmt.	Enterprise Revenue			Passed 4-0 4/5/00	(\$14,500)	\$0
4/5/2000 REM #10	Washington	Budget Note: REM & Rate Review Committee to report to Council with a recommendation related to cost of service for self haul customers and resulting changes to transaction fee before October 1, 2000	Solid Waste Revenue Fund Regional Environmental Mgmt.	Enterprise Revenue			Passed 4-0 4/5/00	unknown	potential impact: excise tax is 8.5% on these fees.
4/5/2000 REM #11	Kvistad	Addition of Senior Mgmt Analyst for Market Development Program	Solid Waste Revenue Fund Regional Environmental Mgmt.	Enterprise Revenue			Passed 4-0 4/5/00	\$66,580	\$0
4/5/2000 REM #12	Kvistad	Budget Note: REM to report to Council the status of discussions regarding the establishment of a recycling business grant or loan revolving fund before October 1, 2000	Solid Waste Revenue Fund Regional Environmental Mgmt.	Enterprise Revenue			Passed 4-0 4/5/00	\$0	\$0
4/5/2000 REM #13	McLain	Increase M&S expenditures to fully fund Organics Workgroup workplan	Solid Waste Revenue Fund Regional Environmental Mgmt.	Enterprise Revenue			Passed 3-1 4/5/00	\$300,000	\$0
4/5/2000 REM #14	McLain	Reduce Funding for Commercial Sector Waste Evaluations by \$100,000 and redirect these funds to other projects identified by the Commercial Sector Workgroup.	Solid Waste Revenue Fund Regional Environmental Mgmt.	Enterprise Revenue			Passed 4-0 4/5/00	\$0	\$0
4/6/2000 REM #15	McLain	Increase expenditure authorization from Business Recycling Grant Account to \$500,000	REM Solid Waste Revenue Fund Bus. Recycling Grant Acct.	Enterprise Revenue			Passed 4-0 4/6/00	\$250,000	\$0
4/6/2000 REM #16	Kvistad	Budget Note: REM shall review potential for using internal Metro resources prior to obtaining outside consulting assistance.	REM Solid Waste Revenue Fund	N/A			fwd to Council w-neutral recomm.	\$0	\$0
Metro Exposition-Recreation Commission									
4/11/2000 MERC #1	McLain	Initiate procedures to revise Metro Code to eliminate MERC annual negotiation of support services contract and corresponding 90 day op-out clause; provide an explicit but decreasing measure of General Fund support to MERC in the amounts of: \$100,000 in FY 2000-01; \$75,000 in FY 2001-02; \$50,000 in FY 2002-03; no subsidy from FY 2003-04 forward; MERC to identify additional funds to meet its allocated cost obligations	MERC Operating Fund, General Fund, Support Services Fund	Excise Tax Cost Allocation Plan MERC Enterprise Revenues	\$485,800	\$100,000	Withdrawn		

FY 2000-01 PROPOSED BUDGET
Fiscal Impact Summary of Budget Amendment Requests
 Includes Budget Committee Actions through April 26, 2000

Revised 4/26/2000

SUBSTANTIVE AMENDMENTS

Date Submitted	Presenter	Amendment	Fund/Department	Funding Source	Requested Action		Action by Committee	Final Action	
					Total Fiscal Impact	Excise Tax Impact		Total Fiscal Impact	Excise Tax Impact
4/11/2000 MERC #2	Washington	Initiate procedures to revise Metro Code to eliminate MERC annual negotiation of support services contract and corresponding 90-day op-out clause; provide an explicit but decreasing measure of General Fund support to MERC in the amounts of: \$200,000 in FY 2000-01; \$150,000 in FY 2001-02; \$100,000 in FY 2002-03; no subsidy from FY 2003-04 forward; MERC to identify additional funds to meet its allocated cost obligations	MERC Operating Fund, General Fund, Support Services Fund	Excise Tax Cost Allocation Plan MERC Enterprise Revenues	\$485,899	\$200,000	Withdrawn		
4/11/2000 MERC #3	McLain/ Washington	Initiate procedures to revise Metro Code to eliminate MERC annual negotiation of support services contract and corresponding 90-day op-out clause; provide an explicit but decreasing measure of General Fund support to MERC in the amounts of: \$150,000 in FY 2000-01; \$75,000 in FY 2001-02; \$50,000 in FY 2002-03; no subsidy from FY 2003-04 forward; MERC to identify additional funds to meet its allocated cost obligations	MERC Operating Fund, General Fund, Support Services Fund	Excise Tax Cost Allocation Plan MERC Enterprise Revenues			Passed 3-0 4/17/00	\$485,899	\$150,000
4/20/00 MERC #4	McLain	Reduced MERC Operating Fund Contingency by \$335,899 in the event that MERC is unable to provide line item amendments for the same amount by April 27, 2000 when the Metro budget is approved by the Council	MERC Operating Fund	Enterprise Revenue			Passes 3-0 4/20/00	(\$335,899)	\$0
SUPPORT SERVICES AND RELATED									
Office of the Auditor									
3/10/2000 Aud #1	Dow	Restore temporary position in the Office of the Auditor. \$34,250 in salary; \$1,858 in fringe	Support Services Fund Office of the Auditor	Cost Allocation Plan	\$36,108	\$3,113	Failed 2-1 4/17/00		
3/10/2000 Aud #2 - Revised	Dow	Increase Contracted Professional Services in the Office of the Auditor by \$10,000	Support Services Fund Office of the Auditor	Cost Allocation Plan	\$10,000	\$862	Failed 2-1 4/17/00		
3/10/2000 Aud #3	Dow	Increase Contracted Professional Services in the Office of the Auditor by \$2,500	Support Services Fund Office of the Auditor	Cost Allocation Plan	\$2,500	\$216	Substituted with Aud #5		
4/13/2000 AUD #4	Dow	Reclassify line item amount to more accurately reflect anticipated expenditures in FY 2000-01	Support Services Fund Office of the Auditor	Cost Allocation Plan			Passed 3-0 4/17/00	\$0	\$0
Office of General Counsel									
4/5/2000 OGC #1	Cooper	Reclassify Archivist Technician, add work-study position; provide materials & services necessary to administer an agency archiving program	Support Services Fund Office of General Counsel	Cost Allocation Plan			Passed 3-0 4/17/00	\$22,951	\$3,456

FY 2000-01 PROPOSED BUDGET
Fiscal Impact Summary of Budget Amendment Requests
Includes Budget Committee Actions through April 26, 2000

Revised 4/26/2000

SUBSTANTIVE AMENDMENTS

Date Submitted	Presenter	Amendment	Fund/Department	Funding Source	Requested Action		Action by Committee	Final Action	
					Total Fiscal Impact	Excise Tax Impact		Total Fiscal Impact	Excise Tax Impact
Office of Citizen Involvement									
4/12/2000 MCCI #1	Sherwood	Budget Note: Prior to March 2, 2001 each Metro subdivision identified in the list entitled 'Departmental Summaries' shall report to the Council concerning the nature and extent of citizen involvement in its planning and decision making processes. Each report shall.....	All	n/a	\$0	\$0	Deferred for discussion at Legislative Committee		
4/17/2000 MCCI #2a MCCI #2b	Sherwood	Transfers supervision of the Office of Citizen Involvement from the Executive Office to the Office of the Auditor. Transfers 1.0 FTE Associate Public Affairs Specialist from the Planning Fund to the Office of Citizen Involvement (\$50,000 salary and \$17,000 fringe). Fund position from (a) funds currently proposed to fund the position in the Planning Fund (b) Planning Fund contingency, or (c) such other Planning Fund source as the Council may designate. Prohibits use of new staff time or resources related to the position for purposes other than citizen involvement. Defines purpose of new position.	General Fund/Planning Fund/ Support Services Fund Executive Office; Office of Citizen Involvement; Office of the Auditor; Transportation	Grants	\$67,000	\$67,000	Deferred for discussion at Legislative Committee		
4/17/2000 MCCI #3	Sherwood	Eliminates \$25,000 for "ground breaking ceremonies planner" in the Oregon Convention Center budget transferring funding to the Office of Citizen Involvement. Creates new fund/account in the Office of Citizen Involvement budget dedicated to support of OCI activities with (a) provide information to and communications between citizens and Metro through the Citizen's Information Correspondent, or (b) involve citizens directly and actively in Metro's decision making and planning activities and for no other purposes. Makes OCI recipient fund of intergovernmental transfers made in connection with evaluation and certification of adequacy of citizen involvement on the part of other governmental entities with respect to activities which Metro must endorse in Metro's role as a Metropolitan Planning Organization or otherwise in its various planning capacities.	MERC Operating Fund, General Fund, Planning Fund, Support Services Fund MERC, Office of Citizen Involvement, Transportation	Enterprise Revenue	\$25,000	\$0	Deferred for discussion at Legislative Committee		
Information Technology Department									
4/17/2000 IT #1	Bragdon	Eliminates funding for the Director of Information Technology Department	Support Services Fund Information Technology	Cost Allocation Plan			Passed 2-1 4/17/00	(\$119,563)	(\$17,750)

FY 2000-01 PROPOSED BUDGET
Fiscal Impact Summary of Budget Amendment Requests
Includes Budget Committee Actions through April 26, 2000

Revised 4/26/2000

SUBSTANTIVE AMENDMENTS

Date Submitted	Presenter	Amendment	Fund/Department	Funding Source	Requested Action		Action by Committee	Final Action	
					Total Fiscal Impact	Excise Tax Impact		Total Fiscal Impact	Excise Tax Impact
Administrative Services Department									
4/17/2000 ASD #1	Bragdon	Reduces Maintenance & Repair Services line item in Property Services division of ASD by \$14,094	Support Services Fund Administrative Services	Cost Allocation Plan			Passed 3-0 4/17/00	(\$14,094)	(\$4,450)
4/17/2000 ASD #2	Washington	Restore MW/DBE Program	Support Services Fund Administrative Services	Cost Allocation Plan			Passed 3-0 4/17/00	\$73,007	\$5,500
4/17/2000 ASD #3a	McLain	Directs that MERC annual budget be delivered to the Metro Executive on the date required for all other Metro departments to make their final budget submissions. The Executive is authorized to analyze the budget and make recommendations to the Metro Council, but not to modify the budget, consistent with current Metro Code	Support Services Administrative Services	n/a			Passed 3-0 4/17/00	\$0	\$0
4/17/2000 ASD #3b	McLain	Adds .50 FTE Program Analyst III to the ASD budget to assist with analysis of the annual budget, and to assist with tracking and analysis of the budget during the year.	Support Services Administrative Services	Cost Allocation Plan			Passed 2-1 4/17/00	\$45,000	\$5,175
BALANCE THE GENERAL FUND BUDGET									
4/20/2000 Balanced Budget #1	McLain	TO BALANCE THE BUDGET: (1) Withdraws amendment GM#2 which added \$35,000 for the production of a handbook for watershed planning (2) Reduces election expenses in Special Appropriations in the General Fund by \$35,000 (3) Designates projected FY 1999-00 Council Office excise tax funded underexpenditures to be used for offsetting projected draw on the FY 2000-01 General Fund (4) Allocated projected unanticipated FY 1999-00 additional excise tax revenues to the General Fund Reserve (5) Eliminates Regional Parks technical amendment RP #5 for \$7,000 for Howell Territorial Park "grand opening"	General Fund, Planning Fund, Regional Parks Fund Council Office, Special Appropriations, Growth Management, Regional Parks	Excise Tax			Passed 3-0 4/20/00	(\$282,000)	(\$282,000)
4/26/00	Financial Planning	Final adjustment to General Fund ending balance based on actual impact of the cost allocation plan. Original estimates of Committee Recommendations assumed a net excise tax reduction of cost allocation actions of \$31,092. Actual reduction is \$34,393	General Fund	Excise Tax			Passed 3-0 4/26/00	n/a	(\$3,301)
4/26/00	Monroe	Reduce Salary/fringe for Growth Management Department Director	Planning Fund Growth Management	Excise Tax			Passed 3-0 4/26/00	(\$1,630)	(\$1,630)

FY 2000-01 PROPOSED BUDGET
Fiscal Impact Summary of Budget Amendment Requests
Includes Budget Committee Actions through April 26, 2000

Revised 4/26/2000

SUBSTANTIVE AMENDMENTS

Date Submitted	Presenter	Amendment	Fund/Department	Funding Source	Requested Action		Action by Committee	Final Action	
					Total Fiscal Impact	Excise Tax Impact		Total Fiscal Impact	Excise Tax Impact
4/26/00	Monroe	Reinstate \$8,840 in the Council Office for NARC dues using the following funding: 1. \$3,910 excise tax balance after all other Committee actions 2. \$3,300 final adjustment for excise tax from cost allocation actions taken by Council 3. \$1,630 reduction in salary/fringe for the Growth Management Department Director position	General Fund Council Office	Excise Tax			Passed 3-0 4/26/00	\$8,840	\$8,840
GRAND TOTAL								\$907,664	(\$115,001)

FY 2000-01 PROPOSED BUDGET
Fiscal Impact Summary of Budget Amendment Requests
Includes Budget Committee Actions through April 26, 2000

Revised 4/26/2000

TECHNICAL AMENDMENTS

Date Submitted	Presenter	Amendment	Fund/Department	Funding Source	Requested Action		Action by Committee	Final Action	
								Total Fiscal Impact	Excise Tax Impact
GENERAL FUND AND RELATED FUNDS									
Transportation Department									
4/3/2000 TR #1	Cotugno	Carry forward of grant funds for the Wilsonville-Beaverton Commuter Rail Study	Planning Fund Transportation Department	Grants			Passed 3-0 4/6/00	\$399,454	\$0
4/3/2000 TR #2	Cotugno	Increase grant funding for the Highway 217 project to expand technical and public outreach	Planning Fund Transportation Department	Grants			Passed 3-0 4/6/00	\$165,000	\$0
Growth Management Department									
4/3/2000 GM #1	Wilkerson	Contract carryover for four projects – Transportation, Community and System Preservation Pilot project in Pleasant Valley/Damascus area; Goal 5 uplands analysis; Title 3 Notices to Property Owners; and Urban Growth Boundary Locational Adjustments	Planning Fund Growth Management	Beginning Fund Balance Grants			Passed 3-0 4/6/00	\$265,400	\$0
Regional Parks & Greenspaces Department									
4/3/2000 RP #1	Ciecko	Revise classification of Natural Resource and Property Management position based on classification review by Human Resources	Regional Parks Fund Regional Parks Department	Ending Unappropriated Balance			Passed 3-0 4/6/00	\$2,954	\$0
4/3/2000 RP #2	Ciecko	Carry forward federal grant funding for implementing wetland enhancement project on Metro open space properties	Open Spaces Fund Regional Parks Department	Grants			Passed 3-0 4/6/00	\$262,000	\$0
4/3/2000 RP #3	Ciecko	Carry forward of three capital maintenance projects at Blue Lake and one project at Howell Territorial Park	Regional Parks Fund Regional Parks Department	Beginning Fund Balance			Passed 3-0 4/6/00	\$78,200	\$0
4/3/2000 RP #4	Ciecko	Contract carry forward for three projects in the planning and education division – grant writing services; greenspaces protection plan; and Blue Lake economic feasibility study	Regional Parks Fund Regional Parks Department	Beginning Fund Balance			Passed 3-0 4/6/00	\$144,500	\$0
4/3/2000 RP #5	Ciecko	Carry forward of funds for "grand opening" of new improvements at Howell Territorial Park (Carryover originally approved at Committee on 4/6/00. Action later reversed at Committee 4/20/00)	Regional Parks Fund Regional Parks Department	Beginning Fund Balance	\$7,000	\$0	Passed 2-1 4/6/00 Reversed 2-1 4/20/00	\$0	\$0
4/3/2000 RP #6	Ciecko	Carry forward of capital improvement projects approved in the capital improvement plan	Regional Parks Fund Regional Parks Department	Grant Donation Interfund transfers			Passed 3-0 4/6/00	\$1,999,698	\$0
4/3/2000 RP #7	Ciecko	Personal services adjustment to reflect the results of the classification review of the Regional Planner positions required by collective bargaining.	Regional Parks Fund Regional Parks Department	Ending Unappropriated Balance			Passed 3-0 4/6/00	\$10,530	\$0

FY 2000-01 PROPOSED BUDGET
Fiscal Impact Summary of Budget Amendment Requests
Includes Budget Committee Actions through April 26, 2000

Revised 4/26/2000

TECHNICAL AMENDMENTS

Date Submitted	Presenter	Amendment	Fund/Department	Funding Source	Requested Action		Action by Committee	Final Action			
								Total Fiscal Impact	Excise Tax Impact		
4/3/2000 RP #8	Ciecko	Carry forward of three projects	Smith & Bybee Lakes Fund Regional Parks Department	Beginning Fund Balance			Passed 3-0 4/6/00	\$67,000	\$0		
4/3/2000 RP #9	Ciecko	Carry forward of local share project funding	Open Spaces Fund Regional Parks Department	Beginning Fund Balance			Passed 3-0 4/6/00	\$4,088,095	\$0		
ENTERPRISE RELATED ACTIVITIES											
<i>Regional Environmental Management Department</i>											
4/3/2000 REM #1	Petersen	Contract Carryover for various solid waste projects	Solid Waste Revenue Fund Regional Environmental Mgmt	Beginning Fund Balance			Passed 3-0 4/6/00	\$1,821,000	\$0		
4/3/2000 REM #2	Petersen	Include Neighborhood Cleanup Grants	Solid Waste Revenue Fund Regional Environmental Mgmt	Beginning Fund Balance			Passed 3-0 4/6/00	\$75,000	\$0		
SUPPORT SERVICES AND RELATED											
<i>Administrative Services Department</i>											
4/3/2000 ASD #1	Sims	Revise Contractor's Business License program to reflect a change in timing of the booking of the payment to participating cities.	Support Services Fund Administrative Services	Beginning Fund Balance			Passed 3-0 4/6/00	(\$308,213)	\$0		
4/3/2000 ASD #2	Sims	Correct typographical error to reflect the FTE of a position	Building Management Fund Administrative Services	n/a			Passed 3-0 4/6/00	\$0	\$0		
GRAND TOTAL								\$7,000	\$0	\$9,070,618	\$0

AFSCME Local 3580 Memorandum



Date: April 26, 2000
To: Metro Council
From: Sonny Conder, Tim Collins and Dr. Peter Donohue on behalf of the Union

Subject: Metro's FY 2000-2001 budget

Our review of Metro's overall financial condition and practices since 1995-96 suggests that, as in those years, this fiscal year's ending fund balances will be much higher than their budgeted levels – and will be available to fund its primary mission in the upcoming 2000-01 fiscal year.

Metro's Jennifer Sims has provided us with Metro's year-to-date (YTD) fund balances as of Feb. 29, 2000 – two-thirds of the fiscal year. Projecting Sims' YTD balances for General, Support Services, Planning and Regional Parks funds for the remaining third of the fiscal year, we estimated year-end fund balances for these funds and their total.

We estimate that total to be \$7,526,240 before Metro's customary year-end transfers from the General Fund and other funds to the Support Services Fund – a zero-sum transaction leaving the funds' total ending fund balances unchanged. The estimated total of these ending fund balances is \$2,602,660 higher than budgeted. The annual average margin is \$6,520,000 by which actual ending balances have exceeded budgeted levels for these funds since 1995-96.

While the evidence is only suggestive, we expect that our estimated \$7,526,240 total for General, Support Services, Planning and Regional Parks funds' ending fund balances will be far closer to their actual level than Metro's budgeted, i.e. estimated, \$4,923,580. Decimating services and staff vital to Metro's mission would be imprudent because of a panicky forecast that promises to be as wrong as it has been every year since 1995-96. Please find attached summaries of this portion of our investigation into Metro's finances.

CC: Mike Burton, Yvonne Martinez, Ron Sarver

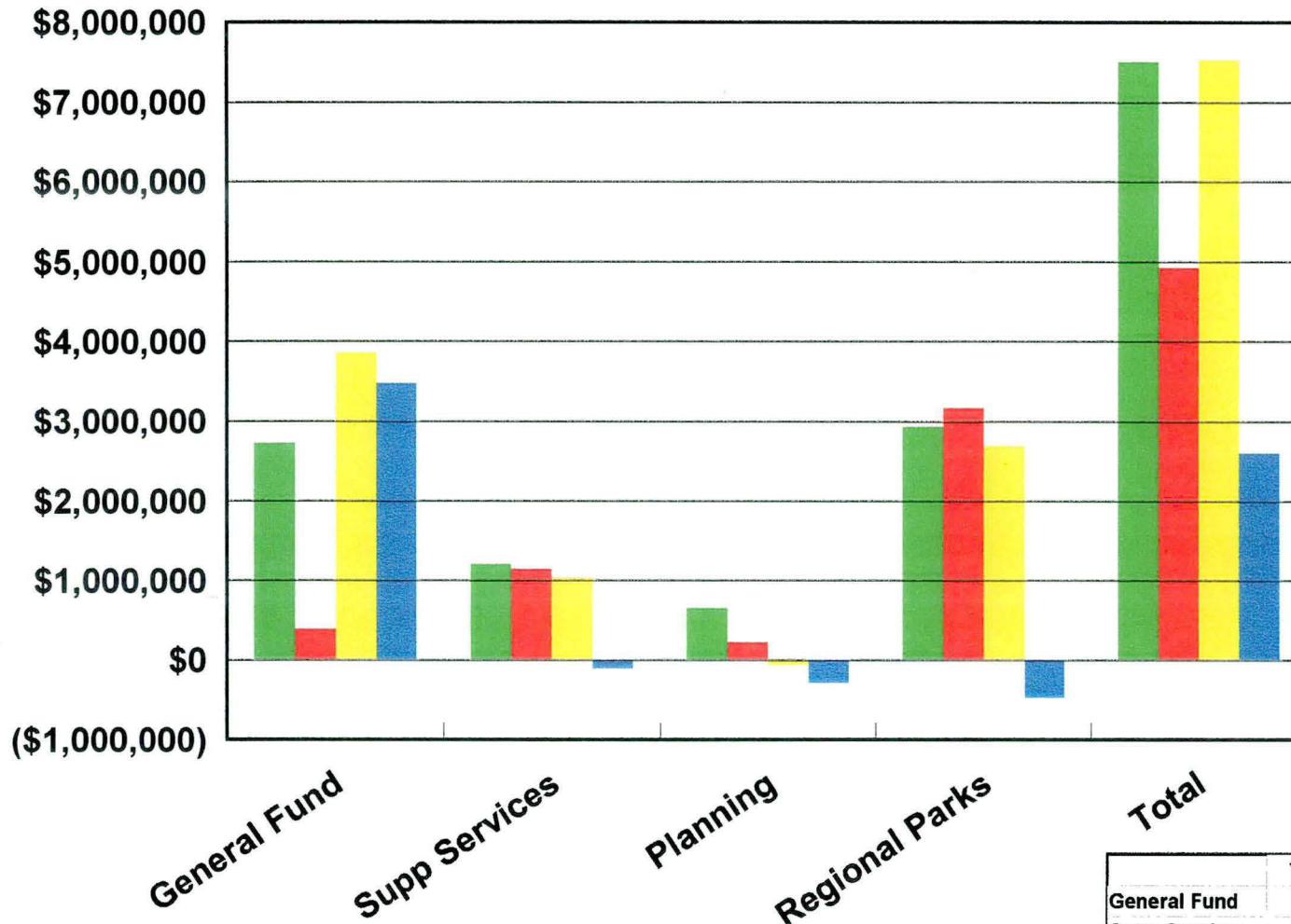
Year-To-Date, Budgeted and Projected Ending Fund Balances General, Support Services, Planning & Regional Parks Funds and Total

The projected ending fund balances (and differences with budgeted levels) are BEFORE transfers, that would not change the projected Total and Total projected difference with budgeted levels.

	YTD (2/3)	BUDGETED	PROJECTED	DIFFERENCE
General Fund	\$2,721,647	\$387,000	\$3,864,355	\$3,477,355
Supp Services	\$1,204,998	\$1,146,268	\$1,036,114	(\$110,154)
Planning	\$648,641	\$221,500	(\$67,562)	(\$289,062)
Regional Parks	\$2,926,606	\$3,168,812	\$2,693,333	(\$475,479)
Total	\$7,501,892	\$4,923,580	\$7,526,240	\$2,602,660

Source: Sims 3/31/00
& Metro CAFR 1995-96
to 1998-99

Year-To-Date, Budgeted and Projected Ending Fund Balances General, Support Services, Planning & Regional Parks Funds and Total



Projecting year-to-date results through 1999-00, ending fund balances will be \$7,526,240, more than \$2.6 million over budgeted levels.

	YTD (2/3)	BUDGETED	PROJECTED	DIFFERENCE
General Fund	\$2,721,647	\$387,000	\$3,864,355	\$3,477,355
Supp Services	\$1,204,998	\$1,146,268	\$1,036,114	(\$110,154)
Planning	\$648,641	\$221,500	(\$67,562)	(\$289,062)
Regional Parks	\$2,926,606	\$3,168,812	\$2,693,333	(\$475,479)
Total	\$7,501,892	\$4,923,580	\$7,526,240	\$2,602,660

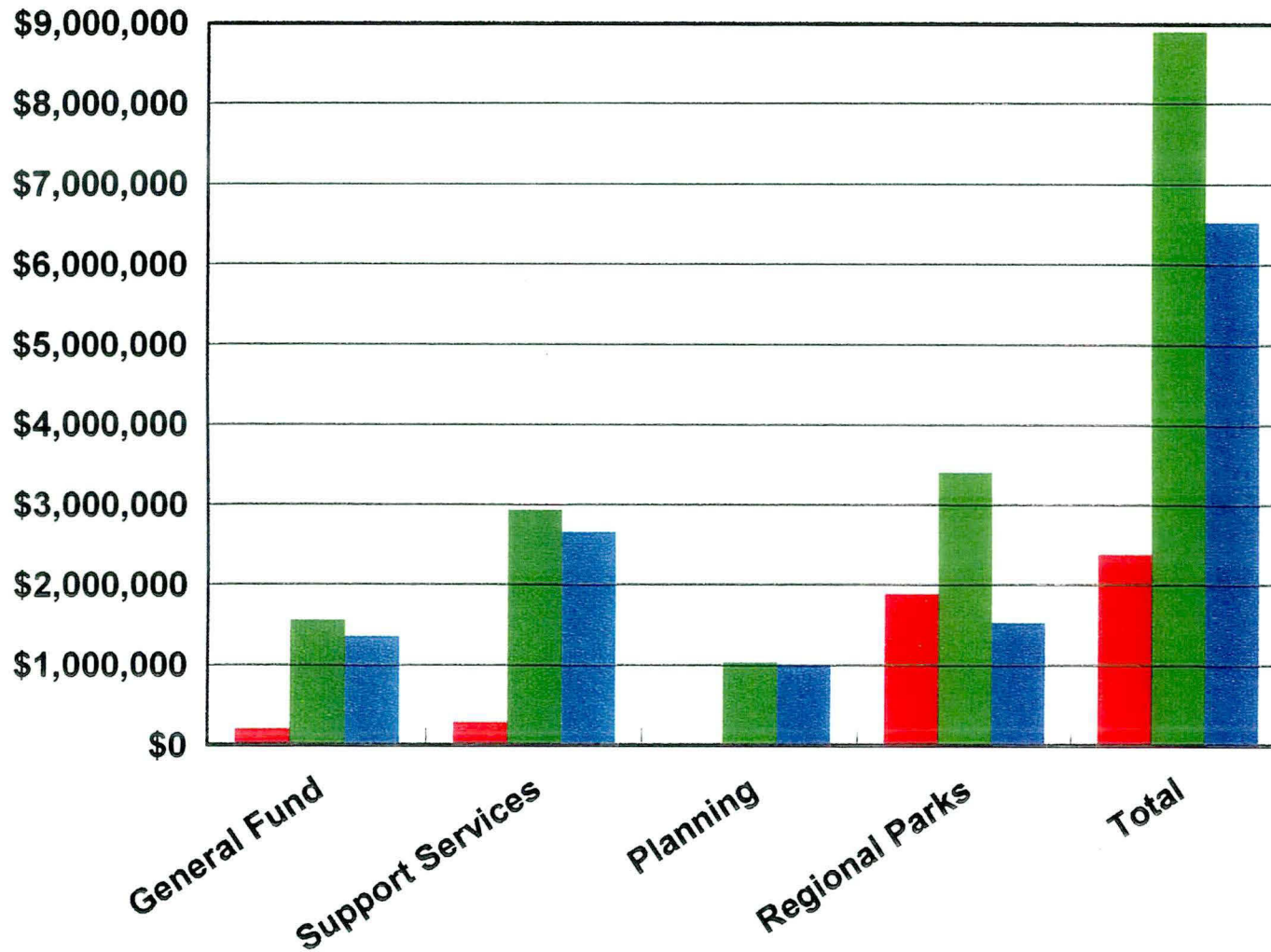
■ YTD (2/3)
■ BUDGETED
■ PROJECTED
■ DIFFERENCE

Source: Sims 3/31/00
& Metro CAFR 1995-96
to 1998-99

Budgeted v. Actual Ending Fund Balances - 4-Year Averages

General, Support Services, Planning & Regional Parks and Total Funds

Between FY 1995-16 and FY 1998-99, total actual ending fund balances for these funds annually have averaged \$6,520,000 over their budgeted levels.



	AVERAGE BUDGETED	ACTUAL	DIFFERENCE
General Fund	\$200,000	\$1,547,500	\$1,347,500
Support Services	\$281,016	\$2,925,000	\$2,643,984
Planning	\$20,448	\$1,024,043	\$1,004,043
Regional Parks	\$1,877,500	\$3,400,000	\$1,522,500
Total	\$2,378,964	\$8,900,000	\$6,520,000

■ Average BUDGETED Ending Fund Balances or Retained Earnings (FY 95-99)
■ Average ACTUAL Ending Fund Balances or Retained Earnings (FY 95-99)
■ Average DIFFERENCE

Source: Metro CAFR
1995-96 to 1998-99

DISCUSSION DRAFT #2

Overall Goals and Objectives for the Regional Water Providers Consortium

The Regional Water Providers Consortium was formed to provide a responsible organization to facilitate meeting the region's water needs in a coordinated, efficient, and responsive manner and to coordinate the implementation of the Regional Water Supply Plan (RWSP) through the individual and collective actions of its members. In order to accomplish this goal the Consortium will do the following (not in priority order):

- **Facilitate formation of partnerships**

Foster the formation of partnerships between appropriate member participants to accomplish regional or subregional strategies contained in the Regional Water Supply Plan. The Consortium will coordinate with established watershed councils to achieve mutual goals and objectives.

- **Coordinate RWSP revisions and update recommendations**

Be responsible for updating and recommending revisions to the Regional Water Supply Plan the individual participants.

- **Provide opportunities for public involvement**

Provide opportunities for interested members of the public to both receive information about the provision of water supplies and to provide input to the decision makers and staff that make up the Consortium Board and Technical Committee.

- **Provide a forum for discussing policy issues**

Provide a forum for discussing policy issues of mutual interest and to assist in solving problems affecting multiple jurisdictions, so that decision making of the individual participant members can be better informed, and to empower the regions water providers in other forums at the regional, state, or federal level.

- **Respect local decision making and public involvement processes**

Complement, but not duplicate the public involvement and decision making processes of the individual participants.

- **Advocate for the protection of municipal water sources**

Advocate for the protection of source waters currently used in the region, and to protect and retain the ability to utilize in the future those sources considered in the Regional Water Supply Plan.

- **Advocate for efficient water use programs and practices**

As one of the primary first strategies in the RWSP the Consortium will focus on the effective development of conservation programs and the exploration of non-potable water sources.

These goals and objectives will be monitored and revised as needed by the Consortium as a part of their annual work program and budget development.

**Primary Activity Areas of the Regional Water Providers Consortium Over
the last Three Years**

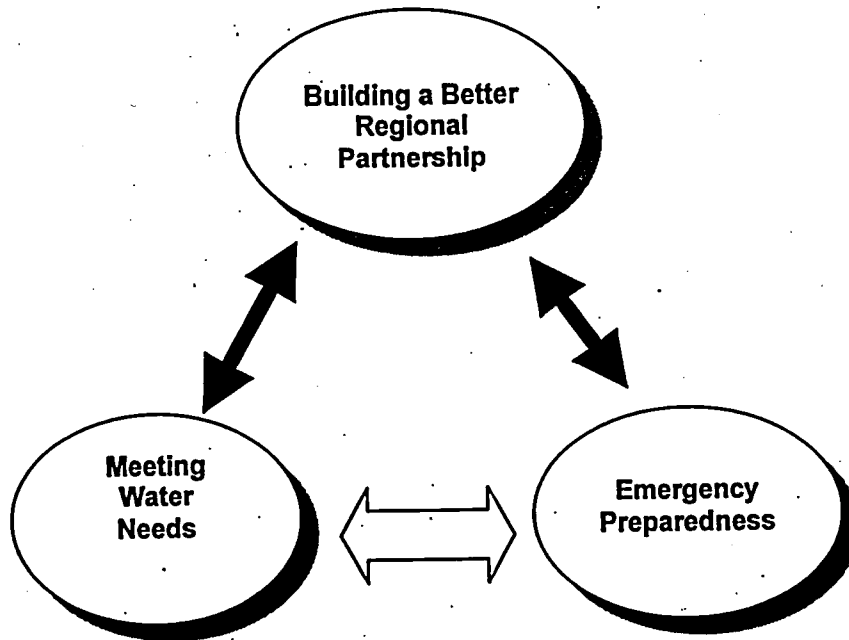
- ✓ **Intergovernmental Coordination**
 - **Metro**
 - **Water Resources Department**
 - **Legislation – State and Federal**
- ✓ **Public Involvement Strategy – 1998**
- ✓ **Source Water Protection Participation Strategy – 1998**
- ✓ **Transmission and Storage Study and Strategy – June 2000**
- ✓ **Regional Conservation Program Implementation – July 2000**
- ✓ **Adopt a 5-year Strategic Plan – September 2000**
- ✓ **Emergency Preparedness Evaluation and Strategy – 2001**
- ✓ **Update the Regional Water Supply Plan - 2001**

The Key Strategic Challenges

The key strategic challenges that were identified based on the above analysis of the environmental scan and stakeholder surveys were grouped into three specific areas:

1. How do we facilitate the provision of adequate water supplies as a region?
2. How do we deal with emergencies on a regional basis?
3. How do we build the Consortium into a valued organization that helps water provider meet water needs and meet emergencies?

Each of these key strategic challenges is made up of a number of specific strategic goals and each one of the challenges is listed as a specific regional strategy, each one of which is linked to the others to form a direction for the Consortium over the next five years.



**Water Providers Consortium Dues Share Table
FY 2000-2001 With Conservation Coalition Merger Included**

Participants	1999 Customer Accounts **	% of Total	Dues Funding Share	1999 Average Wtr Dmd **	% of Total	Dues Funding Share	Peak Season MGD Growth ***	% Water Demand Growth	Dues Funding Share	Total Consortium Share	Coalition Conservation Shares	Total for Consortium & Coalition
JWC Beaverton	14,431	3.82%	\$2,107	8.29	4.93%	\$2,723	1.94	1.28%	\$1,188	\$6,018	\$5,700	\$11,718
Clackamas RW	11,897	3.15%	\$1,737	5.32	3.17%	\$1,747	11.59	7.52%	\$7,100	\$10,584	\$10,025	\$20,609
Gladstone	3,240	0.86%	\$473	1.18	0.69%	\$381	0.18	0.12%	\$110	\$984	\$913	\$1,877
Damascus +	Entity capped at \$1/account									\$2,271	\$2,151	\$4,422
Fairview +	Entity capped at \$1/account									\$1,099	\$1,041	\$2,140
Gresham	14,068	3.72%	\$2,054	6.1	3.63%	\$2,003	11.49	7.46%	\$7,039	\$11,098	\$10,510	\$21,608
JWC Hillsboro	17,414	4.61%	\$2,542	10.05	5.98%	\$3,301	20.75	13.47%	\$12,711	\$18,554	\$17,575	\$36,129
JWC Forest Grove	4,607	1.22%	\$673	3.08	1.82%	\$1,005	2.45	1.59%	\$1,501	\$3,179	\$3,011	\$6,190
Lake Oswego	11,425	3.02%	\$1,668	6.1	3.63%	\$2,003	2.28	1.48%	\$1,397	\$5,068	\$4,801	\$9,869
Milwaukie	6,800	1.80%	\$993	2.3	1.37%	\$755	1.34	0.87%	\$821	\$2,589	\$2,433	\$5,022
Mt. Scott	6,581	1.74%	\$981	2.55	1.52%	\$837	4.02	2.61%	\$2,463	\$4,281	\$4,036	\$8,297
Oak Lodge	7,800	2.06%	\$1,139	3.05	1.82%	\$1,002	1.10	0.71%	\$674	\$2,815	\$2,668	\$5,481
Portland	160,400	42.44%	\$23,418	61.4	36.55%	\$20,165	29.00	18.83%	\$17,764	\$81,347	\$58,111	\$119,458
Raleigh WD	959	0.25%	\$140	0.84	0.38%	\$210	0.11	0.07%	\$67	\$417	\$395	\$812
Rockwood	12,524	3.31%	\$1,828	7.07	4.21%	\$2,322	6.18	4.01%	\$3,788	\$7,936	\$7,517	\$15,453
Sandy	1,846	0.49%	\$270	0.71	0.42%	\$233	0.82	0.53%	\$502	\$1,005	\$952	\$1,957
Sherwood	3,729	0.99%	\$544	1.2	0.71%	\$394	3.95	2.56%	\$2,420	\$3,358	\$3,181	\$6,539
South Fork WB	14,690	3.89%	\$2,145	7.9	4.70%	\$2,594	3.30	2.14%	\$2,022	\$6,761	\$6,404	\$13,165
Tigard	14,907	3.94%	\$2,176	5.77	3.43%	\$1,895	5.59	3.63%	\$3,424	\$7,495	\$7,099	\$14,594
Tualatin	5,307	1.40%	\$775	3.82	2.27%	\$1,255	2.67	1.73%	\$1,636	\$3,666	\$3,473	\$7,139
Tualatin Valley WD	47,368	12.53%	\$6,916	22.8	13.57%	\$7,488	37.37	24.26%	\$22,892	\$37,298	\$35,327	\$72,623
West Slope WD	3,243	0.86%	\$473	1.43	0.85%	\$470	0.98	0.62%	\$588	\$1,531	\$1,450	\$2,981
Wilsonville	4,180	1.11%	\$610	2.54	1.51%	\$834	4.73	3.07%	\$2,898	\$4,342	\$4,113	\$8,455
Wood Village	502	0.13%	\$73	0.464	0.28%	\$152	0.49	0.32%	\$300	\$525	\$497	\$1,022
Powell Valley WD	10,000	2.65%	\$1,460	4.28	2.55%	\$1,406	1.73	1.12%	\$1,060	\$3,926	\$3,719	\$7,645
SUB TOTAL	377,918	100.00%	\$55,175	168.004	100.00%	\$55,175	154.04	100.00%	\$94,383	\$208,083	\$197,100	\$405,183
Metro									\$12,617	\$12,617	\$0	\$12,617
Grand Total	377,918		55,175	168.00		\$55,175	154.04		\$106,980	\$220,700	\$197,100	\$417,800

**Data collected directly from the Participant entity

*** Growth in peak season demand based on RWSP Demand Forecast High PMGD 1998-2050

● Current member of the Columbia-Willamette Water Conservation Coalition

QUESTION FOR METRO COUNCIL
APRIL 27, 2000 COUNCIL MEETING

**WHY IS METRO FORCING MERC TO CUT JOBS IN ORDER TO
MAKE UP A DEFICIT IN THE METRO BUDGET?**

**IN THE PROCESS OF MERC HAVING TO COME UP WITH AN
ADDITIONAL \$335,000 FOR SUPPORT SERVICES TWO
EMPLOYEES WILL LOOSE THEIR JOBS – THE FIRST LAY-OFFS
WITHIN IN THIS ORGANIZATION IN QUITE SOME TIME. ALSO,
TWO OTHER NEEDED JOB VACANCIES WILL NOT BE FILLED.**

**MERC IS ESSENTIALLY SELF-SUFFICIENT, SO WHY MUST
MERC HAVE TO COMPENSATE FOR METRO'S INABILITY TO
BALANCE METRO'S BUDGET?**

**LINDA E. WILLIAMS
MERC-DSS SECRETARY
SECURITY/MEDICAL
OCC-EXPO-PCPA-STADIUM**

MINUTES OF THE METRO COUNCIL MEETING

April 20, 2000

Metro Council Chamber

Councilors Present: David Bragdon (Presiding Officer), Ed Washington, Rod Park, Bill Atherton, Rod Monroe, Jon Kvistad, Susan McLain

Councilors Absent:

Presiding Officer Bragdon convened the Regular Council Meeting at 2:00 pm.

1. INTRODUCTIONS

None.

2. CITIZEN COMMUNICATIONS

None.

3. EXECUTIVE OFFICER COMMUNICATIONS

None.

4. AUDITOR COMMUNICATIONS

None.

5. BUDGET/FINANCE COMMUNICATIONS

None.

6. MPAC COMMUNICATIONS

None.

7. CONSENT AGENDA

7.1 Consideration of minutes of the April 13, 2000 Regular Council Meeting.

Motion: Councilor Washington moved to adopt the meeting minutes of April 13, 2000 Regular Council meeting.

Seconded: Councilor Atherton seconded the motion.

Vote: The vote was 5 aye/ 0 nay/ 1 abstain. The motion passed with Councilor Monroe abstaining from the vote. Councilor McLain was absent from the vote.

8. ORDINANCES –SECOND READING

8.1 Ordinance No.00-859, Amending the FY 1999-00 Budget and Appropriations Schedule for the purpose of Adopting a Supplemental Budget for the Fiscal Year beginning July 1, 1999 and ending June 30, 2000; and Declaring an Emergency.

Presiding Officer Bragdon assigned Ordinance No. 00-859 to Budget/Finance Committee and announced that Item 9 on this agenda would be placed at the end of the meeting after Councilor Communications.

10. COUNCILOR COMMUNICATIONS

Councilor Washington introduced Steve Johnson who had a hand in the restoration of the Johnson-Tideman flat. He urged people to visit the area.

Councilor Kvistad thanked the MERC staff for the opportunity to participate in beginning the demolition at Expo in preparation for the new construction of Hall D.

Councilor Washington commented that the demolition ceremony at Expo actually included the implosion of two walls.

9. EXECUTIVE SESSION, HELD PURSUANT TO ORS 192.660(1)(h), TO CONSULT WITH LEGAL COUNSEL CONCERNING THE LEGAL RIGHTS AND DUTIES OF A PUBLIC BODY WITH REGARD TO CURRENT LITIGATION.

11. ADJOURN

There being no further business to come before the Metro Council, Presiding Officer Bragdon adjourned the meeting at 2:40 pm.

Prepared by


Chris Billington
Clerk of the Council



METRO

April 24, 2000

Ron Sarver, President
AFSCME Local 3580
Metro
600 Northeast Grand Avenue
Portland, OR 97232

Dear Ron,

This letter is in response to your e-mail dated April 21, 2000 inviting me to your noon meeting today.

I appreciate your efforts to identify possible resources to allow Metro to do mission critical work. When we met March 7, I was frankly surprised at the high fund balance estimates presented by the union.

I understand you have met twice with Jennifer Sims to share information and understand each other's assumptions behind your different forecasts.

Considering the April 17, 2000 memo from Conder, Collins and Donohue and the subsequent meeting last Thursday, the Financial Planning staff have re-evaluated budgeted FY 00-01 balances. Their work confirms figures shared with you on Thursday. They have focused on beginning balance figures, as they are more accurate than the ending balance numbers used by the union. You will note in the attached graphs that the actuals have been under budget in the general fund for the last two years. The large difference in the planning fund for FY 99-00 was due to grant carryovers which, of course, are dedicated to specific programs.

At this time our revised beginning balance for the general fund is \$592,000. While this is \$205,000 more than the original proposed budget, it is far from the dollar reserve level we need. The volatility of excise tax revenues, the need for a

Ron Sarver
April 24, 2000
Page 2

strong bond rating, and the criticality of excise tax dependent programs call for a \$1 million general fund balance.

This is why I have continued to recommend that unanticipated revenue first go toward building a healthy general fund. We need to maintain the positions we have left for future work. However, if in fact your projections are accurate and the fund balance is \$4 million, I will submit a supplemental budget to the Council to restore positions as proposed by the union.

Your offer to work with me and the Council to pursue new and/or enhanced revenues for Metro will be very helpful as we explore options in the next few months.

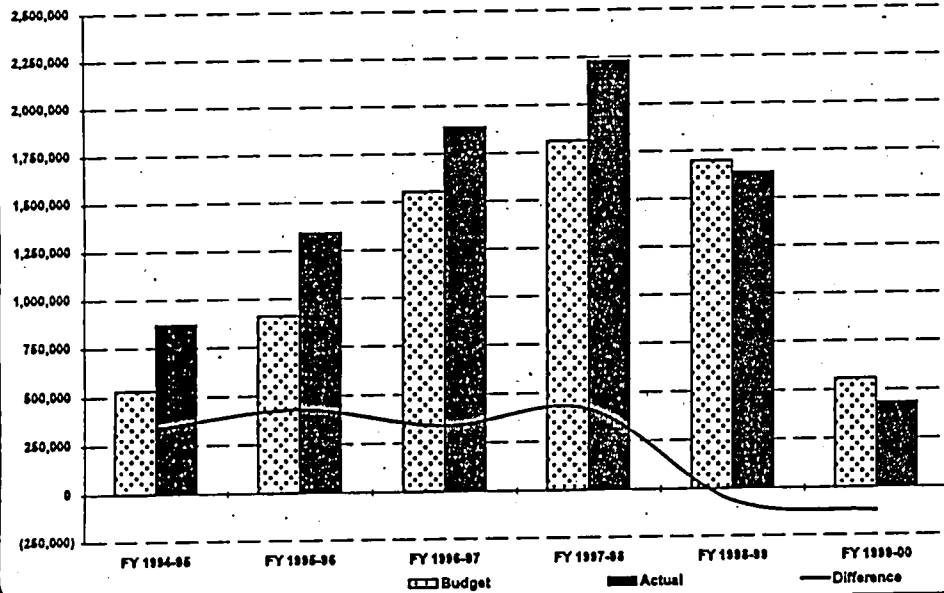
Sincerely,



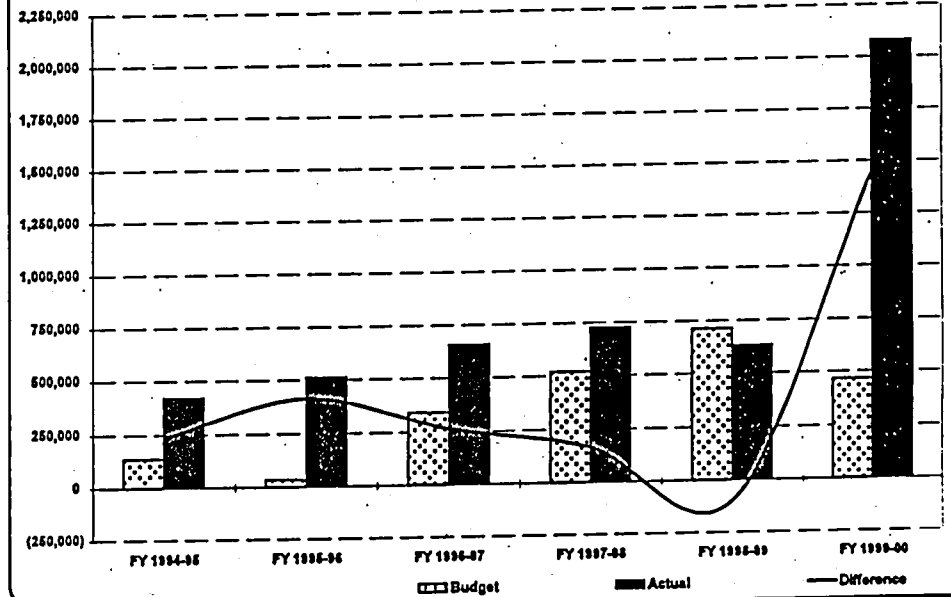
Mike Burton
Executive Officer

Cc: Councilor Susan McLain, Budget and Finance Committee Chair
Councilor David Bragdon, Presiding Officer
Mr. Tim Collins
Mr. Sonny Conder
Dr. Peter Donohue
Ms. Cathy Thomas
Ms. Lilly Aguilar
Ms. Jennifer Sims
Mr. John Houser
Ms. Peggy Coats

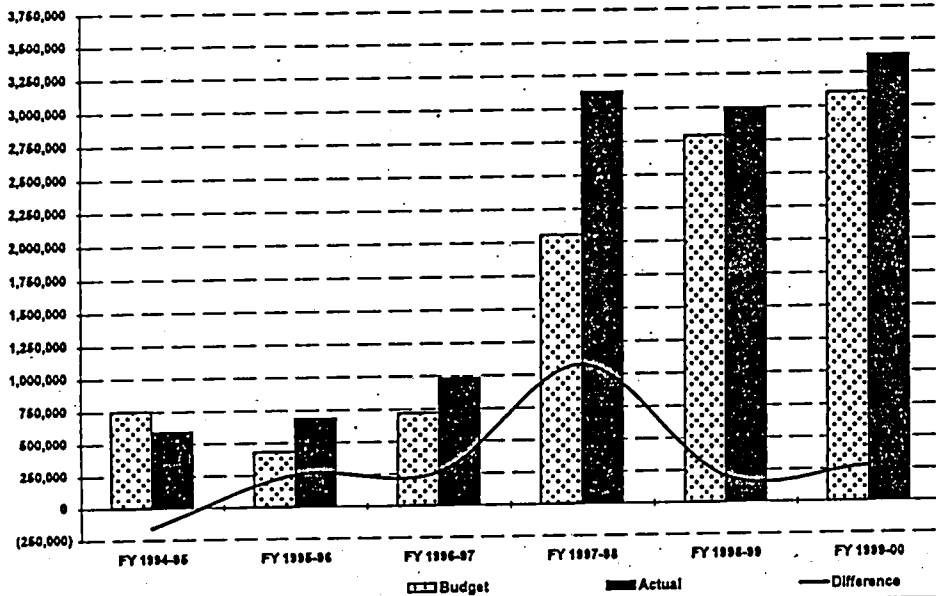
Budget to Actual Comparison of General Fund Beginning Fund Balance



Budget to Actual Comparison of Planning Fund Beginning Fund Balance



Budget to Actual Comparison of Regional Parks Fund Beginning Fund Balance



Budget to Actual Comparison of Support Services Fund Beginning Fund Balance

