



METRO

Agenda

MEETING: METRO COUNCIL WORK SESSION
DATE: April 29, 2008
DAY: Tuesday
TIME: 2:00 PM
PLACE: Metro Council Chamber

CALL TO ORDER AND ROLL CALL

- 2:00 PM 1. DISCUSSION OF AGENDA FOR COUNCIL REGULAR MEETING, MAY 1, 2008/ADMINISTRATIVE/CHIEF OPERATING OFFICER COMMUNICATIONS**
- 2:15 PM 2. OREGON ZOO CAPITAL BOND MEASURE** Vecchio
- 3:15 PM 3. BREAK**
- 3:20 PM 4. OVERVIEW OF PROCESS STEPS NEEDED TO COMPLETE APPROVAL OF BUDGET**
- 3:25 PM 5. OUTSTANDING QUESTIONS ON PROPOSED BUDGET COUNCIL OFFICE DEPARTMENT SUMMARY**
- 3:35 PM 6. REVIEW AND TENTATIVE APPROVAL OF TECHNICAL AMENDMENTS TO FACILITATE PREPARATION OF ORDINANCE**
- 3:50 PM 7. REVIEW AND DISCUSSION OF COUNCIL PROPOSALS AND MANAGEMENT RESPONSE
DETERMINE "READINESS" FOR DISCUSSION ON WEDNESDAY**
- 4:10 PM 8. OVERVIEW FOR WEDNESDAY'S SESSION**
- 4:15 PM 9. EXECUTIVE SESSION HELD PURSUANT TO ORS 192.660(1)(i) AUTHORIZED TO REVIEW AND EVALUATE THE EMPLOYMENT RELATED PERFORMANCE OF THE CHIEF OPERATING OFFICER** Jordan
- 4:50 PM 10. COUNCIL BRIEFINGS/COMMUNICATION**

ADJOURN

**OREGON ZOO CAPITAL BOND
MEASURE**

Metro Council Work Session
Tuesday, April 29, 2008
Metro Council Chamber

METRO COUNCIL

Work Session Worksheet

Presentation Date: April 29, 2008

Time: 2:15 pm

Length: 1 hour

Presentation Title: Oregon Zoo Capital Bond Measure

Department: Oregon Zoo

Presenters: Tony Vecchio, Director, Oregon Zoo

Penny Serrurier, The Oregon Zoo Foundation Board of Trustees, Chair

Jon Kruse, The Oregon Zoo Foundation Board of Trustees, Member

ISSUE & BACKGROUND

Issue: At its January 15, 2008 work session, Metro Council requested The Oregon Zoo Foundation (Foundation), perform additional research, narrow down options, and put forth improvement recommendations for a potential November 2008 bond measure to fund capital improvements at the Oregon Zoo. The Foundation trustees, working with Oregon Zoo staff, completed the research and are prepared to provide Council with the information requested and their recommendations for bond size and capital projects. See attached project specific descriptions of need and budget.

Background: In 2006, the Oregon Zoo Future Vision Committee (FVC) began reviewing the zoo's operations. In 2007, a consultant with expertise in the zoo industry was hired to examine all aspects of the Oregon Zoo and develop recommendations for a sustainable strategic business plan. The consultant's recommendations included identifying an appropriate revenue/ bond program to meet capital facility needs for a new veterinary hospital and quarantine building, an improved and enlarged on-site elephant facility with an auxiliary off-site elephant facility, improved water and energy conservation infrastructure, a regional conservation education center, and other improvements.

OPTIONS AVAILABLE

Four options exist:

1. Approve the bond size and capital projects as presented.
2. Deny the bond size and capital projects as presented.
3. Modify the presented bond size and/or capital projects.
4. Request the Foundation or zoo staff perform additional research and return to the Council at a future date.

IMPLICATIONS AND SUGGESTIONS

QUESTION(S) PRESENTED FOR CONSIDERATION

LEGISLATION WOULD BE REQUIRED FOR COUNCIL ACTION __ Yes X No
DRAFT IS ATTACHED __ Yes X No

Agenda Item Number 4.0

**BUDGET AMENDMENT
DISCUSSION**

Metro Council Work Session
Tuesday, April 29, 2008
Metro Council Chamber

METRO COUNCIL

Work Session Worksheet

Presentation Date: April 29, 2008 Time: 3:20 pm Length: 45 minutes

Presentation Title: Discussion and Deliberation of Proposed FY 2008-09 budget (Ord 08-1181)

Department: Office of the Chief Operating Officer

Presenters: Representatives of all departments will be available

In preparation for this meeting the Council will receive not later than April 25th:

1. Written response to Councilor questions
2. Department technical amendments for carry forward of FY 2007-08 obligations in progress but not completed
3. Department substantive amendments (if any) introduced by Budget Officer
4. Management response to Council proposals introduced April 15

3:20 – 3:25 Overview of process steps needed to complete approval of budget

3:25 – 3:35 Outstanding questions on proposed budget
Council Office Department Summary (Vol. 1 C-5) - Bragdon

3:35 – 3:50 Review and tentative approval of technical amendments to facilitate preparation of ordinance

3:50 – 4:10 Review and discussion of Council Proposals and management response
Determine “readiness” for discussion on Wednesday

4:10 – 4:15 Overview for Wednesday’s session

Expected Outcome: resolution of technical amendments, progress on Council proposals

LEGISLATION WOULD BE REQUIRED FOR COUNCIL ACTION ___Yes ___No

Resolution 08-3939, approving the budget and authorizing the COO to transmit the approved budget to the TSCC, is scheduled for final consideration on May 1 or May 6. Following the TSCC hearing on June 5, 2008, Ordinance 08-1181 adopting the budget is scheduled for final consideration on June 19, 2008.

The Metro Council is the governing body of Metro. Council authority is defined in the Metro Charter, passed by voters in 1992 and amended in 2000. The Council provides regional governance and provides leadership from a regional perspective, reflecting an ongoing, innovative planning orientation, and focusing on issues that cross local boundaries and require collaborative solutions. It provides oversight in attaining the regional goals of guiding growth and creating livable communities, and works to promote economic, cultural and environmental balance. The Council communicates effectively and develops constructive relationships with both internal and external audiences. The Council develops long-range plans for existing and future Metro activities. It assures the financial integrity of Metro through adoption of the budget and levying of taxes, user charges and other revenue measures. The Council also provides oversight of the operation of Metro functions and programs to ensure that adopted policies and programs are carried out.

The Council consists of seven elected officials: six Councilors elected from distinct geographic districts and one Council President elected from the metropolitan region at large. The Council Office's department budget also includes the Chief Operating Officer, who serves at the pleasure of Council and Council President to enforce Metro ordinances; execute the policies of the Metro Council; provide day-to-day administration of Metro's resources, programs, enterprise businesses, facilities and workforce; and prepare the proposed budget for Council consideration.

The Council Office staff provides administrative and policy support to the Councilors as individuals, as well as to the Council as a whole in its role as a legislative body whose procedures and formalities are conducted under the charter and law. Administrative support provided to the Metro Council, Council President and Chief Operating Officer includes personnel administration, department budgeting and fiscal control, meeting support, calendar and mailing lists maintenance, special projects, distribution of Council agendas and agenda materials, and maintenance and archiving of Council records.

MAJOR ACCOMPLISHMENTS IN FY 2007-08

- Completion of the 2035 Federal Regional Transportation Plan.
- Development of Making the Greatest Place initiative.
- Establishment and implementation of urban and rural reserves collaborative decision-making process.
- Adoption of Regional Solid Waste Management Plan.
- Adoption of Waste Transport contract.
- Continued implementation of program budgeting.
- Development of Chief Operating Officer Annual Budget.
- Adoption of Natural Areas acquisition refinement plans.
- Establishment of Revolving Affordable Housing loan fund.
- Completion of Convention Center Headquarters Hotel due diligence.

SERVICE LEVEL CHANGES FROM FY 2007-08

The service level plan for 2008-09 includes a minimum of six off-site council meetings (one in each district), staffing for weekly Work Sessions and Regular Council meetings, as well as bi-monthly meetings of MPAC. Joint sessions between MERC Commission and Metro Council, Council and some city councils, JPACT and Council are supported through the collaborative efforts of agency staff and city council staff. Staffing for additional public hearings, work sessions, committees and task forces will continue to be provided with the limited resources in the department and the collaborative support of other agency departments. The department is looking at ways to better manage meetings with greater efficiencies. The Council Office continues to enhance its policy development and implementation through its cost effective coordinated internship program. The Office provides ever increasing agency records using web-based technology. The department is working in conjunction with Portland State University to provide access to web-based legislation and planning records.

MAJOR OBJECTIVES FOR FY 2008-09

- Convene Connecting Green National Parks Forum.
- Integrate sustainability agency-wide.
- Evaluate Convention Center Headquarters Hotel fiscal feasibility.
- Establish long-term regional infrastructure financing plan.
- Implement Oregon Zoo Master Plan.
- Complete 2035 State Regional Transportation Plan.

PROGRAMS FOR FY 2008-09

Responsible Operations

Chief Operating Officer Administration Program– The Chief Operating Officer manages the agency for the Council and plans for agency support to implement regional programs and initiatives. The Chief Operating Officer enforces Metro ordinances; executes the policies of the Metro Council; and administers Metro’s resources, programs, facilities and staff.

Council Leadership, Operations and Policy Development Program– The Metro Council provides regional governance in the fulfillment of its stated mission. Councilors are supported in their work through policy development, operational efficiencies and district outreach efforts.

Records and Information Management Program– Metro’s Records and Information Management Program provides for the professional management of information from the time records are received or created through their processing, distribution, use and placement in a storage or retrieval system until their eventual destruction or permanent retention.