

BEFORE THE METRO COUNCIL

FOR THE PURPOSE OF CONFIRMING)	RESOLUTION NO. 02-3180
MARILYN MATTESON AND BRIAN WILLIAMS)	
TO THE METRO 401(k) EMPLOYEE SALARY)	Introduced by Mike Burton
SAVINGS PLAN ADVISORY COMMITTEE)	Executive Officer

WHEREAS, Metro established an Employee Salary Savings Plan and Trust originally effective July 1, 1981; and

WHEREAS, the Metro Council adopted Resolution No. 92-1596 on March 26, 1992, authorizing the Executive Officer to appoint a five-person Advisory Committee to give instructions to the trustee with respect to all matters concerning the Plan; and

WHEREAS, the Metro Council adopted Resolution No. 96-2382 on September 12, 1996, making initial appointments to the 401(k) Advisory Committee; and subsequent appointments to the Committee through Resolutions No. 99-2784 adopted by the Council on May 20, 1999, Resolution No. 00-2964 adopted by the Council on June 29, 2000 and Resolution No. 02-3145 adopted by the Council on January 31, 2002;

WHEREAS, the term of one Committee member has expired and one vacancy exists requiring new appointments;

WHEREAS, the 401(k) Advisory Committee Nominating Committee on behalf of the Executive Officer has requested that interested applicants submit their names for consideration; the applicant's requests were reviewed and interviews were conducted by the Nominating Committee; now, therefore,

BE IT RESOLVED,


That the Council confirms the following member of the Metro 401(k) Employee Salary Savings Plan Advisory Committee appointed by the Executive Officer:

Marilyn Matteson: Term of Office: March 2001 - March 5, 2003
 Brian Williams: Term of Office: March 2002-March 5, 2004

ADOPTED by the Metro Council this 2nd day of May, 2002.


 Carl Hostika, Presiding Officer

Approved as to Form:


 Daniel B. Cooper, General Counsel

GOVERNMENTAL AFFAIRS COMMITTEE REPORT

CONSIDERATION OF RESOLUTION NO. 01-3180, FOR THE PURPOSE OF CONFIRMING MARILYN MATTESON AND BRIAN WILLIAMS TO THE METRO 401(K) EMPLOYEE SALARY SAVINGS PLAN ADVISORY COMMITTEE

Date: April 29, 2002

Presented by: Councilor Bragdon

Committee Recommendation: At its April 25 meeting, the committee considered Resolution No. 01-3180 and voted 2-0 to send the resolution, as amended, to the Council for adoption. Voting in favor: Councilor Burkholder and Chair Bragdon. Councilor Monroe was absent

Background: The Council adopted Resolution No. 94-1985 to establish a procedure by which the Executive Officer would appoint members to the employee 401(k) advisory committee. The resolution further provided that such appointments would be subject to Council confirmation.

Committee Discussion: Nancy Meyer, Metro Benefits Manager, presented the staff report. She noted that Ms. Matteson is currently serving on the committee as the Education Officer. Mr. Williams has previously dealt with employee retirement program while employed by the Portland Public Schools system. She indicated that both nominees are eager to serve on the committee.

Committee members had no questions.

STAFF REPORT

IN CONSIDERATION OF RESOLUTION 02-3180, FOR THE PURPOSE OF CONFIRMING MARILYN MATTESON AND BRIAN WILLIAMS TO THE METRO 401(K) EMPLOYEE SALARY SAVINGS PLAN ADVISORY COMMITTEE

Date: March 20, 2002

Presented by: Mike Burton, Executive Officer

PROPOSED ACTION

Confirm Marilyn Matteson and Brian Williams to the Metro 401(k) Employee Salary Savings Plan Advisory Committee.

EXISTING LAW

Conforms with requirements established in Resolution No. 94-1985 regarding appointments to the Metro Employee Salary Savings Advisory Committee and conforms with requirements of the 401(k) Advisory Committee Mission, Goals, By-laws and Operating Procedures.

BACKGROUND AND ANALYSIS

Metro established an Employee Salary Savings Plan and Trust, which was originally effective on July 1, 1981. The Metro Council adopted Resolution No. 92-1956 on March 26, 1992, authorizing the Executive Officer to appoint a five-member advisory committee to give instructions to the trustee with respect to all matters concerning the Plan.

Resolution No. 96-2382 was presented to and adopted by the Metro Council on September 12, 1996, making initial appointments of Kathie Brodie, Administrative Secretary, Oregon Zoo; Bruce Burnett, Box Office Manager, Civic Stadium & Oregon Convention Center; Andy Cotugno, Director, Transportation Department and Gerry Uba, Emergency Planning Supervisor, Growth Management. Committee appointments expired on March 5, 1998 for Kathie Brodie and Gerry Uba.

Resolution No. 99-2784 was presented to and adopted by the Metro Council on May 20, 1999, and Lydia Neill, Growth Management and Barbara Edwardson, Open Spaces, were appointed to the Committee. Committee terms expired on March 5, 2001 for these appointments.

Committee appointments expired on March 5, 2000, for Andy Cotugno, Bruce Burnett and Howard Hansen. Andy Cotugno and Bruce Burnett did not reapply for a second term of office. Howard Hansen was reappointed to the Committee, but retired on June 30, 2000. Resolution No. 00-2964 was presented to and adopted by the Metro Council on June 29, 2000 to appoint Matthew Rotchford, Oregon Convention Center, Events Department, term expiring on March 5, 2002; Steve Erickson, Planning Department, term expiring March 5, 2002 and Marilyn Matteson, Planning Department to the Committee, term expiring on March 5, 2001.

Resolution No. 02-3145 was presented to and adopted by the Metro Council on January 31, 2002 appointing Lydia Neill to the Metro 401(k) Advisory Committee. Ms. Neill 's term will expire on March 5, 2003. Because no applications were received for the remaining vacant position, it was recommended by the Nominating Committee of the 401(k) Employee Salary Savings Plan that the position remain vacant.

In order to fill the vacant Committee position and the expired appointment of Marilyn Matteson and in accordance with the 401(k) Advisory Committee Mission, Goals, By-laws and Operating Procedures, a nominating committee was formed and applicants were asked to submit a letter of interest to the Committee. After solicitation for nominations to the Committee, Marilyn Matteson reapplied to serve a second term on the Committee. Several other applicants applied and were interviewed as well. The Committee recommended that Ms. Matteson be reappointed to fill one of the vacancies on the Committee and is recommending Brian Williams for the second opening. Suggested appointees being forwarded to the Council for confirmation are:

NAME	DIVISION/FACILITY	TERM OF OFFICE
Marilyn Matteson	Planning	March 5, 2003
Brian Williams	ASD	March 5, 2004

FISCAL IMPACT: None

EXECUTIVE OFFICER RECOMMENDATION: The Executive Officer recommends Council confirmation of the Marilyn Matteson and Brian Williams to the Metro 401(k) Employee Salary Savings Plan Advisory Committee.



METRO

Date: March 6, 2002
To: Mike Burton, Executive Officer, Metro
Cc: Nancy Meyer, Marilyn Matteson, Lydia Neill, Matthew Rotchford
From: Steve Erickson, Secretary, 401k Committee *She*
RE: Recommendation for Metro Employee Salary Savings Plan Advisory Committee Appointees

The Metro Employee Salary Savings Plan Advisory Committee is excited to recommend Marilyn Matteson for another term and Brian Williams as a new member to the committee.

Marilyn currently is serving as the Committee Education Officer. Her skills have been valuable in setting up an education plan and the committee is looking forward to continuing to work with her.

Brian's financial and analytical skills as well as his past experience with retirement programs (403b at Portland Public Schools) will be a great addition to the committee.

If you concur with this recommendation, please indicate by your signature at the bottom of this memo. Once signed, please return to Nancy Meyer or myself and we will continue the process of getting Marilyn and Brian appointed.

Thank you for your consideration of this matter.



Mike Burton, Executive Officer, Metro

3-7-02

Date