



# Agenda

COUNCIL MEETING

METROPOLITAN SERVICE DISTRICT 527 S.W. HALL ST., PORTLAND, OREGON 97201 503 221-1646  
Providing Zoo, Transportation, Solid Waste and other Regional Services

Date: January 24, 1985

Day: Thursday

Time: 5:30 p.m.

Place: Council Chamber

<u>Approx. Time</u>		<u>Presented By</u>
5:30	CALL TO ORDER CALL TO ORDER ROLL CALL 1. Introductions 2. Councilor Communications 2.1 Presentation of Proposed Priorities and Objectives 3. Executive Officer Communications 4. Written Communications to Council on Non-Agenda Items 5. Citizen Communications to Council on Non-Agenda Items	
6:00	6. CONSENT AGENDA 6.1 Consideration of a Three-Year Contract to Perform Independent Audit Services 6.2 <u>Consideration of Resolution No. 85-534, for the Purpose of Amending Resolution No. 81-116 to Create a New Classification (Support Services Supervisor)</u>	
6:05	7. ORDINANCES 7.1 <u>Consideration of Ordinance No. 85-185, for the Purpose of Setting Zoo Admission Fees and Amending Code Section 4.02.060 and Declaring an Emergency (Second Reading)</u>	Rich
6:20	7.2 <u>Consideration of Ordinance No. 85-186, for the Purpose of Amending the FY 1984-85 Budget and Appropriations Schedule (First Reading)</u>	Sims

(continued)

<u>Approx. Time</u>		<u>Presented By</u>
	8. RESOLUTIONS	
6:40	8.1 <u>Consideration of Resolution 84-523, for the Purpose of Granting a Commercial Rate Increase to the Killingsworth Fast Disposal Landfill</u>	Stuhr
6:55	8.2 <u>Consideration of Resolution No. 85-538, for the Purpose of Amending Resolution No. 84-491 and Adding Waste Reduction Policy to the Interim Management Strategy for the St. Johns Landfill</u>	Mulvihill
7:05	8.3 <u>Consideration of Resolution No. 85-531, for the Purpose of Establishing a Legislative Position Relating to Jails</u>	Siegel
7:15	8.4 <u>Consideration of Resolution No. 85-536, for the Purpose of Establishing a Standing Regional Adult Corrections Task Force</u>	Siegel
7:25	8.5 <u>Consideration of Resolution No. 85-537, for the Purpose of Supporting a Postponement Until March 1985 of Final LCDC Action on Happy Valley's Request for Acknowledgement of Compliance</u>	Hinckley
7:30	9. COMMITTEE REPORTS	
7:35	ADJOURN	

January 25, 1985

Dear :

The Metropolitan Service District (Metro) began its seventh year as the nation's only directly elected regional government by electing new officers, seating three new Councilors and making committee appointments.

Elected Presiding Officer was Councilor Ernie Bonner of District 8 (southeast Portland). Councilor <sup>RICHARD</sup> Dick Waker of District 2 (Beaverton) was elected Deputy Presiding Officer.

Three new Councilors took the oath of office for four-year terms. They were Councilor Jim Gardner, District 3 (west Portland); Councilor Tom Dejardin, District 5 (West Linn/Oregon City/Gladstone); and Councilor Hardy Myers,

District 9 (east Portland).

Councilor Corky Kirkpatrick was sworn in to serve another four-year term. Councilor Larry Cooper, who has been serving on the Council since June 1984, and Councilor Dick Waker, serving on the Council since January 1983, <sup>also</sup> took the oath of office for four-year terms.

The following committee appointments were made by the Presiding Officer:

Council Management Committee

George Van Bergen, Chair

Joint Policy Advisory Committee on Transportation

Dick Waker, Chair

Intergovernmental Resource Committee

Corky Kirkpatrick, Chair

Budget Committee

Gary Hansen, Chair

Friends of the Zoo

Marge Kafoury

Bi-State Policy Advisory Committee

Larry Cooper

Criminal Justice Task Force

Bob Oleson

Convention Center Task Force

Ernie Bonner

Special Legislative Liaison

Hardy Myers

In other regional actions, Metro Councilor Sharron Kelley was elected to Chair the Tri-Met Special Needs Committee.

Looking to the future, Metro Presiding Officer Ernie Bonner said Metro is at an important point in its development. We have fine new Councilors. The community is beginning to recognize the value of approaching some issues on a regional basis. This is a year for Metro to emphasize the commitment to hard work and professional service. //

Sincerely,

Ernie Bonner

Presiding Officer

gl

2817C/D4-1

**DRAFT**

**REGIONAL CRIMINAL JUSTICE PLANNING**

**Results of a National and Regional Survey  
on The State of the Art**

**Prepared by:**

**Don Barney & Associates**

**January 1985**

## INTRODUCTION

The following report presents the results of a sample survey of five regional criminal justice programs located throughout the nation. The report includes findings of that survey which are applicable to regional delivery of criminal justice service in the Portland metropolitan area. Also provided is background information on activities of the programs surveyed.

In addition, a survey of literature on the state-of-the-art and recent experience in regional criminal justice planning was conducted. A summary of the search is provided, addressing criminal justice planning needs, data collection activities, correctional facilities needs and alternatives to incarceration, and financing options for construction of correctional facilities in the region. This section includes a summary of criminal justice data collection in the Portland metropolitan region.

Appendices to this report offer detailed information on recent regional activity in one of the surveyed areas (Denver), on the results of recent data gathering activities at the state level in Oregon, and on research conducted for this study on regional corrections facilities, jail populations, and financing alternatives for construction of correctional facilities in the region.

## FINDINGS

1. During the past decade, the environment for regional criminal justice planning has changed substantially.
  - ° The federal law which produced funding for criminal justice planning at the local and state level and allowed states to designate regional bodies, such as COGs, to act as the funnel for these dollars expired in 1982. LEAA, the federal agency which coordinated the federal system of criminal justice, no longer exists. As stated by Mark Cunniff, Executive Director of the National Association of Criminal Justice Planners, "no organized mechanism exists at the federal level with the authority and resources to deal with the issue of criminal justice coordination". A new law approved by Congress last year focuses criminal justice coordination and federal dollars at the state level.
  - ° As a result, some COGs such as the Centralina COG of Charlotte, North Carolina, have either gotten out of the criminal justice planning business entirely or, like Denver's, phased out activities to a minimum level that primarily includes legislative recommendations. Others have moved into the new business of coordination, based on voluntary cooperative efforts, working with local jurisdictions. Technical assistance is the role now primarily played by regional bodies, exemplified by Illinois' network of law enforcement training programs (Mobile Team Training Units).

*\* With some local pass-through provisions*

2. Technical assistance for criminal justice planning is most often defined in the following terms:

- Data coordination/management
- Grants management
- Program evaluation
- Legislation/regulation impact analysis
- Training
- Studies on facilities and their financing, and on alternative approaches to incarceration that might be applied to resolve regionwide concerns

Funding for many of these technical assistance efforts is provided from local jurisdictions seeking the technical assistance.

3. There are basic problems in building or maintaining a program of regional criminal justice planning.

- The politics of vested interests and personality are central to achieving consensus in regional criminal justice planning efforts. Of all public service providers, law enforcement and corrections officials are perceived as perhaps the most territory-conscious.
- There is an absence of rational, well-supported justification for regionalizing criminal justice services.
- Instead, there is the view that needs or interests of the involved jurisdictions are often incompatible, a commonly held feeling that regionalizing criminal justice service is not necessarily a good idea, and a fuzzy perception of what is to be gained by going regional.

4. There are prerequisites for success in establishing a regional criminal justice program. These include:

- Objectives must be defined through needs assessment of the jurisdictions involved. Again, common concerns and interests should be clearly defined, as should the perceived benefits to each jurisdiction.
- The regional agency must be invested with the capacity and resources to conduct thorough analysis. This includes professional staff with a reputation for gaining trust and producing objective findings.
- The focus must be on needed, substantive information on issues, supported by thorough analysis.
- Research and analysis must be developed through standardized procedures.
- Cost savings or other benefits associated with regionalizing services must be displayed.



## SUMMARY

In view of both the cautions and the opportunities identified in the survey, it is possible to suggest a number of services that could be provided by Metro in the regional criminal justice field at the request of local jurisdictions in the region. The following items address only substance, not style, which is clearly a crucial aspect of any regional work that might occur:

- Compile criminal justice data in a cohesive, comprehensive and uniform manner.
- Provide a forum for the discussion of criminal justice concerns in the region, and resolution of those concerns through policy recommendations developed in those discussions by local criminal justice officials.
- Provide for independent evaluation of progress in resolving criminal justice issues in this region, and comparison to other regions' undertakings.
- Provide impact analyses of the policies, laws and administrative rules that are enacted in the state or the local level.
- Provide technical assistance for local jurisdiction funding applications to state or federal financing agencies.

## BACKGROUND

### 1. Regional Criminal Justice Service Providers

Several regional agencies with criminal justice responsibilities were contacted by phone. Information was gathered regarding specific activities, as well as opinions on problems and approaches in planning and providing criminal justice services regionally.

- A. Herkimer-Oneida Counties Comprehensive Planning Program, Utica, New York. Contact: Fred Cook, Principal Planner for eight years.

HOCCPP is a two-county comprehensive planning agency. It is more extensively involved in criminal justice activities than any other regional agency contacted. The agency's responsibilities include:

- Program planning; e.g., juvenile programs, facilities planning
- Coordinating CJ services with human services
- Assisting local CJ agencies in securing grants
- Providing data management services to local CJ agencies
- Developing standards and specifications; e.g., facilities, communication systems
- Operating 911 system
- Conducting program evaluations
- Providing additional technical assistance to local CJ agencies

In addition to these functions, HOCCPP has initiated a variety of special projects, including:

Child Identification Program. Fingerprinting cards were developed and distributed to area grade schools. HOCCPP coordinated in-school fingerprinting between local police departments and schools. Approximately 32,000 children were fingerprinted in the first year of the program.

Home Alone Safety Guide. HOCCPP compiled a handbook for area schoolchildren identifying local after-school activities, emergency phone numbers, and emergency procedures. Grade-school teachers were also provided with classroom instructional material.

Stop DWI Program. The agency developed an anti-drunk driving program, coordinating the efforts of several local police departments. HOCCPP was responsible for the planning, operation and evaluation of the program.

Mr. Cook identified some prerequisites for overcoming common problems encountered in providing regional CJ services.

- Securing local cooperation: Conduct need assessment. Survey CJ agencies to determine areas of common concern. Use this as a basis for action.
- Staffing: Must have adequate, competent staff. Hire staff with substantial CJ experience.
- Services: What the regional agency does must be meaningful. Deliver tangible product, based on needs assessment. Be able to support with facts and figures.

B. Central Arizona Council of Governments, Phoenix. Contact: John Blackburn, Executive Director for ten years.

The CACOG provides four basic services for local CJ agencies:

- Grants management
- Technical assistance, especially in the area of training
- Development and updating of administrative and jail operating manuals
- Payrolling services

The agency also provides special project planning and analysis services. These have included planning and program development for two correctional facilities, and various space utilization studies.

Mr. Blackburn gave the following suggestions as to how common problems involved in multiple-jurisdiction CJ planning might be minimized:

- The problem of "turf": It is very important to establish, early in the planning stages, standardized policies and procedures that address areas which require definition of jurisdictional responsibilities.
- Local cooperation: Must identify common concerns. Be able to convince those involved that various services and functions can be done more effectively/efficiently by a regional agency. Show them dollar savings, or other ways in which they will benefit directly from regionalizing.

- C. Greater Egypt, Illinois Regional Planning and Development Commission/ Southern Illinois Criminal Justice Training Program. The Commission/Training Program is one of 15 statewide Mobile Training Units. Contact: Mike Harris, Project Coordinator for the past eight years.

In the past, the Commission has had an extensive CJ planning program. Currently, its activities include:

- ° Law enforcement training
- ° Data management services
- ° Grants management
- ° Regional detention facilities studies

Mr. Harris states that the two most important ingredients for successful regional CJ planning are adequate funding and a competent staff.

Mr. Bob Saltau, Executive Director of another Mobile Team Training Unit (Champaign County Regional Planning Commission), indicated that CJ planning should be operation-oriented, and program specific: recruiting, training, communications, joint investigations, etc.

- D. Denver Regional Council of Governments. Contacts: Mike Hitchingham, CJ Planner; Carol O'Dowd, Director of Local Services.

The COG's CJ planning functions consist largely of legislative activities. The agency recently submitted a legislative proposal concerning the construction of a new state prison. This was preceded by a report from the regionwide Jail Needs Task Force. (See Appendix A)

The COG has also directed cost-sharing studies for personnel recruitment for 14 local jurisdictions. The agency is currently attempting to revive an extensive training program it developed and managed in the past. Efforts are being hampered by inadequate funding.

Mr. Hitchingham identified "politics" as the most serious problem involved in regional CJ planning. Each jurisdiction is careful to protect its own territory. There is often "rampant paranoia" regarding empire-building by other jurisdictions. One way to minimize this problem is to standardize and centralize such operations as recruitment and training. Mr. Hitchingham also identified funding as a chronic problem.

- E. Houston-Galveston Area Council. Contact: Jack Steele, Executive Director for the past 12 years.

Texas has a highly-structured, state-directed regional CJ planning system. Annual regional plans, including particular project proposals, are submitted by each of the state's 24 planning regions for state review and funding. HGAC's specific responsibilities include:

- Preparation of regional CJ plan
- Assisting individual agencies; e.g., administration, operations, personnel, crime prevention
- Training, both basic and advanced (by contract with educational institutions), in conjunction with agencies
- Monitoring of state-funded projects
- Limited program evaluation
- Joint purchasing program

Mr. Steele discussed ways to overcome common problems in regional CJ planning.

- Identify expectations of elected policymakers and CJ administrators. These may be different, both within and between the two groups.
- Balance long-range planning needs with immediate service delivery.
- Establish committee apparatus, which includes key CJ officials and policymakers, to keep regional program on track. This is crucial. Must also answer the question of citizen involvement.
- If there is a clear, pressing CJ problem within the region that appears to have a workable solution, focus on it. For example, in the Houston/Galveston area, radio communication systems needed updating badly. The Area Council initiated involvement by the local agencies, and a new system was on-line within 1-1/2 years.

## 2. Summary of Current Literature

A literature search revealed limited material on regional criminal justice planning or services. The following summarizes these materials by category:

### A. Criminal Justice Planning Needs

#### Planning and Implementation

- The criminal justice planning process must be sensitive to the differences between planning and decisionmaking, and their necessary integration. Planning should be viewed as the development of strategies, and decisionmaking as the selection of strategies and the allocation of appropriate resources to implement them.
- Planning must be matched by the decisionmakers' authority and willingness to implement planning strategies.
- Strategies will be implemented only if there are necessary resources and incentives.

#### Coordination vs. Control

- A multiple-jurisdiction planning agency should not attempt to direct the criminal justice system toward singular goals. Rather, it should assist local CJ agencies in achieving their goals through a process of coordination.
- A successful planning process should be predicated upon respect for the fragmented authority inherent in the criminal justice system. Thus, coordination should be an attempt to build linkages between decisionmakers, rather than to subordinate them to overriding objectives.

#### Fragmentation

- The "governing board" approach to regional CJ planning is likely to result in jurisdictional jealousies and sharp divergence of view.
- Attempts to minimize these difficulties should focus on the disfunctions resulting from fragmentation, rather than the fragmentation itself.

## B. Criminal Justice Data Collection

### National.

Most national crime statistics are gathered by the Bureau of Justice Statistics (BJS) and the FBI, both within the U.S. Department of Justice. Each year, the FBI releases the "Uniform Crime Report", the leading indicator of national crime rates. The reports are based on criminal justice data gathered from the states. The FBI also operates the National Crime Information Center (NCIC), a computerized information system collecting arrest, warrant, and stolen property data which is available to federal, state and local law enforcement authorities. The BJS collects, evaluates and publishes criminal justice statistics. In addition, the Bureau provides funding to state agencies for criminal justice statistical research.

Source: Clinton Goff, State Crime Analysis Center.

### State.

The Oregon State Police collect a variety of criminal justice data, including criminal history, citation, accident, and criminal incident information. These records are stored within a computerized information system, making the data generally available to local criminal justice agencies.

Source: Oregon State Police.

The criminal justice information collected by the State Corrections Division is almost exclusively related to the Division's clients: biographical data, reasons for custody, length of custody, special conditions of parole/probation, etc.

Source: O.R. Chambers, Corrections Division.

The state's Crime Analysis Center, located within the Executive Department, has published a number of statistics-based reports covering a wide range of criminal justice topics. These include:

- ° Analysis of Crime in Oregon (arrest and criminal activity data broken down on county-by-county basis)
- ° Time Served in Prison: Comparison of Sentence Length and Time Spent in Prison
- ° Remand of Juveniles to Adult Court
- ° Problems and Needs of Juvenile Court Wards (prepared for Marion County)
- ° Forecast of Prison Population (for Corrections Division)

The Crime Analysis Center also releases an annual two-part report, "Annual Crime Survey/Victimization Survey". (See Appendix B for first part).

Much of the work done by the Center has been funded by the BJS. Studies are also conducted under contract for local criminal justice agencies.

Source: Clinton Goff, Crime Analysis Center.

The Law Enforcement Data System (LEDS), in the Executive Department, is a statewide data-gathering and dispersing system available to both Oregon and out-of-state law enforcement agencies. LEDS has two primary responsibilities: crime statistics and operation of the telecommunication information system.

Crime Statistics. Through the use of Uniform Crime Reporting, LEDS gathers arrest and criminal activity information from all law enforcement agencies in the state. This data is compiled and published in a manner similar to the FBI's UCR, resulting in an annual state crime rate report. This information is broken down on a county-by-county basis. Quarterly summaries are also published.

Telecommunications. Information gathered from law enforcement agencies is reported by LEDS to the FBI's National Crime Information Center. This information is available to other state LED systems via the NCIC's computer network.

Source: Lloyd Smith, LEDS manager.

The State Court Administrator's Office compiles information on the types of cases heard in the state's courts, including all misdemeanors and felonies, traffic infractions, and juvenile cases. Statistical data, as well as disposition information are collected and available to local criminal justice agencies.

Source: Office of State Court Administrator.

### County.

Multnomah -- The Multnomah County Sheriff's office operates three criminal justice data bases.

Wants/warrants information  
Corrections Population Management (jail management) information  
Incident file

All data are computer-based and available to other law enforcement and criminal justice agencies.



Clackamas -- The Clackamas County Sheriff's office operates CLASS--Clackamas Law Enforcement Automated Support System. This is a fully-automated data management system. Reports analyzing several categories of criminal activity are generated monthly, semi-annually and annually. Outstanding warrant information is expected to be added to the system soon.

The County also maintains jail and parole/probation information.

Washington -- The criminal justice data collected by the Washington County Sheriff's office is less extensive than that of the other two Portland metropolitan counties. The agency has recently started crime analysis operations (types of crimes, location, suspect info, etc.), but its management is only partially automated. Complete jail information records are maintained.

Further observations on data collection in the Portland metropolitan region were drawn from an interview with Jack Bails, a criminal justice planning consultant retained during this study. They include:

1. There is a substantial amount of criminal justice data collected in the Portland metropolitan area. However, most of the information is used for operational, or "tactical" purposes, rather than as part of a larger management information system. The most notable exception to this is Clackamas County's CLASS --Clackamas Law Enforcement Automated Support System -- a powerful planning and administrative decisionmaking tool.
2. Examples of limitations on data gathering in the region include:
  - ° Raw data on arrests collected and reported by local law enforcement agencies is not uniform or standardized in presentation, thus often not useful for analysis.
  - ° Gross data is available on filings with prosecutors, but not accumulated on convictions, types of arrests reaching trial, etc.
  - ° Jail population data collected on a day-by-day basis but not analyzed over time to produce useful demographic information.
  - ° Judiciary data doesn't always display useful information such as trial lengths and costs.
3. There is precedent for data collection on a regional basis. There is information sharing now among local law enforcement agencies. A former regional data sharing system, CRISS, failed, but the concept is still valid, and some system is needed.

4. A regionally coordinated data gathering system would allow Portland area criminal justice agencies a vehicle for more effective planning. In addition, it could have significant impacts on:
  - recommendations for changes in legislation or policy
  - altering penalties for certain crimes
  - re-classifying crimes
  - changing court approaches in cases involving certain crimes
5. Uniform data-gathering would also help policymakers evaluate changes in one sector of the criminal justice that have an impact on another sector. For example, a short, daily questionnaire submitted to area detention centers (covering such topics as jail daily capacity and inmates held, biographical information on detainees, nature of offenses, length of stay, etc.) would illustrate the impact of certain court procedures, as well as provide a valuable jail management tool.

#### C. Criminal Justice Program and Facilities in the Portland Region

A status report of tri-county justice services programs and facilities is detailed in Appendix C. The report displays the basis for jail overcrowding concerns in all three counties, the efforts of the counties to limit jail populations through extensive use of alternative programs, and the complex organizational relationships in the criminal justice system operating in the three counties.

#### D. Financing Alternatives for Correctional Facilities

There are several financing options available to local governments in planning the construction of correctional facilities. Some of these include:

- General Obligation Bonds
- Certificates of Participation
- Non-profit Corporation Lease Revenue Bonds
- Sale/Lease-back
- Developer Lease

A discussion of the alternatives, their advantages and disadvantages, is included in Appendix D, Memo: "Proposed Financing Options to Meet Capital Cost of Constructing New Detention Facilities". This memo was specially prepared for this study.

**1984-85**

# **PROGRAM PROGRESS REPORTS**

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Second Quarter  
October-December 1984

**METROPOLITAN SERVICE DISTRICT**  
*Providing Zoo, Solid Waste and Local  
Government Services*



## Executive Officer Report on Second Quarter Program Progress

This report marks not only the end of our Second Quarter in Fiscal Year 1985 but the beginning of a new calendar year and of a first term for several of our Councilors. So for some of you this is an initial introduction to our quarterly reports which are based on the Priorities and Objectives adopted by the Council. The attached report sets forth the 2nd Quarter status of the programs adopted in the FY 1984-85 Budget which carry out those priorities and objectives.

The progress we have made to date will serve as a basis for developing our priorities for FY 1985-86 at our workshop on January 31.

### Establish Future Funding

While most of the objectives were accomplished during the 1st Quarter, work continued on refinement of our legislative proposals. The House Interim Task Force on Regional Governance, chaired by Representative Glenn Otto, reported out bills encompassing Metro's future funding proposals:

- State-shared cigarette tax revenues for Metro.
- Excise tax authority for Metro.
- Extension of local government dues coupled with the formation of a local official advisory committee.
- Uncoupling a zoo tax base from Metro's service provision authority.

The groundwork has been laid for the support of this legislation with numerous briefings of Legislators and meetings with local government officials. While there have been no strong objections to our proposals, our efforts to establish our future funding will continue and intensify as the scene now shifts to Salem with the opening of the 1985 Legislative Session.

### Secure a Long-Term Disposal Site

A great deal of attention was focused on this priority in the 2nd Quarter, but unfortunately, no progress has been made in securing a long-term disposal site. The Supreme Court decided not to hear the appeal of the LUBA decision and the Multnomah Board of Commissioners passed an Ordinance amending their landfill approval criteria but excluded Wildwood from future consideration.

Wildwood as a site is definitely in question and it appears we are a long way off from a solution to this problem. We have filed an appeal of the County Ordinance to LUBA and the County has proposed setting up a task force to evaluate our landfill siting process, suggest criteria and recommend other solid waste disposal methods. Our best hope may be the involvement and cooperation of other jurisdictions like Multnomah County in solving this regional issue.

### Strengthen Local Government Relations

While the road to a new landfill site appears rocky, our local government relations have been progressing smoothly. There has been opportunity to work with local government officials on several issues but most importantly a local officials advisory committee has been established. The first meeting of the Intergovernmental Resource Committee to be held in February will solidify that relationship.

### Identify Regional Service Needs

Two regional service needs received attention this quarter -- jail overcrowding and parks. The Adult Corrections Task Force concluded its work and recommended not only a legislative action plan but that the Task Force, staffed by Metro's IRC, be continued for policy and planning coordination.

A proposal for a regional parks study is being prepared and will be presented to Council by the end of February.

## Second Quarter Financial Reports

A summary financial report for each fund follows the program progress reports. They indicate that we are basically on target with our revenues and expenditures. Large fund balances in the Zoo and General Funds result from receipt of all the dues revenue and almost all of the property tax revenue and will decrease as expenditures are made in the remainder of the fiscal year. Expenditures in Solid Waste are lower than projected, which is due partially to staff vacancies, but should increase as work progresses. Grant billings lag a month and the IRC ending balance reflects this situation. Also over \$150,000 of grant monies will not be received because no work is being done on the Westside Project which is reflected in both revenue and expenditures.

In the following pages, you will find data on our Zoo attendance, regional waste flow, status of our Affirmative Action and DBE/WBE.

SR/sr  
2237C/388-16/18  
1/24/85

FY 1984-85

QUARTERLY PROGRAM PROGRESS REPORTS

PRIORITY A -- ADMINISTER EFFECTIVELY THE EXISTING SERVICE OF METRO

Objectives

Second Quarter Program Progress - October-December 1984

Maintain adopted policies and procedures and conduct periodic reviews.

Review of Personnel Rules

No activity this quarter. Project may be postponed until next fiscal year. A proposal to improve the Personnel function will be presented to the Council Management Committee next quarter.

Administer effective financial management.

1. FY 1983-84 Audit

1. The audit report was presented to the Council Management Committee by representatives of Coopers & Lybrand, Metro's independent auditors. It was completed on schedule, within budget and resulted in a "clean" unqualified opinion.

2. Audit Firm Selection

2. Began the process of selecting an independent audit firm for a three-year contract, beginning in fiscal year 1985. Five Portland area CPA firms responded to the Request for Proposals. A recommendation will be before the Council in January.

3. FY 1984-85 Budget

3. Review of budget and preparation of mid-year budget amendments which will be presented to Council in January.

PRIORITY A  
(continued)

Objectives

Second Quarter Program Progress - October-December 1984

Meet Affirmative Action and Disadvantaged Business Program Goals.

	1984-85 <u>Goal</u>	Status As of <u>12/31/84</u>
1. Affirmative Action		
1. Females	56.9%	49.5%
Minorities	6.3%	5.8%
Second quarter positions filled:		13
Females	6	
Minorities	1	
2. Disadvantaged Business Program		
2. DBE	6.2%	2%
WBE	3.3%	0
Second Quarter Contracts/Procurements:		66
Total Amount:		\$354,438

Historically, the greater percentage of DBE contracts are in the construction field. There were no major construction contracts this second quarter. It is anticipated that this goal will be met with future contracts and a greater outreach program. The Bear Grotto and Washington County Transfer & Recycling Center will offer significant contracting opportunities in the near future.

Meet program commitments adopted by the Council (budgeted programs which do not carry out other priorities and objectives).

Zoo:

1. Alaskan Tundra Project Completion
1. Because of changes in the interpretative work and additional work required in the water recirculation systems, the project has been extended to March 1. Opening is scheduled for mid-March.

PRIORITY A  
(continued)

Objectives

Second Quarter Program Progress - October-December 1984

2. Bear Grotto Remodel

2. An invitation for applications from interested contractors was published December 14, 1984. Fourteen applications were received and are being reviewed to establish a list for negotiations. A recommendation for an award of contract should be before the Council late February or early March.

3. Africa Bush Exhibit Phase I

3. Proposals from six firms for design of this exhibit were reviewed and narrowed to three. A recommendation is pending review by the new Director, Gene Leo, Jr., but should be before the Council in February.

Solid Waste:

Washington Transfer & Recycling Center

1. Site Facility

1. Potential sites have been narrowed to nine. Bullier & Bullier, as Metro's real estate agent, will begin negotiations for option agreements.

2. Design and Construction Contracts

2. A RFP for design services has been completed. Proposals are due February 12. A recommendation should be presented to the Council in March.

Intergovernmental Resource Center:

Transportation

1. RTP Update

1. Revised travel forecasts are now programmed to be completed by the end of the third quarter.

2. Regional LRT Study

2. Public review of the Milwaukie LRT study is underway. A meeting has been held with Milwaukie City Council and one is scheduled with North Clackamas Chamber of Commerce. Action is scheduled in Spring.

3. Southwest Corridor Study

3. Now in the process of defining alternative improvement scenarios to meet year 2005 travel demands in cooperation with Technical Advisory Committee.



PRIORITY A  
(continued)

Objectives

Second Quarter Program Progress - October-December 1984

Transportation - continued

- |  |   |
|--|---|
| 4. Elderly & Handicapped Plan          | 4. No activity this quarter.  |
| 5. Bike Safety & Encouragement Program | 5. No activity this quarter.  |
| 6. Transportation Improvement Program  | 6. Notified by FHWA of allocation of \$23.3 million (e) (4) funds; program for use of those funds is being defined. |

Data Services

Population and Employment Forecast

Continued preparation of short-term (five year) population and employment forecasts to be completed in next quarter.

Development Services

- |   |   |
|---|---|
| 1. UGB  | 1. One locational adjustment case (Ray petition) approved by Council. Two cases (PGE and McCarthy/Deshirlia) were prepared for hearing. |
| 2. Review of Comprehensive Plans and Amendments | 2. Continued working with city of Happy Valley to prepare acknowledgeable comprehensive plan.   |
| 3. Urban Service Program                        | 4. Prepared work program and task force to pursue regional convention, trade and spectator facilities.                                  |

Maintain effective service operations.

- |                         |                                     |
|-------------------------|-------------------------------------|
| 1. Zoo attendance data. | 1. Second Quarter Projected: 70,464 |
|                         | Second Quarter Actual: 38,296       |

Attendance during the second quarter was low because of poor weather; however, it was more than offset by the unusually high attendance during the first quarter. Projected attendance for the first six months was 368,468 and actual attendance was 379,357.

PRIORITY A  
(continued)

Objectives

Second Quarter Program Progress - October-December 1984

2. Metro Waste Flow - St. Johns and CTRC

2. Second Quarter Projected: 127,700  
Second Quarter Actual: 149,565

NEW INITIATIVES:

(Included under Priority A will be status reports on unanticipated programs and projects.)

New Office Space

A committee of employees and Councilors jointly considered several proposals for new Metro offices. The committee recommended that the Executive Officer proceed to negotiate a lease for the building located at 2000 S. W. First Avenue now occupied by IBM. As of December 31, lease negotiations were still in progress.

New Telephone System

Staff training and installation have been completed.

State Gas Tax Legislation

The House Task Force on State and Local Road Funding recommended legislation for a 2¢ gas tax increase. They did not increase the direct funding for cities and counties as proposed but did open the state modernization program to allow funding for projects of state significance off the state highway system as we suggested. Council adopted Resolution No. 84-520 endorsing the Task Force recommendation.

Metropolitan Legislative Agenda

Prepared a metropolitan legislative agenda on major financing issues facing the 1985 Legislature which include (a) sales tax, (b) cigarette tax, (c) lottery, (d) general fund for adult corrections, (e) taxing authority for Metro for convention, trade and spectator facilities, and (f) gas tax. Tri-county agreement was obtained and a resolution will be presented to the Council in February.

PRIORITY B -- ESTABLISH AND MAINTAIN ADEQUATE AND FIRM FINANCIAL SUPPORT FOR ALL SERVICES

Objectives

Second Quarter Program Progress - October-December 1984

Define elements of General Fund and Support Services Fund.

Completed. (see First Quarter report)

Adopt formal policies for solid waste fees.

Completed. (See First Quarter report)

Secure authorization for permanent General Fund.

1. Establish General Fund requirement.
2. Establish General Fund Revenue Source and adopt Legislative funding package.

1. Completed. (See First Quarter report)
2. Completed. (See First Quarter report)

Secure permanent finances for Zoo operation and maintenance.

Approve options for Zoo funding base.

Completed. (See First Quarter report)

Establish long-term financial support with local governments for stable financing of Intergovernmental Resource Center.

1. Endorse proposal.
2. Adopt IRC Agreement reorganization and dues.

1. Completed. (see First Quarter report)
2. Council adopted Ordinance No. 84-180, establishing a local officials advisory committee (Intergovernmental Resource Committee).

Offer specific legislative proposals for improving Metro financing.

The House Interim Task Force on Regional Governance, chaired by Rep. Glenn Otto, agreed to file a number of bills affecting Metro. Among the bills were: excise tax authority for Metro; state-shared cigarette tax revenues for Metro; uncoupling a zoo tax base from service provision authority; renewal of the dues coupled with the formation of a local official advisory committee.

PRIORITY C -- SECURE A LONG-TERM DISPOSAL SITE AS A KEY ELEMENT OF SOLID WASTE DISPOSAL SYSTEM

Objectives

Second Quarter Program Progress - October-December 1984

Achieve maximum use of the St. Johns Landfill site through reduction, diversion and operational techniques.  
(Part of Solid Waste Management Plan.)

Preliminary discussions have been held with Portland area drop box haulers, local limited use landfill operators, Marion County (waste-to-energy) and general purpose landfill operators out of the Metro area. Our first franchise for post-collection sorting/recovery operation was granted.

Obtain re-issuance of Wildwood land use permit at county, state and judicial levels.

The Multnomah County Commission passed the Ordinance amending landfill approval criteria on December 18, excluding Wildwood from future consideration. Notice of intent to appeal this Ordinance has been filed with LUBA.

Complete alternatives study and adopt 1984 Solid Waste Management Plan Update.

Final draft of the Alternative Technology Chapter of the Plan was completed. It will be reviewed by the Executive Officer and outside interested parties prior to presentation to the Council.

Continue state of the art environmental management of the St. Johns Landfill.

1. Methane Gas Project

1. Methane recovery financial and risk analysis completed. Following a solicitation of interested industrial methane users, negotiations are underway with two private firms and Northwest Natural Gas.

2. Closure Plans

3. End Use Planning

2-3. Work still awaiting agreement between DEQ and City of Portland.

4. Hazardous Waste

4. Investigation of possible PCB contamination was completed with negative results. Special waste permit process continuing and staff is obtaining more expertise on this subject.

5. Other

a. First Phase of leachate collection system complete.  
b. Results of annual and semi-annual inspection were positive and suggested areas of improvement have been implemented.  
c. Contract for litter pick-up was entered into with a community group.

PRIORITY C  
(continued)

Objectives

Second Quarter Program Progress - October-December 1984

Create a public awareness of the need and challenges of securing a long-term disposal site through an open process or public discussion.

1. Meetings with service and community groups.

2. Newsletter

Examine statutory changes which would improve our solid waste system.

1. Monitor and provide assistance on the implementation of SB 405 (Recycling Opportunity Act).

2. Review potential legislative proposals.

- d. Landscaping improvements completed.
- e. Maintained source separated yard debris for future processing.

1. An aggressive schedule of presentations to environmental groups, service clubs, Chambers of Commerce, governments, media representatives and private citizens has been undertaken. Extensive tours of field sites have been carried out and numerous articles and interviews have been completed.

2. Questionnaire was sent to Recycling Forum recipients and other interested parties to determine interests and format of upcoming newsletter.

1. Agreement was reached by the affected parties and rules governing the implementation of SB 405 were adopted by the Environmental Quality Commission on December 14, 1984.

2. Discussions with the State Interim Land Use Committee and DEQ were undertaken regarding the difficulty of siting landfills. A proposal for changes in the "Emergency Siting Procedures" was reviewed by the Committee but no action was taken.

PRIORITY-D -- STRENGTHEN THE RELATIONSHIPS WITH LOCAL AND REGIONAL JURISDICTIONS FOR SOLVING MUTUAL PROBLEMS

Objectives

Reach an understanding with key interests on the organization for a long-term relationship with local governments.

Enact the agreed upon local government organization.

Propose and obtain passage of legislation necessary to support a local government organization and program.

Refine in-house capability, both technical and support services, to better match needs of new intergovernmental relationships.

1. Data Services
2. Cost efficient technical products.

Second Quarter Program Progress - October-December 1984

Completed, subject to first meetings with IRC advisory committee.

Council adopted Ordinance No. 84-180, establishing a local officials advisory committee (Intergovernmental Resource Committee). (see Priority B, objective 5) First meeting of the Committee is scheduled in February.

The House Interim Task Force on Regional Governance has submitted a bill to extend local government dues assessment authority coupled with the formation of a local officials advisory committee. Work continues with local governments and Legislators for support of this proposal.

1. Completed 1987 Population and Employment Forecast Data Base.

Objectives

Second Quarter Program Progress - October-December 1984

Assist and support the creation of ad hoc study groups as needed to address regional service needs.

1. Criminal Justice
  
2. Columbia Willamette Futures Forum

Seek a source of revenue for funding various regional service needs, studies and implementation plans.

Approve legislative proposal regarding Criminal Justice Program.

Review and prioritize service needs periodically by the Council.

PIP Project - Parks

1. The Regional Adult Corrections Task Force completed its charge by proposing a legislative action plan and a continuation of the Task Force staffed by IRC. The recommendations will be before the Council January 24 for action.
  
2. Critical Choices '84 Conference on delivery of library, park and transportation services to the region was held November 16-17, and included participation of the Executive Officer, several Council members and staff. A report on the conference results will be available in January.

Legislative recommendations of the Regional Adult Corrections Task Force, setting forth a plan which defines responsibilities of the counties and state in the care and housing of felons, will be before the Council for action on January 24.

A technical assistance group of parks department representatives from the three counties, City of Portland and Tualatin Hills Park District has been formed to prepare a detailed proposal for a regional parks study. The proposal, which should be completed by the end of February, will include time and cost estimates, study design, etc., and a recommended task force to oversee the study.

PRIORITY F -- INCREASE PUBLIC AWARENESS AND INVOLVEMENT IN REGIONAL ISSUES

Objectives

Second Quarter Program Progress - October-December 1984

Continue to provide information to the public on Metro's activities, programs and services, utilizing internal and external publications and audio-visual media.

Published and distributed 7,000 copies of Metro News; researched and wrote Metro Annual Report; re-wrote Transportation Fact Sheet; Christmas Tree Recycling Campaign; developed and mailed questionnaire on Recycling Forum to 1,500 potential readers.

Maintain a dialogue with citizens on regional issues by participating in meetings scheduled by existing community organizations.

Participated in Columbia-Willamette Futures Forum Conference. Provided community relations support on Solid Waste and Transportation projects.

Invite civic, professional and business groups to Metro facilities for periodic briefings and tours.

Three tours of Solid Waste facilities were held for members of the press, elected officials and new staff members.

Provide periodic informational forums on regional issues, including the annual Metro conference.

None scheduled this quarter.

Schedule periodic Metro Council meetings around the region.

None scheduled this quarter.

Actively seek speaking forums in the region for Metro elected officials.

Presiding Officer and Executive Officer participated in speaking forums.

sr  
2237C/388  
01/24/85



ZOO OPERATING FUND

SUMMARY FINANCIAL REPORT

SECOND QUARTER ENDING DECEMBER 31, 1984

	<u>FY 1984-85 Budget</u>	<u>Year to Date Actual</u>	<u>Year to Date Percent</u>
<b>Resources:</b>			
Fund Balance - 06/30/84	\$ 936,735	\$1,327,101	-
Property Taxes	4,910,000	3,646,080	74%
Admissions	1,103,202	520,493	47%
Concessions	1,031,050	590,575	57%
Railroad Rides	234,900	120,023	51%
Interest	90,024	41,943	47%
Other	<u>153,236</u>	<u>51,082</u>	33%
<b>Total Resources</b>	<u>8,459,147</u>	<u>6,297,297</u>	74%
<b>Expenditures:</b>			
Personal Services	2,878,483	1,452,443	50%
Materials and Services	1,618,634	726,519	45%
Capital Outlay	<u>305,648</u>	<u>116,948</u>	38%
Subtotal	4,802,765	2,295,910	
Transfers Out	2,416,047	2,143,829	
Contingency	<u>239,335</u>		
<b>Total Expenditures</b>	<u>7,458,147</u>	<u>4,439,739</u>	
<b>Ending Fund Balance - 12/31/84</b>	<u>\$1,001,000</u>	<u>\$1,857,558</u>	

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SOLID WASTE OPERATING FUND

SUMMARY FINANCIAL REPORT

SECOND QUARTER ENDING DECEMBER 31, 1984

	<u>FY 1984-85 Budget</u>	<u>Year to Date Actual</u>	<u>Year to Date Percent</u>
<b>Resources:</b>			
Fund Balance - 06/30/84	\$ 683,000	\$1,420,876	-
Disposal Fees	5,466,780	3,026,814	55%
User Fees	1,347,200	681,870	51%
Regional Transfer Charge	1,792,000	909,729	51%
Convenience Charge	466,000	261,429	56%
Interest	16,000	29,373	184%
Other	<u>74,700</u>	<u>14,684</u>	20%
<b>Total Resources</b>	<u>9,845,680</u>	<u>6,344,775</u>	64%
<b>Expenditures:</b>			
Personal Services	794,867	318,950	40%
Materials & Services	6,017,483	2,412,703	40%
Capital Outlay	<u>39,400</u>	<u>3,411</u>	9%
<b>Subtotal</b>	<b>6,851,750</b>	<b>2,735,064</b>	
Transfers Out	2,350,667	1,736,828	
Contingency	<u>643,263</u>	<u>0</u>	
<b>Total Expenditures</b>	<u>9,845,680</u>	<u>4,471,892</u>	
<b>Ending Fund Balance - 12/31/84</b>	<u><u>\$ 0</u></u>	<u><u>\$1,872,883</u></u>	

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INTERGOVERNMENTAL RESOURCE CENTER FUND

SUMMARY FINANCIAL REPORT

SECOND QUARTER ENDING DECEMBER 31, 1984

	<u>FY 1984-85 Budget</u>	<u>Year to Date Actual</u>	<u>Year to Date Percent</u>
Resources:			
Fund Balance - 06/30/84	\$ 2,000	\$ 11,658	-
Federal Grants <sup>1</sup>	699,957	175,205	25%
State Grants <sup>1</sup>	259,250	91,256	35%
Local Grants <sup>1</sup>	80,265	11,364	14%
Professional Services	53,250	4,208	8%
Documents, Publications and UGB	17,000	722	4%
Other	<u>16,343</u>	<u>18,962</u>	116%
Subtotal	1,128,065	313,675	
Transfers In	<u>591,698</u>	<u>143,986</u>	
Total Resources	<u>1,719,769</u>	<u>457,361</u>	
Expenditures:			
Personal Services	864,356	366,745	42%
Materials and Services	256,464	27,574	11%
Capital Outlay	<u>1,000</u>	<u>0</u>	0%
Subtotal	1,121,820	394,319	
Transfers Out	<u>597,943</u>	<u>149,560</u>	
Total Expenditures	<u>1,719,763</u>	<u>543,879</u>	
Ending Fund Balance - 12/31/84	<u>\$ 0</u>	<u>\$(86,518)</u>	

<sup>1</sup>Amounts do not include December billings.

GENERAL FUND

SUMMARY FINANCIAL REPORT

SECOND QUARTER ENDING DECEMBER 31, 1984

	<u>FY 1984-85</u> <u>Budget</u>	<u>Year to Date</u> <u>Actual</u>	<u>Year to Date</u> <u>Percent</u>
<b>Resources:</b>			
Fund Balance - 06/30/84	\$ 75,000	\$ 267,395	-
Dues Assessment	587,258	587,259	100%
Professional and Contract Services	35,000	16,673	48%
Interest	75,000	66,177	88%
Other	<u>12,000</u>	<u>2,030</u>	17%
Subtotal	784,258	939,534	
Transfers In	<u>1,741,327</u>	<u>1,292,944</u>	74%
Total Resources	<u>2,525,585</u>	<u>2,232,478</u>	88%
<b>Expenditures:</b>			
Personal Services	1,059,747	496,277	47%
Materials and Services	759,380	371,099	49%
Capital Outlay	<u>26,305</u>	<u>6,622</u>	25%
Subtotal	1,845,432	873,998	
Transfers Out	587,219	138,986	
Contingency	<u>69,896</u>	<u>0</u>	
Total Expenditures	<u>2,502,547</u>	<u>1,012,984</u>	
Ending Fund Balance - 12/31/84	<u>\$ 23,038</u>	<u>\$1,219,494</u>	

2237C/388

1984-85 PRIORITIES AND OBJECTIVES

Priorities July Aug Sept Oct Nov Dec Jan Feb March April May June

ESTABLISH FUTURE FUNDING

o Define elements of General & Support Services Fund; establish General Fund requirement **COMPLETED**

o Adopt policies for solid waste fees **COMPLETED**

o Establish General Fund Revenue Source; adopt Legislative Funding package **COMPLETED**

o Establish IRC proposal re dues and org. **COMPLETED**

o Review options for Zoo funding Base **COMPLETED**

o Seek Legislative approval of Funding 

SECURE A LONG-TERM DISPOSAL SITE

o Seek re-issuance of Wildwood Permit 

o Complete Landfill Chapter of Solid Waste Management Plan **COMPLETED** - adopted Res. 84-507 October 25, 1984, establishing long-term landfill strategy

STRENGTHEN LOCAL GOVERNMENT RELATIONSHIPS

o Adopt IRC Agreement **COMPLETED** - adopted Ord. 84-180 November 20, 1984, establishing local govt advisory committee

o Seek Legislative approval to support local government organization and program 

IDENTIFY REGIONAL SERVICE NEEDS

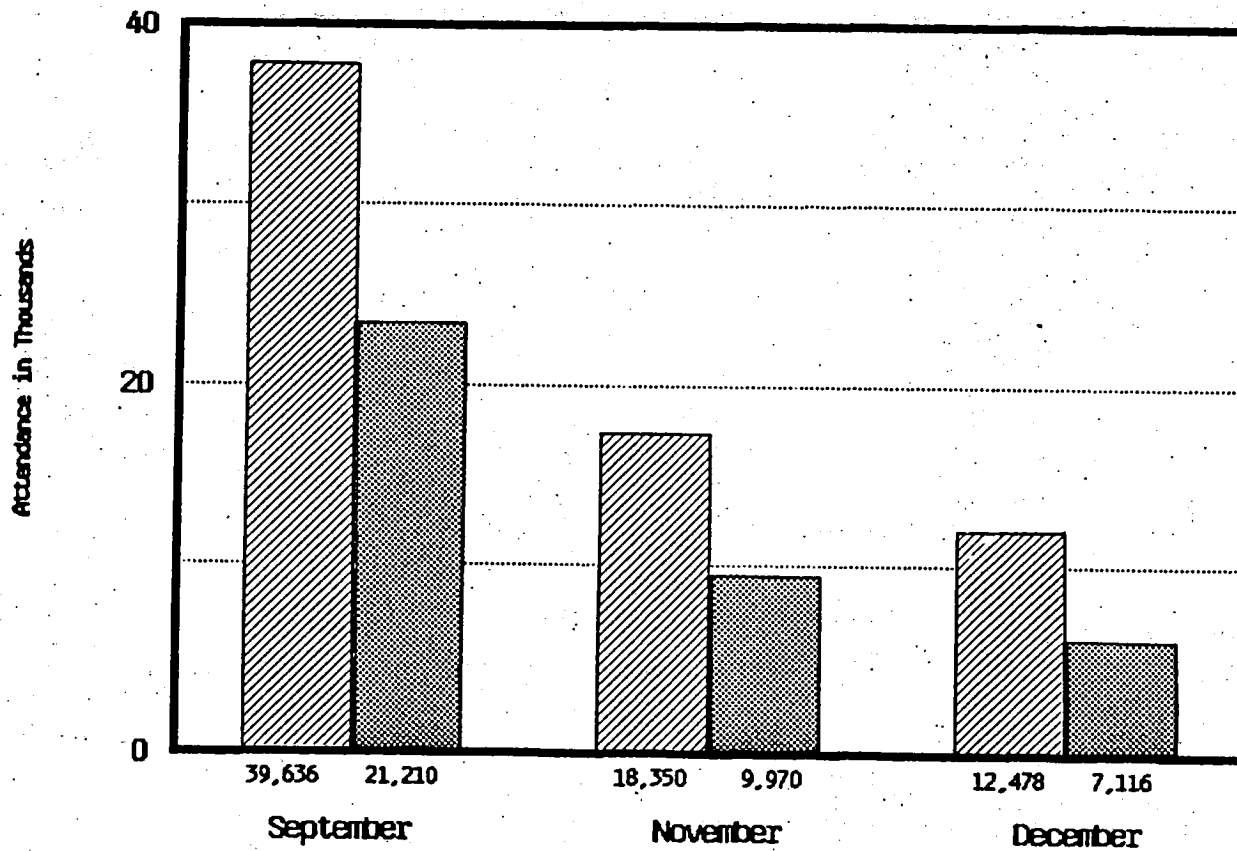
o Seek Legislative approval of funding 

o Criminal Justice programs **Adult Corrections Task Force** 

o Other activities:  
 PIP Project - Parks **Task Force proposal**   
 CWFF Regional Forum **COMPLETED** - assisted with Conf. on parks, libraries, and transportation held Nov. 16/17

# Zoo Attendance

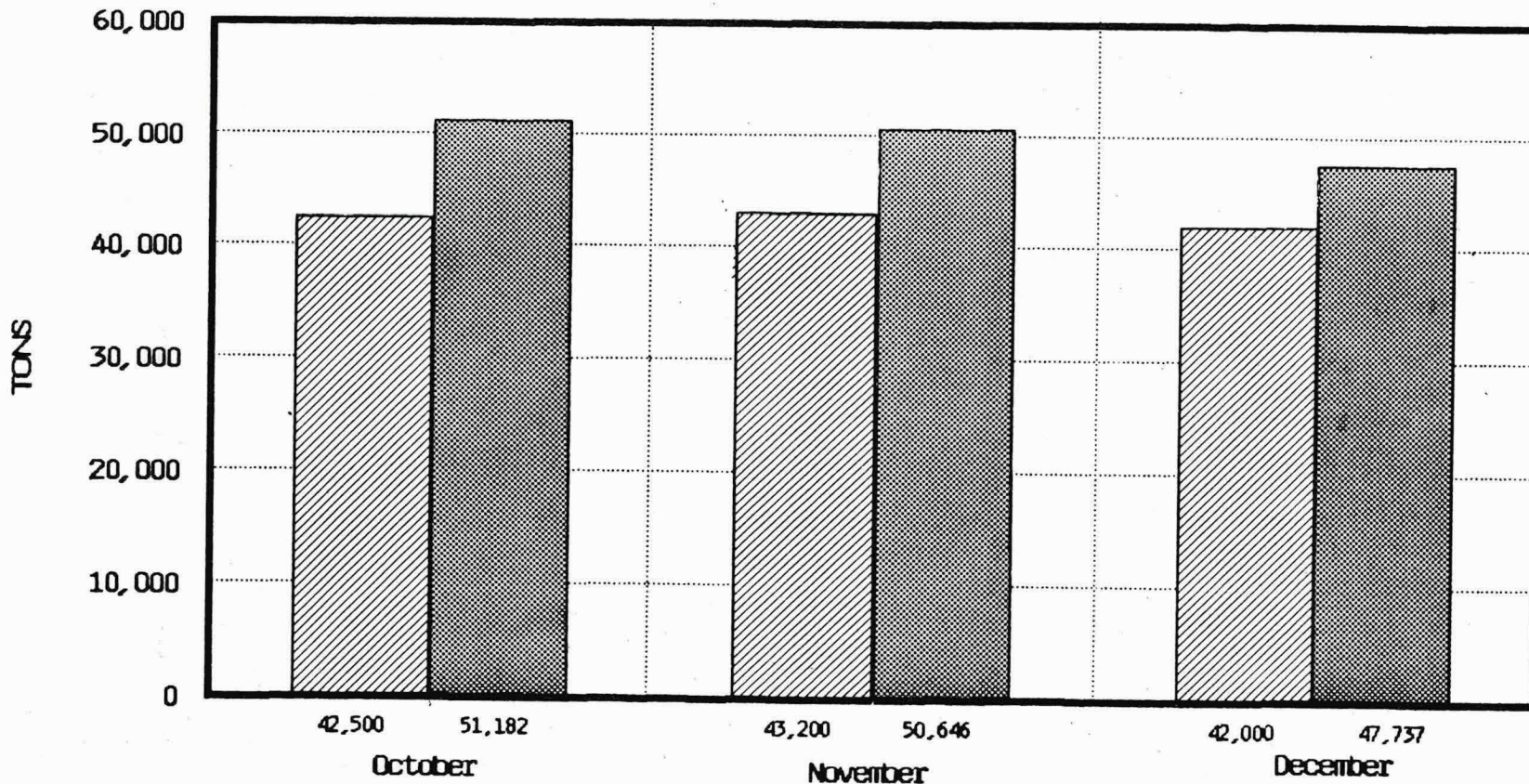
2nd Quarter, F.Y. 1984-85





<u>TOTALS</u>	<u>Projected</u> ▨	<u>Actual</u> ▩
2nd Quarter	70,464	38,296
1st Quarter	<u>298,004</u>	<u>341,061</u>
Year-to-Date	368,468	379,357

# Metro Solid Waste Volumes

2nd Quarter, F.Y. 1984-85



<u>TOTALS</u>	<u>Projected</u> 	<u>Actual</u> 
2nd Quarter	127,700	149,565
1st Quarter	<del>298,884</del>	<del>341,861</del>
Year-to-Date	142,250 <del>425,704</del> 269,950	142,233 <del>498,626</del> 291,798

2ND QUARTER - FY 1984-85

AFFIRMATIVE ACTION

	<u>1984-85 GOAL</u>	<u>9/30/84 STATUS</u>	<u>12/31/84 STATUS</u>
<u>AFFIRMATIVE ACTION</u>			
FEMALES	56.9%	47.9%	49.5%
MINORITIES	6.3%	5.3%	5.8%
STAFF POSITIONS FILLED:		35	13
FEMALES		21	6
MINORITIES		1	1



2ND QUARTER - FY 1984-85

DBE/WBE

	<u>1984-85</u> <u>GOALS</u>	<u>9/30/84</u> <u>STATUS</u>	<u>12/31/84</u> <u>STATUS</u>
DISADVANTAGED BUSINESS ENTERPRISE	6.2%	0	2%
WOMEN'S BUSINESS ENTERPRISE	3.3%	1%	0%
NO. OF CONTRACTS/PROCUREMENTS		106	66
TOTAL AMOUNT		\$298,680	\$354,438

NOTE: OPPORTUNITIES FOR IMPROVEMENT -- BEAR GROTTO AND WTRC CONTRACTS

1/24/85  
ITEM #3

WASHINGTON TRANSFER AND RECYCLING CENTER  
SCHEDULE OF EVENTS AND DECISIONS

ACTIVITIES

DECISIONS BY COUNCIL

- |   |  |
|---|--|
| <ul style="list-style-type: none"><li>. Appoint advisory group</li><br/><li>. Develop site selection process</li><br/><li>. Evaluate sites</li><br/><li>. Issue RFP for Design Services</li><br/><li>. Select design firm</li><br/><li>. Recommend top sites</li><br/><li>. Exercise option on selected site</li><br/><li>. Develop design concepts</li><br/><li>. Apply for permits</li><br/><li>. Prepare final plans</li><br/><li>. Obtain construction bids</li><br/><li>. Recommend to Council<br/>    Operations Contractor<br/>    Construction Contractor</li></ul> | <ul style="list-style-type: none"><li>. Monthly reports on siting process</li><br/><br/><br/><br/><br/><li>. March, 1985</li><li>1. AWARD DESIGN CONTRACT AND AUTHORIZE EXPENDITURES</li><br/><li>. March/April</li><li>2. APPROVE FINAL SITE AUTHORIZATION TO PROCEED WITH PERMITS AND OBTAIN FUNDING TO PURCHASE SITE</li><br/><br/><br/><li>. Review design concepts with Council</li><br/><li>. Update on development of design criteria with the advisory group and other interested groups</li><br/><li>. Review design concept</li><br/><br/><li>. Tentative October</li><li>3. AWARD OPERATIONS AND CONSTRUCTION CONTRACT<br/>AUTHORIZE EXPENDITURES</li></ul> |
|---|--|