

BEFORE THE COUNCIL OF THE
METROPOLITAN SERVICE DISTRICT

FOR THE PURPOSE OF APPROVING THE)	RESOLUTION NO. 83-403
FY 1983-84 BUDGET AND TRANSMITTING)	
THE APPROVED BUDGET TO THE TAX)	Introduced by the Council
SUPERVISING AND CONSERVATION)	Coordinating Committee
COMMISSION)	

WHEREAS, The Proposed FY 1983-84 Budget was presented to the Council Coordinating Committee on March 16, 1983; and

WHEREAS, The Council Coordinating Committee held public hearings on the Proposed Budget on March 22, and April 13, 1983 reviewed and adopted recommendations on the Proposed Budget and submitted said recommendations to the Council Budget Committee; and

WHEREAS, The Council Budget Committee has reviewed the Proposed Budget and recommendations of the Council Coordinating Committee, held a public hearing on the Budget on May 2, 1983, and considered overall issues affecting the FY 1983-84 Budget; and

WHEREAS, Pursuant to Oregon Budget Law, the Council Budget Committee must approve the FY 1983-84 Budget and said approved budget must be transmitted to the Tax Supervising and Conservation Commission (TSCC) for public hearing and review; now, therefore,

BE IT RESOLVED,

1. That the Proposed FY 1983-84 Budget as amended by the Council Budget Committee, which is on file at the Metro offices, is hereby approved.

2. That the Executive Officer is hereby directed to submit the Approved FY 1983-84 Budget to the TSCC for public hearing and review.

ADOPTED by the Council of the Metropolitan Service District this 5th day of May, 1983.


Presiding Officer

JS/srb
2927B/236
04/26/83

STAFF REPORT

Agenda Item No. 7.1 and 8.1

Meeting Date May 5, 1983

CONSIDERATION OF RESOLUTION APPROVING BUDGET
AND TRANSMITTING TO THE TAX SUPERVISING AND
CONSERVATION COMMISSION AND ORDINANCE FOR
ADOPTION OF THE FY 1983-84 BUDGET AND
APPROPRIATIONS SCHEDULE

Date: May 5, 1983

Presented by: Jennifer Sims

FACTUAL BACKGROUND AND ANALYSIS

This report covers two agenda items--Resolution No. 83-403 and Ordinance No. 83-153. Adoption of Resolution No. 83-403 is the final act of the Budget Committee (ORS 294-341 defines the Council as the Budget Committee) in approving the Budget. Consideration of Ordinance No. 83-153 is the initial step of the Council leading toward final adoption of the budget in June.

The annual budget is a key policy document and management tool for the organization. Through the budget process, department work programs are established and authorized spending levels are set. Oregon Budget Law (ORS 294.635) requires that Metro submit its budget to the Tax Supervising and Conservation Commission (TSCC) by May 15. The TSCC will hold a hearing on the approved budget around the first week of June. The TSCC will certify the budget for adoption noting any objections or recommendations. Adoption by the Council is scheduled for June 23, 1983, assuming TSCC comments are received by that date.

The budget process was revised this year to more directly involve citizens. Five citizens were appointed by the Council to the Coordinating Committee to participate in making recommendations on the FY 1983-84 Budget. The Coordinating Committee including these citizens received the Executive Officer's Proposed FY 1983-84 Budget on March 16, 1983. In a series of eight meetings including two public hearings, the Committee formulated recommendations to the full Council.

EXECUTIVE OFFICER'S RECOMMENDATION

The Executive Officer recommends approval of Resolution No. 83-403 and conduct the first reading and public hearing on Ordinance No. 83-153.

COMMITTEE CONSIDERATION AND RECOMMENDATION

The Council Coordinating Committee has conducted a thorough review

of the FY 1983-84 Proposed Budget. In consideration of public testimony and information provided by the staff the following recommendations and budget notes are forwarded for Council review:

GENERAL FUND

Public Affairs

Recommendations:

1. Retain Receptionist function in Public Affairs.
2. Revise work program to provide grant research support to program initiatives work.

Note: All newsletters should be reviewed by Public Affairs to ensure appropriate timing, and proper editing and to avoid duplication.

Budget & Administrative Services

Recommendation:

Delete the Receptionist function, retain in Public Affairs.

Note: Continue to identify and implement cost saving measures. Specific areas of attention should be telephones and purchasing.

Data Processing

Recommendation:

Purchase rather than lease the proposed new micro-computer.

Council

Recommendation:

Revise the Council Assistant work program to include a program initiatives element.

PLANNING FUND

Transportation

Recommendation:

Purchase rather than lease the proposed new micro-computer. Transfer funds for the additional upfront costs from the General Fund Contingency (\$9,962).

Note: The department should move toward additional technical assistance to local jurisdictions as time and funding permit.

Development Services

Recommendations:

1. Amend the proposed infrastructure financing program to emphasize technical assistance to local jurisdictions and regional consensus building on financing priority public facilities under the revised name of urban services financing.
2. Incorporate support to the program initiatives effort in the work program to conduct further work if a role for Metro is determined and funding is identified.

Criminal Justice

Notes:

1. A contingency plan will be developed including timeframes, who is involved and when to act, to address a possible revenue shortfall.
2. The Planner 3 position will be held vacant until projected funding is secured, about October 1, 1983.

Solid Waste

Add a subprogram under systems planning to update the waste reduction plan. This includes adding a Planner 1 and adequate funds to staff a recycling committee. The expense (\$21,910) should be funded from money targeted for curbside recycling (\$17,000) and the contingency (\$4,910).

Budget Note:

The five-year financial study should be expanded to include analysis of operating costs (i.e., contract vs. in-house operation of facilities).

Zoo

Recommendation:

Reclassify advertising expenses in the Public Relations Division to more descriptive categories.

SPECIFIC BUDGET ISSUES

Recommendations:

1. Award all non-Zoo employees a one percent cost of living adjustment (COLA) plus three additional personal holidays. The extra holidays are awarded for one year only. No COLA should be given to Zoo employees.

2. Develop and implement management policies for the allocation of tuition/training, travel, and meetings and conferences monies. Attention should be given to the equitable access to growth opportunities among all organizational units, all types of positions and all salary ranges. A maximum per person should be considered. Report progress on implementation at the first quarter of FY 1983-84.
3. Direct the Executive Officer to develop a regional program initiatives work program with three elements: 1) policy analysis by the Council Assistant, 2) funding research support by Public Affairs, and 3) implementation by Development Services.
4. Direct the Executive Officer to provide quarterly reports to the Council on program performance and financial status. Special attention should be given to the following items:
 - The revenues generated by the Data Resource Center.
 - Progress of the Data Resource Center in providing services, with monitoring of who uses the services.
 - Progress in carrying out the urban services financing program in Development Services.
 - Progress in establishing and carrying out the program initiatives work as coordinated between the Council, Executive Management, Public Affairs and Development Services.
 - The funding status of Criminal Justice.
4. Direct the Executive Officer to report the status of the employee benefits program prior to renewing current contracts.

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