

BEFORE THE COUNCIL OF THE  
METROPOLITAN SERVICE DISTRICT

FOR THE PURPOSE OF RESTRUCTURING ) RESOLUTION NO. 84-478  
COUNCIL MEETINGS AND REORGANIZING )  
COMMITTEES OF THE METROPOLITAN ) Introduced by the Council  
SERVICE DISTRICT ) Coordinating Committee

WHEREAS, The Metropolitan Service District Council recognizes the need to restructure Council meetings so the full Council can participate in policy development; provide an opportunity for informal discussion of policy, agenda items and an exchange of information; and provide a formal meeting for policy decision-making and public testimony; and

WHEREAS, The Metro Council recognizes the need to reduce the number of meetings Councilors must attend; focus on specific issues through the creation of task forces; provide a more effective mechanism for policy review and development; continue advisory committees which have been effective; and

WHEREAS, The Metro Council has conducted a series of workshops regarding Metro's mission, goals, objectives and organization; and the Council Coordinating Committee has reviewed Council and Committee structure; now, therefore,

BE IT RESOLVED,

1. That there shall be two regular Council meetings each month:

Second Thursday

5:30 p.m. Regular Meeting

Fourth Thursday

5:30 p.m. Regular Meeting

EXHIBIT "A"

PURPOSE AND ORGANIZATION OF PROPOSED  
COUNCIL MANAGEMENT COMMITTEE

Purpose

The purpose of the Council Management Committee is to provide or review the following:

1. Planning

The Committee would be the principal planning arm of the Council. It may plan agendas for both formal and informal Council meetings. It would review work programs and plan workshops when requested by the Council (such as the workshops on Robert's Rules of Order and the Metro Mission, Goals and Objectives). The Committee would also plan any other special activities requested by the Council.

2. Fiscal and Management Oversight

The Committee would consolidate the activities of several existing Council committees.

- a. Contract Review Committee. The Management Committee would review contracts over \$10,000, but less than \$50,000 and amendments to contracts which exceed \$10,000.
- b. Audit Committee. The Management Committee would periodically meet with the independent auditor regarding fiscal management and report its findings to the Council.
- c. Investment Committee. The Management Committee, along with three citizens expert in financial and investment matters (current appointees to the Investment Committee), would review existing investment practices and make recommendations to the Council.

It would review with staff the quarterly financial reports.

In addition to the above financial matters, the Management Committee would be responsible for Personnel Rules review including consideration of proposed amendments for recommendation to Council. In addition, the Committee would be responsible for the ratification of waivers of the Personnel Rules by the Executive Officer.

3. Task Forces

Part of the proposed reorganization is to use task forces to address policy issues of more substantial nature. The Committee would assist the Council by reviewing and

recommending action on requests for Council task forces. Recommendations for establishing a task force would be in the form of a resolution which would include a scope of work and time frame for completion of the task. The Committee could also recommend members for such task forces.

#### 4. Other Matters

The Committee could be available to consider any item referred to it by the Council. The Council may, from time to time, need further consideration of a policy or procedural matter, but may not want to establish a task force. The Committee could be requested by Council to address such matters.

It should be noted again that with the exception of the items listed above all other matters shall be directly introduced to the full Council for consideration and action.

#### Procedures

1. Meetings shall be held on the third Thursday of each month at 5:30 p.m.
2. Agenda items germane to the Committee may be sent to it by the Metro Council, individual Councilors, the Committee itself and by staff.

#### Organization

The Council Management Committee would consist of a chair and four Councilors appointed annually by the Presiding Officer and ratified by the Council.

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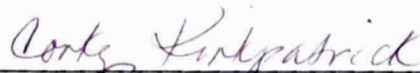
2. That the following standing committees be eliminated: Council Coordinating Committee, Regional Development Committee and Regional Services Committee.

3. That the Joint Policy Advisory Committee on Transportation (JPACT) and the Bi-State Policy Advisory Committee be retained. The Solid Waste Policy Alternatives Committee (SWPAC) and the Rate Review Committee shall be reviewed as to their future role.

4. That a Council Management Committee be established with the responsibilities indicated in Exhibit "A."

5. That upon adoption of this Resolution, the Council Assistant be instructed to prepare for Council consideration amendments to the Metro Code which will implement the policy set forth in this Resolution, and amendments to the Metro Code regarding Council rules of procedure which will enable the Council to conduct its business more expeditiously and effectively.

ADOPTED by the Council of the Metropolitan Service District  
this 5th day of July, 1984.

  
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Presiding Officer

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CONSIDERATION OF RESOLUTION NO. 84-478 FOR THE  
PURPOSE OF RESTRUCTURING COUNCIL MEETINGS AND  
REORGANIZING COMMITTEES OF THE METROPOLITAN  
SERVICE DISTRICT

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Date: June 19, 1984

Presented by: Ray Barker

FACTUAL BACKGROUND AND ANALYSIS

The Metropolitan Service District Council has discussed for several months the restructuring of Council meetings and reorganization of committees to improve Council participation in policy review and development, focus on specific issues through the creation of task forces, and to reduce the number of meetings Councilors must attend.

After conducting a series of workshops regarding Metro's mission, goals, objectives and organization, and after review by the Council Coordinating Committee, Resolution No. 84-478 is recommended to the Council. The Resolution includes the following changes:

1. Two regular Council meetings each month: (second Thursday at 5:30 p.m. and fourth Thursday at 5:30 p.m.).
2. The elimination of the following standing committees: Council Coordinating Committee, Regional Development Committee and Regional Services Committee.
3. Retain the Joint Policy Advisory Committee on Transportation (JPACT) and the Bi-State Policy Advisory Committee. Review the future roles of SWPAC and the Rate Review Committee.
4. Establish a Council Management Committee.
5. Instruct Council Assistant to prepare amendments to Metro Code to reflect changes set forth in Resolution No. 84-478, and prepare amendments regarding Council rules.

COUNCIL MANAGEMENT COMMITTEE

The purpose of the Council Management Committee is to provide or review the following:

1. Planning (agendas, work programs, workshops)
2. Fiscal and Management Oversight
  - Contract Review
  - Audits
  - Investments
  - Quarterly Financial Reports
  - Personnel Rules
3. Task Forces (assist Council in establishing task forces when requested)
4. Other Matters

The Committee could consider any item referred to it by Council.

All other matters not listed above shall be directly introduced to the full Council for consideration and action.

#### Procedures

1. Meetings shall be held on the third Thursday of each month at 5:30 p.m.
2. Agenda items may be sent to the Committee by the Metro Council, individual Councilors, the Committee itself and by staff.

#### Organization

The Council Management Committee shall consist of a chair and four Councilors appointed annually by the Presiding Officer and ratified by the Council.

For further details of Council Management Committee see Exhibit "A" of Resolution No. 84-478.

It should be noted that the Council Coordinating Committee made two amendments to the Resolution as follows: 1) under Planning, "It 'would' plan agendas...." was changed to "It 'may' plan agendas...."; 2) under Task Forces, "The Committee would assist the Council by reviewing and recommending action on 'all' requests for Council task forces" now reads "The Committee would assist the Council by reviewing and recommending action on requests for Council task forces."

#### EXECUTIVE OFFICER'S RECOMMENDATION

The Executive Officer recommends adoption of Resolution No. 84-478.

COMMITTEE CONSIDERATION AND RECOMMENDATION

The Council Coordinating Committee voted 3 to 1, June 18, 1984, to recommend to Council adoption of Resolution No. 84-478 as amended.

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