

MINUTES OF THE METRO COUNCIL INFORMAL MEETING

Tuesday, April 1, 2003
Metro Council Chamber

Councilors Present: David Bragdon (Council President), Susan McLain, Brian Newman, Carl Hosticka, Rod Park, Rod Monroe, Rex Burkholder

Councilors Absent:

Council President Bragdon convened the Metro Council Informal Meeting at 2:10 p.m.

1. SALEM LEGISLATIVE REPORT

Dan Cooper, Metro Attorney, reviewed legislation that was being considered at the state including revenue sharing. He noted Councilor Hosticka's contribution to this issue. Councilor Hosticka talked about the public hearing and those who supported and opposed the issue. He noted that the Committee seemed to be in favor of a study. Councilors asked about the substance of the opposition. Mr. Cooper said several bills would be coming up for public hearing, Public Private Partnership funding bill, HB 2905 – Forest Park UGB bill, HB 2886 – change in law concerning defective notice, electronic waste reduction disposal bill which has a mandatory Metro pilot project, Metro Solid Waste Enforcement bill. They were continuing to work on the periodic review and the industrial lands bills. Councilor Hosticka asked about the funding package public hearings at the Transportation Committee. Andy Cotugno, Planning Director, spoke to the transportation funding package bill.

2. DISCUSSION OF AGENDA FOR COUNCIL REGULAR MEETING, APRIL 3, 2003.

Council President Bragdon reviewed the upcoming agenda (a copy of which is in the meeting record).

Marv Fjordbeck, Assistant General Counsel, reviewed the rules for Resolution No. 03-3312, a solid waste non-system license enforcement, which will be heard at Council this week. He reviewed the history of the order and summarized the violation. He spoke to ex-parte contact disclosure. Mark Williams, COO, explained the reason for having two Metro attorneys available, one to represent the department and one to represent the Council. Councilor Monroe summarized the hearings officer recommendation, revoking the license and a fine.

3. BRIEFING - DEPARTMENTAL ISSUES AND PRIORITIES FOR FY 03-04

Sarah Carlin Ames, Public Affairs Director, spoke to their budget. Staffing levels would continue with 11 FTEs, 6 in the creative services division and five in the public affairs division. Material and Services had been reduced by about 15%. Councilor McLain asked about public outreach on Goal 5 concerning notification and what the goals of the program would be. Ms. Carlin-Ames said there was no money earmarked in the Public Affairs budget for this outreach. She thought there was some money in Planning for the outreach. They had contingency within the Planning Department for Goal 5. Councilor McLain added that the Communication Plan update needed to be done. Ms. Carlin-Ames talked about the lobbying contract. Councilor Newman asked about funding for the department, allocation versus general fund. Ms. Carlin-Ames explained the funding for each area. Councilor McLain suggested a discussion on the work they wanted out of

this department. Could this department function with fewer FTEs? Council President Bragdon said on April 16th the Public Affairs budget would be considered.

Mr. Williams reported on the Council budget. The structure of the Council included councilors, council president and nine FTEs. Councilor McLain talked about the Council Operations Manager's workload. Councilor Burkholder asked about Materials and Services portion of the budget. Councilor Newman asked about the Council Operations Manager salary. Mr. Williams said if there were additional duties for this position, it could be reclassified. Councilor Newman asked about salaries for some of the other positions including Chief Operation Officer. Mr. Williams explained what was in place at the time and what would be proposed in the upcoming budget. Councilor McLain asked about represented versus non-represented positions in the Council Office and the Public Affairs Department. Mr. Cooper cautioned Council about labor negotiation issues. He advised Council to have these conversations in executive session.

Alexis Dow, Metro Auditor, addressed her proposed budget. She talked about the history of her budget. There was a proposal to cut her proposed budget this year again. She expressed that this may take away her ability to fulfill her charter mandate. She spoke to a budget note (a copy of which is include in the meeting record). She explained how the budget note had been fulfilled (a copy of this was provided and included in the meeting record). Councilor Burkholder said he felt this was a good start. Information presentations were helpful. He felt need should be addressed as well as agency staff time. Ms. Dow said they were currently looking at the format. She talked about agency staff time allocation and her concerns. Councilor Park talked about the budget note; the scope of the work and the review of the dollar amount for the audit. Ms. Dow talked about her audit process and survey phases. She was happy to explore Council recommendations. Councilor Burkholder spoke to Council's role in the budget. More information was better. This was good progress. Ms. Dow suggested meeting with each councilor once a month to update them. She felt her role was to help Metro do its best with given resources and people. We needed to have a reasonable management system to make sure Metro was running the best it could. She felt having an auditor provided a benefit to the agency. She then passed out and explained a graphic, which helped quantify the policy issues (a copy of which is found in the meeting record). She reviewed her budget proposal for this year versus the Council President's proposal. Councilor Newman talked about the needed resources for the auditor's office. Were there professional standards for the agency of our size on what an appropriate auditing function was? Were there independent standards? Ms. Dow said there were benchmark services, which gave comparisons. She felt that the paired down budget was not doable. She was asking for a bit more and explained why. Councilor McLain talked about misassumptions and what Ms. Dow had asked her to review. Ms. Dow explained the misassumptions. Councilor Park asked about the carryover. Ms. Dow explained the budget adjustment last year.

Casey Short, Chief Financial Officer, talked about the Finance Department goals and objectives. He gave an overview of the financial department. He spoke the direction that had been given. They had reduced two positions in their department and some Materials and Services, approximately \$70,000 to 90,000 reduction. He talked about the impact on each division. Overall issues included agency funding, ensuring financial health of the agency, optimizing investment in People Soft and improving customer services. Councilor McLain asked about central service costs dialogue and noted contracting issues. She hoped they would have a dialogue about these issues. Councilor Hosticka said he would be interested in knowing what the Finance Department does versus those in the departments. He asked about the addition of an FTE in the Finance Department. Mr. Short explained the reason for the FTE and its function.

Mr. Cooper presented the Metro Attorney's Office process for preparing his budget. He had cut one attorney, one paralegal and the archivist position as well as the lobbyist funding. He talked about the impact of cutting positions. Councilors asked about the impact on future issues such as Goal 5. He spoke to the Archivist position. He thought one of the paralegals would be monitoring record retention for the departments. He said the Council staff would be responsible for Council records. Councilor McLain talked about the background information she had provided to the Council. Councilor Hosticka talked about electronic technology. Mr. Cooper said the official Council records were kept in hard copy. Councilor McLain talked about departmental record keeping. Mr. Cooper added most of his budget would be support service fund except the lobbyist contract, which would be paid through the General Fund.

Councilor McLain asked that they consider voting on substantive amendments at the April 29, 2003 Council meeting. Kathy Rutkowski suggested doing the technical amendments on April 24th and the substantive amendments on April 29th.

4. CITIZEN COMMUNICATION

There were none.

5. COUNCILOR COMMUNICATION

Councilor Park reminded Council of the upcoming MTIP public hearings.

There being no further business to come before the Metro Council, Council President Bragdon adjourned the meeting at 4:20 p.m.

Prepared by

Chris Billington
Clerk of the Council

ATTACHMENTS TO THE PUBLIC RECORD FOR THE MEETING OF APRIL 1, 2003

ITEM #	TOPIC	DOC DATE	DOCUMENT DESCRIPTION	DOC. NUMBER
2	COUNCIL AGENDA	4/3/03	METRO COUNCIL REGULAR AGENDA FOR APRIL 3, 2003	040103CI-03
3.	2002-03 BUDGET NOTES	NO DATE	TO: METRO COUNCIL FROM: ALEXIS DOW, AUDITOR RE: BUDGET NOTES (A-21)	040103CI-02
3	AUDIT REVIEW	2001-02	TO: METRO COUNCIL FROM: ALEXIS DOW, AUDITOR RE: AUDIT REVIEW 2001-2002 PAMPHLET	040103CI-03
3	AUDITOR GRAPHIC	NO DATE	TO: METRO COUNCIL FROM: ALEXIS DOW, AUDITOR RE: 2002-03 ADOPTED BUDGET, 2001-02 CARRY OVER AND THE AUDITOR'S PROPOSED BUDGET REQUEST VERSUS COUNCIL PRESIDENT PROPOSAL	040103CI-04