

BEFORE THE COUNCIL OF THE
METROPOLITAN SERVICE DISTRICT

FOR THE PURPOSE OF ESTABLISHING)
A SCHEDULE AND PROCESS FOR)
COUNCIL CONSIDERATION OF THE FY)
1992-93 PROPOSED BUDGET)

RESOLUTION NO. 91-1515
INTRODUCED BY THE
FINANCE COMMITTEE

WHEREAS, The Finance Committee has reviewed the schedule and process used by the Metro Council for adoption of the FY 1991-92 Budget;

WHEREAS, The Finance Committee has determined additional time is needed by the Metro Council to adequately review and consider the FY 1992-93 Proposed Budget; now, therefore,

BE IT RESOLVED,

1. That the Metro Council approves the schedule for Council receipt and consideration of the FY 1992-93 Proposed Budget as shown on Exhibit A, attached hereto.

2. That the Metro Council approves the process for considering and disposing of the FY 1992-93 Proposed Budget as described in Exhibit B, attached hereto.

ADOPTED by the Council of the Metropolitan Service District
this 10th day of October, 1991.



Tanya Collier, Presiding Officer

EXHIBIT A

GENERAL SCHEDULE FOR COUNCIL CONSIDERATION
OF FY 1992-93 PROPOSED BUDGET

<u>DATE</u>	<u>EVENT</u>
February 1-28, 1992	Council Standing Committees discuss and identify program priorities for FY 1992-93 Budget
March 5, 1992	Executive Officer submits FY 1992-93 Proposed Budget and Supporting Materials to Council
March 9 - April 28, 1992	Budget Committee deliberations on FY 1992-93 Proposed Budget.
April 30, 1992	Budget Committee recommendations released to Metro Council
May 7, 1992	Council consideration and approval of FY 1992-93 Budget (Special Council Meeting)
May 15, 1992	Filing of FY 1992-93 Approved Budget with Tax Supervising and Conservation Commission
June 25, 1992	Council adoption of FY 1992-93 Budget

EXHIBIT B

GENERAL PROCESS FOR COUNCIL CONSIDERATION OF THE FY 1992-93 PROPOSED BUDGET

1. The Finance Committee shall be convened as the Budget Committee to deliberate on the FY 1992-93 Proposed Budget. The Budget Committee shall solicit public input and conduct public meetings on the Proposed Budget and make recommendations on the Proposed Budget for Council consideration.
2. Standing Committees and individual Councilors are encouraged to make recommendations to the Budget Committee on the FY 1992-93 Proposed Budget. Standing Committees will meet during February 1992 to discuss and identify program priorities for recommendation to the Budget Committee.
3. The Budget Committee will take the following steps in deliberating on the Budget:
 - Phase I - Each department will present its budget request at a joint meeting of the Budget Committee and the appropriate Council Standing Committee. Council staff will present its analysis and questions on the department budget request.
 - Phase II - The Budget Committee will hear department responses to questions and issues raised on budget requests in Phase I. Members of the public will be given an opportunity to comment on the department budget requests. Councilors or Council Committees may comment on the Proposed Budget.
 - Phase III - The Budget Committee will receive recommendations from Council staff, the Executive Officer, Councilors or Council Committees on the budget requests and adopt recommendations for presentation to the Council.
4. Except in an emergency, the Council will not consider for approval any budget request at its May 7, 1992 meeting that has not been initially presented at the Budget Committee during its deliberations on the budget.

DRAFT

BEFORE THE COUNCIL OF THE
METROPOLITAN SERVICE DISTRICT

FOR THE PURPOSE OF ESTABLISHING)
A SCHEDULE AND PROCESS FOR)
COUNCIL CONSIDERATION OF THE FY)
1992-93 PROPOSED BUDGET)

RESOLUTION NO. 91-1515
INTRODUCED BY THE
FINANCE COMMITTEE

WHEREAS, The Finance Committee has reviewed the schedule and process used by the Metro Council for adoption of the FY 1991-92 Budget;

WHEREAS, The Finance Committee has determined additional time is needed by the Metro Council to adequately review and consider the FY 1992-93 Proposed Budget; now, therefore,

BE IT RESOLVED,

1. That the Metro Council approves the schedule for Council receipt and consideration of the FY 1992-93 Proposed Budget as shown on Exhibit A, attached hereto.

2. That the Metro Council approves the process for considering and disposing of the FY 1992-93 Proposed Budget as described in Exhibit B, attached hereto.

ADOPTED by the Council of the Metropolitan Service District
this ____ day of _____, 1991.

Tanya Collier, Presiding Officer

EXHIBIT A

GENERAL SCHEDULE FOR COUNCIL CONSIDERATION
OF FY 1992-93 PROPOSED BUDGET

<u>DATE</u>	<u>EVENT</u>
February 1-28, 1992	Council Standing Committees discuss and identify program priorities for FY 1992-93 Budget
March 2, 1992	Executive Officer submits FY 1992-93 Proposed Budget and Supporting Materials to Council
March 9 - April 28, 1992	Budget Committee deliberations on FY 1992-93 Proposed Budget.
April 30, 1992	Budget Committee recommendations released to Metro Council
May 7, 1992	Council consideration and approval of FY 1992-93 Budget (Special Council Meeting)
May 15, 1992	Filing of FY 1992-93 Approved Budget with Tax Supervising and Conservation Commission
June 25, 1992	Council adoption of FY 1992-93 Budget

EXHIBIT B

GENERAL PROCESS FOR COUNCIL CONSIDERATION
OF THE FY 1992-93 PROPOSED BUDGET

1. The Finance Committee shall be convened as the Budget Committee to deliberate on the FY 1992-93 Proposed Budget. The Budget Committee shall solicit public input and conduct public meetings on the Proposed Budget and make recommendations on the Proposed Budget for Council consideration.
2. Standing Committees and individual Councilors are encouraged to make recommendations to the Budget Committee on the FY 1992-93 Proposed Budget. Standing Committees will meet during February 1992 to discuss and identify program priorities for recommendation to the Budget Committee.
3. The Budget Committee will take the following steps in deliberating on the Budget:
 - Phase I - Each department will present its budget request at a joint meeting of the Budget Committee and the appropriate Council Standing Committee. Council staff will present its analysis and questions on the department budget request.
 - Phase II - The Budget Committee will hear department responses to questions and issues raised on budget requests in Phase I. Members of the public will be given an opportunity to comment on the department budget requests. Councilors or Council Committees may comment on the Proposed Budget.
 - Phase III - The Budget Committee will receive recommendations from Council staff, the Executive Officer, Councilors or Council Committees on the budget requests and adopt recommendations for presentation to the Council.
4. Except in an emergency, the Council will not consider for approval any budget request at its May 7, 1992 meeting that has not been initially presented at the Budget Committee during its deliberations on the budget.

FINANCE COMMITTEE REPORT

RESOLUTION NO. 91-1515, ESTABLISHING A SCHEDULE AND PROCESS FOR COUNCIL CONSIDERATION OF THE FY 1992-93 PROPOSED BUDGET

Date: October 7, 1991

Presented By: Councilor Van Bergen

COMMITTEE RECOMMENDATION: At its October 3, 1991 meeting the Committee voted 4 to 1 to recommend that the Council approve Resolution No. 91-1515. Voting in favor were Councilors Buchanan, Devlin, Hansen and Wyers. Voting in opposition was Councilor Van Bergen.

COMMITTEE DISCUSSION/ISSUES: Don Carlson, Council Administrator, presented the Staff Report. He indicated that the resolution was in draft form since the Committee had not yet approved it for introduction to the Council. He pointed out that the Committee had discussed the draft resolution at its September 19, 1991 meeting and that the current draft incorporated Committee suggestions that the Standing Committees play a more formal role in the review of the Proposed Budget. The major changes made in the resolution were in Exhibit A where language was added to have Standing Committees meet during the month of February to discuss and identify program priorities for transmission to the Budget Committee and similar language included in the second paragraph of Exhibit B.

In response to Committee questions, Mr. Carlson pointed that the proposed schedule and process is substantially the same as last years schedule and process. The major difference is the earlier date for receipt of the Proposed Budget from the Executive Officer. Last year the Executive Officer submitted the budget to the Council on March 14, 1991. The schedule in Resolution No. 91-1515 requires the Executive Officer to submit the Proposed Budget on March 2, 1992. The earlier submission date is in response to universal councilor comments during and after last years process that the Council have more time to consider and act on the Proposed Budget.

Jennifer Sims, Finance Director, stated her concerns regarding the proposed schedule. She indicated that moving the submission date up for the purpose of longer deliberations would not be beneficial but that better communication (for instance in the form of the proposed quarterly reports) would accomplish what the Council needs. She pointed out that the Local Government Budget Law, specifically ORS 294.401, requires public notice for the meeting at which the budget message and document are to be received and that "not more than seven days prior to the meeting of the budget committee for which notice is provided . . . the budget officer may provide a copy of the budget document to each member of the budget committee for the information and use of the individual member." Based on the proposed schedule the first meeting of the budget

committee (defined in the statute as the Metro Council) would be March 12, 1991.

Following considerable discussion concerning other options such as convening a special Council meeting to receive the Proposed Budget the Committee amended the schedule to set the budget submission date as March 5, 1991 and approved a motion to recommend Council adoption of Resolution No. 91-1515.