

BEFORE THE COUNCIL OF THE
METROPOLITAN SERVICE DISTRICT

FOR THE PURPOSE OF APPROVING AN)	RESOLUTION NO. 91-1517
INTERGOVERNMENTAL AGREEMENT WITH)	
THE INTERGOVERNMENTAL RESOURCE)	Introduced by Councilor
CENTER FOR BI-STATE COMMITTEE)	Lawrence Bauer
STAFF SUPPORT)	

WHEREAS, The Metro Council and the Intergovernmental Resource Center of Clark County (IRC) created the Bi-State Policy Advisory Committee (Bi-State) through joint resolution on September 24, 1981; and

WHEREAS, The Purpose of the bi-State is to enhance understanding between Oregon and Washington policy-makers of metropolitan issues of mutual concern and to promote recognition of the commonality of problems and encourage cooperative mutually beneficial solutions; and

WHEREAS, Metro and IRC have jointly staffed Bi-State since FY 1989-90 under the terms of annual intergovernmental agreements; and

WHEREAS, The intergovernmental agreement attached as Exhibit A calls for Metro to provide staff support not to exceed 0.25 FTE, and IRC to provide staff support not to exceed 0.50 FTE; and

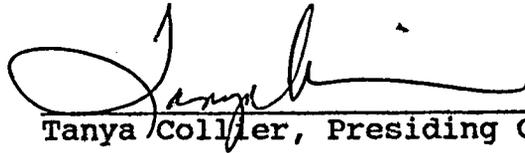
WHEREAS, The intergovernmental agreement was anticipated in Metro's FY 1991-92 budget, and \$7,500 is available in the Council Department's budget to compensate IRC for its higher level of staff support; and

WHEREAS, An intergovernmental agreement between Metro and IRC is necessary to formalize the staffing structure and allow IRC to receive its due compensation; now, therefore,

BE IT RESOLVED,

That the Council approves an intergovernmental agreement with the Intergovernmental Resource Center, attached as Exhibit A, for the purpose of providing staff support to the Bi-State Policy Advisory Committee through fiscal year 1991-92.

ADOPTED by the Council of the Metropolitan Service District this 24th day of October, 1991.



Tanya Collier, Presiding Officer

AGREEMENT BETWEEN THE
METROPOLITAN SERVICE DISTRICT
AND THE
INTERGOVERNMENTAL RESOURCE CENTER

PROVIDING FOR JOINT STAFFING OF THE
BI-STATE POLICY ADVISORY COMMITTEE

WHEREAS, This agreement, entered into by and between the Intergovernmental Resource Center (hereinafter called IRC) and the Metropolitan Service District (hereinafter called Metro), is to provide for staffing support to the Bi-State Policy Advisory Committee (hereinafter called Committee); and

WHEREAS, Since 1983 Metro and IRC have jointly chaired the Committee which meets on a monthly basis; and

WHEREAS, The Committee was established to enhance understanding between Oregon and Washington policy-makers of metropolitan issues of mutual concern; to promote recognition of the commonality of problems and encourage cooperative mutually beneficial solutions; and

WHEREAS, In November, 1990, Metro and IRC mutually agreed to provide professional staff support to the Committee as requested, not to exceed 0.25 FTE from each agency; and

WHEREAS, The 1991 session of the Washington Legislature granted \$50,000 to IRC for the 1991-93 biennium to support Bi-State's activities in that period; and

WHEREAS, Continued professional staff support to the Committee shall be necessary for fiscal year 1991-1992 to fulfill the Committee's goal of addressing several issues of concern -- Columbia River resource management, land use planning, air quality, economic development joint objectives, hazardous household waste disposal coordination, telecommunications, tourism -- as well as other issues which may be identified during the year; to facilitate the flow of pertinent issue information; and to assist the Committee in identifying and analyzing critical elements of the issues; now,

THEREFORE, Metro and IRC hereby mutually agree to the following:

**SECTION 1
COMMITTEE STAFFING**

1. For the term of the agreement, IRC and Metro shall each provide professional staff support to the Committee as requested. Metro's staff support shall not exceed 25 percent of an FTE or 44 hours per month, and IRC's staff support shall not exceed 50 percent of an FTE or 87 hours per month; total joint staff support is not to exceed 75 percent of an FTE or 131 hours per month. Metro shall pay to IRC a flat amount of \$625 per month during the period of the agreement. This payment will be in recognition of IRC's role as the lead agency for purposes of public contact and maintenance of committee records, and in recognition of IRC's higher level of staff support to the Committee. The designated IRC and Metro staff (hereinafter referred to as designated staff) shall provide staff assistance to the Committee as follows:

- A. Develop and distribute agendas in a timely fashion consistent with applicable Washington and Oregon public meeting law requirements;
 - B. Prepare reports or other materials as requested by the Committee and facilitate the presentation of materials and appropriate briefings on matters of interest to the Committee;
 - C. Oversee the recording and distribution of meeting minutes and Committee actions;
 - D. Prepare necessary resolutions or other appropriate vehicles for the IRC Board of Directors and the Metro Council to act on Bi-State recommendations, actions or other information consistent with the respective jurisdiction's formats and procedures for handling such actions; and
 - E. Maintain all necessary records, bylaws, contractual agreements and any other appropriate materials in conformance with applicable Washington and Oregon public meeting law requirements;
 - F. Provide other assistance as requested by the Committee.
2. The designated staff shall provide continual administrative and professional staff support to the Committee. The designated staff shall be accessible and responsible to the Committee Co-Chairs.

SECTION 2 BUDGETS

Metro and IRC shall each budget adequate funds for their respective staff to the Committee. In addition, Metro shall budget \$7,500.00 for the term stated in this agreement to support IRC's lead agency functions including maintenance of records and higher level of staff support.

SECTION 3 METHOD OF PAYMENT, ACCOUNTING

1. For the term of the agreement, IRC shall bill Metro monthly for Metro's funding commitment consistent with the terms described in Sections 1 and 2 herein.
2. All other expenses associated with the coordination of the Committee, beyond the direct designated staff services and related indirect support, shall be divided equally by Metro and IRC.

SECTION 4 PERIOD OF AGREEMENT

The term of agreement shall commence on July 1, 1991 and shall terminate on June 30, 1992, unless terminated earlier pursuant to Section 5.

SECTION 5 TERMINATION OF AGREEMENT

This agreement shall be terminated upon the recommendation of the Committee and mutual written concurrence from Metro and IRC. The date of the last correspondence from either Metro or IRC stipulating termination of this agreement shall be the date of termination. No additional expenses shall be incurred by IRC on coordination of the Bi-State Committee following the date of termination.

**SECTION 6
TERMS OF AGREEMENT**

Agreement is premised on continued existence of the Bi-State Policy Advisory Committee in a form substantially similar to the form provided in the bylaws approved by the Metro Council and the IRC Board of Directors. This agreement shall neither require nor prejudice any further agreement between the parties. The invalidity, in whole or in part, of any provision of this agreement shall not affect the validity of any other provisions.

Neither IRC nor Metro will assign the staffing of the Bi-State Committee to any other agency or party.

ADOPTED this _____ day of _____, 1991:

INTERGOVERNMENTAL RESOURCE CENTER

By: _____
Ron Hart, Chair,
Board of Directors

By: _____
Gil Mallery, Executive Director

METROPOLITAN SERVICE DISTRICT

By: _____
Rena Cusma,
Executive Officer

APPROVED AS TO FORM:

Metro General Counsel

ca:bi:state.iga

STAFF REPORT

CONSIDERATION OF RESOLUTION NO. 91-1517
FOR THE PURPOSE OF APPROVING AN
INTERGOVERNMENTAL AGREEMENT WITH THE
INTERGOVERNMENTAL RESOURCE CENTER FOR
BI-STATE COMMITTEE STAFF SUPPORT

Date: September 30, 1991

Presented by: Casey Short

FACTUAL BACKGROUND AND ANALYSIS

Resolution 91-1517 would authorize the execution of an intergovernmental agreement between Metro and Clark County's Intergovernmental Resource Center (IRC) for staff support of the Bi-State Policy Advisory Committee. Fiscal year 1991-92 will be the third year Metro and IRC have had such agreements. The principal differences between this year's agreement and last year's are in the level of staff support and the amount of money Metro sends to IRC for their share of that support.

In FY 1990-91, Metro sent IRC \$6,000 in support of Bi-State staffing. The justification for this expenditure was that 1990-91 was a transition year for Bi-State staff support, as Metro had no staff for Bi-State in the first two months of the fiscal year. With the addition of a third Council Analyst, Council staff had sufficient flexibility to dedicate 25% of an analyst's time to help support the activities of Bi-State.

This year, IRC has received a grant from the Washington Department of Community Development for Bi-State staff support. The amount of the grant is \$50,000 for the 1991-93 biennium, which will translate into \$25,000 for each of the two years. Other sources of financial support for Bi-State are \$7,500 from IRC, Metro's in-kind contribution of 0.25 FTE of a Council Analyst and required clerical support, and \$7,500 from Metro's General Fund. Metro's \$7,500 was anticipated in the budget, and is included in the Council Department's line item for Miscellaneous Professional Services.

The difference between 90-91 and 91-92 staffing level is that IRC's State grant will allow it to increase its staffing level from 0.25 FTE to 0.5 FTE. Total professional staff support will increase from 0.5 FTE in 90-91 (split equally between Metro and IRC) to 0.75 FTE (0.5 FTE from IRC and 0.25 FTE from Metro). This is justified by Bi-State's increased level of activity, particularly its work on air quality issues and the Committee's moving from bi-monthly to monthly meetings. The justification for Metro's \$7,500 expenditure is that it retains equity between Metro's and IRC's support, with Metro covering part of IRC's higher staffing costs.

At its September 27, 1991 meeting Committee members unanimously recommended that the Metro Council and IRC Board of Directors approve the intergovernmental agreement.

TRANSPORTATION AND PLANNING COMMITTEE REPORT

CONSIDERATION OF RESOLUTION NO. 91-1517, FOR THE PURPOSE OF APPROVING AN INTERGOVERNMENTAL AGREEMENT WITH THE INTERGOVERNMENTAL RESOURCE CENTER FOR BI-STATE COMMITTEE STAFF SUPPORT

Date: October 8, 1991

Presented by: Councilor Bauer

COMMITTEE RECOMMENDATION: At the October 8, 1991 meeting, the Committee voted 4-0 to recommend Council approval of Resolution No. 91-1517. Voting in favor were Councilors Bauer, Devlin, Gardner and McLain. Councilor Van Bergen was excused.

COMMITTEE ISSUES/DISCUSSION: Council Analyst Casey Short explained that the Resolution authorizes an intergovernmental agreement between Metro and the Intergovernmental Resource Center of Clark County for staffing the Bi-State Advisory Committee. He said it differs from the previous resolution in two ways: Metro funding is increased from \$6000 to \$7500, and IRC staff support increases from .25 to .50 FTE. The Metro Council is contributing .25 FTE in staff resources.

Councilor Bauer indicated that the agreement is a good deal, given that only the Washington legislature followed through with funding.