

MINUTES OF THE METRO COUNCIL WORK SESSION MEETING

Tuesday, February 1, 2005
Metro Council Chamber

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

Councilors Absent:

Council President Bragdon convened the Metro Council Work Session Meeting at 2:02 p.m.

1. DISCUSSION OF AGENDA FOR COUNCIL REGULAR MEETING ON FEBRUARY 3, 2005/ ADMINISTRATIVE/CHIEF OPERATING OFFICER AND CITIZEN COMMUNICATIONS

Council President Bragdon reviewed the agenda for the February 3, 2005 Council meeting.

Mike Jordan, Chief Operating Officer, asked Tim O'Brien, Senior Regional Planner, and Mary Weber, Community Development Manager, to talk about exclusive farm-use (EFU) land encroaching on industrial land as related to the City of Woodburn.

Ms. Weber gave a brief overview of what was happening. She distributed maps for the Councilors to review, which are attached and form part of the record. Ms. Weber asked if the Councilors wanted to comment and she said that they would need to put together a letter for the record. She said that the letter would be due February 3, 2005.

Councilor Robert Liberty said that they should mention in the letter the Land Conservation & Development Commission's (LCDC) decision regarding additional need for industrial land.

Mr. Jordan said that they should get the content of their concerns included in the letter. Discussion centered on how this could be tied to the LCDC industrial land decision. There was also discussion on how the letter should be constructed regarding spirit and language and how the public would accept the proposed expansion. Ms. Weber said that staff would draft the letter and they would copy LCDC and the county commission. It was agreed that the letter would be ready to fax on Thursday morning. Kate Marx, Public Affairs Director, asked to be part of the review process for that letter.

Mr. Jordan said that they were looking to transfer title for the Trolley Trail to the North Clackamas district. The transfer would include right-of-way from Milwaukie to Gladstone. It was purchased with local-share dollars from North Clackamas Park. They were going to buy the right-of-way but they had asked Metro to buy it since Metro had more expertise, so the plan had always been for Metro to purchase it and transfer it back. The concern was a legal issue about transfer of property from property owner to the railroad originally. There was a reversionary clause on some of the parcels and the concern was that one of those entities/people would try to claim a right to those properties. What was triggering an approach to try and perfect those titles was that Clackamas County now wanted to use the Trolley Trail right-of-way as potential right-of-way for a sewer project: a main between Milwaukie and the Tri Cities plant in Oregon City. To do that they would need to survey the area and they were getting ready to do the preliminary engineering work, which would trigger the interest of people located along the trail. There was potential to have someone put forward a claim that would cost Metro money to respond to. That was why

Metro wanted to transfer title. Mr. Jordan wanted to warn the council that there was potential liability with the process. The resolution that would be before Council on Thursday was to authorize the Chief Operating Officer to transfer title.

2. MINORITY AND WOMEN EMERGING SMALL BUSINESS UTILIZATION REPORT

David Biedermann, Business Services Director, and Cinna'mon Williams, Business Services Outreach, presented the Minority and Women Emerging Small Business Utilization Report. Council President Bragdon asked Ms. Williams to discuss her recruiting efforts and processes based on prior discussion. Ms. Williams described her outreach efforts.

Councilor Rod Park asked if there was a target that they were trying to reach.

Mr. Biedermann said that it was illegal to have a quota, but that they did aspire to reflect the community.

Councilor Rex Burkholder said it would be good to know how other agencies were doing as well.

Councilor Susan McLain said that Metro's rate was low and that she would be interested in hearing what they planned to do to change that.

Mr. Biedermann presented an award to Brian Philips, Building Services Operations Manager, for his outreach efforts. Mr. Philips had attained a higher percentage than any other individual project manager at Metro in booking contracts with minority women and emerging small businesses. The Councilors asked that they re-present the award at the Thursday meeting.

Ms. Williams and Mr. Biedermann presented their recommendations for the program, which would require a council ordinance. Some of the Councilors had specific questions about numbers, which Ms. Williams answered. There was general discussion about the certification process for minority women owned businesses and emerging small businesses. Dan Cooper, Metro Attorney, explained what lead to the certification process.

Councilor Rod Park said he understood the concept of the program, but he said he was uncomfortable increasing the amount based on the 1996 study, which was now 9 years old. He said he would need to have a policy reason to increase the number.

Mr. Jordan said that the Council might want to have a discussion about the range amount, and that staff could do an analysis for their review. That would make it a more policy driven discussion.

Council President Bragdon asked if the Councilors would be interested in developing an ordinance for this? It was generally agreed that the council needed to discuss the issue further at a later date.

3. STAFFING SUPPORT FOR REDIRECTION EFFORT

Council President Bragdon reviewed where they had left off with the retreat and the discussion of staff support and the redirection effort. He asked Bill Stringer, Chief Financial Officer, to give a report on the budget before discussing those issues.

Mr. Stringer gave an update on the budget pertaining to how the general fund was composed.

Councilor Brian Newman asked about current funds that would feed into the general fund for lack of “strings.”

Kathy Rutkowski, Budget Coordinator, said that the list included: general fund, support services fund, building management fund, and the regional parks operating fund. She described the process and discussion ensued with an explanation about how the funds operated.

Mr. Stringer said that the general fund would now be much larger than portrayed in the past.

Councilor Susan McLain said that with the new budget she still wanted to know where money came from and where it would go specifically. She expressed concern about being able to read the new budget.

Ms. Rutkowski said that there was still a legal requirement to present some level of line item details.

Mr. Jordan assured her that they would review the new budget structure. He said that the new budget format would align the structure more closely with purview in Council decision-making.

Council President Bragdon introduced the topic of staff support for discussion. He said that they were trying to provide more support and transparency in the decision making process. He wanted to focus on the support needed by Council from the different departments in helping to package their decisions.

Mr. Jordan reviewed what they had talked about previously and wanted to focus on how the agency would support the Council on particular projects. He drew a chart on the white board for them. He said that they would need to amend their thinking about support for the big policy process. The proposal was that Council would designate leads/liaisons for a particular project, they would assign Project Managers (those folks would need to learn new skills – convening, and technical skills), and those folks would then engage people to support them and that would be the support team. The Project Managers would help to identify the scale and scope of a proposed project as it came on-line. These proposed functions would require skills that Metro had not used before and therefore there would be training, consulting support, and groups formed to advise project managers. Before those projects were initiated, staff would have to figure out how to reallocate current resources to support this new format.

Council President Bragdon said that they would need flexibility when talking about resources. He gave the example that there would be a large outreach effort for Goal 5 in the spring but in the fall there might be some other project that required major outreach efforts. The event management people would need to be flexible so that the proper resources would be directed at, and used to bolster, the skills of the Project Managers for the most current “hot” project.

Mr. Jordan said the hope was to have more efficiency with the support team over time through training and accumulated experience.

Ms. Marx said that they were recognizing that decision analysis was a field of discipline that would tell us better ways and best practices to be most efficient. The project manager group

probably did not have the proper training in that regard yet. She said that the Project Manager group could ultimately give better insight and information to council to help them make decisions.

Mr. Jordan said that Public Affairs was becoming ground zero for trying to manage communications. He said that they needed to get more coordinated and more strategic and better at managing communications. He said that they would need to be able to integrate political issues early in the project process for better effect. He said that they would need to find ways to utilize their time together more effectively in terms of scheduling, calendars, work plans between projects that have similar components, and with integrating projects.

Councilor Rex Burkholder asked about council support staff. He wanted to know if a member of the support team would be free to help Councilors interact with Project Managers.

Mr. Jordan said that they were in a budgetary bind and he hoped that the restructuring of the support services and the exit program would provide room to maneuver within the budget. There was discussion about the need for analysts or someone in that sort of role for the Councilors. Mr. Jordan said that they wanted to fix the budget so that it was sustainable over time: they were not looking to hire new people but to restructure, retrain, and be more efficient with current resources.

4. BREAK

5. FOCUS GROUP REPORT

Sue Disciple, Consultant, gave a PowerPoint presentation on the Focus Groups study. That study is attached and forms part of the record.

Councilor Brian Newman asked if the groups had reached a general consensus.

Ms. Disciple said for all the groups but one that was their task; to come to consensus as a group.

Council President Bragdon said that there were a lot of contradictions in the report and that the participants were a small sample group.

Ms. Disciple said that nearly everyone agreed that Metro was a good table at which to solve problems. However, they did not necessarily agree on issues/problems that should come before Metro. She said that they might not have come to consensus on the fine points because they did not have enough time to thoroughly discuss the issues. She said that while they did not have a lot of attendees, they did have quality people participating in the focus groups.

Councilor Rex Burkholder said that he felt that they got good information out of the groups.

Mike Wetter, Assistant to Council President, said that the one factor that was not figured out yet was Metro's role in each of the outcomes (goals), which was why they had the focus group studies – to get more information from the public.

Councilor Susan McLain said that she thought the focus group study was more about government than it was about Metro. She said that she felt that the participants tended to give government answers rather than answers directly tied to Metro.

Mr. Wetter said that there was good value that the focus groups provided, especially strategically. He thought that the nearly unanimous feeling that Metro as a “convener” was a good thing.

**6. GREENWOOD HILLS CEMETERY MAINTENANCE ASSOCIATION
PROPOSAL TO METRO**

Jim Desmond, Regional Parks and Greenspaces Director, and Janelle Geddes, Regional Parks and Greenspaces Department, reviewed a proposal for the Greenwood Hills Cemetery in Southwest Portland directly adjacent to JAR Cemetery (which Metro owns). The owner wanted Metro to take ownership of the Greenwood Hills Cemetery. They had \$91,000 that would come forward with the proposal for maintenance of the cemetery.

Councilor Carl Hosticka asked if the Riverview Cemetery had rejected the idea of taking the cemetery over.

Mr. Desmond said that he was not optimistic that they would purchase it.

Councilor Robert Liberty asked if the Greenwood Hills Cemetery was all platted.

Bonnie Keiser, Greenwood Hills, said that there were about two acres that weren't platted.

Mr. Desmond said it would not be realistically saleable land.

Councilor Susan McLain said that Metro had purchased the 14 Pioneer cemetery sites as they had been cultural sites and that tied into the 2040 plan which cited the importance of cultural sites. Secondly, she said that Metro was hearing from people who wanted pocket parks. She thought there might be potential to make those two acres a pocket park due to proximity to the road. She said that if they were having maintenance issues now or in the future they should question the potential for developed and/or saleable property near the cemeteries.

Mr. Desmond said he could get more details, but he said it was not really feasible because most of the cemeteries did not have the land for pocket parks in consecutive plots.

Mr. Jordan said that Councilor Liberty had brought up a detail that they should consider regarding the possibility of changing the balance sheet. He suggested to the Council that they should not take on the property because they lose money on every site already operated by Metro. He said that they should also give thought to the politics of selling off parts of sites that have been part of communities in the long-term.

Councilor Rod Park asked why Metro was running the cemeteries. He said that they should have an in-depth discussion on why Metro owned them, why would Metro want to either continue to run them or divest themselves of the cemeteries, how Metro ownership would benefit the public, etc.

Mr. Desmond asked if they should do more work and bring it back before the Council.

Councilor Carl Hosticka said he would like to see a policy discussion on this topic.

Ms. Geddes said that she had spoken with someone who suggested that it might need a statewide task force to administer the cemeteries.

Council President Bragdon said that with Mr. Desmond's and Mr. Jordan's recommendation, they would probably not want to take on the cemetery.

The Councilors agreed that they would like to have a policy discussion on the cemeteries.

7. EXECUTIVE SESSION HELD PURSUANT TO ORS 192.660 (1) (d) FOR THE PURPOSE OF DELIBERATING WITH PERSONS DESIGNATED TO CONDUCT LABOR NEGOTIATIONS.

Time Began: 4:40 p.m.

Time Ended: 5:22

Members Present: Kevin Dull, Bill Stringer, Ruth Scott, Jenny Kirk

8. COUNCIL BRIEFINGS/COMMUNICATIONS

There were none.

There being no further business to come before the Metro Council, Council President Bragdon adjourned the meeting at 5:22 p.m.

Prepared by,

Kim Bardes
Clerk

ATTACHMENTS TO THE PUBLIC RECORD FOR THE MEETING OF FEBRUARY 1, 2005

| Item | Topic | Doc Date | Document Description | Doc. Number |
|------|--------------|---------------|---|-------------|
| 1 | EFU Land | February 2005 | Map: 2003 Aerial Photography | 020105c-01 |
| 1 | EFU Land | February 2005 | Map: Proposed Comprehensive Plan | 020105c-02 |
| 5 | Focus Groups | January 2005 | Metro Stakeholder Involvement in the Strategic Planning Process | 020105c-03 |
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