

Date: May 30, 1991  
To: Hardy Myers  
From: Betsy Bergstein  
Regarding: Charter Committee Meeting Dates and Other Information

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1. Meeting Dates. I have reached over half of the Committee verifying availability for the June 4, 1991 and June 11, 1991 Committee meeting dates and June 25, 1991, June 27, 1991 and July 2, 1991 suggested public meeting dates. At this time, Mimi Urbigkeit and Wes Myllenbeck are the only two members not available for the June 4, 1991 meeting. Wes is also not available for the July 2, 1991 public hearing. His conflict is that he is on the Portland Water Quality Advisory Committee which meets the **first Tuesday of every month**. His other Tuesday conflict is the community college board, but those meetings are 3:30 - 5:00 and so he doesn't think they will conflict with the Charter Committee. Mary Tobias is on vacation so I was not able to speak with her regarding Tuesday conflicts.

2. May 22, 1991 Minutes. Susan Lee will not be able to have the minutes from the May 22, 1991 meeting available for Committee approval at the June 4, 1991 meeting due to illness and her commitments to other Metro subcommittees. I am told this is not unusual. However, because I do not want the Committee to puzzle over decisions they made at the last meeting I have asked her to prepare at the least some sort of list of decisions reached at the last meeting and I included this on your agenda.

3. Committee Clerk. On a related note, you may want to consider advertising now for that position, even though the Committee will wait until after the Administrator is hired to hire the Clerk. The reason is that the advertising and selection process will take two to three weeks and it is probably to the Committee's advantage to get at least the process moving, particularly since you will have public hearings and that may generate a different level of interest and request for information.

4. Public Meetings. Multnomah County: The Convention Center has a room available for June 27, 1991 which I have booked. It is "B 13 and 14", holds 100-150. Cost is \$300. You need to let me know the time and the set up you want. There is a full Metro Council meeting on June 27, 1991 where the 1991-1992 fiscal budget is approved so none of the councilors will be able to be at this hearing.

Clackamas County: Frank Josselson suggested Oregon City for Clackamas County citing differences between the eastern and western sections of the county and feeling Oregon City was in the middle. He told me to check with Jon Egge regarding a place but he thought there was a union hall in Oregon City that was used frequently for public meetings.

Washington County: Wes Myllenbeck suggested the PGE auditorium at Murray and Scholls Ferry Road for Washington county. He felt the east end of the county was preferable. When I told him your preference for public space, he said that the County, the Democratic and Republican parties and many public bodies use this space; all the elected officials have been there. The only "public space" he could think of was the Rock Creek campus which is outside the urban growth boundary, but inside Metro's district. The PGE auditorium holds 150-200.

5. Metro Code. The Committee requested a copy of the Metro code at their last meeting. It is currently being update and we can get it to the Committee for their June 11, 1991 meeting.

6. Members Bios. Ned Look asked me if I had any information on Committee members. Do you want to ask them if there is interest/support for constructing members bios?

7. Metro Meeting Space Availability. After June 11, 1991, Room 335, where the Committee had its first meeting, will not be available for meetings (it is becoming office space). That means that Room 440 and the Council Chambers are the two available places for meetings. For the Committee, that means that if you plan to use Metro for your Committee meetings, we should advance schedule room 440 so we are sure to have it.

8. Other Misc. Information. Ken Gervais is on jury duty June 17, 1991 to June 28, 1991. Ned Look questioned whether he really wanted to be on the "planning subcommittee." Isaac Regenstreif asked me how the search for Committee staff was coming. I have gotten one call on the job announcement asking whether we wanted written references or just names and phone numbers. My response was that at this time names and phone numbers would be adequate, assuming you will want to interview before you check references.

9. Senator Shoemaker Phone Call. Senator Shoemaker was phoning to find out the next meeting date.

10. Legislative Members. All of the Committee members currently involved in the Oregon State Legislature expressed concern that they could not predict if they would have evening sessions this late in the session, but none had an explicit conflict, at this time, on their schedules.

11. Meeting Time. Frank Josselson asked me if meetings could be earlier, eg. 5:00 - 5:30; Wes Myllenbeck thought that if they were a little later, he would avoid conflicts with his other committees.