

MINUTES OF THE COUNCIL BUDGET COMMITTEE
OF THE METROPOLITAN SERVICE DISTRICT

Regular Meeting
March 20, 1991

Committee members present: George Van Bergen (Chair), Sandi Hansen (Vice Chair), Roger Buchanan, Richard Devlin

Committee members absent: Judy Wyers

Chair Van Bergen called the meeting to order at 5:30 p.m.

Chair Van Bergen read into the record written testimony provided by Mr. Bernard V. Foster pertaining to the Public Affairs Department proposed budget. In his comments, which are part of the record, Mr. Foster stated the inner city community had not been used to promote recycling; he suggested utilizing minority newspapers and working with black service organizations to accomplish this goal.

An overview of programs for the Zoo and the Metropolitan E-R Commission was given by department staff. The presentation included a review of significant program activities and a discussion of how programs and staffing would change from the previous fiscal year.

1. Zoo Operating Fund

- * Councilor Devlin asked for clarification regarding changes in security FTE positions. Mr. Kay Rich, Assistant Zoo Director, indicated this was an administrative change to reflect the true situation.
- * Councilor Devlin asked when zoo staff anticipated going out for the next improvement. Ms. Sherry Sheng, Zoo Director, responded that in the next year, following completion of the Master Plan process, this issue will be discussed.
- * Councilor Buchanan asked Ms. Sheng what the total capital value of the zoo is. Ms. Sheng will report back to Councilor Buchanan.
- * Councilor Hansen asked Mr. Rich about the initial cost and projected savings of the conservation program he intended to start with PGE. Mr. Rich indicated the cost would be approximately \$43,000; and that he would report back with further details.
- * Councilor Hansen asked Mr. Jim Moeller, Zoo Facilities Management Project Coordinator, if the preventative

maintenance he planned to commence would involve in-house staff. Mr. Moeller answered affirmatively.

- * Councilor Hansen asked what the additional 1.0 FTE in educational programs would generate in revenue. Ms. Sheng indicated the additional 1.0 FTE would cost \$32,000 and would increase revenue by \$67,000. The additional part-time position would cost \$3,500 and would bring \$16,000 additional revenue.
- * Councilor Hansen asked if the computerized inventory system would help zoo staff meet audit recommendations. Ms. Sheng answered affirmatively.
- * Councilor Van Bergen asked about the \$2 million gift for Westside LRT? Ms. Sheng reported it is not in the budget because details had not been worked out, and the deadline for this item does not arise until 1994.

2. Zoo Capital Fund

- * Councilor Devlin asked whether revised revenue estimates would be made available to the Committee in light of the current situation with the excise tax. Ms. Sheng indicated a projection was not being made at this time because not all of the necessary information to make such a projection is available.

3. Metropolitan E-R Commission

- * Councilors Van Bergen and Knowles asked Mr. Dominic Buffetta, MERC Manager of Finance and Administration, to provide the Committee with the specific notes and figures he covered in his report.

4. Convention Center Operating Fund

- * Councilor Knowles asked if the Executive Officer's budget had proposed that any of the funds left in interest earnings be put into a capital reserve. Ms. Jennifer Sims, Manager of Finance and Management Information, indicated the Capital Fund has budgeted the balance of \$1.6 million with \$1.2 going toward capital projects. \$175,000 will be retained in contingency and \$175,000 will be transferred to the Convention Center debt service fund.

5. Spectator Facilities Operating Fund

- * Councilor Devlin asked how much of the \$665,000 contingency for the current year had already been obligated. Mr. Buffetta indicated approximately \$400,000 would be obligated by the end of the fiscal year.
- * Councilor Devlin asked if MERC's fund balance would enter into a negative balance in FY 93-94. Mr. Buffetta answered affirmatively.
- * Councilor Knowles asked if money transferred to Metro Support Services came from the MERC Management Pool or the individual facility. Mr. Buffetta indicated the transfer was made from the individual facility.
- * Councilor Knowles asked if there were administrative, personnel or accounting employees who handled only one specific facility. Mr. Robert Freedman, manager for the Portland Center for the Performing Arts, and Ms. Andrea Bonkowski, MERC Comptroller, answered affirmatively.
- * Councilor Devlin asked why only "Priority One" level improvements were budgeted at the Civic Auditorium. Mr. Buffetta indicated the budget was based on funds available.

6. MERC Management Pool Fund

- * Councilor Knowles asked about two new positions, the purchasing contracts coordinator and the accountant position. Mr. Buffetta indicated the purchasing contracts coordinator was a continuation of a half-time position that came on board half-way through the current fiscal year; and that hiring an in-house accountant was determined to be more fiscally efficient than contracting for outside temporary accounting help as had been required during the current fiscal year.
- * Councilor Knowles asked why all accountants were not budgeted under the MERC Management Pool. Mr. Buffetta indicated the decision was based on historical data, and on the Laventhol & Horwath study. Councilor Van Bergen said to do so would violate agreements with Multnomah County.

7. Performing Arts Center Capital Fund

- * Councilor Devlin asked if fund raising activities were in place to make generate funds from donations to subsidize

PCPA facilities. Mr. Freedman indicated no one was currently delegated for fund raising activities.

9. Convention Center Project Capital Fund

- * Councilor Devlin asked about TSCC's recommendation to increase the levy for one year by approximately 150% so that Metro wouldn't have to borrow for a six week period funds needed for the following fiscal year. Ms. Sims said this was recommended because it is good fiscal policy, and because the Solid Waste fund was used for cash flow for many other non-Solid Waste related projects and programs.

There being no further business, the meeting was adjourned at 8:25 p.m.

Respectfully submitted,



Lindsey Ray,
Committee Clerk

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