

MINUTES OF THE COUNCIL BUDGET COMMITTEE
OF THE METROPOLITAN SERVICE DISTRICT

March 27, 1991

Council Chamber

Committee Members Present: George Van Bergen (Chair), Judy Wyers (Vice Chair), Roger Buchanan, Richard Devlin, Sandi Hansen

Chair Van Bergen called the regular meeting to order at 5:33 p.m.

1. PUBLIC AFFAIRS DEPARTMENT

A. Solid Waste Programs: Phase II Review

Vicki Rocker, Public Affairs Director, presented an introduction to the Public Affairs Phase II Review, and she noted three program areas would be covered:

1. Recycling Information Center (RIC)
2. Waste reduction promotion
3. Waste reduction education.

Lauren Tissol, Public Affairs Specialist, displayed the equipment and materials which the department transported to schools and organizations for Metro's waste reduction education programs, and she explained the department's need for a van.

Staff from the Transportation Department which included Dick Bolen, Regional Planning Supervisor; Alan Holsted, Senior Regional Planner; and Mark Bosworth, Assistant Regional Planner, demonstrated the Regional Land Information System (RLIS) computer system to the Committee. They illustrated how the system worked for an operator answering the phone using a monitor display and work station environment. The system, they said, would use a geographical code such as zip code, intersection or individual street address and would give specific information regarding the closest recycling centers such as types of materials accepted, hours of operation, etc. Mr. Bolen noted that Metro was building data and map bases to be used by Tri-Met which could then be used by RIC.

In response to questions from Councilor Wyers, Mr. Bolen indicated:

- 1) implementation and start up / May, 1991
- 2) finalization / December, 1991-January 1992
- 2) 5 terminals cost / \$4,000 to \$6,000 each
- 3) software cost / \$29,000

Councilor Wyers asked if other agencies were using such a system. Staff said that Metro RIC was a national leader and model, and said that the system would belong to Metro and could later be marketed. Councilor Devlin noted the Governmental Affairs Committee recommended the use of

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this system to support the needs of constituents. Andy Cotugno, Director of the Transportation Department, said the program would incorporate a billing system by which cost could be recovered through charges for computer use by clients other than the public. In response to Chair Van Bergen, Ms. Rocker said computer updating of information would be timely.

Ms. Rocker provided written response to previous questions from the Committee, which were made part of the meeting record.

Chair Van Bergen called a recess at 6:02 p.m.

The Committee reconvened at 6:05 p.m.

2. SOLID WASTE DEPARTMENT

A. Phase II Review

Bob Martin, Solid Waste Director, outlined three areas of discussion for the departmental Phase II review:

1. policy issues and overview
2. corrections / revisions to the budget document
3. a division by division review of previous Committee questions.

In response to Councilor Hansen, Mr. Martin said the Solid Waste Department utilized 70 staff hours and prepared answers for 89 questions from the Committee.

Mr. Martin noted major policy issues:

1. Flow management / St. Johns landfill closure
2. Hazardous waste / acceptance issues
3. Fiscal management
4. Recycling markets

In response to questions from Councilor Wyers, Mr. Martin said increases expected in the areas of flow management would be seen in the Operations division related to major facilities and in the Engineering and Analysis division. Mr. Martin noted also proposed funding in the Public Affairs Department budget for public education and staff training concerning unacceptable and hazardous waste. Councilor Wyers asked about staff increases in contract management. Mr. Martin indicated 1 FTE was requested in the Solid Waste Department proposed budget who would be responsible for appropriate review of contract payments.

Mr. Martin distributed copies of his memo dated March 27, 1991 which provided responses to the Council Budget Committee regarding Solid Waste Department Budget Questions for 1991-92. The document has been made part of the meeting record. He noted that each division manager had selected two or three questions for analysis during the meeting from the

total number of questions from the Committee, and said managers would review also any other questions in which the Committee was interested.

Revenues

Mr. Martin reviewed questions regarding revenue increases and decreases.

Administration

Judith Mandt, Assistant Solid Waste Director, reviewed questions for the Administration Division.

Budget and Finance Division

Roosevelt Carter, Budget and Finance Manager, reviewed questions for the Budget and Finance Division.

In response to Councilor Wyers, Mr. Carter noted that monthly reports were being developed regarding tonnage flow, revenues and expenses and said, when produced, would be made available to the Committee.

The Committee and staff discussed notice given prior to audit for performance / compliance.

The Committee and staff discussed also staffing the Rate Review Committee.

Operations Division

Sam Chandler, Solid Waste Facilities Manager, reviewed questions for the Operations Division.

In response to Councilor Hansen, Mr. Chandler said the department would need less than one FTE for the messenger position.

In response to Councilor Wyers, Mr. Chandler said Operations proposed plans to encourage the public to utilize source-separated equipment and would provide cost information to the Committee.

Engineering & Analysis Division

Jim Watkins, Engineering & Analysis Manager, reviewed questions for the Engineering & Analysis Division. Mr. Watkins noted a correction to the Solid Waste Budget Questions for 1991-92 document under Engineering & Analysis Division, regarding the answer to question #4 which should read Metro West Transfer Station, not Metro Central.

The Committee and staff discussed 1) property taxes as addressed in question #4; 2) reduction in staffing and budget addressed in question

#5; and policy issues concerning budget funding for "1% for art" FY 1991-92. Donald E. Carlson, Council Administrator, said staff would provide response pursuant to discussion with General Counsel.

Waste Reduction Division

Debbie Gorham, Waste Reduction Manager, reviewed questions for the Waste Reduction Division.

Ms. Gorham said in response to Councilor Hansen that the decrease in the Waste Reduction budget was satisfactory, and she explained that demonstration projects which had been completed had decreased departmental needs.

The Committee and staff discussed Metro policy issues addressed in question #6. In response to a question from Mr. Carlson, Jennifer Sims, Director of Finance and Management Information, said she would work with the Solid Waste Department and the Committee regarding the "assistance to thrift stores" line item.

General Account

Mr. Watkins reviewed questions for the General Account.

Construction Account

Mr. Watkins reviewed questions for the Construction Account.

Renewal and Replacement Account

Mr. Martin noted written responses for the Renewal and Replacement Account.

Transfers

Ms. Sims reviewed questions for the Solid Waste Department Transfers Account and addressed the Support Services Fund.

Contingency and Unappropriated Balance

Mr. Martin reviewed questions for the Contingency and Unappropriated Balance for the Solid Waste Department. In response to Chair Van Bergen's request, Mr. Martin said he would provide written response to question #2 and question #3.

Rehabilitation and Enhancement Fund

Ms. Mandt reviewed questions for the Rehabilitation and Enhancement Fund.

COUNCIL BUDGET COMMITTEE

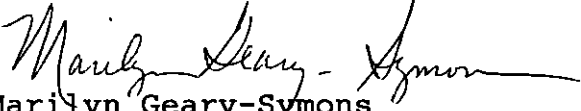
March 27, 1991

Page 5

Chair Van Bergen outlined the Phase I, Phase II and Phase III procedure, and the Committee and staff discussed the budget process. Chair Van Bergen said additional time to answer Committee questions would be considered.

Chair Van Bergen adjourned the meeting at 8:30 p.m.

Respectfully submitted,



Marilyn Geary-Symons
Committee Clerk