

MINUTES OF THE METRO COUNCIL BUDGET COMMITTEE

April 22, 1993

Council Chamber

Committee Members Present: Rod Monroe (Chair), Richard Devlin (Vice Chair), Roger Buchanan, Jon Kvistad, George Van Bergen

Councilors Also Presents: Jim Gardner, Mike Gates, Susan McLain, Ruth McFarland, Terry Moore, Judy Wyers

Also Present: Rena Cusma, Executive Officer

Chair Monroe called the special meeting to order at 12:03 p.m.

1. SUPPORT SERVICES FUND

A. Regional Facilities

- ▶ Program Development
- ▶ Procurement Program
- ▶ Construction Support
- ▶ Facilities Management
- ▶ Contractors' License

(Summary detail included under Building Management Fund.)

2. BUILDING MANAGEMENT FUND

Donald E. Carlson, Council Administrator, referenced his memorandum dated April 20, 1993 to the Budget Committee regarding Phase III Recommendations for the Support Services Fund and Building Management Fund Portions of the Regional Facilities Department. This document has been made part of the permanent meeting record. He noted recommendations included elimination of the Program Development program, and the transfer of the Construction Manager position to the Zoo Capital Fund. In response to Chair Monroe, Mr. Carlson indicated the transfer of the Construction Manager position had been discussed with Kay Rich, Assistant Director. Mr. Carlson referenced Exhibit A of his memorandum which detailed Council Staff recommendations for the Program Development program reduction.

In response to Councilor Kvistad, Mr. Carlson indicated the position under discussion, a Senior Management Analyst, would be brought forward at a later time under the General Fund.

Motion No. 1: Councilor Kvistad moved to accept Council Staff recommendations as indicated in Exhibit A, pages 3 and 4.

Neil Saling, Director of Regional Facilities, discussed proposed staffing levels in the Program Development program for the FY 1993-94 Proposed Budget.

In response to Councilor McLain, Casey Short, Council Analyst, said the contract management function for the child care program was located as a portion of proposed budget for the Building Management Fund along with other activities such as the parking garage.

Mr. Saling referenced a working matrix from the Regional Facilities Department representing employees percentages of time as attributed to individual Department programs. This document has been made part of the permanent meeting record.

(Continued)

COUNCIL BUDGET COMMITTEE

April 22, 1993

Page 2

In response to Councilor Devlin, Mr. Short and Councilor McFarland indicated although discussion regarding Council Staff recommendations at the Regional Facilities Committee had been limited, some discussion had occurred.

Rena Cusma, Executive Officer, addressed the Committee, and expressed serious concerns regarding Council Staff proposals as recommended for the Support Services Fund of the Regional Facilities Department and the Building Management Fund.

Councilor Devlin expressed concerns regarding both Council Staff recommendations and Mr. Saling's revised proposal. He felt commitments had been made to the citizens of the region regarding arts funding would not be met should the motion to accept Council Staff recommendations pass.

Chair Monroe felt revision in staffing levels could be necessary at a later date, and suggested the possibility of preparing a supplemental budget at a later date if necessary.

The Committee as a whole and Staff discussed arts funding package, parking facilities, and the End of the Oregon Trail project issues further.

Vote on Motion No. 1: Councilor Kvistad and Monroe voted aye. Councilor Buchanan and Councilor Devlin voted no. Councilor Van Bergen was not present for the vote.

The motion failed.

Chair Monroe recessed the Committee at 1:00 p.m.

Chair Monroe reconvened the Committee at 1:04 p.m.

Councilor Buchanan recommended a Budget Note be prepared stating a proposed budget addendum be made to accommodate as reasonably as possible the needs of the program.

Motion No. 2: Councilor Buchanan moved Council Staff recommendations, Exhibit A, be accepted with the following addition: that the Arts Commission report due to be brought forward in June be referred to the Regional Facilities Committee for review, and should the Regional Facilities Committee support a recommendation for additional staff, that recommendation would be referred to the Finance Committee, and \$50,000 additional would be placed in General Fund Contingency in order to honor such a possible request.

Vote on Motion No. 2: Councilors Buchanan, Kvistad, Devlin and Monroe voted aye.

Mr. Carlson referenced Exhibit B of his memorandum which detailed Council Staff recommendations for reductions in the Procurement Program.

Motion No. 3: Councilor Kvistad moved to accept Council Staff recommendations as indicated for Exhibit B.

The Committee, other Councilors and Staff discussed Exhibit B Personal Services levels as recommended by Council Staff.

Vote on Motion No. 3: Councilors Buchanan, Kvistad, Van Bergen, Devlin and Monroe voted aye.

Mr. Carlson referenced Exhibit C of his memorandum which detailed Council Staff recommendations for reductions in the Construction Support Program.

Motion No. 4: Councilor Kvistad moved to accept Council Staff recommendations as indicated in Exhibit C.

Ms. Cusma urged the Committee not to approve Council Staff recommendations as indicated in Exhibit C.

In response to Councilor Buchanan, Mr. Saling said Mr. Glenn Taylor would not remain in the employ of Metro should he be transferred to the Zoo unless the remuneration was appropriate. Chair Monroe indicated his understanding that Mr. Taylor's position would not be downgraded in the process.

Mr. Short indicated the Budget Committee had tentatively approved a position of Construction Coordinator which could be elevated to the position of Capital Projects Manager in the Zoo budget. Mr. Carlson concurred.

Motion to Amend Motion No. 4: Councilor Buchanan moved to amend Motion No. 4 to transfer the position held by Mr. Glenn Taylor in the Regional Facilities budget to the Zoo budget at the same salary level, title to be determined.

Councilor Kvistad accepted the friendly amendment to his Motion No. 4.

The Committee as a whole and Staff discussed the matter further.

Vote on Motion No. 4 as Amended: Councilors Buchanan, Kvistad, Van Bergen and Monroe voted aye. Councilor Devlin voted no.

The motion passed.

Mr. Carlson referenced Exhibit D of his memorandum which detailed Council Staff recommendations for no reductions in the Facilities Management Program.

Mr. Carlson referenced Exhibit E of his memorandum which detailed Council Staff recommendations for reductions in the Contractor's License Program.

Mr. Carlson referenced Exhibit F of his memorandum which detailed Council Staff recommendations for reductions in the Building Management Program.

Motion No. 5: Councilor Kvistad moved to accept Council Staff recommendations as indicated in Exhibit E and Exhibit F.

Vote on Motion No. 5: Councilor Buchanan, Kvistad, Van Bergen, Devlin and Monroe voted aye.

The vote was unanimous and the motion passed.

3. GENERAL REVENUE BOND FUND

Mr. Short referenced his memorandum dated April 20, 1993 regarding Phase III Council Staff Recommendations for the General Revenue Bond Fund. This document has been made part of the permanent meeting record.

Motion No. 6: Councilor Kvistad moved to accept Council Staff recommendations as indicated in Mr. Short's referenced memorandum.

COUNCIL BUDGET COMMITTEE

April 22, 1993

Page 4

Vote on Motion No. 6: Councilors Buchanan, Kvistad, Van Bergen, Devlin and Monroe voted aye.

The vote was unanimous and the motion passed.

4. CONVENTION CENTER CAPITAL FUND / OCC DEBT FUND

Mr. Short referenced his memorandum dated April 20, 1993 regarding Phase III Council Staff recommendations for the Oregon Convention Center Project Capital Fund. This document has been made part of the permanent meeting record.

Motion No. 7: Councilor Kvistad moved to accept Council Staff recommendations for the Convention Center Capital Fund as indicated in Mr. Short's referenced memorandum.

Mr. Saling addressed the motion and said he disagreed with the Council Staff recommendations to transfer management of the fund to MERC. He recommended the program remain for at least one year further in the Regional Facilities Department.

Councilor Devlin indicated he disagreed with Council Staff recommendations to make such a transfer.

Ms. Cusma addressed the Committee and indicated her agreement with Councilor Devlin. She emphasized part of the agency's reputation was based on the fact that Metro did good construction, did it on time and within budget. She felt the passage of Council Staff recommendations would remove that control.

The Committee, other Councilors and Staff discussed the issues further.

Vote on Motion No. 7: Councilors Kvistad, Van Bergen and Monroe voted aye. Councilors Buchanan and Devlin voted no.

The motion passed.

Mr. Short indicated he had no recommendations for the OCC Debt Fund. No action was taken.

Chair Monroe recessed the Budget Committee for 10 minutes.

Chair Monroe reconvened the meeting at 2:29 p.m.

Chair Monroe announced the Budget Committee session could run over into the set meeting time of 4:00 p.m. for the full Council, and reminded the Committee and Staff to be cognizant of that fact and to be concise.

5. GENERAL FUND

Mr. Carlson referenced his memorandum of April 21, 1993 to the Budget Committee regarding Phase III Council Staff recommendations for General Fund Departments: Executive Management; Office of Governmental Relations and Council. This document has been made part of the permanent meeting record.

A. Executive Management Department

Motion No. 8: Councilor Kvistad moved to accept Council Staff recommendation to delete the proposed new Senior Management Analyst position in the Executive Management Department as indicated in Mr. Carlson's referenced memorandum.

Dick Engstrom, Deputy Executive Officer, expressed disagreement with Council Staff recommendations as referenced, and indicated justification for the proposed new position in the Office of Government Relations had been provided.

Vote on Motion No. 8: Councilors Kvistad, Van Bergen, Devlin and Monroe voted aye. Councilor Buchanan voted no.

The motion passed.

B. Office of Government Relations

Mr. Carlson referenced page 2, of his April 21 memorandum, recommending the deletion of the proposed 0.5 FTE Senior Management Analyst position in Office of Government Relations.

Motion No 9: Councilor Devlin moved to accept Council Staff recommendations in the referenced memorandum with a change in increase to Miscellaneous Prof. Services to \$20,000 rather than \$25,000.

Vote on Motion No. 9: Councilors Buchanan, Kvistad, Van Bergen, Devlin and Monroe voted aye.

The vote was unanimous and the motion passed.

C. Council Department

Mr. Carlson detailed Council Staff recommendations as indicated on pages 2 and 3 of his April 21 memorandum. Mr. Carlson referenced the proposed Budget Note for the Support Services Fund as stated on page 3 of his memorandum and suggested the deletion of the word "Senior" in the reference to Senior Public Information Specialist.

Mr. Carlson referenced a memorandum from Presiding Officer Judy Wyers dated April 22, 1993 regarding Councilor and Council Staff needs with a recommendation to place an additional \$75,000 in the General Fund Contingency in order to provide the ability to implement the potential recommendations from the newly created Council Personnel Committee. He said a process had been outlined that the Council Staff working with that Committee would review rules, responsibilities, and staffing levels in the Department. This document has been made part of the permanent meeting record.

Main Motion No. 10: Councilor Kvistad moved to accept Council Staff recommendations regarding the Council Department budget and the three Budget Notes as indicated in the referenced memorandum.

Motion "A" to Amend Motion No. 10: Councilor Devlin moved to amend Motion No. 10 to delete Council Staff recommendation regarding \$75,000 to be reserved in Contingency for potential additional Council Office personnel costs; and delete the \$6,000 per Councilor, for a total of \$78,000, for newsletters; and, to delete the subsidy to Councilors for parking from the proposed FY 1993-94 budget.

Councilor Gates indicated he felt if staff were to pay for parking at the new facility that Councilors should pay as well.

Councilor Gardner asked for clarification of the amendment.

Councilor Gardner indicated he agreed with Councilor Gates regarding Councilor paying for parking along with other staff. Councilor Gardner indicated he supported the amendment for deletion of the \$6,000 for newsletters as well.

Councilor Van Bergen requested the question contained in Motion to Amend Motion No. 10 be divided. Chair Monroe asked Councilor Devlin if he agreed to dividing the question, to which Councilor Devlin agreed.

The Committee discussed the issues in the amendments further, and Ms. Cusma addressed the Committee noting comparisons between increases in costs within the Council and within the Executive Management Department.

Chair Monroe divided the question.

Vote on Motion "A" to Amend Motion No. 10:

The first vote was on the amendment to delete \$75,000 to be placed in Contingency from the main motion. Councilors Van Bergen and Devlin voted aye. Councilor Buchanan, Kvistad and Monroe voted no.

The first vote on the motion to amend, i.e. deleting from the main motion placing \$75,000 into Contingency, failed.

The second vote was on the amendment to delete \$6,000 per Councilor for communications with constituents.

Councilor Devlin indicated such an expenditure had the clear appearance of campaigning for the office of Councilor.

Councilors Kvistad, Van Bergen and Devlin voted aye. Councilor Buchanan and Monroe voted no.

The second vote on the motion to amend, deleting an expenditure of \$6,000 per Councilor from the main motion for Councilor communications with constituents, passed.

The third vote was on the amendment to delete Budget Note for the expenditure for Councilor subsidized parking from the budget, and in effect, charging Councilors \$720 for parking. Councilors Van Bergen and Devlin voted aye. Councilors Buchanan, Kvistad and Monroe voted no.

The third vote on the motion to amend, deleting the proposed Budget Note which would provide for Councilor subsidized parking, failed.

Motion "B" to Amend Motion No. 10:

Councilor Devlin moved to amend Motion No. 10 to accept Council Staff recommendation as outlined in April 21 memorandum to reduce Councilor expenses by \$10,400.

Councilor Gates pointed out Council Staff recommendations reflected the recommendations of the Governmental Affairs Committee by unanimous vote. Councilor Moore clarified the figures were subject to change at a later date.

Vote on Motion "B" to Amend Motion No. 10:

Councilors Van Bergen and Devlin voted aye. Councilors Buchanan, Kvistad and Monroe voted no.

The motion failed.

Councilor Moore felt meeting expenses reductions could be increased, and noted \$16,000 was expended FY 1992-93. She believed the reduction could be higher, and recommended an increase from \$6,000 to \$10,000 in reductions.

Mr. Carlson commented regarding other uses for the funding.

Chair Monroe recessed the Committee.

Chair Monroe reconvened the Committee at 3:05 p.m.

Main Motion No. 10 as Amended: Councilors Buchanan, Kvistad, Van Bergen and Monroe voted aye.
Councilor Devlin voted no.

Councilor Devlin asked the Chair to let the record to show his vote be changed to an aye vote on the Council budget vote. Chair recognized Councilor Devlin's request.

Councilor Devlin voted aye.

The vote was unanimous and the motion passed.

6. COST ALLOCATION PLAN RECONCILIATIONS / FUND TRANSFERS

Motion No. 11: Councilor Van Bergen moved approval of the Cost Allocation Plan Reconciliations and Fund Transfers.

Vote on Motion No. 11: Councilors Buchanan, Kvistad, Van Bergen, Devlin and Monroe voted aye.

The vote was unanimous and the motion passed.

Jennifer Sims, Finance and Management Information Director, referenced a memorandum dated April 20, 1993 from Kathy Rutkowski, Senior Management Analyst, through Ms. Sims regarding requested revisions to the FY 1993-94 Proposed Budget. She outlined the technical modifications listed in the memorandum. This document has been made part of the permanent meeting record.

Motion No. 12: Councilor Kvistad moved approval of the requested revision to the FY 1993-94 Proposed Budget for reclassification of furniture purchases as detailed in the referenced memorandum.

Vote on Motion No. 12: Councilors Buchanan, Kvistad, Van Bergen, Devlin and Monroe voted aye.

The vote was unanimous and the motion passed.

Motion No. 13: Councilor Kvistad moved approval of the requested revision to the FY 1993-94 Proposed Budget for a salary and fringe increase of \$5,432 as detailed in the referenced memorandum.

Vote on Motion No. 13: Councilors Buchanan, Kvistad, Van Bergen, Devlin and Monroe voted aye.

The vote was unanimous and the motion passed.

Motion No. 14: Councilor Kvistad moved approval of the requested revision to the FY 1993-94 Proposed Budget for an increase in the Convention Center Project Capital Fund beginning fund balance of \$180,000 and a corresponding increase of \$180,000 in capital outlay

COUNCIL BUDGET COMMITTEE

April 22, 1993

Page 8

Vote on Motion No. 14: Councilors Buchanan, Kvistad, Van Bergen, Devlin and Monroe voted aye.

The vote was unanimous and the motion passed.

Ms. Sims said the General Revenue Bond Fund was an anticipated bond cost but was not budgeted FY 1993-94. She said a local improvement district existed related to the Convention Center involving lighting and improvements for the Convention Center area for a \$75,000 expense. She said the payment was due July 1, 1993, in the amount of \$75,000. She requested the expenditure be added to the fund.

In response to Mr. Carlson, Ms. Sims said the revenue was located in the bond.

Motion No. 15: Councilor Kvistad moved approval of \$75,000 for additional Convention Center expense.

Vote on Motion No. 15: Councilors Buchanan, Kvistad, Van Bergen, Devlin and Monroe voted aye.

The vote was unanimous and the motion passed.

Ms. Sims referenced a memorandum from Ms. Rutkowski through herself dated April 21, 1993 regarding revision to the Solid Waste Revenue Fund Compost Facility Debt Service. This document has been made part of the permanent meeting record.

Motion No. 16: Councilor Kvistad moved approval for the revisions as detailed in the referenced memorandum.

Vote on Motion No. 16: Councilors Buchanan, Kvistad, Van Bergen, Devlin and Monroe voted aye.

The vote was unanimous and the motion passed.

Councilor Gardner proposed a salary freeze for all non-represented employees agency wide FY 1993-94 as a one year one time response to General Fund demands FY 1993-94. He said the intent would be a policy decision to refrain from utilizing the Cost Allocation system due to the need FY 1993-94 for additional General Fund dollars to pay for additional responsibilities as mandated by the Charter. He said it was clear additional revenue would be necessary FY 1994-95.

Kathy Rutkowski, Senior Management Analyst, distributed a document entitled, "Comparison of Non-Represented Salaries". This document has been made part of the permanent meeting record.

The Committee, other Councilors and Staff discussed the proposal and the classification study.

Councilor Devlin expressed concerns regarding the possibility of an audit comment should Councilor Gardner's proposal be approved.

Chair Monroe asked for a motion regarding Councilor Gardner's proposal. No motion was made.

Councilor Devlin expressed concerns regarding moving Councilor election costs from the General Fund to Support Services, and also regarding possible allocation of additional funds towards Greenspaces election should it be decided to have an election in March or the first of May. He recommended waiting until the items were timely in nature.

Councilor Wyers said no decision had been made whether or not Greenspaces would be placed on the ballot or the timing of same. She said a full discussion would need to occur on the matter.

7. SOLID WASTE REVENUE FUND

A. Flow Control and Illegal Dumpsite Clean-Up Agreement with Multnomah County Sheriff's Office

John Houser, Council Analyst, said the Solid Waste Committee voted unanimously to recommend that the full funding level for the proposed flow control enforcement and illegal dumpsite clean-up intergovernmental agreement be included in the FY 1993-94.

Mr. Houser referenced his memorandum dated April 20, 1993 regarding Flow Control Enforcement and Illegal Dumpsite Cleanup Intergovernmental Agreement with the Multnomah County Sheriff's Office, which contained a budget note prepared at the request of Councilors Wyers and Buchanan. This document has been made part of the permanent meeting record.

Vote on Motion No. 17: Councilor Van Bergen moved approval of Council Staff recommendation for the Budget Note as stated in the referenced memorandum.

The Committee discussed the proposed Budget Note.

Bob Martin, Director of Solid Waste Department, agreed with the intent of the Budget Note.

Councilor Devlin noted this should be considered on a pilot project basis, and indicated the primary purpose was the collection of fees from the appropriate parties.

Vote on Motion No. 17: Councilors Buchanan, Kvistad, Van Bergen, Devlin and Monroe voted aye.

The vote was unanimous and the motion passed.

B. Groundwater Computer Model for St. Johns Landfill

Mr. Houser indicated he supported Executive Officer's recommendation for \$100,000 expenditure from the St. Johns Closure Account FY 1993-94 to develop a groundwater computer model for use at the St. Johns Landfill. He said the Department indicated the model could save Metro dollars later by demonstrating to regulatory agencies that certain additional types of closure work might not have to be done based on information produced from the model.

Motion No. 18: Councilor Buchanan moved approval of Council Staff's recommendation regarding a proposed line item allocation for \$100,000 from the St. Johns Closure Account for the purpose of developing a groundwater computer model for use at the St. Johns Landfill as a transfer from Unappropriated Balance.

Vote on Motion No. 18: Councilors Buchanan, Kvistad, Van Bergen, Devlin and Monroe voted aye.

The vote was unanimous and the motion passed.

C. Avoided Costs Related to Pelletizer Project

Mr. Houser referenced his memorandum dated April 20, 1993 regarding avoided costs related to the proposed Pelletizer Project at Metro Central. This document has been made part of the permanent meeting record.

The Committee, other Councilors and Staff discussed the proposed Pelletizer Project.

COUNCIL BUDGET COMMITTEE

April 22, 1993

Page 10

D. Other Potential Budget Changes

Mr. Houser referenced his memorandum dated April 22, 1993 regarding potential budget action related to the proposed transfer of the Recycling Information Center and Recycling and Waste Reduction Education Programs from the Public Affairs Department to the Solid Waste Department. Mr. Houser referenced the Budget Note contained in the memorandum dealing with the proposed actions. This document has been made part of the permanent meeting record.

Motion No. 19: Councilor Buchanan moved approval of Council Staff recommendation for the referenced Budget Note to be included in the FY 1993-94 Budget.

The Committee, other Councilors and Staff discussed the proposed budget action.

Vickie Rocker, Public Affairs Director, and Mr. Martin addressed the Committee and provided justification in opposition to the proposed budget action.

Vote on Motion No. 19: Councilors Kvistad, Van Bergen and Monroe voted aye. Councilors Buchanan and Devlin voted no.

The motion passed.

Mr. Martin presented his memorandum "FY 93-94 Waste Reduction Division Budget" dated April 15, 1993. He expressed his concerns regarding effect of cuts to the Division, and whether or not the Department would have the ability to perform mandated responsibilities as expressed in the adopted Waste Reduction Plan and compliance with state law, specifically Senate Bill 66. This document has been made part of the permanent meeting record. The Committee, other Councilors and Staff discussed the matter further.

Chair Monroe indicated the Committee would consider the matter further when the overall budget was reviewed. Chair Monroe asked Mr. Houser to evaluate the decisions made by the Budget Committee with respect to compliance and to prepare a report with assistance from Legal Counsel for legal opinion as necessary.

E. Contingency

Mr. Houser indicated based on budget cuts and other actions taken by the Budget Committee to date, he wished to rescind his original recommendation to reduce the Contingency by \$33,000. He recommended funding the Contingency as the amount in the Executive Officer's Proposed FY 1993-94 Budget.

Mr. Martin addressed the Committee advocating for increasing the Contingency to \$2.5 million and presented justification for his proposal.

Motion No. 20: Councilor Van Bergen moved to increase Solid Waste Revenue Fund Contingency to \$2.5 million.

Motion to Withdraw Motion No. 20: Councilor Van Bergen withdrew his motion.

7. Resolution No. 93-1755, For the Purpose of Approving the FY 1993-94 Budget and Transmitting the Approved Budget to the Tax Supervising and Conservation Commission

The Committee agreed in consensus to continue consideration of the proposed resolution to the next meeting to be held.

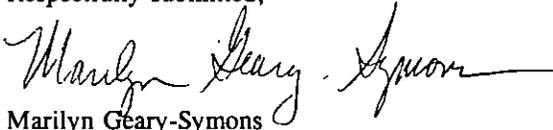
COUNCIL BUDGET COMMITTEE

April 22, 1993

Page 11

There being no further business, the meeting adjourned at 4:50 p.m.

Respectfully submitted,

A handwritten signature in cursive script that reads "Marilyn Geary-Symons". The signature is written in black ink and is positioned above the printed name.

Marilyn Geary-Symons
Committee Recorder