

MINUTES OF THE METRO COUNCIL FINANCE COMMITTEE

February 9, 1994

Council Chamber

Committee Members Present: Rod Monroe (Chair), Roger Buchanan, Jon Kvistad, Susan McLain, George Van Bergen

Committee Members Absent: Richard Devlin (Vice Chair), Jim Gardner

Other Councilors Presents; Judy Wyers

Chair Monroe called the Finance Committee meeting to order at 4 00 p m

1. Consideration of January 26, 1994 Finance Committee Meeting Minutes

Motion: Councilor Kvistad moved to approve the January 26, 1994 Finance Committee meeting minutes as submitted.

Vote: Councilors Buchanan, Kvistad, McLain, Van Bergen and Monroe voted aye. Councilors Devlin and Gardner were absent.

The vote was unanimous and the motion passed.

2. Ordinance No. 94-528. An Ordinance Amending Ordinance No. 93-487A Revising the FY 1993-94 Budget and Appropriations Schedule For the Purpose of Funding a Compost Bin Program and the Remainder of the Project to Replace the Roof and Ventilation System at Metro South Transfer Station; and Declaring an Emergency

Roosevelt Carter, Budget and Finance Manager, Solid Waste Department, presented the staff report, and said the proposed 1) to transfer \$50,000 from contingency for the purpose of funding a compost bin program in the Waste Reduction Division, and 2) to transfer \$60,000 from contingency to complete the roofing project at Metro South transfer station.

Mr. Carter noted the compost bin project request for appropriation of \$40,000 by the Waste Reduction Division had not been approved in the FY 1993-94 budget season due to budget constraints. He said the beginning fund balance for the current fiscal year was higher than anticipated and said Councilor McLain and Wyers requested the project be moved forward.

Councilor McLain noted the project had been discussed at the Solid Waste Committee at its previous meeting held on February 1, 1994. She suggested further discussion was appropriate concerning the design of the bins.

Lauren Ettlin, Associate Solid Waste Planner, said staff was involved currently in the process of writing a Request For Proposals (RFP), and said staff was interested in getting a bin that worked well in all respects, including climate factors, as well as one that looks good. Ms. Ettlin said bin manufacturers were being surveyed, and staff members themselves were trying out different styles of bins. She felt criteria written into the RFP would work toward that end.

In response to Councilor McLain, Ms. Ettlin said she surveyed on a regular basis the participants in the composting workshops to see what their composting habits were in order to better write the criteria for the RFP.

Councilor McLain expressed concern that the roof repairs be a lasting solution and that the same problems with poor ventilation causing the need for repairs be resolved.

Motion: Councilor McLain moved to recommend Ordinance 94-528 to the full Council for adoption

Chair Monroe opened a public hearing. No citizens appeared before the Committee to testify. Chair Monroe closed the public hearing.

In response to Councilor Kvistad, Mr. Carter indicated both items were placed together as they were both funded out of the Solid Waste Department budget. Mr. Carter explained the emergency clause was due to the time sensitive nature of being able to get the compost bin underway by the spring season. Donald E. Carlson, Council Administrator, explained that without the emergency clause, it would be necessary to wait 90 days before getting the work underway.

Vote: Councilors Buchanan, Kvistad, McLain, Van Bergen and Monroe voted aye. Councilors Devlin and Gardner were absent.

The vote was unanimous and the motion passed.

3. Review of Metro Emergency Management Workplan

Michael McGuire, Emergency Management Analyst, presented the staff report and an overhead display presenting the elements of the Metro Emergency Management Workplan. Hard copies of the presentation have been made part of the permanent meeting record, and a description of the elements of the plan was printed in the agenda packet for this meeting.

Mr. McGuire described elements of the plan, which included Part One, the "Basic Emergency Plan", Part Two, "Crisis Guides", and Part Three, a directory of emergency resource assets available to Metro. He noted a fourth element included working with the Mayor's office on development of a program for advising on hazard mitigation projects, such as how would a small business go about protecting goods that could be destroyed by a small earthquake that could otherwise be saved through simple measures.

Councilor McLain inquired about an order of priority for plan development and asked whether the Metro Regional Center was to be the first step. In response to Councilor McLain, Mr. McGuire said the plan was intended to define an emergency management structure and look at Metro as a whole. He indicated that eventually be inclusive of the aspects of Metro Regional Center. He said individual facility plans would be developed by the responsible parties for each individual facility.

Councilor Van Bergen asked at what point the involvement of the FEMA would occur. Mr. McGuire said FEMA involvement could occur through one request from a local government to the state, at which time the governor could declare an absence of local government. He said a request from the state to the federal government initiated the process of FEMA involvement. Councilor Van Bergen expressed his concerns regarding FEMA involvement.

4. Review of Proposed Budget Committee Meetings Schedule FY 1994-95

Chair Monroe outlined the possible approaches to scheduling for the Budget Committee meetings: 1) the standing committees could meet earlier with Budget Committee meetings following; 2) the standing committees could meet the same time as always with the Budget Committee meetings both earlier and later (a sandwich idea), or, 3) the standing committees could meet later with the Budget Committee meetings scheduled earlier. Chair Monroe noted sandwich form of positioning the meetings was inefficient staff time-wise. He noted there were political difficulties in having the standing committees meet before 4 p.m., and noted that the proposed schedule allowed in some cases for the same standing committee meeting following the budget of that standing committee's purview. Chair Monroe noted the adjournment times may have been scheduled for an earlier time, but said he foresaw discussions going until 9:00 p.m. He said, however, it was his bent to cut off at no later than that. He said when a substantive committee followed adjournment times would be adhered to as closely as possible and matters for consideration put over.

Mr. Carlson referenced memorandum from Councilor Jim Gardner, dated February 4, 1994 in which he has requested Budget Committee meetings start no earlier than 4:00 p.m. The Committee discussed the proposed Budget Committee meetings schedule FY 1994-95.

Mr. Carlson noted the gaps in time between Phases I, II, and III were in place in order for staff to develop analyses, proposed revisions, and responses to Budget Committee requests. He noted also there were days left in the last week in March in which matters carried over from Phase II deliberations could be dealt with, and said three meetings in Phase III had been built in on an as needed basis. He said staff recommendations should be completed by Friday, April 22, 1994, and the Budget Committee report prepared for the April 28, 1994 meeting of the Metro Council followed by the special Council meeting one week later.

Councilors McLain and Wyers thanked Mr. Carlson and Chair Monroe for efforts undertaken to work out a schedule that would fit the needs of the Councilors and Staff. Councilor McLain suggested several Phase II meetings be set at 4 p.m. which she said would honor Councilor Gardner's request in part and allow some Budget Committee members to be on time for some meetings and felt the constituency would be better served. She expressed concern about staff time being used to update members on deliberations.

Councilor Wyers said informal discussions with Councilors prior to Committee assignments included that the size of the Budget Committee would be increased as well as specific discussions with Councilors for whom Councilor Wyers was aware conflicts could arise with 2:00-2:30 p.m. times set for Budget Committee deliberations. Councilor Wyers said Councilors McLain and Gardner had given assurances they still wanted to be on the Budget Committee and possible early times would not be a problem. She said it had been her intent to make the Councilors possibly affected aware early on of the potential for early start times.

Councilor Van Bergen said there were too many meetings scheduled because there was still a Phase I. He said Phase I was intended for the education of public citizens who were in the past on the Committee. He recommended elimination of Phase I, and said it made for a built in redundancy. He said the three phase process had been discussed recently at a Councilors' workshop and was considered out of date, and he suggested the Phase I process be included in the Council Workshop day. He said the important time for the budget takes place between March 30 and April 5. Chair Monroe said he had discussed the removal of Phase I from the process with Council Staff, and said after discussion he felt Phase I was be useful.

Mr. Carlson described the budget process overall. The Committee discussed the proposed schedule further. Councilor Kvistad agreed with the suggestion to include Phase I in the Council Workshop day. Councilor Kvistad suggested videotaping of the presentations be done in order for absent Councilors to be updated.

Chair Monroe indicated he would get together with Staff to see if any improvements could be made.

Councilor Kvistad raised an objection that the Council Budget had been processed without Councilor input. The Committee discussed the role of the Budget Committee in budget oversight. Councilor Kvistad requested a budget note indicating Councilors have an opportunity to review the Council budget in the future prior to publication.

There being no further business, the meeting adjourned at 5:05 p.m.

Respectfully yours,



Marilyn E. Geary-Symons
Committee Recorder
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