

MINUTES OF THE BUDGET COMMITTEE

MARCH 14, 1984

Committee Members Present:

Councilors: Councilors Hansen, Kafoury, Kelley, Kirkpatrick, and Oleson.

Citizens: John Kelly, Juanita Leger, Jerome Levey, Henry Miggins, and Lester Rawls.

Other Councilors Present: Councilors Banzer and Etlinger.

Also Present: Rick Gustafson, Executive Officer.

Staff Present: Donald Carlson, Dan Durig, Doug Drennen, Andy Cotugno, Keith Lawton, Ray Barker, Norm Wietting, Dennis Mulvihill, Dan LaGrande, Phil Fell, Don Cox, Chum Chitty, Rod Sandoz, Kay Rich, Warren Iliff, and Sonnie Russill.

The FY 1984-85 Budget Committee meeting was called to order by Chairperson Kafoury at 5:30 p.m.

Chairperson Kafoury asked each of the members of the committee to introduce themselves. She then described the rules of procedure which would be followed during their meetings.

Mr. Gustafson presented the Executive Officer's budget message contained in the Proposed Budget. He commented that no new major programs were proposed and that the major emphasis would be placed on achieving financial stability for the organization. He then outlined the program priorities for each of the four funds.

Donald Carlson, Deputy Executive Officer, and Jennifer Sims, Budget & Administrative Services Manager, described the contents of the three documents distributed to the committee members: the budget work book, containing the detailed information on each fund; the proposed budget; and the proposed budget overview document which would be used that evening.

Solid Waste

Dan Durig, Solid Waste Director, introduced members of his staff. He said that within Solid Waste there were five funds: Operating, Capital, Debt Service, Final Improvement, and Post-Closure Reserve.

He then described briefly the seven major programs and thirty-one sub-programs in the Solid Waste Operating Fund. In the Capital

Fund, Mr. Durig said that during 1984-85, it was anticipated that improvements would be made to CTRC, that land acquisition would occur for the Washington Transfer & Recycling Center and Wildwood landfill site, and that methane gas recovery project at St. Johns would begin.

He said the Debt Service Fund provided for the repayment of three loans received from the State Pollution Control Fund through DEQ and for anticipated loans for the Washington Transfer & Recycling Center and Wildwood.

Mr. Durig described the St. Johns Reserve Fund as one used to accumulate reserves during the remaining life of the landfill which would finance final and post-closure expenses. He said the St. Johns Final Improvement Fund was a proposed new fund to provide for the placement of final cover material, maintenance of roads and drainageways, and seed and erosion control at the St. Johns Landfill.

Mr. Levey inquired if the Clackamas Transfer & Recycling Center was contractor or employee operated. Mr. Durig responded that the operation of the landfill was through a contract but that the gatekeepers were Metro employees.

Mr. Levey asked what new positions were being sought. Mr. Durig responded that two positions, an office assistant and a community involvement person, were being requested.

Councilor Hansen asked that justification for the new Final Improvements Fund and the St. Johns Reserve Fund be provided at their work session. He commented that \$171,000 a year may be a lot of money to reserve when it was unknown how long St. Johns would be open. Mr. Durig responded that the dollar amount was evaluated each year in the Rate Review Study.

Councilor Etlinger asked if yard debris was being considered as final cover to save money. Mr. Durig responded that staff was exploring the possibility with a firm that may be able to grind the yard debris at St. Johns on site and either use it for ground cover or as hog fuel.

Chairperson Kafoury asked that at the work session an explanation of how the user and disposal fees were set be presented to the committee.

#### Zoo

Warren Iliff, Zoo Director, presented an overview of the Zoo Operating Fund. He briefly explained the six operating divisions within

the Operating fund: Administrative, Animal Management, Buildings and Grounds, Educational Services, Public Relations, and Visitor Services.

He said the equivalent of four full time positions was being requested: the upgrade from half-time to full-time for a keeper, maintenance foreman, and a public relations position; the addition of two maintenance positions, and the addition of some part-time workers in Educational Services.

Ms. Leger asked about the relationship between Friends of the Zoo and the Zoo. Mr. Iliff explained that the Friends of the Zoo was not directly sponsored by the Zoo but did work closely with the Zoo in their fundraising efforts.

Ms. Leger also expressed concern that information about new exhibits and happenings at the Zoo were not getting sufficient exposure. Mr. Gustafson indicated that was a concern of his too and that the increase in the Public Relations budget would provide the survey tools to determine what brings people to the Zoo and how to improve visitor numbers.

Councilor Oleson inquired what percent of the visitors came from within the District. Mr. Iliff responded approximately 35-40 percent.

Chairperson Kafoury asked that the committee be provided with an outline of the Master Plan priorities.

Councilor Hansen asked that information on how much money was made from concessions or other enterprises on free Tuesdays. Mr. Iliff's initial response was that the income was low on those days.

At this time, the committee recessed for ten minutes.

#### Intergovernmental Resource Center

Andy Cotugno, Transportation Director, substituting for Steve Siegel, IRC Administrator, stated that the IRC had recently been created. He said IRC was a consolidation of the Development Services, Transportation, Data Services, and Criminal Justice Planning Departments as well as the Small Cities Assistance and Professional Workshops programs. He said the purpose for the reorganization was to provide a technical resource sharing center to improve the quality and reduce the cost of data collection and planning for area governments, and to strengthen the intergovernmental consensus-building forum for resolving regional issues.

Mr. Cotugno then explained the programs and projects within the Transportation Department: Regional Transportation Planning; Interjurisdiction Coordination and Consensus Building; and Technical Assistance.

Keith Lawton, Data Processing Manager, presented an overview of the Data Services Department and described the department's programs: Economic and Demographic Estimates and Forecasts, Data Retrieval Enhancement, Travel Mode Refinement, Technical Assistance, and Management & Coordination.

Mr. Cotugno then reviewed the programs of the Development Services Department: Land Use Coordination, Urban Service Coordination, Intergovernmental Project Review, and RTP Financing.

Rod Sandoz, Acting Criminal Justice Planning Director, explained that the only program within Criminal Justice was to assist local elected officials and criminal justice personnel to decide whether or not there was an appropriate role for Metro in regional criminal justice planning. He said if support was found, he would be returning with a proposed program and budget.

Mr. Cotugno said the Office of the Administrator provided overall program management, and that the Data Resource Center, the Small Cities Assistance Program and Professional Training/Workshop Program were also housed within the Office of the Administrator.

Ms. Leger asked how transportation problems got to Metro for solution. Mr. Cotugno responded that through the transportation committees, JPACT and TPAC, the larger regional problems were raised and resolved. He said small local problems were either handled by the jurisdiction itself or, if requested, Metro provided technical assistance to help resolve problems.

Councilor Oleson expressed disappointment that no proposals were being offered for a role for Metro to solve the problems in Criminal Justice Planning.

Mr. Gustafson responded that once the IRC was established and accepted, there was optimism that jurisdictions would see Metro as having a role in criminal justice. He said that by January it was hoped that a proposal and budget could be submitted to the Council.

#### General Fund

Donald Carlson, Deputy Executive Officer, described the four departments within the General Fund: Public Affairs, Finance & Administration, Executive Management, and Council.

Dan LaGrande, Public Affairs Director, described the programs within Public Affairs: Communication Services, Government/Community Relations; and Program Assistance.

Mr. Kelly asked what was Public Affairs' involvement with the Zoo. Mr. LaGrande responded that Public Affairs' involvement was primarily to assure people that they were getting their property tax money's worth. He said the Zoo's Public Relations division was primarily the marketing arm of the Zoo.

Councilor Oleson requested that additional information be provided on how staff time was prioritized in the Government/Community Relations area of Public Affairs.

Mr. Carlson then reviewed the divisions and programs within the Department of Finance & Administration: Accounting, Budget & Administrative Services, and Data Processing. He then explained the Executive Management programs for 1984-85: Executive Officer support; Council support, staff support, legal services, and external liaison.

### Council

Ray Barker, Council Assistant, described the two programs within the Council budget: clerical support and policy support.

Mr. Kelly asked what the Project Initiatives Program was. Mr. Barker described the Project Initiatives Program process.

Councilor Kirkpatrick asked where the funds were for the lobbying effort. Mr. Gustafson responded a total of \$30,000 was in three of the funds for contractual services for the lobby effort. Several committee members raised the concern that perhaps the lobbying effort should be performed by an employee of Metro rather than by contract. Mr. Gustafson responded that his recommendation was that it be done by contract because it was difficult to hire an employee for a short period of time to perform that function. He said there were not sufficient resources to hire a full-time lobbyist.

Councilor Oleson said that he would like more thought put into a proposal for additional staff time in the criminal justice area. He said he had no problem with the contract method for a lobbyist but believed there should be a strong in-house component and more direct assistance for the lobbying effort.

There being no further business, the meeting adjourned at 8:46 p.m.