

MEETING REPORT

DATE OF MEETING: April 13, 1981 and April 20, 1981

GROUP/SUBJECT: Council Coordinating Committee

PERSONS ATTENDING: Councilors: Chairman Mike Burton, Couns. Marge Kafoury, Bruce Etlinger, Bob Oleson, Cindy Banzer, Ernie Bonner, Jane Rhodes, Jack Deines

Executive Officer Rick Gustafson

Staff: Denton Kent, Merle Irvine, Jennifer Sims, Steve Ames, Doug Drennen, Mike Holstun, G.B. Arrington, John LaRiviere, Norm Weitting, Isaac Regenstreif, Andy Cotugno, Jack Bailes, Gus Rivera, McKay Rich, Warren Iliff, Marie Nelson.

CALL TO ORDER AND DECLARATION OF A QUORUM

After declaration of a quorum, Chairman Burton called the meeting to order at 7:10 p.m.

A. MINUTES

The minutes of the March 16, 1981, Council Coordinating Committee meeting were approved as submitted.

B. CONTRACTS

All contract items on the meeting agenda were approved for recommendation to the full Council.

C. ALTERNATIVE FUTURES FUNDING

1. Request from Goals and Objectives Task Force Authorizing Continuation of the Goals and Objectives Planner Position Through FY 81, and Approving the Inclusion of the Proposed Metro Futures Program for Consideration in FY 82 Budget

Mr. Steve Ames reported that, based on the Committee's direction from the March 16, 1981 meeting, he had reworked his proposal and was awaiting direction from the Committee regarding project endorsement and funding. The Committee agreed to take action on this item as part of their review of the proposed FY 1982 budget, Development Services Department.

D. EXECUTIVE MANAGEMENT

1. Informational Items

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a. Any Items of Committee Concern

Councilors reported no items of Committee Concern at this meeting.

b. Legislative Update

Mr. Isaac Regenstreif reported he had just come from the first hearing on SB852 regarding Metro dues assessment. He was impressed with the quality of testimony and the numbers of people who testified for the legislation. He said the other portions of the bill would be up for a hearing on April 15, 1981. He expected the bill to be presented to the Senate soon after that hearing.

SB422, regarding election issues, and HB2338, regarding Metro's ability to refer legislation, had been scheduled for a Senate Elections Committee hearing next week, Mr. Regenstreif said.

Mr. Regenstreif reported the LID legislation was being discussed at great length in the House Committee and he expected the House to favor a mail-back ballot.

A work session for Boundary Commission legislation is scheduled for April 17, 1981, and there could be possible problems. Mr. Regenstreif explained there was a move to do away with the three-mile veto.

Finally, Mr. Regenstreif reported a bill that would eliminate a 10% ceiling on revenue bonds had passed the House and would be introduced to the Senate soon. He also reported that the bill to abolish Metro would be laid on the table without a hearing as were two of Senator Katz's bills that would have effected Metro's ability to site landfills.

Executive Officer Rick Gustafson acknowledged Mr. Regenstreif's efforts in coordinating the testimony for SB852 by saying his hard work, combined with staff and Council support, had made the hearing a most positive experience.

c. Budget

1. FY 1981 Supplemental Budget

The Committee recommended approval of the supplemental budget as submitted.

2. Review of Proposed FY 1982 Budget

Executive Officer Rick Gustafson presented an overview of the proposed FY 82 budget. He pointed out three important items that would require Council consideration: 1) The cost allocation program which allocates the cost of each position in the General Fund to the Zoo, Solid Waste, dues or grants programs, depending on the percentage of time those support services are used by various programs; 2) commitment to an established amount for contingencies; and 3) establishing an unappropriated balance at \$100,000. The Executive Officer recommended \$362,184 be established for contingencies and he pointed out that a major portion of this fund would be required for cost of living and merit salary increases, leaving \$200,000 for other contingencies.

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After discussion of the Executive Officer's three budget decision areas, the Committee recommended endorsing the cost allocation plan, a contingency fund of at least \$362,184 and an unappropriated balance of \$100,000. However, the Committee expressed a desire to review all department budgets to determine if additional funds could be transferred to the contingency fund.

Executive Management Department Budget

Executive Officer Gustafson explained the proposed budget reflected major reorganizational changes that had not been completely resolved. He also explained the cost allocation plan had been calculated equitably to ensure that departments relying more heavily on Executive Management and Support Services would be charged the most for those services.

The Committee expressed concern about the direction the reorganization was taking. Coun. Bonner was concerned with the number of directors, managers and analysts in the department and questioned whether funds would be better spent for other services. The discussion about staff reorganization continued and included the Support Services Department budget. The Committee directed the Executive Officer to cut at least \$43,000 from the two departments' budgets, to provide a more detailed status report on reorganization efforts, to provide job descriptions of all new positions or down-graded positions and to provide salary recommendations for those positions. The Committee asked that this information be provided as soon as possible.

Support Services Department

Coun. Kafoury raised objections to the proposed organization chart for the Metro organization. She felt that if a new position was being created to direct the department, former leaders proposed to be under the new director should be down-graded. She also said the concerns of the Council had not been addressed by the proposed reorganization.

Executive Officer Gustafson explained the reorganization process was still incomplete and the Council's concerns would ultimately be addressed. He said the salaries and responsibilities of former department directors were being evaluated and final recommendations would be made as soon as possible. He said his proposed staff changes were designed to streamline the number of managers reporting directly to him and the changes would bring together the various support functions for more efficient service delivery.

The Committee also expressed concern about abolishing the position of Chief Administrative Officer. Coun. Kafoury said the proposed Director of Support Services position was very much like the Chief Administrative Officer position except the new position would have no direct responsibility for grant programs. She questioned why Metro did not intend to recruit outside the agency to fill the position.

Executive Officer Gustafson explained that Metro's policy was to give preference to employees and to provide promotional opportunities whenever feasible. If no qualified employees could be promoted, outside candidates would be recruited. He again explained that the reorganization was not complete and he would be making final recommendations in the near future.

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Council Budget

Coun. Bonner requested the budget narrative be changed. He said the existing narrative could give the impression the Council was a planning body.

Coun. Etlinger recommended a Council newsletter be funded at \$30,000. The Executive Officer explained he had not recommended funding for this project since two other newsletters were already proposed. One letter would be for solid waste concerns. The other letter would be of a more general nature and could address concerns of the Council.

Coun. Etlinger urged funding of the additional newsletter and said the publication could be invaluable in gaining a tax base for Metro.

After discussion, the Committee was divided on whether to fund the newsletter project. Chairman Burton said he would not recommend funding to the full Council because there was no clear majority interest for the project.

Development Services Department

Coun. Bonner summarized the recommendation of the Regional Development Committee. He said the Development Committee had recommended funding of the discretionary Metro Future Program and the Drainage Management Program. He also said the Development Committee had agreed that an Energy Sub-committee would meet to discuss grant funding possibilities for an Energy Program and what direction the program should take.

A discussion ensued regarding the role Metro should play in regional drainage management. It was generally agreed that any funds approved for drainage should be used for technical assistance for Johnson Creek and other projects and that Metro should not be in the position of encouraging a ballot measure to form a service district for Johnson Creek improvements. The Committee agreed to recommend funding for the region-wide Drainage Management Program at \$34,000.

The Committee also agreed to recommend funding of the Metro Futures Program for a six-month period at a level of \$18,315. The six-month period will commence once the full Council has taken formal action on the program. The Committee recommended program efforts during that time be channeled toward seeking additional funding and providing leadership so that an outside group or groups can coordinate the project after the six-month period ends.

Chairman Burton adjourned the meeting at 11:20 p.m. He said the meeting would reconvene on Monday, April 20, 1981, at 5:00 p.m. in the Council chamber.

Council Coordinating Committee
April 20, 1981

The Council Coordinating Committee reconvened on April 20, 1981, at 5:35 p.m. Those in attendance are noted below:

Councilors: Chairman Mike Burton, Couns. Jack Deines, Cindy Banzer, Corky Kirkpatrick, Ernie Bonner, Marge Kafoury, Bruce Etlinger

Executive Officer Rick Gustafson

Staff: Denton Kent, Andrew Jordan, Norm Weitting, McKay Rich, Warren Iliff, Merle Irvine, Mike Holstun, Andy Cotugno, John LaRiviere, Sonnie Russill, Richard Hertzberger, Paula Godwin, Marie Nelson

Chairman Burton declared a quorum and the meeting was called to order.

Executive Management and Support Services Budgets

As requested by the Committee on April 13, the Executive Officer submitted budget cuts for the two departments of approximately \$52,000. He explained the reductions had been accomplished by freezing salaries of two top-level positions, reducing the position of Chief Administrative Officer to Deputy Executive Officer, terminating some contracts and reducing travel and other administrative line items. Executive Officer Gustafson said he would give a full report to the Council on final reorganization recommendations which would include job descriptions and salary proposals for all positions effected by the changes.

The Committee accepted the budget changes and agreed to recommend the budgets as amended to the full Council.

Criminal Justice Department

The Committee agreed to recommend the budget as submitted to the full Council.

Zoo Department

Chairman Burton asked if projected admission revenues were contingent upon a rate increase. Dr. McKay Rich said they were and that if an admission rate increase were not approved by the Council, staff would make adjustments to proposed expenditures.

Coun. Bonner commented that he would like to see more association of the Zoo with Metro in public relations efforts. He explained the Zoo was a very positive service and the association would be beneficial to Metro. Mr. Warren Iliff said he would be willing to discuss the matter with Coun. Bonner and other Councilors in detail at another meeting.

The Committee agreed to recommend the budget as submitted to the full Council but cautioned staff that if admission rate increases are not approved by the Council, decreases in expenditures would have to be made.

Transportation Department

The Committee agreed to recommend the budget as submitted to the full Council. The Committee also agreed not to fund the discretionary \$6,000 proposed for a tele-communications program and to recommend those funds be transferred to the General Contingency Fund. Coun. Bonner said he would like to see the program

carried out, but perhaps Metro would be better served to delay the project for one more year. He felt that technology and grant funds for the project would be more readily available at that time.

Solid Waste Department

Coun. Banzer reported the Regional Services Committee had reviewed the Solid Waste Budget and had recommended increasing the grant and loan fund for regional recycling projects by \$25,000. This would make a total of approximately \$75,000 available for recycling efforts, she said.

Coun. Kirkpatrick said she would prefer the budget be presented in such a way as to easily identify major program efforts such as resource recovery, waste reduction and source separation. Mr. Merle Irvine explained that more budget programs were necessary to satisfy grant reporting requirements.

Coun. Kafoury questioned whether adequate funds had been budgeted for public information. Mr. Irvine was confident sufficient funds had been budgeted for that purpose.

A discussion followed about Metro's waste reduction plan and more specifically, recycling centers. Chairman Burton said he was concerned about the amount of money Metro was spending to subsidize the Portland Recycling Team and questioned whether Metro should take over the operation. Coun. Bonner, however, said Metro should make efforts to assist other recycling centers, especially existing centers.

Coun. Banzer stressed the importance of identifying funds for recycling and other efforts as budget line items. She said funds budgeted in the past as contingency items had been expended without adequate Council review.

The Committee agreed to add \$25,000 to the existing \$50,000 contract loan and grant fund to assist deserving recycling projects in the region.

Summary of Recommendations

Chairman Burton summarized the Committee's budget recommendations to the full Council:

1. Executive Management and Support Services Departments: A reduction of \$52,000 to be allocated to other program areas.
2. Development Services Department: Add \$32,000 for regional drainage management and continue the Metro Future project for six months for \$18,315.
3. Solid Waste Department: Increase the contract loan and grant fund to \$75,000 for assisting regional recycling centers.
4. Transportation Department: Eliminating the \$6,000 tele-communications project and transferring those funds to contingency.

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5. Criminal Justice Department: No changes recommended.
6. Zoo Department: No changes recommended pending Council approval of the admission rate increase.

Chairman Burton expressed his appreciation to the Committee and staff who worked on the budget and adjourned the meeting at 9:10 p.m.

Respectfully submitted,

A handwritten signature in cursive script that reads "A. Marie Nelson".

A. Marie Nelson