

COUNCIL COORDINATING COMMITTEE

Special Meeting
March 29, 1983

Committee Members Present: Councilors Banzer, Hansen, Kafoury, and Kirkpatrick.

Committee Members Absent: Councilor Oleson.

Citizen Members Present: Alyce Dingler, Gary Spanovich, Chris Tobkin.

Citizen Members Absent: Jim Bowles and Ron Cease.

Other Councilors Present: Councilors Bonner, Deines, and Van Bergen.

Staff: Donald Carlson, Jennifer Sims, Sonnie Russill, Chum Chitty, Sue Klobertanz, Andy Cotugno, Keith Lawton, Rod Sandoz, Dick Bolan, and Ray Barker.

A special meeting of the Council Coordinating Committee was convened at 7:05 p.m. by Chairperson Kirkpatrick for a work session on the FY 1983-84 budget.

Committee discussion centered around staff presentation of the General Fund budget which included the cost allocation plan, revenues to the General Fund, the Executive Management, Administrative Services, Accounting, Data Processing, and Data Resource Center budgets. The following changes, budget notes, or requests for additional information were made by the Committee:

- o Staff investigation of charging administrative costs for pass-through grants.
- o Staff investigation of comparison of employee fringe benefit rate with other jurisdictions.
- o The Committee suggested guidelines be established for office supplies, meetings and conferences, and training and tuition line items for each department to ensure equity.
- o Investigate methods to monitor in-state and out-of-state telephone charges in order to keep expenses down.
- o Request for information regarding funds spent for recruitment advertising, especially minority recruitment.

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- o Note that if the Data Resource Center successful might want to set up a capital purchase fund with percentage of revenues brought in.
- o Staff conduct analysis of lease versus purchase of new computer.
- o Noted that eventually a policy for local government free use of Data Resource Center may be needed. Suggested tracking system be set up to identify users of DRC services.
- o Suggested policy which would require anyone using the Data Resource Center's data to cite the Data Resource Center of Metro as the source.
- o Suggested that Public Affairs Department work with Data Resource Center to put together a marketing plan.

The meeting was adjourned at 10:30 p.m.

Written by Everlee Flanigan

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