

## MEETING REPORT

DATE OF MEETING: February 19, 1980

GROUP/SUBJECT: Ways and Means Committee

PERSONS ATTENDING: Couns. Kirkpatrick, Deines, Stuhr, Burton,  
Bonner

Staff: Charlie Shell, Kathy Sampson

MEDIA: None

SUMMARY:

Chairperson Kirkpatrick opened the meeting at 5:15 p.m. with a discussion of the Budget Task Force membership. The Committee will consist of four Councilors, and four additional representatives. The additional representations would be distributed in the following manner: one city, one county and two citizens that have service on another committee. Candidates suggested to Coun. Kafoury are Roy Rogers (Mayor of Tualatin), Don Clark (County Executive) or Earl Blumenauer (Commissioner), and Alan Manuel (Mayor of Milwaukie), Gunnar Ingrham, Steve Shell, Carl Halvorson, Joan Smith and Chuck Williams. Geographically representation should be spread through the three-county area. The Committee directed Charlie Shell to develop a charge to the Committee.

After a brief overview of the Management Services budget, Charlie Shell indicated that there would be no major increases in funds requested to accommodate objectives previously discussed with the Committee. The major issue of funding of the Executive Management budget was a lobbyist. General budget issues were discussed and staff still reviewed an overhead cost allocation plan. Coun. Burton indicated that different plans in allocating overhead should be a rational basis on how costs will be allocated between various funds. Coun. Deines requested information on how surcharges on tipping fee were being used in the Solid Waste budgets.

Chairperson Kirkpatrick agreed to talk with Coun. Kafoury about affirming the intent to limit \$1,800 per diem and \$1,500 expenses of the Councilors.

The mid-year report was being prepared so that a \$250,000 fund balance would be carried over to next year. Coun. Burton requested next year's budget be prepared to project an estimate of the contingency amount projected for the following year.

COPIES TO: Committee  
Councilor Kafoury

KS:ss  
7088/D4

## MEETING REPORT

DATE OF MEETING: January 15, 1980

GROUP/SUBJECT: Ways and Means Committee

PERSONS ATTENDING: Couns. Kirkpatrick, Deines, Kafoury, Stuhr  
Staff: Denton Kent, Charlie Shell, Kathy Sampson

MEDIA: None

### SUMMARY:

Chairperson Kirkpatrick opened the meeting at 5:15 p.m. with a discussion of alternative ways of restructuring the existing Council committee system. The discussion focused on the possibilities of consolidating the existing committees to help improve the policy coordination between the various functional areas. Coun. Stuhr recommended consolidating the Transportation and Planning and Development with one objective being to better coordinate the air quality activities. Denton Kent suggested carrying the idea a step further to merge the Public Facility Committee.

Coun. Kafoury reviewed her memorandum on Council Committee Structure. She endorsed the idea of working through a committee structure, but recommended delaying a decision on exactly how those committees would be structured until the Council had set overall priorities. In the interim she recommended replacing the Ways and Means Committee with an Executive Committee comprised of the Chairperson, Vice Chairperson, two Councilors and the Executive Officer. This Committee would deal with the general issues of managing the Council agenda and communications.

Coun. Kirkpatrick introduced her idea for consolidating to three standing committees; a planning committee would absorb the work currently done by the Planning and Development/Transportation. The JPACT could continue as a citizen committee. A service or service delivery committee would be established to include the Zoo, solid waste, public facilities and storm drainage. The Committee discussed the possibility of placing the planning functions of public facilities under the planning committee.

A third committee to be called either an Executive Committee or a Work Program/Budget Committee consisting of the Executive Officer, Chairperson, Vice Chairperson and two other committee chairpersons would be established. This committee, similar to Coun. Kafoury's proposal, would monitor general management and procedural issues which cross the other committee lines.

Each committee will have three to four regular members. The membership could be rotated, but a Councilor could choose not to be a

member of a standing committee. The meetings will be open to any Councilor who chooses to attend. Committee meetings scheduled once a month with announced agenda, preferably in Council Chambers. Councilors would have a vote on the committee they are serving on and they could or could not be chairperson as they choose.

The work of the standing committees would be supplemented with special committees or task forces. Special purpose committees to solve short-term problems and reports to the Council with a definite charge and time line. Suggested as these committees are as follows:

- legislative package
- energy
- economic development
- long-range plan
- budget (executive with expanded attendance)
- finance
- personnel
- goals and objectives (long-range planning, growth management)
- convention facilities
- work program budget
- levy or finance
- long-range planning
- goals and objectives
- growth management
- landfill siting
- Westside Transit

After this discussion, Coun. Kafoury moved to approve Coun. Kirkpatrick's proposal. Coun. Deines seconded the motion which was approved unanimously.

Denton Kent requested the Committee's opinion on whether to fill the position of Public Facilities Director. Given the budget constraints and the position established by Councilors, only one of the two positions would be filled. If the Council thought that it would be important to proceed with a regional capital improvement program, provide assistance to local jurisdictions on capital planning, as well as to continue the "208" planning and the Johnson Creek project, the position of Environmental and Technical Director would be recommended. If the Capital Improvement Planning was not a priority, the remainder of the work could be performed by a Public Facilities Director. The Committee indicated their preference for filling the Environmental and Technical Services Director position.

Charlie Shell reviewed two items on the Council's January 24 agenda--the transfer of appropriations and the supplemental budget. Shell noted that both actions were needed to make budget changes in response to decisions previously made by the Council. The Committee agreed to recommend approval of both items to the Council.

Shell also discussed the proposal to make personnel changes in the Support Services Division. Shell was recommending promoting the current Office Manager to Administrative Assistant and eliminating

the Office Manager position. A part-time Maintenance Aide position would be established to help with routine maintenance tasks and monitor building security. The Committee agreed to endorse the proposal and report the changes to the Council.

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