



METRO

***SPECIAL MEETING** (Next regular Council meeting scheduled for 4:00 p.m., May 13)

DATE: May 6, 1993*
MEETING: METRO COUNCIL
DAY: Thursday
TIME: 5:30 p.m.
PLACE: Metro Council Chamber

Approx.
Time*

Presented
BY

- 5:30 1. INTRODUCTIONS
 2. CITIZEN COMMUNICATIONS TO THE COUNCIL ON NON-AGENDA ITEMS
 3. EXECUTIVE OFFICER COMMUNICATIONS
- 5:35
(5 min.) 4. ORDINANCES, FIRST READINGS

 4.1 Ordinance No. 93-499, An Ordinance Amending the Regional Urban Growth Goals and Objectives (RUGGO) Ordinance to Substitute MPAC for RPAC (Action Requested: Refer to the Planning Committee)
5. RESOLUTIONS

 REFERRED FROM THE FINANCE COMMITTEE
- 5:40 5.1 Resolution No. 93-1755, For the Purpose of Approving the Monroe
(1 hr.) FY 1993-94 Budget and Transmitting the Approved Budget to the Tax Supervising and Conservation Committee PUBLIC HEARING (Action Requested: Motion to Adopt the Resolution)
6. ORDINANCES, SECOND READINGS

 REFERRED FROM THE FINANCE COMMITTEE
- 6:40 6.1 Ordinance No. 93-484A, An Ordinance Amending Metro Code
(1 hr.) Section 7.01.020 to Modify the Excise Tax Rate PUBLIC HEARING (Action Requested: Motion to Adopt the Ordinance)
- 7:40 7. COUNCILOR COMMUNICATIONS AND COMMITTEE REPORTS
(10 min.)
 7.1 Discussion of Fact-Finding
 7.2 Legislative Committee Report
- 7:50 ADJOURN

Meeting Date: May 6, 1993
Agenda Item No. 4.1

ORDINANCE NO. 93-499

STAFF REPORT

ORDINANCE 93-499, AN ORDINANCE AMENDING THE REGIONAL URBAN GROWTH GOALS AND OBJECTIVES (RUGGO) ORDINANCE TO SUBSTITUTE MPAC FOR RPAC

April 27, 1993

By: John Fregonese

BACKGROUND

With the adoption of the Metro Charter, the formation of a Metro Policy Advisory Committee is mandated.

Currently, under ordinance 91-418B, the Regional Urban Growth Goals and Objectives provide for the Regional Policy Advisory Committee (RPAC), comprised of 17 members (see attached table entitled "Membership Comparison"). The Metro charter makes no mention of the RPAC and as can be seen, there is overlapping membership between the two committees. MPAC has now been constituted and convened and has determined its membership and representation structure.

After deliberation in February and March, the recommendations of both MPAC and RPAC were to dissolve RPAC and have MPAC assume the duties of RPAC. RPAC formally reviewed the draft ordinance and recommends its adoption.

As can be seen from draft ordinance, MPAC has been substituted for RPAC. In addition, some changes in the relationship of MPAC to Metro are included. For example, on page 4 of the draft ordinance, last paragraph, the word "oversee" has been struck and "participate in" has been inserted. This is proposed to reflect the difference in MPAC from RPAC. RPAC is a joint Metro/local government committee, in which oversight is a logical responsibility. In contrast, MPAC serves as a local government advisory committee with Metro Council participation in the MPAC as delegates rather than serving as full members.

EXECUTIVE OFFICER'S RECOMMENDATION

The Executive Officer recommends approval of Ordinance 93-499, approving an amendment to the RUGGO ordinance, substituting MPAC for RPAC.

BEFORE THE METRO COUNCIL

AN ORDINANCE AMENDING THE)
REGIONAL URBAN GROWTH GOALS)
AND OBJECTIVES (RUGGO))
ORDINANCE TO SUBSTITUTE MPAC)
FOR RPAC)
ORDINANCE NO. 93-499
Introduced by
Councilor Gardner

WHEREAS, The Regional Urban Growth Goals and Objectives (RUGGO) in Metro Ordinance No. 91-418B were adopted September 21, 1991; and

WHEREAS, Goal I, Objective 2 establishes a Regional Policy Advisory Committee (RPAC) for a regional partnership approach; and

WHEREAS, The 1992 Metro Charter made a new Metro Policy Advisory Committee (MPAC) effective January 1, 1993; and

WHEREAS, MPAC has approved a change of composition under Metro Charter Section 27(2); and

WHEREAS, The Metro Council desires to substitute MPAC for RPAC as the regional partner advisory committee in RUGGO; now, therefore,

THE METRO COUNCIL ORDAINS AS FOLLOWS:

Section 1. RUGGO, Goal I, Objective 2 is amended to read:

"Objective 2. [Regional] Metro Policy Advisory Committee

The 1992 Metro [Council shall] Charter has established [a-Regional] the Metro Policy Advisory Committee to:

- 2.i. assist with the development and review of Metro's regional planning activities pertaining to land use and growth management, including review and implementation of these goals and objectives, present and prospective functional planning, and management and review of the region's urban growth boundary;
- 2.ii. serve as a forum for identifying and discussing areas and activities of metropolitan or subregional significance; and
- 2.iii. provide an avenue for involving all cities and counties and other interests in the development and implementation of growth management strategies.

2.1. **[Regional] Metro Policy Advisory Committee Composition.** The **[Regional] initial Metro Policy Advisory Committee (R]MPAC)** shall be chosen according to the ~~[by laws adopted by the Metro Council. The voting membership shall include elected officials of cities, counties and the Metro Council, as well as representatives of the state of Oregon and citizens]~~ **Metro Charter and, thereafter, according to any changes approved by majorities of MPAC and the Metro Council.** The composition of the Committee shall reflect the partnership that must exist among implementing jurisdictions in order to effectively address areas and activities of metropolitan significance~~[, with a majority of the voting members being elected officials from within the Metro district boundaries].~~

2.2. **Advisory Committees.** The Metro Council, or the **[Regional] Metro Policy Advisory committee** consistent with the **[R]MPAC by-laws**, shall appoint technical

advisory committees as the council or the [Regional] Metro Policy Advisory Committee determine a need for such bodies.

2.3. Joint Policy Advisory Committee on Transportation (JPACT). JPACT, with the Metro Council, shall continue to perform the functions of the designated Metropolitan Planning Organization as required by federal transportation planning regulations. JPACT and the [Regional] Metro Policy Advisory Committee shall develop a coordinated process, to be approved by the Metro Council, to assure that regional land use and transportation planning remains consistent with these goals and objectives and with each other."

Section 2. RUGGO, Goal I, Objective 3.iii. is amended to read:

"3.iii. The [Regional] Metro Policy Advisory Committee may identify and propose issues of regional concern, related to or derived from these goals and objectives, for consideration by cities and counties at the time of periodic review of their adopted and acknowledged comprehensive plans."

Section 3. RUGGO, Goal I, Objective 3.3 is amended to read:

"3.3. **Periodic Review of Comprehensive Land Use Plans.** At the time of periodic review for comprehensive land use plans in the region the [Regional] Metro Policy Advisory Committee:

3.3.1. Shall assist Metro with the identification of functional plan provisions or changes in functional plans adopted since the last periodic review for inclusion in periodic review notices as changes in law; and

3.3.2. May provide comments during the periodic review of adopted and acknowledged comprehensive plans on issues of regional concern."

Section 4. RUGGO, Goal I, Objective 5.2 is amended to read:

"5.2. New Functional Plans. New functional plans shall be proposed from one of two sources:

5.2.1. The [Regional] Metro Policy Advisory Committee may recommend that the Metro Council designate an area or activity of metropolitan significance for which a functional plan should be prepared; or

5.2.2. The Metro Council may propose the preparation of a functional plan to designate an area or activity of metropolitan significance, and refer that proposal to the [Regional] Metro Policy Advisory Committee.

Upon the Metro Council adopting factual reasons for the development of a new functional plan, the [Regional] Metro Policy Advisory Committee shall [oversee] participate in the preparation of the plan, consistent with these goals and objectives and the reasons cited by the Metro Council. After [preparing] preparation of the plan and seeking broad public and local government consensus, using existing citizen involvement processes established by cities, counties, and Metro, the [Regional]

~~Metro~~ Policy Advisory Committee shall ~~[present]~~ review the plan and ~~[its]~~ make a recommendation~~[s]~~ to the Metro Council. The Metro Council may act to resolve conflicts or problems impeding the development of a new functional plan and may ~~[act to oversee preparation of the plan should such conflicts or problems prevent]~~ ~~complete the plan if~~ the ~~[Regional]~~ Metro Policy Advisory Committee ~~{from completing its work}~~ is unable to complete its review in a timely ~~{or orderly}~~ manner. The Metro Council shall hold a public hearing on the proposed plan and afterwards shall:

5.2.A. Adopt the proposed functional plan; or

5.2.B. Refer the proposed functional plan to the ~~[Regional]~~ Metro Policy Advisory Committee in order to consider amendments to the proposed plan prior to adoption; or

5.2.C. Amend and adopt the proposed functional plan; or

5.2.D. Reject the proposed functional plan. The proposed functional plan shall be adopted by ordinance and shall include findings of consistency with these goals and objectives."

Section 5. RUGGO, Goal I, Objective 5.3.2. through 5.3.4 is amended to read:

"5.3.2. After Metro staff review, the ~~[Regional]~~ Metro Policy Advisory Committee shall consult the affected jurisdictions and attempt to resolve any apparent or potential inconsistencies.

5.3.3. The [Regional] Metro Policy Advisory Committee shall conduct a public hearing and make a report to the Metro Council regarding instances and reasons why a city or county has not adopted changes consistent with recommendations in a regional functional plan.

5.3.4. The Metro Council shall review the [Regional] Metro Policy Advisory Committee report and hold a public hearing on any unresolved issues. The council may decide to:

5.3.4.a. Amend the adopted regional functional plan; or

5.3.4.b. Initiate proceedings to require a comprehensive plan change; or find there is no inconsistency between the comprehensive plan(s) and the functional plan."

Section 6. RUGGO, Goal I, Objective 6 is amended to read:

"Objective 6. Amendments to the Regional Urban Growth Goals and Objectives
The Regional Urban Growth Goals and Objectives shall be reviewed at regular intervals or at other times determined by the Metro Council after consultation with or upon the suggestion of the [Regional] Metro Policy Advisory Committee. Any review and amendment process shall involve a broad cross-section of citizen and jurisdictional interests and shall ~~[be conducted by]~~ involve the [Regional] Metro Policy Advisory Committee consistent with Goal I: Regional Planning Process. Proposals for amendments shall receive broad public and local government review prior to final Metro Council action.

6.1. Impact of Amendments. At the time of adoption of amendments to these goals and objectives, the Metro Council shall determine whether amendments to adopted functional plans or the acknowledged regional urban growth boundary are necessary. If amendments to adopted functional plans are necessary, the Metro Council shall act on amendments to applicable functional plans. The council shall request recommendations from the [Regional] Metro Policy Advisory Committee before taking action. All amendment proposals will include the date and method through which they may become effective, should they be adopted. Amendments to the acknowledged regional urban growth boundary will be considered under acknowledged urban growth boundary amendment procedures incorporated in the Metro Code.

If changes to functional plans are adopted, affected cities and counties shall be informed in writing of those changes which are advisory in nature, those which

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recommend changes in comprehensive land use plans and those which require changes in comprehensive plans. This notice shall specify the effective date of particular amendment provisions."

ADOPTED by the Metro Council this ____ day of _____, 1993.

Judy Wyers, Presiding Officer

ATTEST:

Clerk of the Council

Meeting Date: May 6, 1993
Agenda Item No. 5.1

RESOLUTION NO. 93-1755

600 NORTHEAST GRAND AVENUE | PORTLAND, OREGON 97232 2736
TEL 503 797 1700 | FAX 503 797 1797



METRO

DATE: April 30, 1993

TO: Metro Council
Executive Officer
Interested Parties

FROM: Paulette Allen, Clerk of the Council

RE: AGENDA ITEM NO. 5.1; RESOLUTION NO. 93-1755

The Finance Committee report on Resolution No. 93-1755 will be distributed in advance to Councilors and available at the Council meeting May 6, 1993.

BEFORE THE METRO COUNCIL

FOR THE PURPOSE OF APPROVING THE)	RESOLUTION NO. 93-1775
FY 1993-94 BUDGET AND TRANSMITTING)	
THE APPROVED BUDGET TO THE TAX)	Introduced by the
SUPERVISING AND CONSERVATION)	Council Budget Committee
COMMISSION)	

WHEREAS, The Metro Council, convened as the Budget Committee, has reviewed the FY 1993-94 Proposed Budget; and

WHEREAS, The Council, convened as the Budget Committee, has conducted a public hearing on the FY 1993-94 Proposed Budget; and

WHEREAS, Pursuant to Oregon Budget Law, the Council, convened as the Budget Committee, must approve the FY 1993-94 Budget, and said approved budget must be transmitted to the Tax Supervising and Conservation Commission for public hearing and review; now, therefore,

BE IT RESOLVED,

1. That the Proposed FY 1993-94 Budget as amended by the Metro Council, convened as the Budget Committee, which is on file at the Metro offices, is hereby approved.
2. That the Executive Officer is hereby directed to submit the Approved FY 1993-94 Budget and Appropriations Schedule to the Tax Supervising and Conservation Commission for public hearing and review.

ADOPTED by the Metro Council this 6th day of May, 1993.

Judy Wyers, Presiding Officer

STAFF REPORT

CONSIDERATION OF RESOLUTION 93-1775 APPROVING THE FISCAL YEAR 1993-94 BUDGET AND TRANSMITTING THE APPROVED BUDGET TO THE TAX SUPERVISING AND CONSERVATION COMMISSION

Date: March 2, 1993

Presented by: Rena Cusma
Executive Officer

FACTUAL BACKGROUND AND ANALYSIS

The Fiscal Year 1993-94 Proposed Budget has been forwarded to Council for consideration. Ordinance No. 93-487, presented to Council on March 11, 1993, is the formal instrument by which the budget will be adopted. Final action to adopt the budget is scheduled for June 24, 1993.

Prior to adoption, ORS 294.635, Oregon Budget Law, requires that Metro prepare and submit the District's approved budget to the Tax Supervising and Conservation Commission by May 15, 1993. The Commission will conduct a hearing during June 1993 for the purpose of receiving information from the public regarding the Council's approved budget.

The action will formally approve the Council's Fiscal Year 1993-94 budget, and direct the Executive Officer to submit the approved budget to the Tax Supervising and Conservation Commission for public hearing and review.

Meeting Date: May 6, 1993
Agenda Item No. 6.1

ORDINANCE NO. 93-484A



METRO

DATE: April 30, 1993
TO: Metro Council
Executive Officer
Interested Parties
FROM: Paulette Allen, Clerk of the Council
RE: AGENDA ITEM NO. 6.1; ORDINANCE NO. 93-484A

The Finance Committee report on Ordinance No. 93-484A will be distributed in advance to Councilors and available at the Council meeting May 6, 1993.

Please note that amendments made by the Finance Committee to the ordinance on April 29, 1993, are contained in bold text.

BEFORE THE METRO COUNCIL

AN ORDINANCE AMENDING METRO)	ORDINANCE NO. 93-484A
CODE SECTION 7.01.020 TO MODIFY)	
THE EXCISE TAX RATE)	Introduced by Rena Cusma,
)	Executive Officer
)	

WHEREAS, Metro Code Section 7.01.020 placed a limitation on excise tax; and

WHEREAS, Voters of the Metropolitan Service District approved a Metro Charter on November 3, 1992; and

WHEREAS, The Metro Charter Section 14 now provides a controlling limitation on expenditure on a cash basis from taxes imposed and received by Metro and interest and other earnings on those taxes; now, therefore,

THE METRO COUNCIL HEREBY ORDAINS:

Section 1:

Metro Code Section 7.01.020 is amended to read as follows:

"7.01.020 Tax Imposed:

(a) For the privilege of use of the facilities, equipment, systems, functions, services, or improvements owned, operated, franchised, or provided by the District, each user shall pay a tax in the amount established in subsection 7.01.020(b) but not to exceed seven percent (7%) of the payment charged by the operator or the District for such use. The tax constitutes a debt owed by the user to the District which is extinguished only by payment of the tax directly to the District or by the operator to the District. The user shall pay the tax to the District or to an operator at the time payment for the use is made. The operator shall enter the tax on his/her records when payment is collected if the operator keeps his/her records on the cash basis of accounting and when earned if the operator keeps his/her records on the accrual basis of

accounting. If installment payments are paid to an operator, a proportionate share of the tax shall be paid by the user to the operator with each installment."

(b) The Council may for any annual period commencing July 1 of any year and ending on June 30 of the following year establish a tax rate lower than the rate of tax provided for in subsection 7.01.020(a) by so providing in the annual budget ordinance adopted by the District. If the Council so establishes a lower rate of tax, the Executive Officer shall immediately notify all operators of the new tax rate. Upon the end of the fiscal year the rate of tax shall revert to the maximum rate established in subsection 7.01.020(a) unchanged for the next year unless further action to establish a lower rate is adopted by the Council as provided for herein.

Section 2. The amendment to Metro Code Section 7.01.020 adopted by Section 1 of this Ordinance is repealed effective September 1, 1994, and thereafter the provisions of Section 7.01.020 in effect at the time of adoption of this Ordinance shall remain in force and effect.

ADOPTED by the Metro Council this _____ day of _____, 1993.

Judy Wyers, Presiding Officer

ATTEST:

Clerk of the Council

BEFORE THE METRO COUNCIL

AN ORDINANCE AMENDING METRO CODE) ORDINANCE NO. 93-484
SECTION 7.01.020 TO MODIFY THE)
EXCISE TAX RATE) Introduced by Rena Cusma,
) Executive Officer

WHEREAS, Metro Code Section 7.01.020 placed a limitation on excise tax; and

WHEREAS, Voters of the Metropolitan Service District approved a Metro Charter on November 3, 1992; and

WHEREAS, The Metro Charter Section 14 now provides a controlling limitation on expenditure on a cash basis from taxes imposed and received by Metro and interest and other earnings on those taxes; now therefore,

THE METRO COUNCIL HEREBY ORDAINS:

Section 1:

Metro Code Section 7.01.020 is amended to read as follows:

"7.01.020 Tax Imposed:

(a) For the privilege of use of the facilities, equipment, systems, functions, services, or improvements owned, operated, franchised, or provided by the District, each user shall pay a tax in the amount established in subsection 7.01.020(b) but not to exceed ~~six percent (6%)~~ percent () of the payment charged by the operator or the District for such use. The tax constitutes a debt owed by the user to the District which is extinguished only by payment of the tax directly to the District or by the operator to the District. The user shall pay the tax to the District or to an operator at the time payment for the use

is made. The operator shall enter the tax on his/her records when payment is collected if the operator keeps his/her records on the cash basis of accounting and when earned if the operator keeps his/her records on the accrual basis of accounting. If installment payments are paid to an operator, a proportionate share of the tax shall be paid by the user to the operator with each installment."

(b) The Council may for any annual period commencing July 1 of any year and ending on June 30 of the following year establish a tax rate lower than the rate of tax provided for in subsection 7.01.020(a) by so providing in the annual budget ordinance adopted by the District. If the Council so establishes a lower rate of tax, the Executive Officer shall immediately notify all operators of the new tax rate. Upon the end of the fiscal year the rate of tax shall revert to the maximum rate established in subsection 7.01.020(a) unchanged for the next year unless further action to establish a lower rate is adopted by the Council as provided for herein.

ADOPTED by the Metro Council this ____ day of _____, 1993.

Judy Wyers, Presiding Officer

ATTEST:

Clerk of the Council

CONSIDERATION OF ORDINANCE NO.93-484 FOR THE PURPOSE OF AMENDING METRO CODE CHAPTER 7.01 TO MODIFY THE EXCISE TAX RATE.

Date: February 17, 1993

Presented by: Jennifer Sims

FACTUAL BACKGROUND AND ANALYSIS

Metro excise taxes were established by Ordinance No. 90-333A on March 8, 1990. Taxes are imposed on revenue derived from product or service from a District facility or use of District facilities on or after July 1, 1990. The Ordinance limited the tax rate to six percent (6%) of the payment charged by the operator or the District or a lower rate if so provided for in the annual budget ordinance adopted by the District. This ordinance will amend the six percent rate limitation in the code. The new rate is currently under study by the Finance and Management Information department and will be determined before final passage of this ordinance based in part on requirements identified in the Fiscal Year 1993-94 budget process.

This Ordinance is introduced at this time in order to comply with the Charter Section 39 which requires that Ordinances imposing or changing a tax be adopted at least 90 days prior to their effective date. This Ordinance must be adopted at the Council's March 25, 1993, meeting to be effective at the beginning of the new fiscal year on July 1.

EXECUTIVE OFFICER'S RECOMMENDATION

The Executive Officer recommends adoption of Ordinance No. 92-484, modifying the excise tax code.



METRO

CORRECTED: Numbers in
Tables have been
corrected.

Council
5/6/93
5.1

DATE: May 4, 1993

TO: Metro Council

FROM: Rod Monroe, ^{*RMM*} Budget Committee Chair

RE: Budget Committee Report and Recommendations on the FY 1993-94 Proposed Budget

The purpose of this memo is to transmit to the Council the report and recommendations of the Budget Committee on the FY 1993-94 Proposed Budget. The Council received the Proposed Budget from the Executive Officer on March 11, 1993. The Committee started its deliberations on March 13, 1993 and completed its work on April 29, 1993. During this seven week period, the Committee held fifteen meetings and heard presentations from each Metro Department and the Metropolitan Exposition-Recreation Commission (MERC) explaining and justifying requests; considered analyses and recommendations from Council Staff; considered recommendations and requests from Council Standing Committees and individual Councilors; and considered testimony from interested citizens.

This report includes a summary of the changes recommended by the Committee for each fund in the Proposed Budget (See attached tables for a summary of recommended changes). Detailed recommended changes by line item for each fund are shown in the budget document entitled "FISCAL YEAR 1993-94 Budget Committee Recommendations" which is distributed with this report or is available in the Council Office. Included in this Committee Report are recommended Budget Notes for various funds (See Exhibit A), revised Cost Allocation Plans for the Support Services Fund and the MERC Administration Fund (See Exhibit B), the revised Schedule of Appropriations (See Exhibit C) and, an Excise Tax Revenue Estimate Table (See Exhibit D).

SUMMARY OF THE BUDGET

Table 1 provides an overview of the entire budget by individual fund total. As shown, the total FY 1993-94 budget is recommended to decrease by \$7,526,799 from \$207,444,688 in the Executive's proposal to \$199,917,889. While there is no single explanation for the decrease, several funds have large recommended changes. The Solid Waste Revenue Fund is recommended to decrease by approximately \$4.2 million due primarily to the retirement of the composter facility bonds. Approximately \$1.3 million of the recommended decrease in this fund is attributable to expenditure reductions throughout the various Solid Waste Department programs. The General Fund is recommended to decrease by approximately \$1.7 million which reflects the Budget Committee's decisions to reduce expenditures proposed for funding by an unspecified new revenue source and reduce the Excise Tax request to a 7% level. The Planning Fund is recommended to decrease by approximately \$796,000, again because of the decision not to budget the unspecified new

revenue source. The Coliseum Operating Fund is recommended to increase by \$700,000 to more accurately reflect the potential Beginning Fund Balance and allow payment of agreed-upon funds to the City of Portland. Of the twenty-one funds in the Proposed Budget, nine are recommended to decrease, three are recommended to increase and nine are recommended to stay at the same level. A report on the most significant recommended changes in each fund is provided below. The order in which the funds are presented is based on the order shown in the Proposed Budget.

GENERAL FUND

Table 2 provides a summary of resources and expenditures for the General Fund. The General Fund is recommended to decrease by \$1,700,314. There are two major reasons for the decrease -- 1) the elimination of the unspecified new revenue source from the budget; and 2) the reduction in the proposed Excise Tax to a 7% level. The Proposed Budget projected excise tax revenue based on the inclusion of a System Management Fee in the solid waste rates and a \$75 per ton tip fee. The Executive Officer's proposed Excise Tax rate was 7.6%, which is an increase of 27% over the current 6% rate. The recommended budget is based on a 7% Excise Tax rate which is an increase of 17% over the current year's rate. The recommended rate is higher than normal because of the delay of approximately one month in its being effective. On an annual basis the recommended rate would be approximately 6.9%.

Table 2 shows the requirements recommended by the Committee for the General Fund. The Council Department Budget is reduced by \$83,424 (\$60,024 from the Personal Services category based on a reduction in the request for Councilor salaries, a revised fringe rate, and \$23,400 from Materials & Services because of changes in the Council Expenditure Guidelines). The General Fund Budget includes a direct transfer of resources (\$30,000) to the Support Services Fund for the services of a 0.5 FTE Public Info Specialist in the Public Affairs Department to assist the Council in implementation of its Councilor Outreach Program.

The Executive Management Department Budget is recommended to be reduced by \$75,077 to reflect the elimination of a proposed new Senior Management Analyst position. Otherwise this Department's expenditure level is consistent with the current year budget.

The Office of Government Relations Budget is recommended to decrease by \$11,460. The major reason for the decrease is the elimination of a 0.5 FTE Senior Management Analyst position which has outlived the reason for its original creation. This budget includes \$20,000 in Misc. Professional Services for potential use on the Cultural Funding Program. Final expenditure decisions on that program will be deferred until June 1993 pending receipt and review of the Regional Funding Task Force Report.

The Interfund Transfers for the General Fund are recommended to decrease by \$1,665,753. The transfer to the Support Services Fund is recommended to decrease by \$281,570 mainly as a result of the elimination of the Program Development program in the Regional Facilities Department and the reorientation of personnel to other Regional Facilities Department programs.

The transfer to the Planning Fund is recommended to decrease \$915,792 which is mostly attributable to eliminating the unspecified new revenue source. The transfer to the Regional Parks/Expo Fund is recommended to decrease by \$461,284. It was the Committee's recommendation to eliminate the General Fund subsidy to the Regional Parks/Expo programs, instead recommending that those programs include sufficient resources from Multnomah County to ensure their successful operation. Part of the decrease was attributable to reductions in the Greenspaces Planning program.

The Contingency is recommended to be increased by \$135,400 primarily to reserve additional funds for a potential Cultural Funding Program (\$50,000) and potential Council Department staff needs (\$75,000).

SUPPORT SERVICES FUND

Table 3 provides a summary of the resources and requirements for the Support Services Fund (resources are shown on the front side and requirements on the back side of the page). The total fund is recommended to decrease by \$360,641. The Support Services Fund includes for the most part District functions commonly referred to as "overhead". The departments budgeted in this fund include Finance and Management Information, Regional Facilities, Personnel, Office of General Counsel and Public Affairs. Two programs in the Regional Facilities Department--Program Development and Contractor's License--are directly funded and are not part of the indirect or "overhead" system. The revenue sources are transfers from other operating funds. The Cost Allocation Plan attached as Exhibit B shows the recommended transfers by fund and department for the Support Services Fund.

The Committee recommendations reduce the total fund FTE level by 3.55 FTE. This provides a staffing level for the various programs in the Fund at essentially the current budgeted level. Major changes include 1) the elimination of the Program Development program in Regional Facilities with budgeting of \$80,000 for a scaled-down Cultural Funding program in the General Fund (\$70,000) and the Financial Planning Program in the Support Services Fund (\$10,000); and 2) the transfer of administration of the Recycling Information Center and Waste Reduction Promotion and Education programs from the Public Affairs Department to the Waste Reduction Division in the Solid Waste Department. This latter recommendation makes it possible to eliminate a supervisory level position in the Public Affairs Department that was jointly budgeted in the Support Services Fund and the Solid Waste Revenue Fund.

Table 3A provides a further breakdown of requirements for the Finance and Management Information and Regional Facilities Departments since each department has a variety of distinct programs. A brief summary of the Committee's recommendations by Support Services Fund Department is as follows:

FINANCE AND MANAGEMENT INFORMATION DEPARTMENT

Accounting:

Budget Committee Report/Recommendations
FY 1993-94 Proposed Budget
May 4, 1993 -- Page 4

- ▶ Agreed with the FY 92-93 Proposed Budget request to add a Senior Supervisor Accountant position. This will enable the Division to increase audits of solid waste facilities in the region from 3 to 10 per year. Recommended reductions are mostly in contracted services to reflect the development of the second phase of a procedural manual with in-house staff.

Office Services:

- ▶ Substantially agreed with the request. Reductions in various line items reflect current year's experience for office supplies, printing and postage.

Finance:

- ▶ Substantially agreed with the request. The recommended increase of \$10,000 in Misc. Professional Services is for any potential financial analysis for the Cultural Funding program.

Data Processing:

- ▶ Substantially agreed with the request. Major reduction in Data Processing Services line item is recommended pending completion of analysis and decision on replacement of A-Series financial management system.

REGIONAL FACILITIES DEPARTMENT

Program Development:

- ▶ Recommended elimination of this program from the Regional Facilities Department. The original request was based on a work program which contemplated an End of the Oregon Trail ballot measure in November 1993 and a Cultural Funding ballot measure in the Spring of 1994. The Budget Committee believes neither of these ballot measures is likely to occur in the proposed time frame so a revised work program is needed. The elimination of this program from the Department makes it possible to reorient other personnel to the remaining Department programs including Construction Management/Support, Procurement, and Facility/Building Management.

Procurement:

- ▶ Substantially agreed with the request. Additional FTE added to meet the request of the Executive Officer for additional help to implement the recently completed performance audit.

Construction Support:

- ▶ The recommendations include the addition of more time of the Regional Facilities Director in this program to provide consultation and advice to the construction personnel budgeted in the Zoo Capital, Solid Waste Revenue and MERC Administration Funds. There is also a 0.5 FTE

Principal Analyst supported by a transfer from the Convention Center Capital Fund.

Facilities Management:

- ▶ Substantially agreed with the request.

Builder's License:

- ▶ Substantially agreed with the request. FTE reduction brings staffing to the current year level.

PERSONNEL OFFICE

- ▶ Substantially agreed with the request to add an additional clerical position.

OFFICE OF GENERAL COUNSEL

- ▶ Substantially agreed with the request.

PUBLIC AFFAIRS DEPARTMENT

- ▶ The recommended reduction of 0.6 FTE is based on the transfer of the administration of waste reduction programs to the Solid Waste Department Waste Reduction Division. The main reasons for this recommendation are 1) the Public Affairs Director will have additional time to focus on the original mission of the Department ("to provide information to Metro constituents that will result in an understanding of Metro and knowledge about how constituents can participate in Metro's programs and services" -- see Budget Workbook); and 2) scarce resources can be saved by eliminating a supervisory level position.

BUILDING MANAGEMENT FUND

Table 4 provides a summary of the resources and requirements of the Building Management Fund. The purpose of this fund is to account for the financial transactions of the current Metro Regional Center Building, the old Metro Center Building, and the Parking Structure adjacent to the new Regional Center Building. An assumption in this budget is the agency will lease out the space in the old Metro Center Building for the entire fiscal year. Other assumptions include the potential for Councilors to receive parking at no cost at the Regional Center Building (loss of \$9,360 in revenue in the Regional Center account) and the transfer of resources from the General Fund and the Convention Center Operating Fund to defray costs of the Parking Structure. These two items are the subject of Budget Notes as shown in Exhibit A. The recommendation agrees substantially with the budget request.

RISK MANAGEMENT FUND

Table 5 provides a summary of the resources and requirements of the Risk Management Fund. The purpose of the fund is to account for the financial

transactions for the general liability and workers compensation insurance programs for the District. The recommendation agrees with the request in its entirety.

GENERAL REVENUE BOND FUND

Table 6 provides a summary of the resources and requirements for the General Revenue Bond Fund. This Fund pays the construction costs of the Metro Regional Center and attached parking garage, as well as the debt service on the revenue bonds issued to finance the building's construction. Budget Committee recommendations are to increase the FTE in the Fund from 1.0 to 1.05, with the staff time to be allocated among four people rather than five. This generates a net savings of \$2,173. Both the Materials & Services and Capital Outlay categories have changes in individual line items, but the aggregate totals remain as contained in the proposed budget. Savings generated by the change in FTE allocation are to be added to the Capital Outlay in the Fund's Construction Account.

ZOO OPERATING FUND

Table 7 summarizes the resources and requirements by division of the Zoo Operating Fund. Resources include an anticipated \$.50 admission fee increase, to be effective in January 1994; budgeted resources increase \$48,056 as a result of the reduction in the excise tax rate from 7.6% to 7.0%. The only changes in expenditures are a minor (\$610) reduction in Materials & Services line items in Animal Management, and a \$566,000 reduction in the transfer from the Zoo Operating Fund to the Zoo Capital Fund. This transfer is to pay design costs for the Oregon Exhibit/New Entrance project; the recommendation is to reduce the transfer from \$1,000,000 to \$434,000. Reductions in other transfers total \$5,077. Total reductions of \$571,687 will be added to the Unappropriated Balance.

ZOO CAPITAL FUND

See Table 8. Resources are reduced \$566,000, reflecting the decreased transfer from the Zoo Operating Fund. The corresponding expenditure in Capital Outlay - Architectural Services for the Entrance/Oregon project is reduced from \$1,500,000 to \$934,000. There is another change in Capital Outlay, with a \$50,000 reduction in Miscellaneous Exhibit Improvements - Construction Work and a corresponding \$50,000 increase for Elk Meadow - Construction Work that reflects the actual bid costs for the latter project. Finally, the Construction Coordinator position is recommended for upgrade to Construction Manager, with an increase in Personal Services costs of \$34,097, from \$54,852 to \$88,949. This cost is covered by a reduction in Unappropriated Balance, from \$141,427 to \$107,330.

ZOO REVENUE BOND FUND

See Table 9 for a summary of resources and requirements. No changes are recommended for this Fund, as any changes to the budget would result from Council action on the issuance of bonds to pay Metro's \$2 million obligation for the Zoo's light rail station.

SOLID WASTE REVENUE FUND

Table 10 provides a summary of the resources and requirements for the Solid Waste Revenue Fund. Total revenue and expenditures for the fund in FY 93-94 will decline from \$90.81 million in FY 92-93 to \$85.36 million. The decline is due to continuing decreases in solid waste tonnage, decreases in several account balances, and reductions in the proposed budget needed to retain the current \$75/ton disposal fee.

The total number of FTE will decrease from 100.7 to 98.8. These include: 1) a 1 FTE temporary position in the Operations Division, 2) a .5 FTE position in the Waste Reduction Division, and 3) a .4 FTE supervisory position related to the Recycling Information Center and waste reduction education programs which will be transferred to the Waste Reduction Division from the Public Affairs Department.

The proposed operating unrestricted contingency is \$2,233,000. This amount is slightly below the 5% contingency recommended by Metro's financial advisor. However, it should be noted that an additional general account unappropriated contingency of \$4,254,320 also is included in the budget.

A total of 25 budget reductions were approved in the various fund accounts. These cuts total \$1,289,631. In the operating account, the largest reductions include: 1) elimination of the 1% for Recycling program (\$225,000), 2) reduction in local government challenge grants (\$150,000) and 3) reduction in proposed funding for multi-family recycling containers (\$90,000). In addition, funding for six waste reduction and recycling contracts and six planning and technical services contracts was eliminated or reduced (\$292,269). Total funding for a group of seven contracts related to construction demolition debris recycling also was reduced (\$45,000).

The recommended General Account allocation is reduced by \$300,000 from the original proposal of \$725,610. Reductions include: 1) elimination of funding related to the reopening of the Composter facility (\$150,000), 2) improvements in the Metro South transfer trailer lot stormwater system, 3) overhead traffic signage at the transfer stations, and 4) a reduction of \$30,000 in funds to construct a latex paint processing facility at Metro Central.

Funding from the St. Johns Closure Account was increased by \$100,000 for the development of a computer model to monitor groundwater at the landfill. In addition, the projected contribution to the account from disposal fee revenue was reduced from \$1.6 million to \$1.45 million.

The master project bond reserve account balance will be reduced by \$2,283,850 to reflect the retirement of the bonds issued to finance the composter facility.

No changes in the Executive Officer's recommendations were made for three accounts. These include debt service (\$2,890,523), construction (\$1,780,000) and renewal and replacement (\$510,000).

Interfund transfers are recommended to decline from \$4,792,924 budgeted in FY 92-93 to \$4,162,631 in FY 93-94. Much of this decrease results from a proposed loan of \$390,000 from the Solid Waste Revenue Fund to the Planning Fund which was never made.

REHABILITATION AND ENHANCEMENT FUND

The proposed budget allocated a total of \$2,851,555 to the five different enhancement accounts. As the result of a downward revision in the tonnage estimate for FY 93-94, the Solid Waste Department reduced the estimated allocation by \$7,354. Therefore, the recommended budget allocates \$2,844,201. No changes in this allocation are proposed.

PLANNING FUND

Table 12 provides a summary of the resources and requirements of the Planning Fund. During the FY 1992-93 budget process the former Planning and Development Department and the Transportation Department were merged and renamed the "Planning Department". The Planning Fund and Transportation Fund, however, were sustained throughout the fiscal year until the transition was complete. With the beginning of FY 1993-94 the two funds finally merge into one Planning Fund and the Transportation Fund is eliminated.

For FY 1993-94 the Planning Department proposes four divisions/sections: the Administration Section; the Technical Services Division, which includes the Data Resource Center Section and Travel Forecasting Section; the Transportation Planning Division, which includes the Transportation Planning Section and the High Capacity Transit Section; and the Growth Management Division.

The Budget Committee chose to begin its reduction considerations by directing staff to develop a second budget which removed the need for a new tax and lowered the amount of excise tax needed to a 6% level, rather than the originally anticipated 7.6%. In this second budget, excise tax revenue was reduced by \$365,332; total revenues reduced by \$1,081,345. In addition to the excise tax reduction and lack of inclusion of a new tax, the following changes accommodated the revenue reduction:

- Funding for Future Vision was shifted from New Tax to Excise Tax and \$50,000 corporate sponsorship
- Various Light Rail Transit budgets were increased and staff shifted to accommodate the addition
- Metro matching funds were eliminated for Light Rail Transit and Transit Station Area Planning (TSAP)
- Metro's matching funds for other Transportation Planning were reduced from 6% to 3%
- Local shares for use of the Data Resource Center, which previously were Dues 25%, Transportation 25%, Solid Waste 25%, and Excise Tax 25%, were adjusted to Dues 26%, Transportation 26%, Solid Waste, 26%, and Excise Tax 22%.
- Metro funding for public contact in the Data Resource Center was reduced by \$10,000

To accomplish the remainder of the budget reduction the following programs were suggested to be eliminated or at least delayed until next fiscal year:

- Regional Transportation Demand Management Program
- Metro Transportation Demand Management Program
- Region 2040 - Phase II (completion delayed to FY 94-95)
- Region 2040 - Phase III
- Future Vision (preliminary action delayed to FY 94-95)
- Urban Reserves
- Local Government Coordination
- RUGGO Implementation - local grants
- Emergency Service Policy Development
- Water Quality Program (unless completely grant funded)

These original reductions included elimination of 6.0 FTE, five of which were from the Growth Management Division. Nearly \$600,000 was proposed for reductions in Materials and Services. There were also significant reductions proposed for capital outlay, transfer, and contingency.

After examining the second budget, the Budget Committee opted to accept most of the proposed cuts suggested for the Administration Section, Technical Services Division and Transportation Planning Division. For the Growth Management Division, however, the committee redirected excise tax funding that was saved from other sections, re-prioritized division programs, and reduced the overall budget for the division by \$637,599, including elimination of the new tax.

In addition, the committee recommended reducing the salary range calculated for all new and vacant positions from the fourth to the second step of the range. Further, they recommended that two new positions be hired at one classification level lower than that requested.

The Planning Department recommended budget reflects the following specific adjustments:

Administration Section:¹

- Reduce new Assistant Management Analyst position level to Management Technician, 1st step ² level. Adjust fringe benefits.

¹In the proposed budget, funds for furniture and new employee set-ups were calculated in error under Materials and Services. These have been moved to Capital Outlay, which accounts for the apparent increase in this line item.

²All other new and vacant positions were moved to 2nd step of range.

- Remove \$40,000 materials and services expense for Metro Transportation Demand Management (TDM) Program from Planning Fund and reestablish as fringe benefit cost for entire agency.³

Technical Services Division - Data Resource Center Section:

- Reduce new Associate Management Analyst position level to Assistant Management Analyst, 2nd step level. Adjust fringe benefits.
- Reduce materials and services for miscellaneous professional services⁴ as follows:

\$15,000	RLIS Macro Tools Development
\$ 7,000	DRC Summer Minority Intern
\$ 5,000	RLIS Data Acquisition.

Technical Services Division - Travel Forecasting Section:

- Reduce new position to 2nd step of salary range. Adjust fringe benefits.

Transportation Planning Division - High Capacity Transit Section:

- Reduce new and vacant positions to 2nd step of salary range. Adjust fringe benefits.
- Increases in all categories, except capital outlay, as per 6% budget recommendations for following programs: Hillsboro PE/FEIS and Final Design; North Corridor Pre AA; and South Corridor Pre-AA and AA⁵.

Transportation Planning Division - Transportation Planning Section:

- Reduce new and vacant positions to 2nd step of salary range. Adjust fringe benefits.

³Budget Note: Committee recommends that fee structure for this program be revisited to consider slight increase to parking rate for those employees not participating in the program, thereby making the program more self-supporting. They further recommend that parking rate be required to remain at current market level to always reap the maximum in revenue return.

⁴1994 Aerial Photo funding of \$15,000, RLIS Storefront Marketing funding of \$10,000, and Metro dollars for public contact in DRC for \$10,000, which were suggested for reduction in the 6% budget, were added back in the final budget process and are an exception to the 6% budget. Also added back was \$5,250 increase in excise tax for Data Base Maintenance Program with no change in expenditure level. Add backs to Management and Coordination Program include a \$29,000 excise tax reduction done by an increase of \$31,500 revenue from 80/20 FY 94 Section 8 and slight increases in local government dues and solid waste shares.

⁵These program additions redistribute available transportation funding sources which include \$650 excise tax to North Corridor Pre-AA and \$325 excise tax.

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- Increase RTP Update program by \$47,000 redistributed from transportation revenue sources which slightly reduces excise tax, as per 6% budget recommendations.
- Delete funding to Transportation Demand Management Program in all categories, per 6% budget recommendation; restored \$76,995.⁶
- Increase Air Quality - DEQ program by \$16,500 to accommodate anticipated increase in size of DEQ grant.
- Reduce funding in all categories for Willamette Crossing program by \$74,000 including \$39,000 excise tax, as per 6% budget recommendation.
- Reduce excise tax revenue by splitting proposed amount between local government dues match and excise tax, as per 6% budget recommendation for following programs: \$4,000 Transportation Improvement Program; \$1,000 Congestion Management System Plan Program; and \$500 RTP Financial Analysis Plan.
- Reduce funding in all categories for Management and Coordination program by \$33,000, including \$18,436 excise tax.

Growth Management Division:

- Reduce new and vacant positions to 2nd step of salary range. Adjust fringe benefits.
- Disallow 1.0 FTE Assistant Regional Planner for RUGGO Implementation/Urban Reserves. Adjust fringe benefits. Eliminate materials and services for RUGGO Implementation, including \$250,200 for local government grants, effectively deferring RUGGO Implementation for another year.
- Reduce new position for Water Resources Program from Senior Regional Planner to Associate Regional Planner, 2nd step level. Reduce materials and services for Water Resources Program by \$25,000.
- Delay beginning of Region 2040, Phase III until next fiscal year. Redistribute funding from sources other than new tax to Region 2040, Phase II and Future Vision.⁷
- Eliminate Emergency Services Policy Development Program; reduction totals \$55,000, originally proposed to be from new tax.

⁶Entire program was cut in 6% budget. Amount restored is for 1.0 FTE; reduction of 0.53 FTE to program.

⁷Budget Note: The committee recommended approval of a \$75,000 contract to provide support to the Future Vision Commission, but questioned whether the contract should be competitively bid or automatically awarded to Portland State University. Final decision should be made at later date by the Metro Council.

REGIONAL PARKS/EXPO FUND

Table 13 provides a summary of the resources and requirements of the Regional Parks/Expo Fund. The purpose of the fund is to account for the financial transactions of the Multnomah County Expo Center and Parks programs as well as the Metro Greenspaces Planning program. The recommendation assumes that during the next fiscal year the governing bodies of Multnomah County and Metro will approve an intergovernmental agreement transferring the operation of the Expo Center and the County Regional Parks to Metro. It is further assumed that the Expo Center will be managed by the Metro ER Commission and the Regional Parks and Greenspaces Planning programs will be combined and managed as a single organizational unit. The above described relationship is the subject of a Budget Note in Exhibit A.

The Committee recommends substantial reductions in both the Expo/Parks request and the Greenspaces Planning request. In regard to the Expo/Parks programs an effort was made to eliminate the transfer from the Metro General Fund for these programs. The transfer was eliminated except for an amount to fund the Contingency for these programs (\$90,000). The Expo Center program was reduced to reflect the elimination of the Multnomah County Fair as a responsibility of Metro (the County will continue to be responsible for the Fair). The Parks program was reduced by shifting portions of FTE into the Greenspaces Program for those positions which will serve both programs (total of 0.51 FTE).

In regard to the Greenspaces Planning program it was reduced in an effort to hold down the use of excise tax revenue. The Committee recommends shifting parts of several positions from Excise Tax resources to be funded by Federal grants as well as reductions in various Materials & Services line items such as Postage, Printing and Miscellaneous Professional Services.

SMITH AND BYBEE LAKES FUND

The Smith and Bybee Lakes Fund was created to account directly for the Smith and Bybee Lakes Program. The program began during FY 1991-92 with joint approval, by the City of Portland and the Metro Council, of the Natural Resources Management Plan for Smith and Bybee Lakes and the accompanying intergovernmental agreement for Metro to assume ownership of the St. John's Landfill.

The Smith and Bybee Lakes Trust Fund became part of the FY 1990-91 Metro budget through Council adoption of a supplemental budget to create the trust fund, among other actions. Through additional action, the Council assumed management of the trust fund with oversight by the Smith and Bybee Lakes Management Committee. For FY 1993-94, the only recommended change to the proposed budget is for correction of an erroneous fringe benefit calculation, thereby raising the expenditure for personal services by \$4,976, making a like reduction to unappropriated balance. This adjustment is summarized in Table 14.

METROPOLITAN GREENSPACES FUND

The Metropolitan Greenspaces Fund is a fund set up to act as a depository for donations and property acquisition for the Metropolitan Greenspaces Program. The fund will ultimately be used to receive public funds if a bond election is successful. The committee offered no recommended changes to the proposed budget, which is further described in Table 15.

CONVENTION CENTER PROJECT CAPITAL FUND

Table 16 provides a summary of the resources and requirements for the Convention Center Project Capital Fund. The purpose of this fund is to account for the original construction and subsequent capital improvements for the Oregon Convention Center. Resources increase \$180,000 from the proposed budget (in the fund balance), reflecting carry-over of funds for a project that will not be completed in 1992-93 as originally budgeted.

The Budget Committee recommends transferring the management of this Fund to MERC, and allocating 0.5 FTE of the MERC Construction/Capital Project Manager to the Fund. Additional staff support will be provided through a direct transfer to Support Services, for 0.5 FTE of a Principal Administrative Services Analyst in the Construction Support program in Regional Facilities. Expenditure reductions in Personal Services total \$54,960, with FTE reduced from 1.2 to 0.5. Interfund Transfers increase \$14,698 from the proposed budget, with the addition of \$37,132 for construction support and reductions in other transfers totaling \$22,460. The additional fund balance and the expenditure reductions (totaling \$220,288) will be added to the Construction Work/Materials - Buildings line item in Capital Outlay.

CONVENTION CENTER DEBT SERVICE FUND

Table 17 summarizes the resources and requirements for this Fund, which pays the debt service on the re-funded General Obligation bonds for the Convention Center. No changes are recommended.

METROPOLITAN EXPOSITION-RECREATION COMMISSION (MERC)
ADMINISTRATION FUND

Table 18 provides a summary of the resources and requirements for the MERC Administration Fund, which is funded primarily by transfers from the MERC operating funds. The Budget Committee recommends reductions totaling \$102,697, which will reduce the transfers from the Convention Center (\$58,538) and Spectator Facilities (\$44,159) Operating Funds.

Reductions are in Personal Services. The Budget Committee recommends elimination of two positions: Controller (\$39,236 + 33% fringe) and Secretary/Purchasing (\$22,247 + fringe). In addition, 50% of the Construction/Capital Project Manager is to be budgeted in the Convention Center Capital Fund. Personal Services are reduced \$102,697, with FTE reduced from 11.0 to 8.5.

The only other recommended change eliminates the \$70,000 Unappropriated Balance, moving it to Contingency.

OREGON CONVENTION CENTER OPERATING FUND

Table 19 summarizes resources and requirements for the Convention Center Operating Fund. Budget Committee recommendations include making some technical changes in budgeted salary levels to correct errors in the proposed budget, correcting the classifications for Utility Workers to reflect actual practice, and adding 0.2 FTE of a Volunteer Coordinator to the Convention Center budget which also reflects current practice. Total recommended changes in Personal Services come to an additional \$15,051.

Other recommendations include a \$500,000 reduction in Capital Outlay, which was to pay the second half of a \$1,000,000 cost for portable tiered seating. This money is budgeted in the Convention Center Capital Fund, and was a redundancy in the Operating Fund. Interfund Transfers decrease \$61,017, reflecting decreases in the MERC Administration Fund and Support Services Fund. The Unappropriated Balance increases \$545,966, reflecting the reductions made in other categories.

SPECTATOR FACILITIES OPERATING FUND

Table 20 summarizes the resources and requirements of the Spectator Facilities Operating Fund. This fund accounts for revenues and expenditures for operation of Civic Stadium and the three facilities that comprise the Portland Center for the Performing Arts (PCPA). There are no recommended changes in budgeted revenues, and recommended changes in expenditures are as follows:

Personal Services - Net reduction of \$5,696 and 0.2 FTE.

Civic Stadium: No changes recommended.

PCPA: Reduction of the Volunteer Coordinator from full time at PCPA to .8 FTE at PCPA and .2 FTE at the Convention Center, reflecting current practice. There are several other changes to classifications and salary levels, resulting from Personnel's review of positions in the proposed budget. These do not constitute policy decisions, and have a net impact on the budget of under \$100.

Materials & Services - Net addition of \$46,710.

Civic Stadium: Reduction of an allocation for fuel oil from \$3,650 to \$360, with the allocation moved to the proper line item. This corrects a typographical error in the proposed budget, and reduces the budget by \$3,290.

PCPA: Increase of \$50,000 for Promotion/Public Relations Services, to allow for additional marketing and education programs at PCPA.

Capital Outlay - No changes recommended.

Interfund Transfers - Net reduction of \$46,051.

The transfer to MERC Administration is reduced by \$44,159, and the transfer to Support Services is reduced by \$1,892.

Contingency and Unappropriated Balance

The Contingency increases by \$5,037, reflecting the net savings recommended for the Fund.

COLISEUM OPERATING FUND

Table 21 summarizes the resources and requirements of the Coliseum Operating Fund. With the transfer of Coliseum operating responsibility to the City of Portland on July 1, this Fund will have only two purposes in 1993-94: it will pay the costs associated with the transfer (up to \$300,000), including unemployment claims, workers' comp., and other insurance claims; and disburse to the City of Portland any additional money remaining in the Fund at the end of FY 1992-93 (the Coliseum's net operating revenues for the year).

Recommended changes include increasing the beginning fund balance to \$1,000,000, to account for the funds owed to the City of Portland, and allocating \$700,000 in the "Payments to Other Agencies" line item for payment to the City as stipulated in the revised Consolidation Agreement.

CONVENTION CENTER RENEWAL AND REPLACEMENT FUND

No changes are recommended for this Fund.

TABLE 1

SUMMARY OF BUDGET COMMITTEE RECOMMENDATIONS
BY FUND TOTAL - FY 1993-94 BUDGET

FUND	PROPOSED BUDGET	REVISION	COMMITTEE RECOMMENDATION
GENERAL	7,292,728	(1,700,314)	5,592,414
SUPPORT SERVICES	7,093,751	(360,641)	6,733,100
BUILDING MANAGEMENT	2,494,758	(13,866)	2,480,892
RISK MANAGEMENT	7,253,152	0	7,253,152
GENERAL REVENUE BOND	5,180,925	0	5,180,925
ZOO OPERATING	19,154,062	48,056	19,202,118
ZOO CAPITAL	4,111,279	(566,000)	3,545,279
ZOO REVENUE BOND	1,158,760	0	1,158,760
SOLID WASTE REVENUE	89,587,707	(4,226,454)	85,361,253
REHAB & ENHANCEMNTN	2,851,555	(7,354)	2,844,201
PLANNING	11,825,134	(795,650)	11,029,484
REGIONAL PARKS/EXPO	5,869,779	(681,879)	5,187,900
SMITH & BYBEE LAKES	2,842,764	0	2,842,764
METRO GREENSPACES	1,000,000	0	1,000,000
OCC CAPITAL	2,520,000	180,000	2,700,000
OCC DEBT SVC	8,299,354	0	8,299,354
MERC ADMINISTRATION	730,437	(102,697)	627,740
OCC OPERATING	17,060,052	0	17,060,052
SPECTATOR FACILITIES	9,891,491	0	9,891,491
COLISEUM OPERATING	300,000	700,000	1,000,000
OCC RENWL & REPLACEMT	927,000	0	927,000
TOTAL BUDGET	207,444,688	(7,526,799)	199,917,889

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TABLE 2

**SUMMARY OF BUDGET COMMITTEE RECOMMENDATIONS
BY ORGANIZATIONAL UNIT AND FUND - FY 1993-94**

GENERAL FUND RESOURCES

RESOURCES	PROPOSED BUDGET	REVISION	COMMITTEE RECOMMENDATION
FUND BALANCE	285,500	0	285,500
EXCISE TAX	6,001,833	(744,919)	5,256,914
NEW REVENUE SOURCE	955,395	(955,395)	0
INTEREST	50,000	0	50,000
TOTAL RESOURCES	7,292,728	(1,700,314)	5,592,414

GENERAL FUND REQUIREMENTS

DEPARTMENT/PROGRAM	PROPOSED BUDGET	REVISION	COMMITTEE RECOMMENDATION
COUNCIL	1,232,335	(83,424)	1,148,911
FTE	14.67	(4.67)	10.00
EXECUTIVE MANAGEMENT	487,857	(75,077)	412,780
FTE	6.00	(1.0)	5.0
OFFICE OF GOVT.REL.	173,448	(11,460)	161,988
FTE	1.50	(0.50)	1.00
ELECTIONS EXPENSE	250,000	0	250,000
SUBTOTAL	2,143,640	(169,961)	1,973,679
FTE	22.17	(6.17)	16.00
TRANSFERS TO:			
BUILDING MGMT FUND	230,053	(7,107)	222,946
SUPPORT SVCS. FUND	810,139	(281,570)	528,569
RISK MANAGEMNT FUND	10,051	0	10,051
PLANNING FUND	2,635,357	(915,792)	1,719,565
REG PARKS/EXPO FUND	1,006,956	(461,284)	545,672
SUBTOTAL	4,692,556	(1,665,753)	3,026,803
CONTINGENCY	300,000	(135,400)	435,400
UNAPPROP. BALANCE	156,532	0	156,532
TOTAL REQUIREMENTS	7,292,728	(1,700,314)	5,592,414

TABLE 3

**SUMMARY OF BUDGET COMMITTEE RECOMMENDATIONS
BY ORGANIZATIONAL UNIT AND FUND - FY 1993-94**

SUPPORT SERVICES FUND RESOURCES

RESOURCES	PROPOSED BUDGET	REVISION	COMMITTEE RECOMMENDATION
FUND BALANCE	133,938	2	133,940
BUILDERS LICENSE FEE	200,750	0	200,750
TRANSFERS FROM:			
GENERAL FUND	810,139	(281,570)	528,569
ZOO OPERATING FUND	1,053,876	(5,077)	1,048,799
PLANNING FUND	1,028,681	(22,970)	1,005,711
SOLID WASTE REV FUND	2,652,441	(55,286)	2,597,155
OCC OPERATING FUND	455,814	(2,479)	453,335
SPECTATOR FAC. FUND	292,483	(1,892)	290,591
REG PARKS/EXPO FUND	392,000	(21,446)	370,554
OCC CAPITAL FUND	73,629	30,077	103,706
TOTAL RESOURCES	7,093,751	(360,641)	6,733,100

**TABLE 3 (cont.)
SUMMARY OF BUDGET COMMITTEE RECOMMENDATIONS
BY ORGANIZATIONAL UNIT AND FUND - FY 1993-94 BUDGET**

SUPPORT SERVICES FUND REQUIREMENTS

DEPARTMENT/PROGRAM	PROPOSED BUDGET	REVISION	COMMITTEE RECOMMENDATION
FINANCE & MNGMT INFO	3,215,018	(114,880)	3,100,138
FTE	45.95	(0.95)	45.00
REGIONAL FACILTIES	1,080,818	(217,634)	813,184
FTE	11.50	(2.00)	9.50
PERSONNEL	603,201	(2,024)	601,177
FTE	11.30		11.30
GENERAL COUNSEL	459,250	(659)	458,591
FTE	6.00		6.00
PUBLIC AFFAIRS	806,387	(42,354)	764,033
FTE	12.60	(.60)	12.00
SUBTOTAL	6,114,674	(377,551)	5,737,123
FTE	87.35	(3.55)	83.80
TRANSFERS TO:			
BUILDING FUND	501,073	7,960	509,033
INSURANCE FUND	71,223	0	71,223
SUBTOTAL	572,296	7,960	580,256
CONTINGENCY	255,215	8,950	264,165
UNAPPROP. BALANCE	151,566	0	151,566
TOTAL REQUIREMENTS	7,093,751	(360,641)	6,733,110

TABLE 3A

SUMMARY OF BUDGET COMMITTEE RECOMMENDATIONS
BY ORGANIZATIONAL UNIT AND FUND - FY 1993-94

FINANCE & MANAGEMENT INFORMATION DEPT. AND REGIONAL FACILITIES DEPT.
DIRECT COSTS BY DIVISION

RESOURCES	PROPOSED BUDGET	REVISION	COMMITTEE RECOMMENDATION
FINCE & MANAGMNT INFO.			
ACCOUNTING	1,183,919	(48,937)	1,134,982
FTE	22.55	(0.75)	21.80
OFFICE SERVICES	472,968	(26,840)	446,128
FTE	3.22	0	3.22
FINANCIAL PLANNING	478,652	(940)	477,712
FTE	6.88	(0.20)	6.68
DATA PROCESSING	1,079,479	(38,163)	1,041,316
FTE	13.30	0	13.30
TOTAL DIRECT COSTS	3,215,018	(114,880)	3,100,138
FTE	45.95	(0.95)	45.00
REGIONAL FACILITIES			
PROGRAM DEVELOPMENT	286,404	(286,404)	0
FTE	3.05	(3.05)	0.00
PROCUREMENT	261,614	26,438	288,052
FTE	3.70	0.55	4.25
CONST.SUPRT/CODE COMP	107,496	51,283	158,779
FTE	1.55	0.75	2.30
FAC. MANAGMENT	204,396	2,000	206,396
FTE	2.20	0	2.20
BUILDERS LICENSE	170,908	(10,951)	159,957
FTE	1.00	(.25)	0.75
TOTAL DIRECT COSTS	1,030,818	(217,634)	813,184
FTE	11.50	(2.00)	9.50

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TABLE 4

**SUMMARY OF BUDGET COMMITTEE RECOMMENDATIONS
BY ORGANIZATIONAL UNIT AND FUND - FY 1993-94**

BUILDING MANAGEMENT FUND RESOURCES

RESOURCES	PROPOSED BUDGET	REVISION	COMMITTEE RECOMMENDATION
METRO CNTR OPERATIONS			
SUBLEASE INCOME	402,978	0	402,978
PARKING FEES	88,276	0	88,276
SUB TOTAL	491,254	0	491,254
METRO HQ OPERATIONS			
BEGINNING BALANCE	120,905		120,905
PARKING FEES	90,168	(8,749)	81,419
TRANSFERS FROM:			
GENERAL FUND	161,503	2,574	164,077
PLANNING FUND	271,840	4,282	276,122
SW REV FUND	191,885	3,059	194,944
OCC CAP FUND	15,405	(15,405)	0
SUP SVCS FUND	501,073	7,960	509,033
REG PARKS/EXPO FUND	30,000	0	30,000
SUB TOTAL	1,382,779	(6,279)	1,376,500
PARKNG STRUCT.OPER.			
FUND BALANCE	173,544	0	173,544
PARKING FEES	338,131	2,094	340,225
TRANSFERS FROM:			
GENRL FUND	68,550	(9,681)	58,869
OCC OPER. FUND	40,500	0	40,500
SUB TOTAL	620,725	(7,587)	613,138
TOTAL RESOURCES	2,494,758	(13,866)	2,480,892

**TABLE 4 (cont.)
SUMMARY OF BUDGET COMMITTEE RECOMMENDATIONS
BY ORGANIZATIONAL UNIT AND FUND - FY 1993-94 BUDGET**

BUILDING MANAGEMENT FUND REQUIREMENTS

DEPARTMENT/PROGRAM	PROPOSED BUDGET	REVISION	COMMITTEE RECOMMENDATION
METRO CNTR OPERATIONS	491,254	0	491,254
FTE	0.10	0	0.10
METRO HQ OPERATIONS	621,823	87	621,910
FTE	4.05	(0.20)	3.85
PARKING STRUC OPER	105,099	(7,587)	97,512
FTE	0.20	(0.10)	0.10
DAY CARE FACILITY	28,524	(6,366)	22,158
FTE	0.20	(0.05)	0.15
SUB TOTAL	1,246,700	(13,866)	1,232,834
FTE	4.55	(0.35)	4.20
TRANSFERS TO:			
GENERAL REV. BOND	1,178,058	0	1,178,058
SUB TOTAL	1,178,058	0	1,178,058
CONTINGENCY	70,000	0	70,000
UNAPPROP. BALANCE	0	0	0
SUB TOTAL	70,000	0	70,000
TOTAL REQUIREMENTS	2,494,758	(13,866)	2,480,892

SL\NGS\H\BUD\TBL4

TABLE 5

SUMMARY OF BUDGET COMMITTEE RECOMMENDATIONS
BY ORGANIZATIONAL UNIT AND FUND - FY 1993-94

RISK MANAGEMENT FUND RESOURCES

RESOURCES	PROPOSED BUDGET	REVISION	COMMITTEE RECOMMENDATION
FUND BALANCE	5,485,219	0	5,485,219
INTEREST	290,000	0	290,000
TRANSFERS FROM:			
GENERAL FUND	10,051	0	10,051
ZOO OPERATING FUND	374,959	0	374,959
PLANNING FUND	41,186	0	41,186
SW REVENUE FUND	602,084	0	602,084
OCC OPERATING FUND	169,126	0	169,126
SUPPT SRVCS FUND	71,223	0	71,223
SPECTATOR FAC. FUND	129,096	0	129,096
REG PARKS/EXPO FUND	78,000	0	78,000
OCC CAP FUND	2,208	0	2,208
TOTAL RESOURCES	7,253,152	0	7,253,152

**TABLE 5 (cont.)
SUMMARY OF BUDGET COMMITTEE RECOMMENDATIONS
BY ORGANIZATIONAL UNIT AND FUND - FY 1993-94 BUDGET**

RISK MANAGEMENT FUND REQUIREMENTS

DEPARTMENT/PROGRAM	PROPOSED BUDGET	REVISION	COMMITTEE RECOMMENDATION
PERSONAL SERVICES	172,439	0	172,439
FTE	3.05	0	3.05
MATERIALS & SERVICES	1,305,495	0	1,305,495
CAPITAL OUTLAY	0	0	0
SUBTOTAL	1,477,934	0	1,477,934
FTE	3.05	0	3.05
CONTINGENCY	2,000,000	0	2,000,000
UNAPPROP BALANCE	5,575,218	0	5,575,218
TOTAL REQUIREMENTS	7,253,152	0	7,253,152

SL\MGS\H\BUD\TBL5

TABLE 6

SUMMARY OF BUDGET COMMITTEE RECOMMENDATIONS
BY ORGANIZATIONAL UNIT AND FUND - FY 1993-94 BUDGET

GENERAL REVENUE BOND FUND

RESOURCES

RESOURCES	PROPOSED BUDGET	REVISION	COMMITTEE RECOMMENDATION
FUND BALANCE			
CONSTRUCTION ACCT.	1,300,000	-0-	1,300,000
DEBT SVC. ACCT.	604,527	-0-	604,527
DEBT SVC.RESERVE ACCT.	1,807,548	-0-	1,807,548
RENEWL & REPLCMT.	204,608	-0-	204,608
INTEREST ON INVESTMNTS.			
CONSTRUCTION ACCT.	15,000	-0-	15,000
DEBT.SVC.RESERVE ACCT.	63,000	-0-	63,000
RENEWL & REPLCMT.	8,184	-0-	8,184
TRANS FRM BLDG.MGT.FND			
METRO REGNL CTR.ACCT	662,432	-0-	662,432
PARKING GARAGE ACCT	515,626	-0-	515,626
TOTAL RESOURCES	5,180,925	-0-	5,180,925

TABLE 6 (cont.)

SUMMARY OF BUDGET COMMITTEE RECOMMENDATIONS
BY ORGANIZATIONAL UNIT AND FUND - FY 1993-94 BUDGET

GENERAL REVENUE BOND FUND

REQUIREMENTS

DEPARTMENT/PROGRAM	PROPOSED BUDGET	REVISION	COMMITTEE RECOMMENDATION
CONSTRUCTION ACCOUNT			
PERSONAL SERVICES	70,877	<2,173>	68,704
FTE	1.0	0.05	1.05
MATERIALS & SVCS.	13,024	75,000	88,024
CAPITAL OUTLAY	940,000	<72,827>	867,173
SUBTOTAL	1,023,901	-0-	1,023,901
FTE	1.0	0.05	1.05
DEBT SERVICE ACCT.	1,494,332	-0-	1,494,332
CONTINGENCY & UNAPPR. BAL.	2,662,692	-0-	2,662,692
TOTAL REQUIREMENTS	5,180,925	-0-	5,180,925

SL\MGS\BUD\TBL6

TABLE 7

SUMMARY OF BUDGET COMMITTEE RECOMMENDATIONS
BY ORGANIZATIONAL UNIT AND FUND - FY 1993-94 BUDGET

ZOO OPERATING FUND

RESOURCES

RESOURCES	PROPOSED BUDGET	REVISION	COMMITTEE RECOMMENDATION
FUND BALANCE	5,711,864	-0-	5,711,864
PROPERTY TAXES	5,708,807	-0-	5,708,807
GRANTS	120,000	-0-	120,000
ENTERPRISE REVENUE	6,851,969	48,056	6,900,025
INTEREST	228,475	-0-	228,475
DONATIONS & CONTRBTNS	485,000	-0-	485,000
ALL OTHER	47,947	-0-	47,947
TOTAL RESOURCES	19,154,062	48,056	19,202,118

TABLE 7 (cont.)

**SUMMARY OF BUDGET COMMITTEE RECOMMENDATIONS
BY ORGANIZATIONAL UNIT AND FUND - FY 1993-94 BUDGET**

ZOO OPERATING FUND

REQUIREMENTS

DEPARTMENT/PROGRAM	PROPOSED BUDGET	REVISION	COMMITTEE RECOMMENDATION
ADMINISTRATION	934,487	-0-	934,487
FTE	16.5	-0-	16.5
ANIMAL MGMT.	2,820,984	< 610 >	2,820,374
FTE	46.37	-0-	46.37
FACILITIES MGMT.	3,189,749	-0-	3,189,749
FTE	40.06	-0-	40.06
EDUCATION SERVICES	871,874	-0-	871,874
FTE	18.17	-0-	18.17
MARKETING	928,162	-0-	928,162
FTE	6.57	-0-	6.57
VISITOR SVCS.	2,953,907	-0-	2,953,907
FTE	60.60	-0-	60.60
DESIGN SVCS.	827,560	-0-	827,560
FTE	6.25	-0-	6.25
SUBTOTAL	12,526,723	< 610 >	12,526,113
FTE	194.52	-0-	194.52
INTERFUND TRANSFERS			
SUPPORT SERVICES	1,053,876	< 5,077 >	1,048,799
RISK MANAGEMENT	374,959	-0-	374,959
ZOO CAPITAL	1,000,000	< 566,000 >	434,000
SUBTOTAL	2,428,835	< 571,077 >	1,857,758
CONTINGENCY	598,222	-0-	598,222
UNAPPR.BAL	3,600,282	619,743	4,220,025
SUBTOTAL	4,198,504	619,133	4,818,247
TOTAL REQUIREMENTS	19,154,062	48,056	19,202,118

TABLE 8

SUMMARY OF BUDGET COMMITTEE RECOMMENDATIONS
BY ORGANIZATIONAL UNIT AND FUND - FY 1993-94 BUDGET

ZOO CAPITAL FUND

RESOURCES

RESOURCES	PROPOSED BUDGET	REVISION	COMMITTEE RECOMMENDATION
FUND BALANCE	2,655,076	-0-	2,655,076
INTEREST	106,203	-0-	106,203
DONATIONS & CONTRBTNS	350,000	-0-	350,000
TRANS FRM ZOO OPRTNG	1,000,000	<566,000>	484,000
TOTAL RESOURCES	4,111,279	<566,000>	3,545,279

EXPENDITURES

DEPARTMENT/PROGRAM	PROPOSED BUDGET	REVISION	COMMITTEE RECOMMENDATION
PERSONAL SERVICES	54,852	34,097	88,949
FTE	1.0	-0-	1.0
MATERIALS & SVCS.	-0-	-0-	-0-
CAPITAL OUTLAY	3,765,000	<566,000>	3,199,000
SUBTOTAL	3,819,852	<531,903>	3,287,949
FTE	1.0	-0-	1.0
CONTINGENCY	150,000	-0-	150,000
UNAPPR.BALANCE	141,427	<34,097>	107,330
SUBTOTAL	291,427	<34,097>	257,330
TOTAL EXPENDITURES	4,111,279	<566,000>	3,545,279

TABLE 9

SUMMARY OF BUDGET COMMITTEE RECOMMENDATIONS
BY ORGANIZATIONAL UNIT AND FUND - FY 1993-94 BUDGET

ZOO REVENUE BOND FUND

RESOURCES

RESOURCES	PROPOSED BUDGET	REVISION	COMMITTEE RECOMMENDATION
FUND BALANCE	1,125,000	-0-	1,125,000
INTEREST	33,760	-0-	33,760
TOTAL RESOURCES	1,158,760	-0-	1,158,760

REQUIREMENTS

DEPARTMENT/PROGRAM	PROPOSED BUDGET	REVISION	COMMITTEE RECOMMENDATION
DEBT SERVICE	160,450	-0-	160,450
UNAPPR.BALANCE	998,310	-0-	998,310
TOTAL REQUIREMENTS	1,158,760	-0-	1,158,760

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TABLE 10

SUMMARY OF BUDGET COMMITTEE RECOMMENDATIONS
BY ORGANIZATIONAL UNIT AND FUND - FY 1993-94

SOLID WASTE REVENUE FUND RESOURCES

RESOURCES	PROPOSED BUDGET	REVISION	COMMITTEE RECOMMENDATION
FUND BALANCE	24,874,103	295,000	25,169,103
DISPOSAL FEES	24,915,562	(424,985)	24,490,577
USER FEES	20,874,586	1,829,489	22,704,075
TRANSFER CHARGE	4,577,226	1,223,405	5,800,631
REHAB & ENHANCEMENT	168,928	(2,703)	166,225
HOST FEES	264,048	(4,650)	259,398
DEQ FEES	809,123	52,359	861,482
PASS THROUGH DEBT RES	3,216,863	(2,283,850)	933,013
INTEREST	1,700,000	0	1,700,000
TRANSFER	39,048	0	39,048
ALL OTHER	8,148,220	(4,910,519)	3,237,701
TOTAL RESOURCES	89,587,707	(4,226,454)	85,361,253

**TABLE 10 (cont.)
SUMMARY OF BUDGET COMMITTEE RECOMMENDATIONS
BY ORGANIZATIONAL UNIT AND FUND - FY 1993-94 BUDGET**

SOLID WASTE REVENUE FUND RESOURCES REQUIREMENTS

DEPARTMENT/PROGRAM	PROPOSED BUDGET	REVISION	COMMITTEE RECOMMENDATION
ADMINISTRATION	612,263	(5,725)	606,538
FTE	10.50	0	10.50
BUDGET & FINANCE	1,458,930	(13,753)	1,445,177
FTE	8.00	0	8.00
OPERATIONS	41,265,313	(499,698)	40,765,615
FTE	47.15	0	47.15
ENGINEERING & ANALYSIS	848,190	27,423	875,613
FTE	10.50	0	10.50
WASTE REDUCTION	2,129,187	(693,050)	1,436,137
FTE	9.00	0	9.00
PLANNING & TECH SVCS	946,459	(111,619)	834,840
FTE	6.00	0	6.00
RECYCLE INFO CNTR	605,376	(28,100)	577,276
FTE	8.05	(.40)	7.65
SUBTOTAL	47,865,718	(1,324,522)	46,541,196
FTE	99.20	(0.40)	98.80
DEBT SERVICE ACCT	2,890,523	0	2,890,523
LF CLOSURE ACCT	10,247,500	100,000	10,347,500
CONST ACCT	1,780,000	0	1,780,000
MASTER PROJ ACCT	3,216,863	(2,283,850)	933,013
RENEW & REPLACE ACCT	510,000	0	510,000
GENERAL ACCT	725,610	(300,000)	425,610
SUB TOTAL	19,370,496	(2,483,850)	16,886,646

TABLE 10 (cont.)
 SUMMARY OF BUDGET COMMITTEE RECOMMENDATIONS
 BY ORGANIZATIONAL UNIT AND FUND - FY 1993-94 BUDGET

SOLID WASTE REVENUE FUND REQUIREMENTS

DEPARTMENT/PROGRAM	PROPOSED BUDGET	REVISION	COMMITTEE RECOMMENDATION
TRANSFERS TO:			
SUPPT SRVS FUND	2,652,441	(55,286)	2,597,155
BUILDING FUND	191,885	3,059	194,944
INSURANCE FUND	602,084	0	602,084
PLANNING FUND	325,875	(1,750)	324,125
REHAB & ENHANCE FUND	432,977	(7,354)	425,623
SMITH & BYBEE LKS FND	18,700	0	18,700
SUBTOTAL	4,223,962	(61,331)	4,162,631
CONTINGENCY	6,027,571	0	6,027,571
UNAPPROP. BALANCE	12,099,960	(356,751)	11,743,209
TOTAL REQUIREMENTS	89,587,707	(4,226,454)	85,361,253

SL\NGS\H\BUD\TBL10

TABLE 12

**SUMMARY OF BUDGET COMMITTEE RECOMMENDATIONS
BY ORGANIZATIONAL UNIT AND FUND - FY 1993-94 BUDGET**

PLANNING FUND RESOURCES

RESOURCES	PROPOSED BUDGET	REVISION	COMMITTEE RECOMMENDATION
FUND BALANCE	425,272	<389,272>	36,000
FEDERAL GRANTS	5,884,676	<4,883>	5,879,793
STATE GRANTS	1,092,008	26,800	1,118,808
LOCAL GRANTS	558,883	426,247	985,130
LOCAL GOVERNMENT DUES ASSESSMENT	597,563	-0-	597,563
TRANSFER FROM GENERAL FUND	1,736,332	<16,767>	1,719,565
TRANSFER FROM SOLID WASTE	325,875	<1,750>	324,125
ALL OTHERS	1,204,525	<836,025>	368,500
TOTAL RESOURCES	11,825,134	<795,650>	11,029,484

PLANNING FUND REQUIREMENTS

DEPARTMENT/PROGRAM	PROPOSED BUDGET	REVISION	COMMITTEE RECOMMENDATION
PERSONAL SERVICES FTE	4,112,209 72.2	<175,443> <2.0>	3,936,766 70.2
MATERIALS AND SERVICES	5,825,066	<559,998>	5,265,068
CAPITAL OUTLAY	24,100	12,200	36,300
SUBTOTAL	9,961,375	<723,242>	9,238,133
FTE	72.2	<2.0>	70.2
TRANSFERS TO:			
BLDG FUND - METRO CENTER	-0-	-0-	-0-
BLDG FUND - REGIONAL CENTER	271,840	4,282	276,122
SUPPORT SERVICES FUND	1,028,681	<22,970>	1,005,711
RISK MGMT FUND - GENERAL	8,147	0	8,147
RISK MGMT FUND - WRK COMP	33,039	0	33,039
SUBTOTAL	1,341,707	<18,688>	1,323,019
CONTINGENCY	421,052	<53,721>	367,331
UNAPPROPRIATED BALANCE	101,000	-0-	101,000
SUBTOTAL	522,052	<53,721>	464,331
TOTAL REQUIREMENTS	11,825,134	<795,650>	11,029,484

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TABLE 13

SUMMARY OF BUDGET COMMITTEE RECOMMENDATIONS
BY ORGANIZATIONAL UNIT AND FUND - FY 1993-94

REGIONAL PARKS/EXPO FUND RESOURCES

RESOURCES	PROPOSED BUDGET	REVISION	COMMITTEE RECOMMENDATION
PARKS/EXPO OPERATIONS			
FUND BALANCE	0	187,372	187,372
ENTERPRISE REV	2,548,991	(339,429)	2,209,562
STATE SHARED REV	184,713	(15,454)	169,259
GLENDOVEER CONTR	741,044	(33,044)	708,000
INTEREST	17,012	24,139	41,151
MISCELLANEOUS	254,263	(44,179)	210,084
TRANS. FR GEN FUND	433,088	(343,088)	90,000
SUB TOTAL	4,179,111	(563,683)	3,615,428
GREENSPACES PLANNING			
FUND BALANCE	40,000	0	40,000
FEDERAL GRANTS	1,015,100	0	1,015,100
LOCAL GRANTS	37,500	0	37,500
MISCELLANEOUS	5,500	0	5,500
TRANS FR GEN FUND	573,868	(118,196)	455,672
TRANS FR S&B LAKES	18,700	0	18,700
SUB TOTAL	1,690,668	(118,196)	1,572,472
TOTAL RESOURCES	5,869,779	(681,879)	5,187,900

**TABLE 13 (cont.)
SUMMARY OF BUDGET COMMITTEE RECOMMENDATIONS
BY ORGANIZATIONAL UNIT AND FUND - FY 1993-94 BUDGET**

REGIONAL PARKS/EXPO FUND REQUIREMENTS

DEPARTMENT/PROGRAM	PROPOSED BUDGET	REVISION	COMMITTEE RECOMMENDATION
EXPO CENTER DIVISION	1,599,785	(483,960)	1,115,825
FTE	9.50	(1.00)	8.50
REGIONAL PARKS DIVISION	2,007,887	(44,473)	1,963,414
FTE	37.35	(0.51)	36.84
GREENSPACES PLNG DIV	1,570,107	(132,000)	1,438,107
FTE	5.30	0.51	5.81
SUBTOTAL	5,177,779	(660,433)	4,517,346
FTE	52.15	(1.00)	51.15
TRANSFERS TO:			
SUPP SERV FUND	392,000	(21,446)	370,554
RISK MGMT FUND	78,000	0	78,000
BULDG MGMT FUND	30,000	0	30,000
MERC ADMIN FUND	70,000	0	70,000
SUBTOTAL	570,000	(21,446)	548,554
CNTINGCY & UNAPPR BAL	122,000	0	122,000
TOTAL REQUIREMENTS	5,869,779	(681,879)	5,187,900

SL\MGS\H\BUD\TBL13

TABLE 14

SUMMARY OF BUDGET COMMITTEE RECOMMENDATIONS
BY ORGANIZATIONAL UNIT AND FUND - FY 1993-94

SMITH & BYBEE LAKES TRUST FUND RESOURCES

RESOURCES	PROPOSED BUDGET	REVISION	COMMITTEE RECOMMENDATION
FUND BALANCE	1,289,064	0	1,289,064
FEDERAL GRANTS	100,000	0	100,000
STATE GRANTS	40,000	0	40,000
CONTRACT SERVICES (IGA)	1,300,000	0	1,300,000
TRANS FR SW	18,700	0	18,700
ALL OTHERS	95,000	0	95,000
TOTAL RESOURCES	2,842,764	0	2,842,764

TABLE 14 (cont.)
SUMMARY OF BUDGET COMMITTEE RECOMMENDATIONS
BY ORGANIZATIONAL UNIT AND FUND - FY 1993-94 BUDGET

SMITH & BYBEE LAKES TRUST FUND REQUIREMENTS

DEPARTMENT/PROGRAM	PROPOSED BUDGET	REVISION	COMMITTEE RECOMMENDATION
PERSONNEL SERVICES	60,647	4,976	65,623
FTE	1.0	0	1.0
MATERIALS & SERVICES	504,950	0	504,950
CAPITAL OUTLAY	450,000	0	450,000
SUBTOTAL	1,015,597	4,976	1,020,573
FTE	1.0		1.0
TRANSFERS TO:			
REG. PARKS/EXPO	18,700	0	18,700
SUBTOTAL	18,700	0	18,700
CONTINGENCY	80,000	0	80,000
UNAPPROP. BALANCE	1,728,467	(4,976)	1,723,491
TOTAL REQUIREMENTS	2,842,764	(4,976)	2,837,788

SL\MGS\H\BUD\TBL14

TABLE 15

SUMMARY OF BUDGET COMMITTEE RECOMMENDATIONS
BY ORGANIZATIONAL UNIT AND FUND - FY 1993-94

METROPOLITAN GREENSPACES FUND RESOURCES

RESOURCES	PROPOSED BUDGET	REVISION	COMMITTEE RECOMMENDATION
DONATIONS	1,000,000	0	1,000,000
TOTAL RESOURCES	1,000,000	0	1,000,000

SUPPORT SERVICES FUND REQUIREMENTS

DEPARTMENT/PROGRAM	PROPOSED BUDGET	REVISION	COMMITTEE RECOMMENDATION
CAPITAL OUTLAY	1,000,000	0	1,000,000
SUBTOTAL	1,000,000	0	1,000,000
TOTAL REQUIREMENTS	1,000,000	0	1,000,000

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TABLE 16

SUMMARY OF BUDGET COMMITTEE RECOMMENDATIONS
BY ORGANIZATIONAL UNIT AND FUND - FY 1993-94

CONVENTION CENTER CAPITAL FUND RESOURCES

RESOURCES	PROPOSED BUDGET	REVISION	COMMITTEE RECOMMENDATION
FUND BALANCE	2,460,000	180,000	2,640,000
INTEREST	60,000	0	60,000
TOTAL RESOURCES	2,520,000	180,000	2,700,000

CONVENTION CENTER CAPITAL FUND REQUIREMENTS

DEPARTMENT/PROGRAM	PROPOSED BUDGET	REVISION	COMMITTEE RECOMMENDATION
PERSONAL SERVICE	88,200	(54,960)	33,240
FTE	1.20	(0.70)	0.50
MATERIALS & SERVICES	39,500	0	39,500
CAPITAL OUTLAY	1,763,058	220,288	1,983,346
INTERFUND TRANSFERS	91,242	14,672	105,914
UNAPPROPRIATED BAL	538,000	0	538,000
TOTAL REQUIREMENTS	2,520,000	180,000	2,700,000

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TABLE 17

SUMMARY OF BUDGET COMMITTEE RECOMMENDATIONS
BY ORGANIZATIONAL UNIT AND FUND - FY 1993-94

CONVENTION CENTER DEBT SERVICE FUND RESOURCES

RESOURCES	PROPOSED BUDGET	REVISION	COMMITTEE RECOMMENDATION
FUND BALANCE	3,304,674	0	3,304,674
PROPERTY TAXES	4,954,680	0	4,954,680
INTEREST	40,000	0	40,000
TOTAL RESOURCES	8,299,354	0	8,299,354

CONVENTION CENTER DEBT SERVICE FUND REQUIREMENTS

DEPARTMENT/PROGRAM	PROPOSED BUDGET	REVISION	COMMITTEE RECOMMENDATION
DEBT SERVICE	5,530,803	0	5,530,803
UNAPPROP. BALANCE	2,768,551	0	2,768,551
TOTAL REQUIREMENTS	8,299,354	0	8,299,354

SL\MGS\H\BUD\TBL17

TABLE 18

SUMMARY OF BUDGET COMMITTEE RECOMMENDATIONS
BY ORGANIZATIONAL UNIT AND FUND - FY 1993-94

MERC ADMINISTRATION FUND RESOURCES

RESOURCES	PROPOSED BUDGET	REVISION	COMMITTEE RECOMMENDATION
TRANS FR OCC OPER	371,889	(58,538)	313,351
TRANS FR SPEC FAC	280,548	(44,159)	236,389
TRANS FR REG PRKS/EX	70,000	0	70,000
INTEREST	8,000	0	8,000
TOTAL RESOURCES	730,437	(102,697)	627,740

MERC ADMINISTRATION FUND REQUIREMENTS

DEPARTMENT/PROGRAM	PROPOSED BUDGET	REVISION	COMMITTEE RECOMMENDATION
PERSONAL SERVICES	602,937	(102,697)	500,240
FTE	11.0	(2.50)	8.50
MATERIALS & SERVICES	47,500	0	47,500
CONTINGENCY	10,000	70,000	80,000
UNAPPROP BAL	70,000	(70,000)	0
TOTAL REQUIREMENTS	730,437	(102,697)	627,740

SL\MGS\H\BUD\TBL18

TABLE 19

**SUMMARY OF BUDGET COMMITTEE RECOMMENDATIONS
BY ORGANIZATIONAL UNIT AND FUND - FY 1993-94**

CONVENTION CENTER OPERATING FUND RESOURCES

RESOURCES	PROPOSED BUDGET	REVISION	COMMITTEE RECOMMENDATION
FUND BALANCE	6,795,416	0	6,795,416
HOTEL/MOTEL TAX	3,720,000	0	3,720,000
ENTERPRISE REVENUE	6,269,636	0	6,269,636
INTEREST	275,000	0	275,000
TOTAL RESOURCES	17,060,052	0	17,060,052

CONVENTION CENTER OPERATING FUND REQUIREMENTS

DEPARTMENT/PROGRAM	PROPOSED BUDGET	REVISION	COMMITTEE RECOMMENDATION
PERSONNEL SERVICES	3,111,762	15,051	3,126,813
FTE	90.00	0.20	90.20
MATERIALS & SERVICES	5,420,647	0	5,420,647
CAPITAL OUTLAY	748,000	(500,000)	248,000
TRANSFERS FROM:			
MERC ADMINISTRATION	371,889	(58,538)	313,351
SUPPORT SERVICES	455,814	(2,479)	453,335
RISK MANAGEMENT	169,126	0	169,126
BUILDING MANAGEMENT	40,500	0	40,500
OCC RENWL & REPLCMT	900,000	0	900,000
SUBTOTAL	1,997,329	(61,017)	1,876,312
FTE	90.00	0.20	90.20
CONTINGENCY	500,000	0	500,000
UNAPPROP. BALANCE	5,342,314	545,966	5,888,280
TOTAL REQUIREMENTS	17,060,052	0	17,060,052

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TABLE 20

SUMMARY OF BUDGET COMMITTEE RECOMMENDATIONS
BY ORGANIZATIONAL UNIT AND FUND - FY 1993-94

SPECTATOR FACILITIES OPERATING FUND

RESOURCES	PROPOSED BUDGET	REVISION	COMMITTEE RECOMMENDATION
FUND BALANCE	3,867,491	0	3,867,491
CIVIC STADIUM			
ENTERPRISE REVENUE	2,280,000	0	2,280,000
INTEREST	50,000	0	50,000
MISCELLANEOUS	40,000	0	40,000
SUB TOTAL	2,370,000	0	2,370,000
PCPA			
ENTERPRISE REVENUE	3,459,000	0	3,459,000
INTEREST	91,000	0	91,000
MISCELLANEOUS	104,000	0	104,000
SUB TOTAL	3,654,000	0	3,654,000
TOTAL RESOURCES	9,891,491	0	9,891,491

**TABLE 20 (cont.)
SUMMARY OF BUDGET COMMITTEE RECOMMENDATIONS
BY ORGANIZATIONAL UNIT AND FUND - FY 1993-94 BUDGET**

SPECTATOR FACILITIES FUND REQUIREMENTS

DEPARTMENT/PROGRAM	PROPOSED BUDGET	REVISION	COMMITTEE RECOMMENDATION
CIVIC STADIUM	2,407,586	(3,290)	2,404,296
FTE	20.28	0	20.28
PCPA	4,422,529	44,304	4,466,833
FTE	109.17	(0.20)	108.97
TRANSFERS TO:			
SUPPORT SRVCS	230,711	(1,892)	228,819
RISK MANAGEMENT	129,096	0	129,096
MERC ADMINISTRATION	280,548	(44,159)	236,389
SUBTOTAL	702,127	(46,051)	656,076
CONTINGENCY	300,000	5,037	305,037
UNAPPROP. BALANCE	2,059,249	0	2,059,249
TOTAL REQUIREMENTS	9,891,491	0	9,891,491

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TABLE 21

SUMMARY OF BUDGET COMMITTEE RECOMMENDATIONS
BY ORGANIZATIONAL UNIT AND FUND - FY 1993-94

COLISEUM OPERATING FUND RESOURCES

RESOURCES	PROPOSED BUDGET	REVISION	COMMITTEE RECOMMENDATION
FUND BALANCE	300,000	700,000	1,000,000
TOTAL RESOURCES	300,000	700,000	1,000,000

COLISEUM OPERATING FUND REQUIREMENTS

DEPARTMENT/PROGRAM	PROPOSED BUDGET	REVISION	COMMITTEE RECOMMENDATION
MATERIALS & SERVICE	300,000	700,000	1,000,000
TOTAL REQUIREMENTS	300,000	700,000	1,000,000

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TABLE 22

SUMMARY OF BUDGET COMMITTEE RECOMMENDATIONS
BY ORGANIZATIONAL UNIT AND FUND - FY 1993-94

OCC RENEWAL & REPLACEMENT FUND RESOURCES

RESOURCES	PROPOSED BUDGET	REVISION	COMMITTEE RECOMMENDATION
TRAN FR OCC OPERATING	900,000	0	900,000
INTEREST	27,000	0	27,000
TOTAL RESOURCES	927,000	0	927,000

OCC RENEWAL & REPLACEMENT FUND REQUIREMENTS

DEPARTMENT/PROGRAM	PROPOSED BUDGET	REVISION	COMMITTEE RECOMMENDATION
UNAPPROP. BALANCE	927,000	0	927,000
TOTAL REQUIREMENTS	927,000	0	927,000

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EXHIBIT A

RECOMMENDED BUDGET NOTES

GENERAL FUND

Council Department Performance Audit Program

A performance audit on all Metro public affairs and public involvement programs, functions and activities shall be conducted during the first six months of FY 1993-94. This does not include the marketing programs at the Zoo and the Metro E-R Commission.

SUPPORT SERVICES FUND

Public Affairs Department

The Public Affairs Department shall provide the services of a Public Information Specialist at a 0.5 FTE level to assist the Council in implementing its Council Outreach/Citizen Response program. The Presiding Officer must approve the assignment of the person to work on the program.

BUILDING MANAGEMENT FUND

Elected Officials Parking Policy

Each Metro elected official, at their request, will be provided at no charge a parking space at the Metro Regional Center building, or at a sliding fee scale of \$20 for Councilors, \$40 for the Presiding Officer, and \$60 for the Executive Officer. The costs for this parking arrangement will be absorbed within the Metro Regional Center Operations program in the Building Management Fund.

Parking Structure Reimbursement Policy

The FY 1993-94 Budget includes a transfer of resources from the General Fund and the Oregon Convention Center Operating Fund to pay for the costs of the Parking Facility program in the Building Management Fund. The Accounting Division shall keep track of these transfers by Fund including a reasonable interest rate applied annually there on. The General Fund and Oregon Convention Center Fund shall be reimbursed for the full amount of the transfer including interest as soon as the Parking Structure program makes a profit from the operation of the facility.

SOLID WASTE REVENUE FUND

Flow Control and Illegal Dumpsite Cleanup

It is the Council's intent that it shall review and approve any contract or intergovernmental agreement related to expenditure of the budget appropriation of \$458,000 for flow control enforcement and illegal dumpsite cleanup. The Council reserves the right to make changes in the method of administration, scope of work and cost of any such contract or agreement.

RIC and Education Program Transfer to Solid Waste Department

It is the Council's intent that the administration of the Recycling Information Center (RIC) and recycling and waste reduction education programs be transferred from the Public Affairs Department to the Waste Reduction Division of the Solid Waste Department. This transfer shall include: 1) the staff of the RIC program (1 FTE Senior Public Affairs Specialist, 4.5 FTE Program Assistant 2, and .15 FTE Program Assistant I) and 2) the education program staff (2 FTE Associate Public Affairs Specialists). A 1 FTE Public Information Supervisor position would be eliminated.

REGIONAL PARKS/EXPO FUND

Parks, Expo Center and Greenspaces Programs

The Proposed Recreation Fund is renamed the "Regional Parks/Expo Fund." The transfer of operation of the Multnomah County Parks and Expo programs will not be effective until an intergovernmental agreement providing for the transfer is approved by both the Multnomah County Board of Commissioners and the Metro Council. Until such time as the intergovernmental agreement is approved by both governing bodies, the Greenspaces Planning Program will continue to be under the administration of the Metro Planning Department.

PLANNING FUND

Metro Transportation Demand Management Program

The committee supports this program but recommends that this line item (\$40,000) be part of the fringe costs in each appropriate fund, rather than the Planning Fund. Further, the committee suggests the fee structure for this program be revisited to consider a slight increase in the parking rate for those Metro employees not participating in the program, thereby making the program more self-supporting. Further recommend that parking rate be required to remain at current market level to reap maximum revenue return.

Future Vision Commission Contractual Support

The committee supports the line item for contractual support but questions whether the contract should be competitively bid or awarded to Portland State University. The Council should ultimately make this decision.

CONVENTION CENTER PROJECT CAPITAL FUND

Administration of Fund

Administration of the expenditures and programs in this Fund shall be provided by the Metropolitan ER Commission. With the exception of the Convention Center Seating project and the Truck Marshalling Area project, any expenditure or project exceeding \$100,000 shall be presented to the Regional Facilities Committee for review. The Convention Center Site Master Plan project shall be conducted in a manner which involves members of the Regional Facilities Committee and the Executive Officer during the plan preparation phase. Prior to adoption, the Master Plan shall be presented to the Metro Council by the Metro ER Commission for review and approval.

MERC ADMINISTRATION FUND

Calculation of Transfers

MERC staff shall develop a methodology for calculating transfers to the MERC Administration Fund from the Operating Funds, to be presented to the MERC Commission and the Metro Council Finance Committee for their review.

FY 1993-94 Cost Allocation Plan Summary

DESCRIPTION	PLANNING DEPARTMENT	SOLID WASTE OPERATIONS FUND	ZOO OPERATIONS FUND	CONVENTION CENTER CAPITAL PROJECT	MERC FUND	RECREATION FUND	GENERAL FUND	DIRECT	TOTAL COST
Accounting	\$134,479	\$340,664	\$259,579	\$6,408	\$218,286	\$0	\$49,758	\$125,808	\$1,134,982
Office Services	138,638	172,844	20,982	0	0	0	113,664	0	446,128
Financial Planning	34,896	305,678	39,699	29,463	50,140	0	7,836	10,000	477,712
Information Services	210,087	395,577	279,473	10,861	94,084	0	51,234	0	1,041,316
Facilities Management	88,467	85,436	2,885	0	0	0	27,607	0	204,396
Procurement	43,435	126,689	83,984	4,339	27,130	0	2,475	0	288,052
Construction Support	1,196	89,112	23,233	7,400	0	0	706	37,132	158,779
Personnel	67,782	106,110	224,181	334	49,376	0	7,692	145,701	601,177
Office of General Counsel	134,880	167,251	10,790	0	37,766	0	107,904	0	458,591
Public Affairs	155,548	501,613	1,328	0	2,110	0	73,433	30,000	764,033
General Expenses	45,481	104,968	45,920	3,047	23,740	0	19,844	0	243,000
Building - Metro Regional Center (Pooled)	95,273	219,885	96,192	6,384	49,731	0	41,568	0	509,033
Risk Management - Liability/Property (Pooled)	5,545	12,797	5,598	372	2,894	0	2,419	0	29,626
Risk Management - Workers' Comp (Pooled)	7,786	17,969	7,861	522	4,064	0	3,397	0	41,597
Allocation to Recreation Fund	<u>(157,782)</u>	<u>(105,618)</u>	<u>(52,906)</u>	<u>(2,556)</u>	<u>(30,724)</u>	<u>370,554</u>	<u>(20,969)</u>	<u>0</u>	<u>(1)</u>
SUPPORT SERVICE FUND TRANSFER	\$1,005,711	\$2,540,974	\$1,048,799	\$66,574	\$528,598	\$370,554	\$488,569	\$348,641	\$6,398,421
Percent of Total	15.72%	39.71%	16.39%	1.04%	8.26%	5.79%	7.64%	5.45%	
BUILDING MGMT TRANSFER - Regional Center	\$276,122	\$194,944	\$0	\$0	\$0	\$30,000	\$164,077	\$0	\$665,143
RISK MANAGEMENT TRANSFER - Liability	\$8,147	\$76,087	\$91,705	\$1,909	\$180,914	\$43,000	\$1,813	\$0	\$403,575
RISK MANAGEMENT TRANSFER - Workers' Comp	\$33,039	\$50,997	\$258,254	\$299	\$117,308	\$35,000	\$8,238	\$0	\$503,136
RISK MANAGEMENT TRANSFER - EIL	\$0	\$475,000	\$25,000	\$0	\$0	\$0	\$0	\$0	\$500,000
TOTAL TRANSFERS	\$1,323,019	\$3,338,004	\$1,423,759	\$68,782	\$826,820	\$478,554	\$662,697	\$348,641	\$8,470,275

FY 1993-94 Cost Allocation Plan Summary

METRO EXPOSITION-RECREATION COMMISSION FY 1993-94 ALLOCATION OF TRANSFERS TO FACILITIES

	Oregon Convention Center	Civic Stadium	Performing Arts Center	Total
MERC Administration Fund Allocation	57.00%	15.00%	28.00%	100.00%
MERC Administration Fund Transfer	\$313,351	\$82,461	\$153,928	\$549,740
<hr/>				
Personnel and Accounting Direct Allocation	71.32%	11.61%	17.07%	100.00%
Support Service Transfer (Direct)	\$153,556	\$25,009	\$36,763	\$215,328
<hr/>				
Support Service Allocation	56.71%	13.78%	29.51%	100.00%
Support Service Transfer (Indirect)	\$299,779	\$72,835	\$155,984	\$528,598
Risk Management Transfer - Liability	\$102,600	\$24,928	\$53,386	\$180,914
Risk Management Allocation - Workers Comp	\$66,528	\$16,164	\$34,616	\$117,308

**FY 1993-94 SCHEDULE OF APPROPRIATIONS
Budget Committee Recommendations**

	Proposed Appropriations	Revision	Committee Appropriations
GENERAL FUND			
Council			
Personal Services	1,047,189	(60,024)	987,165
Materials & Services	181,146	(23,400)	157,746
Capital Outlay	4,000	0	4,000
Subtotal	1,232,335	(83,424)	1,148,911
Executive Management			
Personal Services	409,008	(65,760)	343,248
Materials & Services	74,049	(4,517)	69,532
Capital Outlay	4,800	(4,800)	0
Subtotal	487,857	(75,077)	412,780
Office of Government Relations			
Personal Services	98,998	(31,460)	67,538
Materials & Services	74,450	20,000	94,450
Subtotal	173,448	(11,460)	161,988
Special Appropriations			
Materials & Services	250,000	0	250,000
Subtotal	250,000	0	250,000
General Expenses			
Interfund Transfers	4,692,556	(1,665,753)	3,026,803
Contingency	300,000	135,400	435,400
Subtotal	4,992,556	(1,530,353)	3,462,203
Unappropriated Balance	156,532	0	156,532
Total Fund Requirements	7,292,728	(1,700,314)	5,592,414
SUPPORT SERVICES FUND			
Finance and Management Information			
Personal Services	2,255,279	(26,748)	2,228,531
Materials & Services	894,098	(100,382)	793,716
Capital Outlay	65,641	12,250	77,891
Subtotal	3,215,018	(114,880)	3,100,138
Regional Facilities			
Personal Services	656,568	(148,978)	507,590
Materials & Services	369,250	(68,656)	300,594
Capital Outlay	5,000	0	5,000
Subtotal	1,030,818	(217,634)	813,184
Personnel			
Personal Services	534,856	0	534,856
Materials & Services	63,845	(4,199)	59,646
Capital Outlay	4,500	2,175	6,675
Subtotal	603,201	(2,024)	601,177

**FY 1993-94 SCHEDULE OF APPROPRIATIONS
Budget Committee Recommendations**

	Proposed Appropriations	Revision	Committee Appropriations
SUPPORT SERVICES FUND (continued)			
Office of General Counsel			
Personal Services	434,876	0	434,876
Materials & Services	24,374	(659)	23,715
Subtotal	459,250	(659)	458,591
Public Affairs			
Personal Services	708,570	(38,884)	669,686
Materials & Services	94,717	(3,470)	91,247
Capital Outlay	3,100	0	3,100
Subtotal	806,387	(42,354)	764,033
General Expenses			
Interfund Transfers	572,296	7,960	580,256
Contingency	255,215	8,950	264,165
Subtotal	827,511	16,910	844,421
Unappropriated Balance	151,566	0	151,566
Total Fund Requirements	7,093,751	(360,641)	6,733,110
BUILDING MANAGEMENT FUND			
Personal Services	196,112	(13,866)	182,246
Materials & Services	1,000,588	0	1,000,588
Capital Outlay	50,000	0	50,000
Interfund Transfers	1,178,058	0	1,178,058
Contingency	70,000	0	70,000
Total Fund Requirements	2,494,758	(13,866)	2,480,892
RISK MANAGEMENT FUND			
Personal Services	172,439	0	172,439
Materials & Services	1,305,495	0	1,305,495
Contingency	200,000	0	200,000
Unappropriated Balance	5,575,218	0	5,575,218
Total Fund Requirements	7,253,152	0	7,253,152
GENERAL REVENUE BOND FUND			
Construction Account			
Personal Services	70,877	(2,173)	68,704
Materials & Services	13,024	75,000	88,024
Capital Outlay	940,000	(72,827)	867,173
Subtotal	1,023,901	0	1,023,901
Debt Service Account			
Debt Service	1,494,332	0	1,494,332
Subtotal	1,494,332	0	1,494,332

**FY 1993-94 SCHEDULE OF APPROPRIATIONS
Budget Committee Recommendations**

	Proposed Appropriations	Revision	Committee Appropriations
GENERAL REVENUE BOND FUND (continued)			
General Expenses			
Contingency	503,891	0	503,891
Subtotal	503,891	0	503,891
Unappropriated Balance	2,158,801	0	2,158,801
Total Fund Requirements	5,180,925	0	5,180,925
ZOO OPERATING FUND			
Administration			
Personal Services	757,850	0	757,850
Materials & Services	168,537	0	168,537
Capital Outlay	8,100	0	8,100
Subtotal	934,487	0	934,487
Animal Management			
Personal Services	2,163,013	0	2,163,013
Materials & Services	505,380	(610)	504,770
Capital Outlay	152,591	0	152,591
Subtotal	2,820,984	(610)	2,820,374
Facilities Management			
Personal Services	1,735,729	0	1,735,729
Materials & Services	1,356,725	0	1,356,725
Capital Outlay	97,295	0	97,295
Subtotal	3,189,749	0	3,189,749
Education Services			
Personal Services	615,925	0	615,925
Materials & Services	224,349	0	224,349
Capital Outlay	31,600	0	31,600
Subtotal	871,874	0	871,874
Marketing			
Personal Services	303,109	0	303,109
Materials & Services	617,883	0	617,883
Capital Outlay	7,170	0	7,170
Subtotal	928,162	0	928,162
Visitor Services			
Personal Services	1,486,737	0	1,486,737
Materials & Services	1,387,870	0	1,387,870
Capital Outlay	79,300	0	79,300
Subtotal	2,953,907	0	2,953,907
Design Services			
Personal Services	313,740	0	313,740
Materials & Services	112,595	0	112,595
Capital Outlay	401,225	0	401,225
Subtotal	827,560	0	827,560

**FY 1993-94 SCHEDULE OF APPROPRIATIONS
Budget Committee Recommendations**

	Proposed Appropriations	Revision	Committee Appropriations
ZOO OPERATING FUND (continued)			
General Expenses			
Interfund Transfers	2,428,835	(571,077)	1,857,758
Contingency	598,222	0	598,222
Subtotal	3,027,057	(571,077)	2,455,980
Unappropriated Balance	3,600,282	619,743	4,220,025
Total Fund Requirements	19,154,062	48,056	19,202,118
ZOO CAPITAL FUND			
Personal Services	54,852	34,097	88,949
Capital Outlay	3,765,000	(566,000)	3,199,000
Contingency	150,000	0	150,000
Unappropriated Balance	141,427	(34,097)	107,330
Total Fund Requirements	4,111,279	(566,000)	3,545,279
ZOO REVENUE BOND FUND			
Debt Service	160,450	0	160,450
Unappropriated Balance	998,310	0	998,310
Total Fund Requirements	1,158,760	0	1,158,760
SOLID WASTE REVENUE FUND			
Administration			
Personal Services	515,867	0	515,867
Materials & Services	96,396	(5,725)	90,671
Subtotal	612,263	(5,725)	606,538
Budget and Finance			
Personal Services	461,629	0	461,629
Materials & Services	997,301	(13,753)	983,548
Subtotal	1,458,930	(13,753)	1,445,177
Operations			
Personal Services	2,083,393	0	2,083,393
Materials & Services	39,181,920	(499,698)	38,682,222
Subtotal	41,265,313	(499,698)	40,765,615
Engineering & Analysis			
Personal Services	692,155	0	692,155
Materials & Services	156,035	27,423	183,458
Subtotal	848,190	27,423	875,613
Waste Reduction			
Personal Services	527,975	0	527,975
Materials & Services	1,601,212	(693,050)	908,162
Subtotal	2,129,187	(693,050)	1,436,137

**FY 1993-94 SCHEDULE OF APPROPRIATIONS
Budget Committee Recommendations**

	Proposed Appropriations	Revision	Committee Appropriations
SOLID WASTE REVENUE FUND (continued)			
Planning and Technical Services			
Personal Services	357,243	0	357,243
Materials & Services	589,216	(111,619)	477,597
Subtotal	946,459	(111,619)	834,840
Recycling Information and Education			
Personal Services	360,136	(28,100)	332,036
Materials & Services	245,240	0	245,240
Subtotal	605,376	(28,100)	577,276
Debt Service Account			
Debt Service	2,890,523	0	2,890,523
Subtotal	2,890,523	0	2,890,523
Landfill Closure Account			
Materials & Services	10,247,500	100,000	10,347,500
Subtotal	10,247,500	100,000	10,347,500
Construction Account			
Capital Outlay	1,780,000	0	1,780,000
Subtotal	1,780,000	0	1,780,000
Renewal and Replacement Account			
Capital Outlay	510,000	0	510,000
Subtotal	510,000	0	510,000
General Account			
Capital Outlay	725,610	(300,000)	425,610
Subtotal	725,610	(300,000)	425,610
Master Project Account			
Debt Service	3,216,863	(2,283,850)	933,013
Subtotal	3,216,863	(2,283,850)	933,013
General Expenses			
Interfund Transfers	4,223,962	(61,331)	4,162,631
Contingency	6,027,571	0	6,027,571
Subtotal	10,251,533	(61,331)	10,190,202
Unappropriated Balance	12,099,960	(356,751)	11,743,209
Total Fund Requirements	89,587,707	(4,226,454)	85,361,253
REHABILITATION & ENHANCEMENT FUND			
North Portland Enhancement Account			
Materials & Services	87,860	0	87,860
Subtotal	87,860	0	87,860

**FY 1993-94 SCHEDULE OF APPROPRIATIONS
Budget Committee Recommendations**

	Proposed Appropriations	Revision	Committee Appropriations
REHABILITATION & ENHANCEMENT FUND (continued)			
Composter Enhancement Account			
Materials & Services	57,600	0	57,600
Subtotal	57,600	0	57,600
Metro Central Enhancement Account			
Materials & Services	332,060	0	332,060
Subtotal	332,060	0	332,060
Forest Grove Account			
Materials & Services	31,184	(154)	31,030
Subtotal	31,184	(154)	31,030
Oregon City Account			
Materials & Services	182,865	(4,497)	178,368
Subtotal	182,865	(4,497)	178,368
General Expenses			
Interfund Transfers	39,048	0	39,048
Contingency	422,236	(2,703)	419,533
Subtotal	461,284	(2,703)	458,581
Unappropriated Balance	1,698,702	0	1,698,702
Total Fund Requirements	2,851,555	(7,354)	2,844,201
PLANNING FUND			
Personal Services	4,112,209	(175,443)	3,936,766
Materials & Services	5,825,066	(559,998)	5,265,068
Capital Outlay	24,100	12,200	36,300
Interfund Transfers	1,341,707	(18,688)	1,323,019
Contingency	421,052	(53,721)	367,331
Unappropriated Balance	101,000	0	101,000
Total Fund Requirements	11,825,134	(795,650)	11,029,484
RECREATION FUND			
Regional Parks			
Personal Services	1,212,950	33,806	1,246,756
Materials & Services	662,937	41,776	704,713
Capital Outlay	132,000	(120,055)	11,945
Subtotal	2,007,887	(44,473)	1,963,414
Expo Center			
Personal Services	416,107	(37,300)	378,807
Materials & Services	832,678	(264,630)	568,048
Capital Outlay	351,000	(182,030)	168,970
Subtotal	1,599,785	(483,960)	1,115,825

**FY 1993-94 SCHEDULE OF APPROPRIATIONS
Budget Committee Recommendations**

	Proposed Appropriations	Revision	Committee Appropriations
RECREATION FUND (continued)			
Greenspaces Planning			
Personal Services	316,521	26,400	342,921
Materials & Services	1,251,086	(158,400)	1,092,686
Capital Outlay	2,500	0	2,500
Subtotal	1,570,107	(132,000)	1,438,107
General Expenses			
Interfund Transfers	570,000	(21,446)	548,554
Contingency	122,000	0	122,000
Subtotal	692,000	(21,446)	670,554
Total Fund Requirements	5,869,779	(681,879)	5,187,900
SMITH AND BYBEE LAKES TRUST FUND			
Personal Services	60,647	4,976	65,623
Materials & Services	504,950	0	504,950
Capital Outlay	450,000	0	450,000
Interfund Transfers	18,700	0	18,700
Contingency	80,000	0	80,000
Unappropriated Balance	1,728,467	(4,976)	1,723,491
Total Fund Requirements	2,842,764	0	2,842,764
METRO GREENSPACES FUND			
Capital Outlay	1,000,000	0	1,000,000
Total Fund Requirements	1,000,000	0	1,000,000
CONVENTION CENTER PROJECT CAPITAL FUND			
Personal Services	88,200	(54,960)	33,240
Materials & Services	39,500	0	39,500
Capital Outlay	1,763,058	220,288	1,983,346
Interfund Transfers	91,242	14,672	105,914
Unappropriated Balance	538,000	0	538,000
Total Fund Requirements	2,520,000	180,000	2,700,000
CONVENTION CENTER PROJECT DEBT SERVICE FUND			
Debt Service	5,530,803	0	5,530,803
Unappropriated Balance	2,768,551	0	2,768,551
Total Fund Requirements	8,299,354	0	8,299,354
METRO ERC ADMINISTRATION FUND			
Personal Services	602,937	(102,697)	500,240
Materials & Services	47,500	0	47,500
Contingency	10,000	70,000	80,000
Unappropriated Balance	70,000	(70,000)	0
Total Fund Requirements	730,437	(102,697)	627,740

FY 1993-94 SCHEDULE OF APPROPRIATIONS
Budget Committee Recommendations

	Proposed Appropriations	Revision	Committee Appropriations
OREGON CONVENTION CENTER OPERATING FUND			
Personal Services	3,114,762	12,051	3,126,813
Materials & Services	5,417,647	3,000	5,420,647
Capital Outlay	748,000	(500,000)	248,000
Interfund Transfers	1,937,329	(61,017)	1,876,312
Contingency	500,000	0	500,000
Unappropriated Balance	5,342,314	545,966	5,888,280
Total Fund Requirements	17,060,052	0	17,060,052
OREGON CONVENTION CENTER RENEWAL & REPLACEMENT FUND			
Unappropriated Balance	927,000	0	927,000
Total Fund Requirements	927,000	0	927,000
SPECTATOR FACILITIES OPERATING FUND			
Civic Stadium			
Personal Services	654,861	0	654,861
Materials & Services	1,402,725	(3,290)	1,399,435
Capital Outlay	350,000	0	350,000
Subtotal	2,407,586	(3,290)	2,404,296
Performing Arts Center			
Personal Services	3,394,814	(5,696)	3,389,118
Materials & Services	847,715	50,000	897,715
Capital Outlay	180,000	0	180,000
Subtotal	4,422,529	44,304	4,466,833
General Expenses			
Interfund Transfers	702,127	(46,051)	656,076
Contingency	300,000	5,037	305,037
Subtotal	1,002,127	(41,014)	961,113
Unappropriated Balance	2,059,249	0	2,059,249
Total Fund Requirements	9,891,491	0	9,891,491
COLISEUM OPERATING FUND			
Materials & Services	300,000	700,000	1,000,000
Total Fund Requirements	300,000	700,000	1,000,000
TOTAL APPROPRIATIONS	\$207,444,688	(7,526,799)	\$199,917,889

EXCISE TAX REVENUE ESTIMATE FY 1993-94
ASSUMING FIRST MONTH IS AT 6%
May 3, 1993

August through June Rate	Full Year Excise Tax Revenue
6.0%	\$4,587,401
6.1%	\$4,653,453
6.2%	\$4,719,405
6.3%	\$4,785,260
6.4%	\$4,851,015
6.5%	\$4,916,673
6.6%	\$4,982,233
6.7%	\$5,047,696
6.8%	\$5,113,061
6.9%	\$5,178,329
7.0%	\$5,243,500
7.1%	\$5,308,575
7.2%	\$5,373,554
7.3%	\$5,438,436
7.4%	\$5,503,224
7.5%	\$5,567,915
7.6%	\$5,632,512
7.7%	\$5,697,014
7.8%	\$5,761,421
7.9%	\$5,825,734
8.0%	\$5,889,952
8.1%	\$5,954,077
8.2%	\$6,018,109



METRO

Council
5/6/93
5.1
(Keep packet
together & in
order)

Date: May 6, 1993

To: Metro Council and Executive Officer
 Executive Officer Rena Cusma

From: *JJ* Judy Wyers, Presiding Officer

Re: Agenda for Consideration of Proposed Changes to Budget
 Committee Recommendations

Please find below the Agenda for consideration of proposed amendments to the Budget Committee Recommendations on the FY 1993-94 Budget. The items filed by Councilors and the Executive Officer will be taken up in the following order. Public testimony will be asked for as each item is introduced.

<u>Proposer</u>	<u>Proposed Change</u>
1. Monroe	Eliminate the Budget Note on Elected Official Parking Policy. This affects the Building Management Fund.
2. Monroe	Add a Budget Note on the General Fund Contingency. This frees up the \$75,000 for any use at the discretion of the Council.
3. Monroe	Add Budget Note to the Planning Fund about Future Vision Commission private funding. This Note was approved in concept by the Budget Committee but was inadvertently omitted at the final Committee meeting.
4. Cusma/McLain	Restore \$197,500 in projects in the Solid Waste Revenue Fund for Waste Reduction Division programs. Councilor McLain's restorations total \$177,500. <ul style="list-style-type: none"> A. \$30,000 for yard debris compost for erosion control; B. \$55,000 for compost bins;

C. \$25,000 for construction/demolition debris recycling;

D. \$37,500 for food waste recycling strategy; and

E. \$50,000 for recycling containers for apartments.

5. Cusma/McLain

Restore Senior Program Supervisor position in the Public Affairs Department. This directly affects both the Support Service Fund and the Solid Waste Revenue Fund. It indirectly affects other operating funds because part of the cost is spread in the Cost Allocation Plan.

6. Cusma

Restore Senior Management Analyst position in the Regional Facilities Dept. in the Support Service Fund to do the Convention Center Master Plan. This affects the OCC Project Capital Fund as the source of revenue.

7. Cusma

Restore the Program Manager position in the Regional Facilities Department in the Support Services Fund to work on the Cultural Funding project. This impacts other expenditures in the General, Support Service and MERC Administration Funds.

8. Cusma

Restore the proposed new Senior Management Analyst position in the Executive Management Department in the General Fund.

9. Cusma

Restore the management responsibility for the OCC Project Capital Fund to the Regional Facilities Department. There is no fiscal change but presumably it means eliminating the Budget Note listed under the OCC Project Capital Fund.

10. Gardner

Restore \$130,906 in funding for in the Planning Fund including Future Vision; Transit Corridor Planning; and Local Govt. Coordination for urban growth management. This affects the General Fund, also.

A. \$25,000 for Future Vision Commission contractual services;

B. \$52,953 for Transit Corridor Planning; and

C. \$52,953 for Local Govt. Coordination/RUGGO Implementation.

11. Devlin/Moore

Restore \$50,000 in Materials & Services expenditures in the Greenspaces Planning Program in the Regional Parks/Expo Fund. This affects the General Fund also.

A. \$10,000 for Environmental Education Grants;

B. \$10,000 for Greenspaces Restoration Grants;

C. \$15,000 for Local Match for Trails;

D. \$5,000 for Printing Services; and

E. \$10,000 for Postage.

12. Moore

Amend the Budget Note in Exhibit A of the Committee Recommendations regarding the Metro Transportation Demand Program. The Note is for the Planning Fund.

13. Hansen

Reduce the Printing Services line items in each fund by 15% and add a Budget Note requesting an investigation of the feasibility and a cost/benefit analysis of a centralized method of contracting for printing services.

14. Gates

Restore the Senior Management Analyst position for the Emergency Policy Development Program. This affects a variety of funds.

A:\93JWBAM.MEM



METRO

Council
5/6/93
5.1
①

Date: May 5, 1993
To: Metro Council
From: Rod Monroe, Budget Committee Chair
Re: Proposed Amendment to Budget Committee Recommendation on Elected Official Parking Policy

The purpose of this memo is to transmit to you a proposed amendment to the Budget Committee Recommendations on the FY 1993-94 Budget. The amendment is as follows:

Eliminate the Budget Note in Exhibit A of the Committee Report regarding the Elected Official Parking Policy; reduce the various Support Service Fund Transfers as shown on Attachment 1; and place the resultant savings in the appropriate fund Contingency category.

This action means that those councilors who choose to use a parking space in the Regional Center Building will pay the prevailing monthly rate for the space. The Budget number changes are based on the assumption that six council members will choose to rent a space. The Budget number changes in the Committee Recommendations assumed a parking revenue loss to the Building Management Fund based on 13 councilors with the resultant costs allocated to the various operating funds. The Facilities Management Division indicates that currently there are 10 more spaces in the Regional Center Building that there are parkers. The above is a conservative function which assures sufficient funds in the Building Management Fund to meet operating costs.

cc: Rena Cusma
Neil Saling
Kathy Rutkowski

(Parking Budget Amendment)

**Analysis of Proposal to the FY 1993-94 Budget Committee Recommendations
Parking Fees**

Proposal

Eliminate budget note regarding Elected Officials parking policy. Elected Officials who choose to accept a parking spot will pay the prevailing parking fee charged to all other employees. Restore to the Building Management Fund parking fees equivalent to six elected officials. Re-allocate all Building Management Fund costs to the departments through the cost allocation plan. Place any savings in transfers as a result of this action in each fund's Contingency.

	Total Support Transfers		
	Budget Committee Recommend.	With Addition of Position	Savings In Department Allocations
Planning	\$1,323,019	\$1,321,735	(\$1,284)
Solid Waste	\$3,338,004	\$3,336,505	(\$1,499)
Zoo	\$1,423,759	\$1,423,413	(\$346)
OCC Capital	\$68,782	\$68,760	(\$22)
MERC	\$826,820	\$826,639	(\$181)
Recreation Fund	\$478,554	\$478,554	\$0
General Fund	\$662,697	\$661,992	(\$705)
Total	\$8,121,635	\$8,117,598	(\$4,037)

Estimated Excise Tax Impact (\$908)

Reduction in Planning Fund indirect rate 0.0331%

600 NORTHEAST GRAND AVENUE | PORTLAND, OREGON 97232 2736
TEL 503 797 1700 | FAX 503 797 1797



METRO

2

Date: May 5, 1993
To: Metro Council
From: Rod Monroe, Budget Committee Chair
Re: Budget Note on General Fund Contingency

The purpose of this memo is to transmit a proposed amendment to the Budget Committee Recommendations on the FY 1993-94 Budget. The amendment is to add a Budget Note in Exhibit A as follows:

The \$75,000 in the General Fund Contingency previously specified for potential Council Department staffing needs is now unspecified and may be used for any purpose at the discretion of the Metro Council.

cc: Rena Cusma
Kathy Rutkowski

93 RM GF Bud Amend.memo



METRO

③

DATE: May 4, 1993
TO: Metro Council
FROM: Gail Ryden, Council Analyst
RE: Additional Budget Note

The following budget note was inadvertently omitted at the final Budget Committee meeting and should be added to the final report:

Future Vision Commission:

Partial funding for support for the Future Vision Commission is anticipated to come from private corporate funds. The Metro Council will assist in securing these funds.



④

METRO

To: All Councilors
From: Councilor Susan McLain
Date: May 4, 1993
Re: Proposed Amendment to the Budget Committee Recommendations on the FY 93-94 Budget

The purpose of this memo is to transmit to the Council a series of three amendments to the Budget Committee Recommendations on the FY 93-94 budget. These amendment relate to waste reduction and recycling programs funded through the Solid Waste Revenue Fund.

The amendments are as follows:

- Restore a \$40,000 contract and a \$15,000 promotional supplies line item to fund discount coupons for the purchase of compost bins
- Restore \$25,000 of the proposed \$45,000 reduction in funding for various contracts relating to construction demolition debris recycling contracts. The contracts would be funded at \$75,000.
- Restore \$37,500 cut from a proposed contract to develop model recycling programs for various commercial sectors. Full funding of the contract would be for \$75,000.

Funds for these additions would be provided from the Revenue Funds Unappropriated Balance. If you have any questions regarding these proposed amendments, please let me know.

cc: Rena Cusma
Bob Martin



METRO

④ ⑤ ⑥ ⑦ ⑧ ⑨

Date: May 5, 1993

To: Metro Council

From: Rena Cusma, Executive Officer *Rena Cusma*

Regarding: BUDGET RECOMMENDATIONS

I have reviewed the actions the Council Budget Committee and their recommendations to the Council regarding the 1993-94 Budget. I have identified six areas where I am recommending changes to the actions of the Budget Committee. These are:

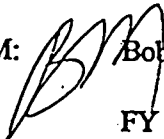
1. Providing additional funding for the Solid Waste Department Waste Reduction Division. These additional funds would minimize the severe cuts and allow us to minimize the impact on the EQC compliance order.
2. Restoration of a Senior Program Supervisor in the Public Affairs Department.
3. Restore Oregon Convention Center Master Plan responsibilities to the Regional Facilities Department.
4. Restore Staff to Regional Facilities Department for purposes of continuing work in the Cultural Funding Project.
5. Restore a position of Senior Management Analyst in the Executive Management Department.
6. Return management responsibility of the Convention Center Fund to the Regional Facilities Department.

I have attached information that outlines the budget impact of each of these recommendations. In addition, you will find material speaking to each of these items. I look forward to discussing these items with you on May 6th.

Thank you for your consideration.



METRO

DATE: May 3, 1993
TO: Rena Cusma, Executive Officer
FROM:  Bob Martin, Solid Waste Director
RE: FY 93-94 Waste Reduction Division Budget

The budget cuts to the Waste Reduction Division (WR) budget proposed by the Budget Committee represent a 33% decrease over the proposed budget, and a 33% decrease over the current year appropriation. Cuts at the level proposed will eliminate any possibility of implementing the region's solid waste management plan as it pertains to waste reduction goals.

In March 1989 Metro received an Environmental Quality Commission (EQC) Order to perform tasks in 17 discrete waste reduction program areas. This came as the result of Metro consistently under-funding waste reduction activities. In short, Metro adopted a Waste Reduction Program in 1986 and failed to perform on it. In November 1989 the Council amended that plan establishing a five-year program, and increased the FY 90-91 WR budget to do the work. Since then (including this year) appropriations for the Waste Reduction Division have steadily decreased. The Budget Committee proposal represents a 63% reduction from FY 90/91 level.

The region's recycling level has increased steadily since measurement began in 1986. In 1991, the recycling level was 38 percent of waste generated. Results for 1992 may show a slight increase, but because of more tons of waste disposed, NOT more material recycled. The materials that are easiest to recycle have been recovered. Additional increases in recycling will be more difficult to achieve.

Metro's policy is to achieve "maximum feasible reduction" of solid waste being landfilled. Our adopted plan sets a goal of 56 percent by 2010. State law establishes a 50 percent recycling rate statewide by the year 2000. As the largest population center in the state, the contribution of the Metro region's recycling will be an important part of the statewide average.

In order to proceed with the work necessary to realize regional and state goals, we recommend asking the Council to restore the following amounts, which total \$197,500 to the Waste Reduction Division's budget for FY 93-94.

1. Restore the \$30,000 contract eliminated by the Council budget committee to continue testing yard debris for erosion control. This project will expand current testing at small-scale test plots to a large-scale field application at one or more construction sites. Testing this year indicates that medium grind compost has potential as an effective erosion control technique. However, monitoring by an engineering firm in a "real life" situation is considered essential before yard debris compost will be listed as a best management practice by local public works departments. Long-term market development for yard debris compost is critical to reaching yard debris recycling goals of 67 percent by 1994 and 93 percent by 1996. The region is currently recycling at about the 45 percent level. The market potential is promising, but further study is needed.
2. Restore the \$40,000 contract for discount compost bins and add \$15,000 from the discount coupons for compost bins program for a total of \$55,000. Both of these were eliminated by the Council budget

committee. This project would distribute compost bins for a discounted price to certain households that agree to participate in a follow-up survey on composting and yard waste recycling behavior. Other communities, such as Seattle and Vancouver, British Columbia, have distributed free compost bins to residents for several years. These programs have been shown to reduce waste generated and to save ratepayers money in avoided disposal costs. This is a modest proposal that not only promotes source reduction through composting, but which helps Metro measure the impact of composting on waste generation and recycling.

3. **Add \$25,000 to the \$50,000 approved by the Council budget committee for construction/demolition recycling contracts for a total of \$75,000 in this line item.** The construction/demolition recycling program has gained momentum over the past year and has also gained a great deal of support from the construction industry. A cutback at this critical stage in the program would mean not only a delay in furthering program goals but possibly a rollback of gains already made. Construction/demolition material is 17 percent of the solid wastestream. The budget impact of decreasing this line item seems small compared to the potential impact.
4. **Restore \$37,500 to the contract for model commercial sector recycling programs for a total of \$75,000 in this line item.** In order to achieve long-term recycling goals, additional recycling from the commercial sector is necessary. Metro's waste characterization studies and other waste data analysis allows us to target industries with large amounts of recoverable waste, such as grocery stores and hospitals. This contract would allow us to develop generator-specific waste reduction plans to increase recovery and to support other programs such as the alternative technology project for organic wastes.
5. **Add \$50,000 to the \$100,000 in grant money approved by the budget committee for multi-family recycling containers for a total of \$150,000.** The multi-family recycling program has been funded for the past three years. Appropriations for FY 90-91, FY 91-92 and FY 92-93 were \$250,000, \$43,000 and \$100,000, respectively. Over this three year period, the region has provided service to about half of the multi-family units. The regional goal is to service all of them by July of 1995. Approximately 7 percent of the Metro wastestream comes from apartments. About 20 percent of that is recoverable.

I point these issues out to you now because I think the Budget Committee, in looking at items one at a time, has missed the larger policy issues involved in such a massive cutback. The Solid Waste Committee has also not had time to assess the overall implications of such a large cut. Among the consequences I fear are:

Our inability to meet the legal requirements of state law as adopted by SB 66.

The evident intention not to follow our adopted Solid Waste Management Plan. We should perhaps consider adopting a new plan which matches our intentions.

We may be inviting a new compliance order if DEQ perceives our lack of progress on issues for which we are legally responsible.

The level of recycling has appeared to level off and may start decreasing if we are inadequately funded to keep up the initiative.

DG:clk

cc: Kathy Rutkowski, Senior Management Analyst, Financial Planning
Debbie Gorham, Waste Reduction Manager

s:\mart\memo\casm0503.mmo



METRO

DATE: May 3, 1993

TO: Rena Cusma, Executive Officer

FROM: Vickie Rocker, Director of Public Affairs *Vickie*

SUBJECT: **Response to the Council Budget Committee Recommendations**

The Council Budget Committee, in a three to two vote, has recommended the following Public Affairs Department staff changes to the full Council:

- Eliminate 1.00 FTE Senior Program Supervisor position
 - .4 FTE of this position is allocated to managing two of Metro's major communications programs – Recycling Information and Education
 - .6 FTE of the position is allocated to performing administrative duties for the Public Affairs Department
- Dedicate .50 FTE of an existing position to a new work effort – Council promotion and public affairs

The focus of the Public Affairs Department is to provide constituents with information that will result in an understanding of Metro and how to participate in its programs. Current staff levels will allow the department to achieve this mission for the agency. If the 1.00 FTE supervisor position is eliminated, the department would be seriously hindered from taking on new assignments and in accomplishing its broader mission.

Effects of eliminating .4 FTE of the Supervisor position allocated to Public Affairs Solid Waste Program supervision. The .4 FTE Supervisor provides the right level of supervision and management to ensure two of Metro's major communications programs – Recycling Information and Education – continue to succeed. Last year these two programs reached over 115,000 constituents and resulted in a positive understanding of Metro's role in solid waste management. The programs also inform citizens about how they can participate in waste reduction, recycling and

responsible materials disposal. Specifically, the supervisor performs the following duties for these programs:

- . Long-range program planning and goal-setting
- . Personnel management (hiring, personnel developing, team building, customer service training, public communications training)
- . Liaison to other solid waste managers, local governments
- . Recycling Information computer project development
- . Budget development and program reporting

A major factor in the programs' success is due to Metro's investment in appropriate staffing and supervision. If this .4 FTE were eliminated, the following problems could result:

- Other supervisors, managers and senior specialists with already full workloads would be assigned supervisory and management responsibilities for two of Metro's more popular communications programs.
- Other supervisory and management staff without specialized communications expertise would assume management responsibility for these key public education programs that reach over 115,000 individuals annually.
- The Recycling Information Program Senior Public Affairs Specialist would focus less on her current, full-time duties – keeping information referrals accurate, handling customer problems, providing staff training and scheduling, community relations work – and more on supervisory tasks.
- Recycling Information program staff would be asked to take on duties outside the scope of direct customer service which would result in fewer calls being answered and lower quality of customer service.
- Personnel grievances and position reclassifications could result if employees are asked to take on responsibilities outside the scope of their current position classifications.

I question why the agency would risk staffing disruptions and the success of these important programs for a perceived cost savings of \$28,000.

Effects of eliminating .6 FTE of the Supervisor position allocated to Public Affairs Department administration. This part of the Supervisor position provides essential administrative services for the Public Affairs Department, including:

- . Department strategic planning
- . Staff development
- . Budget planning, development and monitoring
- . Department liaison on computer matters
- . Contract management
- . Program reporting
- . Special communications projects as assigned

Any reduction of current staffing levels – and especially of this key position – would seriously diminish the department's ability to achieve the Council's FY 1993-94 objective – a more visible community presence and better public understanding of Metro and its programs.

- The Public Affairs Director would assume additional administrative duties at the expense of developing new community outreach programs.
- Staff cut-backs are proposed at a time when Public Affairs is being asked to assume additional workloads for the Council and Planning departments.
- Other public affairs specialists have full work loads dedicated to producing public education campaigns and materials for important agency programs (e.g., Metro News publication, Metropolitan Greenspaces, Region 2040, transportation planning projects, earthquake preparedness, air and water quality). Those programs would get less attention due to this proposed staffing cut.

I look forward to working with Metro's staff and elected officials to achieve new FY 1993-94 public affairs objectives. Eliminating a key Public Affairs staff position at this time will seriously hinder, not help, that important effort.



METRO

Date: May 3, 1993

To: Jennifer Sims, Director of Finance and Management Information

From: Neil Saling, Director of Regional Facilities

Re: Modifications to the FY 1993-94 Budget

Per the direction of the Deputy Executive Officer, attached are two proposals for modification of the FY 1993-94 Budget as recommended to the full Metro Council by the Council Budget Committee. The modifications are requested based upon the need for a continuation of agency planning in support of regional cultural, tourism, recreational and entertainment facilities and the Metro ER Commission. The modifications are recommended in the context of Budget Committee proposals 1) to transfer management of the Oregon Convention Center Project Capital Fund to MERC in FY 1993-94, and 2) to eliminate the Program Development Division from the Regional Facilities Department.

cc: Rena Cusma
Dick Engstrom

Enclosures (2)

Proposal 1

Subject:

Use of In-House Assets for Preparation of an Oregon Convention Center Master Plan.

Background:

- Planning and development of ER facilities is a mission assigned to Metro by the Charter.
- Metro Code assigns the ER planning and development function to the MERC.
- Metro staff has, in the past, performed the ER planning and development function for MERC, most recently funded by Excise Taxes.
- The Regional Facilities Study (Carlsen Study) recommends the preparation of a plan in 1993 for the expansion of the Oregon Convention Center.
- Metro staff is available to accomplish Master Planning work originally budgeted to be done by contract.

Proposal:

Utilize in-house personnel to prepare an OCC Master Plan by modifying the OCC Project Capital Fund budget as follows:

Add to Personal Services: Senior Management Analyst 1.00 FTE at a cost of \$70,844.

Add to Materials and Services: \$5000.

Reduce: Capital Outlay to \$74,156.

Fiscal Impact:

None; costs of Metro staff effort reduce budgeted Capital Outlay for consultant services by an equivalent amount.

Proposal 2

Subject:

Dedication of Staff to Cultural Funding Project.

Background:

- Planning and development of ER facilities is a mission assigned to Metro by the Charter.
- Metro Code assigns the ER planning and development function to the MERC.
- Metro staff has, in the past, performed the ER planning and development function for MERC, most recently funded by Excise Taxes.
- The Regional Facilities Study (Carlsen Study) found that reserve funds were only sufficient to permit continued operation of the PCPA for approximately two years. The effort to identify a facility funding source has grown into an effort to find a funding source for a variety of cultural facilities and activities.
- The Funding Task Force report to be submitted to Metro in June 1993 is expected to identify a required level of Metro staff support of 2 FTE.

Proposal:

Augment General Fund allocation of \$80,000 to permit the present project manager to continue to support the cultural effort for the full fiscal year.

Transfer:

\$80,000 in General Fund allocations proposed by the Budget Committee to the Support Services Fund; \$40,966 from the Metro ERC Administration Fund to support 1.0 FTE Program Manager at \$88,316 in personal services and \$32,650 in materials and services.

Fiscal Impact:

Increase in Metro ERC Administration Fund expenditures of \$40,966.

**METRO**

Date: May 5, 1993

To: Rena Cusma, Executive Officer

From: *RE* Richard Engstrom, Deputy Executive Officer

Regarding: REINSTATEMENT OF SENIOR MANAGEMENT ANALYST-
EXECUTIVE MANAGEMENT DEPARTMENT

As you requested, the following information is provided regarding the proposed reinstatement of the Senior Management Analyst position in the Executive Management budget. The Executive Management office has not had any staff increases during the past six years. The size and complexity of the agency has increased four-fold during this period. The primary responsibilities of this position would be to assist the Executive in policy analysis as well as be the person responsible for primary contact with the media as well as other related community relations activities.

The loss of this position would severely limit the ability of this office to adequately respond in a timely manner to policy initiatives proposed by the individual departments and the Metro Council.

In addition, the office has the ongoing need of someone to manage and coordinate the community relations activities of the Executive Department. This would include the management of our media relations as well as provide support to the Executive regarding speech development and other related activities.

Requested Changes to FY 1993-94 Budget Committee Recommendations

<u>Requested Action</u>	<u>From Budget Committee Recommendations</u>													
	Increase in Expenditures	Net Excise Tax Impact												
<p>A. <u>Solid Waste Department, Waste Reduction Division</u> Funding increases in selected waste reduction programs to minimize impact on EQC compliance order and waste reduction goals. Funding of programs to come from a reduction in the General Account Unappropriated Balance. Specific requests as follows:</p> <table style="margin-left: 40px;"> <tr> <td>Yard debris compost for erosion control</td> <td style="text-align: right;">\$ 30,000</td> </tr> <tr> <td>Discounted compost bins</td> <td style="text-align: right;">55,000</td> </tr> <tr> <td>Construction/demolition debris recycling</td> <td style="text-align: right;">25,000</td> </tr> <tr> <td>Food Waste recycling strategy</td> <td style="text-align: right;">37,500</td> </tr> <tr> <td>Recycling containers for apartments</td> <td style="text-align: right;"><u>50,000</u></td> </tr> <tr> <td>Total request</td> <td style="text-align: right;">\$197,500</td> </tr> </table>	Yard debris compost for erosion control	\$ 30,000	Discounted compost bins	55,000	Construction/demolition debris recycling	25,000	Food Waste recycling strategy	37,500	Recycling containers for apartments	<u>50,000</u>	Total request	\$197,500	\$197,500	\$0
Yard debris compost for erosion control	\$ 30,000													
Discounted compost bins	55,000													
Construction/demolition debris recycling	25,000													
Food Waste recycling strategy	37,500													
Recycling containers for apartments	<u>50,000</u>													
Total request	\$197,500													
<p>B. <u>Restoration of 1.0 FTE Senior Program Supervisor</u> Restore 0.60 FTE Senior Program Supervisor in the Public Affairs Department of the Support Service Fund, funded through the cost allocation plan. Restore 0.40 FTE Senior Program Supervisor in the Recycling Information and Education division of the Solid Waste Department funded through a reduction in the General Account Unappropriated Balance. Focus FY 1993-94 performance audit on the public affairs and information functions of Metro.</p>	\$66,984	\$5,500												
<p>C. <u>Oregon Convention Center Master Plan</u> Prepare Convention Center Master Plan utilizing in-house resources. Restore 1.0 FTE Senior Management Analyst in the Regional Facilities Department, Program Development division. Add \$70,844 in personal services and \$5,000 in capital outlay in the Program Development division. Fund expenditures through a direct transfer from the Convention Center Project Capital Fund. Reduce the Capital Fund's capital outlay, architectural services by a corresponding amount.</p>	\$0	\$0												
<p>D. <u>Dedication of Staff to Cultural Funding Project</u> Restore 1.0 FTE Program Manager in the Regional Facilities Department, Program Development division (\$88,316 in personal services) and \$32,650 in materials & services. Reduce other excise tax funded expenditures currently in budget committee recommendations (\$10,000 in Financial Planning, \$20,000 in Office of Government Relation, \$50,000 in General Fund Contingency). Fund new proposed cultural funding program through \$80,000 transfer of excise tax from the General Fund and \$40,966 direct transfer from the MERC Administration Fund. Program manager will maintain coordination with Clackamas County and Oregon Trail Foundation on the future of the End of the Oregon Trail theme park.</p>	\$40,966	\$0												
<p>E. <u>Executive Management Department, Policy Analysis</u> Restore 1.0 FTE Senior Analyst in the Executive Management Department. Total salary and fringe, \$65,760; plus related materials & services and capital outlay.</p>	\$71,662	\$71,662												
<p>F. <u>Management of Convention Center Capital Fund</u> Return management responsibility of the Convention Center Capital Fund to the Regional Facilities Department</p>	\$0	\$0												



5

METRO

Date: May 4, 1993
To: Metro Council
From: Councilor Susan McLain *SM*
Re: Proposed Amendment to the Budget Committee
Recommendations on the FY 1993-94 Budget

The purpose of this memo is to transmit to the Council a proposed amendment to the Budget Committee Recommendations on the FY 1993-94 Budget. The amendment is in regard to the budget and programs of the Public Affairs Department. My amendment is to restore the 1.0 FTE Senior Program Supervisor position to the Public Affairs Department and restore the administration of the Recycling Information Center and the Waste Reduction Promotion and Education programs to the Public Affairs Department. To achieve this I recommend the following:

- 1) In the Support Service Fund Public Affairs Dept. Budget restore 0.6 FTE Senior Program Supervisor position and \$38,884 in salary and fringe costs. These costs are to be included in the Cost Allocation Plan for the Support Service Fund to be allocated back to the various operating funds.
- 2) In the Solid Waste Revenue Fund Operating Account (Recycling Information and Education Program) restore 0.4 FTE Senior Program Supervisor position and \$28,100 in salary and fringe costs. The General Account Unappropriated Balance is to be reduced by a like amount to pay for this position.
- 3) The Budget Note in Exhibit A of the Committee Recommendations stating the transfer of administrative responsibilities for these programs from the Public Affairs Dept. to the Solid Waste Dept. is to be deleted.

If you have any questions regarding this proposed amendment, please do not hesitate to contact me.

cc: Rena Cusma
Vickie Rocker
Bob Martin

**Analysis of Proposal to the FY 1993-94 Budget Committee Recommendations
Requested by Councilor McClain**

Proposal

Restore 1.0 FTE Senior Program Supervisor for Public Affairs and Solid Waste Recycling Information and Education programs. 0.60 FTE in Support Service Fund. 0.40 FTE in Solid Waste Revenue Fund

	<u>Total Support Transfers</u>		<u>Allocation of 0.60 FTE of Position</u>	<u>Direct charge of 0.40 FTE Position</u>	<u>Total Budget Impact of Restoration of Position</u>	<u>Funding Source</u>
	<u>Budget Committee Recommend.</u>	<u>With Addition of Position</u>				
Planning	\$1,005,711	\$1,014,013	\$8,302	\$0	\$8,302	All Planning Fund Sources
Solid Waste	\$2,540,974	\$2,568,332	\$27,358	\$28,100	\$55,458	Decrease in ending reserves
Zoo	\$1,048,799	\$1,048,288	(\$511)	\$0	(\$511)	Increase in ending reserves
OCC Capital	\$66,574	\$66,530	(\$44)	\$0	(\$44)	Increase in ending reserves
MERC	\$528,598	\$528,430	(\$168)	\$0	(\$168)	Increase in ending reserves
Recreation Fund	\$370,554	\$370,554	\$0	\$0	\$0	
General Fund	\$488,569	\$492,516	\$3,947	\$0	\$3,947	Excise Tax
Total	\$6,049,779	\$6,088,663	\$38,884	\$28,100	\$66,984	

Estimated Excise Tax Impact \$5,500



10

METRO

DATE: May 1, 1993
TO: Metro Council
FROM: Councilor Jim Gardner
RE: Full Funding for Planning - Revised

Most of you can tell by now that I place great importance on Metro's growth management planning work. Simply put, I believe this is the most significant thing Metro can do to help our region maintain its liveability in the face of rapid growth. The Metro Charter recognizes this and establishes regional planning as Metro's primary function.

I submitted a proposal to our Budget Committee for some programs and funding levels that, in my opinion, are needed to carry out the Charter's mandate. This proposal was developed during discussions with Andy Cotugno and John Fregonese about an optimal growth management program, which John then described in an April 13 memo to Andy (copy attached). I performed drastic surgery on this optimal program and presented the bare bones to the Budget Committee. The Budget Committee had much work and little time, and although my recommendations were discussed, there wasn't time for a full explanation nor for the committee to hear from others in the region who support our planning programs as I do.

Now the actual budget decisions move to the full Metro Council. My earlier memo, a copy of which is attached here, presented a general principle on which the specific funding decisions could be based. After the Budget Committee acted, I reexamined my recommendations to see if any areas could be reduced without destroying the basic principle that growth management planning, our primary function, should be adequately funded. Major reductions were made, and today's memo presents a revised "Full Funding for Planning" recommendation that is truly a bare minimum. An attached table provides the specific funding and FTE levels.

Before you turn to the table, please bear with me as I briefly describe each program's importance in meeting our Charter mandate. It helps, I think, to regard the Charter as if we had written it ourselves, received overwhelming voter approval, and were now moving aggressively into implementation.

FUTURE VISION

This is the first of our "primary functions" under the Charter. It becomes the guiding document for all other, shorter-range planning work. Of course it's hard to determine what is adequate funding for this type of visioning process, especially since it will be done by independent citizens commission. At a minimum, though, I believe it needs one full time senior planner plus related clerical/supervisory support. The Budget Committee concurs with this recommendation.

Future Vision will also require contracted professional services, and budgeting at least \$100,000 for this would be a bare minimum. The City of Gresham alone spent well over \$100,000 for their vision process; the City of Portland several times that. There is potential for private corporate support for Future Vision, but this will more likely be in-kind services rather than cash. We need to have sufficient "hard" money, i.e. excise tax, to guarantee the basic program will get done. The Budget Committee is recommending only \$75,000 for contract services, an amount I believe is inadequate for such an important program.

REGIONAL FRAMEWORK PLAN (RFP)

The RFP is the other "primary function" under the Charter. You won't find anything labeled RFP in the budget, but a number of planning programs represent the beginning phase of various elements of RFP. The RFP is where all the RUGGO goals and future visions and growth concepts get translated into specific plans that produce change at ground level. All elements of the RFP need not wait until Future Vision/Region 2040 is over, and should not wait. We can start now doing some of the basic work with these programs:

Transit Corridor Planning: This would be a program on urban design and housing density, focusing on the regional primary transit corridors. It complements the Station Area Planning in the budget which is specific to the West LRT station areas. This would be a start on two required elements of the RFP, housing densities and urban design/settlement patterns. As John Fregonese put it in his 4/13 memo to Andy Cotugno, "the entire regional land use near transit lines needs to be examined...to develop strategies for transit supportive land use." These strategies are also critical for the region to meet the Goal 12 Transportation Planning Rule and to avoid air quality problems that would prevent industry from expanding or locating in the region.

Local Government Coordination/RUGGO Implementation: This program would be where Metro starts to monitor local government plans and

planning decisions, to identify where regional concerns are involved and to help local planning move in directions consistent with regional objectives. We need to develop the capability to track what local governments are doing, before we can begin to evaluate how and when Metro needs to respond from the regional perspective. The Charter says that the Metro Council shall require local comprehensive plans and implementing regulations to comply with the Regional Framework Plan. We will have no choice about this, and as John Fregonese says in his 4/13 memo, "It is not enough to wait until 1997 for this to begin, we should begin now."

My original proposal to the Budget Committee included \$250,000 for grants to local governments to help them do planning that supports regional interests such as mixed use urban centers or greenspaces. Recognizing the difficulty of raising that much in excise tax, I have deleted the grant funds from my current proposal. This grant program should be a high priority for the new regional planning revenue source which must be in place by FY 1994-95.

HOW TO PAY FOR IT?

"Full Funding for Planning - Revised" is not really full funding, and neither was my original proposal. We don't live in a fully funded world or time, as our school districts, law enforcement, and health programs can well attest. So what I'm proposing here is not easy or painless, but necessary.

My proposal will cost \$128,342¹ in additional General Fund transfer to the Planning Fund, compared to the Budget Committee recommendation. Using the 4/28 chart presented to the Budget Committee, the difference between a 7% excise tax rate and a 7.2% rate is \$130,054. So there's one obvious answer, a 0.2% increase in the excise tax.

But there is another way. The Budget Committee recommendation includes a \$75,000 increase in the General Fund contingency to be earmarked for hiring additional Council staff if our nascent look at staff workloads and responsibilities ultimately shows we need more people. I don't know if we'll reach that conclusion or not, but we do seem to be slightly prejudging the issue by setting aside the money (and raising the excise tax rate 0.1% to do so) before we've even started our analysis. Without this \$75,000 there would still be \$360,400 in the General Fund contingency available for new

¹The new 2.0 FTE in the Planning Department would result in minor adjustments to the allocations of clerical support, supervisory time, support services transfers, etc.

Council staff once we've determined what those needs are. By redirecting that \$75,000 we could more than cover "Full Funding for Planning - Revised" with a 7.1% excise tax rate. That's right -- a one tenth of one percent increase in the excise tax being recommended by the Budget Committee.² With that we could honestly say we'd done the best we could, in this difficult budget year, of carrying forward the Charter's planning requirements.

c: Rena Cusma
Andy Cotugno
John Fregonese
Jennifer Sims
Don Carlson
Gail Ryder

²This increase would affect all revenue sources subject to excise tax. In all cases this could be absorbed by minor reductions in the respective funds' contingency line items.

FULL FUNDING FOR PLANNING - REVISED

PROGRAM	EXECUTIVE'S PROPOSED BUDGET	BUDGET COMMITTEE RECOMMENDATION	FULL FUNDING RECOMMENDATION	ADDITIONAL GENERAL FUND REQUIREMENT
Future Vision	\$167,500 1.22 FTE \$75,000 contract services \$167,500 new tax	\$156,000 1.22 FTE \$75,000 contract services \$106,000 excise tax \$50,000 private funds	\$181,000 1.22 FTE \$100,000 contract svcs. \$131,000 excise tax \$50,000 private funds	\$25,000
Transit Corridor Planning	0	0	\$51,671 1.0 FTE Associate Planner (salary, fringe, M&S set up)	\$51,671
Local Government Coordination/RUGGO Implementation	\$321,000 .96 FTE \$250,000 grants to local governments \$321,000 new tax	0	\$51,671 1.0 FTE Associate Planner (salary, fringe, M&S set up)	\$51,671
			Total 2.0 FTE increase in Growth Management	\$128,342

METRO**Memorandum**

Planning Department
2000 S.W. First Avenue
Portland, OR 97201-5398
503/220-1537 Fax 273-5585

DATE: April 13, 1993
TO: Andy Cotugno
FROM: John Fregonese
SUBJECT: The 6% Budget and the Charter's Impact

As we both know, the Charter's planning programs require more than we proposed in the Executive's budget. The 6% budget is a significantly below what needs to be done to implement the Charter. Since it describes an extensive and far reaching planning program that relies on local governments to implement Metro's plans, there are two basic requirements for its success. The first is solid long range plans that are developed through a regional, consensus building process. That we are doing now through Region 2040, and have done historically. The scope of the Charter requires Metro to delve into areas that are new, such as urban design and housing density. This requires long range and medium range planning efforts that are substantially in excess of what Metro has done or is doing.

The second requirement is to affect local government planning. This requires that we know what local governments are now doing, and that we develop methods to effectively influence these activities in areas of regional concern. The most obvious deficiency is in coordination. We now cannot track, let alone respond, to local comprehensive plan changes. These could have a dramatic effect on the region. We also do not have programs that engage and help local governments do what is in their interest when their and the regional interest coincide. We do not get involved in local periodic reviews. We have no systematic way to evaluate the cumulative effect on the 27 local comprehensive plans on areas of regional concern. It is not enough to wait until 1997 for this to begin, we should begin now. We need to identify problems, gain knowledge, achieve a regional perspective, and work with our local government partners to understand what changes need to be made to local plans.

In addition, we miss a great opportunity to make gains if we fail to identify and assist local governments that are working on topics of regional interest, such as greenspaces or mixed use urban centers. A policy is much easier to adopt region wide if some local governments have already adopted it. The local governments as a group will be as cautious as their most cautious member, so it makes strategic sense to encourage those risk takers who like to be at the head of the pack to excel.

At the same time, it would be important not to expand too quickly, as our effectiveness will diminish if we were to add large numbers of staff and programs. Of the program's in the executive's budget, I think that Region 2040 Phase III could wait until next fiscal year. The extra time could be of great use in building consensus. Of the other programs that are to be funded with the "new tax", Local Government coordination is the most important. After that, RUGGO implementation with its local grant program, and Urban Reserves.

Future Vision is very under funded and understaffed. The City of Gresham, for example, spent nearly \$100,000 on its visioning program. It needs one full time planner, preferably at an associate or senior level, and about \$100,000 in consultant services and outreach costs.

Our Water Quality program should be expanded and refocused to develop the RFP required element on water. The City of Portland is leading the effort to do local water planning in consumption, but we need to be involved with that effort and expand to develop a regional water quality plan for adoption in the RFP by 1997.

We could add a two new programs that would help us complete the Regional Framework Plan. The first would be a program on urban design and housing density, focusing on the regional primary transit lines. While we address some of this in 2040 in a very long range way, and are participating in Station Area Planning in a very specific way, the entire regional land use near transit lines needs to be examined at the same time to develop strategies for transit supportive land use.

Second, we have identified regionally important greenspaces. We should examine how those are being treated in the local plans, and how their protection could be enhanced by regulatory means. I don't know, but I bet that in some jurisdictions many greenspaces are well protected, and in others not at all.

My budget estimates are rough, based on \$65,000 per assistant planner, \$70,000 for associate, and \$75,000 for a senior planner. This covers salary, benefits, overhead, and some incidental M&S.

Programs added to the 6% Budget

Program	FTE	Budget
Coordination	0.75	\$50,000
Ruggo Implementation	0.5	\$285,000 (\$250,000 Grants)
Future Vision (Additional)	1.0 (Senior)	\$175,000 (\$100,000 consulting)
Water Planning	2.0	\$175,000 (\$30,000 consulting)
Transit Area Planning	1.5	\$107,500
Greenspaces Planning	1.0	\$70,000

This totals \$862,500, of which \$250,000 is local government grants and \$130,000 is consulting costs. Additional FTE would be 6.75.



METRO

2000 SW First Ave.
Portland, OR 97201-5398
(503) 221-7646

Memorandum

DATE: April 19, 1993
TO: Metro Council
FROM: Jim Gardner, District 3
RE: Full Funding for Planning Budget

This memo presents a rationale and specific funding proposals for planning programs which carry forward the responsibilities assigned to Metro in the 1992 Metro Charter. My analysis also includes a number of possible budget reductions, many of which have been proposed by others, which would produce sufficient savings to pay for the Full Funding for Planning approach.

All of us realize this is a difficult budget year, with Metro in a transition period and with revenue down in nearly every area. Many have voiced the need to establish some basic guiding principles that could then be used to set priorities among the multitude of worthwhile programs. Clearly there's not enough money to do everything; in deciding what to fund, and at what level, I found I needed some solid point of reference against which to measure those choices. I found such a standard in the Preamble of the 1992 Metro Charter:

"We, the people of the Portland area...establish an elected, visible, and accountable regional government...that undertakes, as its most important service, planning and policy making to preserve and enhance the quality of life and the environment for ourselves and future generations..." (emphasis added)

The Metro Charter goes on to define two specific Regional Planning Functions for Metro, the Future Vision (FV) and the Regional Framework Plan (RFP). It then states again, in case we didn't notice earlier:

"(3) Priority and funding of regional planning activities. The regional planning functions under this section are the primary functions of Metro. The Council shall appropriate funds sufficient to assure timely completion of those functions!"

That to me is a mandate, something that must be done. Most of you know I didn't support the Charter; some of you know I helped pay for a "vote no" argument in the voter's pamphlet. But the Charter passed, and we all share a responsibility to implement the will of the people. I view the Charter, then, as the first and best source for guiding principles to help make budget decisions. The Charter's mandated planning functions, Future Vision and Regional Framework Plan, become the highest priority. Programs that directly support the FV and RFP have equal priority. Other planning programs, indeed all other programs and services of Metro, become secondary.

Six of my eight years on the Council, I've been on the Budget Committee. I know that we can't fund planning programs through cuts in the Zoo budget, or Solid Waste, or the Convention Center. Ironically, cuts elsewhere can result in less money for planning, through reduced excise tax receipts and higher support services transfers from the Planning Department. My analysis, then, focuses on the Planning Department and more specifically the Growth Management Planning Programs. Metro's transportation planning programs are largely funded by external revenue (federal, state, local governments, grants) while FV and the RFP are paid for mostly with "our" money, the excise tax. That's a generalization to which there are exceptions, I know, but it's a useful generalization.

One conclusion my guiding principle produced is to fund the highest priority programs with real money, not unidentified new revenue. So my proposal would shift excise tax funds to FV and the RTP, moving some other programs into the new revenue column and cutting others entirely. And for FV and RTP I'm proposing programs at levels a bit higher than the Executive Officer's Proposed Budget. I have extensively discussed those programs with John Fregonese, Ken Gervais, Andy Cotugno, Gail Ryder, Rich Carson, and others. My conclusion, which I hope other Councilors can come to share, is that FV and the RTP should have first claim to Metro resources. After we feel we've fully funded those programs - provided the money to do the best possible work in the shortest possible time - we can use our remaining real money and any new revenue for other programs.

It's time to get specific. The pages following show proposed program funding levels, FTE where possible, and a few explanatory notes where I couldn't avoid them. After that come some proposed reductions which "save" excise tax funds, with all such savings being redirected to the identified planning programs. Does it all balance out? Of course not - this budget is far too complex for that, at least within my number-crunching capabilities. It comes close enough to balancing, though, that our staff could make it work.

Does the Charter mandate translate into full funding for planning? Are we willing to see some other worthwhile programs suffer, at least until there is new revenue that really exists? Are we Councilors willing to share the sacrifice (to coin a phrase) and ask some Metro employees to do the same? We do need a guiding principle to make those policy decisions. An approach that says "cut everything" to me isn't a principle, it's a reflex, one that's easy to apply because it requires little thought. A similar reflex is "no new taxes." I trust the Council will rise to the responsibilities given us in the Metro Charter. We will find our guiding principle there, and produce the best budget possible in these difficult times.

FULL FUNDING FOR PLANNING PROPOSAL

Program	Proposed Budget (Excise Tax Portion)	6% Budget	Full Funding Budget
Future Vision (should be started ASAP and funded commensurate with its importance to the region and with real money)	\$ 165,500 1.22	.72	\$ 200,000 1.72 (\$100,000 for contract services)
Region 2040 Phase II	\$ 154,500		\$ 154,500
Region 2040 Phase III (Planning Dept. staff now recommend Phase III not start until FY 94-95 and I agree)	\$ 157,500	--	--
Local Government Coordination/RUGGO Implementation (I propose renaming this program Regional Plan Compliance/Grants. This is where Metro begins to monitor local plans and planning decisions for consistency with regional plans. Metro needs to establish this capability now, in anticipation of the Regional Framework Plan)	\$ 321,000 (New Tax) .96		\$ 350,000 1.46
Transit Area Planning This is "generic" planning for transit corridors/mixed use urban centers. It complements the TSAP program, which is specific to West IRT Station areas. This planning would start the housing densities and urban design/settlement pattern elements of the RFP.	\$ 28,500		\$ 107,500 1.5

Program	Proposed Budget (Excise Tax Portion)	6% Budget	Full Funding Budget
<u>Greenspaces Planning</u> Assuming transfer of Greenspaces program to the new Recreation Dept., this would fund one planner with Greenspaces expertise to be involved in Region 2040 and begin work on the parks/open space element of the Regional Framework Plan (RFP).	--	--	\$ 70,000 1.0
<u>Other Program Areas</u> Restore Regional Transportation Demand Management program			\$ 76,000 (1.0)
Restore 1994 aerial photography			20,000
Transfer Metro TDM program to Support Services Fund			--

PROPOSED POLICIES AND REDUCTIONS

Proposed Policies and Reductions	General Fund Savings
<p><u>Planning Department</u></p> <p>Budget all new positions (and carry-over vacant positions) at second step in range.</p> <p>True "no pay increase" policy for non-represented positions.</p> <p>Examine General Fund share of transportation, water, and emergency services planning programs for possible reduction. Criteria: is the GF share <u>critical</u> to the program being done; if not, consider reducing or eliminating the GF share.</p>	<p>\$ 74,000</p> <p>33,000</p> <p>unknown</p>
<p><u>Other</u></p> <p>Delay adoption of new reclassification plan for agency.</p>	<p>none this year, but significant in future years</p>
<p><u>General Fund</u></p> <p>True "no pay increase" policy for non-represented positions in Council Dept., Exec. Mgmt., and Office of Govt. Relations.</p> <p>Reductions proposed in Don Carlson 4/13/93 memo:</p> <p> Council Department</p> <p> Executive Management</p> <p> Office of Govt. Relations</p> <p> Election expense transfer to Support Service Fund</p> <p> Eliminate Program development Program</p> <p> Eliminate General Fund transfer to Recreation Fund</p> <p> Transfer to Support Service fund for central services</p>	<p>20,536</p> <p>75,000</p> <p>75,000</p> <p>31,000</p> <p>90,000</p> <p>286,000</p> <p>433,000</p> <p>30,000</p>

Proposed Policies and Reductions	General Fund Savings
<p><u>General Fund Cont.</u></p> <p>True "no pay increase" policy for non-represented positions in other departments receiving GF transfer.</p> <p>*Council could make a policy decision that:</p> <ol style="list-style-type: none"> 1) "no pay increase" decision is made for sole purpose of benefitting GF Planning programs; therefore, 2) all personal services savings from this decision will serve to directly reduce the GF transfer to other funds and programs, irrespective of the normal cost allocation plan. 	<p style="text-align: right;">*</p>
<p><u>Additional Revenue</u></p> <p>If the program cuts and salary freeze do not produce sufficient General Fund Savings to allow Full Funding for Planning, the excise tax rate should be increased as necessary. The Metro Charter says nothing about preserving a 6% excise tax.</p>	

**Analysis of Proposal to the FY 1993-94 Budget Committee Recommendations
Full Funding for Planning - Revised
Requested by Councilor Gardner**

EXPENDITURES	Additional General Fund Requirement
Future Vision, Increase Contractual Services by \$25,000 to a total of \$100,000. Fund through excise tax	\$25,000
Transit Corridor Planning, Add 1.0 FTE Associate Planner plus associated fringe and new employee set-up 1.0 FTE Associate Planner at 2nd step of range \$34,786 Fringe @ 37.85% \$13,167 New Employee Set-Up: \$5,000 Office Supplies \$300 Furniture \$2,000 Software \$800 Personal Computer \$1,900	\$52,953
Local Government Coordination/RUGGO Implementation, Add 1.0 FTE Associate Planner plus associated fringe and new employee set up 1.0 FTE Associate Planner at 2nd step of range \$34,786 Fringe @ 37.85% \$13,167 New Employee Set-Up: \$5,000 Office Supplies \$300 Furniture \$2,000 Software \$800 Personal Computer \$1,900	\$52,953
Total 2.0 FTE Increase in Growth Management	\$130,906

FUNDING OPTIONS

Option 1

Reduce Contingency by \$75,000	\$75,000
Increase Excise Tax Rate from 7.0% to 7.1%	\$65,075

Total	\$140,075
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Estimated Impact of Increased Excise Tax Rate on Department Resources

Solid Waste	(\$45,382)
Zoo	(\$5,394)
Building Management	(\$784)
Convention Center	(\$2,621)
Planning	(\$215)

Option 2

Increase Excise Tax Rate from 7.0% to 7.2%	\$130,054
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Estimated Impact of Increased Excise Tax Rate on Department Resources

Solid Waste	(\$90,679)
Zoo	(\$10,777)
Building Management	(\$1,566)
Convention Center	(\$5,242)
Planning	(\$431)



METRO



DATE: May 4, 1993
TO: Gail Ryder
FROM: Richard Devlin
SUBJECT: Proposed Amendments to the Council Budget Committee's Recommendations re: FY 93-94 Budget

During Metro's FY 93-94 budget process, the Metro Council Budget Committee recommended that Metro's excise tax commitment to the Greenspaces Program be reduced by \$123,400. I am interested in restoring excise tax funding for the Greenspaces Program in the following areas:

<u>Line Item</u>	<u>Restored Amount</u>	<u>Rationale</u>
Environ. Education Grants	\$10,000	Thirteen grants totalling \$44,740 were awarded in FY 92-93. There are a total of 60 partnering public and private groups represented in these grants that are now vested in the Greenspaces Program as a result. Requests in the first round exceeded four times the total funds allocated, reflecting the depth of need in the community and the desire of environmental education providers to work with Metro in this area. All projects have at least a \$1 to \$1 match in funds. Currently \$55,260 is recommended in the FY 93-94 budget.
Greenspaces Restoration Grants	\$10,000	Thirty two projects totalling \$450,000 over two years have been funded to date through this program (\$200,000 for year 1 and \$250,000 for year 2). New money for next year is currently proposed at \$100,000 (Total budget is \$500,000 of which \$400,000 are payments remaining on year one and two projects). This line item includes continuation of the existing competitive grants program for local governments and non-profit organizations, as well as new Metro-directed restoration efforts in historically urbanized communities in the region.

Local Match for Trails

\$15,000

The Greenspaces Program will be submitting trail development grant applications in FY 93-94 to receive "ISTEA" and similar funds to assist implementation of the Greenspaces trail system. Currently no money for this activity is contained in the recommended budget. It is hoped that commitment of Metro matching funds might provide an incentive for other agencies cooperating in the Greenspaces Program to provide additional matching funds, so that substantive local match may be available to leverage with state and federal funds for specific regional trail corridors identified in the Master Plan.

Printing Services

\$5,000

Should the Metro Council refer a new Greenspaces Acquisition Bond Measure to the voters in FY 93-94, this funding could be used to prepare objective, factual information about the bond measure for voters to consider prior to an election. Total printing budget for all aspects of the Greenspaces Program, including the quarterly Trip Into Nature brochures and new Urban Stream Brochures, is currently proposed at \$92,500, of which only \$35,000 is excise tax.

Postage

\$10,000

This funding could be used to mail information regarding new Greenspaces financing measures to key stakeholders and opinion makers in the region to inform and engage them in the Program. Total postage budget for all aspects of the Greenspaces Program is currently proposed at \$50,000, of which only \$20,000 is excise tax.



METRO

DATE: May 5, 1993

TO: Metro Council

FROM: Councilor Richard Devlin *R.D.*
Councilor Terry Moore *T.M.*

RE: Proposed Budget Amendment - Metro Greenspaces Program

At the final meeting of the Budget Committee, the budget recommendation for the Metropolitan Greenspaces Program was reduced to the 6% excise tax level. During the committee deliberations, there were several items that failed to be approved by a 2-2 vote. For that reason, I am submitting the attached memorandum detailing several budget amendments deserving full Council consideration.

Restoration of these five line items, totalling \$50,000, would bring the Greenspaces Program back to a "reasonable" level, given the Council's interest in implementation of the Greenspaces Master Plan and plans for another bond measure.

The following funding sources should fund these endeavors:

- 1) \$10,400 General Fund Contingency, previously deleted from Councilor expenses
- 2) \$15,000 Performance Audit Expenditure reduction (from \$60,000 to \$45,000)
- 3) \$10,000 Regional Parks and Expo Fund, Account No. 391010, General Fund reduction (from \$90,000 to \$80,000)¹
- 4) \$11,300 General Fund Contingency reduction
- 5) \$ 3,300 General Fund Line Item reductions of 5% as follows:
 - Office Supplies
 - Travel
 - Dues
 - Subscriptions
 - Training, Tuition and Conferences

¹This will result in a contingency for the Regional Parks and Expo part of this fund being reduced from \$100,000 to \$90,000.

General Fund

FISCAL YEAR 1993-94		PROPOSED		REVISIONS		COMMITTEE RECOMMENDATIONS		COUNCILOR REVISIONS		COUNCILOR PROPOSAL	
ACCT #	DESCRIPTION	FTE	AMOUNT	FTE	AMOUNT	FTE	AMOUNT	FTE	AMOUNT	FTE	AMOUNT
Resources											
<u>Resources</u>											
305000	Fund Balance		285,500		0		285,500		0		285,500
312000	Excise Tax		6,001,833		(744,919)		5,256,914		0		5,256,914
3xxxx	New Revenue Source		955,395		(955,395)		0		0		0
361100	Interest on Investments		50,000		0		50,000		0		50,000
Total Resources			7,292,728		(1,700,314)		5,592,414		0		5,592,414

General Fund

FISCAL YEAR 1993-94		PROPOSED		REVISIONS		COMMITTEE RECOMMENDATIONS		COUNCILOR REVISIONS		COUNCILOR PROPOSAL	
ACCT #	DESCRIPTION	FTE	AMOUNT	FTE	AMOUNT	FTE	AMOUNT	FTE	AMOUNT	FTE	AMOUNT
Executive Management Department											
<u>Personal Services</u>											
511110	ELECTED OFFICIALS										
	Executive Officer	1.00	73,080		0	1.00	73,080		0	1.00	73,080
511121	SALARIES-REGULAR EMPLOYEES (full time)										
	Administrator	1.00	69,880		0	1.00	69,880		0	1.00	69,880
	Principal Administrative Services Analyst	1.00	51,052	(1.00)	(51,052)	0.00	0		0	0.00	0
	Senior Administrative Services Analyst	1.00	48,000		3,052	1.00	51,052		0	1.00	51,052
	Administrative Support Assistant D	1.00	27,458		0	1.00	27,458		0	1.00	27,458
511221	WAGES-REGULAR EMPLOYEES (full time)										
	Administrative Support Assistant C	1.00	29,076		0	1.00	29,076		0	1.00	29,076
512000	FRINGE		110,462		(17,760)		92,702		0		92,702
	Total Personal Services	6.00	409,008	(1.00)	(65,760)	5.00	343,248	0.00	0	5.00	343,248
<u>Materials & Services</u>											
521100	Office Supplies		2,752		0		2,752		(137)		2,615
521110	Computer Software		1,102		(1,102)		0		0		0
521310	Subscriptions		905		0		905		0		905
521320	Dues		17,400		0		17,400		(870)		16,530
524190	Misc. Professional Services		10,000		0		10,000		0		10,000
525640	Maintenance & Repairs Services-Equipment		575		(115)		460		0		460
526310	Printing Services		450		0		450		0		450
526320	Typesetting & Reprographics Services		120		0		120		0		120
526410	Telephone		2,100		0		2,100		0		2,100
526420	Postage		125		0		125		0		125
526440	Delivery Services		200		0		200		0		200
526500	Travel		24,600		(3,300)		21,300		(1,065)		20,235
526700	Temporary Help Services		2,080		0		2,080		0		2,080
526800	Training, Tuition, Conferences		4,640		0		4,640		(232)		4,408
529500	Meetings		5,800		0		5,800		0		5,800
529800	Miscellaneous		1,200		0		1,200		0		1,200
	Total Materials & Services		74,049		(4,517)		69,532		(2,304)		67,228
<u>Capital Outlay</u>											
571500	Purchases-Office Furniture & Equipment		4,800		(4,800)		0		0		0
	Total Capital Outlay		4,800		(4,800)		0		0		0
	TOTAL EXPENDITURES	6.00	487,857	(1.00)	(75,077)	5.00	412,780	0.00	(2,304)	5.00	410,476

General Fund

FISCAL YEAR 1993-94		PROPOSED		REVISIONS		COMMITTEE RECOMMENDATIONS		COUNCILOR REVISIONS		COUNCILOR PROPOSAL	
ACCT #	DESCRIPTION	FTE	AMOUNT	FTE	AMOUNT	FTE	AMOUNT	FTE	AMOUNT	FTE	AMOUNT
Office of Governmental Relations											
<u>Personal Services</u>											
511121	SALARIES-REGULAR EMPLOYEES (full time)										
	Senior Administrative Services Analyst	1.50	72,261	(0.50)	(22,963)	1.00	49,298	0.00	0	1.00	49,298
512000	FRINGE		26,737		(8,497)		18,240		0		18,240
	Total Personal Services	1.50	98,998	(0.50)	(31,460)	1.00	67,538	0.00	0	1.00	67,538
<u>Materials & Services</u>											
521100	Office Supplies		765		0		765		(38)		727
521110	Computer Software		395		0		395		0		395
521320	Dues		1,600		0		1,600		0		1,600
524190	Misc. Professional Services		69,500		20,000		89,500		0		89,500
526310	Printing Services		50		0		50		0		50
526410	Telephone		240		0		240		0		240
526440	Delivery Services		50		0		50		0		50
526500	Travel		1,300		0		1,300		(65)		1,235
529500	Meetings		450		0		450		0		450
529800	Miscellaneous		100		0		100		0		100
	Total Materials & Services		74,450		20,000		94,450		(103)		94,347
	TOTAL EXPENDITURES	1.50	173,448	(0.50)	(11,460)	1.00	161,988	0.00	(103)	1.00	161,885

General Fund

FISCAL YEAR 1993-94		PROPOSED		REVISIONS		COMMITTEE RECOMMENDATIONS		COUNCILOR REVISIONS		COUNCILOR PROPOSAL	
ACCT #	DESCRIPTION	FTE	AMOUNT	FTE	AMOUNT	FTE	AMOUNT	FTE	AMOUNT	FTE	AMOUNT
Council											
<u>Personal Services</u>											
511110	ELECTED OFFICIALS										
	Councilors	4.67	346,920	(4.67)	(22,120)		324,800	0.00	0		324,800
511121	SALARIES-REGULAR EMPLOYEES (full time)										
	Administrator	1.00	70,261		0	1.00	70,261		0	1.00	70,261
	Senior Administrative Services Analyst	3.00	142,547		0	3.00	142,547		0	3.00	142,547
	Associate Administrative Services Analyst	1.00	36,916		0	1.00	36,916		0	1.00	36,916
	Associate Service Supervisor	1.00	32,343		0	1.00	32,343		0	1.00	32,343
511221	WAGES-REGULAR EMPLOYEES (full time)										
	Administrative Secretary	3.00	85,033		0	3.00	85,033		0	3.00	85,033
	Secretary	1.00	20,937		0	1.00	20,937		0	1.00	20,937
511400	OVERTIME		2,500		0		2,500		0		2,500
512000	FRINGE		309,732		(37,904)		271,828		0		271,828
	Total Personal Services	14.67	1,047,189	(4.67)	(60,024)	10.00	987,165	0.00	0	10.00	987,165
<u>Materials & Services</u>											
521100	Office Supplies		7,100		0		7,100		(355)		6,745
521320	Dues		750		0		750		(38)		712
524110	Accounting & Auditing Services		60,000		0		60,000		(15,000)		45,000
524190	Misc. Professional Services		20,000		0		20,000		0		20,000
525640	Maintenance & Repairs Services-Equipment		1,000		0		1,000		0		1,000
525740	Lease Payments		11,696		0		11,696		0		11,696
526200	Ads & Legal Notices		1,300		0		1,300		0		1,300
526310	Printing Services		3,200		0		3,200		0		3,200
526410	Telephone		900		0		900		0		900
526440	Delivery Services		700		0		700		0		700
526500	Travel		11,000		(5,000)		6,000		(300)		5,700
526800	Training, Tuition, Conferences		6,000		(2,000)		4,000		(200)		3,800
528100	License, Permits, Payments to Other Agencies		9,500		0		9,500		0		9,500
529120	Councilor Expenses		35,000		(10,400)		24,600		0		24,600
529500	Meetings		13,000		(6,000)		7,000		0		7,000
	Total Materials & Services		181,146		(23,400)		157,746		(15,893)		141,853
<u>Capital Outlay</u>											
571500	Purchases-Office Furniture & Equipment		4,000		0		4,000		0		4,000
	Total Capital Outlay		4,000		0		4,000		0		4,000
	TOTAL EXPENDITURES	14.67	1,232,335	(4.67)	(83,424)	10.00	1,148,911	0.00	(15,893)	10.00	1,133,018

General Fund

FISCAL YEAR 1993-94		PROPOSED		REVISIONS		COMMITTEE RECOMMENDATIONS		COUNCILOR REVISIONS		COUNCILOR PROPOSAL	
ACCT #	DESCRIPTION	FTE	AMOUNT	FTE	AMOUNT	FTE	AMOUNT	FTE	AMOUNT	FTE	AMOUNT
Special Appropriations											
<u>Materials & Services</u>											
528200	Election Expense		250,000		0		250,000		0		250,000
TOTAL EXPENDITURES		0.00	250,000	0.00	0	0.00	250,000	0.00	0	0.00	250,000

General Fund

FISCAL YEAR 1993-94		PROPOSED		REVISIONS		COMMITTEE RECOMMENDATIONS		COUNCILOR REVISIONS		COUNCILOR PROPOSAL	
ACCT #	DESCRIPTION	FTE	AMOUNT	FTE	AMOUNT	FTE	AMOUNT	FTE	AMOUNT	FTE	AMOUNT
General Expenses											
<u>Interfund Transfers</u>											
581513	Trans. Indirect Costs to Bldg. Fund-Regional Center		161,503		2,574		164,077		0		164,077
581610	Trans. Indirect Costs to Support Svcs. Fund		502,365		(13,796)		488,569		0		488,569
581615	Trans. Indirect Costs to Risk Mgmt. Fund-Gen1		1,813		0		1,813		0		1,813
581615	Trans. Indirect Costs to Risk Mgmt. Fund-Workers' Comp		8,238		0		8,238		0		8,238
583610	Trans. Direct Costs to Support Svcs. Fund		0		40,000		40,000		0		40,000
<u>Excise Tax Transfers</u>											
582140	Trans. Resources to Planning Fund		1,736,332		(16,767)		1,719,565		0		1,719,565
582513	Trans. Resources to Building Mgmt. Fund		68,550		(9,681)		58,869		0		58,869
582610	Trans. Resources to Support Svcs. Fund		286,404		(286,404)		0		0		0
582160	Trans. Resources to Recreation Fund-Greenspaces		538,868		(83,196)		455,672		50,000		505,672
582160	Trans. Resources to Recreation Fund-Parks		433,088		(343,088)		90,000		(10,000)		80,000
<u>New Revenue Source Transfers</u>											
582140	Trans. Resources to Planning Fund		899,025		(899,025)		0		0		0
582610	Trans. Resources to Support Svcs. Fund		21,370		(21,370)		0		0		0
582160	Trans. Resources to Recreation Fund-Greenspaces		35,000		(35,000)		0		0		0
Total Interfund Transfers			4,692,556		(1,665,753)		3,026,803		40,000		3,066,803
<u>Contingency and Unappropriated Balance</u>											
599999	Contingency		300,000		135,400		435,400		(21,700)		413,700
599990	Unappropriated Fund Balance		156,532		0		156,532		0		156,532
Total Contingency and Unappropriated Balance			456,532		135,400		591,932		(21,700)		570,232
TOTAL EXPENDITURES		22.17	7,292,728	(6.17)	(1,700,314)	16.00	5,592,414	0.00	0	16.00	5,592,414

Regional Parks and Expo Fund

FISCAL YEAR 1993-94		PROPOSED		REVISIONS		COMMITTEE RECOMMENDATIONS		COUNCILOR REVISIONS		COUNCILOR PROPOSAL	
ACCT #	DESCRIPTION	FTE	AMOUNT	FTE	AMOUNT	FTE	AMOUNT	FTE	AMOUNT	FTE	AMOUNT
Resources											
<u>Resources</u>											
REGIONAL PARKS AND EXPO											
305000	Fund Balance		0		187,372		187,372		0		187,372
322000	Boat Ramp Use Permit		1,158		842		2,000		0		2,000
338000	Local Gov't Shared Revenues-R.V. Registration Fees		31,503		(3,173)		28,330		0		28,330
338200	Local Gov't Shared Revenues-Marine Fuel Tax		153,210		(12,281)		140,929		0		140,929
341700	Grave Openings		112,368		(6,670)		105,698		0		105,698
341710	Cemetery Sales		49,174		(8,960)		40,214		0		40,214
345000	Insurance Recovery Revenue		161		(161)		0		0		0
147100	Admissions		447,843		(98,628)		349,215		0		349,215
347110	User Fees		58,582		(34,988)		23,594		0		23,594
347120	Reservation Fees		171,823		(33,957)		137,866		0		137,866
347220	Rental-Buildings		511,448		(39,448)		472,000		0		472,000
347300	Food Service		435,544		(2,858)		432,686		0		432,686
347830	Contract Revenue		741,044		(33,044)		708,000		0		708,000
347900	Other Miscellaneous Revenue		241,956		(31,872)		210,084		0		210,084
347960	Boat Launch Fees		32,335		78,690		111,025		0		111,025
361100	Interest Earned		17,012		24,139		41,151		0		41,151
365110	Donations		12,307		(12,307)		0		0		0
372100	Reimbursements-Labor		85,185		(85,185)		0		0		0
373500	Sale of Proprietary Assets		27,516		(12,252)		15,264		0		15,264
374000	Parking Fees		615,854		(95,854)		520,000		0		520,000
391010	Trans. of Resources from General Fund		433,088		(343,088)		90,000		(10,000)		80,000
GREENSPACES PLANNING											
305000	Fund Balance		40,000		0		40,000		0		40,000
331110	Federal Grants										
	National Parks Service		25,000		0		25,000		0		25,000
	U.S. Fish & Wildlife Service		865,100		0		865,100		0		865,100
	U.S. Fish & Wildlife Service (Year 4)		125,000		0		125,000		0		125,000
337210	Local Grants										
	City of Portland, IPA/EPA		27,500		0		27,500		0		27,500
	Local governments		10,000		0		10,000		0		10,000
365100	Donations & Bequests		5,500		0		5,500		0		5,500
391010	Trans. of Resources from General Fund-Excise Tax		538,868		(83,196)		455,672		50,000		505,672
391010	Trans. of Resources from General Fund-New Source		35,000		(35,000)		0		0		0
393761	Trans. Direct Costs from Smith & Bybee Lakes Fund		18,700		0		18,700		0		18,700
Total Resources			5,869,779		(681,879)		5,187,900		40,000		5,227,900

Regional Parks and Expo Fund

FISCAL YEAR 1993-94		PROPOSED		REVISIONS		COMMITTEE RECOMMENDATIONS		COUNCILOR REVISIONS		COUNCILOR PROPOSAL	
ACCT #	DESCRIPTION	FTE	AMOUNT	FTE	AMOUNT	FTE	AMOUNT	FTE	AMOUNT	FTE	AMOUNT
Regional Parks Division											
<u>Personal Services</u>											
511121	SALARIES-REGULAR EMPLOYEES (full time)										
	Director	1.00	56,984	(0.17)	(9,863)	0.83	47,121	0.00	0	0.83	47,121
	Regional Park Supervisor	2.00	73,434		0	2.00	73,434		0	2.00	73,434
	Operations/Maintenance Supervisor	1.00	42,514		0	1.00	42,514		0	1.00	42,514
	Senior Regional Planner	0.50	22,325		0	0.50	22,325		0	0.50	22,325
	Associate Regional Planner	1.00	34,968		0	1.00	34,968		0	1.00	34,968
	Park Ranger	10.00	298,197		0	10.00	298,197		0	10.00	298,197
511221	WAGES-REGULAR EMPLOYEES (full time)										
	Office Assistance	1.00	24,863	(0.17)	(4,303)	0.83	20,560	0.00	0	0.83	20,560
	Administrative Assistant	1.00	28,781	(0.17)	(4,982)	0.83	23,799	0.00	0	0.83	23,799
	Senior Gardener	1.00	30,127		0	1.00	30,127		0	1.00	30,127
	Gardener	1.00	27,222		0	1.00	27,222		0	1.00	27,222
	Arborist	1.00	33,110		0	1.00	33,110		0	1.00	33,110
	Program Coordinator	1.00	31,726		0	1.00	31,726		0	1.00	31,726
	Communications Information Technician	1.00	28,776		0	1.00	28,776		0	1.00	28,776
511231	WAGES-TEMPORARY EMPLOYEES (full time)										
	Temporary Support	14.85	181,417		41,849	14.85	223,266		0	14.85	223,266
511400	OVERTIME		0		12,412		12,412		0		12,412
512000	FRINGE		298,506		(1,307)		297,199		0		297,199
	Total Personal Services	37.35	1,212,950	(0.51)	33,806	36.84	1,246,756	0.00	0	36.84	1,246,756
<u>Materials & Services</u>											
521100	Office Supplies		16,003		83,733		99,736		0		99,736
521110	Computer Software		677		(677)		0		0		0
521210	Landscape Supplies		14,767		(14,767)		0		0		0
521220	Custodial Supplies		29,533		(29,533)		0		0		0
521240	Graphics/Reprographic Supplies		18,356		(18,356)		0		0		0
521320	Dues		276		(11)		265		0		265
523100	Merchandise for Resale-Food		4,108		592		4,700		0		4,700
524190	Miscellaneous Professional Services		158,241		16,784		175,025		0		175,025
525190	Utilities-Other		67,111		(8,771)		58,340		0		58,340
525620	Maintenance & Repairs Services-Grounds		36,029		(3,029)		33,000		0		33,000
525640	Maintenance & Repairs Services-Equipment		6,755		45		6,800		0		6,800
525710	Equipment Rental		12,518		10,932		23,450		0		23,450
526500	Travel		520		(320)		200		0		200
526800	Training, Tuition, Conferences		6,833		(236)		6,597		0		6,597

Regional Parks and Expo Fund

FISCAL YEAR 1993-94		PROPOSED		REVISIONS		COMMITTEE RECOMMENDATIONS		COUNCILOR REVISIONS		COUNCILOR PROPOSAL	
ACCT #	DESCRIPTION	FTE	AMOUNT	FTE	AMOUNT	FTE	AMOUNT	FTE	AMOUNT	FTE	AMOUNT
Regional Parks Division											
526900	Miscellaneous Other Purchased Services		220,490		8,110		228,600		0		228,600
528310	Real Property Taxes		70,720		(2,720)		68,000		0		68,000
	Total Materials & Services		662,937		41,776		704,713		0		704,713
<u>Capital Outlay</u>											
571500	Purchases-Office Furniture & Equipment		5,800		0		5,800		0		5,800
574510	Construction Work/Materials-Improvements		126,200		(120,055)		6,145		0		6,145
	Total Capital Outlay		132,000		(120,055)		11,945		0		11,945
	TOTAL EXPENDITURES	37.35	2,007,887	(0.51)	(44,473)	36.84	1,963,414	0.00	0	36.84	1,963,414

Regional Parks and Expo Fund

FISCAL YEAR 1993-94		PROPOSED		REVISIONS		COMMITTEE RECOMMENDATIONS		COUNCILOR REVISIONS		COUNCILOR PROPOSAL	
ACCT #	DESCRIPTION	FTE	AMOUNT	FTE	AMOUNT	FTE	AMOUNT	FTE	AMOUNT	FTE	AMOUNT
Expo Center Division											
<u>Personal Services</u>											
511121	SALARIES-REGULAR EMPLOYEES (full time)										
	Manager	1.00	61,497		(3,738)	1.00	57,759			1.00	57,759
	Expo Operations Supervisor	1.00	42,081		0	1.00	42,081			1.00	42,081
	Fair/Expo Administrator	1.00	37,216	(1.00)	(37,216)		0	0.00			0
	Financial Specialist 1	1.00	26,958		5,294	1.00	32,252			1.00	32,252
511221	WAGES-REGULAR EMPLOYEES (full time)										
	Office Assistance 2	1.00	26,958		0	1.00	26,958			1.00	26,958
	Expo Operations Worker	4.00	100,382		0	4.00	100,382			4.00	100,382
511231	WAGES-TEMPORARY EMPLOYEES (full time)										
	Temporary Support	0.50	8,000		4,000	0.50	12,000			0.50	12,000
511400	OVERTIME		0		5,500		5,500				5,500
512000	FRINGE		113,015		(11,140)		101,875				101,875
	Total Personal Services	9.50	416,107	(1.00)	(37,300)	8.50	378,807	0.00		8.50	378,807
<u>Materials & Services</u>											
521220	Custodial Supplies		31,200		800		32,000				32,000
521240	Graphics/Reprographic Supplies		4,056		944		5,000				5,000
521293	Promotional Supplies		33,280		(23,280)		10,000				10,000
521310	Subscriptions		520		(520)		0				0
521320	Dues		1,695		(195)		1,500				1,500
524190	Miscellaneous Professional Services		343,847		(223,847)		120,000				120,000
525190	Utilities-Other		202,800		(22,800)		180,000				180,000
525610	Maintenance & Repair Services-Building		135,200		(100,200)		35,000				35,000
525710	Equipment Rental		45,760		(45,760)		0				0
526500	Travel		572		(22)		550				550
526800	Training, Tuition, Conferences		4,160		(2,160)		2,000				2,000
526900	Miscellaneous Other Purchased Services		29,588		152,410		181,998				181,998
	Total Materials & Services		832,678		(264,630)		568,048				568,048
<u>Capital Outlay</u>											
574520	Construction Work/Materials-Buildings		351,000		(182,030)		168,970				168,970
	Total Capital Outlay		351,000		(182,030)		168,970				168,970
	TOTAL EXPENDITURES	9.50	1,599,785	(1.00)	(483,960)	8.50	1,115,825	0.00		8.50	1,115,825

Regional Parks and Expo Fund

FISCAL YEAR 1993-94		PROPOSED		REVISIONS		COMMITTEE RECOMMENDATIONS		COUNCILOR REVISIONS		COUNCILOR PROPOSAL	
ACCT #	DESCRIPTION	FTE	AMOUNT	FTE	AMOUNT	FTE	AMOUNT	FTE	AMOUNT	FTE	AMOUNT
Greenspaces Planning Division											
<u>Personal Services</u>											
511121	SALARIES-REGULAR EMPLOYEES (full time)										
	Director		0	0.17	9,863	0.17	9,863	0.00	0	0.17	9,863
	Manager	1.00	56,286		0	1.00	56,286		0	1.00	56,286
	Senior Regional Planner	2.00	98,588		0	2.00	98,588		0	2.00	98,588
	Associate Regional Planner	1.00	42,085		0	1.00	42,085		0	1.00	42,085
	Assistant Management Analyst	0.30	11,879		0	0.30	11,879		0	0.30	11,879
511221	WAGES-REGULAR EMPLOYEES (full time)										
	Office Assistance		0	0.17	4,303	0.17	4,303	0.00	0	0.17	4,303
	Administrative Assistant		0	0.17	4,982	0.17	4,982	0.00	0	0.17	4,982
	Program Assistant 1	1.00	20,733		0	1.00	20,733		0	1.00	20,733
512000	FRINGE		86,950		7,252		94,202		0		94,202
	Total Personal Services	5.30	316,521	0.51	26,400	5.81	342,921	0.00	0	5.81	342,921
<u>Materials & Services</u>											
521100	Office Supplies		2,976		0		2,976		0		2,976
521110	Computer Software		2,295		0		2,295		0		2,295
521111	Computer Supplies		2,015		0		2,015		0		2,015
521240	Graphics/Reprographic Supplies		2,000		(1,250)		750		0		750
521260	Printing Supplies		2,000		(1,000)		1,000		0		1,000
521310	Subscriptions		2,050		(300)		1,750		0		1,750
521320	Dues		1,000		(425)		575		0		575
524130	Promotion/Public Relation Services		15,000		(5,000)		10,000		0		10,000
524190	Miscellaneous Professional Services		985,000		(120,400)		864,600		35,000		899,600
525710	Equipment Rental		650		(150)		500		0		500
526200	Ads & Legal Notices		30,850		(850)		30,000		0		30,000
526310	Printing Services		107,500		(15,000)		92,500		5,000		97,500
526320	Typesetting & Reprographics Services		22,000		(5,000)		17,000		0		17,000
526410	Telephone		4,000		0		4,000		0		4,000
526420	Postage		55,000		(5,000)		50,000		10,000		60,000
526440	Delivery Services		1,000		(200)		800		0		800
526500	Travel		5,350		(1,050)		4,300		0		4,300
526700	Temporary Help Services		800		0		800		0		800
526800	Training, Tuition, Conferences		3,500		(775)		2,725		0		2,725
529500	Meetings		6,100		(2,000)		4,100		0		4,100
	Total Materials & Services		1,251,086		(158,400)		1,092,686		50,000		1,142,686

Regional Parks and Expo Fund

FISCAL YEAR 1993-94		PROPOSED		REVISIONS		COMMITTEE RECOMMENDATIONS		COUNCILOR REVISIONS		COUNCILOR PROPOSAL	
ACCT #	DESCRIPTION	FTE	AMOUNT	FTE	AMOUNT	FTE	AMOUNT	FTE	AMOUNT	FTE	AMOUNT
Greenspaces Planning Division											
<u>Capital Outlay</u>											
571500	Purchases-Office Furniture & Equipment		2,500		0		2,500		0		2,500
	Total Capital Outlay		2,500		0		2,500		0		2,500
	TOTAL EXPENDITURES	5.30	1,570,107	0.51	(132,000)	5.81	1,438,107	0.00	50,000	5.81	1,488,107

Regional Parks and Expo Fund

FISCAL YEAR 1993-94		PROPOSED		REVISIONS		COMMITTEE RECOMMENDATIONS		COUNCILOR REVISIONS		COUNCILOR PROPOSAL	
ACCT #	DESCRIPTION	FTE	AMOUNT	FTE	AMOUNT	FTE	AMOUNT	FTE	AMOUNT	FTE	AMOUNT
General Expenses											
<u>Interfund Transfers</u>											
581610	Trans. Indirect Costs to Supp. Svcs. Fun		392,000		(21,446)		370,554		0		370,554
581615	Trans. Indirect Costs to Risk Mgmt Fund-Liability		43,000		0		43,000		0		43,000
581615	Trans. Indirect Costs to Risk Mgmt Fund-Worker Comp		35,000		0		35,000		0		35,000
581513	Trans. Indirect Costs to Bidg Mgmt Fund		30,000		0		30,000		0		30,000
583751	Transfer Direct Costs to MERC Admin. Fund		70,000		0		70,000		0		70,000
	Total Interfund Transfers		570,000		(21,446)		548,554		0		548,554
<u>Contingency and Unappropriated Balance</u>											
599999	Contingency		122,000		0		122,000		(10,000)		112,000
	Total Contingency and Unappropriated Balance		122,000		0		122,000		(10,000)		112,000
	TOTAL EXPENDITURES	52.15	5,869,779	(1.00)	(681,879)	51.15	5,187,900	0.00	40,000	51.15	5,227,900



METRO

12

DATE: May 5, 1993
TO: Budget Committee
FROM: Councilor Terry Moore *TM*
RE: Budget Note Clarification

I would like to request consideration of the following wording for the budget note previously adopted regarding the Metro TDM Program:

Metro Transportation Demand Management Program

The committee supports this program but recommends that this line item (\$40,000) be part of the fringe cost in each appropriate fund, rather than the Planning Fund. [~~Further, the committee suggests~~] The fee structure for this program shall be revisited [~~to consider a slight increase in the parking rate for those Metro employees not participating in the program, thereby~~ by the Council within six months, with the goal of making the program more self-supporting. [~~Further recommend~~ The parking rate shall be required to remain at full [~~current~~] market level to reap maximum revenue return.

The report to the Metro Council, at the six month period, should also include a recommendation for expansion of the Transportation Demand Management Program to all Metro facilities, especially addressing any existing parking subsidies.

The six month report should also include analysis of the parking garage usage, revenue generated, and type of visitor parking.

600 NORTHEAST GRAND AVENUE | PORTLAND, OREGON 97232 2736
TEL 503 797 1700 | FAX 503 797 1797



METRO

13

Date: May 5, 1993
To: Metro Council
From: Councilor Sandi Hansen
Re: Proposed Amendment to Budget Committee Recommendations on
Printing Service Costs Agency-wide

The purpose of this memo is to transmit a recommendation to reduce the Printing Service line item in each fund by 15% and put the savings in the Unappropriated Balance of each fund with the exception of the Support Service Fund. In that fund the savings would be applied to reducing the transfers from the various operating funds. The proposed reductions in the various budgets are shown on Attachment 1. This amendment also includes the following Budget Note:

The Finance and Management Information Department shall investigate the feasibility and costs and benefits of providing a centralized method of contracting for agency printing services. The Department shall report its findings to the Finance Committee no later than December 31, 1993.

cc: Rena Cusma
Department Heads
Kathy Rutkowski

**Analysis of Proposal to the FY 1993-94 Budget Committee Recommendations
Requested by Councilor Hansen**

Proposal

Reduce all printing services costs by 15% agency wide.

	Printing Services Line Item			Total Reduction From Proposed Budget	Total New Reduction From Comm. Rec.
	Proposed Budget	Committee Recommend.	Councilor Recommend.		
General Fund					
Executive Management	\$450	\$450	\$382	\$68	\$68
Office of Government Relations	\$50	\$50	\$42	\$8	\$8
Council	\$3,200	\$3,200	\$2,720	\$480	\$480
Total General Fund	\$3,700	\$3,700	\$3,144	\$556	\$556
Support Service Fund					
Finance and Management Information	\$6,900	\$6,900	\$5,865	\$1,035	\$1,035
Regional Facilities	\$1,000	\$0	\$850	\$1,000	\$0
Personnel	\$0	\$0	\$0	\$0	\$0
Office of General Counsel	\$228	\$228	\$194	\$34	\$34
Public Affairs	\$30,895	\$30,895	\$26,261	\$4,634	\$4,634
Total Support Service Fund	\$39,023	\$38,023	\$33,170	\$6,703	\$5,703
Building Management Fund	\$1,500	\$1,500	\$1,275	\$225	\$225
General Revenue Bond Fund	\$2,000	\$20,000	\$1,700	\$300	\$18,300
Zoo Operating Fund					
Administration	\$15,500	\$15,500	\$13,175	\$2,325	\$2,325
Animal Management	\$2,500	\$2,500	\$2,125	\$375	\$375
Facilities Management	\$1,700	\$1,700	\$1,445	\$255	\$255
Educational Services	\$28,582	\$28,582	\$24,295	\$4,287	\$4,287
Marketing	\$94,213	\$94,213	\$80,081	\$14,132	\$14,132
Visitor Services	\$35,600	\$35,600	\$30,260	\$5,340	\$5,340
Design Services	\$3,408	\$3,408	\$2,897	\$511	\$511
Total Zoo Operating Fund	\$181,503	\$181,503	\$154,278	\$27,225	\$27,225

ATTACHMENT 1
(SH Bud Amend. memo)

**Analysis of Proposal to the FY 1993-94 Budget Committee Recommendations
Requested by Councilor Hansen**

Proposal

Reduce all printing services costs by 15% agency wide.

	Printing Services Line Item			Total Reduction From Proposed Budget	Total New Reduction From Comm. Rec.
	Proposed Budget	Committee Recommend.	Councilor Recommend.		
Solid Waste Revenue Fund					
Administration	\$7,840	\$7,840	\$6,664	\$1,176	\$1,176
Budget and Finance	\$15,500	\$15,500	\$13,175	\$2,325	\$2,325
Operations	\$34,300	\$34,300	\$29,155	\$5,145	\$5,145
Engineering and Analysis	\$5,000	\$5,000	\$4,250	\$750	\$750
Waste Reduction	\$44,975	\$44,975	\$38,229	\$6,746	\$6,746
Planning & Technical Services	\$9,700	\$9,700	\$8,245	\$1,455	\$1,455
Recycling Information and Education	\$38,005	\$38,005	\$32,304	\$5,701	\$5,701
Total Solid Waste Revenue Fund	\$155,320	\$155,320	\$132,022	\$23,298	\$23,298
Rehabilitation & Enhancement Fund	\$1,760	\$1,760	\$1,496	\$264	\$264
Planning Fund	\$327,300	\$236,800	\$278,205	\$90,500	\$0
Regional Parks and Expo Fund	\$107,500	\$92,500	\$91,375	\$16,125	\$1,125
Smith and Bybee Lakes Fund	\$3,000	\$3,000	\$2,550	\$450	\$450
Convention Center Project Capital Fund	\$2,000	\$2,000	\$1,700	\$300	\$300
Oregon Convention Center Operating Fund	\$80,900	\$80,900	\$68,765	\$12,135	\$12,135
Spectator Facilities Operating Fund	\$43,925	\$43,925	\$37,336	\$6,589	\$6,589
TOTAL AGENCY	\$949,431	\$860,931	\$807,016	\$184,670	\$96,170

NOTES:

Indicates the lower amount of either a 15% reduction from the Proposed Budget or the Budget Committee Recommendation



METRO

14

DATE: May 5, 1993
 TO: Metro Council
 FROM: Councilor Mike Gates
 RE: Budget Amendment to Reinstate Emergency Policy Development Program Position

As per your request, I request that the following budget amendment be considered on Thursday, May 6, 1993. The request is to reinstate the 1.0 FTE Senior Management Analyst position previously requested by the Executive Officer in the Proposed Budget for the Emergency Policy Development Program.

I suggest that the nature of the position be adjusted on a 75% - 25% split, with 75% dedicated to Metro emergency response plans on an agency wide basis, and 25% to support the Regional Emergency Response Planning Group. Because emergency response is of agency wide importance, I suggest the position be funded on a 75% - 25% split between individual appropriate funds and the General Fund. This can be accomplished in several different ways (see attached analysis of proposal from Kathy Rutkowski). I am open to ideas about other innovative ways to provide funding. However if none are found, I suggest an increase in the excise tax rate if that is what is necessary to fund this important program.

Finally, I further suggest that the position be placed either within the Risk Management Section of the agency, because of the internal component impacting all Metro staff, or within the Planning Department, for coordination with existing Emergency Management programs.

OPTION 1.

Impact on Expenditures:

1.0 Senior Management Analyst (PS)	\$38,336
Fringe (PS)	14,568
New Employee Set-Up (MS/CO)	5,000
	<u>\$57,904</u>

Impact on Resources:

Transfer from Appropriate Funds	\$43,428
Transfer from General Fund	14,476
	<u>\$57,904</u>

Budget Note:

75% dedicated to Metro emergency response plans; 25% to support Regional Emergency Response Planning Group

OPTION 2.

Impact on Expenditures:

1.0 Senior Management Analyst (PS)	\$38,336
Fringe (PS)	14,568
New Employee Set-Up (MS/CO)	5,000
Contingency to Planning Fund	<u>14,476</u>
	\$72,380

Impact on Resources:

Transfer from appropriate funds	\$57,904
Transfer from General Fund	<u>14,476</u>
	\$72,380

Budget Note:

If Metro Council approves involvement with the Regional Emergency Response Planning Group, a budget amendment will be considered to release \$14,476 of excise tax from contingency to fund 0.25% FTE of a Senior Management Analyst for this function.

MG:GR

Analysis of Proposal to the FY 1993-94 Budget Committee Recommendations Requested by Councilor Gates

Assumptions

Add 1.0 FTE Senior Management Analyst, step two on the AFSCME pay scale	\$38,336
Fringe @ 38.0%	\$14,568
New Employee Set-Up	<u>\$5,000</u>
Total New Personal Services	\$57,904

New staff to be dedicated 75% to Metro emergency planning and funded through support transfers from all departments; 25% to Regional emergency planning group and funded through excise tax

Allocation Option 1 - Property Values

Metro Regional Center Property Value					13,607,000		
	Number of Reg. Center Employees	Facility Property Values	Reg. Center Property Value Alloc.	Total Property Values	Specific Cost Allocation	Allocation of Support Serv. Cost	
Zoo	0	27,598,250	0	27,598,250	14.40%	14.80%	
MERC	0	127,686,000	0	127,686,000	66.65%	68.49%	
Solid Waste	55	22,700,000	3,017,682	25,717,682	13.42%	13.79%	
Planning	70	0	3,840,685	3,840,685	2.00%	2.06%	
General Fund	29	0	1,591,141	1,591,141	0.83%	0.85%	
Support Services	94	0	5,157,492	5,157,492	2.69%	0.00%	
Total	248	177,984,250	13,607,000	191,591,250	100.00%	100.00%	

	Allocation of 75% of new Salary & Fringe			25% funded From Excise Tax	Total Cost of New Position By Fund
	Specific Allocation	Pooled Allocation	Total Allocation		
Zoo	\$6,256	\$173	\$6,429	\$0	\$6,429
MERC	\$28,943	\$801	\$29,744	\$0	\$29,744
Solid Waste	\$5,829	\$161	\$5,990	\$0	\$5,990
Planning	\$871	\$24	\$895	\$0	\$895
General Fund	\$361	\$10	\$371	\$14,475	\$14,846
Support Services	\$1,169	\$0	\$0	\$0	\$0
Total	\$43,429	\$1,169	\$43,429	\$14,475	\$57,904

Estimated Excise Tax Impact: \$15,741

Allocation Option 2 - Number of Facilities

	Number of Facilities	Allocation of Regional Ctr.	Total # of Facilities	Specific Cost Allocation	Allocation of Support Serv. Cost
Zoo	1	0.00	1	12.50%	13.12%
MERC	4	0.00	4	50.00%	52.49%
Solid Waste	2	0.22	2.22	27.75%	29.13%
Planning	0	0.28	0.28	3.50%	3.67%
General Fund	0	0.12	0.12	1.50%	1.57%
Support Services	0	0.38	0.38	4.75%	0.00%
Total	7	1.00	8	100.00%	100.00%

**Analysis of Proposal to the FY 1993-94 Budget Committee Recommendations
Requested by Councilor Gates**

	Allocation of 75% of new Salary & Fringe			25% funded	Total Cost of New Position By Fund
	Specific	Pooled	Total	From	
	Allocatlon	Allocation	Allocatlon	Excise Tax	
Zoo	\$5,429	\$271	\$5,700	\$0	\$5,700
MERC	\$21,714	\$1,083	\$22,797	\$0	\$22,797
Solid Waste	\$12,051	\$602	\$12,653	\$0	\$12,653
Planning	\$1,520	\$76	\$1,596	\$0	\$1,596
General Fund	\$651	\$32	\$683	\$14,475	\$15,158
Support Services	\$2,063	\$0	\$0	\$0	\$0
Total	\$43,428	\$2,064	\$43,429	\$14,475	\$57,904

Estimated Excise Tax Impact: \$16,754

Allocation Option 3 - Number of FY 1993-94 FTE

	Number of FTE	Specific Cost Allocation	Allocation of Support Serv. Cost
Zoo	195.52	27.24%	31.51%
MERC	230.45	32.11%	37.14%
Solid Waste	99.2	13.82%	15.99%
Planning	73.2	10.20%	11.80%
General Fund	22.17	3.09%	3.57%
Support Services	97.15	13.54%	0.00%
Total	717.69	100.00%	100.00%

	Allocation of 75% of new Salary & Fringe			25% funded	Total Cost of New Position By Fund
	Specific	Pooled	Total	From	
	Allocatlon	Allocation	Allocatlon	Excise Tax	
Zoo	\$11,831	\$1,852	\$13,683	\$0	\$13,683
MERC	\$13,945	\$2,183	\$16,128	\$0	\$16,128
Solid Waste	\$6,004	\$940	\$6,944	\$0	\$6,944
Planning	\$4,429	\$693	\$5,122	\$0	\$5,122
General Fund	\$1,342	\$210	\$1,552	\$14,475	\$16,027
Support Services	\$5,879	\$0	\$0	\$0	\$0
Total	\$43,430	\$5,878	\$43,429	\$14,475	\$57,904

Estimated Excise Tax Impact: \$21,149

Council
5/6/93
5.1

Public Affairs Department
Response to the Council Budget Committee Recommendations

The Council Budget Committee, in a three to two vote, has recommended the following Public Affairs Department staff changes to the full Council:

- Eliminate 1.00 FTE Senior Program Supervisor position
 - .4 FTE allocated to supervising the Recycling Information and Education programs
 - .6 FTE allocated to performing administrative duties for the Public Affairs Department
- Dedicate .50 FTE of an existing position to a new work effort – Council promotion and public affairs

The focus of the Public Affairs Department is to provide constituents with information that will result in an understanding of Metro and how to participate in its programs. Current staff levels will allow the department to achieve this mission for the agency. If the .4 FTE supervisor were eliminated from the department, the results would most likely be:

- Other supervisors, managers and senior specialists with already full workloads would be assigned supervisory and management responsibilities for two of Metro's more popular communications programs. Why risk these popular programs for a net cost savings of \$28,000?
- Other supervisory and management staff without specialized communications expertise would assume management responsibility for these key public education programs that reach over 115,000 individuals annually.
- The Recycling Information Program Senior Public Affairs Specialist would focus less on her current, full-time duties – keeping information referrals accurate, handling customer problems, providing staff training and scheduling, community relations work – and more on supervisory tasks

- Recycling Information program staff would be asked to take on duties outside the scope of direct customer service which would result in fewer calls being answered and lower quality of customer service
- Personnel grievances and position reclassifications could result if employees are asked to take on responsibilities beyond the scope of their current position classifications

The .4 FTE supervisor provides the right level of supervision and management to ensure these programs continue to have a strong identity with Metro, that the emphasis on providing top-notch customer service and public information continues, and that non-supervisory staff are free to perform the complete range of job duties to ensure that more of the public can be reached.

The budget committee has recommended cutting a .6 FTE supervisor position that provides essential administrative services for the Public Affairs Department, including:

- . department strategic planning
- . staff development
- . budget planning, development and monitoring
- . department liaison on computer matters
- . contract management
- . program reporting
- . special projects as assigned

Any reduction of current staffing levels – and especially of this key position – would seriously diminish the department's ability to achieve the Council's FY 1993-94 objective – a more visible community presence and better public understanding of Metro and its programs.

- The Public Affairs Director would assume additional administrative duties at the expense of developing new community outreach programs
- The Graphics Supervisor would need to take on general department administrative duties at the expense of graphics project management and production

- Staff cut-backs are proposed at a time when Public Affairs is being asked to assume additional workloads for the Council and Planning departments
- Other public affairs specialists have full work loads dedicated to producing public education campaigns and materials for important agency programs (e.g., Metro News publication, Metropolitan Greenspaces, Region 2040, transportation planning projects, earthquake preparedness, air and water quality)

The Executive Officer, Public Affairs Director and Solid Waste Director urge the Council to make a decision that will allow the agency to achieve its objective – to educate constituents about Metro and how to participate in its programs. Eliminating key Public Affairs staff at this time will seriously hinder, not help, that important effort.

Council
5/6/93
5.1

To : Don, Rod, Casey, other councilors and staff
Re : Budget cuts, reductions, and budget notes
From : Sandi Hansen

The following are areas in which I think cuts or reductions can be made. I have also suggested policy issues that occurred to me.

Solid Waste

- M/S
524190 pg. 99 Operations
① Reduce litter patrol. See budget note A. *Operating funds (Operations)*
Waste Reduction
528410 104 ~~X~~ Reduce Challenge Grants to local government to \$250,000.
101 ③ Reduce budget for Home Compost/Yard Debris/Commercial — ~~pg. 101~~
103 105 Compost Testing items under Marketing. *pg. 101 and 105*
pg. 104 ~~X~~ Reduce Curbside Recycling.
~~X~~ Delete 1% for Recycling. *\ Susan's memo*
~~X~~ Delete engineering/design review for composter.

Planning

- ~~pg. 33~~ 1. Reduce Future Vision Support FTE. — *Looking for \$50,000 corporate sponsor*
pg. 35 2. Delete Metro Regional Center TDM start-up (M/S).
3. Delete regional plan support (M/S).
4. Require the department to prove substantial need for those positions which have been vacant six months or longer.
See policy note A.

Regional Facilities

- ✓ 1. Reduce the Convention Center Projects Capital Fund and transfer it to MERC.
✓ 2. Delete Controller position from MERC administration budget.
✓ Send the money to PCPA marketing. ~~\$40,000~~ ~~\$39,000~~

Agency Wide

1. Reduce printing services costs by 15%. See budget note D and attachment on printing services
and develop procedure for printing

Budget Notes

A. Require IGA's giving preference to local governments for unskilled labor on Metro projects such as, trail building, litter patrol, clean-up of illegal dump sites.

B. Require performance audits of Public Affairs and ^{OK} Regional Facilities.

C. Require the Planning Department to develop a system for setting fees for their services.

D. Require the agency to develop a central method of contracting for printing services. See attachment on printing services.

E. Require agency to find ways of reducing postage costs.

F The State of Oregon issues revenue bonds for energy savings from which local governments and Metro can borrow. Require the agency to look into this.

G. Require zoo to provide job training positions for kids participating in PIC (Portland Industry Council) and POPs (Portland Opportunities). Both of these programs focus on training high school dropouts from North/Northeast Portland.

F, ~~Explore~~ See pg. 208 original (fleet fueling stations)

Policy Issues

A. Set policy on time limit for filling vacancies and how long a department can carry that item in its budget.

B. Set policy on the need to spearhead clean-up of local government fueling stations underground tanks for their fleets.

C. Contract with Multnomah County for fleet fueling stations and develop IGA regarding cardlock system.

PRINTING SERVICES AGENCY WIDE

PLANNING

Greenspaces

Lakes Trust Fund

\$327,300

107,500

3000

Total \$ 437,800 - 65,670 = 372,130

ZOO

Administration

Facilities Management

Animal Management

Educational Services

Marketing

Design

Visitor Services

15,500

1700

2500

28,582

94,213

3408

35,600

Total \$ 181,503 - 27,225 = 154,278

SOLID WASTE

Administration

Budget/Finance

Operations

Waste Reductions

Recycling Information/Education

7840

15,500

34,300

44,975

38,500

Total \$ 140,620 - 21,093 = 119,527

SUPPORT SERVICES

Financial Management

Office Services

Financial Planning

Regional Facilities

Regional Facilities Program Development

General Counsel

Public Affairs

6900

4300

2600

1000

1000

228

30,895

Total \$ 46,923 - 70 38,885

GENERAL FUND

Executive Management

Office of Government Relations

Council

450

50

3200

Total \$ 3700 - 555 = 3145

continued

PRINTING SERVICES page 2

OREGON CONVEN. CTR. OPER. FUND

\$ 80,900 - 12,135 =
68,765

SPECTATOR FACILITIES OPERATING FUND

Civic Stadium Operations
Performing Arts Center Operations

6500 - 975 = 5525
37425 - 5613 = 31,812

BUILDING MANAGEMENT FUND

Management
Day Care Facility

1500 - 225 = 1275
1000 - 150 = 850

GENERAL REVENUE FUND

2000 - 300 = 1700

CONVENTION CTR. PROJECTS CAP. FUND

2000 - 300 = 1700

TOTAL FOR THE AGENCY

\$ 941,871
- 141,280
800,591



CLACKAMAS COUNTY

Department of Transportation & Developme

THOMAS J. VANDERZANC
ACTING EXECUTIVE DIRECTOR

May 5, 1993

Metro Council
Metro Regional Center
600 NE Grand Ave.
Portland, OR 97232-2736

SUBJECT: PROPOSED BUDGET REDUCTIONS IN THE SOLID WASTE REVENUE FUND
FOR FISCAL YEAR 1993-94

Dear Council Members:

As you know, local governments participate with Metro in annual waste reduction programs. In return for local government commitment to program implementation, Metro allots grant funds to the jurisdictions. The front line work with the public is done at the local level. Together, local governments and Metro must assure achievement of the 40% recovery rate by 1995 and 50% by the year 2000. We are very concerned that the budget be allocated in a manner that will allow the greatest amount of waste to be recovered.

The program narrative for the Waste Reduction Division, dated February 26, 1993, gives detailed information on some of the activities to be included in the 1993-94 Waste Reduction Programs of local governments, as well as the possible increase in recycling rates from implementing the various programs.

The multi-family recycling grant program funds are to be used only for purchase of recycling containers. Local governments are required to provide a match and staff to implement the program. Metro data from the referenced document states that if the practical number of 20% recovery is reached in multi-family units, the "regional recycling rate would increase" by only "half a percent". Solid Waste staff has recommended increasing the multi-family grant amount from the budget committee recommended level of \$100,000 to \$150,000.

Challenge grant funding is available to local governments for administering their waste reduction programs. These include multi-family, commercial recycling and construction and demolition debris recycling as well as residential, yard debris, in-house programs, and

Metro Council
5/6/93
4 Items

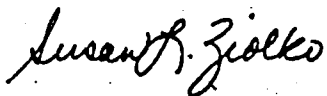
meeting DEQ requirements. If we analyze the value of these programs based on the amount of material that we can remove from the waste stream, we find that commercial recycling and construction and demolition debris recycling should be given a much higher priority than multi-family.

Metro estimates that "16 percentage points of the region's recovery rate are attributable to commercial recycling. If the percentage of commercial waste recycled were doubled, the regional total would" increase 16%. Challenge grant funds are a major portion of the funding that allows the local government staff to research, design and implement commercial recycling programs. There are a number of issues that need to be resolved with commercial recycling.

Construction and demolition debris along with salvageable building materials make up approximately 17% of the solid waste stream, of which approximately one third is currently being recycled. However, Metro estimates that approximately 75% could be recovered. If the region doubled the amount diverted from the wastestream, the regional recycling rate would increase 4%. Challenge Grant funds allow the local governments to work with the builders and building departments in their jurisdiction to implement effective programs to address these materials.

We are concerned that the Solid Waste staff has recommended increasing the Multi-Family Grant funds, when the program may only increase the region's recycling rate one half of a percent. At the same time, the Challenge Grant monies are being reduced. Challenge Grant monies are those that would allow us to increase commercial recycling and construction and demolition debris recycling to a level that could realize an increase of 20% in the region's waste reduction rate.

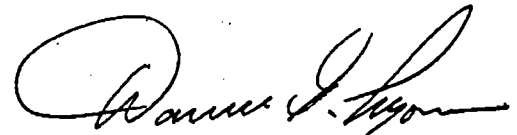
We urge you to prioritize funding designated to local governments based upon maximizing waste reduction volumes.



Clackamas County



Washington County



City of Milwaukie



City of Lake Oswego

cc: Bob Martin

attachments

Solid Waste Department

February 26, 1993

Waste Reduction Division, Reduce, Reuse, Recycle, Recover

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Division/Program Narrative**Fiscal Year 1993-94****Next Year's Division or Program (FY 1993-94)**

Examine the feasibility of adding new materials to curbside collection programs. Adding milk jugs and magazines region-wide plus mixed scrap paper, if feasible, can potentially increase the curbside recovery rate from four to five percent.

Yard debris comprises 18%-20% of MSW and about 10.5% of the waste being disposed from the Metro region. Its diversion can contribute significantly to achieving the region's recovery goals. Prior to the summer of 1992 when many of the curbside collection programs were first put in place, about 32% of the region's yard debris was being recycled. The objective of these programs is a yard debris recovery rate of 80%. If 80% recovery of yard debris is achieved, the 1991 38% recycling rate would increase by approximately five percentage points to 43%.

Provide standards and criteria for evaluating the operations of a yard debris processing facilities. Determine parameters for operation, equipment, and mitigation of environmental effects.

MULTI-FAMILY RECYCLING**History of the Program or Division (Prior to FY 1992-93)**

Throughout the Tri-County area, multi-family housing generates approximately 105,994 tons of material each year. This accounts for nearly 20% of the residential waste stream, and 7% of the total waste stream. Approximately 60,000 tons of this material is technically recoverable, though 20% is probably a more practical figure. If 20% recovery from multi-family is achieved, the 1991 38% recycling rate would increase by about half a percent.

Metro provided \$252,000 in matching grant funds for multi-family recycling containers in FY 1989-90. In FY 90-91 \$43,574 was appropriated for workshops and recycling container decals. In FY 1992-93 \$100,000 was appropriated for containers and \$17,000 for handbooks and workshops.

Current Year's Program or Division (FY 1992-93)

Develop and coordinate an education/promotion campaign to encourage owners, managers, and tenants to become involved with multi-family recycling efforts. Local governments had originally set a target for all multi-family units to be served with recycling by June of 1994. Recently that target has been reassessed and moved back to June of 1995. This program needs to be funded and promoted throughout the region to become a more visible and popular element of waste reduction and recycling efforts.

Next Year's Program or Division (FY 1993-94)

Provide local governments with technical assistance and partial funding for recycling systems in multi-family dwellings. Develop and coordinate an education/promotion campaign to encourage owners, managers, and tenants to recycle. At present about one third of apartment complexes are served with recycling stations. If all apartments are served, the region's recycling rate can potentially be boosted by another two percent.

- ▲ Coordinate multi-family promotional activities including displays, mailers, brochures, tenant workshops.
- ▲ Conduct seminars and informational meetings with property management firms and other multi-family related organizations. Coordinate manager orientation workshops with local governments.
- ▲ Manage contract for Multi-Family Inventory and Measurement Analysis.
- ▲ Manage Multi-Family Container Matching Grants. Coordinate procurement of decals.

Solid Waste Department

February 26, 1993

Waste Reduction Division, Reduce, Reuse, Recycle, Recover

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Division/Program Narrative***Fiscal Year 1993-94*****COMMERCIAL RECYCLING****History of the Program (Prior to FY 1992-93)**

The commercial sector accounts for about half of the region's solid waste generation. Office paper and cardboard comprise most of the material currently being recycled. It is estimated that of the total amount of commercial waste generated, approximately half may be technically recoverable (excluding fiber based fuel). At present, about 16 percentage points of the region's recovery rate are attributable to commercial recycling. If the percentage of commercial waste recycled were doubled, the regional total would rise from 38% to 54%.

Metro has developed a number of promotional materials dealing with commercial sector recycling. These materials range from posters, to deskside recycling boxes, to coffee mugs.

- ▲ Conducted numerous waste audits. Hosted a seminar on recycled paper and a workshop on how to perform commercial waste audits.
- ▲ Facilitated a dialogue between Fire Marshals and the recycling community on the issue of bag-and-rack systems.
- ▲ Completed a video on commercial recycling.
- ▲ Organized collection of phone books for large businesses in downtown areas.

Current Year's Program or Division (FY 1992-93)

- ▲ Use commercial recycling video as a promotional tool.
- ▲ Hold industry specific commercial recycling workshops.
- ▲ Develop peer match network to facilitate the flow of recycling information.

Next Year's Program or Division (FY 1993-94)

Motivate the commercial sector to recycle and reduce waste. The commercial 93-94 FY will focus on waste minimization and the application of reduce, reuse and recycle.

Recycling Recognition Award Program: Develop a "Recycling is Good Business" commercial recognition recycling award. Organize a promotional campaign for the program. This award program will establish standards for waste minimization that businesses must meet for recognition. The program will be a cooperative effort between Metro and local governments. Develop a brochure that explains the program and identifies companies that have been recognized.

Intern Program: Metro, on average, provides technical assistance to 125 businesses per year. The program (based upon 6 interns) will provide the opportunity to expand the consultation service to an additional 750 businesses in the region. The Intern program will also provide Metro with the opportunity to focus on industry specific waste generators. The on-going objective for FY 92-93 will be to provide comprehensive waste minimization assistance to targeted industries. This will be accomplished by using a team of specialists consisting of Metro personnel, the DEQ, local governments and community resources.

Work with PSU to establish guidelines for the Intern program, i.e., scope of work, time commitment, academic credit, program goals, and Intern recruitment. Interns will help perform waste audits for local governments and will assist in screening businesses for Recycling Recognition Award.

Solid Waste Department

February 26, 1993

Waste Reduction Division, Reduce, Reuse, Recycle, Recover

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Division/Program Narrative**Fiscal Year 1993-94**

Waste Minimization in the Work Place (Consultation Assistance Program): Utilize the 1992 waste comp study to identify waste generators for recycling and waste reduction assistance. A CAP team will provide on-site waste assessments and technical assistance to help the business reach its waste reduction goals. A waste profile specific to the industry will be developed. This profile will help similar industries plan waste reduction programs.

- ▲ Promote the business recognition award as a standard for waste minimization to CAP targeted businesses.
- ▲ Contact and speak to professional organizations, rotaries, and chambers of commerce in Washington, Clackamas, and Multnomah counties regarding the CAP program.

**PETROLEUM CONTAMINATED SOILS (PCS), CONSTRUCTION/DEMOLITION (C/D) DEBRIS,
SALVAGEABLE BUILDING MATERIALS (SBM), AND SPECIAL WASTES**

History of the Program (Prior to FY 1992-93)

Petroleum contaminated soil results from the removal of leaking underground storage tanks from service stations and other businesses that store petroleum products. For the next several years a large amount of this waste will be generated due to DEQ requirements for tank replacement. DEQ regulations do not specify how the contaminated soils are to be managed. As a result, much of these soils are simply left in piles where the petroleum either volatilizes to the atmosphere or is washed back into the soil by rain.

- ▲ Developed policies to assure effective remediation of petroleum-contaminated soils.
- ▲ Provided technical assistance to PCS Processors.
- ▲ Surveyed PCS remediation sites in cooperation with the DEQ.

Special wastes are wastes that, due to their abrasiveness, high moisture content, or non-compactibility, cannot be easily handled by transfer stations. Metro coordinated the efforts of the City of Portland, the United Sewerage Agency, and other local governments to establish a regional consolidation facility for sewage grits and screenings.

Current Year's Program or Division (FY 1992-93)

Recycling of C/D debris is a new area which Metro is largely pioneering. This program is an ongoing effort that will expand and diversify opportunities to reduce and recycle this material. Program elements include demonstration projects, dissemination of technical information, networking with the building industry, establishing a recycling infrastructure, and promotion.

- ▲ Evaluation of recycling aspects of designs for Washington County transfer station.
- ▲ Initiate and monitor a yard debris/Zoo waste compost project in cooperation with the Metro Washington Park Zoo and the City of Portland Parks Department.
- ▲ Provide technical assistance on construction site recycling to builders, remodelers and demolishers.
- ▲ Provide technical assistance to processors.
- ▲ Establish partnerships with building industry organizations to promote CDL/SBM recovery. Work with local governments, haulers, processors and end-users to further develop the CDL/SBM infrastructure.
- ▲ Develop and manage demonstration projects to refine and showcase CDL/SBM recovery techniques, including the Metro Headquarters "Resourceful Renovation" Project.

Solid Waste Department

February 26, 1993

Waste Reduction Division, Reduce, Reuse, Recycle, Recover

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Division/Program Narrative***Fiscal Year 1993-94***

- ▲ Conduct at least four technical workshops for contractors.
- ▲ Provide on-site assistance to at least ten building projects and monitor the results.

Next Year's Program or Division (FY 1992-94)

CD/SBM makes up 17% of the solid waste stream. Approximately one third of this material is presently being reused or recycled. However, it is estimated that up to 75 percent has the potential to be recovered. CD/SBM currently makes up about four percent of the region's recovery rate. If the percentage of this waste recycled were doubled from the current 33% to 66%, then the regional total would rise from 38% to 42%.

The objective of this program element is to facilitate the adoption of waste reduction measures within the construction industry. Utilize the Construction and Demolition Waste Reduction Steering Committees (made up of representatives from the building industry, hauling and processing communities) to develop, promote and critique the waste reduction programs. Utilize the results of FY 1992-93's Construction/Demolition/Land Clearing programs to establish a broader understanding of construction and demolition waste reduction techniques. Encourage implementation of waste reduction techniques on other government construction projects

- ▲ Develop an educational display and "road show" about construction/demolition waste reduction options to educate the building industry and promote the program. Include workshops and training classes for contractors, Realtors and property owners.
- ▲ Produce a technical video that shows salvaging and reuse methods, recycling construction waste and procurement of recycled content construction materials.
- ▲ Continue Metro's leadership begun on the Resourceful Renovation by including Construction waste reduction on all Metro construction projects.
- ▲ Coordinate construction/demolition waste reduction efforts with other public agencies including BEST, DEQ and local governments. Provide technical assistance.
- ▲ Challenge two private companies to incorporate construction/demolition waste reduction techniques on their building projects (Fred Meyer Stores and Portland General Electric.) Metro will provide technical assistance and publicity but not monetary support.
- ▲ Help establish a salvageable building materials waste exchange that matches material generators with potential users.
- ▲ Develop a C/D curriculum for use in vocational and apprenticeship programs.
- ▲ Develop an "Earthwise Builder" program to certify that buildings meet standard for the recycling of waste generated during their construction.
- ▲ Design source separation containers to meet the special requirements of construction site recycling.
- ▲ Work with industry organizations to help establish a resource center to serve as a focal point for developing and disseminating information about C/D waste reduction and resource efficient building techniques.

Petroleum Contaminated Soils (PCS): Monitor and evaluate the processing and disposal of petroleum contaminated soils. Continue to promote the destruction of contaminants instead of landfilling. Coordinate closely with DEQ.

- ▲ Monitor the quantities of soils received at all disposal and processing facilities.
- ▲ Provide technical assistance and resources to augment DEQ's efforts in properly managing soils.
- ▲ Provide direct mailings and follow-ups to all underground storage tank supervisors.



METRO

DATE: May 24, 1993

TO: Metro Council
Executive Officer
Interested Staff

FROM: Paulette Allen, Clerk of the Council *PA*

RE: METRO COUNCIL ACTIONS OF MAY 6, 1993 (SPECIAL MEETING)

COUNCILORS PRESENT: Presiding Officer Judy Wyers, Richard Devlin, Jim Gardner, Mike Gates, Sandi Hansen, Jon Kvistad, Ruth McFarland, Susan McLain, Rod Monroe, Terry Moore, George Van Bergen and Ed Washington.
COUNCILORS ABSENT: Deputy Presiding Officer Roger Buchanan.

<u>AGENDA ITEM</u>	<u>ACTION TAKEN</u>
1. <u>INTRODUCTIONS</u>	None.
2. <u>CITIZEN COMMUNICATIONS TO THE COUNCIL ON NON-AGENDA ITEMS</u>	None.
3. <u>EXECUTIVE OFFICER COMMUNICATIONS</u>	None.
4. <u>ORDINANCES, FIRST READINGS</u>	
4.1 Ordinance No. 93-499, An Ordinance Amending the Regional Urban Growth Goals and Objectives (RUGGO) Ordinance to Substitute MPAC for RPAC	Referred to the Planning Committee for consideration.
5. <u>RESOLUTIONS</u>	
5.1 Resolution No. 93-1755, For the Purpose of Approving the FY 1993-94 Budget and Transmitting the Approved Budget to the Tax Supervising and Conservation Committee	Adopted (Monroe/Gates; 10-2 vote; Councilors Hansen and McLain voted nay; Councilor Buchanan was absent).
6. <u>ORDINANCES, SECOND READINGS</u>	
6.1 Ordinance No. 93-484A, An Ordinance Amending Metro Code Section 7.01.020 to Modify the Excise Tax Rate	Adopted (Monroe/Van Bergen; 10-2 vote; Councilors Hansen and Moore voted nay; Councilor Buchanan was absent).

(Continued)

7. COUNCILOR COMMUNICATIONS AND COMMITTEE REPORTS

7.1 Discussion of Fact-Finding

The Council as a whole discussed fact-finding procedures and agreed a Scope of Work should be issued to procure a fact-finder to investigate complaints made by Council Department employees.

7.2 Legislative Committee Report

Presiding Officer Wyers briefed the Council on Legislative Committee discussion at its April 29 meeting. The discussion item was continued to the May 13, 1993, Council meeting for further deliberation.