



METRO

DATE: June 24, 1993
MEETING: Metro Council
DAY: Thursday
TIME: 4:00 p.m.
PLACE: Metro Council Chamber

Approx.
Time*

Presented
By

- | | | |
|-------------------------------------|--|----------|
| 4:00
(5 min.) | <ol style="list-style-type: none"> 1. <u>INTRODUCTIONS</u> 2. <u>CITIZEN COMMUNICATIONS TO THE COUNCIL ON NON-AGENDA ITEMS</u> 3. <u>EXECUTIVE OFFICER COMMUNICATIONS</u> 4. <u>OTHER BUSINESS</u> | |
| 4:05
(10 min.) | <ol style="list-style-type: none"> 4.1 Review of MERC Resolution Nos. 226 and 227 and MERC Work Plan (Action Requested: Motion to approve MERC Resolutions and Work Plan) | Gardner |
| 4:15
(5 min.) | <ol style="list-style-type: none"> 5. <u>CONSENT AGENDA</u> (Action Requested: Motion to Adopt Consent Agenda) 5.1 Resolution No. 93-1814, For the Purpose of Amending the Metro Committee for Citizen Involvement (Metro CCI) By-laws | |
| 4:20
(5 min.) | <ol style="list-style-type: none"> 6. <u>ORDINANCES, FIRST READINGS</u> 6.1 Ordinance No. 93-504, For the Purpose of Amending Metro Code Section 5.02.060 Relating to the Credit Policy at Metro Solid Waste Facilities (Action Requested: Refer to the Solid Waste Committee) 7. <u>ORDINANCES, SECOND READINGS</u> | |
| REFERRED FROM THE FINANCE COMMITTEE | | |
| 4:25
(20 min.) | <ol style="list-style-type: none"> 7.1 Ordinance No. 93-487A, For the Purpose of Adopting the Annual Budget for Fiscal Year 1993-94, Making Appropriations and Levying Ad Valorem Taxes; and Declaring an Emergency <u>PUBLIC HEARING</u> (Action Requested: Motion to Adopt the Ordinance) | Monroe |
| 4:45
(10 min.) | <ol style="list-style-type: none"> 7.2 Ordinance No. 93-494, An Ordinance Amending Ordinance No. 92-449B Revising the FY 1992-93 Budget and Appropriations Schedule for the Purpose of Adopting a Supplemental Budget, Rerecognizing the PCPA Capital and Declaring an Emergency <u>PUBLIC HEARING</u> (Action Requested: Motion to Adopt the Ordinance) | Kvistad |
| 4:55
(10 min.) | <ol style="list-style-type: none"> 7.3 Ordinance No. 93-496, An Ordinance Amending Ordinance No. 92-449B Revising the FY 1992-93 Budget and Appropriations Schedule for the Purpose of Recognizing New Grant Funds and Related Expenditures, and Transferring Appropriations within the Recycling Information and Education Division and the Planning and Technical Services Division; and Declaring an Emergency <u>PUBLIC HEARING</u> (Action Requested: Motion to Adopt the Ordinance) | Buchanan |

For assistance/services per the American with Disabilities Act (ADA), dial TDD 797-1804 or 797-1534.

* All times listed on this agenda are approximate; items may not be considered in the exact order listed.

7. ORDINANCES, SECOND READINGS (Continued)

REFERRED FROM THE FINANCE COMMITTEE

- 5:05 (10 min.) 7.4 **Ordinance No. 93-500A**, An Ordinance Amending Ordinance No. 92-449B Revising the FY 1992-93 Budget and Appropriations Schedule for the Purpose of Transferring Appropriations from Materials & Services to Capital Outlay in the Council Department to Fund Furniture Purchases PUBLIC HEARING (Action Requested: Motion to Adopt the Ordinance) Kvistad
- 5:15 (10 min.) 7.5 **Ordinance No. 93-502**, An Ordinance Amending Ordinance No. 92-449B Revising the FY 1992-93 Budget and Appropriations Scheduled for the Purpose of Transferring Appropriations within the Solid Waste Revenue Fund and the Rehabilitation and Enhancement Fund PUBLIC HEARING (Action Requested: Motion to Adopt the Ordinance) Buchanan

8. RESOLUTIONS

REFERRED FROM THE FINANCE COMMITTEE

- 5:25 (10 min.) 8.1 **Resolution No. 93-1813A**, For the Purpose of Creating a Tax Study Committee, Establishing a Scope of Work, and Confirming Appointments (Action Requested: Motion to Adopt the Resolution) Monroe
- 5:35 (10 min.) 8.2 **Resolution No. 93-1815**, A Resolution Authorizing the Execution of a Note to Evidence Metro's Obligations Under the Regional Compact Entered into with Tri-Met, Expressing Metro's Intent to Reimburse Itself Out of Bond Proceeds for Various Expenses to be Incurred in Connection with Parking Improvements at the Washington Park Zoo, and Authorizing, Establishing and Determining Other Matters in Connection Therewith (Action Requested: Motion to Adopt the Resolution) Devlin

REFERRED FROM THE SOLID WASTE COMMITTEE

- 5:45 (10 min.) 8.3 **Resolution No. 93-1789**, For the Purpose of Appointing Leslie Blaize, Theodore E. White and Torrence Royer to Three Expiring Terms on the Metro Central Station Community Enhancement Committee and Appointing Robert H. Bay to Fill a Vacancy on the Metro Central Station Community Enhancement Committee (Action Requested: Motion to Adopt the Resolution) Washington

REFERRED FROM THE PLANNING COMMITTEE

- 5:55 (10 min.) 8.4 **Resolution No. 93-1812A**, For the Purpose of Formal Recognition of Regional Emergency Management Workplan as a Guiding Document for Setting Up an Organizational Structure for Making Policy and Strategic Decisions on Emergency Management in the Region (Action Requested: Motion to Adopt the Resolution) Gates

8. RESOLUTIONS (Continued)

REFERRED FROM THE REGIONAL FACILITIES COMMITTEE

6:05
(10 min.) **8.5 Resolution No. 93-1809A**, For the Purpose of Extending the Hansen
Funding Task Force for Regional Facilities and Programs
and Associated Planning Efforts (Action Requested:
Motion to Adopt the Resolution)

REFERRED FROM THE GOVERNMENTAL AFFAIRS COMMITTEE

6:15
(10 min.) **8.6 Resolution No. 93-1818A**, For the Purpose of Approving an Gardner
Intergovernmental Agreement in the Amount of \$60,000 with
the Special Districts Association of Oregon (SDAO) to
Provide Legislative Services to Metro (Action Requested:
Motion to Approve the Resolution)

6:25
(10 min.) **8.7 Resolution No. 93-1808A**, For the Purpose of Adopting the Hansen
FY 1993-94 Pay Plan and Awarding a Cost of Living
Adjustment to AFSCME, Local 3580 and the Laborers
International Union, Local 483 Employees (Action
Requested: Motion to Adopt the Resolution)

6:35
(10 min.) **9. COUNCILOR COMMUNICATIONS AND COMMITTEE REPORTS**

6:45 **ADJOURN**

Meeting Date: June 24, 1993
Agenda Item No. 4.1

MERC RESOLUTION NOS. 226 AND 227

REGIONAL FACILITIES COMMITTEE REPORT

REVIEW OF MERC RESOLUTIONS 226 AND 227 AND MERC'S WORK PLAN

Date: June 18, 1993

Presented by: Councilor Gardner

COMMITTEE RECOMMENDATION: At its June 16, 1993 meeting the Regional Facilities Committee voted 4-0 to recommend Council approval of MERC Resolution #226, with modifications, and approval of MERC Resolution #227.

COMMITTEE DISCUSSION/ISSUES: Council Analyst Casey Short explained that the Council had referred MERC Resolutions 226 and 227 to the Regional Facilities Committee and directed the committee to return to the Council on June 24 with a specific recommendation on what direction to give MERC on said resolutions.

MERC General Manager Pat LaCrosse discussed MERC's proposal for establishing a process to strengthen MERC's marketing for ethnic/minority conventions and groups, which proposal is contained in a June 16 memo to the Regional Facilities Committee from him and Convention Center Manager Jeff Blosser. The proposal calls for creation of a five-member committee with representation from the Metro Council, MERC, and the community, with the goal of recommending a process within 60 days for improving MERC's minority marketing efforts. It further calls for MERC to hold a public hearing on the committee's report, and outlines areas for the committee to study. Following the MERC hearing, a final report will be drafted for presentation to the Metro Council.

Councilor McFarland expressed concern about including numeric goals in the project's overall goal statement.

Councilor Washington supported deletion of the reference to numeric goals. He suggested changing the language in the "Budget" section to read, "the amount to be determined," rather than "set aside." He also asked for clarification of the 60 day time line.

Mr. LaCrosse spoke first to the issue of numeric goals. He said there should be some provision in this regard because the measure of the effectiveness of a minority marketing campaign is the number of conventions and conferences booked. Establishment of a goal will provide a means to assess the program's effectiveness. Councilor McFarland suggested substituting the word "specific" for "numeric."

Councilor Gardner cited MERC Chair Sam Brooks' statements that the program should include a plan for evaluating its effectiveness. Councilor Gardner suggested the committee's charge include development of such a plan. Following further discussion, the committee agreed to incorporate into the committee's study areas the sentence, "An extensive annual review process will be undertaken with goals set and performance evaluated." (That

sentence was already included, but at the end of the report rather than in the "study areas" section.)

Councilor Washington asked for clarification regarding the effect of Council action to approve the resolutions with modifications. It was explained that upon Council approval of the modified resolutions, the resolutions would become effective. In practical terms, this would mean that the MERC General Manger would be authorized to negotiate the marketing contract with POVA and the contract with the Oregon Tourism Alliance, and that MERC would be bound to follow the process for establishing a heightened minority marketing effort as proposed.

The committee discussed the time line for the work to be done. Following consideration of different deadlines, the committee agreed that a report would be presented to MERC before its August 11 Commission meeting, at which time there would be a public hearing on the report. MERC would present its report - including modifications that might be included as a result of the hearing - to the Regional Facilities Committee on August 18. The Regional Facilities Committee would then determine whether to forward that report to the full Council on August 26 or return it to MERC for further work. Any action to implement the plan, such as issuance of Requests for Proposals, would come after Council approval of the final work plan.

Councilor Gardner moved that the Regional Facilities Committee recommend Council approval of MERC Resolution #226, with the condition that MERC follow a process to increase minority conventions and conferences booked in Portland as outlined in the June 16 memo from Messrs. LaCrosse and Blosser, as revised by the committee. Councilor Gardner also moved that the Regional Facilities Committee recommend Council approval of MERC Resolution #227, with no conditions. The Committee voted 4-0 in favor of both motions.



METRO

DATE: June 17, 1993
TO: Metro Council
FROM: Councilor Ruth McFarland
Chair, Regional Facilities Committee
RE: COUNCIL REGIONAL FACILITIES ACTION TAKEN JUNE 16, 1993 ON MERC RESOLUTION NOS. 226 AND 227 AND MERC'S PROPOSED WORK PLAN

Please be advised that at the June 16 Regional Facilities Committee meeting, the Committee made the following motions:

- 1) To recommend Council approval of MERC Resolution No. 226 subject to the following condition: That MERC shall follow a process to reach the goal of increasing minority conventions and conferences booked at the Oregon Convention Center as outlined in the June 16 memorandum (attached) from Mr. LaCrosse and Mr. Blosser as amended by the Regional Facilities Committee at this meeting, and that MERC shall report to the Regional Facilities Committee on August 18 on the outcome of the committee's work (Gardner; 4/0 vote):
- 2) To recommend that the Council approve MERC Resolution No. 227 (Gardner; 4/0 vote).

Metropolitan Exposition-Recreation Commission

R.O. Box 2746 • Portland, Oregon 97208 • 503/731-7800 • Fax #731-7870 • 777 NE Martin Luther King Jr. Blvd.

MEMORANDUM

TO: METRO/Regional Facilities Committee

FROM: Jeff Blosser, Director, Oregon Convention Center
Pat LaCrosse, General Manager - MERC

DATE: June 16, 1993

RE: *Follow-up From June 10th Metro Council/Portland Oregon
Visitors Association Contract Discussion on Minority
Marketing.*

As you know, the Metropolitan Exposition-Recreation Commission entered a process a few months ago to choose a Convention Marketing Contractor by competition. The result of that process was the choosing of the Portland Oregon Visitors Association as the main contractor for that service. At the time of its decision, May 12, 1993, the MERC did charge the MERC staff and POVA to work to increase minority conventions in Portland. Staff and POVA have been working since that time to carry out this charge.

Following MERC's decision on the contractor and while these discussions were ongoing, the Metro Council decided to review the MERC action. This review occurred on June 10th.

On June 9th, the MERC reviewed the situation and approved the appointment of a committee to review and recommend a method leading to more bookings of minority conventions.

Later, at the June 10th Metro Council review session, the issue was discussed in detail and was referred to the Regional Facilities meeting for a recommendation to be made to the Metro Council at its June 24 meeting.

In light of the testimony given on the 10th, the MERC Commissioners and staff have further refined their proposed committee as follows:

1. Goal: Increased Minority Conventions/Conferences for the Region including a specific goals and a process to reinforce the marketing effort.
2. Committee:
 - 1 - Metro Councilor appointed by Presiding officer Wyers
 - 1 - MERC Commissioner
 - 1 - OCC Director - Jeff Blosser
 - 2 - Professionals in the industry from the community

3. *Study Areas:* Suggested areas of interest much of which results from June 10th review testimony include:
 - A) Identification of additional minority/ethnic organizations for presentation including women's groups.
 - B) How to better respond positively to inquiries by minority/ethnic groups interested in Portland.
 - C) How to improve coordination of services for groups who visit Portland and who select Portland as their destination.
 - D) How to establish an ongoing method designed to reinforce Portland's niche marketing effort and related local support.
 - E) How to improve coordination with POVA.
 - F) An extensive annual review process will be undertaken with goals set and performance evaluated.
4. *Time:* August 18, 1993
5. *Support:* Staff support for the committee will be provided thru OCC staff via the director who is a committee member; it is anticipated that POVA staff will also provide support as needed.
6. *Review and Contracting -* MERC will review the final report in a Public Hearing at which testimony will be invited. The method of contracting for any work resulting from the committee will be decided by MERC after public review of the report and will include consideration of direct contracting by MERC and/or POVA or some other variation.
7. *Budget -* the amount to be set aside to fund the marketing effort resulting from the committee's work will be decided by MERC at the conclusion of the committee's work and will be based upon the committee's recommendation.

These are suggestions of ways to accomplish the goal of more minority groups selecting Portland, but are by no means the only issues to be researched. The committee will determine the final work plan.

Following MERC's review of the committee's effort, a final report will be made to the Metro Council.

We recommend that the METRO Regional Facilities committee recommend this proposal to METRO at their June 24th meeting.

PLC:JAB:dp



METRO

DATE: June 11, 1993
TO: Councilor Ruth McFarland
Chair, Regional Facilities Committee
FROM: Paulette Allen, Clerk of the Council *pa*
RE: METRO COUNCIL RECOMMENDATION ON AGENDA ITEM NO. 8.1

Please be advised that at the June 10 Council meeting after public testimony and Council deliberation on Agenda Item No. 8.1, Review of MERC Resolution Nos. 226 and 227, the following motion was unanimously adopted (Devlin/Gates; 8-0 vote):

To refer MERC Resolution Nos. 226 and 227 to the Regional Facilities Committee, and for the Committee to return to the Council on June 24, 1993, with a specific recommendation on what direction to give MERC on said resolutions.



May 21, 1993

METRO

Sam Brooks, Chair
Metropolitan Exposition-Recreation Commission
777 NE Martin Luther King Jr. Blvd.
Portland, OR 97232

Dear Mr. Brooks:

Please be advised that Councilors McFarland, Moore and I are requesting review of MERC Resolution Nos. 226 and 227 per Metro Code Section 6.01.080(b). A copy of our request for review is attached.

Roy Jay, president, Oregon Convention Visitors Service Network, Inc., has expressed concern about the RFQ process used for Resolution No. 226 and believes there is a need to include effective marketing of the Convention Center to ethnic groups. Since Resolution Nos. 226 and 227 are closely linked, we have requested review of both to consider Mr. Jay's and other concerns. We recommend that the Council review this matter, and if the Council feels further action is needed, return the resolutions to the Commission to ensure that the Commission's marketing strategy includes a program element to approach ethnic and minority markets.

Sincerely,

Ed Washington
Ed Washington
Councilor, District 11

Terry Moore
Terry Moore
Councilor, District 13

Jon Kvistad
Jon Kvistad
Councilor, District 2

Richard Devlin
Richard Devlin
Councilor, District 4

George Van Bergen
George Van Bergen
Councilor, District 6

Rod Monroe
Rod Monroe
Councilor, District 9

Sandi Hansen
Sandi Hansen
Councilor, District 12

Ruth McFarland
Councilor, District 7

Ruth McFarland
Susan McLain
Councilor, District 1

Susan McLain
Jim Gardner
Councilor, District 3

Mike Gates
Mike Gates
Councilor, District 5

Judy Wyers
Judy Wyers
Councilor, District 8

Roger Buchanan
Roger Buchanan
Councilor, District 10

c: MERC Commissioners
Jeff Blosser
Rena Cusma
Dan Cooper
Mark Williams
Roy Jay



METRO

DATE: May 18, 1993

TO: Paulette Allen, Clerk of the Council

FROM: Councilor Ed Washington *E.J.W.*
 Councilor Ruth McFarland *R.M.F.*
 Councilor Terry Moore *T.M.*

RE: MERC RESOLUTION NOS. 226 AND 227

Please be advised that Councilors Moore, McFarland and I are requesting review of Metropolitan Exposition-Recreation Commission Resolution Nos. 226 and 227. Per Metro Code Section 6.01.080(b), we are:

- 1) Requesting review of Resolution No. 226, "approval to contract with the Portland/Oregon Visitors Association for the national marketing effort for the Oregon Convention Center;"
- 2) Requesting review of Resolution No. 227, authorizing the general manager to contract with the Oregon Tourism Alliance for convention services pertaining to enhancement of marketing for the Oregon Convention Center;
- 3) We are requesting review of both resolutions to address concerns expressed by Roy Jay, president, Oregon Convention Visitors Service Network, Inc., who stated there was a need to include effective marketing of the Oregon Convention Center to ethnic groups. We recommend the following action: That the Council review this matter May 27, and if the Council feels further action is needed, return the resolutions to the Commission to ensure that the Commission's marketing strategy includes a program element to approach ethnic and minority markets.
- 4) Councilors Ed Washington, Ruth McFarland and Terry Moore may be contacted at 797-1700, 600 NE Grand, Portland, Oregon, 97232.

Please schedule Resolution Nos. 226 and 227 on the May 27 Council agenda for the Council's review and/or action.

c: Metro Council
 Metro ERC
 Jeff Blosser
 Rena Cusma
 Dan Cooper
 Mark Williams
 Don Carlson
 Casey Short
 Roy Jay



METRO

DATE: May 14, 1993

TO: Metro Council
Executive Officer

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

RE: METROPOLITAN EXPOSITION-RECREATION COMMISSION (MERC)
RESOLUTION NOS. 225, 226, 227, 228 AND 229

In compliance with Section 6.01.080 of the Metro Code, I am informing you that I received signed copies of the resolutions listed below on Friday, May 14, 1993.

- No. 225 Adopting a revised rental policy (Exhibit 1) and rental rates for the Performing Arts Center facilities (Exhibit 2)
- No. 226 Negotiating costs, approving program content and entering into an agreement with P/OVA for national marketing at the Oregon Convention Center
- No. 227 Authorizing the general manager to contract with the Oregon Tourism Alliance for convention services pertaining to enhancement of marketing for the Oregon Convention Center
- No. 228 Extending the City Center parking agreement for the management of the Oregon Convention Center parking lot for the period of July 1, 1993-June 30, 1994 and directing the Oregon Convention Center to execute any such extension of this agreement on behalf of MERC
- No. 229 Approving a personal services agreement with Coast-to-Coast Event Services, Inc., to provide specialized security for all MERC facilities

Per Metro Code Section 6.01.080(b) the Executive Officer, or three Councilors acting jointly, have ten (10) days from the resolution filing date in the Council Department to file a request for Council review of the resolutions listed above. Such requests must be received by 5:00 p.m., Monday, May 24, 1993.

Attachments: Resolution Nos. 225, 226, 227, 228 and 229

c: Don Carlson	Casey Short	Robert Freedman
Paula Paris	Neil Saling	Pam Erickson
Rich Wiley	Dan Cooper	Nancy Meyer
MERC	Jennifer Sims	Susan Lee

METROPOLITAN EXPOSITION-RECREATION COMMISSION

Resolution No. 226

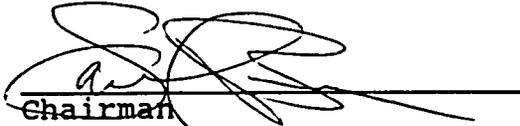
Approval to contract with the Portland Oregon Visitors Association for the national marketing effort for the Oregon Convention Center.

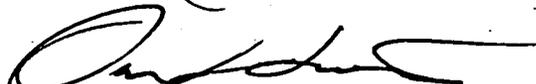
The Metropolitan Exposition-Recreation Commission finds:

1. That national marketing of the Oregon Convention Center is imperative to the success of attracting national and regional conventions and trade shows to Portland;
2. That the Portland Oregon Visitors Association is the only vendor qualified to render these necessary marketing efforts for the Center.
3. That an Agreement will be for a three year period with the budget and program content of the national marketing effort to be approved by the Commission during the budget process annually; and
4. That the Metropolitan Exposition-Recreation Commission has the authority to enter into such an agreement for the national and regional marketing of the Oregon Convention Center.

BE IT THEREFORE RESOLVED that the Metropolitan Exposition-Recreation Commission directs the General Manager to negotiate costs, approve program content and enter into an agreement with the Portland Oregon Visitors Association for national marketing of the Oregon Convention Center.

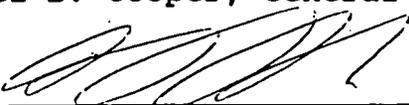
Passed by the Commission on May 12, 1993.


Chairman


Secretary-Treasurer

Approved As To form:
Daniel B. Cooper, General Counsel

By:


Mark B. Williams
Senior Assistant Counsel

MERC Staff Report

Agenda Items/Issue: National Marketing Agreement

Resolution No. 226

Date: May 6, 1993

Presented by Jeff Blosser

Background and Analysis: In order to provide national marketing for the Oregon Convention Center, an agreement was entered into by MERC and the Portland Oregon Visitors Association in 1988 and again through a formal RFQ process in 1990 as the only qualified respondent. This agreement expires in June of 1993 and with Commission approval, OCC staff solicited qualified responses for the national marketing of the Oregon Convention Center in April of 1993. Two responses were received for the national marketing.

Fiscal Impact: \$1,276,000

Discussion with Liaison Commission: OCC staff, consisting of Jeff Blosser and Debra Jeffery, along with Commissioner Mitzi Scott and a representative from the industry, Debbie Kennedy participated in the review of the national marketing responses. The group concluded, after much discussion, that the Portland Oregon Visitor Association was the only qualified respondent to the RFQ. It was further discussed that the specialty or niche marketing response by the Oregon Convention and Visitor Services Network, Inc. was very well received and comprehensive in concept and ideas. We encourage the successful bidder to work with this group in forming a specialty marketing approach for minority and ethnic markets.

Recommendation: Staff recommends that the Metropolitan Exposition-Recreation Commission approve the selection of Portland Oregon Visitors Association to provide national marketing services for the Oregon Convention Center for a three-year agreement commencing July 1, 1993 and terminating June 30, 1996. Program and budget amount to be approved through the MERC budgeting process on an annual basis.

RECEIVED MAY 14 1993

METROPOLITAN EXPOSITION-RECREATION COMMISSION

Resolution No. 227

Authorizing the General Manager to contract with the Oregon Tourism Alliance to provide convention services for groups utilizing the Oregon Convention Center.

The Metropolitan Exposition-Recreation Commission finds:

1. That quality convention services enhance the overall stay of the convention attendee, which translates into more hotel room nights;

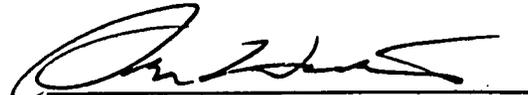
2. That such convention services also significantly add to the overall marketing of the Oregon Convention Center and the region; and

3. That these services are within the Commission's ability to contract as it pertains to the marketing of the Oregon Convention Center.

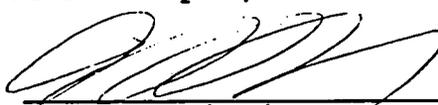
BE IT THEREFORE RESOLVED that the Metropolitan Exposition-Recreation Commission authorizes the General Manager to contract with the Oregon Tourism Alliance for convention services pertaining to the enhancement of marketing the Oregon Convention Center.

Passed by the Commission on May 12, 1993


Chairman


Secretary-Treasurer

Approved As To Form:
Daniel B. Cooper, General Counsel

By: 
Mark B. Williams
Senior Assistant Counsel

MERC Staff Report

Agenda/Items/Issue: Convention Services Hospitality Training - Oregon Convention Center.

Resolution No. 227

Date: May 6, 1993

Presented by Jeff Blosser

Background and Analysis: The overall marketing of the Oregon Convention Center was broken down into two distinct parts for this RFQ process -- National Sales and Marketing -- Convention Services/Hospitality Training. Review committee reviewed the RFQ for Convention Services and Hospitality Training to determine the qualifications of those who submitted proposals. Three proposals were submitted for Convention Services and four for Hospitality Training. After discussing the proposals, it was concluded that only Oregon Tourism Alliance was qualified to perform the necessary convention services items and that all four respondents would be solicited to further explain their ideas and costs for hospitality training through a formal RFP process.

Fiscal Impact: \$100,000

Discussion with Commission Liaison: Staff (Jeff Blosser, Debra Jeffery), Commissioner Mitzi Scott and Debbie Kennedy reviewed the submitted responses and made selections based upon the criteria in the RFQ.

Recommendations: Staff recommends that the Metropolitan Exposition-Recreation Commission approve the staff conclusions that OTA be awarded this Convention Services Contract and that a formal RFP process be developed which would include the four respondents to the Hospitality Training RFQ who meet the qualifications.

Meeting Date: June 24, 1993
Agenda Item No. 5.1

RESOLUTION NO. 93-1814

GOVERNMENTAL AFFAIRS COMMITTEE REPORT

RESOLUTION NO. 93-1814, AMENDING THE METRO COMMITTEE FOR CITIZEN INVOLVEMENT (METRO CCI) BYLAWS

Date: June 18, 1993

Presented by: Councilor Gates

COMMITTEE RECOMMENDATION: At its June 17, 1993 meeting the Governmental Affairs Committee voted 4-0 to file Resolution No. 93-1814 with the Council Clerk and recommend its adoption by the Council. Voting were Councilors Gates, Gardner, Hansen, and Moore. Councilor Wyers was excused.

COMMITTEE DISCUSSION/ISSUES: Metro CCI Chair Gail Cerveny presented Draft Resolution No. 93-1814. She summarized the changes in the bylaws the CCI recommended. Those included a revision to Article IV, Section 2, clarifying Metro Councilor involvement in the selection process for CCI members. Councilor Gates asked if the CCI had covered this change with Councilor Buchanan. Ms. Cerveny said the only item Councilor Buchanan had requested that was not included in these amendments was a statement that, "no nomination shall be forwarded until the Metro Council has had a reasonable opportunity to communicate with the Chair and members of the committee." She said this was not included because the CCI felt that issue was already addressed in another amendment (the new sentence at the bottom of page 5 of Exhibit A), and that the CCI thought it should be a matter for full Council consideration whether to hold up a nomination to CCI.

Councilor Gardner asked Ms. Cerveny to clarify the term "reasonable opportunity" in Section 2c. Ms. Cerveny said a period of two weeks could be considered reasonable. Councilor Gardner said he thought this wording was ambiguous and had the potential to cause problems, but he said he would not offer an amendment to the language because CCI has considered this language and approved it.

Other amendments, in Sections 2c, 2d, 4b, and 4c, were characterized as housekeeping, and there was no committee discussion of them.

Councilor Moore thanked Ms. Cerveny for her work and the work of the Committee for Citizens' Involvement in responding to the Council's request that they consider these bylaws changes.

BEFORE THE METRO COUNCIL

FOR THE PURPOSE OF AMENDING)	RESOLUTION NO. 93-1814
THE METRO COMMITTEE FOR CITIZEN)	
INVOLVEMENT (METRO CCI) BYLAWS)	Introduced by the
)	Governmental Affairs
)	Committee

WHEREAS, The Metro Council adopted the Regional Urban Growth Goals and Objectives (RUGGOs) on September 26, 1991 by Ordinance 91-418B; and

WHEREAS, A partnership is described therein between Metro, citizens, cities, counties, special districts, school districts, and state and regional agencies to work together in this planning process; and

WHEREAS, Implementation of that partnership is intended to occur, in large part, through the Regional Policy Advisory Committee (RPAC), established by Resolution No. 91-1489B on September 26, 1991; and

WHEREAS, Citizen Participation is included in the RUGGOs as the first objective under Goal 1, the Regional Planning Process; and

WHEREAS, Objective 1.1 states that Metro shall establish a Regional Citizen Involvement Coordinating Committee (RCICC) to assist with the development, implementation and evaluation of its citizen involvement program and to advise the Regional Policy Advisory Committee regarding ways to best involve citizens in regional planning activities; and

WHEREAS, a committee was formed to draft, develop, solicit comments upon, and revise, a set of bylaws to establish the

RCICC; and

WHEREAS, These bylaws identify the committee as the Metro Committee for Citizen Involvement (Metro CCI); and

WHEREAS, These bylaws have been adopted by the Metro Council by Resolution No. 92-1580A on May 28, 1992; and

WHEREAS, Per Article VII, Section (1) of the Metro Committee for Citizens Involvement bylaws, any amendment proposed by the committee must be ratified by a two-thirds vote of the full membership of the Metro CCI and a majority vote of the Metro Council; and

WHEREAS, These bylaws were amended on March 26, 1993 by Resolution No. 93-1787; and

WHEREAS, the Metro Committee for Citizens Involvement has forwarded additional amendments to the bylaws; and now, therefore,

BE IT RESOLVED,

That the Metro Council hereby ratifies the recommended amendments to the Committee for Citizens Involvement bylaws as outlined in Exhibit A attached to this resolution.

ADOPTED BY THE METRO COUNCIL this _____ day of _____, 1993.

Judy Wyers, Presiding Officer

EXHIBIT A

METRO COMMITTEE FOR CITIZEN INVOLVEMENT (METRO CCI) BYLAWS

Revised June 24 1993
(~~March 26, 1993~~)

Article I
NAME

This committee shall be known as the METRO COMMITTEE FOR CITIZEN INVOLVEMENT (METRO CCI).

Article II
GEOGRAPHICAL AREA

The area served by this committee shall be the entire area within the boundaries of Clackamas, Multnomah and Washington Counties.

Article III
MISSION AND PURPOSE

Section 1. It is the mission of the Metro CCI to advise and recommend actions to the Metro Council on matters pertaining to citizen involvement as Metro creates and implements a participatory regional planning partnership to address areas and activities of metropolitan significance. The Metro CCI will encourage citizen participation by a broad cross-section of the community and will provide or facilitate a direct line of communication between citizens and Metro and between existing citizen involvement groups and Metro.

Section 2. The Metro CCI is a permanent committee and was established by Metro (Ordinance No. 91-418B). The Metro CCI will serve as the officially recognized citizen participation resource committee committed to the success of citizen participation in the Metro regional planning process. The Metro CCI will evaluate the citizen involvement process and promote the expansion of citizen involvement at Metro. The Metro CCI will assist Metro in complying with LCDC goals regarding citizen involvement.

Section 3. In order to facilitate effective citizen involvement in the planning and development of all matters affecting the quality of life and the livability of the Tri-County community, the Metro CCI shall assist Metro to:

a. Provide a citizen involvement process during the development and review of Metro's regional planning activities, including implementation of the Regional Urban Growth Goals and

Objectives (RUGGO), development of new functional plans, and periodic review of the region's urban growth boundary.

b. Develop opportunities for citizens to become involved in a forum for identifying and discussing areas and activities of metropolitan significance.

c. Involve the citizens of all cities and counties within the Tri-County area in the process for the development and implementation of regional growth management strategies.

d. Coordinate citizen involvement activities associated with the Joint Policy Advisory Committee on Transportation (JPACT) so that citizen involvement in regional transportation planning is linked and consistent with citizen involvement in regional growth management efforts.

e. Coordinate with existing citizen involvement organizations to ensure the existence of a citizen involvement process (1) to allow review and comment on the regional land use and growth management issues affecting or affected by local comprehensive plans or plans of state and regional agencies, and (2) during the discussion of land use and growth management issues of regional or subregional significance.

f. Provide a citizen involvement process if coordinating links with Vancouver and Clark County, Washington, and other parts of the State of Oregon are established by Regional Policy Advisory Committee (RPAC) or Metro to address land use and growth management issues of common interest.

g. Develop programs that educate and inform Tri-County citizens about citizen involvement in the regional planning partnership.

h. Develop programs for public notification about citizen involvement on specific Metro or regional issues and activities.

i. Promote and advertise citizen involvement opportunities to be used by Metro and Metro staff.

Section 4. Additionally, with the assistance of Metro staff, the Metro CCI shall:

a. Work with Metro staff in planning and participating in the annual Metro growth conference.

b. Report regularly (at least twice annually) to local citizen involvement groups on the proposals and actions of the Metro CCI, RPAC, JPACT and Metro.

c. Confer with Metro and Tri-County officials about ways to enhance citizen involvement.

d. At the request of a member, review and evaluate the citizen involvement process on a specific Metro or regional issue and, upon a majority vote of the Metro CCI, report to the Metro Council on its evaluation.

e. Review and evaluate Metro's citizen involvement program and budget annually and report to the Metro Council on its evaluation.

Article IV
MEMBERSHIP

Section 1. Composition of the Metro CCI

a. The Metro CCI shall have nineteen (19) members. Each member position shall have an alternate. Membership shall consist of:

1) One (1) representative from each of the thirteen (13) Metro Council Districts (for a total of 13);

2) One (1) representative from each of the areas outside of the Metro District boundaries of Clackamas, Multnomah, and Washington Counties (for a total of 3);

3) One (1) representative from each of Clackamas County's Committee for Citizen Involvement (CCI), Multnomah County's Citizen Involvement Advisory Committee (CIAC) and Washington County's Committee for Citizen Involvement (CIC) (for a total of 3).

b. A Metro staff member shall act as a non-voting advisor for the Metro CCI.

c. Members and alternates shall not be elected officials.

d. Alternates for each member shall be appointed to serve in the absence of the regular members (and shall be encouraged to attend meetings on a participatory but non-voting basis).

e. Members (or designated alternates) shall be expected to represent the interests of their constituency at all meetings of the Metro CCI.

Section 2. Membership Selection Process

Members and alternates for the Metro CCI will be appointed using the following process:

a. Metro, Committees for Citizen Involvement (CCIs) and County Planning Organizations (CPOs) will advertise openings on the Metro CCI to citizens of the region, utilizing ads, mailings, etc. but, at a minimum, recognized neighborhood associations and citizen participation organizations. Interested existing citizen organizations will be asked to nominate members and alternates to the Metro CCI. Applications shall include a statement of interest, a community service resume, a statement of commitment signed by the applicant and, if possible, a nomination by an existing citizen organization.

b. Metro will collect the applications and sort them by county and distribute them to each county citizen involvement committee.

c. The CCI/CIAC organizations from each county shall **meet to review the nominations and select the members and alternates from that pool of applicants. Each Metro Councilor shall be invited and be given a reasonable opportunity to attend the meeting and participate in the selection process for nomination of the representative from their district. If a Councilor is unable to attend the meeting, he or she may communicate oral or written comments to the chair and members of the committee prior to the meeting of the CCI/CIAC.** Separately, each County CCI/CIAC shall

appoint their representative and alternate to the Metro CCI. In the case of overlapping jurisdictions the county with the greatest population in the district will convene a meeting of the county CCI/CIACs affected and make the nomination.

(Article IV, Section 2 (c) amended by Metro Res. No. 93-1814)

d. One nomination for each of the 38 positions shall be forwarded to the Metro Council for appointment to the Metro CCI. Nominations shall be ~~confirmed or not confirmed~~ [accepted or rejected] by the Metro Council. If a nomination is ~~not confirmed~~ [rejected], it shall be returned to its originating body for a subsequent nomination.

(Article IV, Section 2 (d) amended by Metro Res. No. 93-1814)

Section 3. Duties

The duties of each member and alternate shall be to implement the Mission and Purpose of the Metro CCI as stated in Article III of these bylaws.

Section 4. Tenure

a. Each Metro CCI members's term and alternate's term of appointment shall be three years, except during the initial period as stated in Section 4(b) of these bylaws. Members seeking reappointment cannot participate in their own selection process.

b. Metro CCI positions will be numbered from one to nineteen as follows:

Metro CCI Positions Corresponding to Metro Council Districts:

Metro CCI Position #1:	Council District #1
#2:	#2
#3:	#3
#4:	#4
#5:	#5
#6:	#6
#7:	#7
#8:	#8
#9:	#9
#10:	#10
#11:	#11
#12:	#12
#13:	#13

County Positions Outside Metro District Boundaries:

#14:	#14 (Clackamas Co.)
#15:	#15 (Multnomah Co.)
#16:	#16 (Washington Co.)

County Citizen Involvement Committee Positions:

#17:	#17 (Clackamas Co.CCI)
#18:	#18 (Multnomah Co.CIAC)
#19:	#19 (Washington Co. CCI)

For the first three year term, membership will be staggered as follows:

One Year #4, #5, #8, #11, #13, #16, #18

Two Year #2, #7, #10, #15, #17

Three Year #1, #3, #6, #9, #12, #14, #19

(Article IV, Section 4 (b) amended by Metro Res. No. 93-1814)

c. Members will be expected to attend all regularly scheduled meetings and special meetings. Unexcused absence from regularly scheduled meetings for three (3) consecutive months shall require the Chair to declare a vacancy in the position. The designated alternate shall be appointed to fill the unexpired term of the member and a new alternate shall be ~~nominated~~ ~~[appointed]~~ by the original ~~nominating~~ ~~[appointed]~~ body.

(Article IV, Section 4 (c) amended by Metro Res. No. 93-1814)

Article V OFFICERS AND DUTIES

Section 1. Officers

a. The Officers of the Metro CCI shall be a Chair and Vice Chair to be elected by a majority vote of the members present at the first meeting and annually in June thereafter. The Chair shall set the agenda, preside at all meetings and shall be responsible for the expeditious conduct of the Metro CCI's business. In the absence of the Chair, the Vice Chair shall assume the duties of the Chair. Both the Chair and the Vice Chair are entitled to vote on all issues, except their own reappointment to the Metro CCI.

b. Metro shall provide a staff member to serve as Recording Secretary for the Metro CCI. The Recording Secretary shall be a non-voting member of the Metro CCI and the Steering Committee.

c. The Chair, Vice Chair and three additional Metro CCI members elected by a majority vote of the Metro CCI members present at the first meeting and annually in December thereafter, will serve as the Steering Committee for the Metro CCI. The Metro CCI shall attempt to elect a Steering Committee that is broadly representative of the geographic areas and interests of the total membership of the Metro CCI. The Steering Committee may act in an emergency or temporary manner for the Metro CCI, but such actions shall be reviewed by the Metro CCI at the next regular meeting.

Section 2. Term of Office

Officers and Steering Committee members shall hold office for a period of one year, from January 1 through December 31 corresponding to the calendar year.

Article VI
MEETINGS, CONDUCT OF MEETINGS AND QUORUM

Section 1. Regular meetings of the Metro CCI shall be held monthly at a time and place established by the Chair, after consultation with the membership. Special or emergency meetings may be called by the Chair or a majority of the members of the Metro CCI polled by the Recording Secretary.

Section 2. Notice

a. Notice, agenda and draft minutes of all regular meetings shall be mailed by the Recording Secretary to all members and alternates of the Metro CCI at least five (5) regular business days before such meetings.

b. Metro shall maintain a mailing list of persons and organizations who have expressed their interest in citizen involvement and the Metro CCI. Notice of Metro CCI meetings shall be mailed to everyone who has asked to be on that list.

Section 3. A majority of the members (or designated alternates) shall constitute a quorum for the conduct of business. The act of a majority of those present at meetings at which a quorum is present shall be the act of the Metro CCI.

Section 4. Subcommittees may be appointed by the Chair.

Section 5. All meetings shall be conducted in accordance with Robert's Rules of Order, Newly Revised.

Section 6. The Metro CCI may establish additional rules of procedure as deemed necessary for the conduct of business.

Section 7. Metro shall provide staff to handle Metro CCI business, correspondence and public information. Other Metro resources may be called upon as necessary.

Section 8. The Recording Secretary shall prepare formal minutes of meetings for distribution at the next regular meeting subject to Metro CCI approval. Metro shall keep on file all minutes, as well as, a current roster of members and any other records of the Metro CCI's actions as necessary and appropriate. Approved minutes shall be forwarded to Metro Council.

Article VII
AMENDMENTS

Section 1. Amendment and Repeal of Bylaws

These by-laws may be amended by a two-thirds vote of the full membership of the Metro CCI and a majority vote of the Metro Council. Written notice of proposed amendment or repeal and the nature thereof shall have been given to the membership of the committee at least one consecutive month prior to the date of the

meeting at which the amendments are to be considered.

Section 2. Review of Bylaws

Bylaws will be reviewed at least every three (3) years. The first review shall occur no later than 1995. Written notice of such review shall be provided before the review.

Staff Report

CONSIDERATION OF RESOLUTION 93-1814, FOR THE PURPOSE OF CHANGING
THE METRO COMMITTEE FOR CITIZEN INVOLVEMENT (METRO CCI) BYLAWS.

Date: June 10, 1993

Presented by: Judy Shioishi

Background.

The Metro Council adopted the Regional Urban Growth Goals and Objectives (RUGGO) on September 26, 1991, which included citizen participation as the first objective under Goal 1, the Regional Planning Process.

The Metro Committee for Citizen Involvement (Metro CCI) bylaws were created by committee of representatives from various city and county citizen involvement groups in early 1992. Since that time the committee has been formed, and has met six times.

This resolution contains the second set of changes to the bylaws, the first changes were ratified in March.

In the first round of the selection process to fill the membership, one of the county citizen involvement groups neglected to include Councilors in the meetings to forward names for membership. This was recognized as an oversight, as the bylaws committee and the Council had been explicit in discussing "Councilor participation" in this process. The Council asked that the process be repeated, and in the second round, Councilors were invited. One Councilor was unable to participate, although both the county group and the Councilor had made significant attempts to arrange a meeting.

The Governmental Affairs Committee informally discussed the issue and forwarded a recommendation for a change to the bylaws which re-emphasized the need for Councilor Participation.

The Metro CCI has since discussed and forwarded the attached changes for the Governmental Affairs Committee's review and consideration.

Meeting Date: June 24, 1993
Agenda Item No. 6.1

ORDINANCE NO. 93-504

STAFF REPORT

CONSIDERATION OF ORDINANCE NO. 93-504 FOR THE PURPOSE OF AMENDING METRO CODE SECTION 5.02.060 RELATING TO THE CREDIT POLICY AT METRO SOLID WASTE FACILITIES.

DATE: June 16, 1993

Presented by: Jennifer Sims

PROPOSED ACTION

To amend the Metro Code Section 5.02.060, relating to the Credit Policy at Metro Solid Waste facilities.

FACTUAL BACKGROUND AND ANALYSIS

The Ordinance repeals existing Metro Code Section 5.02.060 and replaces it with new language.

1. Clarification of Credit Terms. Section 5.02.060 provides the terms by which Metro extends credit to commercial disposal customers. Presently the Code must be carefully read to understand the actual past due status of an account. The Code states that an account is thirty days past due as defined as the day after the due date of the present billing. Exhibit A shows the present definitions in the Code and the proposed changes. The collection agency that Metro uses recently was ruled against in an arbitration hearing while attempting to collect unpaid finance charges, due to the unclear wording in the Code. The arbitrator stated in a letter to the court, "... I find and hold plaintiff's case to be unproved because the meaning and application of Metro's finance charges as described in both Section 5.02.060 of its Code and in its charging documents are too vague and uncertain to be enforceable." This ruling was successfully appealed. However, the arbitrator's concerns have merit, and are properly addressed by the proposed Ordinance.
2. A major proposed change to the Code proposed by Ordinance No. 93-504 is to assess the finance charge at 15 days after the due date rather than 30 days after the due date. The new terms more closely match industry standards in relation to finance charges, offset the costs of collection on those accounts that do not pay in a timely manner, and reduce Metro's overall risk by encouraging lower balances with timely payment.

Dun and Bradstreet, a national credit reporting agency, provides "industry standard" information. Dun and Bradstreet compiles information by examining the financial statements of many like companies, usually over 200, and combining financial information on operating results. Metro's customer base has an average medium collection period of 32.8 days. This collection period is the time, from billing, it takes commercial haulers using Metro solid waste facilities to collect their accounts receivable. Metro's average collection period is 46 days, indicating more liberal terms on our accounts receivable than that of haulers using our facilities. It is anticipated that the

changes contained in Ordinance 93-504 will bring Metro's "turn days" closer to our customers' turn days.

On the 10th day of the month, Metro sends a statement to disposal customers covering all charges made through the last day of the previous month. This billing is due the last day of the month in which it is billed. Exhibit A follows a billing from charges made to the various stages of delinquency. A customer's charges in February are billed March 10th and are past due on April 1st, and a finance charge is assessed May 1st. On the 15th of the month following the billing (in this example April 15), a letter is sent to the customer indicating its account is past due. One week after the letter is sent, the customer is contacted by phone. These efforts generally bring in these past due funds; however, Metro is not compensated for the extra cost of following up on these past due accounts. The proposed credit changes will place the burden of collection costs on the past due customers who cause the extra collections. During the month of January 1993 we would have billed an additional \$13,820.76 in finance charges if the proposed credit terms were in place. (It is likely, however, that approximately \$9,000 of the finance charges would never be assessed as the customer would have paid earlier.) Fifty-seven letters were sent and approximately 40 phone calls were required to collect the funds.

Besides our lack of compensation, many accounts pay late to benefit their cash flow. Approximately \$600,000 out of a total of approximately \$5,000,000 in accounts do not pay until just before a finance charge is going to accrue. This does not seem to be a matter of lack of funds, but rather cash planning on the part of these accounts. Shortening of this term will allow Metro to collect the funds in a more timely manner, increasing Metro's overall cash flow and ability to make investment earnings on collected funds. In the above example, if we would collect the \$600,000 fifteen days earlier every month, the annual additional investment potential at 4% yield would be \$11,835.62.

Other minor changes to the Code clarify the actual due date. Some accounts had been mailing their payments on the due date, assuming it is acceptable to do so and still avoid finance charges. To clear up this confusion, the proposed changes require that payments must be in the Finance and Management Information office during business hours, or, if delivered by mail, be received in Metro's mail room on the due date.

In conjunction with these changes, the Credit Manager has drafted a new credit application. Under the Executive Officer's authority to implement prudent credit policies, all Metro customers will be asked to complete and return these new credit applications if they wish to maintain a credit account with Metro. These new credit applications have clearly defined terms to ensure enforceability of all of Metro's credit policies. In addition, for the first time Metro will ask for the personal guaranty of any stockholder who owns more than 10% of the company. With the company mergers that occurred when Portland franchised, Metro has greater risk than before franchising. These new companies all appear to be organizing as corporations, limiting the liability to the stockholders. If the company goes bankrupt, without the personal guaranty of the stockholders, Metro is left with a bad debt and no recourse to the stockholder. The last major

Staff Report - Ordinance No. 93-504

June 16, 1993

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change to Metro's credit policy was made in 1988 at which time tip fees were much smaller. Most recent credit losses experienced by Metro, including the loss from failure of Sunflower Recycling, stem from not having recourse to the company's stockholders.

The changes and modifications in the proposed Ordinance will maintain at an acceptable level the risk to Metro extending credit to commercial accounts.

EXECUTIVE OFFICER'S RECOMMENDATION

The Executive Officer recommends approval of Ordinance No. 93-504.

Attachments: Exhibit A - Billing/Past Due Timeline
Proposed Ordinance 93-504
Exhibit B - Old Code Section 5.02.060
Exhibit C - Credit Application Package

KF:rs
c:\a\93-503.SR

BEFORE THE METRO COUNCIL

FOR THE PURPOSE OF AMENDING)
METRO CODE SECTION 5.02.060)
RELATING TO THE CREDIT POLICY)
AT METRO SOLID WASTE FACILITIES)

ORDINANCE NO. 93-504
Introduced by Rena Cusma,
Executive Officer

Whereas, Code Section 5.02.060 is the basis for credit policy at Metro solid waste disposal facilities; and

Whereas, Current Metro credit policy allows payments to be made substantially past due without penalty; and

Whereas, Current Metro credit policy allows companies to routinely pay charges late, thus obtaining from Metro an interest free loan; and

Whereas, Because many of Metro's credit accounts are quite large, it is important to discourage routine late payments and decrease Metro's exposure to loss due to eventual nonpayment of charges due; now, therefore,

THE METRO COUNCIL ORDAINS AS FOLLOWS:

Metro Code Section 5.02.060 is repealed, and the following section is adopted in lieu thereof:

"5.02.060 Credit Policy at Metro Solid Waste Disposal Facilities:

(a) Disposal charges, including all fees and taxes, may be paid at the time of disposal in cash, by credit card, or by guaranteed check, or may be paid under Metro's credit policy. No credit shall be granted to any Person prior to approval of a credit application in a form or forms provided by Metro.

(b) The Executive Officer shall establish and maintain appropriate credit requirements for new and existing accounts, designed to diminish Metro's risk of loss due to nonpayment. Existing account holders may be required to make new application for credit or provide additional guarantees, as deemed necessary or prudent by the Executive Officer.

(c) Account charges shall accrue on a monthly basis. Statements will be mailed on or about the tenth day of the month, for disposal services rendered in the prior month. A statement must be paid no later than the last business day of the month in which it is mailed, and is considered past due thereafter. A payment shall under no circumstances be considered

received by Metro unless it is delivered personally to the Metro Department of Finance and Management Information during business hours or, if delivered by mail, is received in Metro's mail room.

(d) Interest of one and one-half percent per month (18 percent per annum) shall begin to accrue on all past due charges on the fifteenth day of the month following the month in which a statement is mailed. Interest will accrue only on unpaid past due balances, and not on previously accrued interest. Finance charges will continue to be assessed on negotiated repayment schedules. Payments will be applied first to finance charges and then to the oldest amount past due.

(e) An account that is fifteen days past due may be placed on a cash only basis, until all past due charges and interest are paid. Facility access may be denied to a Person whose account is past due and unpaid for 30 days. A decision to place an account on a cash only basis or deny facility access shall be at the discretion of the Director of the Department of Finance and Management Information.

(f) A credit customer that sells, terminates, or makes a substantial change in the scope of its business after its application for credit has been approved, must notify Metro immediately. Failure to provide the notice required by this subsection may result in termination of credit at Metro facilities pending reapplication for credit.

(g) The Department of Finance and Management Information may adjust accounts receivable and reverse finance charges in accordance with prudent credit practices. Adjustments over \$500 shall be reported to the Council in writing on a monthly basis, and adjustments over \$10,000 shall require Council approval.

(h) The Executive Officer may end pursuit of an account receivable, consistent with prudent credit practices, when the likelihood of collecting does not justify further collection costs. Such action shall be reported to the Council in writing on a monthly basis when the amount exceeds \$500, and amounts over \$10,000 shall require Council approval."

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

Judy Wyers, Presiding Officer

ATTEST:

Clerk of the Council

ds 1116a

"EXHIBIT A"

BILLING/PAST DUE TIMELINE

Code Definitions	Code Dates	Actual Days after billing/last monthly charge	Proposed Change
FEBRUARY CHARGES MADE	Month of February		
Billing Mailed	March 10th		
Billing Due	March 31st	20 days/30 days	
"30 Days Past Due"	April 1st	1 day after billing due date/31 days	"Past Due"
"45 Days Past Due"	April 15th	Can place cash only. 15 days after billing due date/45 days	Can place cash only. Finance Charge "15 Days Past Due"
"60 Days Past Due"	May 1st	Can deny access. Max. 31 days after billing due date/61 days	Can deny access. "30 Days Past Due"

AGING EXAMPLE

PAST DUE CATAGORY	Under 30	31-59	60-89	OVER 90
CHARGE ORIG. DUE	3/31/93	2/28/93	1/31/93	12/31/93
CHARGE ORIG. INCURRED	Feb-93	Jan-93	Dec-93	Nov-93 and before

5.02.060 Payment of Disposal Charges and Surcharges; Credit Policy:

(a) Disposal charges and out-of-state surcharges established pursuant to Sections 5.02.020, 5.02.025 and 5.02.055 of this chapter may be paid in cash, by credit card, or guaranteed check at the time of disposal, or may be paid pursuant to the credit policy established in this section.

(b) For purposes of this section, the following definitions shall apply:

- (1) Account charges are "due" on or before the last day of the month billed and are "past due" thereafter.
- (2) Account charges are "30 days past due" on the first day of the month following billing.
- (3) Account charges are "45 days past due" on the fifteenth day of the month following billing.
- (4) Account charges are "60 days past due" on the first day of the second month following billing.

(c) Persons wishing to dispose of solid waste at Metro disposal facilities on a credit basis shall be required to first submit and have approved an application for credit on a form provided by Metro. That application shall include such provisions as the Metro Executive Officer deems necessary to secure prompt payment. Approval shall be consistent with prudent credit practices.

(d) A finance charge of one and one-half (1-1/2) percent per month (18 percent per annum), computed from the date an account becomes thirty (30) days past due, will be assessed on all accounts which become sixty (60) days past due and will be added to the oldest months charges past due. Finance charges will continue to be assessed on negotiated repayment schedules.

(e) Accounts 45 days past due may be placed on a "cash only" basis until the account is paid in full or brought to within 30 days past due. If an account is allowed to become 60 days past due, permission to dispose of waste at the facility may be denied until the account and finance charges are paid in full.

(f) If, pursuant to subsection (e) of this section, an account is placed on a "cash only" basis more than once during any consecutive 12-month period, or if service is denied because the account is allowed to become 60 days past due, the account may be required to submit a new application for credit. Such new application must be accompanied by a satisfactory payment

Credit Application Package

Thank you for your interest in a Credit Account with the Metro. Attached is the documentation necessary to apply for a credit account. The application must be completely filled out and signed by an authorized signer of your company.

If your company is a Corporation, all stockholders owning 10% or more of the Company's stock must sign a personal guaranty form.

The terms of credit accounts are fully outlined in the attached section 5.02.060 of the Metro Code and copy of Executive Order No. _____

Thank you again for your interest in a credit account with Metro. We look forward to doing business with you.

Karen L Feher
Credit Manager

PERSONAL GUARANTY

Exhibit C

DRAFT

Guarantor

Street

City, State, Zip

Name of Company for Which Guaranty is
Extended (herein "Company")

In consideration for the extension of credit by the Metro to the Company, Guarantor makes the following guaranty:

I personally guaranty and bind myself to pay to Metro, on demand, any sum that the Company is obligated to pay Metro and has failed to pay. I understand that regardless of the ownership of the Company, I will continue to be liable under this guaranty until Metro receives written notice from me terminating this guaranty.

Termination of this guaranty shall not extinguish my obligation to pay charges incurred prior to termination. I hereby waive notice of non-payment and default, and consent to any modification or renewal of the credit agreement hereby guaranteed.

(Type or Print Name)

(Signature)

(Witness or Notary)

(Address)



CREDIT APPLICATION

NOT VALID UNTIL SIGNED BY AUTHORIZED METRO PERSONNEL

METRO

600 NORTHEAST GRAND AVE
PORTLAND, OR 97232 2736
TEL 503.797-1700

DATE: _____

The following information is provided for the purpose of obtaining credit and, if granted, continuing to maintain credit from the Metropolitan Service District (Metro). Metro is authorized to contact the references listed below and any other source of credit information that Metro deems reasonable for the purpose of gathering credit information related to this application and disseminating credit information pursuant to credit inquiries.

THE PERSON(S) SIGNING THIS APPLICATION CERTIFY THAT ALL OF THE INFORMATION CONTAINED IN THIS APPLICATION AND ANY ATTACHMENTS IS TRUE AND CORRECT TO THE BEST OF THEIR INFORMATION, KNOWLEDGE AND BELIEF.

EXACT LEGAL NAME OF BUSINESS: _____

PHONE: (____) - _____ FAX NUMBER: (____) - _____

BILLING ADDRESS: _____ CITY _____ STATE _____ ZIP _____

STREET ADDRESS: _____ CITY _____ STATE _____ ZIP _____

DATE BUSINESS ESTABLISHED: _____

CHECK LEGAL STATUS: PROPRIETORSHIP _____ PARTNERSHIP _____ CORPORATION _____

IF INCORPORATED: STATE OF INCORPORATION: _____ REGISTERED AGENT: NAME: _____

ADDRESS: _____ PHONE: (____) - _____

<u>OWNER/OFFICERS NAME(S)</u>	<u>TITLE</u>	<u>SSN</u>	<u>HOME ADDRESS</u>	<u>HOME PHONE</u>
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____

Anticipated credit usage per month \$ _____ (If over \$10,000 attach Financial Statement)

TYPE OF BUSINESS: _____ BUSINESS LICENSE NUMBER _____

Do you do business within the Portland city limits? Yes _____ No _____

LIST OF ALL FRANCHISES CURRENTLY HELD, IF ANY: _____

CREDIT/TRADE REFERENCES:

<u>NAME</u>	<u>ADDRESS</u>	<u>CITY/STATE</u>	<u>PHONE NUMBER</u>
1. _____	_____	_____	_____
2. _____	_____	_____	_____
3. _____	_____	_____	_____
4. _____	_____	_____	_____
5. _____	_____	_____	_____

(continued on reverse)

BANK REFERENCE:

Signing of this application authorizes the release of credit information for the purpose of obtaining commercial credit.

BANK: _____ ACCOUNT OFFICER: _____

CHECKING ACCT. # _____ SAVINGS ACCT. # _____

BANK ADDRESS: _____ PHONE # (____) - _____

BORROWING RELATIONSHIP: _____

Identify all vehicles that you request be billed to your account: (If the space provided is insufficient, please attach separate sheet)

VEHICLE DESCRIPTION

LICENSE NO.

CONDITIONS OF CREDIT:

The undersigned agree(s) as follows:

1. This application is a request to obtain solid waste disposal services on an account basis. No loans are being extended under this arrangement. All disposal charges are due and payable upon issuance of a billing statement by Metro. Finance charges are penalties for failure to pay disposal charges when due and payable.
2. If monthly credit in excess of \$10,000 is requested, a copy of the undersigned company's most recent financial statement is attached to this application. If required by Metro, a personal guaranty or guaranties are also attached.
3. Solid waste disposal on a credit basis under this agreement is controlled by the credit policy for Metro Solid Waste Disposal Facilities, which policy is subject to revision. On behalf of the individual or business entity entering this agreement, I acknowledge receipt of a current copy of that credit policy.
4. Pursuant to Metro's credit policy, failure to pay account charges when due may result in assessment of finance charges, suspension of credit, and/or denial of access to Metro disposal facilities.
5. This agreement may not be transferred or assigned without prior written approval from Metro. A successor in interest to this agreement shall be liable for all charges incurred under this agreement, including charges incurred prior to the date of transfer. In addition, any individual(s) providing a personal guaranty to obtain credit under this agreement shall continue to be liable for all charges incurred under this agreement, even charges incurred after the date of transfer, until Metro receives written notice that the transfer has occurred.
6. This agreement shall not be affected by any change in the composition, form, or legal organization of the applicant's business.
7. If litigation is instituted to enforce this agreement or collect the account established under this agreement, the prevailing party shall be entitled to costs, disbursements, and attorney fees, in trial court and on appeal. All legal actions related to this agreement shall be decided exclusively by a court of competent jurisdiction in Multnomah County, Oregon, under Oregon law.
8. Metro may terminate this agreement at any time, upon notice to the applicant or successor in interest.

The undersigned certifies as follows:

1. The information set forth in, and submitted with, this application is true and accurate.
2. I agree to provide notice to Metro of any change in the information set forth in or submitted with this application, at the time such changes occur.
3. I am the applicant or an individual authorized to make this application and bind the applicant as specified herein. I fully understand the contents of this document, and understand that once it is signed by an authorized representative of Metro, it is binding upon each party's heirs, executors, administrators, successors, assigns, parent corporation, and affiliates of whatever nature.

Submitted by: _____
(Print or type the full exact legal name of applicant)

Signature: _____
(Signature and title of person authorized to sign on behalf of the applicant)

Date: _____

Based on the information submitted by the applicant and in consideration of the above promises, credit is granted to the applicant on the terms specified herein and in Metro Code Section 5.02.060.

(Signature - Metro Credit Manager)
Date: _____

Meeting Date: June 24, 1993
Agenda Item No. 7.1

ORDINANCE NO. 93-487A



METRO

DATE: June 18, 1993

TO: Metro Council
Executive Officer
Interested Parties

FROM: Paulette Allen, Clerk of the Council *217*

RE: AGENDA ITEM NO. 7.1; ORDINANCE NO. 93-487A

All exhibits and materials pertaining to Ordinance No. 93-487A will be hand-delivered to Councilors on Monday, June 21. Copies of the budget ordinance can be obtained by calling 797-1534. Copies will also be available at the Council meeting June 24.

TAX SUPERVISING & CONSERVATION COMMISSION
MULTNOMAH COUNTY, OREGON

724 Mead Building 421 S.W. Fifth Avenue
Portland, Oregon 97204-2189 (503) 248-3054 FAX 248-3053

RECEIVED JUN 09 1993

June 8, 1993

Metro Council
Metro
600 NE Grand Avenue
Portland, Oregon 97232

Dear Council Members:

As the Tax Supervising and Conservation Commission, we met on June 7, 1993 to review, discuss and conduct a public hearing on the 1993-94 Annual Budget. This hearing was conducted pursuant to ORS 294.605-705 to confirm compliance with applicable laws and to determine the adequacy of estimates necessary to support efficient and economical administration of the district.

We find it regrettable that the Executive Officer was once again not in attendance this year.

The 1993-94 budget, filed May 17, 1993, is certified conditionally, contingent upon resolution of the following objection:

During the hearing, it was noted that the lease payments for the old Metro headquarters facility were not included in the approved budget. Appropriate adjustments should be made to the Building Management Fund before final adoption of the budget. If the adjustments are more than 10% of the total fund, arrangements need to be made with the Commission for an additional hearing.

In the written response to this objection, please identify the changes to be made to the budget.

Additionally, the Tax Supervising and Conservation Commission recommends that an exhibit be included in the Metro budget that allows the Planning Division's program budget to be correlated with the line item budget.

Budget estimates and levy amounts certified are as follows:

Budget Estimates:

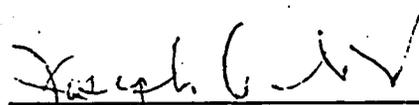
Zoo Operating Fund	\$ 19,202,118
(Including an Unappropriated Ending Fund Balance of \$4,213,862)	
Convention Center Project Debt Service Fund	8,299,354
(Including an Unappropriated Ending Fund Balance of \$2,768,551)	
General Fund	5,592,414
(Including an Unappropriated Ending Fund Balance of \$156,532)	
Support Services Fund	6,732,525
(Including an Unappropriated Ending Fund Balance of \$151,566)	
Building Management Fund	2,480,892
Risk Management Fund	7,310,864
(Including an Unappropriated Ending Fund Balance of \$5,575,218)	
Rehabilitation & Enhancement	2,844,201
(Including an Unappropriated Ending Fund Balance of \$1,698,702)	
Planning Fund	11,029,484
(Including an Unappropriated Ending Fund Balance of \$101,000)	
Regional Parks & Expo Fund	5,187,900
Smith & Bybee Lakes Trust Fund	2,842,764
(Including an Unappropriated Ending Fund Balance of \$1,723,491)	
General Revenue Bond Fund	5,180,925
(Including an Unappropriated Ending Fund Balance of \$2,158,801)	
Zoo Capital Fund	3,545,279
(Including an Unappropriated Ending Fund Balance of \$107,330)	
Zoo Revenue Bond Fund	1,158,760
(Including an Unappropriated Ending Fund Balance of \$998,310)	
Solid Waste Revenue Fund	85,361,253
(Including an Unappropriated Ending Fund Balance of \$11,737,953)	
Metropolitan Greenspaces Fund	1,000,000
Convention Center Project Capital Fund	2,700,000
(Including an Unappropriated Ending Fund Balance of \$538,000)	
MERC Administration Fund	627,740
Oregon Convention Center Operating Fund	17,060,052
(Including an Unappropriated Ending Fund Balance of \$5,872,450)	
Spectator Facilities Operating Fund	9,891,491
(Including an Unappropriated Ending Fund Balance of \$2,047,168)	
Coliseum Operating Fund	1,000,000
Oregon Convention Center Renewal & Replacement Fund	927,000
(Including an Unappropriated Ending Fund Balance of \$927,000)	
Total Budget Estimates	<u>\$199,975,016</u>

Tax Levy:	
Zoo Operating Fund - Tax Base	\$ 6,074,181
Debt Service Levy	<u>5,057,637</u>
Total Tax Levy	\$ 11,131,818

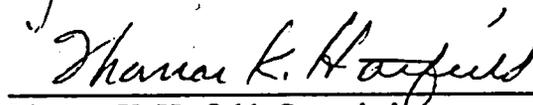
Please file a copy of the adopted budget and a written response to the objections included in this certification within 15 days of adoption.

Yours very truly,

TAX SUPERVISING & CONSERVATION COMMISSION



Joseph A. Labadie, Chair



Thomas K. Hatfield, Commissioner



Lianne Thompson, Commissioner



Robert Brunmeier, Commissioner

BEFORE THE METRO COUNCIL

FOR THE PURPOSE OF ADOPTING THE) ORDINANCE NO. 93-487A
ANNUAL BUDGET FOR FISCAL YEAR)
1993-94, MAKING APPROPRIATIONS) Introduced by
AND LEVYING AD VALOREM TAXES;) Rena Cusma, Executive Officer
AND DECLARING AN EMERGENCY)

WHEREAS, The Multnomah County Tax Supervising and Conservation Commission held its public hearing on the annual Metro budget for the fiscal year beginning July 1, 1993, and ending June 30, 1994; and

WHEREAS, Recommendations from the Multnomah County Tax Supervising and Conservation Commission have been received by Metro (attached as Exhibit A and made a part of the Ordinance) and considered; now, therefore,

THE METRO COUNCIL ORDAINS AS FOLLOWS:

1. The "Fiscal Year 1993-94 Metro Budget," attached hereto as Exhibit B, and the Schedule of Appropriations, attached hereto as Exhibit C, are hereby adopted.
2. The Metro Council does hereby levy ad valorem taxes, as provided in the budget adopted by Section 1 of this Ordinance, for a total amount of ELEVEN MILLION ONE HUNDRED THIRTY ONE THOUSAND EIGHT HUNDRED EIGHTEEN (\$11,131,818) DOLLARS to be levied upon taxable properties within the Metro District as of 1:00 a.m., July 1, 1993.

SIX MILLION SEVENTY FOUR THOUSAND ONE HUNDRED EIGHTY ONE (\$6,074,181) DOLLARS shall be for the Zoo Operating Fund, said amount authorized in a tax base, said tax base approved by the voters of the Metro District at a general election held May 15, 1990.

FIVE MILLION FIFTY SEVEN THOUSAND SIX HUNDRED THIRTY SEVEN (\$5,057,637) DOLLARS shall be for the Convention Center Project Debt Service Fund, said levy needed to repay a portion of the proceeds of General Obligation bonds as

approved by the voters of the Metro District at a general election held November 4, 1986.

3. Pursuant to Metro code Section 7.01.020(b) pertaining to the Metro Excise Tax, the Council hereby confirms that the rate of tax shall be the maximum amount allowed under the Metro Code established the rate of tax for the period commencing July 1, 1993, to and including June 30, 1994, to be seven and six tenths percent (7.6%).

4. The Regional Park and Expo Fund is hereby created for the purpose of operating the Regional Parks, Exposition Center, and Greenspaces Planning functions. Sources of revenue shall be reimbursements, enterprise revenue, commissions, interest, user fees and other revenues attributable to the operations of the facilities or functions. ~~In the event of elimination of this fund, disposition of any funds remaining will be in accordance with the Memorandum of Understanding with Multnomah County.~~

5. The Oregon Convention Center Renewal & Replacement Fund is hereby created for the purposes of extraordinary repairs or capital replacement to the Oregon Convention Center. Sources of revenue shall include deposits from the Oregon Convention Center operating fund. In the event of elimination of this fund, any funds remaining will be returned to the Operations of the Convention Center.

6. The Metro ERC Pool Fund is hereby renamed the Metro ERC Administration Fund. The purpose of the fund remains the same.

7. In accordance with Section 2.02.125 of the Metro Code, the Metro Council hereby authorizes personnel positions and expenditures in accordance with the Annual Budget adopted by Section 1 of this Ordinance, and hereby appropriates funds for the fiscal year beginning July 1, 1993, from the funds and for the purposes listed in the Schedule of Appropriations, Exhibit C.

8. The Executive Officer shall make the following filings as provided by ORS 294.555 and ORS 310.060:

- a. **Multnomah County Assessor**
 - 1) An original and one copy of the Notice of Levy marked Exhibit D, attached hereto and made a part of this Ordinance.
 - 2) Two copies of the budget document adopted by Section 2 of this Ordinance.
 - 3) A copy of the Notice of Publication required by ORS 294.421.
 - 4) Two copies of this Ordinance.

- b. **Clackamas and Washington County Assessor and Clerk**
 - 1) A copy of the Notice of Levy marked Exhibit D.
 - 2) A copy of the budget document adopted by Section 2 of this Ordinance.
 - 3) A copy of this Ordinance.
 - 4) A copy of the Notice of Publication required by ORS 294.421.

9. This ordinance being necessary for the health, safety, or welfare of the Metro area, for the reason that the new fiscal year begins July 1, 1993, and Oregon Budget Law requires the adoption of a budget prior to the beginning of the fiscal year, an emergency is declared to exist and the Ordinance takes effect upon passage.

ADOPTED by the Metro Council this 24th day of June, 1993.

Judy Wyers, Presiding Officer

Attest:

Clerk of the Council

STAFF REPORT

CONSIDERATION OF ORDINANCE NO. 93-487 ADOPTING THE ANNUAL BUDGET FOR FISCAL YEAR 1993-94, MAKING APPROPRIATIONS AND LEVYING AD VALOREM TAXES; AND DECLARING AN EMERGENCY

Date: March 2, 1993

Presented by: Rena Cusma
Executive Officer

FACTUAL BACKGROUND AND ANALYSIS

I am forwarding to the Council for consideration and approval my proposed budget for Fiscal Year 1993-94.

Council action, through Ordinance No. 93-487, is the first step in the process for the adoption of the District's operating financial plan for the forthcoming fiscal year. Final action by the Council to adopt this plan is scheduled for June 24, 1993.

Oregon Revised Statutes 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. Following the hearing, the Commission will certify the budget to the Council for adoption and may provide recommendations to the Council regarding any aspect of the budget.

Once the budget plan for Fiscal Year 1993-94 is adopted by the Council, the number of funds and their total dollar amount and the maximum tax levy cannot be amended without review and certification by the Tax Supervising and Conservation Commission. Adjustments, if any, by the Council to increase the level of expenditures in a fund are limited to no more than 10 percent of the total value of that fund in the period between approval, scheduled for May 6, 1993, and adoption.

Exhibits B and C of the Ordinance will be available at the public hearing on March 11, 1993.

EXECUTIVE OFFICER'S RECOMMENDATION

The Executive Officer recommends that the Council conduct a public hearing on Ordinance No. 93-487. The Executive Officer recommends that the Council schedule consideration of the proposed budget and necessary actions to meet the key dates as set out in Oregon Budget Law described above.

Meeting Date: June 24, 1993
Agenda Item No. 7.2

ORDINANCE NO. 93-494

FINANCE COMMITTEE REPORT

ORDINANCE NO. 93-494 AMENDING THE FY 1992-93 BUDGET AND APPROPRIATIONS SCHEDULE FOR THE PURPOSE OF ADOPTING A SUPPLEMENTAL BUDGET, REINSTATING THE PCPA CAPITAL FUND, AND DECLARING AN EMERGENCY

Date: June 18, 1993

Presented By: Councilor Kvistad

COMMITTEE RECOMMENDATION: At its June 17, 1993 meeting the Committee voted unanimously to recommend Council adoption of Ordinance No. 93-494. All Committee members were present and voting.

COMMITTEE DISCUSSION/ISSUES: Jennifer Sims, Finance Director, presented the Staff Report. She stated that this ordinance is for a Supplemental Budget which requires review by the Tax Supervising and Conservation Commission (TSCC) prior to Council action. The TSCC has sent a letter to the Council which certifies the Supplemental Budget without recommendation or objection.

Ms. Sims indicated the ordinance does the following:

1. Amends the Solid Waste Revenue Fund to provide for the payoff of the Series A Riedel Compost Facility Revenue Bond Issue by the guarantor of the bonds, Credit Suisse. Specifically, \$23,995,783 in Pass Through Debt Service Receipts are recognized as new resources and the same amount is budgeted for expenditure in various line items in the Master Project Account to pay the debt service and retire the bonds.
2. Amends the Oregon Convention Center Operating Fund to recognize a total of \$4,274,672 in additional resources (approximately 60% of this is a revised Beginning Fund Balance and the rest is from increased enterprise revenue). The budget provides for increased operating expenditures of \$720,054 and an increase in the Unappropriated Balance \$3,489,658.
3. Amends the Coliseum Operating Fund to recognize additional enterprise revenues of \$1,915,000 and operating costs of \$1,549,440. The remaining amount of \$365,560 will be put in the Unappropriated Balance. Due to this positive increase in revenue the anticipated \$875,000 loan from the TrailBlazers is unnecessary and has been eliminated.
4. Reinstates the Portland Center for Performing Arts Capital Fund for FY 1992-93. This fund was eliminated in the FY 1992-93 Adopted Budget but unexpected delays in capital projects resulted in a positive fund balance of \$17,785. The fund balance plus accrued interest has been programmed for expenditure during the current fiscal year.

There were no questions or comments from the Committee.

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TAX SUPERVISING & CONSERVATION COMMISSION
MULTNOMAH COUNTY, OREGON

724 Mead Building 421 S.W. Fifth Avenue
Portland, Oregon 97204-2189 (503) 248-3054 FAX 248-3053

June 8, 1993

Metro Council
Metro
600 NE Grand Avenue
Portland, Oregon 97232

Dear Council Members:

As the Tax Supervising and Conservation Commission, we met on June 7, 1993 to review, discuss and conduct a public hearing on the 1992-93 Supplemental Budget. This hearing was conducted pursuant to ORS 294.605-705 to confirm compliance with applicable laws and to determine the adequacy of estimates necessary to support efficient and economical administration of the district.

The 1992-93 supplemental budget, filed April 29, 1993 is hereby certified without recommendation or objection.

1992-93 Supplemental Budget estimates amounts certified are as follows:

Supplemental Budget Estimates:	
Solid Waste Revenue Fund	\$ 23,995,783
Oregon Convention Center Operating Fund (Including an Unappropriated Ending Fund Balance of \$3,489,658)	4,274,672
Coliseum Operating Fund (Including an Unappropriated Ending Fund Balance of \$365,560)	1,915,000
Portland Center for Performing Arts Fund	19,000
Spectator Facilities Fund	<u>70,000</u>
Total Supplemental Budget Estimates	\$ 30,274,455

Please file a copy of the adopted budget and supporting documentation with the Commission within 15 days of adoption.

Yours very truly,

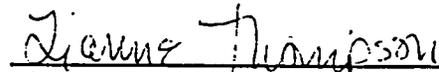
TAX SUPERVISING & CONSERVATION COMMISSION



Joseph A. Labadie, Chair



Thomas K. Hatfield, Commissioner



Lianne Thompson, Commissioner



Robert Brunmeier, Commissioner

BEFORE THE METRO COUNCIL

AN ORDINANCE AMENDING ORDINANCE NO.) ORDINANCE NO. 93-494
92-449B REVISING THE FY 1992-93 BUDGET)
AND APPROPRIATIONS SCHEDULE FOR THE)
PURPOSE OF ADOPTING A SUPPLEMENTAL)
BUDGET, RERECOGNIZING THE PCPA) Introduced by Rena Cusma,
CAPITAL AND DECLARING AN EMERGENCY) Executive Officer

WHEREAS, Various conditions exist which had not been ascertained at the time of the preparation of the FY 1992-93 Budget, and a change in financial planning is required; and

WHEREAS, The Multnomah County Tax Supervising and Conservation Commission held its public hearing on the Supplemental Budget of the Metropolitan Service District for the fiscal year beginning July 1, 1992, and ending June 30, 1993; and

WHEREAS, Recommendations from the Tax Supervising and Conservation Commission have been received and acted upon, as reflected in the Budget and in the Schedule of Appropriations; now, therefore,

THE METRO COUNCIL HEREBY ORDAINS:

1. That Ordinance No. 92-449B, Exhibit B, FY 1992-93 Budget, and Exhibit C, Schedule of Appropriations, are hereby amended as shown in the column titled "Revision" in Exhibits A and B to this Ordinance.
2. That the PCPA Capital Fund is hereby rerecognized for the purpose of recognizing fund balance and expenditures dedicated to the Performing Arts Center building.
3. This Ordinance being necessary for the immediate preservation of the public health, safety and welfare, in order to comply with Oregon budget law, an emergency is declared to exist, and this Ordinance takes effect upon passage.

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

Judy Wyers, Presiding Officer

ATTEST:

Clerk of the Council
rs:bud92-93\93-494.ORD
March 26, 1993

Exhibit A
FY 1992-93 Supplemental Budget
Ordinance No. 93-494

FISCAL YEAR 1992-93		CURRENT ADOPTED BUDGET		REVISION		PROPOSED BUDGET		APPROVED BUDGET		ADOPTED BUDGET	
ACCT #	DESCRIPTION	FTE	AMOUNT	FTE	AMOUNT	FTE	AMOUNT	FTE	AMOUNT	FTE	AMOUNT
SOLID WASTE REVENUE FUND:Resources											
<u>Resources</u>											
	Fund Balance										
	* St. Johns Landfill Closure Account		\$20,883,183		\$0		\$20,883,183				
	* Renewal and Replacement		1,322,100		0		1,322,100				
	* Construction Account		1,050,000		0		1,050,000				
	* Reserve Account		2,765,963		0		2,765,963				
	* Metro Central Debt		1,378,574		0		1,378,574				
	* General Account (unrestricted)		149,359		0		149,359				
331120	Federal Grants-Operating		30,000		0		30,000				
341500	Documents & Publications		3,491		0		3,491				
343111	Disposal Fees-Credit		26,193,862		0		26,193,862				
343121	User Fees-Credit		23,573,846		0		23,573,846				
343131	Regional Transfer Charge-Credit		6,146,499		0		6,146,499				
343151	Rehabilitation & Enhancement Fee-Credit		198,085		0		198,085				
343171	Host Fees-Credit		243,150		0		243,150				
343211	DEQ - Orphan Site Account - Credit		108,588		0		108,588				
343221	DEQ - Promotional Program - Credit		796,313		0		796,313				
343200	Franchise Fees		2,500		0		2,500				
343300	Salvage Revenue		92,856		0		92,856				
343900	Tarp Sales		944		0		944				
343800	Sublease Income		48,679		0		48,679				
347900	Misc. Other Revenue		568,026		0		568,026				
351000	Fines and Forfeits Revenue		75,000		0		75,000				
361100	Interest on Investments		2,200,000		0		2,200,000				
363000	Finance Charge		100,000		0		100,000				
375000	Pass Through Debt Service Receipts		2,834,217		23,995,783		26,830,000				
393768	Trans. Direct Cost from Rehab. & Enhance.		47,615		0		47,615				
TOTAL RESOURCES			\$90,812,850		\$23,995,783		\$114,808,633		\$0		\$0

**Exhibit A
FY 1992-93 Supplemental Budget
Ordinance No. 93-494**

FISCAL YEAR 1992-93		CURRENT ADOPTED BUDGET		REVISION		PROPOSED BUDGET		APPROVED BUDGET		ADOPTED BUDGET	
ACCT #	DESCRIPTION	FTE	AMOUNT	FTE	AMOUNT	FTE	AMOUNT	FTE	AMOUNT	FTE	AMOUNT
SOLID WASTE REVENUE FUND:All Other Accounts											
Total Requirements			\$69,685,420		\$0		\$69,685,420		\$0		\$0
SOLID WASTE REVENUE FUND:Master Project Account											
<u>Requirements</u>											
Reidel Compost Facility-Series A											
528100	Payments to Other Agencies (Arbitrage)		0		615,000		\$615,000				
533210	Revenue bond-Principal		\$600,000		\$24,505,000		\$25,105,000				
533220	Revenue Bond-Interest		1,849,217		(1,124,217)		725,000				
Reidel Compost Facility-Series One											
533220	Revenue Bond-Interest		385,000		0		385,000				
Total Requirements			\$2,834,217		\$23,995,783		\$26,830,000		\$0		\$0
SOLID WASTE REVENUE FUND:General Expenses											
Total Interfund Transfers			\$4,792,924		\$0		\$4,792,924		\$0		\$0
<u>Contingency and Unappropriated Balance</u>											
599999	Contingency		\$5,615,623		\$0		\$5,615,623				
599990	Unappropriated Fund Balance		\$7,884,666		\$0		\$7,884,666				
Total Contingency and Unappropriated Balance			\$13,500,289		\$0		\$13,500,289		\$0		\$0
TOTAL REVENUE FUND EXPENDITURES		100.70	\$90,812,850	0.00	\$23,995,783	100.70	\$114,808,633	0.00	\$0	0.00	\$0

**Exhibit A
FY 1992-93 Supplemental Budget
Ordinance No. 93-494**

FISCAL YEAR 1992-93		Current Adopted Budget		Revision		Proposed Budget		Approved Budget		Adopted Budget	
ACCT #	DESCRIPTION	FTE	AMOUNT	FTE	AMOUNT	FTE	AMOUNT	FTE	AMOUNT	FTE	AMOUNT
OREGON CONVENTION CENTER OPERATING FUND											
<u>Resources</u>											
299000	Fund Balance		\$4,005,889		\$2,463,774		\$6,469,663				
338100	Hotel/Motel Tax		3,300,000		260,000		3,560,000				
347220	Rentals-Building		1,134,150		0		1,134,150				
347311	Food Service-Concessions/Food		2,500,000		1,150,000		3,650,000				
347500	Merchandising		5,000		10,000		15,000				
347600	Utility Services		433,500		211,500		645,000				
347700	Commissions		25,000		5,000		30,000				
379000	Miscellaneous Revenue		0		35,000		35,000				
361100	Interest on Investments		220,000		69,400		289,400				
372100	Reimbursements - Labor		181,112		28,888		210,000				
374000	Parking		483,890		41,110		525,000				
TOTAL RESOURCES			\$12,288,541		\$4,274,672		\$16,563,213		\$0		\$0

<u>Personal Services</u>											
511121 SALARIES-REGULAR EMPLOYEES (full time)											
	Manager Sales/Marketing	1.00	\$41,976		\$1,679	1.00	43,655				
	Sales Associate	1.00	34,464		1,379	1.00	35,843				
	Convention Center Director	1.00	69,500		13,475	1.00	82,975				
	Event Coordinator	1.00	23,256		930	1.00	24,186				
	Event Coordinator II	3.00	82,272		3,291	3.00	85,563				
	Manager Event Services	1.00	38,064		1,523	1.00	39,587				
	Manager Operations	1.00	40,980		1,639	1.00	42,619				
	Booking Coordinator	1.00	25,668		1,027	1.00	26,695				
	Sound/Audio Visual Technician	2.00	61,080		2,436	2.00	63,516				
	Set-up Supervisor	3.00	83,615		1	3.00	83,616				
	Telephone System Coordinator	1.00	35,304		1,412	1.00	36,716				
	Security Supervisor	1.00	25,001		1,656	1.00	26,657				
	Accountant	0.30	11,513		(1,760)	0.30	9,753				
	Public Relations & Promotion Coordinator	0.10	2,977		119	0.10	3,096				
	Assistant Manager/Admissions	0.10	3,282		131	0.10	3,413				
	Assistant Manager/Security Medical	0.10	3,653		146	0.10	3,799				
	Volunteer Coordinator	0.20	4,769		191	0.20	4,960				
511221 WAGES-REGULAR EMPLOYEES (full time)											
	Administrative Secretary	1.00	23,844		954	1.00	24,798				
	Office Clerical	5.60	118,546		4,450	5.60	122,996				
	Reception	1.45	32,942		1,268	1.45	34,210				
	Data Entry	1.00	17,724		709	1.00	18,433				

Exhibit A
FY 1992-93 Supplemental Budget
Ordinance No. 93-494

FISCAL YEAR 1992-93		Current Adopted Budget		Revision		Proposed Budget		Approved Budget		Adopted Budget	
ACCT #	DESCRIPTION	FTE	AMOUNT	FTE	AMOUNT	FTE	AMOUNT	FTE	AMOUNT	FTE	AMOUNT
OREGON CONVENTION CENTER OPERATING FUND											
	Utility Worker I	11.00	192,920		0	11.00	192,920				
	Utility Worker II	4.00	79,581		0	4.00	79,581				
	Utility Lead	6.00	129,730.		0	6.00	129,730				
	Security Watch Agent	8.00	156,480		6,259	8.00	162,739				
	Utility Maintenance	2.00	41,829		0	2.00	41,829				
	Utility-Grounds	3.00	62,463		0	3.00	62,463				
	Electrician	1.00	37,960		0	1.00	37,960				
	Operating Engineer	3.00	101,818		0	3.00	101,818				
	Utility Technician	3.00	88,441		0	3.00	88,441				
	Lead Engineer	1.00	36,109		0	1.00	36,109				
511235	WAGES-TEMPORARY EMPLOYEES (part time)										
	Event Receptionist/Secretarial	0.46	8,000		0	0.46	8,000				
	Stagehand/Utility Workers	7.05	107,735		0	7.05	107,735				
	Security/Medical	6.61	126,760		0	6.61	126,760				
	Box Office Supervisor/Sellers	1.78	31,509		0	1.78	31,509				
	Ushers/Sellers/Gate Attendants	3.33	54,352		0	3.33	54,352				
	Message Center Operators	1.25	18,000		0	1.25	18,000				
511400	OVERTIME		49,203		5,797		55,000				
512000	FRINGE		701,527		16,248		717,775				
Total Personal Services		89.33	\$2,804,847	0.00	\$64,960	89.33	\$2,869,807	0.00	\$0	0.00	\$0

Materials & Services											
521100	Office Supplies		\$29,800		\$0		\$29,800				
521290	Other Supplies		101,300		0		101,300				
521292	Small Tools		7,940		(2,000)		5,940				
521310	Subscriptions		450		500		950				
521320	Dues		6,910		(1,410)		5,500				
521400	Fuels & Lubricants		3,500		0		3,500				
521540	Maintenance and Repair Supplies -Equipment		20,000		0		20,000				
524120	Legal Fees		3,000		2,000		5,000				
524130	Promotion/Public Relations		97,902		0		97,902				
524190	Misc. Professional Services		1,359,000		(7,000)		1,352,000				
525110	Utilities-Electricity		375,000		20,000		395,000				
525120	Utilities-Water and Sewer		47,500		0		47,500				
525130	Utilities-Natural Gas		50,000		(12,000)		38,000				
525150	Utilities-Sanitation Services		25,000		0		25,000				
525610	Maintenance & Repair Services-Building		78,000		(20,000)		58,000				
525640	Maintenance & Repair Services-Equipment		50,555		99,445		150,000				
525710	Equipment Rental		11,600		9,000		20,600				

Exhibit A
FY 1992-93 Supplemental Budget
Ordinance No. 93-494

FISCAL YEAR 1992-93		Current Adopted Budget		Revision		Proposed Budget		Approved Budget		Adopted Budget	
ACCT #	DESCRIPTION	FTE	AMOUNT	FTE	AMOUNT	FTE	AMOUNT	FTE	AMOUNT	FTE	AMOUNT
OREGON CONVENTION CENTER OPERATING FUND											
525720	Building Rental		0		41,200		41,200				
526200	Ads & Legal Notices		22,400		(7,400)		15,000				
526310	Printing Services		74,400		0		74,400				
526320	Typesetting and Reprographics		10,200		0		10,200				
526410	Telephone		120,000		0		120,000				
526420	Postage		14,006		(3,506)		10,500				
526500	Travel		41,590		(12,965)		28,625				
526690	Concession/Catering Contract		1,961,350		593,650		2,555,000				
526691	Parking Contract		49,160		(14,160)		35,000				
526700	Temporary Help Services		5,750		1,750		7,500				
526800	Training, Tuition, Conferences		10,000		5,000		15,000				
526910	Uniforms and Cleaning		11,700		0		11,700				
529500	Meetings		2,000		2,000		4,000				
529800	Miscellaneous		7,050		25,950		33,000				
525740	Capital Lease Payments-Office Equipment		6,500		0		6,500				
Total Materials & Services			\$4,603,563		\$720,054		\$5,323,617		\$0		\$0
Total Capital Outlay			\$303,487		\$0		\$303,487		\$0		\$0
Total Interfund Transfers			\$793,971		\$0		\$793,971		\$0		\$0
<u>Contingency and Unappropriated Balance</u>											
599999	Contingency		\$476,915		\$0		\$476,915				
599990	Unappropriated Balance						0				
	• Restricted		400,000		0		400,000				
	• Unrestricted		2,905,758		3,489,658		6,395,416				
Total Contingency and Unappropriated Balance			\$3,782,673		\$3,489,658		\$7,272,331		\$0		\$0
TOTAL EXPENDITURES		89.33	\$12,288,541	0.00	\$4,274,672	89.33	\$16,563,213	0.00	\$0	0.00	\$0

**Exhibit A
FY 1992-93 Supplemental Budget
Ordinance No. 93-494**

FISCAL YEAR 1992-93		Current Adopted Budget		Revision		Proposed Budget		Approved Budget		Adopted Budget	
ACCT #	DESCRIPTION	FTE	AMOUNT	FTE	AMOUNT	FTE	AMOUNT	FTE	AMOUNT	FTE	AMOUNT
COLISEUM OPERATING FUND											
<u>Resources</u>											
347110	Users' Fee		\$1,200,000		\$100,000		\$1,300,000				
347220	Rentals-Building		900,000		200,000		1,100,000				
347311	Food Service-Concessions/Food		4,575,000		1,625,000		6,200,000				
347500	Merchandising		425,000		(75,000)		350,000				
347600	Electrical Contract		30,000		10,000		40,000				
347700	Commissions		90,000		60,000		150,000				
347900	Miscellaneous Revenue		70,000		80,000		150,000				
361100	Interest		85,000		40,000		125,000				
372100	Reimbursements - Labor		600,000		100,000		700,000				
374000	Parking		700,000		650,000		1,350,000				
379000	From Blazers Per Contract		875,000		(875,000)		0				
TOTAL RESOURCES			\$9,550,000		\$1,915,000		\$11,465,000		\$0		\$0

<u>Personal Services</u>											
511121	SALARIES-REGULAR EMPLOYEES (full time)										
	Coliseum/Stadium Director	0.75	\$46,500		\$2,325	0.75	\$48,825				
	Accountant	0.50	19,187		767	0.50	19,954				
	Assistant Manager Security/Medical	0.40	14,610		584	0.40	15,194				
	Assistant Manager Admissions	0.40	13,128		525	0.40	13,653				
	Box Office Manager	1.00	33,090		1,324	1.00	34,414				
	Ticket Service Supervisor	2.00	54,362		2,175	2.00	56,537				
	Manager Event Services	1.00	44,471		1,779	1.00	46,250				
	Event Coordinator II	1.00	26,976		1,079	1.00	28,055				
	Senior Event Coordinator	1.00	31,510		1,260	1.00	32,770				
	Event Coordinator	1.00	28,549		1,142	1.00	29,691				
	Manager Sales/Marketing	0.80	37,374		1,495	0.80	38,869				
	Public Relations & Promotions Coordinator	0.80	23,818	(0.80)	(23,818)	0.00	0				
	Sales Representative	0.70	21,001		840	0.70	21,841				
	Operations Manager	0.50	21,714		869	0.50	22,583				
	Set-Up Supervisor	2.00	66,223		2,648	2.00	68,871				
	Set-up Maintenance Coordinator	1.00	27,169		1,087	1.00	28,256				
511221	WAGES-REGULAR EMPLOYEES (full time)										
	Office Clerical	1.20	25,655	(0.20)	(4,162)	1.00	21,493				
	Receptionist	1.45	32,942		1,318	1.45	34,260				
	Security Agent	2.00	44,582		1,784	2.00	46,366				
	Administrative Secretary	0.90	21,460		858	0.90	22,318				
	Utility/Grounds	1.00	21,237		849	1.00	22,086				

**Exhibit A
FY 1992-93 Supplemental Budget
Ordinance No. 93-494**

FISCAL YEAR 1992-93		Current Adopted Budget		Revision		Proposed Budget		Approved Budget		Adopted Budget	
ACCT #	DESCRIPTION	FTE	AMOUNT	FTE	AMOUNT	FTE	AMOUNT	FTE	AMOUNT	FTE	AMOUNT
COLISEUM OPERATING FUND											
	Utility Lead	12.00	291,245		11,650	12.00	302,895				
	Utility Maintenance	2.80	61,316		2,453	2.80	63,769				
	Set up Supervisor	1.00	26,976		1,079	1.00	28,055				
	Group Sales Coordinator	0.70	18,105		724	0.70	18,829				
	Lead Operating Engineer	1.00	36,109		0	1.00	36,109				
	Operating Engineer	3.00	100,174		0	3.00	100,174				
511225	WAGES-REGULAR EMPLOYEES (part time)										
	Stagehand/Utility Workers	12.86	335,163		8,379	12.86	343,542				
	Security/Medical Workers	16.49	323,670		12,947	16.49	336,617				
	Ushers/Ticket Takers/Sellers/etc.	14.81	226,811		0	14.81	226,811				
	Ticket Sellers	6.22	95,281		0	6.22	95,281				
	Event Services	0.25	6,500		260	0.25	6,760				
	Clerical/Receptionist/Secretarial	3.34	25,608		1,024	3.34	26,632				
	Merchandising Vendors	2.39	92,737		0	2.39	92,737				
511400	OVERTIME		24,575		0		24,575				
512000	FRINGE		701,363		31,737		733,100				
	EXPOSURE RE OAC TRANSITION (vacation cashout)		0		130,000		130,000				
Total Personal Services		98.26	\$3,021,191	(1.00)	\$196,981	97.26	\$3,218,172	0.00	\$0	0.00	\$0

<u>Materials & Services</u>					
521100	Office Supplies	\$25,000		\$10,000	\$35,000
521290	Other Supplies	116,425		3,575	120,000
521292	Small Tools	7,090		0	7,090
521310	Subscriptions	2,602		0	2,602
521320	Dues	4,185		0	4,185
524120	Legal Fees	25,000		0	25,000
524130	Promotion/Public Relation Services	190,525		(60,000)	130,525
524190	Misc Professional Services	23,762		0	23,762
525110	Utilities-Electricity	248,000		4,000	252,000
525120	Utilities-Water and Sewer	115,000		0	115,000
525130	Utilities-Natural Gas	63,000		0	63,000
525150	Utilities-Sanitation Services	45,000		0	45,000
525610	Maintenance & Repair Services-Building	97,050		0	97,050
525640	Maintenance & Repair Services-Equipment	37,880		0	37,880
525710	Equipment Rental	39,400		0	39,400
526200	Advertising and Legal Notices	750		0	750
526310	Printing Services	27,300		0	27,300
526320	Typesetting & Reprographics	6,000		0	6,000

**Exhibit A
FY 1992-93 Supplemental Budget
Ordinance No. 93-494**

FISCAL YEAR 1992-93		Current Adopted Budget		Revision		Proposed Budget		Approved Budget		Adopted Budget	
ACCT #	DESCRIPTION	FTE	AMOUNT	FTE	AMOUNT	FTE	AMOUNT	FTE	AMOUNT	FTE	AMOUNT
COLISEUM OPERATING FUND											
526410	Telephone		45,500		9,500		55,000				
526420	Postage		35,000		2,000		37,000				
526500	Travel		26,500		(10,000)		16,500				
526690	Concessions/Catering Contract		3,506,000		1,147,871		4,653,871				
526691	Parking Contract		190,316		184,119		374,435				
526700	Temporary Help Services		428,606		61,394		490,000				
526800	Training, Tuition, Conferences		18,900		0		18,900				
526910	Uniforms and Cleaning		41,750		0		41,750				
528100	Payments to Other Agencies		2,500		0		2,500				
529500	Meeting Expenditures		10,774		0		10,774				
Total Materials & Services			\$5,379,815		\$1,352,459		\$6,732,274		\$0		\$0
Total Capital Outlay			\$60,700		\$0		\$60,700		\$0		\$0
Total Interfund Transfers			\$730,413		\$0		\$730,413		\$0		\$0
<u>Contingency and Unappropriated Balance</u>											
599999	Contingency		\$357,881		\$0		\$357,881				
599990	Unappropriated Balance		\$0		365,560		365,560				
Total Contingency and Unappropriated Balance			\$357,881		\$365,560		\$723,441		\$0		\$0
TOTAL EXPENDITURES		98.26	\$9,550,000	(1.00)	\$1,915,000	97.26	\$11,465,000	0.00	\$0	0.00	\$0

Exhibit A
FY 1992-93 Supplemental Budget
Ordinance No. 93-494

FISCAL YEAR 1992-93		CURRENT BUDGET		REVISION		PROPOSED BUDGET		APPROVED BUDGET		ADOPTED BUDGET	
ACCT #	DESCRIPTION	FTE	AMOUNT	FTE	AMOUNT	FTE	AMOUNT	FTE	AMOUNT	FTE	AMOUNT
PCPA CAPITAL FUND											
<u>Resources</u>											
305000	Beginning Balance		\$0		\$17,785		\$17,785				
365100	Donations and Bequests		0		0		0				
339200	Intergovernmental Revenue		0		0		0				
361100	Interest		0		1,215		1,215				
TOTAL RESOURCES			\$0		\$19,000		\$19,000		\$0		\$0
<u>Capital Outlay</u>											
574110	Construction Management		\$0		\$0		\$0				
574100	Architectural Fees		0		0		0				
574130	Engineering Fees		0		0		0				
574510	Construction Work/Materials-Improvements		0		0		0				
574520	Construction Work/Materials-Buildings		0		19,000		19,000				
TOTAL EXPENDITURES			\$0		\$19,000		\$19,000		\$0		\$0

EXHIBIT B
SCHEDULE OF APPROPRIATIONS
FY 1992-93 SUPPLEMENTAL BUDGET
Ordinance No. 93-494

	Current Adopted Budget	Revision	Proposed Budget	Approved Budget	Adopted Budget
SOLID WASTE REVENUE FUND					
Administration					
Personal Services	\$460,937	\$0	\$460,937		
Materials & Services	\$98,709	\$0	\$98,709		
Subtotal	\$559,646	\$0	\$559,646	\$0	\$0
Budget and Finance					
Personal Services	\$412,392	\$0	\$412,392		
Materials & Services	\$1,079,368	\$0	\$1,079,368		
Subtotal	\$1,491,760	\$0	\$1,491,760	\$0	\$0
Operations					
Personal Services	\$1,754,396	\$0	\$1,754,396		
Materials & Services	\$39,902,935	\$0	\$39,902,935		
Subtotal	\$41,657,331	\$0	\$41,657,331	\$0	\$0
Engineering & Analysis					
Personal Services	\$654,317	\$0	\$654,317		
Materials & Services	\$163,075	\$0	\$163,075		
Subtotal	\$817,392	\$0	\$817,392	\$0	\$0
Waste Reduction					
Personal Services	\$526,503	\$0	\$526,503		
Materials & Services	\$1,615,848	\$0	\$1,615,848		
Subtotal	\$2,142,351	\$0	\$2,142,351	\$0	\$0
Planning					
Personal Services	\$328,312	\$0	\$328,312		
Materials & Services	\$497,563	\$0	\$497,563		
Subtotal	\$825,875	\$0	\$825,875	\$0	\$0
Recycling Information and Education					
Personal Services	\$311,823	\$0	\$311,823		
Materials & Services	\$232,700	\$0	\$232,700		
Subtotal	\$544,523	\$0	\$544,523	\$0	\$0

EXHIBIT B
SCHEDULE OF APPROPRIATIONS
FY 1992-93 SUPPLEMENTAL BUDGET
Ordinance No. 93-494

	Current Adopted Budget	Revision	Proposed Budget	Approved Budget	Adopted Budget
SOLID WASTE REVENUE FUND (continued)					
Debt Service Account Debt Service	\$2,754,458	\$0	\$2,754,458		
Subtotal	\$2,754,458	\$0	\$2,754,458	\$0	\$0
Landfill Closure Account Materials & Services	\$16,210,481	\$0	\$16,210,481		
Subtotal	\$16,210,481	\$0	\$16,210,481	\$0	\$0
Construction Account Capital Outlay	\$1,090,000	\$0	\$1,090,000		
Subtotal	\$1,090,000	\$0	\$1,090,000	\$0	\$0
Renewal and Replacement Account Capital Outlay	\$540,000	\$0	\$540,000		
Subtotal	\$540,000	\$0	\$540,000	\$0	\$0
General Account Capital Outlay	\$1,051,603	\$0	\$1,051,603		
Subtotal	\$1,051,603	\$0	\$1,051,603	\$0	\$0
Master Project Account Materials & Services	\$0	\$615,000	\$615,000		
Debt Service	\$2,834,217	\$23,380,783	\$26,215,000		
Subtotal	\$2,834,217	\$23,995,783	\$26,830,000	\$0	\$0
General Expenses Interfund Transfers	\$4,792,924	\$0	\$4,792,924		
Contingency	\$5,615,623	\$0	\$5,615,623		
Subtotal	\$10,408,547	\$0	\$10,408,547	\$0	\$0
Unappropriated Balance	\$7,884,666	\$0	\$7,884,666		
Total Solid Waste Revenue Fund Requirements	\$90,812,850	\$23,995,783	\$114,808,633	\$0	\$0

EXHIBIT B
SCHEDULE OF APPROPRIATIONS
FY 1992-93 SUPPLEMENTAL BUDGET
Ordinance No. 93-494

	Current Adopted Budget	Revision	Proposed Budget	Approved Budget	Adopted Budget
OREGON CONVENTION CENTER OPERATING FUND					
Personal Services	\$2,804,847	\$64,960	\$2,869,807		
Materials & Services	\$4,603,563	\$720,054	\$5,323,617		
Capital Outlay	\$303,487	\$0	\$303,487		
Interfund Transfers	\$793,971	\$0	\$793,971		
Contingency	\$476,915	\$0	\$476,915		
Unappropriated Balance	\$3,305,758	\$3,489,658	\$6,795,416		
Total Oregon Convention Center Operating Fund Requirements	\$12,288,541	\$4,274,672	\$16,563,213	\$0	\$0

COLISEUM OPERATING FUND

Personal Services	\$3,021,191	\$196,981	\$3,218,172		
Materials & Services	\$5,379,815	\$1,352,459	\$6,732,274		
Capital Outlay	\$60,700	\$0	\$60,700		
Interfund Transfers	\$730,413	\$0	\$730,413		
Contingency	\$357,881	\$0	\$357,881		
Unappropriated Balance	\$0	\$365,560	\$365,560		
Total Coliseum Operating Fund Requirements	\$9,550,000	\$1,915,000	\$11,465,000	\$0	\$0

PCPA CAPITAL FUND

Capital Outlay	\$0	\$19,000	\$19,000		
Total PCPA Capital Fund Requirements	\$0	\$19,000	\$19,000	\$0	\$0

ALL OTHER APPROPRIATIONS REMAIN AS PREVIOUSLY ADOPTED

STAFF REPORT

CONSIDERATION OF RESOLUTION NO. 93-1788 APPROVING A SUPPLEMENTAL BUDGET AND TRANSMITTING THE APPROVED BUDGET TO THE TAX SUPERVISING AND CONSERVATION COMMISSION, AND ORDINANCE NO. 93-494 AMENDING ORDINANCE NO. 92-449-B REVISING THE FY 1992-93 BUDGET AND APPROPRIATIONS FOR THE PURPOSE OF ADOPTING A SUPPLEMENTAL BUDGET, REINSTATING THE PCPA CAPITAL FUND AND ALLOWING THE PAYOFF OF THE SERIES A RIEDEL COMPOST FACILITY REVENUE BOND ISSUE BY CREDIT SUISSE.

Date: March 29, 1993

Presented by: Jennifer Sims
Jeff Blosser

FACTUAL BACKGROUND AND ANALYSIS

A Supplemental Budget is necessary due to unforeseen circumstances that require changes in our financial planning. Three actions are presented toward adopting a Supplemental Budget for FY 1992-93. Ordinance No. 93-494 revises the FY 1992-93 Budget Appropriations Schedule, reinstates the PCPA Capital Fund and allows the payoff of the Series A Riedel Compost Facility Revenue Bond Issue by the guarantor of those bonds, Credit Suisse. This action is presented for consideration at this time but is not intended to be adopted until after the Tax Supervising and Conservation Commission (TSCC) conducts a public hearing. TSCC review is required under Oregon Budget Law because a fund is being reinstated; total appropriations are increased and bonds issued for the Composter Facility are being paid off. Resolution No 93-1788 approves the Supplemental Budget and transmits the approved budget to the TSCC. Specific actions requested under this proposal are explained below.

Riedel Compost Facility Revenue Bond Series A Issue payoff by Credit Suisse - In FY 1989-90 Metro issued industrial development revenue bonds for the Riedel Compost Facility construction project. During FY 1991-92, Riedel assigned all rights and obligations associated with the project to Credit Suisse. The service agreement required Credit Suisse to complete construction and pass performance test standards established for the facility by April 9, 1993. If the facility is not accepted by this date, Credit Suisse will be in default. This will result in a defeasance of the bonds. Discussions with the Tax Supervising and Conservation Commission has determined that should this event occur, Metro would be required to reflect in its budget the full amount of the bond payoff as well as any accrued interest and arbitrage payments even though Metro has no financial liability for the 1989 Series A Riedel Compost Facility Revenue Bonds. The full amount necessary to pay off all financial liabilities resulting from these bonds will be received from Credit Suisse. This action anticipates the payoff of the bonds, accrued interest and arbitrage rebate prior to the end of the current fiscal year. The defeasance of the 1989 Series A Bonds will have no impact on the 1990 Series One Riedel Revenue Bonds. The Series One Bonds will continue to be reflected in Metro's budget for the remaining life of the bonds. Revenues to pay the debt service on the Series One Bonds will be received from Riedel or the guarantor of the bonds.

Oregon Convention Center Operating Fund - The Oregon Convention Center has been very difficult to budget due to the newness of the facility. The increases in appropriations in this supplemental budget are due to much better than anticipated operating results for both this fiscal year and last fiscal year.

The fund balance carry over from last fiscal year's operations is \$6,469,663. This figure is \$2,463,774 higher than anticipated. In addition, bookings, event days and attendance are doing much better in this fiscal year than originally projected. Total operating revenues for the year, based on the actual first six month's results, are now projected to be \$1,810,898 over the original budgeted amount. Revenues are proposed to increase in the following areas:

- Commissions - increase of \$5,000
- Merchandising - increase of \$10,000
- Concessions/catering - increase of \$1,150,000
- Parking - increase of \$41,110
- Electrical/Utilities - increase of \$211,500
- Hotel/Motel Taxes - increasing \$260,000
- Interest earnings - increase of \$69,400
- Miscellaneous Revenue - increase of \$35,000
- Reimbursed Labor - increase of \$28,888

Total resource increases are expected to be \$4,274,672.

Requirements to support the resources are also projected to be higher. Personal Services are increasing \$64,960. This increase is a result of a 4% COLA increase that was not included in the original FY 92-93 budget.

Materials and Services are proposed to change in a variety of line items. A summary of the major proposed changes is provided below. Increases in Electricity, Equipment Repair and Maintenance, Land and Building Rental, and Concession/Catering are a direct result of increased usage of the facility. Decreases in Natural Gas and Building Maintenance and Repair are a result of more historical data allowing better projections.

- Electricity - increase by \$20,000
- Natural Gas - decrease by \$12,000
- Repair and Maintenance Services Building - decrease by \$20,000
- Repair and Maintenance Services Equipment - increase by \$99,445
- Land and Building Rental - increase of \$41,200
- Concession/ Catering - increase by \$593,650 (offset by an increase in revenue)

Total Materials and Services are proposed to increase by \$720,054.

This action results in an increase of the FY 1992-93 unappropriated balance of \$3,489,658. The revised ending balance has been reflected in the Proposed FY 1993-94 Budget.

Coliseum Operating Fund - At the time the FY 1992-93 Memorial Coliseum Budget was developed it was assumed the construction of the new Blazer Complex would begin in July 1992. That construction has been delayed and is not expected to begin until May 1993. This delay in construction has positively impacted the Coliseum operating revenues, making the following changes to appropriations necessary.

Resources - Total Resources have been increased by \$1,915,000. The increases are due to the construction delays and have resulted in higher usage of facilities, increases in rental and parking rates, as well as a concession price increase. Due to this positive increase in operating revenues, the anticipated \$875,000 loan from the Blazers is unnecessary and has been eliminated.

Expenditures - Personal Services are increasing by \$196,981. A portion of this increase, \$66,981, is required due to the unbudgeted 4% COLA awards, effective July 1, 1993. The remaining \$130,000 is for potential liabilities in vacation and personal leave pay out for employees laid off as a result of the transfer of the Coliseum's operations to the Oregon Arena Corporation July 1, 1993. Materials and Services increases are directly related to the delay in construction. The additional expenditures are funded from increased resources. Proposed changes to Materials and Services are as follows:

Travel - decrease by \$10,000

Concession/Catering - increase by \$1,147,871 (offset by an increase in revenue)

Parking - increase of \$184,119 (offset by an increase in parking revenue)

Advertising/Promotions - decrease \$60,000 (This amount was budgeted to keep the public informed of construction changes)

Purchased Labor - increase by \$61,394

Utilities, etc. - increase by \$29,075.

This action results in an increase to the FY 1992-93 unappropriated balance of \$365,560. If the remaining contingency balance to the fund is not needed during the year, the anticipated ending balance of the fund will be approximately \$723,000. This action will also require an amendment to the FY 1993-94 Proposed Budget.

PCPA Capital Fund - The PCPA Capital Fund was proposed to be eliminated as part of the FY 1992-93 budget. However, unexpected delays in capital projects resulted in a positive fund balance to the fund of \$17,785. This action requests the re-establishment of this fund for FY 1992-93. The fund balance plus the accrued interest will be completely expended this fiscal year and the fund eliminated at that time. The expenditures are capital in nature representing a purchase of \$8,000 in chairs and approximately \$11,000 in ADA compliance construction. The consolidation agreement between the City of Portland and Metro requires these funds to remain and be expended from the PCPA Capital Fund.

EXECUTIVE OFFICER'S RECOMMENDATION

The Executive Officer recommends approval of Resolution No. 93-1788, approving the Supplemental Budget and transmitting the Approved Budget to the Tax Supervising and Conservation Commission. In addition, following TSCC review and certification, the Executive Officer recommends adoption of Ordinance No. 93-494, adopting the FY 1992-93 Supplemental Budget, reinstating the PCPA Capital Fund and allowing the payoff of the Series A Riedel Compost Facility Revenue Bond Issue by Credit Suisse.

KF:rs\Bud92-93\93-494SF.Doc
March 29, 1993

Meeting Date: June 24, 1993
Agenda Item No. 7.3

ORDINANCE NO. 93-496

FINANCE COMMITTEE REPORT

ORDINANCE NO. 93-496 REVISING THE FY 1992-93 BUDGET AND APPROPRIATIONS SCHEDULE FOR THE PURPOSE OF RECOGNIZING NEW GRANT FUNDS AND RELATED EXPENDITURES, AND TRANSFERRING APPROPRIATIONS WITHIN THE RECYCLING INFORMATION AND EDUCATION DIVISION AND THE PLANNING AND TECHNICAL SERVICES DIVISION

Date: June 7, 1993

Presented By: Councilor Buchanan

COMMITTEE RECOMMENDATION: At its May 26, 1993 meeting the Committee voted unanimously to recommend Council adoption of Ordinance No. 93-496. Present and voting were Councilors Buchanan, Devlin, Kvistad and Monroe. Councilor Van Bergen was excused.

COMMITTEE DISCUSSION/ISSUES: Kathy Rutkowski, Senior Management Analyst, gave the Staff Report. The ordinance amends the Solid Waste Revenue Fund for three purposes: 1) it recognizes \$35,000 in Federal EPA grant funds and makes appropriations to produce 1500 copies of a booklet entitled "Meet 'MRF': An Introduction to Materials Recovery Facilities and Transfer Stations"; 2) it transfers \$7,772 from existing Materials and Services category in the Planning and Technical Services Division to the Personal Services category and the General Account to fund the FY 1992-93 in-house portion of the Waste Characterization Study; and 3) it transfers \$3,750 from the existing Personal Services category in the Recycling Information and Education Division to the General Account to purchase and uninterruptable power supply for the Recycling Information Center's computer system.

BEFORE THE METRO COUNCIL

AN ORDINANCE AMENDING ORDINANCE NO.)
92-449B REVISING THE FY 1992-93 BUDGET)
AND APPROPRIATIONS SCHEDULE FOR)
THE PURPOSE OF RECOGNIZING NEW)
GRANT FUNDS AND RELATED)
EXPENDITURES, AND TRANSFERRING)
APPROPRIATIONS WITHIN THE RECYCLING)
INFORMATION AND EDUCATION DIVISION)
AND THE PLANNING AND TECHNICAL)
SERVICES DIVISION; AND DECLARING AN)
EMERGENCY)

ORDINANCE NO. 93-496

Introduced by Rena Cusma,
Executive Officer

WHEREAS, The Metro Council has reviewed and considered the need to transfer appropriations within the FY 1992-93 Budget; and

WHEREAS, The need for a transfer of appropriation has been justified; and

WHEREAS, ORS 294.326(2) allows the expenditure in the year of receipt of grants received in trust for specific purpose without a supplemental budget; and

WHEREAS, Adequate funds exist for other identified needs; now, therefore,

THE METRO COUNCIL ORDAINS:

1. That Ordinance No. 92-449B, Exhibit B, FY 1992-93 Budget, and Exhibit C, Schedule of Appropriations, are hereby amended as shown in the column titled "Revision" of Exhibits A and B to this Ordinance recognizing \$35,000 in new grants, authorizing new appropriations in the Solid Waste Revenue Fund, Administration Division for the same amount, transferring \$7,772 of existing appropriation from the Planning and Technical Services Division Materials & Services to Personal Services and the General Account, and transferring \$3,750 of existing appropriation from the Recycling Information and Education division to the General Account to fund an uninterruptable power supply.

2. This Ordinance being necessary for the immediate preservation of the public health, safety and welfare, in order to meet program costs and to comply with Oregon Budget Law, an emergency is declared to exist, and this Ordinance takes effect upon passage.

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

Judy Wyers, Presiding Officer

ATTEST:

Clerk of the Council

kr:ord92-93:sw2:ord.doc
June 17, 1993

**Exhibit A
Ordinance No. 93-496**

FISCAL YEAR 1992-93		ADOPTED BUDGET		REVISION		ADOPTED BUDGET	
ACCT #	DESCRIPTION	FTE	AMOUNT	FTE	AMOUNT	FTE	AMOUNT
SOLID WASTE REVENUE FUND:Resources							
<u>Resources</u>							
	Fund Balance						
	* St. Johns Landfill Closure Account		20,883,183		0		20,883,183
	* Renewal and Replacement		1,322,100		0		1,322,100
	* Construction Account		1,050,000		0		1,050,000
	* Reserve Account		2,765,963		0		2,765,963
	* Metro Central Debt		1,378,574		0		1,378,574
	* General Account (unrestricted)		149,359		0		149,359
331110	Federal Grants-Operating-Direct		0		35,000		35,000
331120	Federal Grants-Operating-Indirect		30,000		0		30,000
341500	Documents & Publications		3,491		0		3,491
343111	Disposal Fees-Credit		26,193,862		0		26,193,862
343121	User Fees-Credit		23,573,846		0		23,573,846
343131	Regional Transfer Charge-Credit		6,146,499		0		6,146,499
343151	Rehabilitation & Enhancement Fee-Credit		198,085		0		198,085
343171	Host Fees-Credit		243,150		0		243,150
343211	DEQ - Orphan Site Account - Credit		108,588		0		108,588
343221	DEQ - Promotional Program - Credit		796,313		0		796,313
343200	Franchise Fees		2,500		0		2,500
343300	Salvage Revenue		92,856		0		92,856
343900	Tarp Sales		944		0		944
343800	Sublease Income		48,679		0		48,679
347900	Misc. Other Revenue		568,026		0		568,026
351000	Fines and Forfeits Revenue		75,000		0		75,000
361100	Interest on Investments		2,200,000		0		2,200,000
363000	Finance Charge		100,000		0		100,000
375000	Pass Through Debt Service Receipts		26,830,000		0		26,830,000
393768	Trans. Direct Cost from Rehab. & Enhance.		47,615		0		47,615
TOTAL RESOURCES			114,808,633		35,000		114,843,633

**Exhibit A
Ordinance No. 93-496**

FISCAL YEAR 1992-93		ADOPTED BUDGET		REVISION		ADOPTED BUDGET	
ACCT #	DESCRIPTION	FTE	AMOUNT	FTE	AMOUNT	FTE	AMOUNT
SOLID WASTE REVENUE FUND:Operating Account (Administration)							
Total Personal Services		10.50	460,937	0.00	0	10.50	460,937
<u>Materials & Services</u>							
521100	Office Supplies		20,945		0		20,945
521220	Custodial Supplies		290		0		290
521291	Packaging Materials		180		0		180
521293	Promotion Supplies		240		0		240
521310	Subscriptions		7,243		0		7,243
521320	Dues		3,011		0		3,011
521540	Maintenance & Repairs Supplies-Equipment		458		0		458
524190	Misc. Professional Services		0		25,100		25,100
525640	Maintenance & Repairs Services-Equipment		1,320		0		1,320
525710	Equipment Rental		4,040		0		4,040
526200	Ads & Legal Notices		1,605		0		1,605
526310	Printing Services		6,575		5,150		11,725
526320	Typesetting & Reprographics Services		0		4,750		4,750
526410	Telephone		10,100		0		10,100
526420	Postage		14,570		0		14,570
526440	Delivery Service		1,770		0		1,770
526500	Travel		5,527		0		5,527
526700	Temporary Help Services		12,000		0		12,000
526800	Training, Tuition, Conferences		5,835		0		5,835
529500	Meetings		3,000		0		3,000
Total Materials & Services			98,709		35,000		133,709
TOTAL EXPENDITURES		10.50	559,646	0.00	35,000	10.50	594,646

**Exhibit A
Ordinance No. 93-496**

FISCAL YEAR 1992-93		ADOPTED BUDGET		REVISION		ADOPTED BUDGET	
ACCT #	DESCRIPTION	FTE	AMOUNT	FTE	AMOUNT	FTE	AMOUNT
SOLID WASTE REVENUE FUND:Operating Account (Planning and Technical Services)							
<u>Personal Services</u>							
511121	SALARIES-REGULAR EMPLOYEES (full time)						
	Sr. Solid Waste Planner	1.00	41,034		0	1.00	41,034
	Assoc. Solid Waste Planner	2.00	80,278		0	2.00	80,278
	Administrative Manager	1.00	45,236		0	1.00	45,236
	Sr. Management Analyst	2.00	80,302		0	2.00	80,302
511131	SALARIES-TEMPORARY EMPLOYEES (full time)						
	Temporary Professional Assistance		0	0.08	2,610	0.08	2,610
512000	FRINGE		81,462		522		81,984
Total Personal Services		6.00	328,312	0.08	3,132	6.08	331,444
<u>Materials & Services</u>							
521100	Office Supplies		0		50		50
521110	Computer Software		4,080		0		4,080
521111	Computer Supplies		0		152		152
521240	Graphics/Reprographic Supplies		1,560		0		1,560
521260	Printing Supplies		1,300		0		1,300
521310	Subscriptions		1,112		0		1,112
521320	Dues		835		0		835
524190	Misc. Professional Services		442,000		(8,059)		433,941
525640	Maintenance & Repairs Services-Equipment		675		0		675
525740	Capital Lease Payments-Furniture & Equipment		12,781		0		12,781
526200	Ads & Legal Notices		1,020		0		1,020
526310	Printing Services		13,900		0		13,900
526320	Typesetting & Reprographics Services		1,040		0		1,040
526410	Telephone		0		85		85
526420	Postage		3,120		0		3,120
526500	Travel		7,940		0		7,940
526800	Training, Tuition, Conferences		5,160		0		5,160
529500	Meetings		1,040		0		1,040
Total Materials & Services			497,563		(7,772)		489,791
TOTAL EXPENDITURES		6.00	825,875	0.08	(4,640)	6.08	821,235

**Exhibit A
Ordinance No. 93-496**

FISCAL YEAR 1992-93		ADOPTED BUDGET		REVISION		ADOPTED BUDGET	
ACCT #	DESCRIPTION	FTE	AMOUNT	FTE	AMOUNT	FTE	AMOUNT
SOLID WASTE REVENUE FUND: Operating Account (Recycling Information and Education)							
<u>Personal Services</u>							
511121	SALARIES-REGULAR EMPLOYEES (full time)						
	Public Information Supervisor	0.40	16,584		0	0.40	16,584
	Senior Public Affairs Specialist	1.00	38,600		0	1.00	38,600
	Assoc. Public Affairs Specialist	1.00	34,600		(3,750)	1.00	30,850
	Asst. Public Affairs Specialist	1.00	31,400		0	1.00	31,400
511221	WAGES-REGULAR EMPLOYEES (full time)						
	Program Assistant 2	4.00	91,280		0	4.00	91,280
511225	WAGES-REGULAR EMPLOYEES (part time)						
	Program Assistant 2	0.50	11,350		0	0.50	11,350
511235	WAGES-TEMPORARY EMPLOYEES (part time)						
	Temporary	0.15	2,290		0	0.15	2,290
511400	OVERTIME		6,600		0		6,600
512000	FRINGE		79,119		0		79,119
Total Personal Services		8.05	311,823	0.00	(3,750)	8.05	308,073
Total Materials & Services			232,700		0		232,700
TOTAL EXPENDITURES		8.05	544,523	0.00	(3,750)	8.05	540,773

**Exhibit A
Ordinance No. 93-496**

FISCAL YEAR 1992-93		ADOPTED BUDGET		REVISION		ADOPTED BUDGET	
ACCT #	DESCRIPTION	FTE	AMOUNT	FTE	AMOUNT	FTE	AMOUNT
SOLID WASTE REVENUE FUND:General Account							
<u>Capital Outlay</u>							
BUDGET AND FINANCE							
571500	Purchases-Office Furniture & Equipment		25,000		0		25,000
OPERATIONS							
571400	Purchases-Equipment & Vehicles		85,500		0		85,500
571500	Purchases-Office Furniture & Equipment		3,000		0		3,000
574571	Const. Work/Materials-Final Cover & Imp.		110,000		0		110,000
WASTE REDUCTION							
574520	Construction - Buildings and Related		80,000		0		80,000
ADMINISTRATION							
571500	Purchases-Office Furniture & Equipment		5,778		0		5,778
PLANNING & TECHNICAL SERVICES							
571500	Purchases-Office Furniture & Equipment		0		4,640		4,640
RECYCLING INFORMATION AND EDUCATION							
571500	Purchases-Office Furniture & Equipment		2,325		3,750		6,075
METRO SOUTH							
574520	Const. Work/Materials-Bldgs, Exhibits & Rel.		230,000		0		230,000
METRO CENTRAL IMPROVEMENTS							
574130	Engineering Services		45,000		0		45,000
574520	Const. Work/Materials-Bldgs, Exhibits & Rel.		65,000		0		65,000
COMPOST FACILITY							
574520	Const. Work/Materials-Bldgs, Exhibits & Rel.		400,000		0		400,000
Total Capital Outlay			1,051,603		8,390		1,059,993
Total Requirements			1,051,603		8,390		1,059,993

**Exhibit A
Ordinance No. 93-496**

FISCAL YEAR 1992-93		ADOPTED BUDGET		REVISION		ADOPTED BUDGET	
ACCT #	DESCRIPTION	FTE	AMOUNT	FTE	AMOUNT	FTE	AMOUNT
SOLID WASTE REVENUE FUND:General Expenses							
Total Interfund Transfers			4,792,924				4,792,924
<u>Contingency and Unappropriated Balance</u>							
599999	Contingency		5,615,623		0		5,615,623
599990	Unappropriated Fund Balance		7,884,666		0		7,884,666
Total Contingency and Unappropriated Balance			13,500,289		0		13,500,289
TOTAL REVENUE FUND EXPENDITURES		100.70	114,808,633	0.08	35,000	100.78	114,843,633

EXHIBIT B
SCHEDULE OF APPROPRIATIONS
Ordinance No. 93-496

	Current Appropriations	Revision	Proposed Appropriations
SOLID WASTE REVENUE FUND			
Administration			
Personal Services	460,937	0	460,937
Materials & Services	98,709	35,000	133,709
Subtotal	559,646	35,000	594,646
Budget and Finance			
Personal Services	412,392	0	412,392
Materials & Services	1,079,368	0	1,079,368
Subtotal	1,491,760	0	1,491,760
Operations			
Personal Services	1,754,396	0	1,754,396
Materials & Services	39,902,935	0	39,902,935
Subtotal	41,657,331	0	41,657,331
Engineering & Analysis			
Personal Services	654,317	0	654,317
Materials & Services	163,075	0	163,075
Subtotal	817,392	0	817,392
Waste Reduction			
Personal Services	526,503	0	526,503
Materials & Services	1,615,848	0	1,615,848
Subtotal	2,142,351	0	2,142,351
Planning			
Personal Services	328,312	3,132	331,444
Materials & Services	497,563	(7,772)	489,791
Subtotal	825,875	(4,640)	821,235
Recycling Information and Education			
Personal Services	311,823	(3,750)	308,073
Materials & Services	232,700	0	232,700
Subtotal	544,523	(3,750)	540,773
Debt Service Account			
Debt Service	2,754,458	0	2,754,458
Subtotal	2,754,458	0	2,754,458
Landfill Closure Account			
Materials & Services	16,210,481	0	16,210,481
Subtotal	16,210,481	0	16,210,481
Construction Account			
Capital Outlay	1,090,000	0	1,090,000
Subtotal	1,090,000	0	1,090,000
Renewal and Replacement Account			
Capital Outlay	540,000	0	540,000
Subtotal	540,000	0	540,000

**EXHIBIT B
SCHEDULE OF APPROPRIATIONS
Ordinance No. 93-496**

	Current Appropriations	Revision	Proposed Appropriations
SOLID WASTE REVENUE FUND (continued)			
General Account Capital Outlay	1,051,603	8,390	1,059,993
Subtotal	1,051,603	8,390	1,059,993
Master Project Account			
Materials & Services	615,000	0	615,000
Debt Service	26,215,000	0	26,215,000
Subtotal	26,830,000	0	26,830,000
General Expenses			
Interfund Transfers	4,792,924	0	4,792,924
Contingency	5,615,623	0	5,615,623
Subtotal	10,408,547	0	10,408,547
Unappropriated Balance	7,884,666	0	7,884,666
Total Solid Waste Revenue Fund Requirements	114,808,633	35,000	114,843,633

NOTE: The current appropriations represented in this action are built on and assume adoption of Ordinance No. 93-494, FY 1992-93 Supplemental Budget

ALL OTHER APPROPRIATIONS REMAIN AS PREVIOUSLY ADOPTED

STAFF REPORT

CONSIDERATION OF ORDINANCE NO. 93-496 AMENDING ORDINANCE NO. 92-449B REVISING THE FY 1992-93 BUDGET AND APPROPRIATIONS SCHEDULE FOR THE PURPOSE OF RECOGNIZING NEW GRANT FUNDS AND RELATED EXPENDITURES, AND TRANSFERRING APPROPRIATIONS WITHIN THE RECYCLING INFORMATION AND EDUCATION DIVISION AND THE PLANNING AND TECHNICAL SERVICES DIVISION

Date: April 28, 1993

Presented by: Roosevelt Carter

FACTUAL BACKGROUND AND ANALYSIS

This action requests adjustments to the Solid Waste Revenue Fund for the following purposes:

1. To recognize and appropriate federal (EPA) grant funds in the amount of \$35,000;
2. To transfer \$7,772 from existing materials & services appropriations within the Planning & Technical Services Division to personal services within the same division and to the General Account to fund the FY 1992-93 portion of the in-house waste characterization study;
3. To transfer \$3,750 from existing personal services appropriations in the Recycling Information and Education Division to increase capital outlay appropriations in the General Account to purchase an uninterruptable power supply (UPS) for the Recycling Information program's computer system.

Each action will be explained separately.

1. EPA Grant

Metro applied for and was awarded \$35,000 in grant funds from the U.S. Environmental Protection Agency (EPA) to design and produce 1,500 copies of a booklet entitled, "Meet 'MRF': An Introduction to Materials Recovery Facilities and Transfer Stations". This brochure will explain what these facilities are and do. It will be made available to other governmental agencies, advocacy groups, developers, facility operators, neighborhood associations and others. Metro will furnish \$3,000 of in-kind match (in the form of staff time for project development and in-house graphic design). Attachment "1" provides a breakdown of the total project budget.

Oregon budget law allows for the recognition and appropriation of grant funds in the year of receipt without a supplemental budget. This request recognizes \$35,000 in new revenue and corresponding expenditures in the Solid Waste Revenue Fund, Administration Division.

2. In-House Waste Characterization Study

Resolution 92-1686 authorized release of a Request for Proposals for consulting services needed to perform a waste characterization study. After review of the proposals, contracts for separate work tasks were awarded to the Matrix Management Group (Matrix) and The Environmental Career Organization (ECO), conditional upon final approval by

the Metro Council. The Solid Waste Committee directed staff, at the April 6, 1993, meeting, to examine options for reducing costs from the original of \$250,000.

Staff has discussed reduced scopes of work with Matrix and ECO. Both organizations would be willing to renegotiate the original scopes to satisfy the new budget. However, staff believes that this would result in elimination of the services that were the primary reason for originally requesting outside consulting services. In order to maintain adequate sample size, there would have to be considerable cuts in project management and research design services given the revised budget. Instead of these services, Metro would be contracting mostly for labor involved in actually sorting and field crew supervision.

Staff recommends canceling the conditional awards of contract that have been issued to Matrix and ECO. To most effectively use the funds available, the proposal is to (1) reduce the scope of work by eliminating the sorting of generator specific samples, (2) utilizing in-house expertise for study design and analysis, (3) use part-time temporary Metro employees to conduct the sorting, and (4) use a full-time temporary Metro employee for supervision of the sorting crew and project coordination. With this proposal, Metro staff would be responsible for all aspects of the study. No work will be contracted out.

The total scope of the project will span two fiscal years and will cost a total of \$143,272. This action requests the amendment necessary to fund the FY 1992-93 portion of the project by transferring \$7,772 of existing materials & services appropriation to personal services in the Planning & Technical Services division and to the General Account. An additional amendment will be necessary to the FY 1993-94 budget prior to final adoption by Council.

3. Recycling Information and Education Division - Uninterruptable Power Supply

The Recycling Information and Education Division is requesting the purchase of an uninterruptable power supply (UPS) for the Recycling Information program computer system. This equipment will protect Metro's investment in computer hardware, software, and data stored on the system. It will protect the system from power surges, "brown outs", and voltage spikes. Any one of these conditions could cause serious harm to a computer system, both in terms of hardware damage and data loss. The UPS will also provide a temporary power source in the event of a power outage so that the computer system can be shut down in an orderly fashion, thus eliminating the risk of data loss or other damage.

Metro's Information Services Division (ISD) strongly recommends this equipment be purchased. ISD assisted the Recycling Information Division supervisor in preparing equipment specifications and soliciting competitive quotes. The lowest qualified quote came in at \$3,750. This equipment was not included in the FY 1992-93 budget because staff was unaware of the need for it until after the budget was submitted.

The Recycling Information and Education division is requesting the transfer of \$3,750 of existing appropriation from Personal Services to the General Account, Capital Outlay to fund this acquisition. Excess funds in personal services are the result of a three-month position vacancy for an Associate Public Affairs Specialist.

EXECUTIVE OFFICER'S RECOMMENDATION

The Executive officer recommends adoption of Ordinance No. 93-496, recognizing \$35,000 of grant funds and related expenditures in the Administration Division, transferring \$7,772 of existing appropriation from the Planning & Technical Services division's materials & services to personal services and the General Account, and transferring \$3,750 of existing appropriations from the Recycling Information and Education Division's personal services to capital outlay in the General Account to fund an uninterruptable power supply for the Recycling Information Center's computer system.

Meeting Date: June 24, 1993
Agenda Item No. 7.4

ORDINANCE NO. 93-500A

FINANCE COMMITTEE REPORT

ORDINANCE NO. 93-500A AMENDING THE FY 1992-93 BUDGET AND APPROPRIATIONS SCHEDULE TRANSFERRING APPROPRIATIONS FROM MATERIALS AND SERVICES TO CAPITAL OUTLAY IN THE COUNCIL DEPARTMENT BUDGET TO FUND OFFICE EQUIPMENT PURCHASES

Date: June 17, 1993

Presented By: Councilor Kvistad

COMMITTEE RECOMMENDATION: At its June 9, 1993 meeting the Committee voted unanimously to recommend Council adoption of Ordinance No. 93-500 as amended. All Committee members were present and voting.

COMMITTEE DISCUSSION/ISSUES: Don Carlson, Council Administrator presented the Staff Report. He stated that the issue of inadequate computer equipment was identified at the recent Council Staff training workshops as important to improve the effectiveness of the Staff. Mr. Carlson presented a memo which outlines the problems staff is experiencing with the current equipment and the proposed equipment purchases (See Attachment A to this report).

Mr. Carlson pointed out that the original amount of the request was made as an estimate to get the ordinance consideration started. It was made prior to the process which led to the specific request in Attachment A. His revised estimate was \$11,000. Councilor Kvistad asked why the staff was not upgrading equipment to the 486 model level and what would the added cost be to do so. In response Mr. Carlson stated the request was made in consultation with the Data Processing Division based on a description of the work to be performed and that he did not know what the incremental cost was. Mr. Carlson asked that the budget request be increased from \$7,000 to \$12,000 to make it possible to explore upgrading the equipment to the 486 model level.



METRO

Date: June 8, 1993
To: Finance Committee
From: Donald E. Carlson, Council Administrator
Re: Ordinance No. 93-500, Amending the FY 92-93 Council Department Budget to Purchase Computer Equipment and Software

The purpose of this memo is to provide specific information on the request to upgrade Council Staff computer equipment and software. Attachment 1 provides a list of proposed purchases to upgrade the Council Staff system. This issue of inadequate computer capabilities was identified at the last Council Staff training workshop. Since that time Staff has met twice to identify problems and needs and to agree on potential solutions.

Several problems have been identified including:

1. The Council Clerk and Committee Recorders machines are old and slow and they experience times during which the machines take an inordinate amount of time to process;
2. The Analysts and Recorders have requested the purchase of Excel spread sheet software so the appropriate budget documents can be accessed during the annual budget process (the Finance Department prepares the budget on Excel). Also requesting the purchase of Excel is the Administrative Secretary who spends several hours each week maintaining the department's fiscal records using a hand calculator and outdated software which does not interface well with the existing printer causing it to default which results in wasted time. The use of Excel requires the Windows program and at least a 386 model computer; and
3. The Council Clerk and Committee recorders experience delays in printing Council documents because the existing printer does not have sufficient bins to hold letterhead, memo stock, agenda stock and blank stock. Each time a different document is produced the person must manually change the paper.

To address the problems the Staff requests the upgrading of the personal computers from the 286 model to the 386DX model, the purchase of Windows software, the purchase of a new printer, and various other purchases. The personal computer upgrade will be accomplished with the purchase of three new machines and the retro fitting of 4 existing machines. In regard to the old machines one will be retro fitted to the 386 standard and be assigned to the Presiding

Officer, another will be placed at the MCCI desk and the third will be placed on a mobile cart for use by Councilors in their respective offices.

The specific budget amendment request is to transfer \$11,000 from the Materials and Services category (Election Expense line item) to the Capital Outlay category. This should provide sufficient budget and appropriation authority to make the Capital Outlay expenditures identified on Attachment 1. Ordinance No. 93-500 currently requests the transfer of \$7,000 so this figure needs to be amended to transfer an additional \$4,000 to the Capital Outlay category.

cc: Metro Council

Ord 93-500.memo

PROPOSED EQUIPMENT AND SOFTWARE PURCHASES FOR FY 92-93

AMT.	ITEM DESCRIPTION	UNIT COST	TOTAL COST
CAPITAL EXPENDITURES			
3	386DX W/SVGA computers w/color monitor (PA,SL,MGS)	\$1,139	\$ 3,417
4	386 bare bones computer using existing 286 (JS,JH,DEC,JW)	\$ 520	\$ 2,080
4	SVGA color monitor (JS,JH,LR,JW)	\$ 325	\$ 1,300
1	HP 4si MX printer (purchased but not budgeted)	\$4,040	\$ 4,040
TOTAL CAPITAL EXPENDITURES			\$10,837
MATERIALS AND SERVICES			
COMPUTER SOFTWARE LINE ITEM			
11	Windows w/mouse (for all)	\$ 59	\$ 649
11	WP 5.2 for Windows updates (for all)	\$ 85	\$ 935
4	Excel competitive upgrades from Lotus 123 (MGS,SL,LR,GR)	\$ 123	\$ 492
1	Office (JW)	\$ 120	\$ 120
1	Fax software (Satisfaction Faxibility) **	\$ 351	\$ 351
1	Quiet Keytronics keyboard	\$ 40	\$ 40
SUBTOTAL COMPUTER SOFTWARE			\$ 2,587
OFFICE SUPPLIES LINE ITEM **			
1	Transcriber (PEA)	\$ 300*	\$ 300
1	Microphone for old "chamber" recorder	\$ 150*	\$ 150
2	Computer tables (SL,LR)	\$ 75*	\$ 150
1	Electronic typewriter (LR)	\$ 150*	\$ 150
SUBTOTAL OFFICE SUPPLIES			\$ 750
TRAINING, TUITION, AND CONFERENCES LINE ITEM **			
2	Computer software group training (Windows, Excel)	\$ 750*	\$ 750
SUBTOTAL TRAINING, TUITION, CONFERENCES			\$ 750
TOTAL MATERIALS AND SERVICES			\$ 4,087
TOTAL PROPOSED EQUIPMENT PURCHASES			\$14,924
* Prices shown are estimates			
** These items may be delayed until FY 93-94			

BEFORE THE METRO COUNCIL

AN ORDINANCE AMENDING ORDINANCE NO.)
92-449B REVISING THE FY 1992-93 BUDGET)
AND APPROPRIATIONS SCHEDULE FOR)
THE PURPOSE OF TRANSFERRING)
APPROPRIATIONS FROM MATERIALS &)
SERVICES TO CAPITAL OUTLAY IN THE)
COUNCIL DEPARTMENT TO FUND)
FURNITURE PURCHASES)

ORDINANCE NO. 93-500A

Introduced by Judy Wyers,
Presiding Officer

WHEREAS, The Metro Council has reviewed and considered the need to transfer appropriations within the FY 1992-93 Budget; and

WHEREAS, The need for a transfer of appropriation has been justified; and

WHEREAS, Adequate funds exist for other identified needs; now, therefore,

THE METRO COUNCIL ORDAINS:

1. That Ordinance No. 92-449B, Exhibit B, FY 1992-93 Budget, and Exhibit C, Schedule of Appropriations, are hereby amended as shown in the column titled "Revision" of Exhibits A and B to this Ordinance transferring ~~\$7,000~~ \$12,000 from the Council Department Materials & Services category to Capital Outlay appropriations to fund furniture purchases for the department.

2. This Ordinance being necessary for the immediate preservation of the public health, safety and welfare, in order to comply with Oregon Budget Law, an emergency is declared to exist, and this Ordinance takes effect upon passage.

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

Judy Wyers, Presiding Officer

ATTEST:

Clerk of the Council

**Exhibit A
Ordinance No. 93-500A**

FISCAL YEAR 1992-93		CURRENT BUDGET		REVISION		PROPOSED BUDGET	
ACCT #	DESCRIPTION	FTE	AMOUNT	FTE	AMOUNT	FTE	AMOUNT
GENERAL FUND: Council							
<u>Total Personal Services</u>		12.34	719,605	0.00	0	12.34	719,605
<u>Materials & Services</u>							
521100	Office Supplies		7,100		0		7,100
521320	Dues		500		0		500
524110	Accounting & Auditing Services		60,000		0		60,000
524190	Misc. Professional Services		20,000		0		20,000
525640	Maintenance & Repairs Services-Equipment		1,000		0		1,000
525733	Operating Lease Payments-Other		15,000		0		15,000
526200	Ads & Legal Notices		1,300		0		1,300
526310	Printing Services		3,200		0		3,200
526410	Telephone		900		0		900
526440	Delivery Services		700		0		700
526500	Travel		10,000		0		10,000
526800	Training, Tuition, Conferences		5,500		0		5,500
528100	License, Permits, Payments to Other Agencies		9,500		0		9,500
528200	Election Expense		163,000		(12,000)		151,000
529110	Council Per Diem		44,400		0		44,400
529120	Councilor Expenses		33,250		0		33,250
529500	Meetings		11,000		0		11,000
<u>Total Materials & Services</u>			386,350		(12,000)		374,350
<u>Capital Outlay</u>							
571500	Purchases-Office Furniture & Equipment		4,000		12,000		16,000
<u>Total Capital Outlay</u>			4,000		12,000		16,000
TOTAL EXPENDITURES		12.34	1,109,955	0.00	0	12.34	1,109,955

Exhibit B
Schedule of Appropriations
Ordinance No. 93-500A

	Current Appropriation	Revision	Proposed Appropriation
GENERAL FUND			
Council			
Personal Services	\$719,605	\$0	\$719,605
Materials & Services	\$386,350	(\$12,000)	\$374,350
Capital Outlay	\$4,000	\$12,000	\$16,000
Subtotal	\$1,109,955	\$0	\$1,109,955
Executive Management			
Personal Services	\$330,171	\$0	\$330,171
Materials & Services	\$142,742	\$0	\$142,742
Capital Outlay	\$0	\$0	\$0
Subtotal	\$472,913	\$0	\$472,913
Office of Government Relations			
Personal Services	\$100,901	\$0	\$100,901
Materials & Services	\$82,471	\$0	\$82,471
Capital Outlay	\$0	\$0	\$0
Subtotal	\$183,372	\$0	\$183,372
General Expenses			
Interfund Transfers	\$2,912,757	\$0	\$2,912,757
Contingency	\$292,669	\$0	\$292,669
Subtotal	\$3,205,426	\$0	\$3,205,426
Unappropriated Balance	\$261,912	\$0	\$261,912
Total General Fund Requirements	\$5,233,578	\$0	\$5,233,578

All Other Appropriations Remain As Previously Adopted



METRO

DATE: May 20, 1993
TO: Metro Council
FROM: Donald E. Carlson, Council Administrator
RE: Ordinance No. 93-500, Amending the Metro Council FY 1992-93
Department Budget

The purpose of this memorandum is to transmit to you for first reading a proposed ordinance which would amend the Council Department to transfer \$7,000 from the Materials & Services category to the Capital Outlay category. The transfer would enable the Department to purchase a new printer and two new personal computers. The Department is going through a process to assess its equipment needs, and we plan to have additional information to the Finance Committee prior to its consideration of the proposed ordinance.

Additionally, we are reviewing our entire Department budget to make sure that we have sufficient budget and appropriations for the remainder of the fiscal year in all major categories including Personal Services, Materials & Services and Capital Outlay. That review will be given to the Finance Committee prior to their consideration.

cc: Jennifer Sims

BEFORE THE METRO COUNCIL

AN ORDINANCE AMENDING ORDINANCE NO.)
92-449B REVISING THE FY 1992-93 BUDGET)
AND APPROPRIATIONS SCHEDULE FOR)
THE PURPOSE OF TRANSFERRING)
APPROPRIATIONS FROM MATERIALS &)
SERVICES TO CAPITAL OUTLAY IN THE)
COUNCIL DEPARTMENT TO FUND)
FURNITURE PURCHASES)

ORDINANCE NO. 93-500

Introduced by Judy Wyers,
Presiding Officer

WHEREAS, The Metro Council has reviewed and considered the need to transfer appropriations within the FY 1992-93 Budget; and

WHEREAS, The need for a transfer of appropriation has been justified; and

WHEREAS, Adequate funds exist for other identified needs; now, therefore,

THE METRO COUNCIL ORDAINS:

1. That Ordinance No. 92-449B, Exhibit B, FY 1992-93 Budget, and Exhibit C, Schedule of Appropriations, are hereby amended as shown in the column titled "Revision" of Exhibits A and B to this Ordinance transferring \$7,000 from the Council Department Materials & Services category to Capital Outlay appropriations to fund furniture purchases for the department.

2. This Ordinance being necessary for the immediate preservation of the public health, safety and welfare, in order to comply with Oregon Budget Law, an emergency is declared to exist, and this Ordinance takes effect upon passage.

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

Judy Wyers, Presiding Officer

ATTEST:

Clerk of the Council

**Exhibit A
Ordinance No. 93-500**

FISCAL YEAR 1992-93		CURRENT BUDGET		REVISION		PROPOSED BUDGET	
ACCT #	DESCRIPTION	FTE	AMOUNT	FTE	AMOUNT	FTE	AMOUNT
GENERAL FUND: Council							
<u>Total Personal Services</u>		12.34	719,605	0.00	0	12.34	719,605
<u>Materials & Services</u>							
521100	Office Supplies		7,100		0		7,100
521320	Dues		500		0		500
524110	Accounting & Auditing Services		60,000		0		60,000
524190	Misc. Professional Services		20,000		0		20,000
525640	Maintenance & Repairs Services-Equipment		1,000		0		1,000
525733	Operating Lease Payments-Other		15,000		0		15,000
526200	Ads & Legal Notices		1,300		0		1,300
526310	Printing Services		3,200		0		3,200
526410	Telephone		900		0		900
526440	Delivery Services		700		0		700
526500	Travel		10,000		0		10,000
526800	Training, Tuition, Conferences		5,500		0		5,500
528100	License, Permits, Payments to Other Agencies		9,500		0		9,500
528200	Election Expense		163,000		(7,000)		156,000
529110	Council Per Diem		44,400		0		44,400
529120	Councilor Expenses		33,250		0		33,250
529500	Meetings		11,000		0		11,000
<u>Total Materials & Services</u>			386,350		(7,000)		379,350
<u>Capital Outlay</u>							
571500	Purchases-Office Furniture & Equipment		4,000		7,000		11,000
<u>Total Capital Outlay</u>			4,000		7,000		11,000
<u>TOTAL EXPENDITURES</u>		12.34	1,109,955	0.00	0	12.34	1,109,955

Exhibit B
Schedule of Appropriations
Ordinance No. 93-500

	Current Appropriation	Revision	Proposed Appropriation
GENERAL FUND			
Council			
Personal Services	\$719,605	\$0	\$719,605
Materials & Services	\$386,350	(\$7,000)	\$379,350
Capital Outlay	\$4,000	\$7,000	\$11,000
Subtotal	\$1,109,955	\$0	\$1,109,955
Executive Management			
Personal Services	\$330,171	\$0	\$330,171
Materials & Services	\$142,742	\$0	\$142,742
Capital Outlay	\$0	\$0	\$0
Subtotal	\$472,913	\$0	\$472,913
Office of Government Relations			
Personal Services	\$100,901	\$0	\$100,901
Materials & Services	\$82,471	\$0	\$82,471
Capital Outlay	\$0	\$0	\$0
Subtotal	\$183,372	\$0	\$183,372
General Expenses			
Interfund Transfers	\$2,912,757	\$0	\$2,912,757
Contingency	\$292,669	\$0	\$292,669
Subtotal	\$3,205,426	\$0	\$3,205,426
Unappropriated Balance	\$261,912	\$0	\$261,912
Total General Fund Requirements	\$5,233,578	\$0	\$5,233,578

All Other Appropriations Remain As Previously Adopted

Meeting Date: June 24, 1993
Agenda Item No. 7.5

ORDINANCE NO. 93-502

FINANCE COMMITTEE REPORT

ORDINANCE NO. 93-502 AMENDING THE FY 1992-93 BUDGET AND APPROPRIATIONS SCHEDULE TO TRANSFER APPROPRIATIONS WITHIN THE SOLID WASTE REVENUE FUND AND THE REHABILITATION AND ENHANCEMENT FUND

Date: June 16, 1993

Presented By: Councilor Buchanan

COMMITTEE RECOMMENDATION: At its June 9, 1993 meeting the Committee voted unanimously to recommend Council adoption of Ordinance No. 93-502. All Committee members were present and voting.

COMMITTEE DISCUSSION/ISSUES: Roosevelt Carter, Solid Waste Finance Manager, presented the Staff Report. He pointed out that the ordinance amends the budget and appropriation schedule for two funds -- the Rehabilitation and Enhancement Fund and the Solid Waste Revenue Fund.

In regard to the Rehabilitation and Enhancement Fund the request is to transfer \$22,000 from the Forest Grove Transfer Station Account to the Oregon City Transfer Station Account. The transfer is necessary because the estimated tonnage flows at each facility has changed since the original budget was adopted. The rehabilitation and enhancement fee of \$.50 per ton is passed on to the respective cities to mitigate the impact of having a solid waste facility in each community.

The requested changes to the Solid Waste Revenue Fund include: 1) the transfer of \$7,500 from Misc. Professional Services in the Waste Reduction Division budget and \$4080 from Computer Software in the Planning and Technical Services Division budget to the Capital Outlay category in the General Account for the purpose of purchasing a file server for the Solid Waste Departments computer network; and 2) the transfer of \$75,000 from the Materials and Services category to the Personal Services category in the Operations Division budget to pay for costs associated with the household hazardous waste collection events.

In response to questions from the Committee, Mr. Carter stated 1) the computer purchase request was made in consultation with the Data Processing Division and he would provide information on the specific equipment purchased; and 2) the requests do not effect the current appropriations for support to the thrift organizations.

IN response to a question from Council Staff regarding a discrepancy in the figures in the Staff Report and the ordinance, Mr. Carter said the figures in the ordinance were correct.

BEFORE THE METRO COUNCIL

AN ORDINANCE AMENDING ORDINANCE NO.)
92-449B REVISING THE FY 1992-93 BUDGET)
AND APPROPRIATIONS SCHEDULE FOR)
THE PURPOSE OF TRANSFERRING)
APPROPRIATIONS WITHIN THE SOLID)
WASTE REVENUE FUND AND THE)
REHABILITATION AND ENHANCEMENT)
FUND)

ORDINANCE NO. 93-502

Introduced by Rena Cusma,
Executive Officer

WHEREAS, The Metro Council has reviewed and considered the need to transfer appropriations within the FY 1992-93 Budget; and

WHEREAS, The need for a transfer of appropriation has been justified; and

WHEREAS, Adequate funds exist for other identified needs; now, therefore,

THE METRO COUNCIL ORDAINS:

1. That Ordinance No. 92-449B, Exhibit B, FY 1992-93 Budget, and Exhibit C, Schedule of Appropriations, are hereby amended as shown in the column titled "Revision" of Exhibits A and B to this Ordinance transferring \$75,000 from the Solid Waste Revenue Fund, Operations division materials & services category to personal services; transferring \$4,080 from the Planning and Technical Services division and \$7,500 from the Waste Reduction division to capital outlay in the Solid Waste Revenue Fund, General Account; and transferring \$22,000 from the Forest Grove Account to the Oregon City Account in the Rehabilitation and Enhancement Fund.

2. This Ordinance being necessary for the immediate preservation of the public health, safety and welfare, in order to meet program costs and to comply with Oregon Budget Law, an emergency is declared to exist, and this Ordinance takes effect upon passage.

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

Judy Wyers, Presiding Officer

ATTEST:

Clerk of the Council

**Exhibit A
Ordinance No. 93-502**

FISCAL YEAR 1992-93		ADOPTED BUDGET		REVISION		PROPOSED BUDGET	
ACCT #	DESCRIPTION	FTE	AMOUNT	FTE	AMOUNT	FTE	AMOUNT
SOLID WASTE REVENUE FUND:Operating Account (Operations)							
<u>Personal Services</u>							
511121	SALARIES-REGULAR EMPLOYEES (full time)						
	Facilities Superintendent	1.00	55,620		0	1.00	55,620
	Sr. Solid Waste Planner	1.00	47,508		0	1.00	47,508
	Assoc. Management Analyst	1.00	39,081		0	1.00	39,081
	Facilities Mgmt Project Coordinator	3.00	105,190		0	3.00	105,190
	Hazardous Waste Specialist	5.00	151,343		0	5.00	151,343
	Site Manager II	1.00	37,548		0	1.00	37,548
	Site Manager I	2.00	64,877		0	2.00	64,877
511221	WAGES-REGULAR EMPLOYEES (full time)						
	Hazardous Waste Technician	17.00	322,412		0	17.00	322,412
	Scalehouse Technician	14.00	300,191		0	14.00	300,191
511225	WAGES-REGULAR EMPLOYEES (part time)						
	Scalehouse Technician	2.15	47,336		0	2.15	47,336
511231	WAGES-TEMPORARY EMPLOYEES (full time)						
	Temporary	1.00	28,233		0	1.00	28,233
511235	WAGES-TEMPORARY EMPLOYEES (part time)						
	Temporary		0	2.50	63,000	2.50	63,000
511400	OVERTIME		62,500		5,000		67,500
512000	FRINGE		492,557		7,000		499,557
Total Personal Services		48.15	1,754,396	2.50	75,000	50.65	1,829,396
<u>Materials & Services</u>							
521100	Office Supplies		15,361		0		15,361
521110	Computer Software		8,000		0		8,000
521220	Custodial Supplies		1,804		0		1,804
521260	Printing Supplies		7,401		0		7,401
521290	Other Supplies		96,258		0		96,258
521400	Fuels & Lubricants		5,500		0		5,500
521530	Maintenance & Repairs Supplies-Vehicles		2,500		0		2,500
521540	Maintenance & Repairs Supplies-Equipment		114,300		0		114,300
523900	Freight In		1,900		0		1,900
524130	Promotion/Public Relations		13,900		0		13,900
524190	Misc. Professional Services		606,467		0		606,467
524210	Data Processing Services		55,000		0		55,000
525110	Utilities-Electricity		27,000		0		27,000
525120	Utilities-Water & Sewer		48,000		0		48,000
525610	Maintenance & Repairs Services-Building		18,000		0		18,000
525620	Maintenance & Repairs Services-Grounds		2,000		0		2,000
525630	Maintenance & Repairs Services-Vehicles		2,500		0		2,500
525640	Maintenance & Repairs Services-Equipment		150,250		0		150,250
525710	Equipment Rental		4,100		0		4,100
525733	Operating Lease Payments-Other		120,000		0		120,000
526200	Ads & Legal Notices		4,580		0		4,580
526310	Printing Services		35,700		0		35,700
526410	Telephone		37,540		0		37,540
526420	Postage		1,000		0		1,000
526500	Travel		12,725		0		12,725
526610	Disposal Operations		7,684,159		0		7,684,159
526611	Disposal Operations-Transportation		10,858,637		0		10,858,637
526612	Disposal Operations-Landfill Disposal		18,837,873		(75,000)		18,762,873
526613	Disposal Operations-Hazardous Material		974,400		0		974,400
526800	Training, Tuition, Conferences		61,205		0		61,205
526910	Uniform Supply & Cleaning Services		74,000		0		74,000
528100	License, Permits, Payments to Other Agencies		20,875		0		20,875
Total Materials & Services			39,902,935		(75,000)		39,827,935
TOTAL EXPENDITURES		48.15	41,657,331	2.50	0	50.65	41,657,331

**Exhibit A
Ordinance No. 93-502**

FISCAL YEAR 1992-93		ADOPTED BUDGET		REVISION		PROPOSED BUDGET	
ACCT #	DESCRIPTION	FTE	AMOUNT	FTE	AMOUNT	FTE	AMOUNT
SOLID WASTE REVENUE FUND:Operating Account (Waste Reduction)							
Total Personal Services		9.50	526,503	0.00	0	9.50	526,503
<u>Materials & Services</u>							
521100	Office Supplies		1,200		0		1,200
521240	Graphics/Reprographic Supplies		15,800		0		15,800
521290	Other Supplies		9,000		0		9,000
521291	Packaging Materials		550		0		550
521293	Promotion Supplies		500		0		500
521310	Subscriptions		1,610		0		1,610
521320	Dues		675		0		675
524190	Misc. Professional Services		747,000		(7,500)		739,500
526200	Ads & Legal Notices		2,000		0		2,000
526310	Printing Services		25,500		0		25,500
526320	Typesetting & Reprographics Services		5,050		0		5,050
526440	Delivery Service		300		0		300
526500	Travel		6,950		0		6,950
526800	Training, Tuition, Conferences		4,000		0		4,000
528100	License, Permits, Payments to Other Agencies		778,313		0		778,313
529500	Meetings		17,400		0		17,400
Total Materials & Services			1,615,848		(7,500)		1,608,348
TOTAL EXPENDITURES		9.50	2,142,351	0.00	(7,500)	9.50	2,134,851

SOLID WASTE REVENUE FUND:Operating Account (Planning and Technical Services)

Total Personal Services		6.08	331,444	0.00	0	6.08	331,444
<u>Materials & Services</u>							
521100	Office Supplies		50		0		50
521110	Computer Software		4,080		(4,080)		0
521111	Computer Supplies		152		0		152
521240	Graphics/Reprographic Supplies		1,560		0		1,560
521260	Printing Supplies		1,300		0		1,300
521310	Subscriptions		1,112		0		1,112
521320	Dues		835		0		835
524190	Misc. Professional Services		433,941		0		433,941
525640	Maintenance & Repairs Services-Equipment		675		0		675
525740	Capital Lease Payments-Furniture & Equipment		12,781		0		12,781
526200	Ads & Legal Notices		1,020		0		1,020
526310	Printing Services		13,900		0		13,900
526320	Typesetting & Reprographics Services		1,040		0		1,040
526410	Telephone		85		0		85
526420	Postage		3,120		0		3,120
526500	Travel		7,940		0		7,940
526800	Training, Tuition, Conferences		5,160		0		5,160
529500	Meetings		1,040		0		1,040
Total Materials & Services			489,791		(4,080)		485,711
TOTAL EXPENDITURES		6.08	821,235	0.00	(4,080)	6.08	817,155

**Exhibit A
Ordinance No. 93-502**

FISCAL YEAR 1992-93		ADOPTED BUDGET		REVISION		PROPOSED BUDGET	
ACCT #	DESCRIPTION	FTE	AMOUNT	FTE	AMOUNT	FTE	AMOUNT
SOLID WASTE REVENUE FUND:General Account							
<u>Capital Outlay</u>							
BUDGET AND FINANCE							
571500	Purchases-Office Furniture & Equipment		25,000		11,580		36,580
OPERATIONS							
571400	Purchases-Equipment & Vehicles		85,500		0		85,500
571500	Purchases-Office Furniture & Equipment		3,000		0		3,000
574571	Const. Work/Materials-Final Cover & Imp.		110,000		0		110,000
WASTE REDUCTION							
574520	Construction - Buildings and Related		80,000		0		80,000
ADMINISTRATION							
571500	Purchases-Office Furniture & Equipment		5,778		0		5,778
PLANNING & TECHNICAL SERVICES							
571500	Purchases-Office Furniture & Equipment		4,640		0		4,640
RECYCLING INFORMATION AND EDUCATION							
571500	Purchases-Office Furniture & Equipment		6,075		0		6,075
METRO SOUTH							
574520	Const. Work/Materials-Bldgs, Exhibits & Rel.		230,000		0		230,000
METRO CENTRAL IMPROVEMENTS							
574130	Engineering Services		45,000		0		45,000
574520	Const. Work/Materials-Bldgs, Exhibits & Rel.		65,000		0		65,000
COMPOST FACILITY							
574520	Const. Work/Materials-Bldgs, Exhibits & Rel.		400,000		0		400,000
Total Capital Outlay			1,059,993		11,580		1,071,573
Total Requirements			1,059,993		11,580		1,071,573
SOLID WASTE REVENUE FUND:General Expenses							
Total Interfund Transfers			4,792,924		0		4,792,924
<u>Contingency and Unappropriated Balance</u>							
599999	Contingency		5,615,623		0		5,615,623
599990	Unappropriated Fund Balance		7,884,666		0		7,884,666
Total Contingency and Unappropriated Balance			13,500,289		0		13,500,289
TOTAL REVENUE FUND EXPENDITURES		100.78	114,843,633	2.50	0	103.28	114,843,633

**Exhibit A
Ordinance No. 93-502**

FISCAL YEAR 1992-93		ADOPTED BUDGET		REVISION		PROPOSED BUDGET	
ACCT #	DESCRIPTION	FTE	AMOUNT	FTE	AMOUNT	FTE	AMOUNT
REHABILITATION & ENHANCEMENT FUND							
<u>Materials & Services</u>							
NORTH PORTLAND ENHANCEMENT ACCOUNT							
524190	Misc. Professional Services		100,000		0		100,000
526200	Ads & Legal Notices		500		0		500
526310	Printing Services		560		0		560
526420	Postage		1,000		0		1,000
526800	Training, Tuition, and Conferences		500		0		500
529500	Meetings		360		0		360
COMPOSTER ENHANCEMENT ACCOUNT							
524190	Misc. Professional Services		65,500		0		65,500
526200	Ads & Legal Notices		500		0		500
526310	Printing Services		625		0		625
526420	Postage		1,000		0		1,000
METRO CENTRAL ENHANCEMENT ACCOUNT							
524190	Misc. Professional Services		240,000		0		240,000
526200	Ads & Legal Notices		500		0		500
526310	Printing Services		560		0		560
526420	Postage		1,000		0		1,000
FOREST GROVE ACCOUNT							
528100	License, Permits, Payments to Other Agencies		79,274		(22,000)		57,274
OREGON CITY ACCOUNT							
528100	License, Permits, Payments to Other Agencies		163,876		22,000		185,876
Total Materials & Services			655,755		0		655,755
Total Interfund Transfers			47,615		0		47,615
<u>Contingency and Unappropriated Balance</u>							
599999	Contingency		200,000		0		200,000
599990	Unappropriated Balance		1,871,968		0		1,871,968
Total Contingency and Unappropriated Balance			2,071,968		0		2,071,968
TOTAL EXPENDITURES			2,775,338		0		2,775,338

NOTE: THE ADOPTED BUDGET COLUMN SHOWN IN THIS ACTION ASSUMES ADOPTION OF ORDINANCE NO. 93-496

EXHIBIT B
SCHEDULE OF APPROPRIATIONS
Ordinance No. 93-502

	Current Appropriations	Revision	Proposed Appropriations
SOLID WASTE REVENUE FUND			
Administration			
Personal Services	460,937	0	460,937
Materials & Services	133,709	0	133,709
Subtotal	594,646	0	594,646
Budget and Finance			
Personal Services	412,392	0	412,392
Materials & Services	1,079,368	0	1,079,368
Subtotal	1,491,760	0	1,491,760
Operations			
Personal Services	1,754,396	75,000	1,829,396
Materials & Services	39,902,935	(75,000)	39,827,935
Subtotal	41,657,331	0	41,657,331
Engineering & Analysis			
Personal Services	654,317	0	654,317
Materials & Services	163,075	0	163,075
Subtotal	817,392	0	817,392
Waste Reduction			
Personal Services	526,503	0	526,503
Materials & Services	1,615,848	(7,500)	1,608,348
Subtotal	2,142,351	(7,500)	2,134,851
Planning & Technical Services			
Personal Services	331,444	0	331,444
Materials & Services	489,791	(4,080)	485,711
Subtotal	821,235	(4,080)	817,155
Recycling Information and Education			
Personal Services	308,073	0	308,073
Materials & Services	232,700	0	232,700
Subtotal	540,773	0	540,773
Debt Service Account			
Debt Service	2,754,458	0	2,754,458
Subtotal	2,754,458	0	2,754,458
Landfill Closure Account			
Materials & Services	16,210,481	0	16,210,481
Subtotal	16,210,481	0	16,210,481
Construction Account			
Capital Outlay	1,090,000	0	1,090,000
Subtotal	1,090,000	0	1,090,000
Renewal and Replacement Account			
Capital Outlay	540,000	0	540,000
Subtotal	540,000	0	540,000

EXHIBIT B
SCHEDULE OF APPROPRIATIONS
Ordinance No. 93-502

	Current Appropriations	Revision	Proposed Appropriations
SOLID WASTE REVENUE FUND (continued)			
General Account			
Capital Outlay	1,059,993	11,580	1,071,573
Subtotal	1,059,993	11,580	1,071,573
Master Project Account			
Materials & Services	615,000	0	615,000
Debt Service	26,215,000	0	26,215,000
Subtotal	26,830,000	0	26,830,000
General Expenses			
Interfund Transfers	4,792,924	0	4,792,924
Contingency	5,615,623	0	5,615,623
Subtotal	10,408,547	0	10,408,547
Unappropriated Balance	7,884,666	0	7,884,666
Total Solid Waste Revenue Fund Requirements	114,843,633	0	114,843,633
REHABILITATION & ENHANCEMENT FUND			
North Portland Enhancement Account			
Materials & Services	102,920	0	102,920
Subtotal	102,920	0	102,920
Composter Enhancement Account			
Materials & Services	67,625	0	67,625
Subtotal	67,625	0	67,625
Metro Central Enhancement Account			
Materials & Services	242,060	0	242,060
Subtotal	242,060	0	242,060
Forest Grove Account			
Materials & Services	79,274	(22,000)	57,274
Subtotal	79,274	(22,000)	57,274
Oregon City Account			
Materials & Services	163,876	22,000	185,876
Subtotal	163,876	22,000	185,876
General Expenses			
Interfund Transfers	47,615	0	47,615
Contingency	200,000	0	200,000
Subtotal	247,615	0	247,615
Unappropriated Balance	1,871,968	0	1,871,968
Total Rehab. & Enhancement Fund Requirements	2,775,338	0	2,775,338

NOTE: The current appropriations represented in this action assume adoption of Ordinance No 93-494, FY 1992-93 Supplemental Budget, and Ordinance No. 93-496

ALL OTHER APPROPRIATIONS REMAIN AS PREVIOUSLY ADOPTED

STAFF REPORT

CONSIDERATION OF ORDINANCE NO. 93-502 AMENDING ORDINANCE NO. 92-449B REVISING THE FY 1992-93 BUDGET AND APPROPRIATIONS SCHEDULE FOR THE PURPOSE OF TRANSFERRING APPROPRIATIONS WITHIN THE SOLID WASTE REVENUE FUND AND THE REHABILITATION AND ENHANCEMENT FUND

Date: May 17, 1993

Presented by: Roosevelt Carter

FACTUAL BACKGROUND AND ANALYSIS

This action requests adjustments to the Rehabilitation and Enhancement Fund and the Solid Waste Revenue Fund for the following purposes:

1. Transfer \$22,000 within the Rehabilitation and Enhancement Fund from the Forest Grove Account to the Oregon City Account to reflect estimated tonnage flows through June 30;
2. Transfer \$15,750 from the Solid Waste Revenue Fund, Operating Account to the General Account for a new file server; and
3. Transfer \$75,000 within the Solid Waste Revenue Fund, Operations Division from materials & services to personal services.

Each action will be explained separately.

1. Rehabilitation and Enhancement Account

A Rehabilitation and Enhancement Fee of \$.50 per ton is charged at the Metro South Transfer Station and then passed on to the City of Oregon City to mitigate the impact of having located the Metro facility in that community. The budget based Metro's estimated payment to Oregon City for FY 1992-93 on a estimate of 327,752 tons compared to a current projection of approximately 360,000 tons. A transfer of appropriations from the Forest Grove Rehabilitation and Enhancement Account to the Oregon City Rehabilitation and Enhancement Account in the amount of \$22,000 is needed in order to pass on the \$.50 per ton fee on these additional tons. Overall, rehabilitation and enhancement-related tonnage is down approximately 60,000 tons; however a budget amendment is required because these tons did not go to the facilities the budget assumed.

2. File Server

The Solid Waste computer network file server is slow and inefficient because of the number of users accessing the network, the large number of files stored on the server, and the size of databases involved. To avoid staff's spending an inordinate amount of time simply accessing files and processing routine information, files have been moved to hard drives and stored on backup systems for later retrieval. This has not significantly alleviated the problem.

After several discussions with the Information Services Division, it has been determined that acquisition of another file server dedicated solely to large, complex data analysis

requirements is needed. Major users would have the storage and computing power they need free from the interference of routine users; stored databases could be downloaded as needed (thus limiting the need for general access by most users).

Transfers of appropriations from the Planning and Technical Services and Waste Reduction Divisions in the Operating Account would be combined with existing appropriations in the General Account for the Budget and Finance Division (for a new total of \$36,580 for Office Equipment and Furniture) and would permit purchase of this critical equipment that will benefit the entire Solid Waste Department. This action requests the transfer of \$4,080 from materials and services in the Planning and Technical Services division and \$7,500 from materials and services in the Waste Reduction division, to the General Account, capital outlay.

3. Operations

Personal Services in the Operations Division is expected to exceed current appropriations due to costs associated with household hazardous waste collection events. These events, held in the cities of Gresham, Forest Grove, Sandy, and Aloha, represent additional or unbudgeted costs to Solid Waste because of overtime requirements for existing staff and the use of temporary hires. This action requests the transfer of \$75,000 from the Operations division, materials & services category, disposal operations line item, to the following personal services line items in the Operations division:

Wages - Temporary Employees	\$63,000
Overtime	5,000
Fringe benefits	<u>7,000</u>
Total new personal services	\$75,000

EXECUTIVE OFFICER'S RECOMMENDATION

The Executive officer recommends adoption of Ordinance No. 93-502 transferring \$22,000 from the Forest Grove Account to the Oregon City Account in the Rehabilitation and Enhancement Fund; transferring \$11,580 from the Solid Waste Revenue Fund, Operations Account, Planning and Technical Services and Waste Reduction divisions to the General Account; and transferring \$75,000 from the Solid Waste Revenue Fund, Operations division materials & services to personal services.

Meeting Date: June 24, 1993
Agenda Item No. 8.1

RESOLUTION NO. 93-1813A

FINANCE COMMITTEE REPORT

RESOLUTION NO. 93-1813A CREATING A TAX STUDY COMMITTEE, ESTABLISHING A SCOPE OF WORK, AND CONFIRMING APPOINTMENTS

Date: June 16, 1993

Presented By: Councilor Monroe

COMMITTEE RECOMMENDATION: At its June 9, 1993 meeting the Committee voted unanimously to recommend adoption of Resolution No. 93-1813 as amended. All Committee members were present and voting.

COMMITTEE DISCUSSION/ISSUES: Jennifer Sims, Finance Manager, presented the Staff Report. She indicated the resolution is necessary to implement provisions of Chapter 2.13 of the Metro Code when the Council wishes to consider the adoption of a tax which does not require voter approval. The resolution establishes a Tax Study Committee with a specific scope of work and time line and confirms the appointment of members made by the Executive Officer. Ms. Sims introduced Mr. Mike Ragsdale who has been appointed to serve as Chair of the Committee and distributed background information on the proposed members of the Committee (see Attachment 1 to this Committee Report). Ms. Sims stated that one proposed member, Mr. Eric Merrill, will not be able to serve because he was moving out of the area and his name should be removed from the list of members to be confirmed. A new appointee will have to be confirmed at a latter date.

In response to a question from Councilor Van Bergen about the qualifications of Mr. Phil Kalberer, Mr. Ragsdale said he would look into the matter and respond to the Council prior to the June 24, 1993 Council meeting. Mr. Ragsdale stated he was looking forward to working with the Council and the Executive Officer on this important matter.

Tax Study Committee
Member Vitae
June 9, 1993

Chair, Mike Ragsdale

Commercial Real Estate Advisory Services, self-employed.

Vice president and senior marketing consultant, Grubb & Ellis Co., 1983-1992; elected Metro Councilor, 1986-1990, serving as presiding officer for two of those years. Also served as chair of committees responsible for construction and management of the Oregon Convention Center, planning and financing the major transportation improvements throughout the region, and coordinating with federal, state and local government. Past president, Marquam Commercial Brokerage Co., 1978-1983. Oregon State Legislator, 1972-1980.

Member of citizens committee that promoted passage of \$85 million ballot measure to construct the Oregon Convention Center. Founding member and original board of directors, Tualatin Valley Economic Development Corporation; founding member and current board of directors, Sunset Corridor Association; founding member and original board of directors, Oregon Tourism Alliance; member and public spokesperson, Transportation 2000.

University of Oregon, Political Science major.

Vice-Chair, Wayne Atteberry

Currently directs the Retirement Plan Division at Standard Insurance Company. With Standard Insurance since 1969, he also has been the vice president of Real Estate Finance and assistant vice president and manager of the Real Estate and Mortgage Loan Department for Standard Insurance. Prior to his tenure with Standard Insurance, Mr. Atteberry worked in real estate appraisal and statistical analysis of mortgage loan applications for U. S. National Bank.

Past chair of the Portland Metropolitan Area Boundary Commission; chair, Oregon Affiliate, American Heart Association; member, Citizen's Advisory Committee, Westside Corridor Transit Study, and the Columbia Pacific Council of Boy Scouts of America, Investment Committee; past president and director of Oregon National Guard Association; past president of Sunset Corridor Association; U. S. Army Reserve, Lt. Col. (Retired); senior fellow of the American Leadership Forum.

B. S., Social Science/Business Administration, Portland State University, 1962. Additional graduate courses. School of Business Administration, Portland State University, 1971-1973.

Charles A. Hales

Commissioner of Public Safety, City of Portland. Previously staff vice president, Home Builders Association of Metropolitan Portland, assistant director, Oregon Lodging Association, and proprietor, Hales & Company, General Contractors.

Board member, Hayhurst Neighborhood Association; Metro Charter Committee; Portland-Vancouver Metropolitan Area Solar Access Project; Balch Creek Task Force (City of Portland); Portland Regulatory Review Committee; Board of Directors, REACH Community Development; 1000 Friends of Oregon, Transportation/Air Quality Project; Portland Future Focus; Metro Policy Advisory Committee on Urban Growth Management; American Institute of Architects Regional Alternatives Project; Portland City Club; American Planning Association.

BA (with Distinction), Political Theory Honors Program, University of Virginia, 1979; studies toward a Masters in Public Administration, Lewis and Clark College, 1990-91.

Darlene Hooley

Chair, Clackamas County Board of County Commissioners; manages services of the fastest growing county in Oregon with a budget of \$140 million and 1,800 employees.

Oregon State Legislator for Clackamas County (honored as Legislator of the Year 1985); strong advocate for quality public education, environmental issues and welfare reform. Member of Oregon Tourism Alliance, End of the Oregon Trail Committee; Metro Urban Growth Management Policy Advisory Committee.

Educational data not available at this time.

Philip A. Kalberer

President, Kalberer Hotel Supply Company (food service design, equipment and supplies).

Chair, Food Services Advisory Committee for Health Division; board member, Food Equipment Dealers Association (national industry group); President's Advisory Board, Jesuit High School; chair, Business Development Task Force, Association for Portland Progress; chair, Mental Health Task Force, Association

for Portland Progress; board member, Portland Chamber of Commerce.

Mt. Angel Seminary College, 1964-66; BA Poly Sci, Stanford University, 1968; MBA, Harvard University, 1973.

Wm. "Wally" Mehrens

Executive secretary, Columbia Pacific Building and Construction Trades Council; Executive Board of Northwest Oregon Labor Council, Washington State Building Trades and Oregon AFL-CIO, and Labor Co-chair for Partners in Construction Cooperation.

Has served on Workforce Quality Council since 1991. From 1968 to 1983, worked as a fitter/welder out of United Association of Plumbers and Steamfitters Local 290. From 1983 to 1987, served as Business Representative for Local 290. January 1988 to June 1988, served as organizer/business representative for Local 290.

North Catholic High School graduate, 1968; attended Portland Community College one year; four-year apprenticeship, Steamfitters Local 235.

Ray Phelps

Vice president, Pacific/West Communications Group, Inc. (an issues management/marketing communications consulting firm). Metro Charter Committee; previously served as director of public affairs for major construction trade association; director on staff of Oregon's Speaker of the House of Representatives;; Director of Finance and Administration for Metro; assistant to three of Oregon's Secretaries of State. Private sector experience includes positions as internal auditor, manager and senior systems analyst for natural gas-public utility and two manufacturing companies.

Member Oregon Youth Soccer Association and PTA; Babe Ruth baseball, and remedial studies for disadvantaged youth.

BS degree and studies for MBA.

George C. Scott

Certified Public Accountant. Retired partner, Deloitte & Touche (35 years in public accounting and head of Tax Department for Touche Ross for several of those years; retired before merger); currently does specialty consulting (quality management, strategic planning, etc.).

Past president, Oregon Society of CPAs; past chair, American Institute of CPAs; past president and current member, board of Boys & Girls Clubs of Portland Metropolitan Area; past president and current board member of Executive Committee of Oregon Tax Research; current president of Oregon Tax Foundation; past President of Toastmasters International. (still active but not in official capacity); currently district Treasurer of Rotary International and past president and current member of Rotary Club.

BA, Lewis & Clark College, 1953. Entered public accounting in 1953; retired in 1988.

Gene Seibel

Administrator, Tualatin Valley Water District (formerly Wolf Creek Highway Water District), 1963 - present. Previous positions held with the water district: meter reading crew and foreman, meter installation crew and foreman, construction crew and foreman, field superintendent, assistant administrator, administrator (past 15 years).

Member of Special Districts Association of Oregon; member, American Waterworks Association (25 years); Pacific Northwest Section Committee activities; School Board member and chair of West Union School District; Washington County Fair Rodeo Committee member and chair; member of Washington County Blue Ribbon Committee for Public Works; Chair, Steering Committee for Washington County Water Resources Management Plan; Cedar Mill Fire District Director, 1967-69.

Beaverton High School graduate; Portland State University.

Amoy D. Williamson

Certified Public Accountant, Senior Management Auditor, Office of the City Auditor, City of Portland. Previously auditor for Secretary of State, Division of Audits, Salem, OR; auditor for the Housing Authority of the City of Los Angeles; taxpayer service representative for the Internal Revenue Service, El Monte, CA; and an internal auditor for the Port of Portland.

Committee member, Oregon Society of Certified Public Accountants; National Association of Local Government Auditors; Blacks in Government; The Institute of Managerial and Professional Women; supervisory committee for the Portland Area Credit Union; Charter member, Portland Chapter of the National Political Congress of Black Women; Vice

Tax Study Committee Vitae
June 9, 1993

President for Finance for the Walker Institute; Financial
Secretary for the Delta Sigma Theta Sorority, Inc.

BS in Management, Portland State University. Currently
enrolled in Master's of Taxation program.

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BEFORE THE METRO COUNCIL

FOR THE PURPOSE OF CREATING A)	RESOLUTION NO. 93-1813A
TAX STUDY COMMITTEE,)	
ESTABLISHING A SCOPE OF WORK,)	Introduced by Rena Cusma
AND CONFIRMING APPOINTMENTS)	Executive Officer

WHEREAS, The 1992 Metro Charter grants significant additional responsibilities to Metro, particularly in the area of planning; and

WHEREAS, Pursuit of these additional responsibilities are a high priority for Metro; and

WHEREAS, Metro does not have the financial resources to implement the Charter-mandated responsibilities without identifying additional sources of funding; and

WHEREAS, Other functional areas of Metro will experience the need for additional financial resources within the next five years; and

WHEREAS, Metro needs to begin a process to identify its future financial needs and to identify alternate sources of funding to support those needs; and

WHEREAS, Metro Charter Chapter 3, Section 13, requires the Metro Council and Executive Officer to establish and seek advice from a tax study committee prior to the adoption of any tax which does not require prior approval of the voters of Metro; and

WHEREAS, Metro Code Chapter 2.13 establishes procedures for the creation, appointment, and final report of a tax study committee formed to comply with the provisions of Metro Charter Chapter 3, Section 13; now, therefore,

BE IT RESOLVED,

1. That a Tax Study Committee is hereby created with a scope of work, time deadline and staffing arrangement as shown on Exhibit A attached.
2. That the appointments to the Committee made by Executive Officer Rena Cusma as shown on Exhibit B attached are hereby confirmed.

Judy Wyers, Presiding Officer

TAX STUDY COMMITTEE SCOPE OF WORK

Purpose of Committee

The purpose of the Tax Study Committee is to consult with and provide advice to the Council on the adoption of any proposed new tax or taxes necessary to fund the functions, programs or activities identified below in this Scope of Work.

Funding Needs

The Tax Study Committee shall study the following Metro functions, programs or activities to determine operational funding needs:

- λ Planning Functions
 - Transportation
 - Growth Management
 - Greenspaces
 - Emergency Management
 - Data Services
 - Other Special Projects and/or Studies
- λ Regional Parks and Greenspaces Operations
- λ General Government Operations
 - Executive Management
 - Council
 - Governmental Relations
 - Performance Auditor

In conducting the Study, the Committee shall in general terms identify levels of need considering Charter mandates, presently Council approved activities and/or plans and likely and possible future requirements. The needs identified in this phase shall be compared to projections of currently existing, authorized, and reasonably anticipated revenues to identify where any additional or different funding will be required.

The Committee shall not attempt to conduct an in-depth review or determination of all data and assumptions related to the projections of needs; rather, the Committee shall attempt to generally validate the information presented and shall use this data to inform itself as to the functions and requirements of Metro. The results of this review shall be

used as a basis for the Committee to identify and consider various revenue alternatives available to Metro.

Tax Revenue Possibilities

The Committee shall identify, analyze and make recommendations on tax sources which are appropriate to fund the functions, programs and activities listed above. The Committee shall consider as many potential tax sources as are reasonably possible. In the course of its study the Committee shall consider the following factors and shall report to the Council on the weight that these considerations were given in its final recommendations:

- λ The dedication of revenue to specific activities vs. the acquisition of discretionary tax sources.
- λ The cost or difficulty in administration of the tax source.
- λ The identification of tax sources which can be used to implement policy goals (other than just raising revenue) vs. identification of policy neutral tax sources.
- λ The relationship of this effort to other funding studies currently underway.

Public Process

The Committee shall function primarily as a study committee and as advisors to the Metro Council. All meetings of the Committee or any subcommittees that may be established shall be open to the public. The Committee shall conduct at least three public hearings during the course of its deliberations one in each of the three counties within the Metro region. The Committee may hold additional hearings as deemed necessary by the Chair of the Committee. The Committee may use subcommittees from time to time as necessary and as structured by the Committee Chair. The Committee Chair shall provide an oral progress report at the 2nd Council meeting each month beginning in July 1993.

Final Product/Report

The Committee shall submit a final written report to the Council no later than November 15, 1993. The report shall contain a summary of the process followed by the Committee; identify assumptions and criteria used; identify alternative tax sources studied; include significant findings and issues discussed; and contain the Committee's recommendations on tax source(s) to implement. The report may also include other matters and information as deemed appropriate by the Committee.

Committee Staff

The Department of Finance and Management Information shall have primary responsibility to provide staff support to the Committee.

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RESOLUTION NO. 93-1813A

EXHIBIT B

TAX STUDY COMMITTEE MEMBERSHIP

Mike Ragsdale, Chair

Wayne Atteberry, Vice Chair

Charlie Hales

Darlene Hooley

Phil Kalberer

Wally Meherns

~~[Eric Merrill]~~

Ray Phelps

George Scott

Gene Seibel

Arnoy Williamson

Rena Cusma, Ex Officio

Judy Wyers, Ex Officio



METRO

DATE: June 2, 1993

TO: Finance Committee

FROM: Jennifer Sims, Director of Finance and Management Information
Donald E. Carlson, Council Administrator

RE: Draft Resolution No. 93-1813, Creating a Tax Study Committee and Confirming Appointments

Please find attached a draft copy of Resolution No. 93-1813. The resolution implements provisions of the Charter which require the advice from a tax study committee prior the imposition of any tax without voter approval. The resolution also implements provisions of the Metro Code which contain the procedures for the creation of a tax study committee.

As you know the Metro Charter includes an expenditure limitation on taxes imposed without approval by district voters. Section 14 of the Charter states in part:

"(1) Generally. Except as provided in this section, for the first fiscal year after this charter takes effect Metro may make no more than \$12,500,000 in expenditures on a cash basis from taxes imposed and received by Metro and interest and other earnings on those taxes. This expenditure limitation increases in each subsequent fiscal year by a percentage equal to ... the rate of increase in the Consumer Price Index ...

(2) Exclusions from limitation. This section does not apply to (a) taxes approved by the voters of Metro or the Metropolitan Service District and interest and other earnings on those taxes, (b) payroll taxes specified in section 11 of this charter, and (c) tax increment financing on charges on property."

MEMO - Finance Committee
June 2, 1993
Page 2

The Scope of Work attached to Resolution No. 93-1813 includes an examination of expenditure needs for those functions, programs or activities which are currently or are most likely to be funded from revenues within the Charter expenditure limitation. The approved FY 1993-94 Budget includes Excise Tax revenue and interest of \$5,306,914. The balance of the expenditure limitation is \$7,193,086 for FY 1993-94. In looking at the total needs of the functions included in the Scope of Work and the potential tax sources, the Committee may recommend keeping the Excise Tax at 7% or recommend a different rate based on the criteria included in the Scope of Work.

The resolution includes the membership of the Committee as appointed by the Executive Officer. Information on each proposed member is included in Attachment 1 to this memorandum.

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cc: Metro Council
Mike Ragsdale

Meeting Date: June 24, 1993
Agenda Item No. 8.2

RESOLUTION NO. 93-1815

FINANCE COMMITTEE REPORT

RESOLUTION NO. 93-1815 AUTHORIZING THE EXECUTION OF A NOTE TO EVIDENCE METRO'S OBLIGATIONS UNDER THE REGIONAL COMPACT ENTERED INTO WITH TRI-MET; EXPRESSING METRO'S INTENT TO REIMBURSE ITSELF OUT OF BOND PROCEEDS FOR VARIOUS EXPENSES TO BE INCURRED IN CONNECTION WITH PARKING IMPROVEMENTS AT THE WASHINGTON PARK ZOO; AND AUTHORIZING, ESTABLISHING AND DETERMINING OTHER MATTERS

Date: June 16, 1993

Presented By: Councilor Devlin

COMMITTEE RECOMMENDATION: At its June 9, 1993 meeting the Committee voted unanimously to recommend Council adoption of Resolution No. 93-1815. All Committee members were present and voting.

COMMITTEE DISCUSSION/ISSUES: Jennifer Sims, Finance Director, presented the Staff Report. She stated the resolution primarily does two things: 1) it authorizes the Executive Officer to arrange a deferral of payment to Tri-Met of the \$2,000,000 obligation for the Zoo light rail station by issuing a note in the amount of \$2,000,000 plus interest to Tri-Met; and 2) it declares the intent of the Council to finance all pre-bond issuance costs out of the proceeds of the bonds which will likely be issued in the future to pay for the obligation to Tri-Met and necessary related parking lot improvements.

Ms. Sims reminded the Committee that the Council by prior action (Resolution No. 91-1449A) had obligated Metro to contribute \$2,000,000 for the West Side Light Rail Project and that because there will be a station located in the parking lot paid parking will be necessary to control the usage of the lot for the benefit of the Zoo and adjacent facilities. To provide for paid parking substantial improvements will be necessary to be made to the parking lot. The anticipated financing for all the costs will be from revenue bonds which will require Council approval.

In response to a question from Councilor Kvistad, Ms. Sims stated that the current interest rate for such a note would be 3.13%.

In response to a question from Councilor Van Bergen, Ms. Sims said the primary Council staff involvement in the parking lot project was Sherry Sheng, Zoo Director and Andy Cotugno, Planning Director. Councilor Van Bergen requested the Chair of the Committee to communicate with the Presiding Officer his concern that the Council or one of its committees needs to become more involved in the oversight of this project. Council Staff suggested that the appropriate administrative staff appear before the Regional Facilities Committee for a briefing on the project to date. Ms. Sims said she would assist in this effort.

METRO

**RESOLUTION NO. 93-1815
OF THE METRO COUNCIL**

A Resolution authorizing the execution of a note to evidence Metro's obligations under the Regional Compact entered into with Tri-Met, expressing Metro's intent to reimburse itself out of bond proceeds for various expenses to be incurred in connection with parking improvements at the Washington Park Zoo, and authorizing, establishing and determining other matters in connection therewith.

**Adopted by Metro Council on
June 24, 1993
Effective on June 24, 1993**

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[Note: This Table of Contents is provided solely for the convenience of the reader and does not constitute a part of this Resolution.]

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RESOLUTION NO. 93-1815

A Resolution authorizing the execution of a note to evidence Metro's obligations under the Regional Compact entered into with Tri-Met, expressing Metro's intent to reimburse itself out of bond proceeds for various expenses to be incurred in connection with parking improvements at the Washington Park Zoo, and authorizing, establishing and determining other matters in connection therewith.

BE IT RESOLVED BY THE METRO COUNCIL AS FOLLOWS:

Section A. Findings. The Metro Council hereby finds and determines the matters set forth below in this Section A.

(1) Regional Compact Obligation. Metro has heretofore entered into a Regional Compact Providing for Contributions by Local Governments to the Costs of the Westside Corridor Project (the "Regional Compact"), said Regional Compact being among Metro, the Tri-County Metropolitan Transportation District of Oregon ("Tri-Met"), the City of Portland, Oregon, and Washington County, Oregon. Under the Regional Compact, one of Metro's obligations is to pay Tri-Met the sum of \$2,000,000 on or before July 1, 1993 (the "Metro Contribution") in order to defer part of the costs of extending Tri-Met's light rail mass transit system west toward Hillsboro (the "Westside Project"), which Westside Project will include a light rail stop at the Washington Park Zoo and related park and ride facilities (collectively, the "Zoo Station").

(2) Ability to Defer Payment of Metro Contribution. The Regional Compact further provides that if Tri-Met agrees in writing, payment all or a part of the Metro Contribution may be deferred beyond July 1, 1993, in which event the Metro Contribution shall bear interest from July 1, 1993 at the Past Due Rate (as defined in the Regional Compact).

(3) Zoo Parking Improvements. In connection with the construction of the Zoo Station, it will be necessary for Metro to construct or cause to be constructed various parking facility improvements to serve the Washington Park Zoo and the adjacent facilities of the World Forestry Center and the Oregon Museum of Science and Industry (the "Zoo Parking Improvements"). The Zoo Parking Improvements are currently estimated to have a cost of \$3,500,000.

(4) **Intent to Bond Finance.** Metro intends to finance the Metro Contribution and the cost of constructing the Zoo Parking Improvements out of the proceeds of bonds to be issued under and pursuant to the Metro Charter and Title VIII of the Metro Code (the "Bonds"), which Bonds will be made payable from the revenues derived by Metro from the facilities financed and such other funds and revenue as Metro may hereafter determine to make available for the payment of such Bonds. Metro officers and staff are currently working to structure such Bond financing with a view to enabling Metro to be in the position by the Fall of 1993 to issue the Bonds when it is in the best interest of Metro to do so and circumstances warrant their issuance. It is currently estimated that the Bonds will be issued in the approximate amount of \$5,000,000 .

(5) **Deferral of Metro Contribution.** Because Metro will not be in a position to issue the Bonds on or before July 1, 1993, it will be necessary to defer payment of the Metro Contribution until such time as it is in the best interest of Metro to issue the Bonds and circumstances warrant their issuance. To evidence such deferral, it is necessary and appropriate to authorize the preparation, execution and delivery of a promissory note from Metro to Tri-Met on such terms and conditions as are hereafter authorized to be negotiated on behalf of Metro (the "Note").

(6) **Incurrence of Pre-Issuance Expenditures.** Metro has begun, and will continue, to incur preliminary expenditures relating to design, planning and feasibility of the Zoo Parking Improvements, all within the meaning of Treasury Regulations §1.103-18(i)(2), and will continue to incur from time to time during the additional costs of the Zoo Parking Improvements (such preliminary expenditures together with such other costs incurred and paid prior to the issuance of the Bonds being herein collectively called the "Pre-Issuance Expenditures"), which Pre-Issuance Expenditures in accordance with the project budget and the Metro's operating budget, will ultimately be financed out of the proceeds of the Bonds as and when such Bonds are issued. Pending the issuance of, and the availability of the proceeds derived from sale of, the of Bonds, the Pre-Issuance Expenditures have been and will be paid on an interim basis out of moneys which, in accordance with Metro budget and budgetary practices, are not and will not be available on a long-term basis to pay such costs (the "Advances"), with the expectation and intent that Metro will be reimbursed for all such Advances out of the proceeds of the Bonds as and when the same are issued.

NOW, THEREFORE, BE IT RESOLVED BY THE METRO COUNCIL AS FOLLOWS:

Section 1. Deferral of Payment of Metro Contribution. The Executive Officer, the Deputy Executive Officer and the Director of Finance and Management Information of Metro, and any one of them, are each hereby authorized, empowered and directed, for and on behalf of Metro, to arrange with Tri-Met for the deferral of payment of the Metro Contribution and to negotiate the terms and conditions of such deferral, including but not limited to the rate(s) of interest to be borne by the deferred amount, the frequency of payment of accrued interest (which may include the deferral of all or any portion of the accrued interest until the date of final payment of the principal amount, and the compounding of such deferred interest on a periodic basis), the prepayment terms, the final payment date; *provided that*, in no event shall the all amounts owing to Tri-Met as a result of such deferral be due and payable in full on a date later than January 1, 1998.

Section 2. Issuance of Note. As evidence of Metro's obligation to pay the deferred Metro Contribution, there is hereby authorized to be issued to Tri-Met the Note in the original principal amount of \$2,000,000, which Note shall bear interest at such rate(s) and payable on such dates, be subject to prepayment, and be due and payable in full, all on the terms and conditions to be negotiated as authorized pursuant to Section 1 of this Resolution. The Note shall be payable out of any source of Metro funds or revenues lawfully available for the payment of the Metro Contribution, including but not limited to the proceeds to be derived from the issuance and sale of the Bonds. The Note shall be executed on behalf of Metro by the Executive Officer, the Deputy Executive Officer or the Director of Finance and Management Information of Metro, or any one of them acting individually.

Section 3. Intent to Bond Finance Pre-Issuance Expenditures. The Council hereby declares its intent to finance all Pre-issuance Expenditures out of the proceeds of the Bonds as and when the same are issued, and to reimburse itself out of the proceeds of the Bonds for all Advances made for the purpose of paying on an interim basis all Pre-issuance Expenditures. The Metro Council acknowledges that such reimbursement from Bond proceeds may be made only to the extent that all other applicable requirements of Treasury Regulations §1.103-18 are met with respect to the Bonds, the Pre-Issuance Expenditures, the sources of fund used to make the Advances and such reimbursement from Bond proceeds, but intends, and hereby directs all Metro officials and personnel to take such lawful actions as may be necessary or appropriate in order to ensure, that the Advances be reimbursed from Bond proceeds to the fullest extent permitted by law.

Section 4. Resolution as Authorizing Action and Official Declaration. This resolution is intended to, and shall, constitute:

- (i) an Authorizing Action with respect to the Note, within the meaning of and pursuant to Title VIII of the Metro Code; and
- (ii) an official declaration on the part of Metro to reimburse itself out of the proceeds of the Bonds for all Advances made to pay Pre-issuance Expenditures, within the meaning of and pursuant to Treasury Regulation §1.103-18.

Section 5. Public Availability of Resolution. Within 30 days after the date of adoption of this resolution, the clerk of the Council shall make a certified copy hereof available for public inspection at the main administrative offices of Metro located on Grand Avenue in the City of Portland, Oregon, and shall keep a such certified copy available for public inspection at said administrative offices until all series of Bonds have been issued.

Section 6. General Authorization of Certain Officers. The Executive Officer, the Deputy Executive Officer and the Director of Finance and Management Information of Metro, and any one of them, are each hereby authorized, empowered and directed, for and on behalf of Metro:

- (i) to execute and deliver such other documents, instruments, certificates and agreements as may be necessary or appropriate to carry out and consummate the transactions contemplated by this Resolution; and
- (ii) to do and perform all other acts and things necessary or appropriate to carry out and consummate the transactions contemplated by this Resolution.

Section 7. Governing Law. This Resolution shall be interpreted governed by and construed under the laws of the State of Oregon, including the Act, as if it were to be performed wholly within the State of Oregon.

Section 8. Headings Not Binding. The headings in this Resolution are for convenience only and in no way define, limit or describe the scope or intent of any provisions or sections of this Resolution.

Section 9. Effectiveness of This Authorizing Action. This Resolution shall become effective immediately upon adoption by the Metro Council.

Certification of Authorizing Action

The undersigned do hereby certify that we are the duly elected, appointed, qualified and acting Clerk and Presiding Officer of Metro Council and the Executive Officer of Metro; that the foregoing is a true and complete copy of Authorizing Action No. 93-1815 as adopted by Metro Council at a meeting duly called and held in accordance with law on June 24, 1993; and that the following members of the Council voted in favor of said Authorizing Action:

the following members of the Council voted against said Authorizing Action:

and the following member of the Council abstained from voting on said Authorizing Action:

In witness whereof, the undersigned have hereunto set their hands as of the dates shown below.

Attest:

Judy Wyers, Metro Presiding Officer

Date: _____

Paulette Allen, Clerk of Metro Council

Date: _____

Rena Cusma, Executive Officer

Date: _____

STAFF REPORT

RESOLUTION NO. 93-1815 AUTHORIZING THE EXECUTION OF A NOTE TO EVIDENCE METRO'S OBLIGATIONS UNDER THE REGIONAL COMPACT ENTERED INTO WITH TRI-MET, EXPRESSING METRO'S INTENT TO REIMBURSE ITSELF OUT OF BOND PROCEEDS FOR VARIOUS EXPENSES TO BE INCURRED IN CONNECTION WITH PARKING IMPROVEMENTS AT THE WASHINGTON PARK ZOO, AND AUTHORIZING, ESTABLISHING AND DETERMINING OTHER MATTERS IN CONNECTION THEREWITH.

Date: June 9, 1993

Presented by: Jennifer Sims

BACKGROUND

Metro is committed through Resolution No. 91-1449A to contribute \$2,000,000 to the construction of the Westside Light Rail Project. The planned method for payment is to issue revenue bonds secured by parking revenues from the parking lot surrounding the lightrail station. This lot is under long-term lease from the City of Portland and is currently managed through a joint operating agreement with OMSI and the World Forestry Center.

The most cost effective strategy for making the \$2,000,000 payment is to tender a note to Tri-Met for the amount due. The note would bear interest to be paid at the time Metro completes a long-term financing, which would be no later than July 1, 1995. Resolution No. 93-1815 authorizes execution of such a note to evidence Metro's obligations under the Regional Compact entered into with Tri-Met on September 10, 1992. In the interim, Metro is preparing to issue revenue bonds the timing of which will be based on such factors as market conditions and completion of the joint parking lot operating agreement.

The proposed Resolution also establishes Metro's intent to reimburse, out of the proceeds of the bonds when they are issued, advances made for pre-issuance expenditures. Pre-issuance expenditures may include design, planning, feasibility studies, and interest costs incurred on the \$2,000,000 note, as defined by Treasury Regulations §1.103-18 (i)(2).

RECOMMENDATION

Executive Officer recommends adoption of Resolution No. 93-1815.

Meeting Date: June 24, 1993
Agenda Item No. 8.3

RESOLUTION NO. 93-1789

SOLID WASTE COMMITTEE REPORT

CONSIDERATION OF RESOLUTION NO. 93-1789, FOR THE PURPOSE OF APPOINTING LESLIE BLAIZE, THEODORE E. WHITE AND TORRENCE ROYER TO THREE EXPIRING TERMS ON THE METRO CENTRAL STATION COMMUNITY ENHANCEMENT COMMITTEE AND APPOINTING ROBERT H. BAY TO FILL A VACANCY ON THE METRO CENTRAL STATION COMMUNITY ENHANCEMENT COMMITTEE

Date: June 17, 1993

Presented by: Councilor Washington

Committee Recommendation: Katie Dowdall, Enhancement Committee Administrator, reviewed the qualifications of the proposed appointees. She explained that each appointee was offered by their respective local neighborhood association and that they have skills that will be useful to the committee.

Committee Issues/Discussion: The committee had no questions and several councilors noted the impressive qualifications of the applicants.

BEFORE THE METRO COUNCIL

FOR THE PURPOSE OF APPOINTING)	RESOLUTION NO 93-1789
LESLIE BLAIZE, THEODORE E. WHITE)	
AND TORRENCE ROYER TO THREE EXPIRING)	Introduced by Rena Cusma
TERMS ON THE METRO CENTRAL STATION)	Executive Officer
COMMUNITY ENHANCEMENT COMMITTEE)	
AND APPOINTING ROBERT H. BAY TO FILL)	
A VACANCY ON THE METRO CENTRAL STATION)	
COMMUNITY ENHANCEMENT COMMITTEE)	

WHEREAS, The Metro Council adopted Resolution No. 92-1560 on February 27, 1992, for the purpose of appointing members to the Metro Central Station Community Enhancement Committee; and

WHEREAS, Three Committee members' initial one-year terms of membership have expired, and

WHEREAS, The Executive Officer has authority to appoint members to the Committee for Council confirmation; and

WHEREAS, The Executive Officer solicited nominations for membership appointments from the eligible organizations; and

WHEREAS, The Executive Officer has reviewed the nominations and recommends the following individuals for appointment to the committee: Leslie Blaize, Forest Park Neighborhood Association; Theodore E. White, Friends of Cathedral Park; Torrence Royer, Northwest District Neighborhood Association; and

WHEREAS, Charles H. Martin, a Metro appointment representing the Northwest Industrial Neighborhood Association, resigned from the committee thus creating a vacancy; and

WHEREAS, The Executive Officer, after reviewing the nomination from Northwest Industrial Neighborhood Association, recommends the appointment of Robert H. Bay to fill said vacancy; now therefore,

BE IT RESOLVED,

1. THAT the Metro Council hereby confirms the appointments of Leslie Blaize, Theodore E. White and Torrence Royer to the Metro Central Station Community Enhancement Committee. That the Committee membership and terms of service for these individuals shall be for a two-year term from this date through June, 1995.

2. THAT the Metro Council hereby confirm the appointment of Robert H. Bay to fill the vacancy on the Metro Central Station Community Enhancement Committee. That the Committee membership and term of service for this individual shall be from this date through June, 1994.

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

Judy Wyers, Presiding Officer

KD:ay
CENTRAL\SW931789.RES

STAFF REPORT

RESOLUTION NO. 93-1789 FOR THE PURPOSE OF APPOINTING MEMBERS TO AND FILLING A VACANCY ON THE METRO CENTRAL STATION COMMUNITY ENHANCEMENT COMMITTEE

Date: June 2, 1993

Presented by: Katie Dowdall,
Community Enhancement Coordinator

The Metro Council on February 27, 1992, adopted Resolution No. 92-1560 for the purpose of appointing members to the Metro Central Station Community Enhancement Committee. Initial terms of service for committee membership for the six non-council members are two-year terms for three members and one-year terms for three members, designation determined by lot.

The three one-year term appointments have expired. Members initially serving a one year term may be reappointed for consecutive terms not to exceed two full terms of two years each. Executive Officer Rena Cusma solicited nomination from the three respective neighborhood associations in letters to their presidents on March 25, 1993. Ted White, Friends of Cathedral Park and Leslie Blaize, Friends of Forest Park were renominated by their respective neighborhood associations for a new two year term. Torrence Royer was nominated by Northwest District Neighborhood Association for a two-year term.

The Executive Officer has reviewed the nominations and recommends the appointment of Mr. White, Mr. Blaize and Mr. Royer to the Committee for a two-year term upon Council confirmation.

Charles H. Martin accepted the Presidency for Northwest Industrial Neighborhood Association at their May 26, 1993, board meeting. Mr. Martin forwarded a letter to Executive Officer, Rena Cusma on his resignation from the Metro Central Station Community Enhancement Committee. Mr. Martin had drawn a two-year term thus leaving a vacancy on the Committee through June 1994. Northwest Industrial Neighborhood Association has nominated Robert H. Bay to fill the vacancy on the Committee resulting from Mr. Martin's resignation.

The Executive Officer has reviewed the nomination and recommends the appointment of Mr. Bay to the Committee upon Council confirmation.

EXECUTIVE OFFICER RECOMMENDATION

The Executive Officer recommends confirmation of the above nominations for appointment to the Metro Central Station Community Enhancement Committee as specified in Resolution No. 92-1560

KD:ay
SW931789.STF
May 26, 1993

April 14, 1993

Forest Park Neighborhood Association

John B Rettig
President
6616 NW Skyline Blvd.
Portland, OR 97131
503-827-3131

Ms. Rena Cusma
Executive Officer
Metropolitan Service District
2000 SW First Avenue
Portland, OR 97201

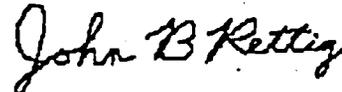
re: Forest Park Neighborhood Representative to Metro Central
Enhancement Committee

Dear Ms. Cusma,

The Forest Park Neighborhood Association Board of Directors voted unanimously on April 12, 1993, to reappoint Leslie Blaize as representative to the Enhancement Committee. This appointment was carried out in accordance with our bylaws, and is good for the duration of the upcoming two-year term or until otherwise specified.

If there are any questions, please do not hesitate to contact me.

Sincerely,



John B Rettig

Copy: Leslie Blaize
Katy Dowdall

METROPOLITAN SERVICE DISTRICT
2000 S.W. First Avenue
Portland, OR 97201-5403
(503) 221-1646

APPLICATION FORM FOR APPOINTMENT TO:

METRO CENTRAL STATION COMMUNITY ENHANCEMENT COMMITTEE

Metro office comments:

NAME: Leslie Blaize DATE: 14 Jan 92

HOME ADDRESS: 9630 SKYLINE Pot. OR 97231
Street City State Zip

BUSINESS ADDRESS: Above ↑
Street City State Zip

HOME PHONE: 286-2206 BUSINESS PHONE: 286-2206

DATE OF BIRTH: 22 Sept 46 SOCIAL SECURITY #: 426-92-1576

METRO DISTRICT #: 12 (i.e. the district that you live in)

Affirmative Action Information:

Sex M Racial/Ethnic Background _____

(To assist in the program, you are asked to provide information which is necessary for statistical reporting purposes. Under State and Federal law, this information may not be used to discriminate against you)

Have you ever been a defendant in a civil action or filed for bankruptcy? yes _____ no ✓

Have you been arrested for any crime, violation, or major traffic offense? yes _____ no ✓

School (Include High School)	Location	Dates	Major/Degree
<u>Astoria High</u>	<u>Astoria, OR</u>	<u>1961</u>	
<u>Bay High</u>	<u>Bay St. Louis, Miss</u>	<u>62-64</u>	
<u>Pearl River Jr. Col.</u>	<u>Poplarville, Miss</u>	<u>65-66</u>	<u>CHEMISTRY</u>
<u>University of Miss + So. Miss</u>	<u>Miss</u>	<u>67-68</u>	<u>✓</u>

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JAN 21 1992

List major paid employment (include significant volunteer activities). List chronologically beginning with most recent experiences and include all experiences you believe are relevant.

Date (to/from) Employer/Organization & Position Held Address

1982 → Present BELAY INC Marine Chemist/owner

Present MARINE + ENVIRONMENTAL TESTING / Consultant

Volunteer Work : Forest Park Neighborhood Assoc.; Board Member,
Development Comm., Environmental/Garbage
Comm. Chairperson.

Friends of Forest Park; Board member, Membership
Comm.

LIST EXPERIENCE, SKILLS OR QUALIFICATIONS WHICH YOU FEEL WOULD QUALIFY YOU FOR THE POSITION: At the present I am semi-retired

and am Not Biased From the stand point of Money or Job

related situations. I have A strong Back ground in Environmental
training, My Volunteer work has given me strong ongoing base for
information concerning the growth and needs of All the Attached
neighborhoods

IN THE SPACE PROVIDED, STATE YOUR REASONS AND PURPOSES FOR APPLYING FOR THE POSITION: As Environmental Chairperson For Forest Park

Neighborhood Assoc. I bring an Informed opinion of what
the neighborhood considers real changes in order to improve our
lives, To preserve wild life, to create recreational opportunities
or in general to enhance the Area for the viability of
not only the people but the Park + Business Also.

This is a method for Real Change + I would like To Be Involved.

I certify that the information provided on this form is true to the best of my knowledge.

13 Jan 91

Date


Applicant's Signature Leslie Blair

(To provide additional information or references; please attach a separate sheet/resume)

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MAY 24 1993

METRO SERVICE DISTRICT
EXECUTIVE OFFICE



Friends of
Cathedral
Park

May 11, 1993

Ms. Rena Cusma
Executive Officer, Metro
2000 Southwest First Ave.
Portland, OR 97201-5398

Dear Ms. Cusma:

Friends of Cathedral Park Neighborhood Association voted unanimously on Wednesday, May 5, to reappoint Ted White to the Metro Central Enhancement Committee. It is our understanding that he will serve a two-year term.

We appreciate the consideration our projects have been given by the committee. Our association's committee chairs have been in touch with Katie Dowdall of the Metro staff and will continue to keep her informed of progress.

Thank you for your support.

Sincerely,

A handwritten signature in cursive script that reads "Doug Ray".

Doug Ray
Chair

METROPOLITAN SERVICE DISTRICT
2000 S.W. First Avenue
Portland, OR 97201-5403
(503) 221-1646

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FEB 4 1992

APPLICATION FORM FOR APPOINTMENT TO:

FILE CODE:
METRO SOLID WASTE DEPT.

METRO CENTRAL STATION COMMUNITY ENHANCEMENT COMMITTEE

Metro office comments:

NAME: Theodore (Ted) E. White . DATE: Feb. 3, 1992

HOME ADDRESS: 7400 N. Willamette Blvd., Portland, Oregon 97203
Street City State Zip

BUSINESS ADDRESS: 6495 NW Cornelius Pass Road, West Union, Oregon 97124
Street City State Zip

HOME PHONE: 289-5187 BUSINESS PHONE: 645-8166

DATE OF BIRTH: Oct. 6, 1942 SOCIAL SECURITY #: 541-46-9266

METRO DISTRICT #: 12 (i.e. the district that you live in)

Affirmative Action Information:
Sex Male Racial/Ethnic Background Cau.
(To assist in the program, you are asked to provide information which is necessary for statistical reporting purposes. Under State and Federal law, this information may not be used to discriminate against you)

Have you ever been a defendant in a civil action or filed for bankruptcy? yes _____ no # _____

Have you been arrested for any crime, violation, or major traffic offense? yes _____ no # _____

School (Include High School)	Location	Dates	Major/Degree
<u>Astoria High School</u>	<u>Astoria, Or</u>	<u>56-60</u>	<u>grad</u>
<u>Oregon State University</u>	<u>Corvallis, Or</u>	<u>60-64</u>	<u>BS</u>

List major paid employment (include significant volunteer activities). List chronologically beginning with most recent experiences and include all experiences you believe are relevant.

Date (to/from) Employer/Organization & Position Held Address
Real Estate Sales 1985- Present Associate Broker
Skyline Realty Inc., Realtors, 6495 NW Cornelius Pass F
West Union, Oregon 97124

White's Home Furnishings 1965-1990 Owner
Retail Furniture and Appliances
51583 Columbia River Highway, Scappoose, Oregon 97056

Management, budgeting, sales, purchasing, "making payroll" etc.

LIST EXPERIENCE, SKILLS OR QUALIFICATIONS WHICH YOU FEEL WOULD QUALIFY YOU FOR THE POSITION:

- 15 years on the Scappoose Planning commission
- Member Columbia County Charter Review Committee
- Past President Columbia County Board of Realtors

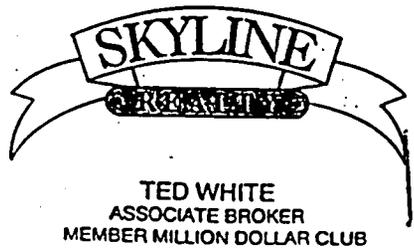
IN THE SPACE PROVIDED, STATE YOUR REASONS AND PURPOSES FOR APPLYING FOR THE POSITION:

The Cathedral Park Neighborhood Association appointed me to serve on the Metro Station Community Enhancement Committee. I asked for the appointment because it provides an opportunity to serve my immediate neighborhood and our larger Portland community.

I certify that the information provided on this form is true to the best of my knowledge.

FEB 3, 1992
Date

Ted White
Applicant



(To provide additional information or refer separate sheet/resume)

METROPOLITAN SERVICE DISTRICT
 2000 SW First Avenue
 Portland, OR 97201-5403
 (503) 221-1646

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MAY 24 1993

APPOINTMENT INTEREST FORM

FILE CODE:
 METRO SOLID WASTE DEPT.

Special Interests, If Any Preference:

METRO CENTRAL ENHANCEMENT COMMITTEE

 METRO OFFICE COMMENTS:

NAME: Torrence Royer DATE: May 20, 1993

HOME ADDRESS: 2208 NW Johnson Portland Oregon 97210
Street City State Zip

BUSINESS ADDRESS: 520 SE 29th Portland, OR 97214
Street City State Zip

HOME PHONE: 224-2708 BUSINESS PHONE: 232-0394

SOCIAL SECURITY No. 526-90-3637 METRO DISTRICT No.: _____
 (i.e., the district that you live in)

THE FOLLOWING INFORMATION IS VOLUNTARY:

SEX: Male ETHNIC ORIGIN Caucasian

(METRO STRIVES FOR ETHNIC AND MINORITY BALANCE, AS WELL AS GEOGRAPHIC REPRESENTATION, IN ITS MEMBERSHIP COMPOSITION.)

SCHOOL (INCLUDE HIGH SCHOOL)	LOCATION	MAJOR OR DEGREE
<u>Scottsdale High School</u>	<u>Scottsdale, Arizona</u>	<u>General studies</u>
<u>Mesa Community College</u>	<u>Mesa, Arizona</u>	<u>Biology</u>
<u>Arizona State University</u>	<u>Tempa, Arizona</u>	<u>BA, Philosophy</u>

LIST MAJOR EMPLOYMENT AND/OR VOLUNTEER ACTIVITIES, BEGINNING WITH MOST RECENT (INCLUDE ALL EXPERIENCES YOU BELIEVE TO BE RELEVANT)

DATE (TO/FROM)	EMPLOYER/ORGANIZATION	POSITION
1975 - 1983	State of Arizona	Habilitation Supervisor
1983 - 1987	Hope Cottages Inc, Anchorage, Al	Division Director
1987- Present	Rainbow Adult Living, Ptld, Or	Executive Director

EXPERIENCE, SKILLS, OR QUALIFICATIONS YOU FEEL WOULD CONTRIBUTE TO A PUBLIC SERVICE APPOINTMENT:

18 years experience working with people with disabilities - This work also involves working with community members, special interest groups and governmental agencies. I have also served 4 years on the Board of my Neighborhood Association (NWDA) and on a number of other boards and advisory groups. These include Tri-Met Committee on Accessible Transportation, Big Brother Board (Anchorage), Multnomah County Developmentally Disabled Advisory Council, and the Supported Employment Council.

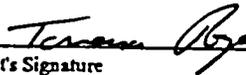
OUTLINE YOUR REASONS AND INTERESTS IN APPLYING FOR AN APPOINTMENT:

My Neighborhood Association work has lead me to have an interest in housing, transportation issues and overall neighborhood livability. The Metro Central Enhancement Committee will be making decisions affecting neighborhood livability by reviewing and funding proposals to ameliorate the impact of the transfer stations within a 5 neighborhood area. I'd like to be part of that process.

Date

5/20/92

Applicant's Signature



PLEASE ATTACH A SEPARATE SHEET/RESUME IF YOU SO DESIRE

METROPOLITAN SERVICE DISTRICT.

2000 SW First Avenue
Portland, OR 97201-5403
(503) 221-1646

MAY 18 1993

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APPOINTMENT INTEREST FORM

Special Interests, If Any Preference:

MAY 23 1993

METRO CENTRAL ENHANCEMENT COMMITTEE

FILE CODE:
METRO SOLID WASTE DEPT.

ADDITIONAL COMMENTS:

NAME: ROBERT A Bay DATE: May 17, 1993

HOME ADDRESS: 20843 NW Phillips RD Hillsboro Oregon 97124
Street City State Zip

BUSINESS ADDRESS: 3155 NW Yeon Portland Oregon 97210
Street City State Zip

HOME PHONE: 645-4325 BUSINESS PHONE: 228-0251

SOCIAL SECURITY NO. _____ METRO DISTRICT No.: ?
(i.e., the district that you live in)

THE FOLLOWING INFORMATION IS VOLUNTARY:

SEX: Male ETHNIC ORIGIN _____

(METRO STRIVES FOR ETHNIC AND MINORITY BALANCE, AS WELL AS GEOGRAPHIC REPRESENTATION, IN ITS MEMBERSHIP COMPOSITION.)

SCHOOL (INCLUDE HIGH SCHOOL)	LOCATION	MAJOR OR DEGREE
<u>Wilson High</u>	<u>Portland</u>	<u>graduated</u>
<u>U of O</u>	<u>Eugene</u>	<u>BS</u>
<u>U of O Law School</u>	<u>Eugene</u>	<u>J.D.</u>

LIST MAJOR EMPLOYMENT AND/OR VOLUNTEER ACTIVITIES, BEGINNING WITH MOST RECENT (INCLUDE ALL EXPERIENCES YOU BELIEVE TO BE RELEVANT)

DATE (TO/FROM)	EMPLOYER/ORGANIZATION	POSITION
Nov 1970 to May 1971	City of Portland	Asst. City Attorney
May 1971 to Sept 1973	Multnomah City	Asst. Dist. Attorney
Sept 1973 to Sept 1975	Day & Prohaska	Associate Attorney
Sept 1975 to present	Bay News Inc	Sept 1988 CEO
1992-1993	NINA	President

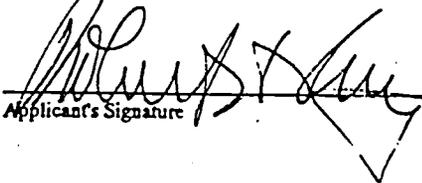
EXPERIENCE, SKILLS, OR QUALIFICATIONS YOU FEEL WOULD CONTRIBUTE TO A PUBLIC SERVICE APPOINTMENT:

I have been very active for over 5 years NINA, our local neighborhood association - I have been involved with many local non profit organizations including Portland Industrial Rotary, William Temple House, Friendly House and others

OUTLINE YOUR REASONS AND INTERESTS IN APPLYING FOR AN APPOINTMENT:

NINA has one representative on the Metro Central Enhancement Committee - I have been the NINA president during the first year of this committee's operation and have been very active in the issues and funding decisions and want to be NINA's representative on this committee.

May 17, 1993
Date


Applicant's Signature

PLEASE ATTACH A SEPARATE SHEET/RESUME IF YOU SO DESIRE



METRO

April 1, 1993

Ms. Heath Silberfeld, President
NW Dist. Association
2336 N.W. Pettygrove
Portland, OR 97210

Dear Ms. Silberfeld:

The Metro Central Enhancement Committee has just completed its first funding cycle. Thirteen projects were chosen to receive \$163,000 in enhancements funds for the 1993 calendar year. The committee's goal is to fund projects to help meet the needs of the community, create real changes in the community and add to its enrichment and enhancement.

As you are aware the Metro Council on February 27, 1992 adopted Resolution No. 92-1560 for the purpose of appointing members to the Metro Central Enhancement Committee. Initial terms of service for committee membership for the six non-Council members are two year terms for three members and one year terms for three members, designation to be determined by lot.

Marvin Pohl drew a one year term at the December 8, 1992 Metro Central Enhancement Committee meeting. Members initially serving a one year term may be reappointed for consecutive terms not to exceed two full terms. Your neighborhood organization may reappoint Marvin Pohl or submit names of up to three individuals, from which I will appoint one to serve on this committee. Committee appointments are confirmed by the Metro Council.

Please submit your nomination(s) by May 28, 1993 with each nominee completing the enclosed form. Nominations submitted should be consistent with the provisions of your association's bylaws. We would like to proceed with appointment and Council confirmation by early June. If you have any questions, please contact Katie Dowdall Metro's Community Enhancement Coordinator and staff to this committee at 221-1646 ext. 348.

Thank you for your assistance in this endeavor. We are looking forward to the completion of those projects funding for this year and the second round of enhancement projects for 1994.

Sincerely

Rena Cusma
Executive Officer
RCKD:clk
Enclosures

cc: Councilor Sandi Hansen, District #12
s:\dowd\central\reappoint.mer



METRO

April 1, 1993

Mr. Doug Ray, Chair
Friends of Cathedral Park Nbr Assoc
6905 N. Philadelphia
Portland, OR 97203

Dear Mr. Ray:

The Metro Central Enhancement Committee has just completed its first funding cycle. Thirteen projects were chosen to receive \$163,000 in enhancements funds for the 1993 calendar year. The committee's goal is to fund projects to help meet the needs of the community, create real changes in the community and add to its enrichment and enhancement.

As you are aware the Metro Council on February 27, 1992 adopted Resolution No. 92-1560 for the purpose of appointing members to the Metro Central Enhancement Committee. Initial terms of service for committee membership for the six non-Council members are two year terms for three members and one year terms for three members, designation to be determined by lot.

Ted White drew a one year term at the December 8, 1992 Metro Central Enhancement Committee meeting. Members initially serving a one year term may be reappointed for consecutive terms not to exceed two full terms. Your neighborhood organization may reappoint Ted White or submit names of up to three individuals, from which I will appoint one to serve on this committee. Committee appointments are confirmed by the Metro Council.

Please submit your nomination(s) by May 28, 1993 with each nominee completing the enclosed form. Nominations submitted should be consistent with the provisions of your association's bylaws. We would like to proceed with appointment and Council confirmation by early June. If you have any questions, please contact Katie Dowdall Metro's Community Enhancement Coordinator and staff to this committee at 221-1646 ext. 348.

Thank you for your assistance in this endeavor. We are looking forward to the completion of those projects funding for this year and the second round of enhancement projects for 1994.

Sincerely

Rena Cusma
Executive Officer

RCKD:clk

Enclosures

cc: Councilor Sandi Hansen, District #12

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METRO

April 1, 1993

Mr. Bob Holmstrom, President
Forest Park Nbr Assoc.
2934 N.W. 53rd Drive
Portland, OR 97210

Dear Mr. Holmstrom:

The Metro Central Enhancement Committee has just completed its first funding cycle. Thirteen projects were chosen to receive \$163,000 in enhancements funds for the 1993 calendar year. The committee's goal is to fund projects to help meet the needs of the community, create real changes in the community and add to its enrichment and enhancement.

As you are aware the Metro Council on February 27, 1992 adopted Resolution No. 92-1560 for the purpose of appointing members to the Metro Central Enhancement Committee. Initial terms of service for committee membership for the six non-Council members are two year terms for three members and one year terms for three members, designation to be determined by lot.

Leslie Blaize drew a one year term at the December 8, 1992 Metro Central Enhancement Committee meeting. Members initially serving a one year term may be reappointed for consecutive terms not to exceed two full terms. Your neighborhood organization may reappoint Leslie Blaize or submit names of up to three individuals, from which I will appoint one to serve on this committee. Committee appointments are confirmed by the Metro Council.

Please submit your nomination(s) by May 28, 1993 with each nominee completing the enclosed form. Nominations submitted should be consistent with the provisions of your association's bylaws. We would like to proceed with appointment and Council confirmation by early June. If you have any questions, please contact Katie Dowdall Metro's Community Enhancement Coordinator and staff to this committee at 221-1646 ext. 348.

Thank you for your assistance in this endeavor. We are looking forward to the completion of those projects funding for this year and the second round of enhancement projects for 1994.

Sincerely,

Rena Cusma
Executive Officer

RCCKD:clk

Enclosures

cc: Councilor Sandi Hansen, District #12

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BEFORE THE COUNCIL OF THE
METROPOLITAN SERVICE DISTRICT

Certified A True Copy of the Original
[Signature]
Clerk of the Council

FOR THE PURPOSE OF APPOINTING) RESOLUTION NO. 92-1560
MEMBERS TO THE METRO CENTRAL)
STATION COMMUNITY ENHANCEMENT) Introduced by Rena Cusma
COMMITTEE) Executive Officer

WHEREAS, The Council of the Metropolitan Service District adopted Ordinance No. 91-437 for the purpose of amending Chapter 5.06 of the Metro Code to provide for a Metro Central Station Community Enhancement Program and creating a Metro Central Station Community Enhancement Committee; and

WHEREAS, In order to implement the Metro Central Station Enhancement Program, there shall be created a Metro Central Station Community Enhancement Committee consisting of seven members; and

WHEREAS, The Executive Officer is authorized to appoint six members for Council confirmation. Said appointments shall be made as follows:

- One member shall be appointed from a list of nominees submitted by the Forest Park Neighborhood Association
- One member shall be appointed from a list of nominees submitted by the Friends of Cathedral Park
- One member shall be appointed from a list of nominees submitted by the Linnton Neighborhood Association
- One member shall be appointed from a list of nominees submitted by the Northwest District Neighborhood Association
- One member shall be appointed from a list of nominees submitted by the Northwest Industrial Neighborhood Association
- One member shall be appointed from a list or lists of nominees submitted by environmental organizations that have or will have an interest in the enhancement area
- The committee shall be chaired by the Metro Councilor representing District #12

WHEREAS, The Executive Officer solicited nominations from eligible neighborhood associations and environmental groups within the enhancement area; and

WHEREAS, said organizations submitted the names of individuals to serve on the committee; and

WHEREAS, The Executive Officer has reviewed the nominations and recommends the following individuals for appointment to the committee: Leslie Blaize, Forest Park Neighborhood Association; Theodore E. White, Friends of Cathedral Park; Joan Chase, Linnton Neighborhood Association; Marvin Pohl, Northwest District Neighborhood Association; Charles H. Martin, Northwest Industrial Neighborhood Association; and Christopher H. Foster representing the environmental organizations; now, therefore,

BE IT RESOLVED,

1. That the Council of the Metropolitan Service District hereby confirms the appointments of Leslie Blaize, Theodore E. White, Joan Chase, Marvin Pohl, Charles H. Martin, and Christopher H. Foster.

2. That the Committee membership initial terms of service for the six non-Council members shall be three members for two years and three members for one year, designation to be determined by lot. Members initially serving a one year term may be reappointed for consecutive terms not to exceed two full terms. All other non-Council members may be reappointed for a consecutive term not to exceed one full term. Following the initial term, terms for all non-Council members shall be two years.

ADOPTED by the Council of the Metropolitan Service District this 27th day
of February, 1992.



Jim Gardner, Presiding Officer

STAFF REPORT

RESOLUTION NO. 92-1560 FOR THE PURPOSE OF APPOINTING MEMBERS TO
THE METRO CENTRAL STATION COMMUNITY ENHANCEMENT COMMITTEE

Date: January 24, 1992

Presented by: Katie Dowdall

FACTUAL BACKGROUND

The Council of the Metropolitan Service District adopted Ordinance NO. 91-437 for the purpose of amending Chapter 5.06 of the Metro Code to provide for a Metro Central Station Community Enhancement Program and creating a Metro Central Station Community Enhancement Committee. The Ordinance established the geographic boundaries for the area, the funding criteria, and specific membership composition of the committee that recommends projects for funding. The seven-member committee will be comprised of the Metro Councilor from District #12, one member submitted by environmental organizations that have or will have interest in the enhancement area, and one member from each of the following neighborhood associations: Forest Park, Friends of Cathedral Park, Linnton, Northwest District Association and Northwest Industrial.

The Executive Officer solicited nominations from each of the neighborhood associations. Letters were sent requesting each organization to identify and submit names of up to three individuals from which one would be selected to serve on the committee. The Executive Officer also sent letters to nine environmental organizations that have or would have interest in the enhancement area.

One nomination was received from each one of the Neighborhood Associations. One nomination was received with three letters of recommendation from the environmental community. All nominations met the criteria set in Ordinance No. 91-437.

Sandi Hansen, Chair	Councilor, District #12
Leslie Blaize	Forest Park Neighborhood Association
Theodore E. White	Friends of Cathedral Park
Joan Chase	Linnton Neighborhood Association
Marvin Pohl	Northwest District Neighborhood Association
Charles H. Martin	Northwest Industrial Neighborhood Association
Christopher Foster	Environmental Organizations Representative

Ordinance No. 91-437 also provided for terms of membership to be staggered and determined by lot with three non-Council members to serve two-year terms and three non-Council members to serve one-year terms. Members initially serving a one-year term may be reappointed for consecutive terms not to exceed two full terms. All other non-Council members may be reappointed for a consecutive term not to exceed one full term. Following the initial term, terms for all non-Council members shall be two years each.

EXECUTIVE OFFICER RECOMMENDATION

The Executive Officer recommends confirmation of the above nominations for appointment to the Metro Central Station Community Enhancement Committee as specified in Resolution No. 92-1560.

KD:gb
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Meeting Date: June 24, 1993
Agenda Item No. 8.4

RESOLUTION NO. 93-1812A

PLANNING COMMITTEE REPORT

CONSIDERATION OF RESOLUTION NO. 93-1812A, RECOGNITION OF THE REGIONAL EMERGENCY MANAGEMENT WORKPLAN AS A GUIDING DOCUMENT TO SET UP AN ORGANIZATION STRUCTURE FOR MAKING POLICY AND STRATEGIC DECISIONS ON EMERGENCY MANAGEMENT IN THIS REGION

Date: June 15, 1993

Presented by: Councilor Gates

Committee Recommendation: At the June 8 meeting, the Planning Committee voted 5-1 to recommend Council adoption of Resolution No. 93-1812A. Voting in favor: Councilors Kvistad, Devlin, Gates, Monroe, and Moore; voting no: Councilor Van Bergen.

Committee Issues/Discussion: Gerry Uba, Senior Management Analyst, Planning Department, presented the staff report. He identified four issues surrounding this resolution: 1) the proposed boundary for the proposed emergency management region include Columbia County and cities outside the Metro boundary; 2) local jurisdictions and Metro's level of administrative support; 3) creation of a new policy advisory committee; and 4) the role of the Metro Policy Advisory Committee (MPAC). He said the committee may wish to refer this resolution to MPAC and defer a final Council decision until later.

Committee questions centered on the nature of the "190" intergovernmental agreement, the impact of the Charter language which authorizes Metro to exercise several regional planning functions including "metropolitan aspects of natural disaster planning and response coordination", the budgetary implications for FY 93-94 and beyond, and how the organizational structure would function.

During discussion about the role of MPAC, the committee agreed that recommendations from this group should come through the Council rather than go directly to MPAC.

Before approving the resolution, Councilor Moore suggested amending the resolution to correct the numbering and to make the following clarifying change in the third "Whereas":

"WHEREAS, The membership of the Regional Emergency Management Policy Advisory Committee as described in the [190] draft intergovernmental agreement [may] does not include Metro;"

BEFORE THE METRO COUNCIL

FOR THE PURPOSE OF FORMAL)
RECOGNITION OF REGIONAL) RESOLUTION NO. 93-1812A
EMERGENCY MANAGEMENT)
WORKPLAN AS A GUIDING) Introduced by Executive Officer
DOCUMENT FOR SETTING UP AN) Rena Cusma
ORGANIZATIONAL STRUCTURE)
FOR MAKING POLICY AND)
STRATEGIC DECISIONS ON)
EMERGENCY MANAGEMENT IN)
THE REGION)

WHEREAS, In May 1993, the Regional Emergency Management Group developed a Regional Emergency Management Workplan which will set the stage for developing a formal regional machinery that will facilitate regional emergency mitigation, preparedness, response and recovery functions; and

WHEREAS, The proposed Regional Emergency Management Policy Advisory will make recommendations to all local governments and the ultimate regional emergency management policy maker is not known; and

WHEREAS, The membership of the Regional Emergency Management Policy Advisory Committee as described in the [490] draft intergovernmental agreement [may] does not include Metro;

WHEREAS, There is no formal administrative support for the proposed regional emergency management structure; now, therefore,

BE IT RESOLVED,

1. That the Metro Council acknowledges the need and importance of establishing a regional emergency management structure as outlined in the Regional Emergency Management Workplan dated May 1993 and recognizes the need for further deliberations on how the structure should be developed.

2. That the Metro Council recognizes that the proposed regional emergency management organizational structure will facilitate regional emergency mitigation, preparedness, response and recovery functions.

3. That the Metro Council request to the Regional Emergency Management Group that Metro, whose boundary include portions of three counties, have a representative on the Regional Emergency Management Policy Advisory Committee.

4. That the administrative support for coordination of regional emergency management should be housed in one jurisdiction.

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

Judy Wyers, Presiding Officer

Meeting Date: June 24, 1993
Agenda Item No. 8.5

RESOLUTION NO. 93-1809A

REGIONAL FACILITIES COMMITTEE REPORT

RESOLUTION NO. 93-1809A, EXTENDING THE FUNDING TASK FORCE FOR REGIONAL FACILITIES AND PROGRAMS AND ASSOCIATED PLANNING EFFORTS.

Date: June 17, 1993

Presented by: Councilor Hansen

COMMITTEE RECOMMENDATION: At its June 16, 1993 meeting the Regional Facilities Committee voted 4-0 to recommend Council adoption of Resolution No. 93-1809A. Voting were Councilors McFarland, Gardner, Hansen, and Washington. Councilor McLain was excused.

COMMITTEE DISCUSSION/ISSUES: The committee considered Resolution No. 93-1809 at its June 2 and June 16 meetings. At the June 2 meeting, Funding Task Force Chair David Knowles presented the Task Force's interim report. He said the Task Force has not been able to complete its work by the June 30, 1993 deadline it was originally given, because they had chosen to broaden the scope of their effort to consider a more extensive program of arts and cultural facilities and programs.

Committee members agreed that the Task Force should be given the extra six months they were requesting, but they wanted to delete a provision in the resolution that would require implementation of the Task Force's recommendations (in Be It Resolved #2). That language is deleted in the "A" version of the resolution.

The committee focused its attention on resources necessary to staff the Task Force. At the June 2 meeting, they discussed a proposal from the Executive Officer to extend the position of the current primary staff person for the full year. The Executive's request called for a budget of \$120,966, some \$41,000 above the total budgeted for Task Force support. The committee asked the administration to provide further detail and justification for this request, and directed Council staff to present alternative funding and staffing proposals for their consideration on June 16.

At the June 16 meeting, the committee discussed the four alternatives prepared by Council Analyst Casey Short, as well as the Executive's request. Mr. Short's written recommendation was to staff the Task Force for six months with the Senior Management Analyst currently in the Facilities Planning program in Regional Facilities. At the meeting, however, Mr. Short advised the committee that the incumbent was being considered for a different position in the Planning Department. Given the possibility that this person would not be available to staff the Task Force, Mr. Short changed his recommendation, and recommended staffing at the Manager level for six months. The primary basis for this recommendation was the importance the Task Force had placed on continuity in staffing; Mr. Knowles had said it is important not to disrupt their activities by bringing in different staff. The committee voted in favor of the revised recommendation, and directed that the recommendation be presented to the Finance Committee for inclusion in the final budget ordinance.



METRO

DATE: June 10, 1993
 TO: Regional Facilities Committee
 FROM: Casey Short c/s
 RE: Financial Support for Funding Task Force

The Regional Facilities Committee will be considering Resolution No. 93-1809A on June 16, which is for the purpose of continuing the Funding Task Force through December, 1993. At your June 2 meeting, the Committee directed me to present funding alternatives for support of the task force.

The 1993-94 Approved Budget includes \$70,000 in the General Fund and \$10,000 in the Support Services Fund for task force support. The General Fund money consists of \$50,000 in contingency, and \$20,000 in Miscellaneous Professional Services in the Office of Government Relations' budget for polling; the \$10,000 in Support Services is in Miscellaneous Professional Services in the Financial Planning division of Finance & Management Information, to be used as needed for financial analysis. The staff report accompanying Resolution No. 93-1809 refers to an additional \$40,966 the Executive Officer recommends including in the budget for this program, which is further explained in Neil Saling's June 10 memo to me.

Option #1

Manager at .5 FTE	\$ 31,999
+ fringe	12,159
Polling	10,000
Misc. materials & services (M&S)	1,842
Contracted Services	<u>24,000</u>
TOTAL	\$ 80,000

Option #2

Sr. Management Analyst at .5 FTE	\$ 24,607
+ fringe	9,474
Polling	10,000
Misc. M&S	1,919
Contracted Services	<u>34,000</u>
TOTAL	\$ 80,000

Option #3

Sr. Management Analyst at 1.0 FTE	\$ 49,214
+ fringe	18,947
Polling	10,000
Misc. M&S	<u>1,839</u>
TOTAL	\$ 80,000

Option #4

Contracted Project Management	\$ 40,000
Polling	10,000
Other Contracted Services	<u>30,000</u>
TOTAL	\$ 80,000

DISCUSSION

The four options outlined above stay within the \$80,000 included in the Approved Budget. They provide for: continuation of the current project manager for six months (option 1), with some funds for contracted project management after December; project management provided by the current Senior Management Analyst for six months, with additional funds for contracted project management and other services (option 2); full-year full time project management from the current Senior Management Analyst, with no contracted services (option 3); and project support done entirely by contract (option 4). The proposal from the Executive Officer should also be considered, but I have limited my proposed alternatives to those which are within the approved budget amounts.

The options above do not include the full \$30,000 budgeted for polling and financial analysis, but include only \$10,000 for one poll. I have structured the options this way because I think there should be some money set aside for polling, to test assumptions and provide baseline or tracking data, but there is not a strong need for additional polling and contracted financial analysis in the 1993-94 fiscal year. Those services will be needed in the future, when the Council is closer to placing a funding measure on the ballot, but I don't anticipate that will happen sooner than 1995 so funding for these services could be considered in the 1994-95 budget deliberations.

RECOMMENDATION

Staff's recommendation is Option #2. This option provides for some continuity from Metro staff familiar with the project, and provides maximum flexibility for contracted services following

Funding Task Force Support
June 10, 1993
Page 3

completion of the Task Force report in December. I support this additional flexibility because it provides funds for services in addition to project management. The need for such services has been discussed in meetings of the "Caretakers" group of arts administrators and Metro and PCPA staff. These services could include support for an education and public information campaign, facilitator services to strengthen the cohesion of the "cultural coalition," which has interests distinct from the arts community, as well as project management services. We don't know what the final Task Force report will stress in terms of immediate implementation needs, and it is important to preserve flexibility to accommodate the needs identified in the final report. Of the four options, #2 provides the best combination of staff continuity through the term of the Task Force, with the flexibility to address the project's needs through the remainder of the fiscal year.

If the Committee recommends this option to the Council, the recommendation should include direction concerning the structure of the .5 FTE position: should it be full-time through December or half-time for the full year? My recommendation is for full-time for six months, in order to maintain optimum support to the Task Force, work as required on other projects cited in Mr. Saling's memo, and assist in the transition away from full-time staffing from Metro.

The final issue to be raised is one of organization. The Approved Budget places funds for Task Force support in the Office of Government Relations rather than in Regional Facilities. I recommend that any staff support for the Task Force remain consistent with this direction, because subsequent work on arts funding and facilities planning will more likely come from Government Relations - through partial dedication of existing staff's time - than from Regional Facilities, which is to focus more on building and construction management than facility planning as a result of the budget actions.



METRO

Date: June 10, 1993
 To: Casey Short
 From: Neil Saling, Director of Regional Facilities
 Re: Regional Facilities Department Budget

Per our discussion, I have verified that the Executive Officer believes that, as a minimum, the following resources should be provided in the FY 1993-94 Metro Budget to support agency planning and development of cultural, entertainment and recreational programs in the region. These programs include staffing for the Cultural Funding Task Force and the implementation of its recommendations; planning assistance to Clackamas County and the End-of-the-Oregon Trail Foundation in developing a theme park; assistance to the MERC in developing a Business Plan for facilities under MERC control; and providing a capability to provide planning support to the Expo Center as required.

Manager	1 FTE	\$63,997
Fringe		<u>24,319</u>
Total personnel costs		\$88,316
Office supplies		\$250
Misc. professional services		30,000
Financial/revenue analysis—\$20,000		
Polling—\$10,000		
Printing		200
Telephone		250
Travel		250
Conferences		500
Meeting expenses		<u>1200</u>
Total M&S costs		\$32,650
Total required		\$120,966

Amount currently allocated for this project in the Approved FY 1993-94 Budget
 (Government Services, FMI and Contingency): \$80,000
 Additional required: 40,966
 Alternative Sources: Excise Tax or MERC Spectator Facilities Fund

cc: Dick Engstrom
 Pam Erickson
 Jennifer Sims

BEFORE THE METRO COUNCIL

FOR THE PURPOSE OF EXTENDING) RESOLUTION NO. 93-1809A
THE FUNDING TASK FORCE FOR) INTRODUCED BY RENA CUSMA
REGIONAL FACILITIES AND PROGRAMS) EXECUTIVE OFFICER
AND ASSOCIATED PLANNING EFFORTS)

WHEREAS, the Metro Council adopted Resolution No. 92-1556, authorizing a planning and development effort for financing regional facilities and programs; and

WHEREAS, the Metro Council adopted Resolution No. 92-1590 establishing the Funding Task Force for Regional Facilities and Programs, confirming its members, and requiring a final report be issued by June 30, 1993; and

WHEREAS, the Funding Task Force has submitted a status report to the Metro Council summarizing the Task Force's work to date and detailing the tasks remaining for successful completion of its charge; now therefore,

BE IT RESOLVED THAT:

1. The Funding Task Force for Regional Facilities and Programs and the associated planning and development efforts continue with the goal of recommending adequate long-term funding for the region's arts and entertainment facilities and programs as outlined in Resolution No. 92-1556 attached as Exhibit A.
2. The Funding Task Force continue to be staffed from Metro resources as such staff resources are necessary to complete the work.
3. In the process of developing its final recommendations, the Task Force consult with the Metro Policy Advisory Committee (MPAC) and other appropriate committees. Such consultation shall occur prior to presenting recommendations to the Metro Council. Any concerns expressed by these bodies not accommodated in the Task Force recommendations shall be specified in the final report.

4. The Task Force provide periodic progress reports and/or opportunities for discussion of issues to the appropriate Council Committee, the Council, or individual Council members upon request.

5. The Task Force issue a final report by December 31, 1993.

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

Judy Wyers, Presiding Officer

... A True Copy of the Original Thereof
[Signature]
Clerk of the Council

BEFORE THE COUNCIL OF THE
METROPOLITAN SERVICE DISTRICT

FOR THE PURPOSE OF AUTHORIZING A)	Resolution No. 92-1556
PLANNING AND DEVELOPMENT EFFORT)	
FOR FINANCING REGIONAL FACILITIES)	Introduced by Rena Cusma,
AND PROGRAMS)	Executive Officer

WHEREAS, in May of 1986 the Councils of the Metropolitan Service District and the City of Portland adopted the Convention, Trade, and Spectator Facilities Master Plan which established the Metropolitan Service District as the lead agency for regional convention, trade, and spectator facilities; and

WHEREAS, in December of 1987, the Council of the Metropolitan Service District created the Metropolitan Exposition-Recreation Commission to operate the region's inventory of convention, trade, and spectator facilities; and

WHEREAS, in December of 1989, the Councils of the Metropolitan Service District and the City of Portland approved a Phase 1 consolidation agreement providing for the management of City Spectator and Performing Arts Facilities by the Metropolitan Exposition-Recreation Commission; and

WHEREAS, in May of 1990, the Council of the Metropolitan Service District authorized a study of permanent operational funding for Metropolitan Exposition-Recreation Commission facilities, the feasibility of constructing new facilities, and interest in public funding for the arts; and

WHEREAS, in July of 1990, the Council of the Metropolitan Service District established the Public Policy Advisory Committee for Regional Convention, Trade, Performing Arts, and Spectator Facilities to conduct that study with elected and citizen representatives from Clackamas, Washington and Multnomah Counties, Metro, and the City of Portland; and

WHEREAS, in September of 1990, Arts Plan 2000 Plus was launched by the City of Portland, the Metropolitan Service District, other regional governments and private sector entities to study the regional arts industry and establish goals and priorities for cultural development; and

WHEREAS, Arts Plan 2000 Plus and the Public Policy Advisory Committee for Regional Facilities were intended to complement one another and to coordinate their research, findings and goals in subject areas of mutual concerns; and

WHEREAS, the Public Policy Advisory Committee and Arts Plan 2000 Plus submitted final reports to the Metropolitan Service District, the City of Portland and other appropriate governments and agencies in December of 1991 and January and February of 1992; and

WHEREAS, the Public Policy Advisory Committee found that if no new funds become available within three years to cover ongoing operational and capital costs of regional entertainment facilities and support for the programs of regional arts organizations, the region stands to lose its significant investment in its complex of facilities and programs; and

WHEREAS, the Public Policy Advisory Committee determined that to adequately meet the most immediate operating and capital improvements needs of the Portland Center for the Performing Arts and Civic Stadium, approximately \$2.2 million is needed annually, and that program needs identified in the Committee report and by Arts Plan 2000 Plus will require an additional \$4.6 million per year to stabilize arts organizations and implement a regional arts agenda for a total need of \$6.8 million annually; and

WHEREAS, both the Public Policy Advisory Committee and the the Arts Plan 2000 Plus Steering Committee recommended that long-

term funding sources should be of regional scope and address arts and entertainment facilities and arts programs; now therefore,

BE IT RESOLVED, that:

1. The Metropolitan Service District and the City of Portland agree to work together to develop adequate long-term funding for regional arts and entertainment facilities and programs. The Metropolitan Service District will take the lead and the City of Portland will participate through the office of the City Commissioner responsible for the Metropolitan Arts Commission and liaison to the Metropolitan Exposition-Recreation Commission.

2. The Council of the Metropolitan Service District authorizes the Executive Officer to undertake a planning and development effort to address the specific financial needs of the region's performing arts and entertainment facilities and the Arts Plan 2000 Plus agenda for the arts, which process shall meet the following purposes:

a. To make recommendations to the Metropolitan Service District Executive Officer and Council on financing facility and arts program needs;

b. To promote a regional consensus on financing through coalitions with other jurisdictions, advocate groups, and community and civic organizations;

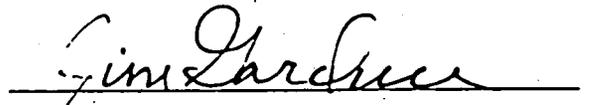
c. To develop recommended intergovernmental agreements and funding packages needed to provide regional coordination and support for arts and entertainment facilities and programs; and

d. To provide public information on financing issues to the general public, media, other public bodies, advocate groups, and civic organizations.

3. By subsequent resolution the Council shall establish a Task Force to advise staff in the conduct of this effort and to develop recommended actions. It is the Council's intent that the Task Force will represent a diversity of interests in terms of constituencies, jurisdictions, and points of view. Membership on

the Task Force shall include representatives of the public at large, Arts Plan 2000 Plus, the Metropolitan Exposition-Recreation Commission, the Metropolitan Arts Commission, the Portland Center for the Performing Arts Advisory Committee, arts and entertainment organizations, the hospitality industry, and the business community.

ADOPTED by the Council of the Metropolitan Service District
this 27th day of February, 1992.



Jim Gardner, Presiding Officer

Regional Funding Task Force Status Report

Introduction

As a result of Metro's Public Policy Advisory Committee and the Arts Plan 2000+ process, Metro and the City of Portland agreed to work together and with other regional partners to develop adequate long-term funding for regional arts and entertainment facilities and programs. In April 1992, the Metro Council established a 21-member Funding Task Force for Regional Facilities and Programs with citizens from throughout the region. The charge to the task force was to 1) make recommendations to the Metro Executive Officer and Council on financing facility and arts program needs; 2) promote a regional consensus on financing through regional coalitions with other jurisdictions, advocate groups, and community and civic organizations; 3) develop recommended intergovernmental agreements and funding packages; and 4) provide public information on financing issues.

The Task Force has made substantial progress in addressing each of these four charges. The purpose of this report is to give the Metro Executive and the Metro Council the status of our work to date.

The task force formed three subcommittees -- Funding Needs, Revenue Strategy, and Public Information. The first two subcommittees were formed with task force members only. The Public Information subcommittee was formed with community experts in public relations and public information.

A summary of the activities of each of these subcommittees is as follows.

Summary of Activities

Funding Needs Subcommittee:

- reviewed and updated the needs identified earlier by the Metro's Public Policy Advisory Committee and Arts Plan 2000+ and included estimates for program items not previously covered
- identified the total amount of funding needed and how much must be raised annually in public funds by program category
- explored funding needs for cultural and scientific facilities and programs beyond the arts-related focus of the original charge

Revenue Strategy Subcommittee:

- examined range of revenue options in light of Funding Needs Subcommittee work
- established four criteria or general principles which should be used in selecting revenue measures:
 - 1) regionally-based
 - 2) equitable
 - 3) sufficient
 - 4) feasible
- developed option of broad-based approach to include other cultural organizations in addition to arts
- explored tax alternatives

Public Information Subcommittee:

- established the need and recommended an approach for a campaign to expand the public's definition of the arts and to build the case for the need for dedicated funding
- developed goals, objectives, and strategies for a public information campaign which include the economic, educational and quality-of-life benefits of the arts
- worked with the Northwest Business Committee for the Arts to develop a long range public information campaign and financial support for a future ballot measure campaign

Task Force:

In addition to the work of each subcommittee, the Task Force as a whole was involved in the following activities.

- worked with Arts Plan 2000+ members and consultants to gain understanding of arts program issues and funding models both in the Portland metropolitan region and in other areas across the country
- explored approaches of other regions throughout the country to arts and culture funding
- met with the Denver Exchange Group, affiliated with the Denver Chamber of Commerce, to learn about Denver's Scientific and Cultural Facilities District and to exchange information about cultural programs
- established the general purposes for program development to be:
 - 1) ensuring that all citizens of the region have access to cultural programs, and

2) ensuring the region's children have opportunities for cultural education

• developed the following six public policy goals that public funding should achieve

1) enhance the economic development of the region through cultural job creation, visitor attractions, and cultural programs which attract new businesses

2) ensure that all citizens have access to regional cultural programs

3) ensure that all children have cultural education opportunities

4) stabilize and strengthen the region's cultural organizations

5) promote cultural diversity in programming, education, audience, leadership and participation

6) promote an environment for innovation, creativity and artistic excellence

• commissioned a public opinion survey of the region's voters to gain public input on program goals, program features, and funding options

• worked with the Northwest Business Committee for the Arts to encourage increased private leadership and support

• created a Staff Coordinating Team with staff from Metro, Metropolitan Arts Commission, Business Committee for the Arts, Arts Alliance, and PCPA which meets weekly to provide staff work for policy development including identifying issues, presenting options, and drafting recommendations; provide technical expertise in arts programming, public finance, planning, and program development; share information; and coordinate activities of the various public and private organizations

Public Input

A public opinion survey commissioned by Metro and conducted in February 1993 found:

• the public places a high value on our regional cultural attractions

• the public favors a broad cultural program

- the public ranks the goals developed by the Task Force as being very important, particularly those goals relating to educational opportunities for children, economic development, and affordability for families

- no consensus yet exists within the public on a revenue source to fund this program

Other efforts:

- In response to Arts Plan 2000+ recommendations, the Metropolitan Arts Commission (MAC) formed a Regional Arts Council Transition Team, a 16-member regional citizen group appointed in cooperation with participating jurisdictions, to oversee MAC's transition into a regional arts council.

- The National Endowment for the Arts awarded a \$470,000 challenge grant to the Metropolitan Arts Commission to support increased public and private contributions. In addition, MAC developed new resources from county and city governments in the region, the State of Oregon, and the private sector to support and encourage local and regional cultural development.

- MAC conducted follow-up planning and cultural needs assessments throughout the region and facilitated new partnerships among business, tourism, cultural, recreational, historic preservation, and education groups.

- The Northwest Business Committee for the Arts (BCA), representing Multnomah, Washington, Clackamas counties and Clark County, Washington, worked closely with the Task Force throughout this process. This 80-member business organization broadened its mission and commitment to be a catalyst for increased business leadership and increased public and private funding including corporate, small business and individual funding for cultural programs.

Task Force Recommendations to date

The Task Force developed basic findings and a general program approach based on our review of previous studies and our own research conducted over the past year. This program approach is summarized below.

Needs Identified

- Annual funding needs determined by the Funding Needs Subcommittee:

Arts facilities (PCPA)	\$2.31 million
Arts programs	<u>6.23 million</u>
Total	\$8.54 million

- PCPA needs include operating support, capital improvements, reduced rent and user fees for PCPA tenants, increased funds for marketing and programming costs, and reduced ticket surcharge

- Arts program needs include expanding the dollar amount and share of regional funds invested directly in local communities throughout the region and providing additional funds that would raise the level of public support for arts organizations

Program Features

- The Task Force concludes that the preferred option for funding is an expanded cultural program including arts facilities and programs as well as other regional cultural, scientific, and educational programs and facilities. Organizations we have been in contact with include the Metro Washington Park Zoo, county libraries, Oregon Historical Society, Oregon Museum for Science and Industry, End of the Oregon Trail, and Children's Museum.

- Access to cultural programs and education for the region's children and families should be the central purpose for such a program.

- The program should include the following features:

- * include arts and cultural facilities and programs
- * strictly limit administrative costs
- * restrict funds to this program only and not allow funds to be spent for other governmental programs
- * guarantee funds for local, community-based programs throughout the region and ensure that each area of the region receives its fair share of benefits
- * require that public funds for this program leverage private funds
- * guarantee funds for large regional programs
- * administer arts funds by a central agency operated either as a non-profit corporation through a contract with Metro or as a commission operating through an intergovernmental agreement
- * adopt a broad-based revenue source for funding

Recommendations for future action

- The Task Force currently is in the beginning stages of a dialogue with those cultural organizations previously mentioned. The goal is to explore with these organizations a program that will meet their needs and which they will support. We estimate this consultation process will take about six months.

- A key goal of this program is to insure access to cultural programs for children. The Task Force needs additional time to determine the most cost effective and most feasible method to accomplish this goal.

• The Task Force has examined an array of potential revenue sources. Before finalizing our recommendations, however, we believe it prudent to consider any actions that may be taken by the 1993 Legislative Assembly regarding revenue measures and tax reform.

• Implementation of a regional public information campaign and continuation of cultural development initiatives begun by the Metropolitan Arts Commission and the Business Committee for the Arts are essential for success of a future funding measure.

• The Task Force concludes that we have significant tasks to perform if we are to accomplish the original charge.

Listed below are the tasks that remain for the Task Force to accomplish. A timeline and work plan are included in the final section of this report.

- Work with cultural organizations to develop alternatives, further refine program features, and come to consensus

- Obtain decision by cultural groups to determine which groups will participate in this program

- Pursue funding for an arts-only program if other cultural programs do not choose to participate

- Explore additional program features for a broad-based program approach

- Await and review actions that may be taken by state legislature on tax reform and revenue legislation

- Examine assumptions of potential revenue measures, refine options, and obtain public opinion via a poll

- Consider restructuring of current taxes as part of package

- Implement public information effort

- Continue and expand staff coordinating team to include staff from cultural organizations

- Continue task force with final report due by December 1993

The final report will include the findings, conclusions, and recommendations of the Task Force. The recommendations will include:

- 1) a proposed ordinance creating an arts and culture program and delineating the program features,
- 2) a recommendation on a revenue source or sources for this program,
- 3) a suggested schedule for a ballot measure to submit to the region's voters, and
- 4) an implementation plan

Requests to the Metro Executive Officer and Metro Council

The Task Force respectfully requests that the Council adopt a resolution extending the deadline for a final report from the Regional Funding Task Force from June 1993 to December 1993.

The Task Force further requests that adequate resources and staff be funded to allow the Task Force to accomplish its charge. We strongly believe that continuity of staff is vital to the successful completion of our tasks.

Respectfully submitted,

David Knowles, Chair

5/93

Timeline and Work Plan

August 31, 1993	Obtain decision by cultural organizations on their participation in proposed program
May - September	Work with staff and boards of directors of cultural organizations; task force members meet with appropriate cultural organization committees, members and boards to discuss program features, revenue options, and cultural organization participation
May - October	Task Force continues to review revenue options and further refine options and examine assumptions
June - August	Task Force review 1993 Legislature's action relating to revenue legislation Begin Phase 1 of public information effort -- develop messages, unifying slogan and logo, prepare materials, place messages in fall arts newsletters, programs, and playbills
October	Conduct public opinion survey on proposal and alternatives prepared by Task Force in cooperation with cultural organizations Begin Phase 2 of public information effort -- expand focus to include civic groups and general public, refine messages, develop speaker's bureau and related materials, develop public service announcements
November	Task Force finalizes recommendations, adopts final report, and submits report to Metro Council
December	Task Force makes presentation to Council
January 1994 -	Implementation phase -- specific work plan and length of this phase depends on final recommendations of Task Force, Council adoption, and timing of ballot measure if necessary; tasks would likely include coalition building, public information, and preparing necessary documents and other requirements for a ballot measure

Staff Report

CONSIDERATION OF RESOLUTION NO. 93-1809 FOR THE PURPOSE OF EXTENDING THE FUNDING TASK FORCE FOR REGIONAL FACILITIES AND PROGRAMS AND ASSOCIATED PLANNING EFFORTS

Date: May 28, 1993

Presented by: Pamela Erickson

Background

Over the past six years, Metro has evolved into the lead agency in the region for regional convention, trade, performing arts and spectator facilities.

In 1990, the Council created the Public Policy Advisory Committee for Regional Convention, Trade, Performing Arts, and Spectator Facilities (PPAC) to conduct a study of funding needs for MERC facilities, the feasibility of constructing new facilities, and interest in public funding for the arts. This Advisory Committee, which included elected officials and citizens from throughout the region, completed its study and presented its findings to the Council in December 1991.

One of the key findings in the PPAC report was that, if no new funds become available within three years to cover ongoing operations and capital improvements, the region stands to lose its investment in its complex of public entertainment facilities, particularly the Portland Center for the Performing Arts (PCPA).

Also in 1990, Arts Plan 2000+ was launched. Arts Plan 2000+ was an eighteen-month citizen planning process to develop a comprehensive long-range plan for arts and culture for the Portland metropolitan region. Arts Plan was initiated by the City of Portland and included Metro as an active participant and financial supporter. The final report was released in February 1992.

The planning effort, authorized by Metro Resolution No. 92-1556, and the Funding Task Force for Regional Facilities and Programs, established by Resolution No. 92-1590, represent a merger of the efforts of the Public Policy Advisory Committee study and Arts Plan 2000+.

Originally, a final report from the Funding Task Force was to be submitted by June 30, 1993. Because the tasks were more complex and time-consuming than originally estimated, the Task Force has concluded that additional time is necessary for them to successfully meet their charge.

The Funding Task Force has submitted a status report to the Council. This status report summarizes the Task Force's work to date, specifies the program details they believe are necessary for success, and details what study tasks remain to be completed and a timeline for accomplishing those tasks.

Resolution No. 93-1809 attempts to address issues raised in recent meetings between Councilors and Task Force members. Resolution No. 93-1809 extends the Funding Task Force for Regional Facilities and Programs and associated planning efforts. It continues staff support to the Task Force. It requires the Task Force to consult with the Metro Policy Advisory Committee prior to presenting final recommendations to the Council. Resolution No. 93-1809 requires periodic progress reports and/or opportunities for discussion of issues to the Council, Council committee or individual Councilors. And last, it requires a final report by December 31, 1993.

The Task Force has requested the continuation of staff support to complete its work as it is dependent on staff to fulfill its charge. Staff also is needed to coordinate the various groups outside the Task Force which are involved and are needed for support.

Budget

The 1993-94 fiscal year budget contains \$50,000 in contingency earmarked for staff support, \$20,000 for financial analysis and \$10,000 for a public opinion survey. Since the amount earmarked for staff support is insufficient for 1 FTE, the Executive Officer will submit recommendations for an additional \$40,966 to finance staff support both during the Task Force's existence and after December 31 in order to implement recommendations.

Executive Officer Recommendation

The Executive Officer recommends approval of Resolution No. 93-1809.

BEFORE THE METRO COUNCIL

FOR THE PURPOSE OF EXTENDING) RESOLUTION NO. 93-1809
THE FUNDING TASK FORCE FOR) INTRODUCED BY RENA CUSMA
REGIONAL FACILITIES AND PROGRAMS) EXECUTIVE OFFICER
AND ASSOCIATED PLANNING EFFORTS)

WHEREAS, the Metro Council adopted Resolution No. 92-1556, authorizing a planning and development effort for financing regional facilities and programs; and

WHEREAS, the Metro Council adopted Resolution No. 92-1590 establishing the Funding Task Force for Regional Facilities and Programs, confirming its members, and requiring a final report be issued by June 30, 1993; and

WHEREAS, the Funding Task Force has submitted a status report to the Metro Council summarizing the Task Force's work to date and detailing the tasks remaining for successful completion of its charge; now therefore,

BE IT RESOLVED THAT:

1. The Funding Task Force for Regional Facilities and Programs and the associated planning and development efforts continue with the goal of recommending adequate long-term funding for the region's arts and entertainment facilities and programs as outlined in Resolution No. 92-1556 attached as Exhibit A.

2. The Funding Task Force continue to be staffed from Metro resources as such staff resources are necessary to complete the work and activities required to implement the recommendations.

3. In the process of developing its final recommendations, the Task Force consult with the Metro Policy Advisory Committee (MPAC) and other appropriate committees. Such consultation shall occur prior to presenting recommendations to the Metro Council. Any concerns expressed by these bodies not accommodated in the Task Force recommendations shall be specified in the final report.

4. The Task Force provide periodic progress reports and/or opportunities for discussion of issues to the appropriate Council Committee, the Council, or individual Council members upon request.

5. The Task Force issue a final report by December 31, 1993.

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

Judy Wyers, Presiding Officer

Meeting Date: June 24, 1993
Agenda Item No. 8.6

RESOLUTION NO. 93-1818A

GOVERNMENTAL AFFAIRS COMMITTEE REPORT

RESOLUTION NO. 93-1818A, APPROVING AN INTERGOVERNMENTAL AGREEMENT IN THE AMOUNT OF \$60,000 WITH THE SPECIAL DISTRICTS ASSOCIATION OF OREGON (SDAO) TO PROVIDE LEGISLATIVE SERVICES TO METRO

Date: June 18, 1993

Presented by: Councilor Gardner

COMMITTEE RECOMMENDATION: At its June 17, 1993 meeting the Governmental Affairs Committee voted 4-0 to recommend Council adoption of Resolution No. 93-1818A. Voting were Councilors Gates, Gardner, Hansen, and Moore. Councilor Wyers was excused.

COMMITTEE DISCUSSION/ISSUES: Senior Management Analyst Merrie Waylett presented the staff report. She said this resolution would provide for Western Advocates to continue to provide legislative services to Metro in fiscal year 1993-94, through an intergovernmental agreement with the Special Districts Association of Oregon (SDAO). The amount of the contract is \$60,000, which is included in the approved budget. Ms. Waylett said the services provided would include representing Metro at Legislative interim committees, and providing intergovernmental relations services as stipulated in the scope of work. She added that the contract provided for a committee consisting of the Executive Officer, Presiding Officer, Governmental Affairs Committee Chair, Deputy Executive Officer, and Council Administrator to meet monthly with Western Advocates to direct and oversee their work.

Councilor Gardner asked what were the amount of previous contracts Metro has had with Western Advocates. Burton Weast of Western Advocates said that previous contracts had also been for \$60,000, with the 1992-93 contract including an additional \$275 per month for expenses associated with the legislative session.

Councilor Moore asked what Western Advocates would do in terms of liaison activity with FOCUS. Mr. Weast said that work was expected to include representing Metro positions at FOCUS meetings. Councilor Moore said her concern was over potential conflicts of interest Western Advocates might have if they represented other FOCUS members. Mr. Weast said they don't act as policy representatives for other FOCUS member governments, and SDAO does not participate in FOCUS, so he did not foresee any such conflicts. Should conflicts arise, however, he said a process was developed in 1991 to resolve them, which has worked well in that any potential conflicts have been avoided.

Councilor Moore asked why the contract is with SDAO and not directly with Western Advocates. Mr. Weast explained the reasons lie in history, and described the process used to contract with them for the 1991 session. They are the contract lobbyists for SDAO, Metro is a member of SDAO, and the Council approved their contract just prior to the 1991 session following the resignation of Metro's lobbyist. The relationship has continued.

Council Analyst Casey Short suggested the scope of work be amended to include the provision that Western Advocates continue to represent Metro through the remainder of the 1993 legislative session; the scope of work calls for legislative interim activity and special sessions, but not the regular session. Councilor Gardner moved to add that language in #5 of the scope of work. Councilor Moore moved to include the amount of the contract in the title and Be It Resolved sections of the resolution. The committee approved both amendments.

BEFORE THE METRO COUNCIL

FOR THE PURPOSE OF APPROVING AN)	RESOLUTION NO. 93-1818 <u>A</u>
INTERGOVERNMENTAL AGREEMENT IN)	
<u>THE AMOUNT OF \$60,000 WITH THE</u>)	Introduced by Rena Cusma,
SPECIAL DISTRICTS ASSOCIATION OF)	Executive Officer
OREGON (SDAO) TO PROVIDE LEGISLA-)	
TIVE SERVICES TO METRO)	

WHEREAS, Metro needs to manage and coordinate its legislative agenda for FY 93-94;
and

WHEREAS, Metro needs to maintain ongoing contact with individual state legislators;
and

WHEREAS, Metro needs to manage and coordinate its intergovernmental relations
actively with Cities, Counties and Special District's located in the Metro boundaries; now,
therefore,

BE IT RESOLVED,

That the Metro Executive Officer be authorized to execute an Agreement with the Special
Districts Association of Oregon in the amount of \$60,000 to provide the services outlined in the
attached Scope of Work.

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

Judy Wyers, Presiding Officer

EXHIBIT A
SCOPE OF WORK

The Special Districts Association of Oregon (SDAO) shall provide the following services to Metro through a contract with Western Advocates, Inc., for a not to exceed fee of \$5,000.00 per month. Out of pocket expenses will be covered in this monthly sum.

1. Interim Legislative Committees and Task force representation:

The six interim committees and/or task forces meeting between legislative sessions that will require special attention and monitoring are:

- * Joint Committee on Revenue
- * Joint Committee on Land Use
- * Ways and Means
- * Task force on Local Government Mandates
- * Joint Committee on Oregon's Future
- * House and Senate Water Policy Committee's
- * Any other relevant interim committee(s) which may be designated following the 1993 Legislative Session.

2. Contact with Individual Legislators:

Western Advocates will maintain contact with individual legislators between sessions. It is important that Metro issues be communicated as an ongoing part of the governmental relations activity.

3. Intergovernmental Relations Activity:

Western Advocates will be responsible in coordination with the Metro office of Government Relations, for continuing contacts with Cities, Counties and Special Districts located within Metro boundaries.

The purpose of these contacts will be to maintain a clear line of information regarding problems and issues that affect Metro, Cities, Counties and Special Districts. This will require Western Advocates to attend meetings such as Metro Managers Organization, Regional Governance Committee, FOCUS, and other such activities.

The major objectives of these activities will be the exchange of information about Metro policy and program initiatives that affect local jurisdictions.

4. Coordination and management of Contract

Direction and oversight of the Scope of Work shall be accomplished through a committee consisting of the:

- * Executive Officer and/or her designee
- * Chairman of the Government Affairs Committee
- * Deputy Executive Officer

- * Council Administrator
- * Presiding Officer

Western Advocates shall meet with the committee once a month to transmit a progress report and receive guidance regarding the Scope of Work. Additional meetings may be scheduled upon request by either party.

5. Western Advocates shall attend and represent Metro before any regular or special session of the Legislature that may be held.
6. Western Advocates shall meet with Metro staff as needed to insure familiarity with Metro programs and issues.

STAFF REPORT

CONSIDERATION OF RESOLUTION NO. 93-1818 FOR THE PURPOSE OF APPROVING THE INTERGOVERNMENTAL AGREEMENT WITH THE SPECIAL DISTRICTS ASSOCIATION OF OREGON (SDAO) TO PROVIDE LEGISLATIVE SERVICES TO METRO.

Date: June 16, 1993

Presented by: Merrie Waylett

Background

Attached you will find the Intergovernmental Agreement with the Special Districts Association of Oregon (SDAO) to provide legislative services for Metro during Fiscal Year 1993-94. Funding in the amount of \$60,000 for this service was included in, and approved, in the 1993-94 Budget.

The Agreement (Attachment 1) and Scope of Work (Exhibit A) provides Metro with identified legislative and liaison services for that time frame and also anticipates the addition of further responsibilities which might be necessary following adjournment of the 1993 Oregon Legislature. More specifically, SDAO, through its contract with Western Advocates, will provide legislative representation before interim committees established following adjournment of the 1993 session. SDAO will also maintain contact with state legislators whose districts are partially or wholly located within Metro's jurisdictional boundaries.

In addition, The Scope of Work calls for coordination with Metro's Office of Government Relations to maximize Metro's efforts to maintain contact with, and work with, other governments and jurisdictions. Contact will be maintained with organizations which include staff and/or elected representatives of local jurisdictions in the Metro region and will focus on exchange of information about Metro policy and programs that affect them.

The Contract will be managed by the Executive Officer and/or her designee, the Chair of the Government Affairs Committee, the Deputy Executive Officer, the Council Administrator and the Presiding Officer. This group will provide guidance to Western Advocates and oversight during the term of this agreement.

The Executive Officer is in agreement with Resolution 93-1818.

ATTACHMENT 1
CONTRACT NO. 903123
AGREEMENT FOR SERVICES

This Agreement dated this _____ day of _____, 1993, is between METRO, a municipal corporation, whose address is 600 NE Grand Avenue, Portland, OR 97232-2736, and the SPECIAL DISTRICTS ASSOCIATION OF OREGON (SDAO), (hereinafter referred to as "CONTRACTOR"), whose address is PO Box 12613, Salem, OR 97309, for the period of July 1, 1993 through June 30, 1994, and for any extensions thereafter pursuant to a new written agreement of both parties.

WITNESSETH:

WHEREAS, This Agreement is exclusively for Personal Services;

NOW, THEREFORE, IT IS MUTUALLY AGREED AS FOLLOWS:

CONTRACTOR AGREES:

1. To perform the services and deliver to METRO the materials described in the Scope of Work attached hereto as Exhibit A;
2. To provide all services and materials in a competent and professional manner in accordance with the Scope of Work;
3. To comply with all applicable provisions and all other terms and conditions necessary to be inserted into public contracts in the state of Oregon, as if such provisions were a part of this Agreement;
4. To maintain resources relating to the Scope of Work on a generally recognized accounting basis and to make said records available to METRO at mutually convenient times; and
5. CONTRACTOR shall be an independent contractor for all purposes, shall be entitled to no compensation other than the compensation provided for in the Agreement, CONTRACTOR hereby certifies that it is the direct responsibility employer as provided in ORS 656.407, or a contributing employer as provided in ORS 656.411. In the event CONTRACTOR is to perform the services described in the Agreement without the assistance of others CONTRACTOR hereby agrees to file a joint declaration with

METRO to the effect that CONTRACTOR services are those of an independent contractor as provided under Oregon Laws 1979, chapter 864.

METRO AGREES:

1. To pay CONTRACTOR for services performed and materials delivered in the maximum sum of Sixty Thousand and No/100th Dollars (\$60,000), and in the manner and at the time designated in the Scope of Work; and

2. To provide full information regarding its requirements for the work.

BOTH PARTIES AGREE:

1. That either party may terminate this Agreement upon giving the other party five (5) days written notice without waiving any claims or remedies it may have against the other party;

2. That in the event of termination, METRO shall pay CONTRACTOR for services performed and materials delivered prior to the date of termination; but shall not be liable for indirect or consequential damages;

3. That in the event of any litigation concerning this Agreement the prevailing party shall be entitled to reasonable attorney's fees and court costs, including fees and costs on appeal to an appellate court; and

4. That this Agreement is binding on each party, its successors, assigns, and legal representatives, and may not under any condition be assigned or transferred by either party.

SPECIAL DISTRICTS ASSOCIATION
OF OREGON

BY _____

DATE: _____

METRO

BY: _____

DATE: _____

Approved as to form

Daniel B. Cooper
Metro General Counsel



METRO

600 NE Grand Ave.
Portland, OR 97232
(503) 797-1700

Procurement Review Summary

*****ATTACHMENT 2*****

To: Procurement and Contracts Division

Vendor

From

Date June 10, 1993

Special Districts Association
of Oregon
PO Box 12613

Department Executive Management

Subject

Salem, Oregon 97309

Division Office of Gov. Relations

Bid

Contract

Vendor no.

Name Lisa Hogue

RFP

Other

Contract no 903123

Title Admin. Asst.

Intergovernmental
agreement

Extension 1501

Purpose To provide legislative services

Expense

Procurement Personal/professional services Services (L/M) Construction IGA

Revenue

Budget code(s)

010-060000-524190-0000

Price basis

Term

Contract

Unit

Completion

Grant

Total

Annual

Other

Other

Multi-year**

This project is listed in the
199 3 -199 4 budget.

Payment required

July 1, 1993

Yes

Type A

Lump sum

Beginning date

No

Type B

Progress payments

June 30, 1994

Ending date

Total commitment	Original amount	\$60,000
	Previous amendments	\$ -0-
	This transaction	\$60,000
	Total	\$60,000
	A. Amount of contract to be spent fiscal year 1993 - 1994	\$60,000
	B. Amount budgeted for contract	\$60,000
	C. Uncommitted/discretionary funds remaining as of	\$ ***

Approvals

Division manager

Department director

Labor

Fiscal

Budget

Risk

Legal

Competitive quotes, bids or proposals:

Submitted by _____	\$Amount _____	M/W/DBE _____	Foreign or Oregon Contractor _____
Submitted by _____	\$Amount _____	M/W/DBE _____	Foreign or Oregon Contractor _____
Submitted by _____	\$Amount _____	M/W/DBE _____	Foreign or Oregon Contractor _____

Comments:

- Attachments:**
- Ad for bid
 - Plans and specifications
 - Bidders list (M/W/DBEs included)

Instructions:

1. Obtain contract number from procurement division.
Contract number should appear on the summary form and all copies of the contract.
2. Complete summary form.
3. If contract is:
 - A. Sole source, attach memo detailing justification.
 - B. Less than \$2,500, attach memo detailing need for contract and contractor's capabilities, bids, etc.
 - C. More than \$2,500, attach quotes, evaluation form, notification of rejection, etc.
 - D. More than \$10,000 or \$15,000 attach RFP or RFB respectively.
 - E. More than \$50,000, attach agenda management summary from council packet, bids, RFP, etc.
4. Provide packet to procurement for processing.

Special program requirements:

General liability: _____ / _____ / _____

Liquidated damages \$ _____ day

<input type="checkbox"/> Workers comp	<input type="checkbox"/> Prevailing wages
<input type="checkbox"/> Auto	<input type="checkbox"/> Non-standard contract
<input type="checkbox"/> Professional liability	<input type="checkbox"/> Davis/Bacon

Dates:

Ads _____ (Publication) _____

Pre-bid meeting _____ Bid opening** _____

Filed with council _____ For action _____

Filed with council committee _____ For hearing _____

Project estimate: _____

Funding:

- Local/state
- Federal
- Other

Bond requirements:

_____ % Bid \$ _____

_____ % Performance \$ _____

_____ % Performance/payment* \$ _____

_____ % L/M \$ _____

* Separate bonds required if more than \$50,000. ** Minimum period: two weeks from last day advertised. 9229

Meeting Date: June 24, 1993
Agenda Item No. 8.7

RESOLUTION NO. 93-1808A

GOVERNMENTAL AFFAIRS COMMITTEE REPORT

RESOLUTION NO. 93-1808A, ADOPTING THE FY 1993-94 PAY PLAN AND AWARDING A COST OF LIVING ADJUSTMENT TO AFSCME, LOCAL 3580 AND THE LABORERS INTERNATIONAL UNION, LOCAL 483 EMPLOYEES

Date: June 18, 1993

Presented by: Councilor Hansen

COMMITTEE RECOMMENDATION: At its June 17, 1993 meeting the Governmental Affairs Committee voted 4-0 to recommend Council adoption of Resolution No. 93-1808A. Voting were Councilors Gates, Gardner, Hansen, and Moore. Councilor Wyers was excused.

COMMITTEE DISCUSSION/ISSUES: Personnel Manager Paula Paris presented the staff report. She said the Metro Code requires approval of the pay plan, and the collective bargaining agreements with AFSCME and the Laborers Union require annual cost of living adjustments of 85% of the increase in the Consumer Price Index (CPI). The CPI increase was 4.2%, which translates into a 3.6% cost of living increase for the affected employees. Ms. Paris presented a revised Exhibit A which corrected minor errors in the pay schedule for AFSCME employees.

There was no committee discussion, and the resolution was recommended for Council adoption with the revised exhibit.

BEFORE THE METRO COUNCIL

FOR THE PURPOSE OF ADOPTING THE)	RESOLUTION NO. 93-1808A
FY 1993-94 PAY PLAN AND AWARDDING)	
A COST OF LIVING ADJUSTMENT TO)	Introduced by Rena Cusma,
AFSCME, LOCAL 3580 AND THE)	Executive Officer
LABORERS INTERNATIONAL UNION,)	
LOCAL 483 EMPLOYEES)	

WHEREAS, Metro Code Section 2.02.145 requires the Executive Officer to prepare a Pay Plan for Metro employees for approval by the Council of Metro; and

WHEREAS, the current Pay Plan was adopted by the Council on June 25, 1992, through Resolution No. 92-1636A; and

WHEREAS, the Collective Bargaining Agreements with AFSCME, Local 3580 and the Laborers International Union, Local 483 provide for an automatic Cost of Living Adjustment which is 3.6% for FY 1993-94; and

WHEREAS, the Council has authorized sufficient funds in the FY 1993-94 Approved Budget to support this action; now therefore,

BE IT RESOLVED,

1. That the Pay Plan for AFSCME, Local 3580 and the Laborers International Union, Local 483 are amended and approved as shown on Exhibits A and B respectively attached hereto.

2. That a 3.6% Cost of Living Adjustment is hereby approved for all employees represented by AFSCME, Local 3580 and the Laborers International Union, Local 483 effective July 1, 1993.

3. This Resolution being necessary for the public health, safety or welfare, for the reason of orderly administration of the Pay Plan at the beginning of the fiscal year, an emergency is declared to exist, and this Resolution takes effect on July 1, 1993.

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

Judy Wyers, Presiding Officer

ATTEST:

Clerk of the Council

METRO
AFSCME PAY SCHEDULE

Range #	Class Code	Classification	Base Rate	1st Step	2nd Step	3rd Step	4th Step	5th Step	6th Step	7th Step
1	003*	Visitor Services Wkr 3--Regular	7.28	7.65	8.03	8.43	8.86	9.30	9.77	10.26
	012*	Office Assistant								
2			7.65	8.03	8.43	8.86	9.30	9.77	10.26	10.77
3	018*	Receptionist	8.03	8.43	8.86	9.30	9.77	10.26	10.77	11.31
	037*	Accounting Clerk 1								
	538*	Safety/Security Officer 1								
4			8.43	8.86	9.30	9.77	10.26	10.77	11.31	11.88
5	022*	Secretary	8.86	9.30	9.77	10.26	10.77	11.31	11.88	12.47
	040*	Program Assistant 1								
	364*	Graphics Technician								
	625*	Word Processing Operator								
6	013*	Scalehouse Technician	9.30	9.77	10.26	10.77	11.31	11.88	12.47	13.10
	017*	Reproduction Clerk								
	539*	Safety/Security Officer 2								
7	006*	Food Service/Retail Specialist	9.77	10.26	10.77	11.31	11.88	12.47	13.10	13.75
	015*	Building Service Worker								
	038*	Accounting Clerk 2								
	330*	Planning Technician								

* Non-exempt classifications. Employees in these classifications are eligible to receive overtime compensation.

Effective: July 1, 1993 - June 30, 1994

Prepared: June 17, 1993

**METRO
AFSCME PAY SCHEDULE**

Range #	Class Code	Classification	Base Rate	1st Step	2nd Step	3rd Step	4th Step	5th Step	6th Step	7th Step
8	021* 035*	Administrative Secretary Payroll Clerk	10.26	10.77	11.31	11.88	12.47	13.10	13.75	14.43
9	042* 626*	Program Assistant 2 Lead Word Processing Operator	10.77	11.31	11.88	12.47	13.10	13.75	14.43	15.16
10	005* 031 036	Storekeeper Administrative Assistant Lead Accounting Clerk	11.31	11.88	12.47	13.10	13.75	14.43	15.16	15.91
11	634*	Data Processing Operator	11.88	12.47	13.10	13.75	14.43	15.16	15.91	16.71
12	023 329 331* 360	Program Coordinator Management Technician Hazardous Waste Technician Graphics/Exhibit Designer	12.47	13.10	13.75	14.43	15.16	15.91	16.71	17.55
13			13.10	13.75	14.43	15.16	15.91	16.71	17.55	18.43
14	268 333 338 348 354 637*	Volunteer Coordinator Asst Management Analyst Asst Public Affairs Specialist Asst Transportation Planner Asst Regional Planner Technical Specialist	13.75	14.43	15.16	15.91	16.71	17.55	18.43	19.35

* Non-exempt classifications. Employees in these classifications are eligible to receive overtime compensation.

Effective: July 1, 1993 - June 30, 1994

Prepared: June 17, 1993

METRO AFSCME PAY SCHEDULE

Range #	Class Code	Classification	Base Rate	1st Step	2nd Step	3rd Step	4th Step	5th Step	6th Step	7th Step
15	306	Asst Engineer	14.43	15.16	15.91	16.71	17.55	18.43	19.35	20.32
	343	Asst Solid Waste Planner								
	635	D.P. Operations Analyst								
16	039	Senior Accountant	15.16	15.91	16.71	17.55	18.43	19.35	20.32	21.33
	332	Hazardous Waste Specialist								
	334	Assoc Management Analyst								
	339	Assoc Public Affairs Specialist								
	349	Assoc Transportation Planner								
	355	Assoc Regional Planner								
	638	Programmer/Analyst								
17	307	Associate Engineer	15.91	16.71	17.55	18.43	19.35	20.32	21.33	22.40
	344	Associate Solid Waste Planner								
	636	D.P. Systems Analyst								
18	335	Senior Management Analyst	16.71	17.55	18.43	19.35	20.32	21.33	22.40	23.52
	340	Senior Public Affairs Specialist								
	350	Senior Transportation Planner								
	356	Senior Regional Planner								
19	308	Senior Engineer	17.55	18.43	19.35	20.32	21.33	22.40	23.52	24.70
	345	Senior Solid Waste Planner								
20	476	Construction Coordinator	18.43	19.35	20.32	21.33	22.40	23.52	24.70	25.93

* Non-exempt classifications. Employees in these classifications are eligible to receive overtime compensation.

Effective: July 1, 1993 - June 30, 1994

Prepared: June 17, 1993

STAFF REPORT

CONSIDERATION OF RESOLUTION NO. 93-1808 ADOPTING THE FY 1993-94 PAY PLAN AND AWARDING A COST OF LIVING ADJUSTMENT TO AFSCME, LOCAL 3580 AND THE LABORERS INTERNATIONAL UNION, LOCAL 483 EMPLOYEES.

Date: June 3, 1993

Presented by: Paula Paris and
Michelle Cline

DESCRIPTION OF ACTIONS RECOMMENDED

This Resolution filed by the Executive Officer accomplishes the following: (1) grants a 3.6% Cost of Living Adjustment increase to employees represented by AFSCME, Local 3580 and the Laborers International Union, Local 483; and (2) approves the amended pay plans for both unions which incorporates the 3.6% increase.

3.6% COLA

The collective bargaining agreements for AFSCME and LIU provide that the pay rates shall be increased by 85% of the increase in the CPI-W effective July 1, 1993. The 3.6% increase is 85% of the reported 4.2% total CPI increase.

FISCAL IMPACT AND RECOMMENDATION

The Fiscal Year 1993-94 Budget approved by Council authorized sufficient funds to support this action. Furthermore, the collective bargaining agreements formerly approved by the Council, provide for automatic Cost of Living Adjustments. It is therefore, recommended by the Executive Officer that this Resolution be approved and forwarded to full Council on June 24, 1993.

**METROPOLITAN SERVICE DISTRICT
AFSCME PAY SCHEDULE**

Range #	Class Code	Classification	Base Rate	1st Step	2nd Step	3rd Step	4th Step	5th Step	6th Step	7th Step
1	003* 012*	Visitor Services Wkr 3--Regular Office Assistant	7.28	7.64	8.02	8.42	8.84	9.28	9.74	10.23
2			7.64	8.02	8.42	8.84	9.28	9.74	10.23	10.74
3	018* 037* 538*	Receptionist Accounting Clerk 1 Safety/Security Officer 1	8.02	8.42	8.84	9.28	9.74	10.23	10.74	11.28
4			8.42	8.84	9.28	9.74	10.23	10.74	11.28	11.84
5	022* 040* 364* 625*	Secretary Program Assistant 1 Graphics Technician Word Processing Operator	8.84	9.28	9.74	10.23	10.74	11.28	11.84	12.43
6	013* 017* 539*	Scalehouse Technician Reproduction Clerk Safety/Security Officer 2	9.28	9.74	10.23	10.74	11.28	11.84	12.43	13.05
7	006* 015* 038* 330*	Food Service/Retail Specialist Building Service Worker Accounting Clerk 2 Planning Technician	9.74	10.23	10.74	11.28	11.84	12.43	13.05	13.70

* Non-exempt classifications. Employees in these classifications are eligible to receive overtime compensation.

Effective: July 1, 1993 - June 30, 1994
Prepared: March 19, 1993

**METROPOLITAN SERVICE DISTRICT
AFSCME PAY SCHEDULE**

Range #	Class Code	Classification	Base Rate	1st Step	2nd Step	3rd Step	4th Step	5th Step	6th Step	7th Step
8	021* 035*	Administrative Secretary Payroll Clerk	10.23	10.74	11.28	11.84	12.43	13.05	13.70	14.39
9	042* 626*	Program Assistant 2 Lead Word Processing Operator	10.74	11.28	11.84	12.43	13.05	13.70	14.39	15.11
10	005* 031 036	Storekeeper Administrative Assistant Lead Accounting Clerk	11.28	11.84	12.43	13.05	13.70	14.39	15.11	15.87
11	634*	Data Processing Operator	11.84	12.43	13.05	13.70	14.39	15.11	15.87	16.66
12	023 329 331* 360	Program Coordinator Management Technician Hazardous Waste Technician Graphics/Exhibit Designer	12.43	13.05	13.70	14.39	15.11	15.87	16.66	17.49
13			13.05	13.70	14.39	15.11	15.87	16.66	17.49	18.36
14	268 333 338 348 354 637*	Volunteer Coordinator Asst Management Analyst Asst Public Affairs Specialist Asst Transportation Planner Asst Regional Planner Technical Specialist	13.70	14.39	15.11	15.87	16.66	17.49	18.36	19.28

* Non-exempt classifications. Employees in these classifications are eligible to receive overtime compensation.

Effective: July 1, 1993 - June 30, 1994

Prepared: March 19, 1993

**METROPOLITAN SERVICE DISTRICT
AFSCME PAY SCHEDULE**

Range #	Class Code	Classification	Base Rate	1st Step	2nd Step	3rd Step	4th Step	5th Step	6th Step	7th Step
15	306	Asst Engineer	14.39	15.11	15.87	16.66	17.49	18.36	19.28	20.24
	343	Asst Solid Waste Planner								
	635	D.P. Operations Analyst								
16	039	Senior Accountant	15.11	15.87	16.66	17.49	18.36	19.28	20.24	21.25
	332	Hazardous Waste Specialist								
	334	Assoc Management Analyst								
	339	Assoc Public Affairs Specialist								
	349	Assoc Transportation Planner								
	355	Assoc Regional Planner								
	638	Programmer/Analyst								
17	307	Associate Engineer	15.87	16.66	17.49	18.36	19.28	20.24	21.25	22.31
	344	Associate Solid Waste Planner								
	636	D.P. Systems Analyst								
18	335	Senior Management Analyst	16.66	17.49	18.36	19.28	20.24	21.25	22.31	23.43
	340	Senior Public Affairs Specialist								
	350	Senior Transportation Planner								
	356	Senior Regional Planner								
19	308	Senior Engineer	17.49	18.36	19.28	20.24	21.25	22.31	23.43	24.60
	345	Senior Solid Waste Planner								
20	476	Construction Coordinator	18.36	19.28	20.24	21.25	22.31	23.43	24.60	25.83

* Non-exempt classifications. Employees in these classifications are eligible to receive overtime compensation.

Effective: July 1, 1993 - June 30, 1994

Prepared: March 19, 1993

**METROPOLITAN SERVICE DISTRICT
LABORERS INTERNATIONAL UNION, LOCAL 483 PAY SCHEDULE**

Pay Range (Hourly Rates):

Class Code	Classification	Entrance Rate	After Six Months	After One Year
019*	Typist-Receptionist	9.13	9.55	10.25
035*	Clerk/Bookkeeper	9.61	10.26	10.93
020*	Clerk/Stenographer	10.29	10.94	11.68
430*	Laborer (90 working days)	10.32
461*	Stationmaster	11.33	11.71	12.14
465*	Gardener 1	11.72	12.55	12.99
445*	Maintenance Worker 1	11.72	12.55	12.99
535*	Nutrition Technician	12.18	13.18	14.19
470*	Animal Keeper	12.18	14.19
466*	Gardener 2	12.76	13.40	14.37
446*	Maintenance Worker 2	12.76	13.40	14.37
447*	Maintenance Worker 3	13.58	14.20	15.16
467*	Senior Gardener	14.67	15.32	16.28
478*	Work Center Coordinator	14.67	15.32	16.28
471*	Senior Animal Keeper	14.98
448*	Maintenance Technician	15.10	15.79	16.86
455*	Maintenance Lead	15.80	17.63
456*	Master Mechanic	15.80	17.63
457*	Maintenance Electrician	20.34

* Non-exempt classifications. Employees in these classifications are eligible to receive overtime compensation.

Effective: July 1, 1993 - June 30, 1994

Prepared: March 19, 1993