

# A G E N D A

600 NORTHEAST GRAND AVENUE | PORTLAND, OREGON 97232 2736  
TEL 503 797 1538 | FAX 503 797 1793



**METRO**

MEETING: METRO COUNCIL REGULAR MEETING  
DATE: April 25, 1996  
DAY: Thursday  
TIME: 7:00 PM  
PLACE: Council Chamber

Approx.  
Time\*

Presenter

- |                     |     |   |           |
|---------------------|-----|---|-----------|
| 7:00 PM             |     | <b>CALL TO ORDER AND ROLL CALL</b>  |           |
| (5 min.)            | 1.  | <b>INTRODUCTIONS</b>  |           |
| (5 min.)            | 2.  | <b>CITIZEN COMMUNICATIONS</b>   |           |
| (5 min.)            | 3.  | <b>EXECUTIVE OFFICER COMMUNICATIONS</b>   |           |
|                     | 4.  | <b>CONSENT AGENDA</b>   |           |
| 7:15 PM<br>(5 min)  | 4.1 | Consideration of Minutes for the April 18, 1996 Metro Council Meeting.  |           |
|                     | 5.  | <b>ORDINANCES - SECOND READING</b>  |           |
| 7:20 PM<br>(10 min) | 5.1 | <b>Ordinance No. 96-639</b> , Amending the FY 1995-96 Budget and Appropriations Schedule for the Purpose of Adopting the FY 1995-96 Supplemental Budget; and Declaring an Emergency.                              | McFarland |
| 7:30 PM<br>(10 min) | 5.2 | <b>Ordinance No. 96-640</b> , For the Purpose of Amending the FY 1995-96 Budget and Appropriations Schedule Transferring \$10,655 from General Fund Contingency to Personal Services; and Declaring an Emergency. | McLain    |

**6. RESOLUTIONS**

7:40 PM  
(5 min)

6.1 **Resolution No. 96-2310**, For the Purpose of Approving the Year 7 Annual Waste Reduction Program for Local Governments.

McLain

7:45 PM  
(5 min)

6.2 **Resolution No. 96-2315**, For the Purpose of Confirming Multnomah County Nominee George Bell as a Member of the Metropolitan Exposition-Recreation Commission.

Washington

7:50 PM  
(10 min)

**7. COUNCILOR COMMUNICATIONS**

8:00 PM

**ADJOURN**

*Agenda Item Number 4.1*

**Approval of Minutes**

*For the April 18, 1996 Council Meeting*

**Metro Council Meeting  
Thursday, April 25, 1996**

## MINUTES OF THE METRO COUNCIL MEETING

April 18, 1996

Council Chamber

Councilors Present: Jon Kvistad (Presiding Officer), Susan McLain (Deputy Presiding Officer), Patricia McCaig, Ruth McFarland, Rod Monroe, Don Morissette, Ed Washington

Councilors Absent: none

Presiding Officer Kvistad called the meeting to order at 2:10 p.m.

### 1. INTRODUCTIONS

None.

### 2. CITIZEN COMMUNICATIONS

None.

### 3. EXECUTIVE OFFICER COMMUNICATIONS

None.

### 4. CONSENT AGENDA

#### 4.1 Consideration of Minutes for the April 11, 1996 Metro Council Meeting.

*Motion: Councilor Monroe moved approval of the Minutes, seconded by Councilor McFarland.*

*Vote: All those present voted aye. The vote was 7-0 and the motion passed unanimously.*

### 5. COUNCILOR COMMUNICATIONS

Councilor Washington stated last week when he missed the Council meeting, he had the opportunity to attend a conference in Minneapolis/St. Paul, Minnesota representing this Council. The conference was put on by the Institute of Race and Poverty of the University of Minnesota Law School and dealt with the topic of regional and local issues and how they relate to livability, planning, etc.

He also had the opportunity to take greetings from this Council to the Met Council in Minneapolis. He spoke with them for about five minutes and they are similar to us in some respects. They are appointed by the governance and consist of 17 councilors covering eight counties and some 170 cities.

MINUTES OF THE METRO COUNCIL MEETING

Thursday, April 18, 1996

Page 2

The Metro Council should be very proud of this Council and this agency. Throughout the entire conference, there was continual reference to this Council and what we are doing here in Oregon. We really are held in high esteem by people outside of this area and they think we are doing the right things.

There being no further business before the Council, Presiding Officer Kvistad adjourned the meeting at 2:12 p.m.

Prepared by,

  
Jodie Willson  
Council Assistant

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*Agenda Item 5.1*

**Ordinance No. 96-639**

*Amending the FY 1995-96 Budget and Appropriations Schedule for the Purpose  
of Adopting a FY 1995-96 Supplemental Budget and Declaring an Emergency.*

**Metro Council Meeting  
Thursday, April 25, 1996**

BEFORE THE METRO COUNCIL

AN ORDINANCE AMENDING THE FY	)	ORDINANCE NO. 96-639
1995-96 BUDGET AND APPROPRIATIONS	)	
SCHEDULE FOR THE PURPOSE OF	)	Introduced by Executive Officer
ADOPTING THE FY 1995-96	)	Mike Burton
SUPPLEMENTAL BUDGET, AND	)	
DECLARING AN EMERGENCY	)	

WHEREAS, Conditions exist which had not been ascertained at the time of the preparation of the FY 1995-96 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 Metro for the fiscal year beginning July 1, 1995, and ending on June 30, 1996; and

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

THE METRO COUNCIL ORDAINS AS FOLLOWS:

1. That the FY 1995-96 Budget and Schedule of Appropriations are hereby amended as shown in the column titled "Revision" of Exhibits A and B to this Ordinance.

This Ordinance being necessary for the immediate preservation of the public health, safety and welfare, in order to meet obligations and 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 \_\_\_\_\_, 1996.

\_\_\_\_\_  
Jon Kvistad, Presiding Officer

ATTEST:

\_\_\_\_\_  
Recording Secretary

## STAFF REPORT

IN CONSIDERATION OF RESOLUTION NO. 96-2302 APPROVING THE FY 1995-96 SUPPLEMENTAL BUDGET AND TRANSMITTING THE APPROVED BUDGET TO THE TAX SUPERVISING AND CONSERVATION COMMISSION, AND ORDINANCE NO. 96-639 AMENDING THE FY 1995-96 BUDGET AND APPROPRIATIONS SCHEDULE FOR THE PURPOSE OF ADOPTING THE FY 1995-96 SUPPLEMENTAL BUDGET, AND DECLARING AN EMERGENCY

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Date: March 7, 1996

Presented by: Pat LaCrosse  
Heather Teed

### FACTUAL BACKGROUND AND ANALYSIS

A supplemental budget is necessary due to unforeseen circumstances that require changes in our financial planning. These Council actions are presented toward adopting a supplemental budget for FY 1995-96. Ordinance No. 96-639 revises the FY 95-96 budget and appropriations schedule to recognize an additional \$885,000 in revenue for the Portland Center for the Performing Arts (PCPA), to be used for the current fiscal year's operating expenses. The additional \$885,000 from various revenue sources associated with ticketed events. The number of ticketed events at PCPA is higher than was anticipated during the budget process for FY 1995-96. This Ordinance is presented 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 total appropriations are being increased by more than ten percent of the value of the fund's adopted expenditures. Resolution No. 96-2302 approves the Supplemental Budget and transmits the approved budget to the TSCC. Specific changes to the budget under this proposal are explained below.

The additional appropriations will cover the expenditures associated with the increase in ticketed events. These expenditures include: \$415,000 in Personal Services, for part-time staffing; \$90,000 for supplies and custodial contractor payments; and \$280,000 for Catering expenses. The remaining \$100,000 in revenue will enable PCPA to reduce the amount of drawdown of fund balance that was expected to occur this fiscal year.



## SUMMARY OF BUDGET IMPACT

Specific line item changes and appropriation modifications are provided in Exhibits A and B to the Ordinance. The following is a summary of the changes requested in the Supplemental Budget for FY 1995-96:

### ***SPECTATOR FACILITES FUND***

#### Resources:

• Enterprise Revenues	\$ 840,000
• Interest on Investments	<u>\$ 45,000</u>
<b>TOTAL RESOURCES</b>	<b>\$ 885,000</b>

#### Requirements:

• Personal Services	\$ 415,000
• Materials and Services	\$ 370,000
• Unappropriated Balance	<u>\$ 100,000</u>
<b>TOTAL REQUIREMENTS</b>	<b>\$ 885,000</b>

## EXECUTIVE OFFICER'S RECOMMENDATION

The Executive Officer recommends approval of Resolution No. 96-2302 approving the Supplemental Budget and transmitting the Approved Supplemental Budget to the Tax Supervising and Conservation Commission. In addition, following TSCC review and certification, the Executive Officer recommends adoption of Ordinance No. 96-639, adopting the FY 1995-96 Supplemental Budget, recognizing the increases in operating revenues and requirements for the PCPA.

**EXHIBIT A  
ORDINANCE NO. 96-639  
FY 1995-96 SUPPLEMENTAL BUDGET**

**Spectator Facilities Fund**

		FISCAL YEAR 1995-96							
		ADOPTED BUDGET		REVISED BUDGET		REQUESTED CHANGE		PROPOSED BUDGET	
ACCT #	DESCRIPTION	FTE	AMOUNT	FTE	AMOUNT	FTE	AMOUNT	FTE	AMOUNT
<b>Spectator Facilities Fund Resources</b>									
305000	Beginning Fund Balance		2,329,630		2,329,630		0		2,329,630
	<b>CIVIC STADIUM</b>								
347110	Users' Fee		160,122		160,122		0		160,122
347220	Rentals-Building		157,700		157,700		0		157,700
347311	Food Service-Concessions/Food		906,081		906,081		0		906,081
347500	Merchandising		11,000		-11,000		0		11,000
347700	Commissions		41,050		41,050		0		41,050
347810	Advertising Fees		350,000		350,000		0		350,000
347900	Miscellaneous Revenue		70,795		70,795		0		70,795
361100	Interest		42,000		42,000		0		42,000
365100	Donations (Capital Contributions)		122,500		122,500		0		122,500
372100	Reimbursements - Labor		174,422		174,422		0		174,422
	<b>PERFORMING ARTS CENTER</b>								
338100	Hotel/Motel Tax		600,000		600,000		0		600,000
347110	Users' Fee		950,000		950,000		140,000		1,090,000
347220	Rentals-Building		760,000		760,000		40,000		800,000
347311	Food Service-Concessions/Food		620,000		620,000		300,000		920,000
347500	Merchandising		75,000		75,000		0		75,000
347700	Commissions		150,000		150,000		60,000		210,000
347900	Miscellaneous Revenue		110,000		110,000		0		110,000
361100	Interest		70,000		70,000		45,000		115,000
372100	Reimbursements - Labor		1,944,321		1,944,321		300,000		2,244,321
391010	Trans. Resources from General Fund		250,000		250,000		0		250,000
<b>TOTAL RESOURCES</b>			<b>9,894,621</b>		<b>9,894,621</b>		<b>885,000</b>		<b>10,779,621</b>

**EXHIBIT A**  
**ORDINANCE NO. 96-639**  
**FY 1995-96 SUPPLEMENTAL BUDGET**

**Spectator Facilities Fund**

		FISCAL YEAR 1995-96							
		ADOPTED BUDGET		REVISED BUDGET		REQUESTED CHANGE		PROPOSED BUDGET	
ACCT #	DESCRIPTION	FTE	AMOUNT	FTE	AMOUNT	FTE	AMOUNT	FTE	AMOUNT
<b>Civic Stadium Operations</b>									
<b>TOTAL CIVIC STADIUM EXPENDITURES</b>		<b>17.41</b>	<b>2,134,196</b>	<b>17.41</b>	<b>2,134,196</b>	<b>0.00</b>	<b>0</b>	<b>17.41</b>	<b>2,134,196</b>
<b>Performing Arts Center Operations</b>									
<u>Personal Services</u>									
511121	SALARIES-REGULAR EMPLOYEES (full time)								
	PCPA Director	1.00	68,575	1.00	68,575		0	1.00	68,575
	Sales Representative	1.00	40,369	1.00	40,369		0	1.00	40,369
	Event Services Manager	1.00	44,299	1.00	44,299		0	1.00	44,299
	Asst Operations Mgr (formerly Asst Tech Svcs Mgr)	1.00	42,127	1.00	43,377		0	1.00	43,377
	Building Maintenance Supervisor	1.00	34,592	1.00	34,592		0	1.00	34,592
	Ticket Service Manager	1.00	42,432	1.00	42,432		0	1.00	42,432
	Ticket Service Supervisor II	4.00	134,157	4.25	141,157		0	4.25	141,157
	Volunteer Coordinator	1.00	33,724	1.00	33,724		0	1.00	33,724
	Development Project Manager	0.32	19,008	0.32	19,008		0	0.32	19,008
	Admissions Scheduling Coordinator	0.45	14,840	0.45	14,840		0	0.45	14,840
	Stage Manager		0	0.25	9,000		0	0.25	9,000
	Operations System Assistant		0	0.25	7,000		0	0.25	7,000
	Operations Manager (formerly Tech Svcs Manager)	1.00	51,639	1.00	52,889		0	1.00	52,889
	Senior House Manager	1.00	38,458	1.00	38,458		0	1.00	38,458
	Construction/Capital Projects Manager	0.10	6,006	0.10	6,006		0	0.10	6,006
	Security Services Supervisor	0.06	1,925	0.06	1,925		0	0.06	1,925
	Assistant Security Services Supervisor	0.06	1,660	0.06	1,660		0	0.06	1,660
511221	WAGES-REGULAR EMPLOYEES (full time)								
	Utility Lead	3.00	90,378	3.00	90,378		0	3.00	90,378
	Receptionist	1.00	26,384	1.00	26,384		0	1.00	26,384
	Administrative Secretary	1.00	29,142	1.00	29,142		0	1.00	29,142
	Secretary	2.00	54,114	2.00	54,114		0	2.00	54,114
	Facility Security Agent	2.00	53,093	2.00	53,093		0	2.00	53,093
	Operating Engineer	2.00	81,014	2.25	91,514		0	2.25	91,514
	Bookkeeper	1.00	27,035	1.00	27,035		0	1.00	27,035
	Event Services Clerk	0.45	9,756	0.45	9,756		0	0.45	9,756
	Booking Coordinator	1.00	31,357	1.00	31,357		0	1.00	31,357
511225	WAGES-REGULAR EMPLOYEES (part time)								
	Security/Medical Workers	0.77	18,795	0.77	18,795		0	0.77	18,795
	Ticket Sellers/Supervisors	5.50	103,917	5.50	103,917	0.64	12,000	6.14	115,917
	House Mangers/Coat Check/Elevator Op	2.68	92,091	2.68	92,091		0	2.68	92,091
	Event Custodians	5.03	96,314	5.03	96,314	0.42	8,000	5.45	104,314
	Engineers	1.43	54,876	1.43	54,876		0	1.43	54,876
	Checkroom Attendants	2.26	41,532	2.26	41,532		0	2.26	41,532
511255	WAGES-REGULAR EMP REIMBURSED (part-time)								
	Stagehands	28.99	946,240	28.99	946,240	9.49	309,674	38.48	1,255,914
	Security/Medical	4.35	106,855	4.35	106,855		0	4.35	106,855
	Elevator Operators	1.56	24,755	1.56	24,755		0	1.56	24,755
	Admissions Supervisors	1.16	26,926	1.16	26,926		0	1.16	26,926
	Gate Attendants	4.33	78,016	4.33	78,016		0	4.33	78,016
	Ushers	24.97	349,086	24.97	349,086		0	24.97	349,086
511400	OVERTIME		35,500		35,500		5,000		40,500
512000	FRINGE		708,237		717,237		80,326		797,563
<b>Total Personal Services</b>		<b>110.47</b>	<b>3,659,224</b>	<b>111.47</b>	<b>3,704,224</b>	<b>10.55</b>	<b>415,000</b>	<b>122.02</b>	<b>4,119,224</b>

**EXHIBIT A  
ORDINANCE NO. 96-639  
FY 1995-96 SUPPLEMENTAL BUDGET**

**Spectator Facilities Fund**

		FISCAL YEAR 1995-96							
		ADOPTED BUDGET		REVISED BUDGET		REQUESTED CHANGE		PROPOSED BUDGET	
ACCT #	DESCRIPTION	FTE	AMOUNT	FTE	AMOUNT	FTE	AMOUNT	FTE	AMOUNT
<b>Materials &amp; Services</b>									
521100	Office Supplies		17,000		17,000		0		17,000
521290	Other Supplies		63,018		63,018		25,000		88,018
521292	Small Tools		5,113		5,113		0		5,113
521293	Promotion Supplies		1,500		1,500		0		1,500
521310	Subscriptions		620		620		0		620
521320	Dues		1,200		1,200		0		1,200
521510	Maint & Repair Supplies - Buildings		15,000		15,000		0		15,000
521540	Maint & Repair Supplies - Equipment		19,160		19,160		0		19,160
523200	Merchandise for Resale - Retail Goods		10,700		10,700		0		10,700
524190	Misc. Professional Services		8,250		8,250		0		8,250
525110	Utilities-Electricity		190,475		190,475		0		190,475
525120	Utilities-Water and Sewer		35,000		35,000		0		35,000
525130	Utilities-Natural Gas		48,900		48,900		0		48,900
525150	Utilities-Sanitation Service		10,712		10,712		0		10,712
525610	Maintenance & Repair Services-Building		42,848		42,848		0		42,848
525620	Maintenance & Repair Services-Grounds		4,000		4,000		0		4,000
525640	Maintenance & Repair Services-Equipment		39,133		39,133		0		39,133
525710	Equipment Rental		8,909		8,909		0		8,909
525720	Building Rental		100,608		100,608		0		100,608
525740	Capital Leases (FY 92)		7,950		7,950		0		7,950
526200	Advertising and Legal Notices		6,989		6,989		0		6,989
526310	Printing Services		12,680		12,680		0		12,680
526320	Typesetting & Reprographic		2,200		2,200		0		2,200
526410	Telephone		49,450		49,450		0		49,450
526420	Postage		15,750		15,750		0		15,750
526430	Catalogues & Brochures		3,600		3,600		0		3,600
526440	Communications-Delivery Services		1,070		1,070		0		1,070
526500	Travel		888		888		0		888
526690	Concessions/Catering Expense		495,000		495,000		280,000		775,000
526700	Temporary Help Services		32,550		32,550		65,000		97,550
526800	Training, Tuition, Conferences		3,050		3,050		0		3,050
526910	Uniforms and Cleaning		14,000		14,000		0		14,000
528100	License, Permits, Payments to Other Agencies		37,000		37,000		0		37,000
529500	Meeting Expenditures		1,100		1,100		0		1,100
529800	Miscellaneous		4,950		4,950		0		4,950
529835	External Promotion Expenses		750		750		0		750
<b>Total Materials &amp; Services</b>			<b>1,311,123</b>		<b>1,311,123</b>		<b>370,000</b>		<b>1,681,123</b>
<b>Total Capital Outlay</b>			<b>150,000</b>		<b>150,000</b>		<b>0</b>		<b>150,000</b>
<b>TOTAL PERFORMING ARTS CENTER EXPENDITURES</b>		<b>110.47</b>	<b>5,120,347</b>	<b>111.47</b>	<b>5,165,347</b>	<b>10.55</b>	<b>785,000</b>	<b>122.02</b>	<b>5,950,347</b>
<b>Total Interfund Transfers</b>			<b>710,464</b>		<b>710,464</b>		<b>0</b>		<b>710,464</b>
<b>Contingency and Unappropriated Balance</b>									
599999	Contingency		237,601		192,601		0		192,601
599990	Unappropriated Balance		1,692,013		1,692,013		100,000		1,792,013
<b>Total Contingency and Unappropriated Balance</b>			<b>1,929,614</b>		<b>1,884,614</b>		<b>100,000</b>		<b>1,984,614</b>
<b>TOTAL SPECTATOR FACILITIES FUND EXPENDITURES</b>		<b>127.88</b>	<b>9,894,621</b>	<b>128.88</b>	<b>9,894,621</b>	<b>10.55</b>	<b>885,000</b>	<b>139.43</b>	<b>10,779,621</b>

**Exhibit B**  
**Ordinance No. 96-639**  
**FY 1995-96 SCHEDULE OF APPROPRIATIONS**

	<b>FISCAL YEAR 1995-96</b>			
	<b>ADOPTED BUDGET</b>	<b>REVISED BUDGET</b>	<b>REQUESTED CHANGE</b>	<b>PROPOSED BUDGET</b>
<b>SPECTATOR FACILITIES FUND</b>				
Civic Stadium				
Personal Services	687,171	687,171		687,171
Materials & Services	1,076,950	1,076,950		1,076,950
Capital Outlay	370,075	370,075		370,075
<b>Subtotal</b>	<b>2,134,196</b>	<b>2,134,196</b>	<b>0</b>	<b>2,134,196</b>
Portland Center for the Performing Arts				
Personal Services	3,659,224	3,704,224	415,000	4,119,224
Materials & Services	1,311,123	1,311,123	370,000	1,681,123
Capital Outlay	150,000	150,000		150,000
<b>Subtotal</b>	<b>5,120,347</b>	<b>5,165,347</b>	<b>785,000</b>	<b>5,950,347</b>
Interfund Transfers	710,464	710,464		710,464
Contingency	237,601	192,601		192,601
Unappropriated Balance	1,692,013	1,692,013	100,000	1,792,013
<b>Total Fund Requirements</b>	<b>\$9,894,621</b>	<b>\$9,894,621</b>	<b>\$885,000</b>	<b>\$10,779,621</b>

**All Other Appropriations Remain As Previously Adopted**

## STAFF REPORT

CONSIDERATION OF ORDINANCE NO. 96-640 AMENDING THE FY 1995-96 BUDGET AND APPROPRIATIONS SCHEDULE TRANSFERRING \$10,655 FROM GENERAL FUND CONTINGENCY TO PERSONAL SERVICES; AND DECLARING AN EMERGENCY.

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Date: March 11, 1996

Presented by: Mike Burton  
Executive Officer

## FACTUAL BACKGROUND AND ANALYSIS

Funds were appropriated in the FY 1994-95 budget for unemployment compensation expenditures to cover employees that departed from the Executive Office. The majority of the eligible benefits were not applied for in FY 1994-95. The appropriated funds were carried over into FY 1995-96 as beginning fund balance. Two ex-employees are claiming benefits during FY 1995-96. This Ordinance moves \$10,655 of these carried over funds from General Fund Contingency to Personal Services to be available to offset unemployment compensation expenses paid in FY 1995-96. Funds not drawn for unemployment claims will be returned to the General Fund fund balance at year end.

## EXECUTIVE OFFICER'S RECOMMENDATION

The Executive Officer recommends the adoption of Ordinance No. 96-640.

RSR:RSR

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*Agenda Item 5.2*

**Ordinance No. 96-640**

*For the Purpose of Amending the FY 1995-96 Budget  
and Appropriations Schedule Transferring \$10,655  
from General Contingency Fund to Personal Services  
and Declaring an Emergency.*

**Metro Council Meeting  
Thursday, April 25, 1996**

BEFORE THE METRO COUNCIL

FOR FORTHE PURPOSE OF AMENDING )  
THE FY 1995-96 BUDGET AND )  
APPROPRIATIONS SCHEDULE )  
TRANSFERRING \$10,655 FROM )  
GENERAL FUND CONTINGENCY TO )  
PERSONAL SERVICES; AND )  
DECLARING AN EMERGENCY. )

ORDINANCE NO. 96-640

Introduced by  
Mike Burton, Executive Officer

WHEREAS, Funds provided in the FY 1994-95 budget for unemployment compensation expenses in the General Fund were not expended, but carried over as beginning fund balance into FY 1995-96; and

WHEREAS, Benefits are now being claimed that must be paid; and

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

THE METRO COUNCIL ORDAINS AS FOLLOWS:

1. That the FY 1995-96 Budget and Schedule of Appropriations are hereby amended as shown in the column titled "Revision" of Exhibits A and B to this Ordinance for the purposes transferring \$10,655 from General Fund Contingency to Personal Services to provide for unemployment compensation expenses being incurred in the General Fund.

2. This Ordinance being necessary for the immediate preservation of the public health, safety or welfare of the Metro area in order to meet obligations and



comply with Oregon Budget Law, an emergency is declared to exist, and this Ordinance takes effect upon passage.

ADOPTED by the Metro Council on this \_\_\_\_\_ day of \_\_\_\_\_, 1996.

\_\_\_\_\_  
Jon Kvistad, Presiding Officer

ATTEST:

Approved as to Form:

\_\_\_\_\_  
Recording Secretary

\_\_\_\_\_  
Daniel B. Cooper, General Counsel

RSR:rsr

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**Exhibit A  
Ordinance No. 96-640**

FISCAL YEAR 1995-96	CURRENT		REVISION		PROPOSED		
	BUDGET				BUDGET		
ACCT #	DESCRIPTION	FTE	AMOUNT	FTE	AMOUNT	FTE	AMOUNT
<b>General Fund</b>							
<u>Office of the Executive</u>							
	Personal Services						
511110	ELECTED OFFICIALS						
	Executive Officer	1.00	76,200			1.00	76,200
511121	SALARIES-REGULAR EMPLOYEES (full time)						
	Administrator	1.00	67,092			1.00	67,092
	Senior Administrative Services Analyst	1.00	42,379			1.00	42,379
	Administrative Support Assistant D	1.00	32,600			1.00	32,600
511221	WAGES-REGULAR EMPLOYEES (full time)						
	Administrative Support Assistant C	1.00	24,565			1.00	24,565
511235	WAGES-TEMPORARY EMPLOYEES (part time)						
512000	FRINGE		61,923		10,655		72,578
	Total Personal Services	5.00	304,759	0.00	10,655	5.00	315,414
	Total Materials & Services		33,827				33,827
	<b>TOTAL EXPENDITURES</b>	<b>5.00</b>	<b>338,586</b>	<b>0.00</b>	<b>10,655</b>	<b>5.00</b>	<b>349,241</b>
<u>Council</u>							
	<b>TOTAL EXPENDITURES</b>		792,501	0.00	0		792,501
<u>Special Appropriations</u>							
	<b>TOTAL EXPENDITURES</b>		274,000		0		274,000
<u>General Expenses</u>							
	<b>Total Interfund Transfers</b>		<b>5,303,152</b>		<b>0</b>		<b>5,303,152</b>
	Contingency and Unappropriated Balance						
599999	Contingency		471,156		(10,655)		460,501
599990	Unappropriated Fund Balance		200,000		0		200,000
	<b>Total Contingency and Unappropriated Balance</b>		<b>671,156</b>		<b>(10,655)</b>		<b>660,501</b>
	<b>TOTAL FUND REQUIREMENTS</b>	<b>19.55</b>	<b>7,379,395</b>	<b>0.00</b>	<b>0</b>	<b>19.55</b>	<b>7,379,395</b>

**Exhibit B**  
**Ordinance No. 96-640**  
**FY 1995-96 SCHEDULE OF APPROPRIATIONS**

	Current Appropriation	Revision	Proposed Appropriation
<b>GENERAL FUND</b>			
Council			
Personal Services	688,681	0	688,681
Materials & Services	84,320	0	84,320
Capital Outlay	19,500	0	19,500
<b>Subtotal</b>	<b>792,501</b>	<b>0</b>	<b>792,501</b>
Executive Management			
Personal Services	304,759	10,655	315,414
Materials & Services	33,827	0	33,827
<b>Subtotal</b>	<b>338,586</b>	<b>10,655</b>	<b>349,241</b>
Special Appropriations			
Materials & Services	274,000	0	274,000
<b>Subtotal</b>	<b>274,000</b>	<b>0</b>	<b>274,000</b>
General Expenses			
Interfund Transfers	5,303,152	0	5,303,152
Contingency	471,156	(10,655)	460,501
<b>Subtotal</b>	<b>5,774,308</b>	<b>(10,655)</b>	<b>5,763,653</b>
Unappropriated Balance	200,000	0	200,000
<b>Total Fund Requirements</b>	<b>\$7,379,395</b>	<b>\$0</b>	<b>\$7,379,395</b>

**All Other Appropriations Remain As Previously Adopted**

*Agenda Item 6.1*

**Resolution No. 96-2310**

*For the Purpose of Approving the Year Seven Annual  
Waste Reduction Program for Local Governments.*

**Metro Council Meeting  
Thursday, April 25, 1996**

BEFORE THE METRO COUNCIL

FOR THE PURPOSE OF APPROVING  
THE YEAR 7 ANNUAL WASTE  
REDUCTION PROGRAM FOR  
LOCAL GOVERNMENTS

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RESOLUTION NO. 96-2310  
Introduced by Mike Burton  
Executive Officer

WHEREAS, The Metro Challenge Program has been an integral part of the region's waste reduction and recycling programs for the past six years in order to attain state mandated regional recovery goals (OAR 340-90-050); and

WHEREAS, The Metro Challenge Programs serves as an implementation tool for the newly adopted Regional Solid Waste Management Plan; and

WHEREAS, Metro Challenge continues to be one of the primary mechanisms for Metro and local governments to establish and improve recycling and waste reduction efforts throughout the region; and

WHEREAS, The means of implementing Metro Challenge is through annual work plans, adopted by Metro and local governments, that define the work to be completed by each jurisdiction; and

WHEREAS, A cooperative process for formulating and implementing the Year 7 Annual Work Plans was used by Metro and local governments and ensures a coordinated regional effort to reduce waste; and

WHEREAS, The Year 7 Annual Work Plans are consistent with and meet the intent of the goals and objectives in the Regional Solid Waste Management Plan; and

WHEREAS, Metro Challenge grant fund distribution to local governments is tied to adherence to the plan and satisfactory completion of work plan elements; and

WHEREAS, Metro Challenge is funded in the draft 1996-97 budget; and

WHEREAS, the Year 7 Annual Work Plan has been reviewed by the Solid Waste Advisory Committee and recommended for Metro Council approval; and

WHEREAS, The resolution was submitted to the Executive Officer for consideration and was forwarded to the Council for approval; now therefore,

BE IT RESOLVED, That the Metro Council approves the Year 7 Annual Waste Reduction Program for Local Governments (attached hereto as Exhibit "A") and supports increased efforts to reduce waste in the Metro region.

ADOPTED by the Metro Council this \_\_\_\_\_ day of \_\_\_\_\_, 1996.

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Jon Kvistad, Presiding Officer

Approved as to Form:

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Daniel B. Cooper, General Counsel

JN:clk

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MARCH 20, 1996

## STAFF REPORT

### IN CONSIDERATION OF RESOLUTION NO. 96-2310 FOR THE PURPOSE OF APPROVING THE YEAR 7 METRO CHALLENGE ANNUAL WASTE REDUCTION WORK PLAN FOR LOCAL GOVERNMENTS.

Date: April 3, 1996

Presented by: Jim Goddard  
Jennifer Ness

#### PROPOSED ACTION

Adopt Resolution No. 96-2310, Approving the Year 7 Metro Challenge annual waste reduction work plan for local governments.

#### FACTUAL BACKGROUND AND ANALYSIS

The Metro Challenge program was established in 1990 to provide local governments with part of the funding they need to complete recycling and waste reduction activities within their jurisdiction. These activities help the region meet the objectives of the Regional Solid Waste Management Plan and State Law. Since its inception, the Metro Challenge Program has provided \$3 million in grant funds to local governments.

Through this and other programs, Metro and local governments have worked together to provide single and multi-family residential recycling services, yard debris collection, home composting education, waste reduction consultations to businesses, in-school programs for students and teachers, public outreach and education, and many other valuable programs and services.

Tremendous progress has been made in the region with regard to recycling and waste reduction. The regional recycling rate has jumped from 28% in 1989 to 41% in 1994, all single family residents have the opportunity to recycle at the curb, 79% of the 150,000 multi-family housing units in the region have recycling collection systems in place, and local government comprehensive commercial recycling programs are gearing up to tackle the complex task of providing improved recycling services to the region's businesses.

The Regional Solid Waste Management Plan provides the larger long-term framework for the region's solid waste and recycling infrastructure. The Metro Challenge Program is an important annual implementation tool for achieving the goals set forth by the Regional Solid Waste Management Plan and State Law.

The 1996-97 Metro challenge Grants will continue to help local governments defray the cost of both new and existing waste reduction and recycling programs. The annual work plan which lists the tasks to be completed under the grant program was developed collaboratively with seven local government recycling coordinators representing the twenty-seven jurisdictions in the region, Metro staff and DEQ representatives. The format allows jurisdictions to develop and implement program ideas based on local circumstances while meeting the intent of the Regional Solid Waste Management Plan goals and objectives.

The annual work plan has two parts consisting of foundation and expansion elements. Foundation elements are those which should be implemented by every local government to ensure regional continuity and to provide a basic level of service. This portion of Metro Challenge recognizes that

existing programs need attention and resources to stay viable and grow. Currently jurisdictions are at different levels of implementation of foundation elements. Those lagging behind will be able to focus on improvement where needed. The expansion elements contain items that are new and emerging on a region-wide basis or are unique to one jurisdiction. The experience gained from work on an expansion item will be shared with other jurisdictions to provide mutual benefit.

Local governments with populations over 30,000 will select a total of eleven expansion elements as part of their annual work plans; one from each program area and four additional from any area. Local governments with populations under 30,000 will select one expansion element from each program area and one additional item for a total of eight elements. Joint projects between local governments, Metro and DEQ or combinations thereof are encouraged.

Each local government will submit a brief description of how each selected element will be completed in FY 1996-97, making each work plan unique. The 1996-97 work plans and 1995-96 final program reports will be due to Metro by August 1, 1996. Work plans will be reviewed by a Metro committee consisting of representatives from the Waste Reduction & Planning Services Division and Metro Council department. Discussions will be held with each local government to review areas of concern, make clarifications and to finalize the elements for that jurisdiction's plan. The review committee is charged with granting administrative approval of the work plan to the jurisdiction. The 1995-96 program final reports will also be reviewed by the committee.

The review committee will meet with local governments at their request throughout the year to review status and assist with amendment of work plans if necessary. At the end of FY 96-97 local governments will submit a final program report which describes how they have accomplished their planned work items. The same Metro committee will review these reports. If any work plan items were not completed or were found to be deficient, the committee will meet with the local government to determine the cause and appropriate action to allow the problem to be remedied. Penalties may be applied if other options for resolution are exhausted.

The Solid Waste Advisory Committee reviewed the Year 7 Annual Work Plan in May and has recommended that it be forwarded to the Metro Council for approval.

### BUDGET IMPACT

A total of \$600,000 has been budgeted for this program.

### EXECUTIVE OFFICER RECOMMENDATION

The Executive Officer recommends approval of Resolution No. 96-2310.



## EXHIBIT "A"

### FY 96-97 FRAMEWORK FOR METRO CHALLENGE

The "Metro Challenge" program provides local governments with partial funding to complete recycling and waste reduction activities within their jurisdictions. Future advances in waste reduction will be more difficult requiring greater creativity in the development of new programs and approaches.

Local governments allocate a substantial amount of resources towards developing and implementing waste reduction programs. Metro Challenge provides only a portion of the total costs. This is particularly true as the breadth and depth of programs have increased substantially over the past few years but Metro funding has not kept pace with the expansion of programs. Local governments will quite likely have program areas outside of Metro Challenge. Metro Challenge does not necessarily provide a complete listing of all waste reduction activities that local governments will implement.

The basic framework for administering the FY 96-97 Metro Challenge program is as follows:

1. The work plan consists of two parts: **Foundation** and **expansion** elements. Foundation elements are those which should be implemented by every local government to ensure regional continuity and to provide a basic level of service. This portion of Metro Challenge recognizes that existing programs need attention and resources to stay viable and grow. Currently jurisdictions are at different levels of implementation of foundation elements. Those lagging behind will be able to focus on improvement where needed. The expansion elements are defined as those activities, whether new or continuing, that are above and beyond tasks required of all jurisdictions in the foundation section. Expansion elements contain items that are new and emerging on a region-wide basis or are unique to one jurisdiction.
2. Local governments with populations over 30,000 will select eleven expansion elements as part of their annual waste reduction work plans; one from each program areas and four additional from any area. Local governments with populations under 30,000 will select one expansion element from each program area and one additional item for a total of eight elements. Joint projects between local governments, Metro and DEQ or combinations thereof are encouraged. In all cases, the experience gained from the expansion elements will be shared throughout the region.
3. The agreement between Metro and local governments will be customized to reflect the work items selected by that jurisdiction.
4. Foundation and expansion elements will be developed to coincide not only with the needs of individual jurisdictions and with the broad-based long and short-term benchmarks in the Regional Solid Waste Management Plan.
5. Local governments have the option of choosing more expansion elements than are required in order to determine, according to local conditions, which tasks will be completed to meet the implementation requirement. If an expansion element change is requested by a local government, a brief written note stating which option(s) will be dropped will be submitted to Metro.

## EXHIBIT "A"

6. In order to receive total funding allocation, the local government must complete the foundation elements and all expansion items selected. Reporting of the previous year's activities will also be tied to release of funds.
7. Funding for Metro Challenge will continue to be based on the population of the jurisdiction.
8. Many of the foundation elements will center around achieving the minimum regional goal. For program areas which do not have a regional goal, [by each local government] the goal will be developed as a work item.
9. In their work plans, each local government will submit a brief description of how selected element will be completing in FY 96-97. Each work plan will be reviewed by a Metro committee consisting of representatives from the Waste Reduction & Planning Services Division, Metro Council and one other division or department. After the committee's initial review, discussions will be held with each local government to review areas of concern, make clarifications and to finalize the work plan elements for that jurisdiction's Metro Challenge Grant. The 1996-97 work plans and 1995-96 program reports will be due to Metro by August 1, 1996. If any work plan items were not completed or were found to be deficient, the committee will meet with the local government to determine the cause and appropriate action so that the problem can be remedied rather than automatically levying a penalty. Local governments are strongly encouraged to discuss potential deficiencies or any changes to the plans submitted at the time they occur. Penalties such as proration of grant funds, may still be applied if other options are exhausted.

### Definitions:

#### **Foundation:**

Those program elements or activities which are implemented by every local government to ensure regional continuity and to provide a basic level of service. These elements are tied closely to the benchmarks set forth in the Regional Solid Waste Management Plan.

#### **Expansion:**

Those program elements or activities, whether new or continuing, that are above and beyond tasks required of all jurisdictions in the foundation section. Expansion elements contain items that are new and emerging on a region-wide basis or are unique to one jurisdiction.

#### **Investigate and Report:**

Research conducted on proposed program elements or activities to determine feasibility of future implementation. A brief and concise written report will include methods and results of investigation, determination of implementation feasibility, timeline for implementation or reasoning behind the choice not to implement. The report will be included as part of the year-end report to Metro due August 1, 1996.

**Year 7 Local Government Work Plan**  
**January 16, 1996**

**Background:** Local Jurisdictions will be required to implement or continue to implement all tasks listed under **Foundation**. One **Expansion** element from each category and four additional from any category for a total of eleven expansion items will also be required for jurisdictions or cooperative programs with populations totaling over 30,000 residents. Those jurisdictions or cooperative programs with total populations of under 30,000 will implement one expansion item from each category and one additional expansion item for a total of eight. Cooperative projects between local governments and/or Metro are encouraged to reap the maximum benefit from minimal resources.

**RESIDENTIAL:**

**LOCAL GOVERNMENTS**

<b>FOUNDATION</b>	<b>Selected Tasks</b>
1. Comply with all applicable OAR 340-90-040 chosen menu items.	X
2. Weekly curbside collection (or equivalent) of yard debris and scrap paper.* (1/97 assessment of scrap paper)	X
3. Participate in Regional Media Campaigns that emphasize waste prevention (funding plan by 10/96, trial program 1996, evaluation 10/97).	X
4. Shift local education programs to a greater emphasis on waste prevention.	X
5. Include information about HHW in public education where appropriate. Utilize Metro educational materials.	X
6. Promote home composting and Metro home composting workshops.	X
7. Assist with "Earth-Wise" purchasing and waste prevention programs targeted at households (7/97 eval).	X
<b>EXPANSION</b>	<b>Selected Tasks</b>
1. Investigate and report on addition of new materials and access to recycling for non-curbside materials.	
2. Work with Metro on home compost bin distribution program.**	
3. Target low-participant neighborhoods with special education and promotion efforts.	
4. Develop and implement a program to target reduction of yard debris in drop boxes and/or self-haul loads at disposal facilities. Local governments choosing to participate would facilitate coordination with haulers in a joint program w/Metro.**	
5. Participate in mobile household hazardous waste collection events held in your jurisdiction.**	
6. Continue cooperative development of promising new technologies (co-collection, etc.)	
7. Assist with the development of new home composting demonstration sites developed to serve all parts of the region.	
8. Other.	

\*Programs that divert an amount of material from the waste stream that is considered equivalent to the weekly collection standard.

\*\* If your jurisdiction does not participate in the program, you must implement an alternative expansion item.

## METRO

FOUNDATION	Selected Tasks
1. Continue yard debris weighing and measuring amounts left in can/monitor YD programs.	X
2. Continue home compost bin distribution (cooperative with Local Governments).	X
3. Evaluate effectiveness of bin distribution program.	X
4. Coordinate the development of "Earth-Wise" purchasing and waste prevention tools and programs.	X
5. Continue Regional Media Campaign; emphasize waste prevention.	X
6. Develop methods to evaluate the effectiveness of waste prevention programs (7/98).	X
7. Provide copy and educational materials for HHW promotions to local governments.	X
8. Continue semi-annual home composting workshops.	X
9. Develop home compost sites to serve all parts of the region (7/97).	X
10. Target reduction of yard debris in drop boxes and/or in self-haul loads delivered to solid waste disposal facilities (in coordination with local governments).	X

## MULTI-FAMILY

### LOCAL GOVERNMENTS

FOUNDATION	Selected Tasks
1. Ensure placement of containers for at least 4 materials (scrap paper included where feasible) to substantially all (85%) of multi-family units by 12/96. Maximum feasible by 7/97.	X
2. Update and distribute educational materials.	X
3. Provide data to Metro to help maintain accurate database.	X
4. Modify/improve existing systems in place on an ongoing basis.	X
EXPANSION	Selected Tasks
1. Conduct surveys of program effectiveness (Cooperative with Metro).	
2. Investigate additional materials/perform trials.	
3. Other	

## METRO

FOUNDATION	Selected Tasks
1. Maintain database of multi-family units served. measure completion (cooperative with LGs).	X
2. Assist with the update, production and provision of educational materials.	X

**COMMERCIAL**

**LOCAL GOVERNMENTS**

<b>FOUNDATION</b>	<b>Selected Tasks</b>
1. Assure appropriate recycling services <sup>1</sup> are made available to businesses for collection of paper and containers (glass, tin, aluminum, PET and HDPE). For businesses that do not generate significant amounts of paper and containers, assure collection of other prevalent materials consistent with the regional objectives in the RSWMP.	X
2. Assure appropriate recycling services are made available to all small businesses consistent with the regional objectives in the RSWMP.	X
3. Create service provision plan which details waste evaluation requirements and procedures. Scope should include complete WR package i.e. reduce, reuse, recycle, buy recycled, etc.	X
4. Ensure provision of waste evaluations utilizing a standardized approach within each local jurisdiction consistent with the regional objectives in the RSWMP.	X
5. Continue to work with Metro to target generator sectors for customized waste reduction programs.	X
6. Participate in coordinated regional and local media campaigns emphasizing business waste prevention (funding plan by 10/96)	X
7. Participate in commercial work group to develop program goals, standards and baselines for program measurement.	X
8. Continue to provide government in-house recycling collection programs.	X
9. Continue to provide school in-house recycling programs	X
10. Participate in "Earth-Wise" programs including promotion campaigns, model procurement policies for targeted generators, and recycled product guides that assist in the development of markets for recycled materials.	X
11. Continue to provide BRAG business recycling recognition programs.	X

<sup>1</sup>Appropriate recycling services include at a minimum: a) All new commercial collection service customers shall each receive a packet of educational materials that contains information listing the materials collected, the schedule for collection, proper method of preparing materials for collection and an explanation of the reasons why source separation of materials for recycling should be done; b) provision of recycling containers where needed; and c) timely and efficient schedules for collection of recyclables from businesses.

EXPANSION	Selected Tasks
1. Investigate and report on regulations (ordinances, franchises) and funding sources for commercial recycling to establish new and/or improved business recycling services.	
2. Investigate and report on the development of non-residential yard debris programs.	
3. Participate with Metro to develop collection and off-site processing of source-separated food and nonrecyclable paper from businesses (pilot 7/95-6/96)	
4. Plan collection systems for larger food generators (3-5 year project).	
5. Assist with siting and development of processing capacity for regional organic wastes.	
6. Encourage development of regional processing facilities for mixed dry waste with sufficient capacity to serve the region and with reasonable access for all haulers.	
7. Assist with the development of markets for recovered materials through technical assistance to processors and end users of recovered materials.	
8. Investigate and report on weight-based collection systems for waste and recyclables.	
9. Other	

## METRO

<b>FOUNDATION</b>	<b>Selected Tasks</b>
1. Develop model waste prevention programs for different types of businesses consistent with the regional objectives of the RSWMP.	X
2. Continue working with business, trade and industry associations to provide ownership of recycling programs to their members (cooperative with local governments).	X
3. Continue ongoing information gathering and exchange with local governments and businesses regarding business recycling: database, case studies, analysis, etc.	X
4. Maintain business contact database on the GIS system. (This would include business name, address (site and mailing), business type and employee size.	X
5. Develop coordinated regional and local media campaigns emphasizing waste prevention (funding plan by 10/96)	X
6. Coordinate "Earth-Wise" programs including promotion campaigns, model procurement policies for targeted generators, and recycled product guides that assist in the development of markets for recycled materials.	X
7. Investigate, analyze and report on how businesses can substitute recycled feedstock in the manufacturing process.	X
8. Investigate and report on non-residential yard debris programs with local governments.	X
9. Continue Earth-Wise Compost designation and testing.	X
10. Encourage development of regional processing facilities for mixed dry waste with sufficient capacity to serve the region and with reasonable access for all haulers (pilot 7/95-6/96 with local governments).	X
<b>EXPANSION</b>	<b>Selected Tasks</b>
11. Assist with the development of markets for recovered materials through technical assistance to processors and end users of recovered materials.	
12. Determine measurement methods in conjunction with local governments for items 1, 2, and 4 consistent with the intent of RSWMP	

**BUILDING INDUSTRY**

**LOCAL GOVERNMENTS**

<b>FOUNDATION</b>	<b>Selected Tasks</b>
1. Ensure availability of on-site services for two or more materials (7/97)	X
2. Assist with the "Earth-Wise" building program to train builders about salvage, waste reduction, recycling, and buying recycled, along with other environmental building practices.	X
3. Continue to assist with provision of on-site evaluations at construction sites or targeted assistance to promote waste prevention practices (Metro to provide training to local governments).	X
4. Assist with the provision of technical assistance and educational information for builders and others on waste prevention practices for building trades waste.	X
<b>EXPANSION</b>	<b>Selected Tasks</b>
1. Tie "Earth-Wise" building to local government environmental programs, i.e., on-site water management, etc.	
2. Other	

**METRO**

<b>FOUNDATION</b>	<b>Selected Tasks</b>
1. Continue "Earth-Wise" building program to train builders about salvage, waste reduction, recycling, and buying recycled, along with other environmental building practices.	X
2. Continue provision of on-site audits at construction sites to promote waste prevention practices (Metro to provide training to local governments).	X
3. Continue with the provision of technical assistance and educational information for builders and others on waste prevention practices for building trades waste.	X
4. Assist with the implementation of strategies developed by LGs during 1995-96 regarding promotion of and education about recycling collection services.	X
5. Develop educational materials that target new recoverable materials for source separation when markets are available.	X
6. Develop markets to support recycling rather than energy recovery: support salvage practices, support development of industries using recycled C&D materials (25% reduction 1/97. 50% reduction by 7/00).	X
7. Provide building industry/Earth-Wise Builder displays to local governments	X



**IN-SCHOOL EDUCATION PROGRAMS**

**LOCAL GOVERNMENTS**

<b>FOUNDATION</b>	<b>Selected Tasks</b>
1. Provide for in-school presentations and resources (cooperative with Metro and DEQ).	X
2. Provide curriculum that fits into the School Reform Act (cooperative with Metro and primarily DEQ).	X
3. Continue to provide school recycling recognition program.	X
4. Participate in in-school program tracking system in coordination with Metro.	X
<b>EXPANSION</b>	<b>Selected Tasks</b>
1. Sponsor school events such as Earth Day.	
2. Provide assistance to school Earth Clubs	
3. Other	

**METRO**

<b>FOUNDATION</b>	<b>Selected Tasks</b>
1. Provide kits and activities that face real world problems to local government recycling educators for teachers to use in class work.	X
2. Provide in-school presentations and resources (with Local Governments)	X
3. Develop in-school education program tracking system for region. Provide Metro information to local governments	X

**BUY RECYCLED**

**LOCAL GOVERNMENTS**

<b>FOUNDATION</b>	<b>Selected Tasks</b>
1. Continue to promote the use of yard debris compost on City/County projects.	X
2. Establish and adopt clear buy-recycled policies for all city or county offices.	X
<b>EXPANSION</b>	<b>Selected Tasks</b>
1. Work with Metro to hold buy recycled shows within local jurisdiction.	
2. Promote/educate general public on buying recycled utilizing Metro materials.	

## METRO

FOUNDATION	Selected Tasks
1. Publish Buy Recycled guides.	X
2. Take Buy Recycled trade show on the road, include procurement in targeted generator strategy (cooperative with local governments).	X
3. Provide samples of recycled products to local governments	X

## FACILITIES

### LOCAL GOVERNMENTS

FOUNDATION	Selected Tasks
1. Investigate and report on adoption of clear and objective siting standards that do not effectively prohibit the siting of yard debris processing facilities.	X
2. Investigate and report on adoption of clear and objective siting standards that do not effectively prohibit the siting of organic waste processing facilities.	X
EXPANSION	Selected Tasks
1. Other	

## METRO

FOUNDATION	Selected Tasks
1. Adopt clear and objective standards for franchising or otherwise authorizing yard debris processors (1/96).	X
2. Develop a Metro regulation system for processors of food and other organic waste. Could include Metro franchise with performance standards similar to standards proposed for yard debris facilities (7/96).	X
3. Explore and provide recommendation about level of recycling at transfer station which is acceptable. Determine if co-collection could or should be accepted at transfer stations.	X

**DEQ support:** The DEQ will continue to support related activities to augment the local government programs. These support elements are included here to provide a regional perspective with all players involved. The DEQ is not part of the Metro Challenge Grant Program.

**Evaluation Methods for the Annual Waste Reduction  
Program for Local Governments  
(Metro Challenge Program)  
March 12, 1996**

**Introduction:**

The Regional Solid Waste Management Plan (RSWMP) states that "Program monitoring is a qualitative element of plan assessment and monitoring. It tracks the level of implementation by jurisdiction, materials and service level." The Metro Challenge program will be monitored in this fashion. Metro will track the progress of program implementation through the collection of data on the programs offered, levels of service and materials collected. The individual local government programs will be monitored by this qualitative method. (For purposes of clarity, "annual program" as stated in this document refers to the waste reduction elements set forth in the Annual Waste Reduction Program for Local Governments and does not refer to individual local government programs nor specific tasks in the Annual Plan; "local government program" refers to specific programs implemented by local governments.

**Program Monitoring (local jurisdictional level):**

The cycle of monitoring specific local government programs begins in the Fall of each year. Local jurisdictions apply for Metro Challenge grants to assist with funding. The application process consists of supplying Metro with a complete local government annual plan for the coming fiscal year as well as a report detailing the accomplishments and satisfactory completion of the previous year's local government program.

The data provided by local jurisdictions is compiled for individual qualitative monitoring as well as for annual reporting to the Department of Environmental Quality. Data provided allows Metro to monitor local government programs including residential curbside collection, residential yard debris programs, public education and promotion efforts, levels of service provision at multi-family residences, in-school educational efforts, building industry recycling and waste reduction, local government buy-recycled programs and commercial recycling service provision and educational efforts.

Neither Metro nor local governments have the resources to collect specific quantitative data for all local government programs. It is not cost-effective to do so. Some jurisdictions collect and analyze specific data from waste haulers or perform independent studies of specific portions of their programs. These studies are limited in scope and require substantial staff time and resources. In conjunction with local jurisdictions, Metro conducts surveys and studies on specific program areas. To date, Metro has performed several studies including residential can-weight studies, residential recycling behavior studies, a region-wide inventory of multi-family units and services provided, construction waste reduction case studies and infrastructure assessments, curbside yard debris recycling program effectiveness assessments, and is now in the process of developing a commercial sector profile including waste and recycling service levels.

**Program Evaluation:**

The RSWMP states that "it is not necessary that every RSWMP program be subject to a complete program evaluation; rather, some programs shall be identified for evaluation in the annual work plans."<sup>2</sup> The evaluations are intended to determine the effectiveness of the recommended practices. Metro is responsible for identifying the specific areas to be evaluated annually. The chosen program area will change from year to year and the Local Government Recycling Coordinator Work Group will assist in developing the evaluation criteria. Some of the evaluation process may be performed by outside parties contracted by Metro. Year 6 (1995-96) evaluation will consist of measurement of the multi-family program area through analysis of recycling container provision completion levels. This evaluation will begin in December of 1996. Evaluation of the commercial elements including waste prevention programs will be considered for Year 7 of the program (1996-97).

**RSWMP**

The program monitoring and evaluation efforts done in conjunction with the Metro Challenge Program are part of the overall RSWMP monitoring and assessment process. Additional assessment occurs through the general system benchmarks supplied via the Recycling and Recovery Level Survey and periodic Waste Characterization Studies. The next Waste Characterization Study is scheduled to take place during fiscal 1997-98.

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<sup>1</sup>Regional Solid Waste Management Plan, Chapter 9: Monitoring and Assessing Plan Performance, P. 9-1.

<sup>2</sup> Regional Solid Waste Management Plan, Chapter 9: Monitoring and Assessing Plan Performance, P. 9-2.

**Approval of Alternative Practices  
as Applied to the Metro Challenge Program  
March 12, 1996**

**Background:<sup>1</sup>**

The recommended practices in the Regional Solid Waste Management Plan (RSWMP) are intended to provide a path to achieve the region's adopted goals and objectives. The purpose of adopting recommended practices is to:

- Identify areas of regional interest.
- Set expectations regarding what can be accomplished.
- Provide a strategy or approach that can also serve as the basis of an alternative practice.

The distinction between recommended and alternative practices allows for local flexibility in meeting RSWMP goals and objectives. Recommended practices will serve as performance standards that alternative practices will be required to equal. The performance standard will be based on criteria that will include, as appropriate, the following:

- participation levels;
- amounts of waste prevented, recycled recovered or disposed;
- consistency with the waste reduction hierarchy and the source separation priority;
- economic and technical feasibility;
- impact on other waste reduction activities.

**Alternative Practices and Metro Challenge:**

The Metro Challenge Program establishes a funding base for the annual waste reduction work plan for local governments and Metro. The framework consists of foundation and expansion elements. Local jurisdictions and Metro are required to implement all foundation elements, and depending on the size of the jurisdiction, at least one expansion element from each project area and up to an additional three from any program area. It is designed to incorporate flexibility to recognize jurisdictional differences and available resources.

If a local jurisdiction decides to substitute a task in place of any particular foundation item, approval from Metro must be received prior to implementation. The local jurisdiction will be required to submit a justification for the substitution. If the substitution involves an alternative to the recommended practices, the alternative must be demonstrated to be equivalent to the recommended practice.

The approval will be given by the Regional Environmental Management Department Director after staff recommendation. SWAC may be asked to advise if requested by the Director.

<sup>1</sup>Regional Solid Waste Management Plan, Chapter 7: Recommended Solid Waste Practices, p.7-3, 7-4.

*Agenda Item 6.2*

**Resolution No. 96-2315**

*For the Purpose of Confirming Multnomah County  
Nominee George Bell as a Member of the Metropolitan  
Exposition-Recreation Committee*

**Metro Council Meeting  
Thursday, April 25, 1996**

BEFORE THE METRO COUNCIL

FOR THE PURPOSE OF CONFIRMING ) RESOLUTION NO. 96-2315  
THE APPOINTMENT OF GEORGE BELL )  
TO THE METROPOLITAN EXPOSITION ) Introduced by Mike Burton  
RECREATION COMMISSION ) Executive Officer

WHEREAS, The Metro Code, Section 6.01.030, provides that the Council confirms members to the Metropolitan Exposition Recreation Commission; and

WHEREAS, Multnomah County appointee, Bernie Foster's term expired January 15, 1996; and

WHEREAS, The Multnomah County Board of Commissioners has provided notice of the nomination of George Bell to serve on the Metropolitan Exposition Recreation Commission in the position previously occupied by Bernie Foster; and

WHEREAS, The Executive Officer has accordingly appointed George Bell to serve the term starting immediately which shall expire January 15, 2000; and

WHEREAS, The Council finds that George Bell has the experience and expertise to engender confidence in the likelihood that his membership will result in a substantial contribution to the work of the commission; now, therefore,

BE IT RESOLVED,

That George Bell is hereby confirmed for appointment as a member of the Metropolitan Exposition Recreation Commission for the term beginning immediately and ending January 15, 2000.

ADOPTED by the Metro Council this \_\_\_\_\_ day of \_\_\_\_\_,  
1996.

\_\_\_\_\_  
Jon Kvistad, Presiding Officer

**REGIONAL FACILITIES COMMITTEE REPORT:**

**CONSIDERATION OF RESOLUTION NO. 96-2315, FOR THE PURPOSE OF CONFIRMING MULTNOMAH COUNTY NOMINEE GEORGE BELL AS A MEMBER OF THE METROPOLITAN EXPOSITION-RECREATION COMMISSION.**

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Date, April 19, 1996

Presented by Councilor Washington

**Committee Recommendation:** At the April 15th meeting, the committee voted unanimously to recommend Council adoption of Resolution 96-2315. Voting in favor: Councilors McFarland, Monroe and Washington.

**Committee Issues/Discussion:** Executive Officer Mike Burton introduced Mr. Bell, who has been nominated by Multnomah County for this position. Mr. Bell, who replaces Mr. Bernie Foster, whose term expired on January 15 of this year, has an extensive history of professional and volunteer contributions to the community, particularly related to the arts. He said that he felt he could bring a broad-based, business oriented perspective to the MERC board, at a time when very significant decisions are going to be made concerning its future.



## STAFF REPORT

### CONSIDERATION OF RESOLUTION NO. 96-2315 FOR THE PURPOSE OF CONFIRMING MULTNOMAH COUNTY NOMINEE GEORGE BELL AS A MEMBER OF THE METROPOLITAN EXPOSITION-RECREATION COMMISSION

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Date: April 2, 1996

Presented by: Mike Burton

#### BACKGROUND:

Mr. George Bell has been nominated by the Multnomah County Board of Commissioners to replace Mr. Bernie Foster as a member of the Metropolitan Exposition-Recreation Commission. Mr. Foster's term expired on January 15, 1996.

Mr. Bell has been appointed to replace Mr. Foster on the Commission by Executive Officer Mike Burton, who accordingly advances the name to Council for confirmation.

Multnomah County notification of the nomination of Mr. George Bell and the appointee's résumé are attached.

#### EXECUTIVE OFFICER'S RECOMMENDATION

The Executive Officer recommends that George Bell be confirmed to fill the Multnomah County vacancy on the Metropolitan Exposition-Recreation Commission.



## Beverly Stein, Multnomah County Chair

Room 1515, Portland Building  
1120 S.W. Fifth Avenue  
Portland, Oregon 97204

Phone: (503) 248-3308  
FAX: (503) 248-3093  
E-Mail: [MultChair@aol.com](mailto:MultChair@aol.com)

April 1, 1996

**RECEIVED**

APR - 2 1996

EXECUTIVE OFFICER

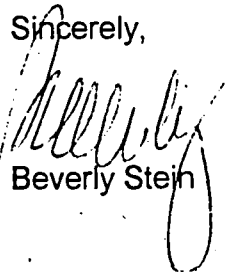
Mike Burton, Executive Officer  
Metro  
600 NE Grand Avenue  
Portland, OR 97232

Dear Mike:

On Thursday March 28, 1996, the Board voted unanimously to approve George Bell as Multnomah County's nominee to the Metropolitan Exposition Recreation Commission (MERC).

George's Interest Form and Application for Nomination and biographical summary are attached. George will bring his wealth of experience both in business and community activism to MERC.

Sincerely,



Beverly Stein

cc: Board of County Commissioners  
George Bell



## GEORGE E. BELL

George E. Bell is Group Vice President for Transmission Services at the Bonneville Power Administration which is headquartered at Portland, Oregon.

A native of Baton Rouge, Louisiana, Bell joined the Bonneville Power Administration (BPA) in 1971 and has held positions in engineering design, project management, human resources, power management, Washington DC office manager, corporate services, and area management/customer service.

Bell, who resides in Lake Oswego, Oregon, with his wife and a son, worked as an electrical engineer for the US Corps of Engineers before joining BPA.

He is a graduate of Southern University, Baton Rouge, Louisiana, in electrical engineering and holds a masters degree in business administration from the University of Portland, Portland, Oregon. Bell has also done further study at George Washington University, Washington DC, and Amos Tuck School of Business Administration at Dartmouth College, Hanover, New Hampshire.

He is a registered professional engineer in the States of Oregon and Washington. Some activities include:

- Board member, Board of Directors for the Police Activities League, which is intended to provide positive and wholesome developmental experiences for young people.
- President of the Advisory Committee for the Portland Center for the Performing Arts.
- Served as Acting President of the newly formed Friends of the Portland Center for the Performing Arts, currently serves as Board member.
- Board member, Board of Directors, Portland Center Stage.
- Board member, Board of Directors for the Lakewood Center for the Arts in Lake Oswego.
- Board member, Board of Directors, Regional Arts & Culture Council, a financial supporter, trainer, and proponent of arts and culture in our tri-county area.
- Board member, Board of Directors, Oregon Public Broadcasting.
- Member, Downtown Rotary Club.
- Member, Portland Chapter of the American Leadership Forum.
- Mentor to one elementary school student and one middle school student.

**George Bell**  
**Biographical Summary**

*George Bell is group vice president for Transmission Services at Bonneville Power Administration. Duties include managing and directing the planning, design, construction, maintenance and operation of BPA's transmission grid — nearly 15,000 circuit miles with 80 percent of the transmission capacity for the Northwest states of Washington, Oregon, Idaho and western Montana. Mr. Bell serves on the board of trustees and the regional planning policy committee for the Western Systems Coordinating Council. He led efforts in the west to restructure the electricity industry through the Pacific Northwest Utility Conference Committee and the Public Power Council. He is a 1963 graduate of the Southern University with a bachelor's in electrical engineering, a 1977 graduate of the University of Portland with a master's in business administration and is a registered professional engineer.*

**MULTNOMAH COUNTY OREGON****INTEREST FORM AND APPLICATION FOR NOMINATION TO  
THE METROPOLITAN EXPOSITION RECREATION  
COMMISSION (MERC)**

If you have a resume or supplemental information which further details your involvement in the business community, the arts, volunteer activities, public affairs, published writings or affiliations, please attach that information to this form. Thank you for your interest.

- A. Name: Geroge E. Bell  
Address: 102 Garibaldi Street  
City/State/Zip: Lake Oswego, Oregon 97035 (Multnomah County)  
Home Phone: (503) 636-7323
- B. Current Employer: Bonneville Power Administration  
Address: PO Box 3621.- Routing T  
City/State/Zip: Portland, Oregon 97208  
Work Phone: (503) 230-3030  
Occupation: Group Vice-President, Transmission Services
- C. Why are you interested in serving on this commission?  
See attached
- D. What do you see as the major issues facing MERC at this time?  
See attached

**INTEREST FORM AND APPLICATION FOR NOMINATION TO THE  
METROPOLITAN EXPOSITION RECREATION COMMISSION (MERC)**

**Attachment:**

**C. Why are you interested in serving on this commission?**

The commission provides oversight direction and decisions for very important performance, exposition, and recreation facilities that vitally affect the cultural and economic well-being of our citizens and community. For a number of years I have served on many boards and committees that have worked on broad based funding options for support of these facilities. I have consistently advocated that the MERC facilities be run in a business like manner and that these facilities be preserved and cared for in a way that best benefits citizens, while helping to stimulate the economy of our region. I believe that I bring a broad based perspective of citizens, users, and the business community that will be helpful in MERC's management of its responsibilities.

**D. What do you see as the major issues facing MERC at this time?**

- Assure that business plan objectives for MERC organizations are achieved.
- Assure that revenue targets of MERC organizations are met or exceeded to avoid further weakening of the ability to keep MERC facilities operational.
- Assure adequate assessment of the potential for expanded or new facilities that may be needed to properly serve the community.
- Work with the city METRO citizens and user groups to assure effective implementation of recommendations coming out of the Consolidation Advisory Committee.

E. List major paid employment and volunteer activities which may be related to service on the MERC.

I serve as a board member of Portland Center Stage Theater Company, a tenant of the PCPA New Theater Building.

F. Conflict of Interest: Please list potential conflicts of interest between private life and public service which might result from service on this commission.

I know of no potential conflicts of interest, except a need to clarify my relationship with the Portland Center Stage Theater Company as noted in "E" above.

G. References: List names addresses and phone numbers of two people who may be contacted as references:

<u>Name</u>	<u>Address</u>	<u>Telephone</u>
Maynard Orme	7140 SW Macadam Ave, Portland, OR	293-4000
Sam Brooks	3575 NE Broadway, Portland, OR	284-7930

H. My signature affirms that all information is true to the best of my knowledge and I understand that any misstatement of fact or misrepresentation of credentials may result in this application being disqualified from further consideration, or subsequent to appointment to a board or commission, may result in dismissal.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Return by February 19 to:

Delma Farrell	(503) 248-3308
Commissioner Beverly Stein's Office	FAX 248-3093
1120 SW 5th Avenue, Room 1515	E-Mail: MultChair @ aol.com
Portland, Oregon 97204	

**INTEREST FORM AND APPLICATION FOR NOMINATION TO THE  
METROPOLITAN EXPOSITION RECREATION COMMISSION (MERC)**

**Attachment:**

E. My paid employment as a Vice President for the Bonneville Power Administration is related to MERC service only through my extensive contact with the business community. My volunteer service related to MERC activities is extensive. I serve as chair of the Portland Center for the Performing Arts Advisory Committee, which is made up of citizens who advise the city, MERC, and METRO on issues related to the PCPA. I was the first president and am now a Board member of the Friends of the PCPA—an advocacy, education supporter, and fund raiser for the PCPA. I am a Board member for the Portland Center Stage Theatre Company—a tenant of the PCPA. I am a Board member of the Regional Arts & Culture Council—a financial supporter, trainer, and proponent of arts and culture in our tri-county area. I am also a member of the Oregon Public Broadcasting Board of Directors which brings me in contact with another group of citizens and local supporters of arts, education, culture, entertainment, and quality living for our city and state.



**METRO**

**To: All Councilors**

**From: Councilor Rod Monroe**

**Date: April 23, 1996**

**Re: Proposed Budget Amendment Related to Funding for Legislative Representation**

The proposed budget includes a miscellaneous professional services appropriation of \$97,600 for legislative services. The funding is part of the budget for the Division of Public Affairs and Government Relations within the Office of the Executive Office and is funded out of the Support Services Fund. During earlier Budget Committee meetings it was determined that the Council needed to work with the Executive Officer to establish how these funds would be expended and how legislative representation for Metro would be provided.

Discussions concerning these issues have not yet occurred. As a result, I am recommending that that the Council place these funds in the Support Services Fund Contingency pending the outcome of discussions with the Executive Officer. In addition, I am recommending that the following budget note be adopted related to the expenditure of these funds.

" The Council has transferred a total of \$97,600 from the miscellaneous professional services line item in the Division of Public Affairs and Government Relations to the Support Services Fund Contingency. Pending the outcome of discussions with the Executive Officer concerning the expenditure of these funds, this appropriation shall not be expended for any purpose other than legislative representation."

If the negotiations with the Executive Officer are completed prior to the final adoption of the budget in June, it would be my intent that the budget be amended to reflect the agreed upon expenditure of the funds. If no final decision has been made prior to adoption of the budget, I would recommend that the funds remain in the contingency and that the proposed budget note remain in place.

**METRO**

To: All Councilors

From: Councilor Rod Monroe

Date: April 23, 1996

Re: Proposed Budget Amendment Related to a One-Year Reduction in the Excise Tax

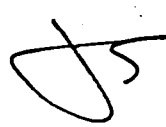
Current projections indicate that total excise tax collections for FY 95-96 will exceed the original budgetted estimates by about \$420,000. Of this total, about \$250,000 is from sources that are not dedicated to specific purposes. I will be proposing a budget amendment that would reduce the excise tax for FY 96-97 by an amount equal to the excess collections from the current fiscal year. Finance staff estimates that the excise tax needed to accomplish this purpose would be 7.22%. My amendment would round this rate to 7.25 %.

I have requested that the Office of General Counsel prepare an ordinance for the purpose of implementing the change in the excise tax rate. The lower rate would remain in effect only through the end of FY 96-97. The rate would automatically revert to the present 7.5% rate at the start of FY 97-98. The new rate would become effective 90 days after the adoption of the proposed ordinance.

The attached memorandum from Jennifer Sims outlines the calculation of the proposed rate and identifies issues related to the potential effect of a lower rate during FY 96-97.



**METRO**

Date: April 23, 1996  
To: Councilor Rod Monroe  
From: Jennifer Sims, Chief Financial Officer   
Subject: Excise Tax Rate

You have asked for an analysis of the excise tax rate which would be required to support the FY 1996-97 budget as currently approved by the Metro Council. Your request is based, in part, on a recent analysis by my office indicating that we anticipate an additional \$420,000 in excise tax receipts in FY 1995-96 which will be carried over into FY 1996-97. Your request is based on the premise that this additional revenue can be used to reduce the excise tax rate in FY 1996-97.

The short answer to your question is that an excise tax rate of 7.22% will fully fund the FY 1996-97 budget as it is currently constituted. This does not allow for any changes to the budget which may occur before approval which would increase excise tax expenditures. Councilor Washington is still seeking funding for the Martin Luther King Jr. Blvd. project, which may require additional excise tax funding. In addition, we still need to re-run the Cost Allocation Plan; if disallowed costs have been increased, these costs will need to be covered by excise tax.

To develop the 7.22% rate, we assumed that FY 1996-97 collections could only be reduced by \$250,000 rather than the full \$420,000. As you know, the \$420,000 figure is based on projections of what will happen between now and the end of the fiscal year. We do not feel that it would be prudent to count on the full \$420,000 to be available for a rate reduction due to the uncertainties which remain. For example, continued wet weather will have an impact on Zoo attendance, and Solid Waste revenues have been running above projection in large part due to the addition of several one-time wastes (petroleum contaminated soils, etc.) being added to the waste stream. We do not know how long this will continue.

In addition, although it would be possible to use this one-time increase in excise tax collections to reduce the excise tax rate, we do not feel that this would be a prudent course of action. We would be able to reduce the rate in FY 1996-97, but the rate would have to be increased back up to 7.5% in FY 1997-98. Experience shows us that it is very difficult to increase tax rates.

Councilor Rod Monroe  
April 23, 1996  
Page 2

In addition to the need to increase the excise tax rate back to 7.5% in FY 1997-98, Metro is facing a long list of funding needs. The additional money collected in FY 1995-96 should be held in reserve against these future needs to prevent an even higher excise tax rate in the future. These needs include:

- Future Open Spaces land banking costs (funded in FY 1996-97 using a combination of excise tax and other resources, but expected to increase in future fiscal years as we continue to acquire open spaces);
- Costs for completion and implementation of the Regional Framework Plan;
- Possible negative excise tax impacts of the Solid Waste rate reform effort currently underway;
- Uncertainties regarding the future of MERC facilities and the need for excise tax support of the Performing Arts Center, or the negative impacts if these facilities are split off from Metro;
- Uncertainties surrounding the continuing devolution of the federal government and the transfer of responsibilities to local governments or the reduction of federal funding.

I hope that this information is useful to you. If you have any further questions or would like to discuss these issues in greater detail, please let me know.

JS:CP:rs

I:\Budget\FY96-97\Misc\MonrXTax.doc  
4/24/96 1:30 PM

cc: Mike Burton, Executive Officer  
Carol Kelsey, Assistant to the Executive Officer  
Doug Butler, Director of Administrative Services



**METRO**

**TO:** Rod Monroe, Chair  
Finance and Budget Committee

**FROM:** Councilor Ed Washington

**DATE:** April 23, 1996

**RE:** '96-'97 Budget Amendments to Planning Fund

I am submitting two amendments to the Growth Management Department portion of the Planning Fund:

MLK Mainstreet Project

Create a Martin Luther King Jr. Boulevard Main Streets project. Staff will internally be reassigned to this project, so there will be no net fee increase to the department. No other projects will be dropped to make way for this project. An increase of \$25,000 to the M&S line will be required however, to purchase consulting or other professional services. The revenue for this will be generated from unspent current year funds from the Executive Officer's budget, carried over to next year.

**ANALYSIS:** Main Streets is a designation and a planning tool that allows certain neighborhood areas to focus growth in a way that is people friendly in terms of mobility, urban form and economic vitality.

Metro will partner with the City of Portland and the State on this project. The \$25,000 will be used to leverage public and private resources to address right-of-way and land use issues along MLK related to this project. These studies and recommendations might include examination of needed pedestrian improvements, such as additional or improved crossings. They may also be used to address on, and off-site parking in the main street area. A review of existing activities and an assessment of what is needed will precede a commitment to a specific study.

Housing Planning Coordination

Reallocates \$167,279 from UGB pre-planning activities (in the Long Range Planning Division) to create the capacity to guide the department and Metro through housing implications of 2040 Framework Plan.

**ANALYSIS:** Department has had internal staffing for this issue at various times in the past. Now, issues of affordable housing are being raised in several venues related to

Framework Plan. Also, the Housing Needs Analysis (Metro, March 1996) begins a discussion related to affordability, housing types, demand, role in assisted housing, etc. Other issues could be identified through a Metro sponsored housing charrette to take place in the fall. Clearly, the Growth Management Department could better assist Metro in defining planning and policy options with a more focused staff capacity.

Council decisions related to the Urban Growth Boundary are not slated to be made until spring of '97 at the earliest, meaning that UGB pre-planning is not likely to be required until the following ('97-'98) fiscal year.

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## MEMORANDUM

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**DATE:** April 23, 1996 ( Revision 1) 2:48 PM  
**TO:** FINANCE CHAIR ROD MONROE & METRO COUNCIL  
**FROM:** COUNCILOR MORISSETTE  
**RE:** REGIONAL ENVIRONMENTAL MANAGEMENT (REM) BUDGET  
**CC:** Jodie Willson, John Houser

I propose a reduction of \$1.6M in the REM budget. This reduction will allow approximately a \$1.50 a ton tipping fee reduction.

The smallest reduction will be achieved by cutting Personal Services costs by 2%.

Although the FTE has increased by 6.1, the dollars spent for the 109.05 FTE in the proposed budget have grown by 8.8%. (See attachment)

A five year comparison of revenue shows unhealthy trends. REM revenue from 1991-92 actuals has decreased by 1.8%. Personal services costs have increased 88.8% in the same five year period.

Decreasing revenue must be matched by decreasing expenses. I propose the total budget for Personal Services in REM be reduced by \$120,000 rather than an increase of \$97,382

As to how the reduction in Personal Services is administered, I recommend be left to the department and executive officer. My goal is to reduce personal services costs and directly apply that reduction to tipping fees.

My second recommendation is to reduce the unappropriated balance of the General Account (Capital Reserve) by \$1,478,000. The account classification is new and appears to be merely a place holder account.

This proposal will begin what I believe is needed in REM. The intent is to lower tipping fees to reduced costs to our citizens. This is only a small step, but a beginning.







**METRO**

**To:** Councilor Rod Monroe, Chair, Budget and Finance Committee

**From:** Councilor Patricia McCaig

**Date:** April 23, 1996

**Re:** Potential Proposed Amendment to the Council Budget

At the Budget Committee on April 25, I intend to raise the issue of the relationship and level of the salaries proposed for several positions within the Council Office. These include the council assistant, office manager, receptionist and assistant to the Presiding Officer. I believe that the salaries for these positions need to address both the skill level necessary to perform the work and the nature of the position within the organization of the Council staff.

Based on the outcome of the Council discussion of these issues, I may offer a specific amendment to modify some or all of the proposed salaries for the positions noted above.



## METRO

TO: Rod Monroe, Chair  
Finance and Budget Committee

FROM: Councilors McLain and Washington

DATE: April 22, 1996

RE: Amendment to '96-'97 Budget

**RECOMMENDATION:** Allocate \$25,000 from the General Fund to the Friends of Trees Future Trees Project, via a miscellaneous professional services contract in the Regional Parks and Greenspaces Department.

**Analysis:** The Friends of Trees organization has approached Metro concerning a major tree planting project in the metropolitan area. Their goal is to maintain urban livability at a time of increased growth and density. The vehicle to that goal revolves around tree planting and education. They have several corporate sponsors aboard and have asked Metro to contribute \$25,000 for next year, and possibly four years past that. It looked as if funds could be allocated from the Solid Waste Revenue Fund. However, due to restrictions related to bond covenants, that will not be possible. The general fund is a fund from which special appropriations can be made, and is reported to be generating revenues in excess of budget in the range of \$300,000 for this fiscal year.

Should this amendment not go forward the Friends of Trees has two other options for Metro funding:

- F.O.T apply for solid waste restoration grants. These are limited to areas around our 4 transfer centers, however.
- F.O.T. apply for parks restoration or education grant. Typically these are available in the fall, and range in the neighborhood of \$5,000 to \$8,000. Geographically they could take place anywhere in the metro region. Also parks has offered to provide some space in its Greenscene publication alerting readership of FOT volunteer opportunities.

end



**METRO**

**TO:** Rod Monroe, Chair  
Finance and Budget Committee

**FROM:** Councilor Jon Kvistad

**DATE:** April 25, 1996

**RE:** Natural Areas Account Budget Amendment

Recommendation:

This amendment replaces the budget note on p. 7 of the proposed '96-'97 budget with the following language:

" The former Multnomah County Natural Areas fund to be transferred to Metro on July 1, 1996 shall be reserved for capital improvements and capital maintenance of the Metro Regional Parks system, consistent with the requirements of the Intergovernmental Agreement initiating the transfer. This money shall form the nucleus of a capital reserve and renewal and replacement account for the Parks system. The Metro Regional Parks and Greenspaces and Administrative Services Departments shall develop policies to govern the use of this money and develop a strategy to add to this account consistent with the intent of this budget note."

Analysis:

The Regional Parks and Greenspaces Department has identified capital needs and projects requiring approximately \$3.5 million dollars in resources in the coming years. Several sources are available to help address these needs, but the department has made clear that a renewal and replacement account would be of great assistance in this area.

At the same time, the intergovernmental agreement transferring certain parks assets and a Natural Areas Fund from Multnomah County, has been consummated, and becomes effective July 1. This fund, which will range between \$1 and 1.2 million, will become the core of a larger, dedicated fund, with other contributions. These transferred funds will by IGA be required to be spent on former Multnomah County properties only. With expansion however, other parks resources can also be addressed.



**METRO**

**TO:** Rod Monroe, Chair  
Finance and Budget Committee

**FROM:** Councilor Jon Kvistad

**DATE:** April 25, 1996

**RE:** Public Affairs and Government Relations Budget Amendment

**Recommendation:** This amendment administratively transfers the Division of Public Affairs and Government Relations from the Office of the Executive Officer to the Department of Administrative Services. In addition to the transfer of all related budget materials, amounts and references, the budget notebook narrative will be rewritten to clarify that the staff of the division shall be available to provide appropriate services to the Metro Council and the Executive Office.

(See attached memo for changes to budget notebook narrative)

**Analysis:**

Metro has established as one of its highest priorities the ability to communicate with the public, other levels of government, the media and all other constituencies. Specifically, the council must have the ability to educate and inform these constituencies, and to gather their input relative to policy development, policy proposals and policy directives. This Division is the primary resource available to assist the council in these endeavors, as well as other activities which may be related to implementation of Metro programs, cooperative intergovernmental initiatives or the actions of individual councilors.

The above recommendation was one of several options considered to increase the access of the council to this division. These options, in order of magnitude were:

1. Leaving the Division in the Office of the Executive Officer, but clarifying language in the budget to give expanded access to the council;
2. The option recommended in this amendment;
3. Creating a more free-standing office, similar to legal counsel (administratively), which would have access by both the council and the executive officer;
4. Moving the division entirely within the jurisdiction of the council and presiding officer.

This budget amendment provides the greatest access for the council with the least budget impact. Option #3, for example probably would have required the creation or hiring of a lead staff person, to manage a more administratively independent office.

At the same time I am making clear the ability and resources needed of and by the council in the role of developing, passing and communicating Metro policy.

I feel that the Department of Administrative Services, while administratively under the executive officer, has the demonstrated expertise in providing a variety of important services, including budget implementation and development, to Metro in both its administrative and policy manifestations. I foresee this division directly answering to the department head, but there may be other options which could be considered.

To: All Councilors

From: Presiding Officer Jon Kvistad

Date: April 23, 1996

Re: Proposed Budget Amendment Related to the Division of Public Affairs and Government Relations

The intent of the proposed budget amendment related to the Division of Public Affairs and Government Relations would be to administratively transfer the division from the Office of the Executive Officer to the Department of Administrative Services (DAS). In addition, to the transfer of all related budget materials related to the division to the DAS, the budget notebook narrative would be rewritten to clarify that the staff of the division shall be available to provide appropriate services to the Metro Council as well as to the Executive Office. The rewritten narrative would read as follows:

Division of Public Affairs and Government Relations

Communication with the public, local governments, elected officials, business and civic groups, members of the press and news media and with all of Metro's constituencies is one of the highest priorities of the Metro Council and the Executive Officer. The Division of Public Affairs and Government Relations is established in the Department of Administrative Services to serve as the in-house public affairs agency for Metro, the Metro Council and the Executive Officer. In order to communicate effectively about Metro's programs and policies this division provides the tools, and the ability for Metro, the Metro Council, and the Executive Officer to communicate effectively with all of the various audiences. This includes audiences within Metro's boundary, statewide and even nationwide.

This division advises the Council and the Executive Officer about the development, enactment and implementation of policies that affect the public and provides assistance in communicating with the public and local governments in a variety of ways. Among the communications provided to the Council and the Executive Officer are: briefings with local government ; speaking engagements with interest groups, local governments, business groups and civic organizations; media news releases, cable television programs, newsletters and other publications, seeking and implementing media opportunities, position papers and other written materials that outline specific issues to the public, news conferences and special events.

The legislative function within the division is shared equally by the Executive Officer and the Metro Council. Legislative priorities and agenda's are jointly developed by the Metro Council and the Executive Officer. These priorities are then assigned and carried out through this division.



**METRO**

April 23, 1996

**Re: Transport and Disposal of Waste from the Forest Grove Transfer Station**

**To: Interested Parties**

Metro recently solicited comments from interested parties regarding a draft bid document for the Transport and Disposal of Waste from the Forest Grove Transfer Station. Based on the comments received, Metro has decided to postpone further development of this project.

Metro will pursue this project pending resolution of a number of issues raised in the comments received. Such issues include whether a compactor should be installed at the transfer station and the current review of the facility's rates.

Thank you for your interest. Metro will inform you of further actions regarding this project. Please contact me if you have questions or wish to have your name removed from the project mailing list.

Sincerely,

A handwritten signature in black ink, appearing to read 'C. Geyer', is written over a faint, larger version of the signature.

Chuck Geyer  
Senior Planner  
797-1691

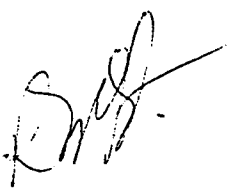
CG:ay

cc: Jim Watkins, Engineering and Analysis Manager  
Bern Shanks, REM Director  
Tim Raphael, Executive Analyst

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**METRO**

TO: Metro Council  
FROM: Ruth McFarland   
DATE: April 25, 1996  
RE: MERC Resolution #96-2329

I am introducing for the council's earliest consideration resolution #96-2329. This resolution accepts the recommendations of the Consolidation Committee report and proposes to move into the next phase of decision making, which involves appointing a group of individuals to move into implementation of that report.

This resolution adds Multnomah County to the mix of parties designing this next-step implementation, and holds off study on tax options until after implementation decisions have been made.

I have a sense of urgency regarding the future of MERC, and want to clarify our direction given the spate of options that are surfacing. I would be glad to discuss any comments you have.



BEFORE THE METRO COUNCIL

FOR THE PURPOSE OF ACCEPTING ) Resolution No. 96-2329  
THE REPORT OF THE CITY OF )  
PORTLAND/METRO FACILITIES ) Introduced by Ruth McFarland,  
CONSOLIDATION ADVISORY ) Councilor  
COMMITTEE )

WHEREAS, The Metropolitan Exposition-Recreation Commission (MERC), operating under the direction of the Metro Council, manages the Oregon Convention Center, the Portland Center for the Performing Arts (PCPA), the Civic Stadium and the Expo Center; and

WHEREAS, The Convention Center is owned by Metro and requires a continuing subsidy to support its continuing operation and maintenance at a professional level; and

WHEREAS, The Expo Center is owned by Metro; and

WHEREAS, The PCPA and the Stadium are owned by the City of Portland (City), have limited reserves, and will close without continued future subsidy; and

WHEREAS, Under the terms of the Intergovernmental Agreement between the City of Portland and Metro which made Metro responsible for the PCPA and Stadium, it is now necessary to work out the terms for the permanent ownership of these facilities; and

WHEREAS, A City of Portland/Metro Facilities Consolidation Advisory Committee has been created to prepare a recommended strategy for the permanent ownership, financing and management of these facilities; and

WHEREAS, The Advisory Committee issued its final report and recommendations on January 11, 1996; now, therefore,

BE IT RESOLVED:

1. The Council accepts the final report of the City of Portland/Metro Facilities Consolidation Advisory Committee and thanks the Committee members for their hard work, diligence and effort.
2. The Council will undertake further deliberations and actions to implement the Committee's report and recommendations immediately.
3. The Council, subject to the availability of a funding source, concurs with the following recommendations of the Committee:

- a. The facilities should be managed as a flexible financial and operational system.
  - b. The Expo Center should be included in the mix of facilities and its projected net income (after meeting current park support commitment of \$325,000 per year) used within the facility system.
  - c. The Civic Stadium should be operated as provided in the adopted business plan without additional public subsidy for the next four years. The existing financial pool may be used to cover unanticipated shortfalls during this period, however. A separate business plan update effort will determine what should happen at the end of the five-year period.
  - d. The PCPA should be funded with a public subsidy utilizing pooled ER funds. The estimated base need is \$1.5 million for annual needs. The PCPA Advisory Committee has recommended additional tenant support and marketing for an additional \$500,000. Tenant rent relief and additional marketing are goals that will be addressed based on available funding and future policy decisions.
  - e. Major capital improvements for the facilities which cannot be supported with operating revenues may be met through future general obligation or revenue bonds or other sources.
  - f. Metro, if it continues as the responsible government, should, through its continued management and improvement of the PCPA, support the adopted mission statement for those facilities.
  - g. The City of Portland should make an ongoing financial commitment to the operation of the PCPA.
4. The Council agrees with the Committee recommendations that the facilities should operate in as independent, cost effective, and entrepreneurial manner as possible while maintaining a system of accountability to the affected public entities; further, the Council agrees that it is premature to concur with a management structure recommendation until more information is developed.
  5. Negotiations to implement the Committee recommendations should involve principally the elected officials or their designees of the City of Portland, Metro and Multnomah County and three citizen advisers representing the arts, hotel, and business communities.

6. After completing the implementation of the Committee's recommendations, the Metro Council may consider Resolution No. 96-2312 initiating a tax study to explore increasing the Hotel Tax in Washington and Clackamas Counties to provide additional support for the arts community and facilities.

ADOPTED by the Metro Council this \_\_\_\_ day of \_\_\_\_\_ 1996.

\_\_\_\_\_  
Jon Kvistad, Presiding Officer

Approved as to Form:

\_\_\_\_\_  
Daniel B. Cooper, General Counsel

jcp I:AR-01271.DOC

BEFORE THE METRO COUNCIL

AN ORDINANCE AMENDING THE FY	)	ORDINANCE NO. 96-639A
1995-96 BUDGET AND APPROPRIATIONS	)	
SCHEDULE FOR THE PURPOSE OF	)	Introduced by Councilor
ADOPTING THE FY 1995-96	)	Ruth McFarland
SUPPLEMENTAL BUDGET, AND	)	
DECLARING AN EMERGENCY	)	

WHEREAS, Conditions exist which had not been ascertained at the time of the preparation of the FY 1995-96 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 Metro for the fiscal year beginning July 1, 1995, and ending on June 30, 1996; and

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

THE METRO COUNCIL ORDAINS AS FOLLOWS:

1. That the FY 1995-96 Budget and Schedule of Appropriations are hereby amended as shown in the column titled "Revision" of Exhibits A and B to this Ordinance.

This Ordinance being necessary for the immediate preservation of the public health, safety and welfare, in order to meet obligations and 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 \_\_\_\_\_, 1996.

\_\_\_\_\_  
Jon Kvistad, Presiding Officer

ATTEST:

\_\_\_\_\_  
Recording Secretary

EXHIBIT A  
ORDINANCE NO. 96-639A  
FY 1995-96 SUPPLEMENTAL BUDGET

Spectator Facilities Fund

		FISCAL YEAR 1995-96							
		ADOPTED BUDGET		REVISED BUDGET		REQUESTED CHANGE		PROPOSED BUDGET	
ACCT #	DESCRIPTION	FTE	AMOUNT	FTE	AMOUNT	FTE	AMOUNT	FTE	AMOUNT
<b>Civic Stadium Operations</b>									
<b>TOTAL CIVIC STADIUM EXPENDITURES</b>		<b>17.41</b>	<b>2,134,196</b>	<b>17.41</b>	<b>2,134,196</b>	<b>0.00</b>	<b>0</b>	<b>17.41</b>	<b>2,134,196</b>
<b>Performing Arts Center Operations</b>									
<u>Personal Services</u>									
511121	SALARIES-REGULAR EMPLOYEES (full time)								
	PCPA Director	1.00	68,575	1.00	68,575		0	1.00	68,575
	Sales Representative	1.00	40,369	1.00	40,369		0	1.00	40,369
	Event Services Manager	1.00	44,299	1.00	44,299		0	1.00	44,299
	Asst Operations Mgr (formerly Asst Tech Svcs Mgr)	1.00	42,127	1.00	43,377		0	1.00	43,377
	Building Maintenance Supervisor	1.00	34,592	1.00	34,592		0	1.00	34,592
	Ticket Service Manager	1.00	42,432	1.00	42,432		0	1.00	42,432
	Ticket Service Supervisor II	4.00	134,157	4.25	141,157		0	4.25	141,157
	Volunteer Coordinator	1.00	33,724	1.00	33,724		0	1.00	33,724
	Development Project Manager	0.32	19,008	0.32	19,008		0	0.32	19,008
	Admissions Scheduling Coordinator	0.45	14,840	0.45	14,840		0	0.45	14,840
	Stage Manager		0	0.25	9,000		0	0.25	9,000
	Operations System Assistant		0	0.25	7,000		0	0.25	7,000
	Operations Manager (formerly Tech Svcs Manager)	1.00	51,639	1.00	52,889		0	1.00	52,889
	Senior House Manager	1.00	38,458	1.00	38,458		0	1.00	38,458
	Construction/Capital Projects Manager	0.10	6,006	0.10	6,006		0	0.10	6,006
	Security Services Supervisor	0.06	1,925	0.06	1,925		0	0.06	1,925
	Assistant Security Services Supervisor	0.06	1,660	0.06	1,660		0	0.06	1,660
511221	WAGES-REGULAR EMPLOYEES (full time)								
	Utility Lead	3.00	90,378	3.00	90,378		0	3.00	90,378
	Receptionist	1.00	26,384	1.00	26,384		0	1.00	26,384
	Administrative Secretary	1.00	29,142	1.00	29,142		0	1.00	29,142
	Secretary	2.00	54,114	2.00	54,114		0	2.00	54,114
	Facility Security Agent	2.00	53,093	2.00	53,093		0	2.00	53,093
	Operating Engineer	2.00	81,014	2.25	91,514		0	2.25	91,514
	Bookkeeper	1.00	27,035	1.00	27,035		0	1.00	27,035
	Event Services Clerk	0.45	9,756	0.45	9,756		0	0.45	9,756
	Booking Coordinator	1.00	31,357	1.00	31,357		0	1.00	31,357
511225	WAGES-REGULAR EMPLOYEES (part time)								
	Security/Medical Workers	0.77	18,795	0.77	18,795		0	0.77	18,795
	Ticket Sellers/Supervisors	5.50	103,917	5.50	103,917	0.64	12,000	6.14	115,917
	House Mangers/Coat Check/Elevator Op	2.68	92,091	2.68	92,091		0	2.68	92,091
	Event Custodians	5.03	96,314	5.03	96,314	0.42	8,000	5.45	104,314
	Engineers	1.43	54,876	1.43	54,876		0	1.43	54,876
	Checkroom Attendants	2.26	41,532	2.26	41,532		0	2.26	41,532
511255	WAGES-REGULAR EMP REIMBURSED (part-time)								
	Stagehands	28.99	946,240	28.99	946,240	9.49	309,674	38.48	1,255,914
	Security/Medical	4.35	106,855	4.35	106,855		0	4.35	106,855
	Elevator Operators	1.56	24,755	1.56	24,755		0	1.56	24,755
	Admissions Supervisors	1.16	26,926	1.16	26,926		0	1.16	26,926
	Gate Attendants	4.33	78,016	4.33	78,016		0	4.33	78,016
	Ushers	24.97	349,086	24.97	349,086		0	24.97	349,086
511400	OVERTIME		35,500		35,500		5,000		40,500
512000	FRINGE		708,237		717,237		80,326		797,563
<b>Total Personal Services</b>		<b>110.47</b>	<b>3,659,224</b>	<b>111.47</b>	<b>3,704,224</b>	<b>10.55</b>	<b>415,000</b>	<b>122.02</b>	<b>4,119,224</b>

**EXHIBIT A  
ORDINANCE NO. 96-639A  
FY 1995-96 SUPPLEMENTAL BUDGET**

**Spectator Facilities Fund**

		FISCAL YEAR 1995-96							
		ADOPTED BUDGET		REVISED BUDGET		REQUESTED CHANGE		PROPOSED BUDGET	
ACCT #	DESCRIPTION	FTE	AMOUNT	FTE	AMOUNT	FTE	AMOUNT	FTE	AMOUNT
<u>Materials &amp; Services</u>									
521100	Office Supplies		17,000		17,000		0		17,000
521290	Other Supplies		63,018		63,018		25,000		88,018
521292	Small Tools		5,113		5,113		0		5,113
521293	Promotion Supplies		1,500		1,500		0		1,500
521310	Subscriptions		620		620		0		620
521320	Dues		1,200		1,200		0		1,200
521510	Maint & Repair Supplies - Buildings		15,000		15,000		0		15,000
521540	Maint & Repair Supplies - Equipment		19,160		19,160		0		19,160
523200	Merchandise for Resale - Retail Goods		10,700		10,700		0		10,700
524190	Misc. Professional Services		8,250		8,250		0		8,250
525110	Utilities-Electricity		190,475		190,475		0		190,475
525120	Utilities-Water and Sewer		35,000		35,000		0		35,000
525130	Utilities-Natural Gas		48,900		48,900		0		48,900
525150	Utilities-Sanitation Service		10,712		10,712		0		10,712
525610	Maintenance & Repair Services-Building		42,848		42,848		0		42,848
525620	Maintenance & Repair Services-Grounds		4,000		4,000		0		4,000
525640	Maintenance & Repair Services-Equipment		39,133		39,133		0		39,133
525710	Equipment Rental		8,909		8,909		0		8,909
525720	Building Rental		100,608		100,608		0		100,608
525740	Capital Leases (FY 92)		7,950		7,950		0		7,950
526200	Advertising and Legal Notices		6,989		6,989		0		6,989
526310	Printing Services		12,680		12,680		0		12,680
526320	Typesetting & Reprographic		2,200		2,200		0		2,200
526410	Telephone		49,450		49,450		0		49,450
526420	Postage		15,750		15,750		0		15,750
526430	Catalogues & Brochures		3,600		3,600		0		3,600
526440	Communications-Delivery Services		1,070		1,070		0		1,070
526500	Travel		888		888		0		888
526690	Concessions/Catering Expense		495,000		495,000		201,975		696,975
526700	Temporary Help Services		32,550		32,550		65,000		97,550
526800	Training, Tuition, Conferences		3,050		3,050		0		3,050
526910	Uniforms and Cleaning		14,000		14,000		0		14,000
528100	License, Permits, Payments to Other Agencies		37,000		37,000		0		37,000
529500	Meeting Expenditures		1,100		1,100		0		1,100
529800	Miscellaneous		4,950		4,950		0		4,950
529835	External Promotion Expenses		750		750		0		750
<b>Total Materials &amp; Services</b>			<b>1,311,123</b>		<b>1,311,123</b>		<b>291,975</b>		<b>1,603,098</b>

**EXHIBIT A  
ORDINANCE NO. 96-639A  
FY 1995-96 SUPPLEMENTAL BUDGET**

**Spectator Facilities Fund**

		FISCAL YEAR 1995-96							
		ADOPTED BUDGET		REVISED BUDGET		REQUESTED CHANGE		PROPOSED BUDGET	
ACCT #	DESCRIPTION	FTE	AMOUNT	FTE	AMOUNT	FTE	AMOUNT	FTE	AMOUNT
<u>Capital Outlay</u>									
571200	Purchased Improvements Other than Building		0		0		0		0
571300	Purchased Buildings, Exhibits & Related		150,000		150,000		0		150,000
571400	Purchases - Equipment and Vehicles		0		0		78,025		78,025
571500	Purchases - Office Furniture and Equipment		0		0		0		0
574520	Construction Work/Materials - Buildings, Exhibits		0		0		0		0
<b>Total Capital Outlay</b>			<b>150,000</b>		<b>150,000</b>		<b>78,025</b>		<b>228,025</b>
<b>TOTAL PERFORMING ARTS CENTER EXPENDITURES</b>		<b>110.47</b>	<b>5,120,347</b>	<b>111.47</b>	<b>5,165,347</b>	<b>10.55</b>	<b>785,000</b>	<b>122.02</b>	<b>5,950,347</b>
<b>Total Interfund Transfers</b>			<b>710,464</b>		<b>710,464</b>		<b>0</b>		<b>710,464</b>
<u>Contingency and Unappropriated Balance</u>									
599999	Contingency		237,601		192,601		0		192,601
599990	Unappropriated Balance		1,692,013		1,692,013		100,000		1,792,013
<b>Total Contingency and Unappropriated Balance</b>			<b>1,929,614</b>		<b>1,884,614</b>		<b>100,000</b>		<b>1,984,614</b>
<b>TOTAL SPECTATOR FACILITIES FUND EXPENDITURES</b>		<b>127.88</b>	<b>9,894,621</b>	<b>128.88</b>	<b>9,894,621</b>	<b>10.55</b>	<b>885,000</b>	<b>139.43</b>	<b>10,779,621</b>

**EXHIBIT A  
ORDINANCE NO. 96-639A  
FY 1995-96 SUPPLEMENTAL BUDGET**

**Spectator Facilities Fund**

		FISCAL YEAR 1995-96							
		ADOPTED BUDGET		REVISED BUDGET		REQUESTED CHANGE		PROPOSED BUDGET	
ACCT #	DESCRIPTION	FTE	AMOUNT	FTE	AMOUNT	FTE	AMOUNT	FTE	AMOUNT
<b>Spectator Facilities Fund Resources</b>									
305000	Beginning Fund Balance		2,329,630		2,329,630		0		2,329,630
	CIVIC STADIUM								
347110	Users' Fee		160,122		160,122		0		160,122
347220	Rentals-Building		157,700		157,700		0		157,700
347311	Food Service-Concessions/Food		906,081		906,081		0		906,081
347500	Merchandising		11,000		11,000		0		11,000
347700	Commissions		41,050		41,050		0		41,050
347810	Advertising Fees		350,000		350,000		0		350,000
347900	Miscellaneous Revenue		70,795		70,795		0		70,795
361100	Interest		42,000		42,000		0		42,000
365100	Donations (Capital Contributions)		122,500		122,500		0		122,500
372100	Reimbursements - Labor		174,422		174,422		0		174,422
	PERFORMING ARTS CENTER								
338100	Hotel/Motel Tax		600,000		600,000		0		600,000
347110	Users' Fee		950,000		950,000		140,000		1,090,000
347220	Rentals-Building		760,000		760,000		40,000		800,000
347311	Food Service-Concessions/Food		620,000		620,000		300,000		920,000
347500	Merchandising		75,000		75,000		0		75,000
347700	Commissions		150,000		150,000		60,000		210,000
347900	Miscellaneous Revenue		110,000		110,000		0		110,000
361100	Interest		70,000		70,000		45,000		115,000
372100	Reimbursements - Labor		1,944,321		1,944,321		300,000		2,244,321
391010	Trans. Resources from General Fund		250,000		250,000		0		250,000
<b>TOTAL RESOURCES</b>			<b>9,894,621</b>		<b>9,894,621</b>		<b>885,000</b>		<b>10,779,621</b>



**Exhibit B**  
**Ordinance No. 96-639A**  
**FY 1995-96 SCHEDULE OF APPROPRIATIONS**

	FISCAL YEAR 1995-96			
	ADOPTED BUDGET	REVISED BUDGET	REQUESTED CHANGE	PROPOSED BUDGET
<b>SPECTATOR FACILITIES FUND</b>				
Civic Stadium				
Personal Services	687,171	687,171		687,171
Materials & Services	1,076,950	1,076,950		1,076,950
Capital Outlay	370,075	370,075		370,075
Subtotal	2,134,196	2,134,196	0	2,134,196
Portland Center for the Performing Arts				
Personal Services	3,659,224	3,704,224	415,000	4,119,224
Materials & Services	1,311,123	1,311,123	291,975	1,603,098
Capital Outlay	150,000	150,000	78,025	228,025
Subtotal	5,120,347	5,165,347	785,000	5,950,347
Interfund Transfers	710,464	710,464		710,464
Contingency	237,601	192,601		192,601
Unappropriated Balance	1,692,013	1,692,013	100,000	1,792,013
<b>Total Fund Requirements</b>	<b>\$9,894,621</b>	<b>\$9,894,621</b>	<b>\$885,000</b>	<b>\$10,779,621</b>

**All Other Appropriations Remain As Previously Adopted**



## METRO

April 16, 1996

TO: Metro Councilors

FROM: Jennifer Sims, Chief Financial Officer

SUBJECT: Revision of PCPA Supplemental Budget

Information has come to our attention that the expenditure appropriations requested in this supplemental budget classified as materials and services are more appropriately classified as capital outlay. A portion of the original request includes a materials and services payment for the lease/purchase of equipment. This should be budgeted as capital outlay.

The attached revised ordinance 96-639A reflects that change. There is no change in the total increase in appropriations requested. This is represented in the chart below:

***SPECTATOR FACILITIES FUND:***

	<u>Ordinance No. 96-639</u>	<u>Ordinance No. 96-639A</u>
<b><u>Resources:</u></b>		
• Enterprise Revenues	\$ 840,000	\$ 840,000
• Interest on Investments	<u>45,000</u>	<u>45,000</u>
<b>TOTAL RESOURCES</b>	<b>\$ 885,000</b>	<b>\$ 885,000</b>
<b><u>Requirements:</u></b>		
• Personal Services	\$ 415,000	\$ 415,000
• Materials and Services	370,000	291,975
• Capital Outlay	0	78,025
• Unappropriated Balance	<u>100,000</u>	<u>100,000</u>
<b>TOTAL REQUIREMENTS</b>	<b>\$ 885,000</b>	<b>\$ 885,000</b>

This change has been communicated to the TSCC and will be included in the supplemental budget that they will be certifying. Please replace Ordinance 96-639 with the revised ordinance (96-639A) that is enclosed with this memorandum.

If you have any questions or concerns, please do not hesitate to contact me.

cc: Mike Burton, Executive Officer

Please file a copy of the adopted supplemental budget and supporting documentation within 15 days of adoption. Thank you for your cooperation and dialog.

Yours very truly,

TAX SUPERVISING & CONSERVATION COMMISSION



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Richard Anderson, Commissioner

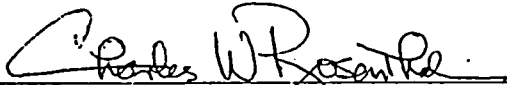
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Anthony Jankans, Commissioner



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Roger McDowell, Commissioner



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Charles Rosenthal, Commissioner



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Ann Sherman, Commissioner

CW:cw

**TAX SUPERVISING & CONSERVATION COMMISSION**  
**MULTNOMAH COUNTY, OREGON**

April 18, 1996

724 Mead Building      421 S.W. Fifth Avenue  
Portland, Oregon 97204-2189    Voice (503) 248-3054  
FAX (503) 248-3053    E Mail TSCC@aol.com

Metro Councilors  
600 N.E. Grand Avenue  
Portland, Oregon 97232

Dear Councilors:

The Tax Supervising and Conservation Commission met on April 18, 1996 to review, discuss and conduct a public hearing on the Metro 1995-96 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 1995-96 supplemental budget is hereby certified without recommendation or objection.

Estimates were judged to be reasonable for the purposes shown and the document was found to be in substantial compliance with the law.

Supplemental budget estimate amounts certified are as follows:

	<u>Supplemental Budget Request</u>	<u>Revised Budget</u>
Regional Parks & Expo Fund	\$ 885,000	\$ 10,779,621
Unappropriated Balance	<u>(100,000)</u>	<u>(1,792,013)</u>
Total Supplemental	\$ 885,000	\$ 10,779,621
Total Unappropriated Balance	(100,000)	(1,792,013)

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*Commissioners*  
Richard Anderson, Anthony Jankans, Roger McDowell,  
Charles Rosenthal, Ann Sherman