



**METRO COUNCIL MEETING**  
Meeting Minutes  
December 10, 2015  
Metro Regional Center, Council Chamber

Councilors Present: Council President Tom Hughes, and Councilors Carlotta Collette, Kathryn Harrington, Shirley Craddick, Sam Chase, Craig Dirksen, and Bob Stacey

Councilors Excused: None

Council President Tom Hughes called the regular council meeting to order at 2:03 p.m.

**1. CITIZEN COMMUNICATIONS**

There was none.

**2. SPECIAL PRESENTATION: STAFFORD G.E.A.R.S. (GIRLS ENGINEERING AND ROBOTICS SUPERSTARS) TEAM**

Council President Hughes introduced Councilor Harrington to introduce the Stafford G.E.A.R.S. Team. Councilor Harrington provided a brief background on the team, noting that they are a group of 5<sup>th</sup> Grade girls, learning how to build and program robots and how to come up with innovative solutions or inventions with the theme of handling trash. Councilor Harrington introduced Coach Brian LeBlanc, Katelyn LeBlanc, Melinda Lin, Lily Pruzek, Anika Sukumar, and Cynthia Yang. The team presented a PowerPoint presentation on the program and their project, explaining that in Oregon alone there are 455 teams with over 3,000 kids participating this year and that the teams compete in a regional qualifying tournament with the top 120 teams advancing to State tournaments. They added that in addition to programming robots, a large part of the competition is to come up with an innovative solution to a real world program, with this year's theme being "trash trek". The team presented their solution to the question "how can we reduce the amount of Styrofoam that ends up in the landfills?" and showed a short video of their innovative solution called "Enviro Styro System". They noted that their system, which could be created for households, businesses, or schools, could be made out of easily available products for only about \$30 (for the household size) and would turn a block of Styrofoam into a useable glue.

***Council Discussion***

Councilors congratulated the team on their hard work, innovative idea, and success at this point in their competitions. In response to councilor inquiry, the team discussed how they created the product, noting previous trials and interviews with experts to find potential solutions for breaking down Styrofoam. The team also responded to questions about their blog and an app that they've designed (but not yet created), providing their website address ([www.staffordgears.blogspot.com](http://www.staffordgears.blogspot.com)) for more details and for a link to their video. Councilors thanked the team again, noting how impressed they all were with their project and requesting that they come back again.

### **3. NATURE IN NEIGHBORHOODS GRANT PROGRAM AUDIT PRESENTATION**

Council President Hughes introduced Metro Auditor, Brian Evans, to provide a presentation on the results of the Nature In Neighborhoods Grant Program audit. Auditor Evans provided a brief background on the audit, noting the primary objectives of the audit were to determine if there are processes in place to make sure that Metro got what it paid for in the grants and second, to determine if the program had an effective way to measure performance. Auditor Evans added that while the program has elements of grant management best practices, the audit found improvements could be made in the following areas:

- Program assessment,
- Performance measures/comment evaluation framework, and
- Grant monitoring.

The auditor stated that a formal follow-up to this audit will be scheduled within two years and thanked all of the management and staff who assisted in completing the audit, as well as acknowledging two of his staff members as this was their first audit at Metro.

Council President Hughes called on Ms. Kathleen Brennan-Hunter, Parks and Nature Director, to provide the Management Response to the audit. Ms. Brennan-Hunter thanked Auditor Evans and his staff for the significant time that they committed to getting to know the program, attending review meetings, and really looking at how programs can operate more efficiently. She noted that she was pleased to see that the audit confirmed that the program's best practices for grant management and administration were in place, and that these are ensuring that the grants are delivering the outcomes that they said they would deliver and are consistent with the purposes identified by the Metro Council. She added that the recommendations from the audit about how to strengthen and improve the performance measurement systems and efficiency of the grant monitoring were very welcome and appreciated, and that staff would be following up on those in the coming year.

#### ***Council Discussion***

Councilors thanked both the Auditor and his staff for a very well done audit, as well as Ms. Brennan-Hunter and her staff for an already wonderful program, which can strengthen the great work that is currently being done. They agreed with Ms. Brennan-Hunter that the recommendations were very appropriate and would really help staff work more efficiently as well as ensure that the funds are used as efficiently and effectively as possible. Councilors also thanked the Auditor for calling attention to the importance of following up and going back to review whether we've gotten what we thought we were going to get, ensuring that the money is being spent and doing what it was supposed to do.

### **4. EXTERNAL FINANCIAL AUDIT PRESENTATION**

Council President Hughes introduced Metro Auditor, Brian Evans, to provide a brief background of the external audit. Auditor Evans stated that Oregon law requires an annual audit of Metro's financial statements and that the Office of the Auditor administers the content for the audit, while Metro contracts out to Moss Adams to do the audit and will be providing the results today. Auditor Evans introduced Mr. Jim Lanzarotta, Mr. Brad Smith, and Ms. Ashley Osten, to provide their presentation. Mr. Smith gave an overview of the audit, explaining the nature of the services provided as well as deliverables, the results of the audit and their opinions associated with these results, as well as detailed results of the testing that was performed. Mr. Smith discussed the

services provided: an audit of Metro’s financial statements, a compliance audit of federal programs, a compliance audit under the Minimum Standards for Audits of Municipal Corporations, as prescribed by the Oregon Secretary of State, and finally communicating the results with the audit community, Metro management and the Metro Council. Mr. Smith explained that the audits had no reportable findings and no instances of non-compliance. Ms. Osten offered several minor recommendations, also given to Metro management, primarily around best practices that Moss Adams recommended be implemented. The auditors thanked Mr. Tim Collier, Metro’s Director of Finance and Regulatory Services, and his staff, and Auditor Evans along with his staff for helping with the audit process.

***Council Discussion***

Councilors asked a few clarifying questions about the process in place to follow up on the Moss Adams recommendations, to which Mr. Lanzarotta clarified what is required of them as part of their contract and when they follow up, in addition to follow up done by Metro’s Audit Committee. Councilors thanked the auditors from Moss Adams for their audit and very thorough job.

Council President Hughes called on Mr. Tim Collier, Director of Finance and Regulatory Services, for the Management Response. Mr. Collier provided a copy of the Popular Annual Financial Report for the fiscal year ending June 30, 2015, noting a few highlights for the Council relating to the audit and that the shortened version is online as well as the full detailed report. He also thanked his staff, specifically a special thanks to Mr. Don Cox, as this is his last audit after 34 years.

**5. CONSENT AGENDA**

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| Motion: | Councilor Bob Stacey moved to adopt the items on the consent agenda. |
| Second: | Councilor Carlotta Collette seconded the motion.                     |

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| Vote: | Council President Hughes, and Councilors Harrington, Craddick, Collette, Dirksen, Stacey, and Chase voted in support of the motion. The vote was 7 ayes, the motion <u>passed</u> . |
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**6. RESOLUTIONS**

**6.1 Resolution No. 15-4668, For the Purpose of Metro Council’s Acceptance of the Results of the Independent Audit for Financial Activity During Fiscal Year Ending June 30, 2015**

Council President Hughes noted that this resolution didn’t need a staff report since the Council had just heard the external audit presentation, so he called for a motion.

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| Motion: | Councilor Sam Chase moved to approve Resolution 15-4668. |
| Second: | Councilor Shirley Craddick seconded the motion.          |

***Council discussion:***

There was none.

Vote:

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| Council President Hughes, and Councilors Chase, Collette, Craddick, Dirksen, Stacey, and Harrington voted in support of the motion. The vote was 7 ayes, the motion <u>passed</u> . |
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6.2 **Resolution No. 15-4651**, For the Purpose of Council Approving the Killin Wetlands Access Plan

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| Motion: | Councilor Kathryn Harrington moved to approve Resolution 15-4651. |
| Second: | Councilor Carlotta Collette seconded the motion.                  |

Council President Hughes introduced Metro staff, Ms. Lisa Goorjian and Ms. Alex Perove, to provide a brief presentation. Ms. Goorjian and Ms. Perove presented the Killin Wetlands Access Master Plan, noting that it is the first of the access master plans funded by the levy that has come to Council for adoption. Ms. Perove presented a short PowerPoint presentation on the overview of the area as it is currently, the future plan as well as the process, including public outreach, open houses, and public comment during the design process. She noted that public access to the park is expected to be in 2017.

***Council discussion:***

Councilors noted what a great project this is and how fortunate Metro is to have support of the voters in the region to be able to this kind of work, protect the wetlands and at the same time, provide public access to it. They thanked staff for their hard work, the beautiful design (including a thank you for keeping the iconic barn on the property), and a very good public process as part of all of it.

Vote:

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| Council President Hughes, and Councilors Chase, Collette, Craddick, Dirksen, Stacey, and Harrington voted in support of the motion. The vote was 7 ayes, the motion <u>passed</u> . |
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7. **CHIEF OPERATING OFFICER COMMUNICATION**

Mr. Tim Collier provided an update on the following events or items: Nature In Neighborhood grant application is now available online, Green Festival at the Oregon Convention Center from December 11-13<sup>th</sup>, and the Parks and Nature System Plan draft is complete and available online.

8. **COUNCILOR COMMUNICATION**

Councilors provided updates on the following meetings or events: follow up on the Cully Park Celebration event on December 5<sup>th</sup>, Metro Central Enhancement Committee grants have been awarded, Region 1 ACT meeting on December 7<sup>th</sup>, update from the JPACT meeting (earlier on December 10<sup>th</sup>), upcoming Transportation Policy Group meeting in Salem on December 11<sup>th</sup>, Connect Oregon 6, MPAC meeting update from December 9<sup>th</sup>, last open house on Newell Creek Canyon will be tonight (December 10<sup>th</sup>), update on Willamette Falls Area meeting presentation to Multnomah County, Oregon Zoo Director candidate interviews, Outer Powell Decision Committee meeting earlier today (December 10<sup>th</sup>), update on Washington County Citizen Involvement awards presentation on December 15<sup>th</sup>, and upcoming Portland delegation (led by Council President Hughes) to Malaysia in January 2016.

**9. ADJOURN**

There being no further business, Council President Hughes adjourned the regular meeting at 3:52 p.m. The Metro Council will convene the next regular council meeting on Thursday, December 17, 2015 at 2 p.m. at the Metro Regional Center in the council chamber.

Respectfully submitted,

A handwritten signature in cursive script that reads "Alexandra Eldridge".

Alexandra Eldridge  
Regional Engagement and Legislative Coordinator

**ATTACHMENTS TO THE PUBLIC RECORD FOR THE MEETING OF DEC. 10, 2015**

| <b>Item</b> | <b>Topic</b> | <b>Doc. Date</b> | <b>Document Description</b>  | <b>Doc. Number</b> |
|-------------|--------------|------------------|--|--------------------|
| 3.0         | Handout      | 12/01/2015       | Nature in Neighborhoods Grants:<br>A Report by the Office of the Auditor               | 121015c-01         |
| 4.0         | Handout      | 12/10/2015       | Metro Council Presentation<br>Fiscal Year 2015 Audit by Moss Adams                     | 121015c-02         |
| 4.0         | Handout      | 12/10/2015       | Metro Popular Annual Financial Report  | 121015c-03         |
| 5.0         | Minutes      | 12/03/2015       | Council Meeting Minutes from December 3, 2015  | 121015c-04         |
| 8.0         | Handout      | 12/08/2015       | Memo from Councilor Sam Chase on Metro Central Enhancement Committee 2016 Grant Awards | 121015c-05         |