

# **Metro**

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**Metro**

## **Minutes**

**Thursday, May 30, 2019**

**2:00 PM**

**Metro Regional Center, Council chamber**

**Council meeting**

**1. Call to Order and Roll Call**

Council President Peterson called the Metro Council meeting to order at 2:01 p.m.

**Present:** 5 - Councilor Shirley Craddick, Councilor Bob Stacey, Council President Lynn Peterson, Councilor Christine Lewis, and Councilor Juan Carlos Gonzalez

**Excused:** 2 - Councilor Sam Chase, and Councilor Craig Dirksen

**2. Safety Briefing**

Council President Peterson called on Councilor Stacey to provide a safety briefing. Councilor Stacey provided a safety briefing for the meeting including information on the location of emergency exits, fire extinguishers and automated external defibrillators.

**3. Public Communication**

There was none.

**4. Presentations**

**4.1 Minority Owned, Women Owned and Emerging Small Business Procurement Follow up Audit**

Council President Peterson called on Metro Auditor Brian Evans to provide a brief presentation on the audit. Mr. Evans explained that this was a follow up audit to the minority owned, women owned, service disabled veteran owned and emerging small businesses (MWESB) audit conducted in 2014. He provided context and background on Metro's MWESB procurement requirements and stated that the 2014 audit made five recommendations. Mr. Evans shared that the purpose of this audit was to determine the status of those recommendations and introduced Ms. Angela Owens, Metro Senior Management Auditor, to provide detailed results of the audit.

Ms. Owens reviewed the initial audit recommendations and discussed the progress made on all five recommendations including establishing more clearly defined goals of the program, developing procedures for all contract types and values and ensuring procedures are in agreement and clearly communicated. She stated that adoption of administrative rules in 2017 formalized the program goals and as a result of these improvements two of the 2014 audit recommendations were determined to be complete. Ms. Owens discussed areas where implementation of the audit recommendations were in process, including the program's performance measurement system and quality control review process. Mr. Evans discussed the program's agency wide targets, noting opportunity for improvement in this area.

Council President called on Ms. Gabriele Schuster, Procurement Manager, to provide the management response to the audit. Ms. Schuster reviewed the agency's efforts to address the audit findings, noting the adoption of formalized contracting processes and the implementation of the local contract review board with the MWESB contracting program. She discussed the challenges with the reporting system and highlighted continued efforts to implement the audit recommendations.

*Councilor Discussion:*

Councilors thanked staff for their work in improving the MWESB contracting program. Councilor Lewis acknowledged the difficulty in data reporting and noted opportunities for technological upgrades to improve the reporting systems. Councilor Craddick highlighted the importance of collecting accurate data and asked what next

steps had been determined.

#### 4.2 Third Quarterly Finance Report

Council President Peterson introduced Mr. Brian Kennedy, Interim Director of Finance and Regulatory Services, to provide a brief presentation on the quarterly financial report. Mr. Kennedy explained that the third quarterly financial report had two important functions: first to track progress of the current fiscal year, and second, to track revenue and fund balances to ensure that the projections for the upcoming fiscal year are accurate. He conveyed that there was nothing from the previous fiscal year that was concerning, and that the upcoming fiscal year looked positive.

Mr. Kennedy shared that revenues were strong across the agency and the transient lodging tax was showing growth. He noted that Oregon Zoo was trending above projections and that the Glendoveer Golf Course was tracking as projected. Mr. Kennedy added that expenditures were on track and discussed upcoming department budget amendments for the fiscal year 2019-20.

Council Discussion:

Councilor Lewis how funds where Metro had a fiduciary duty but did not have ownership were tracked.

#### 5. Consent Agenda

**A motion was made by Councilor Gonzalez, seconded by Councilor Stacey, that these items be adopted. The motion passed by the following vote:**

**Aye:** 5 - Councilor Craddick, Councilor Stacey, Council President Peterson, Councilor Lewis, and Councilor Gonzalez

**Excused:** 2 - Councilor Chase, and Councilor Dirksen

- 5.1 Resolution No. 19-4993, For the Purpose of Adding or Amending Existing Projects to the 2018-21 Metropolitan Transportation Improvement Program Involving Six Projects Impacting ODOT, Portland and Tigard (Ap19-09-MAY)
- 5.2 Considerations of the Council Meeting Minutes for May 16, 2019

**6. Chief Operating Officer Communication**

Mr. Andrew Scott provided an update on the following events or items: call for applications for the Innovation and Investment Grants and the appointment of Ms. Heidi Rahn as Interim Deputy Chief Operating Officer.

**7. Councilor Communication**

Councilors provided updates on the following meetings and events: the Transit Oriented Development Steering Committee meeting and the ground breakings for the BRIDGE Housing project in the City of Portland and the 53rd Avenue Community Center in the City of Hillsboro. Councilors appointed Councilor Lewis as the liaison to the Regional Arts & Culture Council.

**8. Adjourn**

There being no further business, Council President Peterson adjourned the Metro Council meeting at 2:36 p.m. The Metro Council will convene the next regular council meeting on June 6, 2019 at 2:00 p.m. at the Metro Regional Center in the council chamber.

Respectfully submitted,



Sara Farrokhzadian, Legislative and Engagement  
Coordinator



**ATTACHMENTS TO THE PUBLIC RECORD FOR THE MEETING OF MAY 30, 2019**

<b>ITEM</b>	<b>DOCUMENT TYPE</b>	<b>DOC DATE</b>	<b>DOCUMENT DESCRIPTION</b>	<b>DOCUMENT No.</b>
<b>5.2</b>	Minutes	5/30/19	Council Meeting Minutes for May 16, 2019	53019c -01