**TSCC Meeting Minutes**

**September 11, 2019**

TSCC Offices, 808 SW 3rd Ave, Suite 540, Portland Oregon

Commissioners Barringer, Norton, Ofsink and Wubbold were present as were Executive Director Gibons and Budget Analyst Tunie Betschart.

Absent: None (One position is waiting appointment by Governor)

Chair Barringer convened the TSCC Regular Meeting at 12:03

1. Chair Barringer reviewed and approved the minutes for July 15, 2019 (with two edits) Regular Meeting
2. Election of Officers
	1. Commissioner Norton Nominated the commissioners currently serving as officers to fill the position for another year (David Barringer President; and James Ofsink Vice President)
	2. The nomination was seconded by Commissioner Wubbold and carried with a unanimous vote.
3. Craig Gibons review the TSCC FY19 Budget. (See attached)
	1. Mr. Gibons briefly explained the FY19 actual expenses with the increase for office space and the CAFFA grant offset produces a net operating expense to the County of $309,635 for TSCC of which the Multnomah County pays 50%. The balance is allocated to the member districts.
	2. Mr. Gibons explained the TSCC FY 20 cost allocation distribution for TSCC Member districts in great detail. He clarified that the cost is contingent on the net expenses of each district’s budget and also the amount of property taxes imposed. In addition to this formula, there is a minimum charge of $250 for districts to continue as members if their net expenditures are below a certain threshold. If they levy property taxes another $250 is imposed as a portion of their allocation. This is why some districts pay only $250 (they do not levy a property tax) and some pay $500 (they are below the minimum threshold and levy a property tax). He added that the formula was included in the legislative language when the statutes were revised.
	3. The advantage of not having a citizen budget committee for larger districts was discussed. Since larger districts do not have a budget committee that includes citizens members, TSCC serves as a citizen oversite committee.
4. Commissioner Recruitment was discussed.
	1. Thomas Lannom from the City of Portland has expressed interest in TSCC’s open position on the Commission. Commissioner Norton will contact him and encourage him to apply to the Governor’s office for the position.
	2. Mr. Gibons has sent emails to various financial directors asking them to pass the information about the opening on the commission to their budget committees
	3. The term opening is for the completion of Brendan Watkins term plus 2-four year terms so that would be 9+ years.
5. Executive Director Recruitment
	1. Mr. Gibons said there has been no progress to report. We are still on the same schedule. No action needed until December.
6. Tax Measure Hearings needing to be held this fall were discussed.
	1. Metro Bond Hearing will be held at Metro Headquarters on Thursday, October 17, 2019 at 12:30
	2. Portland Public Schools Local Option Levy hearing will be held at the Blanchard Education Center on Tuesday October 15, at 5:00 p.m.
	3. Sauvie Island Local Option Levy hearing is yet to be determined. There was discussion about hosting the hearing at TSCC office. Mr. Gibons will be in contact with Chief Collins to determine the date, time and place. There was a suggestion to communicate to Chief Collins the importance of at least one board member attending the hearing especially since he will be leaving the district soon.
	4. A suggestion was made to end the Tax Levy Hearing with a statement that says something similar to “we are a neutral body in this matter and are conducting this hearing on behalf of the public because it will be decided by the voters we will take not formal action at this hearing.”
	5. A suggestion was made to send any questions Commissioners may want to ask at the hearing to Craig in order to expedite the process of compiling the questions.
7. 100 Year acknowledgement celebration was discussed
	1. Ideas were:
		* 1. Invite all previous Commissioners to a “meet and greet” reception which could include
			2. Attempt to get media coverage
			3. Create or partner with a member jurisdiction on some civic volunteer service activity that benefits the community, such as check in books at the library, help at a shelter, parks cleanup, to do so
			4. Change the mission statement to make it reflect TSCC values and include the 100 year logo
			5. Create new “branding”
			6. Holding two events

One) a volunteer service activity

Two) a meet and greet for the public and members of jurisdictions (also invite the Governor or someone from the Governor’s office as well as previous commissioners and previous employees) and ask for speakers to talk about TSCC and explain to the general public what TSCC’s role is in the community, maybe including the History of TSCC.

* + - 1. Write an Op-Ed for the Oregonian and do a blurb on the website.
			2. Request a Legislative Resolution or Floor Courtesy on C-Span.
			3. Dinner or Meet and Greet for previous commissioners
			4. Add a blurb in Governor’s newsletter
			5. Calling Mary Muller to invite governor or representative to event in February. (Needs to be initiated soon.)
			6. Contact the Joint Office of Housing and ask if there is something they are doing that we could help as a service activity.
			7. Host a meet and greet at the Historical Society, Multnomah County Library
			8. Determine cost to contract with Organizational Development specialists to update mission statement making it more approachable for public (maximum of 5-6 hours labor cost)
	1. There will be continued discussions in the future.
1. City of Portland resolution

The City will do a supplemental budget to correct error

The cost was $1,500

1. Lusted Water District Update Letter

When replying let the district know the commission met today and among the business items reviewed the letter from Lusted Water dated August 31, and are asking when you anticipate completion. Let them know they indicated they are close. Ask if it is possible to give a specific time frame that can be communicated to the Commissioners?

1. Next meeting to be held in Tuesday, October 1 at 12:00 p.m. Primary agenda item will be ballot measure reviews and question development.
2. Chair Barringer adjourned the meeting at 1:27 pm.

Attachments:

1. TSCC Budget Analysis FY19
2. Cost Allocation
3. Fall property tax measure hearings

Craig Gibons, Executive Director

**Approved by Commission at its November 26, 2019 Meeting**

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