

A G E N D A

600 NORTHEAST GRAND AVENUE | PORTLAND, OREGON 97232 2736
TEL 503 797 1542 | FAX 503 797 1793



METRO

Agenda

MEETING: METRO COUNCIL REGULAR MEETING
DATE: May 18, 2006
DAY: Thursday
TIME: 2:00 PM
PLACE: Metro Council Chamber

CALL TO ORDER AND ROLL CALL

1. INTRODUCTIONS

2. CITIZEN COMMUNICATIONS

3. CONSENT AGENDA

3.1 Consideration of Minutes for the May 11, 2006 Metro Council Regular Meeting.

3.2 **Resolution No. 06-3690**, Authorizing the Chief Operation Officer to Renew a Non-System License to Newberg Garbage Service, Inc. For Delivery of Solid Waste to the Newberg Transfer Station.

3.3 **Resolution No. 06-3699**, For the Purpose of Confirming the appointments of Bonnie Metzler and Doug Ray and Reappointment of Sarah Barrett to the North Portland Rehabilitation and Enhancement Committee (NPREC).

4. ORDINANCES – FIRST READING

4.1 **Ordinance No. 06-1118**, For the Purpose of Amending Metro Code Chapter 5.02 to Establish Metro's Solid Waste Disposal Charges and System Fees For Fiscal Year 2006-07.

4.2 **Ordinance No. 06-1119**, For the Purpose of Amending the FY 2005-06 Budget and Appropriations Schedule Recognizing a Donation from the Regional Arts and Culture Council and Declaring an Emergency.

4.3 **Ordinance No. 06-1120**, For the Purpose of Amending the FY 2005-06 Budget and Appropriations Schedule for the Purpose of Amending the MERC Operating and Pooled Capital Funds and Declaring an Emergency.

- 4.4 **Ordinance No. 06-1121**, For the Purpose of Amending FY 2005-06 Budget and Appropriations Schedule transferring \$350,000 from Contingency to Capital Outlay in the Metro Capital Fund; and Declaring An Emergency.
- 4.5 **Ordinance No. 06-1122**, For the Purpose of Amending the FY 2005-06 Budget and Appropriations Schedule replacing Copiers in the Metro Regional Center, Purchasing and Installing Timekeeping Software throughout Metro, Amending the FY 2005-06 Through FY 2009-10 Capital Improvement Plan; and Declaring an Emergency.
5. **EXECUTIVE SESSION HELD PURSUANT TO ORS 192.660(1)(i) AUTHORIZED TO REVIEW AND EVALUATE THE EMPLOYMENT RELATED PERFORMANCE OF THE CHIEF OPERATING OFFICER**
6. **CHIEF OPERATING OFFICER COMMUNICATION**
7. **COUNCILOR COMMUNICATION**

ADJOURN

Television schedule for May 18, 2006 Metro Council meeting

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| <p>Clackamas, Multnomah and Washington counties, and Vancouver, Wash. Channel 11 -- Community Access Network www.yourtv.org -- (503) 629-8534 2 p.m. Thursday, May 18 (live)</p> | <p>Portland Channel 30 (CityNet 30) -- Portland Community Media www.pcmv.org -- (503) 288-1515 8:30 p.m. Sunday, May 21 2 p.m. Monday, May 22</p> |
| <p>Gresham Channel 30 -- MCTV www.mctv.org -- (503) 491-7636 2 p.m. Monday, May 22</p> | <p>Washington County Channel 30 -- TVC-TV www.tvctv.org -- (503) 629-8534 11 p.m. Saturday, May 20 11 p.m. Sunday, May 21 6 a.m. Tuesday, May 23 4 p.m. Wednesday, May 24</p> |
| <p>Oregon City, Gladstone Channel 28 -- Willamette Falls Television www.wftvaccess.com -- (503) 650-0275 Call or visit website for program times.</p> | <p>West Linn Channel 30 -- Willamette Falls Television www.wftvaccess.com -- (503) 650-0275 Call or visit website for program times.</p> |

PLEASE NOTE: Show times are tentative and in some cases the entire meeting may not be shown due to length. Call or check your community access station web site to confirm program times.

Agenda items may not be considered in the exact order. For questions about the agenda, call Clerk of the Council, Chris Billington, (503) 797-1542. Public hearings are held on all ordinances second read and on resolutions upon request of the public. Documents for the record must be submitted to the Clerk of the Council to be considered included in the decision record. Documents can be submitted by e-mail, fax or mail or in person to the Clerk of the Council. For additional information about testifying before the Metro Council please go to the Metro website www.metro-region.org and click on public comment opportunities. For assistance per the American Disabilities Act (ADA), dial TDD 797-1804 or 797-1540 (Council Office).

BEFORE THE METRO COUNCIL

| | | |
|---|---|-----------------------------------|
| AUTHORIZING THE CHIEF OPERATING OFFICER |) | RESOLUTION NO. 06-3690 |
| TO RENEW A NON-SYSTEM LICENSE TO |) | |
| NEWBERG GARBAGE SERVICE, INC. FOR |) | Introduced by Michael Jordan, |
| DELIVERY OF SOLID WASTE TO THE NEWBERG |) | Chief Operating Officer, with the |
| TRANSFER STATION |) | concurrence of David Bragdon, |
| |) | Council President |

WHEREAS, the Metro Code requires a non-system license of any person that delivers solid waste generated from within the Metro boundary to a non-system disposal facility; and

WHEREAS, Newberg Garbage Service, Inc., has applied for the renewal of its non-system license under the provisions of Metro Code Chapter 5.05, "Solid Waste Flow Control"; and

WHEREAS, the application is in conformance with the requirements of Chapter 5.05 of the Code; and

WHEREAS, the Chief Operating Officer has analyzed the application and recommended approval of the applicant's request for a non-system license with the conditions and in the form attached to this resolution as Exhibit A; now therefore,

BE IT RESOLVED that the Metro Council authorizes the Chief Operating Officer to issue a non-system license to Newberg Garbage Service, Inc., in a form substantially similar to the license attached as Exhibit A.

ADOPTED by the Metro Council this ____ day of _____, 2006.

David Bragdon, Council President

Approved as to Form:

Daniel B. Cooper, Metro Attorney

600 NORTHEAST GRAND AVENUE | PORTLAND, OREGON 97232 2736
TEL 503 797 1650 | FAX 503 797 1795



METRO

METRO SOLID WASTE FACILITY NON-SYSTEM LICENSE

Number N-113-04

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|---|
| LICENSEE: |
| Newberg Garbage Service, Inc. 2904 Wynooski Rd. Newberg, OR 97132 |
| CONTACT PERSON: |
| Merlin LaJoie Phone: (503) 538-1388 Fax: (503) 538-1383 e-mail: newberggarbage@hotmail.com |
| MAILING ADDRESS: |
| PO Box 1000 Newberg, OR 97132 |

METRO

**Licensee's Acceptance &
Acknowledgement of Receipt:**

Signature

Michael Jordan, Chief Operating Officer
Print name and title

Date

Signature of Licensee

Print name and title

Date

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| 1 | NATURE OF WASTE COVERED BY LICENSE |
| | This license authorizes delivery to the non-system facility listed in section 3, below, of residential and commercial solid waste generated within the Metro region, including putrescible waste collected by the Licensee. |

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| 2 | FISCAL YEAR TONNAGE LIMITATION |
| | This license grants the licensee the authority to dispose of up to 160 tons per fiscal year of the waste described in section 1, above. A fiscal year shall run from July 1 through June 30 of the following year. |

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| 3 | NON-SYSTEM FACILITY |
| | The licensee hereunder may deliver the waste described in section 1, above, to the following non-system facility for the purpose of transfer to the Riverbend Landfill only: Newberg Transfer Station 2904 Wynooski Rd. Newberg, OR 97132 |

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| 4 | TERM OF LICENSE |
| | The term of this license will commence on September 1, 2004 and expire at midnight on June 30, 2006. |

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| 5 | REPORTING OF ACCIDENTS AND CITATIONS |
| | <p>Licensee shall report to Metro any significant incidents (such as fires), accidents, and citations involving vehicles of its transportation carrier during the loading and transporting of solid waste on behalf of the licensee.</p> |

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| 6 | ADDITIONAL LICENSE CONDITIONS |
| | <p>This non-system license shall be subject to the following conditions:</p> <ul style="list-style-type: none"> (a) The permissive transfer of solid waste to the Newberg Transfer Station authorized by this license shall be subordinate to any subsequent decision by Metro to direct the solid waste described in this license to any other facility. (b) The Licensee's authority to deliver drop box loads of non-putrescible waste under this license shall be terminated if Metro adopts a requirement that such loads must undergo recovery at a Metro-authorized facility prior to delivery for disposal. (c) This license shall be subject to amendment, modification or termination by Metro's Chief Operating Officer in the event that the Chief Operating Officer determines that: <ul style="list-style-type: none"> (i) there has been sufficient change in any circumstances under which Metro issued this license, or in the event that Metro amends or modifies its Regional Solid Waste Management Plan in a manner that justifies modification or termination of this license, (ii) the provisions of this license are actually or potentially in conflict with any provision in Metro's disposal contract with Oregon Waste Systems, or (iii) Metro's solid waste system or the public will benefit from, and will be better served by, an order directing that the waste described in section 1 of this license be transferred to, and disposed of at, a facility other than the facility described in section 3, above. (d) This license shall, in addition to subsections (c)(i) through (iii), above, be subject to amendment, modification, termination, or suspension pursuant to the Metro Code. (e) No later than the fifteenth (15th) day of each month, beginning with the |

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| | <p>next month following the signature date below, Licensee shall:</p> <ul style="list-style-type: none"> (i) submit to Metro’s Solid Waste & Recycling Department a Regional System Fee and Excise Tax Report, that covers the preceding month, and (ii) remit to Metro the requisite Regional System Fees and Excise Taxes in accordance with the Metro Code provisions applicable to the collection, payment, and accounting of such fees and taxes. <p>(f) Licensee shall make all records from which (e) above are derived available to Metro (or Metro’s designated agent) for its inspection or copying, as long as Metro provides no less than three (3) calendar days written notice of an intent to inspect or copy documents. Licensee shall, in addition, sign or otherwise provide to Metro any consent or waiver necessary for Metro to obtain information or data from a third party, including the non-system facility named in section 4, above.</p> <p>(g) Licensee shall not transfer or assign any right or interest in this license without prior written notification to, and approval of, Metro.</p> <p>(h) This license shall terminate upon the execution of a designated facility agreement with the facility listed in Section 3.</p> <p>(i) This license authorizes delivery of solid waste to the Newberg Transfer Station only for the purpose of subsequent transfer to the Riverbend Landfill. Transfer of waste generated from within the Metro boundary to any disposal site other than the Riverbend Landfill is prohibited unless authorized in writing by Metro.</p> |
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| 7 | COMPLIANCE WITH LAW |
| | <p>Licensee shall fully comply with all applicable local, regional, state and federal laws, rules, regulations, ordinances, orders, and permits pertaining in any manner to this license, including all applicable Metro Code provisions and administrative procedures adopted pursuant to Chapter 5.05 whether or not those provisions have been specifically mentioned or cited herein. All conditions imposed on the collection and hauling of the licensee’s solid waste by federal, state, regional or local governments or agencies having jurisdiction over solid waste generated by the licensee shall be deemed part of this license as if specifically set forth herein.</p> |

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| 8 | INDEMNIFICATION |
| | Licensee shall defend, indemnify and hold harmless Metro, its elected officials, officers, employees, agents and representatives from any and all claims, demands, damages, causes of action, or losses and expenses, or including all attorneys' fees, whether incurred before any litigation is commenced, during any litigation or on appeal, arising out of or related in any way to the issuance or administration of this non-system license or the transport and disposal of the solid waste covered by this license. |

STAFF REPORT

IN CONSIDERATION OF RESOLUTION NO. 06-3690 AUTHORIZING THE CHIEF OPERATING OFFICER TO RENEW A NON-SYSTEM LICENSE TO NEWBERG GARBAGE SERVICE, INC. FOR DELIVERY OF SOLID WASTE TO THE NEWBERG TRANSFER STATION

April 11, 2006

Prepared by: Steve Kraten

BACKGROUND

Description of the Resolution

In 2004, Newberg Garbage Service, Inc., (“NGS”) was granted a new solid waste hauling franchise by the Sherwood City Council. The Metro Council subsequently approved a new non-system license (“NSL”) to NGS to annually deliver a maximum of 160 tons of residential and commercial solid waste, including putrescible waste, collected from routes located inside the Metro region to the Newberg Transfer Station (“NTS”), an affiliated facility co-located with NGS. NGS delivered a total of 113 tons to NTS during the ten-month period from September, 2004 through June, 2005 and is projected by Metro to deliver approximately 140 tons during fiscal year 05-06. Waste is transferred from NTS to the Riverbend Landfill for disposal as a condition of the NSL. Since the Riverbend Landfill is a Waste Management facility, the NSL does not implicate Metro’s obligations under its disposal contract. On February 21, 2006, NGS submitted an application to renew the license, which is scheduled to expire on June 30, 2006. Since the proposed new license replicates the existing license, the moratorium does not apply.

ANALYSIS/INFORMATION

1. Known Opposition

There is no known opposition to issuance of the proposed non-system license.

2. Legal Antecedents

Section 5.05.035(c) of the Metro Code provides that, when determining whether or not to approve an NSL application, the Council shall consider the following factors to the extent relevant to such determination.

- (1) *The degree to which prior users of the non-system facility and waste types accepted at the non-system facility are known and the degree to which such wastes pose a future risk of environmental contamination;*

The proposed disposal site is a transfer station rather than a landfill and thus does not pose the same potential environmental risk from wastes delivered from prior users. NTS began operations in 1985. The site was previously a filbert orchard. Staff is not aware of any wastes accepted at NTS that could pose a risk of environmental contamination.

Ultimate disposal will be at the Riverbend Landfill. The Riverbend Landfill first came into use during the mid-eighties. When Riverbend became a Subtitle D landfill in 1993, the original unlined cells were capped. Since 1993, the landfill has been filling only lined cells and operating with the required

environmental controls required by the Oregon Department of Environmental Quality (DEQ). The landfill has no known history of landfilling wastes that pose a future risk of environmental contamination.

- (2) *The record of regulatory compliance of the non-system facility's owner and operator with federal, state and local requirements including but not limited to public health, safety and environmental rules and regulations;*

The owner of NTS is regulated by both the DEQ and Yamhill County (for the transfer station) and by the City of Sherwood (for the hauling company) and has a good compliance record with all applicable requirements. The Riverbend Landfill is permitted by the DEQ. The DEQ considers the landfill to be a well run facility that is in compliance with federal, state and local requirements. The facility has a good compliance record with public health, safety and environmental rules and regulations.

- (3) *The adequacy of operational practices and management controls at the non-system facility;*

NTS' operational practices and management controls are judged by Metro and DEQ staff to be adequate and consistent with the other similar facilities. The Riverbend Landfill uses operational practices and management controls that are typical of Subtitle D landfills and considered by the DEQ to be adequate for the protection of health, safety, and the environment.

- (4) *The expected impact on the region's recycling and waste reduction efforts;*

The applicant has applied to deliver 160 tons annually of residential and commercial solid waste from its collection routes within the City of Sherwood. The license, as proposed, would authorize only putrescible waste with little or no recycling potential.

- (5) *The consistency of the designation with Metro's existing contractual arrangements;*

Metro has committed to deliver 90 percent of the total tons of "acceptable waste" that Metro delivers to general purpose landfills to landfills operated by Metro's waste disposal contract operator, Waste Management of Oregon (WMO). The waste subject to the proposed license is proposed to be delivered from NTS to the Riverbend Landfill, which is a WMO facility. Thus, approval of the requested license will not conflict with Metro's disposal contract or any other of its existing contractual arrangements.

- (6) *The record of the applicant regarding compliance with Metro ordinances and agreements or assistance to Metro in Metro ordinance enforcement and with federal, state and local requirements including but not limited to public health, safety and environmental rules and regulations; and*

The applicant operates both a garbage hauling company that has previously operated entirely outside the Metro boundary and an out-of-region transfer station. The applicant has a good record regarding compliance with Metro. It is also regulated by both the DEQ and Yamhill County (for the transfer station) and by the City of Sherwood (for the hauling company) and has a good compliance record with all applicable requirements.

- (7) *Such other factors as the Chief Operating Officer deems appropriate for purposes of making such determination.*

The majority of the applicant's hauling accounts lie outside the Metro region. In order to route its trucks efficiently, its trucks must cross the Metro jurisdictional boundary and co-mingle in-Metro waste with

out-of-Metro waste. In order to determine the appropriate fees and taxes owed to Metro, NGS and Metro have mutually agreed to an estimation method whereby the NGS multiplies the number of in-Metro cans and carts by the average weight of the same size containers as determined by quarterly weight studies used to allocate disposal costs between other jurisdictions where NGS operates. Staff finds this to be a reasonable and verifiable procedure.

3. Anticipated Effects

The effect of Resolution No. 06-3690 will be to issue an NSL to Newberg Garbage Service, Inc., for delivery of up to 160 tons per fiscal year of residential and commercial putrescible solid waste to the Newberg Transfer Station.

4. Budget Impacts

The regional system fee and excise tax will continue to be collected on in-Metro waste delivered to NTS under authority of the proposed NSL. This is a renewal for the same amount of tonnage as presently authorized. Thus no budget impact is anticipated.

A new provision has been added to the proposed license renewal. This provision requires the licensee to send a monthly e-mail to both Metro and the landfill that states the amount of in-Metro tonnage delivered during the previous month so that the amount of such tonnage can be incorporated into the formula for proper calculation of Metro's disposal rate under its contract with Waste Management of Oregon (the Riverbend Landfill is a Waste Management disposal site). This is so that the landfill can distinguish in-Metro tonnage delivered by the licensee via the Newberg Transfer Station from out-of-Metro waste delivered from the same facility.

RECOMMENDED ACTION

The Chief Operating Officer recommends approval of Resolution No. 06-3690, finding that the proposed license satisfies the requirements of Metro Code Section 5.05.035, and issuance of an NSL substantially similar to the NSL attached to the resolution as Exhibit A.

BEFORE THE METRO COUNCIL

FOR THE PURPOSE OF CONFIRMING THE) RESOLUTION NO. 06-3699
APPOINTMENT OF BONNIE METZLER AND DOUG)
RAY AND THE REAPPOINTMENT OF SARAH BARRETT) Introduced by David Bragdon,
TO THE NORTH PORTLAND REHABILITATION AND) Council President
ENHANCEMENT COMMITTEE (NPREC)

WHEREAS, Metro Code Chapter 2.19.140 provides for a North Portland Rehabilitation and Enhancement Committee (NPREC); and,

WHEREAS, Metro Code 2.19.140(b) authorizes seven citizen representatives for NPREC membership; and,

WHEREAS, vacancies have occurred in the NPREC membership; and,

WHEREAS, the Council President has appointed Bonnie Metzler to the position of Portsmouth neighborhood representative and Doug Ray to the position of Cathedral Park neighborhood representative, subject to confirmation by the Metro Council; and,

WHEREAS, Metro Code Chapter 2.19.030 states that advisory committee members and alternate members are limited to two consecutive two-year terms; and,

WHEREAS, Ms. Sarah Barrett's initial term has expired and she has expressed interested in serving another term; and,

WHEREAS, Ms. Sarah Barrett is a member in good standing and her reappointment is supported by the Committee and Committee Chair; and,

WHEREAS, the Council President has reappointed this individual, subject to confirmation by the Metro Council; now, therefore,

BE IT RESOLVED, that the Metro Council confirms the appointments of Ms. Metzler and Mr. Ray and the reappointment of Ms. Barrett to serve on the North Portland Rehabilitation and Enhancement Committee.

ADOPTED by the Metro Council this ____ day of _____, 2006.

David Bragdon, Council President

Approved as to Form:

Daniel B. Cooper, Metro Attorney

STAFF REPORT

IN CONSIDERATION OF RESOLUTION NO. 06-3699 FOR THE PURPOSE OF CONFIRMING THE APPOINTMENTS OF BONNIE METZLER AND DOUG RAY AND THE REAPPOINTMENT OF SARAH BARRETT TO THE NORTH PORTLAND REHABILITATION AND ENHANCEMENT COMMITTEE (NPREC)

Date: May 3, 2006

Prepared by: Karen Blauer

BACKGROUND

Two vacancies have occurred in the North Portland Rehabilitation and Enhancement Committee (hereinafter referred to as NPREC) membership. Metro Code Chapter 2.19.140, "North Portland Rehabilitation and Enhancement Committee (NPREC)," provides for the NPREC and subsection 2.19.140(b) authorizes representatives for Committee membership and representation criteria. The vacancies in the NPREC membership exist due to term limits for the members representing the Portsmouth neighborhood and the Cathedral Park neighborhoods.

A process to fill the positions was launched on March 21, 2006 with a news release sent to local newspapers. On April 4, 2006, a mailing was sent to approximately 450 individuals residing in the enhancement boundary and to neighborhood groups, business associations and the North Portland Neighborhood Service Office. A cover letter from Rex Burkholder, Metro Councilor and North Portland Enhancement Committee chair, requested that candidates complete and return an application to Metro by April 28, 2006. A separate letter to North Portland neighborhood association chairs was sent to request help recruiting new members. An advertisement was placed in two local newspapers. The application was posted on Metro's web site. (See a copy of the news release, cover letters and advertisement as attachments 1 - 4.)

A review panel was selected to consider applicants. The panel was comprised of Susan Landauer (neighborhood activist and former member of the enhancement committee from Portsmouth neighborhood), Jean Estey-Hoops (neighborhood activist and former member of the enhancement committee from Cathedral Park neighborhood), and Tom Griffin-Valade (North Portland Neighborhood Office District Coordinator).

Two candidates applied for the Cathedral Park neighborhood position; one for the Portsmouth position. The review panel considered candidates' applications using an evaluation form. The panel recommends the appointment of Doug Ray (Cathedral Park) and Bonnie Metzler (Portsmouth). Both are well known for their work in the community. (See a copy of candidates' applications and the review panel's evaluation as attachments 5 - 9.).

Metro Code 2.19.030 concerning membership of advisory committees, limits NPREC representatives to two consecutive two-year terms. One member's term has expired (Sarah Barrett representing the Overlook neighborhood). Ms. Barrett is a member in good standing and the committee chair supports her reappointment. Furthermore, Ms. Barrett has expressed interest in serving a second term on the NPREC.

ANALYSIS/INFORMATION

1. Known Opposition. There is no known opposition to the appointments of Mr. Ray and Ms. Metzler or the reappointment of Ms. Barrett to the NPREC.
2. Legal Antecedents. Chapter 2.19 of the Metro Code Relating to Advisory Committees; Section 2.19.140 provides for a North Portland Rehabilitation and Enhancement Committee (NPREC) and sets forth guidelines for representation.

3. Anticipated Effects. Adoption of this resolution would confirm the appointments of Mr. Ray and Ms. Metzler and the reappointment of Ms. Barrett to the NPREC.
4. Budget Impacts. There are no known costs associated with implementation of this legislation.

RECOMMENDED ACTION

David Bragdon, Council President, and Councilor Rex Burkholder, chair of the enhancement committee, recommend adoption of this resolution to confirm the appointments of Doug Ray and Bonnie Metzler and the reappointment of Sarah Barrett to serve on the North Portland Rehabilitation and Enhancement Committee.

KB:sm

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Metro news release

For immediate release: March 21, 2006

Contact: Karen Blauer (503) 797-1506

Metro turns trash into treasures with grants for neighborhood projects

Have an idea to help make your community greener, cleaner, safer or healthier? Metro has grants to help.

Approximately \$45,000 is available for projects that benefit seven North Portland neighborhoods, including Arbor Lodge, Cathedral Park, Kenton, and Overlook, Portsmouth, St. Johns and University Park. The deadline for turning in applications for North Portland neighborhood improvement project is 5 p.m. Friday, May 19, 2006.

Metro's North Portland program serves the community affected by the now-closed St. Johns landfill. Funds were generated from a 50-cent surcharge collected on each ton of garbage disposed of at the landfill. Interest from the \$1.65 million fund supports the grant program. Nearly \$2 million has been awarded to 334 projects since the enhancement program began in 1987.

Want to serve on the committee that selects projects to fund? Residents of Cathedral Park and Portsmouth neighborhoods are needed on Metro's grant committee. Seven citizens, each of whom lives in and represents a neighborhood in the North Portland target area, serve on the committee and select projects to fund. Metro Councilor Rex Burkholder, District 5, chairs the Committee. Committee members are appointed by the Metro Council to serve a two-year term. Applications for committee membership are due at 5 p.m. Friday, April 28, 2006.

Details about the free grant writing workshop and applications for grant funds and committee membership are available online at www.metro-region.org/grants. For more information, or to be added to Metro's mailing list, call Karen Blauer, community grants coordinator, at (503) 797-1506 or send email to blauerk@metro.dst.or.us.

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Dear North Portland resident:

Do you have an idea to help make your community greener, cleaner, safer or healthier? Metro has grants to help. Approximately \$45,000 is available for projects that directly benefit the neighborhoods directly affected by the now-closed St. Johns landfill, including Arbor Lodge, Cathedral Park, Kenton, Overlook, Portsmouth, St. Johns and University Park,.

Applications for the 2006-07 North Portland enhancement grant program are available now; the application deadline is 5 p.m. Friday, May 19, 2006. The application is available at the following locations: online at www.metro-region.org/grants, at Metro Regional Center (600 NE Grand Ave., Portland) and at North Portland Neighborhood Services office (2209 N. Schofield, Portland). An electronic copy is attached for your convenience.

It's not too late to reserve your place at a free grant-writing workshop scheduled for 7 to 9 p.m. Tuesday, April 18 at the Historic Kenton Firehouse, 8105 N. Brandon Ave., diagonal from the Kenton Post Office (TriMet bus lines 6, 75). A grant selection committee member will be at the session to help answer questions about the application, the committee review process and the past and present use of funds. Get tips for putting together your application and network with others. To reserve your place at the workshop now, call Karen Blauer at (503) 797-1506 or send email to blauerk@metro.dst.or.us.

There are two openings on the grant selection committee; applications are due at Metro by 5 p.m. Friday, April 28th. Metro is recruiting citizens from Cathedral Park and Portsmouth neighborhoods to serve on the North Portland enhancement committee. An application form is attached for your convenience. Send completed forms to Metro, Karen Blauer, 600 NE Grand Avenue, Portland, OR 97232 or by fax to (503) 797-1795.

For more information about Metro's North Portland enhancement grant committee membership, guidelines for submissions or to be added to Metro's mailing list, call Karen Blauer, community grants coordinator, at (503) 797-1506.

Metro's North Portland enhancement grant program is an exceptional opportunity to support critical projects in neighborhoods most directly impacted by the now-closed St. Johns landfill. I hope you will consider this opportunity. Please share this information with others who maybe interested. Thank you.

Sincerely,

Rex Burkholder, Metro Councilor (District 5)
Chair, North Portland Enhancement Committee

Dear North Portland neighborhood leader:

Metro is recruiting representatives from Cathedral Park and Portsmouth neighborhoods to serve a two-year term on the North Portland Enhancement Committee. Please consider people you believe would be good prospects for this special opportunity and encourage them to apply now. The application deadline is Friday, April 28, 2006.

The committee is comprised of seven citizens, each of whom represents the neighborhoods within the grant target area. As Metro Councilor for District 5 (including North Portland), I chair the committee. Since the program was established, more than \$2 million has funded 330 local projects in Arbor Lodge, Cathedral Park, Kenton, Overlook, Portsmouth, St. Johns and University Park neighborhoods.

Committee members review applications and select neighborhood improvement projects to fund that benefit the area directly affected by the region's now-closed St. Johns landfill. Typically, nominees are community activists who live in the neighborhood and are knowledgeable about and willing to advocate for the needs of the community. Current and past committee members have commented that their work, though limited in scope and time commitment, is challenging and very rewarding. The committee meets two to three times per grant cycle - usually in June at Metro Regional Center in northeast Portland.

Nominees need to complete the attached "appointment interest form" and send it to Karen Blauer (via US mail to Metro 600 NE Grand Ave., Portland, OR 97232 or by email at blauerk@metro.dst.or.us). The application deadline is 5 p.m. Friday, April 28. A selection panel will review applications and forward nominations for the Metro Council's confirmation.

For more information about committee work or Metro's community grants program, please call Karen Blauer, Metro community grants coordinator, at (503) 797-1506 or visit Metro's web page (www.metro-region.org/grants). Thank you for your consideration.

Rex Burkholder, Metro Councilor (District 5)
Chair, North Portland Enhancement Committee

klb

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Metro Community Enhancement Grants

Apply now for funds

Have an idea to help make your community greener, cleaner, safer or healthier? Metro has grants to help support North Portland projects that benefit Arbor Lodge, Cathedral Park, Kenton, Portsmouth, Overlook, St. Johns and University Park neighborhoods.

Free grant-writing workshop:

7 to 9 p.m. Tuesday, April 18

Grant application deadline:

5 p.m. Friday, May 19, 2006

Want to serve on the committee that selects projects to fund? Residents of Cathedral Park and Portsmouth neighborhoods are needed on Metro's North Portland grant committee. Applications are due at 5 p.m. Friday, April 28, 2006.

For more information, call
Karen Blauer, community grants
coordinator, at (503) 797-1506
or send email to
blauerk@metro.dst.or.us.



METRO

PEOPLE PLACES
OPEN SPACES

Details available online at
www.metro-region.org/grants

Specs for North Portland enhancement grant ad
St. Johns Sentinel
Deadline: March 24, 2006
Dimensions, layout: 5" wide by 7.7" deep
Send to Cornelius Swart at St. Johns Sentinel
(info@stjohnssentinel.com)
\$250 for 1x/run



NORTH PORTLAND ENHANCEMENT COMMITTEE
APPLICATION FOR MEMBERSHIP

COMMENTS:

NAME BONNIE MELTZER DATE APRIL 26, 2006

HOME ADDRESS: 9124 N MCKENNA PORTLAND, OR 97203
STREET CITY STATE ZIP

BUSINESS ADDRESS: SAME
STREET CITY STATE ZIP

HOME PHONE: (503) 285-3131 BUSINESS PHONE: SAME

E-MAIL: BONNIE@BONNIEMELTZER.COM

FAX NONE NEIGHBORHOOD PORTSMOUTH

THE FOLLOWING INFORMATION IS VOLUNTARY:

SEX: FEMALE ETHNIC ORIGIN JEWISH (RUSSIAN/POLISH)

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

SCHOOL (INCLUDE HIGH SCHOOL) LOCATION MAJOR OR DEGREE
U OF WASHINGTON MFA DESIGN 1971, SEATTLE WA
MONTCLAIR ST. COLLEGE BA ART EDUCATION 1966, MONTCLAIR, NEW JERSEY
IRVINGTON HIGH SCHOOL, IRVINGTON, NEW JERSEY

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

PROFESSIONAL ARTIST FOR 35 YEARS

ART ON THE PENINSULA, FOUNDING MEMBER, EXHIBITION COORDINATOR, DATABASE MANAGER

PORTLAND OPEN STUDIOS, BOARD MEMBER, PARTICIPANT, WEB AND DATABASE MANAGERS, PUBLICITY COORDINATOR

HAVE YOU VOLUNTEERED FOR ANY MINORITY ORGANIZATIONS?

IN BOTH ART ON THE PENINSULA AND PORTLAND OPEN STUDIOS I HAVE BEEN INSTRUMENTAL IN FINDING AND INCLUDING ARTISTS FROM A WIDE VARIETY OF ETHNIC GROUPS. I HAVE GOOD CONTACT WITH THE ETHNIC MEDIA IN PORTLAND.

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

ABLE TO COMMUNICATE TO A WIDE VARIETY OF PEOPLE. HAVE BEEN AN ACTIVE/EFFECTIVE NEIGHBORHOOD AND ARTS COMMUNITY LEADER. KNOWLEDGE OF HOW PUBLICITY WORKS. I AM A FAIR PERSON WHO HAS HAD EXPERIENCE ON SELECTION COMMITTEES (ART EXHIBITIONS, RACC, ETC)

OUTLINE YOUR REASONS AND INTERESTS IN APPLYING FOR AN APPOINTMENT:

I WANT PORTSMOUTH TO HAVE REPRESENTATION. ARTS AND CULTURE ARE A MAJOR INTEREST.

BONNIE MELTZER

DATE

KB:CLK

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NORTH PORTLAND ENHANCEMENT COMMITTEE
APPLICATION FOR MEMBERSHIP

COMMENTS: THE FRIENDS OF CATHEDRAL PARK NEIGHBORHOOD ASSOCIATION NOMINATED DOUG RAY AS ITS REPRESENTATIVE TO APPLY FOR MEMBERSHIP ON METRO'S NPEC.

NAME DOUG RAY DATE 4/18/06

HOME ADDRESS: 6905 N. PHILADELPHIA STREET CITY PORTLAND, OR 97203 STATE ZIP

BUSINESS ADDRESS: NA STREET CITY STATE ZIP

HOME PHONE: (503) 289-9210 BUSINESS PHONE:

E-MAIL: NA

FAX NEIGHBORHOOD CATHEDRAL PARK

THE FOLLOWING INFORMATION IS VOLUNTARY:

SEX: ETHNIC ORIGIN

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

SCHOOL (INCLUDE HIGH SCHOOL) LOCATION MAJOR OR DEGREE
BARRETT HIGH SCHOOL, BARRETT, MN

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

SULZER PUMPS U.S.

HAVE YOU VOLUNTEERED FOR ANY MINORITY ORGANIZATIONS?

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

FOUNDING CHAIR AND LONG-TIME MEMBER OF CATHEDRAL PARK N.A. WE FORMED THE NEIGHBORHOOD ASSOCIATION AROUND CATHEDRAL PARK NOT LONG AFTER THE PARK WAS ESTABLISHED. THE ASSOCIATION WAS INTENDED TO RESPONSE TO ISSUES RELATED TO THE PARK (SUCH AS TRANSIENTS, LOITERING AND OTHER TROUBLESOME ISSUES THAT CAME UP). AFTER THE NEIGHBORHOOD ASSOCIATION WAS FORMED, WE STARTED THE BLUE HERON MUSIC FESTIVAL AS A WAY TO ATTRACT NEIGHBORS AND FOLKS FROM OUTSIDE THE AREA TO THE PARK AND ST. JOHNS. WE APPLIED FOR AND WERE AWARDED SEVERAL GRANTS (INCLUDING SOME FROM METRO) TO HELP INCREASE THE ELECTRICAL CAPACITY OF STAGE AREA AND TO INSTALL DRINKING FOUNTAINS.

OUTLINE YOUR REASONS AND INTERESTS IN APPLYING FOR AN APPOINTMENT:

I AM NOW RETIRED AND WOULD LIKE TO GET MORE INVOLVED IN NORTH PORTLAND PROJECTS. IT WOULD BE INTERESTING TO BE ON A COMMITTEE THAT MAKES DECISIONS ABOUT WHO AND WHAT PROJECTS GET FUNDED. I DON'T HAVE ANY PARTICULAR IDEAS ABOUT WHO SHOULD GET GRANTS, BUT I AM INTERESTING IN HELPING TO STEER THAT PROCESS.

4/18/06

DATE

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NORTH PORTLAND ENHANCEMENT COMMITTEE
APPLICATION FOR MEMBERSHIP

COMMENTS:

NAME SANDRA DIXON DATE 4/28/06

HOME ADDRESS: 8222 N EDISON PORTLAND, OR 97283
STREET CITY STATE ZIP

BUSINESS ADDRESS: PO Box 83778 PORTLAND, OR 97283
STREET CITY STATE ZIP

HOME PHONE: (503) 702-8164 BUSINESS PHONE: (503) 702-8164

E-MAIL: CHALLENGE97203@YAHOO.COM

FAX NEIGHBORHOOD CATHEDRAL PARK

THE FOLLOWING INFORMATION IS VOLUNTARY:

SEX: FEMALE ETHNIC ORIGIN AFRICAN AMERICAN

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

SCHOOL (INCLUDE HIGH SCHOOL) LOCATION MAJOR OR DEGREE
PORTLAND COMMUNITY COLLEGE, PORTLAND - ASSOCIATES DEGREE
PORTLAND STATE UNIVERSITY, PORTLAND - GRADUATION PENDING (WINTER '06)
REED COLLEGE, PORTLAND - 1 YEAR CERTIFICATE

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

COMMUNITY GRASSROOTS PLAN. I AM A STATE GED EXAMINER. I AM A MASTER HOME ENVIRONMENTALIST. I HAVE WORKED WITH MULTNOMAH COUNTY AND EJAG.

HAVE YOU VOLUNTEERED FOR ANY MINORITY ORGANIZATIONS?

YES, I HAVE VOLUNTEERED WITH MENTORING PROGRAMS, AFRICAN AMERICAN STUDENT UNION.

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

I HAVE LIVED IN THE AREA SINCE 1993. I AM AWARE OF THE ISSUES FACING ST. JOHNS/CATHEDRAL PARK. I AM STATE CERTIFIED IN CONFLICT RESOLUTION. MY DEGREE IS IN COMMUNICATION IN WHICH I AM VERY WELL TRAINED. I ENJOY WORKING WITH THE PUBLIC.

OUTLINE YOUR REASONS AND INTERESTS IN APPLYING FOR AN APPOINTMENT:

I WOULD LOVE TO BE A PART OF HELPING TO GROW AND DIRECT THE COMMUNITY. I FEEL THAT I SHOULD BE APPOINTED BECAUSE I LOVE CATHEDRAL PARK, AND ST. JOHNS. I HAVE WORKED WITH MANY GROUPS, AND I COULD WORK WITHIN MY AREA OF INTEREST (THE ENVIRONMENT AND EDUCATION).

4/28/06

DATE

KB:CLK

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NORTH PORTLAND ENHANCMENT COMMITTEE
Applicant Review Panel

RANKING SCORE CARD

Selection Committee Member _____

Applicant _____

1. Based on information provided, rank the applicant's relevant employment and/or volunteer experience to serve on the North Portland Enhancement Committee. Use a ranking of "high," "medium" or "low." If you have other comments about the applicant's experience, please share them.
2. Showing consideration for and being inclusive of others are important aspects of people working together in a community. How would you rank the applicant's experience helping to build a positive community and/or building community assets in North Portland? Use a ranking of high, medium, or low. If you have other comments about the applicant's relevant experience or qualifications, please share them.
3. Based on the applicant's reasons and interests in applying for the appointment, rank how well aligned the applicant's experience is to the committee's charge. Use a ranking of "very," "somewhat," or "not very." If you have other comments about the applicant's reasons and interests in applying for the appointment to serve on the committee, please share them.
4. What overall ranking would you assign this applicant? Please use "high," medium" or "low."

TO: Rex Burkholder, Metro Councilor

THROUGH: Karen Blauer, Administrator
Metro REM

FROM: Tom Griffin-Valade
North Portland Neighborhood Services

DATE: May 2, 2006

RE: Recommendations for Metro North Portland Enhancement Fund Committee
Vacancies

Jean Hoops, Susan Landauer and I, were appointed to review applications for the North Portland Enhancement Fund for the two vacancies from the Portsmouth Neighborhood Association and the Friends of Cathedral Park Neighborhood Association. One application was submitted for the Portsmouth Neighborhood Association and two were submitted for the Friends of Cathedral Park Neighborhood Association vacancies.

Portsmouth Vacancy:

Bonnie Meltzer, the single applicant for this opening, was approved by the appointment committee. The appointment committee recommends her appointment to this position.

Friends of Cathedral Park Neighborhood Association:

Doug Ray received high ratings from the appointment committee. His long service of volunteer work in Cathedral Park along with his knowledge of the neighborhood and Metro make him the strongest of the candidates. Mr. Ray has served in the past as the neighborhood chair of the Friends of Cathedral Park Neighborhood Park and has demonstrated a thorough knowledge of the neighborhood.

Sandra Dixon received medium ratings from the appointment committee. She has some important experience. She was not as able to demonstrate as well how she had been engaged in the community or her knowledge of the community. Ms. Dixon's experience could be a future asset to the neighborhood association.

The application committee recommends the appointment of Doug Ray to this position.

Tom Griffin-Valade
Director
North Portland Neighborhood Services
Historic Kenton Firehouse
2209 N. Schofield
Portland, OR 97217
503.823.4513

BEFORE THE METRO COUNCIL

FOR THE PURPOSE OF AMENDING) ORDINANCE NO. 06-1118
METRO CODE CHAPTER 5.02)
TO ESTABLISH METRO'S SOLID WASTE) Introduced by: Michael Jordan, Chief Operating
DISPOSAL CHARGES AND SYSTEM FEES) Officer, with the concurrence of David Bragdon,
FOR FISCAL YEAR 2006-07) Council President

WHEREAS, Metro Code Chapter 5.02 establishes solid waste charges for disposal at Metro South and Metro Central transfer stations; and,

WHEREAS, Metro Code Chapter 5.02 establishes fees assessed on solid waste generated within the District or delivered to solid waste facilities regulated by or contracting with Metro; and,

WHEREAS, Metro's costs for solid waste services and programs have changed; and

WHEREAS, pursuant to its charge under Metro Code section 2.19.170, the Solid Waste Rate Review Committee has reviewed the Solid Waste & Recycling department's proposed FY 2006-07 budget, rate methodology and cost allocations; and,

WHEREAS, Solid Waste Rate Review Committee recommends that the Metro Council adopt the rates set forth in this ordinance; now, therefore,

THE METRO COUNCIL ORDAINS AS FOLLOWS:

Section 1. Metro Code Section 5.02.025 is amended to read:

5.02.025 Disposal Charges at Metro South & Metro Central Station

- (1) The following charges for each ton of solid waste delivered for disposal:
 - (A) A tonnage charge of ~~\$46.80~~46.20 per ton,
 - (B) The Regional System Fee as provided in Section 5.02.045,
 - (C) An enhancement fee of \$.50 per ton, and
 - (D) DEQ fees totaling \$1.24 per ton;
- (2) All applicable solid waste taxes as established in Metro Code Chapter 7.01, which excise taxes shall be stated separately; and
- (3) ~~A~~The following Transaction Charge ~~of \$7.50~~ for each Solid Waste Disposal Transaction:-

- (A) For each Solid Waste Disposal Transaction completed at staffed scales, the Transaction Charge shall be \$8.50.
 - (B) For each Solid Waste Disposal Transactions that is completed at the automated scales, the Transaction Charge shall be \$3.00.
 - (C) Notwithstanding the provisions of subsection (A), the Solid Waste Disposal Transaction Charge shall be \$3.00 in the event that a transaction that is otherwise capable of being completed at the automated scales must be completed at the staffed scales due to a physical site limitation, a limit or restriction of the computer operating system for the automated scales, or due to a malfunction of the automated scales.
- (b) Notwithstanding subsection (a) of this section,
- (1) ~~There~~ There shall be a minimum solid waste disposal charge at the Metro South Station and at the Metro Central Station for loads of solid waste weighing ~~260~~240 pounds or less of \$17, which shall consist of a minimum Tonnage Charge of ~~\$9.50~~8.50 plus a Transaction Charge of ~~\$7.50~~8.50 per Transaction.
 - (2) The Chief Operating Officer may waive collection of the Regional System Fee on solid waste that is generated outside the District and collected by a hauler that is regulated by a local government unit.
- (c) Total fees assessed in cash at the Metro South Station and at the Metro Central Station shall be rounded to the nearest whole dollar amount, with any \$0.50 charge rounded down.
- (d) The Director of the Solid Waste & Recycling Department may waive disposal fees created in this section for Non-commercial Customers of the Metro Central Station and of the Metro South Station under extraordinary, emergency conditions or circumstances.

Section 2. Metro Code Section 5.02.029 is amended to read:

5.02.029 Disposal Charge for Recoverable Solid Waste

- (a) There is hereby established a Recoverable Solid Waste Disposal Charge that shall be collected on all Recoverable Solid Waste accepted at the Metro South Station or Metro Central Station.
- (b) The Recoverable Solid Waste Disposal Charge shall be based on Metro's actual costs in managing Recoverable Solid Waste. The amount of the Recoverable Solid Waste Disposal Charge shall consist of a Recoverable Solid Waste Variable Charge as defined in this section and a Transaction Charge as defined in Section 5.02.025. The Recoverable Solid Waste Disposal Charge shall be in lieu of all other base disposal charges, user fees, regional transfer charges, rehabilitation and enhancement fees, and certification non compliance fees that may be required by of this chapter.
- (c) The Variable Charge for Recoverable Solid Waste shall be the greater of:
 - (1) The highest price charged by private solid waste operators for similar Recoverable Solid Waste as reported quarterly in the Market Price Report published by Metro Recycling Information; or

(2) The sum of:

(i) The contractual price paid by Metro to any contract operator of Metro South Station and Metro Central Station for recovering and processing Recoverable Solid Waste;

(ii) An amount equal to \$1.10 per ton for deposit into the Renewal & Replacement Account ~~The Metro Facility Fee as defined in Section 5.02.025 of this chapter and expressed on a per-unit basis~~; and

(iii) An amount equal to 21.6 percent of the Regional System Fee as ~~defined by set forth in~~ Metro Code Section 5.02.045 ~~and expressed on a per-unit basis~~.

(d) Notwithstanding subsection (b) of this section, there shall be a minimum charge for loads of Recoverable Solid Waste as established by the Director of the Regional Environmental Management Department.

(e) Notwithstanding any other provision of this section, the charge for the disposal of a single Christmas tree shall be the Transaction Charge as set forth in Metro Code Section 5.02.025.

(f) All Fees charged for disposal of Recoverable Solid Waste shall be clearly posted at Metro South Station and at Metro Central Station.

Section 3. Metro Code Section 5.02.035 is amended to read:

5.02.035 Litter Control Surcharge

(a) A surcharge of \$25 per ton, up to a maximum amount of \$100, shall be levied against any customer who disposes of solid waste or a Recoverable Solid Waste at Metro Central Station or at Metro South Station if, when entering the facility, any portion of the customer's waste or Recoverable Solid Waste is unsecured and visible to Metro scalehouse personnel.

(b) No surcharge shall be levied under this section if the solid waste or Recoverable Solid Waste is only visible through a secure covering.

(c) Notwithstanding subsection (a) of this section, a surcharge of \$3 per Solid Waste Disposal Transaction shall be levied against any customer who disposes of a single load of solid waste or recoverable solid waste that weighs ~~260~~240 pounds or less and that is unsecured and visible to Metro scalehouse personnel.

(d) The surcharge provided for in this section shall be collected in the same manner as Metro collects all other disposal fees and charges at the facility.

Section 4. Metro Code Section 5.02.045 as amended by Ordinance No. 06-1103 effective May 11, 2006 is amended to read:

5.02.045 System Fees

(a) The Regional System Fee shall be ~~\$14.54~~13.57 per ton of solid waste, prorated based on the actual weight of solid waste at issue rounded to the nearest one-hundredth of a ton.

(b) Any waste hauler or other person transporting solid waste generated, originating, or collected from inside the Metro region shall pay Regional System Fees to Metro for the disposal of such solid waste. Payment of applicable system fees to the operator of a Designated Facility shall satisfy the obligation to pay system fees, provided that, if such solid waste is transported to a Designated Facility outside of the Metro region, then such waste hauler or other person must have informed the operator of the Designated Facility that the solid waste was generated, originated, or collected inside the Metro region. In any dispute regarding whether such waste hauler or other person informed such operator that the solid waste was generated, originated, or collected inside the Metro region, such waste hauler or other person shall have the burden of proving that such information was communicated.

(c) Designated Facility operators shall collect and pay to Metro the Regional System Fee for the disposal of solid waste generated, originating, collected, or disposed of within Metro boundaries, in accordance with Metro Code Section 5.01.150.

(d) When solid waste generated from within the Metro boundary is mixed in the same vehicle or container with solid waste generated from outside the Metro boundary, the load in its entirety shall be reported at the disposal site by the generator or hauler as having been generated within the Metro boundary and the Regional System Fee shall be paid on the entire load unless the generator or hauler provides the disposal site operator with documentation regarding the total weight of the solid waste in the vehicle or container that was generated within the Metro boundary and the disposal site operator forwards such documentation to Metro, or unless Metro has agreed in writing to another method of reporting.

(e) System fees described in this Section 5.02.045 shall not apply to exemptions listed in Section 5.01.150(b) of this Code.

Section 5. Metro Code Section 5.02.047 is amended to read:

5.02.047 Regional System Fee Credits

~~six~~twelve

System Fee Credit Schedule

| Facility Recovery Rate | | |
|------------------------|-------------------|-----------------------------------|
| From Above | Up To & Including | System Fee Credit of no more than |
| 0% | 30% | 0.00 |
| 30% | 35% | 9.92 |
| 35% | 40% | 11.46 |
| 40% | 45% | 13.28 |
| 45% | 100% | 14.00 |

(b) The Chief Operating Officer:

(1) Shall establish administrative procedures to implement subsections (b) and (c) of Metro Code Section 5.02.046; and

(2) May establish additional administrative procedures regarding the Regional System Fee Credits, including, but not limited to establishing eligibility requirements for such credits and establishing incremental System Fee Credits associated with Recovery Rates which fall between the ranges set forth in paragraph (a) of this section.

(c) Any person delivering Cleanup Material Contaminated By Hazardous Substances that is derived from an environmental cleanup of a nonrecurring event, and delivered to any Solid Waste System Facility authorized to accept such substances shall be allowed a credit in the amount of \$~~12.59~~11.07 against the Regional System Fee otherwise due under Section 5.02.045(a) of this Chapter.

(d) During any Fiscal Year, the total aggregate amount of credits granted under the Regional System Fee credit program shall not exceed the dollar amount budget without the prior review and authorization of the Metro Council.

(e) The Director of the ~~Regional Environmental Management~~ Solid Waste and Recycling Department shall make a semi-annual report to the Council on the status of the credit program. The report shall include that aggregate amount of all credits paid during the preceding six months and the amount paid to each facility eligible for the credit program. The report shall also project whether the appropriation for the credit program will be sufficient to meet anticipated credit payment requests and maintain existing contingency funding.

Section 6. Effective Date

The provisions of this ordinance shall become effective on September 1, 2006, or 90 days after adoption by Metro Council, whichever is later.

ADOPTED by the Metro Council this _____ day of _____, 2006.

David Bragdon, Council President

ATTEST:

Approved as to Form:

Christina Billington, Recording Secretary

Daniel B. Cooper, Metro Attorney

STAFF REPORT

IN CONSIDERATION OF ORDINANCE NO. 06-1118 FOR THE PURPOSE OF AMENDING METRO CODE CHAPTER 5.02 TO ESTABLISH METRO'S SOLID WASTE DISPOSAL CHARGES AND SYSTEM FEES FOR FISCAL YEAR 2006-07

Date: May 18, 2006

Prepared by: Douglas Anderson

EXECUTIVE SUMMARY

Adoption of the FY 2006-07 Solid Waste Rate Ordinance would implement the rates shown in boldface in the following table. As a result, on September 1, 2006, the Metro tip fee would fall by \$1.55 per ton to \$69.86 and the Regional System Fee collected from privately-owned disposal sites would fall 97¢ to \$13.57 per ton.

Solid Waste Disposal Charges Effective September 1, 2006 through August 31, 2007

| Rate Components | Current Rates | This Ordinance | Change |
|----------------------------|------------------|-------------------|----------|
| Transaction Fees | | | |
| Scalehouse users | \$7.50 | \$8.50 | \$1.00 |
| Automated scale users | \$7.50 | \$3.00 | (\$4.50) |
| <u>Per-ton rates:</u> | | | |
| Tonnage charge | \$46.80 | \$46.20 | (\$0.60) |
| Regional System Fee | \$14.54 | \$13.57 | (\$0.97) |
| Excise tax | \$8.33 | \$8.35 | \$0.02 |
| DEQ & host fees | \$1.74 | \$1.74 | - 0 - |
| Metro Tip Fee | \$71.41 | \$69.86 | (\$1.55) |
| Minimum load charge | \$17 | \$17 | \$0.00 |

Notes

Boldface type indicates the rates that are amended by this ordinance.

Minimum load charges are based on 260 pounds in a single load in FY 2005-06, and 240 pounds in FY 2006-07.

Ordinance No. 06-1118 implements the Solid Waste Advisory Committee's (SWAC) recommendation that Metro's fees reflect the different costs of serving various customer classes. SWAC's recommendation is implemented through a two-part transaction fee: one fee for users of the staffed scalehouses, and a different transaction fee for users of the automated scale system. All users would pay the same tip fee.

These rates fully recover the net solid waste operating costs in the FY 2006-07 Approved Budget; they meet the Rate Covenant of the Solid Waste Revenue Bonds relating to the debt service coverage; and fulfill the Metro Charter's Section 15 limitation that charges for the provision of good or services may not exceed the costs of providing the goods or services.

BACKGROUND

A Two-Part Transaction Fee

In 1998, Metro adopted a fixed fee for each transaction to cover the fixed costs of operating the transfer stations—for example, scalehouse and management costs. Variable costs—primarily, payments to the big three contracts for operations, transport and disposal—are recovered by the tip fee.

The FY 2006-07 Rate Ordinance refines the structure of the transaction fee by introducing a two-part rate. Since implementing the transaction fee in June 1998, Metro has levied a single charge, currently \$7.50, regardless of the type of user. Empirical work during the last year has shown that Metro’s fixed costs vary significantly by customer classes. In particular, small loads delivered by public self-haulers via the staffed scalehouses are among the most costly to manage. The Rate Policy Subcommittee of SWAC, which met from September 2005 through February 2006, was charged with examining this issue and making policy recommendations. By balancing an analysis of cost with rate design principles, the Rate Policy Subcommittee recommended that Metro implement a split transaction fee based on two customer classes, defined between users of the staffed scalehouses vs. users of the automated scale system.

This recommendation was brought before the Metro Council at its March 28 Work Session. The Council concurred with subcommittee’s recommendation and directed that it be brought before the Rate Review Committee. The Council further asked that staff provide an analysis of the economic effect of the new rates on generators and on solid waste facilities. In addition, the Council asked for an assessment on recycling. These analyses are provided in this staff report below.

Based on an analysis of costs and usage, on April 12, 2006 the Rate Review Committee recommended that Council adopt an \$8.50 fee for transactions at the scalehouses and \$3.00 for automated transactions.

Economic Analysis of this Year’s Rate Changes

The analyses in this section are divided into three parts: generators, facilities, and Metro customers.

Generators. Generators pay Metro’s disposal charges through their monthly bills for garbage collection. Disposal costs range from an average of about 22 percent of the residential bill, up to 60 percent or more for large commercial generators. The economic effect on a range of generators is shown in the following table.

Effect of Proposed Rate Changes on Monthly Collection Costs

| Generator | Average Current Monthly Garbage Bill (total cost) | Decrease in Monthly Bill due to Metro’s Rate Changes | |
|-----------------------|---|---|-----------------------------------|
| | | Per Month | Per Day |
| Residential | \$21.60 | -16¢ | < -1/2 ¢ |
| Small Business | \$86.40 | -93¢ | -3¢ |
| Medium Office | \$336 | -\$4.56 | -15¢ |
| Sit-Down Restaurant | \$2,736 | -\$51.93 | -\$1.73 |
| | <u>Current Disposal Cost</u> | <u>Decrease in Cost per Load</u> | |
| Drop Boxes (roll-off) | \$186 | -\$8.37 (at automated scales) | -\$2.87 (at staffed scales) |

The changes range from less than half a penny a day for residential generators, up to a savings of \$1.73 per day for a medium-sized sit-down restaurant that discards almost 300 tons of waste per year.* As source-separated recycling is relatively price-inelastic (especially for small-quantity generators for whom participation is governed more by convenience and service frequency than costs), very little effect on recycling and recovery can be expected from the small changes shown in the table. Furthermore, generators will probably not see their garbage bills fall by the amount in the table, as haulers' rising fuel costs will most likely offset a portion of the savings from disposal.

Private Facility Economics. Metro's Regional System Fee and Excise Tax are levied on waste that is landfilled. Accordingly, the system fee and excise tax are a cost to private solid waste facilities. Combined, the proposed rates are \$21.92 (\$13.57 RSF + \$8.35 ET) next year. This is down from \$22.87 (\$14.54 + \$8.33) this year. Thus, disposal Private solid waste facilities will receive a 95¢ per ton reduction in Metro fees based on the proposed rates.

However, most private facilities rely on tip fees for the majority of their revenue. If this ordinance is adopted, Metro's tip fee would drop \$1.55 per ton, from \$71.41 to \$69.86. If the effect of the two-part transaction is considered, the reduction is even steeper. So while the Regional System Fee and Excise Tax provide some cost relief to private facilities, this will be more than offset by the drop in the tip fee, if private facilities reduce their tip fee to match Metro's tip fee.

Historically, private facilities have tracked Metro's tip fee, but this relationship may be breaking down. Most facility operations have informed Metro that rising fuel prices, labor and the cost of capital dictate that their tip fees will equal or exceed Metro's rate next year. It remains to be seen how these price dynamics will affect flow among facilities.**

Metro's Customers. Metro customers will see very small changes in cost due to the new rates, except for very large loads which will experience a noticeable decrease (see table below). The cost falls for the majority of load sizes. The cost rises only for users of the scalehouses delivering up to about two-thirds of a ton. In calendar year 2005, 229,177 transactions (of the 356,010 total) arrived with load sizes less than 0.65 tons. This user class is almost perfectly correlated with public self-haulers. Thus, the new rate structure has the intended effect of charging users their fair share of the costs for which they are responsible.

Customers' Cost Per Load at Metro Transfer Station *
(Selected Load Sizes)**

| Load Size | Current Cost | Cost under Proposed Rates | | Increase / (Decrease) | |
|----------------|--------------|---------------------------|-----------|-----------------------|-----------|
| | | Scalehouse | Automated | Scalehouse | Automated |
| min (240 lbs.) | \$17.00 | \$17.00 | \$17.00 | \$0.00 | \$0.00 |
| ¼ Ton | \$25.35 | \$25.97 | \$20.47 | \$0.61 | (\$4.89) |
| ½ Ton | \$43.21 | \$43.43 | \$37.93 | \$0.23 | (\$5.28) |
| 0.65 ton | \$53.92 | \$53.92 | \$48.41 | \$0.00 | (\$5.51) |
| 1 Ton | \$78.91 | \$78.36 | \$72.86 | (\$0.55) | (\$6.05) |
| 3 Tons | \$221.73 | \$218.08 | \$212.58 | (\$3.65) | (\$9.15) |
| 5 Tons | \$364.55 | \$357.80 | \$352.30 | (\$6.75) | (\$12.25) |
| 10 Tons | \$721.60 | \$707.10 | \$701.60 | (\$14.50) | (\$20.00) |

* Drop box disposal is a single event with wide variability in hauling distances, so disposal costs only are shown.

** It is highly unlikely that facilities will lose flow from their own hauling companies, so the main "play" is among waste controlled by independent haulers and commercial self-hauling.

*** Figures are shown unrounded for purposes of illustration. Actual charges are rounded down to the nearest 50¢.

Other Changes

The other changes to Chapter 5.02 are routine, except for one. In Section 1 of the Ordinance, Metro Code subsection 5.02.025(b) is amended to authorize the Chief Operating Officer to waive the Regional System Fee at Metro facilities for a very narrow group: franchised haulers who collect waste outside the district and deliver that waste to a Metro transfer station, currently representing about 12,000 tons. In point of fact, these haulers do not have to deliver waste to Metro (Metro has no flow control authority over out-of-district waste); and furthermore, there are now several cheaper disposal options available to them. In recent years, Metro has experienced an erosion of almost 40 percent of the amount of out-of-district waste it receives from these franchised haulers; and Metro is at risk of losing 80 percent of the remaining 12,000 tons—almost all of this due to pricing. The main purpose of this exemption is to slow or stop the erosion of tonnage that is brought to Metro from outside the district. The fiscal cost is about 12¢ per ton increase in the Regional System Fee. This would protect about \$100,000 in general fund (excise tax) revenues; and preserve transaction fees and tonnage charges against the department's operating costs. Furthermore, there is policy precedent for such an action. In recent years the Council has *explicitly* removed the requirement on private facilities to collect the RSF on out-of-district putrescible waste. So now, Metro is the only facility that continues to collect Regional System Fees on out-of-district route waste. Accordingly, this amendment would also align Metro with its own policies toward private facilities in this area. The department's detailed analysis of this issue is available on request.

INFORMATION/ANALYSIS

- 1. Known Opposition.** There is no known opposition.
- 2. Legal Antecedents.** Metro's solid waste rates are set in Metro Code Chapter 5.02. Any change in these rates requires an ordinance amending Chapter 5.02. Metro reviews solid waste rates annually, and has amended Chapter 5.02 when changes are warranted.
- 3. Anticipated Effects:** This ordinance better aligns Metro's prices with the customer classes that are responsible for costs at the transfer stations. The prices changes are not expected to have a significant impact on source-separated recycling. All else equal, the new price structure mildly erodes the financial position of any private facility that matches Metro's rates exactly; however, most private facilities have indicated that they intend to charge a higher tip fee than Metro in order to maintain their economic margins which are also affected by the increasing costs of fuel, labor and capital. See the analysis in **Background**.
- 4. Budget Impacts.** These rates are designed to recover fully the department's net operating cost for FY 2006-07. These rates are in full compliance with the Rate Covenant of the Solid Waste Revenue Bonds relating to debt service coverage.

RECOMMENDATION

The Chief Operating Officer recommends adoption of Ordinance No. 06-1118.

BEFORE THE METRO COUNCIL

FOR THE PURPOSE OF AMENDING THE FY) ORDINANCE NO. 06-1119
2005-06 BUDGET AND APPROPRIATIONS)
SCHEDULE RECOGNIZING A DONATION) Introduced by Mike Jordan, Chief Operating
FROM THE REGIONAL ARTS AND CULTURE) Officer, with the concurrence of Council
COUNCIL AND DECLARING AN EMERGENCY) President Bragdon

WHEREAS, the Metro Council has reviewed and considered the need to increase appropriations within the FY 2005-06 Budget; and

WHEREAS, Oregon Budget Law ORS 294.326 allows for the expenditure in the year of receipt of grants, gifts, bequests, and other devices received by a municipal corporation in trust for a specific purpose; and

WHEREAS, the need for the increase of appropriation has been justified; and

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

THE METRO COUNCIL ORDAINS AS FOLLOWS:

1. That the FY 2005-06 Budget and Schedule of Appropriations are hereby amended as shown in the column entitled "Revision" of Exhibits A and B to this Ordinance for the purpose of recognizing \$190,000 in a capital donation in the Smith & Bybee Lakes Fund and increasing the capital outlay appropriation to allow for recognition of the asset value of the art installed with the facility improvements.
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 this _____ day of _____, 2006.

David Bragdon, Council President

Attest:

Approved as to Form:

Christina Billington, Recording Secretary

Daniel B. Cooper, Metro Attorney

Exhibit A
Ordinance No. 06-1119

| ACCT | DESCRIPTION | Current Budget | | Revision | | Amended Budget | |
|--|----------------------------------|----------------|--------------------|----------|------------------|----------------|--------------------|
| | | FTE | Amount | FTE | Amount | FTE | Amount |
| Smith & Bybee Lakes Fund | | | | | | | |
| <u>Resources</u> | | | | | | | |
| <i>BEGBAL Beginning Fund Balance</i> | | | | | | | |
| | * Prior year ending balance | | 3,610,000 | | 0 | | 3,610,000 |
| <i>CHGSVC Charges for Service</i> | | | | | | | |
| 4500 | Admission Fees | | 1,700 | | 0 | | 1,700 |
| <i>INTRST Interest Earnings</i> | | | | | | | |
| 4700 | Interest on Investments | | 90,250 | | 0 | | 90,250 |
| <i>CAPGRT Capital Grants</i> | | | | | | | |
| 4755 | Capital Donation & Contributions | | 0 | | 190,000 | | 190,000 |
| TOTAL RESOURCES | | | \$3,701,950 | | \$190,000 | | \$3,891,950 |
| <u>Capital Outlay</u> | | | | | | | |
| <i>CAPCIP Capital Outlay (CIP Projects)</i> | | | | | | | |
| 5725 | Buildings & Related (CIP) | | 0 | | 190,000 | | 190,000 |
| Total Capital Outlay | | | \$0 | | \$190,000 | | \$190,000 |
| Total Interfund Transfers | | | \$21,700 | | \$0 | | \$21,700 |
| <u>Contingency and Ending Balance</u> | | | | | | | |
| <i>UNAPP Unappropriated Fund Balance</i> | | | | | | | |
| | * Ending Balance | | 3,680,250 | | 0 | | 3,680,250 |
| Total Contingency and Ending Balance | | | \$3,680,250 | | \$0 | | \$3,680,250 |
| TOTAL REQUIREMENTS | | - | \$3,701,950 | - | \$190,000 | - | \$3,891,950 |

Exhibit B
Ordinance No. 06-1119
FY 2005-06 SCHEDULE OF APPROPRIATIONS

| | <u>Current Appropriation</u> | <u>Revision</u> | <u>Amended Appropriation</u> |
|-----------------------------------|----------------------------------|------------------|----------------------------------|
| SMITH AND BYBEE LAKES FUND | | | |
| Capital Outlay | \$0 | \$190,000 | \$190,000 |
| Interfund Transfers | 21,700 | 0 | 21,700 |
| Unappropriated Balance | 3,680,250 | 0 | 3,680,250 |
| Total Fund Requirements | \$3,701,950 | \$190,000 | \$3,891,950 |

All Other Appropriations Remain as Previously Adopted

STAFF REPORT

CONSIDERATION OF ORDINANCE NO. 06-1119 FOR THE PURPOSE OF RECOGNIZING A DONATION FROM THE REGIONAL ARTS AND CULTURE COUNCIL AND DECLARING AN EMERGENCY

Date: April 25, 2006

Presented by: Jeff Tucker

BACKGROUND

As part of the facility improvements at Smith & Bybee Wetlands Natural Area, the Regional Arts and Culture Council (RACC) commissioned an art installation that was integrated into the facility improvement designs. RACC spent \$190,000 directly on the installation of the art. Because this installation is integrated with the facility improvements, it represents an asset that was donated by RACC to Metro. It is necessary to book this asset in the General Ledger, and budget authority is needed to make this book entry. This action also amends the FY 2005-06 through FY 2009-10 Capital Budget.

ANALYSIS/INFORMATION

- 1. Known Opposition:** None known.
- 2. Legal Antecedents:** ORS 294.326(3) provides an exemption to Oregon Budget Law allowing for the expenditure in the year of receipt of grants, gifts and bequests received by a municipal corporation in trust for a specific purpose. ORS 294.450 provides for transfers of appropriations within a fund, including transfers from contingency, if such transfers are authorized by official resolution or ordinance of the governing body for the local jurisdiction.
- 3. Anticipated Effects:** This action will allow for the accounting entry necessary to recognize the value of the art installation as an asset of Metro.
- 4. Budget Impacts:** Capital outlay appropriation will be increased by \$190,000 to allow for the book entry of the asset value.

RECOMMENDED ACTION

The Chief Operating Operator recommends adoption of Ordinance No. 06-1119.

BEFORE THE METRO COUNCIL

| | | |
|--------------------------------------|---|--|
| FOR THE PURPOSE OF AMENDING THE FY |) | ORDINANCE NO. 06-1120 |
| 2005-06 BUDGET AND APPROPRIATIONS |) | |
| SCHEDULE FOR THE PURPOSE OF AMENDING |) | Introduced by Mike Jordan, Chief Operating |
| THE MERC OPERATING AND POOLED |) | Officer, with the concurrence of Council |
| CAPITAL FUNDS AND DECLARING AN |) | President Bragdon |
| EMERGENCY |) | |

WHEREAS, the Metro Council has reviewed and considered the need to increase appropriations within the FY 2005-06 Budget; and

WHEREAS, the need for the increase of appropriation has been justified; and

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

THE METRO COUNCIL ORDAINS AS FOLLOWS:

1. That the FY 2005-06 Budget and Schedule of Appropriations are hereby amended as shown in the column entitled "Revision" of Exhibits A and B to this Ordinance for the purpose of amending the MERC Operating and Pooled Capital Funds.
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 this _____ day of _____, 2006.

David Bragdon, Council President

Attest:

Approved as to Form:

Christina Billington, Recording Secretary

Daniel B. Cooper, Metro Attorney

Exhibit A
Ordinance No. 06-1120

| ACCT | DESCRIPTION | Current Budget | | Revision | | Amended Budget | |
|--|---------------------------------------|----------------|---------------------|-------------|------------------|----------------|---------------------|
| | | FTE | Amount | FTE | Amount | FTE | Amount |
| MERC Operating Fund | | | | | | | |
| Total MERC Operating Fund | | | | | | | |
| Total Personal Services | | 150.65 | \$14,402,032 | 0.00 | \$0 | 150.65 | \$14,402,032 |
| <i><u>Materials & Services</u></i> | | | | | | | |
| <i>GOOD: Goods</i> | | | | | | | |
| | 5201 Office Supplies | | 205,766 | | 0 | | 205,766 |
| | 5205 Operating Supplies | | 245,773 | | 0 | | 245,773 |
| | 5210 Subscriptions and Dues | | 27,404 | | 0 | | 27,404 |
| | 5214 Fuels and Lubricants | | 7,900 | | 0 | | 7,900 |
| | 5215 Maintenance & Repairs Supplies | | 267,800 | | 0 | | 267,800 |
| | 5225 Retail | | 13,500 | | 0 | | 13,500 |
| <i>SVCS Services</i> | | | | | | | |
| | 5240 Contracted Professional Svcs | | 242,239 | | 0 | | 242,239 |
| | 5245 Marketing Expense | | 2,258,776 | | 0 | | 2,258,776 |
| | 5247 POVA Pass-Through | | 392,015 | | 0 | | 392,015 |
| | 5251 Utility Services | | 2,241,642 | | 0 | | 2,241,642 |
| | 5255 Cleaning Services | | 700 | | 0 | | 700 |
| | 5260 Maintenance & Repair Services | | 576,501 | | 0 | | 576,501 |
| | 5265 Rentals | | 409,445 | | 0 | | 409,445 |
| | 5280 Other Purchased Services | | 457,678 | | 0 | | 457,678 |
| | 5281 Other Purchased Services - Reimb | | 482,593 | | 0 | | 482,593 |
| | 5290 Operations Contracts | | 156,053 | | 0 | | 156,053 |
| | 5291 Food and Beverage Services | | 7,777,266 | | 610,391 | | 8,387,657 |
| | 5292 Parking Services | | 115,000 | | 0 | | 115,000 |
| <i>IGEXP Intergov't Expenditures</i> | | | | | | | |
| | 5300 Payments to Other Agencies | | 80,725 | | 0 | | 80,725 |
| <i>OTHEX Other Expenditures</i> | | | | | | | |
| | 5450 Travel | | 80,190 | | 0 | | 80,190 |
| | 5455 Staff Development | | 63,215 | | 0 | | 63,215 |
| | 5490 Miscellaneous Expenditures | | 42,065 | | 0 | | 42,065 |
| | 5520 Bad Debt Expense | | 9,000 | | 0 | | 9,000 |
| Total Materials & Services | | | \$16,153,246 | | \$610,391 | | \$16,763,637 |
| Total Debt Service | | | \$22,768 | | \$0 | | \$22,768 |
| Total Capital Outlay | | | \$0 | | \$0 | | \$0 |

Exhibit A
Ordinance No. 06-1120

| ACCT | DESCRIPTION | Current Budget | | Revision | | Amended Budget | |
|--|--|----------------|---------------------|-------------|----------------------|----------------|---------------------|
| | | FTE | Amount | FTE | Amount | FTE | Amount |
| MERC Operating Fund | | | | | | | |
| Total MERC Operating Fund | | | | | | | |
| <u>Interfund Transfers</u> | | | | | | | |
| <i>INDTE Interfund Reimbursements</i> | | | | | | | |
| 5800 | Transfer for Indirect Costs | | | | | | |
| | * to General Fund-Support Services | | 1,606,715 | | 0 | | 1,606,715 |
| | * to General Fund | | 52,821 | | 0 | | 52,821 |
| | * to Risk Management Fund - Liability | | 443,004 | | 0 | | 443,004 |
| | * to Risk Management Fund - Workers Comj | | 93,705 | | 0 | | 93,705 |
| <i>INTCH Internal Service Transfers</i> | | | | | | | |
| 5820 | Transfer for Direct Costs | | | | | | |
| | to General Fund-Support Services | | 72,677 | | 0 | | 72,677 |
| <i>EQTCH Fund Equity Transfers</i> | | | | | | | |
| 5810 | Transfer of Resources | | | | | | |
| | * to MERC Pooled Capital | | 97,637 | | 511,108 | | 608,745 |
| | * to General Fund (Pension Obligation) | | 1,778,272 | | 0 | | 1,778,272 |
| | * to General Revenue Bond Fund | | 1,215,134 | | 0 | | 1,215,134 |
| Total Interfund Transfers | | | \$5,359,965 | | \$511,108 | | \$5,871,073 |
| <u>Contingency and Ending Balance</u> | | | | | | | |
| <i>CONT Contingency</i> | | | | | | | |
| 5999 | Contingency | | | | | | |
| | * General Contingency | | 1,221,092 | | (1,121,499) | | 99,593 |
| | * Prior Year PERS Reserve | | 49,037 | | 0 | | 49,037 |
| <i>UNAPF Unappropriated Fund Balance</i> | | | | | | | |
| 5990 | Unappropriated Fund Balance | | | | | | |
| | * Restricted Fund Balance (User Fees) | | 644,546 | | 0 | | 644,546 |
| | * Ending Balance | | 6,899,259 | | 0 | | 6,899,259 |
| Total Contingency and Ending Balance | | | \$8,813,934 | | (\$1,121,499) | | \$7,692,435 |
| TOTAL REQUIREMENTS | | 150.65 | \$44,751,945 | 0.00 | \$0 | 150.65 | \$44,751,945 |

**Exhibit A
Ordinance No. 06-1120**

| ACCT | DESCRIPTION | Current Budget | | Revision | | Amended Budget | |
|---|--------------------------------------|----------------|--------------------|-------------|------------------|----------------|--------------------|
| | | FTE | Amount | FTE | Amount | FTE | Amount |
| MERC Pooled Capital Fund | | | | | | | |
| <u>Resources</u> | | | | | | | |
| <i>BEGBA Beginning Fund Balance</i> | | | | | | | |
| | * Prior year ending balance | | 4,435,080 | | 0 | | 4,435,080 |
| | * Prior year PERS reserve | | 56,761 | | 0 | | 56,761 |
| <i>GVCNI Contributions from Governments</i> | | | | | | | |
| 4145 | Government Contributions | | 337,750 | | 0 | | 337,750 |
| <i>INTRST Interest Earnings</i> | | | | | | | |
| 4700 | Interest on Investments | | 31,102 | | 0 | | 31,102 |
| <i>DONAT Contributions from Private Sources</i> | | | | | | | |
| 4750 | Donations and Bequests | | 575,000 | | 0 | | 575,000 |
| <i>MISCR\ Miscellaneous Revenue</i> | | | | | | | |
| 4891 | Refunds and Reimbursements | | 150,000 | | | | 150,000 |
| <i>EQTRE Fund Equity Transfers</i> | | | | | | | |
| 4970 | Transfer of Resources | | | | | | |
| | * from MERC Operating - Administrati | | 0 | | 461,108 | | 461,108 |
| | * from MERC Operating - Expo Center | | 97,637 | | 50,000 | | 147,637 |
| | * from General Fund | | 636,208 | | 0 | | 636,208 |
| TOTAL RESOURCES | | | \$6,319,538 | | \$511,108 | | \$6,830,646 |
| <u>Personal Services</u> | | | | | | | |
| <i>SALWG Salaries & Wages</i> | | | | | | | |
| | Construction Coordinator | 1.00 | 63,415 | - | 0 | 1.00 | 63,415 |
| | Construction/Capital Projects M | 1.00 | 84,598 | - | 0 | 1.00 | 84,598 |
| | PCPA Director | 0.50 | 51,802 | - | 0 | 0.50 | 51,802 |
| | PCPA Operations Manager II | 0.75 | 59,870 | - | 0 | 0.75 | 59,870 |
| | PCPA Operations Accounting (| 0.30 | 12,751 | - | 0 | 0.30 | 12,751 |
| 5015 | Reg Employees-Full Time-Non-Exempt | | | | | | |
| | PCPA Administrative Assistan | 0.15 | 5,741 | - | 0 | 0.15 | 5,741 |
| | PCPA Operating Engineer | 1.00 | 50,024 | - | 0 | 1.00 | 50,024 |
| | PCPA Utility Maintenance Tec | 0.15 | 4,780 | - | 0 | 0.15 | 4,780 |
| | PCPA Lead Electricain | 0.50 | 29,599 | - | 0 | 0.50 | 29,599 |
| 5030 | Temporary | | 0 | | 2,000 | | 2,000 |
| 5080 | Overtime | | 0 | | 13,000 | | 13,000 |
| 5089 | Merit/Bonus Pay | | 1,776 | | 0 | | 1,776 |
| | Salary Adjustment | | | | | | |
| | Salary Adjustment Pool (non-repres | | 27,230 | | 0 | | 27,230 |
| <i>FRINGE Fringe Benefits</i> | | | | | | | |
| 5100 | Fringe Benefits | | | | | | |
| | Base Fringe (variable & fixed) | | 176,888 | | 3,750 | | 180,638 |
| Total Personal Services | | 5.35 | \$568,474 | 0.00 | \$18,750 | 5.35 | \$587,224 |

Exhibit A
Ordinance No. 06-1120

| ACCT | DESCRIPTION | Current Budget | | Revision | | Amended Budget | |
|--|--------------------------------|----------------|--------------------|-------------------|------------------|----------------|--------------------|
| | | FTE | Amount | FTE | Amount | FTE | Amount |
| MERC Pooled Capital Fund | | | | | | | |
| <i><u>Materials and Services</u></i> | | | | | | | |
| <i>SVCS Services</i> | | | | | | | |
| 5240 | Contracted Professional Svcs | | 0 | | 125,000 | | 125,000 |
| Total Materials and Services | | | \$0 | \$125,000 | | | \$125,000 |
| <i><u>Capital Outlay</u></i> | | | | | | | |
| <i>CAPNG Capital Outlay (Non-CIP Projects)</i> | | | | | | | |
| 5720 | Buildings & Related (non-CIP) | | 222,000 | | 0 | | 222,000 |
| 5740 | Equipment & Vehicles (non-CIP) | | 52,500 | | 0 | | 52,500 |
| 5750 | Office Furn & Equip (non-CIP) | | 36,000 | | 0 | | 36,000 |
| <i>CAPCII Capital Outlay (CIP Projects)</i> | | | | | | | |
| 5715 | Improve-Oth thn Bldg (CIP) | | 239,345 | | 0 | | 239,345 |
| 5725 | Buildings & Related (CIP) | | 2,919,227 | | (75,000) | | 2,844,227 |
| 5745 | Equipment & Vehicles (CIP) | | 245,000 | | 0 | | 245,000 |
| 5755 | Office Furniture & Equip (CIP) | | 44,000 | | 0 | | 44,000 |
| Total Capital Outlay | | | \$3,758,072 | (\$75,000) | | | \$3,683,072 |
| Total Interfund Transfers | | | \$61,160 | \$0 | | | \$61,160 |
| <i><u>Contingency and Ending Balance</u></i> | | | | | | | |
| <i>CONT Contingency</i> | | | | | | | |
| 5999 | Contingency | | | | | | |
| | * General Contingency | | 695,182 | | (68,750) | | 626,432 |
| | * Prior Year PERS Reserve | | (3,512) | | 0 | | (3,512) |
| | * Current Year PERS Reserve | | (1,594) | | 0 | | (1,594) |
| <i>UNAPP Unappropriated Fund Balance</i> | | | | | | | |
| 5990 | Unappropriated Fund Balance | | | | | | |
| | * Ending Balance | | 1,240,162 | | 511,108 | | 1,751,270 |
| | * Prior Year PERS Reserve | | 1,594 | | 0 | | 1,594 |
| Total Contingency and Ending Balance | | | \$1,931,832 | \$442,358 | | | \$2,374,190 |
| TOTAL REQUIREMENTS | | 5.35 | \$6,319,538 | 0.00 | \$511,108 | 5.35 | \$6,830,646 |

Exhibit B
Ordinance No. 06-1120
FY 2005-06 SCHEDULE OF APPROPRIATIONS

| | <u>Current Appropriation</u> | <u>Revision</u> | <u>Amended Appropriation</u> |
|---------------------------------|----------------------------------|------------------|----------------------------------|
| MERC OPERATING FUND | | | |
| Operating Expenses (PS & M&S) | \$30,555,278 | \$610,391 | \$31,165,669 |
| Debt Service | 22,768 | 0 | 22,768 |
| Interfund Transfers | 5,359,965 | 511,108 | 5,871,073 |
| Contingency | 1,270,129 | (1,121,499) | 148,630 |
| Unappropriated Balance | 7,543,805 | 0 | 7,543,805 |
| Total Fund Requirements | \$44,751,945 | \$0 | \$44,751,945 |
| MERC POOLED CAPITAL FUND | | | |
| Operating Expenses (PS & M&S) | \$568,474 | \$143,750 | \$712,224 |
| Capital Outlay | 3,758,072 | (75,000) | 3,683,072 |
| Interfund Transfers | 61,160 | 0 | 61,160 |
| Contingency | 690,076 | (68,750) | 621,326 |
| Unappropriated Balance | 1,241,756 | 511,108 | 1,752,864 |
| Total Fund Requirements | \$6,319,538 | \$511,108 | \$6,830,646 |

All Other Appropriations Remain as Previously Adopted

STAFF REPORT

CONSIDERATION OF ORDINANCE NO. 06-1120 FOR THE PURPOSE OF AMENDING THE MERC OPERATING AND POOLED CAPITAL FUNDS; AND DECLARING AN EMERGENCY

Date: April 28, 2006

Presented by: Jeff Miller
Kathy Taylor

BACKGROUND

This action requests amendments to the MERC Operating and Capital Fund to recognize several actions:

Aramark National Vendor Rebate - In September Aramark remitted \$569,596 for national rebates for a period from 1999 to 2005. Effective this current year these rebates are paid quarterly. The venues will retain the 2004-05 amount (\$108,488) in fund balance. Prior year rebates in the amount of \$461,108 will be transferred to the MERC Pooled Capital Fund for General Manager approved projects primarily upgrading food and beverage infrastructure and technology.

Food and Beverage Expenditures – The Oregon Convention Center and PCPA are experiencing food and beverage costs that are greater than the original budget forecast. This action would transfer a total of \$610,391 from contingency to materials & services as a precaution against possible over-expenditure in this area.

Expo Center Phase 3 Market Assessment – MERC management is conducting a market assessment and design study for Expo Center Phase 3 construction. This action transfers \$50,000 from the MERC Pooled Capital Fund contingency to pay for the study. A transfer from the Operating Fund to the Pooled Capital Fund will be made to reimburse the capital fund's contingency.

Capital Project staff – The ordinance requests a minor transfer from contingency to fund overtime and temporary assistance for staff working on capital projects. This action requests \$18,750 from contingency to personal services in the MERC Pooled Capital Fund.

Arlene Schnitzer Concert Hall Improvements Design Study - The Adopted Budget includes \$75,000 for partial funding of an Architectural and Theatrical Consultant Design study for improvements to the Arlene Schnitzer Concert Hall. The actual project will be paid for through fundraising efforts of others. This amendment reclassifies the \$75,000 from capital outlay to materials and services to account for preliminary contracted professional services.

ANALYSIS/INFORMATION

- 1. Known Opposition:** None known.
- 2. Legal Antecedents:** ORS 294.450 provides for transfers of appropriations within a fund, including transfers from contingency, if such transfers are authorized by official resolution or ordinance of the governing body for the local jurisdiction.
- 3. Anticipated Effects:** This ordinance provides for several actions. First, it moves funds from contingency to materials & services or personal services in the operating and capital budgets as a

precaution against possible over-expenditure due to higher than anticipated food and beverage costs and additional temporary assistance on capital projects; second, it properly classifies the budget for two studies from capital outlay to materials & services; and third, it places the rebates received from Aramark in the MERC Pooled Capital Fund reserve.

4. **Budget Impacts:** The ordinance will place an additional \$461,108 in the Pooled Capital Fund reserves pending General Manager approval of projects primarily aimed at upgrading food and beverage infrastructure and technology. It will also move \$610,391 from the operating fund contingency to materials and services as a precaution against possible over-expenditure. The facilities are experiencing costs greater than the original budget.

RECOMMENDED ACTION

The Chief Operating Officer recommends adoption of Ordinance No. 06-1120

BEFORE THE METRO COUNCIL

| | | |
|--------------------------------------|---|--|
| FOR THE PURPOSE OF AMENDING FY 2005- |) | ORDINANCE NO. 06-1121 |
| 06 BUDGET AND APPROPRIATIONS |) | |
| SCHEDULE TRANSFERRING \$350,000 FROM |) | Introduced by Mike Jordan, Chief Operating |
| CONTINGENCY TO CAPITAL OUTLAY IN |) | Officer, with the concurrence of Council |
| THE METRO CAPITAL FUND; AND |) | President Bragdon |
| DECLARING AN EMERGENCY |) | |

WHEREAS, the Metro Council has reviewed and considered the need to transfer appropriations within the FY 2005-06 Budget; and

WHEREAS, Oregon Budget Law ORS 294.450 provides for transfers of appropriations within a fund, including transfers from contingency, if such transfers are authorized by official resolution or ordinance of the governing body for the local jurisdiction; and

WHEREAS, the need for the increase of appropriation has been justified; and

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

THE METRO COUNCIL ORDAINS AS FOLLOWS:

1. That the FY 2005-06 Budget and Schedule of Appropriations are hereby amended as shown in the column entitled "Revision" of Exhibits A and B to this Ordinance for the purpose transferring \$350,000 in appropriation from Contingency to Capital Outlay in the Metro Capital Fund.
2. That the FY 2005-06 through FY 2009-10 Capital Improvement Plan is hereby amended to include the projects shown in Exhibit C to this Ordinance.
3. 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 this _____ day of _____, 2006.

David Bragdon, Council President

Attest:

Approved as to Form:

Christina Billington, Recording Secretary

Daniel B. Cooper, Metro Attorney

Exhibit A
Ordinance No. 06-1121

| ACCT | DESCRIPTION | Current Budget | | Revision | | Amended Budget | |
|---|--|----------------|--------------|----------|-------------|----------------|--------------|
| | | FTE | Amount | FTE | Amount | FTE | Amount |
| Metro Capital Fund | | | | | | | |
| TOTAL RESOURCES | | | \$10,361,269 | | \$0 | | \$10,361,269 |
| | Total Personal Services | 1.00 | \$98,279 | - | \$0 | 1.00 | \$98,279 |
| | Total Materials & Services | | \$500,000 | | \$0 | | \$500,000 |
| <u>Capital Outlay</u> | | | | | | | |
| CAPCIP | Capital Outlay (CIP Projects) | | | | | | |
| 5715 | Improve-Oth thn Bldg (CIP) | | 1,107,500 | | 0 | | 1,107,500 |
| 5725 | Buildings & Related (CIP) | | 450,000 | | 0 | | 450,000 |
| | * Great Northwest Project | | 2,098,000 | | 350,000 | | 2,448,000 |
| | * California Condor Breeding Facility | | 520,000 | | 0 | | 520,000 |
| | * Admission Ticketing System | | 200,000 | | 0 | | 200,000 |
| | Total Capital Outlay | | \$4,375,500 | | \$350,000 | | \$4,725,500 |
| | Total Interfund Transfers | | \$500 | | \$0 | | \$500 |
| <u>Contingency & Unappropriated Balance</u> | | | | | | | |
| CONT | Contingency | | | | | | |
| 5999 | Contingency | | | | | | |
| | * General contingency | | 1,207,000 | | (350,000) | | 857,000 |
| | * Current Year PERS Reserve | | 3,551 | | 0 | | 3,551 |
| | * Prior Year PERS Reserve | | 6,601 | | 0 | | 6,601 |
| UNAPP | Unappropriated Fund Balance | | | | | | |
| 5990 | Unappropriated Fund Balance | | | | | | |
| | * Renewal & Replacement - IT | | 316,570 | | 0 | | 316,570 |
| | * Renewal & Replacement - MRC | | 396,625 | | 0 | | 396,625 |
| | * Oregon Zoo Projects Account | | 1,763,911 | | 0 | | 1,763,911 |
| | * Parks Capital Projects Account | | 233,822 | | 0 | | 233,822 |
| | * Parks Renewal & Replacement | | 173,150 | | 0 | | 173,150 |
| | * Parks Cap. Imp, R&R (Mult. Cty Reserve) | | 982,660 | | 0 | | 982,660 |
| | * Oxbow Park Nature Center Account | | 303,100 | | 0 | | 303,100 |
| | Total Contingency & Unappropriated Balance | | \$5,386,990 | | (\$350,000) | | \$5,036,990 |
| TOTAL REQUIREMENTS | | 1.00 | \$10,361,269 | - | \$0 | 1.00 | \$10,361,269 |

Exhibit B
Ordinance No. 06-1121
FY 2005-06 SCHEDULE OF APPROPRIATIONS

| | <u>Current</u> <u>Appropriation</u> | <u>Revision</u> | <u>Amended</u> <u>Appropriation</u> |
|--------------------------------|--|-----------------|--|
| METRO CAPITAL FUND | | | |
| Operating Expenses (PS & M&S) | \$598,279 | \$0 | \$598,279 |
| Capital Outlay | 4,375,500 | 350,000 | 4,725,500 |
| Interfund Transfers | 500 | 0 | 500 |
| Contingency | 1,217,152 | (350,000) | 867,152 |
| Unappropriated Balance | 4,169,838 | 0 | 4,169,838 |
| Total Fund Requirements | \$10,361,269 | \$0 | \$10,361,269 |

All Other Appropriations Remain as Previously Adopted

Exhibit C
Ordinance No. 06-1121

Capital Project Request - Project Detail

| | | | | | | | | | |
|--------------------------|------------------------------------|------------------------|-------------------------------------|-----------------------------|---------------------------|------|--------------------|---------------------|----------------|
| Project Title: | Introduction to the Forest (GNW V) | | | Fund: | Zoo Capital Projects Fund | | | | |
| Project Status: | Incomplete | Funding Status: | Funded | FY First Authorized: | 2003-04 | | Department: | Oregon Zoo | |
| Project Number | 51215I | Active: | <input checked="" type="checkbox"/> | Dept. Priority: | 1 | | Facility: | | |
| | | Division: | Construction Maintenance | | | | | | |
| Source Of Estimat | Preliminary | Source: | | | Start Date: | 9/04 | | Date: | 11/6/2003 |
| Type of Project: | New | Request Typ | Initial | | Completion Date: | 6/07 | | Prepared By: | Sarah Chisholm |

| Project Estimates | Actual | Budget/Est | Prior | | | | | | |
|-------------------|--------|------------|-----------|-------------|-----------|-----------|-----------|-----------|-------------|
| Capital Cost: | Expend | 2004-2005 | Years | 2005-2006 | 2006-2007 | 2007-2008 | 2008-2009 | 2009-2010 | Total |
| Construction | \$0 | \$200,000 | \$200,000 | \$2,448,000 | \$550,000 | \$0 | \$0 | \$0 | \$3,198,000 |
| Total: | \$0 | \$200,000 | \$200,000 | \$2,448,000 | \$550,000 | \$0 | \$0 | \$0 | \$3,198,000 |

| Funding Source: | | | | | | | | | |
|--------------------------------|-----|-----------|-----------|-------------|-----------|-----|-----|-----|-------------|
| Other - Interest Earnings | \$0 | \$0 | \$0 | \$50,000 | \$0 | \$0 | \$0 | \$0 | \$50,000 |
| Fund Balance - Capital Reserve | \$0 | \$200,000 | \$200,000 | \$2,000,000 | \$550,000 | \$0 | \$0 | \$0 | \$2,750,000 |
| Donations | \$0 | \$0 | \$0 | \$398,000 | \$0 | \$0 | \$0 | \$0 | \$398,000 |
| Total: | \$0 | \$200,000 | \$200,000 | \$2,448,000 | \$550,000 | \$0 | \$0 | \$0 | \$3,198,000 |

Annual Operating Budget Impact

Annual Expenditures

| | | | | | | |
|---|-----|-----|------------|------------|------------|------------|
| Materials and Services | \$0 | \$0 | \$28,000 | \$28,000 | \$28,000 | \$84,000 |
| Subtotal, Expenditures: | \$0 | \$0 | \$28,000 | \$28,000 | \$28,000 | \$84,000 |
| Net Operating Contribution (Cost): | \$0 | \$0 | (\$28,000) | (\$28,000) | (\$28,000) | (\$84,000) |

| | | | |
|---|---|---|---|
| Project Description / Justification: | Estimated Useful Life (yrs) <input style="width: 20px;" type="text" value="30"/> | First Full Fiscal Year of Operatio | <input style="width: 50px;" type="text" value="2007-08"/> |
|---|---|---|---|

Two major exhibits were planned for the next phase of the Great Northwest Project. The first is the Introduction to the Forest, which will include black bears, cougars, and bobcats, and is scheduled to open in the fall of 2006. The second exhibit is the Remote Forest, which was planned to include lynx, wolverines, spotted owl, and wolves, but has been put on hold due to funding constraints. The completion of the Introduction to the Forest will mark the completion of the connecting pathway between the Mountain Goat exhibit and the Family Farm exhibit.

STAFF REPORT

IN CONSIDERATION OF ORDINANCE NO. 06-1121, FOR THE PURPOSE OF AMENDING FY 2005-06 BUDGET AND APPROPRIATIONS SCHEDULE TRANSFERRING \$350,000 FROM CONTINGENCY TO CAPITAL OUTLAY IN THE METRO CAPITAL FUND; AND DECLARING AN EMERGENCY

Date: May 3, 2006

Prepared by: Tony Vecchio and
Brad Stevens

BACKGROUND

In December of 2005, the Oregon Zoo began work on the Cascade Canyon trail, a major capital construction project adding regional habitat exhibits to the zoo. The project showcases northwest forest-edge animals including Black Bear, Bobcat and Cougar, augmenting the existing Great Northwest exhibits. Cascade Canyon is part of the Zoo's Master Plan, approved by the City of Portland in 1997. In 1996, Metro Area voters authorized issuance of General Obligation Bonds "to make capital improvements to the Metro Washington Park Zoo," subsequently renamed the Oregon Zoo.

The Cascade Canyon project was divided into two phases with an overall budget of \$3,000,000. Work on the first phase was originally scheduled to be complete in June 2006, the end of the current fiscal year. The second phase of the project was to begin in July 2006 and was included in the 2006-07 budget. At this point, the contractor is ahead of schedule and has nearly completed all of the first phase work. If work on the second phase is delayed until July, the contractor will be forced to stop work until the beginning of the next fiscal year. It is estimated that the work stoppage will add an additional \$33,000 to the overall cost of the project. This amendment would transfer \$350,000 in the current fiscal year from Contingency to Capital Outlay so that second phase work may begin. This amendment would not increase the overall cost of the project it would merely change the timing. If this amendment is approved, a technical amendment will be submitted to reduce the FY 2006-07 appropriation for this project by \$350,000.

| <i>Metro Capital Fund – Oregon Zoo Capital Projects</i> | |
|---|-------------|
| Buildings & Related (CIP Projects) | \$350,000 |
| Contingency | (\$350,000) |

ANALYSIS/INFORMATION

- 1. Known Opposition:** None known
- 2. Legal Antecedents:** ORS 294.450 provides for transfers of appropriations within a fund, including transfers from contingency, if such transfers are authorized by official resolution or ordinance of the governing body for the local jurisdiction.
- 3. Anticipated Effects:** This action would allow the Oregon Zoo to begin work on the second phase of the Cascade Canyon construction project in the current fiscal year, avoiding a work stoppage, and reducing the overall project costs by approximately \$33,000.
- 4. Budget Impacts:** This action requests the transfer of \$350,000 from Contingency to Capital Outlay in the Metro Capital Fund – Oregon Zoo Capital Projects Account for FY 2005-06

RECOMMENDED ACTION

The Chief Operating Officer recommends adoption of this Ordinance.

BEFORE THE METRO COUNCIL

| | | |
|-------------------------------------|---|--|
| FOR THE PURPOSE OF AMENDING THE FY |) | ORDINANCE NO. 06-1122 |
| 2005-06 BUDGET AND APPROPRIATIONS |) | |
| SCHEDULE REPLACING COPIERS IN THE |) | Introduced by Mike Jordan, Chief Operating |
| METRO REGIONAL CENTER, PURCHASING |) | Officer, with the concurrence of Council |
| AND INSTALLING TIMEKEEPING SOFTWARE |) | President Bragdon |
| THROUGHOUT METRO; AMENDING THE FY |) | |
| 2005-06 THROUGH FY 2009-10 CAPITAL |) | |
| IMPROVEMENT PLAN; AND DECLARING AN |) | |
| EMERGENCY |) | |

WHEREAS, the Metro Council has reviewed and considered the need to increase appropriations within the FY 2005-06 Budget; and

WHEREAS, the need for the increase of appropriation has been justified; and

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

THE METRO COUNCIL ORDAINS AS FOLLOWS:

1. That the FY 2005-06 Budget and Schedule of Appropriations are hereby amended as shown in the column entitled "Revision" of Exhibits A and B to this Ordinance for the purpose of replacing copiers in the Metro Regional Center, and purchasing and installing timekeeping software throughout Metro.
2. That the FY 2005-06 through FY 2009-10 Capital Improvement Plan is amended as shown in Exhibit C to this ordinance.
3. 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 this _____ day of _____, 2006.

David Bragdon, Council President

Attest:

Approved as to Form:

Christina Billington, Recording Secretary

Daniel B. Cooper, Metro Attorney

Exhibit A
Ordinance No. 06-1122

| ACCT | DESCRIPTION | Current Budget | | Revision | | Amended Budget | |
|--|--|----------------|---------------------|----------|--------------------|----------------|---------------------|
| | | FTE | Amount | FTE | Amount | FTE | Amount |
| Metro Capital Fund | | | | | | | |
| Total Personal Services | | 1.00 | \$98,279 | - | \$0 | 1.00 | \$98,279 |
| Total Materials & Services | | | \$500,000 | | \$0 | | \$500,000 |
| Total Capital Outlay | | | \$4,375,500 | | \$0 | | \$4,375,500 |
| <u>Interfund Transfers</u> | | | | | | | |
| <i>EQTCH Fund Equity Transfers</i> | | | | | | | |
| 5810 | Transfer of Resources | | | | | | |
| | * to General Fund (Support Services) | | 0 | | 181,000 | | 181,000 |
| | * to General Fund (Pension Obligation) | | 9,634 | | 0 | | 9,634 |
| | * to General Fund (Regional Parks-Tibbets) | | 500 | | 0 | | 500 |
| Total Interfund Transfers | | | \$10,134 | | \$181,000 | | \$191,134 |
| <u>Contingency & Unappropriated Balance</u> | | | | | | | |
| <i>CONT Contingency</i> | | | | | | | |
| 5999 | Contingency | | | | | | |
| | * General contingency | | 1,207,000 | | (181,000) | | 1,026,000 |
| | * Prior Year PERS Reserve | | 518 | | 0 | | 518 |
| <i>UNAPP Unappropriated Fund Balance</i> | | | | | | | |
| 5990 | Unappropriated Fund Balance | | | | | | |
| | * Renewal & Replacement - IT | | 316,570 | | (61,000) | | 255,570 |
| | * Renewal & Replacement - MRC | | 396,625 | | 61,000 | | 457,625 |
| | * Oregon Zoo Projects Account | | 1,763,911 | | 0 | | 1,763,911 |
| | * Parks Capital Projects Account | | 233,822 | | 0 | | 233,822 |
| | * Parks Renewal & Replacement | | 173,150 | | 0 | | 173,150 |
| | * Parks Cap. Imp, R&R (Mult. Cty Res) | | 982,660 | | 0 | | 982,660 |
| | * Oxbow Park Nature Center Account | | 303,100 | | 0 | | 303,100 |
| Total Contingency & Unappropriated Balance | | | \$5,377,356 | | (\$181,000) | | \$5,196,356 |
| TOTAL REQUIREMENTS | | 1.00 | \$10,361,269 | - | \$0 | 1.00 | \$10,361,269 |

**Exhibit A
Ordinance No. 06-1122**

| ACCT | DESCRIPTION | Current Budget | | Revision | | Amended Budget | |
|--|--|----------------|------------|----------|--------|----------------|------------|
| | | FTE | Amount | FTE | Amount | FTE | Amount |
| General Fund | | | | | | | |
| Resources | | | | | | | |
| <i>BEGBAL Beginning Fund Balance</i> | | | | | | | |
| 3500 | Beginning Fund Balance | | | | | | |
| | * Prior year ending balance | | 8,180,930 | | 0 | | 8,180,930 |
| | * Undesignated | | 1,503,573 | | 0 | | 1,503,573 |
| | * Cash Flow Reserve | | 936,668 | | 0 | | 936,668 |
| | * Project Carryover | | 477,362 | | 0 | | 477,362 |
| | * Tourism Opportunity & Comp. Account | | 42,354 | | 0 | | 42,354 |
| | * Recovery Rate Stabilization Reserve | | 1,333,034 | | 0 | | 1,333,034 |
| | * Reserve for Future Debt Service | | 1,682,054 | | 0 | | 1,682,054 |
| | * General Renewal & Replacement Reserve | | 250,000 | | 0 | | 250,000 |
| | * Renewal, Replace., Cap Imp (Mult. Cty) | | 1,032,660 | | 0 | | 1,032,660 |
| | * IT Renewal & Replacement Reserve | | 350,000 | | 0 | | 350,000 |
| | * Prior year PERS Reserve | | 2,660,801 | | 0 | | 2,660,801 |
| <i>EXCISE Excise Tax</i> | | | | | | | |
| 4050 | Excise Taxes | | 12,805,010 | | 0 | | 12,805,010 |
| <i>RPTAX Real Property Taxes</i> | | | | | | | |
| 4010 | Real Property Taxes-Current Yr | | 9,024,168 | | 0 | | 9,024,168 |
| 4015 | Real Property Taxes-Prior Yrs | | 270,725 | | 0 | | 270,725 |
| <i>GRANTS Grants</i> | | | | | | | |
| 4100 | Federal Grants - Direct | | 3,336,509 | | 0 | | 3,336,509 |
| 4105 | Federal Grants - Indirect | | 5,212,398 | | 0 | | 5,212,398 |
| 4110 | State Grants - Direct | | 1,815,633 | | 0 | | 1,815,633 |
| 4115 | State Grants - Indirect | | 345,700 | | 0 | | 345,700 |
| 4120 | Local Grants - Direct | | 4,854,805 | | 0 | | 4,854,805 |
| 4125 | Local Grants - Indirect | | 2,235,372 | | 0 | | 2,235,372 |
| <i>LGSHRE Local Gov't Share Revenues</i> | | | | | | | |
| 4135 | Marine Board Fuel Tax | | 118,125 | | 0 | | 118,125 |
| 4139 | Other Local Govt Shared Rev. | | 378,362 | | 0 | | 378,362 |
| <i>GVCNTB Contributions from Governments</i> | | | | | | | |
| 4145 | Government Contributions | | 81,500 | | 0 | | 81,500 |
| <i>LICPER Licenses and Permits</i> | | | | | | | |
| 4150 | Contractor's Business License | | 400,000 | | 0 | | 400,000 |
| <i>CHGSVC Charges for Service</i> | | | | | | | |
| 4160 | Boat Ramp Use Permits | | 500 | | 0 | | 500 |
| 4165 | Boat Launch Fees | | 166,550 | | 0 | | 166,550 |
| 4180 | Contract & Professional Service | | 144,500 | | 0 | | 144,500 |
| 4200 | UGB Fees | | 50,000 | | 0 | | 50,000 |
| 4230 | Product Sales | | 1,775 | | 0 | | 1,775 |

Exhibit A
Ordinance No. 06-1122

| ACCT | DESCRIPTION | Current Budget | | Revision | | Amended Budget | |
|---------------------|---|----------------|------------|----------|---------|----------------|------------|
| | | FTE | Amount | FTE | Amount | FTE | Amount |
| General Fund | | | | | | | |
| Resources | | | | | | | |
| 4280 | Grave Openings | | 194,901 | | 0 | | 194,901 |
| 4285 | Grave Sales | | 139,707 | | 0 | | 139,707 |
| 4500 | Admission Fees | | 6,168,023 | | 0 | | 6,168,023 |
| 4510 | Rentals | | 739,371 | | 0 | | 739,371 |
| 4550 | Food Service Revenue | | 4,115,953 | | 0 | | 4,115,953 |
| 4560 | Retail Sales | | 1,917,209 | | 0 | | 1,917,209 |
| 4580 | Utility Services | | 2,100 | | 0 | | 2,100 |
| 4610 | Contract Revenue | | 912,953 | | 0 | | 912,953 |
| 4620 | Parking Fees | | 639,553 | | 0 | | 639,553 |
| 4630 | Tuition and Lectures | | 812,487 | | 0 | | 812,487 |
| 4635 | Exhibit Shows | | 433,778 | | 0 | | 433,778 |
| 4640 | Railroad Rides | | 487,442 | | 0 | | 487,442 |
| 4645 | Reimbursed Services | | 186,047 | | 0 | | 186,047 |
| 4650 | Miscellaneous Charges for Service | | 29,625 | | 0 | | 29,625 |
| 4760 | Sponsorships | | 14,000 | | 0 | | 14,000 |
| <i>INTRST</i> | <i>Interest Earnings</i> | | | | | | |
| 4700 | Interest on Investments | | 329,419 | | 0 | | 329,419 |
| <i>DONAT</i> | <i>Contributions from Private Sources</i> | | | | | | |
| 4750 | Donations and Bequests | | 1,151,295 | | 0 | | 1,151,295 |
| 4670 | Charges for Service | | 869,007 | | 0 | | 869,007 |
| <i>MISCRV</i> | <i>Miscellaneous Revenue</i> | | | | | | |
| 4170 | Fines and Forfeits | | 25,000 | | 0 | | 25,000 |
| 4890 | Miscellaneous Revenue | | 80,212 | | 0 | | 80,212 |
| <i>INFREQ</i> | <i>Special Items-Infrequent Items</i> | | | | | | |
| 4810 | Sale of Fixed Assets | | 2,000 | | 0 | | 2,000 |
| <i>DBTREV</i> | <i>Bond & Loan Proceeds</i> | | | | | | |
| 4905 | Revenue Bond Proceeds | | 24,313,286 | | 0 | | 24,313,286 |
| <i>EQTREV</i> | <i>Fund Equity Transfers</i> | | | | | | |
| 4970 | Transfer of Resources | | | | | | |
| | * from MERC Operating Fund | | 1,778,272 | | 0 | | 1,778,272 |
| | * from MERC Pooled Capital Fund | | 61,160 | | 0 | | 61,160 |
| | * from Metro Capital Fund-Tibbets Acct | | 500 | | 0 | | 500 |
| | * from Metro Capital Fund-Zoo Projects | | 9,634 | | 0 | | 9,634 |
| | * from Metro Capital Fund-IT R&R Acct | | 0 | | 61,000 | | 61,000 |
| | * from Metro Capital Fund-MRC R&R Acct | | 0 | | 120,000 | | 120,000 |
| | * from Open Spaces Fund | | 58,485 | | 0 | | 58,485 |
| | * from Risk Management Fund | | 32,384 | | 0 | | 32,384 |
| | * from Solid Waste Revenue Fund | | 1,205,549 | | 0 | | 1,205,549 |

Exhibit A
Ordinance No. 06-1122

| ACCT | DESCRIPTION | Current Budget | | Revision | | Amended Budget | |
|------------------------|-----------------------------------|----------------|----------------------|------------------|--------|----------------------|-----------|
| | | FTE | Amount | FTE | Amount | FTE | Amount |
| General Fund | | | | | | | |
| Resources | | | | | | | |
| <i>INDTRV</i> | <i>Interfund Reimbursements</i> | | | | | | |
| 4975 | Transfer for Indirect Costs | | | | | | |
| | * from MERC Operating Fund | | 1,659,536 | | 0 | | 1,659,536 |
| | * from Open Spaces Fund | | 312,499 | | 0 | | 312,499 |
| | * from Solid Waste Revenue Fund | | 3,463,419 | | 0 | | 3,463,419 |
| <i>INTSRV</i> | <i>Internal Service Transfers</i> | | | | | | |
| 4980 | Transfer for Direct Costs | | | | | | |
| | * from MERC Operating Fund | | 72,677 | | 0 | | 72,677 |
| | * from Open Spaces Fund | | 31,796 | | 0 | | 31,796 |
| | * from Smith & Bybee Lakes Fund | | 21,700 | | 0 | | 21,700 |
| | * from Solid Waste Revenue Fund | | 359,466 | | 0 | | 359,466 |
| TOTAL RESOURCES | | | \$112,321,513 | \$181,000 | | \$112,502,513 | |

**Exhibit A
Ordinance No. 06-1122**

| ACCT | DESCRIPTION | Current Budget | | Revision | | Amended Budget | |
|---|-------------------------------------|----------------|--------------------|-------------|-------------------|----------------|--------------------|
| | | FTE | Amount | FTE | Amount | FTE | Amount |
| General Fund | | | | | | | |
| Finance & Administrative Services Department | | | | | | | |
| Total Personal Services | | 59.40 | \$4,744,191 | 0.00 | \$0 | 59.40 | \$4,744,191 |
| <u>Materials & Services</u> | | | | | | | |
| <i>GOODS Goods</i> | | | | | | | |
| | 5201 Office Supplies | | 81,287 | | 0 | | 81,287 |
| | 5205 Operating Supplies | | 83,148 | | 0 | | 83,148 |
| | 5210 Subscriptions and Dues | | 10,126 | | 0 | | 10,126 |
| | 5214 Fuels and Lubricants | | 821 | | 0 | | 821 |
| | 5215 Maintenance & Repairs Supplies | | 40,825 | | 0 | | 40,825 |
| <i>SVCS Services</i> | | | | | | | |
| | 5240 Contracted Professional Svcs | | 128,696 | | 0 | | 128,696 |
| | 5250 Contracted Property Services | | 53,000 | | 0 | | 53,000 |
| | 5251 Utility Services | | 244,771 | | 0 | | 244,771 |
| | 5255 Cleaning Services | | 153,750 | | 0 | | 153,750 |
| | 5260 Maintenance & Repair Services | | 507,652 | | (69,000) | | 438,652 |
| | 5265 Rentals | | 50,225 | | 0 | | 50,225 |
| | 5280 Other Purchased Services | | 100,590 | | 0 | | 100,590 |
| <i>CAPMNT Capital Maintenance</i> | | | | | | | |
| | 5262 Capital Maintenance - Non-CIP | | 58,000 | | 0 | | 58,000 |
| <i>IGEXP Intergov't Expenditures</i> | | | | | | | |
| | 5300 Payments to Other Agencies | | 326,852 | | 0 | | 326,852 |
| <i>OTHEXP Other Expenditures</i> | | | | | | | |
| | 5450 Travel | | 27,746 | | 0 | | 27,746 |
| | 5455 Staff Development | | 46,477 | | 0 | | 46,477 |
| | 5490 Miscellaneous Expenditures | | 16,677 | | 0 | | 16,677 |
| Total Materials & Services | | | \$1,930,643 | | (\$69,000) | | \$1,861,643 |
| <u>Capital Outlay</u> | | | | | | | |
| <i>CAPNON Capital Outlay (Non-CIP Projects)</i> | | | | | | | |
| | 5720 Buildings & Related (non-CIP) | | 70,000 | | 0 | | 70,000 |
| | 5750 Office Furn & Equip (non-CIP) | | 5,000 | | 0 | | 5,000 |
| <i>CAPCIP Capital Outlay (CIP Projects)</i> | | | | | | | |
| | 5755 Office Furniture & Equip (CIP) | | 251,000 | | 250,000 | | 501,000 |
| Total Capital Outlay | | | \$326,000 | | \$250,000 | | \$576,000 |
| TOTAL REQUIREMENTS | | 59.40 | \$7,000,834 | 0.00 | \$181,000 | 59.40 | \$7,181,834 |

Exhibit B
Ordinance No. 06-1122
FY 2005-06 SCHEDULE OF APPROPRIATIONS

| GENERAL FUND | <u>Current</u> | <u>Revision</u> | <u>Amended</u> |
|--|-----------------------------|------------------------|-----------------------------|
| | <u>Appropriation</u> | <u>Revision</u> | <u>Appropriation</u> |
| Council Office | | | |
| Operating Expenses (PS & M&S) | 1,594,311 | 0 | 1,594,311 |
| Subtotal | 1,594,311 | 0 | 1,594,311 |
| Finance & Administrative Services | | | |
| Operating Expenses (PS & M&S) | 6,674,834 | (69,000) | 6,605,834 |
| Capital Outlay | 326,000 | 250,000 | 576,000 |
| Subtotal | 7,000,834 | 181,000 | 7,181,834 |
| Human Resources | | | |
| Operating Expenses (PS & M&S) | 1,136,818 | 0 | 1,136,818 |
| Subtotal | 1,136,818 | 0 | 1,136,818 |
| Metro Auditor | | | |
| Operating Expenses (PS & M&S) | 631,742 | 0 | 631,742 |
| Subtotal | 631,742 | 0 | 631,742 |
| Office of Metro Attorney | | | |
| Operating Expenses (PS & M&S) | 1,390,347 | 0 | 1,390,347 |
| Subtotal | 1,390,347 | 0 | 1,390,347 |
| Oregon Zoo | | | |
| Operating Expenses (PS & M&S) | 21,412,240 | 0 | 21,412,240 |
| Capital Outlay | 462,150 | 0 | 462,150 |
| Subtotal | 21,874,390 | 0 | 21,874,390 |
| Planning | | | |
| Operating Expenses (PS & M&S) | 18,608,746 | 0 | 18,608,746 |
| Capital Outlay | 32,000 | 0 | 32,000 |
| Subtotal | 18,640,746 | 0 | 18,640,746 |
| Public Affairs & Government Relations | | | |
| Operating Expenses (PS & M&S) | 1,228,768 | 0 | 1,228,768 |
| Subtotal | 1,228,768 | 0 | 1,228,768 |
| Regional Parks & Greenspaces | | | |
| Operating Expenses (PS & M&S) | 6,314,599 | 0 | 6,314,599 |
| Capital Outlay | 75,000 | 0 | 75,000 |
| Subtotal | 6,389,599 | 0 | 6,389,599 |

Exhibit B
Ordinance No. 06-1122
FY 2005-06 SCHEDULE OF APPROPRIATIONS

| | <u>Current Appropriation</u> | <u>Revision</u> | <u>Amended Appropriation</u> |
|---------------------------------|----------------------------------|------------------|----------------------------------|
| GENERAL FUND (continued) | | | |
| Non-Departmental | | | |
| Operating Expenses (PS & M&S) | 34,375,694 | 0 | 34,375,694 |
| Debt Service | 825,907 | 0 | 825,907 |
| Subtotal | 35,201,601 | 0 | 35,201,601 |
| General Expenses | | | |
| Interfund Transfers | 7,623,242 | 0 | 7,623,242 |
| Contingency | 7,656,686 | (181,000) | 7,475,686 |
| Subtotal | 15,279,928 | (181,000) | 15,098,928 |
| Unappropriated Balance | 1,952,429 | 181,000 | 2,133,429 |
| Total Fund Requirements | \$112,321,513 | \$181,000 | \$112,502,513 |
| METRO CAPITAL FUND | | | |
| Operating Expenses (PS & M&S) | \$598,279 | 0 | \$598,279 |
| Capital Outlay | 4,375,500 | 0 | 4,375,500 |
| Interfund Transfers | 10,134 | 181,000 | 191,134 |
| Contingency | 1,207,518 | (181,000) | 1,026,518 |
| Unappropriated Balance | 4,169,838 | 0 | 4,169,838 |
| Total Fund Requirements | \$10,361,269 | \$0 | \$10,361,269 |

All Other Appropriations Remain As Previously Adopted

**EXHIBIT C
Ordinance 06-1122**

Capital Project Request - Project Detail

| | | | | | | | |
|---------------------------|--------------------|------------------------|-------------------------------------|-----------------------------|-----------------------|---------------------|-----------------|
| Project Title: | Copier Replacement | | | Fund: | Support Services Fund | | |
| Project Status: | Incomplete | Funding Status: | Funded | FY First Authorized: | 2005-06 | Department: | Finance |
| Project Number: | 65110 | Active: | <input checked="" type="checkbox"/> | Dept. Priority: | 0 | Facility: | |
| Source Of Estimate | Preliminary | Source: | | Start Date: | 1/06 | Date: | 1/1/2006 |
| Type of Project: | New | Request Type | Initial | Completion Date: | 6/06 | Prepared By: | Kathy Rutkowski |

| Project Estimates | Actual | Budget/Est | Prior | | | | | | |
|-----------------------|--------|------------|-------|-----------|-----------|-----------|-----------|-----------|-----------|
| Capital Cost: | Expend | 2004-2005 | Years | 2005-2006 | 2006-2007 | 2007-2008 | 2008-2009 | 2009-2010 | Total |
| Equipment/Furnishings | \$0 | \$0 | \$0 | \$138,000 | \$0 | \$0 | \$0 | \$0 | \$138,000 |
| Total: | \$0 | \$0 | \$0 | \$138,000 | \$0 | \$0 | \$0 | \$0 | \$138,000 |

| Funding Source: | | | | | | | | | |
|--|-----|-----|-----|-----------|-----|-----|-----|-----|-----------|
| Other - Cost Allocation Plan | \$0 | \$0 | \$0 | \$18,000 | \$0 | \$0 | \$0 | \$0 | \$18,000 |
| Fund Balance - Renewal and Replacement | \$0 | \$0 | \$0 | \$120,000 | \$0 | \$0 | \$0 | \$0 | \$120,000 |
| Total: | \$0 | \$0 | \$0 | \$138,000 | \$0 | \$0 | \$0 | \$0 | \$138,000 |

Annual Operating Budget Impact:

Annual Expenditures

| | | | | | | |
|---|-----|------------|------------|------------|------------|-------------|
| Materials and Services | \$0 | (\$27,300) | (\$27,300) | (\$27,300) | (\$27,300) | (\$109,200) |
| Renewal and Replacement | \$0 | \$20,900 | \$20,900 | \$20,900 | \$20,900 | \$83,600 |
| Subtotal, Expenditures: | \$0 | (\$6,400) | (\$6,400) | (\$6,400) | (\$6,400) | (\$25,600) |
| Net Operating Contribution (Cost): | \$0 | \$6,400 | \$6,400 | \$6,400 | \$6,400 | \$25,600 |

| | | | | |
|---|------------------------------------|---|--|---------|
| Project Description / Justification: | Estimated Useful Life (yrs) | 0 | First Full Fiscal Year of Operation | 2006-07 |
|---|------------------------------------|---|--|---------|

The estimated budget for this project is \$138,000, funded \$18,000 from department allocations through the cost allocation plan and \$120,000 from Metro Regional Center renewal & replacement reserves. The actual total cost is \$135,600. The anticipated savings per year is \$27,300 resulting in a payback period for the project of approximately five years. The estimated useful life of the equipment is between six and seven years providing a 30 percent overall return on investment and about a 4.6 percent annual return. This calculation does not include expected reductions in maintenance efforts that had been provided by Information Technology staff on the eliminated copiers as that savings will be deployed to other needed tasks.

EXHIBIT C
Ordinance 06-1122

Capital Project Request - Project Detail

Project Title: **Fund:**

Project Status: **Funding Status:** **FY First Authorized:** **Department:**

Project Number: **Active:** **Dept. Priority:** **Facility:** **Division:**

Source Of Estimate: **Source:** **Start Date:** **Date:**

Type of Project: **Request Type:** **Completion Date:** **Prepared By:**

| Project Estimates | Actual | Budget/Est | Prior | | | | | | |
|-----------------------|--------|------------|----------|-----------|-----------|-----------|-----------|-----------|-----------|
| Capital Cost: | Expend | 2004-2005 | Years | 2005-2006 | 2006-2007 | 2007-2008 | 2008-2009 | 2009-2010 | Total |
| Equipment/Furnishings | \$0 | \$96,349 | \$96,349 | \$173,651 | \$0 | \$0 | \$0 | \$0 | \$270,000 |
| Total: | \$0 | \$96,349 | \$96,349 | \$173,651 | \$0 | \$0 | \$0 | \$0 | \$270,000 |

| Funding Source: | | | | | | | | | |
|-----------------|-----|----------|----------|-----------|-----|-----|-----|-----|-----------|
| Other | \$0 | \$96,349 | \$96,349 | \$173,651 | \$0 | \$0 | \$0 | \$0 | \$270,000 |
| Total: | \$0 | \$96,349 | \$96,349 | \$173,651 | \$0 | \$0 | \$0 | \$0 | \$270,000 |

Annual Operating Budget Impact:

Annual Expenditures

| | | | | | | |
|---|-----|------------|------------|------------|------------|-------------|
| Personal Services | \$0 | (\$73,700) | (\$73,700) | (\$73,700) | (\$73,700) | (\$294,800) |
| Materials and Services | \$0 | \$20,000 | \$20,000 | \$20,000 | \$20,000 | \$80,000 |
| Subtotal, Expenditures: | \$0 | (\$53,700) | (\$53,700) | (\$53,700) | (\$53,700) | (\$214,800) |
| Net Operating Contribution (Cost): | \$0 | \$53,700 | \$53,700 | \$53,700 | \$53,700 | \$214,800 |

Project Description / Justification: **Estimated Useful Life (yrs)** **First Full Fiscal Year of Operation**

This project will provide for automated timekeeping throughout Metro. The Information Technology department has estimated staff savings from implementation of the project at approximately \$146,000. Ongoing operating costs include about one-third of an IT analyst to maintain the system and \$20,000 per year for maintenance, licensing and software upgrade. Full discussion of the project is provided as part of the staff report to ordinance 06-1122, adopting the budget actions necessary in FY 2005-06 to implement the project.

STAFF REPORT

IN CONSIDERATION OF ORDINANCE NO. 06-1122 FOR THE PURPOSE OF AMENDING THE FY 2005-06 BUDGET AND APPROPRIATIONS SCHEDULE REPLACING COPIERS IN THE METRO REGIONAL CENTER; PURCHASING AND INSTALLING TIMEKEEPING SOFTWARE THROUGHOUT METRO; AMENDING THE FY 2005-06 THROUGH FY 2009-10 CAPITAL IMPROVEMENT PLAN; AND DECLARING AN EMERGENCY

Date: May 4, 2006

Prepared by: Bill Stringer
David Biedermann

BACKGROUND

Information Technology within the Finance and Administrative Services Department has examined a number of areas of technology with a goal of both ultimate costs savings and enhanced efficiency. Two areas with considerable promise are in the areas of copier consolidation and timekeeping automation. The Chief Financial Officer had indicated in the FY 2005-06 Second Quarter Report that a budget amendment to the Capital Improvement Plan would be forthcoming providing for additional spending in FY 2005-06, which would allow for additional savings and/or efficiencies in out years. These are “soft-savings” in that they allow Metro to redirect resources towards alternative projects and products.

Copier Consolidation and Replacement Project

Beginning in 2004, the Information Technology and Property Services divisions of the Finance and Administrative Services Department embarked on a study of printing use and behavior in the Metro Regional Center. This included a detailed analysis of the types, capacities and placement of printers throughout the building.

Of major interest was the proliferation of small single user black and white and color “desktop” ink jet printers. While the purchase price of these printers is relatively small, the supplies (largely ink and toner cartridges) are very expensive compared to the larger high production printers. On a per page basis, these small desktop printers are the most expensive option for printing documents. Black and white prints on these machines cost between 5 and 10 cents per page; color prints cost 15 to 75 cents.

As a result of a request for proposal, staff contracted with IKON to assist in the analysis of the printer usage at Metro. Detailed research was conducted to identify the amount and type of printing on all printers. Software was installed to monitor all printer usage for 60 days. An on-line computer survey of Metro Regional Center staff was used to develop broad themes and individual interviews were conducted to ensure the contractor and staff understood the needs of users within the organization.

At the time of the study, Metro Regional Center had 186 printers, using 1.3 million sheets of paper per year in printers alone, the equivalent of over 5,000 sheets a day. Annual cost for all printing (not including photocopying) was approximately \$65,000 in the Metro Regional Center.

When compared with using large capacity multi-function devices (which also copy, fax and scan and provide “finishing” capabilities such as hole punching, page numbering, etc), the research showed we could cut the present printing costs by \$27,300 annually, a savings of 42 percent. The reduction is through efficiency; the larger machines print at a significantly lower cost per page (for black and white-- 3 cents vs. 5 to 10 cents) and at a faster pace than a small desktop unit.

To capitalize on the potential savings, Metro purchased and installed eight multi-function devices at the Metro Regional Center. Two existing machines with remaining life presently located at the Metro Regional Center were relocated to the Oregon Zoo to replace failing copiers at that location. Two other existing machines were relocated within the Metro Regional Center to accommodate usage needs within the departments. The total equipment cost was about \$135,600. The anticipated savings per annum is \$27,300 resulting in a payback period for the equipment of approximately five years. The estimated useful life of the equipment is between six and seven years providing a 30% overall return on investment and about a 4.6% annual return. This calculation does not include expected reductions in maintenance efforts that had been provided by Information Technology staff on the eliminated copiers as that savings would be deployed to other needed tasks.

The projected investment cost includes training all Regional Center staff and removing the inefficient printers. This project will assist Staff in reaching its goal to reduce the number of printers by 90% and to remove approximately 20 fax machines and scanners made redundant by the additional capabilities of the copiers. Serviceable units were offered to other jurisdictions, and as of this date, 21 units have been placed in cities, schools and nonprofit organizations.

The new technology includes the ability to track all printing, and, through the cost allocation plan, to allocate to each department based on usage. The estimated cost per print is 2.9 cents for black and white and 12.7 cents for color. This amount includes paper, toner, supplies such as staples, maintenance, service and equipment replacement costs when the equipment reaches its useful life cycle in 6 to 7 years.

Based on direction from the Chief Operating Officer and the Chief Financial Officer, the Information Technology and Building Divisions implemented the changes in order to realize the savings as soon as possible. Councilors were briefed on the nature of the project, and all were supportive to proceed. The units were purchased earlier in the fiscal year with existing undedicated appropriations.

Staff will conduct a similar analysis of the Oregon Zoo campus to identify potential savings. We do not expect dramatic savings due to the many buildings on the Zoo campus; however, the Zoo Director believes the study will return some benefit in reducing present operating costs.

This ordinance moves available funds from the Metro Regional Center renewal & replacement reserves to replace the appropriations used to fund the expenditures related to the copier replacement project.

As this project was not identified in the Capital Improvement Plan for FY 2005-06 through FY 2009-10, this ordinance will also amend the CIP.

Electronic Timekeeping Software Project

The Chief Financial Officer established the Business Design Team (BDT) process in March 2005. One of the recommendations from the BDT was to assess the timekeeping/ payroll process. The basis for the recommendation was both efficiency and potential cost saving, but the recommendation was also based on the recognition that the system would allow for better management of overtime, better coding of activities and better tracking of attendance patterns. Two departments (Solid Waste and Recycling and the Oregon Zoo) and the Metro Exposition Recreation Commission use local versions of electronic timekeeping in connection with the Metro wide paper timesheet system.

The BDT's recommendation was to install software to allow electronic timekeeping throughout Metro, and to upgrade the existing department use to that standard. It was anticipated that a 0.8 FTE

Administrative Assistant position from the Oregon Zoo could be eliminated if the agency-wide software was installed.

The Chief Operating Officer and the Business Design Team Steering Committee directed Information Technology to implement the software in order to realize the position savings potential at the Oregon Zoo, at MERC and within the Metro Regional Center. Solid Waste and Recycling had already begun the implementation and use of the software.

Solid Waste and Recycling and the Oregon Zoo are now completely implemented on agency-wide centralized timekeeping software. The project is now in the MERC implementation phase, and will conclude with the installation and implementation at the Metro Regional Center this spring and early summer. When the project is completed, there will be no paper timesheets and all timekeeping will be done with automated time clocks and computer entry. Supervisor approvals will be done electronically via computers.

The software implementation cost to date is \$209,000 and includes some consulting and training. It is funded in three ways: Solid Waste and Recycling and MERC funded their respective portions (\$96,349 and \$46,809 respectively), while Information Technology funded the Zoo portion (\$65,842) out of the department's existing operating budget by reducing the capacity of other technology initiatives and improvements, and by delaying some purchases until next year.

The remaining costs for installation and implementation at the Metro Regional Center and the Regional Parks and Greenspaces sites are estimated to cost \$61,000. This portion of the project will be funded from the Information Technology Renewal and Replacement Fund. This brings the total project cost for all Metro departments to \$270,000.

At the time the BDT estimated staff efficiency (time saved by eliminating some work in all departments) to be \$145,790 annually. A conservative estimate of savings is \$100,000 a year. At that rate of savings net of new resources needed this project provides about a 20% Return on Investment each year. The payback period for the investment would be about 4.65 years. Additional resources for training and implementation were absorbed by existing staff and not included in this analysis. Improved accuracy of timekeeping, enhanced ability to manage overtime and temporary help, and increased ability to track employee work hours are efficiencies that cannot be captured by payback period calculations.

Ongoing support for the agency-wide system is included in Information Technology's work plan for FY 2006-07, and in the approved FY 2006-07 budget. Next year's budget includes \$20,000 in the Materials and Services account for the licensing costs of the software and the addition of a 1.0 FTE Systems Analyst I to provide central support for additional software needs within the agency. The cost for this position is budgeted at \$78,814 (fully loaded). Only one-third of this FTE or \$26,300 is attributable to this project.

As this project was not identified in the Capital Improvement Plan for FY 2005-06 through FY 2009-10, this ordinance will also amend the CIP.

ANALYSIS/INFORMATION

1. Known Opposition None.

2. **Legal Antecedents:** ORS 294.450 provides for transfers of appropriations within a fund, including transfers from contingency, if such transfers are authorized by official resolution or ordinance of the governing body for the local jurisdiction.

3. **Anticipated Effects:** This ordinance moves the funds from the reserves into the operating budgets for these expenditures and amends the Capital Improvement Plan to include two additional projects in Finance and Administrative Services. The total cost for the copier replacement project is \$120,000 and the total cost for the timekeeping software is presently estimated at \$270,000. These costs do not include additional FTE for the Information Technology support nor do they include the costs identified with staff training.

4. **Budget Impacts:** There are sufficient funds in the respective Information Technology and Metro Regional Center reserves to fund start-up costs of these expenditures. The entire copier project will be funded from the Metro Regional Center Renewal and Replacement fund and the remaining KRONOS implementation costs of \$61,000 will be paid for out of the Information Technology Renewal and Replacement fund.

Ongoing budget impacts include operational impacts to the Information Technology personnel services accounts for the .33 FTE (\$26,300) and the materials service account for the software licensure and upgrades (\$20,000). Ongoing operational costs for the printer projects include maintenance and repairs and eventually, copier replacements as scheduled (\$18,000 per copier). These costs are costs included in the Approved 2006-07 Budget.

RECOMMENDED ACTION:

The Chief Operating Officer recommends approval of Ordinance 06-1122.