

BEFORE THE COUNCIL OF THE
METROPOLITAN SERVICE DISTRICT

FOR THE PURPOSE OF ESTABLISHING) RESOLUTION NO. 81-273
A NEW POSITION OF SENIOR)
ACCOUNTANT AND AUTHORIZING) Introduced by the Council
FUNDING) Coordinating Committee

WHEREAS, Metro is involved in the operation of ongoing solid waste management programs and projects; and

WHEREAS, Financial recordkeeping, accounting report preparation and financial analysis is essential for the successful implementation of these programs and projects and operation of the Clackamas Transfer & Recycling Center, landfills, Resource Recovery Facility; and

WHEREAS, As there is an immediate need for assembling and presenting financial analyses necessary to issue revenue bonds for the resource recovery project; and

WHEREAS, The position of Senior Accountant will be responsible for establishing and implementing a solid waste billing procedure and assisting in assembling financial analysis necessary to issue revenue bonds; and


WHEREAS, Monies are available from the State Pollution Control Bond funds to support this position; now, therefore,

BE IT RESOLVED,

That a position classified as Senior Accountant salary

range 10.5 (\$22,504 - \$27,343) be established supported by State Pollution Control Bonds in the amount of \$24,800 under the general direction of the Manager of Accounting.

ADOPTED by the Council of the Metropolitan Service District
this 3rd day of September, 1981.



Presiding Officer

SW/srb
3922B/252
08/24/81

A G E N D A M A N A G E M E N T S U M M A R Y

Des
8-2-73

TO: Metro Council
FROM: Council Coordinating Committee
SUBJECT: Establishing a New Position of Senior Accountant and Authorizing Funding

I. RECOMMENDATIONS:

- A. ACTION REQUESTED: Adopt of a resolution establishing a new position of Senior Accountant at salary range 10.5 (\$22,504 - \$27,343) and authorizing up to \$24,800 in FY 82 to fund the position.
- B. POLICY IMPACT: This position will perform the following tasks:
1. Establish and implement solid waste billing procedures and cash handling for multiple solid waste disposal sites.
 2. Assist in report preparation for project components of the Solid Waste program including assembly of financial information necessary to issue revenue bonds for the resource recovery project.
 3. Assist in making projections on impacts of system improvements on future disposal rate increases.
 4. Assist in establishing and implementing a system for construction payments and change orders for the Clackamas Transfer & Recycling Center, other transfer stations, landfills and the Resource Recovery Facility.
 5. Monitor financial systems to ensure proper accounting and budget controls for services related to solid waste and resource recovery project.
- C. BUDGET IMPACT: Salary, salary contingency and fringe benefits for ten months will be \$24,300. Capital outlay for office furniture will be \$500. Adequate funds are available from the planning portion of the State Pollution Control Bond funds. The position would be under the supervision of the Manager of Accounting. The necessary fund transfer action will be combined with other FY 82 budget adjustments. TSCC approval will be required.

II. ANALYSIS:

- A. BACKGROUND: The resource recovery project and other solid waste programs require additional support for

accounting functions. Work tasks will be performed under the general direction of the Manager of Accounting.

- B. ALTERNATIVES CONSIDERED: Two alternatives were considered in addition to establishing a Senior accountant position at this time. The option to not create the position would require additional outside assistance in financial analysis and would be a hardship on the Accounting Division. Another alternative would be to delay the hiring. This would not allow for the establishment of necessary procedures and completion of projections and analysis in a timely manner.
- C. CONCLUSION: Adopt the attached resolution establishing a new position of Senior Accountant and authorizing funding.

SW/srb
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