Agenda --- EXECUTIVE SESSION AND REGULAR COUNCIL MEETING

METROPOLITAN SERVICE DISTRICT 527 S.W. HALL ST., PORTLAND, OREGON 97201 503 221-1646
Providing Zoo, Transportation, Solid Waste and other Regional Services

Date: AUGUST 9, 1984

CHANGE OF REGULAR COUNCIL MEETING DATE - AUG 2 CANCELLED

Day: THURSDAY

Time: 5:30 P.M. -- Executive Session
7:30 P.M. -- Regular Council Meeting

Place: COUNCIL CHAMBER

EXECUTIVE SESSION

Approx. Time	
5:30	Executive Session regarding Methane Gas Recovery. (Held under the authority of ORS 192.660(1)(e) and (1)(f))

REGULAR MEETING

Approx. Time		Presented By
7:30	CALL TO ORDER ROLL CALL	
	1. Introductions.	
	2. Councilor Communications.	
	3. Executive Officer Communications.	
	4. Written Communications to Council on Non-Agenda Items.	
	5. Citizen Communications to Council on Non-Agenda Items.	
	6. ORDINANCES	
8:00	6.1 Consideration of Ordinance No. 84-176, relating to Council organization and procedure, amending Code Sections 2.01.030, 2.01.060, 2.04.030 and 2.04.030. (Second Reading)	R. Barker
8:15	6.2 Consideration of Ordinance No. 84-177, for the purpose of amending Ordinance No. 84-172, transferring appropriations from General Fund Contingency to the Finance and Administration Department. (First Reading)	J. Sims

(over)

Approx. Time			Presented By
	7.	RESOLUTIONS	
8:30	7.1	Consideration of Resolution No. 84-482, for the purpose of creating the Council Management Committee, rescinding Resolution No. 80-128 (creating the Council Planning Committee, the Council Service Delivery Committee, and the Coordinating Committee) and Resolution No. 82-378 (creating the Investment Committee).	R. Barker
8:45	7.2	Consideration of Resolution No. 84-483, for the purpose of adopting Solid Waste Disposal Rate Policies.	D. Durig
9:00	7.3	Consideration of Resolution No. 84-484, for the purpose of changing the designation of Registered Agent for receipt of legal service.	D. Carlson
9:10	8.	COMMITTEE REPORTS	
9:20		ADJOURN	

WASHINGTON PARK ZOO

To: Rick Gustafson | Date: 7/25/84

From: ~~Warren Iliff~~

Subject: Bid for AAZPA Conference in 1987

Background Three years ahead of time, zoos and aquariums compete to host the annual conference of the American Association of Zoological Parks and Aquariums (AAZPA). Since 1987 is our Centennial Year, we have been formally and informally campaigning for a positive vote at this year's conference in Miami, Florida.

Planned Activity at AAZPA Conference - 1984 - We are in competition with San Francisco, Tulsa, Indianapolis and Knoxville and therefore must do a superlative job of convincing the delegates to vote for Portland. A slide/theatrical presentation is being coordinated by Jane Hartline.

Anticipated Costs and Revenues - 1987 - It is anticipated that the Zoo should budget approximately $100,000 for the 1987 Conference. Major costs will include mailings, badges, meeting room costs including supplies and audio-visual equipment, and hotel functions including coffee, an ice breaker function, luches and banquet. Other costs could be incurred for special events.

We anticipate offsetting those direct costs through conference registrations and soliciting sponsors for certain events. We will have to make a substantial commitment of staff time to effectively run the conference. I anticipate the new director will serve as the Conference Host, that Jane Hartline will serve as Conference Coordinator and that we will need to organize a high level Program Committee.

While the task is substantial, the benefits make it worthwhile. It will focus national attention on Portland and be a significant element of our local celebration of the Zoo's 100th Year. It will be an excellent opportunity to show the country the benefits of regional zoo funding through the example of all of the newly renovated and constructed exhibits. This exposure will have a positive feedback to our local community as well as to the country at large. A major educational benefit will accrue to the Zoo staff and volunteers who will have easy access to the conference programming.

I strongly recommend that we vigorously pursue inviting the AAZPA to hold their 1987 Conference here in Portland.

WJI:jah

cc: Kay Rich

WASHINGTON PARK ZOO

TO: Don Carlson

FROM: McKay Rich

DATE: August 2, 1984

SUBJECT: **AAZPA Conference Questions**

You asked for some information in addition to that provided in Warren's memo dated July 25, 1984.

1. **If conference fees do not meet expense of conference, who is obligated for those costs?** Some of the costs of the conference may be related to special events sponsored by a company or some other organization. If sponsors cannot be found, those events will not be provided. General expenses are covered by conference registrations. Past conferences have had about 1,000 attendees and registration fees have provided about $67,000. No recent conferences have lost money. However, if after careful planning, costs do remain, Washington Park Zoo would bear that obligation.

2. **Do we expect to raise private funds?** Private funds would be to pay the costs of special events. The conference coordinator (Jane Hartline) will be assisted by Zoo development employees in arranging these events. If sponsors cannot be found, the events will not be provided.

3. **How many people are attending the AAZPA conference and for what purpose?** The following Zoo epople are planning to attend the AAZPA conference this September:

a. **A. M. Rich, Acting Zoo Director.** He has not attended previous AAZPA conferences and this will give him a chance to meet many individuals from other zoos and to attend sessions regarding zoo management.

b. **Steve McCusker, General Curator.** Steve conducts business relating to acquisition and surplusing of animals at these conferences. He also will be making a presentation on the Humboldt penguin studbook.

c. **Bob Porter, Buildings and Grounds Manager.** This will be the first AAZPA conference for Bob and will give him the opportunity to meet with other buildings and grounds people and learn about how they maintеain their facilities. He will be able to visit Miami's Metro Zoo to observe maintenance practices.

d. **Roger Yerke, Education Specialist.** Roger will be presenting a paper at the conference dealing with marketing and education programming for families at the Zoo. He will also assist in the presentation regarding the 1987 conference.

e. **Sue Plaisance, Education Specialist.** Sue will be presenting a paper on summer camp programs at zoos.

f. **Jack Delaini, Education Division Manager.** Jack has not attended the national conference for three years. This will give him the opportunity to renew professional contacts and to take part in sessions on zoo programming and management of education.

g. **Jane Hartline, Public Relations Division Manager.** Jane will coordinate the effort to bring the AAZPA conference to Portland in 1987. She, Gayle and Roger will do the official presentation at the business meeting. She will also be attending the special session on marketing (a first for zoo conferences) as well as the sessions on public relations and special events.

h. **Gayle Rathbun, Visitor Services Division Manager.** In addition to helping with the effort to obtain the 1987 conference for Portland, Gayle will be attending sessions dealing with visitor services concerns. He will also visit Miami's Metro Zoo, opened in 1981, to see how they operate their visitor services facilities.

In addition to the formal sessions of the conference, one of the major benefits derived from attending national conferences is the opportunity to meet professional counterparts from zoos around the country. You can learn a great deal through these informal sessions and establish valuable contacts to whom you can turn to for assistance when special problems or opportunities occur at your own facility.

4. What will the cost be and what are the odds for success regarding the 1987 conference? Money was budgeted in FY 1984-85 to cover these expenses. Although the Education Division budgeted for only one person to attend, three people that that division are planning to attend and are sharing that budgeted amount and paying the balance of the cost from their own resources. I estimate total costs will be $8,200; $7,200 for travel, registration and related expenses and $1,000 for making the pitch to get the conference, including the special breakfast for zoo directors. The odds of success in obtaining the 1987 conference are judged to be about 60-40. It will be between us and San Francisco.

Executive Officer Report

RICK GUSTAFSON, Executive Officer
METROPOLITAN SERVICE DISTRICT 527 SW Hall St., Portland, OR 97201-5287 503 221-1646

Date: August 9, 1984

Future Funding	Corky, Don Carlson and I have been holding meetings with constituents regarding our funding options. I will be able to provide you with a report on the results when the meetings have been completed. In the meantime, if you wish to participate or have the name of constituents we should invite, please contact Katie Dowdall.
Government Relations Contract	The proposal from Northwest Strategies was approved by the Selection Committee consisting of Corky, Dan LaGrande and myself. However, we will not know until August 20 whether or not they will accept our offer. If not, we will have a good choice among the three other firms.
Metro Audit	It is that time of year already. Coopers & Lybrand will begin the audit for Fiscal Year 1983-84 on August 20. This is the third year of their three-year contract.
Office Space	Our current lease is up in two years but we need to begin looking at options for future office space now. I will keep you posted on the options and progress of our future space.
NARC Executive Board	I attended my first Executive Board meeting in Pittsburgh this past month. I will be taking a lead in formalizing the relationship of the larger COGS so that we can better share and coordinate information between those organizations with similar background and experience.
Mayor-nominee Bud Clark	Ernie Bonner, Corky Kirkpatrick and I had a very good meeting recently with George Lee, Mayor-nominee Bud Clark's Executive Assistant. It is the beginning of several meetings with Mayor-nominee to brief him on Metro and regional issues.
Warren Iliff	A good-by party has been scheduled at the Zoo on Monday, August 20 from 6:00 - 10:00 P.M. You should have received an invitation to this event.
Zoo Director	An RFP has gone out seeking assistance in the recruitment an selection of a new Director. As soon as a selection is made, a more intensive search will begin. In the meantime, I am keeping a file of those names of people who have expressed an interest in the position.

PROGRESS REPORT
DEVELOPMENT OF LANDFILL GAS RESOURCE
ST. JOHNS LANDFILL
PORTLAND, OREGON

CONFIDENTIAL

Prepared For
METROPOLITAN SERVICE DISTRICT
JULY 14, 1984

By
EMCON Associates
in Conjunction with
the Staff of the
METROPOLITAN SERVICE DISTRICT

EMCON Associates
90 Archer Street
San Jose, California 95112

Project 514-02.02

PURPOSE OF REPORT

This report is presented as an analysis of risk and potential revenue for the various options available in developing the methane resource at the St. Johns Landfill.

Palmco, Inc., a potential buyer of medium-BTU gas, has been utilized throughout this report as a representative customer for purchasing recovered landfill gas. There have been a number of firms contacted and examined as potential customers over the past two years. Palmco, because of their consistent, large energy requirement, represents a single attractive prospect. It should be noted, however, that there are many firms interested in purchasing medium-BTU gas, and, should a medium-BTU approach be chosen, all interested parties will be given an opportunity to participate in the project.

INTRODUCTION

In 1982, METRO investigated the feasibility of developing the landfill gas resource at the St. Johns Landfill. Preliminary market analysis, risk analysis, gas field testing, and financial analysis indicated that the landfill gas project had interesting potential. In April 1984, METRO retained EMCON Associates to assist in finalizing the parameters of development including detailed risk analysis. This study is presented to Metropolitan Service District Council for their assessment and decision on further action.

The detailed risk and sensitized financial analysis covering the development of the landfill gas resource at the St. Johns Landfill follows. The first step in the analysis determined the technical risk of the project including gas production levels, process yields, gas prices, capital costs, operating costs, and various combinations of those factors. The second step determined the financial results of the various risk alternatives.

Fourteen cases were developed to reflect the technical and financial variables. The intent was to establish if the risks were financially worthwhile.

BASIC ASSUMPTIONS

The following common assumptions were used for all cases.

- Escalation projected at 5 percent per year for prices and costs
- Interest rates are estimated at 10 percent
- Term of debt is set at 12 years
- Process uptime is 90 percent (10 percent maintenance downtime)
- Methane content of landfill gas is estimated at 50 percent

TECHNICAL/FINANCIAL RISK ANALYSIS

Our analysis indicates that the risks associated with this project fall into three categories.

- Gas recovery and quality variables equal 60 percent of the risk (e.g., gas recovery, module access, gas yield, and methane percentage)
- Process variables equal 10 percent of the risk (e.g., capital cost, operating costs, uptime percentage)
- Overall economic variables equal 30 percent of the risk (e.g., escalation percentage, interest rates, base gas prices)

The 14 cases which were derived emphasize primary variables of gas quantity, gas quality, and price. These variables encompass wider ranges as opposed to those with less degree of variation. For example, gas recovery was estimated at 75 percent in the expected case, but 60 percent was used in other cases to cover the possibility of lower recovery. Lesser variables were covered by conservative estimating techniques. For example, the capital cost of the project was estimated conservatively, with sizeable contingencies, to ensure that that variable was safely covered. This allowed for the sensitized cases to be used for primary risk variables only.

For medium-Btu gas uses:

Case No.	Primary Variables
1 (Best)	75 percent gas recovery, 99 percent processing yield, Subareas 1 through 5, and $4.20 sales price
2	60 percent gas recovery, 99 percent processing yield, Subareas 1 through 5, and $3.70 sales price

3		75 percent gas recovery, 99 percent processing yield, Subareas 1 through 3 and 25 percent of 4 and 5, $4.20 sales price
4	(Worst)	60 percent gas recovery, 99 percent processing yield, Subareas 1 through 3 and 25 percent of 4 and 5, $3.70 sales price
14	(Palmco)	75 percent gas recovery, 99 percent processing yield, Subareas 1 through 3 and 25 percent of 4 and 5, $4.60 sales price (or 80 percent of Palmco's retail price)

For upgraded gas uses:

Case No.		Primary Variables
5	(Best)	75 percent gas recovery, 95.2 percent processing yield, Subareas 1 through 5, $3.60 sales price
6		60 percent gas recovery, 95.2 percent processing yield, Subareas 1 through 5, $2.88 sales price
7		75 percent gas recovery, 80 percent processing yield, Subareas 1 through 5, $3.60 sales price
8		60 percent gas recovery, 80 percent processing yield, Subareas 1 through 5, $2.88 sales price
9		75 percent gas recovery, 95.2 percent proc ssing yield, Subareas 1 through 3, and 25 percent of 4 and 5, $3.60 sales price
10		60 percent gas recovery, 95.2 percent processing yield, Subareas 1 through 3 and 25 percent of 4 and 5, $2.88 sales price
11	(Worst)	60 percent gas recovery, 80 percent processing yield, Subareas 1 through 3 and 25 percent of 4 and 5, $2.88 sale price

For electrical generation use (break-even analysis only):

Case No.	Primary Variables
12	75 percent gas recovery
13	60 percent gas recovery

INTERPRETATION OF CASE RESULTS

Although Portland General Electric Company (PGE) has written some power contracts, it was easily apparent that electrical power and power/cogeneration are not commercially attractive options for this project. The cost to generate electricity is higher than estimated "avoided costs" offered by local utilities. This result was predictable due to the significantly lower power prices in the Pacific Northwest. We therefore dropped further analysis of this option.

Exhibits A and B show the financial results of the various medium-Btu and upgraded gas cases. Some conclusions can be reached, considering the risk assumptions used and the pro forma results.

- We feel that there will be some curtailment of gas recovery in Subareas 4 and 5 during filling operations from 1986 to 1988; therefore, we discarded Case Nos. 1 and 5. Since these cases duplicate Case Nos. 3 and 9, and the dollar impact is not significant over the life of the project, this elimination is appropriate.

- Since there will be a likely curtailment of gas output in Subareas 4 and 5, and since the overall differential is not significant, Case Nos. 2, 6, and 8 can also be eliminated. These cases duplicate Case Nos. 4, 10, and 11 which assume gas output interruption in Subareas 4 and 5.

- We can, therefore, focus on seven meaningful cases.

The income array from these seven cases in rank order:

Case No.	Net Income (1985 - 2000, $000)	Use
3	$ 22,214	Medium Btu
9	13,427	Upgraded gas
4	11,774	Medium Btu
14	9,562	Medium Btu
7	8,553	Upgraded gas
10	3,031	Upgraded gas
11	<577>	Upgraded gas

Case Nos. 3 and 9 assume maximum (but normal) gas production, process yield, and price assumptions, but with limited access to Subareas 4 and 5 during filling operations. The income numbers are what should be obtainable if no unforeseen operational or price abnormality occurs. There are underlying factors, however, which do cause concern. Case No. 3 assumes all the medium-Btu gas can be sold as it is produced. As discussed later, this may not be possible due to the highly variable use requirements of local users in the area. Therefore, Case No. 3 is questionable.

Case No. 9 assumes that Northwest Natural Gas (NWNG) is the user. NWNG has indicated, on a preliminary basis, that it is interested in purchasing the gas. The question will probably come down to price, or what price structure NWNG will use, or what price structure the Public Service Commission will allow it to use. While Case No. 9 is a viable alternative, the exact price is required.

Case No. 4 is feasible, but also assumes that all the medium-Btu gas can be sold to local users. Again, this becomes a logistical question because of the problem of balancing daily gas production and users with inconsistent requirements. Landfill gas production cannot be regulated at the landfill, and storage is prohibitive, cost-wise. Like Case No. 3, this case is questionable due to user logistics.

Case No. 14 is interesting and is the first one in the rank list that involves minimal risk. This case assumes a dedicated sale of medium-Btu gas to Palmco, the only local user with a 365-day, 24-hour-per-day requirement for gas. There is an abundance of gas available, even using the worst production cases. Processing yield is not a factor for medium-Btu gas. The estimated price at $4.60/million Btu gives Palmco a considerable savings of over $200,000 a year, and a payback on conversion of six to nine months (they are paying $5.80 currently). The intriguing aspect of this alternative is that other customers could be added incrementally in the future, if desired. Further, the excess gas could be used to energize the compressors (versus assumed electricity) and thus could save up to $3 million in operating cost over life of the project. Case No. 14 has definite potential.

Case No. 7 addresses yield as the variable and assumes that roughly 15 percent of the gas production will not meet NWNG pipeline quality specifications. It also assumes that NWNG will purchase the gas at a reasonable price or $3.60 per million Btu, and that 100 percent of Subareas 4 and 5 will be available for recovery of gas during the filling years. This alternative is not a strong one.

Cases Nos. 10 and 11 assume common worst situations concerning production and price with the difference in the cases being 95.2 percent yield, and 80 percent yield, respectively. Clearly, cases with these unfavorable (and unlikely) variables are not worth pursuing.

OUTSIDE DEVELOPMENT

The above assessments assume self development. What would be the income to METRO if an outside party were brought in to develop the project? Assuming a 12-1/2 percent royalty on gross revenues, which is standard in industry practice, the comparison of income to METRO follows:

Case No.	Self-Development Income ($000)	Royalty from Outside Developer ($000)
3	$22,214	$5,312
9	13,427	4,376
4	11,774	3,772
14	9,562	3,101
7	8,553	3,796
10	3,031	2,826
11	<577>	2,375

Focusing on Case No. 14 as a feasible route, outside development would give METRO only 32 percent of the income potential available via self-development. We know Case No. 14 is relatively risk free. It would seem questionable to give the project to an outsider in that case. More royalty income would accrue to METRO if Case Nos. 3 and 9, for example, were developed, but royalties are paid only if product is sold in most cases. The potential royalty is only as solid as the under lying assumptions, which we covered previously. One possibility is to allow

NWNG to develop the project. We know that Case No. 9, then, would be a reality and that NWNG might pay a higher royalty than 12-1/2 percent. NWNG has indicated a willingness to be the developer.

PRICES - RETAIL VERSUS WHOLESALE

It is apparent that the medium-Btu gas alternatives have higher price levels than the upgraded gas cases, and may be more predictable. We know the NWNG tariff to industrial users (e.g., Palmco). The price is $5.80 per million Btu and there is a 2 percent price increase pending. That is the retail price and is the price METRO must compete with (or discount) to sign on a medium-Btu gas user.

The wholesale price is the price that NWNG pays its supplier. That price is currently $3.90 per million Btu for its long-term contract. On a spot basis, NWNG is negotiating with Canadian sources for $3.00 to $3.40 prices.

Two points are obvious. First, retail prices are higher than wholesale prices. A discounted known retail price will always result in a better financial return than a lower (and variable) wholesale price given the same sales volume. Second, retail prices for gas are projected to increase significantly over the next 15 years. Wholesale prices are also expected to increase, but are subject to Canadian governmental policy, and deregulation of gas supply in 1985.

In the final analysis, price is a significant lever to improve financial return. The effect of the higher retail prices favor a medium-Btu gas alternative <u>assuming</u> there are users for the gas. The reason that Case No. 9 (upgraded gas) shows a better return than Case No. 14 (medium-Btu gas) is that NWNG will take <u>all</u> the gas, while Palmco will take only about one-half of the gas production, but at a higher price.

SUBSEQUENT STEPS

Case No. 14 seems the logical point from which to proceed. Case Nos. 1 and 2 are clouded by the lack of consistent local medium-Btu gas users. Case No. 9 is possible only if NWNG agrees to purchase all the gas at a good and firm price (e.g., we assumed $3.60 per million Btu). It is therefore imperative at this point to obtain a price commitment from NWNG. Alternately, we want to know NWNG's proposal covering their development of the project. NWNG has indicated a willingness to participate in the project. Preliminary meetings have been encouraging, but the price question is still unresolved.

Further, there are five other areas that require some work before a decision to proceed can be reached:

- Develop a gas sales contract with Palmco
- Work out the easement details for a Palmco pipeline
- Resolve the question as to who supports the financing
- Obtain a commitment from DEQ to finance the project
- Obtain the necessary permits

The work relating to Palmco is straightforward. Easement details will require some legal assistance. The question of guaranteeing the financing (hopefully DEQ funds) is a matter of discussion between METRO and the City. Since no cash is involved it becomes a paper transaction.

CONCLUSION

Case No. 14, the dedicated sales of medium-Btu gas, seems to be a sound alternative for self-development. The risks are minimal and the income is substantial.

NWNG's intentions should be quickly ascertained, particularly regarding price. Will NWNG pay their current system price of $3.90? Will they insist on "new gas," or spot prices of $3.00 to $3.40? What will be the position of the PUC? We need answers to these questions before we can determine whether Case No. 9 will prove to be a better alternative than our Case No. 14.

Whether either Case No. 14 or 9 is the better one, it is apparent that METRO has an opportunity to develop some income from this project. The risks involved have been assessed and sensitized financially, and those still open (e.g., price) will be resolved during the negotiation process. At that point, the decision to move ahead, and by what route, will be necessary.

Exhibit A

MEDLIUM BTU CASES
SUMMARY RESULTS

	Case Nos. 1	2	3	4	14
Variables Assessed:	Best Case	Price, Gas Rec.	4/5 Rec.	Price, Gas Rec, 4/5 Rec.	Sale to Palmco
Project Life Pro Forma ($000):					
Revenue	$43,872	$31,028	$42,497	$30,177	$24,810
Operating Cost	14,103	12,847	14,103	12,847	11,000
Margin	29,769	18,181	28,394	17,330	13,810
Debt Service	6,180	5,556	6,180	5,556	4,248
Income	$23,589	$12,625	$22,214	$11,774	$ 9,562
Royalty Income (@ 12.5%):	$ 5,484	$ 3,879	$ 5,312	$ 3,772	$ 3,101
Assumptions:					
Price (MM Btu)	4.20	3.70	4.20	3.70	4.60
Recovery (%)	75	60	75	60	75
4/5 Limited Recovery	No	No	Yes	Yes	Yes

Exhibit B

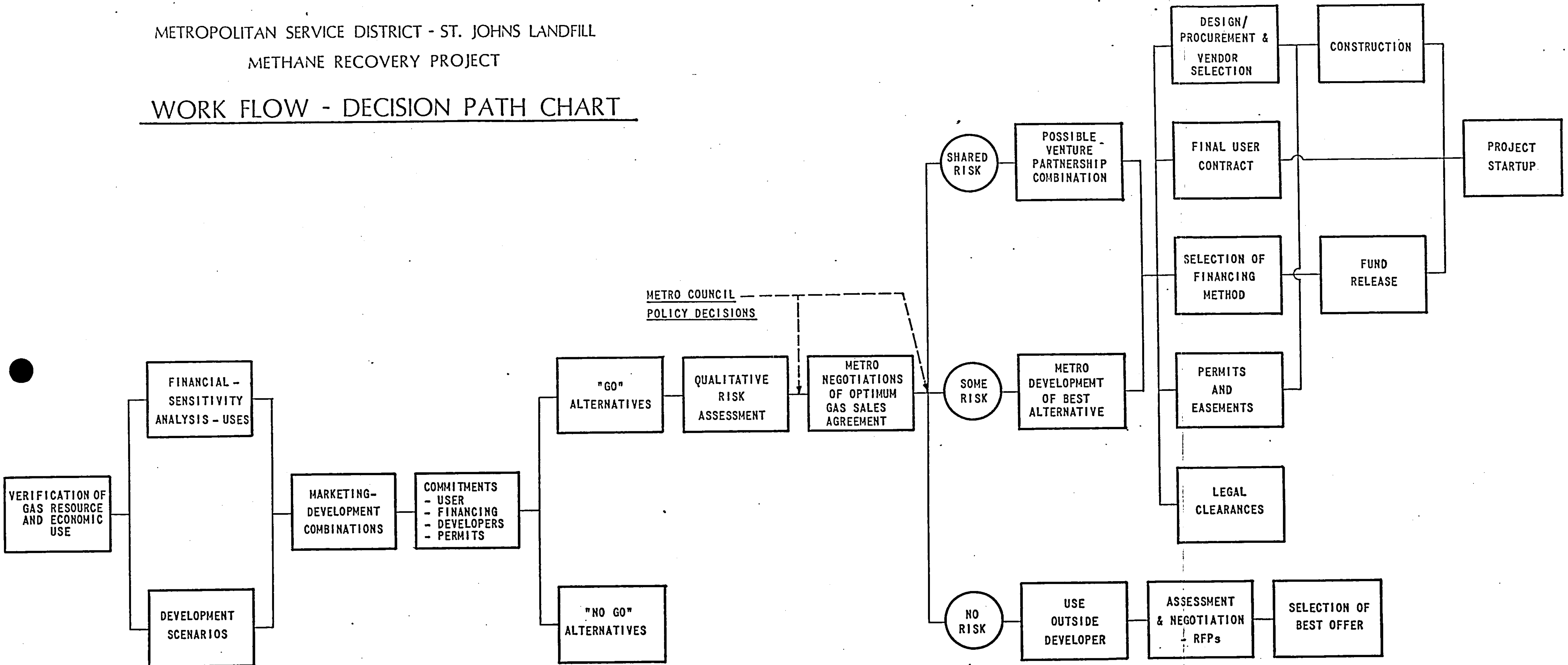
UPGRADED GAS CASES
SUMMARY RESULTS

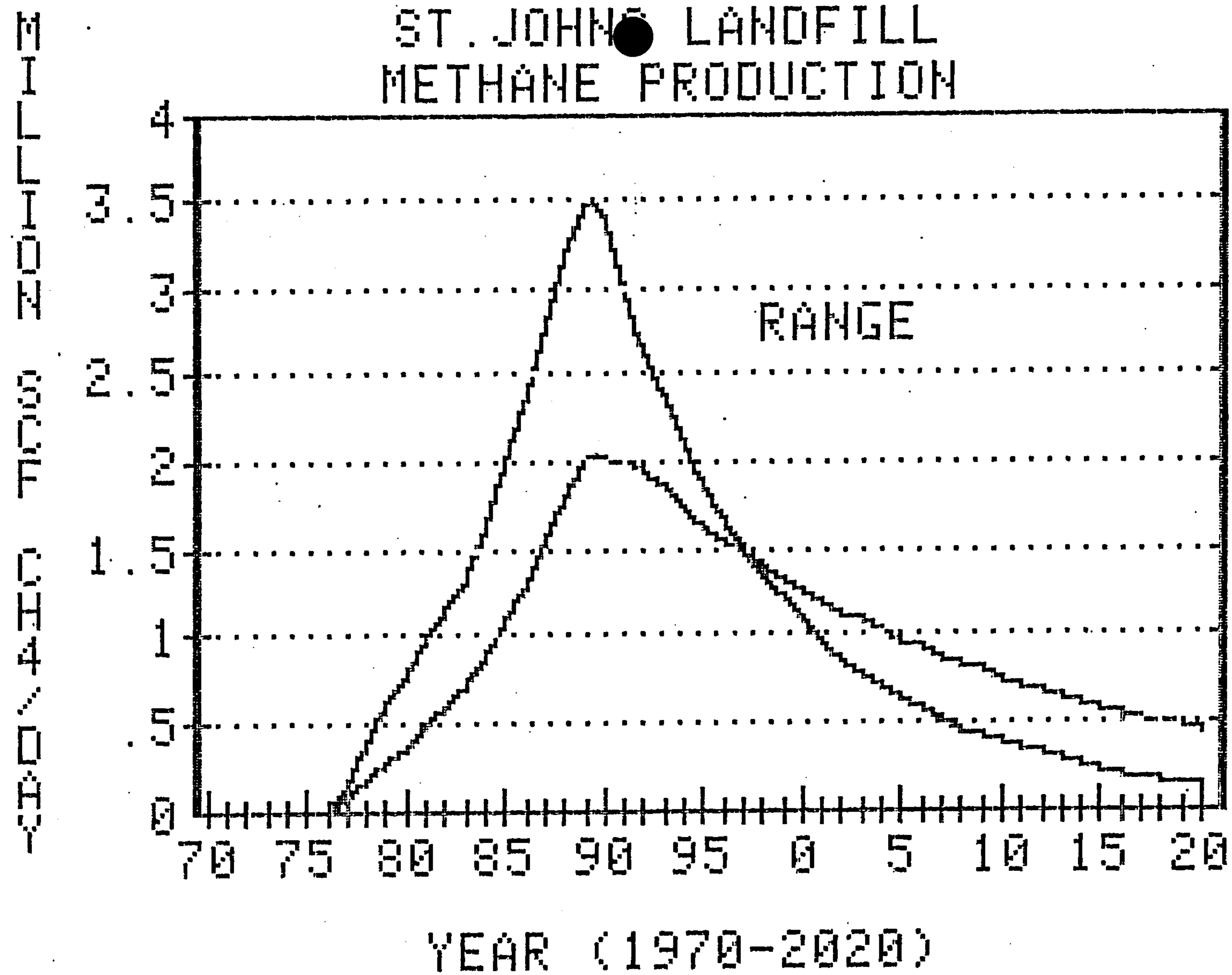
	Case No						
	5	6	7	8	9	10	11
Variables Assessed:	Best Case	Price, Gas Rec.	Yield	Price, Gas Rec. Yield	4/5 Rec.	Price Gas Rec. 4/5 Rec.	Price Gas Rec. Yield 4/5 Rec.
Project Life Pro Forma ($000):							
Revenue	36,137	23,241	30,368	19,530	35,006	22,604	18,996
Operating Cost	14,315	13,000	14,315	13,000	14,079	12,865	12,865
Margin	21,822	10,241	16,053	6,530	20,927	9,739	6,131
Debt Service	7,500	6,708	7,500	6,708	7,500	6,708	6,708
Income	14,322	3,533	8,553	<178>	13,427	3,031	<577>
Royalty Income (@ 12.5%)	4,517	2,905	3,796	2,441	4,376	2,826	2,375
Assumptions							
Price (MM Btu)	3.60	2.88	3.60	2.88	3.60	2.88	2.88
Recovery (%)	75	60	75	60	75	60	60
Yield (%)	95.2	95.2	80.0	80.0	95.2	95.2	80
4/5 Limited Recovery	No	No	No	No	Yes	Yes	Yes

METROPOLITAN SERVICE DISTRICT - ST. JOHNS LANDFILL

METHANE RECOVERY PROJECT

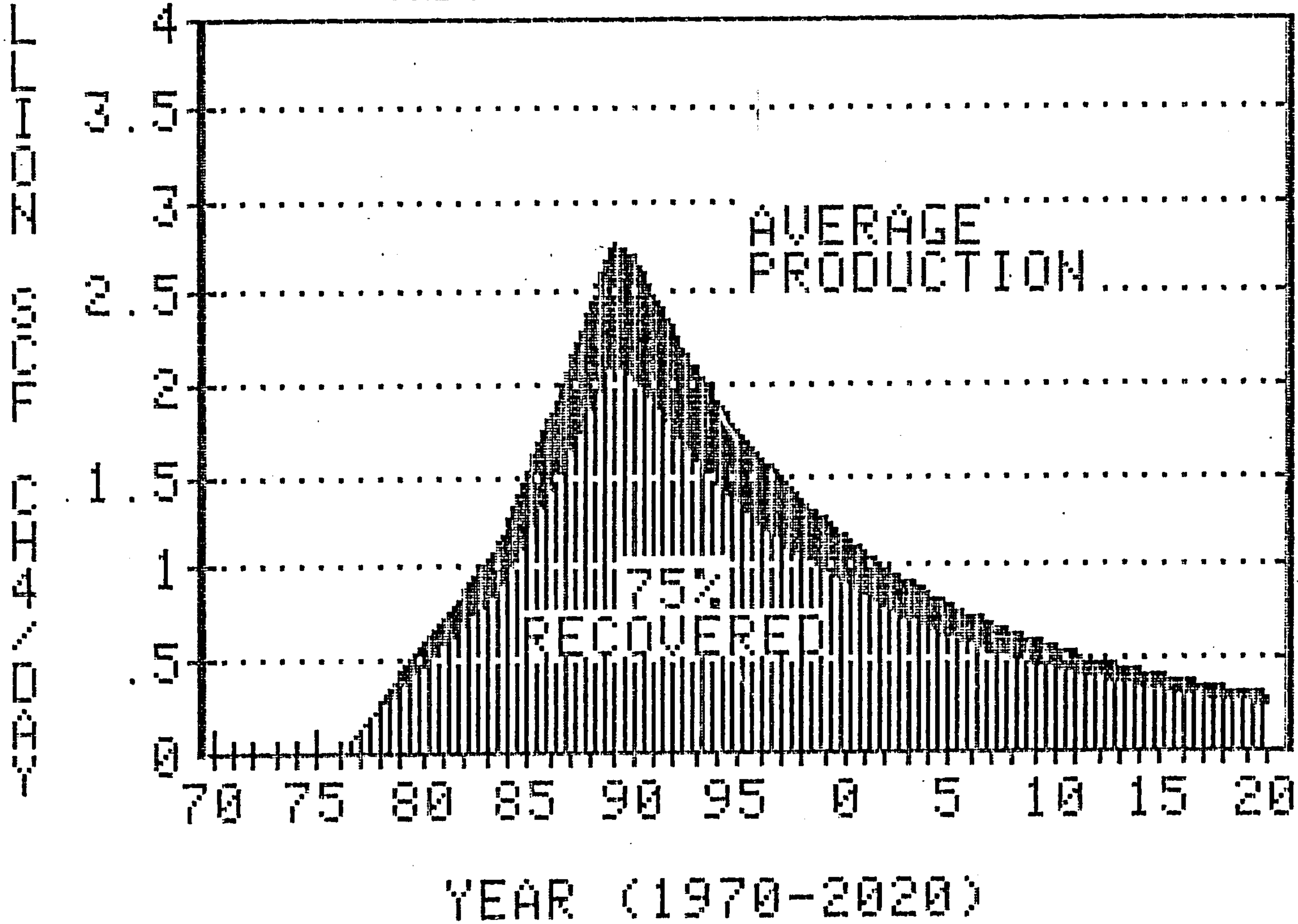
WORK FLOW - DECISION PATH CHART

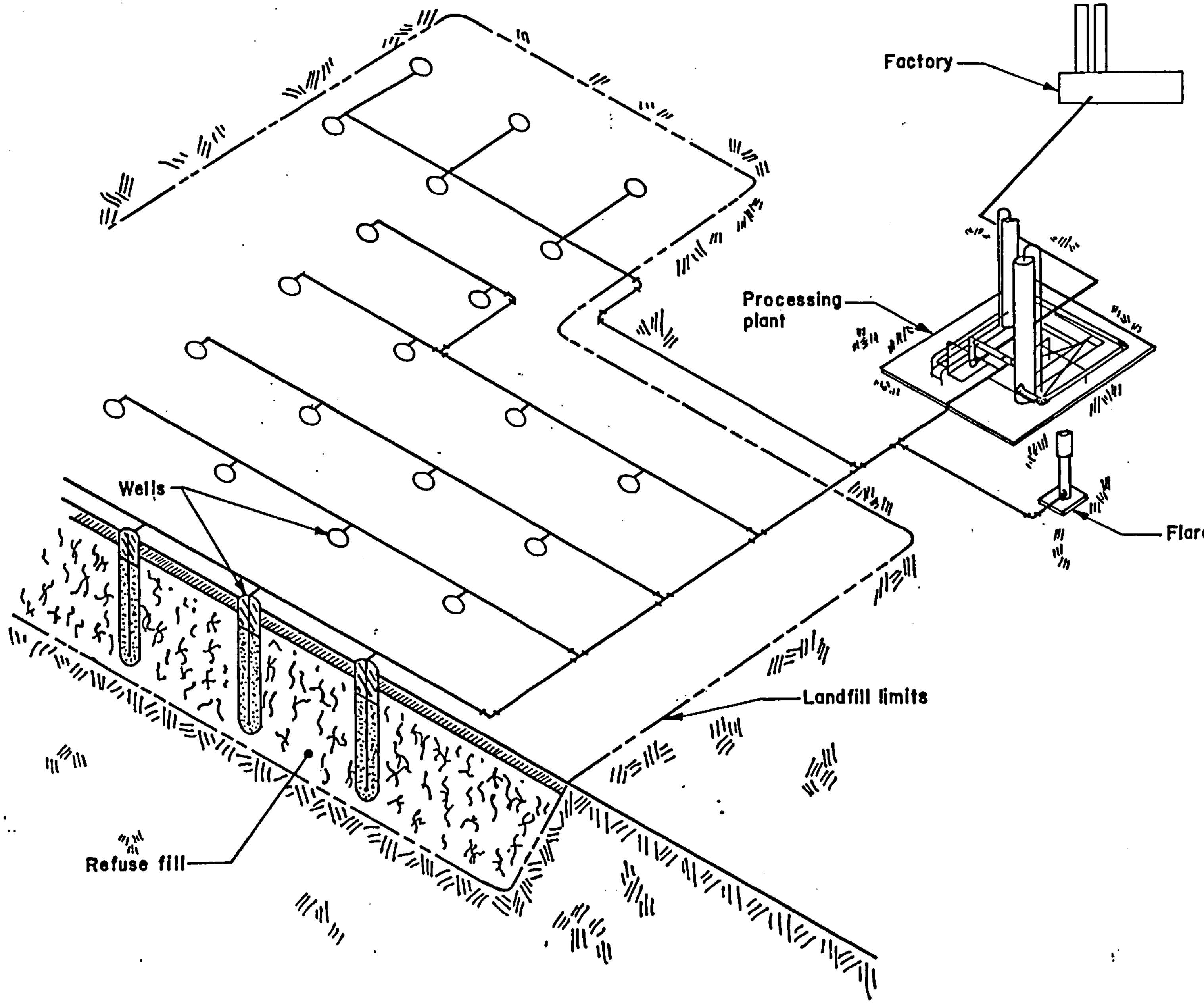




ST. JOHNS LANDFILL
METHANE PRODUCTION
MILLION SCF CH4/DAY
4
3.5
3
2.5
2
1.5
1
.5
0
RANGE
70 75 80 85 90 95 0 5 10 15 20
YEAR (1970-2020)

ST. JOHNS LANDFILL
METHANE PRODUCTION





GAS RECOVERY SYSTEM

ST. JOHNS LANDFILL

RISK QUANTIFICATION

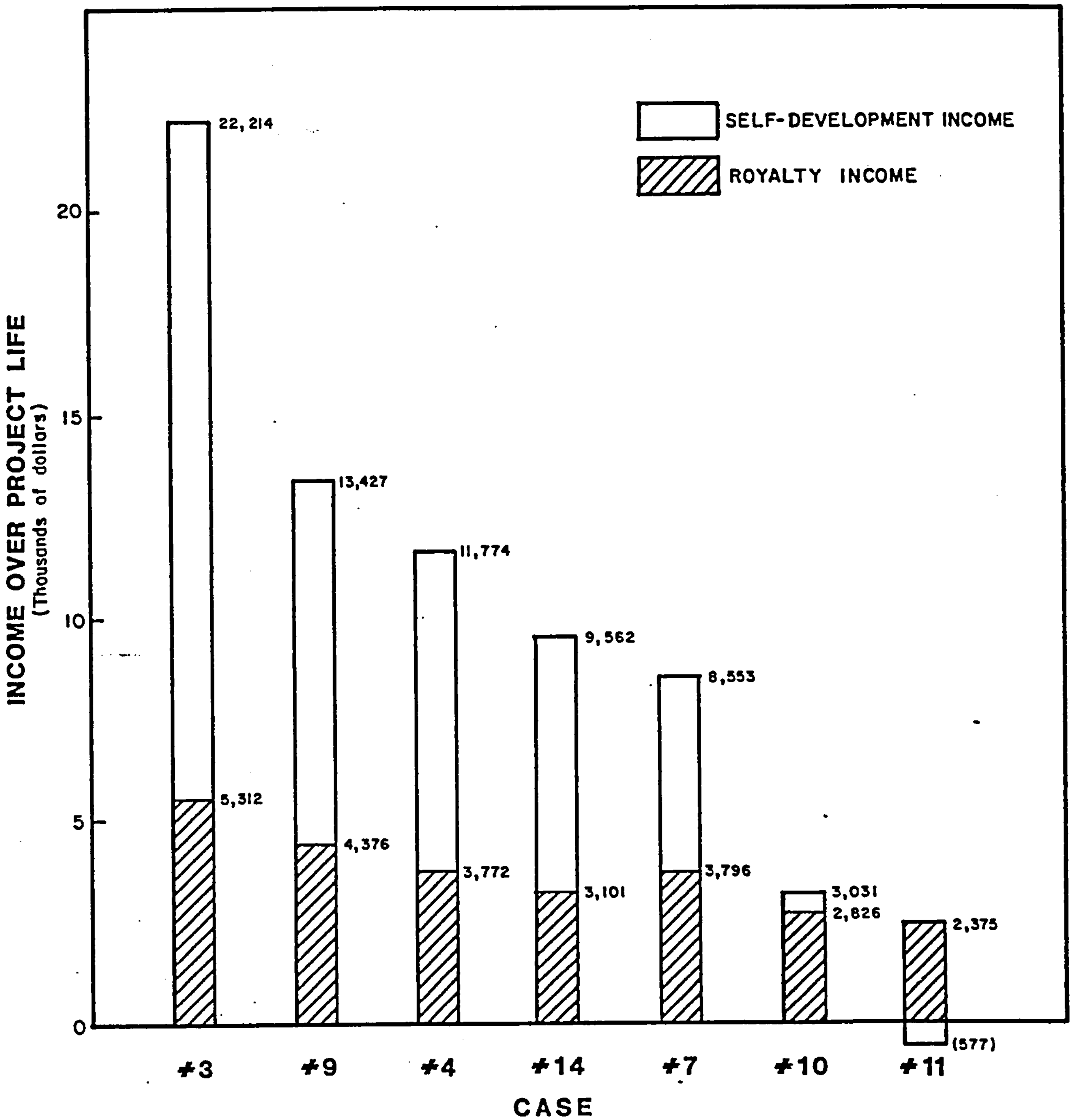
Risk Element	Expected Case	Change Probability Factor vs. Expected Case	Attributable To
Escalation (less than 5%)	5%	10	Economy
Gas recovery %	75%	25	Gas
Base gas price	? (5.80-R* / 3.90-W)	15	Economy
Capital cost	Vendor estimate	5	Process
Operating Cost	Estimate	5	Process
Subarea access	1-5	25	Gas
Gas specifications (yield)	95.2%	10	Gas
Interest rate/term	10% - 12 yrs.	5	Economy
Methane %	50%	-0-	Gas
Uptime %	90%	-0-	Process
		100	
Gas Variables		60	
Process Variables		10	
Economy Variables		30	
		100	

* R = Retail
W = Wholesale

ST. JOHNS LANDFILL

RISK QUANTIFICATION

Risk Element	Expected Case	Change Probability Factor Vs. Expected Case	Attributable to	Variable Range Used in Analysis
Gas Recovery	75%	25	Gas	60 and 75%
Base gas price	? ($5.80-R $3.90-W)	15	Economy	Retail: $4.20 (72% of $5.80) 3.70 (64& of $5.80) Wholesale: $3.60 (92% of $3.90) 2.88 (74% of $3.90)
Subarea access	1-5	25	Gas	60 and 75% Subareas 1-3 25% Subareas 4-5
Gas specifications (yield)	95.2%	10	Gas	80 and 95.2%
		75		



EMCON Associates
San Jose, California

METROLITAN SERVICE DISTRICT
ST. JOHNS LANDFILL
METHANE RECOVERY PROJECT
PORTLAND, OREGON

RELATIVE INCOME BY CASE

FIGURE

PROJECT NO.
514-2.2

SAMPLE QUALITATIVE RISKS

Factors	Alleviation Method
Process equipment failure	Performance guarantee by vendor Outside maintenance contract - vendor
Fire	Flame arrestor engineered into line
Bankruptcy or relocation of Palmco	Take or pay contract Long-term contract Guarantee of parent - Mitsubishi
Pipeline security	Engineered safety/security provisions Systematic inspection/maintenance
Gas field failure	Gas field outside maintenance contract (balancing, well maintenance, water traps, weekly testing, etc.)
End use (e.g., park)	Below-ground gas installation Knowledge of end use
Meeting gas specifications	Negotiate 900 Btu standard versus 954 Btu

SUMMARY OF DIFFERENCES

Element	NWNG - Upgraded Gas	Palmco - Medium-Btu Gas
Quantity	Will take 100 percent of gas	Will take approximately 50 percent of gas at peak
Quality	Must process gas	No processing
	Must meet rigid gas specs	Minimal gas specs
Price	$3.00 to $3.60 price (wholesale)	$4.50 to $4.60 price (discounted retail)
Logistics	Gas field fill logistics problem to maximize gas output	No gas field/supply problems
	No transportation problem	Must build and maintain pipeline
Investment	Maximum capital investment ($3,550,000)	Lowest capital investment ($2,385,000 including pipeline)
Corporate Reliability	Excellent	Good
Potential Income	$12 to 14 million (over project life)	$9 to 11 million (over project life)

PALMCO USE

(60% Recovery 1-3, 25% of 4 and 5 - Worst Case)

Year	Available Btu/Year (000,000)	Palmco Use Btu/Year (000,000)
1985	299,300	228,125
1986	323,755	228,125
1987	325,215	228,125
1988	325,215	228,125
1989	325,215	228,125
1990	325,215	228,125
1991	325,215	228,125
1992	325,215	228,125
1993	325,215	228,125
1994	325,215	228,125
1995	325,215	228,125
1996	311,710	228,125
1997	286,525	228,125
1998	263,895	228,125
1999	243,455	228,125
2000	224,840	228,125

SAMPLE CAPITAL COST

CASE #14 - Palmco

($000)

	1985	1988
Processing[1]	$ 770	$ -0-
Gas field	300	200[2]
Field test	50	50
Infrastructure	200	50
Pipeline-intertie	300	-0-
	$1,620	$ 300
Engineering	$ 75	$ 25
Legal/other	75	25
Financing	100	25
	$ 250	$ 75
Subtotal	$1,870	$ 375
Contingency @ 5%	100	20
TOTAL	$1,970	$ 395
		Escalated to
	$1,970	$ 475
	$2,445	

NOTES:

1. Processing capacity is 2,000,000 cfd
2. For Subareas 4 and 5

GOALS OF PALMCO AGREEMENT

1. Base price and escalation formula
2. Take or pay contract
3. Long-term contract -- ten years plus
4. Parental guarantee of obligations
5. Gas delivery point
6. Gas specifications and pressure

LOGISTICS OF GAS PRODUCTION/FILL OPERATIONS

There are several problems in operating a gas field while fill operations are in progress. These affect primarily:

- Extending landfill closure to 1990
- Filling Subareas 4 and 5
- Raising fill level 10 feet in Subareas 1 through 3
- Possibly raising fill level 10 feet in Subareas 4 and 5

We addressed these fill sequence problems in conjunction with the efficient operation of the gas field. The following are our logistical and timing recommendations:

- Complete cover operations in Subareas 1 through 3 in 1984. Install gas field in early 1985 in completed landfill (before 10-foot addition). There is enough gas in 1 through 3 to cover Palmco's requirement through 1989 or 1990 according to our calculations.
- Finish filling Subareas 4 and 5 from 1985 through 1989 or 1990 to the plus 10-foot level. Install gas field in 4 and 5. The estimate is that there is enough gas in 4 and 5 beginning in 1988 or 1989 to fulfill Palmco's requirements.
- In 1989, begin the plus 10-foot filling operations in Subareas 1 through 3. Do not pump from this gas field and save as much of wells as possible. By 1990, the 10 feet will be completed and the gas field can be rehabilitated and reconstructed.
- Subareas 4 and 5 will provide enough gas for Palmco through 1993 or 1994. At that time the remaining gas in Subareas 1 through 3 would be needed to supplement 4 and 5 and service Palmco through the year 2000.

This alternating sequence is probably the most sensible and cost-effective for both the fill and gas segments of the landfill operation. Other approaches can be used, particularly if more gas is wanted for sale. However, we must remember that the primary charter is refuse disposal, not gas revenues.

EFFECT OF ADDITIONAL TEN-FOOT FILL

All gas projections assume landfill closure in 1988. Due to the delay of Wildwood, this closure date is expected to be in 1990. Adding 10 feet of additional refuse will increase the projected gas output in all subareas.

However, this additional 10 feet of refuse will require some fill sequence planning to blend in with efficient gas field operations. Since Subareas 1 through 3 are now being "final" covered, the gas field can be installed in late 1984 or early 1985, weather permitting. June 1985 seems to be a reasonable date given the need for dry-weather conditions.

Subareas 4 and 5 can be filled and horizontal gas collectors can be set in the refuse lifts during filling operations. We can tap gas fairly early in the fill sequence, but certainly there will be logistical difficulties between the fill and gas requirements.

The need for a good logistical plan is required. This is covered in our recommended "Logistics of Gas Production/Fill Operations."

NEGOTIATION OPTIONS WITH OUTSIDE DEVELOPERS

If METRO decides it wants an outside developer to develop the project, we would suggest that the following be considered in any negotiations with an outside developer:

- Provide an incentive for developer to move quickly on the project
- Provide upside benefits as energy rates (and project profits) escalate.
- Provide downside protection if the project's operation is difficult (if power is not produced and sold, no royalties are paid).

To gain these assurances, for example, we recommend:

- A $100,000 option to be paid by developer to METRO and forfeited if developer does not have the project on line by January 1, 1986 (or some reasonable date).
- A base royalty of 12-1/2 percent of total revenue.
- A 1 percent windfall bonus royalty for each 50 cent increase in retail gas prices in excess of $6.00/MM Btu.
- A 4 percent on-going bonus royalty beginning in Year 8, or when developer's debt retirement is achieved.
- A minimum royalty of $50,000 per year for the first five years, $75,000 per year for the second five years, and a suitable figure to be negotiated for subsequent years.

The usual royalty offer of outside developers is 12-1/2 percent of total revenues. Some will offer 16-2/3 percent after debt retirement. However, all developers will negotiate a better arrangement, if the project has the appropriate size and favorable economics. Genstar, Getty, Palmer and Cambrian, all reputable companies capable of excellent work, would probably bid on the project. NWNG is also a potential developer. Capitalizing on the potential competition between the firms should assist METRO in obtaining a higher negotiated royalty.

While the flat 12-1/2 percent royalty was used in the financial analysis, there is the possibility of higher royalty returns _if_ the project is an exceptional one. Obviously, a higher royalty will increase the income potential if METRO decides to use an outside developer.

STAFF REPORT

Agenda Item No. 7.2

Meeting Date August 9, 1984

CONSIDERATION OF RESOLUTION NO. 84-483 FOR THE PURPOSE OF ADOPTING SOLID WASTE RATE POLICIES

Date: June 20, 1984

Presented by: Dan Durig

FACTUAL BACKGROUND AND ANALYSIS

The current solid waste disposal rates were calculated using policies which were first articulated during the fall 1982 rate-setting process. The primary policy issue addressed at that time was whether rates should be uniform at all facilities or if they should reflect the cost of providing service at each facility.

The Rate Review Committee recommended that rates gradually be adjusted to reflect cost of service, which it proposed would lead to a more efficient system as users chose their least-cost alternative.

The Solid Waste Policy Alternatives Committee (SWPAC) and others argued that the disposal system is regional and that equality of rates throughout the system was a desirable goal.

Both the Rate Review Committee and SWPAC agreed that sudden large changes in rates could disrupt the collection system and should be avoided.

The uniform rate concept was adopted upon recommendation of the staff, SWPAC and the Executive Officer. At the same time, the Regional Transfer Charge and convenience charges were adopted to meet revenue requirements for the Clackamas Transfer & Recycling Center (CTRC) (except the debt service assigned to public users, which is paid by the public base rate).

The convenience charge was created to recognize that transfer stations can reduce haulers' operating costs and so could result in a competitive advantage unless offset in some way. From Metro's point of view, it provided a way to influence haulers who operate in the marginal area between Metro facilities to minimize costly backhauling.

The current rate structure consists of four elements: base disposal rates, regional transfer charges, convenience charges and user fees. During the rate-setting process, revenue requirements are identified for each element and adjustments are made, if necessary.

Revenue needs were analyzed and rates were set for 1984, using the same policies which emerged from the previous year's process, although the policies were not formally adopted by the Council.

The purpose of the proposed resolution is to gain formal adoption of rate policies which can then be used as a basis for future rate-setting processes.

EXECUTIVE OFFICER'S RECOMMENDATION

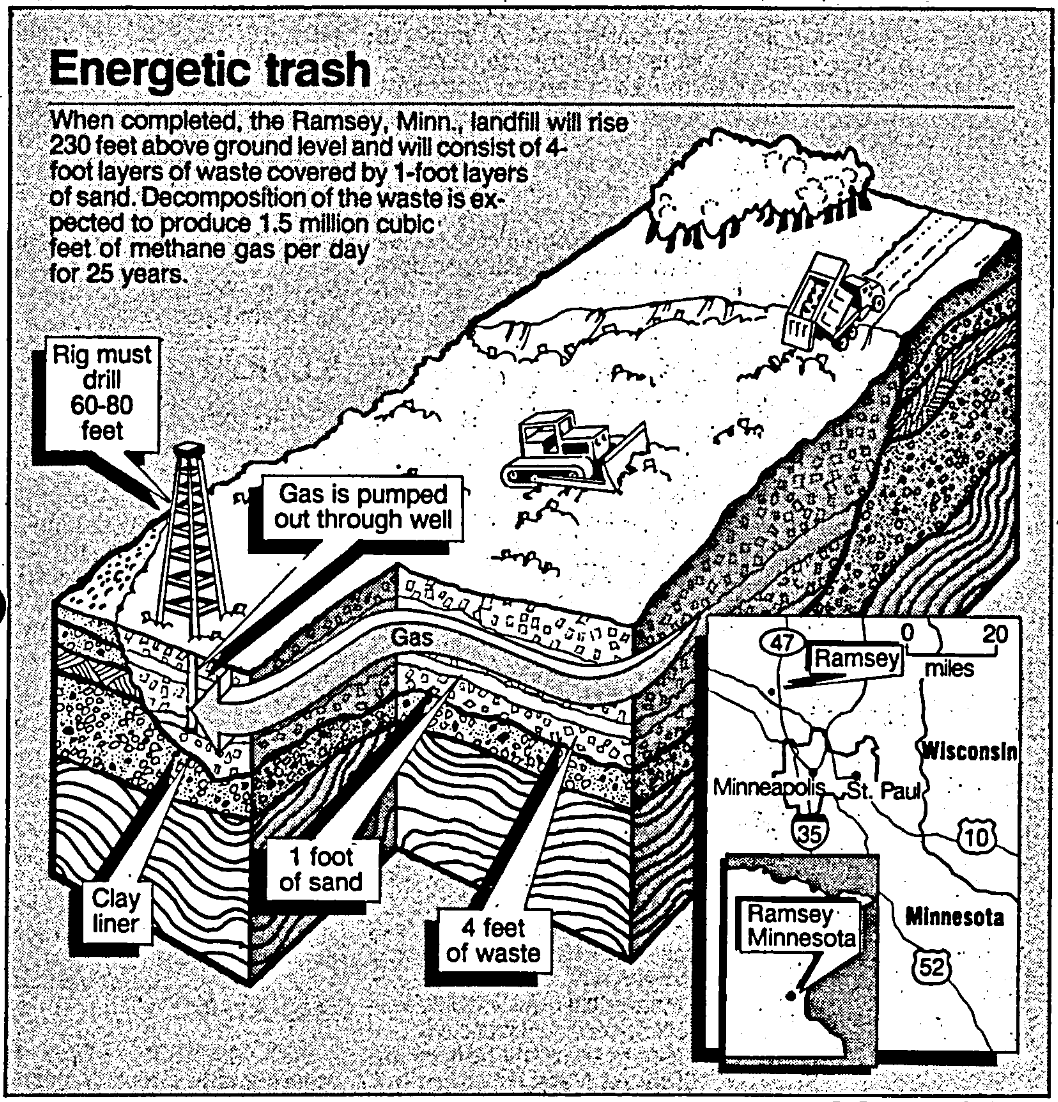
The Executive Officer recommends adoption of Resolution No. 84-483

COMMITTEE CONSIDERATION AND RECOMMENDATION

This Resolution was not considered by the Regional Services Committee.

ES/srb
1444C/382
07/23/84

Gas value sweetens dump's appeal



By Bob Laird, USA TODAY

By Steve Wilson
USA TODAY

RAMSEY, Minn. — Methane gas worth millions of dollars will begin flowing from deposits in a garbage dump Monday while Ramsey and nearby Anoka fight over who owns the dump.

"Four years ago, no one would have wanted to touch that 80 acres with a 10-foot pole," says Anoka County Commissioner Albert Kordiak. "Now, everybody wants it."

The towns did agree to pump the gas — produced as garbage decomposes — while a lawsuit settles who owns it.

Their first customer — a company that makes precision castings — will buy gas to fuel electric generators and save $2,400 a month in electric bills.

The landfill has 20 times more gas than the firm needs. So more customers are being sought. Sales could bring in $2.6 million a year.

Gas is being recovered from other landfills in Chicago, Los Angeles, San Francisco, Monterey Park, Calif., Industry Hills, Calif., Sun Valley, Calif., and Azusa, Calif.

Anoka, with a population of 15,460, opened the landfill in 1967 about 20 miles from downtown Minneapolis, but Ramsey Mayor Tom Gamec says it was supposed to be turned over to his city's 10,660 people two years ago.

BEFORE THE COUNCIL OF THE
METROPOLITAN SERVICE DISTRICT

FOR THE PURPOSE OF ADOPTING SOLID WASTE DISPOSAL RATE POLICIES	))))	RESOLUTION NO. 84-483 Introduced by the Executive Officer

WHEREAS, The Metropolitan Service District (Metro) is empowered to collect funds to pay costs incident to solid waste disposal in the region; and

WHEREAS, Uniform administration of rates from year to year is desirable for the maintenance of equity among users of the disposal system; and

WHEREAS, Four discrete disposal rate elements (base disposal rate, Regional Transfer Charge, convenience charge, user fee) have been established; now, therefore,

BE IT RESOLVED,

That the following rate policies are hereby adopted by the Metropolitan Service District:

1. Users of the disposal system are divided into two groups, commercial and public, and rates for each shall reflect the relative cost of providing service to each.

2. The commercial base disposal rate is used to pay the cost of disposal at the Metro-operated landfill. It is collected at Metro facilities and is applied uniformly at all Metro facilities. The public base disposal rate also pays the cost of disposal and transfer and recycling center capital costs. It is administered in the same way as the commercial rate.

3. The Regional Transfer Charge is used (in conjunction

with the convenience charge) to pay for the cost of operating the Metro transfer system, including transfer and recycling centers and transfer of waste to a disposal facility. It is applied to all waste generated in the Metro region, whether it is disposed at a Metro facility or at any other.

4. The public Regional Transfer Charge will only include operating costs of Metro-owned transfer and recycling centers.

5. The convenience charge is used (in conjuction with the Regional Transfer Charge) to pay for the cost of operating the Metro transfer system. It is applied only to waste which is disposed at transfer and recycling centers.

6. User fees are used to pay for solid waste programs (administration, waste reduction, systems planning and development) and activities not directly related to operation of the transfer and disposal system. They are applied to all waste generated in the region.

ADOPTED by the Council of the Metropolitan Service District this ______ day of __________, 1984.

____
Presiding Officer

ES/srb
1444C/382
07/23/84

STAFF REPORT

Agenda Item No. 6.1

Meeting Date August 9, 1984

CONSIDERATION OF ORDINANCE NO. 84-176 RELATING TO COUNCIL ORGANIZATION AND PROCEDURE, AMENDING CODE SECTIONS 2.01.030, 2.01.060, 2.04.015 AND 2.04.030

Date: July 17, 1984 Presented by: Ray Barker

FACTUAL BACKGROUND AND ANALYSIS

The attached ordinance is submitted as a result of the adoption of Resolution No. 84-478 on July 5, 1984. Resolution No. 84-478 directs the preparation of changes to the Metro Code to implement the restructuring of Council meetings and the reorganization of committees.

The ordinance changes the Council's regular meeting schedule from the first and fourth Thursday to the second and fourth Thursday of each month, provides for the submission of agenda items from JPACT directly to the Council, and substitutes the Council Management Committee for the Contract Review Committee to approve contracts greater than $10,000 but less than $50,000. (Note: The Contract Review Committee is the only named committee established by ordinance.)

The second reading of the ordinance, will be August 2, 1984. At the August 2 Council meeting, a Resolution will be introduced which will establish the Council Management Committee and rescind the resolution creating the Development, Services, and Coordinating Committees.

It is recommended that the ordinance and resolution be made effective August 15. This would eliminate the need for another Council meeting on August 9 (the second Thursday of the month). It would also allow the newly created Council Management Committee to meet on the third Thursday of August. The second Council meeting for August would be held on the fourth Thursday (August 23).

EXECUTIVE OFFICER'S RECOMMENDATION

The Executive Officer recommends adoption of Ordinance No. 84-176 in order to begin the implementation of the provisions of Resolution No. 84-478.

RB/srb
1530C/382
07/17/84

BEFORE THE COUNCIL OF THE
METROPOLITAN SERVICE DISTRICT

AN ORDINANCE RELATING TO COUNCIL ORGANIZATION AND PROCEDURE, AMENDING CODE SECTIONS 2.01.030, 2.01.060, 2.04.030 AND 2.04.015	))))	ORDINANCE NO. 84-176

THE COUNCIL OF THE METROPOLITAN SERVICE DISTRICT HEREBY ORDAINS:

Section 1. Code section 2.01.030 is hereby amended to read as follows:

2.01.030 Regular Meetings: The Council shall meet regularly on the [first] second and fourth Thursdays of each month at a time designated by the Presiding Officer. Regular meetings shall be held at a place designated in the published agenda of the meeting. Regular meetings may be adjourned to a specific time and place before the day of the next regular meeting. Published notice of the time and place of an adjourned meeting is not required. Matters included on the agenda of a regular meeting that is adjourned to a later date need not be republished. New matters to be considered at the adjourned meeting shall be published in the same manner as the agenda for a regular meeting.

Section 2. Code section 2.01.060 is hereby amended to read as follows:

2.01.060 Notice and Agenda:

(a) An agenda that sets forth the time, date, and place of the meeting, that includes a brief description of the ordinances to be considered, and that states that copies of ordinances are available at the office of the Metropolitan Service District shall be published in a newspaper of general circulation within the District no more than ten (10) nor less than four (4) days before a regular meeting of the Council. If an executive session will be held, the Notice shall state the specific provision of the law authorizing the executive session.

(b) The Presiding Officer shall establish the agenda from the agenda items submitted by the Councilors, Council committees, the Joint Policy Advisory Committee on Transportation (JPACT), or the Executive Officer. Each Councilor may request that items be placed upon the agenda of the next regular meeting by notifying the Clerk of the Council and specifying the subject of the agenda items. The Presiding Officer may, at his or her discretion, determine the time by which agenda items must be submitted for inclusion in the next succeeding agenda and shall notify the Councilors, Council committees, JPACT, and the Executive Officer of such due dates.

Section 3. Code Section 2.04.015 (Contract Review Committee) is hereby amended to read as follows:

2.04.015 [Contract Review Committee] Contract Responsibilities of the Council Management Committee

[(a) There is hereby created a Contract Review Committee of the Council, which committee] The Council Management Committee shall have the powers and responsibilities described in the Metro Contract Procedures adopted by this chapter.

[(b) The Contract Review Committee shall be comprised of three members to be appointed annually by the Presiding Officer of the Council.]

[(c) The committee may establish a regular meeting schedule and may meet in special session at the call of the Deputy Presiding Officer. A majority of the committee shall constitute a quorum and the committee shall act by majority vote.]

[(d) In addition to the meeting provisions in subsection (c) of this section, the committee may act by individual or telephonic poll of the membership. The results of any such polling shall be included in the minutes of the next regular or special meeting of the committee. (Ordinance No. 82-130, Sec. 1; amended by Ordinance No. 83-155, Sec. 1)]

Section 4. Section 2.04.030 (Rules and Procedures Governing All Contracts) is hereby amended to read as follows:

(c) Approval of Contracts of more than $10,000:

(1) Except as provided in subsection (4) of this section, all initial contracts, individual amendments, or purchase orders, with a contract price of more than $50,000 shall be approved by the Council prior to execution.

(2) Except as provided in subsection (4) of this section, all initial contracts, including purchase orders, with a contract price of greater than $10,000 but $50,000 or less shall be approved by the [Contract Review Committee of the Council] Council Management Committee prior to execution.

(3) Except as provided in subsection (4) of this section, all contract amendments and extensions which exceed $10,000 or which result in a total contract price of more than $10,000 or $50,000 shall be approved by the [Contract Review Committee] Council Management Committee prior to execution.

(4) The following types of contracts, including contract amendments and extensions to such contracts, shall be exempt from the provisions of this section (c).

(A) Contracts which merely pass through funds from a state or federal agency.

(B) Contracts under which Metro is to provide a service only and incurs no financial obligation to another party.

(C) Contracts with another government agency.

(D) Initial contracts of $10,000 or less and contract extensions and amendments which do not cause or result in a total contract price of more than $10,000.

(E) Grant award contracts.

(F) Purchases of inventory and gift items for resale at the Zoo Gift Shop.

(G) Emergency contracts approved pursuant to Code section 2.04.010(e).

Section 5. This Ordinance shall be effective on August 15, 1984.

ADOPTED by the Council of the Metropolitan Service District this _______ day of _______________________, 1984.

____
Presiding Officer

ATTEST:

____
Clerk of the Council

EB/srb
1522C/382
08/06/84

STAFF REPORT

Agenda Item No. 6.2

Meeting Date August 9, 1984

CONSIDERATION OF ORDINANCE NO. 84-177 FOR THE PURPOSE OF TRANSFERRING $2,500 FROM CONTINGENCY TO BUDGET AND ADMINISTRATIVE SERVICES CAPITAL OUTLAY, LINE ITEM 8400.

Date: July 12, 1984

Prepared by: Jennifer Sims

FACTUAL BACKGROUND AND ANALYSIS

The work station for the Metro receptionist is inadequate given the demand to handle an average of 2,000 telephone calls and respond to 500 visitors per week, plus receive and sort interoffice mail, prepare bulk mailings, schedule motor pool vehicles and assist personnel with employment applicants.

A new work station is proposed to permit the receptionist to function more efficiently, accommodate the new telephone switchboard system and improve the appearance of the lobby area.

The cost to build a work station to match the council furniture exceeds $5,000. A more economical option, recommended in this report, is to have a work station built of plywood and laminated with a wood textured formica.

EXECUTIVE OFFICER'S RECOMMENDATION

The Executive Officer recommends approval of Ordinance no. 84-177 .

COMMITTEE CONSIDERATION AND RECOMMENDATION

DL:mcp

7/12/84

BEFORE THE COUNCIL OF THE
METROPOLITAN SERVICE DISTRICT

FOR THE PURPOSE OF AMENDING ORDINANCE NO. 84-172, TRANSFERRING APPROPRIATIONS FROM GENERAL FUND CONTINGENCY TO THE FINANCE AND ADMINISTRATION DEPARTMENT	)	ORDINANCE NO. 84-177 Introduced by the Executive Officer

WHEREAS, The need and benefits of a new receptionist work station have been demonstrated and justified; and

WHEREAS, An additional Capital Outlay appropriation is needed for this expense; now, therefore,

THE COUNCIL OF THE METROPOLITAN SERVICE DISTRICT HEREBY ORDAINS:

The amendments to the FY 1984-85 Budget of the Metropolitan Service District (Metro) attached hereto as Exhibit "A" and amendments to the FY 1984-85 Appropriations attached hereto as Exhibit "B" to this Ordinance are hereby adopted.

ADOPTED by the Council of the Metropolitan Service District this ______ day of __________, 1984.

____
Presiding Officer

ATTEST:

____
Clerk of the Council

JS/srb
1647C/382
07/17/84

EXHIBIT "A"

FY 1984-85 BUDGET

General Fund
Finance and Administration Department
Budget and Administrative Services Division

		Current Budget	Amendment	Revised Budget
Capital Outlay				
8400 Office Furniture & Equipment		$ 6,000	$2,500	$ 8,500
Transfers & Contingency				
9700 Contingency		77,396	(2,500)	74,896
Total General Fund		$2,525,585	$ 0	$2,525,585

ALL OTHER ACCOUNTS ARE UNCHANGED

JS/srb
1647C/382-2

EXHIBIT "B"

SCHEDULE OF APPROPRIATIONS

GENERAL FUND*	Current Appropriation FY 1984-85	Revision	Revised Appropriation
Council			
Personal Services	$ 65,693	-0-	$ 65,693
Material & Services	58,120	-0-	58,120
Capital Outlay	-0-	-0-	-0-
Subtotal	$123,813	-0-	$123,813
Executive Management			
Personal Services	$229,380	-0-	$229,380
Material & Services	28,845	-0-	28,845
Capital Outlay	-0-	-0-	-0-
Subtotal	$258,225	-0-	$258,225
Finance & Administration			
Personal Services	$ 548,224	$ -0-	$ 548,224
Material & Services	626,465	-0-	626,465
Capital Outlay	22,055	2,500	24,555
Subtotal	$1,196,744	$2,500	$1,199,244
Public Affairs			
Personal Services	$216,450	-0-	$216,450
Material & Services	40,950	-0-	40,950
Capital Outlay	1,750	-0-	1,750
Subtotal	$259,150	-0-	$259,150
General Expense			
Contingency	$ 77,396	$(2,500)	$ 74,896
Transfers	587,219	-0-	587,216
Subtotal	$665,870	$(2,500)	$662,115
Unappropriated Balance	$23,038	-0-	$23,038
Total General Fund Requirements	$2,525,585	-0-	$2,525,585

*NOTE: All other funds remain unchanged.

JS/srb
1647C/382-3

STAFF REPORT

Agenda Item No. 7.1

Meeting Date August 9, 1984

CONSIDERATION OF RESOLUTION NO. 84-482, FOR THE PURPOSE OF CREATING THE COUNCIL MANAGEMENT COMMITTEE, AND RESCINDING RESOLUTION NO. 80-128 (CREATING THE COUNCIL PLANNING COMMITTEE, THE COUNCIL SERVICE DELIVERY COMMITTEE, AND THE COORDINATING COMMITTEE) AND RESOLUTION NO. 82-378 (CREATING THE INVESTMENT COMMITTEE).

Date: July 24, 1984

Presented by: Ray Barker

FACTUAL BACKGROUND AND ANALYSIS

The attached resolution is submitted as a result of the adoption of Resolution No. 84-478 on July 5, 1984, which directs changes to implement the policy set forth in the Resolution.

Resolution No. 84-482 establishes the Council Management Committee with the appropriate responsibilities set forth in Exhibit "A" to Resolution No. 84-478.

This Resolution is made effective August 15, 1984, which would allow the newly created Council Management Committee to meet on the third Thursday of August.

EXECUTIVE OFFICER'S RECOMMENDATION

The Executive Officer recommends adoption of Resolution 84-482 in order to begin the implementation of the provisions of Resolution No. 84-478.

slr

BEFORE THE COUNCIL OF THE

METROPOLITAN SERVICE DISTRICT

FOR THE PURPOSE OF CREATING THE COUNCIL MANAGEMENT COMMITTEE, RESCINDING RESOLUTION NO. 80-128 (CREATING THE COUNCIL PLANNING COMMITTEE, THE COUNCIL SERVICE DELIVERY COMMITTEE, AND THE COORDINATING COMMITTEE) AND RESOLUTION NO. 82-378 (CREATING THE INVESTMENT COMMITTEE)	)	RESOLUTION NO. 84-482 Introduced by Councilor Kirkpatrick

WHEREAS, On July 5, 1984, the Metropolitan Service District Council adopted Resolution No. 84-478, directing that the committees of the Council be reorganized for greater efficiency and effectiveness; now, therefore,

BE IT RESOLVED,

1. That Resolution No. 80-128, a Resolution for the Purpose of Restructuring the Council Committee System, as amended by Resolution No. 81-223, changing the name of the Council Planning Committee, and Resolution No. 82-378, a Resolution for the Purpose of Creating a Metro Investment Council, are hereby rescinded.

2. A standing committee called the Council Management Committee is hereby established with the following composition, duties and powers:

a. The Committee shall consist of five Councilors <u>appointed annually by the Presiding Officer and confirmed by the Council</u>;

b. The Committee shall meet on the third Thursday of each month at 5:30 p.m.;

c. The Committee is authorized to carry out the following activities:

(1) Plan agendas for informal and formal Council meetings <u>in consultation with the Presiding Officer</u>;

(2) Review work programs and plan workshops and special activities at the request of Council;

(3) Review requests to create Council task forces and recommend members of task forces; recommendations for establishing a task force shall be in the form of a resolution which shall describe the Scope of Work of the task force and the time for completion of the work;

(4) Review Council agenda items referred to it by the Council, individual Councilors or staff or on the Committee's own motion;

(5) Meet with the auditor regarding fiscal management and report its findings to the Council;

(6) Meet with three citizens of the community who are expert in fiscal and investment matters, appointed by the Presiding Officer and Chairperson of the Council Management Committee, subject to Council approval, for the purpose of reviewing existing investment practices of Metro and making policy recommendations thereon from time to time to the Council;

(7) Review with staff the quarterly financial reports;

(8) Review Personnel Rules and propose and recommend to Council amendments thereto;

(9) Review waivers of the Personnel Rules by the Executive Officer and ratify them, as appropriate; and

(10) Consider any item referred to it by the Council.

3. This Resolution shall take effect August 15, 1984.

ADOPTED by the Council of the Metropolitan Service District this ______ day of ________________, 1984.

____
Presiding Officer

EB/srb
1695C/383
08/06/84

STAFF REPORT

Agenda Item No. 7.3

Meeting Date August 9, 1984

CONSIDERATION OF RESOLUTION NO. 84-484 FOR THE PURPOSE OF CHANGING THE DESIGNATION OF REGISTERED AGENT FOR RECEIPT OF LEGAL SERVICE

Date: July 24, 1984

Presented by: Don Carlson

FACTUAL BACKGROUND AND ANALYSIS

The position of the Clerk of the Council has been the designated registered agent for the Metropolitan Service District. Everlee Flanigan has resigned this position and is no longer at the Metro offices.

This Resolution designates Marie A. Nelson, the newly appointed Clerk of the Council, as Metro's registered agent.

This Resolution will take effect August 6, 1984, the effective date of Ms. Nelson's appointment.

EXECUTIVE OFFICER'S RECOMMENDATION

The Executive Officer recommends adoption of Resolution No. 84-484.

slr

BEFORE THE COUNCIL OF THE
METROPOLITAN SERVICE DISTRICT

FOR THE PURPOSE OF CHANGING THE DESIGNATION OF REGISTERED AGENT FOR RECEIPT OF LEGAL SERVICE)	RESOLUTION NO. 84-484 Introduced by the Executive Officer

WHEREAS, the Metropolitan Service District is required to designate a registered office and a registered agent for service of any process, notice or demand required or permitted by law; and

WHEREAS, the registered agent on file with the Secretary of State is no longer at the Metro registered office and a new agent needs to be designated; now, therefore,

BE IT RESOLVED,

1. That the registered agent for the Metropolitan Service District is Marie A. Nelson.

2. That notice of this designation be sent to the Secretary of State as required by ORS 198.340.

3. That Metro Resolution no. 82-364 is hereby rescinded.

4. That this Resolution will take effect August 6, 1984.

ADOPTED by the Council of the Metropolitan Service District this _____ day of August, 1984.

____
Presiding Officer