

**THE
METROPOLITAN
SERVICE
DISTRICT
BUDGET FY 75-76**

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**CHARLES C. KEMPER
BUDGET OFFICER**

APRIL 4, 1975

METROPOLITAN SERVICE DISTRICT

BOARD OF DIRECTORS

Commissioner Robert Schumacher, Chairman
Clackamas County Courthouse
Oregon City, Oregon 97045

(representing Clackamas County)

The Honorable Miller Duris, Vice-Chairman
Mayor, City of Hillsboro
City Hall
Hillsboro, Oregon 97123

(representing cities of Washington County)

The Honorable James Robnett
Mayor, City of Happy Valley
12305 S.E. Mt. Scott Blvd.
Portland, Oregon 97236

(representing cities of Clackamas County)

Commissioner Mel Gordon
Multnomah County Courthouse
Portland, Oregon 97204

(representing Multnomah County)

Councilman Charles Becker
225 S.E. Evelyn
Gresham, Oregon

(representing cities of Multnomah County)

Commissioner Burton Wilson
2952 N.E. Sandy Blvd.
Portland, Oregon 97232

(representing Washington County)

Commissioner Connie McCready
City of Portland
City Hall
Portland, Oregon 97204

(representing the City of Portland)

ADMINISTRATIVE STAFF

Charles C. Kemper,
Budget Officer

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BUDGET MESSAGE



METROPOLITAN SERVICE DISTRICT

NEW ADDRESS: 527 SW Hall, Portland, Oregon 97201 222-3671

April 16, 1975

TO: MSD Board of Directors
FROM: Charles C. Kemper, Budget Officer
SUBJECT: BUDGET MESSAGE

Attached hereto is the 1975-76 annual budget for the Metropolitan Service District. The format has not changed significantly from the previous fiscal budget. This budget has been divided into two funds - The General (solid waste operating) Fund and the Drainage Fund.

The General (Solid Waste Operating) Fund revenues are projected to be received from the following sources:

- State grant - DEQ
- State loan - DEQ
- Non-processible program fee
- Scrap tire program fee
- Disposal fee

It should be noted that the largest revenue source, the disposal fee, will depend upon a policy decision to implement a landfill disposal fee for the next fiscal year. This decision can not be reached until agreements are solidified with Clackamas, Multnomah, and Washington Counties and the City of Portland.

The General (Solid Waste Operating) Fund budget has been developed based on the construction and operation in the next four years of four transfer/processing facilities. If the MSD Board decides to modify the schedule or the system, budget resources and requirements would be reduced.

The General (Solid Waste Operating) Fund will be utilized to perform the following tasks:

- Transfer/processing system contract preparation
- Right-of-way

Budget Message
April 16, 1975

- Site acquisition
- Solid waste rate ordinance development and approval
- Market analysis and development
- Solid waste regulations
- Recycling management
- Program management
- Public information
- Debt principal and interest payment
- Engineering utility & substructure design
- Construction management
- Inspection
- Processible landfill improvements

Staff requirements will change if the maximum budget resources are forthcoming. The addition of a financial administrator, construction engineer, solid waste engineer, marketing specialist, construction inspector, special project coordinator, and a draftsman are dependent upon the construction schedule and certain policy decisions of the MSD Board in the implementation of the landfill disposal fee.

The present staff of four fulltime and two parttime will change, in that the two parttime people will fill fulltime positions and the other six new positions will be added as the State and the MSD Board concur in the proposed development of these MSD programs.

The Johnson Creek Drainage Fund was established for fiscal year 1974-75 and is carried forward as a result of the MSD Drainage Program for Johnson Creek. On March 1, 1974, Multnomah County transferred \$8,518.31 to MSD for the purpose of flood control improvements on Johnson Creek. These monies had been collected from the Johnson Creek Water Control District which was dissolved in September, 1973. Additional fund resources last year were in the form of grant/loans from local jurisdictions for the purpose of preparing a Drainage Management System for the Johnson Creek Drainage Basin and the construction of flood control improvements

Budget Message
April 16, 1975

to the creek. This year the State is considering a grant for the continuation of this program.

The Metropolitan Service District was formed to provide public services which were not adequately available by existing governmental structure. For the past two years, MSD has been in the process of developing a Regional Solid Waste Management Program and anticipates plan implementation over the next four years. In addition, local governments and concerned citizens are looking toward MSD to provide the leadership for the improvements of the flooding conditions on Johnson Creek which has plagued the area for many years. As a result, this budget has been prepared to provide a reasonable level of service for those programs the MSD Board has chosen to undertake.

Therefore, I recommend that this 1975-76 Budget be approved by the Metropolitan Service District Board of Directors.

BUDGET MESSAGE SUPPLEMENT
May 9, 1975

The approved budget has significantly changed from the proposed budget. The MSD had planned that the Solid Waste Comprehensive Plan would be funded and that construction would begin during the next fiscal year. However, the State Legislature has reserved 12.5 million dollars for solid waste construction funds for the next biennium to be released by the State Emergency Board after detailed financial information has been prepared.

This budget reflects the staff funding for the Solid Waste Program in addition to capital outlay for weighing scales to be installed at the two existing putrescible landfills.

BUDGET CALENDAR

METROPOLITAN SERVICE DISTRICT

C A L E N D A R

FOR

ADOPTION OF 1975 - 1976 BUDGET

April 14 Publication of NOTICE OF PUBLIC MEETING

May 9, 1975 Budget Meeting - Review and Certify Approval
of Budget by MSD Board of Directors

May 12, 1975 Filing of MSD Budget Document with Tax
Supervising and Conservation Commission.

Scheduling of Public Hearing by Tax Super-
vising and Conservation Commission.

Publication of NOTICE OF BUDGET HEARING -
Eight to Fourteen days prior to Hearing.

Budget Hearing and Certification of Budget
by Tax Supervising and Conservation Commission.

MSD Board adopts Budget by Ordinance.

Filing of Adopted Budget with Tax Supervising
and Conservation Commission, County Assessor
(each county) and Department of Revenue.

BUDGET SUMMARY

FOR THE FISCAL YEAR 1975 - 1976
 BEGINNING JULY 1, 1975

*Mud Drain
 could Ketterling*

METROPOLITAN SERVICE DISTRICT
 (MUNICIPAL CORPORATION)

FUND

MULTNOMAH
 (COUNTY)

1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31 32 33 34	HISTORICAL DATA			*R A N G E	*NO. OF EMPS.	SUMMARY	*NO. OF EMPS.	BUDGET FOR ENSUING YEAR				
	ACTUAL		BUDGET					PROPOSED <small>Do Not Publish This Col.</small>	*R A N G E	APPROVED	*R A N G E	ADOPTED <small>Do Not Publish This Col.</small>
	SECOND PRECEDING YEAR	FIRST PRECEDING YEAR	CURRENT YEAR									
						GENERAL						
						Resources:						
						Beginning fund balance	20,000.	20,000.				
						DEQ Grant	2,024,766.	400,000.				
						DEQ Loan	4,724,455.	0				
						Non-processible fee	46,161.	0				
						Tire Fee	30,471.	30,471.				
						Landfill fee	3,079,748.	0				
						TOTAL RESOURCE	9,925,601.	450,471.				
						Requirement:						
						Personal services	223,649.	95,100.				
						Materials & services	3,142,252.	110,371.				
						Capital outlay	6,328,200.	245,000.				
						Debt Service	231,500.	0				
						TOTAL REQUIREMENT	9,925,601.	450,471.				
						DRAINAGE FUND						
						Resources:						
						Beginning fund balance	20,000.	20,000.				
						State grant	50,000.	50,000.				
						TOTAL RESOURCES	70,000.	70,000.				
						Requirements						
						Materials & services	70,000.	70,000.				
						TOTAL REQUIREMENTS	70,000.	70,000.				

* Use these columns only when grouping job classifications by salary ranges.

FOR THE FISCAL YEAR 1975 - 1976
 BEGINNING JULY 1, 1975

METROPOLITAN SERVICE DISTRICT
 (MUNICIPAL CORPORATION)

FUND

MULTNOMAH
 (COUNTY)

HISTORICAL DATA				*R A N G E	*NO. OF EMPS.		*NO. OF EMPS.	BUDGET FOR ENSUING YEAR				
ACTUAL		BUDGET	PROPOSED					*R A N G E	APPROVED	*R A N G E	ADOPTED	
SECOND PRECEDING YEAR	FIRST PRECEDING YEAR	CURRENT YEAR										
1						TOTAL MSD BUDGET SUMMARY						1
2												2
3						Resources						3
4						General(solid waste operating)						4
5						fund	9,925,601.		450,471			5
6						Drainage fund	70,000.		70,000.			6
7						TOTAL RESOURCES	9,995,601.		520,471.			7
8												8
9						Requirements						9
10						General(solid waste operating)						10
11						fund	9,925,601.		450,471.			11
12						Drainage fund	70,000.		70,000.			12
13						TOTAL REQUIREMENTS	9,995,601.		520,471.			13
14												14
15												15
16												16
17												17
18												18
19												19
20												20
21												21
22												22
23												23
24												24
25												25
26												26
27												27
28												28
29												29
30												30
31												31
32												32
33												33
34												34

* Use these columns only when grouping job classifications by salary ranges.

BUDGET DETAIL

GENERAL (Solid Waste Operating) FUND

OBJECTIVES

1. One objective of the Solid Waste Operating Fund is to provide management, marketing, legal, and other support services necessary to implement the processible Solid Waste Program. Further, acquisition of all processing/transfer station sites will be accomplished. Specific work tasks include:

Transfer/processing system contract preparation
Transfer/processing system contract negotiation
Right-of-way
Site Acquisition
 Purchase
 Lease
Landfill contracts
Solid Waste Rate Ordinance development
and approval
Value engineering

Market analysis and development
Flow control regulations
Landfill operational regulations
Transfer/processing center disposal
regulations
Recycling management
Financial administration
Program management
Billing service
Public information
Debt principal and interest payment

2. In addition, this fund will provide for the development and implementation of the non-processible solid waste program along with the administration of the scrap tire processing and disposal program.
3. Another objective of the Solid Waste Operating Fund is to provide the design and construction of one processing/transfer station, improvement of the existing landfills or new landfill development, acquisition of scales for the non-processible landfills and the necessary construction management.

Objectives, cont.

Specific work tasks include:

- Design review and approval
- Engineering utility design
- Utility construction
- Engineering sub-structure design
- Facility construction
- Landscaping
- Construction management
- Inspection
- Landfill improvements
- Contract modification negotiation

May 9, 1975

GENERAL (Solid Waste Operating) FUND

OBJECTIVES SUPPLEMENT

Since construction of the Solid Waste Facilities has been delayed, the objectives of this fund have changed significantly. The following reflect the modified fund objectives:

1. To develop agreements between MSD and local governments defining the areas of responsibility for the disposal of solid waste;
2. To assist in the modification and standardization of existing local government's franchise ordinances as they are affected by proposed MSD transfer and disposal rates.
3. To develop an ordinance that would control mass flow of mixed solid wastes to the MSD transfer and disposal facility.
- 12a- 4. To develop a user charge ordinance that would finance all operations and management costs in addition to repayment of Oregon State Pollution Control Bond loans.
5. To develop landfill and transfer/processing facility regulations.
6. To achieve identification of reliable, stable recovered materials markets.
7. To maximize sale price of the light fuel fraction (LFF), ferrous materials, glass and non-ferrous materials.
8. To identify potential customer costs for transportation and energy recovery boiler conversion.
9. To initiate potential customer testing and evaluation of LFF for maximum energy recovery.
10. To maintain a balanced demand versus supplying market for LFF.
11. To establish long-term contracts with one or more firms in the Portland, Oregon area for the light fuel fraction and ferrous materials.

FOR THE FISCAL YEAR 19⁷⁵-19⁷⁶

BEGINNING JULY 1, 19⁷⁵

METROPOLITAN SERVICE DISTRICT
(MUNICIPAL CORPORATION)

MULTNOMAH

(COUNTY)

	HISTORICAL DATA			RESOURCES	BUDGET FOR ENSUING YEAR		
	ACTUAL		BUDGET		PROPOSED Do Not Publish This Col.	APPROVED	ADOPTED Do Not Publish This Col.
	SECOND PRECEDING YEAR	FIRST PRECEDING YEAR	CURRENT YEAR				
1			\$ 628.00	Beginning Fund Balance:	\$ 20,000.00	20,000.00	1
2				*Available Cash on Hand (Cash Basis), or			2
3				*Net Working Capital (Accrual Basis)			3
4				Previously Levied Taxes Estimated To Be Received During Ensuing Year			4
5				OTHER RESOURCES			5
6							6
7	\$162,500.00	273,779.00	\$194,437.00	State Grant - DEQ	\$2,024,766.00	400,000.00	7
8							8
9			0	State Loan - DEQ	\$4,724,455.00	-0-	9
10							10
11	-13-	0	* \$ 17,000.00	Nonprocessable program fee	\$ 46,161.00	-0-	11
12							12
13		0	\$ 29,300.00	Scrap tire disposal prog. fee	\$ 30,471.00	30,471.00	13
14							14
15			0	Landfill fee	\$3,079,748.00	-0-	15
16							16
17				From Johnson Creek Water Control District			17
18		8,518.00					18
19		702.00	2,935.00	Other			19
20							20
21							21
22							22
23				* NOTE: No resources were re- ceived from the non-proces- sible program fee.			23
24							24
25							25
26							26
27							27
28							28
29							29
30							30
31	\$162,500.00	282,999.00	\$244,300.00	Total Resources, Except Taxes to Be Levied	\$9,925,601.00	450,471.00	31
32				Taxes Necessary to Balance Budget			32
33				Taxes Collected in Year Levied			33
34	\$162,500.00	282,999.00	244,300.00	Total Resources	\$9,925,601.00	450,471.00	34

* Includes Unappropriated Balance budgeted last year.

DETAILED REQUIREMENTS BY FUND

FOR THE FISCAL YEAR 1975-1976
BEGINNING JULY 1, 1975

METROPOLITAN SERVICE DISTRICT
(MUNICIPAL CORPORATION)

SOLID WASTE DEPARTMENT
GENERAL (Solid Waste Operating) FUND

MULTNOMAH

(COUNTY)

LINE NO.	HISTORICAL DATA			RANGE	NO. OF EMPS.	PERSONAL SERVICES	NO. OF EMPS.	BUDGET FOR ENSUING YEAR					
	ACTUAL		BUDGET					PROPOSED	RANGE	APPROVED	RANGE	ADOPTED	
	SECOND PRECEDING YEAR	FIRST PRECEDING YEAR	CURRENT YEAR					Do Not Publish This Col.				Do Not Publish This Col.	
1	7,000.	*	23,462.		1	MANAGER		25,500.		25,500.			
2			0		1	CONSTRUCTION ENGINEER		20,000.		-0-			
3			18,000.		1	SOLID WASTE ENGINEER		20,000.		-0-			
4			0		1	FINANCIAL ADMINISTRATOR		20,000.		-0-			
5			16,000.		1	SPECIAL PROJECTS MANAGER		18,000.		17,500.			
6			0		1	SPECIAL PROJECTS COORDINATOR		10,000.		9,000.			
7			0		1	MARKETING SPECIALIST		13,000.		-0-			
8			8,520.		1	ADMINISTRATIVE ASSISTANT		12,000.		10,000.			
9			0		1	CONSTRUCTION INSPECTOR		12,000.		-0-			
10			0		1	DRAFTSMAN		10,000.		-0-			
11			8,520.		1	ADMINISTRATIVE SECRETARY		12,000.		10,000.			
12	1,187.		6,000.		1	SECRETARY		8,000.		7,250.			
13			0		2	PARTTIME INSPECTOR		1,200.		-0-			
14			0			MANPOWER		5,730.		-0-			
15	1,564.		12,075.			**FRINGE BENEFITS (20% of base sal.)		36,219.		15,850.			
16													
17													
18						* 1.3 man years @ \$20,500.00							
19													
20						** Social Security 5.1%							
21						SIAC .5%							
22						Employee ins. plan 9.4%							
23						Retirement 5.0%							
24													
25													
26													
27						Transferred to Other Funds							
28													
29													
30													
31													
32						TOTAL EXPENDITURES							
33						Ending Fund Balance							
34	9,751.	39,615.*	92,577.		14	TOTAL Personal Services		223,649.		95,100.			

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* Use these columns only when grouping job classifications by salary ranges.

* There are not audit figures available on line items.

DETAILED REQUIREMENTS BY FUND

FOR THE FISCAL YEAR 19 75-19 76
BEGINNING JULY 1, 1975

METROPOLITAN SERVICE DISTRICT
(MUNICIPAL CORPORATION)

SOLID WASTE DEPARTMENT
GENERAL (Solid Waste Operating) FUND

MULTNOMAH
(COUNTY)

1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31 32 33 34	HISTORICAL DATA			*R A N G E	*No. OF EMPS.	REQUIRMENTS	*No. OF EMPS.	BUDGET FOR ENSUING YEAR				
	ACTUAL		BUDGET					PROPOSED	*R A N G E	APPROVED	*R A N G E	ADOPTED
	SECOND PRECEDING YEAR	FIRST PRECEDING YEAR	CURRENT YEAR									
						MATERIALS AND SERVICES						
	489.		6,000.			Rent	16,566.		8,000.			
	110.		700.			Telephone	3,328.		1,800.			
	--		800.			Postage	3,030.		1,600.			
	9.		1,200.			Equipment rental	2,730.		1,200.			
	202.		1,628.			Supplies	3,930.		2,400.			
	0		2,000.			Printing	3,130.		1,000.			
	1.		1,500.			Travel, training, & subsistence	7,400.		4,500.			
	169.		2,300.			Auto O & M	3,780.		2,400.			
	0		500.			Office insurance	730.		500.			
	20.		1,200.			Mapping	1,530.		1,500.			
	359.		500.			Publications and memberships	1,980.		750.			
	307.		1,000.			Reproduction	2,730.		2,000.			
	0		0			Advertising (public notices)	3,494.		750.			
	0		0			Meetings	1,480.		600.			
	5.		2,160.			Contingency	5,000.		1,000.			
						* Lump sum of \$5,464.						
						Transferred to Other Funds						
						TOTAL EXPENDITURES						
						Ending Fund Balance						
	1,671.	*	21,488.			subtotal materials & services	60,838.		30,000.			

* Use these columns only when grouping job classifications by salary ranges.

* See Page 16 for full materials & services figure

DETAILED REQUIREMENTS BY FUND

FOR THE FISCAL YEAR 1975-1976
BEGINNING JULY 1, 1975

SOLID WASTE DEPARTMENT
GENERAL (Solid Waste Operating) FUND

METROPOLITAN SERVICE DISTRICT
(MUNICIPAL CORPORATION)
MULTNOMAH
(COUNTY)

HISTORICAL DATA			*R A N G E	*NO. OF EMPS.	REQUIREMENT MATERIALS AND SERVICES CONTRACTUAL SERVICES	*NO. OF EMPS.	BUDGET FOR ENSUING YEAR			
ACTUAL		BUDGET					PROPOSED <small>Do Not Publish This Col.</small>	APPROVED	ADOPTED <small>Do Not Publish This Col.</small>	
SECOND PRECEDING YEAR	FIRST PRECEDING YEAR	CURRENT YEAR								
1										
2	0				Legal	82,000.	28,800.			
3	8,137.				Financial	20,000.	5,000.			
4	0				Audit	10,650.	4,000.			
5	0				Technical	38,000.	27,500.*			
6	0				Public information	12,310.	3,871.			
7	91,447.				Engineering	63,206.	-0-			
8	0				Accounting	7,000.	-0-			
9	0				Landfill operation	2,848,248.	-0-			
10					Computer Program Tires	-0-	1,200.			
11					Local Match Technical	-0-	10,000.			
12										
13										
14										
15										
16										
17										
18										
19										
20										
21										
22										
23										
24										
25										
26										
27					Transferred to Other Funds					
28										
29										
30										
31										
32					TOTAL EXPENDITURES					
33					ending Fund Balance					
34	99,584.	* 241,292.	120,135.		total contractual	3,081,414.	80,371.			

* Use these columns only when grouping job classifications by salary ranges.

* there are no audit figures available by line item

DETAILED REQUIREMENTS BY FUND

FOR THE FISCAL YEAR 1975-1976
BEGINNING JULY 1, 1975

METROPOLITAN SERVICE DISTRICT
(MUNICIPAL CORPORATION)

SOLID WASTE DEPARTMENT
GENERAL (Solid Waste Operating) FUND

MULTNOMAH

(COUNTY)

LINE	HISTORICAL DATA			RANGE	*NO. OF EMPS.	REQUIREMENT CAPITAL OUTLAY	*NO. OF EMPS.	BUDGET FOR ENSUING YEAR						
	ACTUAL		BUDGET					PROPOSED	RANGE	APPROVED	RANGE	ADOPTED		
	SECOND PRECEDING YEAR	FIRST PRECEDING YEAR	CURRENT YEAR					Do Not Publish This Col.				Do Not Publish This Col.		
1														
2			0			Land (4 processing sites)		964,500.			-0-			
3			2,600.			Auto		12,000.			-0-			
4			4,600.			Office & field equipment		17,550.			5,000.			
5			2,900.			Office furniture		6,400.			-0-			
6			0			Building & structure		2,800,000.			-0-			
7			0			Construction escalation		560,000.			-0-			
8			0			Special foundation		420,750.			-0-			
9			0			Special aesthetics		32,500.			-0-			
10			0			Computer equipment		15,000.			-0-			
11			0			Utilities		57,500.			-0-			
12			0			Processible landfill improvemt.		822,000.			-0-			
13			0			Nonprocessible landfill improvmt.		620,000.			-0-			
14						Scales					240,000.			
15														
16														
17														
18														
19														
20														
21														
22														
23														
24														
25														
26														
27						Transferred to Other Funds								
28														
29														
30														
31														
32						TOTAL EXPENDITURES								
33						Ending Fund Balance								
34			1,546.*			Total Capital Outlay		6,328,200.			245,000.			

* Use these columns only when grouping job classifications by salary ranges.

* There are no audit figures available by line item

FORM LB-30 GENERAL (Solid Waste Operating) FUND REQUIREMENTS SUMMARY

SOLID WASTE DEPARTMENT

FOR THE FISCAL YEAR 1975 - 1976

BEGINNING JULY 1, 1976

METROPOLITAN SERVICE DISTRICT

(MUNICIPAL CORPORATION)

MULTNOMAH

(COUNTY)

	HISTORICAL DATA				BUDGET FOR ENSUING YEAR		
	ACTUAL		BUDGET		PROPOSED	APPROVED	ADOPTED
	SECOND PRECEDING YEAR	FIRST PRECEDING YEAR	CURRENT YEAR		Do Not Publish This Col.		Do Not Publish This Col.
1	9,751.	39,615.	92,577.	PERSONAL SERVICES:	223,649.	95,100.00	
2							
3							
4							
5							
6							
7							
8		241,292.		MATERIALS AND SERVICES:			
9	101,255.		21,488.	Operating Materials and Supplies	60,838.	30,000.00	
10			120,135.		3,081,414.	80,371.00	
11				Unrestricted			
12							
13	-19						
14							
15							
16							
17							
18				CAPITAL OUTLAY:			
19		1,546.	10,100.	Equipment	50,950.	245,000.00	
20				Buildings and Additions	3,870,750.		
21				Other Structures	0		
22				Land and Improvements to Land	2,406,500.		
23							
24							
25							
26							
27							
28				Transferred to Other Funds			
29				Debt principal & interest	231,500.	-0-	
30				(interest only)			
31							
32	111,006.	282,453.		TOTAL EXPENDITURES			
33	51,494.	546.		Ending Fund Balance	0	-0-	
34	162,500.	282,999	244,300.	TOTAL REQUIREMENTS	9,925,601.	450,471.00	

OBJECTIVES

DRAINAGE FUND - JOHNSON CREEK

1. Work with MSD legal consultants to establish the detailed legal requirements for establishing a drainage management organization.
2. Work with MSD financial consultants and fiscal administrator to determine the requirements for establishment of a drainage management rate structure. This includes exploration of future revenue bond financing.
3. Review MSD organizational structure to include record keeping, review and permit procedures, billing and accounting procedures, and administration and staffing.
4. Determine the cost of current (past 3-5 years) levels of operation and maintenance related to drainage in the Johnson Creek Basin. Project immediate needs for operation and maintenance and estimate costs (next 3 years). Include administrative requirements in cost estimate.
5. Establish planning needs and costs, both in house and consultants, to complete a Comprehensive Drainage Plan and Financial Implementation Plan.
6. Based on the above, prepare a plan of action for the MSD Board to establish the legal framework of a drainage management division.
7. Recommend a drainage management organizational structure and administrative procedures. Suggest revisions to be incorporated into present local jurisdictional ordinances and guidelines on drainage and development. Recommend delineation of responsibilities re-

Johnson Creek Fund, Cont.

lated to drainage and development between local jurisdictions and the MSD.

8. Recommend initial (first 3 years) budgets for the drainage management division and the rate structure necessary to fund the budget.
9. Coordinate with local jurisdictions staffs and a citizens advisory committee. Carry out an extensive public involvement program.
10. The final report will be in the form of separate memoranda to the MSD Board covering the recommendations of tasks 6,7, and 8.

DRAINAGE FUND RESOURCES

FOR THE FISCAL YEAR 19 75-1976

BEGINNING JULY 1, 1976

METROPOLITAN SERVICE DISTRICT

(MUNICIPAL CORPORATION)

JOHNSON CREEK DEPARTMENT

MULTNOMAH

(COUNTY)

	HISTORICAL DATA			RESOURCES	BUDGET FOR ENSUING YEAR		
	ACTUAL		BUDGET		PROPOSED Do Not Publish This Col.	APPROVED	ADOPTED Do Not Publish This Co
	SECOND PRECEDING YEAR	FIRST PRECEDING YEAR	CURRENT YEAR				
1		0	8,518.	Beginning Fund Balance:	20,000.	20,000.	
2				*Available Cash on Hand (Cash Basis), or			
3				*Net Working Capital (Accrual Basis)			
4				Previously Levied Taxes Estimated To Be Received During Ensuing Year			
5				OTHER RESOURCES			
6							
7				Grant - State	50,000.	50,000.	
8			4,571.	Clackamas County Loan			
9			25,000.	Other Local Jurisdiction Loan			
10							
11							
12	-						
13	22						
14							
15							
16							
17							
18							
19							
20							
21							
22							
23							
24							
25							
26							
27							
28							
29							
30							
31				Total Resources, Except Taxes to Be Levied			
32				Taxes Necessary to Balance Budget			
33				Taxes Collected in Year Levied			
34		0	38,089.	Total Resources	70,000.	70,000.	

* Includes Unappropriated Balance budgeted last year.

DETAILED REQUIREMENTS BY FUND

FOR THE FISCAL YEAR 1975 - 1976
 BEGINNING JULY 1, 1975

JOHNSON CREEK DEPARTMENT
 DRAINAGE FUND

METROPOLITAN SERVICE DISTRICT
 (MUNICIPAL CORPORATION)
 MULTNOMAH
 (COUNTY)

1	HISTORICAL DATA			*R A N G E	*NO. OF EMPS.	REQUIREMENT MATERIALS & SERVICES	*NO. OF EMPS.	BUDGET FOR ENSUING YEAR				
	ACTUAL		BUDGET					PROPOSED Do Not Publish This Col.	*R A N G E	APPROVED	*R A N G E	ADOPTED Do Not Publish This Col.
	SECOND PRECEDING YEAR	FIRST PRECEDING YEAR	CURRENT YEAR									
2			0		Rent		270.		270.			
3			0		Telephone		200.		200.			
4			0		Postage		700.		700.			
5			0		Equipment rental		0		0			
6			0		Supplies		200.		200.			
7			0		Printing		200.		200.			
8			0		Travel, training, subsistence		200.		200.			
9			0		Auto O & M		150.		150.			
10			0		Office insurance		50.		50.			
11			0		Employment insurance		0		0			
12	-23-		0		Mapping		0		0			
13			0		Publications and memberships		100.		100.			
14			0		Reproduction		0		0			
15			0		Advertising		500.		500.			
16			0		Meetings		100.		100.			
17												
18												
19												
20												
21												
22												
23												
24												
25												
26												
27					Transferred to Other Funds							
28												
29												
30												
31												
32					TOTAL EXPENDITURES							
33					Ending Fund Balance							
34			0		Total Materials & Services		2,670.		2,670.			

* Use these columns only when grouping job classifications by salary ranges.

DETAILED REQUIREMENTS BY FUND

FOR THE FISCAL YEAR 19 75 - 19 76
 BEGINNING JULY 1, 1975

JOHNSON CREEK DEPARTMENT
DRAINAGE FUND

METROPOLITAN SERVICE DISTRICT
 (MUNICIPAL CORPORATION)
MULTNOMAH
 (COUNTY)

HISTORICAL DATA			*R A N G E	*NO. OF EMPS.	REQUIREMENT MATERIALS & SERVICES/CONTRACTUAL	*NO. OF EMPS.	BUDGET FOR ENSUING YEAR				
ACTUAL		BUDGET					PROPOSED	*R A N G E	APPROVED	*R A N G E	ADOPTED
SECOND PRECEDING YEAR	FIRST PRECEDING YEAR	CURRENT YEAR					Do Not Publish This Col.		Do Not Publish This Col.		Do Not Publish This Col.
1											
2			0		Legal	6,000.		6,000.			
3			0		Financial	18,000.		18,000.			
4			0		Audit	0		0			
5			0		Technical	17,680.		17,680.			
6			0		Public information	0		0			
7			38,089		Engineering	25,650.		25,650.			
8			0		Accounting	0		0			
9											
10											
11											
12											
13											
14											
15											
16											
17											
18											
19											
20											
21											
22											
23											
24											
25											
26											
27					Transferred to Other Funds						
28											
29											
30											
31											
32					TOTAL EXPENDITURES						
33					Ending Fund Balance						
34			38,089.		Total Contractual	67,330.		67,330.			

* Use these columns only when grouping job classifications by salary ranges.

DRAINAGE FUND REQUIREMENTS SUMMARY

JOHNSON CREEK DEPARTMENT

FOR THE FISCAL YEAR 1975 - 1976

METROPOLITAN SERVICE DISTRICT

(MUNICIPAL CORPORATION)

BEGINNING JULY 1, 1975

MULTNOMAH

(COUNTY)

	HISTORICAL DATA				BUDGET FOR ENSUING YEAR		
	ACTUAL		BUDGET		PROPOSED	APPROVED	ADOPTED
	SECOND PRECEDING YEAR	FIRST PRECEDING YEAR	CURRENT YEAR		Do Not Publish This Col.	Do Not Publish This Col.	Do Not Publish This Col.
1			0	PERSONAL SERVICES:	0	0	
2							
3							
4							
5							
6							
7							
8				MATERIALS AND SERVICES:			
9				Operating Materials and Supplies	2,670.	2,670.	
10			38,089.	Contractual Services	67,330.	67,330.	
11	-25-						
12							
13							
14							
15							
16							
17							
18				CAPITAL OUTLAY:			
19			0	Equipment	0	0	
20				Buildings and Additions			
21				Other Structures			
22				Land and Improvements to Land			
23							
24							
25							
26							
27							
28				Transferred to Other Funds			
29							
30							
31							
32				TOTAL EXPENDITURES			
33				Ending Fund Balance	0	0	
34			38,089.	TOTAL REQUIREMENTS	70,000.	70,000.	

SUPPLEMENTAL INFORMATION

- Cost Allocations For All Programs -

SUPPLEMENTAL INFORMATION

May 9, 1975

The following information is a system for coding funds by work programs. These data are based upon the proposed budget information.

THE METROPOLITAN SERVICE DISTRICT

PROGRAMS BY TITLE	REQUESTED
DEQ Grant/Loan:	
Processible	\$ 1,270,558.00
Recycling	39,798.00
Construction	<u>5,438,865.00</u>
Subtotal	\$ 6,749,221.00
Special Revenues:	
Nonprocessable fee	\$ 46,161.00
Scrap tire fee	30,471.00
Landfill fee	<u>3,079,748.00</u>
Subtotal	\$ 3,156,380.00
Other:	
Beginning General fund balance - (solid waste)	\$ 20,000.00
Drainage	<u>70,000.00</u>
Subtotal	\$ 90,000.00
GRAND TOTAL	<u>\$ 9,995,601.00</u>

MSD SALARIES*

1975 - 76

POSITION	PROCES- SIBLE	NONPRO- CESSIBLE	TIRES	*RECYCL- ING	CONSTRUC- TION	GEN. AD- MINISTRA- TION	GRAND TOTAL
Manager	\$ ----	\$ ----	\$ ----	\$ ----	\$ ----	\$ 25,500	\$ 25,500
Financial Manager	----	----	----	----	----	20,000	20,000.
Construction Eng.	----	----	----	----	20,000.	----	20,000.
Solid Waste Eng.	9,973.	----	----	3,200.	6,827.	----	20,000.
Special Proj. Mgr.	9,000.	3,600.	3,600.	1,800.	----	----	18,000.
Market Specialist	10,400.	----	----	2,600.	----	----	13,000.
Special Proj. Coord.	----	4,000.	6,000.	----	----	----	10,000.
Administrative Asst.	----	----	----	----	----	12,000.	12,000.
Inspector	----	----	----	----	12,000.	----	12,000.
Draftsman	2,925.	----	----	700.	6,375.	----	10,000.
Admin. Secretary	----	----	----	----	----	12,000.	12,000.
Secretary	----	2,700.	2,700.	1,000.	1,600.	----	8,000.
Parttime inspectors	----	----	1,200.	----	----	----	1,200.
Fringe 20%	6,459.	2,060.	2,580.	1,860.	9,360.	13,900.	36,219.
Manpower	4,200.	150.	150.	500.	730.	----	5,730.
GRAND TOTAL	\$ <u>42,957.</u>	\$ <u>12,510.</u>	\$ <u>16,230.</u>	\$ <u>11,660.</u>	\$ <u>56,892.</u>	\$ <u>83,400.</u>	\$ <u><u>223,649.</u></u>

* all salaries are shown in the Solid Waste Operating Fund.

METROPOLITAN SERVICE DISTRICT

MATERIALS & SERVICES

1975 - 76

ACCOUNT TITLES	SOLID WASTE OPERATING FUND					DRAINAGE FUND	TOTAL
	PROCESSIBLE	NONPROCESS.	TIRES	RECYCLE	CONSTRUCTION	DRAINAGE	
Rent	\$ 8,156.00	\$2,000.00	\$2,327.00	\$1,090.00	\$ 2,993.00	\$ 270.00	\$16,836.00
Telephone	1,518.00	90.00	90.00	300.00	1,330.00	200.00	3,528.00
Postage	1,380.00	60.00	60.00	200.00	1,330.00	700.00	3,730.00
Equipment rental	816.00	72.00	72.00	240.00	1,530.00	-	2,730.00
Supplies	2,016.00	72.00	72.00	240.00	1,530.00	200.00	4,130.00
Printing	1,000.00	200.00	200.00	200.00	1,530.00	200.00	3,330.00
Travel & training	1,416.00	72.00	72.00	240.00	5,600.00	200.00	7,600.00
Auto O & M	1,508.00	36.00	36.00	120.00	2,080.00	150.00	3,930.00
Office insurance	158.00	36.00	36.00	50.00	450.00	50.00	780.00
Mapping	0	40.00	40.00	120.00	1,330.00	-	1,530.00
Publications & mem- berships	1,008.00	36.00	36.00	120.00	780.00	100.00	2,080.00
Reproduction	1,008.00	136.00	136.00	120.00	1,330.00	-	2,730.00
Advertising (pub. notices)	1,008.00	1,000.00	36.00	120.00	1,330.00	500.00	3,994.00
Meetings	408.00	36.00	36.00	120.00	880.00	100.00	1,580.00
Contingency	5,000.00						5,000.00
TOTAL	26,400.00	3,886.00	3,249.00	3,280.00	24,023.00	2,670.00	<u>\$63,508.00</u>

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METROPOLITAN SERVICE DISTRICT

MATERIALS & SERVICES

CONTRACTUAL SERVICES

1975 - 76

ACCOUNT TITLE	SOLID WASTE OPERATING FUND						DRAINAGE FUND	TOTAL
	PROCES- SIBLE	NONPRO- CESSIBLE	TIRES	RECYCL- ING	LANDFILL	CON- STRUC- TION	JOHN- SON CRK.	
Legal	\$ 56,650.	\$ 16,064.	\$ 3,240.	\$6,046	\$ ----	\$ ----	\$ 6,000.	\$ 88,000.
Financial	12,654.	6,846.	----	500.	----	----	18,000.	38,000.
Audit	4,150.	2,000.	2,000.	500.	----	2,000.	----	10,650.
Technical	20,371.	2,415.	4,202.	11,012.	----	----	17,680.	55,680.
Public Info.	8,720.	1,240.	350.	2,000.	----	----	----	12,310.
Engineering	63,206.	----	----	----	----	----	25,650.	88,856.
Accounting	7,000.	----	----	----	----	----	----	7,000.
Landfill	----	----	----	----	2,848,248.	----	----	2,848,248.
GRAND TOTAL	<u>\$172,751.</u>	<u>\$ 28,565.</u>	<u>\$ 9,792.</u>	<u>\$20,058.</u>	<u>\$2,848,248.</u>	<u>\$2,000.</u>	<u>\$ 67,330.</u>	<u>\$3,148,744.</u>

METROPOLITAN SERVICE DISTRICT

CAPITAL OUTLAY

1975 - 76

<u>SOLID WASTE OPERATING FUND</u>			
TITLE	PROCESSIBLE	CONSTRUCTION	TOTAL
Desk & Chairs	\$ 1,600.	\$ 1,300.	\$ 2,900.
File cabinets	550.	----	550.
Calculators	2,000.	----	2,000.
Bookcases	500.	----	500.
Plan racks	----	1,000.	1,000.
Conf. tables & chairs	2,000.	----	2,000.
Auto/ pickup	4,000.	8,000.	12,000.
Record files	----	----	----
Office & field equip.	7,500.	7,500.	15,000.
Processing center sites (4)	964,500.	----	964,500.
Building structure	----	2,800,000.	2,800,000.
Construction escalation	----	560,000.	560,000.
Special foundation	----	420,750.	420,750.
Special aesthetics	----	32,500.	32,500.
Computer equipment	----	15,000.	15,000.
Utilities	----	57,500.	57,500.
Proces. landfill improve.	----	822,000.	822,000.
Nonproces. landfill improve.	----	620,000.	620,000.
TOTAL	\$ <u>982,650.</u>	\$ <u>5,345,550.</u>	\$ <u>6,328,200.</u>

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METROPOLITAN SERVICE DISTRICT

DEBT PRINCIPAL & INTEREST

1975 - 76

SOLID WASTE OPERATING FUND

ACCOUNT	LANDFILL	TOTAL
Loan payment	\$231,500.00	\$231,500.00



LEGAL NOTICE

NOTICE OF BUDGET MEETING

NOTICE is hereby given that the governing body of the Metropolitan Service District will meet on Friday, April 25, 1975, at 2:00 p.m., in the auditorium of the City of Portland Water Bureau, 1800 S.W. 6th Avenue, to receive and consider the budget message and budget document for the fiscal year beginning July 1, 1975 and ending June 30, 1976. This will be a public meeting where deliberations of the governing body will take place and any person may appear to discuss proposed programs with the governing body. Interested individuals may examine or obtain a copy of the budget document at the meeting, or, thereafter, at the district's office.

April 14, 1975

Charles C. Kemper

BUDGET OFFICER

NOTICE OF BUDGET HEARING

The budget for _____ for the fiscal year 19__-19__. Beginning July 1, 19__ as detailed and summarized in the accompanying schedules was _____ was not prepared on an accounting basis consistent with that used in prior years. Major changes, if any, and their effects on this budget are set forth in an accompanying statement. A copy of the budget document may be inspected or obtained between the hours of _____ and _____ at _____. A meeting of the _____ will be held _____, 19__. At _____ a.m. p.m. at _____ (Governing Body) for the purpose of holding a public hearing on this budget. Any person may appear to discuss the budget, or any part of it.

This budget has been completed under the accrual method of accounting.

(Chairman of Governing Body)

(County) _____ (City)

Levy Within 6% Limitation
Levy Outside 6% Limitation
Levy Outside 6% Limitation (Serial Levy)
Not Subject to Limitation
Total Proposed Levy
Total Budget All Funds

Total Tax Levy to be Certified to the Assessor on Form LB-50		
Last Year	This Year	Next Year
-0-	-0-	-0-
-0-	-0-	-0-
-0-	-0-	-0-
-0-	-0-	-0-
-0-	-0-	-0-
256,667.	4,521,126.	520,471.

TYPE OF INDEBTEDNESS	Outstanding July 1		Authorized, Not Incurred, July 1	
	This Year (Actual)	Next Year (Est.)	This Year (Actual)	Next Year (Est.)
Bonds	-0-	-0-	-0-	-0-
Interest Bearing Warrants	-0-	-0-	-0-	-0-
Short Term Notes	-0-	-0-	-0-	-0-
Total Indebtedness	-0-	-0-	-0-	-0-

FUNDS NOT REQUIRING AN AD VALOREM TAX TO BE LEVIED

(Solid Waste

GENERAL Operating FUND OR PROGRAM

Total Personnel Services (Includes all Payroll Costs) . . .
 Total Materials and Services
 Total Capital Outlay
 Total All Other Requirements
 Total Budget Requirements
 Total Budget Resources

Last Year	This Year	Next Year
39,615.	92,577.	95,100.
57,618.	141,623.	110,371.
1,546.	10,100.	245,000.
-0-	-0-	-0-
98,779.	244,300.	450,471.
98,779.	244,300.	450,471.

SOLID WASTE FUND OR PROGRAM

Total Personnel Services (Includes all Payroll Costs) . . .
 Total Materials and Services
 Total Capital Outlay
 Total All Other Requirements
 Total Budget Requirements
 Total Budget Resources

Last Year	This Year	Next Year
-0-	-0-	-0-
-0-	-0-	-0-
-0-	-0-	-0-
-0-	238,737.	-0-
-0-	238,737.	-0-
-0-	238,737.	-0-

SOLID WASTE OBLIGATION #1 FUND OR PROGRAM

Total Personnel Services (Includes all Payroll Costs) . . .
 Total Materials and Services
 Total Capital Outlay
 Total All Other Requirements
 Total Budget Requirements
 Total Budget Resources

Last Year	This Year	Next Year
-0-	-0-	-0-
-0-	180,500.	-0-
-0-	3,419,500.	-0-
-0-	400,000.	-0-
-0-	4,000,000.	-0-
-0-	4,000,000.	-0-

DRAINAGE - JOHNSON CREEK FUND OR PROGRAM

Total Personnel Services (Includes all Payroll Costs) . . .
 Total Materials and Services
 Total Capital Outlay
 Total All Other Requirements
 Total Budget Requirements
 Total Budget Resources

Last Year	This Year	Next Year
-0-	-0-	-0-
-0-	38,089.	70,000.
-0-	-0-	-0-
-0-	-0-	-0-
-0-	38,089.	70,000.
-0-	38,089.	70,000.

FUND OR PROGRAM

Total Personnel Services (Includes all Payroll Costs) . . .
 Total Materials and Services
 Total Capital Outlay
 Total All Other Requirements
 Total Budget Requirements
 Total Budget Resources

Last Year	This Year	Next Year

FUND OR PROGRAM

Total Personnel Services (Includes all Payroll Costs) . . .
 Total Materials and Services
 Total Capital Outlay
 Total All Other Requirements
 Total Budget Requirements
 Total Budget Resources

Last Year	This Year	Next Year



CERTIFICATE OF BUDGET APPROVAL

This is to certify that the Metropolitan Service District Board of Directors, as the designated Budget Committee of the District, have reviewed and approved the proposed Budget of the Metropolitan Service District for the 1975-76 Fiscal Year this _____ day of _____, 1975.

Robert Schumacher, Chairman
Metropolitan Service District
Board of Directors

Jean M. Woodman, Clerk of the Board
Metropolitan Service District