



METROPOLITAN SERVICE DISTRICT
527 S.W. HALL ST., PORTLAND OR. 97201, 503/221-1646

A G E N D A SOLID WASTE POLICY ALTERNATIVES COMMITTEE

Date: May 24, 1982
Day: Monday
Time: 12:00 - 2:00 p.m.
Place: Metro Offices, Room A1 & A2

- I. APPROVAL OF APRIL 19, 1982 MEETING MINUTES
- II. YARD DEBRIS PROGRAM UPDATE - Gus Rivera
- III. AMENDMENT TO THE SOLID WASTE DISPOSAL FRANCHISE
 ORDINANCE
- IV. SOLID WASTE DEPARTMENT FISCAL YEAR 1983 BUDGET
- V. ADJOURNMENT

SOLID WASTE POLICY ALTERNATIVES
COMMITTEE

April 23, 1982

MEMBERS

John Trout
Bob Harris
Howard Grabhorn
Dave Phillips
Mike Sandberg
John Gray

STAFF

Doug Drennen
Dennis O'Neil
Norm Wietting
Sue Klobertanz
Don Carlson
Tim Cauller
Cheryl Morales

GUESTS

Brian Heiberg
Joe Cancilla, PASSO
Merle Irvine, Alexander's Dispos-Haul
Mark Hope, DEQ
Bill Bree, DEQ
Bob Brown, DEQ
Lee Barrett, Association of Oregon Recyclers

Mr. John Trout called the meeting to order. He turned the meeting over to Sue Klobertanz who is Metro's Management Analyst. The Committee was given copies of the proposed budget including the proposed cost allocation plan. Ms. Klobertanz explained the budget line items and pooled costs listed. She explained that line items are not duplicated. Public Affairs people who do Solid Waste work are charged off to Solid Waste for that work and are not charged off again to Public Affairs. There was discussion on how many people from Public Affairs work for Solid Waste. Ms. Klobertanz explained that Public Affairs includes Graphics people, the Director of Public Affairs, the Information Officer, A-95 grants person, Local Government Assistant and the Receptionist. She went on to explain that the average time these people spend on Solid Waste is 52 percent, which she received from a poll of these people's time.

Councilor Rhodes said that if Committee members feel Solid Waste is spending too much money, to tell the Council. She went on to say that most of the work at Metro is done in Solid Waste.

There was a question about dues. Sue Klobertanz explained that the dues money goes directly into the General fund and is mixed with all the other revenue and spread back out either to support General fund costs or required local match in the Planning fund.

There was a question on lease payments. Ms. Klobertanz explained that the lease payment covers the building rent, auto lease and parking. The auto allocation is based on number of trips by each department. The building rent is based on square footage used in each department and the hallways, employees' lounge, etc. is pooled. Parking is spread on the same basis as auto usage; per department. Mr. Don Carlson explained that a savings on rent has been budgeted, because Metro will either be moving or consolidate and sublease.

There was a question on equipment rental. Ms. Klobertanz explained this covered two copy machines, off-set printer, word processing equipment and dictating equipment, postage meter, scale, mailing machine, and meeting equipment.

There was discussion on the Recycling Switchboard. Councilor Etlinger suggested running the Switchboard with tapes. Staff explained that callers are more receptive to people than to tapes.

Mr. Carlson suggested that the Committee express its concerns to the Council. Councilor Rhodes listed the three things the Committee had expressed during this meeting: 1) to cut the Public Affairs expenditures by Solid Waste; 2) to reduce the required transfers into the general fund; and 3) to check on savings for replacing the Switchboard with a recorder.

Solid Waste Policy Alternatives Committee
April 23, 1982
Page 3

There was a question raised on reclassification of some positions. Mr. Carlson said Solid Waste had requested six positions to be reclassified upwards. There have not been more than one or two requests by other departments. To off-set the reclassifications, there has been an elimination of other positions.

There was further discussion on when the budget would go to the Tax Supervising Conservation Commission and before the Council.

The meeting was adjourned.

bb
5993B/D4

OPTION 1 - PRIVATE FIRM SITES STATION AND APPLIES
FOR FRANCHISE

A private firm would have to site the station and receive the conditional use permit for the transfer station site prior to submitting an application for a transfer station franchise to Metro. Metro would review the application through its franchise process. The first firm which submitted an application and satisfied Metro's minimum requirements for a transfer station would be awarded a contract.

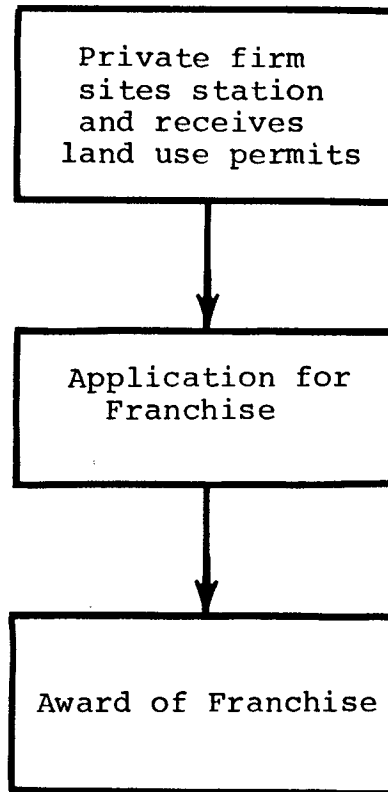
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4/29/82

MINIMUM REQUIREMENTS FOR TRANSFER STATION:

- . FACILITY SIZED TO HANDLE ALL WASTE IN WASHINGTON COUNTY SERVICE AREA
- . STATION INCLUDES RECYCLING FACILITIES
- . PUBLIC ACCESS PROVIDED AT STATION
- . TRANSFER OF WASTE SUBJECT TO METRO'S FLOW CONTROL
- . TRANSFER SYSTEM CONDUCIVE TO LANDFILL AND ENERGY RECOVERY FACILITY
- . OPERATOR OF GATEHOUSE INDEPENDENT FROM STATION OPERATOR
- . METRO USER FEE COLLECTED
- . METRO ESTABLISHES RATES

OPTION 1 - PRIVATE FIRM SITES STATION AND APPLIES FOR FRANCHISE



OPTION 2 - PRIVATE FIRM SELECTED THROUGH RFP PROCESS SITES STATION

Under this option, there are two suboptions:

Suboption A: Issue an RFQ for siting, design, construction and operation; or

Suboption B: Issue an RFP for design, construction and operation

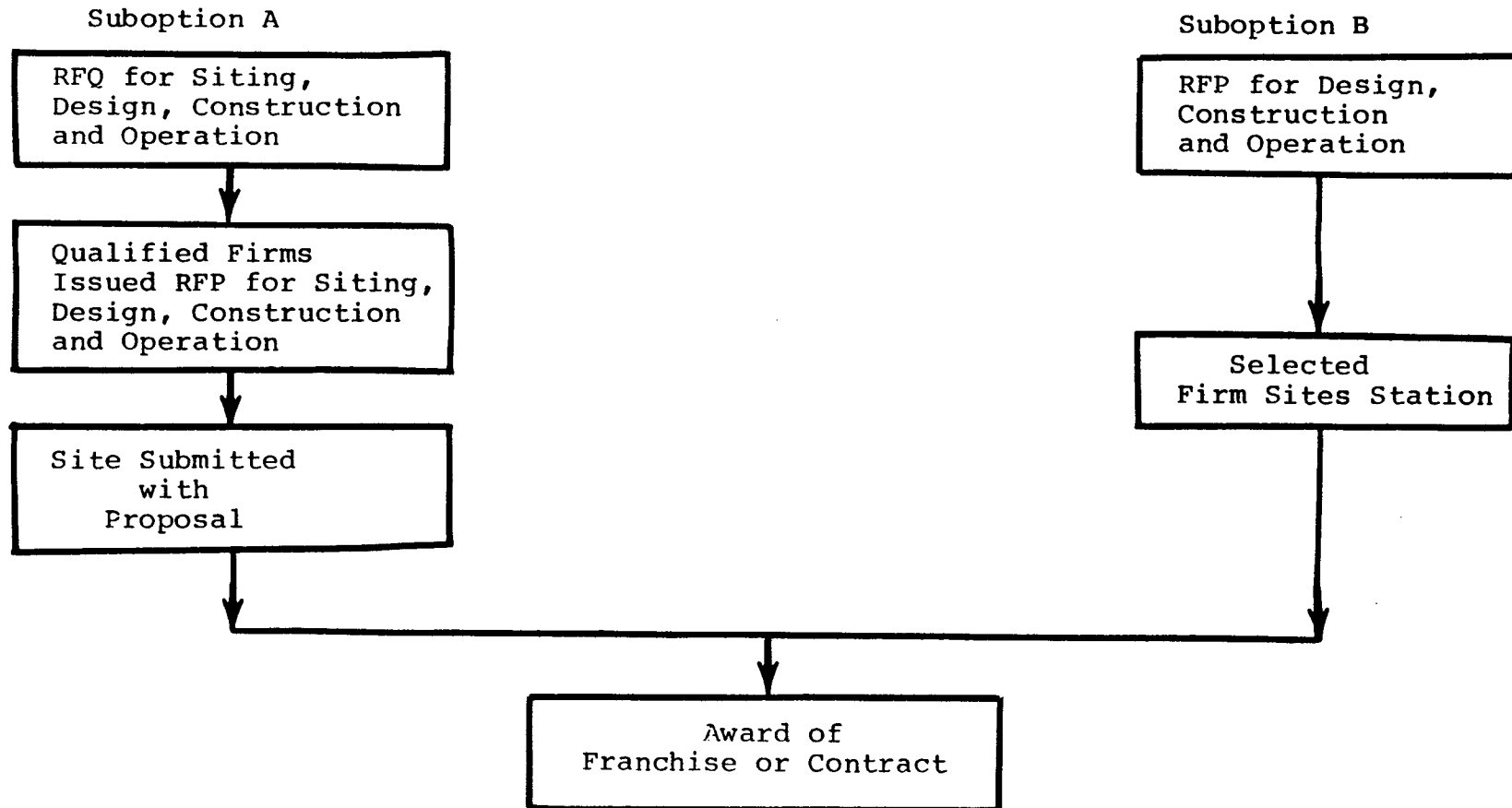
In suboption A, qualified firms would receive an RFP for the siting, design, construction and operation of the station. Each firm would submit a site that it is able to purchase, if selected, with its proposal.

Metro would specify a theoretical site in which the station would be located in suboption B. The selected firm would then proceed with siting the station within the zones that are specified.

Firms which submit proposals under this option would include in their proposals a preliminary design and the costs of the facility. The agreement with the selected firm would include the potential to change elements in the design and negotiate on increases/decreases in the costs where applicable. The selected firm would either be awarded a contract or an exclusive franchise.

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OPTION 2 - PRIVATE FIRM SELECTED THROUGH RFP PROCESS
SITES STATION



OPTION 3 - PUBLIC PROCESS IN SITING STATION

In this option, Metro would coordinate the evaluation of potential sites. A task force to evaluate sites composed of a representative from each of the local jurisdictions could be formed. Metro staff would give technical assistance to the committee.

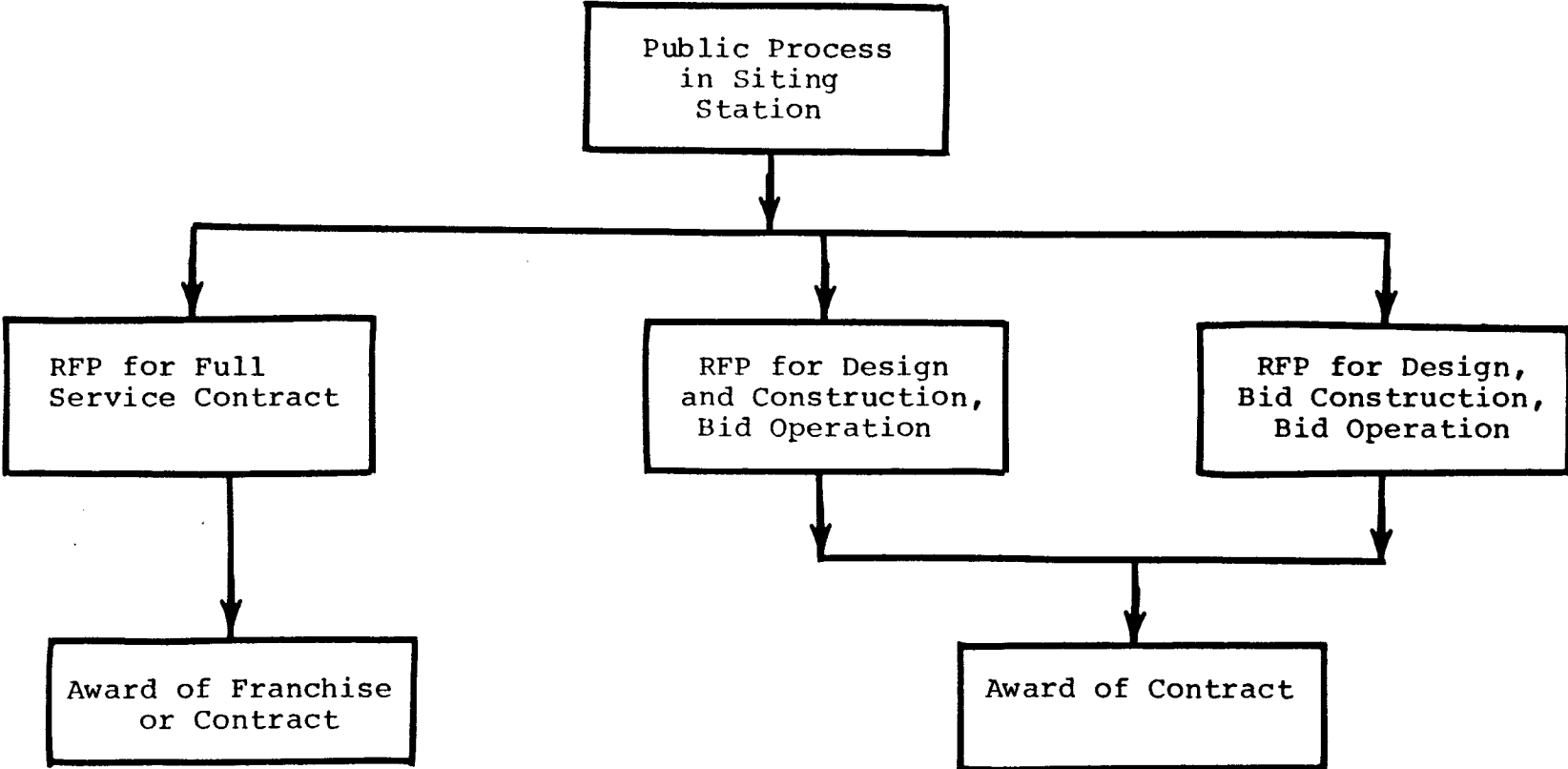
In order to implement the west station, Metro could:

- A. Issue an RFP for design, construction and operation (full service); or
- B. Issue an RFP for design and construction and bid operation; or
- C. Issue an RFP for design, bid construction and bid operation.

In order to save time, Metro could proceed with the development of an RFP for design, construction and operation while the station is being sited. Once a site is selected and approved, Metro could apply for the conditional use permit or have the selected firm in the RFP process apply for the permit.

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OPTION 3 - PUBLIC PROCESS IN SITING STATION





METROPOLITAN SERVICE DISTRICT

527 S.W. HALL ST., PORTLAND, OR. 97201, 503/221-1646

MEMORANDUM

Date: May 18, 1982
To: Dennis O'Neil, Solid Waste Coordinator
From: Terilyn Anderson, Environmental Planner
Regarding: Revisions to the Disposal Franchise Ordinance

This memo contains revised language for the Disposal Franchise Ordinance. Appendix A contains revised language proposed by staff, and Appendix B contains revised language initiated by the Solid Waste Policy Alternatives Committee.

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5969B/16

The revised language in Sections 7(2)(c) and 8(5)(c) conforms with statutory tort claims limits of liability for public agencies and is recommended by legal counsel.

Section 9(1)

The term for a new or renewed franchise shall be [the site longevity or five (5) years, whichever is less] established by the Council. The Executive Officer shall recommend the term of the franchise to the Council. In recommending [site longevity] the term of the franchise the Executive Officer shall consider the population to be served, the location of existing [franchises] solid waste facilities, probable use, and any other information relevant to the franchise term. [The Executive Officer shall recommend the term of the franchise to the Council. The Council shall establish the term of the franchise.]

Changing the language of this section will allow franchise terms to be set longer than five years. A longer term may enable private firms which have applied for a District franchise to obtain financing more easily.

Section 13(8)

Shall submit duplicate copies to the Executive Officer of all correspondence, exhibits or documents submitted to the DEQ relating to the DEQ permit application process, and the terms or conditions of the DEQ solid waste permit once it is granted [or the disposal franchise] for the franchised facility during the term of the franchise. Such correspondence, exhibits or documents shall be forwarded to the District within two (2) working days of their submission to DEQ.

This language clarifies that franchise applicants must submit DEQ permit application material to Metro when it is submitted to DEQ.

Section 19(2)

[When] At the time the Council grants a franchise, or after the Council grants a franchise it shall establish the rate(s) to be charged by the franchisee. The Council may establish uniform rates for all franchisees or varying rates based on the factors specified in this Section.

This language clarifies Metro's authority to set rates for a facility after it has granted the facility a franchise.

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APPENDIX A

Section 5(e)

Persons who process, transfer or dispose of solid wastes which:

- (i) are not putrescible;
- (ii) have been source separated;
- (iii) are not and will not be mixed by type with other solid wastes; and
- (iv) [will be] are reused or recycled.

For the purpose of this section, putrescible does not include wood, dry cardboard or paper uncontaminated by food wastes or petroleum products.

This change is requested so that the burden of proving that stockpiled material is indeed being recycled is placed on the site operator.

Section 7(2)(c)

Proof that the applicant can obtain public liability insurance, including automotive coverage, in the amounts of not less than [~~\$500,000~~] \$300,000 for [each occurrence] any number of claims arising out of a single accident or occurrence [~~\$300,000 for bodily injury or death for each person~~], \$50,000 to any claimant for any number of claims for damage to or destruction of property and [property damage insurance in the amount of not less than \$300,000 per occurrence], \$100,000 to any claimant for all other claims arising out of a single accident or occurrence or such other amounts as may be required by State law for public contracts.

Section 8(5)(c)

Proof that the applicant can obtain public liability insurance, including automotive coverage, in the amounts of not less than [~~\$500,000~~] \$300,000 for [each occurrence] any number of claims arising out of a single accident or occurrence [~~\$300,000 for bodily injury or death for each person~~], \$50,000 to any claimant for any number of claims for damage to or destruction of property and [property damage insurance in the amount of not less than \$300,000 per occurrence], \$100,000 to any claimant for all other claims arising out of a single accident or occurrence or such other amounts as may be required by State law for public contracts.

APPENDIX B

SWPAC PROPOSED CHANGES

To Disposal Franchise Ordinance Section 4 Prohibited Activities:

Except as provided in this Ordinance, it shall be unlawful:

Add subsection 5:

For any person to take, transport, or dispose of solid waste at a Metro franchised or authorized disposal site, processing facility, transfer station or resource recovery facility if the person is sixty (60) days past due in the payment of disposal charges or Metro user fees at any Metro franchised or authorized disposal site, processing facility, transfer station, or resource recovery facility.

To Disposal Franchise Ordinance Section 20, subsection 2:

Add (f):

...been found to be in violation of a city or county solid waste management ordinance if such ordinances require licensees or franchisees to comply with the Metro Disposal Franchise Ordinance.

Add (g):

Accepted solid waste from any person who is sixty (60) days past due in the payment of any disposal charges or Metro user fees at any Metro franchised or authorized solid waste facility after the franchisee has been notified of this delinquency by Metro.

Section 13 Responsibilities of Franchisee

A franchisee:

Add (13):

Shall submit to Metro the names of all customers whose disposal charges are 45 days past due and 60 days past due within five days after these times are reached.

Section 2 Definitions

Add:

"Authorized disposal site, processing facility, transfer station, or resource recovery facility" means a solid waste facility inside or outside of the Service District boundary which cannot be franchised and which receives solid waste from within the Service District boundary by agreement with Metro and based on the authority of Section 4(3).

"Forty-five (45) days past due" means disposal charges due but not paid on the 15th day of the month following billing.

"Sixty (60) days past due" means disposal charges due but not paid on the first day of the second month following billing.

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METRO

METROPOLITAN SERVICE DISTRICT

527 S.W. HALL ST., PORTLAND, OR. 97201, 503/221-1646

MEMORANDUM

Date: May 17, 1982
To: Solid Waste Policy Alternatives Committee
From: Solid Waste Staff
Regarding: Metro's SW Fy 83 Operating Budget

On April 26, 1982, the Solid Waste staff presented an Alternate Solid Waste Operating budget to the Regional Services Committee. The approach used to develop the alternative budget was to identify a base budget for the Solid Waste Operating fund and then list specific program options which, at the Council's discretion, may be added to the base. Staff tried to be conservative on revenue estimates and on expenditure projections.

The base budget includes those programs that Metro has committed contractually to do to provide for solid waste disposal for the region. Basic programs or items of expenditure include:

- Solid Waste Administration
- Operation of St. Johns Landfill
- Construction and Operation of the Clackamas Transfer & Recycling Center (CTRC)
- Debt Service Obligations
- Yard Debris Grant Program
- Franchise Administration

Tables A through F show the revenues and expenditures for the base budget. It should be pointed out that the revenue estimates are based on current Council rate policy and as much as possible on actual use of facilities.

The options for funding suggested here are items included in the Proposed FY 83 Budget which staff felt could be eliminated by the Council for fiscal year 1983 without jeopardizing the short-range operation of Metro's Solid Waste system. While they are referred to as "options", it is not to say that Metro is not committed to these programs by past policy or funding decisions.

Memorandum
SWPAC
May 17, 1982
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Tables G through K show expenditure plans for five optional programs--all of which are included to one degree or another in the Proposed FY 83 Budget. These include: St. Johns, Waste Reduction, Energy Recovery Planning, Landfill Siting (Wildwood) and Transfer Station Planning.

Table L provides a summary of the expenditures for all the program options and the base budget.

Table M shows existing and potential revenue sources to cover all or part of the program options.

On April 26th, the Regional Services Committee recommended to the Council Budget Committee to fund the base and all options as presented, and that any potential revenue generated from the bond sale for the ERF project be placed in contingency.

On May 3, 1982, the Council Budget Committee met. The committee reviewed the alternative budgets. The committee recommended that \$25,000 saved from the transfer to General Fund be placed in the Waste Reduction Contractual Services line item and another \$25,000 from the Methane project at St. Johns be put into the Waste Reduction option.

On May 6, 1982, the Council Budget Committee met and recommended that the base and all options be budgeted. The Council placed \$143,000 from the Waste Reduction option - Contractual Services line item - into contingency. In addition, they reduced the supplies line item in the Landfill Siting option from \$7,050 to \$500 and placed the remainder in contingency. The Council approved the first reading of the Ordinance adopting the budget and sent it on to the Tax Supervisory Ad Conservation Commission (TSCC).

The Budget Committee also approved the Debt Service Fund Budget as proposed and eliminated \$2,450,000 from the Capital Improvement Fund which was to potentially purchase the Wildwood site for a sanitary landfill. The committee noted that the planning and permit work should continue but that we should not purchase the land in FY 83.

There are several opportunities in which a member of SWPAC may still have input into the budget. You may comment at the June 14th Council Coordinating Committee or in writing before June 24, 1982. The second reading of the Ordinance, adopting the budget will be held at the June 24, 1982 Council meeting.

NW/TC:pp

TABLE A

SOLID WASTE OPERATING FUND BASE BUDGET REVENUE

| Source | Amount | Basis for Estimate | | | | | | | | | | |
|---|-----------------------------|--|-------|------------|-------|---------|-------|---------|--------------------|-----------|-------|-----------------------------|
| Fund Balance | \$ 430,000 | <p><u>Based on Supplemental Budget</u></p> <ul style="list-style-type: none"> - \$80,000 is in Contractual Services for ERF costs (original source was SW-115 transferred from Capital Fund. - \$210,000 is in Contingency. - \$20,000 is in miscellaneous Materials and Services. - \$70,000 is in Contractual Services for Wildwood siting costs (original source was user fees). - \$50,000 accelerated collection of past due accounts. | | | | | | | | | | |
| St. Johns Disposal Fees (does not include user fee) | 3,834,000 | <p><u>Commercial Solid Waste</u> 333,815 tons x \$9.08 = \$3,031,040</p> <p><u>Public Solid Waste</u> 66,000 trips x \$4.44¹ = 292,829</p> <p><u>City of Portland Sludge</u> 60,750 tons x \$8.40 = <u>510,300</u></p> <p align="right">Total \$3,834,169</p> | | | | | | | | | | |
| Clackamas Center Disposal Fees (does not include user fee) | 905,000 | A rate has not been established for CTRc. Tonnage and vehicle trips can be estimated for FY 83 (56,000 tons from commercial haulers and 68,000 public vehicles trips) but the rate has not been set pending Council determination of a regional rate or separate rate. It is suggested the rate be set to collect \$905,000 for this facility or a total of \$4,739,000 from disposal fees. | | | | | | | | | | |
| User Fees | 1,150,000 | <p><u>Based on Historical Experience</u></p> <table style="margin-left: 20px;"> <tr> <td>FY 78</td> <td>\$ 892,839</td> </tr> <tr> <td>FY 79</td> <td>920,241</td> </tr> <tr> <td>FY 80</td> <td>921,611</td> </tr> <tr> <td>FY 81²</td> <td>1,056,470</td> </tr> <tr> <td>FY 82</td> <td>596,653 (six months actual)</td> </tr> </table> | FY 78 | \$ 892,839 | FY 79 | 920,241 | FY 80 | 921,611 | FY 81 ² | 1,056,470 | FY 82 | 596,653 (six months actual) |
| FY 78 | \$ 892,839 | | | | | | | | | | | |
| FY 79 | 920,241 | | | | | | | | | | | |
| FY 80 | 921,611 | | | | | | | | | | | |
| FY 81 ² | 1,056,470 | | | | | | | | | | | |
| FY 82 | 596,653 (six months actual) | | | | | | | | | | | |
| EPA Grant | 59,000 | Anticipated carry over from FY 82 Grant. | | | | | | | | | | |
| Yard Debris Disposal Fee | 18,550 | 18,550 Yards X \$1.00 = \$18,550 | | | | | | | | | | |

TABLE B

BASE BUDGET EXPENDITURE FOR SOLID WASTE ADMINISTRATION

| <u>Personnel Services</u> | <u>FTE</u> | <u>Amount</u> |
|---|------------------------|---------------------|
| Director | 1.0 | \$ 50,000 |
| Engineering Manager | .6 | 18,283 |
| Regional Planner III | 1.0 | 24,068 |
| Solid Waste Engineer | .5 | 12,034 |
| Secretary | 1.0 | 13,166 |
| Solid Waste Accountant | 1.0 | 21,824 |
| Total Salaries | | <u>\$139,375</u> |
| Merit @ 4% | | 5,575 |
| Fringe @ 28% | | 40,586 |
| Total Personnel Services | <u>5.1¹</u> | <u>\$185,536</u> |
| <u>Materials & Services</u> | | |
| 7100 Auto & Travel | | \$ 2,000 |
| 7120 Meetings & Conferences | | 1,600 |
| 7130 Training & Tuition | | 750 |
| 7140 Dues, Fees & Publications | | 1,200 |
| 7150 Advertising, Promotion & Legal Notices | | 700 |
| 7160 Printing | | 4,000 |
| 7260 Postage | | 500 |
| 7270 Equipment Rental | | 500 |
| 7350 Supplies | | 4,350 |
| 7400 Contractual Services | | 17,000 ¹ |
| 7450 Data Processing | | 1,800 |
| 7500 Bad Debts | | 3,000 |
| 7800 Miscellaneous | | <u>250</u> |
| Total Materials & Services | | \$37,650 |
| TOTAL PROGRAM | | <u>\$223,186</u> |

¹ Based on Executive Officer's Proposed Alternative Budget the Yard Debris Program has been removed from this program and placed in the Waste Reduction Program shown on Table H. The following items and amounts were removed: .25 FTE Solid Waste Coordinator (\$8,419) and \$65,504 from the Contractual Services line item.

TABLE D

BASE BUDGET EXPENDITURES FOR CONSTRUCTION AND OPERATION
OF CLACKAMAS TRANSFER AND RECYCLING CENTER

| <u>Personnel Services</u> | <u>FTE</u> | <u>Amount</u> |
|---|--------------|----------------------|
| Operations Manager | .5 | \$ 17,799 |
| Engineering Manager | .15 | 4,571 |
| Solid Waste Engineer | .25 | 6,017 |
| Facility Supervisor | .5 | 9,009 |
| Landfill Attendants | 1.5 (6 mos.) | 16,680 |
| Overtime | .5 | 6,126 |
| Total Salaries | | <u>\$60,202</u> |
| Merit - 4% | | 2,408 |
| Fringe - 28% | | 17,531 |
| Total Personnel Services | <u>3.4</u> | <u>\$80,141</u> |
| <u>Materials & Services</u> | | |
| 7100 Auto & Travel | | \$ 1,000 |
| 7120 Meetings & Conferences | | 1,000 |
| 7140 Dues, Fees & Publications | | 1,000 |
| 7150 Advertising, Promotion & Legal Notices | | 1,500 |
| 7160 Printing | | 7,950 |
| 7250 Telephone | | 2,200 |
| 7260 Postage | | 120 |
| 7260 Maintenance & Repairs | | 16,200 |
| 7270 Equipment Rental | | 1,200 |
| 7350 Supplies | | 8,030 |
| 7400 Contractual Services | | 571,500 |
| 7450 Data Processing | | 5,000 |
| 7460 Insurance | | 3,000 |
| 7500 Bad Debts | | 2,100 |
| 7700 Lease Payments | | <u>2,000</u> |
| Total Materials & Services | | \$623,800 |
| <u>Capital Outlay</u> | | |
| 8300 Vehicles & Equipment | | \$19,000 |
| 8400 Office Furniture & Equipment | | 12,235 |
| Total Capital Outlay | | <u>\$31,235</u> |
| TOTAL PROGRAM | | <u>\$735,176</u> |

TABLE F

SUMMARY OF BASE BUDGET AND COMPARISON
WITH PROPOSED FY 83 BUDGET

REVENUE

| Source | Base | Proposed FY 83 |
|----------------------------|--------------------|--------------------|
| Fund Balance | \$ 430,000 | \$ 380,000 |
| User Fees | 1,150,000 | 1,300,000 |
| Disposal Fees | 4,757,550 | 5,018,769 |
| Transfer from Capital Fund | 31,235 | 719,782 |
| Grants | 59,000 | 59,000 |
| Interest | 60,000 | 60,000 |
| All Other | 6,400 | 6,250 |
| TOTAL REVENUE | <u>\$6,494,185</u> | <u>\$7,543,801</u> |

EXPENDITURE

| Category | Base | (FTE) | Proposed FY 83 | (FTE) |
|----------------------|--------------------------------|----------------|--------------------|---------------|
| Personnel Services | \$ 419,821 | (16.15) | \$ 860,318 | (32.9) |
| Materials & Services | 3,814,240 | | 4,992,434 | |
| Capital Outlay | 39,835 | | 64,835 | |
| General Expense | 1,813,984 | | 1,626,214 | |
| TOTAL EXPENDITURE | <u>\$6,087,880¹</u> | <u>(16.15)</u> | <u>\$7,543,801</u> | <u>(32.9)</u> |

1 The difference between Base Revenue and Base Expenditures is \$406,305. This amount could be put in an Unappropriated Balance Category or it could be used to fund optional programs. For instance, the grant revenue in the Base is earmarked for the Yard Debris Program which has been moved in this expenditure plan from the Base Administration program to the optional Waste Reduction program.

TABLE H

EXPENDITURE FOR WASTE REDUCTION OPTION

| <u>Personnel Services</u> | <u>FTE</u> | <u>Amount</u> |
|---|------------|-------------------------------|
| Solid Waste Coordinator | 1.0 | \$25,296 |
| Information Services Assistant (Switchboard) | 1.0 | 14,040 |
| Clerk Typist II (Switchboard) | .5 | 5,241 |
| Public Involvement Coordinator | .25 | 4,969 |
| Public Information Specialist | .25 | 4,969 |
| Total Salaries | | <u>\$54,515</u> |
| Merit - 4% | | 2,180 |
| Fringe - 28% | | 15,875 |
| Total Personnel Services | <u>3.0</u> | <u>\$72,570</u> |
| <u>Materials & Services</u> | | |
| 7100 Auto & Travel | | \$ 1,000 |
| 7120 Meetings & Conferences | | 1,000 |
| 7130 Training & Tuition | | 500 |
| 7140 Dues, Fees & Publications | | 500 |
| 7150 Advertising, Promotion & Legal Notices | | 20,000 |
| 7160 Printing | | 8,000 |
| 7250 Telephone | | 3,000 |
| 7400 Contractual Services | | <u>65,504</u> |
| Total Materials & Services | | \$99,504 |
| TOTAL PROGRAM | | <u>\$315,074</u> |
| <u>General Expense</u> | | |
| 9700 Contingency | | <u>\$143,000</u> ¹ |
| Total General Expense | | \$143,000 |

¹ This line item is to be expended in the Contractual Services line item. A full Waste Reduction Plan will be presented to and adopted by Council, at that time funds will be appropriated.

TABLE J

EXPENDITURES FOR LANDFILL SITE PLANNING OPTION

| <u>Personnel Services</u> | <u>FTE</u> | <u>Amount</u> |
|--|------------|-----------------|
| Solid Waste Coordinator | 1.0 | \$27,365 |
| Engineering Technician | .5 | 9,009 |
| Total Salaries | | <u>\$36,374</u> |
| Merit - 4% | | 1,455 |
| Fringe - 28% | | <u>10,592</u> |
| Total Personnel Services | <u>1.5</u> | <u>\$48,421</u> |
| <u>Materials & Services</u> | | |
| 7100 Auto & Travel | | \$ 1,100 |
| 7120 Meetings & Conferences | | 2,500 |
| 7140 Dues, Fees & Publications | | 8,000 |
| 7150 Advertising, Promotion & Legal Notices | | 5,000 |
| 7160 Printing | | 1,360 |
| 7260 Maintenance & Repairs | | 1,500 |
| 7350 Supplies | | 500 |
| 7400 Contractual Services | | <u>105,000</u> |
| Total Materials & Services | | \$124,960 |
| <u>Capital Outlay</u> | | |
| 8400 Office Furniture & Equipment | | <u>\$13,000</u> |
| Total Capital Outlay | | \$13,000 |
| TOTAL PROGRAM | | \$186,381 |

TABLE L

SUMMARY OF BASE BUDGET AND PROGRAM OPTIONS

| Category | Base Budget | PROGRAM OPTIONS | | | | | Subtotal | Grand Total |
|-------------------------------|--------------------|------------------|------------------|------------------|------------------|-------------------|--------------------|--------------------|
| | | St. Johns | Waste Reduction | ERF | Landfill | Transfer Stations | | |
| Personnel Services | \$ 419,821 | \$ 40,906 | \$ 72,570 | \$ 65,825 | \$ 48,421 | \$ 28,813 | \$ 256,535 | \$ 676,356 |
| (FTE) | (16.15) | (1.0) | (3.0) | (3.125) | (1.5) | (1.0) | 9.625 | (25.775) |
| Materials & Services | 3,814,240 | 34,600 | 99,504 | 273,240 | 124,960 | 8,135 | 540,439 | 4,354,679 |
| Capital Outlay | 39,835 | 0 | 0 | 0 | 13,000 | 0 | 13,000 | 52,835 |
| General Expense | 1,813,984 | 344,000 | 143,000 | 68,518 | | 70,313 | 625,831 | 2,439,815 |
| 9000 Transfer to General Fund | (573,400) | | | | | | | (573,400) |
| 9300 Transfer to Debt Fund | (810,200) | | | | | | | (810,200) |
| 9500 Transfer to Capital Fund | | (344,000) | | | | | (344,000) | (344,000) |
| 9700 Contingency | (430,384) | | (143,000) | (68,518) | | (70,313) | (281,831) | (712,215) |
| TOTAL EXPENDITURE | \$6,087,880 | \$419,506 | \$315,074 | \$407,583 | \$186,381 | \$107,261 | \$1,435,805 | \$7,523,685 |



Budget Summary

METROPOLITAN SERVICE DISTRICT

For the fiscal year beginning July 1, 1982 and ending June 30, 1983

FUND: SOLID WASTE CAPITAL

DEPARTMENT:

DIVISION:

| HISTORICAL DATA ACTUAL \$ | | CURRENT REVISED FY 1981-82 BUDGET | | PROPOSED BUDGET FY 1982-83 | | COMMITTEE RECOMMENDATIONS | | COUNCIL APPROVED | | COUNCIL ADOPTED | |
|------------------------------|---------------|--|------------|----------------------------|------------------------|------------------------------|------------|---------------------|------------|--------------------|------------|
| FY 1979-80 | FY 1980-81 | FTE | AMOUNT | ACCOUNT # | DESCRIPTION | FTE | AMOUNT | FTE | AMOUNT | FTE | AMOUNT |
| 1,368,604 | 3,814,715 | | 9,010,000 | | Resources | | | | | | |
| 1,300,000 | 2,990,870 | | 4,500,000 | 5700 | Fund Balance | | 3,087,750 | | 3,087,750 | | 3,087,750 |
| 26,215 | 461,366 | | 2,000,000 | 5120 | DEQ Loan | | 10,351,900 | | 10,701,900 | | 8,251,900 |
| 37,663 | 0 | | 0 | | DEQ Grant | | 709,510 | | 709,510 | | 709,510 |
| | | | | | Transfer from Solid | | | | | | |
| | | | | | Waste Operating | | 344,000 | | 344,000 | | 344,000 |
| 221,462 | 364,358 | | 150,000 | 5600 | Interest | | 100,000 | | 100,000 | | 100,000 |
| 0 | 0 | | 0 | | Transfer from ERF Bond | | | | | | |
| | | | | | Construction Fund | | 1,078,346 | | 1,069,572 | | 1,069,572 |
| 1,000,000 | 0 | | 0 | | City of Portland | | 0 | | 0 | | 0 |
| 211,347 | 470,894 | | 0 | | EPA Federal Grant | | 0 | | 0 | | 0 |
| 4,165,291 | 8,102,203 | | 15,660,000 | | Total Resources | | 15,671,506 | | 16,012,732 | | 13,562,732 |
| | | | | | - Requirements | | | | | | |
| | 12,232 | | 0 | | Clackamas Center | | | | | | |
| 0 | | | 0 | | Land | | 35,000 | | 35,000 | | 35,000 |
| 0 | | | 5,981,000 | | Construction | | 3,430,000 | | 3,430,000 | | 3,430,000 |
| 0 | | | 430,000 | | Engineering Design | | 200,000 | | 200,000 | | 200,000 |
| | | | | | Transfer Stations | | | | | | |
| 0 | 0 | | 1,000,000 | | Land | | 1,306,800 | | 1,306,800 | | 1,306,800 |
| 0 | 0 | | 3,000,000 | | Construction | | 4,000,000 | | 4,000,000 | | 4,000,000 |
| 0 | 0 | | 550,000 | | Engineering Design | | 530,000 | | 530,000 | | 530,000 |
| | | | | | St. Johns | | | | | | |
| 0 | 1,641,323 | | 2,370,000 | | Construction | | 0 | | 0 | | 0 |
| 0 | 63,246 | | 240,000 | | Engineering Design | | 72,000 | | 72,000 | | 72,000 |
| 0 | 117,930 | | 0 | | Final Cover | | 984,000 | | 984,000 | | 984,000 |
| 0 | | | 0 | | Final Cover Reserve | | 150,000 | | 150,000 | | 150,000 |



Budget Summary

METROPOLITAN SERVICE DISTRICT

For the fiscal year beginning July 1, 1982 and ending June 30, 1983

FUND: SOLID WASTE CAPITAL

DEPARTMENT:

DIVISION:

| HISTORICAL DATA | | CURRENT REVISED | | PROPOSED BUDGET FY 1982 - 83 | | | | COMMITTEE RECOMMENDATIONS | | COUNCIL APPROVED | | COUNCIL ADOPTED | |
|------------------|------------------|-------------------|------------|------------------------------|----------------------------------|-----|------------|---------------------------|------------|------------------|------------|-----------------|--------|
| ACTUAL \$ | | FY 1981-82 BUDGET | | ACCOUNT # | DESCRIPTION | FTE | AMOUNT | FTE | AMOUNT | FTE | AMOUNT | FTE | AMOUNT |
| FY 1979-80 | FY 1980-81 | FTE | AMOUNT | | | | | | | | | | |
| 0 | 0 | | | | Requirements - continued | | | | | | | | |
| | 387,762 | | 0 | | Wildwood | | | | | | | | |
| | | | | | Land | | 2,450,000 | | 2,450,000 | | 0 | | |
| | | | | | Engineering | | 375,000 | | 375,000 | | 375,000 | | |
| | | | | | Troutdale Landfill Design | | | | | | | | |
| 57,328 | 0 | | 0 | | Site Preparation | | 0 | | 0 | | 0 | | |
| 240,168 | 413,561 | | 0 | | Engineering & Technical Services | | 0 | | 0 | | 0 | | |
| 36,301 | 0 | | 0 | | Financing/Legal Services | | 0 | | 0 | | 0 | | |
| 16,779 | 0 | | 0 | | Public Information - EPA Grant | | 0 | | 0 | | 0 | | |
| 0 | 20,000 | | 0 | | Bottlewasher | | 0 | | 0 | | 0 | | |
| 0 | 0 | | 1,201,685 | | Transfer to Solid Waste | | | | | | | | |
| | | | | | Operating | | 719,782 | | 566,735 | | 566,735 | | |
| 0 | 0 | | 150,000 | 9300 | Transfer to Solid Waste | | | | | | | | |
| | | | | | Debt Service | | 424,400 | | 0 | | 0 | | |
| 0 | 0 | | 737,315 | 9700 | Contingency | | 994,524 | | 1,913,197 | | 1,913,197 | | |
| <u>3,814,715</u> | <u>5,446,149</u> | | <u>0</u> | | Unappropriated Balance | | <u>0</u> | | <u>0</u> | | <u>0</u> | | |
| 4,165,291 | 8,102,203 | | 15,660,000 | | Total Requirements | | 15,671,506 | | 16,012,732 | | 13,562,732 | | |

TABLE M

PROGRAM OPTION REVENUE SOURCES

| <u>Source</u> | <u>Amount</u> | <u>Basis of Amount and Proposed Use</u> |
|----------------------------|--------------------|---|
| Transfer from Capital Fund | 185,500 | This is the existing balance in the SW 115 loan in the Capital Fund which can be used for general capital facility planning. |
| Additional User Fees | 150,000 | The Proposed Budget projects an increase in the User Fee of \$.35/ton effective January 1, 1983. It would be dedicated to pay for repayment of debt service for the Oregon City site development loans. |
| Additional Disposal Fees | 344,000 | The Proposed FY 82 Budget projects an increase in the St. Johns Disposal Fee of \$1.36/ton. The rate increase along with a projected volume at St. Johns would generate funds sufficient to pay for the balance of FY 83 final cover and set aside \$150,000 for the start of FY 84 final cover. |
| Additional DEQ Loan | 350,000 | Staff has tentatively discussed an additional loan from DEQ for the completion of our capital facility planning program. The total facility planning requirement in the Base and Optional Budget is \$729,450. While this loan along with the \$80,000 and \$185,500 mentioned above would cover \$615,500 of that requirement. The loan would increase Metro's current debt service requirements about five percent or \$42,000 a year for 20 years. |
| TOTAL | <u>\$1,029,500</u> | |

REVENUE SUMMARY

| | |
|------------------------|------------------|
| Base Revenue | \$6,494,185 |
| Program Option Revenue | <u>1,029,500</u> |
| Total Revenue | \$7,523,685 |

TABLE K

EXPENDITURES FOR TRANSFER STATION PLANNING OPTION

| <u>Personnel Services</u> | <u>FTE</u> | <u>Amount</u> |
|--|-----------------|--------------------|
| Solid Waste Engineer | .5 ¹ | \$12,635 |
| Solid Waste Technician | .5 ¹ | 9,009 |
| Total Salaries | | <u>\$21,644</u> |
| Merit - 4% | | 866 |
| Fringe - 28% | | 6,303 |
| Total Personnel Services | <u>1.0</u> | <u>\$28,813</u> |
| <u>Materials & Services</u> | | |
| 7100 Auto & Travel | | \$ 425 |
| 7120 Meetings & Conferences | | 315 |
| 7140 Dues, Fees & Publications | | 250 |
| 7150 Advertising, Promotion & Legal Notices | | 100 |
| 7160 Printing | | 1,125 |
| 7270 Equipment Rental | | 100 |
| 7400 Contractual Services | | 4,800 ¹ |
| 7450 Data Processing | | <u>1,020</u> |
| Total Materials & Services | | \$8,135 |
| <u>General Expense</u> | | |
| 9700 Contingency | | <u>\$70,313</u> |
| Total General Expense | | \$70,313 |
| TOTAL PROGRAM | | <u>\$107,261</u> |

¹ This item is budgeted for appropriate for only six (6) months pending a decision on the ERF. If decision is affirmative, sufficient funds are included--the contingency category to start planning for the Multnomah County Transfer Station which is a necessary facility for the ERF.

TABLE I

EXPENDITURES FOR ENERGY RECOVERY FACILITY PLANNING OPTION

| <u>Personnel Services</u> | <u>FTE</u> | <u>Amount</u> |
|---|-------------------|--------------------|
| Staff Assistant | 1.0 ¹ | \$10,546 |
| Public Information Specialist | .25 ¹ | 4,968 |
| Field Office Manager | .5 ¹ | 13,609 |
| Field Office Secretary | .375 ¹ | 4,595 |
| Secretary | .5 ¹ | 6,715 |
| Administrative Assistant | .5 ¹ | 9,015 |
| Total Salaries | | <u>\$49,448</u> |
| Merit - 4% | | 1,978 |
| Fringe - 28% | | 14,399 |
| Total Personnel Services | <u>3.125</u> | <u>\$65,825</u> |
| <u>Materials & Services</u> | | |
| 7100 Auto & Travel | | \$ 3,000 |
| 7120 Meetings & Conferences | | 800 |
| 7130 Training & Tuition | | 300 |
| 7140 Dues, Fees & Publications | | 500 |
| 7150 Advertising, Promotion & Legal Notices | | 10,000 |
| 7160 Printing | | 5,000 |
| 7200 Utilities - Electricity | | 100 ¹ |
| 7230 Utilities - Other | | 500 ¹ |
| 7250 Telephone | | 1,140 ¹ |
| 7260 Postage | | 100 ¹ |
| 7270 Equipment Rental | | 1,000 ¹ |
| 7350 Supplies | | 600 ¹ |
| 7400 Contractual Services | | <u>250,200</u> |
| Total Materials & Services | | \$273,240 |
| <u>General Expense</u> | | |
| 9700 Contingency | | <u>\$68,518</u> |
| Total General Expense | | \$68,518 |
| TOTAL PROGRAM | | <u>\$407,582</u> |

¹ These items are budgeted for appropriation for only six (6) months pending a decision by Council on the ERF project. Sufficient funds are included in the Contingency (\$65,826 for Personnel Services and \$2,692 for Materials & Services) to fund the items for the full year.

TABLE G

EXPENDITURE FOR ST. JOHNS LANDFILL OPTION

| <u>Personnel Services</u> | <u>FTE</u> | <u>Amount</u> |
|-------------------------------------|------------|---------------------------|
| Senior Planner | 1.0 | \$30,729 |
| Total Salary | | <u>\$30,729</u> |
| Merit - 4% | | 1,229 |
| Fringe - 28% | | 8,948 |
| Total Personnel Services | <u>1.0</u> | <u>\$40,906</u> |
| <u>Materials & Services</u> | | |
| 7100 Auto & Travel | | \$ 800 |
| 7120 Meetings & Conferences | | 800 |
| 7160 Printing | | 500 |
| 7400 Contractual Services | | <u>32,500¹</u> |
| Total Materials & Services | | \$34,600 |
| <u>General Expense</u> | | |
| 9500 Transfer to Capital Fund | | <u>\$344,000</u> |
| Total General Expense | | \$344,000 |
| TOTAL PROGRAM | | <u>\$419,506</u> |

¹ Based on Executive Officer's Proposed Alternative Budget Contractual Services is reduced by \$25,000 in this program and put in the Contractual Services line item of the Waste Reduction Program (see Table H).

TABLE E

BASE BUDGET EXPENDITURES FOR GENERAL EXPENSE

| Item | Amount | |
|-----------------------|-------------------------------|------------------------|
| 9000 | Transfer to General Fund | \$573,400 |
| | Administration | (444,000) |
| | CTRC | (37,400) |
| | St. Johns | (92,000) |
| 9300 | Transfer to Debt Service Fund | \$810,200 |
| | Disposal Fees | (248,300) |
| | User Fees | (561,900) |
| 9700 | Contingency | \$430,384 ¹ |
| TOTAL GENERAL EXPENSE | | <u>\$1,813,984</u> |

¹ Includes \$111,000 for Perpetual Maintenance Reserve for St. Johns Landfill and \$319,384 General Contingency the latter of which is 4.8 percent of the Total Base Budget Revenue.

TABLE C

BASE BUDGET EXPENDITURES FOR OPERATION OF ST. JOHNS LANDFILL

| <u>Personnel Services</u> | <u>FTE</u> | <u>Amount</u> |
|---|-------------|--------------------|
| Operations Manager | .5 | \$ 17,800 |
| Engineering Manager | .25 | 7,618 |
| Solid Waste Engineer | .25 | 6,017 |
| Facility Supervisor | .5 | 9,009 |
| Landfill Attendants | 5.4 | 66,160 |
| Overtime | .75 | 9,189 |
| Total Salaries | | <u>\$115,793</u> |
| Merit | | 4,632 |
| Fringe | | 33,719 |
| Total Personnel Services | <u>7.65</u> | <u>\$154,144</u> |
| <u>Materials & Services</u> | | |
| 7100 Auto & Travel | | \$ 2,000 |
| 7120 Meetings & Conferences | | 600 |
| 7130 Training & Tuition | | 500 |
| 7140 Dues, Fees & Publications | | 1,760 |
| 7150 Advertising, Promotion & Legal Notices | | 3,050 |
| 7160 Printing | | 10,800 |
| 7200 Utilities - Electric | | 4,200 |
| 7250 Telephone | | 2,400 |
| 7260 Postage | | 740 |
| 7260 Maintenance & Repairs | | 87,000 |
| 7270 Equipment Rental | | 1,500 |
| 7350 Supplies | | 3,600 |
| 7400 Contractual Services | | 2,827,900 |
| 7450 Data Processing | | 5,600 |
| 7460 Insurance | | 3,000 |
| 7500 Bad Debts | | 12,640 |
| 7700 Lease Payments | | <u>185,500</u> |
| Total Materials & Services | | \$3,152,790 |
| <u>Capital Outlay</u> | | |
| 8300 Vehicles & Equipment | | <u>\$8,600</u> |
| Total Capital Outlay | | \$8,600 |
| TOTAL PROGRAM | | <u>\$3,315,534</u> |

TABLE A (cont.)

| Source | Amount | Basis for Estimate |
|----------------------------|---------------|---|
| Interest | 60,000 | Based on Historical Experience FY 78 \$ 11,461 FY 79 61,808 FY 80 221,462 FY 81 99,192 |
| Salvage Revenue | 5,500 | Based on Historical Experience of Approximately \$300 per month at St. Johns Estimate of \$300 per month (six months) at CTRC. |
| Franchise Fee | 900 | \$300, Annual Fee from Nash Pit \$300, Annual Fee from Lavelle \$300, Annual Fee from Private Transfer Stations |
| Transfer from Capital Fund | <u>31,235</u> | Amount of SW 118 for Capital Outlay at CTRC, (\$31,235). |
| Total Revenue | \$6,494,185 | |

¹Based on average typical vehicle (autos at St. Johns pay \$4.00, pickups pay \$5.00).

²User fee rate increase (\$1.10/ton to \$1.33/ton) effective October 1, 1980.



Budget Summary

METROPOLITAN SERVICE DISTRICT

For the fiscal year beginning July 1, 1982 and ending June 30, 1983

FUND: SOLID WASTE DEBT SERVICE
DEPARTMENT:
DIVISION:

| HISTORICAL DATA ACTUAL \$ | | CURRENT REVISED FY 1981-82 BUDGET | | PROPOSED BUDGET FY 1982-83 | | COMMITTEE RECOMMENDATIONS | | COUNCIL APPROVED | | COUNCIL ADOPTED | |
|------------------------------|---------------|--|---------|----------------------------|---------------------------|------------------------------|---------|----------------------|---------|--------------------|---------|
| FY 1979-80 | FY 1980-81 | FTE | AMOUNT | ACCOUNT # | DESCRIPTION | FTE | AMOUNT | FTE | AMOUNT | FTE | AMOUNT |
| Resources | | | | | | | | | | | |
| 0 | 0 | | 0 | | St. Johns Rates | | 72,800 | | 0 | | 0 |
| 0 | 0 | | 0 | | CTRC Rates | | 95,500 | | 0 | | 0 |
| 0 | 0 | | 0 | | User Fees - Landfill | | 217,500 | | 0 | | 0 |
| 0 | 0 | | 150,000 | | Transfer from Capital | | 424,400 | | 0 | | 0 |
| 152,728 | 389,150 | | 440,737 | | Transfer from Operating | | | 810,200 ¹ | | 810,200 | |
| 44,306 | 0 | | 0 | | Fund Balance | | 0 | | 0 | | 0 |
| 9,812 | 5,223 | | 0 | | PRT Loan Repayment | | 0 | | 0 | | 0 |
| 206,846 | 394,373 | | 590,737 | | Total Resources | | 810,200 | | 810,200 | | 810,200 |
| Requirements | | | | | | | | | | | |
| 117,580 | 193,880 | | 211,895 | | DEQ Loan SW 115 | | 210,000 | | 210,000 | | 210,000 |
| 10,470 | 10,900 | | 10,600 | | DEQ Loan SW 116 | | 0 | | 0 | | 0 |
| 16,796 | 194,818 | | 190,000 | | DEQ Loan SW 117 | | 192,200 | | 192,200 | | 192,200 |
| 0 | 0 | | 8,893 | | DEQ Loan SW 117A | | 10,000 | | 10,000 | | 10,000 |
| 0 | 0 | | 169,349 | | DEQ Loan SW 118 | | 398,000 | | 398,000 | | 398,000 |
| 206,846 | 399,598 | | 590,737 | | Total Requirements | | 810,200 | | 810,200 | | 810,200 |

¹the amounts and sources of revenue for the transfer are: \$248,300 from Disposal Fees and \$561,900 from User Fees.

SOLID WASTE ADVISORY COMMITTEE

GUESTS AND ADVISORS IN ATTENDANCE

DATE 5-24-82

GUEST OR ADVISOR

AFFILIATION

| GUEST OR ADVISOR | AFFILIATION |
|-------------------|-------------------------|
| Shirley Coffie | Wash. County - Public |
| Howard Johnson | Linn Wash. Co. |
| Mike Sandberg | Washington Cty |
| Dane Phillipi | Clackamas County DES |
| Dick Howard | Mult Co |
| Terilyn Anderson | Metro |
| Kathy Thomas | Metro |
| DEANIS O'NEIL | Metro |
| Tom Wittling | Metro |
| Jim B. Culler | Metro |
| Gus Rivera | Metro |
| Dev Bailey | Metro |
| GARY NEWBORE | KFD |
| Delyn Kies | City of Portland |
| Bob Harris | Public Clackamas Co. |
| ED SPAZIS | Recyclers |
| REXENE CLEVENGER | SHREDDING SYSTEMS, INC. |
| Gary Christ | Oregon Journal |
| John H. Gray | Mult. Co. |
| James F. Cozzetta | Metropolitan Disposal |
| BOB BROWN | DEQ |

SOLID WASTE ADVISORY COMMITTEE

ATTENDANCE AND VOTE RECORD

Meeting Date 5-24-82

| ATTENDANCE RECORD | | | VOTING RECORD | | | | | | | | | | | | | | | | |
|-------------------|------|-----------|---------------|-----|----|------|------|-----|----|------|------|-----|----|------|------|-----|----|------|--|
| member | here | not here* | item | yes | no | abst | item | yes | no | abst | item | yes | no | abst | item | yes | no | abst | |
| COZZETTO | X | | | X | | | | | | | | | | | | | | | |
| COFFIN | X | | | X | | | | | | | | | | | | | | | |
| GRABHORN | X | | | X | | | | | | | | | | | | | | | |
| GRAY | X | | | X | | | | | | | | | | | | | | | |
| HARRIS | X | | | X | | | | | | | | | | | | | | | |
| HOWARD | X | | | | | | | | | | | | | | | | | | |
| JOHNSON | | | | | | | | | | | | | | | | | | | |
| KIES | X | | | X | | | | | | | | | | | | | | | |
| NEWBORE | X | | | X | | | | | | | | | | | | | | | |
| PHILLIPS | X | | | X | | | | | | | | | | | | | | | |
| SANDBERG | X | | | X | | | | | | | | | | | | | | | |
| SPARKS | X | | | X | | | | | | | | | | | | | | | |
| TROUT | | E | | | | | | | | | | | | | | | | | |
| WELLINGTON | | | | | | | | | | | | | | | | | | | |

* E = Excused Absence

U = Unexcused Absence