

3/15/84



Agenda

SOLID WASTE POLICY ALTERNATIVES COMMITTEE

SWPAC

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

Date: March 26, 1984

Day: Monday

Time: 12:00 Noon - 2:00 p.m.

Place: Metro Offices, Room A-1, A-2

- I. Roll Call
- II. Approval of February 21, 1984 Meeting Minutes
- III. Metro 1984-85 Budget
- IV. Update on current projects

NOTE: The regular March 19th SWPAC meeting was postponed and replaced with the March 26th meeting.

SOLID WASTE POLICY ALTERNATIVES COMMITTEE

SWPAC REGULAR MEETING

February 21, 1984

Committee members present: John Trout, Chairman, Shirley Coffin, Howard Grabhorn, Richard Howard, Paul Johnson, Dave Phillips, Mike Sandberg, Bob Brown- Ex Officio.

Committee Members Absent: James Cozzetto, Robert Harris, Delyn Kies, Gary Newbore, Kelly Wellington Norman Harker- Ex Officio.

Guests: Barry Graham

Staff Present: Dan Durig, Norm Wietting, Doug Drennen, Dennis O'Neil, Buff Wynn, Ray Barker, Bonnie Langford

Roll Call: 12:14 p.m.

Minutes were approved as written, for the January 23, 1984 meeting.

Agenda Item: Proposal to extend terms of current SWPAC members for six months.

Mr. Trout stated we would start with this item since Dan Durig was tied up with the press on the Wildwood question and would be in later.

He mentioned John Gray had submitted his resignation to the Committee. Ed Sparks had also asked that when his present term expires he not be reappointed since his business demands and obligations did not allow him to spend the time and attention that he feels the Board deserves, for another term. Mr. Sparks recommended that the Association of Oregon Recyclers be contacted for a nomination representing recycling interests for the next two-year term.

Dennis O'Neil, reviewed the terms held by the members and stated most of them would have ended at the end of February 1984. The Council decided to look at the whole committee structure--both Rate Review and the Solid Waste Policy Alternatives Committee--because the agency is changing a great deal. The Council asked Ray Barker, Council Assistant, to collect information for them to review. Since Metro has some important points for the Committee to review it seemed logical to ask the present members, who have expertise on these issues, to continue their membership for six months. The Council has approved the present memberships for the six-month period, to the end of August. If people will consent to remain on the Board we will continue with the business at hand. Mr. O'Neil said he would call Mr. Sparks and find out if he would consent to continue also. Within this time frame the Council will decide whether or not it will revamp the purposes and aims of the committees and how they can best serve the needs of the Council in the future.

Agenda Item

Updates on Fee issue; methane project;
Budget preparation; Wildwood

Norm Wietting, Solid Waste Operations Manager, said essentially the last Proposal went to DEQ and the Environmental Quality Commission and also the Emergency Board for approval of their permit fee structure for this year. They increased the St. Johns fees from about \$17,000 up to \$83,000. Their theory is that it should be based on population and tonnage received. The schedule they put out essentially reflects that. Metro is in a category by itself, in the state. We have over 500 tons per month, for St. Johns and Clackamas Center has \$500 in permit fees. We testified at both the EQC and the E-Board and said that our understanding in reading the law, that these had to be based on a cost-of-service structure rather than population or tonnage. The E-Board agreed with DEQ on the fee structure. Metro was told that Fred Hansen, the new DEQ Director, has informed Metro Staff to account for their time, essentially by site and by area, as well as tasks within those: permit review, inspection, and monitoring.

Bob Brown, DEQ Solid Waste Manager said, on Dan Simmons recommendation, as the legislative fiscal analyst, the E-Board adopted a different schedule than the EQC adopted. A better time-keeping procedure will be implemented by March or April and they will be able to tell how much time they are spending on permits and time reviews. Right now they cannot relate this information to individual sites.

Mr. Trout asked Mr. Brown how they handled calls for illicit dumping --who was this charged to? Mr. Brown said there was still no charge set up to handle things along the line of a pre-permit application. The time spent on Wildwood is a prepermit siting activity.

Mr. Wietting commented that we weren't necessarily arguing that the only time we should pay for would be the time spent on St. Johns. We agree that probably the Metro region ought to pay for the activities that are created within the Metro region, but we think we are paying more than that subsidizing a lot of the rest of the state.

Mr. Sandberg asked what the percentage is, as far as what Metro's fees are going to be versus what the statewide fee will be? Mr. Wietting answered we would be paying about 30 percent of it, and the estimate of time is between 1½ and 2 FTE. Essentially the result is that St. Johns will be paying \$81,000 to 83,000. Killingsworth will be paying about \$7,000 as would other private sites.

Mr. Sandberg said DEQ was at 37 percent and shooting for 50 percent and the next time probably 75 percent and before you knew it you are going to be totally fee-supported by solid waste. Mr. Brown said they would rather operate the program with general fund money. Fees were proposed as early as the 1973 Legislature and they managed to side-step the issue. They were proposed in 1981. The 1983 Legislature and they were looking for any possibilities of taking a dollar off. They have a problem now that all their recycling positions are patched over with Exxon money for a two-year period. Now to go back to the next Legislature and ask for reinstatement of about \$300,000 for general fund money when it hasn't been in the program for two years, will be beyond their understanding.

SWPAC - Feb. 21, 1984
- continued -

Mr. Sandberg said this was just the tip of the iceberg. Each session the Legislature is going to be looking for more and more fee generation and from the solid waste field. Of Course, it's going to come from the Metropolitan area.

Dan Durig mentioned that Metro requested in the process from the E-Board that we would like to see DEQ account for their staff so we can account for the time without guessing.

Mr. Brown said these would be applied and collected beginning July 1, 1984.

Mr. Trout asked at what point in time Metro would be adding their added cost to disposal costs? Mr. Durig answered it would be considered when the rate study was made this summer. It would not be reflected until January 1, 1985.

Agenda Item

Budget Committee

Ray Barker reported the following citizens were appointed to the Budget Committee: John Kelly, Juanita Leger, Jerome Levy, Henry Miggins and Lester Rawls. The following Councilors were appointed to the Budget Committee: Councilors: Kafoury, Chair; Kelly, Vice Chair; Hansen, Oleson and Kirkpatrick. Council submitted seven names, then there were five individuals who applied through the news release. Their resumes were reviewed by a Council Coordinating Committee who tried to reach a balance throughout the region in making their choice.

Agenda Item

Methane Project

Buff Winn, Engineer, referred to the booklets of St. Johns Landfill printed in December 1983 by Metro and titled "Financial Analysis and Procurement Options of Methane Recovery" He said our work in the last six to eight weeks has been directed toward preparing and issuing a Request for Proposals and is directed toward obtaining professional consultant services from experienced landfill consultants to assist us in a marketable strategy involving the methane project. Mr. Winn stated RFP's had been sent out to about fifteen firms that had experience in this area and proposals are due March 2. Metro plans to choose by the middle of March a consultant who will conclude additional technical and financial analysis of the project. This will be culminated by entering into contract negotiations with either an industrial firm in the area or a developer or natural gas company.

Dan Durig added when you get into an area like this which is comparatively new there is a substantial risk either way on this project. It's well to have someone from the outside come in with a fresh perspective and give us their opinion of the way they think we should go.

Mr. Phillips stated Oregon City county offices would receive about 20 percent of the gas from the Rossman landfill as soon as all the equipment is ready, and contract negotiations with N.W. Natural Gas. At present this is the only utilization they have for the gas.

Mr. Phillips said if the BPA had been receptive, they would have had an electrical project on line about a year and a half ago. They also tried Publishers as a customer but they remain with the one customer, N.W. Natural Gas. He added St. Johns was located to attract a number of potential customers.

Agenda Item

Budget Preparation

Dan Durig, Director stated we would be finishing up the work in the Solid Waste Department this week. The budget will then go to the Executive Officer for his review, comments or change, then it goes on through the process. He stated he would have the budget on the next SWPAC agenda, and added it should all culminate before July 1. It will go through the same committee system as last year and the SWPAC committee recommendation would be welcome. If you want to testify, he told the Committee, Solid Waste would work with them to get on the agenda.

Mr. Trout asked if the new Budget Committee would be starting in time to work on this and Mr. Barker answered on March 14, they would receive the first draft of the budget and an orientation. The Committee has a target of April 26th. Mr. Durig said they were going to attempt to have their own night on a solid waste hearing. It is not known yet, which meetings will be called for public testimony and which will be work nights.

Mr. Durig announced the Budget Committee would be given a one-half day tour of the solid waste facilities since many of them are not familiar with either CTRC or St. Johns and others. It will give them a better perspective and appreciate the issues involved. He told the Committee if there was interest to go on that tour to let Dennis know.

Shirley Coffin asked if the spring vacation would impact on the next meeting of SWPAC and Mr. Trout answered it might be moved to the 26th, instead of the 19th.

Mr. Durig asked Mr. Barker to be sure we get sufficient notice of the Solid Waste meeting night on the budgets so SWPAC members could be notified in time to attend.

Agenda Item

Wildwood Update

Dennis O'Neil, Solid Waste Coordinator, reported when Metro Council designated Wildwood as the new regional landfill site, The Multnomah County Board of Commissioners granted a conditional use permit in December 1982. This action was appealed to the Land Use Board of Appeals (LUBA) by a citizens' group who argued that the landfill did not meet the County's zoning standards. LUBA agreed with that and remanded the case back to the County for review. LUBA looked at the County standards, which say, for instance, "there may be no adverse impact by a landfill on a surrounding area." and there may be no possibility of "hazardous conditions". LUBA said if you are going to have standards like that you have to interpret them strictly, and show there are no impacts. You can't substitute conditions. There will be some impact but this has to be mitigated as much as possible. Therefore, LUBA remanded it back to Multnomah County. If you interpret these standards strictly you can't site a

SWPAC, Feb. 21, 1984

landfill anywhere in Multnomah County. When they did remand the case, they suggested the standards were unrealistic and should be changed to give the County some flexibility. They also noted the severe problems in locating unpopular, yet necessary uses and suggested standards should be changed to give the County flexibility in meeting the solid waste disposal needs of its citizens. The County Counsel has prepared some standards and drafted several ordinances making it possible to site a landfill. Tonight, at the Multnomah County Courthouse, the Planning Commission will be holding a public hearing on the Wildwood site. Hopefully they will come up with some realistic standards which are protective of the citizens there yet conducive to landfill siting as needed for Multnomah County.

Mr. Durig said what we were attempting to do was get a set of standards on paper that provide the opportunity to look at a certain site. You have a set of standards that say absolutely no impact. We want a reasonable set of standards so we can go back to the process and reapply. The opponents are basically raising the issue of changing the rules in the middle of the game, but we are asking for changes which make it possible to site a landfill.

Mr. Trout said government basically sets these standards but it's ironic that it sometimes works against them.

Mr. Durig reported that Metro had received a settlement from Parker out of court. Norm Wietting added, for those that weren't too familiar with the suit, that essentially, at the Clackamas Center there were some construction problems or piling problems which took about three times as long as expected which pushed the whole construction project into the winter season. By the time the end of the job came around, there was about \$890,000 claim on the project by the delay caused by the piles. We thought the claims were excessive, and through the depositions could evaluate what the claims were worth. It took a month before we arrived at a fair settlement. Essentially what we settled for was to give the contractor all the retainage money we withheld during the project which was about \$210,000 with interest accumulated in an escrow account and \$245,000. We don't know how that is split up between the contractor and subcontractor. There is still a lawsuit on the books filed originally by the piling subcontractor and joined by the general contractor and will probably be joined by Metro now against our engineers Black and Veatch. The complexity of the case has changed a lot to the point where Metro won't be spending the amount of attorney's fees first anticipated. It will probably come to trial about the first of June if it is not settled before that.

Mr. Durig summed that Metro would like to have settled with no money. The concept of the changed condition is that it's the owner's responsibility if there is something there that we didn't know about--had we known about it up front we would have paid upfront. If it took longer to drive the piles the piling contractor's cost would have been higher and the general contractor's cost would be higher. After extensive negotiations we felt this settlement was a fair balance for everybody concerned. The total project was three and one-quarter million dollars. The engineer's estimate was three and one-half million. Through the deposition process we had access to all the accounting records for both the subcontractor and the general contractor on all their expenses. They lost a lot more than that on the project.

Agenda Item

For Recommendation: - A Franchise for
a Transfer Station Located in Forest
Grove

Dennis O'Neil, stated that Ambrose Calcagno, Jr., has applied for a Metro Franchise to operate a solid waste transfer station at 1525 "B" Street in Forest Grove. This transfer station is similar in design and about 40 percent as large as the public transfer station at the St. Johns Landfill. According to the applicant he will not accept solid waste from the general public but will accept solid waste from four companies in which he owns a majority interest. These are: Forest Grove Disposal, Pacific Garbage Service, Lou and Chuck's Sanitary Service and Eager Beaver Sanitary Service. The estimate is about 13,100 tons per year. He will accept solid waste from about 36 compactor trucks per week for transport in 45 cubic yard drop boxes to the River-bend landfill near McMinnville. The applicant proposes to remove and recycle about 15 percent of the mixed waste as corrugated, newspaper and wastepaper.

The Metro Code requires that a franchise for a transfer station not be issued to anyone connected in any way with a collection company unless the transfer station "only receives waste collected by the franchisee." Since Mr. Calcagno owns controlling interest in all four companies, his transfer station would be receiving waste collected by the franchisee, and the prohibition would not apply. It also does not conflict with the solid waste management plan since there has been suggestion that there be some type of solid waste disposal facility to serve the western part of Washington County. Mr. O'Neil reviewed the Executive Officer's recommendation which was to grant a five-year franchise to Mr. Calcagno to operate a transfer station in Forest Grove. Mr. Durig stated, if granted, it would be re-evaluated in five years. Dennis O'Neil added if a renewal was granted at that time the franchise would have to be in conformance with our total plan. There may be many changes in the five-year period. Discussion followed. Mr. Durig clarified you cannot take waste generated in the Metro region to a non-Metro facility without permission of the Executive Officer. So even if they build a transfer station outside of Hillsboro we can control where waste goes by giving permission.

Mr. Sandberg said the transfer station is also known as a reload station, and wherever it is hauled from would be where Metro authorizes it to go. Mr. Brown added a few months ago they were exempting this type of facility from a permit but they found legally, everybody had to have a permit and shortly they will be going to the Commission with a rule-making procedure to exempt certain facilities.

MOTION: Mr. Sandberg moved that SWPAC recommend to the Regional Services Committee that a franchise be granted to Ambrose Calcagno, Jr., to operate a solid waste transfer station in Forest Grove.

Second Dave Phillips

Vote: Ayes: Unanimous

Next meeting will be March 26, 1984

Meeting adjourned at 1:45 p.m.

Written by Bonnie Langford

CONSIDERATION OF BUDGET COMMITTEE APPOINTMENTS

Date: February 14, 1984

Presented by: Ray Barker

FACTUAL BACKGROUND AND ANALYSIS

On January 5, 1984, the Council adopted the Council Coordinating Committee's recommendation to approve the FY 1984-85 budget schedule and process. As part of the budget review process, the Council will name five of its members and five citizens to the Budget Committee.

Because of other commitments, two members of the Council Coordinating Committee will be unable to serve on the Budget Committee. The Presiding Officer, therefore, recommends the following appointments: Councilor Marge Kafoury, Chair; Councilor Sharron Kelley, Vice Chair; and Councilors Hansen, Oleson and Kirkpatrick. All but Councilors Kelley and Oleson are currently on the Council Coordinating Committee. The appointments will be ratified by Council at the regular Council meeting on February 23.

The following citizens have been nominated by a Metro Councilor have personally requested to be considered for appointment to the Metro Budget Committee for FY 1984-85:

<u>Name</u>	<u>Nominated By</u>
David Betensky	Self*
Bob Breihof, Jr.	Self*
Alice Dingler	Self*
Bill Donnelly	Self*
Bill Gildow	Councilor Deines
John Kelly	Councilor Bonner
James Knoll	Councilor Kirkpatrick
Juanita Leger	Self*
Jerome Levey	Councilor Waker
Henry Miggins	Councilor Kafoury
Hardy Meyers	Councilors Oleson & Banzer
Lester Rawls	Councilor Oleson

*Responded to Metro news release.

Attached are brief biographies or resumes for each of the candidates.



Memo

RECEIVED FEB 23 1984

POST

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

Date: February 24, 1984

To: Metro Council
Executive Officer
Interested Staff

From: Everlee Flanigan
Clerk of the Council

Regarding: COUNCIL ACTIONS OF FEBRUARY 23, 1984

Agenda Item

Action

Minutes of December 20, 1983 and January 5, 1984.

Approved

Resolution No. 84-446, for the purpose of amending the 1984 Transportation Improvement Program to transfer Urban Mass Transportation Administration Section 9 Funds from Capital Assistance to Operating Assistance, and to add a new restoration (4R) project.

Adopted

Resolution No. 84-447, for the purpose of recommending approval of the City of West Linn's request for acknowledgement of compliance with the Land Conservation and Development Commission goals.

Adopted

Resolution No. 84-451, for the purpose of extending the terms of members for the Solid Waste Policy Alternatives Committee.

Adopted

Resolution No. 84-448, for the purpose of entering into an Intergovernmental Agreement establishing the Oregon Regional Councils Association (ORCA) and becoming an active member of ORCA.

Adopted

Consideration of support for Citizens Advisory Committee on regional government as outlined by the Columbia-Willamette Futures Forum

Approved

Resolution No. 84-454, for the purpose of providing for the assessment of dues to Local Governments for FY 1984-85.

Adopted

(over)

Agenda Item

Action

Resolution No. 84-455, for the purpose of authorizing partial settlement in pending Clackamas Transfer & Recycling Center Litigation and authorizing additional litigation.

Adopted

Resolution No. 84-450, for the purpose of reviewing Interim Yard Debris Recovery Strategies for 1984-85.

Adopted

Ordinance No. 84-168, relating to FY 1983-84 Budget and Appropriations Schedule; and amending Ordinance No. 83-153. (Second Reading)

Adopted

Consideration of Order and Ordinance No. 84-170, amending the Metro Urban Growth Boundary in Washington County for Contested Case No. 83-2. (First Reading)

Order Adopted.
Ordinance passed to second reading on March 22, 1984.

Consideration of continuance items regarding Hillsboro's request for acknowledgement.

No action.

Consideration of Budget Committee Appointments.

The following citizens were appointed to the Budget Committee:
John Kelly, Juanita Leger, Jerome Levey, Henry Miggins and Lester Rawls.

The following Councilors were appointed to the Budget Committee:

Councilor Kafoury, Chair
Councilor Kelley, Vice Chair
Councilor Hansen
Councilor Oleson
Councilor Kirkpatrick

Ratification of waiver of Personnel Rules, Section 8(d) governing recruitment.

Motion carried to ratify waiver.

On February 13, 1984, the Council Coordinating Committee recommended to Council five citizens to serve on the Budget Committee. The candidates were selected from the above list. The Council will consider ratification of the recommended appointments at the February 23 Council meeting. Councilors and citizens will have equal voting rights in shaping the FY 1984-85 budget and making recommendations to the full Metro Council.

Councilor Banzer told the Coordinating Committee she would like to recommend Bob Breihof and Hardy Meyers be appointed to the Budget Committee and would make a motion regarding their appointment at the February 23 Council meeting.

EXECUTIVE OFFICER'S RECOMMENDATION

The Executive Officer supports this budget deliberation process.

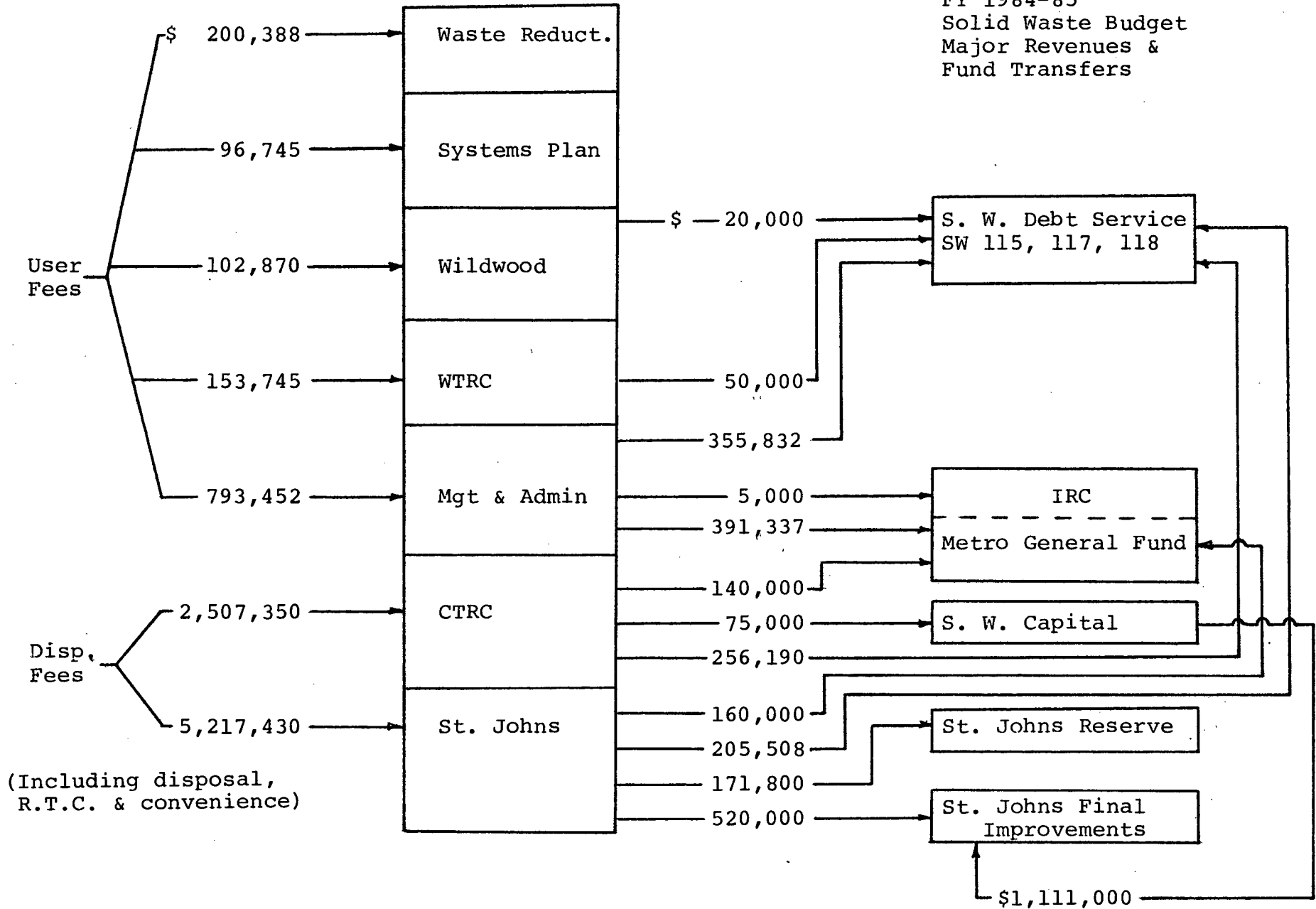
COMMITTEE CONSIDERATION AND RECOMMENDATION

On February 13, 1984, the Council Coordinating Committee recommended the following five citizens to serve on the Budget Committee: John Kelly, Juanita Leger, Jerome Levey, Henry Miggins, and Lester Rawls. In addition, the Committee recommends ratification of the appointment of the following Councilors to the Budget Committee: Councilor Kafoury, Chair; Councilor Kelley, Vice Chair; and Councilors Hansen, Oleson and Kirkpatrick.

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S.W. Operating

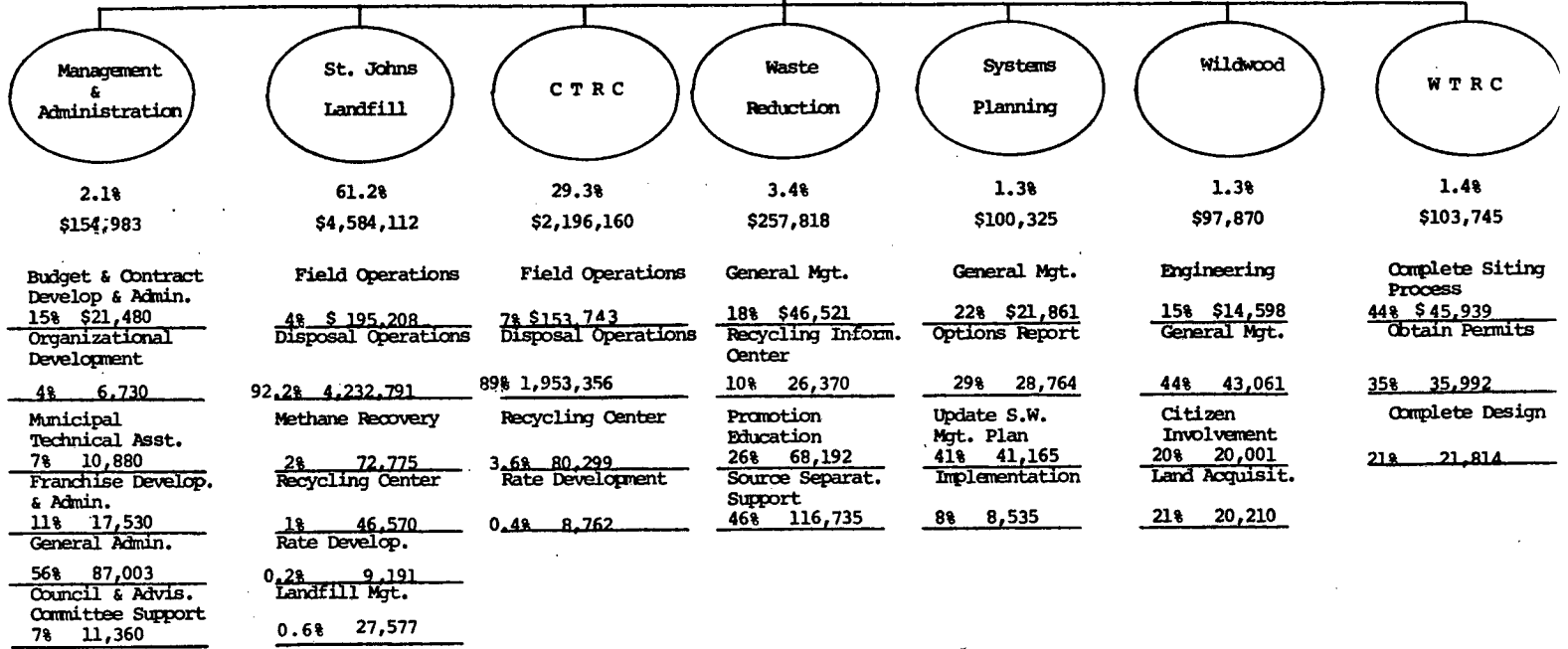
FY 1984-85
Solid Waste Budget
Major Revenues &
Fund Transfers



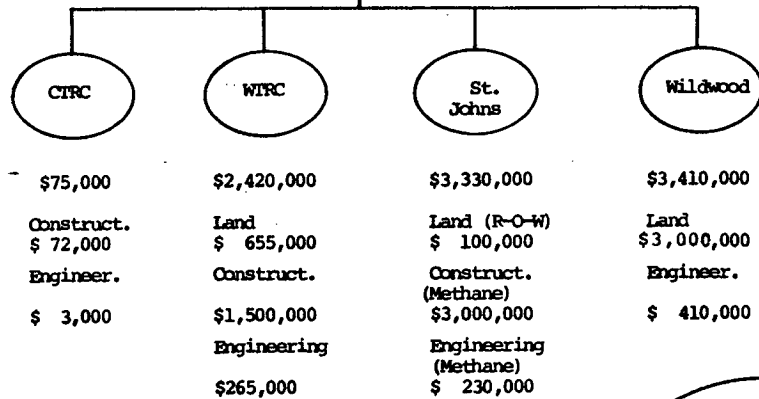
OPERATING

\$ 7,495,013
(Excluding Transfers)

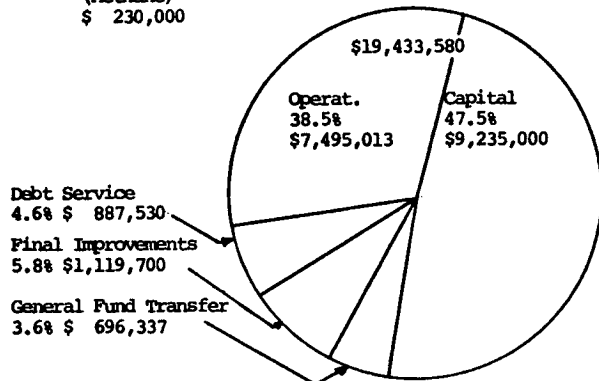
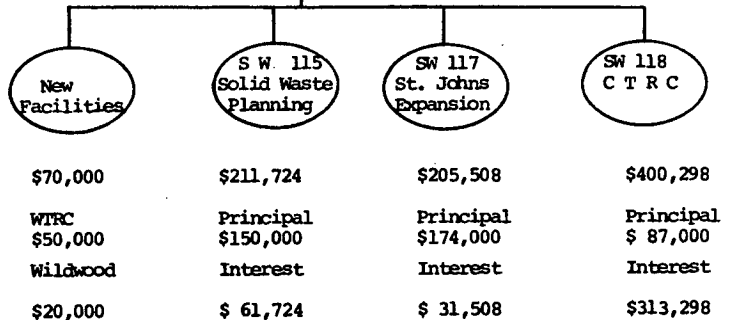
FY 1984-85
Solid Waste Budget



CAPITAL \$9,235,000



DEBT SERVICE \$887,530



St. Johns
Final Improvements

\$1,119,700



Budget Overview

SOLID WASTE OPERATING FUND

Metro's Solid Waste Department is responsible for regional solid waste planning and disposal. The department goals are:

1. To operate its facilities in an environmentally sound and financially prudent manner.
2. To reduce the amount of solid waste generated and increase recycling participation.
3. To identify, plan and provide for the development of a solid waste disposal system that is efficient, economical and environmentally responsible.

DEPARTMENT PROGRAMS

	<u>TOTAL</u>
1. <u>Management and Administration</u> - To provide overall management for all solid waste programs, coordination with the Metro Council, and administration of Metro's Solid Waste Disposal Franchise Ordinance.	\$154,983
2. <u>St. Johns Landfill</u> - To operate the St. Johns Landfill in an environmentally sound and economical manner in accordance with existing permits and conditions; to achieve maximum use of the site as a sanitary landfill, determine the feasibility of recovering methane gas and development of an end use plan for the St. Johns Landfill.	\$4,584,112
3. <u>Clackamas Transfer & Recycling Center (CTRC)</u> - To operate a convenient, environmentally and economically sound transfer station and to provide recycling of source separated material.	\$2,196,160
4. <u>Waste Reduction</u> - To increase the region's recycling participation while reducing waste generation.	\$257,818
5. <u>Systems Planning</u> - To develop a process and recommend alternatives for establishing programs, schedules and facilities to environmentally and cost effectively handle solid waste.	\$100,325
6. <u>Wildwood</u> - To provide general and financial management of the Wildwood program; assist General Counsel in Land Use Board of Appeals litigation and Multnomah County review, design and implement citizen involvement process, select consultants for Phase II studies, develop preliminary design and operations plan, and acquire land for the landfill.	\$97,870
7. <u>Washington Transfer & Recycling Center (WTRC)</u> - To site, design and begin construction in the western portion of the District, Metro's second regional transfer station.	\$103,745



Budget Overview

SOLID WASTE OPERATING FUND (continued)

TRANSFERS

Management & Administration	\$ 752,169
St. Johns	1,057,308
CTRC	471,190
Wildwood	20,000
WTRC	50,000
Total Transfers	<u>\$2,350,667</u>
Operations (seven programs)	<u>7,495,013</u>
Operating Budget	<u>\$9,845,680</u>

<u>RESOURCES</u>	<u>Proposed Budget</u>	<u>REQUIREMENTS</u>	<u>Proposed Budget</u>
Fund Balance	\$ 683,000	Personal Services 29.83 FTE	\$ 794,867
User Fee	1,347,200	Materials & Services	6,017,483
Franchise Fee	500	Capital Outlay	39,400
Disposal Fees (enterprise rev.)	7,724,780	Transfers	2,350,667
Other Revenue	74,200	Contingency	<u>643,263</u>
Interest	16,000	Total	<u>\$9,845,680</u>
Total	<u>\$9,845,680</u>		

KEY ACTIONS

1. Create a St. Johns Final Improvements Fund separate from the Solid Waste Capital Fund.
2. Create a landfill management program at St. Johns to monitor and manage the landfill as a resource.
3. Expand litter control around Metro disposal sites.
4. Complete the solid waste management plan update.
5. Assist in implementation of Oregon's Recycling Opportunity Act.
6. Complete the design of a methane collection system at St. Johns and start construction.
7. Select a site for the Washington Transfer & Recycling Center, begin design and construction.
8. Select consultants for Wildwood Phase II studies, develop preliminary design, operations plan and acquire land.



Budget Overview

SOLID WASTE CAPITAL FUND

The Solid Waste Capital Fund provides money for projects anticipated to be undertaken in FY 1984-85. These are:

CTRC	Construction	\$ 72,000	
	Engineering Services	<u>3,000</u>	\$ 75,000
WTRC	Land Acquisition	\$ 655,000	
	Construction	1,500,000	
	Engineering Services	<u>265,000</u>	2,420,000
St. Johns	Construction (methane)	\$3,000,000	
	Eng. Services (methane)	230,000	
	Land (ROW)	<u>100,000</u>	3,330,000
Wildwood	Land Acquisition	\$3,000,000	
	Engineering Services	<u>410,000</u>	3,410,000
Transfer to Final Improvements Fund			<u>1,111,000</u>
Total Capital Budget			\$10,346,000

SOLID WASTE DEBT SERVICE FUND

This fund provides for the repayment for three loans received from the State Pollution Control Fund through DEQ and for anticipated loans for WTRC and Wildwood.

Planning and Implementation (SW 115)	Principal	\$150,000	
	Interest	<u>61,724</u>	\$211,724
St. Johns Improvements (SW 117)	Principal	\$174,000	
	Interest	<u>31,508</u>	205,508
CTRC (SW 118)	Principal	\$ 87,000	
	Interest	<u>313,298</u>	400,298
WTRC, Wildwood			<u>70,000</u>
Total Debt Service Budget			\$887,530

Includes \$461,698 from disposal revenue and \$425,832 from user fees.



Budget Overview

ST. JOHNS RESERVE FUND

This fund is used to accumulate reserves during the remaining life of the landfill which will finance final- and post-closure expenses. \$171,800 is transferred into it from the Solid Waste Operating Fund each year.

Total St. Johns Reserve Budget \$563,700

ST. JOHNS FINAL IMPROVEMENTS FUND

This is a new fund which provides for placing final cover material, maintaining roads and drainage ways, and seeding and erosion control. It was previously a part of the Solid Waste Capital Fund.

Total St. Johns Final
Improvements Budget \$1,665,000

8048B/257-22



Department Overview

Fiscal Year 1984-85

Date: March 6, 1984

FORM 1A,

Fund: Operating

Department: Solid Waste

DEPARTMENT PURPOSE (General Statement plus Goals)

Metro's Solid Waste Department is responsible for regional solid waste planning and disposal.

DEPARTMENT GOALS

1. Operate Metro facilities in an environmentally sound and financially prudent manner.
2. To reduce the amount of solid waste generated and increase recycling participation.
3. To identify, plan, and provide for the development of a solid waste disposal system that is efficient, economical, and environmentally responsible.

DEPARTMENT PROGRAM TITLES

1. Management and Administration - to provide overall management for all solid waste programs and provide coordination with the Metro Council, solid waste industry, and local government.
2. St. Johns Landfill - to operate the St. Johns Landfill in an environmentally sound and economical manner in accordance with existing permits and conditions; while achieving maximum use of the site as a sanitary landfill.
3. Clackamas Transfer and Recycling Center (CTRC) - to operate a convenient, environmentally and economically sound transfer station and to provide recycling of source-separated material.
4. Waste Reduction - to increase the region's recycling participation while reducing waste.
5. System Planning - to solicit public comment on Metro's solid waste management plan and develop programs or projects that will environmentally and effectively implement this plan.
6. Wildwood - to provide general and financial management of the Wildwood program, assist in litigation and Multnomah County comprehensive plan changes, design and implement citizen involvement process, select consultants for Phase II studies, develop preliminary design and operations plan, and acquire land for the landfill.
7. Washington Transfer and Recycling Center (WTRC) - to site, design and begin construction in the western portion of the district, Metro's second regional transfer station.



Department Summary Worksheet

Fiscal Year 1984-85

Date: March 6, 1984 Form 7

Fund: Operating

Department: Solid Waste

CATEGORY	DIVISIONS OR PROGRAMS							TOTAL DEPARTMENT
	ADMIN.	ST. JOHNS	CTRC	WTRC	WASTE R.	SYS. PLAN	WILDWOOD	
REVENUE								
FUND BALANCE	\$ 109,000	\$ 403,990	\$ 94,000	-	\$ 57,430	\$ 3,580	\$ 15,000	\$ 683,000
Disposal	-	5,217,430	2,507,350	-	-	-	-	7,724,780
User Fees	793,452	-	-	\$ 153,745	200,398	96,745	102,870	1,347,200
Salvage & Concessions	-	6,000	62,000	-	-	-	-	68,000
Interest & Finance Chrg	4,000	14,000	4,000	-	-	-	-	22,000
Other	700	-	-	-	-	-	-	700
TOTAL REVENUE	907,152	5,641,420	2,667,350	153,745	257,818	100,325	117,870	9,845,680
EXPENDITURES								
Personal Services	94,300	215,742	125,135	67,945	142,610	94,065	55,070	794,867
Materials & Services	46,920	3,927,870	1,843,025	35,800	114,808	6,260	42,800	6,017,483
Capital Outlay	1,500	10,500	27,000	-	400	-	-	39,400
Transfers to Debt Service	355,832	205,508	256,190	50,000	-	-	20,000	887,530
S. W. Capital	-	-	75,000	-	-	-	-	75,000
General Fund	391,337	160,000	140,000	-	-	-	-	691,337
Reserve Fund	-	171,800	-	-	-	-	-	171,800
Final Improvements	-	520,000	-	-	-	-	-	520,000
IRC	5,000	-	-	-	-	-	-	5,000
Contingency	12,263	430,000	201,000	-	-	-	-	643,263
TOTAL EXPENDITURES	\$ 907,152	\$ 5,641,420	\$ 2,667,350	\$ 153,745	\$ 257,818	\$ 100,325	\$ 117,870	\$ 9,845,680



Program Overview

Fiscal Year 1984-85

Date: March 6, 1984

FORM 1B

Fund: Operating

Department: Solid Waste

PROGRAM TITLE: Capital Improvements Program

PROGRAM NARRATIVE: Provide capital improvements required to implement solid waste system.

SPECIFIC QUANTIFIABLE TARGETS TO BE ATTAINED (Include dates, standards to be maintained etc where possible):

1. Provide funds for CTRC site maintenance, complete lunch/conference room and make pit floor modifications.
2. Implementation of Washington Transfer & Recycling Center, which includes purchasing of land, engineering and the start of construction.
3. St. Johns will include funding for potential investments in Development of methane gas collection and processing facilities. Funds necessary to make final improvements at St. Johns are no longer in the Capital Program. A separate fund has been established.
4. Fund Phase II Engineering and the potential purchase of property for the Wildwood Landfill.

FORM 2

Date: March 6, 1984

Fund: Capital

Department: Solid Waste



Revenue Estimate

Fiscal Year 1984-85

GRANT/ CONTRACT I.D. (If Any)	RESOURCE ACCOUNT CODE	SOURCE OF REVENUE	AMOUNT	BASIS FOR ESTIMATE
		FUND BALANCE	\$1,111,000	Fund balance consists of St. Johns final improvements. Expenditures for CTRC are completed. \$ 2,420,000 - Transfer Station Washington County 3,410,000 - Wildwood 3,330,000 - Methane Gas 75,000 - Transfer for CTRC site maintenance and improvements - No funds in cash balance after transfers.
	5700	DEQ Loan	\$ 9,160,000	
	5510	DEQ Grant	0	
	5830	Transfer from Operating	75,000	
		EPA Grant	0	
	5600	Interest	0	
			10,346,000	



**Materials & Services, Capital Outlay, Transfers,
Contingency, Unappropriated Balance**
Fiscal Year 1984-85

Date: March 6, 1984 Form 5
Fund: Capital
Department: Solid Waste
Division:

Account #	Classification/Item	Current Budget	Change	Requested Amount	Justification
	<u>CLACKAMAS TRANSFER & Recycling Center</u>				
8000	Land	0		0	
8600	Construction	\$ 375,860	(\$303,860)	\$ 72,000	\$ 16,000 - Erosion control and grading 27,000 - Pit floor modification 19,000 - Enclosing and completion of lunch & conference room. 10,000 - Seeding of 6.5 acres adjacent to CTRC
8620	Engineering	85,000	(82,000)	3,000	3,000 - Plans for enclosing and completion of lunch & conference room
	<u>WASHINGTON TRANSFER & RECYCLING CENTER</u>				
8000	Land	653,400	2,000	655,000	- 65,500/acre - ten acres of prime ind. land
8600	Construction	0	1,500,000	1,500,000	- Partial funds for construction to start in last quarter of FY based on engineer estimate of CTRC in 1982 of 3.5 M + 9%, plus off-site improvements (\$185,000)
8620	Engineering	265,000	0	265,000	- Based on CTRC design fees
	<u>ST. JOHNS</u>				
8600	Construction	0	3,000,000	3,000,000	- Construction of Methane gas collection system processing facility & transmission line
8620	Engineering	260,000	(30,000)	230,000	- Detailed Eng. & equipt. spec. for gas recovery system (reduced since prelim. engin. complete in FY-84)



Materials & Services, Capital Outlay, Transfers, Contingency, Unappropriated Balance

Fiscal Year 1984-85

Date: March 6, 1984 Form 5
Fund: Capital
Department: Solid Waste
Division:

Account #	Classification/Item	Current Budget	Change	Requested Amount	Justification
	St. Johns-continued				
8000	Land	0	\$100,000	\$ 100,000	- Right-of-Way acquisition & easements for gas transmission line
8640	Final Improvements	\$1,718,752	(1,718,752)	0	- Established separate fund
8640	Final Cover Reserve	0		0	
8660	Perpetual Mainten. Reserve	0		0	
	<u>WILDWOOD</u>				
8000	Land	\$2,651,588	348,412	\$3,000,000	- Purchase of property
	Engineering	410,000		410,000	- Phase II studies and preliminary design to start in last quarter
9310	Transfer to operating fund	0		0	
	Transfer to St. Johns Reserve Fund	165,700	(165,700)	0	
9320	Transfer to Debt Service	0		0	
9700	Contingency	505,000	(505,000)	0	
	Transfer to Final Improvements Fund	0	1,111,000	1,111,000	
		7,090,300	3,255,700	10,346,000	



METRO Fiscal Year 1984-1985

Program Overview

DATE: March 6, 1984 FORM 1B

Fund: Debt Service

Department: Solid Waste

PROGRAM TITLE:

Debt Service

PROGRAM NARRATIVE:

Maintain Sufficient Funds to Meet Requirements

SPECIFIC QUANTIFIABLE TARGETS TO BE ATTAINED (Include dates, standards to be maintained etc where possible):

1. Make payment to DEQ to Repay State Pollution Control Bonds borrowed for expansion of St. Johns, site development and construction of CTRC.
2. Establish Debt Service Funds to cover anticipated debt from New Investments in Washington Transfer & Recycling Center and Wildwood engineering.



Materials & Services, Capital Outlay, Transfers, Contingency, Unappropriated Balance

Fiscal Year 1984-85

Date: March 6, 1984 Form 5
Fund: Debt Service
Department: Solid Waste
Division:

Account #	Classification/Item	Current Budget	Change	Requested Amount	Justification
	<u>RESOURCES</u>				
4300	Fund Balance	0		0	
5830	Transfer from Operating	\$ 824,700	\$62,830	\$ 887,530	\$ 817,530 - Requirements of SW 115, SW 117, SW 118 User Fee, \$355,831 Disposal Fee \$461,699 \$ 70,000 New debt User Fee
	TOTAL RESOURCES	\$ 824,700	\$62,830	\$ 887,530	
	<u>REQUIREMENTS</u>				
	DEQ Loan SW 115				
	Principal	150,000	0	\$ 150,000	- Planning & Implementation Maturity date F.Y. 92-93
	Interest -	68,475	(6,751)	61,724	
	DEQ Loan SW 117				
	Principal	163,000	11,000	174,000	- St. Johns Improvements Maturity date F.Y.87-88
	Interest	40,630	(9,122)	31,508	
	DEQ Loan SW 118				
	Principal	82,700	4,300	87,000	CTRC - \$256,191 from Regional Transfer charge Site Development -\$144,107 from user fees
	Interest	319,895	(6,597)	313,298	
	New Debt (Interest & Principal payment)	0	70,000	\$ 70,000	New Debt - Wash. Trans.& Recyc. Center for land acquisition & engineering (FY 84-85)
	TOTAL REQUIREMENTS	\$824,700	\$62,830	\$887,530	- Wildwood



Program Overview

Fiscal Year 1984-85

Date: March 6, 1984

FORM 1B

Fund: St. Johns Reserve

Department: Solid Waste

PROGRAM TITLE: ST. JOHNS RESERVE FUND

PROGRAM NARRATIVE: This fund is intended to accumulate sufficient reserves during the remaining life of the landfill to finance post-closure expenses for grading, compacting and reseeding the site and for leachate pretreatment and transportation to a treatment plant.

SPECIFIC QUANTIFIABLE TARGETS TO BE ATTAINED (Include dates, standards to be maintained etc where possible):

The annual maintenance reserve of \$51,800 per year will provide for expenses for six years-- rising from \$51,000 to \$81,000 over that period.

The perpetual maintenance reserve of \$120,000 per year will provide enough resources to support expenditures rising from \$32,000 to \$163,000 over a 15 year period.



**Materials & Services, Capital Outlay, Transfers,
Contingency, Unappropriated Balance**
Fiscal Year 1984-85

Date: March 6, 1984 Form 5
Fund: St. Johns Reserve Fund
Department: Solid Waste
Division:

Account #	Classification/Item	Current Budget	Change	Requested Amount	Justification
	Fund Balance-Beg.	0	\$359,500	\$359,500	\$337,500 Transferred plus interest (actual \$10,190 (6 months) + EST. \$ 11,810)
5830	Transfer from operating	\$ 171,800	0	\$171,800	\$ 51,800 Annual Maintenance 120,000 Perpetual Maintenance
5840	Transfer from Capital	165,700	(165,700)	-0-	Budgeted in Capital prior to EST. Restricted Fund
	Interest	0	32,400	\$ 32,400	Fund Balance \$360,000 - 1 yr @ 9%
	TOTAL RESOURCES	\$337,500	\$226,200	\$ 563,700	
	Unappropriated Balance	337,500	226,200	\$ 563,700	
	TOTAL REQUIREMENTS	\$337,500	\$226,200	\$ 563,700	



Program Overview

Fiscal Year 1984-85

Date: March 6, 1984 **FORM 1B**

Fund: St. John's Final
Improvements

Department: Solid Waste

PROGRAM TITLE: St. Johns Final Improvements Fund

PROGRAM NARRATIVE: This is a new fund which provides for placing final cover material, maintaining roads and drainage ways, and seeding and erosion control based on approved plans.

SPECIFIC QUANTIFIABLE TARGETS TO BE ATTAINED (Include dates, standards to be maintained etc where possible):

1. Place final cover and seed 40 acres (Subarea 3).
2. Install roads, culverts and grade for drainage to service subareas 2 and 3.
3. Establish a reserve to have sufficient funds to meet the requirement for improvements to the remaining site.

FORM 2

Date: March 6, 1984

Fund: St. Johns Final
Improvements

Department: Solid Waste

**Revenue Estimate**

Fiscal Year 1984-85

GRANT/ CONTRACT I.D. (If Any)	RESOURCE ACCOUNT CODE	SOURCE OF REVENUE	AMOUNT	BASIS FOR ESTIMATE
	5830	Transfer St. Johns Operating	\$ 520,000	1984 Rates established - \$520,000 for final improvements
	5840	Transfer from capital	1,111,000	Final improvements balance in capital of \$916,503 (12/31/83) Plus transfer from operating = \$1,261,000 minus \$150,000 for completion of subarea 2 in FY 83-84
		Interest	34,000	Based on final improvements - \$500,000 average @ 8 percent
	TOTAL		\$1,665,000	



Materials & Services, Capital Outlay, Transfers, Contingency, Unappropriated Balance

Fiscal Year 1984-85

Date: March 6, 1984 Form 5
Fund: St. Johns Final
Improvements

DEPARTMENT: Solid Waste

Account #	Classification/Item	Current Budget	Change	Requested Amount	Justification
	St. Johns - Final Improvements				
	Engineering	0		0	
	Construction	0	\$1,119,700	\$1,119,700	\$ 908,000 - Final cover -40 acres at \$22,700/acre 65,000 - Seeding - \$3.71/100 Sq. Ft. 40 acres 63,200 - Final roads 4,000 - Culverts 5,000 - Landscape 74,500 - Drain Installation
	Unappropriated Balance	0	545,300	545,300	- Based on annualized cost to make final improvements for remaining capacity using current plans (reviewed annually in rate study)
	TOTAL	0	\$1,665,000	\$1,665,000	



**Materials & Services, Capital Outlay, Transfers,
Contingency, Unappropriated Balance**
Fiscal Year 1984-85

Date: March 6, 1984 Form 5
Fund: Operating
Department: Solid Waste
Division: Wash. Transfer Station

Account #	Classification/Item	Current Budget	Change	Requested Amount	Justification
7100	Travel Expense	\$ 100	\$ 200	\$ 300	\$ 100 - Vehicle rental 200 - Travel for Transfer Stations Tour
7110	Meetings & Confer.	100	100	200	200 - To cover rental of rooms for public meetings and meals as authorized
7130	Dues & Subscript.	0	50	50	50 - Misc. publications
7140	Advertis. & Legal notices	50	950	1,000	250 - 2 Ads for public meetings 750 - 3 Ads for Design, Construct. and RFPs
7150	Printing	75	25	100	100 - Binding of documents, photo prints
7300	Postage	0	100	100	100 - Misc. Postage, Federal Express
7410	Supplies	0	50	50	50 - Misc. supplies, maps from local govt.
7500	Contractual Serv.	0	32,000	32,000	10,000 - Legal Services-Land Use 2,000 - Land Appraisal 15,000 - Site analysis (3rd party) 5,000 - DEQ Loan, Bond Council
7510	Payments to other Agencies	0	1,000	1,000	1,000 - Land Use Permits
7520	Data Processing	1,500	(500)	1,000	1,000 - Use of DPA
		\$1,825	\$33,975	\$ 35,800	



Materials & Services, Capital Outlay, Transfers, Contingency, Unappropriated Balance

Fiscal Year 1984-85

Date: March 6, 1984 Form 5

Fund: Operating

Department: Solid Waste

Division: Wash. Transfer St.

Account #	Classification/Item	Current Budget	Change	Requested Amount	Justification
9320	Transfer to Debt Service	0	\$50,000	\$ 50,000	Based on borrowing funds to finance the purchase of land and design of facility



Contracts List

Fiscal Year 1984-85

Date: March 6, 1984 Form 5A

Fund: Operating

Department: Solid Waste

Division: Wash. Trans. Recyc. C.

Contract # (fill in only if contract exists now)	Contract (project/contractor name)	Amount	Contract description & Justification	Estimated starting date
	Not selected	\$ 10,000	Legal services for partici- pating in conditional use permits 133 hours @ \$75/hr.	
	Not Selected	\$ 2,000	Land appraisal for 7-10 acre parcel based on previous appraisals.	
	Not selected	\$ 15,000	Perform 3rd party techni- cal review of site selec- tion process and evalu- ation of sites	
	Not Selected	5,000	Bond Counsel for DEQ loan	



Program Overview

Fiscal Year 1984-85

Date: March 6, 1984 FORM 1B

Fund: Operating

Department: Solid Waste

PROGRAM TITLE: Wildwood - continued

PROGRAM NARRATIVE:

SPECIFIC QUANTIFIABLE TARGETS TO BE ATTAINED (Include dates, standards to be maintained etc where possible):

III. Citizen Involvement

- A. Hold discussions with individual citizens, small groups, or large groups to explain Metro's activities and plans concerning landfill siting and the Wildwood landfill.
- B. Issue four information sheets covering current and future activities concerning Wildwood.

IV. Land Acquisition

- A. After Metro Council authorization, obtain a loan from State Pollution Control Bond Fund and acquire publishers and Shriners Hospital properties for the Wildwood site.

Assumptions

Multnomah County reconsiders Wildwood site during FY 1985 and requires re-presentation of all evidence, re-authorizes Wildwood, appeal to LUBA, appeal to Court of Appeals. Also, opponents of Wildwood or Metro appeal to Oregon Supreme Court, the verdict by the Court of Appeals concerning the original authorization of Wildwood by Multnomah County.



**Materials & Services, Capital Outlay, Transfers,
Contingency, Unappropriated Balance**
Fiscal Year 1984-85

Date: March 6, 1984 Form 5
Fund: Operating
Department: Solid Waste
Program: Wildwood

Account #	Classification/Item	Current Budget	Change	Requested Amount	Justification
7100	Travel	\$ 1,100	-0-	\$ 1,100	Travel to landfill, design, monitoring conf. or to landfills similar to Wildwood.
7110	Meetings & Conferences	600	-0-	600	Conference on landfill design and monitoring
7150	Printing	1,000	-0-	1,000	Outside services for preliminary Engr. report
7300	Postage	1,000	-0-	1,000	Engr. reports, information sheet, bulk and express mail
7330	Maintenance & Repair-Equip.	1,500	-0-	1,500	Weather station and other monitoring equipment.
7410	Supplies-Office	600	-0-	600	Information material on landfill design, monitoring, geology, etc.
7500	Contractual Services	15,000	22,000	37,000	-Legal services by Andrew Jordan as required for appeal to Supreme Court, Multnomah County reconsideration of Wildwood, appeal of reconsideration to LUBA, and Court of Appeals. -Preparation and testimony by technical consultants to present additional evidence for Metro during Mult. Co. reconsideration of Wildwood application. -Appraisals, outside legal services connected with land acquisition by condemnation.
		\$ 20,800	\$22,000	\$ 42,800	



**Materials & Services, Capital Outlay, Transfers,
Contingency, Unappropriated Balance**
Fiscal Year 1984-85

Date: March 6, 1984 Form 5
Fund: Operating
Department: Solid Waste
Division: Wildwood

Account #	Classification/Item	Current Budget	Change	Requested Amount	Justification
9320	Transfer to S.W. Debt Service Fund	0	20,000	20,000	Estimation based on receiving Phase II funding prior to March 1985



Contracts List

Fiscal Year 1984-85

Date: March 6, 1984

Form 5A

Fund: Operating

Department: Solid Waste

Programs: Wildwood

Contract # (fill in only if contract exists now)	Contract (project/contractor name)	Amount	Contract description & justification	Estimated starting date
	Not Selected	\$ 15,000	Updated appraisal of Wildwood properties, appraisal of other properties used in trade, timber valuation consultant, legal services at condemnation proceeding	2-85
	Bolliger, Hampton and Tarlow P.C.	16,000	Legal services by Andrew Jordan as required for appeal to Supreme Court, Multnomah County reconsideration of Wildwood appeal of reconsideration to LUBA and Court of Appeals.	7-84
	Not Selected	6,000	Preparation and testimony by technical consultants to present additional evidence for Metro during Mult. Co. reconsideration of Wildwood application.	
		37,000		



Program Overview

Fiscal Year 1984-85

Date: March 6, 1984

FORM 1B

Fund: Operating

Department: Solid Waste

PROGRAM TITLE: Washington Transfer and Recycling Center

PROGRAM NARRATIVE: Implement a transfer and recycling facility to serve the west part of the Metro district.

SPECIFIC QUANTIFIABLE TARGETS TO BE ATTAINED (Include dates, standards to be maintained etc where possible):

Subprograms include: (1) Completing the siting process; (2) Obtain permits for the facility; (3) Complete the design phase.

I. Complete the Siting Process

- A. Complete site selection process and present results to Council and other agencies
- B. Conduct public hearing on the final sites
- C. Issue an option on the selected property

II. Obtain permits for the facility

- A. Prepare documentation on selected site for conditional use permit
- B. Prepare documents and submit DEQ Permit
- C. Attend hearings and prepare responses as required for approval of permits

III. Design (Assumes no appeals)

- A. Work with local technical committee to establish design considerations.
- B. Prepare RFP and submit proposals for design of transfer station
- C. Evaluate firms and select design consultant
- D. Review design concepts with local committee and Council
- E. Manage consultant in preparing final plans and specifications
- F. Obtain bid for construction and award contracts



Contracts List

Fiscal Year 1984-85

Date: March 6, 1984

Fund: Operating

Department: Solid Waste

Form 5A

Contract # (fill in only if contract exists now)	Contract (project/contractor name)	Amount	Contract description & Justification	Estimated starting date
83-8 503-SW	Oregon City Residential Recycling	\$ 7,000	Residential Recycling	7/84
84-1-588 SW	Milwaukie Residential Recycling	14,208	Residential Recycling	7/84
	West Linn/Beaverton Resident. Recycling	36,825	Residential Recycling	7/84
	Survey-Residential Recycling	10,900	Residential Recycling Survey	7/84
		68,033		
		1,000	PSA - Recycling Information Center Radio Production	9/84
		5,000	PSA - General WR TV-Production	9/84
		5,000	PSA Yard Debris TV Production	9/84
		1,000	PSA Yard Debris - Radio Prod.	9/84
		1,000	Purchase airtime-Radio Yard Debris	9/84
		13,000		

Date: March 6, 1984

Fund: Operating

Department: Solid Waste



Program Overview

Fiscal Year 1984-85

PROGRAM TITLE: Systems Planning**PROGRAM NARRATIVE:** Complete for adoption by Council, the updated Solid Waste Management Plan**SPECIFIC QUANTIFIABLE TARGETS TO BE ATTAINED (Include dates, standards to be maintained etc where possible):**

Subprograms Include: (1) General Management, (2) Complete Options Report Review by Council, (3) Complete the updated Solid Waste Management Plan, (4) Begin Implementation Activities

I. General Management Activities

- A. Continue to be representative in national solid waste organizations involved with solid waste (U.S. Conference of Mayors)
- B. Work with other agencies for coordinating plan
- C. Respond to Inquiries on final plan
- D. Coordinate presentations of options and final plan with Council

II. Complete Options Report for Review by Council and for Public Hearings

- A. Conduct public hearings on options report
- B. Send report out for comment by local agencies and interest groups

III. Complete Updated Solid Waste Management Plan

- A. Using recommendations of options report prepare final plan document
- B. Conduct public hearings on recommended plan
- C. Prepare final comments and present final plan to Council for adoption

IV. Begin Implementation Activities

- A. Prepare a capital investments program for implementing system plan
- B. Complete procedures for responding to unsolicited proposals

Date: March 6, 1984

Fund: Operating

Department: Solid Waste



Program Overview

Fiscal Year 1984-85

PROGRAM TITLE: Systems Planning - continued

PROGRAM NARRATIVE:

SPECIFIC QUANTIFIABLE TARGETS TO BE ATTAINED (Include dates, standards to be maintained etc where possible):

- C. Begin other potential activities such as identifying sites for east transfer station.



**Materials & Services, Capital Outlay, Transfers,
Contingency, Unappropriated Balance**
Fiscal Year 1984-85

Date: March 6, 1984 Form 5
Fund: Operating
Department: Solid Waste
Division: Systems Planning

Account #	Classification/Item	Current Budget	Change	Requested Amount	Justification
7100	Travel Expense	\$ 450	\$ 850	\$1,300	\$ 300 - Annual Oregon Land Use Conf. 1,000 - Annual Conf. Energy Tech. 2 persons
7110	Meetings Conf.	450	650	1,100	400 - Expenses for 4-5 public wrkshps 700 - Conf. fees for land use (200) Energy Conf. (500)
7120	Training and Tuition	0	500	500	200 - Writing seminars
* 7130	Dues and Subscript.	95	105	200	300 - Misc. training; computer DPA 100 - Land use information
* 7140	Advert. & Legal notices	150	100	250	100 - Professional documents 150 - Advert. 3 public meetings @ \$50 each
7150	Printing	240	260	500	100 - Public notice of hearing for final plan 150 - Typesetting for tabloids 350 - Typesetting and printing final plan
7230	Telephone	50	(50)	0	
7300	Postage	50	100	150	50 - Bulk mail tabloids 100 - Mail final plans
7410	Office Supplies	220	40	260	60 - Batteries and chargers, \$15 ea 4 Calculators 200 - Books + \$100 misc.
7500	Contractual Serv.	10,000	(10,000)	0	
7520	Data Processing	1,975	25	2,000	2,000 - DPA cost
		\$13,630	\$ (7,370)	\$6,260	



Program Overview

Fiscal Year 1984-85

Date: March 6, 1984

FORM 1B

Fund: Operating

Department: Solid Waste

PROGRAM TITLE: Wildwood

PROGRAM NARRATIVE: Provide efficient general and financial management of Wildwood project; assist Legal Counsel in appeal and Multnomah County review; implement citizen involvement program; select consultants for Phase II studies and preliminary design and operation plan; acquire land for landfill.

SPECIFIC QUANTIFIABLE TARGETS TO BE ATTAINED (Include dates, standards to be maintained etc where possible):

Subprograms include: (1) Engineering; (2) General Management; (3) Citizen Involvement; (4) Land Acquisition

I. Engineering:

- A. Issue RFP and select consultants for Phase II geotechnical and environmental studies leading to a preliminary design and operations plan.
- B. Convert precipitation data to a form suitable for consultant's use by April 1985.

II. General Management

- A. Develop information as needed to assist legal counsel in the appeal process and Multnomah County reconsideration of Wildwood.
- B. Develop Legislation strengthening DEQ landfill siting authority by December 1984. Monitor and present testimony during 1985 legislative session.
- C. Review invoices submitted by consultants within two weeks after receipt. Maintain appropriate financial records for all contracts. Review financial reports about the project prepared by Metro Accounting Dept. within two days of receipt.
- D. Prepare preliminary FY 1986 budget work program by February 1985.
- E. Visit Wildwood site monthly to service weather station and inspect conditions.
- F. Monitor at least three on-site test wells quarterly to determine seasonal water table fluctuations.



Program Overview

Fiscal Year 1984-85

Date: March 6, 1984

FORM 1B

Fund: Waste Reduction

Department: Solid Waste

PROGRAM TITLE: Waste Reduction - continued

PROGRAM NARRATIVE:

SPECIFIC QUANTIFIABLE TARGETS TO BE ATTAINED (Include dates, standards to be maintained etc where possible):

- G. Produce informational brochure on composting by 12/84.
- H. Manage Metro's office paper recycling program.

III. Promotion/Education: Providing waste reduction and recycling information and technical assistance to community groups and local jurisdictions through printed and electronic media, and personal presentations.

- A. Produce six issues of Recycling Forum Newsletter.
- B. Plan, conduct and evaluate eight regional waste reduction/recycling workshops for teachers.
- C. Coordinate, produce and evaluate two promotional media campaigns publicizing waste reduction and recycling.
- D. Provide technical assistance on promotion and education to local jurisdictions and community groups implementing Oregon's Recycling Opportunity Act.
- E. Produce brochure and fliers for distribution at franchised disposal site, CTRC, St. Johns.

IV. Source Separation Support: Conduct source-separation research and development projects. Provide findings and technical assistance to local jurisdictions.

- A. Develop recommendations on design and management of source-separation equipment-loan fund that would provide financing alternatives to cities and counties in Metropolitan Service District seeking to expand or initiate residential recycling program. Produce report by December 1984.
- B. Develop information and recommendations on possible roles of Metro in secondary recycling markets, produce report by Dec. 1984.

Survey recycling markets on a product-by-product basis to obtain recommendations of appropriate governmental actions in the markets arena that would result in increased recycling rates.



Program Overview

Fiscal Year 1984-85

Date: March 6, 1984 FORM 1B

Fund: Waste Reduction

Department: Solid Waste

PROGRAM TITLE: Waste Reduction - continued

PROGRAM NARRATIVE:

SPECIFIC QUANTIFIABLE TARGETS TO BE ATTAINED (Include dates, standards to be maintained etc where possible):

- C. Provide technical assistance to local jurisdictions on design and management of yard debris collection, separation and disposal alternatives.
- D. Manage and evaluate four residential curbside recycling contracts and provide technical assistance to all local jurisdictions on development and expansion of curbside programs.



Personal Services Worksheet

Fiscal Year 1984-85

2080 x Hourly Rate = Annual Salary

Date: March 6, 1984

Form 3

Department: Solid Waste

Division or Program: Waste Reduction

Job Title	Position #	Current Employee Name	CURRENT BUDGET		PROPOSED BUDGET			Reason for change
			FTE	Annual	FTE	Hourly	Annual	
S.W. Director		Dan Durig	.10	2,880	.02	24.15	1,000	
Eng/Analysis Mgr		Doug Drennen	.01	490	.02	17.15	710	
Eng/Planner III		Buff Winn			.01	11.90	250	
Staff Analyst II		Ed Stuhr			.21	9.40	4,150	
Staff Analyst II		Patti Kubala			.02	9.40	390	
Staff Analyst II		Karol Brown			.34	9.40	6,650	
Staff Analyst I		Evelyn Brown	.81	13,500	.18	9.55	3,580	
S.W. Operat. Mgr		Norm Wietting	.01	550	.02	19.55	810	
Staff Anal. III		Dennis O'Neil			.01	14.50	300	
Staff Anal. II		Teri Anderson	.01	8,480	.80	12.30	20,470	
Facilit. Supvr.		Eric Dutson	.01	270	.01	10.80	220	
Waste Reduct Mgr		D. Mulvihill	.86	22,400	.83	13.50	23,360	
Prog. Coord.		Jo Brooks	1.0	14,810	.85	7.70	13,610	
Prog. Asst. I		Trish Del N.	1.0	11,110	1.0	6.35	13,210	
Secretary		B. Langford	.34	4,800	.10	6.65	1,380	
Secretary		Debra Hall			.15	6.75	2,110	
Admin. Asst.		(vacant)	.05	810	.08	8.90	1,480	
Public Inf. Sp.		-	.20	3,830	.30	10.65	6,650	
Office Asst.		(New)			.50	4.95	5,150	
Sub-total			4.47		5.45		105,480	
Merit 4%				3,210			4,220	Above includes 2,110 COLA
Fringe @ 30%				22,500			32,910	
TOTAL PERSONAL SERVICES				109,640			\$142,610	



**Materials & Services, Capital Outlay, Transfers,
Contingency, Unappropriated Balance**
Fiscal Year 1984-85

Date: March 6, 1984 Form 5
Fund: Operating
Department: Solid Waste
Division: Waste Reduction

Account #	Classification/Item	Current Budget	Change	Requested Amount	Justification
7100	Travel Expenses	\$ 1,975	425	\$ 2,400	\$ 150 - OEC Conference 1 staff 3 days 850 - AOR Conf. 4 staff 3 days 1,000 - NRC Conf. 1 staff 4 days 300 - Regional/state S.W. Conf. Legis.
7110	Meetings & Conf.	950	1,250	2,200	100 - OEC Conf. (Ore. Environ. Counc) 350 - AOR (Assoc. Ore. Recycl.) 350 - NRC Conf. (Nat. Recyc Cong) 4 days 1,000 - Public Meet. (Counc, 405, Ed wrkshps 400 - GRCDA Conf/10 meet, 2 people
7120	Training & tuition	550	750	1,300	350 - In-house trng 2 staff 300 - video trng. 1 staff 350 - Management trng 300 - IMPWC (Institute managerial professional women)
7130	Dues & Subscript.	200	250	450	200 - Research mtrls. tech assist. 200 - AOR, OEC Membership 50 - Resource Recyc. Journal
7140	Advertis. & Legal Notices	28,300	(20,300)	8,000	7,700 - News Ads: Waste Reduct. Yard Debris 300 - Resident. Recycl RFP (Survey)
7150	Printing	5,700	7,850	13,550	1,000 - Graphics-Neighbor & Tri- County Fair Materials 1,200 - Posters, recycling-Ed. wrkshp 800 - Curriculum Mtrls - Ed Wrkshp 7,500 - Recycling KITS (100,000) 1,800 - Forum (6 issues) 750 - Flyers - Yrd. Deb. 500 - Promotion for sites having recyc. center
7230	Telephone	2,500	(2,500)	0	0
7300	Postage	1,300	3,700	5,000	2,000 - Forum 2,500 - Recycl Kits 100 - Survey Markets



**Materials & Services, Capital Outlay, Transfers,
Contingency, Unappropriated Balance**
Fiscal Year 1984-85

Date: March 6, 1984 Form 5
Fund: Operating
Department: Solid Waste
Division: Waste Reduction

Account #	Classification/Item	Current Budget	Change	Requested Amount	Justification
7330	Maintenance & Repairs	\$ 200	300	\$ 500	- Recycling Information Center
7410	Office Supplies	455	(80)	375	\$ 50 - Calculator
7500	Contractual Serv.	10 8,000 (9,500 yard debris)	(26,967)	81,033	\$68,033 - Residential Recycl. Survey 1,000 - RIC, PSA-Radio 5,000 - General WR PSA-TV 5,000 - Yard Debris spot 1,000 - Yard Debris PSA - Radio Prod. 1,000 - Yard Debris (buy air time)
		\$ 150,130	\$35,322)	\$ 114,808	



Materials & Services, Capital Outlay, Transfers, Contingency, Unappropriated Balance

Fiscal Year 1984-85

Date: March 6, 1984

Form 5

Fund: Operating

Department: Solid Waste

Division: Waste Reduction

Account #	Classification/Item	Current Budget	Change	Requested Amount	Justification
8400	Office Furniture and Equipment	\$ 3,000	(2,600)	\$ 400	Dictation/taping equipment
	Transfer to Gen. Fund-Data Res.	450	(450)	0	



Personal Services Worksheet

Fiscal Year 1984-85

2080 x Hourly Rate = Annual Salary

Date: March 6, 1984

Form 3

Department: Solid Waste

Division or Program: CTRC

Job Title	Position #	Current Employee Name	CURRENT BUDGET		PROPOSED BUDGET			Reason for change
			FTE	Annual	FTE	Hourly	Annual	
S.W. Director		Dan Durig	.05	2,230	.08	24.15	3,717	
Engr/Analysis Mgr		Doug Drennen	.05	1,630	.08	17.15	2,850	
Engr/Planner 3		Buff Wirm			.05	11.90	1,240	
Staff Analyst 2		Ed Stuhr			.10	9.40	1,955	
Staff Analyst 1		Evelyn Brown			.03	9.55	600	
S.W. Operations Mgr		Norm Wietting	.37	13,920	.344	19.55	13,990	
Staff Analyst 3		Dennis O'Neil	.05	1,390	.05	14.50	1,510	
Facilities Super.		Eric Dutson	.45	8,450	.46	9.66	9,243	
Waste Red. Mgr.		Dennis Mulvihill	.02	630	.034	13.50	950	
Program Coord.		Jo Brooks			.07	7.70	1,120	
Secretary		Bonnie Langford	.16	2,210	.104	6.65	1,440	
Secretary		Debra Hall			.10	6.75	1,400	
Admin. Asst.		(vacant)	.05	1,000	.05	8.90	930	
Lead Gatehouse Att.		-			1.0	6.62	13,770	
Public Info. Spec		-	.09	810	.075	10.65	1,660	
Overtime		-		5,360	.30	8.88	5,540	
Temporary		-			.05	5.51	570	
Gatehouse Att.		-	3.15	38,990	1.0	5.79	12,040	
Gatehouse Att.		-			.75	5.79	9,030	
Gatehouse Att.		-			.70	5.51	8,020	
Staff Analy.2 (C.I)		(New)			.05	9.40	977	
Analyst 1			.25	4,180				
Sub-total			4.69		5.48		92,552	
Merit 4%				3,290			3,703	Above includes 1,850 COLA
Fringe @ 30%				23,910			28,880	
TOTAL PERSONAL SERVICES				108,100			125,135	



**Materials & Services, Capital Outlay, Transfers,
Contingency, Unappropriated Balance**
Fiscal Year 1984-85

Date: March 6, 1984 Form 5
Fund: Operating
Department: Solid Waste
Division: CTRC (P.1)

Account #	Classification/Item	Current Budget	Change	Requested Amount	Justification
7100	Travel	\$ 1,725	300	\$ 2,125	\$ 625 - Local mileage allowance 300 - Regional Travel (Seattle, Vancouver, B.C.) Regarding computer scale equipment 900 - Travel to GRCDA National Conf. 300 - Travel to Reg. GRCDA Conf.
7130	Dues & Subscriptions	300	200	500	500 - Misc. subscriptions and dues for CTRC personnel in professional organ. and Chamber of Commerce
7140	Advertising and Legal Notices	3,500	(550)	2,950	- Promotion of CTRC, recycling at CTRC, advertising rate adjustments, tarps
7150	Printing	8,000	-	8,000	- Disposal Tickets
7210	Utilities - water	0	12,000	12,000	- Wash rack water
7230	Telephone	4,400	(800)	3,600	- Phone service
7300	Postage	650	(600)	50	- Mailing & Distribution of rate study inform.
7310	Maint. & Repairs Bldg.	3,000	1,000	8,000	4,000 - Transfer Bldg. and grounds maintenance & repair 4,000 - Gatehouse Bldg. and Grounds maintenance & repair
7330	Maint. & Repairs Equipment	11,700	1,000	12,700	5,000 - Scales 6,000 - Consoles 800 - Data Discs 900 - Office Equip. , Cash regist. etc.
7400	Merchandise for Resale	12,750	37,250	50,000	- Buy-back program (Recycling material)
7410	Supplies, Office	1,200	300	1,500	- General office supplies
7420	Supplies, Other	600	-	600	- Janitorial supplies



**Materials & Services, Capital Outlay, Transfers,
Contingency, Unappropriated Balance**
Fiscal Year 1984-85

Date: March 6, 1984 Form 5
Fund: Operating
Department: Solid Waste
Division: CTRC (p.2)

Account #	Classification/Item	Current Budget	Change	Requested Amount	Justification
7500	Contractual Serv.	\$1,766,725	(50,125)	\$1,735,100	\$1,702,000 - Transfer Contract 2,800 - Armored Car 3,000 - Collection of overdue accounts 3,000 - Legal services 800 - Credit reports 8,000 - Tire hauling & disposal 11,000 - Wash Rack 4,500 - Litter cleanup 110 hr/mo at \$3.50 hr
7510	Payments to other agencies	0	800	800	500 - DEQ Annual Compliance Fee 300 - Scale Certificates
7520	Data Processing	2,800	2,300	5,100	5,000 - Billing system program. 100 - DPA & Pixel Expenses
7600	Bad Debts	15,000	(15,000)	0	
7770	Lease payment, Equip.	1,500	(1,500)	0	- Leased Copier
		\$1,833,850	\$9,175	\$1,843,025	



**Materials & Services, Capital Outlay, Transfers,
Contingency, Unappropriated Balance**
Fiscal Year 1984-85

Date: March 6, 1984 Form 5
Fund: Operating
Department: Solid Waste
Division: CTRC

Account #	Classification/Item	Current Budget	Change	Requested Amount	Justification
8400	Office Furniture and Equipment	\$ 4,500	\$ 3,500	\$ 8,000	- Replacement computer equipt.
8200	Improvements	-	19,000	19,000	\$ 15,000 - Equipment for purchasing recyclable material: bins, scale 4,000 - Signs for transfer bldg.
		\$ 4,500	\$22,500	\$ 27,000	



Materials & Services, Capital Outlay, Transfers, Contingency, Unappropriated Balance

Fiscal Year 1984-85

Date: March 6, 1984 Form 5
Fund: Operating
Department: Solid Waste
Division: CTRC

Account #	Classification/Item	Current Budget	Change	Requested Amount	Justification
9100	Transfer to General Fund	\$ 92,890	0	\$140,000	Central services such as Accounting Data Processing, Word Processing, Metro Council, Personnel, Public Affairs, automobiles, etc.
9320	Transfer to Debt Service	0	\$256,190	\$256,190	Debt Service on 64% of the loan from DEQ to fill the Oregon City Property and build CTRC.
9700	Contingency	0	201,000	201,000	8% of the revenues generated to operate CTRC. The rate configuration for CTRC is such that revenues are based primarily on a different source than expenses, i.e., the RTC is a relatively fixed source of revenue while the expenses are based on actual waste received.
	Transfer to S.W. Capital Fund	0	75,000	75,000	See Capital Fund



Contracts List

Fiscal Year 1984-85

Date: March 6, 1984

Fund: Operating

Department: Solid Waste

Form 5A

Program Division: CTRC

Contract # (fill in only if contract exists now)	Contract (project/contractor name)	Amount	Contract description & justification	Estimated starting date
82-8-267-SW	Easley & Brassy/Genstar	1,702,000	Transfer station operation	ongoing
83-3-374-SW	Contintal Armored Car	2,800	Transport cash receipts to bank (M-F)	
82-12-323-SW	Collections, Inc.	3,000	Collect overdue accounts	
	Durrn & Bradstreet	800	Prepare credit reports on credit applicants	
	Not Selected	3,000	Legal services	
	Not Selected	8,000	Tire hauling & disposal	
	Not Selected	11,000	Wash rack	
	Not Selected	4,500	Litter clean-up 110 hrs/month @\$3.50/hr.	



Program Overview

Fiscal Year 1984-85

Date: March 6, 1984 FORM 1B

Fund: Waste Reduction

Department: Solid Waste

PROGRAM TITLE: Waste Reduction

PROGRAM NARRATIVE: To increase recycling and reduce waste through implementing Waste Reduction Plan: Presentations and technical assistance to education institutions and other public and/or private bodies. Maintaining a Recycling Information Center. Producing multi-media promotional campaigns, develop and implement source separation support projects that provide technical assistance to local jurisdictions in implementing Oregon's Recycling Opportunity Act.

SPECIFIC QUANTIFIABLE TARGETS TO BE ATTAINED (Include dates, standards to be maintained etc where possible):

- I. General Management: Management and development of personnel to implement Waste Reduction Plan and FY 84/85 budget.
 - A. Produce, manage and promote a waste reduction budget and program that is consistent with adopted Metro policies, plans, schedules, expenditure limits and applicable laws.
 - B. Provide sub-program managers with document detailing what is expected of them and what constitutes satisfactory performance.
 - C. Meet weekly with sub-program managers to assess progress on work plans.
 - D. Produce employee development plan by September 1984 to be implemented by July 1985.
 - E. Meet with one public official and solid waste/recycling industry person monthly.
 - F. Provide research assistance and technical support in the consideration of legislation or rules by state or federal bodies which removes barriers to waste reduction and/or increased recycling rates.

- II. Recycling Information Center: Development and dissemination of recycling and waste-reduction information through telephone, printed and electric mediums.
 - A. Continuous coverage of Recycling Information Center (RIC) phones from 8:30-5:00 Monday through Friday.
 - B. Increase average number of phone calls handled daily from 60 to 90.
 - C. Update recycling lists by March 1985.
 - D. Compile monthly records of calls received by 15th of each month.
 - E. Conduct monthly phone survey of area markets by 7th of each month.
 - F. Assist in redesigning/updating brochures and other informational material by 12/84.



New Position/Reclass Request

Fiscal Year 1984-85

Date: March 6, 1984

Form 4

Fund: Operating

Department: Solid Waste

ACTION REQUESTED: New position: Staff Analyst II (Citizen Involvement)

INCUMBENT: None

RESPONSIBILITIES: Carry out public information/citizen involvement tasks for Solid Waste Department programs:

- Washington County Transfer & Recycling Center - 45%
- Wildwood Landfill - 35%
- St. Johns Landfill - 5%
- CTRC - 5%
- Waste Disposal Systems Plan - 10%

Coordinate meetings with community and local jurisdictions.
Build and support a public information communication network.

JUSTIFICATION:

Public involvement with these programs is an important factor in their success. Addition of this person will allow Solid Waste Staff to concentrate on technical aspects of the programs, while ensuring that the public process is effectively followed.

BUDGET IMPACT:

Direct salary:	\$ 19,550	
Merit:	\$ 780	
Fringe:	\$ 6,100	
Overhead:	\$ 500	supplies, support materials
TOTAL:	\$ 26,930	

PERSONNEL RECOMMENDATION:
(for personnel use only)



Materials & Services, Capital Outlay, Transfers, Contingency, Unappropriated Balance

Fiscal Year 1984-85

Date: March 6, 1984 Form 5
Fund: Operating
Department: Solid Waste
Division: St. Johns Landfill

Account #	Classification/Item	Current Budget	Change	Requested Amount	Justification
7100	Travel Expenses	\$ 4,475	100	\$ 4,575	<ul style="list-style-type: none"> \$ 900 - Travel to NSWMA Solid Waste Conference 1,000 - Travel to GRCDA Methane Seminar 1,000 - Travel for Bond Sale 500 - Travel for Regional Training on billing system and regional GRCDA Conference 625 - Local Mileage St. Johns to Metro, etc. 250 - Regional and local travel for gas project 300 - Van Rentals and Tours
7110	Meetings & Confer.	2,120	100	2,220	<ul style="list-style-type: none"> 400 - GRCDA Dues, National & Regional 250 - Management and Supervision Conference 250 - Special Waste Conference 200 - Landfill Management & Design 400 - NSWMA National Conference 250 - GRCDA Methane Conference 120 - Meeting expenses for bond sale 350 - Misc. meeting expenses
7130	Dues & Subscrip.	1,500	(850)	650	<ul style="list-style-type: none"> 200 - Profession. Organiz. Dues 300 - Misc. Subscriptions 150 - Purchase of publications Re: Methane Recovery Projects
7140	Advertising & Legal Notices	5,300	1,525	6,825	<ul style="list-style-type: none"> 1,525 - Newspaper Ads for tarps, rate changes 2,500 - Signs, yellow page Ads, newspaper & local Radio Ads for Recycling Center 1,800 - Design RFP, Construction Bid, Bonds for Methane Proj. 1,000 - signs, tours, promotion



Materials & Services, Capital Outlay, Transfers, Contingency, Unappropriated Balance

Fiscal Year 1984-85

Date: March 6, 1984 Form 5
Fund: Operating
Department: Solid Waste
Division: St. Johns Landfill

Account #	Classification/Item	Current Budget	Change	Requested Amount	Justification
7150	Printing	\$ 11,230	20	\$ 11,250	\$ 11,000 - Disposal tickets & flyers 250 - Bid Document printing
7200	Electricity	3,000	-	3,000	3,000 - Expansion area drainage pump, wash rack flood light
7230	Telephone	4,400	400	4,800	4,800 - Phone service
7300	Postage	3,650		750	500 - Field operations postage 50 - Rate study mailing & distribution 200 - Express delivery service (methane)
7310	Maint. & Repairs - Building	1,000	-	1,000	1,000 - Gatehouse building maintenance and repairs
7330	Maint. & Repairs - Equipment	25,200	1,100	26,300	1,000 - Expansion area pumps, drain filter blanket 200 - Boat 3,000 - Leachate pump 8,800 - Leachate warning light & bridge expansion joint 5,000 - Scales 6,000 - Console 800 - Date recorder 1,500 - Office equipment - General
7400	Merch. for Resale - Non-food	12,750	(12,750)	0	2,000 - General office supplies 1,500 - Office equipment - General
7410	Supplies - Office	2,000	-	2,000	2,000 - General office supplies
7420	Supplies - Other	1,500	-	1,500	1,000 - Janitorial supplies 500 - General supplies for disposal operation
7500	Contractual Services	3,466,900	24,200	3,491,100	3,352,000 - Disp. Operations 4,500 - Water sample lab service 12,000 - Free study 16,500 - Semiannual Inspections 12,000 - Monitor Wells 13,400 - Litter cleanup 75/hr/wk @ \$3.50/hr



**Materials & Services, Capital Outlay, Transfers,
Contingency, Unappropriated Balance**
Fiscal Year 1984-85

Date: March 6, 1984 Form 5
Fund: Operating
Department: Solid Waste
Division: St. Johns Landfill

Account #	Classification/Item	Current Budget	Change	Requested Amount	Justification
7500	Contractual Service - continued				\$ 2,800 - Armored Car Service 800 - Credit Reports 6,000 - Collection of overdue accounts 2,000 - Janitorial Service 10,000 - Expansion Area Engin. 30,000 - Financing & bond review services 2,500 - Aerial survey and volume calculations 18,000 - Brush processing 3,600 - Recycling box hauling 5,000 - Legal services - diversion contracts
7510	Payments to other agencies	0	\$ 84,400	\$ 84,400	60,000 - DEQ Annual Compliance Fee 19,000 - DEQ Recycling Fee 2,000 - DEQ Water Quality Fee 2,000 - DEQ Application Fee 500 - Div. of State Land Permit Fee 300 - Scale certificates 600 - Misc. permits, i.e., building, sewer - Programing to install new interface equipment at gatehouse - Environmental Hazard insurance - Balance of copier lease (5 months) - Land Lease payment to City of Portland. Includes \$43,000 for retroactive 20 percent increase from June 1983.
7520	Data Processing	\$ 3,000	2,000	5,000	
7530	Insurance	12,000		12,000	
7600	Bad Debts	19,000	(19,000)	0	
7700	Lease Payments- Equipment	1,500	(1,000)	500	
7750	Lease Payments Building	220,800	49,200	270,000	
		\$3,801,325	\$126,545	\$3,927,870	



**Materials & Services, Capital Outlay, Transfers,
Contingency, Unappropriated Balance**
Fiscal Year 1984-85

Date: March 6, 1984 Form 5
Fund: Operating
Department: Solid Waste
Division: St. Johns

Account #	Classification/Item	Current Budget	Change	Requested Amount	Justification
8400	Office Furniture and Equipment	\$7,500	\$3,000	\$ 10,500	\$ 8,000 Micro-computer equipment 2,500 Copier purchase



Materials & Services, Capital Outlay, Transfers, Contingency, Unappropriated Balance

Fiscal Year 1984-85

Date: March 6, 1984 Form 5
Fund: Operating
Department: Solid Waste
Division: St. Johns

Account #	Classification/Item	Current Budget	Change	Requested Amount	Justification
9100	Transfer to General Fund	\$92,890		\$ 160,000	- Central Services such as: Accounting, data process. Metro Council, Word Proc. Rent, telephones, personnel, public affairs, automobiles
9320	Transfer to Debt Service Fund	0	205,508	205,508	205,508 - Debt service on expansion 1980 gatehouse modification and public transfer station DEQ loan SW 117
9335	Transfer to Reserve Fund	0	171,800	171,800	171,800 - Perpetual Maintenance to fund post-closure activities including regrading, leachate disposal and monitoring
	Transfer to Final Improvement Fund	0	520,000	520,000	520,000 - Final Improvements See Final Improvement Fund
9700	Contingency	0	430,000	430,000	- 8% of disposal fee revenue This is intended to cover several potential expenses that could occur in FY 84-85 Higher than expected post- closure costs as determined by DEQ, higher than expected land appraisal by the city of Portland, increased ton- nages, increased unit costs from lower tonnages or any unanticipated expenses



Contracts List

Fiscal Year 1984-85

Date: March 6, 1984

Form 5A

Fund: Operating

Department: Solid Waste

Program

Division: St. Johns

Contract # (fill in only if contract exists now)	Contract (project/contractor name)	Amount	Contract description & Justification	Estimated starting date
	Not Selected	30,000	Financing and bond review for methane recovery project	
80-7-590-SW	Easley & Brassy/Genstar	3,352,000	Landfill operations	current
Letter of Agreement	City of Portland	4,500	Water sample lab service	current
	Emcon	16,500	Semi-annual inspections	current
	Not Selected	12,000	Tree Study	
	Not Selected	10,000	Expansion area engineering	
81-1-340-SW	Not Selected	18,000	Brush processing	1-83
82-10-297-SW	AGG	3,600	Recycling box hauling	
82-10-300-SW	Continental Armored Transport	2,800	Transport cash from landfill to bank 3 times per-week	current
	Dunn & Bradstreet	800	Prepare credit reports on new applications	current
82-12-322-SW	Collections, Inc.	3,000	Collect past-due accounts	current
		3,000	Legal fee for collections	
	Not Selected	2,500	Aerial Survey	
	Not Selected	12,000	Monitor wells	
	Not Selected	13,400	Litter clean-up 75 hrs/wk @\$3.50 per hour	
	Not Selected	2,000	Janitorial service	
	Not Selected	5,000	Legal services-diversion contr.	



Program Overview

Fiscal Year 1984-85

Date: March 6, 1984 FORM 1B

Fund: Operating

Department: Solid Waste

PROGRAM TITLE: Clackamas Transfer and Recycling Center (CTRC)

PROGRAM NARRATIVE: This program provides for the operation of the region's first full-line transfer and recycling center. The gatehouse is staffed and operated by Metro employees and the operation of the transfer station is contracted to Genstar Waste Technology Group through a 3.5 year agreement which began in April 1983.

SPECIFIC QUANTIFIABLE TARGETS TO BE ATTAINED (Include dates, standards to be maintained etc where possible):

Subprograms include: (1) Metro Field Operations, (2) Disposal Operations, (3) Recycling Center Operations, and (4) Rate Development

I. Metro Field Operations

- A. Review revenue and expense reports on a monthly basis and review with subprogram managers within five days of receipt.
- B. Develop a cash flow analysis to be monitored monthly.
- C. Provide briefings and tours for interested elected officials and citizen groups (two per month).
- D. Review all proposed legislation (state and local) which could affect the operation of the transfer station within three days.
- E. Operate the main gatehouse 12 hours per day, 364 days, the public gatehouse three hours per weekday, 10 and 6 respectively on weekends.
- F. Complete charge account and cash reports by the following work day.
- G. Monthly invoice totals will be delivered to accounting by the fourth working day of each month.
- H. Monthly statements will be mailed by the sixth working day after the end of the month.
- I. Total errors detected by the customer will be less than two per thousand transactions.
- J. Collect 98 percent of accounts receivable within 45 days.
- K. To closely screen and monitor special waste permits and disposal. Respond to permit request within two weeks.
- L. Complete all employee evaluations within three weeks of the anniversary date.
- M. Prepare an annual report for the Oregon City Planning Commission.
- N. Prepare the FY 85-86 Budget



Program Overview

Fiscal Year 1984-85

Date: March 6, 1984 FORM 1B

Fund: Operating

Department: Solid Waste

PROGRAM TITLE: Clackamas Transfer and Recycling Center (CTRC)
- continued -

PROGRAM NARRATIVE:

SPECIFIC QUANTIFIABLE TARGETS TO BE ATTAINED (Include dates, standards to be maintained etc where possible):

II. Disposal Operations

- A. Check access roads, refuse pit, tipping floors, wash rack, safety equipment and landscaped areas daily.
- B. Maintain traffic spotters full-time for both the commercial and public tipping floors.
- C. Inspect the disposal operations daily to assure compliance with litter pick up and compaction equipment.
- D. Monitor operation weekly for compliance with permits and contract.
- F. Contract with a community organization to provide litter cleanup to a larger area around CTRC

III. Recycling Center Operation

- A. Provide containers for newspapers, cardboard, tin, tires, glass, aluminum, ferrous metal and yard debris.
- B. Clean recycling area on a daily basis, if needed.
- C. Develop a plan to integrate CTRC with the Clackamas County recycling industry
- D. To empty all filled containers within one working day
- E. Provide two Ad campaigns in the Clackamas County area.
- F. Develop, evaluate and, if necessary, implement a commercial buy-back program.

IV. Rate Development

- A. By July 1, the basic flow assumptions and revenue requirements will be established for 1985.
- B. During July the work scope for the rate study will be approved by the Regional Services Committee and the Metro Council
- C. Draft rates for 1985 will be established by July 15.



Program Overview

Fiscal Year 1984-85

Date: March 6, 1984

FORM 1B

Fund: Operating

Department: Solid Waste

PROGRAM TITLE: Clackamas Transfer and Recycling Center (CTRC)
- continued -

PROGRAM NARRATIVE:

SPECIFIC QUANTIFIABLE TARGETS TO BE ATTAINED (Include dates, standards to be maintained etc where possible):

IV. Rate Development - continued

- D. During the month of July, SWPAC and the Rate Review Committee will be presented the first draft of the Metro Rate Study for recommendation.
- E. During the month of August, all of the region's local governments, commercial haulers and the interested parties will be mailed notice of the anticipated rates for 1985.
- F. By August 20, SWPAC and the Rate Review Committee will have made their final recommendation on the Metro Rate Study.
- G. Final draft of the rate study will be completed by September 11, 1985 and presented to the Regional Services Committee for recommendation on that date.
- H. The final Rate Study will be completed by September 27, and presented to the Council for first reading with the associated ordinances on that date.
- I. Final approval of the 1985 Rate Study will be made by October 4th.
- J. Response to the public regarding Metro rates will be provided within two days and in writing (when necessary) throughout the entire process.



**Materials & Services, Capital Outlay, Transfers,
Contingency, Unappropriated Balance**
Fiscal Year 1984-85

Date: March 6, 1984

Form 5

Fund: Operating

Department: Solid Waste

Program: Maint. & Admin.

Account #	Classification/Item	Current Budget	Change	Requested Amount	Justification
8400	Office Furniture & Equipment	\$ 2,400	(\$ 900)	\$ 1,500	1,000 IBM Typewriter 300 Office Chair 200 Transcriber



Contracts List

Fiscal Year 1984-85

Date: March 6, 1984

Form 5A

Fund: Operating

Department: Solid Waste

Program: Mgmt. and Admin.

Contract # (fill in only if contract exists now)	Contract (project/contractor name)	Amount	Contract description & justification	Estimated starting date
	Not Selected	\$ 3,000	Assist in in-house training session and development of organizational structure	
	Not Selected	2,000	Develop estimates of Metro's bonding capacity and anticipated costs	
	Not Selected	2,500	Misc. contracted services	
	Not Selected	3,000	Data Collection	
	Not Selected	10,000	Legislative Assistance	



Program Overview

Fiscal Year 1984-85

Date: March 6, 1984

FORM 1B

Fund: Operating

Department: St. Johns Landfill

PROGRAM TITLE: St. Johns Landfill

PROGRAM NARRATIVE: This program provides for the environmentally sound and efficient operation of the only general purpose landfill in the Metro region. The gatehouse is staffed and operated by Metro employees and the operation of the landfill is contracted by Genstar Waste Technology Group through a publicly bid 5-year contract which began October 1, 1980. This program includes the staff work required to re-bid the operation contract and the development of a methane recovery program. This year attention will be focused on removing flow from St. Johns Landfill in order to allow ample time to clear the hurdles for Wildwood.

SPECIFIC QUANTIFIABLE TARGETS TO BE ATTAINED (Include dates, standards to be maintained, etc., where possible):

Subprograms include: (1) Metro Field Operations, (2) Disposal Operations, (3) Methane Recovery, (4) Recycling Center Operations, (5) Rate Development, (6) Landfill Management

I. Metro Field Operations

- A. Review revenue and expense reports on a monthly basis and review with subprogram managers within five days of receipt.
- B. Develop a cash flow analysis to be monitored monthly.
- C. Provide briefings and tours for interested elected officials and citizen groups (two per month).
- D. Review all proposed legislation (state and local) which could effect the operation of the landfill and respond within three working days.
- E. Provide a representative to be on the DEQ task force on legislation.
- F. Conduct an updated study of the landfill capacity by June 1985.
- G. Operate the main gatehouse 24 hours per day, 364 days, and the public gatehouse four hours per weekday.
- H. Complete charge account and cash reports by the following working day.
- I. Monthly invoice totals will be delivered to accounting by the fourth working day of each month.
- J. Monthly statements will be mailed by the sixth working day after the end of the month.
- K. Total errors detected by the customer will be less than two per thousand transactions.



Program Overview

Fiscal Year 1984-85

Date: March 6, 1984 FORM 1B

Fund: Operating

Department: St. Johns Landfill

PROGRAM TITLE: St. Johns Landfill - continued

PROGRAM NARRATIVE:

SPECIFIC QUANTIFIABLE TARGETS TO BE ATTAINED (Include dates, standards to be maintained etc where possible):

- L. Collect 98 percent of accounts receivable within 45 days.
- M. To closely screen and monitor special waste permits and disposal. Respond to permit requests within two weeks.
- N. Complete all employee evaluations within three weeks of the anniversary date.
- O. Collect water samples from the Columbia Slough and monitor wells three days each quarter.
- P. Prepare FY 85-86 Budget.
- Q. Prepare specifications and re-bid the operations contract.

II. Disposal Operations

- A. Check access roads, bridge surface and landscaped areas daily.
- B. Maintain traffic spotters full-time for the public transfer station and 12-hours per day on the commercial work face.
- C. Inspect the wash rack daily for hoses and nozzles. Clean daily.
- D. Inspect expansion area weekly.
- E. Develop emergency procedures and contingency. Inspect the disposal operations daily to assure compliance with daily cover, litter pick up and compaction equipment.
- F. While applying final cover, inspect daily to assure quality of material, compaction and grades.
- G. Attend monthly meeting with contractor.
- H. Contract with a community organization to provide litter clean up.



Program Overview

Fiscal Year 1984-85

Date: March 6, 1984 FORM 1B

Fund: Operating

Department: Solid Waste

PROGRAM TITLE: St. Johns Landfill

PROGRAM NARRATIVE:

SPECIFIC QUANTIFIABLE TARGETS TO BE ATTAINED (Include dates, standards to be maintained etc where possible):

III. Methane Recovery

- A. Complete work scope in gas consultant contract including technical and financial planning and recommended strategy for implementing a landfill gas recovery system.
- B. Complete contract negotiations with either developer or purchaser of the recovered landfill gas.
- C. Depending on the outcome of items (A) and (B) above, proceed with one of the following:
 1. Issue RFP for engineering services to complete detailed design of project process, collection and transmission systems.
 2. Issue RFP to developer to implement project on a lease/royalty basis.
- D. Manage project engineering design being completed by either a developer or independent consultant.
- E. Develop and issue bond financing documents if project is publically owned.
- F. Monitor project construction if implemented by developer or bid award, and monitor construction contract for installation of landfill gas recovery system.
- G. Issue RFP for developer or operator to assume operational responsibility of the project.

IV. Recycling Center Operation

- A. Provide containers for newspaper, cardboard, tin, tires, glass, aluminum, ferrous metals and yard debris.
- B. Clean recycling area on a daily basis, if needed
- C. Provide space in the front storage area for customer-owned recycling boxes.



Program Overview

Fiscal Year 1984-85

Date: March 6, 1984

FORM 1B

Fund: Operating

Department: St. Johns Landfill

PROGRAM TITLE: St. Johns Landfill

PROGRAM NARRATIVE:

SPECIFIC QUANTIFIABLE TARGETS TO BE ATTAINED (Include dates, standards to be maintained etc where possible):

IV. Recycling Center Operation - continued

- D. To empty all filled containers within one working day
- E. Provide two Ad campaigns in the St. Johns area

V. Rate Development

- A. By July 1, the basic flow assumptions and revenue requirements will be established for 1985.
- B. Draft rates for 1985 will be established by July 15.
- C. During the month of July, SWPAC and the Rate Review Committee will be presented the first draft of the Metro Rate Study for recommendation, and the work scope will be approved by the Council.
- D. During the month of August, all of the region's local governments, commercial haulers and interested parties will be mailed notice of the anticipated rates for 1985.
- E. By August 20, SWPAC and the Rate Review Committee will have made their final recommendation on the Metro Rate Study.
- F. Final draft of the rate study will be completed by September 11, 1984, and presented to the Regional Services Committee for recommendation on that date.
- G. The final rate study will be completed by September 29, 1983, and presented to the Council for first reading with the associated ordinance on that date.
- H. Final approval of the 1985 rate study will be made by October 4th.
- I. Response to the public regarding Metro rates will be provided within two days and in writing (when necessary) throughout the entire process.



Program Overview

Fiscal Year 1984-85

Date: March 6, 1984 FORM 1B

Fund: Operating

Department: Solid Waste

PROGRAM TITLE: St. Johns Landfill

PROGRAM NARRATIVE:

SPECIFIC QUANTIFIABLE TARGETS TO BE ATTAINED (Include dates, standards to be maintained etc where possible):

VI. Landfill Management

- A. Develop, evaluate, and if appropriate, implement potential flow diversion methods to decrease the flow of material to St. Johns.
- B. Develop a contingency plan for emergencies at St. Johns.
- C. Develop, and if appropriate, implement potential ways to increase the capacity of St. Johns.
- D. Monitor and update the quantity projections for St. Johns and conduct an aerial survey and volume study in June 1985.



Personal Services Worksheet

Fiscal Year 1984-85

2080 x Hourly Rate = Annual Salary

Date: March 6, 1984

Form 3

Department: Solid Waste

Division or Program: St. Johns (pg. 2)

Job Title	Position #	Current Employee Name	CURRENT BUDGET		PROPOSED BUDGET			Reason for change
			FTE	Annual	FTE	Hourly	Annual	
Gatehouse Att.		-			.85	5.51	9,740	
Staff Analy. 2 (C.I)		(New)			.05	9.40	978	
Analyst 3			.42	11,560				
Sub-total			8.66		9.11		159,572	
- merit 4%				6,420			6,383	Above includes 3,190 COLA
Fringe @ 30%				46,730			49,787	
TOTAL PERSONAL SERVICES				212,010			215,742	



**New Position/Reclass
Request**
Fiscal Year 1984-85

Date: March 6, 1984 **Form 4**
Fund: Operating
Department: Solid Waste

ACTION REQUESTED: New Position: Office Assistant

INCUMBENT: None

RESPONSIBILITIES: Provide backup for Recycling Information Center (50 percent)

- Provide general recycling information to the public
- Maintain accurate records of calls received
- Assist with other recycling-related tasks

General Clerical duties in the Solid Waste Department (50 percent)

- filing, mailing, copying, telephone coverage

JUSTIFICATION:

The need to provide secretarial support for agency committees has reduced the time available for Solid Waste Department Tasks below required levels. The high volume of calls to the RIC often exceeds the capacity of one person--result is frequent complaints that phones are always busy and other responsibilities are not being completed. Anticipate demand for service level going up with new recycling law.

BUDGET IMPACT:

Direct salary:	\$ 10,300
Merit:	410
Fringe:	3,210
Overhead:	500 supplies, support materials
TOTAL:	\$ 14,420

PERSONNEL RECOMMENDATION:
(for personnel use only)



**Materials & Services, Capital Outlay, Transfers,
Contingency, Unappropriated Balance**
Fiscal Year 1984-85

Date: March 6, 1984

Form 5

Fund: Operating

Department: Solid Waste

Program: Mgmt. & Admin.

Account #	Classification/Item	Current Budget	Change	Requested Amount	Justification
7100	Travel Expense	\$ 4,400	(900)	\$ 3,500	\$ 500 - Rate setting/franchising Conf. 900 - Management Conf. (ICMA San Antonio) 900 - Solid Waste Conf. (Orlando-GRCDA) 500 - AOR Conf. (Oregon 2 people) 600 - Am. Public Works Conference 100 - Legislative travel
7110	Meetings & Confer.	\$ 3,900	-	3,900	500 - Rate setting/franchise conference 900 - Director's meetings & Conf. (ICMA, GRCDA, AOR, APWA) 800 - SWPAC 1,500 - General meeting expenses 200 - Legislative meetings
7120	Training & Tuition	1,100	(600)	500	- Administrative Mgt. Seminars
7130	Dues & Subscriptions	1,625	(75)	1,550	350 - ICMA Dues 500 - GRCDA Dues 200 - Hazardous waste news 400 - Misc. publications 50 - Engineer License Fees 50 - American Public Works Dues
7140	Advertising & Legal Notices	700	(200)	500	- Legal Notices
7150	Printing	2,325	(825)	1,500	- Outside printing and typesetting for general solid waste materials
7300	Postage	0	300	300	200 - Bulk mail for Garbage-Gram 100 - General Solid Waste mailing
7310	Maint. & Repairs-bldg	300	-	300	- Wall relocation, misc.
7360	Equip. Rental	500	(500)	0	



**Materials & Services, Capital Outlay, Transfers,
Contingency, Unappropriated Balance**
Fiscal Year 1984-85

Date: March 6, 1984 Form 5
Fund: Operating
Department: Solid Waste
Program: Mat. & Admin.

Account #	Classification/Item	Current Budget	Change	Requested Amount	Justification
7410	Supplies, Office	\$ 3,620	\$ (500)	\$ 3,120	\$ 120 - Materials for disposal franchise Admin. and Auditing
7500	Contractual Services	20,100	10,400	30,500	3,000 - General Solid Waste Supplies 3,000 - Assist in-house training org. structure development 2,000 - Est. Metro bonding capacity 10,000 - Legal Services 2,500 - Misc. contracted services 3,000 - Data collection 10,000 - Legislative Assistance
7520	Data Processing	1,000	-	1,000	- Software assistance for budgeting financial modeling, data gathering
7600	Bad Debts	6,500	(6,500)	0	- User fees lost due to non-payment
7900	Miscellaneous	250		250	- Film processing, safety gear for inspections
	TOTAL	\$ 46,320	\$ 600	\$ 46,920	



Materials & Services, Capital Outlay, Transfers, Contingency, Unappropriated Balance

Fiscal Year 1984-85

Date: March 6, 1984 Form 5
Fund: Operating
Department: Solid Waste

Account #	Classification/Item	Current Budget	Change	Requested Amount	Justification
9100	Transfer to General fund	\$ 445,800	(\$54,463)	\$391,337	- Includes 2,000 for Pixel
9320	Transfer to SW Debt Service Fund	419,000	(63,168)	355,832	- Existing debt service: ERF, Solid Waste planning loan
	Transfer to IRC	-	5,000	5,000	
9700	Contingency	37,045	(24,782)	12,263	

Date: March 6, 1984

Fund: Operating

Department: Solid Waste



Revenue Estimate

Fiscal Year 1984-85

GRANT/ CONTRACT I.D. (If Any)	RESOURCE ACCOUNT CODE	SOURCE OF REVENUE	AMOUNT	BASIS FOR ESTIMATE
	4300	Fund. Bal.	\$ 683,000	Balance of FY 84 unspent contingency of \$450,000 plus net revenue of \$233,000
	5500	Disposal- Commercial	4,674,600	477,000 tons x \$9.80 base rate - combined history and '84 Rate study
	5510	Disposal Public	792,180	14,965 car trips x \$4.62 = \$69,135 134,645 truck trips x \$5.37 = \$723,045
	5530	User Fees	1,347,200	715,100 regional commercial tons x \$1.68 = \$1,201,400 270,000 regional public trips x \$0.54 = \$145,800
	5540	Salvage Revenue	66,000	Recent history averages \$1,330 per month plus \$50,000 CTCRC Buy-Back program
	5580	RTC	1,792,000	715,100 tons x \$2.00 = \$1,430,200 270,000 trips x \$1.34 = \$361,800
	5590	Convenience	466,000	192,530 tons x \$2.25 = \$433,200 43,730 trips x \$0.75 = \$32,800
	5600	Interest	16,000	Pro forma cash flow analysis
	5610	Finance Charge	6,000	Current trend is to \$8,000. Improving economy should reduce.
	5320	Concessions	2,000	Sale of tarps
	5520	Franchise Fee	500	Renewal of Franchises for two sites
	5110	Grants	0	
	5020	Documents & Public. Other	200	Sale of Documents for ERF
			9,845,680	



Program Overview

Fiscal Year 1984-85

Date: March 6, 1984

FORM 1B

Fund: Operating

Department: Solid Waste

PROGRAM TITLE: Management & Administration

PROGRAM NARRATIVE: This program provides overall administration and support services to all of Solid Waste's programs, coordination with the Metro Council, and Administers Metro's Solid Waste Disposal Franchise Ordinance.

SPECIFIC QUANTIFIABLE TARGETS TO BE ATTAINED (Include dates, standards to be maintained etc where possible):

Subprograms include: I. Budget Development & Administration and Contract Development, II. Organizational Development, III. Municipal Technical Assistance, IV. Franchise Development & Administration, V. General Administration and VI. Council and Advisory Committee Support.

I. Budget and Contract Development & Administration

- A. After receipt by the department, program and sub-program managers will receive budget reports within four days.
- B. All Journal Entry Requests and Budget Adjustment Forms will be processed within five working days.
- C. Accounting will be notified of any necessary changes to the budget reports within ten working days.
- D. Within ten working days of contract execution or final payment a contract file will be either created or closed as required.
- E. Contract filing will be current within ten working days.

II. Organizational Development

- A. Conduct one one-day in-house training session for the purpose of improving time management, communication, and writing skills. For a minimum of ten employees at each session.
- B. Study Role of Advisory Committees dealing with solid waste matters.



Program Overview

Fiscal Year 1984-85

Date: March 6, 1984 FORM 1B

Fund: Operating

Department: Solid Waste

PROGRAM TITLE: Management & Administration

PROGRAM NARRATIVE:

SPECIFIC QUANTIFIABLE TARGETS TO BE ATTAINED (Include dates, standards to be maintained etc where possible):

III. Municipal Technical Assistance

- A. Plan and conduct one one-day seminar for local government officials. Anticipated topics could include disposal rate impact, yard debris, recycling, enforcement problems and solid waste franchise assistance.

IV. Franchise Development & Administration

- A. Meet deadlines mandated by the franchise ordinance for the review of completed applications.
- B. Submit staff and Rate Review Committee recommendations within sixty days of submittal of complete rate adjustment applications.

V. General Administration

- A. Respond with information within three working days to all requests for solid waste information that does not require original research.
- B. Process Solid Waste Department check requests on a once-a-week basis.
- C. Provide resources to host three outside groups' visitation to Metro solid waste facilities.
- D. Provide timely information about Metro Solid Waste Department operations with publication of information sheet four times a year.
- E. Provide review of legislative proposals originating from other governments which may have an impact on Metro solid waste operations within seven working days.



Program Overview

Fiscal Year 1984-85

Date: March 6, 1984

FORM 1B

Fund: Operating

Department: Solid Waste

PROGRAM TITLE: Management & Administration

PROGRAM NARRATIVE:

SPECIFIC QUANTIFIABLE TARGETS TO BE ATTAINED (Include dates, standards to be maintained etc where possible):

V. General Administration (cont.)

- F. Prepare a monthly summary of waste flow to all area landfills that collect the Metro user fee.
- G. Provide a yearly summary report of commercial and public haul trips, total waste quantities, and densities.
- H. Provide speakers to interested groups for the purpose of presenting solid waste disposal information. Estimate six presentations per year.
- I. Office supplies on a quarterly basis.
- J. Provide Executive Management with a quarterly status report of Solid Waste activities.

VI. Meetings - Council and Advisory Committee Support

- A. Staff twelve Regional Services Committee (RSC) meetings a year with delivery of agenda to members at least six days prior to meeting.
- B. Staff twelve SWPAC meetings a year with delivery of agenda to members at least six days prior to meeting.
- C. Attend monthly meetings of county solid waste committees in tri-county area.



Personal Services Worksheet

Date: March 6, 1984

Form 3

Department: Solid Waste

Fiscal Year 1984-85

2080 x Hourly Rate = Annual Salary

Program: Mgmt. & Admin.

Job Title	Position #	Current Employee Name	CURRENT BUDGET		PROPOSED BUDGET			Reason for change
			FTE	Annual	FTE	Hourly	Annual	
S.W. Waste Director		Dan Durig	.60	29,210	.412	24.15	\$ 20,700	
Engr/Analys. Mgr.		Doug Drennen	.06	2,120	.01	17.15	360	
Staff Analyst II		Ed Stuhr	.26	4,320	.05	9.40	980	
Staff Analy. I		Evelyn Brown	.33	6,250	.18	9.55	3,580	
S.W. Operat. Mgr.		Norm Wietting	.02	920	.02	19.55	810	
Staff Anal. III		Dennis O'Neil	.08	2,210	.04	14.50	1,210	
Staff Analyst II		Teri Anderson	.76	10,770	.17	12.30	4,350	
Facil. Superv.		Eric Dutson	.10	1,820	.04	10.80	900	
Program Coord.		Jo Brooks		-	.02	7.70	320	
Secretary		Bonnie Langford	.53	7,510	.589	6.65	8,150	
Secretary		Debra Hall	.46	6,760	.543	6.75	7,620	
Admin. Asst.		(vacant)	.85	16,070	.82	8.90	15,180	
Public Inform. Spec		-	.14	3,010	.02	10.65	440	
Office Assist.		(new)		-	.50	4.95	5,150	Help with general clerical over
Legislative Asst.			.17	4,680				-load
Sub-total			4.36	95,650	3.414		69,750	
Merit 4%				4,160			2,790	Above includes 1,375 COLA
Fringe @ 30%				29,650			21,760	
TOTAL PERSONAL SERVICES				129,460			94,300	



PROPOSED BUDGET

1984-85

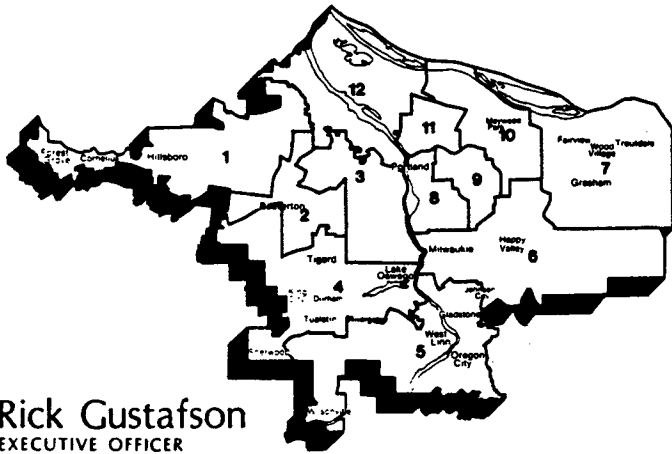
METROPOLITAN SERVICE DISTRICT

*Providing Zoo, Transportation, Solid Waste and
other Regional Services*



METROPOLITAN SERVICE DISTRICT March 1984

527 SW HALL STREET PORTLAND, OREGON 97201 (503) 221-1646



Rick Gustafson
EXECUTIVE OFFICER

C O U N C I L

Corky Kirkpatrick
PRESIDING OFFICER
DISTRICT 4

Ernie Bonner
VICE-PRESIDING OFFICER
DISTRICT 8

Bob Oleson
DISTRICT 1

Sharron Kelley
DISTRICT 7

Richard Waker
DISTRICT 2

Cindy Banzer
DISTRICT 9

Charlie Williamson
DISTRICT 3

Bruce Etlinger
DISTRICT 10

Jack Deines
DISTRICT 5

Marge Kafoury
DISTRICT 11

George VanBergen
DISTRICT 6

Gary D. Hansen
DISTRICT 12

How to use this budget



The purpose of this budget document is to provide clear and concise information about the services, organization and financial resources of your regional government.

The budget is the financial road map for the Metropolitan Service District. It describes Metro's sources of revenue and charts a plan for utilizing those funds during the fiscal year.

The Table of Contents lists each element of this budget document by page number. For your quick reference, the first 11 pages provide an overview of the organization and summary of the budget.

Detailed information about the operating funds and program budgets for each department is contained on pages 15 and 119.

The Appendices on pages 123 through 138 include supplemental information on revenues, allocation of costs and personnel data.

5659B/257

S.W.P. 33

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Budget Message



EXECUTIVE OFFICER'S BUDGET MESSAGE

I am pleased to forward to the Metro Council the proposed FY 1984-85 budget.

This is a budget which reflects the temper of the times: it recognizes the continued scarcity of resources for local governments and it emphasizes improved management to assure delivery of services in an economical manner.

This budget proposes no major new programs. It includes the formal establishment of the Inter-governmental Resource Center, which occurred in January 1984. It proposes no other structural changes. A minor reallocation of personnel and resources is proposed to improve productivity and meet program priorities. The budget includes the position reclassifications from the proposed Pay and Classification Plan. It also includes a 2 percent cost of living adjustment for non-Zoo employees.

This budget recognizes FY 1984-85 as a critical year for achieving financial stability. It includes programs to implement the Council's recently adopted Long-Range Financial Policies which state, among other policies that each major functional area shall have identified sources of revenue. In 1984-85 two functional areas--General Government and the Inter-governmental Resource Center--lose a significant source of revenue as the mandated local dues assessment authority terminates. While the budget anticipates a successful levy vote for the Zoo, it is recognized that the levy is only temporary and that additional effort is necessary to secure a stable operating revenue base for the Zoo.

Program Priorities

Existing programs have been carefully scrutinized and evaluated to ensure that they provide services for which there is need, and that they warrant the resources they seek for the coming fiscal year. Based on that evaluation, I recommend that the Council give particular attention to the following areas:

Solid Waste

Three major issues will be confronting the Solid Waste Department over the next year. Development of a landfill management strategy will be the top priority. The strategy involves possible legislative action, community work, industry work, managing the flow of waste at the St. Johns Landfill, the cooperation with limited use landfills, and the continuation of the landfill siting process for the Wildwood Landfill. A second priority is the completion and implementation of the Systems Plan providing the policy framework in which to carry out our operations. A third priority will be the development of the Washington County Transfer & Recycling Center, which is on its way through the Council approval process and should commence in this fiscal year, but have its major effort in the coming fiscal year.

Zoo

The Zoo is ending the last fiscal year of its



Budget Message

serial levy and will face a test before the voters in May 1984 for continuing financial support. In preparation for that levy request, the proposed budget is conservative and assures the voters that all steps are being taken to use tax dollars only to supplement enterprise revenue. The budget assumes passage of the tax levy this May. The capital projects included are the West Bear Grotto and initial work on Phase I of the Africa-Bush exhibit. The capital projects also depend upon a successful May levy vote.

Intergovernmental Resource Center

This fiscal year is the last year local government dues are mandated by law. A new agreement with other governmental jurisdictions must be reached to continue the coordination program. The Intergovernmental Resource Center has been established to emphasize the services Metro provides. The purpose of the Center is to reduce the data collection and planning costs of area governments, and to strengthen the intergovernmental consensus-building forum for resolving regional issues.

Specific IRC program priorities are as follows:

1. The primary emphasis in the transportation program over the next year will be to further the evaluation of the future of transportation in the Portland region. That will commence with a substantially technical effort of reviewing the data base available for analysis. We have in the last year acquired the tools to improve that capacity

for analysis through our new computer acquisition. The light rail studies and Southwest Corridor efforts are important.

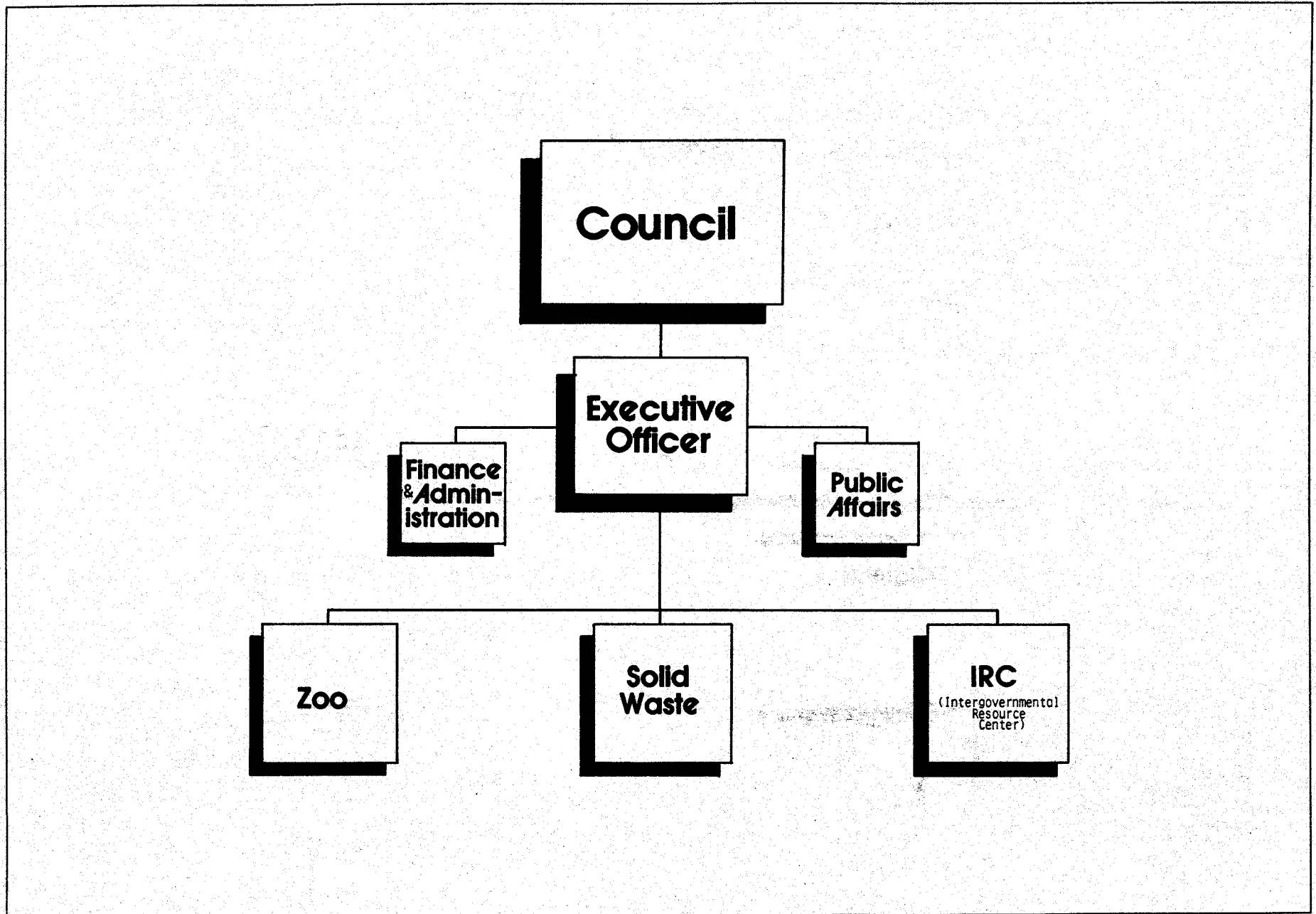
2. The future role of Metro in Criminal Justice Planning will be reviewed and a proposal submitted to the Council. This program will be integrated with the local assistance initiative.
3. Data services has shown progress in this year in generating separate resources and revenues for supporting its effort. The program should continue to receive dues in the next fiscal year and the program clearly states what level of service is being provided for the local government dues being paid.

General Government and Support Services

Financial stability will be the top priority for this functional area. Considerable effort will be expended to identify sources of revenue to support Metro's general government needs. Much of Metro's financial future is controlled by the legislature through the enabling statute. The proposed budget includes a contract for a lobbyist to assist in the development and execution of a significant legislative effort. The legislative effort will also include attention to the needs of the other functional areas.

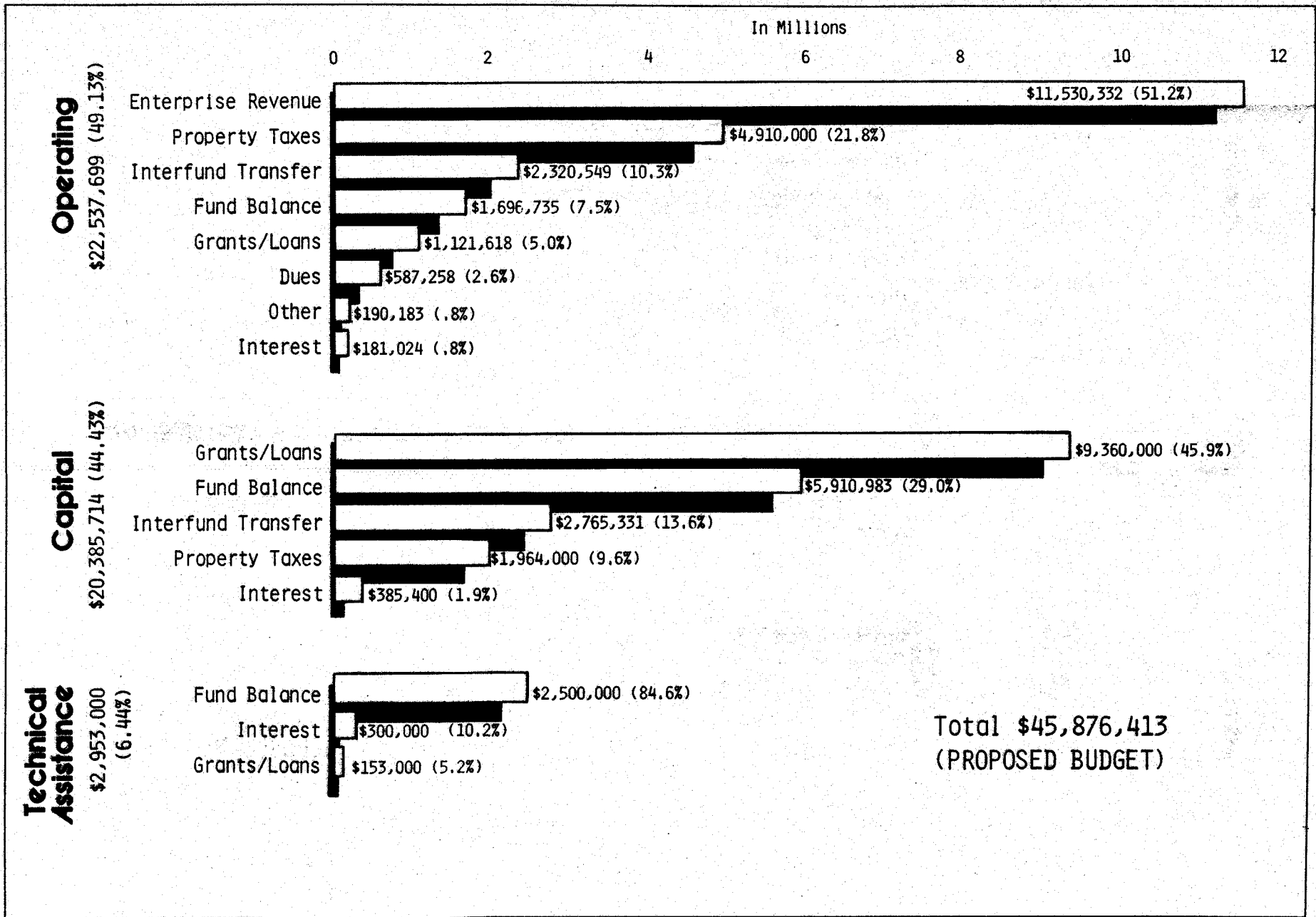
Support services provided centrally to operating departments will continue to be monitored so they are provided in an efficient and effective manner.

Organizational Structure

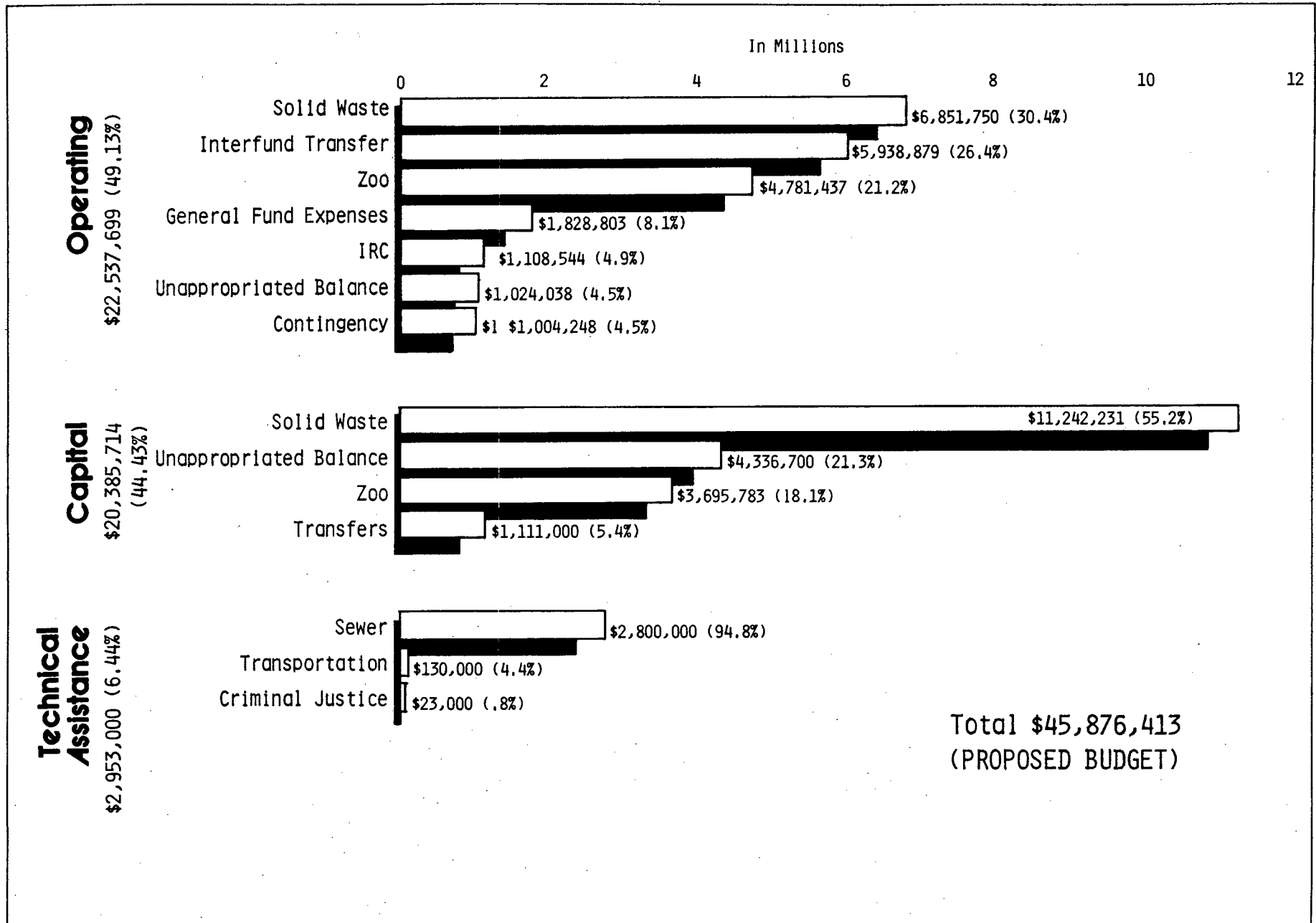




Where the money comes from



Where the money goes





Budget Summary

	General	Intergov'tal Resource	Zoo Operation	Zoo Capital	Solid Waste Operation	Solid Waste Capital	Solid Waste Debt Service	St. Johns Reserve	St. Johns Improvements	Criminal Justice Assistance	Trans. Technical Assistance	Sewer Assistance	Total
Resources													
Dues	587,258	0	0	0	0	0	0	0	0	0	0	0	587,258
Grants/Loans	0	1,039,472	82,146	200,000	0	9,160,000	0	0	0	23,000	130,000	0	10,634,618
Property Taxes	0	0	4,910,000	1,964,000	0	0	0	0	0	0	0	0	6,874,000
Enterprise Revenues	0	0	2,383,852	0	9,146,480	0	0	0	0	0	0	0	11,530,332
Interest	75,000	0	90,024	319,000	16,000	0	0	32,400	34,000	0	0	300,000	866,424
Fund Balance	75,000	2,000	936,735	4,440,483	683,000	1,111,000	0	359,500	0	0	0	2,500,000	10,107,718
Interfund Transfer	1,742,364	578,185	0	0	0	75,000	887,531	171,800	1,631,000	0	0	0	5,085,880
Other	47,000	86,593	56,390	0	200	0	0	0	0	0	0	0	190,183
Total Resources	2,526,622	1,706,250	8,459,147	6,923,483	9,845,680	10,346,000	887,531	563,700	1,665,000	23,000	130,000	2,800,000	45,876,413
Requirements													
Personal Services	1,027,073	851,755	2,874,155	0	794,867	0	0	0	0	0	0	0	5,547,850
Materials & Services	780,180	255,789	1,601,634	0	6,017,483	0	0	0	0	0	0	0	8,655,086
Capital Outlay	21,550	1,000	305,648	0	39,400	0	0	0	0	0	0	0	367,598
Capital Projects	0	0	0	3,695,783	0	9,235,000	0	0	1,119,700	0	0	0	14,050,483
Payments to Other Agencies	0	0	0	0	0	0	0	0	0	23,000	130,000	2,800,000	2,953,000
Loan Payment	0	0	0	0	0	0	887,531	0	0	0	0	0	887,531
Interfund Transfers	573,185	597,706	2,417,321	0	2,350,667	1,111,000	0	0	0	0	0	0	7,049,879
Contingency	101,596	0	259,389	0	643,263	0	0	0	0	0	0	0	1,004,248
Unappropriated Balance	23,038	0	1,001,000	3,227,700	0	0	0	563,700	545,300	0	0	0	5,360,738
Total Requirements	2,526,622	1,706,250	8,459,147	6,923,483	9,845,680	10,346,000	887,531	563,700	1,665,000	23,000	130,000	2,800,000	45,876,413

5660B/257-17/18
03/10/84

Budget Comparison



	FY 1983-84		FY 1984-85		Change	Change
	\$	FTE	\$	FTE	\$	FTE
OPERATIONS						
General Government						
Council	113,417	2.0	119,813	2.0	6,396	0
Executive Management	240,373	5.5	249,370	5.5	8,997	0
Public Affairs	257,264	6.97	236,577	6.7	(20,687)	(.27)
Finance & Administration	1,436,779	22.10	1,223,043	18.25	(213,736)	(3.85)
Transfers, Contingency and Unappropriated Balance	238,063	-	697,819	-	459,756	-
Subtotal	2,285,896	36.57	2,526,622	32.45	240,726	(4.12)
Intergovernmental Resource Center						
Office of the Administrator	0	0	120,150	1.91	120,150	1.91
Transportation	687,920	13.82	697,724	15.10	9,804	1.28
Development Services	261,768	6.0	108,353	3.28	(153,415)	(2.72)
Data Services	0	0	175,571	5.41	175,571	5.41
Criminal Justice	89,393	2.75	6,746	.12	(82,647)	(2.63)
Transfers & Contingency	525,673	-	597,706	-	72,033	-
Subtotal	1,564,754	22.57	1,706,250	25.82	141,496	3.25
Services						
Zoo Operations	9,267,925	113.68	8,459,147	118.41	(808,778)	4.73
Solid Waste Operations	9,433,302	26.15	9,845,680	29.83	412,378	3.68
Subtotal	18,701,227	139.83	18,304,827	148.24	(396,400)	8.41
TOTAL OPERATIONS						
CAPITAL PROJECTS						
Zoo	7,811,307		6,923,483		(887,824)	
Solid Waste	7,090,300		10,346,000		3,255,700	
Debt Service	824,700		887,531		62,831	
St. Johns Reserve	337,500		563,700		226,200	
St. Johns Improvements	0		1,665,000		1,665,000	
TOTAL CAPITAL PROJECTS	16,063,807		20,385,714		4,321,907	
TECHNICAL ASSISTANCE						
Transportation	473,805		130,000		(343,805)	
Criminal Justice	450,000		23,000		(427,000)	
Sewer Assistance	3,320,000		2,800,000		(520,000)	
TOTAL TECHNICAL ASSISTANCE	4,243,805		2,953,000		(1,290,805)	
TOTAL BUDGET	42,859,489	198.97	45,876,413	206.51	3,016,924	7.54

5660B/257-4
03/12/84

ZOO OPERATIONS FUND

Zoo Operations Fund



The Zoo Operations Fund, excluding the tax transfer to the capital fund and the unappropriated balance, will increase about 7.5 percent over FY 1983-84. Part of this increase is attributable to an increase of 4.1 FTE in the staffing level to provide increased maintenance for better care of the public spaces, care of the Alaskan Tundra Exhibit and increases in visitor services and marketing. The budget also reflects an anticipated inflation rate of approximately 5.5 percent and increased utility costs.

It is projected that attendance will grow to 734,000 and that the average length of stay of visitors will increase with the opening of the Alaskan Tundra Exhibit. This will lead to revenue increase from the enterprise activities including admissions, food and gift sales and railway rides. The other major sources of revenue are the serial tax levy and the fund balance.

The Zoo has six operating divisions: Administrative, Animal Management, Buildings and Grounds, Educational Services, Public Relations, and Visitor Services.

The Administrative Division includes the office of the Director, Assistant Director and the Development Officer and is responsible for overall department management, coordination of exhibit design, program planning, fund-raising, internal accounting and budget control, personnel administration, contract management and liaison with the central office.

The Animal Management Division is responsible for animal acquisition, animal care, veterinary services, research activities, participation in the design and

construction observation of new exhibits and maintenance of the library. Bringing the Alaskan Tundra Exhibit on line will be a major task this fiscal year.

The Buildings and Grounds Division is responsible for the maintenance of the Zoo buildings, vehicles, railroad and landscaping. Key objectives of this division continue to be upgrading of the Zoo's appearance, the reliability and safety of the Zoo's vehicles and trains and the efficient use of utilities. The manager of this division will serve as the Zoo's construction manager.

The Educational Services Division is responsible for all education and graphics/exhibits programs of the Zoo. Continued emphasis will be given to expanded graphics/exhibit improvements and outreach activities such as the Zoomobile, the summer Zoo-to-You, In-service Teacher Days, as well as to the In-Zoo Career Days, Animal Talks, Sidewalk Zoologist, Insect Zoo and Children's Zoo programs and summer camps. This division participates significantly in the design of the interpretive aspects of major exhibits.

The Public Relations Division is responsible for the Zoo's information, press and media services, special events, marketing and general promotional efforts. Additional effort is planned this year to analyze and improve marketing techniques.

The Visitor Services Division is responsible for major revenue generation activities including admissions, food, gifts, rentals and ticket sales and schedules for the Zoo Railway. It also is in charge of the security and first aid programs. This division will



Zoo Operations Fund

be significantly involved in the design for the remodeling of the Bear Walk Cafe.

The Zoo Operations Fund budget includes a transfer to the General Fund of \$453,321, a transfer of tax revenues to the Capital Fund of \$1,964,000, a contingency of \$255,610 and unappropriated balances totaling \$1,001,000. The reserved \$401,000 portion of that balance is to be carried forward to meet budget requirements in the last year of the anticipated \$3,000,000 levy for operations.

5659B/257

Zoo Revenue



HISTORICAL DATA		FY 1983-84		PROPOSED BUDGET FY 1984-85		COMMITTEE RECOMMENDATION	COUNCIL APPROVED
ACTUAL \$		BUDGET		DESCRIPTION			
FY 1981-82	FY 1982-83	FTE	AMOUNT	ACCOUNT #	FTE	AMOUNT	
1,361,856	1,412,106		2,050,667				
0	53,628		40,000	5100		936,735	
2,583,680	4,645,187		4,550,000	5200		27,883	
79,349	249,414		300,000	5210		4,500,000	
957,198	944,341		961,900	5300		410,000	
620,110	662,333		691,200	5310		1,103,202	
170,635	207,930		230,400	5320		766,850	
0	3,095		3,240	5330		264,200	
11,685	13,100		14,400	5340		0	
80	535		220	5350		14,700	
213,322	218,517		223,200	5360		0	
3,268	13,756		16,054	5370		234,900	
0	0		42,000*	5380		39,800	
57,012	60,213		10,000	5390		44,263	
22,281	581		15,000	5400		10,000	
0	0		2,000	5410		10,000	
141,388	147,489		113,644	5600		2,370	
96,959	165,743		4,000	5670		90,024	
6,318,823	8,797,968		9,267,925			4,220	
						8,459,147	

*Previously budgeted with donations.

0401C/227-1-03/09
ZOO OP/ZOO/ADMIN



Zoo: Administration

HISTORICAL DATA		FY 1983-84		PROPOSED BUDGET FY 1984-85		COMMITTEE RECOMMENDATION	COUNCIL APPROVED
ACTUAL \$		BUDGET		DESCRIPTION			
FY 1981-82	FY 1982-83	FTE	AMOUNT	ACCOUNT #	DESCRIPTION	FTE	AMOUNT
42,078	49,116	1.0	50,196	6010	<u>Personal Services</u>		
40,576	42,280	1.0	42,366	6020	Director	1.0	50,196
0	6,760	.17	4,680	6030	Assistant Director	1.0	42,204
34,588	36,164	2.0	36,248	6040	Legislative Assistant	0	0
27,280	27,687	1.0	27,687	6050	Secretary	2.0	36,110
2,251	4,660	.25	2,699	6300	Development Analyst	1.0	27,581
204	104		428	6500	Student Intern	.5	5,720
-	-		6,572	6500	Overtime		500
29,975	39,025		47,846	6550	Merit		1,103
176,952	205,796	5.42	218,722	6700	Fringe		47,880
					Total Personal Services	5.5	211,294
					<u>Materials & Services</u>		
7,428	8,321		10,244	7100	Travel Expense		9,600
932	2,966		4,505	7110	Meetings/Conferences		4,500
415	409		1,720	7120	Training & Tuition		1,500
9,272	4,509		6,000	7130	Dues & Subscriptions		4,500
377	510		726	7140	Ads & Legal Notices		750
4,730	7,744		8,000	7150	Printing		8,500
0	0		60,000	7160	Election Expense		0
35,178	39,361		45,385	7230	Telephone		48,180
6,716	10,901		9,000	7300	Postage		10,000
7,284	6,550		7,650	7330	Maint. & Repairs-Equip.		8,200
6,673	9,317		8,480	7410	Supplies-Office		9,000
37,605	13,486		24,590	7500	Contractual Services		29,635
61,323	58,752		75,000	7530	Insurance		75,000
17,540	1,951		3,000	7900	Miscellaneous		3,200
195,473	164,777		264,300		Total Materials & Services		212,565
					<u>Capital Outlay</u>		
3,835	4,005		4,617	8400	Office Furn. & Equip.		4,871
3,835	4,005		4,617		Total Capital Outlay		4,871
376,260	374,578	5.42	487,639		Total Divison	5.5	428,730

0401C/227-2-03/09
ZOO OP/ZOO/ADMIN

Zoo: Animal Management



HISTORICAL DATA		FY 1983-84		PROPOSED BUDGET FY 1984-85		COMMITTEE RECOMMENDATION	COUNCIL APPROVED
ACTUAL \$		BUDGET		DESCRIPTION			
FY 1981-82	FY 1982-83	FTE	AMOUNT	ACCOUNT #	DESCRIPTION	FTE	AMOUNT
<u>Personal Services</u>							
358,650	392,881	21.5	437,380	6010	Animal Keeper	21.0	429,808
101,505	107,452	5.0	109,621	6020	Senior Animal Keeper	6.0	130,290
31,824	35,562	1.0	35,788	6030	Curator	1.0	36,712
16,374	17,631	1.0	17,685	6040	Secretary	1.0	18,034
24,294	26,923	1.0	26,893	6050	Animal Keeper Foreman	1.0	27,602
30,605	33,910	1.0	34,410	6060	Veterinarian	1.0	35,464
19,885	22,008	1.0	22,008	6070	Veterinarian Technician	1.0	22,589
14,747	16,117	1.0	14,616	6080	Nutrition Technician	1.0	15,018
23,379	25,865	1.0	25,870	6090	Research Coordinator	1.0	24,502
5,616	4,043	.5	6,264	6100	Program Assistant 2	.5	6,251
5,768	4,910	.5	4,646	6110	Hospital Attendant	.5	4,628
0	13,493	0	0		Safety Coordinator	0	0
1,994	0		2,336	6560	Shift Differential		2,336
0	3,441	.25	5,136	6300	Temporary		5,136
15,436	19,740		22,500	6500	Overtime/Holiday Pay		22,500
	-		7,382	6550	Merit		6,213
<u>161,358</u>	<u>225,464</u>		<u>231,761</u>	6700	Fringes		<u>236,125</u>
811,435	949,440	34.75	1,004,296		Total Personal Services	35.0	1,023,208
<u>Materials & Services</u>							
10,542	1,697		2,400	7100	Travel Expenses		2,530
0	2,409		2,500	7110	Meetings & Conferences		2,640
253	532		500	7120	Training & Tuition		800
789	1,885		1,500	7130	Dues & Subscriptions		1,500
2,592	4,155		2,100	7310	Maint. & Repairs-Build.		2,600
115,060	135,845		142,600	7420	Supplies		155,600
12,946	8,895		16,000	7430	Animal Purchases		17,000
68,141	61,257		23,500	7500	Contractual Services		27,800
0	16		200	7900	Miscellaneous		200
<u>210,323</u>	<u>216,691</u>		<u>191,300</u>		Total Materials & Services		<u>210,670</u>
<u>Capital Outlay</u>							
568	1,338		6,500	8200	Improvements		10,000
2,642	7,925		12,000	8300	Vehicles/Equipment		10,000
554	338		900	8400	Office Furniture		1,000
<u>3,764</u>	<u>9,601</u>		<u>19,400</u>		Total Capital Outlay		<u>21,000</u>
1,025,522	1,175,732	34.75	1,214,996		Total Division	35.0	1,254,878

0401C/227-3-03/09-ZOO OP/ZOO/AN MGMT



Zoo: Buildings & Grounds

HISTORICAL DATA		FY 1983-84		PROPOSED BUDGET FY 1984-85		COMMITTEE RECOMMENDATION	COUNCIL APPROVED
ACTUAL \$		BUDGET					
FY 1981-82	FY 1982-83	FTE	AMOUNT	ACCOUNT #	DESCRIPTION	FTE	AMOUNT
<u>Personal Services</u>							
27,580	33,473	1.0	29,972	6010	Building & Grounds Mgr.	1.0	29,848
20,988	22,946	1.0	24,033	6020	Master Mechanic	1.0	25,626
10,085	24,322	1.0	27,248	6030	Maint. Electrician	1.0	27,248
21,424	22,922	1.0	23,009	6040	Maint. Mechanic	1.0	22,922
42,073	71,350	2.0	51,392	6050	Maint. Worker 3	2.42	53,054
0	0	.67	7,373	6060	Maint. Worker 3-PT	.25	5,481
88,876	82,990	4.0	83,352	6070	Maint. Worker 2	4.0	83,032
80,821	67,158	3.0	62,019	6080	Maint. Worker 1	5.35	98,639
0	0	1.34	17,308	6090	Maint. Worker 1-PT	.95	15,966
13,795	15,614	1.0	14,165	6100	Secretary	1.0	16,557
22,548	21,505	1.0	16,699	6110	Senior Gardener	1.0	23,608
19,970	12,679	1.0	20,838	6120	Gardener 2	1.0	20,758
52,750	55,435	4.0	54,841	6130	Gardener 1	4.0	74,712
10,466	0	.75	29,368	6140	Laborer	.79	11,633
0	0		12,260	6150	Maint. Foreman	1.0	24,523
0	32,918	0	0	6300	Temporary		0
13,790	0	0	0		Track Crew		0
-	-		1,706	6550	Merit		1,185
19,789	24,099		21,270	6500	Overtime		21,270
<u>123,134</u>	<u>143,679</u>		<u>149,056</u>	6700	Fringe		<u>159,847</u>
568,089	631,090	22.76	645,909		Total Personal Services	25.76	715,909
<u>Materials & Services</u>							
1,860	997		1,310	7100	Travel Expenses		1,500
1,022	253		770	7120	Training & Tuition		1,065
524	1,044		900	7130	Dues & Subscriptions		900
66,124	79,459		70,562	7200	Utilities-Electricity		75,000
132,336	160,918		173,101	7210	Utilities-Water		184,000
90,262	103,082		103,500	7220	Utilities-Other		110,000
62,086	45,127		47,971	7310	Maint. & Repairs-Building		52,633
1,800	2,840		2,470	7360	Equipment Rental		2,470
62,276	60,392		62,842	7420	Supplies		62,842
16,833	34,421		47,318	7500	Contractual Services		54,000
0	2,310		3,000	7700	Lease Payments-Equipment		3,000
0	1,081		2,455	7900	Miscellaneous		2,455
0	100		0		Meetings/Conferences		0
<u>435,123</u>	<u>492,024</u>		<u>516,199</u>		Total Materials & Services		<u>549,865</u>

0401C/227-4-03/09-ZOO OP/Zoo/B&G

Zoo: Buildings & Grounds



HISTORICAL DATA		FY 1983-84		PROPOSED BUDGET FY 1984-85		COMMITTEE RECOMMENDATION	COUNCIL APPROVED
ACTUAL \$		BUDGET					
FY 1981-82	FY 1982-83	FTE	AMOUNT	ACCOUNT #	DESCRIPTION	FTE	AMOUNT
52,203	93,939		168,200	8200	<u>Capital Outlay</u>		
113,376	69,669		48,400	8300	Improvements		172,229
0	20,737		8,000	8400	Vehicles/Equipment		75,600
165,579	184,345		224,600		Office Furn./Equip.		4,000
					<u>Total Capital Outlay</u>		<u>251,829</u>
1,168,791	1,307,459	22.76	1,386,708		<u>Total Division</u>	25.76	1,517,603

0401C/227-5-03/09
ZOO OP/Zoo/B&G



Zoo: Educational Services

HISTORICAL DATA		FY 1983-84		PROPOSED BUDGET FY 1984-85				COMMITTEE RECOMMENDATION	COUNCIL APPROVED
ACTUAL \$		BUDGET		ACCOUNT #	DESCRIPTION	FTE	AMOUNT		
FY 1981-82	FY 1982-83	FTE	AMOUNT					FTE	AMOUNT
26,962	29,339	1.0	30,151	6010	<u>Personal Services</u>				
41,880	45,368	2.0	47,732	6020	Education Servs. Mgr.	1.0	31,366		
20,946	23,503	1.0	23,741	6030	Education Servs. Spec.	2.0	49,130		
12,720	28,720	2.0	30,626	6040	Graphics Coordinator	1.0	24,565		
15,563	18,307	1.0	17,644	6050	Graphic Designer	2.0	33,548		
6,970	7,866	1.0	14,929	6060	Secretary	1.0	17,742		
19,536	20,703	1.0	20,546	6070	Program Assistant 2	1.0	15,621		
8,842	8,225	.5	10,273	6080	Animal Keeper	1.0	20,467		
3,789	5,319	.4	4,157	6090	Animal Keeper-PT	.5	10,234		
8,822	4,614	.4	5,779	6100	Insect Zoo Coordinator	.2	3,588		
4,210	2,029	.2	2,889	6110	Insect Zoo Assistant	.6	6,680		
6,333	3,244	.4	4,494	6120	Zoo-To-You Coordinator	.2	2,670		
4,134	6,589	.4	7,062	6130	Zoo-To-You Assistant	.4	3,825		
5,527	5,838	.3	5,778	6140	Children's Zoo Vol. Sup.	.4	5,905		
1,391	0	0	0	6150	Sidewalk Zoologist	.3	6,780		
0	0	.2	2,860	6160	Part-Time Employees	0	0		
0	0	.6	5,940	6170	Summer Camp Coordinator	.2	3,900		
0	0		0	6180	Summer Camp Counselors	.6	6,960		
0	0		0	6190	Zoo Adventures Coordinator	.1	1,280		
0	0		0	6200	Jr. Zoo Researcher Coord.	.1	1,056		
0	0		0	6300	Summer Camp Spec.-Preschool	.2	1,880		
0	0		1,250	6400	Summer Camp Spec.-Primary	.2	1,880		
60	705		1,000	6500	Temporary		1,682		
-	-		6,619	6550	Overtime		500		
39,808	58,584		60,093	6700	Merit		1,283		
227,293	268,953	12.4	303,563		Fringe		65,592		
					<u>Total Personal Services</u>	13.0	318,134		
2,681	877		3,500	7100	<u>Materials & Services</u>				
0	1,954		600	7110	Travel Expenses		1,430		
974	1,086		500	7120	Meetings & Conferences		715		
673	861		900	7130	Training & Tuition		450		
0	12,860		11,000	7150	Dues & Subscriptions		1,200		
361	243		1,000	7330	Printing		11,000		
791	124		300	7360	Maint. & Repairs-Equip.		925		
18,756	16,840		20,000	7410	Equipment Rental		300		
34,941	25,288		26,200	7500	Supplies		23,000		
0	568		1,000	7900	Contractual Services		24,648		
59,177	60,701		65,000		Miscellaneous		800		
					<u>Total Materials & Services</u>		64,468		

0401C/227-6-03/09-200 OP/Zoo/ED SER

Zoo: Educational Services



HISTORICAL DATA ACTUAL \$		FY 1983-84 BUDGET		PROPOSED BUDGET FY 1984-85		COMMITTEE RECOMMENDATION	COUNCIL APPROVED
FY 1981-82	FY 1982-83	FTE	AMOUNT	ACCOUNT #	DESCRIPTION		
<u>1,510</u>	<u>1,791</u>		<u>2,000</u>	8400	<u>Capital Outlay</u>		
1,510	1,791		2,000		Office Furn./Equip.		<u>2,100</u>
					Total Capital Outlay		2,100
287,980	331,445	12.4	370,563		Total Division	13.0	384,702

0401C/227-7-03/09
ZOO OP/ZOO/ED SER



Zoo: Public Relations

HISTORICAL DATA ACTUAL \$		FY 1983-84 BUDGET		PROPOSED BUDGET FY 1984-85		COMMITTEE RECOMMENDATION	COUNCIL APPROVED
FY 1981-82	FY 1982-83	FTE	AMOUNT	ACCOUNT #	DESCRIPTION		
25,314	27,379	1.0	27,186	6010	<u>Personal Services</u>		
16,837	22,219	1.5	26,591	6020	Public Info. Coord.	1.0	28,995
8,615	6,120	0	0		Program Assistant 2	2.0	34,778
0	0	0	0	6030	Photographer/Reserv.	0	0
0	0	.15	1,104	6300	Education Servs. Spec.	.15	1,104
	-		2,151	6550	Temporary Help	0	0
<u>12,668</u>	<u>15,780</u>		<u>15,969</u>	6700	Merit		1,793
63,434	71,498	2.65	73,001		Fringe		<u>19,242</u>
					Total Personal Services	3.15	85,912
					<u>Materials & Services</u>		
454	1,711		1,800	7100	Travel Expenses		1,800
0	237		100	7110	Meetings & Conferences		100
237	423		300	7120	Training & Tuition		300
1,265	1,093		1,465	7130	Dues & Subscriptions		1,465
16,020	19,273		0	7140	Ads & Legal Notices		0
14,626	8,852		21,622	7150	Printing		36,875
0	0		180	7330	Maint. & Repairs-Equip.		180
0	0		970	7360	Equipment Rental		500
3,749	3,785		3,922	7410	Supplies-Office		3,900
0	0		21,665	7420	Supplies-Other		6,180
25,837	26,058		34,943	7500	Contractual Services		61,516
0	53		<u>1,200</u>	7900	Miscellaneous		200
<u>62,188</u>	<u>61,485</u>		<u>88,167</u>		Total Materials & Services		<u>113,016</u>
					<u>Capital Outlay</u>		
<u>4,203</u>	<u>229</u>		<u>2,949</u>	8400	Office Furn./Equip.		<u>2,110</u>
4,203	229		2,949		Total Capital Outlay		2,110
129,825	133,212	2.65	164,117		Total Division	3.15	201,038

0401C/227-8-03/09
ZOO OP/ZOO/PUB REL

Zoo: Visitor Services



HISTORICAL DATA ACTUAL \$		FY 1983-84 BUDGET		PROPOSED BUDGET FY 1984-85		COMMITTEE RECOMMENDATION	COUNCIL APPROVED
FY 1981-82	FY 1982-83	FTE	AMOUNT	ACCOUNT #	DESCRIPTION		
<u>Personal Services</u>							
26,462	29,606	1.0	29,942	6010	VS Manager	1.0	30,722
20,434	22,854	1.0	23,031	6020	Food Services Manager	1.0	22,942
6,589	17,502	1.0	17,560	6030	Retail Manager	1.0	18,699
15,163	17,264	1.0	17,268	6040	Secretary	1.0	17,790
13,042	13,903	1.0	14,010	6050	Storekeeper	1.0	14,317
20,612	17,242	1.4	16,004	6060	Asst. Food Service Mgr.	2.1	25,262
24,541	25,559	2.0	27,929	6070	Clerk (Cashroom)	2.0	27,822
33,998	34,954	3.5	40,684	6080	Typist/Receptionist	3.5	41,360
21,021	26,194	1.6	26,092	6090	Stationmaster	1.6	25,992
124,460	131,601	18.2	157,080	6100	VS Workers-Food	17.5	150,738
22,450	21,506	3.0	26,831	6110	VS Workers-Retail	3.0	27,581
0	0	1.0	16,704	6120	Safety Coordinator	1.0	17,638
0	0		0	6300	Temporary	.3	3,276
5,693	5,594		4,200	6500	Overtime		4,600
-	-		4,741	6550	Merit		4,884
75,905	94,666		81,254	6700	Fringe		86,075
410,370	458,445	35.7	503,330		Total Personal Services	36.0	519,698
<u>Materials & Services</u>							
870	2,342		2,500	7100	Travel Expenses		2,500
0	420		500	7120	Training & Tuition		500
1,231	1,004		950	7130	Dues & Subscriptions		1,150
9,546	3,024		3,500	7330	Maint. & Repairs-Equip.		3,500
264,898*	313,967*		188,000	7400	Merchan. for Resale (Food)		212,000
0	0		120,000	7400	Merchan. for Resale (Gifts)		135,000
42,369	43,556		55,000	7420	Supplies-Other		60,000
2,317	3,889		37,535	7500	Contractual Services		36,400
104	0		0		Miscellaneous		0
321,335	368,202		407,985		Total Materials & Services		451,050
<u>Capital Outlay</u>							
5,680	1,607		0	8400	Office Furniture		23,738
10,868	16,113		22,500	8300	Vehicles/Equipment		0
16,548	17,720		22,500		Total Capital Outlay		23,738
748,253	844,367	35.7	933,815		Total Division	36.0	994,486

*All resale items, food and gifts, included.

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Zoo

Transfers & Contingency

HISTORICAL DATA		FY 1983-84		PROPOSED BUDGET FY 1984-85		COMMITTEE RECOMMENDATION	COUNCIL APPROVED
ACTUAL \$		BUDGET					
FY 1981-82	FY 1982-83	FTE	AMOUNT	ACCOUNT #	DESCRIPTION	FTE	AMOUNT
362,957	389,252		418,280	9100	<u>Transfers & Contingency</u>		
807,129	2,191,255		3,355,072	9200	Transfer to General Fund		453,321
0	0		136,735	9700	Transfer to Capital Fund		1,964,000
1,170,086	2,580,507		3,910,087		Contingency		259,389
					Total Transfers & Contingency		2,676,710
1,412,106	2,050,668		800,000	9800	Unappropriated Fund Balance		1,001,000
					Total Expenditures -		
<u>6,318,823</u>	<u>8,797,968</u>	<u>113.68</u>	<u>9,267,925</u>		Zoo Operations Fund	<u>118.41</u>	<u>8,459,147</u>

0401C/227-10-03/09
ZOO OP/Zoo/T&C

ZOO CAPITAL FUND

Zoo Capital Fund



The Zoo Capital Fund provides for a capital improvement program at the Zoo. Funding for the current year includes the remodelling of the Bear Grottos and design of the Africa-Bush Phase I. We will continue construction on the Alaskan Tundra Exhibit. Smaller projects include improvements to the Sculpture Garden and Elephant Museum. These projects implement the Zoo Master Plan. The unappropriated balance is reserved for completion of the Africa-Bush Phase I.

5659B/257



Zoo Capital Fund

HISTORICAL DATA		FY 1983-84		PROPOSED BUDGET FY 1984-85		COMMITTEE RECOMMENDATION	COUNCIL APPROVED
ACTUAL \$		BUDGET		DESCRIPTION			
FY 1981-82	FY 1982-83	FTE	AMOUNT	ACCOUNT #	FTE	AMOUNT	
0	1,550,302		3,186,781				
0	0		76,000	5100		4,440,483	
2,183,893	0		0	5200		0	
96,488	667,573		100,000	5390		1,964,000	
165,011	241,357		307,995	5600		200,000	
0	0		785,459	5670		319,000	
807,129	2,191,255		3,355,072	5820		0	
3,252,521	4,650,487		7,811,307			0	
						6,923,483	
107,048	1,071		0	8710		0	
746,298	48,310		100,000	8720		100,000	
213,129	594,049		140,000	8730		0	
367,168	0		0			0	
22,500	409,780		2,039,757	8750		263,483	
0	22,331		50,000	8760		0	
65	1,730		96,000	8770		94,000	
0	7,090		0			0	
57,027	0		0			0	
4,792	2,893		6,000	8800		6,000	
170,597	64,985		0	8810		0	
10,647	59,946		77,500	8820		100,000	
0	52,645		117,500	8830		0	
0	0		0	8840		1,055,000	
2,948	198,876		80,000	8850		0	
0	0		40,000	8860		0	
0	0		15,000	8870		0	
0	0		489,000	8880		2,077,300	
0	0		180,067	9700		0	
1,550,302	3,186,781		0			3,227,700	
			4,380,483			0	
3,252,521	4,650,487		7,811,307			6,923,483	

Resources
 Fund Balance-Beginning 4,440,483
 Federal Grants 0
 Property Taxes 1,964,000
 Donations & Bequests 200,000
 Interest on Investments 319,000
 Miscellaneous Income 0
 Trans. from Zoo Oper. Fund 0
Total Resources 6,923,483

Capital Projects
 Primate Project 0
 Cascade Project 100,000
 Penguinarium Project 0
 Maint. & Repairs-Build. 0
 Alaskan Exhibit 263,483
 VS Improvements 0
 Elephant Museum 94,000
 Steam Engine Boiler 0
 Emergency Generator 0
 Sculpture Garden 6,000
 Lemur Island 0
 Misc. Exhibit Improv. 100,000
 Update Master Plan 0
 African Bush-Phase I 1,055,000
 Sculpture Fountain 0
 Dinosaur Park 0
 Cascades Stream & Pond 0
 Bear Grottos 2,077,300
 Contingency 0
 Unappropriated Balance 3,227,700
 Fund Balance-Reserved 0
Total Capital Projects 6,923,483

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 ZOO CAP/ZOO/REV & CAP PJTS

SOLID WASTE OPERATIONS FUND

Solid Waste Operations Fund



Metro's Solid Waste Department is responsible for regional solid waste planning and disposal. The department goals are to:

1. Operate Metro facilities in an environmentally sound and financially prudent manner.
2. Reduce the amount of solid waste generated and increase recycling participation.
3. Identify, plan and provide for the development of a solid waste disposal system that is efficient, economical and environmentally responsible.

The department has seven major programs.

Management and Administration

FY 1983-84 proved to be a year of consolidation and new directions for the department. Several new staff members were hired and attention focused on management of the current disposal system and development of long-term solutions to the regional solid waste problem.

Substantial progress was made in rational management procedures with the creation of a long-range financial plan, an examination of financial policies that guide the department's operation, and institution of a field audit program at franchised and authorized facilities.

For FY 1984-85 the emphasis of Management and Administration will shift from planning toward

development and operations. A significant commitment to supporting the Metro legislative process and solid waste advisory groups is highlighted by a new sub-program called Council and Advisory Committee Support.

St. Johns Landfill

During FY 1983-84 Metro will have completed its fourth full year of operation at the St. Johns Landfill, which we lease from the City of Portland.

The waste delivered to St. Johns increased from 40 percent of the region's total to 70 percent in FY 1983-84, and is expected to remain approximately at that level. The base disposal rates for St. Johns decreased during the past year from \$10.33 per ton to \$9.80 per ton due to the lower unit cost for disposal of higher volumes.

In FY 1984-85 on-site staffing requirements will be maintained at approximately the same level as FY 1983-84. The FY 1984-85 total revenue for St. Johns is expected to be \$5,237,000, which corresponds to a volume of approximately 523,000 tons of waste.

By fall 1984 filling operations will move to the new 55-acre expansion area. Approximately 40 acres of completed area will receive final cover, seeding and final roads during this fiscal year. Under one of the new programs anticipated in this fiscal year, we anticipate contracting with a local community organization to clean up litter from the landfill to I-5 along Columbia Boulevard.



Solid Waste Operations Fund

By the end of FY 1983-84 an independent analysis will be completed, and in early FY 1984-85 a decision is expected to be reached by the Metro Council on the implementation strategy for mining methane from St. Johns. Regardless of the procurement option selected, it is anticipated that construction of the project will be underway by the end of the fiscal year.

Administratively, the focus for this year's program will be the management of the landfill resource. This will require the evaluation of potential methods of diversion from the landfill and/or increasing capacities and improving the methods for estimating the closure date. During this fiscal year the closure plan will be updated as required under the new state regulations.

Finally, work on the bid documents for the operations contract which expires in October of 1985 will be initiated in the latter months of FY 1984-85.

Clackamas Transfer & Recycling Center (CTRC)

During FY 1983-84, Metro will have completed its first full year of operations at CTRC. As a replacement for Rossman's Landfill in Oregon City, which closed in June 1983, CTRC is projected to handle approximately 228,000 tons of waste or 31 percent of the region's waste during July 1983-June 1984. During that same period the facility will have recycled about \$48,000 worth of material.

CTRC is financed by a combination of the Regional Transfer Charge (RTC) and a Convenience Charge. The RTC is imposed at all facilities that receive waste from the Metro region and funds approximately

77 percent of the cost of CTRC. The Convenience Charge is levied only at CTRC and generates about 23 percent of the revenue.

The operation of CTRC in FY 1984-85 is expected to follow the same course as last year. Metro will operate the gatehouse directly and manage the operations contract which provides for the physical operation of the transfer station and hauling of the waste to the St. Johns Landfill.

The three and one-half year operations contract was awarded to the lowest bidder, Genstar Waste Technology Group, in July 1982.

The FY 1984-85 budget anticipates a review of the recycling center operation of CTRC in view of the new state of Oregon regulations which will require curbside collection of recyclable materials by 1986.

The FY 1984-85 budget anticipates a continuation of several litter-reduction and clean-up programs as well as a new effort. We will continue to charge double for uncovered loads, sell tarpaulins, clean up Washington Street daily, and on-site at least once daily. In addition, we anticipate contracting with a local community organization to provide litter pick up over a wider area on a monthly basis.

Waste Reduction

Metro's role in recycling is in the second of three stages of development. The first three years are characterized as foundation building and filling in the infrastructure. Stage two, precipitated by the passage of a new law on recycling and solid waste management (SB 405), will be the focus for the next

Solid Waste Operations Fund



two years. The last stage will find Metro in the role of managing a solid waste disposal system that is the embodiment of the state's laws and policy on solid waste management.

The passage of the Recycling Opportunity Act, SB 405, marks FY 1983-84 as a watershed for recycling and solid waste management in the state of Oregon.

The opportunity to recycle is defined by the law as providing promotion, education, curbside collection and/or drop-off centers to the public, not later than July 1, 1986. Cities, counties and the Department of Environmental Quality (DEQ) were delegated the primary responsibility for implementing this portion of the law. The Act also designated major policy changes for solid waste management in Oregon by establishing these priorities: 1) reduce the amount of solid waste generated; 2) reuse materials; 3) recycle material; 4) recover energy from solid waste that cannot be reused or recycled, and 5) dispose of the remaining solid waste that cannot be reused, recycled or from which energy cannot be recovered. With this budget, Metro will be able to meet its obligations under the new law.

With three years of experience in building the region's recycling infrastructure through promotion, information, education, research, development and financial incentives, the FY 1984-85 Waste Reduction Program will assist cities and counties in implementing the Recycling Opportunity Act. Staff technical assistance will be offered in promotion, education and curbside collection. The possibility of a recycling equipment loan program for the cities and counties will also be examined for implementation in FY 1985-86.

The more traditional promotion, information, education functions of the Waste Reduction Program will be maintained. The Recycling Information Center will continue to be promoted as a focal point for telephone assistance to the public. General multi-media promotions on the need to recycle will be updated and reflect the new recycling law. The education program will conduct a series of workshops for teachers on building recycling into their curriculum plans. Staff time has also been budgeted to produce a report on market development roles for Metro.

System Planning

The need to update the Solid Waste Management Plan became a priority in FY 1983-84. During this period the staff developed alternatives for the long-term disposal of solid waste for this region. Options for recycling/reusing material, and for processing, transferring and landfilling refuse will be completed by the end of FY 1983-84. Also, the period for reviewing the alternatives and receiving comments from the public will be underway.

In FY 1984-85 the updated management plan is expected to be completed. A document summarizing the recommended plan of action will be prepared. Public hearings on the final plan will take place. After considering the response from this review, the final plan will be presented to the Metro Council for approval.

Adoption of the Solid Waste Management Plan will mark the first major update since the original plan was adopted in 1975. A capital investment plan will then be prepared. Criteria and guidelines for evaluating and responding to specific proposals will be developed



Solid Waste Operations Fund

and approved. Finally, programs for future efforts in waste reduction will be defined and set into action.

Wildwood

The FY 1984-85 budget for the Wildwood project is similar to that of the previous year. Many of the tasks in the FY 1983-84 budget were deferred because of uncertainty about the legal status of the land use approval issued by Multnomah County. Following an adverse ruling by the Land Use Board of Appeals, the Metro Council directed staff to appeal this ruling to the Oregon Court of Appeals and also to ask Multnomah County to modify its landfill siting criteria and process so it would be possible to locate a landfill in the county. Most solid waste staff effort has been focused on giving assistance to legal counsel in pursuing both courses of action.

Major tasks for the Wildwood project during FY 1984-85 are reauthorization of the Wildwood site by Multnomah County and further technical studies leading to a preliminary design and operations plan. Other important tasks include keeping citizens informed about the landfill development process and, after authorization by the Metro Council, obtaining financing to acquire the Wildwood site.

Washington County Transfer & Recycling Center

A transfer station to service the western portion of the region is part of the current Solid Waste Management Plan. In FY 1983-84 an advisory committee representing local jurisdictions in Washington County completed its work and recommended that Metro proceed with Metro's second transfer station. The Council

considered this action and authorized staff to begin. The process to select a site is underway. The budget for this fiscal year includes preparing the final plans and beginning the construction.

To complete this project, Metro will seek funds through the Pollution Control Bonds issued by DEQ. Funds will pay for purchasing the property, completing the design and beginning construction. When completed, in the following fiscal year, the transfer and recycling center will provide local collectors, and the public, with a permanent location to haul their waste.

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Solid Waste Revenue



HISTORICAL DATA		FY 1983-84		PROPOSED BUDGET FY 1984-85		COMMITTEE RECOMMENDATION	COUNCIL APPROVED
ACTUAL \$		BUDGET		DESCRIPTION			
FY 1981-82	FY 1982-83	FTE	AMOUNT	ACCOUNT #	FTE	AMOUNT	
749,396	711,762		326,000	4300		683,000	
0	0		100	5030		200	
0	550		500	5520		500	
2,735,777	3,912,398		5,650,573	5500		5,466,780	
0	0		1,451,560	5580		466,000 1,792,400	
0	0		687,669	5590		496,300 466,000	
0	0		1,000	5610		6,000	
0	0		25,500	5320		2,000	
1,201,685	198,185		0			0	
3,327	0		0			0	
167,772	71,615		0			0	
0	333		5,000	5540		66,000	
1,152,644	1,726,172		1,255,400	5530		1,347,200	
118,975	33,392		30,000	5600		16,000	
21,527	27,045		0			0	
6,151,103	6,681,452		9,433,302			9,845,680	
				Resources			
				Fund Balance-Beginning		683,000	
				Documents & Publications		200	
				Franchise Fee		500	
				Disposal Fees		5,466,780	
				Regional Transfer Charge		466,000 1,792,400	
				Convenience Charge		496,300 466,000	
				Finance Charge		6,000	
				Concessions		2,000	
				Transfer from SW Capital		0	
				Portland Recycling Fee		0	
				Federal Grants		0	
				Salvage Revenue		66,000	
				User Fees		1,347,200	
				Interest		16,000	
				Miscellaneous		0	
				Total Resources		9,845,680	

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SW OP/SW



Solid Waste

HISTORICAL DATA		FY 1983-84		PROPOSED BUDGET FY 1984-85		COMMITTEE RECOMMENDATION	COUNCIL APPROVED
ACTUAL \$		BUDGET					
FY 1981-82	FY 1982-83	FTE	AMOUNT	ACCOUNT #	DESCRIPTION	FTE	AMOUNT
					<u>Personal Services</u>		
41,323	38,754	1.0	48,510	6010	SW Director	1.0	50,229
24,581	37,188	1.0	38,240	6020	Operations Manager	1.0	40,648
30,972	32,963	1.0	34,060	6030	Engineering Manager	1.0	35,669
12,246	10,490	0	0		Senior Analyst	0	0
79,302	60,407	2.0	53,980	6040	Analyst 3	2.0	55,758
48,388	28,834	1.0	53,980	6050	SW Engineer	1.0	24,761
36,288	46,719	4.0	68,240	6060	Analyst 1	1.0	19,875
14,040	4,386	0	0	6070	Engineer Technician	0	0
26,339	0	0	0	6080	Operations Assistant	0	0
0	18,082	1.0	18,980	6100	Facilities Supervisor	1.0	20,008
13,595	14,259	1.0	14,810	6110	Program Coordinator	1.0	16,011
18,928	12,091	.75	10,570	6120	Public Info. Spec.	1.03	22,821
18,910	0	0	0	6130	Analyst 2	4.0	78,212
0	6,773	.17	4,680	6140	Legislative Assistant	0	0
22,970	14,427	0	0		Field Office Manager	0	0
11,170	22,011	0	0		Senior Accountant	0	0
35,309	30,531	1.88	26,920	6150	Secretary	2.0	27,866
51,480	68,394	8.35	100,750	6160	Gatehouse Attendant	6.95	83,070
10,046	10,035	1.0	11,110	6170	Program Assistant 1	1.0	13,210
13,695	0	0	0		Sr. Gatehouse Attendant	0	0
17,360	18,343	1.0	18,980	6180	Admin. Assistant 1	1.0	18,516
23,222	0	0	0		Environmental Planner	0	0
0	23,328	1.0	26,020	6190	Waste Reduction Manager	1.0	28,075
0	0	0	0	6200	Office Assistant	1.0	10,300
0	0	0	0	6210	Lead Gatehouse Attendant	2.0	27,540
0	0	0	0	6300	Temporary	.05	570
7,097	0	0	0		Assistant Legal Counsel	0	0
19,734	0	0	0		Staff Assistant	0	0
7,552	7,665		14,290	6500	Overtime	0.8	14,775
-	-		20,910	6550	Merit		23,516
<u>144,473</u>	<u>180,648</u>		<u>150,365</u>	6700	Fringe		<u>183,437</u>
729,020	686,328	26.15	687,785		Total Personal Services	29.83	794,867

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SW OP/SW

Solid Waste



HISTORICAL DATA		FY 1983-84		PROPOSED BUDGET FY 1984-85		COMMITTEE RECOMMENDATION	COUNCIL APPROVED
ACTUAL \$		BUDGET		DESCRIPTION			
FY 1981-82	FY 1982-83	FTE	AMOUNT	ACCOUNT #	FTE	AMOUNT	
<u>Materials & Services</u>							
11,166	8,212	14,225	7100	Travel Expense		15,300	
10,638	3,653	8,120	7110	Meetings & Conferences		10,220	
2,110	266	1,650	7120	Training & Tuition		2,300	
85,661	4,769	3,720	7130	Dues & Subscriptions		3,400	
38,020	3,860	38,000	7140	Ads & Legal Notices		19,525	
15,894	8,132	28,570	7150	Printing		35,900	
1,974	2,001	3,000	7200	Utilities-Electricity		3,000	
0	0	0	7210	Utilities-Water		12,000	
0	145	0	7220	Utilities-Other		0	
5,036	6,557	11,350	7230	Telephone		8,400	
2,252	1,656	6,600	7300	Postage		7,350	
10,136	0	4,300	7310	Maint. & Repairs-Build.		9,300	
0	11,068	38,600	7330	Maint. & Repairs-Equip.		41,000	
1,716	1,268	500	7360	Equipment Rental		0	
0	0	25,500	7400	Merch. for Resale-Nonfood		50,000	
16,125	3,481	8,095	7410	Supplies-Office		7,905	
0	0	2,100	7420	Supplies-Other		2,100	
3,272,459	3,150,847	5,386,725	7500	Contractual Services		5,406,733	
0	0	0	7510	Payments to Other Agencies		86,200	
32,393	711	10,275	7520	Data Processing		14,100	
5,135	0	12,000	7530	Insurance		12,000	
0	0	40,500	7600	Bad Debts		0	
172,877	183,960	220,800	7750	Lease Payment-Building		270,000	
0	0	3,000	7770	Lease Payment-Equipment		500	
511	0	250	7900	Miscellaneous		250	
3,684,103	3,390,586	5,867,880		Total Materials & Services		6,017,483	
<u>Capital Outlay</u>							
0	22,899	0	8300	Vehicles & Equipment		0	
5,275	5,655	17,400	8400	Office Furn. & Equipment		20,400	
0	0	0	8200	Improvements		19,000	
5,275	28,554	17,400		Total Capital Outlay		39,400	

0401C/227-17-03/09
SW OP/SW



Solid Waste: Management & Administration

HISTORICAL DATA		FY 1983-84		FOR INFORMATION ONLY				COMMITTEE RECOMMENDATION	COUNCIL APPROVED
ACTUAL \$		BUDGET		PROPOSED BUDGET FY 1984-85					
FY 1981-82	FY 1982-83	FTE	AMOUNT	ACCOUNT #	DESCRIPTION	FTE	AMOUNT		
					<u>Personal Services</u>				
	36,166	.60	29,210	6010	SW Director	.41	20,700		
	18,049	.85	16,070	6180	Admin. Assistant	.82	15,180		
	23,745	.99	14,270	6150	Secretary	1.13	15,770		
	18,351	.59	10,570	6060	Analyst 1	.18	3,580		
	105	.14	3,010	6120	Public Info. Spec.	.02	440		
	8,054	.06	2,120	6030	Engineering Manager	.01	360		
	0	.10	1,820	6100	Facilities Supervisor	.04	900		
	26,691	.84	12,980	6040	Analyst 3	.21	5,560		
	0	0	0	6130	Analyst 2	.05	980		
	6,507	.02	920	6020	Operations Manager	.02	810		
	6,773	.17	4,680	6140	Legislative Assistant	0	0		
	2,484		0		SW Engineer	0	0		
	22,011		0		SW Accountant	0	0		
	2,741		0		Engineer Technician	0	0		
	75		0		Senior Analyst	0	0		
	4,431		0		Waste Reduction Manager	0	0		
	0		0	6110	Program Coordinator	.02	320		
	0		0	6200	Office Assistant	.5	5,150		
	-		4,160	6550	Merit		2,790		
	67,294		29,650	6700	Fringe		21,760		
	243,161	4.36	129,460		Total Personal Services	3.41	94,300		
					<u>Materials & Services</u>				
	1,976		4,400	7100	Travel Expense		3,500		
	1,661		3,900	7110	Meetings & Conferences		3,900		
	246		1,100	7120	Training & Tuition		500		
	1,240		1,625	7130	Dues & Subscriptions		1,550		
	350		700	7140	Ads & Legal Notices		500		
	54		2,325	7150	Printing		1,500		
	238		300	7310	Maint. & Repairs-Build.		300		
	0		500	7360	Equipment Rental		0		
	1,566		3,620	7410	Supplies-Office		3,120		
	11,238		20,100	7500	Contractual Services		30,500		
	150		1,000	7520	Data Processing		1,000		
	0		6,500	7600	Bad Debts		0		
	0		250	7900	Miscellaneous		250		
	90		0	7260	Postage		300		
	18,809		46,320		Total Materials & Services		46,920		

0401C/227-48-03/09-SW OP/MGMT & ADMIN

Solid Waste: Management & Administration



HISTORICAL DATA		FOR INFORMATION ONLY						COMMITTEE RECOMMENDATION	COUNCIL APPROVED
ACTUAL \$		FY 1983-84		PROPOSED BUDGET FY 1984-85					
FY 1981-82	FY 1982-83	FTE	AMOUNT	ACCOUNT #	DESCRIPTION	FTE	AMOUNT		
	0		2,400	8400	<u>Capital Outlay</u>		1,500		
	0		2,400		Office Furn./Equip.		1,500		
					Total Capital Outlay		1,500		
			442,670		<u>Transfers</u>				
			3,130		To General Fund		391,337		
					To Data Resources		0		
					To IRC		5,000		
					To SW Debt Service		355,832		
					Contingency		12,263		

0401C/227-49-03/09
SW OP/MGMT & ADMIN



Solid Waste: St. Johns Landfill

HISTORICAL DATA		FY 1983-84		FOR INFORMATION ONLY				COMMITTEE RECOMMENDATION	COUNCIL APPROVED
ACTUAL \$		BUDGET		PROPOSED BUDGET FY 1984-85					
FY 1981-82	FY 1982-83	FTE	AMOUNT	ACCOUNT #	DESCRIPTION	FTE	AMOUNT		
					<u>Personal Services</u>				
	332	.10	4,880	6010	SW Director	.17	8,742		
	52	.23	3,300	6150	Secretary	.32	4,376		
	4,323	.51	8,600	6060	Analyst 1	.10	1,985		
	0	.09	410	6120	SW Info. Spec.	.02	551		
	26	.05	1,000	6180	Admin. Assistant	.05	926		
	1,858	.88	23,210	6050	SW Engineer	.44	10,891		
	4,419	.25	8,550	6030	Engineering Manager	.29	10,344		
	13,198	.44	8,440	6100	Facilities Supervisor	.49	9,645		
	0	.02	500	6190	Waste Reduction Manager	.04	955		
	0	0	0	6130	Analyst 2	.46	8,955		
	6,513	.42	11,560	6040	Analyst 3	.30	9,048		
	12,786	.47	17,720	6020	Operations Manager	.37	15,208		
	0		0	6210	Lead Gatehouse Attendent	1.0	13,770		
	0		0	6110	Program Coordinator	.06	961		
	58,774	5.20	61,760	6160	Gatehouse Attendant	4.5	53,980		
	4,760		0		Senior Analyst		0		
	1,645		0		Engineering Technican		0		
	6,390		8,930	6500	Overtime	.5	9,235		
	-		6,420	6550	Merit		6,383		
	41,026		46,730	6700	Fringe		49,787		
	156,102	8.66	212,010		Total Personal Services	9.11	215,742		
					<u>Materials & Services</u>				
	3,152		4,475	7100	Travel Expense		4,575		
	100		2,120	7110	Meetings & Conferences		2,220		
	1,341		1,500	7130	Dues & Subscriptions		650		
	31		5,300	7140	Ads & Legal Notices		6,825		
	2,184		11,230	7150	Printing		11,250		
	1,876		3,000	7200	Utilities-Electricity		3,000		
	3,047		4,400	7230	Telephone		4,800		
	0		3,650	7300	Postage		750		
	0		12,750	7400	Merch. for Resale-Nonfood		0		
	0		1,000	7310	Maint. & Repairs-Build.		1,000		
	8,200		25,200	7330	Maint. & Repairs-Equip.		26,300		
	954		2,000	7410	Supplies-Office		2,000		
	0		1,500	7420	Supplies-Other		1,500		
	2,562,827		3,466,900	7500	Contractual Services		3,491,100		

0401C/227-46-03/09-SW OP/ST. JOHNS

Solid Waste: St. Johns Landfill



HISTORICAL DATA		FY 1983-84		FOR INFORMATION ONLY		COMMITTEE RECOMMENDATION	COUNCIL APPROVED
ACTUAL \$		BUDGET		PROPOSED BUDGET FY 1984-85			
FY 1981-82	FY 1982-83	FTE	AMOUNT	ACCOUNT #	DESCRIPTION	FTE	AMOUNT
	0		0	7510	<u>Materials & Services - continued</u>		
	160		3,000	7520	Payments to Other Agencies		84,400
	0		12,000	7530	Data Processing		5,000
	0		19,000	7600	Insurance		12,000
	183,960		220,800	7750	Bad Debts		0
	0		1,500	7770	Lease Payment-Building		270,000
	<u>1,268</u>		<u>0</u>		Lease Payment-Equipment		500
	2,769,100		3,801,325		Equipment Rental		<u>0</u>
					Total Materials & Services		3,927,870
	0		7,500	8400	<u>Capital Outlay</u>		
	<u>1,267</u>		<u>0</u>		Office Furn./Equip.		10,500
	1,267		7,500		Vehicles & Equipment		<u>0</u>
					Total Capital Outlay		10,500
			92,000		<u>Transfers</u>		
			890		To General Fund		160,000
					To General Fund - Data Res.		0
					To SW Reserve Fund		171,800
					To Final Improvements Fund		520,000
					To SW Debt Service Fund		205,508
					Contingency		430,000

0401C/227-47-03/09
SW OP/ST. JOHNS



Solid Waste: CTRC

HISTORICAL DATA ACTUAL \$		FY 1983-84 BUDGET		FOR INFORMATION ONLY PROPOSED BUDGET FY 1984-85		COMMITTEE RECOMMENDATION	COUNCIL APPROVED
FY 1981-82	FY 1982-83	FTE	AMOUNT	ACCOUNT #	DESCRIPTION	FTE	AMOUNT
Personal Services							
2,223		.25	4,180	6060	Analyst 1	.03	600
303		.09	810	6120	SW Info. Spec.	.08	1,660
268		.05	1,000	6180	Admin. Assistant	.05	930
1,941		.05	1,630	6030	Engineering Manager	.08	2,850
1,128		.05	2,330	6010	SW Director	.08	3,717
4,884		.45	8,450	6100	Facilities Supervisor	.46	9,243
4,859		.05	1,390	6040	Analyst 3	.05	1,510
0		.02	630	6190	Waste Reduction Manager	.03	950
577		.16	2,210	6150	Secretary	.21	2,840
0	0	0	0	6130	Analyst 2	.15	2,932
14,911		.37	13,920	6020	Operations Manager	.34	13,990
0			0	6210	Lead Gatehouse Attendant	1.0	13,770
0			0	6300	Temporary	.05	570
0			0	6110	Program Coordinator	.07	1,120
9,620		3.15	38,990	6160	Gatehouse Attendant	2.45	29,090
25		0	0		Program Assistant 1		0
3,963			0	6050	SW Engineer	.05	1,240
53			0		Field Office Manager		0
1,245			5,360	6500	Overtime	.3	5,540
-			3,290	6550	Merit		3,703
14,511			23,910	6700	Fringe		28,880
60,511		4.69	108,100		Total Personal Services	5.48	125,135
Materials & Services							
1,176			1,725	7100	Travel Expense		2,125
275			300	7130	Dues & Subscriptions		500
1,021			3,500	7140	Ads & Legal Notices		2,950
3,401			8,000	7150	Printing		8,000
0			0	7210	Utilities-Water		12,000
584			4,400	7230	Telephone		3,600
23			650	7300	Postage		50
0			3,000	7310	Maint. & Repairs-Build.		8,000
2,281			11,700	7330	Maint. & Repairs-Equip.		12,700
0			12,750	7400	Merch. for Resale		50,000
686			1,200	7410	Supplies-Office		1,500
0			600	7420	Supplies-Other		600

0401C/227-44-03/09-SW OP/CTRC

Solid Waste: CTRC



HISTORICAL DATA		FOR INFORMATION ONLY						COMMITTEE RECOMMENDATION	COUNCIL APPROVED
ACTUAL \$		FY 1983-84		PROPOSED BUDGET FY 1984-85					
FY 1981-82	FY 1982-83	FTE	AMOUNT	ACCOUNT #	DESCRIPTION	FTE	AMOUNT		
					<u>Materials & Services-continued</u>				
	281,496		1,766,725	7500	Contractual Services		1,735,100		
	0		0	7510	Payments to Other Agencies		800		
	160		2,800	7520	Data Processing		5,100		
	0		15,000	7600	Bad Debts		0		
	0		1,500	7770	Lease Payment-Equipment		0		
	341		0		Meetings & Conferences		0		
	<u>291,444</u>		<u>1,833,850</u>		Total Materials & Services		<u>1,843,025</u>		
					<u>Capital Outlay</u>				
	21,632		0		Vehicles & Equipment		0		
	5,655		4,500	8400	Office Furn./Equip.		8,000		
	0		0	8200	Improvements		19,000		
	<u>27,287</u>		<u>4,500</u>		Total Capital Outlay		<u>27,000</u>		
					<u>Transfers</u>				
			92,000		To General Fund		140,000		
			890		To Data Resources		0		
			0		To SW Capital		75,000		
			0		To SW Debt Service		256,190		
			0		Contingency		201,000		

0401C/227-45-03/09
SW OP/CTRC



Solid Waste: Waste Reduction

HISTORICAL DATA		FY 1983-84		FOR INFORMATION ONLY		COMMITTEE RECOMMENDATION	COUNCIL APPROVED
ACTUAL \$		BUDGET		PROPOSED BUDGET FY 1984-85			
FY 1981-82	FY 1982-83	FTE	AMOUNT	ACCOUNT #	DESCRIPTION	FTE	AMOUNT
					<u>Personal Services</u>		
	14,259	1.0	14,810	6110	Program Coordinator	.85	13,610
	3,680	.81	13,500	6060	Analyst 1	.18	3,580
	7,311	.20	3,830	6120	Public Info. Spec.	.30	6,650
	0	.05	810	6180	Admin. Assistant	.08	1,480
	10,610	.07	0	6050	SW Engineer	.01	250
	9,980	1.0	11,110	6170	Program Assistant 1	1.0	13,210
	78	.01	490	6030	Engineering Manager	.02	710
	575	.10	2,880	6010	SW Director	.02	1,000
	0	.01	270	6100	Facilities Supervisor	.01	220
	18,897	.86	22,400	6190	Waste Reduction Manager	.83	23,360
	0	0	0	6130	Analyst 2	.57	11,190
	8,217	.01	8,480	6040	Analyst 3	.81	20,770
	1,239	.34	4,800	6150	Secretary	.25	3,490
	451	.01	550	6020	Operations Manager	.02	810
	0		0	6200	Office Assistant	.50	5,150
	-		3,210	6550	Merit		4,220
	27,496		22,500	6700	Fringe		32,910
	30		0		Overtime		0
	<u>102,823</u>	<u>4.47</u>	<u>109,640</u>		<u>Total Personal Services</u>	<u>5.45</u>	<u>142,610</u>
					<u>Materials & Services</u>		
	513		1,975	7100	Travel Expense		2,400
	541		950	7110	Meetings & Conferences		2,200
	0		550	7120	Training & Tuition		1,300
	449		200	7130	Dues & Subscriptions		450
	1,876		28,300	7140	Ads & Legal Notices		8,000
	1,547		5,700	7150	Printing		13,550
	1,993		2,500	7230	Telephone		0
	492		1,300	7300	Postage		5,000
	0		200	7330	Maint. & Repairs-Equip.		500
	58		455	7410	Supplies-Office		375
	85,949		108,000	7500	Contractual Services		81,033
	1		0		Data Processing		0
	<u>93,419</u>		<u>150,130</u>		<u>Total Materials & Services</u>		<u>114,808</u>
					<u>Capital Outlay</u>		
	0		3,000	8400	Office Furn./Equip.		400
	0		3,000		<u>Total Capital Outlay</u>		<u>400</u>
			450		<u>Transfers</u>		
					To Gen. Fund-Data Res.		0

0401C/227-43-03/89-SW OP/WASTE REDUCT.

Solid Waste: Systems Planning



HISTORICAL DATA		FOR INFORMATION ONLY						COMMITTEE RECOMMENDATION	COUNCIL APPROVED
ACTUAL \$		FY 1983-84		PROPOSED BUDGET FY 1984-85					
FY 1981-82	FY 1982-83	FTE	AMOUNT	ACCOUNT #	DESCRIPTION	FTE	AMOUNT		
					<u>Personal Services</u>				
	155	.10	4,880	6010	SW Director	.10	5,020		
	5,405	.60	13,450	6030	Engineering Manager	.25	8,920		
	0	.10	2,190	6190	Waste Reduction Manager	.10	2,810		
	0	.08	2,110	6040	Analyst 3		0		
	0	0	0	6130	Analyst 2	1.68	32,835		
	12,528	1.83	31,170	6060	Analyst 1	.50	9,930		
	0	.05	750	6150	Secretary	.01	140		
	2,695	.05	1,260	6050	SW Engineer	.05	1,240		
	0	.12	2,510	6120	SW Info. Spec.	.3	6,650		
	209	.02	730	6020	Operations Manager	.05	2,030		
	30		0		Office Assistant		0		
	-		2,660	6550	Merit		2,780		
	4,928		19,055	6700	Fringe		21,710		
	<u>25,950</u>	<u>2.95</u>	<u>80,765</u>		<u>Total Personal Services</u>	<u>3.04</u>	<u>94,065</u>		
					<u>Materials & Services</u>				
	0		450	7100	Travel Expense		1,300		
	115		450	7110	Meetings & Conferences		1,100		
	0		95	7130	Dues & Subscriptions		200		
	0		150	7140	Ads & Legal Notices		250		
	0		240	7150	Printing		500		
	0		50	7230	Telephone		0		
	0		10,000	7500	Contractual Services		0		
	40		220	7410	Supplies-Office		260		
	28		1,975	7520	Data Processing		2,000		
	20		0		Training & Tuition		500		
	0		0		Postage		150		
	<u>203</u>		<u>13,630</u>		<u>Total Materials & Services</u>		<u>6,260</u>		
			3,580		<u>Transfers</u>				
					To General Fund-Data Res.		0		

0401C/227-42-03/09
SW OP/SYSTEM PLAN



Solid Waste: Wildwood

HISTORICAL DATA		FY 1983-84		FOR INFORMATION ONLY				COMMITTEE RECOMMENDATION	COUNCIL APPROVED
ACTUAL \$		BUDGET		PROPOSED BUDGET FY 1984-85					
FY 1981-82	FY 1982-83	FTE	AMOUNT	ACCOUNT #	DESCRIPTION	FTE	AMOUNT		
	133	.05	1,330	6010	<u>Personal Services</u>				
	13,719	.58	17,460	6040	SW Director	.07	3,520		
	2,194	.11	2,900	6020	Analyst 3	.63	18,870		
	0	.03	820	6030	Operations Manager	.11	4,470		
	0	0	0	6130	Engineering Manager	.03	1,070		
	0	.11	0	6120	Analyst 2	.48	9,390		
	0	.11	1,090	6150	Public Info. Spec.	.11	2,440		
	185		0		Secretary	.07	970		
	350	.01	220	6060	SW Engineer		0		
	-		1,170	6550	Analyst 1		0		
	<u>6,056</u>		<u>8,520</u>	5700	Merit		1,630		
	22,637	1.02	33,510		Fringe		<u>12,710</u>		
					Total Personal Services	1.5	55,070		
	257		1,100	7100	<u>Materials & Services</u>				
	0		600	7110	Travel Expense		1,100		
	354		1,000	7150	Meetings & Conferences		600		
	499		1,000	7300	Printing		1,000		
	160		1,500	7330	Postage		1,000		
	136		600	7410	Maint. & Repairs-Equip.		1,500		
	16,471		15,000	7500	Supplies-Office		600		
	1,260		0		Contractual Services		37,000		
	<u>129</u>		<u>0</u>		Dues & Subscriptions		0		
	19,266		20,800		Ads & Legal Notices		<u>0</u>		
					Total Materials & Services		42,800		
					<u>Transfers</u>				
					To SW Debt Service		20,000		

0401C/227-41-03/09
SW OP/WILDWOOD

Solid Waste: Wash. Co. Trans. & Rec. Ctr.



HISTORICAL DATA		FOR INFORMATION ONLY						COMMITTEE RECOMMENDATION	COUNCIL APPROVED
ACTUAL \$		FY 1983-84		PROPOSED BUDGET FY 1984-85		FTE	AMOUNT		
FY 1981-82	FY 1982-83	FTE	AMOUNT	ACCOUNT #	DESCRIPTION				
<u>Personal Services</u>									
	265		3,000	6010	SW Director	.15	7,530		
	0		1,500	6020	Operations Manager	.08	3,330		
	6,748		1,900	6050	SW Engineer	.45	11,140		
	1,955		0	6060	Analyst 1	.01	200		
	3,213		7,000	6030	Engineer Manager	.32	11,415		
	0		0	6120	Public Info. Spec.	.20	4,430		
	240		500	6150	Secretary	.02	280		
	0		0	6130	Analyst 2	.61	11,930		
	0		100	6180	Admin. Asst.		0		
	0		300	6190	Waste Reduction Manager		0		
	-		0	6550	Merit		2,010		
	3,729		0	6700	Fringe		15,680		
	<u>16,150</u>		<u>14,300</u>		Total Personal Services	<u>1.84</u>	<u>67,945</u>		
<u>Materials & Services</u>									
	414		100	7100	Travel Expense		300		
	209		100	7110	Meetings & Conferences		200		
	0		0	7130	Dues & Subscriptions		50		
	0		50	7140	Ads & Legal Notices		1,000		
	220		75	7150	Printing		100		
	0		0	7300	Postage		100		
	0		0	7410	Supplies-Office		50		
	0		0	7500	Contractual Services		32,000		
	0		0	7510	Payment to Other Agencies		1,000		
	212		1,500	7520	Data Processing		1,000		
	<u>1,055</u>		<u>1,825</u>		Total Materials & Services		<u>35,800</u>		
<u>Transfers</u>									
					To SW Debt Service		50,000		

0401C/227-39-03/09
 WASH. CO. TRANS. & RECYCL. CTR.



Solid Waste

Energy Recovery Facility

HISTORICAL DATA		FY 1983-84		FOR INFORMATION ONLY		COMMITTEE RECOMMENDATION	COUNCIL APPROVED
ACTUAL \$		BUDGET		PROPOSED BUDGET FY 1984-85			
FY 1981-82	FY 1982-83	FTE	AMOUNT	ACCOUNT #	DESCRIPTION	FTE	AMOUNT
	3,625		0		<u>Personal Services</u>		
	4,372		0		Analyst 1		0
	14,374		0		Public Info. Spec.		0
	4,452		0		Field Office Manager		0
	226		0		Field Office Secretary		0
	130		0		Secretary		0
	9,853		0		Operations Manager		0
	5,655		0		Engineering Manager		0
	408		0		Senior Analyst		0
	291		0		Analyst 3		0
	-		0		SW Engineer		0
	<u>15,608</u>		<u>0</u>		Merit		<u>0</u>
	58,994		0		Fringe		0
					<u>Total Personal Services</u>		<u>0</u>
					<u>Materials & Services</u>		
	724		0		Travel Expense		0
	686		0		Meetings & Conferences		0
	204		0		Dues & Subscriptions		0
	453		0		Ads & Legal Notices		0
	372		0		Printing		0
	125		0		Utilities-Electricity		0
	145		0		Utilities-Other		0
	933		0		Telephone		0
	552		0		Postage		0
	189		0		Maint. & Repairs		0
	41		0		Supplies		0
	<u>192,866</u>		<u>0</u>		<u>Contractual Services</u>		<u>0</u>
	197,290		0		<u>Total Materials & Services</u>		<u>0</u>

0401C/227-40-03/09
ENER. REC. FAC. PLAN.

Solid Waste



Transfers & Contingency

HISTORICAL DATA ACTUAL \$		FY 1983-84 BUDGET		PROPOSED BUDGET FY 1984-85		COMMITTEE RECOMMENDATION	COUNCIL APPROVED
FY 1981-82	FY 1982-83	FTE	AMOUNT	ACCOUNT #	DESCRIPTION	FTE	AMOUNT
580,107	569,700		635,610	9100	Transfers & Contingency		
440,836	718,705		824,700	9320	Transfer to General Fund		691,337*
0	753,250		689,600	9330	Trans. to SW Debt Service Fund		887,530
0	0		171,800	9360	Trans. to SW Cap. Proj. Fund		75,000
0	0		0		Trans. to St. Johns Reserve Fund		171,800
					Trans. to St. Johns Final Improvements Fund		520,000
0	0		0		Transfer to IRC		5,000
0	0		<u>531,362</u>	9700	Contingency		<u>643,263</u>
<u>1,020,943</u>	<u>2,041,655</u>		<u>2,853,072</u>		Total Transfers & Contingency		2,993,930
<u>711,762</u>	<u>534,329</u>		<u>7,165</u>		Unappropriated Fund		
					Balance		0
6,151,103	6,681,452	26.15	9,433,302		Total Fund	29.83	9,845,680

*PIXEL Computer-Operations
 Support of Data Resources Center
 Support of Administration
 Total Transfer to General Fund

2,000
689,333
691,337

0401C/227-18-03/09
 SW OP/T&C

SOLID WASTE CAPITAL FUND

Solid Waste Capital Fund



SOLID WASTE CAPITAL FUND

The Solid Waste Capital Fund provides monies to implement the various facilities necessary for managing the solid waste system. It includes funds to purchase land and construct facilities. Because of the uncertainty of the permit process or the fact that options for financing have not been decided, the budget reflects all reasonable considerations for Metro's involvement in these projects.

The Clackamas Transfer & Recycling Center (CTRC), the first major facility of its kind in the region, opened in April 1983. To properly maintain this facility and meet permit conditions site maintenance is required. This year's budget includes monies to correct drainage and erosion problems on the north end of the site, improve the landscaping, modify the pit floor to correct excessive wearing, and enclose and complete unfinished lunch and conference rooms.

A second transfer and recycling center to serve Washington County will be implemented in FY 1984-85. Funds are budgeted to purchase up to 10 acres. It is expected that construction will start in the last quarter of the fiscal year, therefore, only a portion of the construction cost will be incurred for this period.

In FY 1983-84 work proceeded toward recovery of methane gas from the St. Johns Landfill. Monies in this portion of the fund will be spent only if the Council elects a public financing option for construction of the gas collection system and processing plant. If public financing is selected, this budget anticipates obtaining permits and easements, completing design and at least beginning construction by 1985.

The Wildwood Landfill conditional use permit is currently in the Court of Appeals. A positive decision by the Court of Appeals, or a change in Multnomah County planning regulations, could result in a decision by Metro to proceed with Wildwood during FY 1984-85. To plan for these circumstances, money is budgeted to proceed with Phase II engineering and preparation of preliminary design. The other key investment that could occur is the purchase of the property currently owned by Publishers Paper Company and the Shiners Hospital.

The current status of the Solid Waste Capital Fund reflects a zero balance. Therefore, a majority of the funds budgeted are expected to be revenues from pollution control bonds. Only the funds necessary for improvements at CTRC are available and they are being transferred from the Solid Waste Operating Fund.

5659B/257



Solid Waste Capital Fund

HISTORICAL DATA		FY 1983-84		PROPOSED BUDGET FY 1984-85		COMMITTEE RECOMMENDATION	COUNCIL APPROVED
ACTUAL \$		BUDGET		DESCRIPTION			
FY 1981-82	FY 1982-83	FTE	AMOUNT	ACCOUNT #	FTE	AMOUNT	
5,446,149	2,226,111	1,635,712	4300	Resources			
400,000	1,157,700	4,714,988	5700	Fund Balance-Beginning	1,111,000		
1,169,619	871,124	0	5110	DEQ Loan Proceeds	9,160,000		
0	753,250	689,600	5830	DEQ Grant	0		
395,351	224,944	50,000	5600	Transfer from SW Oper.	75,000		
8,113	209,046	0		Interest	0		
7,419,232	5,442,175	7,090,300		Miscellaneous	0		
				Total Resources	10,346,000		
				Capital Outlay			
				Clackamas Center			
0	30,101	0	8000	Land	0		
3,445,635	3,005,540	375,860	8600	Construction	72,000		
0	209,853	85,000	8620	Engineering Services	3,000		
				Transfer Stations			
0	0	653,400	8000	Land	655,000		
0	0	0	8600	Construction	1,500,000		
0	0	265,000	8620	Engineering Services	265,000		
				St. Johns			
0	0	0	8000	Land (ROW)	100,000		
316,992	0	0	8600	Construction (Methane)	3,000,000		
78,809	0	260,000	8620	Engineering Serv. (Methane)	230,000		
0	362,783	1,718,752	8640	Final Improvements (Cover)	0		
				Wildwood			
0	0	2,651,588	8000	Land	3,000,000		
0	0	410,000	8620	Engineering Services	410,000		
1,201,685	198,185	0	9310	Transfer to SW Operating	0		
0	0	165,700		Transfer to St. Johns			
				Reserve Fund	0		
150,000	0	0	9320	Transfer to SW Debt Service	0		
0	0	505,000	9700	Contingency	0		
2,226,111	1,635,713	0		Unappropriated Fund Balance	0		
7,419,232	5,442,175	7,090,300		Total Capital Outlay	9,235,000		
				Transfers			
0	0	0		To St. Johns			
				Improvements Fund	1,111,000		
7,419,232	5,442,175	7,090,300		Total Requirements	10,346,000		

0401C/227-19-03/09-SW CAP

SOLID WASTE DEBT SERVICE FUND

Solid Waste Debt Service Fund



In the past, Metro's solid waste system capital improvements have been financed with funds made available by State Pollution Control Bonds obtained from the Department of Environmental Quality (DEQ). There are currently three loans on which payments are being made from the Solid Waste Debt Service Fund. Repayment of these loans is made either from disposal charges or from fees assessed on all waste generated in the District.

The first loan (SW 115) was used to fund waste reduction programs, the landfill siting effort, and development of energy recovery projects during Metro's initial stages. Since the programs and projects funded by this loan benefit the entire region, repayment is made with revenue from user fees.

In 1980, Metro requested a second loan (SW 117 and SW 117A) which was used to finance the expansion of the St. Johns Landfill. This debt service requirement will be made entirely with disposal charges.

A third loan (SW 118) was made in 1981 for the development of the 10-acre site in Oregon City and to fund the construction of the CTRC. The portion of the loan (64 percent) that was used for the CTRC site improvements and construction is repaid by the Regional Transfer Charge and the Convenience Charge. The remainder (36 percent) which financed the development of unused parts of the site is repaid through user fees.

In addition to the current loans, two other projects are expected to proceed into the implementation

phase. Budgeted in the Capital program are funds to purchase a site, design and begin construction of the Washington County Transfer & Recycling Center, and finance Phase II engineering on the Wildwood project. Borrowing these funds in the third quarter would result in a principal and interest payment to be made equal to one-half of the annual debt service requirements. Therefore, \$70,000 is being budgeted to allow for payment on these new loans.

5659B/257



Solid Waste Debt Service Fund

HISTORICAL DATA		FY 1983-84		PROPOSED BUDGET FY 1984-85		COMMITTEE RECOMMENDATION	COUNCIL APPROVED
ACTUAL \$		BUDGET		DESCRIPTION			
FY 1981-82	FY 1982-83	FTE	AMOUNT	ACCOUNT #	FTE	AMOUNT	
(5,224)	(2,110)		0				
150,000	0		0				
440,836	718,705		824,700	5830		887,531	
3,114	0		0			0	
<u>588,726</u>	<u>716,595</u>		<u>824,700</u>			<u>887,531</u>	
211,895	-		-				
-	135,000		150,000	7700		150,000	
-	74,955		68,475	7710		61,725	
10,300	0		0			0	
190,400	-		-				
-	145,000		155,000	7700		174,000	
-	2,512		38,630	7710		31,508	
8,892	-		-				
-	7,000		8,000	7700		0	
-	47,213		2,000	7710		0	
169,349	-		-				
-	30,000		82,700	7700		87,000	
-	274,915		319,895	7710		313,298	
0	0		0	7700			
<u>(2,110)</u>	<u>0</u>		<u>0</u>			<u>0</u>	
<u>588,726</u>	<u>716,595</u>		<u>824,700</u>			<u>887,531</u>	
Resources							
Fund Balance-Beginning							
Transfer from SW Capital							
Transfer from SW Operating							
PRT Loan Repayment							
Total Resources							
Requirements							
DEQ Loan SW 115							
Principal Due							
Interest Due							
DEQ Loan SW 116							
DEQ Loan SW 117							
Principal Due							
Interest Due							
DEQ Loan SW 117A							
Principal Due							
Interest Due							
DEQ Loan SW 118							
Principal Due							
Interest Due							
DEQ Loan Wash. Co.							
Transfer Station							
Unappropriated Fund Balance							
Total Requirements							

0401C/227-20-03/09
SW DEBT SER/SW

ST. JOHNS RESERVE FUND

St. Johns Reserve Fund



ST. JOHNS RESERVE FUND (POST-CLOSURE)

Proper maintenance of a sanitary landfill does not end when the facility closes. Metro has agreed with the City of Portland to maintain the landfill site beyond the closure date. In order to have sufficient revenue to cover these post-closure expenses, a reserve fund program was established in FY 1983-84. This program consists of sinking funds for both annual maintenance and perpetual maintenance.

The term of the annual maintenance fund is specified in the City-Metro lease agreement for a period of six years. During this period, Metro is responsible for maintaining existing grades and for correcting settlement. Reseeding and erosion prevention work are also anticipated. The total sinking fund for annual maintenance is \$51,800.

The perpetual maintenance fund was established to cover the cost of treating leachate which could be produced from the expansion area for up to 15 years. Using flow estimates and current rates from the Portland Wastewater Treatment Plant, a sinking fund of \$120,000 per year was established. This will recover sufficient funds for only the expansion area since the City has assumed responsibility for the existing fill area.

The Department of Environmental Quality (DEQ) is currently implementing new post-closure rules for sanitary landfills. This is a result of new laws adopted by the 1983 State Legislature. This budget does not reflect changes that might result from the new rules. As a result of the new post-closure rules from DEQ, Metro is assessing the impacts on this reserve fund and will make any necessary adjustments in the next fiscal year.

5659B/257



St. Johns Reserve Fund

HISTORICAL DATA		FY 1983-84		PROPOSED BUDGET FY 1984-85		COMMITTEE RECOMMENDATION	COUNCIL APPROVED
FY 1981-82	FY 1982-83	FTE	AMOUNT	ACCOUNT #	DESCRIPTION		
0	0		0	4300	<u>Resources</u>		
					Fund Balance-Beginning		359,500
					Transfers		
0	0		171,800	5830	From SW Oper. Fund		171,800
0	0		165,700	5840	From SW Cap. Fund		0
0	0		0	5600	Interest on Investments		32,400
0	0		337,500		Total Resources		563,700
					<u>Requirements</u>		
0	0		337,500		Unappropriated Balance		563,700
0	0		337,500		Total Requirements		563,700

0401C/227-53-03/09
ST. JOHNS RESERVE FUND

ST. JOHNS FINAL IMPROVEMENTS FUND

St. Johns Final Improvements Fund



In the past, final improvements at the St. Johns Landfill have been budgeted under and spent from the Solid Waste Capital Fund. In response to concerns expressed by the City of Portland that these funds be closely monitored, and to simplify management of these monies, a new fund has been established. All expenditures to properly close this site will be made from this fund.

During FY 1984-85 the remaining portion of subarea 3, consisting of 40 acres, will be filled to final grade. The placement of two feet of final cover material, to minimize infiltration of rain water, will be made as required by the Department of

Environmental Quality (DEQ). The area will then be seeded. Other improvements anticipated included completion of final roads and drainageways serving both subareas 2 and 3.

In addition to the improvements this year, funds to complete the remaining 86 acres need to be recovered. It is expected that approximately \$3,000,000 will be necessary to make remaining final improvements for this area. These funds are being collected and placed in an unappropriated balance. The exact amount needed each year, as well as changes in the requirements by the DEQ, are addressed annually in the rate study.

5659B/257



St. Johns Final Improvements Fund

HISTORICAL DATA		FY 1983-84		PROPOSED BUDGET FY 1984-85		COMMITTEE RECOMMENDATION	COUNCIL APPROVED
ACTUAL \$		BUDGET					
FY 1981-82	FY 1982-83	FTE	AMOUNT	ACCOUNT #	DESCRIPTION	FTE	AMOUNT
0	0		0	5830	<u>Resources</u>		
0	0		0	5840	From SW Oper. Fund		520,000
0	0		0	5600	From SW Cap. Fund		1,111,000
0	0		0		Interest on Investments		34,000
0	0		0		Total Resources		1,665,000
0	0		0	8640	<u>Requirements</u>		
0	0		0		Final Cover & Improv.		1,119,700
0	0		0		Unappropriated Balance		545,300
0	0		0		Total Requirements		1,665,000

0401C/227-63-03/09
ST. JOHNS FINAL IMPROVEMENTS FUND

INTERGOVERNMENTAL RESOURCE CENTER FUND

Intergovernmental Resource Center Fund



The Intergovernmental Resource Center (IRC) was formed in January 1984 to:

1. Create a technical resource-sharing center to reduce the data collection and planning costs of area governments.
2. Strengthen the intergovernmental consensus-building forum for resolving regional issues.

The Center combines the resources of the Transportation, Development Services, Data, Criminal Justice and Small Cities and Professional Workshop programs into a single entity under the Office of the Administrator. Approximately 26 FTE are budgeted for FY 1984-85, which is comparable to the FY 1983-84 staffing level.

The primary objectives of the IRC for FY 1984-85 are to:

1. Provide cost-efficient technical products for local governments and special districts.
2. Gain agreement with local governments on a long-term program, organization and financing arrangement for the IRC.

Office of the Administrator

The Administrator is responsible for the overall management of the Center, including work programming, product marketing, revenue generation and other management considerations. The major focus in FY 1984-85 will be on program development and gaining local government agreement on needed legislative

changes. The Data Resources Center is included in the Office as a private sector marketing mechanism for data and technical services. Also included are the Small Cities Assistance Program and the Professional Training/Workshop Program, formerly housed in Public Affairs.

Data Services

Data Services prepares economic and demographic estimates and forecasts for use by area governments, businesses and other organizations. The FY 1984-85 program focuses on estimating population, dwelling units, household size and income. A five-year population and employment forecast will be undertaken and current development trends will be documented. In addition, Data Services will undertake efforts to increase its technical capability in the areas of data retrieval and travel forecasting.

Transportation

Regional Transportation Plan (RTP) activities for FY 1984-85 include: the completion of a major RTP update, the Regional Light Rail Transit (LRT) study, the Southwest Corridor Study, Elderly and Handicapped Plan and further work with the Bicycle Safety and Encouragement Program. The Transportation Policy Alternatives Committee (TPAC) and Joint Policy Advisory Committee on Transportation (JPACT) forums for interjurisdictional coordination on transportation matters will be staffed. The Transportation Improvement Program (TIP) will be continuously updated to reflect the status of projects and project funding. Transportation Analysis Services will be offered to



Intergovernmental Resource Center Fund

jurisdictions on an as needed basis. Additionally, technical assistance will be provided on the Westside Corridor Project, Banfield LRT Ridership Analysis and DEQ's Air Quality Plan assessment.

Development Services

Metro will continue to provide regional land use coordination by administering the Urban Growth Boundary and reviewing comprehensive plans and plan amendments for consistency with state goals and regional policies. In addition, the Land Use Forum will be staffed to ensure interjurisdictional coordination on land use matters. Metro will provide coordination services for local jurisdictions in the area of defining urban service boundaries. The Urban Service

Program will also examine financing options for regional transportation priorities. The Intergovernmental Project Review function will keep jurisdictions apprised of all federal grant activity.

Criminal Justice

The role of the Criminal Justice program in administering federal grants is projected to terminate during FY 1983-84. Metro's future involvement in the Criminal Justice area will continue only if the component organizations of the Criminal Justice system determine that it is to their benefit to participate in a regional program. The FY 1984-85 program is aimed at making this determination. Once a program is formulated and funded, the budget will be amended.

5659B/257

IRC Revenue



HISTORICAL DATA		FY 1983-84		PROPOSED BUDGET FY 1984-85		COMMITTEE RECOMMENDATION	COUNCIL APPROVED
ACTUAL \$		BUDGET		DESCRIPTION			
FY 1981-82	FY 1982-83	FTE	AMOUNT	ACCOUNT #	FTE	AMOUNT	
BUDGETED							
IN							
	209,077		163,169	5810		2,000	
GENERAL							
FUND							
	0		0	5830		573,185	
	3,262		0	5020		5,000	
	8,784		10,000	5030		7,000	
	-		-	5100		10,000	
	0		0				
	0		0			201,340	
	0		0			244,159	
	0		0			12,000	
	0		0			135,788	
	81,500		15,000				
	0		0				
	176,828		24,000			35,946	
	0		24,000			7,500	
	28,879		5,000			0	
	0		300,000			45,000	
	62,834		0			0	
	16,144		0			18,224	
	7,000		5,000			0	
	3,716		0			0	
	0		200,000			0	
	0		28,244			0	
	0		40,500			0	
	0		144,840			0	
	8,560		0	5100		0	
	17,698		10,000	5100		0	
	0		52,569	5100		0	
	0		30,534	5100		0	
	38,664		5,000	5100		0	
	0		7,571	5100		0	

0401C/227-50-03/09
PLANF/REV



IRC Revenue

HISTORICAL DATA		FY 1983-84		PROPOSED BUDGET FY 1984-85		COMMITTEE RECOMMENDATION	COUNCIL APPROVED
ACTUAL \$		BUDGET		DESCRIPTION			
FY 1981-82	FY 1982-83	FTE	AMOUNT	ACCOUNT #	FTE	AMOUNT	
BUDGETED	21,232		0	5100		0	
IN	10,526		0	5100		0	
GENERAL				5110			
FUND	9,689		0				
	0		7,000			0	
	7,141		0			0	
	33,080		0			0	
	0		32,550			0	
	6,000		0			0	
	0		0			8,037	
	0		0			1,750	
	0		0			25,213	
	0		0	5110			
	0		184,450			204,000	
	132,322		0			0	
	63,044		41,500			0	
	211		5,775			0	
	8,732		0			0	
	51,088		30,000	5110		20,250	
	0		7,000	5120		0	
				5120			
	27,093		0			0	
	3,000		0			0	
	4,882		0			0	
	0		11,643			0	
	20,038		6,000			0	
	1,926		1,925			0	
	0		20,280			0	
	6,000		0			0	
	1,500		0			0	
	113,501		63,750			32,710	
	0		13,950			0	
	0		11,740			0	
	0		0			18,126	

0401C/227-51-03/09
PLANE/REV

IRC Revenue



HISTORICAL DATA		FY 1983-84		PROPOSED BUDGET FY 1984-85		COMMITTEE RECOMMENDATION	COUNCIL APPROVED
ACTUAL \$		BUDGET		DESCRIPTION			
FY 1981-82	FY 1982-83	FTE	AMOUNT	ACCOUNT #	DESCRIPTION	FTE	AMOUNT
BUDGETED	0		0		<u>Resources-continued</u>		
IN	0		20,642		FY 85 (e)(4) Match		13,746
GENERAL				5120	Westside PE		15,683
FUND	1,099		0		<u>Misc. FY 82 e(4) Match</u>		
	1,099		0		Multnomah County		0
	1,832		0		Portland		0
	1,832		0		Clark County		0
	1,832		0		Vancouver		0
	4,688		0		Washington DOT		0
	4,688		0		Clackamas County		0
	2,600		0		Washington County		0
	4,909		0	5120	Clark Co. RPC		0
	0		0	5130	SANDAG		0
	41,131		16,122	5670	Prof. & Contractual Servs.		53,250
	0		25,000	5670	Miscellaneous		16,343
	<u>1,287,692</u>		<u>1,564,754</u>	5750	Earned Program Income		0
					Total Resources		<u>1,706,250</u>

0401C/227-52-03/09
PLAN/REV



Intergovernmental Resource Center

HISTORICAL DATA		FY 1983-84		PROPOSED BUDGET FY 1984-85		COMMITTEE RECOMMENDATION	COUNCIL APPROVED
ACTUAL \$		BUDGET					
FY 1981-82	FY 1982-83	FTE	AMOUNT	ACCOUNT #	DESCRIPTION	FTE	AMOUNT
Personal Services							
BUDGETED	43,422	1.0	38,805	6010	IRC Administrator	1.0	41,808
IN	39,408	1.0	39,499	6020	Transportation Director	1.0	41,753
GENERAL	25,648	.5	19,528	6030	Data Services Director	.7	28,887
FUND	19,875	1.0	19,908	6040	Admin. Assistant	1.0	20,421
	0	0	0	6050	System Analyst	.5	14,258
	43,397	3.0	44,011	6060	Secretary	2.0	32,533
	102,521	2.0	62,911	6070	Senior Analyst	3.0	94,322
	107,261	5.75	145,125	6080	Analyst 3	7.0	181,680
	65,541	3.0	62,525	6090	Analyst 2	3.0	66,103
	66,168	2.82	46,743	6100	Analyst 1	3.0	53,492
	0	1.0	26,998	6110	Engineer 3	1.0	27,538
	28,429	.5	6,922		Planning Technician	0	0
	34,911	1.0	35,454	6140	Criminal Justice Dir.	.17	4,989
	8,808		7,779	6300	Temporary	2.5	27,300
	-		17,216	6550	Merit		24,312
	<u>166,832</u>		<u>167,413</u>	6700	Fringe		<u>192,359</u>
	752,221	22.57	740,837		Total Personal Services	25.87	851,755
Materials & Services							
	9,099		12,250	7100	Travel		10,000
	1,077		4,050	7110	Meetings & Conferences		4,000
	2,195		2,250	7120	Training & Tuition		2,500
	892		1,950	7130	Dues & Subscriptions		2,500
	1,247		200	7140	Ads & Legal Notices		2,000
	16,659		20,700	7150	Printing		15,500
	1,266		600	7260	Postage		2,000
	2,523		2,750	7410	Supplies-Office		4,000
	74,043		204,489	7500	Contractual Services		202,289
	0		45,300	7520	Data Processing		11,000
	0		3,705	7900	Miscellaneous		0
	<u>109,001</u>		<u>298,244</u>		Total Materials & Services		<u>255,789</u>
Capital Outlay							
	<u>2,651</u>		0	8400	Office Furniture		<u>1,000</u>
	2,651		0		Total Capital Outlay		1,000

0401C/227-54-03/09-IRC

Intergovernmental Resource Center



HISTORICAL DATA		FY 1983-84		PROPOSED BUDGET FY 1984-85		COMMITTEE	COUNCIL
ACTUAL \$		BUDGET		ACCOUNT #	DESCRIPTION	RECOMMENDATION	APPROVED
FY 1981-82	FY 1982-83	FTE	AMOUNT				
BUDGETED	394,074		525,673	9100	<u>Transfers & Contingency</u>		
IN	0		0	9700	Transfer to General Fund		
GENERAL	394,074		525,673		Contingency		
FUND					Total Transfers & Contingency	597,706	
	<u>29,745</u>		<u>0</u>		Unappropriated Fund Balance	<u>0</u>	
	1,287,692	22.57	1,564,754		Total Fund	25.82 1,706,250	

*Support of PIXEL Computer
 Operations 27,848
 Capital 22,152
 Support of Administration 547,706
 597,706

0401C/227-55-03/09
 IRC



IRC: Office of the Administrator

HISTORICAL DATA		FOR INFORMATION ONLY						COMMITTEE RECOMMENDATION	COUNCIL APPROVED
ACTUAL \$		FY 1983-84		PROPOSED BUDGET FY 1984-85		FTE	AMOUNT		
FY 1981-82	FY 1982-83	FTE	AMOUNT	ACCOUNT #	DESCRIPTION				
0	0	0		6010	<u>Personal Services</u>				
0	0	0		6060	IRC Administrator	.60	25,085		
0	0	0		6080	Secretary	.46	7,597		
0	0	0		6070	Analyst 3	.75	19,531		
0	0	0		6550	Senior Analyst	.10	3,001		
0	0	0		6700	Merit		2,209		
0	0	0			Fringe		17,227		
0	0	0			<u>Total Personal Services</u>	<u>1.91</u>	<u>74,650</u>		
0	0	0			<u>Materials & Services</u>				
0	0	0		7100	Travel		4,000		
0	0	0		7110	Meetings & Conferences		4,000		
0	0	0		7120	Training & Tuition		2,500		
0	0	0		7130	Dues & Subscriptions		2,500		
0	0	0		7140	Ads & Legal Notices		2,000		
0	0	0		7150	Printing		5,500		
0	0	0		7260	Postage		2,000		
0	0	0		7410	Supplies-Office		4,000		
0	0	0		7500	Contractual Services		18,000		
0	0	0			<u>Total Materials & Services</u>		<u>44,500</u>		
0	0	0			<u>Capital Outlay</u>				
0	0	0		8400	Office Furniture		1,000		
0	0	0			<u>Total Capital Outlay</u>		<u>1,000</u>		
0	0	0			<u>Total Division</u>	<u>1.91</u>	<u>120,150</u>		
					<u>Transfer</u>				
				9100	To General Fund Support of Administration		172,754		

0401C/227-56-03/09
IRC-Off/Admin.

IRC: Data Services



HISTORICAL DATA		FOR INFORMATION ONLY						COMMITTEE RECOMMENDATION	COUNCIL APPROVED
ACTUAL \$		FY 1983-84		PROPOSED BUDGET FY 1984-85					
FY 1981-82	FY 1982-83	FTE	AMOUNT	ACCOUNT #	DESCRIPTION	FTE	AMOUNT		
PREVIOUSLY BUDGETED AS PART OF TRANSPORTATION	PREVIOUSLY BUDGETED IN GENERAL FUND								
					<u>Personal Services</u>				
				6090	Analyst 2	.4	8,178		
				6050	System Analyst	.2	5,678		
				6030	Director of Data Services	.4	16,507		
				6070	Senior Analyst	1.3	39,684		
				6080	Analyst 3	1.0	25,022		
				6100	Analyst 1	.4	7,272		
				6060	Secretary	.21	3,468		
				6300	Temporary	1.5	16,380		
				6550	Merit		4,232		
				6700	Fringe		34,650		
					<u>Total Personal Services</u>	<u>5.41</u>	<u>161,071</u>		
					<u>Materials & Services</u>				
				7110	Meetings & Conferences		0		
				7130	Dues & Subscriptions		0		
				7150	Printing		0		
				7300	Postage		0		
				7410	Supplies-Office		0		
				7500	Contractual Services		8,500		
				7520	Data Processing		6,000		
				7900	Miscellaneous		0		
					<u>Total Materials & Services</u>		<u>14,500</u>		
					<u>Total Division</u>	<u>5.41</u>	<u>175,571</u>		
					<u>Transfers</u>				
					<u>To General Fund</u>				
				9100	Support of Administration		77,717		
				9100	Support of PIXEL Computer		13,000		

0401C/227-59-03/09
Data Services



IRC: Transportation

HISTORICAL DATA		FOR INFORMATION ONLY						COMMITTEE RECOMMENDATION	COUNCIL APPROVED
ACTUAL \$		FY 1983-84		PROPOSED BUDGET FY 1984-85		FTE	AMOUNT		
FY 1981-82	FY 1982-83	FTE	AMOUNT	ACCOUNT #	DESCRIPTION			FTE	AMOUNT
BUDGETED	0	0	0	6010	<u>Personal Services</u>				
IN	39,408	1.0	39,499	6020	IRC Administrator	.25	10,452		
GENERAL	8,557	0	0		Transportation Director	1.0	41,753		
FUND	17,796	1.0	19,908	6040	Development Planner	0	0		
	13,953	1.0	14,424	6060	Admin. Assistant	1.0	20,421		
	93,964	2.0	62,911	6070	Secretary	1.0	16,018		
	0		0	6050	Senior Analyst	1.6	51,637		
	78,692	3.0	79,609	6080	System Analyst	.25	7,160		
	54,156	2.5	50,979	6090	Analyst 3	3.0	83,443		
	66,168	2.82	46,743	6100	Analyst 2	2.6	57,925		
	14,586	0	0	6100	Analyst 1	2.6	46,220		
	25,648	.5	19,528	6030	Planning Technician	0	0		
	8,594	0	7,779	6110	Data Services Director	.3	12,380		
	-	-	8,389	6110	Engineer 3	1.0	27,538		
	127,910		104,777	6300	Temporary Employees	.5	5,460		
	549,432	13.82	454,546	6550	Merit		14,998		
				6700	Fringe		117,530		
					<u>Total Personal Services</u>	15.10	512,935		
	6,073		5,000	7100	<u>Materials & Services</u>				
	784		1,800	7110	Travel Expense		6,000		
	2,145		2,000	7120	Meetings & Conferences		0		
	691		500	7130	Training & Tuition		0		
	271		200	7130	Dues & Subscriptions		0		
	16,532		19,500	7140	Ads & Legal Notices		0		
	1,266		500	7150	Printing		10,000		
	1,535		1,500	7260	Postage		0		
	71,542		154,869	7410	Supplies-Office		0		
	0		44,800	7500	Contractual Services		163,789		
	0		2,705	7520	Data Processing		5,000		
	100,839		233,374	7900	Miscellaneous		0		
					<u>Total Materials & Services</u>		184,789		
	2,651		0	8400	<u>Capital Outlay</u>				
	2,651		0		Office Equipment		0		
					<u>Total Capital Outlay</u>		0		
	652,922	13.82	687,920		<u>Total Division</u>	15.10	697,724		
					<u>Transfers</u>				
					To General Fund				
				9100	Support of Administration		247,491		
				9100	Support of PIXEL Computer		35,000		

IRC: Development Services



HISTORICAL DATA		FY 1983-84		FOR INFORMATION ONLY				COMMITTEE RECOMMENDATION	COUNCIL APPROVED
ACTUAL \$		BUDGET		PROPOSED BUDGET FY 1984-85					
FY 1981-82	FY 1982-83	FTE	AMOUNT	ACCOUNT #	DESCRIPTION	FTE	AMOUNT		
BUDGETED	43,422	1.0	38,805	6010	<u>Personal Services</u>				
IN	21,331	2.0	49,089	6080	IRC Administrator	.15	6,271		
GENERAL	0	1.0	26,998	6110	Analyst 3	2.25	53,684		
FUND	16,209	1.0	16,119	6060	Engineer 3	0	0		
	13,843	.5	6,922		Secretary	.33	5,450		
	11,385	.5	11,546	6130	Planning Technician	0	0		
	2,079	0	0	6040	Analyst 2	0	0		
	0	0	0	6050	Admin. Assistant	0	0		
	0	0	0	6050	System Analyst	.05	1,420		
	-		6,213	6300	Temporary	.50	5,460		
	25,200		43,606	6550	Merit		2,673		
	133,469	6.0	199,298	6700	Fringe		21,395		
					<u>Total Personal Services</u>	<u>3.28</u>	<u>96,353</u>		
	1,744		7,000	7100	<u>Materials & Services</u>				
	293		2,000	7110	Travel Expenses		0		
	50		250	7120	Meetings & Conferences		0		
	83		1,250	7130	Training & Tuition		0		
	976		0	7140	Dues & Subscriptions		0		
	27		1,000	7150	Ads & Legal Notices		0		
	0		100	7300	Printing		0		
	473		750	7410	Postage		0		
	2,501		48,620	7500	Supplies-Office		0		
	0		500	7520	Contractual Service		12,000		
	0		1,000	7900	Data Processing		0		
	6,147		62,470		Miscellaneous		0		
					<u>Total Materials & Services</u>		<u>12,000</u>		
	139,616	6.0	261,768		<u>Total Division</u>	<u>3.28</u>	<u>108,353</u>		
					<u>Transfers</u>				
				9100	To General Fund				
					Support of PIXEL Computer		2,000		

0401C/227-60-03/09
PLANF/DS (SP)



IRC: Criminal Justice

HISTORICAL DATA ACTUAL \$		FY 1983-84 BUDGET		FOR INFORMATION ONLY PROPOSED BUDGET FY 1984-85			COMMITTEE RECOMMENDATION	COUNCIL APPROVED
FY 1981-82	FY 1982-83	FTE	AMOUNT	ACCOUNT #	DESCRIPTION	FTE		
BUDGETED	34,911	1.0	35,454	6140	<u>Personal Services</u>			
IN	7,238	.75	16,427		Criminal Justice Dir.	.17	4,989	
GENERAL	13,235	1.0	13,468		Analyst 3	0	0	
FUND	214		0		Secretary	0	0	
	-		2,614	6550	Temporary	0	0	
	13,722		19,030	6700	Merit		200	
	69,320	2.75	86,993		Fringe		1,557	
					Total Personal Services	.17	6,746	
	1,282		250	7100	<u>Materials & Services</u>			
	0		250	7110	Travel Expenses		0	
	118		200	7130	Meetings & Conferences		0	
	100		200	7150	Dues & Subscriptions		0	
	515		500	7410	Printing		0	
	0		1,000	7500	Supplies-Office		0	
	2,015		2,400		Contractual Services		0	
					Total Materials & Services		0	
	71,335	2.75	89,393		Total Division	.12	6,746	
					<u>Transfers</u>			
				9100	To General Fund for			
					Support of Administration		3,255	

0401C/227-61-03/09
PLANF/CJ

TRANSPORTATION TECHNICAL ASSISTANCE FUND

Transportation Technical Assistance Fund



This fund involves the "pass through" of several federal grants to Tri-Met and local jurisdictions. New funds are not being applied for in FY 1984-85 and most of the carryover grants were completed and closed during FY 1983-84. The majority of pass through funds in this account is for Portland and Tri-Met participation in the Light Rail Transit Study.

5659B/257



Transportation Technical Assistance Fund

HISTORICAL DATA		FY 1983-84		PROPOSED BUDGET FY 1984-85		COMMITTEE RECOMMENDATION	COUNCIL APPROVED
ACTUAL \$		BUDGET					
FY 1981-82	FY 1982-83	FTE	AMOUNT	ACCOUNT #	DESCRIPTION	FTE	AMOUNT
BUDGETED							
IN	8,000		6,400	5100	OR-09-0029		5,000
GENERAL	43,818		0	5100	OR-09-0023		0
FUND	3,011		4,000	5100	OR-09-0020		8,000
	81,325		0	5100	IT-09-0030		0
	17,661		0	5100	OR-19-0005		0
	2,840		0	5100	OR-19-9002 (Clackamas Co.)		0
	17,539		0	5100	OR-29-9007 (Clackamas Co.)		0
	72,998		84,375	5110	McLoughlin Rideshare (Tri-Met)		0
	56,953		17,000	5110	Flextime (Portland) Bike		0
	41,101		4,250	5100	OR-29-9007 (Tri-Met)		0
	22,618		2,550	5100	OR-29-9004 (Tri-Met)		0
	0		10,730	5100	Air Quality (Portland)		0
	0		150,000	5100	1984 (e) (4)-Alternatives Analysis/DEIS (Tri-Met)		0
	0		181,750	5100	(e) (4)-Light Rail Transit (Tri-Met) OR-29-9008		33,000
	0		0	5100	(e) (4)-Light Rail Transit (Portland) OR-29-9008		10,000
	0		0	5100	Phase I-Barbur/Westside - (Tri-Met)		69,750
					(Portland)		4,250
	<u>367,864</u>		<u>473,805</u>		Total Revenues		<u>130,000</u>
	<u>367,864</u>		<u>473,805</u>	7510	Requirements		<u>130,000</u>
					Payments to Other Agencies		130,000
					Total Requirements		<u>130,000</u>

0401C/227-25-03/09
TRAN TECH ASST

CRIMINAL JUSTICE ASSISTANCE FUND

Criminal Justice Assistance Fund



Due to continued reduction in federal funds, this fund continues to become smaller. It will be reduced from just over \$400,000 in last year's appropriation to \$23,000 for FY 1984-85.

All of the federal monies in this fund are for assistance to either public or private nonprofit agencies to help pay for programs such as detention alternatives, correction facility planning, and justice system research and analysis.

5659B/257



Criminal Justice Assistance Fund

HISTORICAL DATA		FY 1983-84		PROPOSED BUDGET FY 1984-85		COMMITTEE RECOMMENDATION	COUNCIL APPROVED
ACTUAL \$		BUDGET					
FY 1981-82	FY 1982-83	FTE	AMOUNT	ACCOUNT #	DESCRIPTION	FTE	AMOUNT
519,419	-		200,000	5100	Resources		
					Federal LEAA Grants		
					83J2		23,000
-	118,222		-		80A2.1		0
-	4,639		-		80J2.1		0
-	108,653		-		81J2.1		0
-	77,503		-		82J2.1		0
0	156,217		0	5100	Detention Alternative		
					Project 81-149		0
0	50,375		100,000	5100	Project LUCK-Dept. of		
					Health & Human Services		0
0	0		150,000	5100	Justice System Improvement Act		0
<u>56,322</u>	<u>0</u>		<u>0</u>	5600	Interest		<u>0</u>
575,741	515,609		450,000		Total Resources		23,000
					Requirements		
530,741	515,609		450,000	7510	Payments to Other Agencies		23,000*
45,000	0		0		Transfer to Criminal Justice Planning Fund		<u>0</u>
<u>575,741</u>	<u>515,609</u>		<u>450,000</u>		Total Requirements		23,000

*83J2-Tigard Community Youth Services - \$10,000
 -YMCA West Clackamas Youth Services - 13,000
 \$23,000

0401C/227-26-03/09
 CJA

SEWER ASSISTANCE FUND

Sewer Assistance Fund



Metro is serving as coordinator for funding on the Banfield Light Rail Sewer line. Funds have been provided from the Oregon Department of Environmental Quality Pollution Control Bonds. Budgeted amounts are in accordance with the intergovernmental agreement approved by the Council. It is anticipated that the fund will be fully expended in FY 1984-85.

5659B/257



Sewer Assistance Fund

HISTORICAL DATA		FY 1983-84		PROPOSED BUDGET FY 1984-85		COMMITTEE RECOMMENDATION	COUNCIL APPROVED
ACTUAL \$		BUDGET		ACCOUNT #	DESCRIPTION		
FY 1981-82	FY 1982-83	FTE	AMOUNT			FTE	AMOUNT
0	0		3,050,000	5900	Resources		
0	3,000,000		0		Beginning Fund Balance	2,500,000	
0	174,369		270,000	5600	State Grants	0	
0	<u>3,174,369</u>		<u>3,320,000</u>		Interest	<u>300,000</u>	
					Total Resources	<u>2,800,000</u>	
					Requirements		
0	65,790		2,000,000	7510	Payments to Other Agencies	2,800,000	
0	5,000		5,000	9100	Transfer to General Fund	0	
0	-		1,315,000	9700	Contingency	0	
0	<u>3,103,579</u>		<u>0</u>		Fund Balance	<u>0</u>	
0	<u>3,174,369</u>		<u>3,320,000</u>		Total Requirements	<u>2,800,000</u>	

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SEWER ASST FD

DRAINAGE FUND

Drainage Fund



HISTORICAL DATA		FY 1983-84		PROPOSED BUDGET FY 1984-85		COMMITTEE RECOMMENDATION	COUNCIL APPROVED
ACTUAL \$		BUDGET		DESCRIPTION			
FY 1981-82	FY 1982-83	FTE	AMOUNT	ACCOUNT #	DESCRIPTION	FTE	AMOUNT
2,263	3,558		0	5900	<u>Resources</u> Fund Balance-Beginning		0
<u>1,295</u>	<u>0</u>		0	5600	Interest		0
3,558	3,558		0		Total Resources		0
					<u>Requirements</u>		
0	3,558		0		Transfer to General Fund		0
<u>3,558</u>	<u>0</u>		0		Unappropriated Balance		0
3,558	3,558		0		Total Requirements		0

0401C/227-35-03/09
DRAIN

GENERAL FUND

General Fund



The General Fund includes all central services and is divided into four departments: Council Support, Executive Management, Public Affairs, and Finance and Administration. The Fund is supported primarily by transfers from the Zoo, Solid Waste and Intergovernmental Resource funds. The transfer amounts are established through a cost allocation plan and reflect the documented central services received.

Council Support

Council Department provides funds support needs for Metro's 12 elected Councilors. The Council is responsible for developing policies for Metro's programs and for enacting and enforcing ordinances and rules to carry out Metro's functions. Council staff will continue to develop a new program and process to respond to requests for Metro's involvement in new functions. Funding is included for Council related costs such as per diem and for direct staff support (2.0 FTE).

Executive Management

The Executive Management Department provides support to the Executive Officer, Council and staff in developing policy recommendations for Council consideration and administering adopted rules and ordinances. Overall management and coordination of Metro's programs and projects, legal services and maintaining external relationships are also key responsibilities. The Department manages meetings of the Council and oversees final preparation of reports and presentations to the Council.

A major issue which will continue to dominate this department in the next fiscal year is future funding for the General Fund and the Zoo. The Department will continue to improve internal management practices and to improve the information provided Council in consideration of policy issues and monitoring the progress of Metro's programs and projects.

The department includes the Executive Officer and 4.5 FTE staff. The Deputy Executive Officer continues his Chief Financial Officer duties and is budgeted half-time in the department.

Finance and Administration

In FY 1982-83 Metro's financial management and administrative service functions were brought together through the creation of this department. This included accounting, data processing, and budget and support services. In FY 1983-84 the Data Resource Center (DRC) was added to establish it as an independent service provider. For FY 1984-85 it is proposed that the DRC and other data services functions be budgeted under the newly organized Intergovernmental Resource Center. The Finance and Administration Department will then have three divisions: Accounting, Data Processing, and Budget and Administrative Services.

Continued steady improvements in financial reporting and fiscal control are planned. Also, several administrative services improvements are proposed for implementation. The Deputy Executive Officer will continue to serve as the half-time head of this department and,



General Fund

as such, is budgeted at .5 FTE in both Finance and Administration, and Executive Management.

Accounting Division

The specific responsibilities of the Accounting Division include: 1) the recording and processing of all cash receipts and accounts receivable, 2) processing all cash disbursements and accounts payable, 3) processing all payroll items and preparing payroll reports, 4) processing and controlling purchase commitments, 5) preparing financial reports, 6) investing excess cash balances, 7) maintaining auditable records and assisting in schedule preparation, and 8) safeguarding the existing assets of the District through effective internal accounting control.

The major accomplishment in FY 1983-84 was the development of a reliable recording and reporting system. This activity should continue to be strengthened and improved during FY 1984-85. Goals for FY 1984-85 include: 1) continued improvements in the data processing system design and controls, 2) improving formats and distribution of reports, 3) continued improvements in the purchase order control system, 4) maintenance of a property inventory listing, 5) effective and efficient processing and reporting of Accounts Receivable, Accounts Payable and payroll, and 6) the maintaining of a high standard of internal accounting control.

Budget and Administrative Services Division

This division provides central coordination for preparing, monitoring and implementing Metro's annual budget plus processing for all contracts and grants. Word processing, printing, fleet and other central support services are also provided. The personnel function is managed through this division including recruitment, Affirmative Action, benefits administration and Personnel Rules implementation.

Major activities for FY 1984-85 will include revision of the Personnel Rules and implementation of several support service improvements.

Data Processing Division

This division provides information processing services to Metro. These services support the operation of accounting and production of fiscal management reports, increase productivity of office functions within the operating departments, and ensure that computer dependent operations (such as transportation planning and data services) have timely and efficient response at minimum cost with up to date and cost-effective tools.

There are three basic programs:

1. Operation and maintenance of the Digital Equipment Co. PDP 11-34 computer and its software, primarily for accounting and fiscal management.



2. Operation and maintenance of the Pixel 100 A/P computer and associated software, primarily for Intergovernmental Resource Center data services (planning, demographic, land-use data) and transportation planning.
3. General Financial Services - Applications Development. This is the major task of this division. It includes the development of programs and the modification of existing programs for fiscal analysis of solid waste operations, accounting services, information for fiscal management, and assistance to all departments in determining appropriate computer hardware and software for their data needs.

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Public Affairs

The Public Affairs Department has two basic purposes. It has primary responsibility for informing the public about Metro's services and responsibilities, assuring citizen participation in Metro projects and coordinating the legislative program. It also provides public affairs counsel and support services to the Executive Officer, Council and other departments.

The Public Affairs programs include:

Communication Services - Develops and implements communication programs to increase public awareness of Metro's role and services in the region.

Government/Community Relations - Coordinates Metro's legislative program, maintains contact with civic, business and community organizations and assures consistent public involvement in Metro programs and projects.

Program Assistance - Provides public affairs counsel and writing, graphics and public information assistance to Metro departments.



General Fund Revenue

HISTORICAL DATA ACTUAL \$		FY 1983-84 BUDGET		PROPOSED BUDGET FY 1984-85		COMMITTEE RECOMMENDATION	COUNCIL APPROVED
FY 1981-82	FY 1982-83	FTE	AMOUNT	ACCOUNT #	DESCRIPTION		
2,503	37,388		40,000				
555,064	579,070		592,545	5010	Resources		
0	2,677		16,650	5020	Fund Balance-Beginning		75,000
1,219,748	0		0		Dues Assessment		587,258
615,507	0		0		Documents & Publications		4,000
17,263	0		40,000	5130	Federal Grants		0
0	0		2,000		State & Local Grants		0
0	12,481		9,138	5600	Professional & Contract Services		35,000
26,471	2,876		1,000	5670	Conferences & Workshops		0
					Interest		75,000
					Miscellaneous		8,000
					Transfers		
362,957	389,252		418,280	5820	From Zoo Operating Fund		453,321*
580,107	569,700		635,610	5830	From SW Oper. Fund		691,337*
0	394,074		525,673	5800	From Intergovernmental Resource Fund		597,706*
45,000	0		0		From Criminal Justice Assistance Fund		0
0	5,000		5,000		From Sewer Assistance Fund		0
0	3,558		0		From Drainage-Residual Equity		0
0	5,009		0		License, Fees & Permits		0
3,424,620	2,001,085		2,285,896		Total Resources		2,526,622

*Detail of interfund transfer:

	From Intergovernmental Resource Fund	From Solid Waste Fund	From Zoo Fund
Support of Administration	547,706	689,333	453,321
Computer-Operation	27,848	2,000	0
Computer-Capital	22,152	0	0
Total Transfer	597,706	691,337	453,321

0401C/227-33-03/09
GF/REV

General Fund: Council



HISTORICAL DATA		FY 1983-84		PROPOSED BUDGET FY 1984-85		COMMITTEE RECOMMENDATION	COUNCIL APPROVED
ACTUAL \$		BUDGET					
FY 1981-82	FY 1982-83	FTE	AMOUNT	ACCOUNT #	DESCRIPTION	FTE	AMOUNT
					<u>Personal Services</u>		
13,622	14,329	1.0	14,973	6010	Council Secretary	1.0	16,099
11,920	12,062	0	0	6000	Council Clerk	0	0
0	21,410	1.0	29,271	6020	Council Assistant	1.0	32,490
0	1,182		0	6500	Overtime Salaries	0	0
0	-		1,769	6550	Merit		1,944
<u>5,751</u>	<u>13,541</u>		<u>12,884</u>	6700	Fringe		<u>15,160</u>
31,293	62,524	2.0	58,897		Total Personal Services	2.0	65,693
					<u>Materials & Services</u>		
19,913	22,975		25,920	7010	Council Per Diem		25,920
13,627	15,776		18,000	7050	Councilor Expenses		18,000
3,528	0		0		General Account		0
0	0		400	7100	Travel Expenses		400
971	5,279		6,000	7110	Meetings & Conferences		6,000
0	0		200	7120	Training & Tuition		200
0	3		100	7130	Dues & Subscription		100
0	336		900	7410	Supplies-Office		500
<u>0</u>	<u>0</u>		<u>3,000</u>	7500	Contractual Services		<u>3,000</u>
38,039	44,369		54,520		Total Materials & Services		54,120
69,332	106,893	2.0	113,417		Total Department	2.0	119,813

0401C/227-21-03/09
GEN/COUN



General Fund: Executive Management

HISTORICAL DATA		FY 1983-84		PROPOSED BUDGET FY 1984-85		COMMITTEE RECOMMENDATION	COUNCIL APPROVED
ACTUAL \$		BUDGET					
FY 1981-82	FY 1982-83	FTE	AMOUNT	ACCOUNT #	DESCRIPTION	FTE	AMOUNT
44,801	46,444	1.0	48,546	6010	<u>Personal Services</u>		
17,366	40,241	.5	20,277	6020	Executive Officer	1.0	48,360
19,395	0	0	0		Deputy Executive Officer	.5	22,277
18,006	22,267	1.0	23,472	6030	Chief Admin. Officer		0
11,305	15,310	1.0	15,901	6040	Admin. Assistant	1.0	22,090
44,486	42,791	1.0	23,415	6050	Executive Management Aide	1.0	16,008
4,290	4,018	1.0	17,404	6060	General Counsel	1.0	34,166
8,456	0	0	0		Council Clerk	1.0	19,510
16,290	0	0	0		Dir. of Legislative Servs.		0
412	0	0	0		Legal Counsel		0
0	0		1,022	6500	Secretary		0
0	-		6,797	6550	Overtime		700
49,717	43,139		47,614	6700	Merit		6,524
234,524	214,210	5.5	204,448		Fringe		50,890
					<u>Total Personal Services</u>	5.5	220,525
					<u>Materials & Services</u>		
1,673	4,722		4,700	7100	Travel Expenses		7,950
3,945	2,764		2,580	7110	Meetings & Conferences		3,100
2,183	121		200	7120	Training & Tuition		500
1,764	2,589		2,420	7130	Dues & Subscriptions		1,695
0	292		400	7410	Supplies-Office		600
14,665	155		24,275	7500	Contractual Services		15,000
24,230	10,643		34,575		<u>Total Materials & Services</u>		28,845
					<u>Capital Outlay</u>		
850	0		1,350	8400	Office Furn. & Equip.		0
850	0		1,350		<u>Total Capital Outlay</u>		0
259,604	224,853	5.5	240,373		<u>Total Department</u>	5.5	249,370

0401C/227-13-03/09
GF/EM

General Fund: Finance & Administration



HISTORICAL DATA ACTUAL \$		FY 1983-84 BUDGET		PROPOSED BUDGET FY 1984-85		COMMITTEE RECOMMENDATION	COUNCIL APPROVED
FY 1981-82	FY 1982-83	FTE	AMOUNT	ACCOUNT #	DESCRIPTION		
0	0	.17	6,894	6020	<u>Personal Services</u>		
29,933	32,263	1.0	32,730	6030	Deputy Executive Officer	.17	7,571
19,861	25,533	2.0	49,369	6040	Accounting Manager	1.0	36,629
14,463	24,337	3.0	43,590	6050	Senior Accountant	2.0	51,584
35,042	29,883	1.0	10,969	6060	Accounting Clerk 2	3.0	43,369
0	0	1.0	10,969	6060	Accounting Clerk 1	1.0	13,166
16,719	0	.25	3,090	6070	Secretary	.25	3,458
27,540	0	0	0		Dir. of Mgmt. Services	0	0
17,007	0	0	0		Management Analyst	0	0
8,302	423	0	0		Senior Fiscal Analyst	0	0
	-	.25	6,942	6300	Temporary	.25	3,292
<u>41,230</u>	<u>31,646</u>		<u>6,143</u>	6550	Merit		<u>6,363</u>
210,097	144,085		<u>43,773</u>	6700	Fringe		<u>48,932</u>
		7.67	203,500		Total Personal Services	7.67	214,364
0	0		0	7100	<u>Materials & Services</u>		
0	452		1,098	7110	Travel Expense		682
540	1,317		2,345	7110	Meetings & Conferences		180
0	262		415	7120	Training & Tuition		1,986
1,922	2,013		3,450	7130	Dues & Subscriptions		465
109,112	34,073		30,000	7410	Supplies-Office		4,175
<u>54,129</u>	<u>0</u>		<u>0</u>	7500	Contractual Services		<u>30,000</u>
165,703	38,117		<u>37,308</u>	7520	Data Processing		<u>0</u>
					Total Materials & Services		37,488
375,800	182,202	7.67	240,808		Total Division	7.67	251,852

0401C/227-22-03/09
GF/F&A/ACCT



General Fund: Finance & Administration

Budget & Administrative Services

HISTORICAL DATA		FY 1983-84		PROPOSED BUDGET FY 1984-85		COMMITTEE RECOMMENDATION	COUNCIL APPROVED
ACTUAL \$		BUDGET		DESCRIPTION			
FY 1981-82	FY 1982-83	FTE	AMOUNT	ACCOUNT #	DESCRIPTION	FTE	AMOUNT
0	0	.17	7,100	6020	<u>Personal Services</u>		
0	35,537	1.0	37,329	6030	Deputy Executive Officer	.17	7,570
0	28,731	1.0	30,518	6040	Dir., Bud. & Admin. Servs.	1.0	37,918
0	18,364	1.0	19,765	6050	Management Analyst	1.0	30,954
15,915	15,883	1.0	16,360	6060	Personnel Analyst	1.0	20,092
15,821	15,806	1.0	16,764	6080	Offset Print Operator	1.0	17,826
19,419	13,271	1.0	14,172	6090	Lead Word Processor	1.0	17,888
12,954	13,814	.25	3,077	6070	Word Processor	1.0	14,384
5,657	5,582	.5	5,931	6100	Secretary	.5	6,916
0	0	1.0	17,404	6110	Maintenance Aide	.5	6,126
19,248	0		0	6110	Admin. Assistant	1.0	17,700
28,564	1,532		0		Dir. of Mgmt. Services		0
0	161		150		Mgr. of Pers. & Sup. Servs.		0
4,289	960		2,500	6300	Overtime		0
-	-		500	6550	Temporary	.20	2,633
30,556	48,092		48,602	6700	Merit		7,095
152,423	197,733	7.92	220,172		Fringe		55,603
					<u>Total Personal Services</u>	<u>8.37</u>	<u>242,705</u>
					<u>Materials & Services</u>		
2	229		375	7100	Travel Expenses		500
0	65		150	7110	Meetings & Conferences		425
398	417		450	7120	Training & Tuition		450
5,812	12,773		13,000	7130	Dues & Subscriptions		14,605
3,892	3,017		5,000	7140	Ads & Legal Notices		5,000
20,610	13,785		14,000	7150	Printing		16,000
47,494	0		50,000	7160	Election Expense		50,000
54,592	47,857		51,500	7230	Telephone		56,720
0	0		5,000	7250	Fuels		5,000
19,730	16,952		18,310	7300	Postage		21,110
4,096	0		3,000	7320	Maint. & Repairs-Vehicles		3,000

0401C/227-23-03/09
GF/F&A/B&A



HISTORICAL DATA		FY 1983-84		PROPOSED BUDGET FY 1984-85		COMMITTEE RECOMMENDATION	COUNCIL APPROVED
ACTUAL \$		BUDGET		DESCRIPTION			
FY 1981-82	FY 1982-83	FTE	AMOUNT	ACCOUNT #	DESCRIPTION	FTE	AMOUNT
					<u>Materials & Services-continued</u>		
0	17,862		18,700	7330	Maint. & Repairs-Equip.		16,465
28,746	47,124		1,900	7360	Equipment Rental		2,000
19,555	8,294		6,400	7410	Supplies-Office		7,600
0	0		3,300	7420	Supplies-Other		650
12,746	1,615		15,000	7500	Contractual Services		5,600
0	0		800	7520	Data Processing		0
36,429	22,333		25,200	7530	Insurance		16,500
271,875	290,610		284,845	7750	Lease Payments-Buildings		286,228
19,952	0		8,740	7760	Lease Payments-Vehicles		9,226
16,987	0		17,180	7770	Lease Payments-Equipment		21,452
0	47,545		0		Miscellaneous		0
<u>562,916</u>	<u>530,478</u>		<u>542,850</u>		Total Materials & Services		<u>538,531</u>
					<u>Capital Outlay</u>		
675	0		0	8300	Vehicles & Equipment		0
<u>1,047</u>	<u>450</u>		<u>0</u>	8400	Office Furn. & Equip.		<u>6,000</u>
<u>1,722</u>	<u>450</u>		<u>0</u>		Total Capital Outlay		<u>6,000</u>
717,061	728,661	7.92	763,022		Total Division	8.37	787,236

0401C/227-24-03/07
GF/F&A/B&A



General Fund: Finance & Administration

Data Processing

HISTORICAL DATA		FY 1983-84		PROPOSED BUDGET FY 1984-85		COMMITTEE RECOMMENDATION	COUNCIL APPROVED
ACTUAL \$		BUDGET		DESCRIPTION			
FY 1981-82	FY 1982-83	FTE	AMOUNT	ACCOUNT #	FTE	AMOUNT	
PREVIOUSLY BUDGETED IN	0	.16	6,893	6020	<u>Personal Services</u>		
TRANS. DEPT.	12,991	.3	11,717	6030	Deputy Executive Officer	.16	7,125
	27,295	1.0	27,753	6040	Director of Data Services	.3	12,380
	23,239	1.0	25,349	6050	Operations Analyst	1.0	28,455
	0	.25	3,089	6070	Systems Analyst	.5	14,196
	-		2,992	6550	Secretary	.25	3,458
	<u>17,926</u>		<u>21,782</u>	6700	Merit		2,625
	81,451	2.71	99,575		Fringe		<u>20,470</u>
					Total Personal Services	2.21	88,709
	841		0	7100	<u>Materials & Services</u>		
	60		1,000	7110	Travel Expense		1,000
	702		600	7120	Meetings & Conferences		1,500
	35		140	7130	Training & Tuition		1,000
	1,810		2,000	7230	Dues & Subscriptions		300
	12,658		19,170	7330	Telephone		2,000
	3,306		4,980	7410	Maint. & Repairs-Equip.		26,836
	6,540		640	7500	Supplies-Office		6,000
	32,746		0	7520	Contractual Services		4,000
	35,157		36,030	7770	Data Processing		0
	<u>2,207</u>		<u>1,330</u>	7900	Lease Payments-Equipment		35,810
	96,062		65,890		Miscellaneous		<u>2,000</u>
					Total Materials & Services		80,446
	0		<u>113,065</u>	8400	<u>Capital Outlay</u>		
	0		113,065		Office Equipment		<u>14,800</u>
					Total Capital Outlay		14,800
	177,513	2.71	278,530		Total Division	2.21	183,955

0401C/227-14-03/09
GF/F&A/DP

General Fund: Finance & Administration



HISTORICAL DATA		FY 1983-84		PROPOSED BUDGET FY 1984-85		COMMITTEE RECOMMENDATION	COUNCIL APPROVED
ACTUAL \$		BUDGET		DESCRIPTION			
FY 1981-82	FY 1982-83	FTE	AMOUNT	ACCOUNT #	DESCRIPTION	FTE	AMOUNT
PREVIOUSLY BUDGETED AS PART OF TRANSPORTATION		.2	8,092	6030	<u>Personal Services</u>		
		1.12	33,071	6050	Director of Data Services	DIVISION	
		1.0	24,632	6060	Senior Analyst	BUDGETED	
		.18	2,985	6080	Analyst 3	AS PART OF	
		.25	3,090	6070	Analyst 1	INTERGOVERNMENTAL	
		1.05	7,818	6300	Secretary	RESOURCE FUND	
			425		Temporary		
			2,874	6550	Planning Technician		
			22,232	6700	Merit		
		3.8	105,219		Fringe		
					Total Personal Services		
					<u>Materials & Services</u>		
			1,100	7110	Meetings & Conferences		
			500	7130	Dues & Subscriptions		
			4,900	7150	Printing		
			500	7300	Postage		
			700	7410	Supplies-Office		
			39,650	7500	Contractual Services		
			1,700	7520	Data Processing		
			150	7900	Miscellaneous		
			49,200		Total Materials & Services		
		3.8	154,419		Total Division		
1,092,861	1,088,376	22.10	1,436,779		Total Department	18.25	1,223,043

0401C/227-62-03/09
GEN FUND/DRC



General Fund: Public Affairs

HISTORICAL DATA		FY 1983-84		PROPOSED BUDGET FY 1984-85		COMMITTEE RECOMMENDATION	COUNCIL APPROVED
ACTUAL \$		BUDGET		DESCRIPTION			
FY 1981-82	FY 1982-83	FTE	AMOUNT	ACCOUNT #	DESCRIPTION	FTE	AMOUNT
30,246	36,198	1.0	35,893	6010	<u>Personal Services</u>		
7,696	25,578	1.0	26,670	6020	Public Affairs Director	1.0	39,823
27,435	23,198	1.0	25,022	6030	Analyst 3	1.0	27,920
23,744	23,178	1.0	24,337	6040	Analyst 2	0	0
19,504	11,460	1.12	14,762	6050	Graphics Coordinator	1.0	24,356
15,563	9,762	.6	9,008	6060	Secretary	1.0	13,769
7,450	4,990	.25	12,191	6070	Graphics Designer	1.0	17,142
10,324	11,298	1.0	11,705	6080	Public Info. Spec.	.5	10,237
25,380	0	0	0		Receptionist	1.0	12,560
28,625	0	0	0	6000	Local Gov't Manager	0	0
5,950	2,443	0	500		Public Info. Officer	0	0
-	-		3,583	6550	Temporary Help	.20	2,486
79,769	54,916		45,953	6700	Merit		2,148
281,686	203,021	6.97	209,624		Fringe		44,636
					<u>Total Personal Services</u>	6.7	195,077
					<u>Materials & Services</u>		
1,145	679		1,750	7100	Travel Expenses		1,400
1,149	2,883		4,500	7110	Meetings & Conferences		1,000
656	295		800	7120	Training & Tuition		800
1,317	1,877		2,720	7130	Dues & Subscriptions		2,000
3,616	1,997		2,800	7140	Ads & Legal Notices		3,500
4,418	7,223		11,900	7150	Printing		18,350
0	0		3,370	7300	Postage		5,250
2,682	3,938		4,200	7410	Supplies-Office		3,900
11,956	4,796		12,900	7500	Contractual Services		4,550
0	416		2,700	7900	Miscellaneous		0
26,939	24,104		47,640		<u>Total Materials & Services</u>		40,750
					<u>Capital Outlay</u>		
0	1,002		0	8400	Office Equipment		750
0	1,002		0		<u>Total Capital Outlay</u>		750
308,625	228,127	6.97	257,264		<u>Total Department</u>	6.7	236,577

0401C/227-27-03/09-GF/PF

Transportation

General Fund



HISTORICAL DATA		FY 1983-84		PROPOSED BUDGET FY 1984-85		COMMITTEE RECOMMENDATION	COUNCIL APPROVED
ACTUAL \$		BUDGET					
FY 1981-82	FY 1982-83	FTE	AMOUNT	ACCOUNT #	DESCRIPTION	FTE	AMOUNT
37,149					<u>Personal Services</u>		
38,038	BUDGETED IN INTERGOVERNMENTAL RESOURCE FUND		BUDGETED IN INTERGOVERNMENTAL RESOURCE FUND		Transportation Director	BUDGETED IN	
18,236					Director of Data Services	INTERGOVERNMENTAL	
13,192					Admin. Assistant	RESOURCE FUND	
26,541					Secretary		
25,293					Senior Analyst		
27,472					Operations Analyst		
122,187					Air Quality Manager		
47,394					Analyst 3		
48,057					Analyst 2		
46,261					Analyst 1		
0					Planning Technican		
0					Interdepartmental Asst.		
0					Computer Specialist 1		
0					Staff Assistant 1		
0					Principal Planner		
0					Project Manager		
0					Temporary Employees		
-					Merit		
116,720					Fringe		
566,540					Total Personal Services		
					<u>Materials & Services</u>		
3,116					Auto & Travel		
841					Meetings & Conferences		
1,781					Training & Tuition		
106					Postage		
320					Dues, Fees, Subscriptions		
2,087					Printing		
0					Supplies		
159,603					Contractual Services		
49,770					Data Processing		
0					Miscellaneous		
217,624					Total Materials & Services		
					<u>Capital Outlay</u>		
0					Office Equipment		
0					Total Capital Outlay		
784,164					Total Department		0401C/227-30-03/09-GEN/TRANS



General Fund

Development Services

HISTORICAL DATA ACTUAL \$		FY 1983-84 BUDGET		PROPOSED BUDGET FY 1984-85		COMMITTEE RECOMMENDATION	COUNCIL APPROVED
FY 1981-82	FY 1982-83	FTE	AMOUNT	ACCOUNT #	DESCRIPTION		
35,402			BUDGETED IN		<u>Personal Services</u>		
23,232			INTERGOVERNMENTAL		Director	BUDGETED IN	
0			RESOURCE FUND		Analyst 3	INTERGOVERNMENTAL	
0					Engineer 3	RESOURCE FUND	
15,382					Senior Analyst		
13,595					Secretary		
21,533					Planning Technician		
1,707					Analyst 2		
0					Admin. Assistant		
0					Principal Reg. Planner		
0					Urban Economist		
0					Analyst 1		
0					Staff Assistant		
0					Development Analyst		
0					IRC Administrator		
0					Temporary		
-					Merit		
28,903					Fringe		
139,754					Total Personal Services		
					<u>Materials & Services</u>		
2,085					Auto & Travel		
0					Meetings & Conferences		
0					Training & Tuition		
0					Dues, Fees, Subscriptions		
0					Ads & Legal Notices		
68					Printing		
550					Postage		
0					Equipment Rental		
1,154					Supplies		
109,827					Contractual		
115					Data Processing		
0					Miscellaneous		
113,799					Total Materials & Services		
0					Total Capital Outlay		
253,553					Total Department		0401C/227-29-03/09-GEN/DP (SP)

Criminal Justice

General Fund



HISTORICAL DATA		FY 1983-84		PROPOSED BUDGET FY 1984-85		COMMITTEE RECOMMENDATION	COUNCIL APPROVED
ACTUAL \$		BUDGET		DESCRIPTION			
FY 1981-82	FY 1982-83	FTE	AMOUNT	ACCOUNT #	FTE	AMOUNT	
36,323	BUDGETED IN		BUDGETED IN		<u>Personal Services</u>		
26,919	INTERGOVERNMENTAL		INTERGOVERNMENTAL		Director	BUDGETED IN	
12,679	RESOURCE FUND		RESOURCE FUND		Analyst 3	INTERGOVERNMENTAL	
					Secretary	RESOURCE FUND	
					Merit		
					Fringe		
<u>17,381</u>					Total Personal Services		
93,302							
					<u>Materials & Services</u>		
380					Travel Expenses		
433					Meetings & Conferences		
0					Dues, Fees, Subscriptions		
0					Printing		
0					Office Supplies		
<u>813</u>					Total Materials & Services		
94,115					Total Department		

0401C/227-28-03/09
GEN/CJ



General Fund

Land Use Coordination

HISTORICAL DATA ACTUAL \$		FY 1983-84 BUDGET		PROPOSED BUDGET FY 1984-85		COMMITTEE RECOMMENDATION	COUNCIL APPROVED
FY 1981-82	FY 1982-83	FTE	AMOUNT	ACCOUNT #	DESCRIPTION	FTE	AMOUNT
26,921	0		0		<u>Personal Services</u>		
13,944	0		0		Senior Analyst	0	0
1,339	0		0		Analyst 1	0	0
3,216	0		0		Secretary	0	0
291	0		0		Admin. Assistant	0	0
30,203	0		0		Interdepartmental Asst.	0	0
75,914	0		0		Fringe	0	0
					Total Personal Services		0
	0		0		<u>Materials & Services</u>		
77,864	0		0		Office Equipment	0	0
19	0		0		Contractual Services	0	0
125	0		0		Supplies	0	0
78,008	0		0		Ads & Legal Notices	0	0
					Total Materials & Services		0
153,922	0		0		Total Department		0

0401C/227-31-03/09
GEN/LD USE



HISTORICAL DATA ACTUAL \$		FY 1983-84 BUDGET		PROPOSED BUDGET FY 1984-85		COMMITTEE RECOMMENDATION	COUNCIL APPROVED
FY 1981-82	FY 1982-83	FTE	AMOUNT	ACCOUNT #	DESCRIPTION		
44,473	BUDGETED		0		<u>Personal Services</u>		0
70,000	IN		0		IRC Administrator		0
23,001	TRANSPORTATION		0		Senior Analyst		0
12,390	DEPARTMENT		0		Analyst 3		0
5,519			0		Secretary		0
1,744			0		Analyst 2		0
<u>33,351</u>			<u>0</u>		Temporary		<u>0</u>
190,478			0		Fringe		0
					Total Personal Services		0
					<u>Materials & Services</u>		0
156,723			0		Contractual Services		0
2,193			0		Printing & Reproduction		0
2,653			0		Travel		0
<u>1,930</u>			<u>0</u>		Meetings		<u>0</u>
163,499			0		Total Materials & Services		0
					Total Department		0
			0				
0401C/227-32-03/09							
GEN/JT DEV							



General Fund

Metro Futures

HISTORICAL DATA ACTUAL \$		FY 1983-84 BUDGET		PROPOSED BUDGET FY 1984-85		COMMITTEE RECOMMENDATION	COUNCIL APPROVED
FY 1981-82	FY 1982-83	FTE	AMOUNT	ACCOUNT #	DESCRIPTION		
					<u>Personal Services</u>		
10,552	0		0		Analyst 3		0
4,891	0		0		Fringe		0
15,443	0		0		Total Personal Services		0
					<u>Materials & Services</u>		
952	0		0		Contractual Services		0
257	0		0		Travel		0
427	0		0		Meetings		0
1,636	0		0		Total Materials & Services		0
17,079	0		0		Total Department		0

0401C/227-37-03/09
GF/M-FUT

Transfers & Contingency

General Fund



HISTORICAL DATA ACTUAL \$		FY 1983-84 BUDGET		PROPOSED BUDGET FY 1984-85		COMMITTEE RECOMMENDATION	COUNCIL APPROVED
FY 1981-82	FY 1982-83	FTE	AMOUNT	ACCOUNT #	DESCRIPTION		
0	0		74,894	9700	Contingency		101,596
0	209,078		163,169	9400	Transfer to Intergovernmental Resource Fund		573,185
0	209,078		238,063		Total Transfers & Contingency		674,781
					Unappropriated Fund Balance		23,038
<u>37,388</u>	<u>143,758</u>		<u>0</u>				
<u>3,424,620</u>	<u>2,001,085</u>	<u>36.57</u>	<u>2,285,896</u>		Total General Fund	<u>32.45</u>	<u>2,526,622</u>

0401C/227-34-03/09
GF/T&C

APPENDICES

Local Government Assessments

UNIT	ACTUAL FY 1983-84		PROPOSED FY 1984-85	
	Pop. Est. 1982	Assess. @ \$.50/	Pop. Est. ¹	Assess. @ \$.50/
Clackamas Co. (unincorp.)	81,394	\$ 40,697.00	82,138	\$41,069.00
Gladstone	9,680	4,840.00	9,445	4,722.50
Happy Valley	1,480	740.00	1,480	740.00
Johnson City	355	177.50	375	187.50
Lake Oswego	22,845	11,422.50	22,740 ³	11,370.00
Milwaukie	17,727	8,863.50	17,350	8,675.00
Oregon City	14,610	7,305.00	14,291 ³	7,145.50
Rivergrove	325	162.50	320	160.00
West Linn	12,400	6,200.00	11,371 ³	5,685.50
Wilsonville	3,390	1,695.00	3,320	1,660.00
Multnomah Co. (unincorp.)	144,633	72,316.50	141,143 ^{2,3}	70,571.50
Fairview	1,745	872.50	1,780	890.00
Gresham	34,377	17,188.50	34,340	17,170.00
Maywood Park	1,070	535.00	820	410.00
Portland	368,100	184,050.00	365,044 ³	182,522.00
Troutdale	6,545	3,272.50	6,640	3,320.00
Wood Village	2,510	1,255.00	2,465	1,232.50
Washington Co. (unincorp.)	119,627	59,813.50	117,348 ^{2,3}	58,674.00
Beaverton	33,640	16,820.00	33,050	16,525.00
Cornelius	4,896	2,448.00	4,910	2,455.00
Durham	700	350.00	680	340.00
Forest Grove	11,919	5,959.50	11,500	5,750.00
Hillsboro	29,305	14,652.50	29,674 ³	14,837.00
King City	1,860	930.00	1,800	900.00
Sherwood	2,554	1,277.00	2,520	1,260.00
Tigard	18,004	9,002.00	18,221 ³	9,110.50
Tualatin	9,400	4,700.00	9,752 ³	4,876.00
LOCAL GOVERNMENT ASSESSMENT	955,091	\$477,545.50	944,517	\$472,258.50
Port of Portland		\$ 57,500.00		\$ 57,500.00
Tri-Met		\$ 57,500.00		\$ 57,500.00
TOTAL ASSESSMENT		\$592,545.50		\$587,258.50

5660B/257-13

Local Government Assessments

FOOTNOTES

¹Population estimate based upon July 1, 1983 certified estimates of population for Oregon cities and counties prepared by the Center for Population Research and Census, Portland State University.

²Unincorporated county population estimate based upon data provided by the Center for Population Research and Census using the formula described in the body of this report. The equation by counties are as follows:

Clackamas County:

Step 1 - 1983 Unincorporated Pop. Est.	147,620
1980 Unincorporated Pop. Est.	<u>143,800</u>
	+3,820

$$3,820 : 143,800 = .0266$$

Step 2 - $.0266 \times 80,010$ (1980 Unincorporated inside Metro) = 2,128

Step 3 - $2,128 + 80,010 = \underline{82,138}$ 1983 estimate

Multnomah County:

Step 1 - 1983 Unincorporated Pop. Est.	146,536
1980 Unincorporated Pop. Est.	<u>152,259</u>
	-5,723

$$5,723 : 152,259 = -.0376$$

Step 2 - $-.0376 \times 146,657$ (1980 Unincorporated inside Metro) = -5,514

Step 3 - $-5,514 + 146,657 = \underline{141,143}$ 1983 estimate

Washington County:

Step 1 - 1983 Unincorporated Pop. Est.	142,829
1980 Unincorporated Pop. Est.	<u>143,753</u>
	-924

$$-924 : 143,753 = .0064$$

Step 2 - $.0064 \times 118,104$ (1980 unincorporated inside Metro) = -756

Step 3 - $-756 + 118,104 = \underline{117,348}$ 1983 estimate

³Certified population as of December 31, 1983 from center for population research and census (Supplement I).

56608/257-14

Fringe Calculation

FRINGE BENEFIT ESTIMATE

The Fringe Benefit estimate for Metro employees is as follows:

	Non-Union Employees	Union Employees
FICA	.07	.07
SAIF	.02	.02
Unemployment	.02	.01
Health and Insurance	.08	.08
Pension	.11	.11
PERS	-	.01
TOTAL	.30	.30

5660B/257-22

Salary & Wage Detail

DETAIL OF SALARY AND WAGE RATE PER HOUR WHERE MORE THAN ONE POSITION IS BUDGETED.

FTE	Department/Division Position	Hourly Rate			FY 1984-85 Budgeted Amount Based On 2080 Hours
		Low	Average	High	
<u>Finance and Administration</u>					
2.0	Senior Accountant	12.04	12.40	12.76	51,584
3.0	Accounting Clerk 2	6.62	6.94	7.17	43,369
<u>Intergovernmental Resource Center</u>					
3.0	Senior Analyst	14.43	15.12	15.69	94,332
7.0	Analyst 3	11.34	12.48	13.50	181,680
3.0	Analyst 2	9.83	10.59	11.71	66,103
3.0	Analyst 1	8.47	8.57	8.74	53,492
2.0	Secretary	7.70	7.85	7.94	32,533
<u>Zoo, Administration</u>					
2.0	Secretary	8.68	8.68	8.68	36,110
<u>Zoo, Animal Management</u>					
6.0	Senior Animal Keeper	10.44	10.44	10.44	130,290
21.0	Animal Keeper	8.41	9.76	9.84	429,808
<u>Zoo, Building and Grounds</u>					
2.42	Maintenance Worker 3	10.54	10.54	10.54	53,054
4.0	Maintenance Work 2	9.98	9.98	9.98	83,032
5.35	Maintenance Worker 1	8.98	8.98	8.98	98,639
4.0	Gardner 1	8.08	8.76	8.98	74,712
<u>Zoo, Education Services</u>					
2.0	Education Services Specialist	11.48	11.54	11.60	49,130
2.0	Graphic Designer	7.25	7.43	7.61	33,548
<u>Zoo, Public Relations</u>					
2.0	Program Assistant 2	7.61	8.36	9.11	34,778

Salary & Wage Detail

DETAIL OF SALARY AND WAGE RATE PER HOUR WHERE MORE THAN ONE POSITION IS BUDGETED.

FTE	Department/Division Position	Hourly Rate			FY 1984-85 Budgeted Amount Based On 2080 Hours
		Low	Average	High	
<u>Zoo, Visitor Services</u>					
2.1	Asst. Food Service Manager	5.20	5.47	5.55	25,262
2.0	Clerk (Cashroom)	6.13	6.69	6.97	27,822
3.5	Receptionist	5.19	5.57	5.84	41,360
17.5	Visitor Services Workers - Food	3.45	3.80	5.90	150,738
3.0	Visitor Services - Retail	3.45	3.80	5.90	27,581
1.6	Stationmaster	7.81	7.81	7.81	25,992
<u>Solid Waste</u>					
4.0	Analyst 2	9.40	9.40	9.40	78,212
6.95	Gatehouse Attendant	5.50	5.79	5.96	83,070
2.0	Secretary	6.65	6.70	6.75	27,866
2.0	Lead Gatehouse Attendant	6.62	6.62	6.62	27,540

5660B/257-23

Salary & Wage Detail

DETAIL OF BUDGETED SALARY FOR POSTIONS
BUDGETED IN MORE THAN ONE FUND, DEPARTMENT OR DIVISION

<u>POSITION</u>	<u>FUND</u>	<u>DIVISION</u>	<u>FTE</u>	<u>AMOUNT BUDGETED</u>
Director of Data Services	IRC	-	.70	\$28,887
	General	Data Processing	.30	12,380
			<u>1.00</u>	<u>\$41,267</u>
Secretary	General	Accounting	.25	\$ 3,458
	General	Budget & Ad.Serv.	.50	6,916
	General	Data Processing	.25	3,458
			<u>1.00</u>	<u>\$12,346</u>
Deputy Exec. Officer	General	Accounting	.17	\$ 7,571
	General	Budget & Ad.Serv.	.17	7,570
	General	Data Processing	.16	7,125
	General	Exec. Management	.50	22,277
			<u>1.00</u>	<u>\$44,543</u>
Public Info Specialist	General	Public Affairs	.50	\$10,237
	S.W. Oper.		1.03	22,821
			<u>1.53</u>	<u>\$33,058</u>
System Analyst	General	Data Processing	.50	\$14,196
	IRC		.50	14,258
			<u>1.00</u>	<u>\$28,454</u>

8988B/277
03/10/84

Cost Allocation Plan

		DISTRIBUTION OF INDIRECT COSTS ¹									
		PLANNING FUND ³			SOLID WASTE FUND			ZOO FUND			
INDIRECT ² COSTS		ALLOCATION			ALLOCATION			ALLOCATION			
		SPECIFIC	POOLED	TOTAL	SPECIFIC	POOLED	TOTAL	SPECIFIC	POOLED	TOTAL	
GENERAL FUND COUNCIL FUND: 10 DEPT: 10 DIV: 00		IND	PLA-S	PLA-P	PLA-T	SWA-S	SWA-P	SWA-T	ZOO-S	ZOO-P	ZOO-T
PERSONNEL	65693	15241	8681	24122	16423	10671	27094	4664	9813	14477	
COUNCIL PER DIEM	25920	0	9513	9513	0	10679	10679	0	5728	5728	
COUNCILOR EXPENSES	18000	0	9648	9648	0	5742	5742	0	2610	2610	
TRAVEL EXPENSE	400	0	147	147	0	165	165	0	88	88	
MEETINGS & CONFERENCES	6000	0	2202	2202	0	2472	2472	0	1326	1326	
TRAINING & TUITION	200	0	73	73	0	82	82	0	44	44	
DUES & SUBSCRIPTIONS	100	0	37	37	0	41	41	0	22	22	
SUPPLIES	500	0	184	184	0	206	206	0	111	111	
CONTRACTUAL SERVICES	3000	0	1101	1101	0	1236	1236	0	663	663	
DIV TOTALS:	119813	15241	31786	47027	16423	31294	47717	4664	20405	25069	
DEPT TOTALS:	119813	15241	31786	47027	16423	31294	47717	4664	20405	25069	
GENERAL FUND EXECUTIVE MANAGEMENT FUND: 10 DEPT: 20 DIV: 00		IND	PLA-S	PLA-P	PLA-T	SWA-S	SWA-P	SWA-T	ZOO-S	ZOO-P	ZOO-T
PERSONNEL	220525	0	72112	72112	0	86887	86887	0	61526	61526	
TRAVEL EXPENSES	7950	0	2600	2600	0	3132	3132	0	2218	2218	
MEETINGS & CONFERENCE	3100	0	1014	1014	0	1221	1221	0	865	865	
TRAINING AND TUITION	500	0	164	164	0	197	197	0	140	140	
DUES	1695	0	554	554	0	668	668	0	473	473	
SUPPLIES	600	0	196	196	0	236	236	0	167	167	
CONTRACTUAL SERVICES	15000	0	4905	4905	0	5910	5910	0	4185	4185	
DIV TOTALS:	249370	0	81545	81545	0	98251	98251	0	69574	69574	
DEPT TOTALS:	249370	0	81545	81545	0	98251	98251	0	69574	69574	

Cost Allocation Plan

GENERAL FUND ACCOUNTING
FUND: 10 DEPT: 32 DIV: 00

	IND	PLA-S	PLA-P	PLA-T	SUA-S	SUA-P	SUA-T	ZOO-S	ZOO-P	ZOO-T
PERSONNEL	214364	22294	7711	30005	102446	9291	111757	66024	6579	72603
TRAVEL EXPENSES	692	71	25	95	326	30	356	210	21	231
MEETINGS & CONFERENCE	180	19	6	25	86	8	94	55	6	61
TRAINING AND TUITION	1986	207	71	278	949	86	1035	612	61	673
DUES & SUBSCRIPTIONS	465	48	17	65	222	20	242	143	14	157
MATERIALS & SERVICES	4175	434	150	584	1996	181	2177	1286	128	1414
CONTRACTUAL SERVICES	30000	3120	1079	4199	14340	1300	15640	9240	921	10161
DIV TOTALS:	251852	26193	9059	35251	120385	10916	131301	77570	7730	85300
DEPT TOTALS:	251852	26193	9059	35251	120385	10916	131301	77570	7730	85300

GENERAL FUND BUDGET AND ADMIN SVS
FUND: 10 DEPT: 34 DIV: 00

	IND	PLA-S	PLA-P	PLA-T	SUA-S	SUA-P	SUA-T	ZOO-S	ZOO-P	ZOO-T
DEO/MANAGR/AA	85429	171	13913	14083	598	43171	43769	342	27235	27577
MAINT AIDE	8282	3122	1243	4366	1698	1491	3189	0	727	727
MANAGEMENT ANALYST	41850	29462	3141	32603	2449	1526	3995	1046	4205	5252
OFFSET PRINTER	24101	5712	2942	8653	3278	3635	6913	5399	3136	8535
PERS ASST/SEL	36515	1972	753	2725	2812	1083	3894	29139	756	29895
WD PROC CRTS	46528	9166	7230	16396	7956	8949	16905	5816	7410	13226
TRAVEL EXPENSE	500	0	130	130	0	171	171	0	199	199
MEETINGS & CONFERENCES	425	0	111	111	0	145	145	0	169	169
TRAIN & TUIT/WD PROC	150	0	53	53	0	54	54	0	43	43
TRAIN & TUIT/GRTS/CONT	150	0	117	117	0	14	14	0	19	19
TRAIN & TUIT/PERS COUR	150	0	11	11	0	16	16	0	123	123
BOUND COMM DUES	7500	975	0	975	2250	0	2250	4275	0	4275
LGPI DUES	305	0	23	23	0	33	33	0	249	249
HARC DUES	6250	0	2044	2044	0	2463	2463	0	1744	1744
PROFESSIONAL DUES	200	0	52	52	0	68	68	0	80	80
SUBSCRIPTIONS	350	0	91	91	0	120	120	0	139	139
ADVERT/LEGAL NOTICES	5000	0	380	380	0	535	535	0	4085	4085
PRINTING	16000	3792	1953	5745	2176	2413	4589	3584	2082	5666
ELECTION EXPENSE	5000	0	18350	18350	0	20600	20600	0	11050	11050
TELEPHONE	54270	13893	7604	21697	13893	11268	25161	0	7412	7412
FUELS	5000	1885	751	2636	1025	900	1925	0	439	439
POSTAGE	19810	4794	3307	8101	2952	4758	7709	40	3960	4000
MAINT & REPR/VEHICLE	3000	1131	451	1582	615	541	1156	0	264	264
MAINT & REPR/LANG	7358	1451	1145	2596	1260	1417	2677	921	1173	2094
MAINT & REPR/AM	2685	636	328	964	365	405	770	601	349	951
MAINT & RPR/PTC MH/SC	260	63	43	106	39	62	101	1	52	52
MAINT & REPR/TYPWT/CAL	1200	0	541	541	0	503	503	0	156	156
MAINT & REPR/SDW/DICI	495	96	75	171	83	93	176	61	77	138

Cost Allocation Plan

GENERAL FUND BUDGET AND ADMIN SVS
FUND: 10 DEPT: 34 DIV: 00

	IND	PLA-S	PLA-P	PLA-T	SUA-S	SUA-P	SUA-T	ZOO-S	ZOO-P	ZOO-T
MAINT & REPR/MISC	232	0	105	105	0	97	97	0	30	30
MAINT & REPR/KODAK	3060	835	381	1216	753	574	1326	31	487	517
EQUIP RENTAL/PST METR	500	121	83	204	75	120	195	1	100	101
EQUIP RENTAL/SORTER	1500	410	187	596	369	281	650	15	238	253
SUPPLIES-OFFICE	7600	0	3428	3428	0	3184	3184	0	988	988
SUPPLIES-OTHER	650	0	293	293	0	272	272	0	85	85
CONTRACT SERVICES	5600	0	1456	1456	0	1915	1915	0	2229	2229
INSURANCE	16500	0	7442	7442	0	6914	6914	0	2145	2145
LEASE/OFFICE SPACE	243505	45779	46309	92088	49675	61725	111400	0	40018	40018
LEASE/PARKING SPACE	16168	6095	2427	8523	3314	2911	6226	0	1419	1419
LEASE/VEHICLES	8426	3177	1265	4442	1727	1517	3245	0	740	740
LEASE/UNFAC	8000	1576	1243	2819	1368	1539	2907	1000	1274	2274
LEASE/KODAK	10192	2782	1269	4052	2507	1911	4418	102	1620	1722
LEASE/MATH INC MACH	1260	305	210	515	188	303	490	3	252	254
CAPITAL/COPIER	5000	600	332	982	2980	536	3516	55	448	503
CAPITAL/JUGGER	1000	0	359	359	0	287	287	0	354	354
DIV TOTALS:	752956	140001	133821	273822	106425	190520	296943	52432	129760	182191
DEPT TOTALS:	752956	140001	133821	273822	106425	190520	296943	52432	129760	182191

GENERAL FUND DATA PROCESSING
FUND: 10 DEPT: 38 DIV: 00

	IND	PLA-S	PLA-P	PLA-T	SUA-S	SUA-P	SUA-T	ZOO-S	ZOO-P	ZOO-T
PERSONNEL	75813	7885	2727	10612	36239	3286	39524	23350	2327	25677
TRAVEL EXPENSES	500	0	70	70	0	261	261	0	170	170
MEETINGS & CONFERENCE	550	0	77	77	0	287	287	0	186	186
TRAINING & TUITION	300	0	42	42	0	156	156	0	102	102
DUES & SUBSCRIPTIONS	200	0	28	28	0	104	104	0	68	68
TELEPHONE	1000	0	140	140	0	521	521	0	339	339
MAINT & RFP/EQUIPMENT	15020	0	2103	2103	0	7825	7825	0	5092	5092
SUPPLIES-OFFICE	5000	0	700	700	0	2605	2605	0	1695	1695
CONTRACTUAL SERVICES	4000	0	560	560	0	2084	2084	0	1356	1356
LEASE PAYMENTS	35810	0	5013	5013	0	18657	18657	0	12140	12140
MISCELLANEOUS	2000	0	280	280	0	1042	1042	0	678	678
CAPITAL	14600	0	2072	2072	0	7711	7711	0	5017	5017
DIV TOTALS:	154993	7885	13812	21697	36239	44539	80777	23350	29170	52520
DEPT TOTALS:	154993	7885	13812	21697	36239	44539	80777	23350	29170	52520

Cost Allocation Plan

Spencer
P. P. ...
T. ...

GENERAL FUND PUBLIC AFFAIRS
FUND: 10 DEPT: 40 DIV: 00

	IND	PLA-S	PLA-P	PLA-T	SUA-S	SUA-P	SUA-T	ZOO-S	ZOO-P	ZOO-T
GRAPHICS COORD	31663	14248	0	14248	14248	0	14248	3166	0	3166
GRAPHIC DESIGNER	23176	10429	0	10429	10429	0	10429	2318	0	2318
LOC COVT ASST	36296	16333	0	16333	14518	0	14518	5444	0	5444
PUBLIC AFF DIRECTOR	51770	12943	0	12943	28474	0	28474	10354	0	10354
PUBLIC INFO SPEC	13840	4567	0	4567	4706	0	4706	4567	0	4567
RECEPTIONIST/TEMP	19716	7886	0	7886	7886	0	7886	3943	0	3943
SECRETARY	18616	7446	0	7446	7446	0	7446	3723	0	3723
TRAVEL EXPENSES	1400	0	529	529	0	631	631	0	239	239
MEETINGS & CONFERENCE	1000	0	378	378	0	451	451	0	171	171
TRAINING & TUITION	600	0	302	302	0	361	361	0	137	137
DUES & SUBSCRIPTIONS	2000	0	756	756	0	902	902	0	342	342
ADVERT & LEGAL NOTC	3500	0	1323	1323	0	1579	1579	0	599	599
PRINTING	18350	0	6936	6936	0	8276	8276	0	3138	3138
POSTAGE	5250	0	1985	1985	0	2368	2368	0	898	898
SUPPLIES-OFFICE	3900	0	1474	1474	0	1759	1759	0	667	667
CONTRACTUAL SERVICES	4550	0	1720	1720	0	2052	2052	0	778	778
MISCELLANEOUS	0	0	0	0	0	0	0	0	0	0
CAPITAL/O-F FURN	750	0	284	284	0	338	338	0	128	128
DIV TOTALS:	236577	73852	15697	89539	87707	18717	106424	33515	7097	40612
DEPT TOTALS:	236577	73852	15697	89539	87707	18717	106424	33515	7097	40612

GRAND TOTALS----	1765561	263172	285710	548881	367179	394237	761413	191531	263736	455266
BUDGETED AMOUNT				547706 ^{3,4}			689333 ⁵		453321 ⁴	

- 1 More detailed information on the distribution of indirect costs or eligible grant overhead costs is available on request.
- 2 Total indirect costs are General Fund expenses minus direct revenues, transfers, contingency and any unappropriated balance.
- 3 The Planning Fund has been renamed for FY 1984-85 as the Intergovernmental Resource Fund. Charges shown in this Cost Allocation Plan represent total services received by the fund and not necessarily those charged to federal grants. Only those charges which are considered to be federal grant eligible are billed, through use of an overhead rate of 48.2 percent, to funding sources. Ineligible charges are paid by dues money to the General Fund by means of an interfund transfer.
- 4 Because of last minute budget changes, a slight difference exists between the justified cost of services and the budgeted amounts.
- 5 To offset the large increase in costs charged to Solid Waste (primarily because of additional accounting services to CTCRC and St. Johns) a cap of 10 percent over last year's budgeted amount has been instituted.

Beginning & ending working capital

ZOO OPERATING FUND--#20

ESTIMATE FOR BEGINNING AND ENDING
WORKING CAPITAL
FY 1984-85 BUDGET

	<u>JUNE 30, 1984</u>	<u>JUNE 30, 1985</u>
<u>Assets</u>		
Cash and Investments	\$ 944,357	\$1,991,500
Receivables:		
Property Taxes	58,378	50,000
Federal Grants	10,000	0
Other	4,000	5,000
Inventory (06/30/83)		
Gift Shop	103,000	100,000
Concessions	31,000	30,000
Total Assets	<u>\$1,150,735</u>	<u>\$2,176,500</u>
<u>Liabilities and Fund Balance</u>		
Accounts Payable - Trade	\$ 100,000	\$ 140,000
Accrued:		
Salaries & Wages	67,000	85,000
Payroll Withholdings	22,000	30,500
Unearned Grant Revenue	25,000	20,000
Total Liabilities	<u>214,000</u>	<u>275,500</u>
Fund Balance-Reserved	0	1,001,000
Fund Balance-Unreserved	936,735	900,000
Total Fund Balance	<u>936,735</u>	<u>1,901,000</u>
Total Liabilities and Fund Balance	<u>\$1,150,735</u>	<u>\$2,176,500</u>
8892B/277-11 03/13/84		

ZOO CAPITAL PROJECTS FUND--#25

ESTIMATE FOR BEGINNING AND ENDING
WORKING CAPITAL
FY 1984-85 BUDGET

	<u>JUNE 30, 1984</u>	<u>JUNE 30, 1985</u>
<u>Assets</u>		
Cash and Investments	\$4,499,610	\$4,787,700
Restricted Investments	38,873	40,000
Construction in Progress	4,203,410	4,000,000
Total Assets	<u>\$8,741,893</u>	<u>\$8,827,700</u>
<u>Liabilities and Fund Balance</u>		
Accounts Payable - Trade	\$ 50,000	\$ 50,000
Retainage	48,000	50,000
Invest. In General Fixed Assets	4,203,410	4,000,000
Total Liabilities	<u>\$4,301,410</u>	<u>4,100,000</u>
Fund Balance-Reserved	0	3,227,700
Fund Balance-Unreserved	4,440,483	1,500,000
Total Fund Balance	<u>4,440,483</u>	<u>4,727,700</u>
Total Liabilities and Fund Balance	<u>\$8,746,893</u>	<u>\$8,827,700</u>
8892B/277-12 03/13/84		

Beginning & ending working capital

SOLID WASTE OPERATING FUND--#30

ESTIMATE FOR BEGINNING AND ENDING WORKING CAPITAL FY 1984-85 BUDGET

	<u>JUNE 30, 1984</u>	<u>JUNE 30, 1985</u>
Assets		
Cash and Investments	\$ 4,000	\$ 454,000
Accounts Receivable:		
Transfer Stations	300,000	300,000
St. Johns Landfill	500,000	400,000
Allowance for Doubtful Accounts	21,000	21,000
Federal Grants	20,000	0
Restricted Investment	500,000	500,000
Total Assets	<u>\$1,345,000</u>	<u>\$1,685,000</u>
Liabilities and Fund Balance		
Accounts Payable - Trade	\$ 140,000	\$ 480,000
Accrued:		
Salaries & Wages	16,000	16,000
Payroll Withholdings	6,000	6,000
Retainage	500,000	500,000
Total Liabilities	<u>444,002</u>	<u>1,002,000</u>
Fund Balance-Unreserved	683,000	683,000
Total Fund Balance	<u>683,000</u>	<u>683,000</u>
Total Liabilities and Fund Balance	<u>\$1,345,000</u>	<u>\$1,685,000</u>

8892B/277-13
03/13/84

SOLID WASTE CAPITAL FUND--#34

ESTIMATE FOR BEGINNING AND ENDING WORKING CAPITAL FY 1984-85 BUDGET

	<u>JUNE 30, 1984</u>	<u>JUNE 30, 1985</u>
Assets		
Cash and Investments	\$1,171,000	
Receivables:		
City of Troutdale	16,000	
Construction in Progress		
CTRC	4,700,000	
ERF	2,200,000	
St. Johns	400,000	
Restricted Investments	0	
Provision for Other Credits	0	
Total Assets	<u>\$8,487,000</u>	
Liabilities and Fund Balance		
Accounts Payable - Trade	\$ 30,000	
Deferred Revenue	0	
Retainage	30,000	
Investments in General Fixed Assets	7,300,000	
Reserve for Contracts Receivable	16,000	
Total Liabilities	<u>7,376,000</u>	
Fund Balance-Unreserved	1,111,000	
Total Fund Balance	<u>1,111,000</u>	
Total Liabilities and Fund Balance	<u>\$8,487,000</u>	

No
Unappropriated
Fund
Balance
Budgeted

8892B/277-14
03/13/84

Beginning & ending working capital

ST. JOHNS RESERVE FUND--#35

ESTIMATE FOR BEGINNING AND ENDING
WORKING CAPITAL
FY 1984-85 BUDGET

	<u>JUNE 30, 1984</u>	<u>JUNE 30, 1985</u>
<u>Assets</u>		
Cash and Investments	\$359,500	\$563,700
Total Assets	<u>\$359,500</u>	<u>\$563,700</u>
<u>Liabilities and Fund Balance</u>		
Fund Balance-Reserved	\$359,500	\$563,700
Total Fund Balance	359,500	563,700
Total Liabilities and Fund Balance	<u>\$359,500</u>	<u>\$563,700</u>

8892B/277-16
03/13/84

ST. JOHNS FINAL IMPROVEMENTS FUND--#36

ESTIMATE FOR BEGINNING AND ENDING
WORKING CAPITAL
FY 1984-85 BUDGET

	<u>JUNE 30, 1984</u>	<u>JUNE 30, 1985</u>
<u>Assets</u>		
Cash and Investments		\$545,300
Total Assets	Not Budgeted in FY 1983-84	<u>\$545,300</u>
<u>Liabilities and Fund Balance</u>		
Fund Balance		\$545,300
Total Fund Balance		545,300
Total Liabilities and Fund Balance		<u>\$545,300</u>

8892B/277-20
03/13/84

Beginning & ending working capital

SOLID WASTE DEBT SERVICE--#32

ESTIMATE FOR BEGINNING AND ENDING
WORKING CAPITAL
FY 1984-85 BUDGET

	<u>JUNE 30, 1984</u>	<u>JUNE 30, 1985</u>
<u>Assets</u>		
Loan Payable Provision	\$6,559,870	
Total Assets	<u>6,559,870</u>	
<u>Liabilities and Fund Balance</u>		
Loans Payable:		
DEQ Loan #SWC 115	\$1,440,000	
DEQ Loan #SWC 117A	735,000	
DEQ Loan #SWC 117B	39,870	
DEQ Loan #SWC 118A	2,811,000	
DEQ Loan #SWC 118B	400,000	
DEQ Loan #SWC 118C	<u>1,134,000</u>	
Total Liabilities	<u>6,559,870</u>	
Fund Balance	0	
Total Liabilities and Fund Balance	<u>\$6,559,870</u>	

8892B/277-15
03/13/84

CRIMINAL JUSTICE ASSISTANCE FUND--#64

ESTIMATE FOR BEGINNING AND ENDING
WORKING CAPITAL
FY 1984-85 BUDGET

	<u>JUNE 30, 1984</u>	<u>JUNE 30, 1985</u>
<u>Assets</u>		
Cash and Investments	\$ 4,000	
Receivables:		
Federal Grants	10,000	
Advances	20,000	
Total Assets	<u>34,000</u>	
<u>Liabilities and Fund Balance</u>		
Revenue in Excess of Expense	\$20,000	
Due to Subgrantee	<u>14,000</u>	
Total Liabilities	<u>34,000</u>	
Fund Balance	<u>0</u>	
Total Liabilities and Fund Balance	<u>\$34,000</u>	

8892B/277-19
03/13/84

Beginning & ending working capital

INTERGOVERNMENTAL RESOURCE FUND--#40

ESTIMATE FOR BEGINNING AND ENDING
WORKING CAPITAL
FY 1984-85 BUDGET

	<u>JUNE 30, 1984</u>	<u>JUNE 30, 1985</u>
Assets		
Cash & Investments	\$(58,273)	
Receivables:		
Federal Grants	15,000	
State Grants	65,000	
Local Grants	30,000	
Contracts	10,000	
Other	<u>500</u>	
Total Assets	<u>\$62,227</u>	
Liabilities and Fund Balance		
Accounts Payable - Trade	\$15,000	
Accrued:		
Salaries and Wages	15,000	
Payroll Withholdings	7,000	
Customer Deposits	3,700	
Deferred Revenue	<u>19,527</u>	
Total Liabilities	<u>60,227</u>	
Fund Balance-Unreserved	<u>2,000</u>	
Total Fund Balance	<u>2,000</u>	
Total Liabilities and Fund Balance	<u>\$62,227</u>	

8892B/277-21
03/13/84

TRANSPORTATION TECHNICAL ASSISTANCE--#60

ESTIMATE FOR BEGINNING AND ENDING
WORKING CAPITAL
FY 1984-85 BUDGET

	<u>JUNE 30, 1984</u>	<u>JUNE 30, 1985</u>
Assets		
Cash and Investments	\$ 0	
Receivables:		
Federal Grants	15,000	
State Grants	35,000	
Total Assets	<u>\$50,000</u>	
Liabilities and Fund Balance		
Accounts Payable - Subgrantee	\$ 5,000	
Due to Subgrantee	<u>45,000</u>	
Total Liabilities	<u>50,000</u>	
Fund Balance	<u>0</u>	
Total Liabilities and Fund Balance	<u>\$50,000</u>	
8892B/277-22		
03/13/84		

No
Unappropriated
Fund
Balance
Budgeted

Beginning & ending working capital

GENERAL FUND--#10

ESTIMATE FOR BEGINNING AND ENDING
WORKING CAPITAL
FY 1984-85 BUDGET

	<u>JUNE 30, 1984</u>	<u>JUNE 30, 1985</u>
<u>Assets</u>		
Cash and Investments	\$105,000	\$130,000
Accounts Receivable:		
Grants & Contracts	15,000	15,000
Employee	150	150
Other	280	280
Deposits	<u>300</u>	<u>300</u>
Total Assets	<u>\$120,730</u>	<u>\$145,730</u>
<u>Liabilities and Fund Balance</u>		
Accounts Payable - Trade	\$ 12,564	\$ 14,526
Accrued:		
Salaries & Wages	23,120	23,120
Withholdings	10,046	10,046
Total Liabilities	<u>45,794</u>	<u>47,046</u>
Fund Balance-Reserved	0	23,038
Fund Balance-Unreserved	<u>75,000</u>	<u>75,000</u>
Total Fund Balance	<u>75,000</u>	<u>98,038</u>
Total Liabilities and Fund Balance	<u>\$120,730</u>	<u>\$145,730</u>

8892B/277-17
03/13/84

SEWER ASSISTANCE FUND--#65

ESTIMATE FOR BEGINNING AND ENDING
WORKING CAPITAL
FY 1984-85 BUDGET

	<u>JUNE 30, 1984</u>	<u>JUNE 30, 1985</u>
<u>Assets</u>		
Cash and Investments	\$2,500,000	
Total Assets	<u>\$2,500,000</u>	
<u>Liabilities and Fund Balance</u>		
Total Liabilities	0	
Fund Balance-Unreserved	\$2,500,000	
Total Fund Balance	<u>\$2,500,000</u>	
Total Liabilities and Fund Balance	<u>\$2,500,000</u>	
8892B/277-18		
03/13/84		

No
Unappropriated
Fund
Balance
Budgeted

SOLID WASTE ADVISORY COMMITTEE

ATTENDANCE AND VOTE RECORD

Meeting Date _____

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 1																			
COFFIN —	✓																		
GRABHORN —	✓																		
GRAY																			
HARRIS —	✓																		
HOWARD —	✓																		
JOHNSON 2																			
KIES —	✓																		
NEWBORE 3																			
PHILLIPS —	✓																		
SANDBERG —	✓																		
SPARKS Ed 4																			
TROUT —	✓																		
WELLINGTON																			

SUBJECT:

SUBJECT:

SUBJECT:

SUBJECT:

MOTION BY:
SEC.

MOTION BY:
SEC.

MOTION BY:
SEC.

MOTION BY:
SEC.

* E = Excused Absence

U = Unexcused Absence

Edward

SOLID WASTE ADVISORY COMMITTEE
GUESTS AND ADVISORS IN ATTENDANCE

DATE _____

GUEST OR ADVISOR

AFFILIATION

David Phillips

Clackamas County D.E.S.

Doug Drenner

Metro

John Trout

Collection Industry

Shirley Coffin

Wash. Co public

Norm Fralton

Landfill Wash. co.

Delyn Kies

City of Portland

R. G. Howard

Metro

Dennis Mulvihill

Metro

Norm Wietting

Metro

Bob Harris

Public - Clackamas Co.

DENNIS O'NEIL

Metro

Bob

D.E.S.