

BEFORE THE METRO COUNCIL

AN ORDINANCE AMENDING ORDINANCE)
NO. 93-487A REVISING THE FY 1993-94)
BUDGET AND APPROPRIATIONS)
SCHEDULE FOR THE PURPOSE OF)
REFLECTING EXPENDITURE INCREASES)
DUE TO DELIVERED TONNAGE IN EXCESS)
OF BUDGET EXPECTATIONS, COSTS)
ASSOCIATED WITH HOUSEHOLD)
HAZARDOUS WASTE EVENTS AND SHIFT)
COVERAGE; AND DECLARING AN)
EMERGENCY)

ORDINANCE NO. 94-547

Introduced by Rena Cusma,
Executive Officer

WHEREAS, The Metro Council has reviewed and considered the need to transfer appropriations within the FY 1993-94 Budget; and

WHEREAS, The need for a transfer of appropriation has been justified; and

WHEREAS, Adequate funds exist for other identified needs; now, therefore,

THE METRO COUNCIL HEREBY ORDAINS:

1. That Ordinance No. 93-487A, Exhibit B, FY 1993-94 Budget, and Exhibit C, Schedule of Appropriations, are hereby amended as shown in the columns titled "Household Hazardous Waste Collection", "Shift Coverage", and "Additional Solid Waste Tonnage" of Exhibits A and B to this Ordinance for the purpose transferring \$30,600 from the Solid Waste Fund Operations Division Materials and Services to the Solid Waste Fund Operations Division Personal Services to fund household hazardous waste collection events, \$30,000 from the Solid Waste Fund Operations Division Materials and Services to the Solid Waste Fund Operations Division Personal Services to fund costs associated with shift coverage, and \$910,000 from the Solid Waste Fund Contingency to the Solid Waste Fund Operations Division Materials and Services and \$28,500 from the Solid Waste Fund Contingency to the Solid Waste Fund Budget and Finance Division to fund costs associated with transportation and disposal of additional solid waste tonnage above the estimate used in developing the budget.

2. This Ordinance being necessary for the immediate preservation of the public health, safety and welfare, in order to meet obligations and comply with Oregon Budget Law,

an emergency is declared to exist, and this Ordinance takes effect upon passage.

ADOPTED by the Metro Council this 23rd day of June, 1994.



Judy Wyers, Presiding Officer

ATTEST:



Clerk of the Council

RSR:WINWORD\SOLIDW94-528OR.DOC
May 3, 1994

**Exhibit A
Ordinance No. 94-547**

FISCAL YEAR 1993-94		CURRENT BUDGET		Household Hazardous Waste Collection		Shift Coverage		Additional Solid Waste Tonnage		PROPOSED BUDGET	
ACCT #	DESCRIPTION	FTE	AMOUNT	FTE	AMOUNT	FTE	AMOUNT	FTE	AMOUNT	FTE	AMOUNT
SOLID WASTE REVENUE FUND:Operating Account (Administration)											
Total Personal Services		10.50	520,162	0.00	0	0.00	0	0.00	0	10.50	520,162
Total Materials & Services			117,796		0		0		0		117,796
TOTAL EXPENDITURES		10.50	637,958	0.00	0	0.00	0	0.00	0	10.50	637,958
SOLID WASTE REVENUE FUND:Operating Account (Budget and Finance)											
Total Personal Services		8.00	458,117		0		0		0	8.00	458,117
Materials & Services											
521110	Computer Software		12,500		0		0		0		12,500
521111	Computer Supplies		1,500		0		0		0		1,500
521320	Dues		100		0		0		0		100
524190	Misc. Professional Services		66,500		0		0		0		66,500
525640	Maintenance & Repairs Services-Equipment		15,000		0		0		0		15,000
525740	Capital Lease Payments-Furniture & Equipment		30,310		0		0		0		30,310
526200	Ads & Legal Notices		500		0		0		0		500
526310	Printing Services		15,500		0		0		0		15,500
526320	Typesetting & Reprographics Services		1,000		0		0		0		1,000
526420	Postage		30,500		0		0		0		30,500
526500	Travel		3,350		0		0		0		3,350
526510	Mileage Reimbursement		1,000		0		0		0		1,000
526612	Disposal Operations-Landfill Disposal		215,083		0		0		28,500		243,583
526800	Training, Tuition, Conferences		7,625		0		0		0		7,625
528100	License, Permits, Payments to Other Agencies		637,980		0		0		0		637,980
529500	Meetings		100		0		0		0		100
Total Materials & Services			1,038,548		0		0		28,500		1,067,048
TOTAL EXPENDITURES		8.00	1,496,665	0.00	0	0.00	0	0.00	28,500	8.00	1,525,165

**Exhibit A
Ordinance No. 94-547**

FISCAL YEAR 1993-94		CURRENT BUDGET		Household Hazardous Waste Collection		Shift Coverage		Additional Solid Waste Tonnage		PROPOSED BUDGET	
ACCT #	DESCRIPTION	FTE	AMOUNT	FTE	AMOUNT	FTE	AMOUNT	FTE	AMOUNT	FTE	AMOUNT
SOLID WASTE REVENUE FUND:Operating Account (Operations)											
<u>Personal Services</u>											
511121	SALARIES-REGULAR EMPLOYEES (full time)										
	Senior Manager	1.00	59,324		0		0		0	1.00	59,324
	Sr. Solid Waste Planner	1.00	48,591		0		0		0	1.00	48,591
	Assoc. Management Analyst	1.00	44,074		0		0		0	1.00	44,074
	Associate Program Supervisor	3.00	119,538		0		0		0	3.00	119,538
	Hazardous Waste Specialist	5.00	155,218		0		0		0	5.00	155,218
	Senior Service Supervisor	1.00	41,196		0		0		0	1.00	41,196
	Service Supervisor	2.00	68,904		0		0		0	2.00	68,904
511221	WAGES-REGULAR EMPLOYEES (full time)										
	Hazardous Waste Technician	17.00	490,642		0		0		0	17.00	490,642
	Scalehouse Technician	14.00	330,733		0		0		0	14.00	330,733
511225	WAGES-REGULAR EMPLOYEES (part time)										
	Scalehouse Technician	2.15	48,022		0		0		0	2.15	48,022
511235	WAGES-TEMPORARY EMPLOYEES (part time)										
	Temporary		0		27,568		27,027		0		54,595
511400	OVERTIME		53,500		0		0		0		53,500
512000	FRINGE		640,479		3,032		2,973		0		646,484
Total Personal Services		47.15	2,100,221		30,600		30,000		0	47.15	2,160,821

<u>Materials & Services</u>											
521100	Office Supplies		14,360		0		0		0		14,360
521110	Computer Software		500		0		0		0		500
521111	Computer Supplies		4,500		0		0		0		4,500
521220	Custodial Supplies		1,660		0		0		0		1,660
521260	Printing Supplies		6,040		0		0		0		6,040
521290	Other Supplies		67,910		0		0		0		67,910
521292	Small Tools		4,000		0		0		0		4,000
521310	Subscriptions		4,070		0		0		0		4,070
521320	Dues		625		0		0		0		625
521400	Fuels & Lubricants		4,160		0		0		0		4,160
521530	Maintenance & Repairs Supplies-Vehicles		1,500		0		0		0		1,500
521540	Maintenance & Repairs Supplies-Equipment		103,930		0		0		0		103,930
523200	Merchandise for Resale-Retail		200		0		0		0		200
524130	Promotion/Public Relations		11,100		0		0		0		11,100
524190	Misc. Professional Services		1,602,386		0		0		0		1,602,386
524210	Data Processing Services		51,200		0		0		0		51,200
525110	Utilities-Electricity		48,000		0		0		0		48,000
525120	Utilities-Water & Sewer		48,000		0		0		0		48,000
525610	Maintenance & Repairs Services-Building		13,300		0		0		0		13,300

**Exhibit A
Ordinance No. 94-547**

FISCAL YEAR 1993-94		CURRENT BUDGET		Household Hazardous Waste Collection		Shift Coverage		Additional Solid Waste Tonnage		PROPOSED BUDGET	
ACCT #	DESCRIPTION	FTE	AMOUNT	FTE	AMOUNT	FTE	AMOUNT	FTE	AMOUNT	FTE	AMOUNT
SOLID WASTE REVENUE FUND:Operating Account (Operations continued)											
525630	Maintenance & Repairs Services-Vehicles		4,000		0		0		0		4,000
525640	Maintenance & Repairs Services-Equipment		137,120		0		0		0		137,120
525710	Equipment Rental		3,000		0		0		0		3,000
525720	Rentals - Land & Building		14,000		0		0		0		14,000
525740	Capital Lease Payments-Furniture & Equipment		27,800		0		0		0		27,800
526200	Ads & Legal Notices		4,480		0		0		0		4,480
526310	Printing Services		34,300		0		0		0		34,300
526320	Typesetting & Reprographics Services		300		0		0		0		300
526410	Telephone		28,032		0		0		0		28,032
526420	Postage		800		0		0		0		800
526430	Catalogues & Brochures		2,000		0		0		0		2,000
526500	Travel		7,300		0		0		0		7,300
526510	Mileage Reimbursement		6,160		0		0		0		6,160
526610	Disposal Operations		5,059,114		0		0		0		5,059,114
526611	Disposal Operations-Transportation		10,394,828		0		0		341,250		10,736,078
526612	Disposal Operations-Landfill Disposal		20,884,372		0		0		568,750		21,453,122
526613	Disposal Operations-Hazardous Material		1,588,000		(30,600)		0		0		1,557,400
526700	Temporary Help Services		30,000		0		(30,000)		0		0
526800	Training, Tuition, Conferences		55,650		0		0		0		55,650
526910	Uniform Supply & Cleaning Services		49,800		0		0		0		49,800
526911	Disposal Protective Gear		80,000		0		0		0		80,000
528100	License, Permits, Payments to Other Agencies		17,875		0		0		0		17,875
528310	Real Property Taxes		350		0		0		0		350
529500	Meetings		500		0		0		0		500
Total Materials & Services			40,417,222		(30,600)		(30,000)		910,000		41,266,622
TOTAL EXPENDITURES		47.15	42,517,443	0.00	0	0.00	0	0.00	910,000	47.15	43,427,443

SOLID WASTE REVENUE FUND:Operating Account (Engineering & Analysis)

Total Personal Services	10.50	700,519	0.00	0	0.00	0	0.00	0	10.50	700,519
Total Materials & Services		183,458		0		0		0		183,458
TOTAL EXPENDITURES	10.50	883,977	0.00	0	0.00	0	0.00	0	10.50	883,977

**Exhibit A
Ordinance No. 94-547**

FISCAL YEAR 1993-94		CURRENT BUDGET		Household Hazardous Waste Collection		Shift Coverage		Additional Solid Waste Tonnage		PROPOSED BUDGET	
ACCT #	DESCRIPTION	FTE	AMOUNT	FTE	AMOUNT	FTE	AMOUNT	FTE	AMOUNT	FTE	AMOUNT
SOLID WASTE REVENUE FUND:Operating Account (Waste Reduction)											
	Total Personal Services	9.00	532,169	0.00	0	0.00	0	0.00	0	9.00	532,169
	Total Materials & Services		1,018,162		0		0		0		1,018,162
	TOTAL EXPENDITURES	9.00	1,550,331	0.00	0	0.00	0	0.00	0	9.00	1,550,331
SOLID WASTE REVENUE FUND:Operating Account (Planning and Technical Services)											
	Total Personal Services	11.50	520,259	0.00	0	0.00	0	0.00	0	11.50	520,259
	Total Materials & Services		344,816		0		0		0	0.00	344,816
	TOTAL EXPENDITURES	11.50	865,075	0.00	0	0.00	0	0.00	0	11.50	865,075
SOLID WASTE REVENUE FUND:Operating Account (Recycling Information and Education)											
	Total Personal Services	7.65	343,507	0.00	0	0.00	0	0.00	0	7.65	343,507
	Total Materials & Services		245,240		0		0		0	0.00	245,240
	TOTAL EXPENDITURES	7.65	588,747	0.00	0	0.00	0	0.00	0	7.65	588,747
SOLID WASTE REVENUE FUND:Debt Service Account											
	Total Requirements		2,890,523		0		0		0		2,890,523
SOLID WASTE REVENUE FUND:Landfill Closure Account											
	Total Requirements		10,347,500		0		0		0		10,347,500
SOLID WASTE REVENUE FUND:Construction Account											
	Total Requirements		1,780,000		0		0		0		1,780,000

**Exhibit A
Ordinance No. 94-547**

FISCAL YEAR 1993-94		CURRENT BUDGET		Household Hazardous Waste Collection		Shift Coverage		Additional Solid Waste Tonnage		PROPOSED BUDGET	
ACCT #	DESCRIPTION	FTE	AMOUNT	FTE	AMOUNT	FTE	AMOUNT	FTE	AMOUNT	FTE	AMOUNT
SOLID WASTE REVENUE FUND:Renewal & Replacement Account											
Total Requirements			570,000	0	0	0	0	0	0	0	570,000
SOLID WASTE REVENUE FUND:General Account											
Total Requirements			440,610	0	0	0	0	0	0	0	440,610
SOLID WASTE REVENUE FUND:Master Project Account											
Total Requirements			933,013	0	0	0	0	0	0	0	933,013
SOLID WASTE REVENUE FUND:General Expenses											
Total Interfund Transfers			4,167,887	0	0	0	0	0	0	0	4,167,887
599999	Contingency		4,036,331	0	0	0	0	(938,500)			3,097,831
599990	Unappropriated Fund Balance		11,978,552	0	0	0	0	0			11,978,552
Total Contingency and Unapp. Balance			16,014,883	0	0	0	0	(938,500)			15,076,383
TOTAL REVENUE FUND EXPENDITURES		104.30	85,684,612	0.00	0	0.00	0	0.00	0	0.00	85,684,612

NOTE: This action assumes adoption of Ordinance No. 94-541

Exhibit B
FY 1993-94 SCHEDULE OF APPROPRIATIONS
Ordinance No. 94-547

	<u>Current Appropriation</u>	<u>Household Hazardous Waste Collection</u>	<u>Shift Coverage</u>	<u>Additional Solid Waste Tonnage</u>	<u>Proposed Appropriation</u>
SOLID WASTE REVENUE FUND					
Administration					
Personal Services	520,162	0	0	0	520,162
Materials & Services	117,796	0	0	0	117,796
Subtotal	637,958				637,958
Budget and Finance					
Personal Services	458,117	0	0	0	458,117
Materials & Services	1,038,548	0	0	28,500	1,067,048
Subtotal	1,496,665			28,500	1,525,165
Operations					
Personal Services	2,100,221	30,600	30,000	0	2,160,821
Materials & Services	40,417,222	(30,600)	(30,000)	910,000	41,266,622
Subtotal	42,517,443	0	0	910,000	43,427,443
Engineering & Analysis					
Personal Services	700,519	0	0	0	700,519
Materials & Services	183,458	0	0	0	183,458
Subtotal	883,977				883,977
Waste Reduction					
Personal Services	532,169	0	0	0	532,169
Materials & Services	1,018,162	0	0	0	1,018,162
Subtotal	1,550,331				1,550,331
Planning and Technical Services					
Personal Services	520,259	0	0	0	520,259
Materials & Services	344,816	0	0	0	344,816
Subtotal	865,075				865,075
Recycling Information and Education					
Personal Services	343,507	0	0	0	343,507
Materials & Services	245,240	0	0	0	245,240
Subtotal	588,747				588,747

SOLID WASTE REVENUE FUND (continued)	<u>Current Appropriation</u>	<u>Household Hazardous Waste Collection</u>	<u>Shift Coverage</u>	<u>Additional Solid Waste Tonnage</u>	<u>Proposed Appropriation</u>
Debt Service Account					
Debt Service	2,890,523	0	0	0	2,890,523
Subtotal	2,890,523				2,890,523
Landfill Closure Account					
Materials & Services	10,347,500	0	0	0	10,347,500
Subtotal	10,347,500				10,347,500
Construction Account					
Capital Outlay	1,780,000	0	0	0	1,780,000
Subtotal	1,780,000				1,780,000
Renewal and Replacement Account					
Capital Outlay	570,000	0	0	0	570,000
Subtotal	570,000				570,000
General Account					
Capital Outlay	440,610	0	0	0	440,610
Subtotal	440,610				440,610
Master Project Account					
Debt Service	933,013	0	0	0	933,013
Subtotal	933,013				933,013
General Expenses					
Interfund Transfers	4,167,887	0	0	0	4,167,887
Contingency	4,036,331	0	0	(938,500)	3,097,831
Subtotal	8,204,218			(938,500)	7,265,718
Unappropriated Balance	11,978,552	0	0	0	11,978,552
Total Fund Requirements	85,684,612				85,684,612

NOTE: This action assumes adoption of Ordinance No. 94-541

**METRO**

To: Solid Waste Committee Members

From: John Houser, Council Analyst

Date: June 1, 1994

Re: Ordinance No. 94-547, An Ordinance amending Ordinance No. 93-487A Revising the FY 1993-94 Budget and Appropriations Schedule For the Purpose of Reflecting Expenditure Increases Due to Delivered Tonnage in Excess of Budget Expectations, Costs Associated with Household Hazardous Waste Events and Shift Coverage; and Declaring an Emergency

Background

The purpose of this ordinance is to make two specific amendments to the FY 1993-94 budget ordinance related to the Solid Waste Revenue Fund. These include:

1) Transfer \$60,600 from the Operations Division, Materials and Services line item to the Personal Services line item to be used as follows:

a) \$30,600 to fund costs associated with HHW collection events in Aloha and Gresham, and

b) \$30,000 to fund shift coverage costs for transfer station scalehouse staff.

2) Transfer \$938,500 to fund additional disposal costs related to increased tonnages anticipated during the final four months of the fiscal year.

HHW Collection Events. Metro recently conducted single day HHW collection events in the Aloha and Gresham areas. Permanent Metro HHW staff was supplemented with students from local community college hazardous waste training programs. These 30 temporary employees each worked about 60 hours at a rate of \$17/hr. The total cost for this additional help was \$30,600. The ordinance requests that funds be transferred from the Operations Division Materials and Services Hazardous Waste Disposal line item to the Personal Services line item.

Shift Coverage. Transfer station scalehouses must be kept fully staffed during normal working hours. When a scalehouse technician is absent due to a paid leave such as a vacation, illness, holiday or disability another technician must be called in as a substitute. As a result, Metro pays both employees for the

same work period. Funding for this "shift coverage" was not included in the current fiscal year's budget. The budget ordinance would provide a total of \$30,000 to fund shift coverage during the final quarter of the fiscal year. This is based on an estimated 300 hours of shift coverage per pay period, or 1,800 hours for the three month period.

Solid Waste Tonnage. An earlier budget amendment approved by the Council provided about \$1.8 million to pay additional disposal costs associated with solid waste tonnages that exceeded budget estimates. During March, tonnages exceeded both the original and revised budget estimates. This ordinance would transfer an additional \$938,500 to cover potential additional disposal costs for the March-June period. The funds would come from the operating account contingency. If any portion of these funds are not used, the remaining balance would revert to the general account in the unappropriated balance.

Issues and Questions

The committee may wish to address the following issues and questions related to this ordinance:

- 1) What was the basis for paying the temporary employees for the HHW collection events \$17/hr. in wages and fringe benefits when the base rate for a permanent Metro HHW technician is \$12.85/hr.?
- 2) Each of the HHW events was for a single day. The ordinance estimates that each temporary employee was paid for 60 hours of work. Could staff please provide a breakdown of this 60 hour figure?
- 3) The ordinance estimates that shift coverage will average about 300 hours per pay period for the scalehouse technicians. Based on approved budget funding for 14 scalehouse technician positions, these data would appear to indicate that each technician misses about 21.4 hours of time during each 80 hour pay period. Could staff please explain this seemingly high level of absence?
- 4) The amount to be transferred to cover excess tonnage disposal costs is based on data from March. Do tonnage levels in April and May continue to support the need for this transfer of funds?

STAFF REPORT

IN CONSIDERATION OF ORDINANCE NO. 94-547 AMENDING THE FY 93-94 BUDGET AND APPROPRIATIONS SCHEDULE FOR THE PURPOSE OF REFLECTING EXPENDITURE INCREASES DUE TO DELIVERED TONNAGE IN EXCESS OF BUDGET EXPECTATIONS, COSTS ASSOCIATED WITH HOUSEHOLD HAZARDOUS WASTE EVENTS AND SHIFT COVERAGE; AND DECLARING AN EMERGENCY.

Date: April 18, 1994

Presented by: Roosevelt Carter

FACTUAL BACKGROUND AND ANALYSIS

This action requests adjustments to the Solid Waste Revenue Fund for the following purposes

1. Transfer \$60,600 from the Operations Division, Materials and Services Category as follows:
 - a) \$30,600 to the Operations Division, Personal Services Category to fund costs associated with hazardous waste collection events.
 - b) \$30,000 to the Operations Division, Personal Services Category to fund costs associated with shift coverage.
2. Transfer \$938,500 from the Operating Account, Contingency as follows:
 - a) \$910,000 to the Operating Account, Materials and Services Category, Operations Division
 - b) \$28,500 to the Operating Account, materials and Services Category, Budget & Finance Division

Each action will be explained separately.

Household Hazardous Waste Collection Events

The Solid Waste Department has recently scheduled two satellite hazardous waste collection events: one in Aloha, and one in Gresham. These events represent additional personal services costs which were not included in the FY 93-94 Budget. The total increase in salary and fringe is \$30,600. Students from the hazardous waste training programs at local community colleges are hired to provide labor for these events. This provides temporary help that already has some necessary training and the students gain practical experience. This action requests the transfer of \$30,600 from the Materials and Services Categories to the Personal Services Category to cover additional costs for thirty temporary employees (30 x 60 hours x \$17/hour) as follows:

Wages - Temporary Employees	\$27,568
Fringe Benefits	\$ <u>3,032</u>
Total	\$30,600

This amount will be funded through savings in Materials and Services, Hazardous Waste Disposal due to the new hazardous waste disposal contracts.

Shift Coverage

Personal Services in the Operations Division is expected to exceed current appropriations due to scalehouse technician shift coverage costs caused by paid leaves; *i.e.*, vacation, illness, holiday, and disability. Replacement hours are generated by the operational need to schedule a full complement of staff at each position in the scalehouses during open hours. It is not possible to leave a station short-handed due to the traffic flow. We do not "go bare" when an employee calls in sick, or uses vacation or any other leave time.

The FY 1993-94 budget did not include funds for scalehouse technician leave - time replacement. The FY 1993-94 budget included \$30,000 for Temporary Help Services. However, various Occupational Safety Health Administration regulations make it easier to hire temporary workers on the Metro payroll, rather than using a temporary services contract. It is anticipated that our replacement usage of temporary workers on the Metro payroll will be approximately 300 hours per pay period for the last quarter of FY 1993-94, for a total of 1,800 hours. The total increase in salary and fringe for this action is \$30,000 and will be funded through the transfer of \$30,000 from the Operations Materials and Services, Temporary Help Services, to the Operations Division Personal Services as follows:

Wages - Temporary Employees	\$27,027
Fringe Benefits	\$ <u>2,973</u>
Total	\$30,000

Delivered Solid Waste Tonnage in Excess of Budget Expectations

The Solid Waste Department requested an amendment to the FY 93-94 Budget on March 28, 1994, through Ordinance No 94-541 to increase appropriations to cover expenditures related to solid waste tonnage in excess of budget estimates for FY 93-94. Projections were based on actuals received through February 1994. Tonnage was expected to be about 46,000 tons (or 6.8%) above the original estimate by the end of the fiscal year. In that action, the Solid Waste Department requested additional appropriations of \$1,805,000 to cover costs associated with 43,750 additional tons to be delivered to the landfill.

Actual March tonnage was 16% above the original estimate and 8% above the revised estimate used for the March budget amendment. If this trend continues for the remainder of the fiscal year the additional appropriation requested in March will not be sufficient to cover additional variable costs. Therefore, for budgetary purposes and in order to assure enough appropriation for FY 93-94, the Solid Waste Department

projects that Metro facilities will receive 16% more tonnage than originally estimated for the April-June period.

For the purpose of this budget amendment, Metro facilities' tonnage is expected to be about 70,000 tons above the original estimate and 24,000 tons above the revised estimate used for the March budget amendment. Metro will receive about \$1,682,000 more revenue from the additional 24,000 tons.

Metro is expected to deliver 66,500 more tons than originally estimated to the Columbia Ridge Landfill after accounting for recycling. Additional appropriations were requested in March in Ordinance No 94-541 to cover 43,750 tons. This budget amendment requests an additional \$938,500 appropriation to cover variable costs for the remaining 22,750 tons.

The following additional variable costs are estimated based on each ton delivered to the Columbia Ridge landfill:

- a) \$15.00 for transportation (Jack Gray Transportation), and
- b) \$25.00 for landfill disposal (Columbia Ridge landfill), and
- c) \$1.25 for DEQ fees.

Therefore, the additional costs associated with the 22,750 additional tons expected to be delivered to the Columbia Ridge landfill are estimated as follows:

Transportation	\$341,250
Disposal	568,750
DEQ Fees	<u>28,500</u>
Total	\$938,500

To cover the additional FY 1993-94 tonnage related costs, the Solid Waste Department is requesting a transfer of \$ 910,000 from the Operating Account, Contingency Category to the Operating Account, Materials and Services Category, Operations Division; and a transfer of \$28,500 from the Operating Account, Contingency Category to the Operating Account, Materials and Services Category, Budget & Finance Division.

In summary, Metro expects net revenue of about \$743,500 from the additional 24,000 tons. Although additional revenue will not be recognized in this budget amendment, revenue identified from the additional tonnage will be part of the FY 1993-94 ending fund balance.

EXECUTIVE OFFICER RECOMMENDATION

The Executive Officer recommends approval of Ordinance No. 94-547.

RC:RSR

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ADDITIONAL INFORMATION TO STAFF REPORT ORDINANCE NO. 94-547

The following information replaces the Staff Report section of Ordinance 94-547 for the transfer of \$60,600 from the Solid Waste Operations Division, Materials and Services Category, to the Solid Waste Operations Division, Personal Services Category:

Commercially Exempt Generator (CEG) Pilot Program and Household Hazardous Waste Collection Events

In November 1993, Solid Waste Operations Division negotiated new Hazardous Waste Disposal contracts, which will amount to approximately \$1.2 million in savings from the previous contracts in FY 1993-94. With this additional money in the Materials and Services fund, staff was able to respond to requests from other Metro/MERC departments and from local jurisdictions within the region to provide additional collection, consultation, and disposal services for hazardous materials by using our own staff, augmented with temporary employees.

Operations staff analyzed service priorities and proceeded with projects that would provide service to the greatest number of area residents and which could be at least partially funded by those agencies requesting the assistance. These projects included the Commercially Exempt Generator (CEG) pilot program undertaken with DEQ, and continued work on the Alternatives to Pesticides Education program undertaken with the City of Portland. Intergovernmental agreements were made that outlined the services and amounts to be paid to Metro for the services.

DEQ has been billed \$46,000 for personal services associated with the CEG pilot program which is due in this fiscal year, FY 1993-94. The City of Portland has been billed \$9,000 for personal services associated with the Alternatives to Pesticides Education Program. These funds, totaling \$55,000, will be paid by DEQ and the City of Portland directly to Metro, and, following standard revenue procedures, will be deposited into the Solid Waste Revenue Fund. Although not recognized in this action, revenues identified from the DEQ and the City of Portland will be part of the FY 1993-94 unappropriated ending fund balance.

The Operations Division has also addressed requests for more accessible, convenient and flexible local hazardous waste collection services for area residents. In order to minimize staff time, Metro has joined with various neighborhood associations to promote and organize collections in conjunction with neighborhood clean-ups, using volunteers to promote the event, hand out educational materials, and to help direct event traffic. These events serve two major purposes: They allow Operations to maximize processing capacities at each facility while offering convenient and accessible collection services to those neighborhoods that specifically request assistance. The neighborhood events to date have elicited good public response and have been extremely successful in terms of providing a valuable and highly visible service to Metro residents within a local community on a cooperative basis. This direct service approach allows Operations to best utilize existing staff and facility resources. The flexible level of service options may serve as a model for a system to provide equal levels of service to the entire Metro region.

In addition to neighborhood events, Operations recently completed two full collection events in Gresham and Aloha to serve residents of the region for whom the two fixed facilities are neither convenient nor accessible. The event in Gresham served nearly 800 customers while the event in Aloha served over 1,200 customers. These events were extremely successful, and, due to our ability to use the two permanent facilities as logistical support, a very cost effective method of providing service to a large number of residents at the lowest cost possible. The neighborhood events and the one-day satellite collection events are put on without any interruption in service at either fixed HHW facility. The Aloha event cost \$15,345 in personal services. The

Gresham event cost \$14,291 in personal services. The temporary employees for these events are paid an hourly rate of either \$10.32 or \$13.84, which includes fringes.

In response to requests for assistance from within the agency, Operations staff has assisted the Zoo and the new Parks Department in identifying and properly disposing of hazardous wastes. These departments are billed for Operations services and disposal at the same rates set for CEG's. Interagency payment transfers will be deposited into the Solid Waste Revenue Fund. Revenues from these services will be part of the FY 1993-94 unappropriated ending fund balance.

Operations' hazardous waste staff has also provided consultative services and training to employees involved in the Waste Characterization Study (bilingual training), to local fire departments and HazMat teams responding to hazardous waste incidents, to Metro's Risk Management Department in developing Safety and Health programs for the agency and for other divisions, to Clackamas County and Oregon City Fire Department for training and in identifying abandoned and seized materials, and to large clean-up efforts including Solv-It '94.

It has been Operations' understanding that the substantial disposal savings should be used to provide more and better services within the agency and to the Metro region. While the sum total of providing these services has not exceeded the savings realized from the Hazardous Waste Disposal contract negotiations (the funding for actual staff time to provide these services) was not foreseeable as a budget item, and therefore is not available in Operations' Personal Services budget. A total of \$84,636 was required to cover the service programs described above. However, the Operations Division is only requesting an additional appropriation of \$30,600. The difference can be covered within the current appropriation. This action requests the transfer of \$30,600 from the Materials and Services Category to the Personal Services Category as follows:

Wages -- Temporary Employees	\$27,568
Fringe Benefits	<u>3,032</u>
Total	\$30,600

These funds are available from the hazardous waste material disposal line item.

Shift Coverage

Since December 1, 1993, the Operations Division Scalehouse Services activity has expended \$29,687 in replacement leave time funds. Prior to December 1, 1993, funds for this purpose were absorbed by using vacancies, unfilled schedule time and other minor fund variations. This replacement money was inadvertently omitted from the Personal Services calculations for the FY 1993-94 budget. Table 1 (attached) illustrates the actual costs for each leave Category since December 1, 1993. The total increase in salary and fringe for this action will be funded through the transfer of \$30,000 from the Operations Division, Materials and Services, Temporary Help Services, to the Operations Division, Personal Services as follows:

Wages -- Temporary Employees	\$27,027
Fringe Benefits	<u>2,973</u>
Total	\$30,000

Table 2 (attached) shows that May year-to-date total Personal Services expenditures for the Operations Division was \$1,934,407. An additional appropriation of \$60,600 is necessary to cover June expenditures and to assure enough appropriation for FY 1993-94.

TABLE 1
LEAVE TIME HOUR SUMMARY

	SL HRS.	SL \$\$	VAC HRS	VAC \$\$	PH HRS	PH \$\$	JD HRS	JD \$\$	BV HRS	BV \$\$	TOTAL HRS
12/1/93 -- 12/15/93	209.00	2,460.86	49.25	664.39	5.00	51.30	0.00	0.00	0.00	0.00	1,735.00
12/16/93 -- 12/31/93	229.50	2,781.55	69.25	851.16	7.50	77.71	0.00	0.00	0.00	0.00	1,912.75
1/1/94 -- 1/15/94	238.75	3,286.73	32.50	371.41	0.00	0.00	50.00	655.00	0.00	0.00	1,874.50
1/16/94 -- 1/31/94	142.75	1,732.72	155.25	1,882.96	12.50	132.84	0.00	0.00	0.00	0.00	1,824.00
2/1/94-2/15/94	78.00	871.88	141.50	1,772.44	2.00	20.52	0.00	0.00	20.00	237.60	1,563.00
2/16/94 -- 2/28/94	50.25	632.63	37.00	448.57	0.00	0.00	0.00	0.00	0.00	0.00	1,608.75
3/1/94 -- 3/15/94	30.75	347.72	41.75	515.14	0.00	0.00	0.00	0.00	0.00	0.00	1,607.50
3/16/94 -- 3/31/94	78.50	892.08	110.50	1243.71	3.50	35.91	0.00	0.00	10.00	131.00	1,539.75
4/1/94 -- 4/15/94	49.50	606.60	55.00	608.32	9.75	108.88	0.00	0.00	0.00	0.00	1,750.25
4/16/94 -- 4/30/94	25.25	290.94	122.00	1,457.53	0.00	0.00	0.00	0.00	0.00	0.00	2,135.50
5/1/94 -- 5/15/94	64.50	761.47	88.25	1,042.23	0.00	0.00	0.00	0.00	0.00	0.00	1,942.00
5/16/94 -- 5/31/94	96.75	1,199.81	26.00	336.87	0.00	0.00	0.00	0.00	0.00	0.00	2,531.75
TOTAL HRS											22024.75
TOTAL LEAVE HRS	1293.50		928.25		40.25		50.00		30.00		2342.00
TOTAL \$\$		\$15,864.99		\$11,194.73		\$427.16		\$655.00		\$368.60	\$28,510.48

TABLE 2

Personal Services
FY 1993-94 Actuals

	July	August	September	October	November	December	January	February	March	April	May	June	TOTAL
Operations	171,930	163,971	173,237	167,051	172,685	173,508	173,857	166,820	171,797	197,511	201,607		1,934,825
Management Svcs.	15,479	19,143	26,437	21,831	21,820	21,819	21,820	23,575	21,820	21,241	21,820	0	236,804
Scalehouse Svcs.	69,627	64,862	64,229	65,903	69,674	66,619	71,282	63,978	64,524	71,308	76,678	0	748,773
Environmental Svcs.	86,842	79,966	82,571	79,317	81,191	84,979	80,663	79,268	86,488	104,962	102,501	0	949,248
Disposal Svcs.	0	0	0	0	0	0	0	0	0	0	0	0	0

Appropriations

2,100,221

Minus Year-to-Date Expenditures

1,234,825

-- Monthly average of \$175,893

Appropriation available for June

165,396

-- Lower than monthly average

Add'l appropriation requested

60,600

Appropriation available for June
after additional request

225,996

-- To cover June expenditures, and to assure enough appropriation for FY 1993-94



METRO

DATE: June 24, 1994
TO: Rena Cusma, Executive Officer
FROM: Paulette Allen, Clerk of the Council
RE: TRANSMITTAL OF ORDINANCE NOS. 94-547, 94-548, 94-550, 94-522B,
94-552 and 94-558

Attached for your consideration are true copies of the ordinances referenced above adopted by the Council on June 23, 1994.

If you wish to veto any of the ordinances referenced above, I must receive a signed and dated written veto message from you no later than 5:00 p.m., Thursday, June 30, 1994. The veto message, if submitted, will become part of the permanent record. If no veto message is received by the time and date stated above, these ordinances will be considered finally adopted.

Please note that Ordinance No. 94-522B is not signed and is pending Presiding Officer Wyers' signature, but that the document provided is the true copy of what the Council adopted. Thank you.

I, Annette Worley, received this memo and true copies of Ordinance Nos. 94-547, 94-548, 94-550, 94-522B, 94-552 and 94-558 from the Clerk of the Council on June 24, 1994.