



**METRO**

2000 S.W. First Avenue  
Portland, OR 97201-5398  
503/221-1646

# Memorandum

DATE: June 30, 1992

TO: Metro Council  
Executive Officer  
Interested Staff

FROM: Paulette Allen, Clerk of the Council *PA*

RE: COUNCIL ACTIONS OF JUNE 25, 1992 (REGULAR MEETING)

-----  
COUNCILORS PRESENT: Presiding Officer Jim Gardner, Roger Buchanan, Tanya Collier, Richard Devlin, Ed Gronke, Sandi Hansen, Ruth McFarland, Susan McLain, George Van Bergen and Ed Washington. COUNCILORS ABSENT: Deputy Presiding Officer Judy Wyers and Larry Bauer

AGENDA ITEM

ACTION TAKEN

1. INTRODUCTIONS

None.

2. CITIZEN COMMUNICATIONS TO THE COUNCIL ON NON-AGENDA ITEMS

Mary Tobias, Charter Committee member, testified on Charter Committee issues.

3. EXECUTIVE OFFICER COMMUNICATIONS

3.1 Briefing on Greenspaces Master Plan and Bond Measure

Planning staff briefed the Council on the Greenspaces Master Plan and the pending legislature on a proposed bond measure to fund same.

4. CONSENT AGENDA

4.1 Minutes of May 14, 1992

Adopted (McFarland/Devlin; 10-0 vote).

4.2 Resolution No. 92-1631, For the Purpose of Approving an Intergovernmental Agreement with the Special Districts Association of Oregon (SDAO) to Provide Legislative Service to the Metropolitan Service District

4.3 Resolution No. 92-1635, For the Purpose of Accepting the May 19, 1992, Primary Election Abstract of Votes of the Metropolitan Service District

(Continued)

4. CONSENT AGENDA (Continued)

- 4.4 Resolution No. 92-1643, For the Purpose of Revising Guidelines for Council Per Diem, Councilor Expense and General Council Materials & Services Accounts
- 4.5 Resolution No. 92-1634, For the Purpose of Authorizing an Exemption to Metro Code Chapter 2.04.041(c), Competitive Bidding Procedures, and Authorizing a Sole Source Contract with Eastman Kodak Company to Provide Maintenance and Repair Service on the Kodak 300 Duplicator

5. ORDINANCES, FIRST READINGS

- 5.1 Ordinance No. 92-466, For the Purpose of Repealing Metro Code Sections 2.04.100-.180, and For the Purpose of Enacting New Provisions Establishing and Governing Metro's Contracting Procedures for Minority, Women, and Disadvantaged Business Enterprises
- Referred to the Governmental Affairs Committee for consideration.

6. ORDINANCES, SECOND READINGS

- 6.1 Ordinance No. 92-449B, For the Purpose of Adopting the Annual Budget for Fiscal Year 1992-93, Making Appropriations and Levying Ad Valorem Taxes
- Adopted with inclusion of Regional Facilities Department contract list and Solid Waste budget note (Van Bergen/Hansen; 9-0 vote).
- 6.2 Ordinance No. 92-456, For the Purpose of Amending the Regional Solid Waste Management Plan to Incorporate the Household Hazardous Waste Management Plan and to Update Plan Policy 2.2
- Adopted (McFarland/Devlin; 10-0 vote).
- 6.3 Ordinance No. 92-464, For the Purpose of Amending Metro Code Chapter 7.01 to Modify the Reporting of Excise Tax and the Application of the Receipts
- Adopted (Hansen/Devlin; 9-0 vote).
- 6.4 Ordinance No. 92-463A, An Ordinance Amending Ordinance No. 91-390A Revising the FY 91-92 Budget and Appropriations Schedule for the Purpose of Transferring Appropriation Within the Council Department
- Adopted (Devlin/Hansen; 9-0 vote).

(Continued)

7. NON-REFERRED RESOLUTIONS

- 7.1 Resolution No. 92-1630, For the Purpose of Expressing Council Intent to Amend Metro's Urban Growth Boundary for Contested Case No. 91-4 Adopted (Gronke/Hansen; 8-0 vote with Councilor Gronke abstaining from the vote).
- 7.2 Resolution No. 92-1642, For the Purpose of Making Council Committee Appointments for the Remainder of 1992 Adopted as amended (Collier/Devlin; 9-0 vote).

8. RESOLUTIONS

- 8.1 Resolution No. 92-1632, For the Purpose of Authorizing the Executive Officer to Enter Into a Contract with Jensen Drilling Co. for Work Associated with the Groundwater Monitoring Well Improvements and Piezometer Installation at St. Johns Landfill Adopted (McFarland/Hansen; 9-0 vote).
- 8.2 Resolution No. 1633, For the Purpose of Authorizing an Exemption to the Competitive Procurement Procedures of Metro Code 2.04.053 and Authorizing a Change Order to the Design Services Agreement with Parametrix, Inc. Adopted (Hansen/McFarland; 9-0 vote).
- 8.3 Resolution No. 92-1625A, For the Purpose of Endorsing City of Portland and Tri-Met Applications for FHWA/FTA Urban Mobility Grant Funds Adopted (Washington/Hansen; 9-0 vote).
- 8.4 Resolution No. 92-1626, For the Purpose of Establishing the Region's Priority Transportation Enhancement Program Projects for Inclusion in ODOT's Six-Year Program Adopted (McLain/Hansen; 9-0 vote).
- 8.5 Resolution No. 92-1618A, For the Purpose of Amending the Total Amount of the Region 2040 Consulting Contract Resolution No. 92-1618B adopted (Devlin/Hansen; 8-0 vote).
- 8.6 Resolution No. 92-1641, For the Purpose of Approving a Contract between Metro and Tri-Met for Metro's Participation on the Westside Corridor High Capacity Transit Project Adopted (Devlin/Washington; 8-0 vote).
- 8.7 Resolution No. 92-1636A, For the Purpose of Adopting the FY 1992-93 Pay Plan for District Employees and Awarding of Living Adjustment for Designated Non-

**9. COUNCILOR COMMUNICATIONS AND COMMITTEE REPORTS**

1) Councilor Van Bergen distributed draft Resolution No. 92-1648, For the Purpose of Directing the Metropolitan Exposition-Recreation Commission to Prepare a Plan for the Financial Management of the Spectator Facilities Fund and said the Finance and Regional Facilities Committees would hold a joint meeting to consider the resolution; 2) Presiding Officer Gardner and the Council discussed possible Council retreat dates in September; 3) Presiding Officer Gardner reminded those present that the July 9 Council meeting was canceled as well as the July 2 Finance Committee meeting.



**METRO**

2000 S.W. First Avenue  
Portland, OR 97201-5398  
503/221-1646

# Memorandum

DATE: June 25, 1992

TO: Metro Council  
Executive Officer  
Interested Parties

FROM: Paulette Allen, Clerk of the Council *PA*

RE: SUPPLEMENTAL PACKET FOR AGENDA ITEM NO. 3.1;  
RESOLUTION NO. 92-1637 AND RESOLUTION NO. 92-1639

Planning Department staff will brief the Council at the June 25 Council meeting under the "Executive Officer Communications" agenda item on the Greenspaces Master Plan and Bond Measure. Resolution No. 92-1637 will be referred to the Transportation & Planning Committee for consideration and Resolution No. 92-1639 will be referred to the Finance Committee for consideration. This copy of those resolutions have been distributed for informational purposes at this time.

STAFF REPORT

CONSIDERATION OF RESOLUTION NO. 92-1637 FOR THE  
PURPOSE OF ADOPTING THE METROPOLITAN GREENSPACES  
MASTER PLAN

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Date: June 25, 1992

Presented by: Andy Cotugno

FACTUAL BACKGROUND AND ANALYSIS

Over the last several years Metro has led a cooperative effort to inventory, analyze and recommend strategies to protect a significant number of remaining natural areas within the four-county metropolitan area. Our remaining natural areas are the remnants of native plant communities and associated wildlife habitat which once flourished in the region. Protecting and restoring them will provide the ecological connectivity necessary to sustain wildlife populations within the urban and urbanizing areas of the region. They also form an integral part of the visual setting that provides a green character and sense of place for the metropolitan area.

The Master Plan is a policy document that includes specific tasks which need to be carried out over the coming years by Metro and our cooperators to successfully protect and manage important natural areas as a cornerstone in Metro's larger agenda -- maintaining the quality of life in the region. The Master Plan recognizes the importance of maintaining a regional perspective in planning for, protecting and managing natural areas, which typically cross jurisdictional boundaries. The Plan recommends that Metro establish an interconnected system of natural areas, open space, trails and greenways for wildlife and people, including assumption of direct operations and management responsibilities for selected natural areas assembled as part of the Greenspaces System. In addition, the Master Plan recommends that Metro make a long-term commitment to implementation of the Master Plan through continued coordination of environmental education, technical assistance, citizen involvement and land use and environmental planning initiatives.

EXECUTIVE OFFICER'S RECOMMENDATION

The Executive Officer recommends adoption of Resolution No. 92-1637.

BEFORE THE COUNCIL OF THE  
METROPOLITAN SERVICE DISTRICT

FOR THE PURPOSE OF CONSIDERING ) RESOLUTION NO. 92-1637  
ADOPTION OF THE METROPOLITAN )  
GREENSPACES MASTER PLAN ) Introduced by Executive  
 ) Officer Rena Cusma and  
 ) Councilor Richard Devlin

WHEREAS, The Metropolitan Service District has taken a leadership role in identifying remaining natural areas in the region and planning for their protection or potential acquisition; and

WHEREAS, Such activities have been and will continue to be coordinated with the affected federal, state, and local governments and citizens in the region; and WHEREAS, Numerous planning efforts, studies and recommendations have been proposed over the past 90 years to develop a system of interconnected greenspaces for the Portland/Vancouver region; and

WHEREAS, On February 9, 1989, by Resolution No. 89-1043, the Metro Council established five specific tasks for regional natural areas planning:

1. Maintain and expand the parks database.
2. Continue regularly scheduled parks forums.
3. Coordinate natural areas planning in the region.
4. Coordinate and assist in the planning, acquisition and development of regional trails, greenways and wildlife corridors.
5. Work cooperatively with local jurisdictions, state and federal agencies, park advocate organizations and the private sector to identify potential regional park and recreational opportunities, potential action plans to preserve, acquire and protect key resources; and

WHEREAS, On June 28, 1990, by Resolution No. 90-1261, the Metro Council established a Policy Advisory Committee to assist the Council in coordinating its Natural Areas Planning Program and to develop a regional consensus in the development of a Metropolitan Greenspaces Master Plan; and

WHEREAS, On December 13, 1990, by Resolution No. 90-1344, Metro established a Technical Advisory Committee to assist the Metro Council in coordinating the Metropolitan Greenspaces Program and Master Plan; and

WHEREAS, On April 29, 1992, a Metropolitan Greenspaces Master Plan Public Review Draft was released for comment through June 15, 1992; and

WHEREAS, On May 28 1992, by Resolution No. 92-1616 the Metro Council stated its intent to adopt a Metropolitan Greenspaces Master Plan; and

WHEREAS, between April 29 and June 15, 1992, Metro staff have undertaken an extensive public involvement effort to solicit comments on the Master Plan Public Review Draft including:

1. Briefings of the governing bodies of most cities and counties and special parks districts within the Metropolitan Service District Boundary;
2. A series of five public workshops throughout the region;
3. Numerous meetings of the Metropolitan Greenspaces Policy and Technical Advisory Committees;
4. Several meetings with the Greenspaces subcommittee of the Metro City Managers organization.
5. Briefings for the State Agency Council for Growth Issues in the Portland Metropolitan Area, Metro's Regional

Policy Advisory Committee, and the Metro City Planning Directors organization;

6. Numerous briefings for civic groups, neighborhood organizations, educational and special interest groups.

WHEREAS, significant improvements to the Metropolitan Greenspaces Master Plan have resulted from this review process; now, therefore,

BE IT RESOLVED,

1. That the Council of the Metropolitan Service District adopts the Metropolitan Greenspaces Master Plan, attached as Exhibit "A" and incorporated by reference herein, as recommended by the Executive Officer and the Greenspaces Policy Advisory Committee.

2. That the Council authorizes the Executive Officer to take the actions necessary to allow the District to fulfill the intent of the Master Plan, and to return to the Council at appropriate times with the necessary implementing actions.

3. That the Executive Officer is authorized to make the necessary revisions to the Master Plan document to reflect Council's action for publication as the adopted Master Plan.

Adopted by the Council of the Metropolitan Service District this \_\_\_\_ day of \_\_\_\_\_, 1992.

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Jim Gardner, Presiding Officer

## STAFF REPORT

### CONSIDERATION OF RESOLUTION NO. 92-1639 FOR THE PURPOSE OF SUBMITTING TO THE VOTERS QUESTIONS OF CONTRACTING A GENERAL OBLIGATION BONDED INDEBTEDNESS IN THE AMOUNT OF \$200 MILLION AND THE FINANCING, ACQUISITION, DEVELOPMENT, OPERATION AND MAINTENANCE OF A REGIONAL SYSTEM OF GREENSPACES

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Date: June 25, 1992

Presented by: Andy Cotugno

Over the last several years Metro has led a cooperative effort to inventory, analyze, and recommend strategies to protect a significant number of remaining natural areas within the four county metropolitan area. After an inclusive plan development process, and extensive public review, the draft Metropolitan Greenspaces Master Plan recommends that Metro acquire land and, as appropriate, assume operations and management responsibilities for a regional greenspaces system and recommends that a general obligation bond or other funding source be pursued by the Metro Council to fund acquisition of the greenspaces system and associated capital improvements.

Through adoption of Resolution No. 92-1616 the Council took preliminary steps to implement these recommendations. Resolution No. 92-1616 requests the Portland Metropolitan Area Local Government Boundary Commission to allow Metro to seek voter approval to exercise District authority to "acquire, develop, maintain, and operate a system of parks, open space, and recreational facilities of metropolitan significance" pursuant to ORS 268.312(1)(c). It also requests a tax coordination public hearing before the Multnomah County Tax Supervision and Conservation Commission as required by ORS 294.655 and 1991 SB 1185 prior to the District seeking voter approval of a general obligation bond to assist in financing assembly of a regional greenspaces system.

Resolution No. 92-1639 accomplishes two things:

1. It would refer for voter action authorization for the District to exercise its powers pursuant to ORS 268.312(1)(c); and
2. It would refer a general obligation bond indebtedness question to finance acquisition and capital improvement of the regional greenspaces system to the voters of the District for the November general election.

The Metropolitan Greenspaces Policy Advisory Committee, established by the Metro Council through Resolution 90-1261, recommends that a \$200 million general obligation bond request be referred for voter approval at the November election. The attached "Metropolitan Greenspaces Program Financial Study" provides a financial analysis of the bond measure and its implications for the District. A recommended ballot title is attached as Exhibit A to Resolution No. 92-1639.

**EXECUTIVE OFFICER'S RECOMMENDATION**

The Executive Officer recommends adoption of Resolution No. 92-1639.

BEFORE THE COUNCIL OF THE  
METROPOLITAN SERVICE DISTRICT

FOR THE PURPOSE OF SUBMITTING	)	RESOLUTION NO. 92-1639
TO THE VOTERS QUESTIONS OF	)	
CONTRACTING A GENERAL OBLIGATION	)	Introduced By Executive
BOND INDEBTEDNESS IN THE AMOUNT	)	Officer Rena Cusma and
OF \$200 MILLION AND AUTHORIZATION	)	Councilor Richard Devlin
TO PROCEED WITH THE FINANCING,	)	
ACQUISITION, DEVELOPMENT,	)	
OPERATIONS, AND MAINTENANCE OF A	)	
REGIONAL SYSTEM OF GREENSPACES	)	

WHEREAS, The Metropolitan Service District has taken a leadership role in identifying remaining natural areas in the region and planning for their protection or potential acquisition; and

WHEREAS, Such activities have been and will continue to be coordinated with the affected federal, state, and local governments and citizens in the region; and

WHEREAS, Numerous planning efforts, studies and recommendations have been proposed over the past 90 years to develop a system of interconnected greenspaces for the Portland/Vancouver region; and

WHEREAS, On June 28, 1990, by Resolution No. 90-1261, the Metro Council established a Policy Advisory Committee to assist the Council in coordinating its Natural Areas Planning Program and to develop a regional consensus in the development of a Metropolitan Greenspaces Master Plan; and

WHEREAS, On December 13, 1990, by Resolution No. 90-1344, Metro established a Technical Advisory Committee to assist the Metro Council in coordinating the Metropolitan Greenspaces Program

and Master Plan; and

WHEREAS, On April 29, 1992 a Metropolitan Greenspaces Master Plan Public Review Draft was released for comment through June 15, 1992; and

WHEREAS, On May 28 1992, by Resolution No. 92-1616 the Metro Council stated its intent to adopt a Metropolitan Greenspaces Master Plan; and

WHEREAS, Between April 29 and June 15, 1992 Metro staff have undertaken an extensive public involvement effort to solicit comments on the Master Plan Public Review Draft including:

1. Briefings of the governing bodies of most cities and counties and special parks districts within the Metropolitan Service District Boundary;
2. A series of five public workshops throughout the region;
3. Numerous meetings of the Metropolitan Greenspaces Policy and Technical Advisory Committees;
4. Several meetings with the Greenspaces subcommittee of the Metro City Managers organization;
5. Briefings for the State Agency Council for Growth Issues in the Portland Metropolitan Area, Metro's Regional Policy Advisory Committee, and the Metro City Planning Directors organization;
6. Numerous briefings for civic groups, neighborhood organizations educational and special interest groups.; and

WHEREAS, Significant improvements to the Metropolitan

Greenspaces Master Plan have resulted from this review process; and

WHEREAS, The Metro Council adopted the Metropolitan Greenspaces Master Plan by Resolution No. 92-1637; and

WHEREAS, The Metropolitan Greenspaces Master Plan recommends that Metro seek a regional funding mechanism to assemble, through acquisition and other strategies, and develop a regional greenspaces system and also assume operations and management responsibility for components of the system in cooperation with local governments; and

WHEREAS, On July 2, 1992 the Portland Metropolitan Area Local Government Boundary Commission approved Proposal AF-4 allowing Metro to seek voter approval to acquire, develop, maintain, and operate a system of parks, open space and recreational facilities of metropolitan significance, now, therefore,

BE IT RESOLVED,

1. That the Council of the Metropolitan Service District hereby submits to the qualified voters of the District the question of contracting a General Obligation bond indebtedness of \$200 million. The bonds shall mature over a period of not more than 30 years.

2. That the voters of the District shall in the same measure consider the question of whether Metro may finance the acquisition, development, maintenance and operation of a system of parks, open space, and recreational facilities of metropolitan significance pursuant to ORS 268.312 (1)(c).

3. That the measure shall be placed on the ballot for

the General election held on the 3rd day of November, 1992.

4. That the District shall cause this Resolution and the Ballot Title Attached as Exhibit "A" to be submitted to the Elections Officer, the Tax Supervising and Conservation Commission, and the Secretary of State in a timely manner as required by law.

ADOPTED by the Council of the Metropolitan Service District this \_\_\_\_\_ day of \_\_\_\_\_, 1992.

Jim Gardner, Presiding Officer

## EXHIBIT A

### Sample Bond Measure

Caption: "Acquire Land to Develop Regional Natural Areas/Park System"

Question: "Shall District acquire, develop, maintain, operate regional system of parks, open spaces, recreational facilities, issue \$200 million General Obligation bonds? If the bonds are approved, they will be payable from taxes on property or property ownership that are not subject to the limits of section 11b, Article XI of the Oregon Constitution."

Summary Statement: "Metro seeks voter approval for \$200 million in general obligation bonds to buy land, improve, pay related costs for a regional system of natural areas, parks, trails and greenways for wildlife and people. After costs to sell bonds, local governments shall spend up to 25 percent of net proceeds for local park, recreation system needs. Metro shall spend at least 75 percent of proceeds to buy and develop large acre sites, land to restore, and trails. These funds shall not operate or maintain these lands."

**METROPOLITAN GREENSPACES PROGRAM  
FINANCIAL STUDY  
METROPOLITAN SERVICE DISTRICT**

**June 11, 1992**

**FINAL DRAFT**

# METROPOLITAN GREENSPACES PROGRAM

## FINANCIAL STUDY

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# METROPOLITAN GREENSPACES PROGRAM FINANCIAL STUDY METROPOLITAN SERVICE DISTRICT

## INTRODUCTION

The following report has been prepared by Public Financial Management, Inc. ("PFM") to assist in the process of examining the financial implications of the Metropolitan Services District's ("Metro") Metropolitan Greenspaces Program (the "Program"). The Program is in its early stage, and much of the basic information related to which lands will be most suitable for protection, which portion should be acquired and at what cost, is not yet available. Consequently, the financial results presented in this report are based on preliminary information prepared by Metro staff and on assumptions made by PFM. Nonetheless, this report, and the computer model that accompanies it, are intended to provide a basis for moving ahead with the Program.

In the course of preparing this report, PFM has developed a computer financial model, which it has provided to Metro with the delivery of this report. The model is designed to allow Metro staff to modify assumptions about acquisitions, acquisition costs, timing and sources of financing for initial capital and land acquisitions and ongoing costs. Additionally, the model presents the tax rate impact resulting from several alternative general obligation bond issuances to finance greenspaces capital improvements and land acquisition.

## GREENSPACES PROTECTION PROGRAM

### Greenspaces Inventory and Valuation

According to the inventory and site mapping performed by Metro in 1989, approximately 109,000 acres of the region's land has been identified as existing natural areas in the Oregon component of the Program. Of the total 109,000 of natural area acres, approximately 9,200 are in public ownership. Nearly half of that total is located in Forest Park. It is the remaining acreage of natural areas that provide the pool of lands considered for protection under the Greenspaces Program.

### Regionally Significant Large Acre Sites

The Greenspaces Master Plan identifies certain large acre sites throughout the region that have been designated as regionally significant open space protection areas. It is assumed that these sites would not require restoration and would be primarily reserves and additions to existing parks and reserves. Use of these areas would be to provide and protect open space and for passive recreational activities, such as hiking, bicycling, backpacking, bird watching, and canoeing.

### *Acreage*

Metro staff have prepared preliminary information on the acreage and dollar value of the regionally significant large acre sites and the park inventory that could be included in the Greenspaces Protection Program. The total acreage equals 9,962. Within Multnomah County 3,125 acres have been identified as regionally significant large acre sites. In Washington County 3,140 acres have been identified, and 3,697 acres have been identified in Clackamas County.

### *Value*

For financial planning purposes, the cost of the most important regionally significant large acre sites, in today's dollars, has been estimated at the tax-assessed value of the land. Total tax-assessed value of regionally significant large acres sites is estimated at \$173,686,000. PFM believes that tax-assessed value figures offer the best estimate of land values presently available. With the reassessment of land throughout the state that occurred since the passage of Ballot Measure 5, assessed values in the Metro region are assumed to be close to market values. All actual acquisitions would be subject to a specific appraisal which may or may not agree with the tax-assessed value.

The table on the following page lists areas that have been identified as regionally significant large acre sites.

**METROPOLITAN GREENSPACES LARGE ACRE SITES**

	Acres	Value
<b>MULTNOMAH COUNTY</b>		
Sandy River Gorge	500	
Boring Lava Domes	750	
Forest Park Inholdings	500	
Burlington Bottom	250	
Columbia Shoreline	300	
Tryon Creek Linkages	50	
Fairview Headwaters	150	
Island Reserves	500	
Ross Island	50	
Heron Lakes	50	
Kelly Butte East Slope	25	
<b>Total - Multnomah County</b>	<b>3,125</b>	<b>\$49,664,000</b>
<b>CLACKAMAS COUNTY</b>		
Mt. Talbert	200	
Newell Creek Canyon	500	
Boring Lava Domes	750	
Pete's Mountain	500	
Tryon Creek Linkages	50	
Willamette Narrows	250	
Scenic Clackamas River	250	
Sentinel Tree	250	
Rock/Sieben Creeks	250	
Beaver Lake	250	
Tualatin River Access	60	
Canemah Bluffs	250	
Holcomb Trail Ruts	50	
Island Reserves	50	
Milwaukee Waterfront	25	
Finley Nature Reserve	12	
<b>Total - Clackamas County</b>	<b>3,697</b>	<b>\$51,168,000</b>
<b>WASHINGTON COUNTY</b>		
Cedar Mill Wetlands/Forest	150	
Hedges Creek	100	
McKay/Dairy Creek Confluence	250	
Rock Creek Wetlands	100	
Tonquin Geological Area	500	
Rock Creek	100	
Council Creek	500	
Gales Creek	500	
Hagg Lake	250	
Tualatin River Access	240	
Cooper Mountain	250	
Fanno Creek Greenway	100	
Bull Mountain	100	
<b>Total - Washington County</b>	<b>3,140</b>	<b>\$72,854,000</b>
<b>Total Large Acres Sites</b>	<b>9,962</b>	<b>\$173,686,000</b>

*Large Acre Site Priorities*

Metro has developed a schedule, included as Exhibit I at the conclusion of the report, that allocates funds among the large acre sites according to bond size and the priority rating for each site. Site priorities have been established by rating each site according to criteria developed and presented in the Greenspaces Master Plan. The acreage associated with each site is an approximation based on the type and characteristics of the site. Actual acreage of protected areas may differ significantly from the acreage presented in Exhibit I. In addition, land values presented in Exhibit I reflect 1992 dollars and do not include the impact of inflation or investment earnings on bond proceeds.

The priorities established by the selection criteria are preliminary. The information presented is in no way to be construed as a commitment or intent to acquire a particular parcel of land or to proceed with the Program on a particular time schedule. In practice, the protection of certain parcels will depend on the final adopted Greenspaces Master Plan, the availability of parcels for protection, the value of the parcels, local open space priorities, and local land use procedures. Additionally, the funds available for operations and maintenance of lands will affect priorities and how particular lands are ranked.

*Large Acre Site Capital Improvements*

At certain funding levels, it may be desirable to allocate funds to large acre sites for capital improvements construction. Improvements could include parking areas, camping areas, restrooms and interpretative centers.

**Restoration Site Protection**

Certain priority open space acquisitions would be of sites requiring restoration to former natural area status. These areas are likely to be closer to historically urban areas of the region and may be impacted by former or proximate industrial use.

*Acreage*

The Greenspaces Master Plan identifies several restoration site opportunities. The sites total 300 acres, and are entirely located within Multnomah County. The site names and estimated sizes are shown below.

RESTORATION SITES	Acres	Value
Four Corners	100	
North Peninsula	50	
Johnson Lake	25	
Little Four Corners	25	
Restoration opportunities	100	
<b>Total</b>	<b>300</b>	<b>\$15,625,000</b>

*Value*

The cost, in today's dollars, of the most important regional restoration sites has been estimated at the tax-assessed value of the land. Total tax-assessed value of priority restoration sites is estimated at \$15,625,000.

*Restoration Site Priorities*

Exhibit I at the conclusion of the report shows the preliminary allocation of funds, in 1992 dollars, for restoration sites according to bond size and the priority rating for each site. Site priorities have been established by rating each site according to criteria developed and presented in the Greenspaces Master Plan. As discussed above, these priorities and allocations are preliminary and should not be construed as a commitment to purchase a particular parcel of land according to any set time schedule.

### *Restoration Site Capital Improvement*

Capital improvements in the form of clean-up, re-vegetation, excavation, or construction will be required to return restoration sites to a natural state. The allocation of capital improvements for this activity varies according to bond size.

### **Trail Acquisition**

A significant feature of Greenspaces program activity will involve acquisition of title and right-of-way for lands to create trails and trail corridors. Trail use would include hiking, running, equestrian use, and cycling. In many cases, the Greenspaces funds would be used to add to or complete existing trail corridors. The allocation for this activity varies according to bond size.

### *Acreage*

The Greenspaces Master Plan identifies regionally significant trail corridors and areas. The trail areas amount to 1,490 acres located on 245 linear miles.

### *Value*

The value of land associated with trail systems throughout the Metro region have been estimated at a value of \$35,747,000.

### *Regional Trail Priorities*

At this time, a priority schedule associated with particular regional trail acquisitions is under development.

### *Trails Capital Improvement*

All trails for whatever use will require certain capital improvements. High-use urban trails would be paved to enhance cycling use and prevent deterioration from heavy use. Natural and gravel trails would require basic trail maintenance, bridging, and other improvements. The allocation of funds for this activity varies according to bond size.

### **Local Government Share**

The Greenspaces Master Plan provides that a portion of Greenspaces general obligation bonds will be allocated to a local government for use on local greenspaces, parks, and recreation priorities. For the purpose of this report, it is assumed that the local government share will be 25% of net bond proceeds (after deducting the costs of issuance). Expenditure of these funds is entirely under local governmental control to the extent that such expenditures conform to legal requirements restricting the use of federally tax-exempt general obligation bonds. The local share funds must be used in conformance with the three general areas cited below.

1. **Adherence to federal tax laws related to the issuance and expenditure of federally tax-exempt bonds and related Metro resolutions and ordinances.** As outlined later in the report, the Tax Reform Act of 1986 places controls on the expenditure of federally tax-exempt bond funds. Issues such as arbitrage rebate requirements and draw-down provisions will require continual tracking of the spend-down of bond proceeds and the investment earnings on those proceeds. In addition to federal tax law, resolutions and ordinances adopted by Metro pursuant to bond issuances are likely to contain provisions stipulating the establishment of special funds and the use of trustees that will affect the administration of bond funds.

2. Adherence to the stipulations and language included in the ballot measure authorizing Metro to issue the bonds. Metro will be required to ensure that the specific language included in the ballot measure passed by the voters authorizing issuance of the bonds and the subsequent levy for debt service is adhered to in the expenditure of bond proceeds.
3. Adherence to restrictions in expenditures associated with Ballot Measure 5. Property tax levies for debt service on voter-approved general obligation bonds are not included in the \$10 governmental rate imposed by Measure 5. There are, however, restrictions imposed by Measure 5 on the uses of general obligation bond proceeds which will need to be adhered to by the local government participating in the local share program.

Because of Metro's requirement to adhere to the requirements above, it would be appropriate to develop intergovernmental agreements for each local government project expenditure. For proper control, it will be necessary for Metro to hold the funds until project expenditures occur. It may be preferable for Metro to administer the program on a reimbursement basis.

As mentioned, the local share program is assumed to be funded by 25% of the net proceeds of the Metro bond issues. At this point, it has been assumed that local share funds would be evenly divided, with half going to city governments and half going to county governments. Exhibit II at the conclusion of the report presents four alternative sub-allocations of funds to the region's local governments based on population. This allocation process is still under discussion and could change prior to implementation.

#### Other Greenspaces Program Cost Elements

Certain other costs associated with the issuance of general obligation bonds and the subsequent acquisition program have been assumed and are described below.

##### *Issuance Costs*

These costs include underwriters discount, legal fees, financial advisory fees, printing costs, and related costs of issuance. It is assumed that bond issuance costs will equal 1.25% of total bond proceeds.

##### *Cost of Acquisition Administration*

Acquisition administration will involve a variety of activities including research on property ownership and availability, negotiation with property owners, research on the tax implications of certain property transfers, hazardous materials inspections, engineering studies, title research, and other required technical work. Costs will include the costs of project management staff, legal services, real estate closing costs, and the costs of other required professional services. To the extent that seller represented realtor costs are included in the purchase of land, it is assumed for the purposes of this report that those costs would be included in the land price.

It is likely that, in addition to Metro project management staff, there will be a role for outside professionals to provide purchased services for items such as real estate brokerage, property title services, and other professional services. In addition, internal Metro central service staff will be available to provide legal and financial support.

On the basis of information gathered by Metro from other open space program operators, it is assumed that these costs will range from 10% to 12% of the cost of acquiring land.

**Total Value and Resource Allocation**

The total value of the Greenspaces Program is shown below. As shown, it is estimated that a bond size of approximately \$462 million would be needed to fund the entire program. The costs presented in the table below assume that the acquisition phase of the Program takes place over five years and that the value of land is inflated over that time. The table also assumes interest earnings of approximately \$92 million, which are directed to each of the Program uses on the basis of an allocation scheme discussed below.

BOND SIZE		TOTAL PROGRAM	
<b>Sources</b>			
Bond Proceeds			\$462,620,000
Interest Earnings			92,098,000
<b>TOTAL SOURCES</b>			<b>554,718,000</b>
<b>Uses</b>			
		Allocation	
Costs of issuance	1.25%		\$5,782,750
Remaining sources			548,935,250
Local government share	25.00%		137,233,813
Regional share	75.00%		411,701,438
		%Regional Share	
Acquisition costs	12.00%		49,404,173
Large acre acquisition	60.00%		247,020,863
Large acre capital improvement	5.00%		20,585,072
Restoration acquisition	4.00%		16,468,058
Restoration capital improvement	3.00%		12,351,043
Trails acquisition	11.00%		45,287,158
Trails capital improvement	5.00%		20,585,072
<b>TOTAL USES</b>			<b>554,718,000</b>

Funding for the entire Program, which includes as an element investment earnings, will not be immediately available. In addition, the uses of Program financial resources will be partially dependent on the magnitude of resources available. Consequently, for the purposes of this report, Metro staff have made allocations to program categories according to bond size. As shown in the table on the next page, these allocations favor land acquisition over capital improvements. Under larger bond size alternatives, the relative allocation to capital improvements increases.

It is important to note that investment earnings during Program implementation are expected to play an important role in Program implementation. Investment earnings will act to reduce the impact of inflation on Program costs as acquisitions and other expenditures occur over time.

Based on financial analysis by Metro staff and PFM, it appears that full funding of the Program would require a bond issue of approximately \$462 million. Therefore, the following table presents the maximum issue size as well as smaller bond issue sizes.

Metropolitan Service District  
 Greenspaces Financial Study  
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		TOTAL PROGRAM		\$250 Million		\$200 Million		\$150 Million		\$100 Million	
<b>Sources</b>											
Bond Proceeds		\$482,620,000		\$250,000,000		\$200,000,000		\$150,000,000		\$100,000,000	
Interest Earnings		92,098,000		48,000,000		37,000,000		27,000,000		18,000,000	
<b>TOTAL SOURCES</b>		<b>554,718,000</b>		<b>298,000,000</b>		<b>237,000,000</b>		<b>177,000,000</b>		<b>118,000,000</b>	
<b>Uses</b>											
Costs of issuance			Allocation								
Remaining sources		1.25%	\$5,782,750	1.25%	\$3,125,000	1.25%	\$1,875,000	1.25%	\$1,875,000	1.25%	\$1,250,000
Local government share		25.00%	548,935,250	25.00%	292,875,000	25.00%	234,500,000	25.00%	175,125,000	25.00%	116,750,000
Regional share		75.00%	137,233,813	75.00%	73,218,750	75.00%	58,625,000	75.00%	49,781,250	75.00%	29,187,500
			411,701,438		219,658,250		175,875,000		131,343,750		87,562,500
			%Regional Share								
Acquisition costs		12.00%	49,404,173	12.00%	26,358,750	12.00%	21,105,000	12.00%	15,781,250	12.00%	10,507,500
Large acre acquisition		60.00%	247,020,863	62.07%	138,340,634	64.53%	119,492,138	68.54%	90,023,006	71.74%	62,817,338
Large acre capital improvement		5.00%	20,685,072	4.00%	8,786,250	3.00%	5,276,250	2.00%	2,826,875	1.19%	1,041,994
Restoration acquisition		4.00%	18,468,058	4.43%	9,730,772	4.47%	7,961,813	4.46%	5,857,931	4.48%	3,922,800
Restoration capital improvement		3.00%	12,351,043	2.50%	5,491,405	2.00%	3,517,500	1.00%	1,313,438	0.60%	525,375
Trails acquisition		11.00%	45,287,158	11.00%	24,162,188	11.00%	19,348,250	10.00%	13,134,375	8.49%	7,434,056
Trails capital improvement		5.00%	20,685,072	4.00%	8,786,250	3.00%	5,276,250	2.00%	2,826,875	1.50%	1,313,438
<b>TOTAL USES</b>		<b>554,718,000</b>		<b>298,000,000</b>		<b>237,000,000</b>		<b>177,000,000</b>		<b>118,000,000</b>	

## Means of Land Acquisition and Acquisition Management

In the course of acquiring lands for the Program, it is likely that Metro will utilize various means to secure the rights to land. This will include outright purchase of the title to land, as well as methods that do not include land ownership, but insure preservation of the character of the land as open space.

### *Outright Land Purchases Through Professional Realtors*

It is assumed that certain open space areas would be purchased by Metro directly through its own efforts. There is likely to be a major role for the services of outside professional services that possess expertise in land acquisition programs such as that envisioned. The advantages of using outside professional services is threefold: 1) such individuals have the skills and knowledge in the land acquisition process; 2) outside professionals have a sense of the real estate market and access to current information on land availability; and 3) Metro can employ the services of these individuals under contract. These services are paid for through the land acquisition process, and are therefore a cost of the Program that can be paid through general obligation bond proceeds.

In order to avoid confusion among the professional service providers, Metro may find it beneficial to contract with particular outside professionals to represent Metro, either on an hourly basis or a contingent fee basis. In either case, the nature of compensation between Metro and the contract professionals will be clearly specified in advance of the Program commencing. Establishing relationships with particular outside professionals will help avoid confusion in the real estate community and clearly establish Metro's objectives and procedures for land acquisition.

### *Purchase Through a Non-Profit Land Preservation Organization*

An increasingly important means for acquiring land for the public benefit is through non-profit land preservation organizations. There are currently approximately 900 such organizations in the United States that have been involved in the protection of approximately 2.7 million acres of land. Although most of these organizations are small and community-based, there are a handful with a national focus. These include the Trust for Public Land, the Nature Conservancy, the Conservation Fund and the American Farmland Trust. In the course of this project PFM and Metro staff have met with representatives of the Trust for Public Land ("TPL") to determine the possible role for the Trust within the Program.

TPL and other similar organizations are able to secure land at below market rates as a result of the favorable tax benefits that accrue to land sellers. If managed effectively, these organizations operating on behalf of Metro could function as adjunct staff, identifying attractive land acquisition opportunities and working directly with property owners on particular land acquisitions.

When a property appropriate for the Program has been identified for acquisition, a land preservation organization, if it were involved, would initiate negotiations with the landowner. An independent appraisal on the property would be obtained at this point in the process and the results reviewed by Metro staff. If, through the course of negotiations the land clearly fits within the cost and functional parameters of the Program, the organization would proceed with the acquisition at a price not to exceed the market value established by the appraisal. After the acquisition of the land, Metro would purchase the land from the organization at a price not to exceed the appraised value. The costs of the organization (appraisals, legal and environmental costs, staff time, closing costs, etc.) would be included in Metro's acquisition cost of the land. In other words, the land preservation organization will recoup its costs in the spread between the price paid to the landowner and the cost to Metro. Even after including the costs of the transaction and fee to the land trust, it may be possible for Metro to acquire land at below market rates through this process as a result of the tax benefits to the landowner from selling at a price below market. Once again, in no case would Metro be required to purchase the land at a price in excess of the appraised value. Since the land preservation organization's transactions costs would be included in the purchase price paid by Metro, use of such an

organization would reduce the expenditures by Metro associated with acquisition administration.

Among the advantages of working with a land preservation organization include the expertise that these organizations have developed in acquiring lands for public benefit. For example, TPL has acquired over 500 thousand acres valued at nearly \$600 million, in the United States. The approach developed by land preservation organizations over the years could benefit the Program, particularly in its early phases. Metro staff could benefit from training by organization employees in the tax advantages of selling at below market rates to public agencies, the techniques for identifying and approaching landowners, and legal elements of land transfer. It may also be worthwhile to develop a relationship with one or more land preservation organizations because some landowners simply may not wish to deal directly with government, for whatever reason. In such cases, a land preservation organization can essentially act as an intermediary that handles the land purchase, then turns the land over to Metro at a price not to exceed the appraised value.

### *Conservation Easements*

In some cases, Metro may be able to accomplish the goals of preserving land as greenspace without having to acquire title to the land. For example, a conservation easement can be obtained as a result of an agreement between a landowner and a public entity (in this case, either Metro or a land trust) that limits the development rights on the property. The easement itself attaches to the deed on the land and defines the future uses of the land in perpetuity. The landowner continues to own the land, but the development restrictions placed on the property are recorded on the deed to the land. Conservation easements may either be donated or sold by the landowner. In the case of sale of the easement, the cost could be a small fraction of the cost of outright purchase.

Financial benefits to the landowner offering a conservation easement are twofold: 1) the Internal Revenue Service recognizes that the transfer of development rights reduces the value of the land asset, and the value of that reduction can be written off on the landowners federal income taxes; 2) the value of the land has been reduced as a result of the easement and will be recorded as such for local property taxation purposes. Since the easement operates in perpetuity, the value of the land has been permanently reduced since possible uses have been restricted.

Conservation easements are an effective means of retaining property as a scenic backdrop. In such a case, public access may be limited to the protected property, but the natural qualities of the land will not be compromised by future development. Conservation easements can be drafted, however, to allow for public access through use of a trail easement or other mechanism set forth in the legal documents establishing the easement. The conditions established under a conservation easement are as broad as the parties to the agreement wish to make them.

### *Donations and Bequests*

It is possible that Metro could be the recipient of open space land acquired through donations or bequests. Either Metro or a Greenspaces nonprofit foundation could accept donations and bequests and include such land in the open space system. Financial donations or bequests could also be used for acquisition or maintenance of the system depending on the terms of the gift.

### **Program Schedule**

Since the Program may ultimately involve acquiring or protecting more than 10,000 acres, it is reasonable to expect that the acquisition process will require several years to implement. Identifying regionally significant greenspace land, initiating negotiations with landowners, coming to terms and obtaining the land will take time for each individual parcel.

It is assumed that the actual acquisition process will follow approval of a ballot measure authorizing Metro to

finance the Program through issuance of general obligation bonds. The vote is scheduled for November, 1992. Until then, existing Metro staff will focus on the preliminary planning efforts and estimating the ultimate size and schedule for the Program. As discussed in this report, additional Metro staff required specifically for the acquisition of land will not be hired until after voter approval.

**Bond Issuance Schedule and Sizing**

In performing its financial analysis, PFM has assumed that the costs associated with acquisition of Program land will be financed with general obligation bonds. General obligation debt is not a means of paying for on-going operating costs. It is, however, appropriate for paying for capital improvements and land acquisition.

Metro has the authority (under ORS 268.520 (1)) to issue general obligation bonds supported by property taxes. The limit on the amount of general obligation bonds that may be outstanding is 10% of the true cash value of all taxable property in the District. Based on the assessed value of Metro for fiscal year 1992 (\$45,916,555,768) Metro is authorized, subject to voter approval, to issue up to \$4,591,655,577 in general obligation debt. The credit market limit is much lower than this and depends on the overall property tax burden to the property owners within Metro.

Assuming 4% inflation in assessed value over two years and a 30-year level debt service bond issue at 7.0%, a levy of .1623 cents per \$1,000 of assessed value would produce \$1,000,000 in bond issue principal. This means, for example, that a \$100,000,000 bond issue would require a levy of approximately \$.1623 per \$1,000 of assessed value. For a \$100,000 house, a \$100,000,000 bond issue would result in an annual addition to property taxes of approximately \$16.23.

It is assumed for the purposes of this analysis that Metro will issue bonds for the full amount authorized soon after a successful ballot measure. Interest earnings over time on bond proceeds will ensure that Metro maintains purchasing power consistent with inflationary increases in land value.

It is assumed that thirty year bonds would be issued at 7.0% interest.

The table below shows relevant financial information for five different bond sizing alternatives.

Bond Issue Amount	Interest Income	Total Sources	Maximum Annual Debt Service(1)	Initial Tax Levy/\$1,000(2)	Average Tax Levy/ \$1,000(3)
\$462,000,000	\$92,000,000	\$554,000,000	\$37,231,000	\$0.7497	\$0.4490
\$250,000,000	\$46,000,000	\$296,000,000	\$20,146,000	\$0.4057	\$0.2432
\$200,000,000	\$37,000,000	\$237,000,000	\$16,117,000	\$0.3254	\$0.1945
\$150,000,000	\$27,000,000	\$177,000,000	\$12,088,000	\$0.2434	\$0.1459
\$100,000,000	\$18,000,000	\$118,000,000	\$8,058,000	\$0.1623	\$0.0972

- (1) Maximum annual debt service over 30 year life of bonds.
- (2) Tax levy in first year after issuance, assumed to be 1994. First year levy reflects two years of growth in Metro's assessed value at 4% annually.
- (3) Average levy over life of bonds. Assuming \$45,916,555,768 as the total assessed value for the Metropolitan Service District and 4% annual growth in assessed value.

On the basis of this analysis, to maximize funds available for Program objectives, it is recommended that Metro issue most of the bonds in a lump sum. This approach will enhance investment earnings on the Program's bond proceeds, and those investment earnings will be applied to Program acquisitions and capital. In effect, investment earnings will act as a means of maintaining the purchasing power of the Program as inflation grows over time.

### Impact of the Tax Reform Act of 1986 on Program Land Acquisitions

The Tax Reform Act of 1986 had profound impacts on the ability of local government's to issue tax-exempt debt for a variety of purposes. In general, the Act made it more difficult for governments to retain the tax-exempt status on debt if the ultimate use of the proceeds of that debt substantially benefitted private individuals or entities. It is possible that circumstances may arise in the course of the Program that will require careful examination in light of the Act.

For example, assume Metro identified a 50 acre parcel of land, half of which was well-suited for inclusion in the Program. Therefore, only 25 acres of the 50 would be suitable for acquisition through the Program. There are likely to be cases when the landowner will only be willing to sell the parcel in total. In such a case, Metro will own land that will not be well-suited for the Greenspaces Program (for example, large tracts of farm land) but may be attractive for other uses, like development. Under the Act, the tax-exempt status of the bonds issued for Program land acquisition would be endangered if Metro were to acquire land using tax-exempt proceeds then turn around and sell some of that land to private interests. The Act also affects the use of concessionaires and private operations that may take place on the publicly acquired land. The following is a brief description of some of the key elements of the Act.

The Act established two primary types of bonds for tax purposes: governmental purpose and private activity. If bonds are governmental purpose, then there are few restrictions and they are fully tax-exempt. If the bonds are private activity, then only certain types of bonds may be tax-exempt (for example, land acquisitions related to a qualified redevelopment activities fall into this category) and these are subject to many further restrictions or provisions (for example, the Alternative Minimum Tax "AMT").

To retain the governmental purpose classification necessary to finance using tax-exempt bonds there are several hurdles.

- \* **Ownership:** The facility or asset must be governmentally owned.
- \* **Operation:** The facility or asset must be governmentally operated or operated under a management contract (including with non-profit organizations) which conforms to the federal definition of a "qualified management contract."
- \* **Use Test and the Debt Service Payment Test:** There are two tests to determine governmental purpose, if the two conditions listed above are satisfied. If either of the following two tests indicate a "governmental purpose", then the bonds will be governmental purpose bonds. Note that only one of the following two tests need to be satisfied in order to achieve governmental purpose status.

**Use of the Facility ("Use" Test):** The primary users must be the general public. If one organization has preferential treatment which exceeds 10% of the facility's use (legal counsel can provide full detail on the calculation of the 10% use), or if preferential treatment of private users exceeds 10% in combination, then there is private use and the bonds are no longer governmental purpose unless the following test is met:

**Debt Service Payment Source ("Security Interest" or "Private Payment" Test):** This test is met if the source of payment for the bonds does not derive from private users by greater than 10% (the formula is more complicated, but this is a useful simplification.) Indeed, some users are restricted to 5% and the total 10% limit is cumulative for all private users. In the case of the Program, since the bonds would be repaid through property taxes, Metro would not have a problem meeting the security test.

### Concession/Parking Options

If the government owns the concession stand or parking facility and uses a qualified management contract

with a private operator, the stand or garage does not count toward the 10 percent limitation. The parking garage must make its spaces generally available; there can be no assigned spaces to outside users. Parking must be operated on a first-come, first-served basis and only month-to-month contracts will be allowed.

If a private entity owns and operates the concession stand, any bonds issued for construction or acquisition of the facility or asset would be governmental purpose if the aggregated private use (concession stands plus any other private use) do not exceed 10% use or payment on debt service.

#### *Qualified Management Contracts*

The Tax Act specifically allows the private operation of certain functions at governmentally-owned facilities financed with tax-exempt bonds. Those functions include the operation of cafeterias, lounges, food service, and parking areas. In order to issue tax-exempt debt for a governmentally-owned asset that will be operated by a private entity, the contract with that private entity needs to meet each of the following conditions.

- 1) The term of the management contract cannot exceed 5 years (including renewal options).
- 2) The governmental unit owning the facility may terminate the contract without cause and without penalty at the end of three years.
- 3) Fees provided to the private facility manager may not be based on a share of the profits of the asset.
- 4) At least 50% of the fees provided to the private facility manager must be on a fixed fee basis.

#### *Impact on Timing and Structure of Bond Issues*

Earlier in the report PFM describes the benefits of a lump sum bond issue. This approach may not be advisable if there is a likelihood that some portion of the bonds will not qualify as governmental purpose debt. A worst case scenario would emerge if the bonds were issued in one lump sum and ultimately a portion of that debt were used for non-qualified purposes. This could result in the entire issue being declared subject to federal income taxes by the Internal Revenue Service and massive financial losses to the holders of Metro's bonds. In order to prevent this situation, a phased bonding program in which bonds were issued for particular (and potentially taxable of private activity) land acquisitions may be more appropriate. The issue of tax-exemption and Program timing will need to be examined further with Metro's bond counsel.

#### **Property Tax Limitation Measure**

On November 6, 1990, Oregon voters approved Ballot Measure 5, (now Article XI, Section 11b, of the Oregon Constitution), which imposes a 1.5% limitation on property taxes.

Beginning fiscal year July 1, 1991, taxes imposed on property are separated into two categories: one category dedicates property tax revenues raised to fund the state's public school systems defined as "educational services, including support services, provided by some unit of government, at any level from pre-kindergarten through post-graduate training"; and one which "dedicates revenues raised to fund government operations (e.g., cities, counties, special districts, metropolitan service districts) other than school systems."

Beginning in fiscal year 1991-92, property taxes for non-school government operations are limited to \$10.00 per \$1000 of Real Market Value (RMV). All local governments which levy a property tax are required to share the \$10 per \$1000 of RMV limitation on each property.

#### *Exemptions from Property Tax Limits*

Sections 11b (3a) and (3b) of Ballot Measure 5 specifically exempt taxes imposed to pay principal of and interest on bonded indebtedness provided bonds are: 1) authorized by a specific provision of the Oregon Constitution, or 2) are approved by the voters of a government unit and offered as general obligations for "capital construction or improvements." Capital construction and improvements have been specifically

defined in recently approved legislation.

Ballot Measure 5 defines exempt local improvements to be capital construction projects which:

- "provides a special benefit only to specific properties or rectifies a problem caused by specific properties;" and
- "the costs of which are assessed against those properties in a single assessment upon completion of the project;" and
- "for which the payment of the assessment ... may be spread over a period of at least ten years."

*Recently Approved Legislation*

The 1991 Oregon Legislative Assembly adjourned on June 30, 1991, having spent much of the session addressing Ballot Measure 5. The key bill addressing the statutory implementation of Ballot Measure 5 is HB 2550, which was approved by the Legislature and signed into law by the Governor on June 30. The law took effect September 29, 1991.

- House Bill 2550 - Prescribes the overall tax assessment, administration and collection methods and procedures to conform to the tax limitations and requirements of Ballot Measure 5. Defines key terms including "Real Market Value," "Exempt Bonded Indebtedness," "Capital Construction" and Capital Improvements."
- Section 210 (14c) exempts general obligation indebtedness issued after November 6, 1990 which is voter approved and used for capital construction or improvements.
- Section 210 (17-19) defines capital construction and improvements to include all activities related to the construction, modification, replacement, repair, remodeling and renovation of structures which have a useful life of over one year; the acquisition of land, or legal interest in land, in conjunction with the capital construction of a structure; the acquisition and installation of machinery, equipment, furnishings and equipment which have a life of over one year; and activities related to capital construction such as planning, design, studies, permits, and acquisition of financing. Structures are defined as any temporary or permanent building or improvement to real property of any kind which is constructed on or attached to real property, whether above, on or beneath the surface.

**Evaluation of Credit Impact from Greenspaces Program**

The credit markets and bond rating agencies recognize that governmental issuers have a finite capacity to issue debt supported by the wealth of the community. This is termed a jurisdiction's debt capacity. In the course of the report PFM has performed a preliminary evaluation of Metro's capacity to issue general obligation debt in the magnitude envisioned.

The following table compares Metro's current and prospective debt position to national medians of debt capacity compiled by Moody's Investors Service. The table identifies two measures of debt capacity: debt per capita and debt as a percent of market value of taxable property. These two measures have been calculated based on Metro's present debt position (including all tax-supported debt issued by underlying jurisdictions), as well as based on the assumption that additional debt, ranging from \$150 million to \$250 million, is issued.

Metropolitan Service District					Moody's Medians					
	Current Direct Debt	Current Plus \$150 Million	Current Plus \$200 Million	Current Plus \$250 Million	Cities Over 500,000			Counties Over 1,000,000		
					Low	Median	High	Low	Median	High
Debt Per Capita	\$554	\$677	\$718	\$759	\$647	\$1,169	\$4,245	\$479	\$1,069	\$2,073
Debt as a % of AV	1.47%	1.79%	1.90%	2.01%	1.50%	4.00%	12.50%	0.70%	2.50%	5.70%

In the case of both measures of debt capacity, Metro is well below the national medians, even when assuming an additional \$250 million in debt. For debt per capita, Metro would face a debt per capita level of \$759, compared to a level of \$1,169 for cities with populations of more than 500,000 and \$1,069 for counties with populations greater than 1,000,000. With respect to debt as a percent of market value of taxable property, at the maximum Program financing level this ratio reaches 2.01%, compared to median city and county ratios of 4.00% and 2.50%, respectively. Consequently, by virtue of its large population and assessed value base, Metro appears to have extensive capacity for issuance of property tax-supported debt. Nonetheless, a Program of the magnitude envisioned will require close contact and communication about Metro's credit position with representatives of the rating agencies and investment community.

**Impact on the Property Tax Collections of Local Governments**

One of the impacts of the Program will be the removal of large tracts of property from the property tax rolls. This will affect all of the municipalities collecting property taxes. PFM has, based on preliminary information, prepared an estimate of the assessed value of regionally significant land within the three metropolitan Portland counties. The table below presents that estimate.

County	FY 1992 Tax Assessed Value	Program Land	Percent of Total
Clackamas County	\$12,429,965,230	\$51,168,000	0.41%
Multnomah County	23,326,062,673	65,289,000	0.28%
Washington County	15,014,277,579	72,854,000	0.49%

The percent of assessed value of potential Program land to total assessed value based on current value and acquisitions projected ranges from .28% for Multnomah County to .49% for Washington County. To the extent that property tax rates in affected areas are below \$10 per thousand, revenues will not be lost, but the rate to taxable properties would be slightly higher, as some land is taken off the property tax rolls. Analysis exists, however, indicating that protection of open space areas can have a positive influence on the value of property in close proximity. This impact would lessen the effect of removing open space areas from property tax rolls.

**GREENSPACES OPERATION PROGRAM**

**Cost of Operations**

The Program involves much more than simply issuing general obligation bonds. In fact, the acquisition phase is just the first step in a long-term process of Program management. As indicated, there are two key elements to the financing of the Program. One, the acquisition and capital improvements component, has been discussed above. The second is the cost of ongoing operation and maintenance of the acquired lands and the costs of Metro staff designated to manage the land. As mentioned above, general obligation bonds can be legally used for land acquisition, but not for operations and maintenance.

In order to estimate operations and maintenance costs, Metro staff and PFM have surveyed other open space districts around the country. On the basis of the information received in the survey, the following schedule of annual costs on a cost per acre basis (with the exception of trails, which are presented on a cost per linear mile basis) has been developed. Basic maintenance costs assume that the land would be purchased and developed for passive, if any, recreational use. Estimates of annual maintenance for a landscaped park are as high as \$2,400 per acre.

Alternatively, if a funding source is not identified for the Greenspaces operations (see discussion under

section -- Revenue Sources for On-Going Operating and Capital Needs) it may be necessary to "land bank" acquisitions and develop the sites for use at a future date while relying on volunteer efforts from "friends groups" to make land available for limited use. It is assumed, under the land banking scenario that the annual operating cost per acre for all acquisition categories would be \$35. The projected costs under the limited maintenance and land banking scenarios are shown in the table below and illustrated in the graph on the following page.

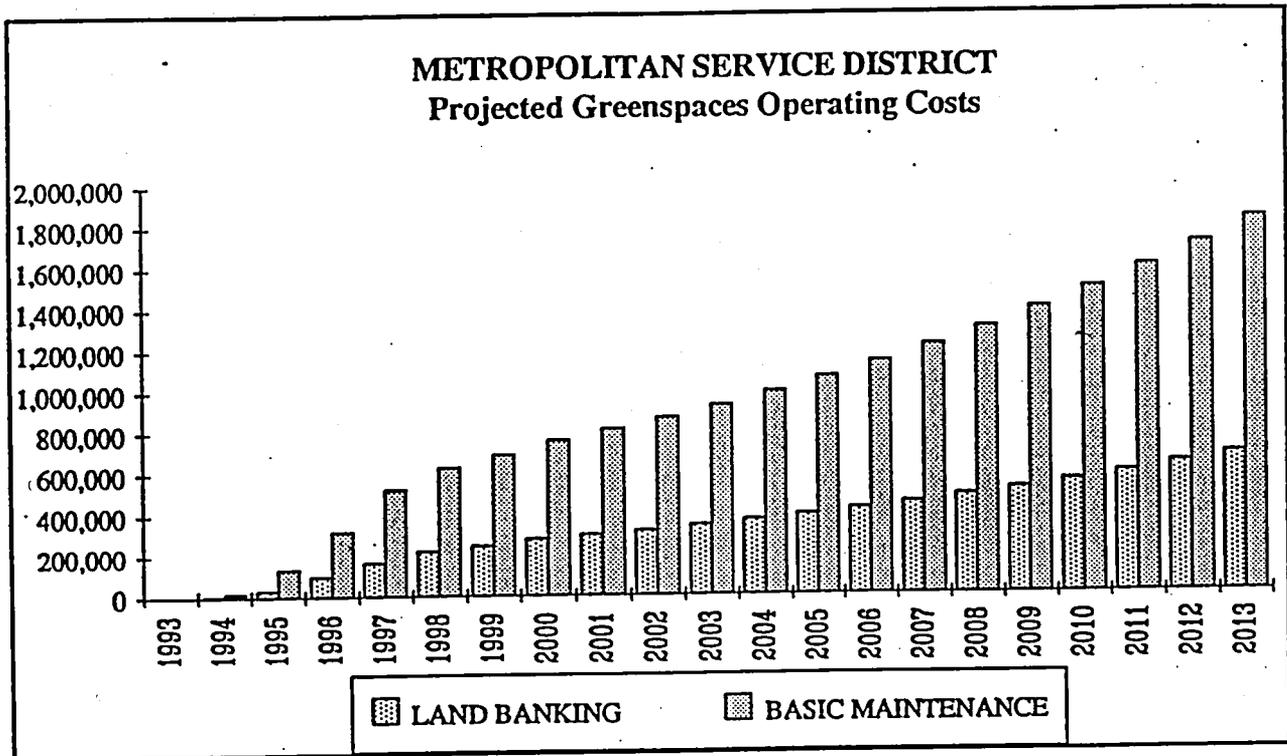
The computer model developed by PFM uses information on per acre operating costs to forecast future operating costs. At this point, cost estimates related to both capital and operating costs are based on preliminary information. As updated cost information is obtained, the model can be updated to reflect that new information.

	<u>Basic Maintenance Costs</u>	<u>Land Banking Costs</u>
Access Points	\$120 per acre, per year	\$35 per acre, per year
Addition	\$50 per acre, per year	\$35 per acre, per year
Reserve	\$50 per acre, per year	\$35 per acre, per year
Restoration	\$175 per acre, per year	\$35 per acre, per year
Trails	\$1,500 per linear mile, per year	\$35 per mile, per year

As previously, it is assumed that land acquisition will take place over several years. PFM has randomly assigned an acquisition schedule to the list of priority regionally significant sites identified in the Greenspaces Master Plan to simulate the acquisition of open space inventory that would be under Metro's ownership and responsibility. It is assumed for the purpose of this analysis that \$200 million in general obligation bonds are issued. By applying the per acre cost of maintenance shown above to the acquisition schedule, we have developed an estimate of annual costs for the program through FY 1999-2000.

These estimates of operating cost do not include amounts for on-going fire and safety protection. It is assumed for this analysis that this protection would be provided by local jurisdictions with augmentation, as necessary, by Metro for specific circumstances and situations.

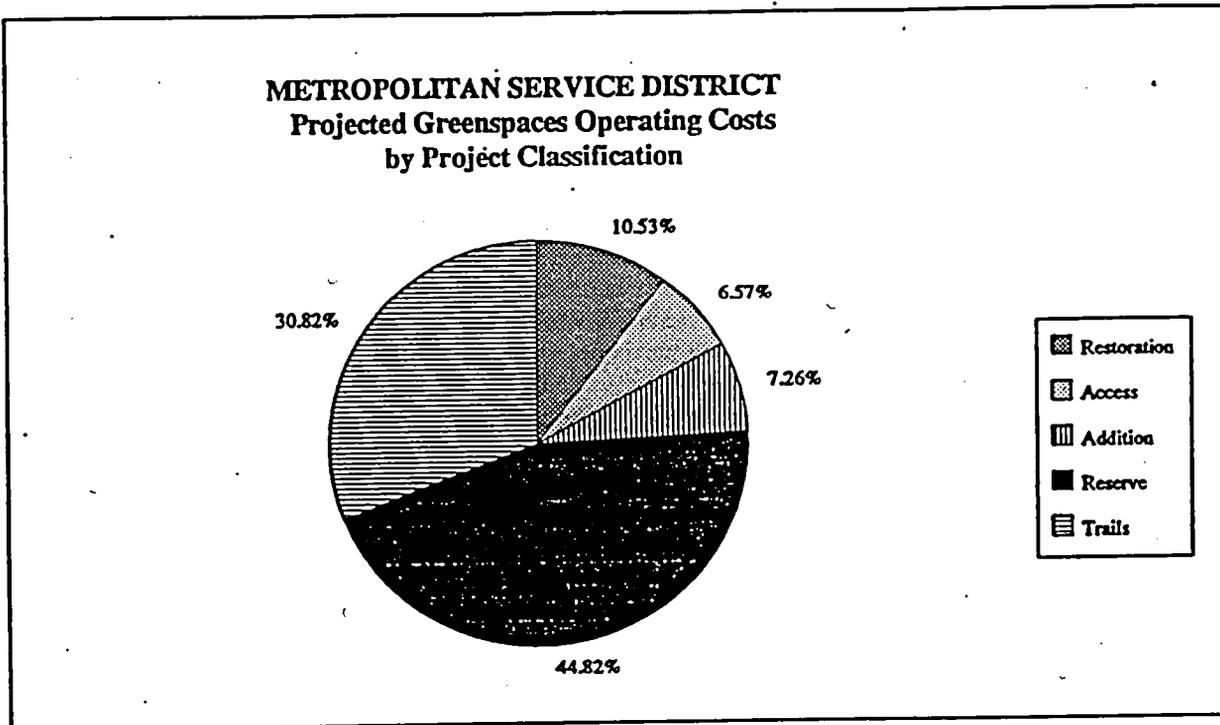
BASIC MAINTENANCE							Land Banking
	Restoration	Addition	Reserve	Access	Trails	Total	Total
FY 1993-94	19,000	0	0	0	0	19,000	4,000
FY 1994-95	35,000	7,000	21,000	1,000	71,000	135,000	29,000
FY 1995-96	48,000	32,000	90,000	1,000	151,000	322,000	99,000
FY 1996-97	52,000	39,000	160,000	32,000	241,000	524,000	165,000
FY 1997-98	55,000	42,000	236,000	39,000	258,000	630,000	223,000
FY 1998-99	59,000	45,000	269,000	41,000	276,000	690,000	250,000
FY 1999-2000	63,000	48,000	316,000	45,000	296,000	768,000	282,000



	1994	1995	1996	1997	1998	1999	2000	2001	2002	2003
LAND BANKING	4,000	29,000	99,000	165,000	223,000	250,000	282,000	301,000	322,000	345,000
BASIC MAINTENANCE	19,000	135,000	322,000	524,000	630,000	690,000	759,000	812,000	869,000	929,000

	2004	2005	2006	2007	2008	2009	2010	2011	2012	2013
LAND BANKING	369,000	395,000	422,000	452,000	484,000	518,000	554,000	593,000	634,000	678,000
BASIC MAINTENANCE	994,000	1,064,000	1,139,000	1,218,000	1,304,000	1,395,000	1,492,000	1,597,000	1,709,000	1,828,000

The following graph presents the breakdown of basic maintenance operating costs by the categories identified above. As the graph shows, nearly one-half of the operating costs associated with the acquired land being considered for acquisition falls into the reserve category, and almost one-third are associated with trails.



**Revenue Sources for On-Going Operating and Capital Needs**

As stated, the Greenspaces protection program requires care that continues beyond the acquisition stage. The funding of operational protection of the land must be a comprehensive approach that considers all available resources including internally-generated revenue, public funds, volunteer services and fund raising efforts. An examination of potential resources in each of these areas follows below.

It is critical to emphasize that the projections of operating costs are based on an assumption that the land acquired for greenspaces will not require high maintenance. In most cases, it is assumed that the land acquired will be essentially left as is, and consequently operating costs will be low. Therefore, the revenue sources identified to meet the ongoing needs will not have to be extensive revenue producers. Below is a list of possible revenue ideas under study, including several promising internally-generated sources.

*User Fees and Internally-Generated Revenue*

Greenspace Parking Permit

Since the magnitude of operating costs for the Program are likely to be relatively low, Metro can focus on revenue generating mechanisms that lack large scale revenue capacity. A revenue source that has been used by both the states of Oregon and Washington is a permit charge on vehicles that park within a designated open space area. In the Portland Metro region, the Department of Fish and Wildlife requires cars that park on Sauvie Island to obtain a permit, either for one day or for the year. This program was started in March 1990 and produces approximately \$120,000 annually. In 1992 the Department projects selling approximately 25,000 daily permits at \$2.50 and 6,000 annual permits for \$10.00. Compliance levels among visitors to the island ranges from approximately 40% on hot summer weekends to 85% during hunting and fishing season. Presumably, individuals that use the island frequently (hunters and fishermen) are more likely to be familiar

with the parking permit program and have an annual permit. Compliance with the permit program is enforced by the state police, but collections from violators go to the court system and not the Department.

Another example of a parking program is provided by the Oregon State Motor Vehicles Division Sno-Park program. The program requires that cars parking in the Oregon national forests and other recreational areas during parts of the year display a Sno-Park pass. The price of a daily pass is \$2.00 and an annual pass costs \$9.00. The program is susceptible to the skiing conditions on Mount Hood (the major site for revenue generation), but revenue production over the past nine years has ranged from \$577,012 in 1985-86 to \$751,393 in 1988-89. The number of annual passes sold in 1990-91 was 55,426 (\$498,834) and daily passes equaled 84,462 (\$168,924).

The Sno-Park program and the parking permit program on Sauvie Island provide examples of revenue generating mechanisms that could be employed by Metro in its Greenspaces Program. In both cases, these programs generate relatively modest revenues, but the magnitude of revenues expected to be needed to operate the Program are modest. Such a parking program also has the attraction that the most direct beneficiaries of the Program bear the costs of operations.

#### Day Use Fees and/or Camping Fees

The public could be charged for the use of the Program lands, either through annual memberships or on a daily basis. Fees could apply either to daytime use or for overnight camping. Initiation of this kind of program, however, would need to be considered in terms of the potential liability costs facing Metro. Charging for use of the Program lands would result in Metro assuming a greater duty to protect user from potential hazards on the lands than is the case if no charges are levied. This increase in potential liability might argue against any "fee for use" revenue scheme.

#### Concessions

Providing facilities for food, drink and gift concessions at Program sites could generate revenues, although it could cause two problems. One is related to the tax implications, as described above. Operators of concessions would either have to be public employees or work under a qualified management contract. Second, providing concessions at greenspace locations might run counter to the intent of the Program, which to provide the public with access to unspoiled natural areas. Concession facilities would likely generate garbage at the Program sites and diminish the natural qualities of the land.

#### *Public Funds*

The following is a brief discussion of potential public funds to finance operations and maintenance of the Program. It is important to again note that based on the projected operating costs, the level of collections would need to be very modest. Alternatively, the tax revenues could be levied at a rate that would allow application to more than one program. Other governments that operate open-space programs rely on a variety of tax revenue sources including property tax levies and real estate related taxes such as those outlined below.

#### Real Estate Taxes

When possible, equity and fairness considerations argue for a rational connection between the requirement for public funding and the industry or activity subject to taxation. The relationship between real estate growth and the need to preserve and protect open spaces is significant. The greater demand there is on the development of open land, the greater the need for government to step in and ensure adequate protection of open space to preserve the balance between economic development and quality of life for the region's residents. It is logical, therefore, to consider certain taxes on real estate transactions as a resource for Greenspace protection.

**REAL ESTATE TRANSFER TAX** - A Metro real estate transfer tax would place a charge on any real estate transactions taking place within Metro. Washington County is the only governmental unit in the State of Oregon that currently levies a real estate transfer tax. The tax in Washington County was imposed in 1974 and is levied at a rate of .1%, or \$1 per \$1,000 of the sale price of property. In fiscal year 1990 the tax produced \$1.56 million, indicating that a total of \$1.56 billion worth of real estate subject to the tax was transferred. The tax does not apply to transactions with a value of less than \$14,000. The Oregon State Legislature has prohibited the imposition of new real estate transfer taxes (or, in Washington County's case, increase in the existing tax) until January 1, 1994. Metro does not have the authority to levy this tax.

**BUILDING PERMIT CHARGE OR SQUARE FOOT ON NEW CONSTRUCTION CHARGE** - This tax source would involve a charge on the value of new construction levied at the time that the building permit was filed. The charge could either be based on the value of the permit or on the number of square feet of the building. The attraction to this kind of charge is its direct relationship to the growth pressures that are being exerted in the Metro region, and the consequent necessity for protecting existing greenspaces while they remain. Currently, Metro does not have the authority to levy this tax.

**LAND CORNER PRESERVATION FEE** - Current state law allows for counties to establish a fee which is to be used to pay the expenses incurred by the county surveyor in the establishment and maintenance of corners of government surveys. This fee is currently levied by each county on transfers of property, or the recording of various documents with the county clerk's office. Currently, Washington County charges \$8 as its fee, Clackamas County charges \$5 as its fee, and Multnomah County charges \$3 as its fee. The Program is necessary because of the explosive growth in the region. This fee is directly related to growth in the region, and is, therefore, a fair means of paying greenspaces operating and maintenance budget. Currently, Metro does not have the authority to levy this tax.

In order to enact this fee, legislative authority would have to be given in order to use the funds for the greenspaces program. Additionally, it would be most beneficial to the program if the total fee were \$15, \$10 of which should be given to the counties for current applications and the maintenance of their respective greenspaces, while \$5 could be given to Metro for its greenspaces. This fee would generate approximately \$1.8 million for the counties while generating about \$900,000 for Metro.

**OTHER REAL ESTATE TAXES** - Other real estate taxes might include a real property gains tax on sales of property above certain threshold levels, a so-called "mansion tax" on sale or building of residences above a certain threshold level, a mortgage tax on mortgage debt, anti-speculation taxes on property that is re-sold within a few years of its original purchase, and a title insurance surcharge.

#### Other Public Funds

**VEHICLE RENTAL CHARGE** - Multnomah County currently collects a 10% excise tax on vehicle rentals. In fiscal year 1991 that tax generated almost \$5 million in revenues for the County's general fund. In Metro's case, a vehicle rental charge tax would apply region-wide. In order to capture the main source of vehicle rental revenue, that originating from the Portland International Airport, a Metro tax would have to be applied on top of the current Multnomah County charge. Estimates of a region-wide 15% tax have ranged from \$11.1 million to \$17.1, including the portion currently collected by Multnomah County. Currently, Metro does not have the authority to levy this tax.

**GREEN FEES** - Certain jurisdiction use or have given consideration to using taxes and fees on certain activities, products or services related to encouraging sound environmental practices, dubbed "Green Fees." These include excise taxes on beer and wine, inclusion of wine and liquor bottles in current bottle deposit programs, container taxes, and tire sale fees among others.

### *Use of Volunteers and Other Donated or Free Services*

Virtually all open space programs throughout the United States make extensive use of volunteers and "Friends" groups to provide maintenance and programming services. Jurisdictions similar in size to Metro report the use of 200-225 volunteers per year to perform services ranging from general clean-up to education and docent activities. The City of Portland Parks and Recreation Department, open space division reports receiving 12,000 hours of donated labor per year.

In addition, most open space programs make use of correctional inmate programs (alternative community service workers) to perform clean up and maintenance services at very low cost. Additionally, it is possible to arrange for summer youth cleanup and maintenance crews funded through the Job Training and Partnership Act, a federally-funded summer jobs program. The City of Portland Parks and Recreation Program received 4,000 hours in services from this source last summer.

### Fund Raising Activities

Although it is inappropriate to rely exclusively on donations as a means to pay annual operating cost, possibilities exist to augment operating resources through fund raising activities, memberships to a greenspaces organization or friends groups affiliated with Metro, "adopt an acre" programs, auctions, and other fund raising activities. Proceeds of these earning could be used to build a greenspaces endowment for use in additional acquisition and capital improvements. An endowment would also be managed to return interest income each year that could be used for operation of Metro's open space areas. Since the projected operating and maintenance costs are relatively modest for the first several years of the Program, this time could be used to build up an endowment that could produce significant interest earnings by the time substantial operating costs are encountered.

### **Greenspaces Program Staffing**

Greenspaces activities are likely to require three staff groups: Planning; Acquisition, and Operations:

#### *Planning*

Metro currently supports 5.5 FTE to perform planning services for the Metropolitan Greenspaces program as follows: 1.0 FTE Regional Planning Supervisor, 2.0 FTE Senior Regional Planners, 1.0 FTE Associate Regional Planner, 1.0 FTE Program Assistant, and 0.5 FTE Secretary. To date, this staff have provided the majority of the staff support for this program, including an analysis of the area's open space land, Greenspace government coordination, Greenspaces education, community liaison, Greenspaces demonstration grants, and project management. It is assumed that most of this work would continue after a successful ballot measure and issuance of general obligation bonds.

The Planning staff would undertake the following activities on an ongoing basis: further definition of areas targeted for Greenspaces acquisition, large site management plan development, trail design, coordination of governmental cooperators and the community constituency, Greenspaces education, and the Greenspaces Master Plan updating. Currently this staff is supported by Metro excise tax and a grant from US Department of Fish and Wildlife. The grant funds are projected to be used by October 1994 and the availability of grant funds after that date is unknown. It is assumed for this analysis that excise tax would be used to support the activities of the grant-funded staff after grant funds are utilized and continue to be used to support the activities of other Greenspaces planning staff. A proposal to continue the Greenspaces Demonstration Grant program with bond proceeds is also under consideration. It is estimated that personal services, materials and services and capital outlay for the Planning staff group would be budgeted at approximately \$500,000 in FY 1993-94 the first full year of Greenspaces program operation.

### *Acquisition*

Additional staff would be required to manage the open space acquisition and local government share programs. Recommendations are pending regarding staff that may be necessary to conduct research on available land, negotiate with land owners, perform the various due diligence activities associated with purchasing land, including hazardous waste reports, engineering studies, and other required technical work. It is likely that there will be a role for outside professionals to provide purchased services for items such as real estate brokerage and property title services. In addition, internal central service staff will provide legal and financial support. It is assumed that the costs of acquisition management, including project management staff, required technical work on selected sites, and property closing costs will total 10% to 12% of the costs of acquired land.

The staff positions listed below represent the minimum staff necessary to provide project management for the acquisition program.

**Management Analyst Supervisor** This staff person would manage division activities of open space acquisition and implementation of the local share program, as well as managing the contracts related to land acquisition. A background in project management would be a prerequisite for this individual.

**Senior Management Analyst** This position would involve examining proposed land acquisitions, work with real estate professionals and representatives from land trust organizations and assist in identifying and negotiating opportunities for trail right-of-ways and conservation easements. This position would be responsible for managing information related to property acquisition including closing documents, technical reports, and other required information. This position would be responsible for managing the local government share program, including negotiation of intergovernmental agreements.

**Associate Management Analyst** This position would work closely with real estate consultants to ensure that program objectives are being followed. A primary activity for the Associate Management Analyst would be to monitor local government share agreements.

**Secretary** This position would provide clerical support for the unit, maintain project files, and coordinate unit communications.

It is assumed that this staff would start with 4.0 FTE soon after the general obligation bonds are issued and expand by 1.0 FTE Associate Management Analyst in the second or third year of operation. On the basis of an assumed \$200 million bond issue, total costs for this staff, outside professional services, and other related costs would average approximately \$3 million annually over a five-year period. The cost for the acquisition staff and activity is definable as a project cost and, therefore, eligible and appropriate for financing out of general obligation bond proceeds.

### *Operations*

Operation staff would be involved in the maintenance and operation of the open space areas acquired by Metro. As noted previously, it is assumed for the purposes of this analysis that land would be primarily held in its natural state with very little, if any, development. The budget for staff, materials and services, and capital outlays would conform, in total, with the annual costs projected for operations. As shown previously, these costs to range from \$135,000 in FY 1994-95 to \$524,000 in FY 1996-97. Future research must be done to determine the ultimate staffing configuration.

Financial support for operations activities is still under study. As discussed, a variety of alternatives including non-tax and tax resources are under consideration.

#### *Interpretive/Education Programs*

Full implementation of the Metropolitan Greenspaces Program would include management of interpretive and education programs designed to enhance and encourage the public's use and enjoyment of the open space system. Regional open space system managers have demonstrated that active participation and involvement of the public in open space areas discourage inappropriate use of the areas.

Because this type of activity is discretionary in nature, no estimates of funding requirements have been presented. The development of a funding plan for interpretive and educational programs, however, should ultimately be considered in the context of overall funding for Program operations.

#### **Summary**

The preceding report and the computer model that accompanies it have been prepared to assist Metro in the formation of a funding and financing strategy for the Greenspaces Program. This report is intended to supplement information produced by the computer model as basic information about the Program size, timing, and composition evolves and is refined.

PFM believes that the initial stages of the Program will be an iterative process. Therefore, this report and the accompanying computer model will be modified as the needs of Metro evolve.

**APPENDIX**

**Exhibit I - Metropolitan Greenspaces Large Acre Sites**

**Exhibit II - Distribution of Local Share Component of Program**

**EXHIBIT 1 -- METROPOLITAN GREENSPACES LARGE ACRE SITES**

	Total		\$100 Million		\$150 Million		\$200 Million		\$250 Million		Unfunded	
	acres	Cost	Acres	Cost	Acres	Cost	Acres	Cost	Acres	Cost	Acres	Cost
<b>MULTNOMAH COUNTY</b>												
Sandy River Gorge	500		500		500		500		500			
Boring Lava Domes	750		500		500		500		500		250	
Forest Park Inholdings	500		500		500		500		500			
Burlington Bottom	250		250		250		250		250			
Columbia Shoreline	300				300		300		300			
Tryon Creek Linkages	50				50		50		50			
Fairview Headwaters	150						150		150			
Island Reserves	500								500			
Ross Island	50										50	
Heron Lakes	50										50	
Kelly Butte East Slope	25										25	
<b>Total</b>	<b>3,125</b>	<b>\$49,664,000</b>	<b>1,750</b>	<b>\$12,626,000</b>	<b>2,100</b>	<b>\$14,815,000</b>	<b>2,250</b>	<b>\$18,177,000</b>	<b>2,750</b>	<b>\$26,280,000</b>	<b>375</b>	<b>\$23,369,000</b>

<b>CLACKAMAS COUNTY</b>												
Mt. Talbert	200		200		200		200		200			
Newell Creek Canyon	500		500		500		500		500			
Boring Lava Domes	750		750		750		750		750			
Pete's Mountain	500				500		500		500			
Tryon Creek Linkages	50				50		50		50			
Willamette Narrows	250						250		250			
Scenic Clackamas River	250						250		250			
Sentinel Tree	250						250		250			
Rock/Sieben Creeks	250								250			
Beaver lake	250										250	
Tualatin River Access	60										60	
Canemah Bluffs	250										250	
Holcomg Trail Ruts	50										50	
Island Reserves	50										50	
Milwaukee Waterfront	25										25	
Finley Nature Reserve	12										12	
<b>Total</b>	<b>3,697</b>	<b>\$51,168,000</b>	<b>1,450</b>	<b>\$23,109,000</b>	<b>2,000</b>	<b>\$30,182,000</b>	<b>2,750</b>	<b>\$36,696,000</b>	<b>3,000</b>	<b>\$40,014,000</b>	<b>697</b>	<b>\$11,156,000</b>

**EXHIBIT 1 -- METROPOLITAN GREENSPACES LARGE ACRE SITES (PAGE 2 OF 2)**

	Total		\$100 Million		\$150 Million		\$200 Million		\$250 Million		Unfunded	
	acres	Cost	Acres	Cost	Acres	Cost	Acres	Cost	Acres	Cost	Acres	Cost
<b>WASHINGTON COUNTY</b>												
Cedar Mill Wetlands/Forest	150		100		100		100		100		50	
Hedges Creek	100		100		100		100		100			
McKay/Dairy Creek Confl.	250		250		250		250		250			
Rock Creek Wetlands	100				100		100		100			
Tonquin Geological Area	500				500		500		500			
Rock Creek	100						100		100			
Council Creek	500						500		500			
Gales Creek	500						500		500			
Hagg Lake	250								250			
Tualatin River Access	240								240			
Cooper Mountain	250								250			
Fanno Creek Greenway	100										100	
Bull Mountain	100										100	
<b>Total</b>	<b>3,140</b>	<b>\$72,854,000</b>	<b>450</b>	<b>\$25,276,000</b>	<b>1,050</b>	<b>\$37,559,000</b>	<b>2,150</b>	<b>\$48,582,000</b>	<b>2,890</b>	<b>\$55,400,000</b>	<b>250</b>	<b>\$17,454,000</b>

<b>RESTORATION SITES</b>												
Four Corners	100		50		50		50		50		50	
North Peninsula	50		50		50		50		50			
Johnson Lake	25										25	
Little Four Corners	25						25		25			
Resoration opportunities	100		4		34		34		63		37	
<b>Total</b>	<b>300</b>	<b>\$15,625,000</b>	<b>104</b>	<b>\$3,760,000</b>	<b>134</b>	<b>\$5,615,000</b>	<b>159</b>	<b>\$7,509,000</b>	<b>188</b>	<b>\$9,296,000</b>	<b>112</b>	<b>\$6,343,000</b>

<b>REGIONAL TOTAL</b>	<b>10,262</b>	<b>\$189,311,000</b>	<b>3,754</b>	<b>\$64,771,000</b>	<b>5,284</b>	<b>\$88,171,000</b>	<b>7,309</b>	<b>\$110,964,000</b>	<b>8,828</b>	<b>\$130,990,000</b>	<b>1,434</b>	<b>\$58,322,000</b>
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# METROPOLITAN GREENSPACES

METROPOLITAN SERVICE DISTRICT  
 REGIONAL SHARE OF GENERAL OBLIGATION BOND MEASURE  
 ALTERNATIVE 1 - 25%  
 NOTE: POPULATION BASED UPON 1990 CENSUS DATA

AMOUNT OF BOND	\$100,000,000	\$125,000,000	\$150,000,000	\$175,000,000	\$200,000,000		
1.25% ISSUANCE COST	\$1,250,000	\$1,562,500	\$1,875,000	\$2,187,500	\$2,500,000		
NET FUNDS	\$98,750,000	\$123,437,500	\$148,125,000	\$172,812,500	\$197,500,000		
12.5% COUNTY SHARE	\$12,343,750	\$15,429,688	\$18,515,625	\$21,601,563	\$24,687,500		
12.5% LOCAL SHARE	\$12,343,750	\$15,429,688	\$18,515,625	\$21,601,563	\$24,687,500		
						NET	% REGION
<b>FULL POPULATION</b>							
MULTNOMAH COUNTY	\$6,137,623	\$7,672,028	\$9,206,434	\$10,740,840	\$12,275,245	583,887	49.72%
CLACKAMAS COUNTY	\$2,931,177	\$3,663,971	\$4,396,765	\$5,129,560	\$5,862,354	278,850	23.75%
WASHINGTON COUNTY	\$3,274,950	\$4,093,688	\$4,912,425	\$5,731,163	\$6,549,901	311,554	26.53%
					\$24,687,500	1,174,291	100.00%
<b>CITIES</b>						928,422	
NCPRD	\$1,013,735	\$1,267,169	\$1,520,603	\$1,774,036	\$2,027,470	76,247	8.21%
THPRD	\$1,251,324	\$1,564,155	\$1,876,986	\$2,189,817	\$2,502,648	94,117	10.14%
PORTLAND	\$5,814,335	\$7,267,919	\$8,721,502	\$10,175,086	\$11,628,670	437,319	47.10%
BEAVERTON	\$708,778	\$885,973	\$1,063,167	\$1,240,362	\$1,417,556	53,310	5.74%
CORNELIUS	\$81,740	\$102,175	\$122,610	\$143,045	\$163,480	6,148	0.66%
DURHAM	\$9,945	\$12,431	\$14,917	\$17,404	\$19,890	748	0.08%
FAIRVIEW	\$31,789	\$39,737	\$47,684	\$55,631	\$63,579	2,391	0.26%
FOREST GROVE	\$180,272	\$225,341	\$270,409	\$315,477	\$360,545	13,559	1.46%
GLADSTONE	\$134,975	\$168,719	\$202,462	\$236,206	\$269,950	10,152	1.09%
GRESHAM	\$907,212	\$1,134,015	\$1,360,818	\$1,587,621	\$1,814,424	68,235	7.35%
HAPPY VALLEY	\$20,196	\$25,245	\$30,294	\$35,343	\$40,391	1,519	0.16%
HILLSBORO	\$498,844	\$623,555	\$748,266	\$872,977	\$997,687	37,520	4.04%
JOHNSON CITY							
KING CITY							
LAKE OSWEGO	\$406,520	\$508,151	\$609,781	\$711,411	\$813,041	30,576	3.29%
MAYWOOD PARK							
MILWAUKIE (NCPRD)							
OREGON CITY	\$195,416	\$244,270	\$293,124	\$341,978	\$390,832	14,698	1.58%
RIVERGROVE	\$3,909	\$4,886	\$5,863	\$6,840	\$7,818	294	0.03%
SHERWOOD	\$41,123	\$51,403	\$61,684	\$71,965	\$82,245	3,093	0.33%
TIGARD	\$390,140	\$487,676	\$585,211	\$682,746	\$780,281	29,344	3.16%
TROUTDALE	\$104,396	\$130,494	\$156,593	\$182,692	\$208,791	7,852	0.85%
TUALATIN	\$199,604	\$249,505	\$299,406	\$349,307	\$399,208	15,013	1.62%
WEST LINN	\$217,606	\$272,007	\$326,409	\$380,810	\$435,212	16,367	1.76%
WILSONVILLE	\$94,477	\$118,096	\$141,716	\$165,335	\$188,954	7,106	0.77%
WOOD VILLAGE	\$37,413	\$46,767	\$56,120	\$65,473	\$74,827	2,814	0.30%
	\$12,343,750	\$15,429,688	\$18,515,625	\$21,601,563	\$24,687,500	928,422	100.00%
<b>SUMMARY</b>							
MULTNOMAH	\$6,137,623	\$7,672,028	\$9,206,434	\$10,740,840	\$12,275,245	583,887	
CITIES	\$6,895,145	\$8,618,932	\$10,342,718	\$12,066,504	\$13,790,290	519,741	
SUBTOTAL	\$13,032,768	\$16,290,960	\$19,549,152	\$22,807,344	\$26,065,536		
\$/CAPITA	\$22.32	\$27.90	\$33.48	\$39.06	\$44.64		
CLACKAMAS	\$2,931,177	\$3,663,971	\$4,396,765	\$5,129,560	\$5,862,354	278,850	
CITIES	\$2,086,834	\$2,608,543	\$3,130,251	\$3,651,960	\$4,173,668	87,942	
SUBTOTAL	\$5,018,011	\$6,272,514	\$7,527,016	\$8,781,519	\$10,036,022		
\$/CAPITA	\$18.00	\$22.49	\$26.99	\$31.49	\$35.99		
WASHINGTON	\$3,274,950	\$4,093,688	\$4,912,425	\$5,731,163	\$6,549,901	311,554	
CITIES	\$2,652,992	\$3,316,241	\$3,979,489	\$4,642,737	\$5,305,985	160,279	
SUBTOTAL	\$5,927,943	\$7,409,928	\$8,891,914	\$10,373,900	\$11,855,886		
\$/CAPITA	\$19.03	\$23.78	\$28.54	\$33.30	\$38.05		

# METROPOLITAN GREENSPACES

METROPOLITAN SERVICE DISTRICT

REGIONAL SHARE OF GENERAL OBLIGATION BOND MEASURE

ALTERNATIVE 2 - 25%

NOTE: POPULATION BASED UPON 1990 CENSUS DATA

AMOUNT OF BOND	\$100,000,000	\$125,000,000	\$150,000,000	\$175,000,000	\$200,000,000
1.25% ISSUANCE COST	\$1,250,000	\$1,562,500	\$1,875,000	\$2,187,500	\$2,500,000
NET FUNDS	\$98,750,000	\$123,437,500	\$148,125,000	\$172,812,500	\$197,500,000

12.5% COUNTY SHARE	\$12,343,750	\$15,429,688	\$18,515,625	\$21,601,563	\$24,687,500
12.5% LOCAL SHARE	\$12,343,750	\$15,429,688	\$18,515,625	\$21,601,563	\$24,687,500

NET % REGION

## ADJUSTED COUNTY POPULATION (NET CITIES AND PARK DISTRICTS)

MULTNOMAH COUNTY	\$3,355,592	\$4,194,490	\$5,033,387	\$5,872,285	\$6,711,183	64,146	27.18%
CLACKAMAS COUNTY	\$5,998,121	\$7,497,652	\$8,997,182	\$10,496,712	\$11,996,243	114,661	48.59%
WASHINGTON COUNTY	\$2,990,037	\$3,737,546	\$4,485,055	\$5,232,565	\$5,980,074	57,158	24.22%
					\$24,687,500	235,965	100.00%

## CITIES

## TOTAL REGIONAL CITY POPULATIONS

928,422

NCPRD	\$1,013,735	\$1,267,169	\$1,520,603	\$1,774,036	\$2,027,470	76,247	8.21%
TIPRD	\$1,251,324	\$1,564,155	\$1,876,986	\$2,189,817	\$2,502,648	94,117	10.14%
PORTLAND	\$5,814,335	\$7,267,919	\$8,721,502	\$10,175,086	\$11,628,670	437,319	47.10%
BEAVERTON	\$708,778	\$885,973	\$1,063,167	\$1,240,362	\$1,417,556	53,310	5.74%
CORNELIUS	\$81,740	\$102,175	\$122,610	\$143,045	\$163,480	6,148	0.66%
DURHAM	\$9,945	\$12,431	\$14,917	\$17,404	\$19,890	748	0.08%
FAIRVIEW	\$31,789	\$39,737	\$47,684	\$55,631	\$63,579	2,391	0.26%
FOREST GROVE	\$180,272	\$225,341	\$270,409	\$315,477	\$360,545	13,559	1.46%
GLADSTONE	\$134,975	\$168,719	\$202,462	\$236,206	\$269,950	10,152	1.09%
GRESHAM	\$907,212	\$1,134,015	\$1,360,818	\$1,587,621	\$1,814,424	68,235	7.35%
HAPPY VALLEY	\$20,196	\$25,245	\$30,294	\$35,343	\$40,391	1,519	0.16%
HILLSBORO	\$498,844	\$623,555	\$748,266	\$872,977	\$997,687	37,520	4.04%
JOHNSON CITY							
KING CITY							
LAKE OSWEGO	\$406,520	\$508,151	\$609,781	\$711,411	\$813,041	30,576	3.29%
MAYWOOD PARK							
MILWAUKIE (NCPRD)							
OREGON CITY	\$195,416	\$244,270	\$293,124	\$341,978	\$390,832	14,698	1.58%
RIVERGROVE	\$3,909	\$4,886	\$5,863	\$6,840	\$7,818	294	0.03%
SHERWOOD	\$41,123	\$51,403	\$61,684	\$71,965	\$82,245	3,093	0.33%
TIGARD	\$390,140	\$487,676	\$585,211	\$682,746	\$780,281	29,344	3.16%
TROUTDALE	\$104,396	\$130,494	\$156,593	\$182,692	\$208,791	7,852	0.85%
TUALATIN	\$199,604	\$249,505	\$299,406	\$349,307	\$399,208	15,013	1.62%
WEST LINN	\$217,606	\$272,007	\$326,409	\$380,810	\$435,212	16,367	1.76%
WILSONVILLE	\$94,477	\$118,096	\$141,716	\$165,335	\$188,954	7,106	0.77%
WOOD VILLAGE	\$37,413	\$46,767	\$56,120	\$65,473	\$74,827	2,814	0.30%
	\$12,343,750	\$15,429,688	\$18,515,625	\$21,601,563	\$24,687,500	928,422	100.00%

## SUMMARY

MULTNOMAH	\$3,355,592	\$4,194,490	\$5,033,387	\$5,872,285	\$6,711,183	583,887
CITIES	\$6,895,145	\$8,618,932	\$10,342,718	\$12,066,504	\$13,790,290	519,741
SUBTOTAL	\$10,250,737	\$12,813,421	\$15,376,105	\$17,938,790	\$20,501,474	
\$CAPITA	\$17.56	\$21.95	\$26.33	\$30.72	\$35.11	
CLACKAMAS	\$5,998,121	\$7,497,652	\$8,997,182	\$10,496,712	\$11,996,243	278,850
CITIES	\$2,086,834	\$2,608,543	\$3,130,251	\$3,651,960	\$4,173,668	87,942
SUBTOTAL	\$8,084,955	\$10,106,194	\$12,127,433	\$14,148,672	\$16,169,911	
\$CAPITA	\$28.99	\$36.24	\$43.49	\$50.74	\$57.99	
WASHINGTON	\$2,990,037	\$3,737,546	\$4,485,055	\$5,232,565	\$5,980,074	311,554
CITIES	\$2,652,992	\$3,316,241	\$3,979,489	\$4,642,737	\$5,305,985	160,279
SUBTOTAL	\$5,643,029	\$7,053,787	\$8,464,544	\$9,875,301	\$11,286,059	
\$CAPITA	\$18.11	\$22.64	\$27.17	\$31.70	\$36.23	



# METROPOLITAN GREENSPACES

METROPOLITAN SERVICE DISTRICT

REGIONAL SHARE OF GENERAL OBLIGATION BOND MEASURE

ALTERNATIVE 4 • 25%

NOTE: POPULATION BASED UPON 1990 CENSUS DATA

AMOUNT OF BOND	\$100,000,000	\$125,000,000	\$150,000,000	\$175,000,000	\$200,000,000
1.25% ISSUANCE COSTS	\$1,250,000	\$1,562,500	\$1,875,000	\$2,187,500	\$2,500,000
NET FUNDS	\$98,750,000	\$123,437,500	\$148,125,000	\$172,812,500	\$197,500,000
25.0% LOCAL SHARE	\$24,687,500	\$30,859,375	\$37,031,250	\$43,203,125	\$49,375,000

## CITIES

MULTNOMAH COUNTY	\$13,569,743	\$16,962,179	\$20,354,615	\$23,747,051	\$27,139,487	578,145	54.97%
CLACKAMAS COUNTY	\$4,482,924	\$5,603,655	\$6,724,386	\$7,845,118	\$8,965,849	190,997	18.16%
WASHINGTON COUNTY	\$6,634,832	\$8,293,540	\$9,952,248	\$11,610,956	\$13,269,664	282,680	26.88%
	\$24,687,500	\$30,859,375	\$37,031,250	\$43,203,125	\$49,375,000	1,051,822	

*Council  
6/25/92  
3.1*

**ROLES and RESPONSIBILITIES FRAMEWORK**  
(10-23-91, revised 6-23-92)  
(cross-references to pages in Master Plan added 5/25/92)

1 Program Goal: To create a cooperative regional system of natural areas, open space, trails and  
2 greenways for wildlife and people in the four county bi-state Portland Oregon/Vancouver  
3 Washington metropolitan area. (referenced in the Vision and Chapter 6 goals)

4 Approach: Through a cooperative effort that complements local government and special district  
5 open space, parks and recreation programs in the metropolitan area of Clackamas, Multnomah  
6 and Washington counties, Oregon; Metro will identify, acquire and arrange for the management  
7 of a system of greenspaces of metropolitan significance. A closely coordinated parallel effort  
8 will be undertaken with the City of Vancouver, Clark County and the State of Washington so  
9 that the program will cover the entire metropolitan area. (referenced in the Vision and Chapter  
10 **6, page 82**)

11 Program Planning and Management:

12 *After adoption of the Master Plan by the Metro Council and the general obligation bond measure*  
13 *election, policy advisory responsibilities to the Metro Council will transition from the*  
14 *Metropolitan Greenspaces Policy Advisory Committee to the Regional Policy Advisory Committee*  
15 *established by Goal 1, Objective 2 of Metro's adopted Regional Urban Growth Goals and*  
16 *Objectives. The Metropolitan Greenspaces Technical Advisory Committee will continue to*  
17 *provide technical advice on the implementation and future revisions to the Master Plan,*  
18 *reporting directly to RPAC.*

19 **ROLES OF METRO AND LOCAL GOVERNMENTS**

20 (Oregon portion of the region)

21 1) IDENTIFICATION OF LOCAL AND REGIONAL GREENSPACES SYSTEM

- 1 a) Local governments and special districts providing park services, and local  
2 governments with comprehensive planning responsibility, will identify local  
3 greenspaces systems in their jurisdictions. (referenced page 91)
- 4 b) Metro will identify ~~a regional greenspaces system including a system of large~~  
5 ~~acre natural areas and open spaces that should be protected trails and greenways~~  
6 throughout and proximate to the Metro Boundary *and a system of trails and*  
7 *greenways to interconnect natural areas and parks them.* (referenced Policy 3.2  
8 and throughout Chapter 4)
- 9 c) The ~~separate regional and local government-identified and Metro-identified~~  
10 systems will be "overlaid" to determine those greenspaces of common interest.  
11 (referenced page 83)
- 12 d) Local governments and special districts providing parks services, as well as local  
13 governments with comprehensive planning responsibility, will meet with Metro  
14 to decide whether the greenspaces of common interest are more appropriately  
15 ~~included in the local or the regional greenspaces system, or if such greenspaces~~  
16 ~~will remain in both administered by local governments or Metro.~~ In the case  
17 where a ~~proposed regional Metro-identified~~ greenspace designation would conflict  
18 with a local government comprehensive plan designation, the affected parties will  
19 negotiate a resolution to the conflict. Acquisition and management responsibility  
20 for those sites is discussed, respectively, in sections 3 and 4 of this  
21 document.(also referenced page 83)

22 2) PLANNING OF GREENSPACES

- 23 a) Metro in cooperation with local governments, special districts, state and federal

1 agencies, and non-profit organizations will develop a metropolitan-wide  
2 Greenspaces Master Plan which will identify *and recommend protection of a*  
3 *system of* natural areas, open space, trails and greenways ~~of local and regional~~  
4 ~~significance~~ (see section 1 of this document).

5 b) Criteria will be delineated in the Master Plan to assist in the establishment of  
6 priorities for inclusion of specific greenspaces into the ~~regional~~ system.  
7 However, some flexibility will be retained in order to quickly respond to  
8 unexpected preservation opportunities that may arise or unforeseen changes in  
9 circumstances that may affect priorities. (referenced policy 5.5, page 72)

10 c) *The location of large acre protection sites, restoration sites, trail and other*  
11 *interconnections shown on the Metropolitan Greenspaces Master Plan system map*  
12 *are representative. More site specific definition of system components will be*  
13 *undertaken in cooperation with local governments and other interests subsequent*  
14 *to Master Plan adoption by the Metro Council. Balancing natural resource value*  
15 *and development value will be an important planning activity when determining*  
16 *the ultimate size and location of specific greenspaces system components.*

17 e d) Management plans for specific ~~regionally significant~~ natural area sites will be  
18 prepared by Metro, ~~in cooperation with local governments, special districts and~~  
19 ~~non-profit groups~~, within a specified time frame after securing them. These plans  
20 will serve as the basis for local government, special district, non-profit  
21 organization, or Metro improvement and operations of the sites. *Metro will*  
22 *initiate management plans for greenspaces secured and/or managed at the*  
23 *regional level. Local parks providers will initiate management plans for*

1           *greenspaces secured and/or managed at the local level. Metro and local*  
2           *governments in whose jurisdiction greenspaces are located will work cooperatively*  
3           *to prepare management plans and execute them through intergovernmental*  
4           *agreement. Interim protection guidelines may be adopted by Metro and/or local*  
5           *governments during preparation of regionally-significant management plans for*  
6           *protected greenspaces. (referenced policies 6.42 and 6.43, page 92)*

7           d e) Metro will be responsible for the ~~role of~~ planning for a Greenspaces trail system.  
8           The trail system planning will result in a blueprint for a regional trail system that  
9           can be adopted by all participating agencies. This trail system will be developed  
10          in cooperation with all local and state governments in Oregon and Washington,  
11          the U.S. Forest Service, the 40 Mile Loop Trust, the Greenway to the Pacific  
12          program, the Columbia Gorge Commission, and the Chinook Trail *and other*  
13          *interests. (referenced Chapter 4, pages 59 - 71) In the case where a trails*  
14          *designation would conflict with a local government comprehensive plan*  
15          *designation, the affected parties will negotiate a resolution to the conflict.*

16          e f) Metro will be responsible for working with local governments to delineate areas  
17          that are potential restoration sites. Metro will give a priority to areas which are  
18          deficient in open space and natural areas. Metro will provide technical and  
19          financial assistance to local governments as appropriate. (referenced Chapter  
20          6, pages 88 - 89)

21          3.       **ACQUISITION OF GREENSPACES (referenced Chapter 6, pages 83 - 84)**

22          a)       *Greenspaces exclusively identified as being of local significance (but not identified*  
23          *by Metro as being of regional significance) to be administered at the local level*

1 will be the responsibility of local governments to secure and manage.

2 b) ~~Greenspaces exclusively identified as being of regional significance (but not~~  
3 ~~identified in a local greenspaces system) to be administered by Metro~~ will be the  
4 responsibility of Metro to secure and manage.

5 c) Greenspaces of common interest ~~(cooperatively decided to be included in the~~  
6 ~~regional system) administered by Metro~~ will be the responsibility of Metro and/or  
7 local government to secure. Metro will offer a first right of refusal to the local  
8 government in which the sites are located to acquire the property. The first right  
9 of refusal will only be offered to local governments currently providing park  
10 services in whose service area the greenspaces are located. It will not be offered  
11 to local governments having comprehensive planning responsibility that do not  
12 provide park services as of July 1, 1991.

13 (1) If the local government accepts acquisition responsibility from Metro, the  
14 accepting government will be responsible for funding the acquisition of the  
15 greenspace with their own resources.

16 (2) *If the local government expresses interest in acquiring a site Metro may*  
17 *enter into an intergovernmental agreement which includes provisions*  
18 *related to regional or joint funding of the local acquisition.*

19 (2) If the local government chooses not to acquire the property, Metro will be  
20 responsible for funding the acquisition of the greenspace with its own  
21 resources.

22 d) Greenspaces of common interest ~~(cooperatively decided to be excluded from the~~  
23 ~~regional system) administered at the local level~~ will be the responsibility of local

1 governments to secure and manage.

2 e) Lower priority will be given acquisition of properties adequately protected by  
3 federal, state or local regulations. The Greenspaces *acquisition* program will not  
4 be construed as a substitute for land use and natural resource management  
5 regulations at any level of government, *including local comprehensive plans*.  
6 Continued application of such regulations to real property by appropriate levels  
7 of government are recognized as one of several strategies necessary to fully  
8 implement the Greenspaces Master Plan. (referenced Chapter 6, page 91)

9 *f In evaluating priorities for acquisition, Metro will first determine whether existing*  
10 *federal, state, regional and local land use, environmental or other applicable*  
11 *regulations provide adequate protection of greenspaces. If not, Metro will then*  
12 *determine if legally defensible new regulations could be adopted by appropriate*  
13 *government agencies within timeframes necessary to protect significant*  
14 *greenspaces. If not, Metro will pursue acquisition based on fair market value.*

15 **f g)** Metro will propose funding on a regional basis, to establish both:

16 (1) a greenspaces acquisition and capital improvement fund with which to  
17 acquire, in fee or easement, or otherwise secure and improve greenspaces  
18 proposed for inclusion in the regional greenspaces system by the  
19 Greenspaces Master Plan, and

20 (2) ~~to establish~~ a management and operation fund. (referenced Chapter 6,  
21 page 83, and throughout Chapter 7)

22 ~~g h) Metro will establish a Metro/local government split~~ *Seventy five percent (75%)*  
23 *of the capital and acquisition funds which are raised on through a the initial voter-*

1 approved regional general obligation bond, after netting out bond issuance costs,  
2 will be retained by Metro. Twenty five percent (25%) of the net initial and  
3 capital and acquisition funds will be distributed by Metro to local governments.  
4 Cities and special districts not providing park and recreation services as of July  
5 1, 1991 are not eligible to receive funds. ~~basis to~~ The funds will be distributed to  
6 counties, cities, and special parks districts in accordance with attachment "A" of  
7 this roles and responsibilities document. Funds will be expended and distributed  
8 as follows:

9 (1) Metro will use the regional portion of funds solely for acquisition and  
10 development of greenspaces and interconnections of regional significance  
11 to be secured and administered by Metro, for property transaction and  
12 associated administrative costs, and for overall financial management of  
13 bond funds. Funds may not be used for operations and maintenance  
14 activities.

15 ~~(2) \_\_\_\_\_% of any regionally voter approved local government portion will~~  
16 ~~be distributed to Multnomah, Clackamas and Washington Counties on a~~  
17 ~~per capita basis based on total county populations (not just within Metro~~  
18 ~~boundary). Metro generated funds are to be used solely to meet county~~  
19 ~~determined county wide park acquisition and capital improvement needs.~~  
20 ~~Funds may not be used for neighborhood parks nor operations and~~  
21 ~~maintenance activities.~~

22 (3 2) \_\_\_\_\_% of any regionally voter approved local government portion will  
23 be distributed to cities and special districts currently providing park and

1 recreation services. ~~Cities and special districts not providing park and~~  
2 ~~recreation services as of July 1, 1991 are not eligible to receive funds.~~  
3 ~~Funds will be distributed to eligible cities and special districts on a per~~  
4 ~~capita basis based on total population within each government's service~~  
5 ~~area. Funds distributed by Metro to local parks providers are to be used~~  
6 ~~for any locally determined open space, parks and recreational acquisition~~  
7 ~~and capital needs consistent with applicable tax laws and provisions of the~~  
8 ~~regional funding measure. Funds may not be used for operations and~~  
9 ~~maintenance activities nor be used outside the Metropolitan Service~~  
10 ~~District's boundary, unless Metro finds that such expenditures clearly~~  
11 ~~benefit District residents.~~

12 (3) *The "pass-through" of regional funds to local parks providers will be*  
13 *executed through intergovernmental agreements.*

14 (4) Eligible local governments and special districts may form consortiums to  
15 combine their allocations for eligible purposes. (referenced Chapter 7,  
16 pages 103 - 4)

17 h) Metro and local agencies will maintain greenspaces included in the metropolitan-  
18 wide system in perpetuity in accordance with management plans. Where  
19 possible, deed restrictions will be included at the time of transfer of property,  
20 from private property owner to Metro *or local government*, Metro to local  
21 government, *local government to Metro*, or Metro or local government to non-  
22 profit organization, which require use of the land for open space purposes in  
23 perpetuity. (referenced Chapter 7, pages 103-4)

1 4) OPERATION AND MANAGEMENT OF GREENSPACES

2 a) Using the resource management planning process (see section 2), acceptable  
3 maintenance, types and levels of programmed use, and development standards  
4 will be established for all components of the Greenspace system ~~by Metro~~. The  
5 operator (Metro or local government) shall be responsible for operation and  
6 management in compliance with the standards developed through the management  
7 plan. (referenced Chapter 6, page 92)

8 b) The management practices employed by Metro, local governments, special  
9 districts or non-profit groups for the operation and maintenance of greenspaces  
10 ~~of regional significance~~ will be consistent with the adopted Greenspaces Master  
11 Plan and with specific site management plans. (referenced Chapter 6, page 92)

12 c) Metro will budget for and manage, operate and maintain those portions of the  
13 greenspaces program ~~which are of regional significance to be administered by~~  
14 *Metro* (see Section 1 of this document). Metro may make provisions with local  
15 parks providers for management of *Metro-administered* greenspaces ~~exclusively~~  
16 ~~of regional significance~~, section 3.b) notwithstanding, if local parks providers  
17 express interest to Metro. (referenced Chapter 6, page 92) *Nothing in this*  
18 *document shall be construed to preclude local governments or Metro from*  
19 *entering into ORS Section 190 agreements regarding park and recreation*  
20 *operations and maintenance.*

21 d) Local agencies will budget and fund the operation and maintenance of those  
22 portions of the greenspaces program ~~of local significance to be administered by~~  
23 *local governments* (see section 1). (referenced Chapter 6, pages 92 - 93)

- 1 e) Local governments, special districts and Metro may choose to contract with  
2 private entities, certified 501(c)(3) non-profit organizations and/or local parks  
3 providers for development, operation, and maintenance, provided improvements  
4 and activities are consistent with adopted greenspaces management plans.  
5 (referenced Chapter 6, page 93)
- 6 f) Metro will offer a first right of refusal to local governments in which greenspaces  
7 of common interest are located to provide management responsibility by  
8 intergovernmental agreement. The first right of refusal will only be offered to  
9 local governments providing park services, as of July 1, 1991, in whose service  
10 area the greenspaces are located.
- 11 (1) If the local government accepts management responsibility from Metro,  
12 the accepting government will be responsible for funding the operation and  
13 maintenance of the greenspace with their own resources, *except as*  
14 *provided in subsection (2).*
- 15 (2) *When a regional funding source is available for operations and*  
16 *maintenance, Metro will enter into intergovernmental agreements with*  
17 *local parks providers to defray all or portions of the operations cost for*  
18 *locally administered or managed large acre components of the greenspaces*  
19 *system where:*
- 20 (a) *The local parks provider agrees to manage sites in accordance*  
21 *with the standards established through adopted management plans*  
22 *and policies; and*
- 23 (b) *The local parks provider renders the service at a cost less than*

1                                    *that which Metro could provide under the adopted management*  
2                                    *plan and regional operations and management policies.*

3            (2 3) If the local government chooses not to accept management responsibility,  
4                                    Metro will be responsible for funding the operation and maintenance of  
5                                    these sites with its own resources. (referenced Chapter 6, pages 83 and  
6                                    93)

7            g) Metro will undertake studies to determine future regional financing options for  
8                                    greenspaces, parks and recreational facilities. The studies will be coordinated  
9                                    with local, state and federal agencies, and non-profit groups. The studies will  
10                                   address Metro's immediate revenue needs to acquire and manage *Metro-*  
11                                   *administered* greenspaces ~~of regional significance~~ identified in the Greenspaces  
12                                   Master Plan as well as a long-term financing options of local governments,  
13                                   special districts and Metro for additional acquisition, capital improvement,  
14                                   operations, and maintenance of greenspaces, parks and recreational facilities.  
15                                   (referenced policy 6.5, page 80 and Chapter 7, page 101)

16            5) ENVIRONMENTAL EDUCATION (referenced Chapter 6, pages 93 - 96)

17            a) Metro's role will be to actively pursue environmental education programs as both  
18                                    facilitator and provider. Metro will ensure regional coordination among  
19                                    environmental education providers.

20            b) Metro will cooperate with local, state and federal park providers, and  
21                                    refuge/wildlife ~~management areas~~ *managers*, as well as the Audubon Society of  
22                                    Portland's Metropolitan Wildlife Refuge System project, Wetlands Conservancy  
23                                    and other non-profit organizations to produce informational brochures, signage

1 and other interpretive materials for environmental education for the general  
2 public.

- 3 c) Metro will develop a technical assistance program that may include, but is not be  
4 limited to, development of interpretive facilities and environmental education  
5 programs that relate to sites ultimately incorporated into the regional greenspaces  
6 system and to assist in the implementation of the Greenspaces Master Plan by  
7 local governments, special districts, nonprofit organizations and other interests.  
8 Metro will also promote and coordinate recreational and environmental education  
9 programs initiated by other governments and private organizations to broaden  
10 participation in such programs by the residents of the metropolitan area.

11 6) **ROLES OF STATE & FEDERAL AGENCIES (referenced Chapter 6, page 82)**

- 12 a) Metro, local governments, special districts and non-profit organizations will work  
13 with state agencies such as Oregon Parks and Recreation Department, Oregon  
14 Department of Fish and Wildlife, Governor's Watershed Enhancement Board, and  
15 Division of State Lands, to ensure maintenance, expansion of their parks, refuge  
16 areas, grant programs and regulatory efforts in a coordinated and complementary  
17 approach with the Metropolitan Greenspaces Program. These agencies should  
18 address and fund the special urban needs of the region, including the  
19 identification, planning, acquisitions and management of natural areas. Future  
20 state acquisitions should include the metropolitan region as a key target area.  
21 These lands, while owned and managed by the state, will be linked with and  
22 promoted as parts of the Metropolitan Greenspaces system.

- 23 b) Federal agencies such as the Fish and Wildlife Service, National Park Service,

1 Bonneville Power Administration and Northwest Power Planning Council should  
2 maintain existing refuge and recreational areas, and identify new areas for  
3 acquisition. These lands, while owned and operated by the federal government,  
4 ~~would~~ *will* be linked with and promoted as parts of the Metropolitan Greenspaces  
5 system.

6 7) ROLES OF NON-PROFIT ORGANIZATIONS AND LAND TRUSTS

7 a) Metro will work closely with non-profit organizations, land trusts and "Friends"  
8 groups to explore partnerships which include acceptance of land donations,  
9 conservation and other easements and management of sites. These sites may be  
10 owned by a local, state, federal agency or Metro and operated by a non-profit or  
11 the site may be owned by a non-profit and managed by a local, state, federal  
12 agency or Metro. (referenced Chapter 6 page 83)

13 b) Metro will work with Portland State University and other educational institutions  
14 throughout the region including, Audubon Society of Portland, Portland Bureau  
15 of Parks and Recreation, Saturday Academy, Multnomah County and others, non-  
16 profit organizations and agencies to develop a comprehensive environmental  
17 education program which utilizes ~~regional-natural-areas~~ *the greenspaces system*.  
18 (referenced Chapter 6, pages 93 - 96)

19 8) ROLES OF SPECIAL SERVICE DISTRICTS, ~~SCHOOLS~~ AND WATER QUALITY  
20 AGENCIES

21 a) Metro recognizes that agencies such as the federal Environmental Protection  
22 Agency, Unified Sewerage Agency of Washington County, Portland's Bureau of  
23 Environmental Services, *Clackamas County Department of Utilities*, state Water

1 Resources Department and Department of Environmental Quality, and other  
2 interested agencies and other surface water managers have a tremendous stake in  
3 protection, restoration and management of the region's natural areas, including  
4 wetlands, and river and stream ecosystems. Metro will work closely with these  
5 agencies in development and implementation of cooperative Greenspaces-oriented  
6 projects which promote multi-objective management of natural areas, regional  
7 streams, rivers and wetlands. (referenced Chapter 6, page 81)

8 RRRJUN10 revised June 23, 1992

6.1

FINANCE COMMITTEE REPORT

ORDINANCE NO. 92-449A ADOPTING THE ANNUAL BUDGET FOR FY 1992-93,  
MAKING APPROPRIATIONS AND LEVYING AD VALOREM TAXES

Date: June 23, 1992

Presented By: Councilor Van Bergen

COMMITTEE RECOMMENDATION: At it's June 18, 1992 meeting the Finance

Committee voted unanimously to recommend Council adoption of Ordinance No. 92-449A as amended. All Committee members were present and voting.

COMMITTEE DISCUSSION/ISSUES: Jennifer Sims, Director of Finance and Management Information and Don Carlson, Council Administrator presented the Staff Report. Mr. Carlson presented a B-Draft of the ordinance explaining that it contained all the proposed amendments included in the A-Draft plus one additional -- the new Section 14 which incorporates the new contracts list and their designations into the Budget Ordinance. Ms. Sims presented the proposed amendments starting with the changes in the Approved Budget and Appropriations Schedule attached to the Ordinance as Exhibits B and C respectively. Ms. Sims reviewed these changes which are explained in detail in a memo dated June 17, 1992 titled "Final Adjustments to the FY 1992-93 Budget" (See Agenda Packet for a copy of this memo).

Ms. Sims then reviewed the remaining amendments in the B-Draft including : In Section 2 a reduction in the amount of the property tax levy for FY 1992-93 due to the Convention Center G.O. Bond refinancing; In the prior Section 4 the elimination of the proposed loan from the SW Revenue Fund to the Convention Center Debt Fund again unnecessary because of the G.O. Bond refinancing; In the new Section 4 the authorization of a not to exceed \$500,000 loan from the Spectator Facilities Fund to the new Coliseum Operating Fund for cash flow purposes.

Mr. Carlson presented the last proposed amendment in the B-Draft that being a new Section 14 which specifically incorporates the New Contracts list in the Budget Ordinance as directed in the Metro Code. The contract designations included in the List have been recommended by the appropriate Standing Committees with the exception of those contracts under the purview of the Regional Facilities Committee. That Committee will review the list at its June 23, 1992 meeting and recommend any changes at the June 25, 1992 Council meeting.



**METRO**

2000 S. W. First Avenue  
Portland, OR 97201-5398  
503/221-1646

# Memorandum

**DATE:** June 22, 1992

**TO:** Metro Council  
Executive Officer  
Interested Persons

**FROM:** Paulette Allen, Clerk of the Council *PA*

**RE:** SUPPLEMENTAL PACKET FOR AGENDA ITEM NO. 6.1;  
ORDINANCE NO. 92-449B

Attached is the supplemental packet for Ordinance No. 92-449B, published separately from the Council agenda packet because of its volume. Copies of this packet will also be available at the Council meeting June 25, 1992. Enclosed are:

1. Ordinance No. 92-449B
2. Exhibit A - Letter from the Tax Supervising and Conservation Commission dated June 18, 1992.
3. Exhibit B is the FY 1992-93 Approved Budget; see Finance & Management Information Director's memo with final adjustments to the FY 1992-93 Approved Budget. Copies of the Approved Budget will be available at the Council meeting for reference also.
4. Exhibit C - Schedule of Appropriations for FY 1992-93 Approved Budget. Please note Exhibit C is revised per Finance Committee action on June 18, 1992.
5. Exhibit D - Contracts List as approved by the Finance Committee June 18, 1992.
6. Exhibit E - 1992-93 Notice of Property Tax Levy
7. Earlier versions of ordinance and exhibits before amendment/revision.

ITEM NO. 1



**METRO**

2000 S.W. First Avenue  
Portland, OR 97201-5398  
503 221-1646

# Memorandum

**Date:** June 18, 1992  
**To:** Finance Committee  
**From:** Donald E. Carlson, Council Administrator *DE*  
**Re:** Ordinance No. 92-449B

Please find attached a copy of Ordinance No. 92-449B. This is the ordinance which among other things adopts the District's FY 1992-93 Budget and Schedule of Appropriations. The ordinance is the same as the A-Draft included in the Finance Committee agenda with the exception of a new Section 14 which specifically refers to the adoption of the Contract List. The Contract List is attached to this memo and is shown as Exhibit D. This amendment causes prior Section 14 to be renumbered Section 15 and prior Exhibit D to be renamed Exhibit E.

In addition Exhibits B and C to the ordinance are proposed to be amended to reflect final Fund Balance estimates and various department requests. These changes are shown in the attached memo dated June 17, 1992 from Jennifer Sims titled "Final Adjustments to the FY 1992-93 Budget".

**cc:** Dick Engstrom  
Jennifer Sims

ord 92-449B.mem

This Ad was published according to Oregon Budget Law, March 2, 1992

Affidavit of Publication  
**Daily Journal**  
*of*  
**Commerce**

**RECEIVED**  
**MAR 6 1992**

Metro Finance & Management  
Information Department

2014 N.W. 24th Ave. / P.O. Box 10127 / Portland, Oregon 97210-0127 / (503) 226-1311 FAX (503) 224-7140

STATE OF OREGON, COUNTY OF MULTNOMAH,—ss.

I, I.J. CAPLAN, being first duly sworn, depose and say that I am the Manager of the DAILY JOURNAL OF COMMERCE, a newspaper of general circulation in the counties of CLACKAMAS, MULTNOMAH and WASHINGTON as defined by ORS 193.010 and 193.020; published at Portland in the aforesaid County and State; that I know from my personal knowledge that the

**NOTICE OF BUDGET COMMITTEE HEARING**

a printed copy of which is hereto annexed,  
was published in the entire issue of said newspaper for  
one \_\_\_\_\_ time(s)  
in the following issues:

March 2, 1992

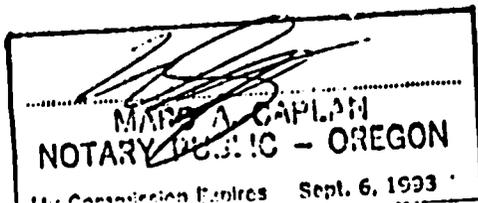
Case No. \_\_\_\_\_



Subscribed and sworn to before me this  
2nd day of March, 1992

**NOTICE OF BUDGET COMMITTEE HEARING**

The Metro council will convene as Budget Committee on Thursday, March 12, 1992, at 5:30 p.m., in the Council Chamber, 2000 S.W. First Avenue, Portland, Oregon, to receive the budget message and budget document and conduct a public hearing on the proposed budget for the fiscal year beginning July 1, 1992. A tax base levy for Zoo Operating will be levied for \$5,730,380. The FY 1991-1992 levy was \$5,408,000. A levy for general obligation bonds for the Convention Center will be levied for FY 1992-93 for \$5,781,813. The levy for FY 1991-92 was \$5,639,400. The meeting is open to the public. Deliberations of the budget committee will take place and any person may discuss proposed programs with the committee. A copy of the budget is available free of charge at 2000 S.W. First Avenue, Portland, Oregon, between 8:00 a.m. and 5:00 p.m., Monday through Friday. Published March 2, 1992. 7443-11

  
I.J. CAPLAN  
NOTARY PUBLIC - OREGON  
Notary Commission Expires Sept. 6, 1993

BEFORE THE COUNCIL OF THE  
METROPOLITAN SERVICE DISTRICT

FOR THE PURPOSE OF ADOPTING THE )  
ANNUAL BUDGET FOR FISCAL YEAR )  
1992-93, MAKING APPROPRIATIONS )  
AND LEVYING AD VALOREM TAXES )

ORDINANCE NO. 92-449-B  
Introduced by Rena Cusma,  
Executive Officer

WHEREAS, The Multnomah County Tax Supervising and Conservation Commission held its public hearing on the annual budget of the Metropolitan Service District for the fiscal year beginning July 1, 1992, and ending June 30, 1993; and

WHEREAS, Recommendations from the Multnomah County Tax Supervising and Conservation Commission have been received by the Metropolitan Service District (attached as Exhibit A and made a part of the Ordinance) and considered; now, therefore,

THE COUNCIL OF THE METROPOLITAN SERVICE DISTRICT HEREBY  
ORDAINS:

1. The "Fiscal Year 1992-93 Budget of the Metropolitan Service District," attached hereto as Exhibit B, and the Schedule of Appropriations, attached hereto as Exhibit C, are hereby adopted.

2. The Council of the Metropolitan Service District does hereby levy ad valorem taxes, as provided in the budget adopted by Section 1 of this Ordinance, for a total amount of ELEVEN MILLION THREE HUNDRED SEVENTY-FIVE THOUSAND EIGHT HUNDRED SIX (\$11,375,806) [~~ELEVEN MILLION FOUR HUNDRED NINETY ONE THOUSAND NINE HUNDRED SEVENTY THREE (\$11,491,973)~~] DOLLARS to be levied upon taxable

properties within the Metropolitan Service District as of 1:00 a.m., July 1, 1992.

FIVE MILLION SEVEN HUNDRED THIRTY THOUSAND THREE HUNDRED SIXTY (\$5,730,360) DOLLARS shall be for the Zoo Operating Fund, said amount authorized in a tax base, said tax base approved by the voters of the Metropolitan Service District at a general election held May 15, 1990.

FIVE MILLION SIX HUNDRED FORTY-FIVE THOUSAND FOUR HUNDRED FORTY-SIX (\$5,645,446) [~~FIVE MILLION SEVEN HUNDRED SIXTY-ONE THOUSAND SIX HUNDRED THIRTEEN (\$5,761,613)~~] DOLLARS shall be for the Convention Center Project Debt Service Fund, said levy needed to repay a portion of the proceeds of General Obligation bonds as approved by the voters of the Metropolitan Service District at a general election held November 4, 1986.

3. Pursuant to Metro code Section 7.01.020(b) pertaining to the Metro Excise Tax, the Council hereby establishes the rate of tax for the period commencing July 1, 1992, to and including June 30, 1993, to be six percent (6%).

~~[4. An annual loan not to exceed THREE MILLION FOUR HUNDRED SIXTY-ONE THOUSAND (\$3,461,000) DOLLARS is hereby authorized from the Solid Waste Revenue Fund to the Oregon Convention Center Debt Service Fund. The loan is needed to pay debt service on general obligation bonds prior to receiving property tax revenues. Simple interest shall be paid on the loan amount at the average daily rate paid by the State of Oregon Local Government Investment Pool for the duration of the loan based on a 360 day year. The loan amount~~

~~and interest due shall be returned to the Solid Waste Revenue Fund General Account by the end of the fiscal year in which it is borrowed.]~~

4. An annual loan not to exceed FIVE HUNDRED THOUSAND (\$500,000) DOLLARS is hereby authorized from the Spectator Facilities Fund to the Coliseum Operating Fund. The loan is needed to fund cash flow requirements for the Coliseum. Simple interest shall be paid on the loan amount at the average daily rate by the State of Oregon Local Government Investment Pool for the duration of the loan based on a 360-day year. The loan amount and interest due shall be returned to the Spectator Facilities Fund by the end of the fiscal year in which it is borrowed.

5. An annual loan not to exceed THREE HUNDRED NINETY THOUSAND (\$390,000) DOLLARS is hereby authorized from the Solid Waste Revenue Fund to the Planning Fund. The loan is needed to fund initial urban arterial program work. The loan will be repaid in future fiscal years from vehicle license fees or by the participating jurisdictions. Simple interest shall be paid on the loan amount at the average daily rate paid by the State of Oregon Local Government Investment Pool for the duration of the loan based on a 360-day year.

6. The Coliseum Operating Fund is hereby created for the purpose of operating the Memorial Coliseum. Sources of revenue shall be reimbursements, enterprise revenue, commissions, interest, user fees and other revenues attributable to the operations of the facility. In the event of elimination of this fund, disposition of

any funds remaining will be in accordance with the Memorandum of Understanding with the Portland Trailblazers approved by Resolution No. 91-1527 and any subsequent amendment.

7. The Metropolitan Greenspaces Fund is hereby created for the purpose of acquisition, capital improvement, management and operations of the regional greenspaces system. Initial sources of revenue will be grants and donations received through fund raising activities. In the event of elimination of this fund, any remaining fund balance will be used in support of the Metropolitan Greenspaces program and in accordance with any restrictions placed upon these funds at the time of receipt.

8. The Transportation Planning Fund title is hereby amended to be the Planning Fund. The purpose of the fund will expand to include regional growth management.

9. The Insurance Fund title is hereby amended to be the Risk Management Fund. The purpose of the fund is unchanged.

10. The Convention Center Project Management Fund is hereby eliminated.

11. The Planning and Development Fund is hereby eliminated and its remaining functions included in the Solid Waste Revenue Fund and the Planning Fund.

12. The Portland Center for the Performing Arts Capital Fund is hereby eliminated.

13. In accordance with Section 2.02.125 of the Metropolitan Service District Code, the Council of the Metropolitan Service District hereby authorizes personnel positions and expenditures in

accordance with the Annual Budget adopted by Section 1 of this Ordinance, and hereby appropriates funds for the fiscal year beginning July 1, 1992, from the funds and for the purposes listed in the Schedule of Appropriations, Exhibit C.

14. Pursuant to Metro Code 2.04.032(D) the Council approves the list of new contracts for FY 1992-93 and their designations as shown in Exhibit D attached hereto.

~~[14]~~ 15. The Executive Officer shall make the following filings as provided by ORS 294.555 and ORS 310.060:

a. Multnomah County Assessor

- 1) An original and one copy of the Notice of Levy marked Exhibit ~~[D]~~ E attached hereto and made a part of this Ordinance.
- 2) Two copies of the budget document adopted by Section 2 of this Ordinance.
- 3) A copy of the Notice of Publication required by ORS 294.421.
- 4) Two copies of this Ordinance.

b. Clackamas and Washington County Assessor and Clerk

- 1) A copy of the Notice of Levy marked Exhibit ~~[D]~~ E.
- 2) A copy of the budget document adopted by Section 2 of this Ordinance.
- 3) A copy of this Ordinance.
- 4) A copy of the Notice of Publication required by ORS 294.421.

ADOPTED by the Council of the Metropolitan Service District this \_\_\_\_\_ day of \_\_\_\_\_, 1992.

\_\_\_\_\_  
Jim Gardner, Presiding Officer

Attest:

\_\_\_\_\_  
Clerk of the Council  
sgs\FIN\OR92-449.AMB

ITEM NO. 2

**TAX SUPERVISING & CONSERVATION COMMISSION**  
Multnomah County, Oregon

724 Mead Building                      421 S.W. Fifth Avenue  
Portland, Oregon 97204              (503) 248-3054

June 18, 1992

Metro Council  
Metropolitan Service District  
2000 S.W. First  
Portland, Oregon 97201

Dear Council Members:

The Commission met on June 18, 1992 to review, discuss and conduct a public hearing on the district's 1992-93 budget. This review was undertaken pursuant to ORS 294.605-705 to confirm compliance with applicable laws and to determine the adequacy of estimates necessary to support efficient and economical administration of district affairs.

The 1992-93 budget, filed May 15, 1992, is hereby certified without recommendations or objections. The budget was found to be in substantial compliance with the law and the estimates were judged to be reasonable for the purpose stated.

The budget estimates and tax levies certified herewith are identified on the attached schedule.

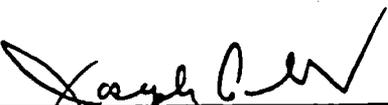
Yours very truly,

TAX SUPERVISING & CONSERVATION COMMISSION

  
\_\_\_\_\_  
Lianne Thompson, Chair

Chet McRobert, Commissioner

  
\_\_\_\_\_  
Oliver I. Norville, Commissioner

  
\_\_\_\_\_  
Joseph A. Labadie, Commissioner

  
\_\_\_\_\_  
Thomas K. Hatfield, Commissioner

**Metropolitan Service District 1992-93 Budget Certification  
Schedule of Funds and Budget Estimates**

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**Budget Estimates:**

General Fund	\$ 5,172,078	
Unappropriated Balance	(261,912)	
Support Services Fund	6,484,836	
Unappropriated Balance	(121,250)	
Building Management Fund	1,647,140	
Unappropriated Balance	(179,525)	
Risk Management Fund	6,426,690	
Unappropriated Balance	(4,681,489)	
General Revenue Bond Fund	17,275,468	
Unappropriated Balance	(2,335,946)	
Zoo Operating Fund	17,443,523	
Unappropriated Balance	(4,197,884)	
Zoo Capital Fund	3,371,472	
Unappropriated Balance	(2,367,900)	
Solid Waste Revenue Fund	90,504,850	
Unappropriated Balance	(7,884,666)	
Rehabilitation & Enhancement Fund	2,775,338	
Unappropriated Balance	(1,871,968)	
Planning Fund	11,326,595	
Unappropriated Balance	(44,706)	
Smith & Bybee Lakes Fund	2,114,542	
Unappropriated Balance	(1,209,044)	
Metro Greenspaces Fund	1,000,000	
Convention Center Capital Fund	4,219,813	
Unappropriated Balance	(300,000)	
Convention Center Debt Service Fund	6,687,640	
Unappropriated Balance	(2,763,239)	
Metro ERC Management Pool Fund	797,141	
Oregon Convention Center Operating Fund	12,288,541	
Unappropriated Balance	(3,305,758)	
Spectator Facilities Operating Fund	9,550,875	
Unappropriated Balance	(2,034,737)	
Coliseum Operating Fund	9,550,000	
Total Budget Estimate		\$208,636,542
Total Unappropriated Balance		(33,560,024)

**Tax Levy:**

Zoo Operating Fund - Tax Base	\$ 5,730,360	
Debt Service Fund - Not Subject to Limit	5,645,446	
Total Tax Levy	<u>                    </u>	\$ 11,375,806

ITEM NO. 3



# METRO

2000 S.W. First Avenue  
Portland, OR 97201-5398  
503-221-1646

# Memorandum

DATE: June 17, 1992

TO: Council Finance Committee

FROM: Jennifer Sims, Director of Finance & Management  
Information

REGARDING: FINAL ADJUSTMENTS TO THE FY 1992-93 BUDGET

Several departments have requested final adjustments to their FY 1992-93 budget. In addition, the Financial Planning division has reviewed its FY 1991-92 projections for excise tax and the General Fund ending fund balance. The requests are arranged by fund. Each individual request includes the line item adjustments necessary if the request is approved. Attachment A to this memo reflects the overall impact to the budget if all adjustments are approved.

## SOLID WASTE DEPARTMENT

1. Reflect a recent settlement of the contract with Trans Industries, Inc. for construction and operation of the Metro Central Transfer Station. Increase "Miscellaneous Revenue" by \$198,000; increase expenditures in the Operating Account, Operations Division, "Disposal Operations" (acct # 526610) by \$198,000.

### Resources

547900	Miscellaneous Revenue	\$198,000
--------	-----------------------	-----------

### Expenditures (Operations division)

526610	Disposal Operations	\$198,000
--------	---------------------	-----------

2. Move \$50,000 within the Operating Account, Waste Reduction division from "Misc. Professional Services" to "Licenses, Permits, Payments to other Agencies". This adjustment was approved by the Budget Committee but was inadvertently omitted from the Approved Budget.

### Expenditures (Waste Reduction division)

524190	Misc. Professional Services	(\$50,000)
528100	Payments to Other Agencies	\$50,000

3. Recognize fund balance carryover for 1% for Recycling Program grants and a System Measurement and Analysis program contract. These items have been awarded in FY 1991-92, but will not be fully expended during the current year. Increase unrestricted beginning fund balance by \$110,000; increase expenditures in the Operating Account, Waste Reduction Division, "Misc. Professional Services" by \$110,000 (\$100,000 for 1% for Recycling, \$10,000 for System Measurement and Analysis).

Resources

305000	Beginning fund balance	\$110,000
--------	------------------------	-----------

Expenditures (Waste Reduction Division)

524190	Misc. Professional Services	\$110,000
--------	-----------------------------	-----------

4. Transfer \$30,000 from unrestricted contingency. Increase Operating Account, Waste Reduction division, temporary personal services and fringe by \$20,000 and Misc. Professional Services by \$10,000. The budget anticipated the receipt of \$30,000 in grant funds from the Environmental Protection Agency to assist the Reduce, Reuse, Recycle, Recover program, however, the corresponding expenditures for personal services and materials & services were omitted in error.

Expenditures

Waste Reduction Division

511235	Temporary Employees	\$18,000
512000	Fringe	\$ 2,000
524190	Misc. Professional Services	\$10,000

General Expenses

599999	Contingency (unrestricted)	(\$30,000)
--------	----------------------------	------------

5. Transfer \$114,583 from the Operating Account, Operations Division, "Disposal Operations" (acct # 526610) to unrestricted contingency. The budget assumed that debt service on the Composter Facility, Series 1 bonds was included in the service agreement payments made to the facility operator per the Compost Facility Service Agreement. The service agreement payments are budgeted in the Operating Division of the Solid Waste Revenue Fund. It has since been determined that debt service on the Series 1 bonds is not included in the service agreement payments and need only be reflected in the Master Project Account.

Expenditures

Operations Division	
526610 Disposal Operations	(\$114,583)
General Expenses	
529999 Contingency (unrestricted)	\$114,583

PLANNING FUND, Growth Management Division

6. An agreement has been signed loaning .60 FTE of Gerry Uba's time to DEQ, Hazardous and Solid Waste Division for the term 5/25/92 - 11/30/92. DEQ will reimburse Metro at the rate of \$20.59 per hour plus a fringe/overhead rate of 40% of direct salary. The FY 1992-93 budget should include \$15,047 in additional revenue and a corresponding amount in expenditure for temporary help and fringe.

Resources

334110 DEQ	\$15,047
------------	----------

Expenditures

511231 Temporary help	\$11,314
512000 Fringe	\$ 3,733

7. Request an additional \$15,000 in excise tax transfer for the Region 2040 program. This would enlarge the scope of work on this project to add a base case or "trend" development pattern for the region. An existing contract with ECO Northwest would be amended for \$15,000.

*PLANNING FUND*

Resources

391010 Trans. from General Fund	\$15,000
---------------------------------	----------

Expenditures

524190 Misc. Professional Services	\$15,000
------------------------------------	----------

GENERAL FUND

Expenditures

582140	Trans. to Planning Fund	\$15,000
599999	Contingency	(\$15,000)

8. Recognize \$16,000 of additional funds from Oregon Emergency Management for a grant that was contracted for but not received this fiscal year. Increase "Misc. Professional Services" by \$16,000 for a contract for earthquake hazards mapping and compilation of information.

Resources

334210	State Grants	\$16,000
--------	--------------	----------

Expenditures

524190	Misc. Professional Services	\$16,000
--------	-----------------------------	----------

9. Increase contract carryover expenditure for hypsography in the amount of \$48,000. This contract carryover will be funded through the addition of \$20,000 from the US Geological Service and \$28,000 in excise tax carried forward in the General Fund budget.

PLANNING FUND

Resources

331110	Federal Grants, USGS	\$20,000
391010	Trans. from General Fund	\$28,000

Expenditures

524190	Misc. Professional Services	\$48,000
--------	-----------------------------	----------

GENERAL FUND

Resources

305000	Beginning fund balance	\$28,000
--------	------------------------	----------

Expenditures

582140	Trans. to Planning Fund	\$28,000
--------	-------------------------	----------

SMITH & BYBEE LAKES TRUST FUND

10. The Smith & Bybee Lakes Trust Fund has one addition of a contract carry forward for biological monitoring. This request increases beginning fund balance by \$100,000 and "Misc. Professional Services" by \$100,000. The contract will be executed at the end of June, 1992.

Resources

305000	Beginning fund balance	\$100,000
--------	------------------------	-----------

Expenditures

524190	Misc. Professional Services	\$100,000
--------	-----------------------------	-----------

CONVENTION CENTER PROJECT CAPITAL FUND

11. There is anticipated to be an additional \$70,000 in fund balance carryover due to the timing of certain contracts. The Regional Facilities Department requests the recognition of this fund balance and a corresponding expenditure appropriation in Capital Outlay, Architectural Services.

Resources

305000	Beginning fund balance	\$70,000
--------	------------------------	----------

Expenditures

574120	Architectural Services	\$70,000
--------	------------------------	----------

GENERAL FUND

A final review of General Fund expenditures and an updated excise tax projection indicate there will be a slightly higher fund balance than reflected in the Approved Budget. The Approved Budget reflects a beginning balance of \$434,176. The latest projections indicate it will be closer to \$495,000 -- approximately \$61,500 higher. This increase is primarily the result of slightly higher excise tax receipts and lower than anticipated expenditures in the Planning & Development department. Of the \$61,500 projected increase, \$28,000 is attributable to the Planning Fund's carry forward request for the hypsography contract (see #9 of this memo), and is budgeted as an increase in the "Transfer to the Planning Fund." The remaining \$33,500 has been placed in Contingency.

Resources

305000	Beginning fund balance	\$33,500
--------	------------------------	----------

Expenditures

599999	Contingency	\$33,500
--------	-------------	----------

kr:budget:bud92-93:finadj:finadj.doc

Attachments

**ATTACHMENT A**  
**FINAL ADJUSTMENTS TO FY 1992-93 BUDGET**

FISCAL YEAR 1992-93		APPROVED		FINAL ADJUSTMENTS		ADOPTED	
ACCT #	DESCRIPTION	FTE	AMOUNT	FTE	AMOUNT	FTE	AMOUNT
<b>GENERAL FUND:Resources</b>							
<u>Resources</u>							
305000	Fund Balance		434,176		61,500		495,676
312000	Excise Tax		4,662,902		0		4,662,902
361100	Interest on Investments		50,000		0		50,000
365100	Donations & Bequests		25,000		0		25,000
<b>Total Resources</b>			<b>5,172,078</b>		<b>61,500</b>		<b>5,233,578</b>

**ATTACHMENT A**  
**FINAL ADJUSTMENTS TO FY 1992-93 BUDGET**

FISCAL YEAR 1992-93		APPROVED		FINAL ADJUSTMENTS		ADOPTED	
ACCT #	DESCRIPTION	FTE	AMOUNT	FTE	AMOUNT	FTE	AMOUNT
<b>GENERAL FUND:Executive Management Department</b>							
<u>Personal Services</u>							
511110	ELECTED OFFICIALS						
	Executive Officer	1.00	73,080		0	1.00	73,080
51121	SALARIES-REGULAR EMPLOYEES (full time)						
	Deputy Executive Officer	1.00	69,249		0	1.00	69,249
	Sr. Management Analyst	1.00	49,235		0	1.00	49,235
	Administrative Assistant	1.00	26,403		0	1.00	26,403
51122	WAGES-REGULAR EMPLOYEES (full time)						
	Administrative Secretary	1.00	28,429		0	1.00	28,429
512000	FRINGE		83,775		0		83,775
	<b>Total Personal Services</b>	<b>5.00</b>	<b>330,171</b>	<b>0.00</b>	<b>0</b>	<b>5.00</b>	<b>330,171</b>
<u>Materials &amp; Services</u>							
521100	Office Supplies		9,082		0		9,082
521110	Computer Software		525		0		525
521310	Subscriptions		905		0		905
521320	Dues		16,430		0		16,430
524190	Misc. Professional Services		2,500		0		2,500
525640	Maintenance & Repairs Services-Equipment		450		0		450
526310	Printing Services		250		0		250
526320	Typesetting & Reprographics Services		120		0		120
526410	Telephone		2,400		0		2,400
526420	Postage		125		0		125
526440	Delivery Services		200		0		200
526500	Travel		21,300		0		21,300
526700	Temporary Help Services		2,080		0		2,080
526800	Training, Tuition, Conferences		79,775		0		79,775
529500	Meetings		5,600		0		5,600
529800	Miscellaneous		1,000		0		1,000
	<b>Total Materials &amp; Services</b>		<b>142,742</b>		<b>0</b>		<b>142,742</b>
	<b>TOTAL EXPENDITURES</b>	<b>5.00</b>	<b>472,913</b>	<b>0.00</b>	<b>0</b>	<b>5.00</b>	<b>472,913</b>

**ATTACHMENT A**  
**FINAL ADJUSTMENTS TO FY 1992-93 BUDGET**

FISCAL YEAR 1992-93		APPROVED		FINAL ADJUSTMENTS		ADOPTED	
ACCT #	DESCRIPTION	FTE	AMOUNT	FTE	AMOUNT	FTE	AMOUNT
<b>GENERAL FUND:Office of Governmental Relations</b>							
<u>Personal Services</u>							
511121	SALARIES-REGULAR EMPLOYEES (full time) Sr. Management Analyst	1.50	71,240		0	1.50	71,240
511235	WAGES-TEMPORARY EMPLOYEES (part time) Temporary Intern	0.25	4,900		0	0.25	4,900
512000	FRINGE		24,761		0		24,761
	<b>Total Personal Services</b>	<b>1.75</b>	<b>100,901</b>	<b>0.00</b>	<b>0</b>	<b>1.75</b>	<b>100,901</b>
<u>Materials &amp; Services</u>							
521100	Office Supplies		765		0		765
521110	Computer Software		395		0		395
521320	Dues		1,600		0		1,600
524190	Misc. Professional Services		76,460		0		76,460
526310	Printing Services		50		0		50
526410	Telephone		240		0		240
526440	Delivery Services		50		0		50
526500	Travel		1,300		0		1,300
526800	Training, Tuition, Conferences		1,050		0		1,050
529500	Meetings		450		0		450
529800	Miscellaneous		111		0		111
	<b>Total Materials &amp; Services</b>		<b>82,471</b>		<b>0</b>		<b>82,471</b>
	<b>TOTAL EXPENDITURES</b>	<b>1.75</b>	<b>183,372</b>	<b>0.00</b>	<b>0</b>	<b>1.75</b>	<b>183,372</b>

**ATTACHMENT A**  
**FINAL ADJUSTMENTS TO FY 1992-93 BUDGET**

FISCAL YEAR 1992-93		APPROVED		FINAL ADJUSTMENTS		ADOPTED	
ACCT #	DESCRIPTION	FTE	AMOUNT	FTE	AMOUNT	FTE	AMOUNT
<b>GENERAL FUND: Council</b>							
<u>Personal Services</u>							
511121	SALARIES-REGULAR EMPLOYEES (full time)						
	Council Administrator	1.00	67,766		0	1.00	67,766
	Sr. Management Analyst	3.00	136,188		0	3.00	136,188
	Assoc. Management Analyst	0.50	19,000		0	0.50	19,000
	Clerk of the Council	1.00	30,600		0	1.00	30,600
511221	WAGES-REGULAR EMPLOYEES (full time)						
	Administrative Secretary	3.00	79,366		0	3.00	79,366
	Secretary	1.00	19,199		0	1.00	19,199
511400	OVERTIME		2,500		0		2,500
512000	FRINGE		120,570		0		120,570
	<b>Total Personal Services</b>	<b>9.50</b>	<b>475,189</b>	<b>0.00</b>	<b>0</b>	<b>9.50</b>	<b>475,189</b>
<u>Materials &amp; Services</u>							
521100	Office Supplies		7,100		0		7,100
521320	Dues		500		0		500
524110	Accounting & Auditing Services		60,000		0		60,000
524190	Misc. Professional Services		20,000		0		20,000
525640	Maintenance & Repairs Services-Equipment		1,000		0		1,000
525733	Operating Lease Payments-Other		15,000		0		15,000
526200	Ads & Legal Notices		1,300		0		1,300
526310	Printing Services		3,200		0		3,200
526410	Telephone		900		0		900
526440	Delivery Services		700		0		700
526500	Travel		10,000		0		10,000
526800	Training, Tuition, Conferences		5,500		0		5,500
528100	License, Permits, Payments to Other Agencies		9,500		0		9,500
528200	Election Expense		188,000		0		188,000
529110	Council Per Diem		104,400		0		104,400
529120	Councilor Expenses		33,250		0		33,250
529500	Meetings		11,000		0		11,000
	<b>Total Materials &amp; Services</b>		<b>471,350</b>		<b>0</b>		<b>471,350</b>
<u>Capital Outlay</u>							
571500	Purchases-Office Furniture & Equipment		4,000		0		4,000
	<b>Total Capital Outlay</b>		<b>4,000</b>		<b>0</b>		<b>4,000</b>
	<b>TOTAL EXPENDITURES</b>	<b>9.50</b>	<b>950,539</b>	<b>0.00</b>	<b>0</b>	<b>9.50</b>	<b>950,539</b>

**ATTACHMENT A**  
**FINAL ADJUSTMENTS TO FY 1992-93 BUDGET**

FISCAL YEAR 1992-93		APPROVED		FINAL ADJUSTMENTS		ADOPTED	
ACCT #	DESCRIPTION	FTE	AMOUNT	FTE	AMOUNT	FTE	AMOUNT
<b>GENERAL FUND:General Expenses</b>							
<u>Interfund Transfers</u>							
581513	Trans. Indirect Costs to Bldg. Fund-Metro Center		80,424		0		80,424
581513	Trans. Indirect Costs to Bldg. Fund-Metro Head.		35,756		0		35,756
581610	Trans. Indirect Costs to Support Svcs. Fund		484,187		0		484,187
581615	Trans. Indirect Costs to Insur. Fund-Gen'l		1,459		0		1,459
581615	Trans. Indirect Costs to Insur. Fund-Workers' Comp		7,907		0		7,907
582140	Trans. Resources to Planning Fund		1,874,600		43,000		1,917,600
582554	Trans. Resources to Spectator Facilities fund		200,000		0		200,000
582610	Trans. Resources to Support Svcs. Fund		185,424		0		185,424
Total Interfund Transfers			2,869,757		43,000		2,912,757
<u>Contingency and Unappropriated Balance</u>							
599999	Contingency		433,585		18,500		452,085
599990	Unappropriated Fund Balance		261,912		0		261,912
Total Contingency and Unappropriated Balance			695,497		18,500		713,997
TOTAL EXPENDITURES		16.25	5,172,078	0.00	61,500	16.25	5,233,578

**ATTACHMENT A**  
**FINAL ADJUSTMENTS TO FY 1992-93 BUDGET**

FISCAL YEAR 1992-93		APPROVED		FINAL ADJUSTMENTS		ADOPTED	
ACCT #	DESCRIPTION	FTE	AMOUNT	FTE	AMOUNT	FTE	AMOUNT
<b>SOLID WASTE REVENUE FUND:Resources</b>							
<u>Resources</u>							
	Fund Balance						
	* St. Johns Landfill Closure Account		20,883,183		0		20,883,183
	* Renewal and Replacement		1,322,100		0		1,322,100
	* Construction Account		1,050,000		0		1,050,000
	* Reserve Account		2,765,963		0		2,765,963
	* Metro Central Debt		1,378,574		0		1,378,574
	* General Account (unrestricted)		39,359		110,000		149,359
331120	Federal Grants-Operating		30,000		0		30,000
341500	Documents & Publications		3,491		0		3,491
343111	Disposal Fees-Credit		26,193,862		0		26,193,862
343121	User Fees-Credit		23,573,846		0		23,573,846
343131	Regional Transfer Charge-Credit		6,146,499		0		6,146,499
343151	Rehabilitation & Enhancement Fee-Credit		198,085		0		198,085
343171	Host Fees-Credit		243,150		0		243,150
343211	DEQ - Orphan Site Account - Credit		108,588		0		108,588
343221	DEQ - Promotional Program - Credit		796,313		0		796,313
343200	Franchise Fees		2,500		0		2,500
343300	Salvage Revenue		92,856		0		92,856
343900	Tarp Sales		944		0		944
343800	Sublease Income		48,679		0		48,679
347900	Misc. Other Revenue		370,026		198,000		568,026
351000	Fines and Forfeits Revenue		75,000		0		75,000
361100	Interest on Investments		2,200,000		0		2,200,000
363000	Finance Charge		100,000		0		100,000
375000	Pass Through Debt Service Receipts		2,834,217		0		2,834,217
393768	Trans. Direct Cost from Rehab. & Enhance.		47,615		0		47,615
	<b>TOTAL RESOURCES</b>		<b>90,504,850</b>		<b>308,000</b>		<b>90,812,850</b>

**ATTACHMENT A**  
**FINAL ADJUSTMENTS TO FY 1992-93 BUDGET**

FISCAL YEAR 1992-93		APPROVED		FINAL ADJUSTMENTS		ADOPTED	
ACCT #	DESCRIPTION	FTE	AMOUNT	FTE	AMOUNT	FTE	AMOUNT
<b>SOLID WASTE REVENUE FUND: Operating Account (Administration)</b>							
<u>Personal Services</u>							
511121	SALARIES-REGULAR EMPLOYEES (full time)						
	Dir. of Solid Waste Planning	1.00	73,699		0	1.00	73,699
	Administrative Manager	1.00	55,395		0	1.00	55,395
	Assoc. Management Analyst	1.00	37,202		0	1.00	37,202
	Administrative Assistant	2.00	57,325		0	2.00	57,325
511221	WAGES-REGULAR EMPLOYEES (full time)						
	Administrative Secretary	1.00	25,285		0	1.00	25,285
	Secretary	1.00	20,794		0	1.00	20,794
	Office Assistant	1.00	16,303		0	1.00	16,303
511225	WAGES-REGULAR EMPLOYEES (part time)						
	Office Assistant	1.00	17,990		0	1.00	17,990
511235	WAGES-TEMPORARY EMPLOYEES (part time)						
	Temporary	0.50	9,460		0	0.50	9,460
511400	OVERTIME		3,594		0		3,594
512000	FRINGE		114,848		0		114,848
	<b>Total Personal Services</b>	<b>9.50</b>	<b>431,895</b>	<b>0.00</b>	<b>0</b>	<b>9.50</b>	<b>431,895</b>
<u>Materials &amp; Services</u>							
521100	Office Supplies		18,345		0		18,345
521220	Custodial Supplies		290		0		290
521291	Packaging Materials		180		0		180
521293	Promotion Supplies		240		0		240
521310	Subscriptions		7,243		0		7,243
521320	Dues		3,011		0		3,011
521540	Maintenance & Repairs Supplies-Equipment		458		0		458
525640	Maintenance & Repairs Services-Equipment		1,320		0		1,320
525710	Equipment Rental		4,040		0		4,040
526200	Ads & Legal Notices		1,605		0		1,605
526310	Printing Services		6,575		0		6,575
526410	Telephone		7,500		0		7,500
526420	Postage		14,570		0		14,570
526440	Delivery Service		1,770		0		1,770
526500	Travel		5,527		0		5,527
526700	Temporary Help Services		12,000		0		12,000
526800	Training, Tuition, Conferences		5,835		0		5,835
529500	Meetings		3,000		0		3,000
	<b>Total Materials &amp; Services</b>		<b>93,509</b>		<b>0</b>		<b>93,509</b>
	<b>TOTAL EXPENDITURES</b>	<b>9.50</b>	<b>525,404</b>	<b>0.00</b>	<b>0</b>	<b>9.50</b>	<b>525,404</b>

**ATTACHMENT A**  
**FINAL ADJUSTMENTS TO FY 1992-93 BUDGET**

FISCAL YEAR 1992-93		APPROVED		FINAL ADJUSTMENTS		ADOPTED	
ACCT #	DESCRIPTION	FTE	AMOUNT	FTE	AMOUNT	FTE	AMOUNT
<b>SOLID WASTE REVENUE FUND: Operating Account (Budget and Finance)</b>							
<u>Personal Services</u>							
511121	SALARIES-REGULAR EMPLOYEES (full time)						
	Budget and Finance Manager	1.00	59,840	0	0	1.00	59,840
	Sr. Solid Waste Planner	1.00	45,248	0	0	1.00	45,248
	Sr. Management Analyst	3.00	124,802	0	0	3.00	124,802
	Assoc. Management Analyst	1.00	37,220	0	0	1.00	37,220
	Asst. Management Analyst	1.00	35,422	0	0	1.00	35,422
511221	WAGES-REGULAR EMPLOYEES (full time)						
	Program Assistant 2	2.00	50,620	0	0	2.00	50,620
512000	FRINGE		116,540		0		116,540
	<b>Total Personal Services</b>	<b>9.00</b>	<b>469,692</b>	<b>0.00</b>	<b>0</b>	<b>9.00</b>	<b>469,692</b>
<u>Materials &amp; Services</u>							
521110	Computer Software		12,000		0		12,000
521111	Computer Supplies		2,000		0		2,000
521320	Dues		50		0		50
524190	Misc. Professional Services		84,300		0		84,300
525640	Maintenance & Repairs Services-Equipment		10,000		0		10,000
525740	Capital Lease Payments-Furniture & Equipment		37,583		0		37,583
526200	Ads & Legal Notices		1,720		0		1,720
526310	Printing Services		18,500		0		18,500
526320	Typesetting & Reprographics Services		1,000		0		1,000
526420	Postage		31,000		0		31,000
526500	Travel		3,000		0		3,000
526612	Disposal Operations-Landfill Disposal		90,457		0		90,457
526800	Training, Tuition, Conferences		7,500		0		7,500
528100	License, Permits, Payments to Other Agencies		817,509		0		817,509
	<b>Total Materials &amp; Services</b>		<b>1,116,619</b>		<b>0</b>		<b>1,116,619</b>
	<b>TOTAL EXPENDITURES</b>	<b>9.00</b>	<b>1,586,311</b>	<b>0.00</b>	<b>0</b>	<b>9.00</b>	<b>1,586,311</b>

**ATTACHMENT A**  
**FINAL ADJUSTMENTS TO FY 1992-93 BUDGET**

FISCAL YEAR 1992-93		APPROVED		FINAL ADJUSTMENTS		ADOPTED	
ACCT #	DESCRIPTION	FTE	AMOUNT	FTE	AMOUNT	FTE	AMOUNT
<b>SOLID WASTE REVENUE FUND:Operating Account (Operations)</b>							
<u>Personal Services</u>							
511121	SALARIES-REGULAR EMPLOYEES (full time)						
	Facilities Superintendent	1.00	55,620	0	0	1.00	55,620
	Sr. Solid Waste Planner	1.00	47,508	0	0	1.00	47,508
	Assoc. Management Analyst	1.00	39,081	0	0	1.00	39,081
	Facilities Mgmt Project Coordinator	3.00	110,190	0	0	3.00	110,190
	Hazardous Waste Specialist	4.00	128,540	0	0	4.00	128,540
	Site Manager II	1.00	37,548	0	0	1.00	37,548
	Site Manager I	2.00	65,877	0	0	2.00	65,877
511221	WAGES-REGULAR EMPLOYEES (full time)						
	Hazardous Waste Technician	5.00	139,453	0	0	5.00	139,453
	Scalehouse Technician	14.00	308,476	0	0	14.00	308,476
511225	WAGES-REGULAR EMPLOYEES (part time)						
	Scalehouse Technician	3.65	75,906	0	0	3.65	75,906
511231	WAGES-TEMPORARY EMPLOYEES (full time)						
	Temporary	2.00	34,220	0	0	2.00	34,220
511400	OVERTIME		53,500		0		53,500
512000	FRINGE		438,368		0		438,368
	<b>Total Personal Services</b>	<b>37.65</b>	<b>1,534,287</b>	<b>0.00</b>	<b>0</b>	<b>37.65</b>	<b>1,534,287</b>
<u>Materials &amp; Services</u>							
521100	Office Supplies		15,361		0		15,361
521110	Computer Software		8,000		0		8,000
521220	Custodial Supplies		1,804		0		1,804
521260	Printing Supplies		7,401		0		7,401
521290	Other Supplies		10,050		0		10,050
521400	Fuels & Lubricants		5,500		0		5,500
521530	Maintenance & Repairs Supplies-Vehicles		2,500		0		2,500
521540	Maintenance & Repairs Supplies-Equipment		114,300		0		114,300
523900	Freight In		1,900		0		1,900
524130	Promotion/Public Relations		13,900		0		13,900
524190	Misc. Professional Services		576,467		0		576,467
524210	Data Processing Services		55,000		0		55,000
525110	Utilities-Electricity		27,000		0		27,000
525120	Utilities-Water & Sewer		48,000		0		48,000
525610	Maintenance & Repairs Services-Building		18,000		0		18,000
525620	Maintenance & Repairs Services-Grounds		2,000		0		2,000
525630	Maintenance & Repairs Services-Vehicles		2,500		0		2,500
525640	Maintenance & Repairs Services-Equipment		150,250		0		150,250
525710	Equipment Rental		4,100		0		4,100
525733	Operating Lease Payments-Other		120,000		0		120,000
526200	Ads & Legal Notices		4,580		0		4,580
526310	Printing Services		35,700		0		35,700
526410	Telephone		37,540		0		37,540
526420	Postage		1,000		0		1,000
526500	Travel		12,725		0		12,725
526610	Disposal Operations		7,600,742		83,417		7,684,159
526611	Disposal Operations-Transportation		10,858,637		0		10,858,637
526612	Disposal Operations-Landfill Disposal		18,837,873		0		18,837,873
526613	Disposal Operations-Hazardous Material		1,170,000		0		1,170,000
526800	Training, Tuition, Conferences		51,205		0		51,205
526910	Uniform Supply & Cleaning Services		49,000		0		49,000
528100	License, Permits, Payments to Other Agencies		20,875		0		20,875
	<b>Total Materials &amp; Services</b>		<b>39,863,910</b>		<b>83,417</b>		<b>39,947,327</b>
	<b>TOTAL EXPENDITURES</b>	<b>37.65</b>	<b>41,398,197</b>	<b>0.00</b>	<b>83,417</b>	<b>37.65</b>	<b>41,481,614</b>

**ATTACHMENT A**  
**FINAL ADJUSTMENTS TO FY 1992-93 BUDGET**

FISCAL YEAR 1992-93		APPROVED		FINAL ADJUSTMENTS		ADOPTED	
ACCT #	DESCRIPTION	FTE	AMOUNT	FTE	AMOUNT	FTE	AMOUNT
<b>SOLID WASTE REVENUE FUND: Operating Account (Engineering &amp; Analysis)</b>							
<u>Personal Services</u>							
511121	SALARIES-REGULAR EMPLOYEES (full time)						
	Engineering Manager	1.00	58,832	0	0	1.00	58,832
	Sr. Engineer	3.00	142,653	0	0	3.00	142,653
	Assoc. Engineer	2.00	84,408	0	0	2.00	84,408
	Sr. Solid Waste Planner	2.00	104,761	0	0	2.00	104,761
	Construction Coordinator	1.00	54,604	0	0	1.00	54,604
	Assoc. Solid Waste Planner	1.00	41,008	0	0	1.00	41,008
511231	WAGES-TEMPORARY EMPLOYEES (full time)						
	Temporary	0.50	9,429	0	0	0.50	9,429
512000	FRINGE		158,622		0		158,622
	<b>Total Personal Services</b>	<b>10.50</b>	<b>654,317</b>	<b>0.00</b>	<b>0</b>	<b>10.50</b>	<b>654,317</b>
<u>Materials &amp; Services</u>							
521240	Graphics/Reprographic Supplies		600		0		600
521310	Subscriptions		500		0		500
521320	Dues		1,250		0		1,250
524190	Misc. Professional Services		125,000		0		125,000
525710	Equipment Rental		125		0		125
526200	Ads & Legal Notices		6,000		0		6,000
526310	Printing Services		8,400		0		8,400
526320	Typesetting & Reprographics Services		50		0		50
526500	Travel		8,700		0		8,700
526800	Training, Tuition, Conferences		7,150		0		7,150
528100	License, Permits, Payments to Other Agencies		5,000		0		5,000
529500	Meetings		300		0		300
	<b>Total Materials &amp; Services</b>		<b>163,075</b>		<b>0</b>		<b>163,075</b>
	<b>TOTAL EXPENDITURES</b>	<b>10.50</b>	<b>817,392</b>	<b>0.00</b>	<b>0</b>	<b>10.50</b>	<b>817,392</b>

**ATTACHMENT A**  
**FINAL ADJUSTMENTS TO FY 1992-93 BUDGET**

FISCAL YEAR 1992-93		APPROVED		FINAL ADJUSTMENTS		ADOPTED	
ACCT #	DESCRIPTION	FTE	AMOUNT	FTE	AMOUNT	FTE	AMOUNT
<b>SOLID WASTE REVENUE FUND: Operating Account (Waste Reduction)</b>							
<u>Personal Services</u>							
511121	SALARIES-REGULAR EMPLOYEES (full time)						
	Solid Waste Supervisor	2.00	90,342		0	2.00	90,342
	Sr. Solid Waste Planner	2.00	88,297		0	2.00	88,297
	Assoc. Solid Waste Planner	4.00	154,660		0	4.00	154,660
	Asst. Solid Waste Planner	2.00	63,258		0	2.00	63,258
	Waste Reduction Manager	1.00	59,842		0	1.00	59,842
511235	WAGES-TEMPORARY EMPLOYEES (part time)						
	Temporary		0	0.50	18,000	0.50	18,000
512000	FRINGE		159,739		2,000		161,739
	<b>Total Personal Services</b>	<b>11.00</b>	<b>616,138</b>	<b>0.50</b>	<b>20,000</b>	<b>11.50</b>	<b>636,138</b>
<u>Materials &amp; Services</u>							
521100	Office Supplies		1,200		0		1,200
521110	Computer Software		2,000		0		2,000
521240	Graphics/Reprographic Supplies		15,800		0		15,800
521290	Other Supplies		9,000		0		9,000
521291	Packaging Materials		550		0		550
521293	Promotion Supplies		500		0		500
521310	Subscriptions		1,682		0		1,682
521320	Dues		675		0		675
524190	Misc. Professional Services		1,039,000		70,000		1,109,000
526200	Ads & Legal Notices		2,500		0		2,500
526310	Printing Services		26,500		0		26,500
526320	Typesetting & Reprographics Services		5,050		0		5,050
526440	Delivery Service		300		0		300
526500	Travel		8,650		0		8,650
526800	Training, Tuition, Conferences		5,000		0		5,000
528100	License, Permits, Payments to Other Agencies		728,313		50,000		778,313
529500	Meetings		17,400		0		17,400
	<b>Total Materials &amp; Services</b>		<b>1,864,120</b>		<b>120,000</b>		<b>1,984,120</b>
	<b>TOTAL EXPENDITURES</b>	<b>11.00</b>	<b>2,480,258</b>	<b>0.50</b>	<b>140,000</b>	<b>11.50</b>	<b>2,620,258</b>

**ATTACHMENT A**  
**FINAL ADJUSTMENTS TO FY 1992-93 BUDGET**

FISCAL YEAR 1992-93		APPROVED		FINAL ADJUSTMENTS		ADOPTED	
ACCT #	DESCRIPTION	FTE	AMOUNT	FTE	AMOUNT	FTE	AMOUNT
<b>SOLID WASTE REVENUE FUND: Operating Account (Planning)</b>							
<u>Personal Services</u>							
511121	SALARIES-REGULAR EMPLOYEES (full time)						
	Sr. Solid Waste Planner	1.00	43,082		0	1.00	43,082
	Assoc. Solid Waste Planner	1.00	37,220		0	1.00	37,220
	Sr. Management Analyst	1.00	41,034		0	1.00	41,034
511221	WAGES-REGULAR EMPLOYEES (full time)						
	Secretary	1.00	21,836		0	1.00	21,836
512000	FRINGE		47,247		0		47,247
	<b>Total Personal Services</b>	<b>4.00</b>	<b>190,419</b>	<b>0.00</b>	<b>0</b>	<b>4.00</b>	<b>190,419</b>
<u>Materials &amp; Services</u>							
521100	Office Supplies		2,600		0		2,600
521110	Computer Software		2,080		0		2,080
521240	Graphics/Reprographic Supplies		1,560		0		1,560
521260	Printing Supplies		1,300		0		1,300
521310	Subscriptions		1,040		0		1,040
521320	Dues		835		0		835
524190	Misc. Professional Services		50,000		0		50,000
525640	Maintenance & Repairs Services-Equipment		675		0		675
525740	Capital Lease Payments-Furniture & Equipment		8,030		0		8,030
526200	Ads & Legal Notices		520		0		520
526310	Printing Services		10,400		0		10,400
526320	Typesetting & Reprographics Services		1,040		0		1,040
526410	Telephone		2,600		0		2,600
526420	Postage		3,120		0		3,120
526500	Travel		6,240		0		6,240
526800	Training, Tuition, Conferences		4,160		0		4,160
529500	Meetings		1,040		0		1,040
	<b>Total Materials &amp; Services</b>		<b>97,240</b>		<b>0</b>		<b>97,240</b>
	<b>TOTAL EXPENDITURES</b>	<b>4.00</b>	<b>287,659</b>	<b>0.00</b>	<b>0</b>	<b>4.00</b>	<b>287,659</b>

**ATTACHMENT A**  
**FINAL ADJUSTMENTS TO FY 1992-93 BUDGET**

FISCAL YEAR 1992-93		APPROVED		FINAL ADJUSTMENTS		ADOPTED	
ACCT #	DESCRIPTION	FTE	AMOUNT	FTE	AMOUNT	FTE	AMOUNT
<b>SOLID WASTE REVENUE FUND: Operating Account (Recycling Information and Education)</b>							
<u>Personal Services</u>							
511121	SALARIES-REGULAR EMPLOYEES (full time)						
	Public Information Supervisor	0.40	16,584			0.40	16,584
	Senior Public Affairs Specialist	1.00	38,600			1.00	38,600
	Assoc. Public Affairs Specialist	1.00	34,600			1.00	34,600
	Asst. Public Affairs Specialist	1.00	31,400			1.00	31,400
511221	WAGES-REGULAR EMPLOYEES (full time)						
	Program Assistant 2	4.00	91,280			4.00	91,280
511225	WAGES-REGULAR EMPLOYEES (part time)						
	Program Assistant 2	0.50	11,350			0.50	11,350
511235	WAGES-TEMPORARY EMPLOYEES (part time)						
	Temporary	0.15	2,290			0.15	2,290
511400	OVERTIME		6,600				6,600
512000	FRINGE		79,119				79,119
	<b>Total Personal Services</b>	<b>8.05</b>	<b>311,823</b>	<b>0.00</b>	<b>0</b>	<b>8.05</b>	<b>311,823</b>
<u>Materials &amp; Services</u>							
521100	Office Supplies		3,330		0		3,330
521110	Computer Software		2,100		0		2,100
521240	Graphics/Reprographic Supplies		3,125		0		3,125
521260	Printing Supplies		675		0		675
521290	Other Supplies		1,675		0		1,675
521293	Promotion Supplies		10,430		0		10,430
521310	Subscriptions		1,665		0		1,665
521320	Dues		180		0		180
521540	Maintenance & Repairs Supplies-Equipment		1,050		0		1,050
524130	Promotion/Public Relations		65,000		0		65,000
524190	Misc. Professional Services		3,650		0		3,650
524210	Data Processing Services		4,000		0		4,000
525640	Maintenance & Repairs Services-Equipment		1,830		0		1,830
525710	Equipment Rental		1,570		0		1,570
525740	Capital Lease Payments-Furniture & Equipment		42,530		0		42,530
526200	Ads & Legal Notices		49,025		0		49,025
526310	Printing Services		28,485		0		28,485
526320	Typesetting & Reprographics Services		2,550		0		2,550
526500	Travel		3,785		0		3,785
526800	Training, Tuition, Conferences		3,695		0		3,695
529500	Meetings		2,350		0		2,350
	<b>Total Materials &amp; Services</b>		<b>232,700</b>		<b>0</b>		<b>232,700</b>
	<b>TOTAL EXPENDITURES</b>	<b>8.05</b>	<b>544,523</b>	<b>0.00</b>	<b>0</b>	<b>8.05</b>	<b>544,523</b>

**ATTACHMENT A**  
**FINAL ADJUSTMENTS TO FY 1992-93 BUDGET**

FISCAL YEAR 1992-93		APPROVED		FINAL ADJUSTMENTS		ADOPTED	
ACCT #	DESCRIPTION	FTE	AMOUNT	FTE	AMOUNT	FTE	AMOUNT
<b>SOLID WASTE REVENUE FUND:Debt Service Account</b>							
<u>Requirements</u>							
	Metro Central Financing						
533210	Revenue Bond-Principal		1,175,000		0		1,175,000
533220	Revenue Bond-Interest		1,579,458		0		1,579,458
	<b>Total Requirements</b>		<b>2,754,458</b>		<b>0</b>		<b>2,754,458</b>
<b>SOLID WASTE REVENUE FUND:Landfill Closure Account</b>							
<u>Materials &amp; Services</u>							
521290	Other Operating Supplies		6,151,481		0		6,151,481
524190	Other Construction Services		9,529,000		0		9,529,000
526900	Other Purchased Services		530,000		0		530,000
	<b>Total Requirements</b>		<b>16,210,481</b>		<b>0</b>		<b>16,210,481</b>
<b>SOLID WASTE REVENUE FUND:Construction Account</b>							
<u>Capital Outlay</u>							
METRO CENTRAL							
571100	Purchased Land		0		0		0
574130	Engineering Services		60,000		0		60,000
574520	Const. Work/Materials-Bldgs, Exhibits & Rel.		1,030,000		0		1,030,000
574560	Const. Work/Materials-Railroad Equip/Facilities		0		0		0
	<b>Total Requirements</b>	<b>0.00</b>	<b>1,090,000</b>	<b>0.00</b>	<b>0</b>	<b>0.00</b>	<b>1,090,000</b>
<b>SOLID WASTE REVENUE FUND:Renewal &amp; Replacement Account</b>							
<u>Requirements</u>							
574520	Const. Work/Materials-Bldgx, Exhibits & Rel.		540,000		0		540,000
	<b>Total Requirements</b>		<b>540,000</b>		<b>0</b>		<b>540,000</b>
<b>SOLID WASTE REVENUE FUND:General Account</b>							
<u>Capital Outlay</u>							
BUDGET AND FINANCE							
571500	Purchases-Office Furniture & Equipment		25,000		0		25,000
OPERATIONS							
571400	Purchases-Equipment & Vehicles		85,500		0		85,500
571500	Purchases-Office Furniture & Equipment		3,000		0		3,000
574571	Const. Work/Materials-Final Cover & Imp.		110,000		0		110,000
WASTE REDUCTION							
574520	Construction - Buildings and Related		80,000		0		80,000
ADMINISTRATION							
571500	Purchases-Office Furniture & Equipment		5,778		0		5,778
RECYCLING INFORMATION AND EDUCATION							
571500	Purchases-Office Furniture & Equipment		2,325		0		2,325
METRO SOUTH							
574520	Const. Work/Materials-Bldgs, Exhibits & Rel.		230,000		0		230,000
METRO CENTRAL IMPROVEMENTS							
574130	Engineering Services		45,000		0		45,000
574520	Const. Work/Materials-Bldgs, Exhibits & Rel.		65,000		0		65,000
COMPOST FACILITY							
574520	Const. Work/Materials-Bldgs, Exhibits & Rel.		400,000		0		400,000
	<b>Total Requirements</b>		<b>1,051,603</b>		<b>0</b>		<b>1,051,603</b>

**ATTACHMENT A**  
**FINAL ADJUSTMENTS TO FY 1992-93 BUDGET**

FISCAL YEAR 1992-93		APPROVED		FINAL ADJUSTMENTS		ADOPTED	
ACCT #	DESCRIPTION	FTE	AMOUNT	FTE	AMOUNT	FTE	AMOUNT
<b>SOLID WASTE REVENUE FUND:Master Project Account</b>							
<u>Requirements</u>							
Reidel Compost Facility-Series A							
533210	Revenue bond-Principal		600,000		0		600,000
533220	Revenue Bond-Interest		1,849,217		0		1,849,217
Reidel Compost Facility-Series One							
533220	Revenue Bond-Interest		385,000		0		385,000
	<b>Total Requirements</b>		<b>2,834,217</b>		<b>0</b>		<b>2,834,217</b>
<b>SOLID WASTE REVENUE FUND:General Expenses</b>							
<u>Interfund Transfers</u>							
OPERATING ACCOUNT							
581610	Trans. Indirect Costs to Support Svcs. Fund		2,904,312		0		2,904,312
581513	Trans. Indirect Costs to Bldg. Fund (Metro Center)		191,724		0		191,724
581513	Trans. Indirect Costs to Bldg. Fund (Headquarters)		40,398		0		40,398
581615	Trans. Indirect Costs to Insur. Fund-Gen'l		74,611		0		74,611
581615	Trans. Indirect Costs to Insur. Fund-Workers' Com		32,599		0		32,599
582513	Trans. Resources to Building Fund		25,000		0		25,000
582140	Trans. Resources to Planning Fund		278,000		0		278,000
582768	Trans. Resources to Rehab. & Enhance. Fund		441,235		0		441,235
583615	Trans. Direct Costs to Insurance Fund-EIL		400,000		0		400,000
583761	Trans. Direct Costs to Smith/Bybee Lakes Fund		15,045		0		15,045
ST. JOHNS CLOSURE ACCOUNT							
582140	Trans. Resources to Planning Fund		390,000		0		390,000
	<b>Total Interfund Transfers</b>		<b>4,792,924</b>		<b>0</b>		<b>4,792,924</b>
<u>Contingency and Unappropriated Balance</u>							
599999	Contingency		5,706,757		84,583		5,791,340
599990	Unappropriated Fund Balance		7,884,666		0		7,884,666
	<b>Total Contingency and Unappropriated Balance</b>		<b>13,591,423</b>		<b>84,583</b>		<b>13,676,006</b>
	<b>TOTAL REVENUE FUND EXPENDITURES</b>	<b>89.70</b>	<b>90,504,850</b>	<b>0.50</b>	<b>308,000</b>	<b>90.20</b>	<b>90,812,850</b>

**ATTACHMENT A**  
**FINAL ADJUSTMENTS TO FY 1992-93 BUDGET**

FISCAL YEAR 1992-93		APPROVED		FINAL ADJUSTMENTS		ADOPTED	
ACCT #	DESCRIPTION	FTE	AMOUNT	FTE	AMOUNT	FTE	AMOUNT
<b>PLANNING FUND:Resources</b>							
<b>Resources</b>							
<b>TRANSPORTATION</b>							
305000	Fund Balance						
	• Transportation		681,886		0		681,886
	• Growth Management		20,000		0		20,000
331110	Federal Grants-Operating-Categorical-Direct						
	FY 92 UMTA Sec. 8		34,990		0		34,990
	FY 91 UMTA Sec 8(OR-08-0063)		20,000		0		20,000
	FY 88 UMTA Sec 8 (OR-08-0051)		5,000		0		5,000
	FY 92 UMTA I-205/Milwaukie		718,250		0		718,250
331120	FEDERAL GRANTS-OPERATING-CATEGORICAL-INDIRECT						
	FY 93 PLVODOT		641,059		0		641,059
	FY 93 Sec 8 - ODOT		219,925		0		219,925
	FY 93 STP - ODOT/FHWA		234,800		0		234,800
	FY 93 HPR - FHWA		95,275		0		95,275
	FY 93 Hillsboro PE/FEIS(Tri-Met)		300,000		0		300,000
	FY 91 Hillsboro AA (Tri-Met)		408,000		0		408,000
334110	State Grants-Operating-Categorical-Direct						
	FY 93 ODOT Supplemental		225,000		0		225,000
	DEQ (Demand Management)		124,900		0		124,900
	ODOT - Western Bypass		15,750		0		15,750
334120	State Grants-Operating-Catagorical-Indirect						
	C-TRAN I/5-Vancouver (WSDOT)		1,052,000		0		1,052,000
337110	Local Grants-Operating-Categorical-Direct						
	FY93 Tri-Met General Planning		225,000		0		225,000
	C-TRAN - HCT Study		80,000		0		80,000
	FY 90 Westside from Tri-Met		93,500		0		93,500
339100	Local Government Dues Assessment		473,035		0		473,035
339200	Contract Services		171,450		0		171,450
341500	Documents & Publications		30,000		0		30,000
361100	Interest on Investments		20,000		0		20,000
379000	Other Miscellaneous Revenue		715,000		0		715,000
391010	Trans. Resources from Gen'l Fund		681,235		0		681,235
391530	Trans. Resources from S.W. Revenue Fund		668,000		0		668,000
<b>Growth Management</b>							
331110	Federal Grants-Operating-Categorical-Direct						
	National Parks Service		50,000		0		50,000
	U.S. Fish & Wildlife Service		827,553		0		827,553
	FEMA		550,000		0		550,000
	Water Quality		75,000		0		75,000
	USGS		0		20,000		20,000
334110	State Grants-Operating-Categorical-Direct						
	DEQ		0		15,047		15,047
334210	State Grants-Operating-Non-Categorical-Direct						
	DEQ		50,000		0		50,000
	DLCD		25,000		0		25,000
	Oregon Emergency Management		0		16,000		16,000
337210	Local Grants-Operating-Non-Categorical-Direct						
	Water Program		82,500		0		82,500
	City of Portland - IPA/EPA		22,500		0		22,500
339100	Local Government Assessment Dues		108,122		0		108,122
341310	UGB Fees		2,500		0		2,500
341600	Conferences & Workshops		21,000		0		21,000
365100	Donations and Bequests		345,000		0		345,000
391010	Trans. Resources from Gen'l Fund		1,193,365		43,000		1,236,365
393761	Trans. Direct Costs from Lakes Trust Fund		20,000		0		20,000
<b>Total Resources</b>			<b>11,326,595</b>		<b>94,047</b>		<b>11,420,642</b>

**ATTACHMENT A**  
**FINAL ADJUSTMENTS TO FY 1992-93 BUDGET**

FISCAL YEAR 1992-93		APPROVED		FINAL ADJUSTMENTS		ADOPTED	
ACCT #	DESCRIPTION	FTE	AMOUNT	FTE	AMOUNT	FTE	AMOUNT
<b>PLANNING FUND:Transportation Planning</b>							
<u>Personal Services</u>							
511121	SALARIES-REGULAR EMPLOYEES (full time)						
	Transportation Director	0.75	54,527	0	0	0.75	54,527
	Trans. Planning Manager	1.00	62,823	0	0	1.00	62,823
	Technical Manager	1.00	62,822	0	0	1.00	62,822
	Regional Planning Supervisor	1.00	56,546	0	0	1.00	56,546
	Trans. Planning Supervisor	3.00	158,683	0	0	3.00	158,683
	Senior PI Specialist	1.00	42,062	0	0	1.00	42,062
	Senior Regional Planner	2.00	92,576	0	0	2.00	92,576
	Senior Management Analyst	2.00	87,402	0	0	2.00	87,402
	Senior Trans. Planner	11.00	453,192	0	0	11.00	453,192
	Assoc PI Specialist	1.00	38,149	0	0	1.00	38,149
	DP Operations Analyst	1.00	33,744	0	0	1.00	33,744
	Assoc. Trans. Planner	7.00	249,371	0	0	7.00	249,371
	Assoc. Regional Planner	4.00	142,421	0	0	4.00	142,421
	Asst. Trans. Planner	4.00	120,034	0	0	4.00	120,034
	Management Technician	1.00	33,744	0	0	1.00	33,744
	Asst. Regional Planner	5.00	142,062	0	0	5.00	142,062
511125	SALARIES-REGULAR EMPLOYEES (part time)						
	Senior Trans. Planner	0.60	26,668	0	0	0.60	26,668
511221	WAGES-REGULAR EMPLOYEES (full time)						
	Administrative Secretary	1.00	29,259	0	0	1.00	29,259
	Secretary	2.00	44,359	0	0	2.00	44,359
	Planning Technician	2.00	46,742	0	0	2.00	46,742
	Office Assistant	1.00	18,789	0	0	1.00	18,789
512000	FRINGE		658,671		0		658,671
	<b>Total Personal Services</b>	<b>52.35</b>	<b>2,654,646</b>	<b>0.00</b>	<b>0</b>	<b>52.35</b>	<b>2,654,646</b>
<u>Materials &amp; Services</u>							
521100	Office Supplies		51,579		0		51,579
521110	Computer Software		63,775		0		63,775
521111	Computer Supplies		8,000		0		8,000
521240	Graphics/Reprographic Supplies		13,594		0		13,594
521310	Subscriptions		1,815		0		1,815
521320	Dues		3,102		0		3,102
524110	Accounting & Auditing Services		5,000		0		5,000
524190	Misc. Professional Services		2,590,300		0		2,590,300
525640	Maint. & Repairs Services-Equipment		46,101		0		46,101
525710	Equipment Rental		6,300		0		6,300
526200	Ads & Legal Notices		6,750		0		6,750
526310	Printing Services		60,000		0		60,000
526320	Typesetting & Reprographics Services		12,500		0		12,500
526410	Telephone		8,000		0		8,000
526420	Postage		12,250		0		12,250
526440	Delivery Services		1,800		0		1,800
526500	Travel		32,000		0		32,000
526700	Temporary Help Services		2,000		0		2,000
526800	Training, Tuition, Conferences		23,000		0		23,000
528100	License, Permits, Payments to Other Agencies		1,121,164		0		1,121,164
529500	Meetings		3,500		0		3,500
529800	Miscellaneous		2,815		0		2,815
525740	Capital Lease-Furniture & Equipment		212,300		0		212,300
	<b>Total Materials &amp; Services</b>		<b>4,287,645</b>		<b>0</b>		<b>4,287,645</b>
<u>Capital Outlay</u>							
571500	Purchases-Office Furniture & Equipment		32,000		0		32,000
	<b>Total Capital Outlay</b>		<b>32,000</b>		<b>0</b>		<b>32,000</b>
	<b>TOTAL EXPENDITURES</b>	<b>52.35</b>	<b>6,974,291</b>	<b>0.00</b>	<b>0</b>	<b>52.35</b>	<b>6,974,291</b>

**ATTACHMENT A**  
**FINAL ADJUSTMENTS TO FY 1992-93 BUDGET**

FISCAL YEAR 1992-93		APPROVED		FINAL ADJUSTMENTS		ADOPTED	
ACCT #	DESCRIPTION	FTE	AMOUNT	FTE	AMOUNT	FTE	AMOUNT
<b>PLANNING FUND:Growth Management</b>							
<u>Personal Services</u>							
511121	SALARIES-REGULAR EMPLOYEES (full time)						
	Transportation Director	0.25	18,176	0	0	0.25	18,176
	Regional Planning Supervisor	2.00	107,658	0	0	2.00	107,658
	Assoc. Management Analyst	2.00	67,581	0	0	2.00	67,581
	Senior Regional Planner	5.00	221,820	0	0	5.00	221,820
	Senior Management Analyst	3.00	120,484	0	0	3.00	120,484
	Assoc. Regional Planner	1.00	39,081	0	0	1.00	39,081
	Management Technician	1.00	35,394	0	0	1.00	35,394
511221	WAGES-REGULAR EMPLOYEES (full time)						
	Secretary	1.00	24,081	0	0	1.00	24,081
	Program Assistant 1	1.00	19,804	0	0	1.00	19,804
511231	WAGES-TEMPORARY EMPLOYEES (part time)						
	Temporary Assistance		0	0.25	11,314	0.25	11,314
512000	FRINGE		215,846		3,733		219,579
	Unemployment		30,000		0		30,000
	<b>Total Personal Services</b>	<b>16.25</b>	<b>899,925</b>	<b>0.25</b>	<b>15,047</b>	<b>16.50</b>	<b>914,972</b>
<u>Materials &amp; Services</u>							
521100	Office Supplies		4,091		0		4,091
521110	Computer Software		5,144		0		5,144
521240	Graphics/Reprographic Supplies		3,600		0		3,600
521260	Printing Supplies		4,435		0		4,435
521290	Promotion Supplies		100		0		100
521310	Subscriptions		2,996		0		2,996
521320	Dues		2,632		0		2,632
524130	Promotion/PR Services		25,000		0		25,000
524190	Misc. Professional Services		1,619,577		79,000		1,698,577
525640	Maint. & Repairs Services-Equipment		3,750		0		3,750
525710	Equipment Rental		500		0		500
526200	Ads & Legal Notices		11,300		0		11,300
526310	Printing Services		114,700		0		114,700
526320	Typesetting & Reprographics Services		7,750		0		7,750
526410	Telephone		4,370		0		4,370
526420	Postage		84,200		0		84,200
526440	Delivery Services		350		0		350
526500	Travel		12,000		0		12,000
526700	Temporary Help Services		500		0		500
526800	Training, Tuition, Conferences		7,500		0		7,500
529500	Meetings		11,700		0		11,700
529800	Miscellaneous		189		0		189
525740	Capital Lease-Furniture & Equipment		16,060		0		16,060
	<b>Total Materials &amp; Services</b>		<b>1,942,444</b>		<b>79,000</b>		<b>2,021,444</b>
<u>Capital Outlay</u>							
571500	Purchases-Office Furniture & Equipment		3,000		0		3,000
	<b>Total Capital Outlay</b>		<b>3,000</b>		<b>0</b>		<b>3,000</b>
	<b>TOTAL EXPENDITURES</b>	<b>16.25</b>	<b>2,845,369</b>	<b>0.25</b>	<b>94,047</b>	<b>16.50</b>	<b>2,939,416</b>

**ATTACHMENT A**  
**FINAL ADJUSTMENTS TO FY 1992-93 BUDGET**

FISCAL YEAR 1992-93		APPROVED		FINAL ADJUSTMENTS		ADOPTED	
ACCT #	DESCRIPTION	FTE	AMOUNT	FTE	AMOUNT	FTE	AMOUNT
<b>PLANNING FUND:General Expenses</b>							
<u>Interfund Transfers</u>							
581513	Trans. Indirect Costs to Bldg. Fund-Metro Center						
	• Transportation		141,055		0		141,055
	• Growth Management		42,343		0		42,343
581513	Trans. Indirect Costs to Bldg. Fund-Headquarters						
	• Transportation		33,693		0		33,693
	• Growth Management		10,487		0		10,487
581610	Trans. Indirect Costs to Support Svcs. Fund						
	• Transportation		524,814		0		524,814
	• Growth Management		352,685		0		352,685
581615	Trans. Indirect Costs to Insur. Fund-Gen'l						
	• Transportation		3,716		0		3,716
	• Growth Management		1,593		0		1,593
581615	Trans. Indirect Costs to Insur. Fund-Workers' Comp						
	• Transportation		14,816		0		14,816
	• Growth Management		5,301		0		5,301
583610	Trans. Direct Costs to Support Svcs. Fund						
	• Transportation		40,000		0		40,000
	<b>Total Interfund Transfers</b>		<b>1,170,503</b>		<b>0</b>		<b>1,170,503</b>
<u>Contingency and Unappropriated Balance</u>							
599999	Contingency						
	• Transportation		191,670		0		191,670
	• Growth Management		100,056		0		100,056
599990	Unappropriated Fund Balance						
	• Transportation		10,000		0		10,000
	• Growth Management		34,706		0		34,706
	<b>Total Contingency and Unappropriated Balance</b>		<b>336,432</b>		<b>0</b>		<b>336,432</b>
	<b>TOTAL EXPENDITURES</b>	<b>68.60</b>	<b>11,326,595</b>	<b>0.25</b>	<b>94,047</b>	<b>68.85</b>	<b>11,420,642</b>

**ATTACHMENT A**  
**FINAL ADJUSTMENTS TO FY 1992-93 BUDGET**

FISCAL YEAR 1992-93		APPROVED		FINAL ADJUSTMENTS		ADOPTED	
ACCT #	DESCRIPTION	FTE	AMOUNT	FTE	AMOUNT	FTE	AMOUNT
<b>SMITH &amp; BYBEE LAKES TRUST FUND</b>							
<u>Resources</u>							
305000	Fund Balance		2,010,747		100,000		2,110,747
334200	State DEQ		20,000		0		20,000
337200	Local Government Grant		20,000		0		20,000
361100	Interest on Investments		48,750		0		48,750
392531	Trans. of Resources from SW Revenue Fund		15,045		0		15,045
<b>TOTAL RESOURCES</b>			<b>2,114,542</b>		<b>100,000</b>		<b>2,214,542</b>
<u>Personal Services</u>							
511121	SALARIES-REGULAR EMPLOYEE (full time)						
	Senior Regional Planner	1.00	45,247		0	1.00	45,247
512000	FRINGE						
	Service Reimbursement-Workers' Compensation		14,932		0		14,932
<b>Total Personal Services</b>		<b>1.00</b>	<b>60,179</b>	<b>0.00</b>	<b>0</b>	<b>1.00</b>	<b>60,179</b>
<u>Materials &amp; Services</u>							
521100	Office Supplies		813		0		813
521110	Computer Software		800		0		800
521240	Graphic/Repro Supplies		100		0		100
521260	Printing Supplies		200		0		200
521293	Promotion Supplies		100		0		100
521310	Subscr/Publications		150		0		150
521320	Dues		150		0		150
524130	Professional Services		4,000		0		4,000
524190	Misc. Prof. Svs.		330,000		100,000		430,000
525640	Maint/Rep Svs-Equip		200		0		200
525710	Rentals-Equipment		1,500		0		1,500
526200	Ads/Legal Notices		375		0		375
526310	Printing Services		2,500		0		2,500
526320	Typesetting/Repro(PMT)		361		0		361
526410	Telephone (long distance)		250		0		250
526420	Postage-Bulk Mail		400		0		400
526440	Delivery Svs.		100		0		100
526500	Travel		1,000		0		1,000
526700	Temp. Help Services		125		0		125
526800	Training/Tuition/Conferences		500		0		500
526900	Miscellaneous Other Purchased Services		0		0		0
529500	Meetings		540		0		540
<b>Total Materials &amp; Services</b>			<b>344,164</b>		<b>100,000</b>		<b>444,164</b>
<u>Capital Outlay</u>							
571100	Purchases - Land		200,000		0		200,000
571200	Improvements		200,000		0		200,000
571400	Purchased Equipment and Vehicles		750		0		750
571500	Purchases-Office Furniture & Equipment		385		0		385
<b>Total Capital Outlay</b>			<b>401,135</b>		<b>0</b>		<b>401,135</b>
<u>Interfund Transfer</u>							
583142	Trans. Direct Costs to Planning Fund		20,000		0		20,000
<b>Total Interfund Transfers</b>			<b>20,000</b>		<b>0</b>		<b>20,000</b>
<u>Contingency and Unappropriated Balance</u>							
599999	Contingency		80,020		0		80,020
599990	Unappropriated Balance		1,209,044		0		1,209,044
<b>Total Contingency &amp; Unapp. Balance</b>			<b>1,289,064</b>		<b>0</b>		<b>1,289,064</b>
<b>TOTAL EXPENDITURES</b>		<b>1.00</b>	<b>2,114,542</b>	<b>0.00</b>	<b>100,000</b>	<b>1.00</b>	<b>2,214,542</b>

**ATTACHMENT A**  
**FINAL ADJUSTMENTS TO FY 1992-93 BUDGET**

FISCAL YEAR 1992-93		APPROVED		FINAL ADJUSTMENTS		ADOPTED	
ACCT #	DESCRIPTION	FTE	AMOUNT	FTE	AMOUNT	FTE	AMOUNT
<b>CONVENTION CENTER PROJECT CAPITAL FUND</b>							
<u>Resources</u>							
305000	Fund Balance		4,133,925		70,000		4,203,925
361100	Interest on Investments		85,888		0		85,888
<b>TOTAL RESOURCES</b>			<b>4,219,813</b>		<b>70,000</b>		<b>4,289,813</b>
<u>Personal Services</u>							
511121	SALARIES-REGULAR EMPLOYEES (full time)						
	Regional Facilities Director	0.10	6,925		0	0.10	6,925
	Construction Manager	0.10	6,282		0	0.10	6,282
	Construction Coordinator	0.10	5,133		0	0.10	5,133
	Assistant Management Analyst	0.10	3,816		0	0.10	3,816
511221	WAGES-REGULAR EMPLOYEES (full time)						
	Administrative Secretary	0.10	2,409		0	0.10	2,409
512000	FRINGES		8,352		0		8,352
<b>Total Personal Services</b>		<b>0.50</b>	<b>32,917</b>	<b>0.00</b>	<b>0</b>	<b>0.50</b>	<b>32,917</b>
<u>Materials &amp; Services</u>							
521100	Office Supplies		1,000		0		1,000
524190	Misc. Professional Services		50,000		0		50,000
526200	Ads & Legal Notices		500		0		500
526310	Printing Services		10,000		0		10,000
526410	Telephone		500		0		500
526420	Postage		260		0		260
526440	Delivery Service		250		0		250
526500	Travel		250		0		250
526700	Temporary Help Service		1,400		0		1,400
528100	License, Permits, Payments to Other Agencies		1,463,777		0		1,463,777
526800	Training, Tuition and Conferences		500		0		500
529500	Meetings		500		0		500
<b>Total Materials &amp; Services</b>			<b>1,528,937</b>		<b>0</b>		<b>1,528,937</b>
<u>Capital Outlay</u>							
574120	Architectural Services		1,275,109		70,000		1,345,109
574520	Const. Work/Materials-Bldgs, Exhibits & Rel.		982,500		0		982,500
<b>Total Capital Outlay</b>			<b>2,257,609</b>		<b>70,000</b>		<b>2,327,609</b>
<u>Interfund Transfers</u>							
581513	Trans. Indirect Costs to Bldg Fund-Metro Center		5,742		0		5,742
581513	Trans. Indirect Costs to Bldg Fund-Headquarters		1,375		0		1,375
581610	Trans. Indirect Costs to Support Svs. Fund		91,661		0		91,661
581615	Trans. Indirect Cost to Insur. Fund-Liability		817		0		817
581615	Trans. Indirect Cost to Insur. Fund-Workers Comp		755		0		755
<b>Total Interfund Transfers</b>			<b>100,350</b>		<b>0</b>		<b>100,350</b>
<u>Contingency and Unappropriated Balance</u>							
599990	Unappropriated Balance		300,000		0		300,000
<b>Total Contingency and Unappropriated Balance</b>			<b>300,000</b>		<b>0</b>		<b>300,000</b>
<b>TOTAL EXPENDITURES</b>		<b>0.50</b>	<b>4,219,813</b>	<b>0.00</b>	<b>70,000</b>	<b>0.50</b>	<b>4,289,813</b>

ITEM NO. 4

EXHIBIT C  
 SCHEDULE OF APPROPRIATIONS  
 FY 1992-93 APPROVED BUDGET

	Adopted Budget
<b>GENERAL FUND</b>	
Council	
Personal Services	\$475,189
Materials & Services	\$471,350
Capital Outlay	\$4,000
Subtotal	\$950,539
Executive Management	
Personal Services	\$330,171
Materials & Services	\$142,742
Capital Outlay	\$0
Subtotal	\$472,913
Office of Government Relations	
Personal Services	\$100,901
Materials & Services	\$82,471
Capital Outlay	\$0
Subtotal	\$183,372
General Expenses	
Interfund Transfers	\$2,912,757
Contingency	\$452,085
Subtotal	\$3,364,842
Unappropriated Balance	\$261,912
Total General Fund Requirements	\$5,233,578
<b>SUPPORT SERVICES FUND</b>	
Finance and Management Information	
Personal Services	\$1,973,222
Materials & Services	\$965,715
Capital Outlay	\$115,560
Subtotal	\$3,054,497
Regional Facilities	
Personal Services	\$559,185
Materials & Services	\$295,036
Capital Outlay	\$40,400
Subtotal	\$894,621
Personnel	
Personal Services	\$473,133
Materials & Services	\$98,111
Capital Outlay	\$13,250
Subtotal	\$584,494

**EXHIBIT C  
SCHEDULE OF APPROPRIATIONS  
FY 1992-93 APPROVED BUDGET**

	<b>Adopted Budget</b>
<b>SUPPORT SERVICES FUND (continued)</b>	
Office of General Counsel	
Personal Services	\$414,900
Materials & Services	\$18,819
Capital Outlay	\$0
Subtotal	\$433,719
Public Affairs	
Personal Services	\$619,738
Materials & Services	\$75,015
Capital Outlay	\$5,220
Subtotal	\$699,973
General Expenses	
Interfund Transfers	\$437,492
Contingency	\$258,790
Subtotal	\$696,282
Unappropriated Balance	\$121,250
Total Support Services Fund Requirements	\$6,484,836
<b>BUILDING MANAGEMENT FUND</b>	
Personal Services	\$115,756
Materials & Services	\$839,789
Capital Outlay	\$99,000
Interfund Transfers	\$230,183
Contingency	\$182,887
Unappropriated Balance	\$179,525
Total Building Management Fund Requirements	\$1,647,140
<b>RISK MANAGEMENT FUND</b>	
Personal Services	\$165,551
Materials & Services	\$1,378,550
Capital Outlay	\$1,100
Contingency	\$200,000
Unappropriated Balance	\$4,681,489
Total Insurance Fund Requirements	\$6,426,690
<b>GENERAL REVENUE BOND FUND</b>	
Construction Account	
Personal Services	\$194,165
Materials & Services	\$170,150
Capital Outlay	\$12,764,004
Subtotal	\$13,128,319

**EXHIBIT C  
SCHEDULE OF APPROPRIATIONS  
FY 1992-93 APPROVED BUDGET**

	<b>Adopted Budget</b>
<b>GENERAL REVENUE BOND FUND (continued)</b>	
Renewal & Replacement Account	
Capital Outlay	\$192,344
Subtotal	\$192,344
Debt Service Account	
Debt Service	\$1,618,859
Subtotal	\$1,618,859
Unappropriated Balance	\$2,335,946
Total General Revenue Bond Fund Requirements	\$17,275,468
<b>ZOO OPERATING FUND</b>	
Administration	
Personal Services	\$707,725
Materials & Services	\$190,650
Capital Outlay	\$7,500
Subtotal	\$905,875
Animal Management	
Personal Services	\$1,974,353
Materials & Services	\$408,103
Capital Outlay	\$22,900
Subtotal	\$2,405,356
Facilities Management	
Personal Services	\$1,631,894
Materials & Services	\$1,415,343
Capital Outlay	\$98,178
Subtotal	\$3,145,415
Education Services	
Personal Services	\$575,935
Materials & Services	\$242,511
Capital Outlay	\$14,560
Subtotal	\$833,006
Marketing	
Personal Services	\$254,910
Materials & Services	\$554,636
Capital Outlay	\$24,018
Subtotal	\$833,564
Visitor Services	
Personal Services	\$1,269,424
Materials & Services	\$1,302,485
Capital Outlay	\$43,000
Subtotal	\$2,614,909

**EXHIBIT C  
SCHEDULE OF APPROPRIATIONS  
FY 1992-93 APPROVED BUDGET**

	Adopted Budget
<b>ZOO OPERATING FUND (continued)</b>	
Design Services	
Personal Services	\$248,081
Materials & Services	\$103,952
Capital Outlay	\$463,989
<b>Subtotal</b>	<b>\$816,022</b>
General Expenses	
Interfund Transfers	\$1,143,910
Contingency	\$547,582
<b>Subtotal</b>	<b>\$1,691,492</b>
Unappropriated Balance	\$4,197,884
<b>Total Zoo Operating Fund Requirements</b>	<b>\$17,443,523</b>
<b>ZOO CAPITAL FUND</b>	
Personal Services	\$75,485
Materials & Services	\$1,787
Capital Outlay	\$776,300
Contingency	\$150,000
Unappropriated Balance	\$2,367,900
<b>Total Zoo Capital Fund Requirements</b>	<b>\$3,371,472</b>
<b>SOLID WASTE REVENUE FUND</b>	
Administration	
Personal Services	\$431,895
Materials & Services	\$93,509
<b>Subtotal</b>	<b>\$525,404</b>
Budget and Finance	
Personal Services	\$469,692
Materials & Services	\$1,116,619
<b>Subtotal</b>	<b>\$1,586,311</b>
Operations	
Personal Services	\$1,534,287
Materials & Services	\$39,947,327
<b>Subtotal</b>	<b>\$41,481,614</b>
Engineering & Analysis	
Personal Services	\$654,317
Materials & Services	\$163,075
<b>Subtotal</b>	<b>\$817,392</b>
Waste Reduction	
Personal Services	\$636,138
Materials & Services	\$1,984,120
<b>Subtotal</b>	<b>\$2,620,258</b>

**EXHIBIT C  
SCHEDULE OF APPROPRIATIONS  
FY 1992-93 APPROVED BUDGET**

	<b>Adopted Budget</b>
<b>SOLID WASTE REVENUE FUND (continued)</b>	
Planning	
Personal Services	\$190,419
Materials & Services	\$97,240
Subtotal	\$287,659
Recycling Information and Education	
Personal Services	\$311,823
Materials & Services	\$232,700
Subtotal	\$544,523
Debt Service Account	
Debt Service	\$2,754,458
Subtotal	\$2,754,458
Landfill Closure Account	
Materials & Services	\$16,210,481
Subtotal	\$16,210,481
Construction Account	
Capital Outlay	\$1,090,000
Subtotal	\$1,090,000
Renewal and Replacement Account	
Capital Outlay	\$540,000
Subtotal	\$540,000
General Account	
Capital Outlay	\$1,051,603
Subtotal	\$1,051,603
Master Project Account	
Debt Service	\$2,834,217
Subtotal	\$2,834,217
General Expenses	
Interfund Transfers	\$4,792,924
Contingency	\$5,791,340
Subtotal	\$10,584,264
Unappropriated Balance	\$7,884,666
<b>Total Solid Waste Revenue Fund Requirements</b>	<b>\$90,812,850</b>

**EXHIBIT C  
SCHEDULE OF APPROPRIATIONS  
FY 1992-93 APPROVED BUDGET**

	Adopted Budget
<b>REHABILITATION &amp; ENHANCEMENT FUND</b>	
North Portland Enhancement Account	
Materials & Services	\$102,920
Subtotal	\$102,920
Composter Enhancement Account	
Materials & Services	\$67,625
Subtotal	\$67,625
Metro Central Enhancement Account	
Materials & Services	\$242,060
Subtotal	\$242,060
Forest Grove Account	
Materials & Services	\$79,274
Subtotal	\$79,274
Oregon City Account	
Materials & Services	\$163,876
Subtotal	\$163,876
General Expenses	
Interfund Transfers	\$47,615
Contingency	\$200,000
Subtotal	\$247,615
Unappropriated Balance	\$1,871,968
Total Rehab. & Enhancement Fund Requirements	\$2,775,338
<b>PLANNING FUND</b>	
Transportation	
Personal Services	\$2,654,646
Materials & Services	\$4,287,645
Capital Outlay	\$32,000
Subtotal	\$6,974,291
Growth Management	
Personal Services	\$914,972
Materials & Services	\$2,021,444
Capital Outlay	\$3,000
Subtotal	\$2,939,416

**EXHIBIT C  
SCHEDULE OF APPROPRIATIONS  
FY 1992-93 APPROVED BUDGET**

	<b>Adopted Budget</b>
<b>PLANNING FUND</b>	
General Expenses	
Interfund Transfers	\$1,170,503
Contingency	\$291,726
<b>Subtotal</b>	<b>\$1,462,229</b>
Unappropriated Balance	\$44,706
<b>Total Planning Fund Requirements</b>	<b>\$11,420,642</b>
<b>SMITH AND BYBEE LAKES TRUST FUND</b>	
Personal Services	\$60,179
Materials & Services	\$444,164
Capital Outlay	\$401,135
Interfund Transfers	\$20,000
Contingency	\$80,020
Unappropriated Balance	\$1,209,044
<b>Total Smith and Bybee Lakes Trust Fund Requirements</b>	<b>\$2,214,542</b>
<b>METRO GREENSPACES FUND</b>	
Capital Outlay	\$1,000,000
<b>Total Metro Greenspaces Fund Requirements</b>	<b>\$1,000,000</b>
<b>CONVENTION CENTER PROJECT CAPITAL FUND</b>	
Personal Services	\$32,917
Materials & Services	\$1,528,937
Capital Outlay	\$2,327,609
Interfund Transfers	\$100,350
Unappropriated Balance	\$300,000
<b>Total Convention Center Project Capital Fund Requirements</b>	<b>\$4,289,813</b>
<b>CONVENTION CENTER PROJECT DEBT SERVICE FUND</b>	
Debt Service	\$3,924,401
Interfund Transfers	\$0
Unappropriated Balance	\$2,763,239
<b>Total Convention Center Project Debt Service Fund Requirements</b>	<b>\$6,687,640</b>
<b>METRO ERC MANAGEMENT POOL FUND</b>	
Personal Services	\$737,141
Materials & Services	\$35,000
Interfund Transfers	\$0
Contingency	\$25,000
<b>Total Metro ERC Management Pool Fund Requirements</b>	<b>\$797,141</b>

**EXHIBIT C  
SCHEDULE OF APPROPRIATIONS  
FY 1992-93 APPROVED BUDGET**

	<b>Adopted Budget</b>
<b>OREGON CONVENTION CENTER OPERATING FUND</b>	
Personal Services	\$2,804,847
Materials & Services	\$4,410,478
Capital Outlay	\$303,487
Interfund Transfers	\$793,971
Contingency	\$670,000
Unappropriated Balance	\$3,305,758
<b>Total Oregon Convention Center Operating Fund Requirements</b>	<b>\$12,288,541</b>
<b>SPECTATOR FACILITIES OPERATING FUND</b>	
Civic Stadium	
Personal Services	\$624,060
Materials & Services	\$1,159,280
Capital Outlay	\$158,800
<b>Subtotal</b>	<b>\$1,942,140</b>
Performing Arts Center	
Personal Services	\$3,434,395
Materials & Services	\$966,511
Capital Outlay	\$250,000
<b>Subtotal</b>	<b>\$4,650,906</b>
General Expenses	
Interfund Transfers	\$643,092
Contingency	\$280,000
<b>Subtotal</b>	<b>\$923,092</b>
Unappropriated Balance	\$2,034,737
<b>Total Spectator Facilities Operating Fund Requirements</b>	<b>\$9,550,875</b>
<b>COLISEUM OPERATING FUND</b>	
Personal Services	\$3,021,191
Materials & Services	\$5,379,815
Capital Outlay	\$60,700
Interfund Transfers	\$730,413
Contingency	\$357,881
<b>Total Coliseum Operating Fund Requirements</b>	<b>\$9,550,000</b>
<b>TOTAL APPROPRIATIONS</b>	<b>\$209,270,089</b>

ITEM NO. 5

# Contracts List

DEPT.	CONTRACT #	VENDOR/DESCRIPTION	TYPE	DURATION	TOTAL AMOUNT OF CONTRACT	FY 1992-93 AMOUNT	COUNCIL DESIGNATION
<b>COUNCIL</b>							
	New	To be determined Undertake a performance audit of District function or dept.	PS	7/1/92-6/30/95	180,000	60,000	A
	New	Intergovernmental Resource Center Support for Bi-State Committee	IGA	7/1/92-6/30/93	7,500	7,500	A
	New	To be determined Series of small contracts with various persons to facilitate Council retreats, workshops, perform special studies	PS	7/1/92-6/30/93	12,500	12,500	A
<b>EXECUTIVE MANAGEMENT</b>							
	901208	GTE MobilNet Cellular phone in Exec. Officer's Metro car	PS	4/1/90-4/1/93	3,000	900	Existing
<b>OFFICE OF GOVERNMENT RELATIONS</b>							
	902106	Special Districts Association of Oregon Provide legislative services to Metro through a contract with Western Advocates	PS	9/1/91-6/30/92	60,000	0	Existing
	902407	Western Advocates/Western Attitudes Public opinion surveys	PS	2/28/92-6/30/93	7,500	7,500	Existing
	New	Special Districts Association of Oregon Provide legislative services to Metro through a contract with Western Advocates	PS	7/1/92-6/30/93	60,000	60,000	A

# Contracts List

DEPT.	CONTRACT #	VENDOR/DESCRIPTION	TYPE	DURATION	TOTAL AMOUNT OF CONTRACT	FY 1992-93 AMOUNT	COUNCIL DESIGNATION
<b>FINANCE &amp; MANAGEMENT INFORMATION</b>							
<i>ACCOUNTING</i>							
	TBA	U. S. Bank of Oregon Checking account & daily cash management	PS	5/1/92-4/30/95	72,000	24,000	Existing
	901871	KPMG Peat Marwick Annual Financial Statement Audit	PS	4/1/91-3/31/94	150,000	48,000	Existing
	901844	KPMG Peat Marwick Tax work to calculate arbitrage rebate on bonds	PS	4/1/91-3/31/94	23,000	7,000	Existing
	TBA	Talbot, Korvola & Marwick Procedure Manual development	PS	4/1/92-6/30/93	80,000	30,000	Existing
	901117	Safekeeping Services Investment safekeeping	PS	1/8/90-6/30/93	8,500	2,000	Existing
<i>OFFICE SERVICES</i>							
	900929	Eastman Kodak Company 5-yr. lease/purchase agmt. for purchase of Kodak 300 duplicator	PROC	5/1/89-6/30/93	88,865	13,770	Existing
	902031	Azumano Travel Service, Inc. Designated Metro travel agent; expenditures are budgeted within travel budget of each dept.	PS	8/16/91-8/31/94	0	0	Existing

# Contracts List

DEPT.	CONTRACT #	VENDOR/DESCRIPTION	TYPE	DURATION	TOTAL AMOUNT OF CONTRACT	FY 1992-93 AMOUNT	COUNCIL DESIGNATION
<b>FINANCE &amp; MANAGEMENT INFORMATION - continued</b>							
<i>OFFICE SERVICES - continued</i>							
	902053	Metro Charter Committee Establish rates for provision of office services to Charter Committee (revenue, not expenditure)	Letter of Agmt REV	7/22/91-11/30/92	0	0	Existing
	901344	City of Portland Archive storage & maintenance	IGA	7/1/90-6/30/93	6,730	4,000	Existing
	901458	R & M Typewriter Typewriter maintenance & repair services	PS	9/17/90-9/16/93	2,850	950	Existing
	902201	Automated Office Systems Canon copier maintenance/Council Office (2 months remaining in FY 92-93)	PS	8/29/91-8/28/92	2,270	450	Existing
	901849	Automated Office Systems Canon copier maintenance/Solid Waste 3rd fl.	PS	3/21/92-3/20/93	9,840	5,240	Existing
	901848	Automated Office Systems Canon copier maintenance/4th fl.	PS	12/11/90-12/10/93	9,840	5,400	Existing
	PO 0580	American Business Machines Canon 3020 copier maintenance/Reg'l. Fac.	PS	9/26/91-9/30/93	6,978	4,300	Existing
	902330	American Business Machines Canon 350 copier maintenance (will retire this copier at end of contract)	PS	3/1/92-2/28/93	1,600	1,067	Existing

# Contracts List

DEPT.	CONTRACT #	VENDOR/DESCRIPTION	TYPE	DURATION	TOTAL AMOUNT OF CONTRACT	FY 1992-93 AMOUNT	COUNCIL DESIGNATION
<b>FINANCE &amp; MANAGEMENT INFORMATION - continued</b>							
<i>OFFICE SERVICES - continued</i>							
	PO 53652	Automated Office Systems Copier lease, Finance, Risk M. & Off. Svcs.	PO	3/17/92-3/16/93	2,298	1,628	Existing
	New	Eastman Kodak Company Maint./repair & excess copy chgs. on four Kodak photocopiers	PUB	7/1/92-6/30/94	100,000	50,000	B
	901233	City of Portland Intercity mail delivery	IGA	7/1/92-6/30/93	2,000	2,000	Existing
	New	To be determined 1-yr. maintenance contract on 6 fax machines	PS	7/1/92-6/30/93	1,150	1,150	B
	New	To be determined One-year maintenance on pallet jack	PS	7/1/92-6/30/93	500	500	B
	New	To be determined One-year maintenance on microfilm reader/printer	PS	7/1/92-6/30/93	700	700	B
	New	To be determined One-year maintenance on 2 electronic typewriters	PS	7/1/92-6/30/93	200	200	B
	New	To be determined Microfilm records	PS	7/1/92-6/30/93	7,000	7,000	B

# Contracts List

DEPT.	CONTRACT #	VENDOR/DESCRIPTION	TYPE	DURATION	TOTAL AMOUNT OF CONTRACT	FY 1992-93 AMOUNT	COUNCIL DESIGNATION
<b>FINANCE &amp; MANAGEMENT INFORMATION - continued</b>							
<i>OFFICE SERVICES - continued</i>							
	New	To be determined One-year maintenance on Canon copier/3rd fl.	PS	3/21/93-6/30/93	1,750	1,750	B
	New	To be determined One-year maintenance on Council Canon copier	PS	8/30/92-6/30/93	2,250	2,250	B
<b>FINANCIAL PLANNING</b>							
	901110	Public Financial Management General financial advisory services	PS	1/1/90-12/31/92	175,000	10,000	Existing
	901116	First Interstate Bank Trustee services (may be all or partially offset by account balances)	PS	11/21/89-11/21/92	20,000	0	Existing
	902288	Dun & Bradstreet Credit reports	PS	1/31/92-12/31/92	4,795	3,000	Existing
	New	To be determined General financial advisory services functions	PS	1/1/93-6/30/93	175,000	5,000	A
	New	Dun & Bradstreet Credit reports	PS	1/31/93-12/31/93	5,000	6,000	B

# Contracts List

DEPT.	CONTRACT #	VENDOR/DESCRIPTION	TYPE	DURATION	TOTAL AMOUNT OF CONTRACT	FY 1992-93 AMOUNT	COUNCIL DESIGNATION
<b>FINANCE &amp; MANAGEMENT INFORMATION - continued</b>							
<i>FINANCIAL PLANNING</i>							
	New	To be determined and End of Oregon Trail Contract of Regional Arts Funding Plan/ Conduct financial analysis of different revenue measures, assess public support for various revenue measures, and develop public education materials	PS	7/1/92-12/31/92	20,000	20,000	A
	New	To be determined Trustee services (may be all or partially offset by account balances)	PS	11/22/92-6/30/93	20,000	500	B
<i>INFORMATION SYSTEMS</i>							
	900678	Moore Governmental (now SCT Governmental Systems, Inc.) Financial Management software (*amount for this contract included in #900680)	PUB	5/27/93-5/27/93	231,845	*	Existing
	900679	Unisys Corp. Hardware for central system & operating software	PUB	5/27/88-5/27/93	363,390	27,371	Existing
	900680	Unisys Finance Financing for financial info. system & operating software	PUB	5/30/88-5/27/93	851,509	181,692	Existing
	902181	Datasafe Weekly pick-up, open reel & box storage, & emergency svcs.	PUB	12/22/91-12/21/94	4,314	1,438	Existing

# Contracts List

DEPT.	CONTRACT #	VENDOR/DESCRIPTION	TYPE	DURATION	TOTAL AMOUNT OF CONTRACT	FY 1992-93 AMOUNT	COUNCIL DESIGNATION
<b>FINANCE &amp; MANAGEMENT INFORMATION - continued</b>							
<i>INFORMATION SYSTEMS - continued</i>							
	901579	Sun Microsystems Computer lease/purchase & maintenance	PROC	12/1/90-1/31/94	12,000	4,320	Existing
	902069	Metro Charter Committee Lease equipment to Charter Committee	PUB	8/1/91-7/31/92	1,027	86	Existing
	902088	Datametrix Systems Corp. Extended license & maintenance support (will be extended to 6/30/93)	PUB	7/1/91-6/30/92	1,679	1,679	Existing
<b>REGIONAL FACILITIES</b>							
<i>FACILITIES PLANNING</i>							
	New	To be determined Conduct financial analysis of different revenue measures, assess public support for various revenue measures & develop public education materials	PS	7/1/92-12/31/92	5,000	5,000	A
<i>PROCUREMENT</i>							
	900738	American Contractor Advertisement re procurement	PS	1/1/92-6/30/93	23,200	16,000	Existing
	901073	State of Oregon Purchasing Division Agreement to allow discounted purchases	PS	11/13/89-11/30/93	600	117	Existing

# Contracts List

DEPT.	CONTRACT #	VENDOR/DESCRIPTION	TYPE	DURATION	TOTAL AMOUNT OF CONTRACT	FY 1992-93 AMOUNT	COUNCIL DESIGNATION
<b>REGIONAL FACILITIES - continued</b>							
<i>FACILITIES MANAGEMENT</i>							
	901545	McCullagh Leasing Lease of seven vehicles	PS	3/1/91-2/28/94	66,780	28,284	Existing
<i>BUILDING MANAGEMENT - Metro Center</i>							
	901006	Cantel, Inc. Parking lot maintenance/stripping	PUB	8/4/89-8/3/92	3,668	1,834	Existing
	New	To be determined Elevator maintenance	PUB	7/1/92-4/1/93	3,250	3,250	B
	New	East Bank Storage Rental of off-site storage for Metro	PUB	7/1/92-6/30/93	1,600	1,600	B
	New	To be determined Drop box & recycled mat'l. pick up	PUB	7/1/92-4/1/93	4,500	4,500	B
	900819	Polynesian Landscape Co. Landscape maintenance for Metro Center	PUB	11/1/88-10/31/92	7,140	808	Existing
	901007	Portland Habilitation Center Janitorial services for Metro Center	PUB	8/2/89-8/1/92	64,345	6,400	Existing
	900980	Pacific Fisheries Management Council Lease	REV	11/22/85-12/31/92	133,847	13,964	Existing

# Contracts List

DEPT.	CONTRACT #	VENDOR/DESCRIPTION	TYPE	DURATION	TOTAL AMOUNT OF CONTRACT	FY 1992-93 AMOUNT	COUNCIL DESIGNATION
<b>REGIONAL FACILITIES - continued</b>							
<i>BUILDING MANAGEMENT - Headquarters Building</i>							
	New	To be determined Janitorial services for Metro Headquarters & daycare	PUB	1/1/93-12/31/93	103,760	56,880	B
	New	To be determined Implementation, administration & care provider for daycare	REV	1/1/93-12/31/95	TBA	TBA	A
	New	To be determined Drop box & recycling services for Metro Headquarters & on-site daycare	PUB	1/1/93-12/31/93	7,692	3,846	B
	New	To be determined Window cleaning service for Metro Headquarters & daycare	PUB	1/1/93-6/30/94	16,590	5,530	B
	New	To be determined Carpet & furniture cleaning service/Metro Hdqtrs. & daycare	PUB	1/1/93-6/30/94	6,000	2,000	B
	New	To be determined Plumbing retainer - emergency on-site repairs at Headquarters & on-site daycare	PUB	1/1/93-6/30/94	1,500	500	B
	New	To be determined Electric line retainer - emergency repairs at Metro Headquarters&on-site daycare	PUB	1/1/93-6/30/94	4,500	1,500	B

DEPT.	CONTRACT #	VENDOR/DESCRIPTION	TYPE	DURATION	TOTAL AMOUNT OF CONTRACT	FY 1992-93 AMOUNT	COUNCIL DESIGNATION
<b>REGIONAL FACILITIES - continued</b>							
<i>BUILDING MANAGEMENT - Headquarters Building - continued</i>							
New		To be determined HVAC service retainer - emergency repairs at Metro Headquarters & on-site daycare	PUB	1/1/93-6/30/94	3,000	1,000	B
New		To be determined Building fire alarm maintenance service	PUB	1/1/93-6/30/94	300	150	B
New		To be determined Building sprinkler maintenance service	PUB	1/1/93-6/30/94	900	300	B
New		To be determined Building carpet repair retainer/Metro Headquarters & daycare	PUB	1/1/93-6/30/94	TBA	TBA	B
New		To be determined Grounds & landscape maintenance service	PUB	1/1/93-6/30/94	11,556	3,852	B
New		To be determined NW Natural Gas agreement - office space & water heating for Metro Headquarters & daycare	PUB	1/1/93-12/31/95	174,000	24,095	B
New		To be determined Security service - weekend & emergency patrols	PUB	1/1/93-12/31/94	24,000	6,000	B
New		To be determined Garbage drop box & recycling services	PUB	1/1/93-12/31/93	4,500	4,500	B

# Contracts List

DEPT.	CONTRACT #	VENDOR/DESCRIPTION	TYPE	DURATION	TOTAL AMOUNT OF CONTRACT	FY 1992-93 AMOUNT	COUNCIL DESIGNATION
<b>REGIONAL FACILITIES - continued</b>							
<i>METRO HEADQUARTERS - Parking Garage</i>							
	New	To be determined Contract for parking lot management	PS	7/1/92-6/30/93	79,998	39,999	A
<i>CONVENTION CENTER PROJECT</i>							
	900448	Chase Manhattan Bank Bond trustee & registration fees	PS	7/1/92-6/30/93	15,000	15,000	Existing
	New	To be determined Traffic impact study	PS	7/1/92-6/30/93	15,000	15,000	B
	New	To be determined ADA compliance study	PS	7/1/92-6/30/93	20,000	20,000	A
	New	To be determined Blueprinting services	PUB	7/1/92-6/30/93	10,000	10,000	B
	New	To be determined Architectural/engineering services to complete site study/ layout, soils investigation, & preliminary design of multi- level parking garage	PS	7/1/92-6/30/93	1,275,108	1,275,108	A
	New	To be determined Construction contract(s) for ADA retrofit	CONST	7/1/92-6/30/93	150,000	150,000	A
	New	To be determined Lighting controls	PUB	7/1/92-6/30/93	200,000	200,000	A

# CONTRACTS LIST

DEPT.	CONTRACT #	VENDOR/DESCRIPTION	TYPE	DURATION	TOTAL AMOUNT OF CONTRACT	FY 1992-93 AMOUNT	COUNCIL DESIGNATION
<b>REGIONAL FACILITIES - continued</b>							
<i>CONVENTION CENTER PROJECT - continued</i>							
	New	To be determined Tiered seating system	PROC	7/1/92-6/30/93	500,000	500,000	A
	New	To be determined Audio/visual system upgrades	PS	7/1/92-6/30/93	30,000	30,000	A
	New	To be determined Theatrical lighting for ballroom	PUB	7/1/92-6/30/93	52,500	52,500	A
	New	To be determined Signage for Skyview Terrace & ticket area	PS	7/1/92-6/30/93	50,000	50,000	A
	New	To be determined Retrofit in accordance with American Disabilities Act	PS	7/1/92-6/30/93	150,000	150,000	A
<b>HEADQUARTERS OFFICE - HEADQUARTERS PROJECT</b>							
	902255	Hoffman Construction Architectural, engineering services & renovation	CONST	1/92-1/93	9,341,000	6,000,000	Existing
	902348	To be determined Consultant on proposed on-site day-care; assist in development of daycare space & program implementation	PS	3/1/92-3/30/93	10,000	5,000	Existing
	902028	C B Commercial Comm'l. brokerage services/sublease Metro Center	PS	8/20/90-6/30/93	307,000	66,000	Existing

# Contracts List

DEPT.	CONTRACT #	VENDOR/DESCRIPTION	TYPE	DURATION	TOTAL AMOUNT OF CONTRACT	FY 1992-93 AMOUNT	COUNCIL DESIGNATION
		<b>REGIONAL FACILITIES - continued</b>					
		<b>HEADQUARTERS OFFICE - HEADQUARTERS PROJECT - continued</b>					
	902349	Metropolitan Arts Commission Staffing for 1 % for Art program	IGA	4/1/92-6/1/93	5,720	5,000	Existing
	New	To be determined Moving services to new Headquarters building	PUB	12/92-1/93	50,000	50,000	B
	New	To be determined Provide various furniture items for new building	PUB	7/1/92-6/30/93	1,050,000	1,050,000	A
	New	To be determined New telephone/voice mail system for new building	PUB	7/1/92-6/30/93	135,000	135,000	A
	New	To be determined Audio/visual equipment for new building	PUB	7/1/92-6/30/93	5,000	5,000	B
	New	To be determined Cleaning/maintenance equipment for new building	PUB	7/1/92-6/30/93	5,000	5,000	B
	New	To be determined Parking control equipment for new building	PUB	7/1/92-6/30/93	20,000	20,000	B
	New	To be determined Daycare equipment for new building	PUB	7/1/92-6/30/93	45,000	45,000	B
	New	To be determined Labor & materials to wire new building for voice/data	PUB	7/1/92-6/30/93	130,000	130,000	B

# Contracts List

DEPT.	CONTRACT #	VENDOR/DESCRIPTION	TYPE	DURATION	TOTAL AMOUNT OF CONTRACT.	FY 1992-93 AMOUNT	COUNCIL DESIGNATION
<b>REGIONAL FACILITIES - continued</b>							
<i>HEADQUARTERS OFFICE - HEADQUARTERS PROJECT - continued</i>							
	New	To be determined Provide 1% for Arts program works of art for new building	PS	7/1/92-6/30/93	100,000	100,000	A
<b>PUBLIC AFFAIRS</b>							
<i>PROMOTION &amp; ADVERTISING</i>							
	New	To be determined Consultant for media replacement services plus cost of media placement in newspapers & radio	PS	7/1/92-6/30/93	50,000	50,000	B
	New	To be determined Market research for ad campaign development	PS	7/1/92-6/30/93	15,000	15,000	B
<i>RECYCLING INFORMATION CENTER</i>							
	902018	Hewlett Packard (portion of STRAP plan) Lease/purchase of computer hardware	PUB	7/29/91-1/30/95	93,135	31,045	Existing
	902165	Portland Leasing/Price Network (portion of STRAP) CTR computer equipment lease; hardware, software & other services	PUB	10/24/91-10/12/94	45,510	15,170	Existing
<b>RISK MANAGEMENT</b>							
<i>LIABILITY FUND</i>							
	901121	Willis Corroon Agent of record/broker for insurance coverages	PS	1/11/90-12/30/92	150,000	12,000	Existing

# Contracts List

DEPT.	CONTRACT #	VENDOR/DESCRIPTION	TYPE	DURATION	TOTAL AMOUNT OF CONTRACT	FY 1992-93 AMOUNT	COUNCIL DESIGNATION
<b>RISK MANAGEMENT continued</b>							
<i>LIABILITY FUND - continued</i>							
	New	To be determined Technical training in accident prevention	PS	7/1/92-6/30/93	5,000	5,000	B
	New	To be determined Agent of record/broker for insurance coverage	PS	1/1/93-12/31/96	90,000	6,000	A
<b>WORKERS' COMPENSATION FUND</b>							
	New	To be determined Various loss control services	PS	7/1/92-6/30/93	10,000	10,000	B
	New	To be determined Adjusting workers' comp claims	PS	7/1/92-6/30/95	45,000	15,000	A
	New	To be determined Workers' comp Managed Care Organization (MCO)	PS	7/1/92-6/30/95	15,000	5,000	B
	New	To be determined Specialized training to Metro employees in hazard & accident identification, hazardous chemicals & other safety-related areas	PS	7/1/92-6/30-93	3,500	3,500	B

# Contracts List

DEPT.	CONTRACT #	VENDOR/DESCRIPTION	TYPE	DURATION	TOTAL AMOUNT OF CONTRACT	FY 1992-93 AMOUNT	COUNCIL DESIGNATION
<b>PLANNING</b>							
<i>TRANSPORTATION</i>							
	New	To be determined Consulting team to evaluate Region 2040 scenarios developed during Phase I	PS	1/1/93-1/1/94	150,000	75,000	A
	New	To be determined Develop program of projects for proposed ballot measure	PS	7/1/92-3/31/93	300,000	300,000	A
	New	To be determined Design, field & code travel behavior surveys	PS	1/93-12/93	715,000	650,000	A
	New	Portland State University GIS training & planning application support to local jurisdictions	PS	7/1/92-6/30/93	30,000	30,000	B
	New	To be determined Land development & data collection	PS	7/1/92-6/30/93	35,000	35,000	B
	New	Contacts Influential 1992 employment data; annual update	PS	9/1/92-2/30/93	5,000	5,000	B
	New	To be determined Household survey to update & monitor key demo- graphic variables for estimating revision in intercensal years.	PS	7/1/92-2/30/93	35,000	35,000	B

# Contracts List

DEPT.	CONTRACT #	VENDOR/DESCRIPTION	TYPE	DURATION	TOTAL AMOUNT OF CONTRACT	FY 1992-93 AMOUNT	COUNCIL DESIGNATION
PLANNING - continued							
<i>TRANSPORTATION - continued</i>							
New		To be determined Aerial photography to update vacant lands database	PS	7/1/92-9/30/92	14,050	14,050	B
<del>New</del>		<del>To be determined Store front marketing support</del>	<del>PS</del>	<del>7/1/92-6/30/93</del>	<del>10,000</del>	<del>10,000</del>	<del>NA</del>
New		To be determined Regional economic modeling service	PS	7/1/92-6/30/93	14,000	14,000	B
New		To be determined Store front subcontracting (RLIS related work)	PS	7/1/92-6/30/93	30,000	30,000	B
New		To be determined Development of RLIS Menus (ArcView) for end users	PS	7/1/92-2/30/93	30,000	30,000	B
New		Oregon Dept. of Transportation FY '93 STP funds, formally FHWA funds	IGA- REV	7/1/92-6/30/93	225,000	225,000	B
New		Oregon Dept. of Transportation FY '93 Section 8 revenue - through ODOT	IGA- REV	7/1/92-6/30/93	250,000	250,000	B
New		Oregon Dept. of Transportation FY '93 PL/ODOT - Federal planning funds w/ODOT match	IGA- REV	7/1/92-6/30/93	641,059	641,059	B

# Contracts List

DEPT.	CONTRACT #	VENDOR/DESCRIPTION	TYPE	DURATION	TOTAL AMOUNT OF CONTRACT	FY 1992-93 AMOUNT	COUNCIL DESIGNATION
<b>PLANNING - continued</b>							
<i>TRANSPORTATION - continued</i>							
	New	C-Tran HCT Study - funding contribution	IGA	7/1/92-12/31/93	80,000	80,000	B
	New	Tri-Met Revenue FY '93 general planning funds	IGA	7/92-6/93	225,000	225,000	B
	New	DEQ Funding for demand management/air quality	IGA- REV	7/92-6/93	131,000	131,000	B
	New	Oregon Dept. of Transportation FY '93 ODOT supplemental planning funds	IGA- REV	7/92-9/93	225,000	225,000	B
	New	Oregon Dept. of Transportation (FHWA) FY '93 HPR funds for general planning and technical assistance	IGA- REV	7/92-9/93	95,275	95,275	B
	900596	Far West Book Service Consignment agreement for distribution of bike maps	PS- REV	4/88-4/94	10,000	3,400	Existing
	900367	UMTA - OR-08-0051 FY '88 Section 8 carryover - privatization task	IGA	7/87-6/93	223,620	5,000	Existing
	900720	Tri-Met Continued work on Westside LRT project, particu- larly station area planning	IGA	4/88-6/93	584,450	103,000	Existing

# Contracts List

DEPT.	CONTRACT #	VENDOR/DESCRIPTION	TYPE	DURATION	TOTAL AMOUNT OF CONTRACT	FY 1992-93 AMOUNT	COUNCIL DESIGNATION
PLANNING - continued							
<i>TRANSPORTATION - continued</i>							
	901112	PGE RLIS data exchange; funds paid to PGE only after RLIS sales reach \$25,000	PS	1/90-1/94	25,000	5,000	Existing
	900479	IRC Intergovernmental cooperative agreement - no funds involved	IGA	7/87-6/93	0	0	Existing
	902240	ECO Consultant team to define Region 2040 scenarios	PS	12/15/91-12/15/92	280,000	120,000	Existing
	TBA	To be determined Develop information & cost/benefit analysis related to transportation demand management activities; examine congestion pricing & parking cost strategies	PS	1/92-10/92	25,000	10,000	Existing
	902057	Thomas Bros. Maps Enhancement of Tiger digital street address map	PS	8/5/91-9/30/92	127,000	27,000	Existing
	901985	Portland State University Congestion management: travel behavior & the use of traffic impact fees	IGA	9/1/91-8/31/91	4,242	1,414	Existing
	901935	1000 Friends of Oregon Development of a land use/transp. model	PS	6/20/91-12/31/92	100,000	18,950	Existing

# Contracts List

DEPT.	CONTRACT #	VENDOR/DESCRIPTION	TYPE	DURATION	TOTAL AMOUNT OF CONTRACT	FY 1992-93 AMOUNT	COUNCIL DESIGNATION
<b>PLANNING - continued</b>							
<i>TRANSPORTATION - continued</i>							
	901730	Portland, Tri-Met & PDC & Assn. for Portland Progress Phase II-III of Central City Transp. Mgmt. Plan	IGA	6/3/91-6/30/93	82,500 - In kind	40,000 - in kind	Existing
	902018	Hewlett Packard STRAP, Phase I	PROC	7/29/91-1/30/95	222,271	33,681	Existing
	PO 7369	Hewlett Packard Comprehensive maintenance support of STRAP, Ph. I	PROC	11/1/91-11/1/94	18,870	6,290	Existing
	901705	Citicorp North America Second year of 3-year lease for optical disk & electrostatic plotter	PROC	2/91-3/94	37,932	15,162	Existing
	901579	Security Pacific Credit Second year of 3-year lease for Sun computer	PROC	12/1/90-1/31/94	173,329	81,216	Existing
	PO 7236	Hewlett Packard Maintenance for HP equipment (split w/P & D)	PROC	6/10/92-6/9/93	12,745	6,373	Existing
	901436	INRO Maintenance of EMME/2 software	PUB	7/1/92-6/30/93	5,100	5,100	Existing
	901336	Hewlett Packard Second year of 3-year lease for HP computer equip.	PROC	7/1/90-6/30/93	27,434	10,242	Existing
	TBA	Port of Portland Assistance w/I-205/Milwaukie Preliminary AA	IGA	1/92-10/93	27,500	20,625	B

# Contracts List

DEPT.	CONTRACT #	VENDOR/DESCRIPTION	TYPE	DURATION	TOTAL AMOUNT OF CONTRACT	FY 1992-93 AMOUNT	COUNCIL DESIGNATION
PLANNING - continued							
<i>TRANSPORTATION - continued</i>							
TBA		City of Portland Assistance w/I-205/Milwaukie Preliminary AA	IGA	1/92-10/93	63,000	47,250	B
TBA		City of Milwaukie Assistance w/I-205/Milwaukie Preliminary AA	IGA	1/92-10/93	31,500	23,625	B
TBA		Clackamas County Assistance w/I-205/Milwaukie Preliminary AA	IGA	1/92-10/93	63,000	47,250	B
TBA		To be determined Assistance w/I-205/Milwaukie Preliminary AA	PS	1/92-10/93	404,000	303,000	B
TBA		Oregon Dept. of Transportation Assistance w/I-205/Milwaukie Preliminary AA	IGA	1/92-10/93	56,000	42,000	B
TBA		To be determined Assistance w/I-5/I-205 Ptd./Vanc. Prelim. AA	PS	1/92-10/93	579,000	464,250	B
TBA		Washington State Dept. of Transportation Assistance w/I-5/I-205 Ptd./Vanc. Prelim. AA	IGA	1/92-10/93	88,000	66,000	B
TBA		Oregon Dept. of Transportation Assistance w/I-5/I-205 Ptd./Vanc. Prelim. AA	IGA	1/92-10/93	71,000	53,250	B
TBA		City of Portland Assistance w/I-5/I-205 Ptd./Vanc. Prelim. AA	IGA	1/92-10/93	87,000	65,250	B

# Contracts List

DEPT.	CONTRACT #	VENDOR/DESCRIPTION	TYPE	DURATION	TOTAL AMOUNT OF CONTRACT	FY 1992-93 AMOUNT	COUNCIL DESIGNATION
<i>PLANNING - continued</i>							
<i>TRANSPORTATION - continued</i>							
	TBA	Clackamas County Assistance w/I-5/I-205 Ptd./Vanc. Prelim. AA	IGA	1/92-10/93	56,500	42,375	B
	TBA	City of Vancouver Assistance w/I-5/I-205 Ptd./Vanc. Prelim. AA	IGA	1/92-10/93	38,500	28,875	B
	TBA	Tri-Met Assistance w/I-5/I-205 Ptd./Vanc. Prelim. AA	IGA	1/92-10/93	160,500	120,375	B
	TBA	IRC Assistance w/I-5/I-205 Ptd./Vanc. Prelim. AA	IGA	1/92-10/93	187,000	140,250	B
	902374	C-TRAN Assistance w/I-5/I-205 Ptd./Vanc. Prelim. AA	IGA	1/92-10/93	486,900	365,175	B
	TBA	Tri-Met Assistance w/I-205/Milwaukie Preliminary Aa	IGA	1/92-10/93	172,000	129,000	B
	TBA	City of Portland Assistance w/Regional HCT Study	IGA	1/92-10/93	N/A	N/A	B
	TBA	Oregon Dept. of Transportation Assistance w/Regional HCT Study	IGA	1/92-10/93	N/A	N/A	B
	TBA	Tri-Met Assistance w/Regional HCT Study	IGA	1/92-10/93	N/A	N/A	B

# Contract List (ADDED)

Metro Fiscal Year 1992-93

DEPT. CONTRACT#	VENDOR/DESCRIPTION	TYPE	DURATION	TOTAL AMOUNT OF CONTRACT	FY 1992-93 AMOUNT	COUNCIL DESIGNATION
<b>PLANNING</b>						
901342	Tri-Met - Hillsboro AA/DEIS	IGA	4/90 - 6/93	398,400	40,000	Existing
901267	Washington County - Hillsboro AA/DEIA	IGA	4/90 - 6/93	81,000	20,000	Existing
901268	Hillsboro - Hillsboro AA/DEIS	IGA	4/90 - 6/93	123,000	20,000	Existing
902299	Parametrix - Hillsboro AA/DEIS	PS	1/92 - 6/93	400,801	150,000	Existing
902393	Steve Siegel - Hillsboro AA/DEIS	PS	3/92 - 6/93	25,000	10,000	Existing
900614	Clark County - Provision of Training & Development	IGA	8/15/88 - 3/15/93	40,000	2,500	Existing
901987	Tri-Met - Metro's Contribution to WS LRT, including Zoo Station	IGA	7/1991 - 6/2001	2,000,000		Existing

CONTRACT.LST  
June 8, 1992  
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# Contracts List

DEPT.	CONTRACT #	VENDOR/DESCRIPTION	TYPE	DURATION	TOTAL AMOUNT OF CONTRACT	FY 1992-93 AMOUNT	COUNCIL DESIGNATION
<b>PLANNING - continued</b>							
<i>TRANSPORTATION - continued</i>							
	TBA	To be determined Assistance w/Regional HCT Study	PS	1/92-10/93	N/A	N/A	B
	TBA	C-TRAN Assistance w/Regional HCT Study	IGA	1/92-10/93	N/A	80,000	B
	901130	Oregon Dept. of Transportation Western Bypass - PE	REV	1/90-6/93	79,780	15,250	Existing
	902305	UMTA OR-29-90200 I-205/Milwaukie E4	REV	1/93-1/95	1,173,000	701,675	Existing
<b>PLANNING - continued</b>							
<i>PLANNING DEPARTMENT - Growth Management</i>							
	902216	U. S. Environmental Protection Agency Loan of EPA staff person	IGA	5/1/92-5/1/93	50,000	30,000	Existing
	TBA	To be determined Digitize topographical data information into RLIS	PS	6/1/92-9/30/92	47,000	45,000	Existing
	902271	City of Beaverton Greenspaces demo grant	IGA	8/1/91-8/31/92	7,500	7,500	Existing

# Contracts List

DEPT.	CONTRACT #	VENDOR/DESCRIPTION	TYPE	DURATION	TOTAL AMOUNT OF CONTRACT	FY 1992-93 AMOUNT	COUNCIL DESIGNATION
<i>PLANNING - continued</i>							
<i>PLANNING DEPARTMENT - Growth Management - continued</i>							
	902268	Clackamas County Greenspaces demo grant	IGA	8/1/91-8/31/92	14,455	10,455	Existing
	902269	Clark County Greenspaces demo grant	IGA	8/1/91-8/31/92	20,500	20,500	Existing
	902272	City of Forest Grove Greenspaces demo grant	IGA	8/1/91-8/31/92	20,000	5,000	Existing
	902273	City of Gresham Greenspaces demo grant	IGA	8/1/91-8/31/92	7,500	7,500	Existing
	902274	City of Hillsboro Greenspaces demo grant	IGA	8/1/91-8/31/92	15,000	10,000	Existing
	902275	John Inskeep Env. Ctr. Greenspaces demo grant	PS	8/1/91-8/31/92	14,925	14,425	Existing
	902276	City of Lake Oswego Greenspaces demo grant	IGA	8/1/91-8/31/92	7,500	7,500	Existing
	902270	Multnomah County Greenspaces demo grant	IGA	8/1/91-8/31/92	10,000	10,000	Existing
	902277	City of Portland Greenspaces demo grant - Fanno Creek	IGA	8/1/91-8/31/92	29,500	20,000	Existing

# Contracts List

DEPT.	CONTRACT #	VENDOR/DESCRIPTION	TYPE	DURATION	TOTAL AMOUNT OF CONTRACT	FY 1992-93 AMOUNT	COUNCIL DESIGNATION
<b>PLANNING - continued</b>							
<i>PLANNING DEPARTMENT - Growth Management - continued</i>							
	902278	City of Portland Greenspaces demo grant - Leach Gardens	IGA	8/1/91-8/31/92	11,500	6,500	Existing
	902279	Tigard Public Schools Greenspaces demo grant	IGA	8/1/91-8/31/92	10,000	10,000	Existing
	902280	City of West Linn Greenspaces demo grant	IGA	8/1/91-8/31/92	15,620	10,620	Existing
	902281	W. Mult. Soil & Water Greenspaces demo grant	IGA	8/1/91-8/31/92	16,000	10,000	Existing
	902419	Pacific Meridian Resources Satellite imagery/RLIS	PS	5/1/92-10/30/92	70,000	35,000	Existing
	902394	Intercept Research Public opinion surveys/Greenspaces	PS	4/1/92-9/30/92	30,000	20,000	Existing
	902213	Fetrow Engineering Fairview Creek/DEQ	PS	1/24/92-8/30/92	8,000	5,000	Existing
	902377	Portland State University Environment education promo	IGA	3/24/92-9/30/92	20,000	12,000	Existing
	901644	Portland State University Greenspaces inventory analysis	IGA	12/15/90-9/30/92	190,759	20,000	Existing

# Contracts List

DEPT.	CONTRACT #	VENDOR/DESCRIPTION	TYPE	DURATION	TOTAL AMOUNT OF CONTRACT	FY 1992-93 AMOUNT	COUNCIL DESIGNATION
<b>PLANNING - continued</b>							
<i>PLANNING DEPARTMENT - Growth Management - continued</i>							
	TBA	Oregon Fish & Wildlife Backyard Wildlife Book	IGA	6/1/92-9/30/92	5,000	5,000	B
	TBA	To be determined Goal 5 inventories	PS	6/1/92-12/30/92	10,000	10,000	B
	New	To be determined Facilities rental, food & related svcs. for growth conf.	PS	1/1/83-6/30/93	10,000	10,000	B
	New	Growth Conference Speaker 1 Speaker fee - growth conference	PS	1/1/93-6/30/93	5,000	5,000	B
	New	Growth Conference Speaker 2 Speaker fee - growth conference	PS	1/1/93-6/30/93	5,000	5,000	B
	New	To be determined Registration services - growth conference	PS	1/1/93-6/30/93	2,500	2,500	B
	New	To be determined Economic Planning Studies	PS	7/1/92-6/30/93	200,000	200,000	A
	New	To be determined Environmental Planning Digitization	PS	7/1/92-6/30/93	20,000	20,000	B
	New	To be determined Council Creek - consultant	PS	7/1/92-6/30/93	2,500	2,500	B

# Contracts List

DEPT.	CONTRACT #	VENDOR/DESCRIPTION	TYPE	DURATION	TOTAL AMOUNT OF CONTRACT	FY 1992-93 AMOUNT	COUNCIL DESIGNATION
<b>PLANNING - continued</b>							
<i>PLANNING DEPARTMENT - Growth Management - continued</i>							
New		To be determined Greenspaces Lecture Series - speaker fees (5-10 contracts)	PS	7/1/92-6/30/93	10,000	10,000	B
New		To be determined Color IR photos	PS	7/1/92-6/30/93	10,000	10,000	B
New		To be determined Greenspaces - restoration grants (10-20 contracts)	PS	7/1/92-6/30/94	250,000	200,000	A
New		To be determined Biological consultants	PS	7/1/92-6/30/93	20,000	20,000	B
New		To be determined Expanded Natural Areas Inventory/Analysis	PS	7/1/92-6/30/93	10,000	10,000	B
New		To be determined Research/Education Grants (several grants)	PS	7/1/92-6/30/93	60,000	60,000	A
New		Urban Streams Council Wetlands consultants	PS	7/1/92-6/30/93	30,000	30,000	B
New		To be determined Water Demonstration Projects	PS	7/1/92-6/30/93	80,000	80,000	B
New		To be determined Cultural Landscape Study	PS	7/1/92-6/30/93	50,000	50,000	B

# Contracts List (ADDED)

DEPT.	CONTRACT #	VENDOR/DESCRIPTION	TYPE	DURATION	TOTAL AMOUNT OF CONTRACT	FY 1992-93 AMOUNT	COUNCIL DESIGNATION
<b>PLANNING</b>							
<i>PLANNING DEPARTMENT - Growth Management - continued</i>							
	902240	ECO Northwest Amendment to 2040 Contract	PS	12/18/91-12/31/92	15,000	15,000	Existing
	New	Earthquake Hazards Mapping/Information Compilation	PS	07/01/92-06/30/93	16,000	16,000	B
	New	Water Program - Hypsography	PS	06/15/92-06/30/93	48,000	48,000	B
	901743	U.S. Fish & Wildlife Greenspaces	REV	01/01/91-03/31/93	567,000	260,053	Existing
	902369	Oregon Emergency Management Division Earthquake Planning/Mitigation	REV	10/01/91-02/28/93	16,000	16,000	Existing
	902214	Department of Environmental Quality Non-Point Source Pollution - Columbia Slough	REV	10/01/91-09/01/92	20,400	5,000	Existing
	902478	Department of Environmental Quality Loan of Personnel - Uba	REV	05/25/92-11/30/92	15,047	15,047	Existing
	902442	Department of Land Conservation & Development	REV	07/01/91-06/30/93	30,000	25,000	Existing
	902217	City of Portland Loan of Personnel - EPA	REV	01/02/92-12/21/93	43,402	22,500	Existing

# Contracts List ADDED

DEPT.	CONTRACT #	VENDOR/DESCRIPTION	TYPE	DURATION	TOTAL AMOUNT OF CONTRACT	FY 1992-93 AMOUNT	COUNCIL DESIGNATION
<b>PLANNING</b>							
<i>PLANNING DEPARTMENT - Growth Management - continued</i>							
	New	National Parks Service Greenspaces - Cultural Landscape	REV	07/30/92-06/30/93	50,000	50,000	B
	New	U.S. Fish & Wildlife Greenspaces	REV	06/15/92-06/30/93	567,500	567,500	B
	New	Federal Emergency Management Agency Earthquake Planning	REV	07/30/92-06/30/93	550,000	550,000	B
	New	Environmental Protection Agency Water Quality	REV	08/01/92-06/30/93	75,000	75,000	B
	New	Department of Environmental Quality Water Program	REV	06/20/92-06/30/93	45,000	45,000	B
	New	Local Grants (1 to 5) Matching Funds - Water	REV	07/30/92-06/30/93	82,500	82,500	B
	New	Economic Development Grant	REV	07/01/92-06/30/93	325,000	325,000	B
	New	U.S.G.S. Water	REV	07/01/92-06/30/93	20,000	20,000	B

# Contracts List

DEPT.	CONTRACT #	VENDOR/DESCRIPTION	TYPE	DURATION	TOTAL AMOUNT OF CONTRACT	FY 1992-93 AMOUNT	SUGGESTED COUN. DESIGNATION
<b>PLANNING - continued</b>							
<i>PLANNING DEPARTMENT - Growth Management - continued</i>							
	New	To be determined Graphic/Design Services	PS	7/1/92-6/30/93	5,000	5,000	B
	New	To be determined Earthquake Planning Pilot Workshop	PS	7/1/92-6/30/93	5,000	5,000	B
	New	To be determined Earthquake Planning Report	PS	7/1/92-6/30/93	2,500	2,500	B
	New	To be determined Earthquake Planning Regional Mapping	PS	7/1/92-6/30/93	430,077	430,077	A
	New	To be determined Greenspaces - Finance Studies	PS	7/1/92-6/30/93	35,000	35,000	B
	New	To be determined Reg. Water Quality Mod.	PS-IGA	7/1/92-6/30/93	100,000	100,000	A
<b>PLANNING - continued</b>							
<i>PLANNING DEPARTMENT - Growth Management - Smith &amp; Bybee Lakes</i>							
	902216	U. S. Environmental Protection Agency Loan of staff, part of Growth Management contract	IGA	5/1/92-5/1/94	5,000	2,500	Existing

# Contracts List

DEPT.	CONTRACT #	VENDOR/DESCRIPTION	TYPE	DURATION	TOTAL AMOUNT OF CONTRACT	FY 1992-93 AMOUNT	COUNCIL DESIGNATION
<b>PLANNING - continued</b>							
<i>PLANNING DEPARTMENT - Growth Management - Smith &amp; Bybee Lakes - continued</i>							
	TBA	Chicago Title Real estate closings	PS	5/30/92-3/30/93	9,000	6,000	Existing
	TBA	City of Portland, Bureau of Parks & Recreation Development of Recreation Plan	IGA	5/20/92-9/30/92	105,000	50,000	Existing
	New	To be determined Educational video	PS	7/1/92-6/30/93	7,000	7,000	B
	New	To be determined Promo services	PS	7/1/92-6/30/93	4,000	4,000	B
	New	To be determined Water augmentation study	PS	8/1/92-3/30/93	10,000	10,000	B
	New	To be determined Biological monitoring	PS	7/1/92-6/30/93	50,000	50,000	B
	New	To be determined Property appraisals	PS	7/1/92-6/30/93	15,000	15,000	B
	New	To be determined Sign development/installation	PS	8/1/92-6/30/93	15,000	15,000	B
	New	To be determined Trails development/construction	PS- IGA	7/1/92-6/30/93	70,000	70,000	A

# Contracts List

DEPT.	CONTRACT #	VENDOR/DESCRIPTION	TYPE	DURATION	TOTAL AMOUNT OF CONTRACT	FY 1992-93 AMOUNT	COUNCIL DESIGNATION
<b>PLANNING - continued</b>							
<i>PLANNING DEPARTMENT - Growth Management - Smith &amp; Bybee Lakes - cont'd.</i>							
	New	To be determined Environmental monitoring	PS	9/1/92-6/30/93	70,000	70,000	B
	New	To be determined Digitize environmental data	PS	7/1/92-5/30/93	2,000	2,000	B
	New	City of Portland, Bureau of Parks & Recreation Interpretive Center	IGA	7/1/92-6/30/93	60,000	60,000	A
	New	To be determined Cartographic services	PS	7/1/92-6/30/93	2,000	2,000	B
	New	To be determined Graphics design	PS	7/1/92-6/30/93	1,000	1,000	B
	New	To be determined Research/Ed. grants (2 or more)	IGA	7/1/92-6/30/93	40,000	40,000	B
<b>METRO WASHINGTON PARK ZOO</b>							
<i>ADMINISTRATION</i>							
	TBA	Portland Police Police presence/assistance during concert series	IGA	6/24/92-8/20/92	8,320	8,320	Existing
	TBA	To be determined Security for concerts & special events	PS	6/24/92-6/30/93	9,298	9,298	Existing

# Contracts List ADDED

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DEPT.	CONTRACT #	VENDOR/DESCRIPTION	TYPE	DURATION	TOTAL AMOUNT OF CONTRACT	FY 1992-93 AMOUNT	COUNCIL DESIGNATION
<b>PLANNING</b>							
<i>PLANNING DEPARTMENT - Growth Management - Smith &amp; Bybee Lakes - continued</i>							
	New	Biological Monitoring	PS	07/01/92-09/30/93	100,000	85,000	B
	New	Department of Environmental Quality	REV	07/01/92-06/30/93	20,000	20,000	B
	New	City of Portland	REV	07/01/92-06/30/93	20,000	20,000	B

# Contracts List ADDED

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DEPT.	CONTRACT #	VENDOR/DESCRIPTION	TYPE	DURATION	TOTAL AMOUNT OF CONTRACT	FY 1992-93 AMOUNT	COUNCIL DESIGNATION
<b>PLANNING</b>							
<i>PLANNING DEPARTMENT - Growth Management - Smith &amp; Bybee Lakes - continued</i>							
	New	Biological Monitoring	PS	07/01/92-09/30/93	100,000	85,000	B
	New	Department of Environmental Quality	REV	07/01/92-06/30/93	20,000	20,000	B
	New	City of Portland	REV	07/01/92-06/30/93	20,000	20,000	B

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# Contracts List

DEPT.	CONTRACT #	VENDOR/DESCRIPTION	TYPE	DURATION	TOTAL AMOUNT OF CONTRACT	FY 1992-93 AMOUNT	COUNCIL DESIGNATION
<b>METRO WASHINGTON PARK ZOO - continued</b>							
<i>ADMINISTRATION - continued</i>							
	TBA	To be determined Shuttle bus for concert series patrons	PUB	6/24/92-6/30/93	3,000	3,000	Existing
	901590	CPF Maintenance & repair of coin handling machine	PUB	1/1/91-12/31/93	3,182	1,064	Existing
	901604	R & R Uniforms Security uniform & equipment provider	PUB	12/26/90-12/26/92	4,500	2,000	Existing
	901916	Portland Typewriter Maintenance & repair of typewriters & calculators	PUB	6/1/91-6/30/93	2,798	1,399	Existing
	902198	Armored Transport Armored car service	PUB	12/1/91-11/30/94	6,538	3,000	Existing
<i>ANIMAL MANAGEMENT</i>							
	901378	Industrial Laundry Services Uniform supply, laundry service	PUB	5/20/91-5/20/94	57,868	10,223	Existing
	New	To be determined Rodent & roach control	PS	7/1/92-7/1/94	10,000	5,000	Existing
	New	To be determined Endocrine hormone research & radiation safety	PS	7/1/92-6/30/93	1,500	1,500	Existing

DEPT.	CONTRACT #	VENDOR/DESCRIPTION	TYPE	DURATION	TOTAL AMOUNT OF CONTRACT	FY 1992-93 AMOUNT	COUNCIL DESIGNATION
<b>METRO WASHINGTON PARK ZOO - continued</b>							
<i>ANIMAL MANAGEMENT - continued</i>							
	901337	Ward Rugh Timothy hay provider for Asian elephants	PUB	1/1/90-6/30/93	95,700	31,900	Existing
	New	To be determined Relief veterinarian fill-in	PS	7/1/92-6/30/93	10,000	10,000	B
<b>FACILITIES MANAGEMENT</b>							
	901378	Industrial Laundry Service Provide uniforms for staff, including pick-up & delivery	PUB	8/1/90-7/31/93	57,868	9,360	Existing
	901999	Waste Management of Oregon Weekly refuse hauling service	PUB	8/1/91-7/31/94	191,844	64,017	Existing
	PO	To be determined Railroad track replacement (ties/rails)	PO	7/1/92-6/30/93	20,000	20,000	Existing
	PO	To be determined Annual custodial order	PO	7/1/92-6/30/93	59,000	59,000	B
	PO	To be determined Spring event & annual order	PO	7/1/92-6/30/93	14,000	14,000	B
	New	To be determined Install Mitel Auto Attendance voice mail telephone	PUB	12/92-6/30/93	20,000	20,000	B

# Contracts List

DEPT.	CONTRACT #	VENDOR/DESCRIPTION	TYPE	DURATION	TOTAL AMOUNT OF CONTRACT	FY 1992-93 AMOUNT	COUNCIL DESIGNATION
<b>METRO WASHINGTON PARK ZOO - continued</b>							
<i>FACILITIES MANAGEMENT - continued</i>							
New		To be determined Building of trucks & frame for eventual completion of additional car for Locomotive #2	PUB	10/92-1/15/93	12,000	12,000	B
PO		To be determined Trash compactor to reduce volume of trash	PO	9/1/92-12/30/92	11,000	11,000	B
New		To be determined Replace control system in Penguinarium	PUB	9/1/92-1/30/93	10,000	10,000	B
New		Canyon Road Paving Retainer contract - periodic & project repair of asphalt surfaces, including creation of new pathways	PUB	7/1/92-6/30/93	15,000	15,000	B
New		Allan's Aerating Lawn maintenance	PUB	7/1/92-6/30/93	14,399	14,399	B
New		A T & T Telephone additions/moves/changes	PUB	7/1/92-6/30/93	11,792	11,792	B
New		ChemCoa Water treatment, chemicals for mechanical systems, animal exhibits, & steam locomotive	PUB	7/1/92-6/30/93	11,000	11,000	B
New		Equipment Consultant Tasking mechanical systems for preventive maintenance	PS	7/1/92-6/30/93	11,500	11,500	B

# Contracts List

DEPT.	CONTRACT #	VENDOR/DESCRIPTION	TYPE	DURATION	TOTAL AMOUNT OF CONTRACT	FY 1992-93 AMOUNT	COUNCIL DESIGNATION
<b>METRO WASHINGTON PARK ZOO - continued</b>							
<i>EDUCATION DIVISION</i>							
	New	To be determined Design & writing of interdisciplinary environmental curriculum at the secondary level	PS	7/6/92-5/30/93	10,000	10,000	B
	New	To be determined Program design & development of alternative school program in cooperation with Portland Public Schools	PS	7/6/92-5/30/93	10,000	10,000	B
	New	To be determined Series of contracts w/local universities & Business Education Compact of Wash. County providing short- term internships for certified teachers	PS	Variable	Variable	10,000	B
<i>MARKETING</i>							
	TBA	To be determined Advertising agency services	PS	5/1/92-4/30/95	96,000	32,000	Existing
	901285	Intercept Research Gate, admission & opinion surveys	PS	5/16/92-5/15/93	18,500	18,500	Existing
	TBA	To be determined Concert sound & lighting contractor; booking and producing	PS	4/1/92-3/31/93	88,940	88,940	Existing

# Contracts List

DEPT.	CONTRACT #	VENDOR/DESCRIPTION	TYPE	DURATION	TOTAL AMOUNT OF CONTRACT	FY 1992-93 AMOUNT	COUNCIL DESIGNATION
<b>METRO WASHINGTON PARK ZOO - continued</b>							
<i>MARKETING - continued</i>							
	New	To be determined Implement sales program for catered events, block tickets, etc.	PS	7/1/92-6/30/93	28,500	28,500	B
	PO	To be determined Reprint 150-175,000 general zoo brochures	PO	Spring '93	15,600	15,600	B
	PO	To be determined Print newspaper inserts (summer activity)	PO	Spring '93	11,400	11,400	B
	PO	The Oregonian Advertising in The Oregonian	PO	Spring '93	11,474	11,464	B
	New	To be determined Purchase of lights for Zoo Lights Festival	PO	11/15/92-12/1/92	12,500	12,500	B
	New	To be determined Installation of lights for Zoo Lights Festival	PUB	11/15/92-12/15/92	26,700	26,700	B
	New	To be determined Design & production of stage sets for Zoo Boo event	PUB	7/1/92-10/31/92	14,950	14,950	B
<b>VISITOR SERVICES</b>							
	901216	Coca-Cola USA Supply pre-mix, post-mix, CO2 & related dispensing equipment for soft drinks for resale	PUB	4/15/90-1/15/93	130,000	55,000	Existing

# Contracts List

DEPT.	CONTRACT #	VENDOR/DESCRIPTION	TYPE	DURATION	TOTAL AMOUNT OF CONTRACT	FY 1992-93 AMOUNT	COUNCIL DESIGNATION
<b>METRO WASHINGTON PARK ZOO - continued</b>							
<i>VISITOR SERVICES - continued</i>							
	902226	Concannon's Portland Paper Supply printed paper cups & bags for food service	PUB	12/1/91-12/31/92	28,529	10,529	Existing
	901432	Poppers Supply Supply raw popcorn, popcorn oil, & plastic bags for resale	PUB	8/24/90-8/23/93	46,700	21,700	Existing
	901728	Portland Provision Co. Supply hot dogs for resale	PUB	2/11/91-2/10/94	55,000	21,500	Existing
	901566	Sunshine Dairy Supply milk products for resale	PUB	12/15/90-12/14/93	45,000	20,000	Existing
	901567	Sysco Food Services Supply milk products for resale	PUB	12/15/90-12/14/93	13,000	5,000	Existing
	901541	Tillamook County Creamery Supply ice cream and sherbet for resale	PUB	11/1/90-10/31/93	113,000	47,500	Existing
	901539	Tom Rogers Distributor Supply ice cream novelties for resale	PUB	11/1/90-10/31/93	27,000	12,000	Existing
	TBA	Unknown Assorted contracts to purchase merchandise for resale - food pending results of bidding process	PUB	6/1/92-1/31/93	200,000	125,000	B

# Contracts List

DEPT.	CONTRACT #	VENDOR/DESCRIPTION	TYPE	DURATION	TOTAL AMOUNT OF CONTRACT	FY 1992-93 AMOUNT	COUNCIL DESIGNATION
<b>METRO WASHINGTON PARK ZOO - continued</b>							
<i>VISITOR SERVICES - continued</i>							
	New	Unknown Assorted contracts to purchase merchandise for resale - food pending results of bidding process	PUB	8/1/92-7/31/93	300,000	275,000	B
	New	Unknown Assorted contracts to purchase printed paper tableware supplies, pending results of bidding process	PUB	8/1/92-7/31/93	50,000	40,000	B
	New	Unknown Perform maintenance & repair on NCR registers & processors, pending results of bidding process	PUB	8/1/92-7/31/93	10,200	10,200	B
<i>DESIGN SERVICES</i>							
	TBA	To be determined Direction system for zoo grounds, produced & installed	PUB	6/10/92-5/31/93	85,000	60,000	B
	New	To be determined First phase of new signage system for elephant exhibit (design, production & installation of interpretive graphics)	PUB	12/1/92-9/30/93	75,000	25,000	B
	New	To be determined Production & installation of signage in Alaska Tundra exh.	PUB	7/6/92-9/30/92	10,000	10,000	B
	New	To be determined Copywriter for exhibit signage	PS	7/1/92-6/30/93	10,000	10,000	B

# Contracts List

DEPT.	CONTRACT #	VENDOR/DESCRIPTION	TYPE	DURATION	TOTAL AMOUNT OF CONTRACT	FY 1992-93 AMOUNT	COUNCIL DESIGNATION
<b>METRO WASHINGTON PARK ZOO - continued</b>							
<i>DESIGN SERVICES - continued</i>							
	New	To be determined Remodel or refurbish parts of commissary building	PUB	11/92-2/93	15,000	50,000	B*
	New	To be determined Build compound for pygmy goats	PUB	7/92-8/92	20,000	20,000	B
	New	To be determined Install gate controllers on four gates	PUB	8/92-9/92	30,000	30,000	B
	New	To be determined Remodel & repair Reserach Bldg. offices & labs	PUB	9/92-11/92	10,000	10,000	B
	New	To be determined Implement energy reductions identified by PGE audit	PUB	7/92-6/93	42,500	42,500	B
	New	To be determined Phase I paint program to refurbish buildings	PUB	3/93-6/93	25,000	25,000	B
	New	To be determined Copywriter	PS	7/1/92-6/30/93	10,000	10,000	B
	New	To be determined Demolition & removal of certain buildings	PUB	3/93-5/93	20,000	20,000	B
	New	To be determined Replace roofs on Research Bldg. & Education classrooms	PUB	9/92-11/92	45,000	45,000	B

\* Pending clarification  
of the contract amount

# Contracts List

DEPT.	CONTRACT #	VENDOR/DESCRIPTION	TYPE	DURATION	TOTAL AMOUNT OF CONTRACT	FY 1992-93 AMOUNT	COUNCIL DESIGNATION
<b>METRO WASHINGTON PARK ZOO - continued</b>							
<i>DESIGN SERVICES - continued</i>							
	New	To be determined Replace underground gasoline & fuel storage tanks in accordance with DEG & Federal EPA regulations	PUB	9/92-10/92	30,000	30,000	B
	New	To be determined Railroad shed replacement, solar heat study (Swamp Bldg.), Africa portable condiment tables, Orangutan/Education bldg. roof specifications, Rhino safety chute, quarantine building cages, rear sand yard (elephants), commissary building improvements & Ibis holding skylights	PS & PUB	7/92-6/93	24,000	24,000	B
<i>CAPITAL</i>							
	New	To be determined Remodel elephant barn	CONST	7/1/92-8/31/92	190,000	75,000	A
	New	To be determined Mini-trolley purchase	PUB	7/1/92-9/30/92	250,000	100,000	A
	New	To be determined Inclinometer placement & reporting	PUB	7/1/92-6/30/95	14,000	10,000	B
	New	To be determined Erect shade structures in Africa Savanna exhibit	CONST	9/1/92-10/31/92	50,000	50,000	B

# CONTRACTS LIST

DEPT.	CONTRACT #	VENDOR/DESCRIPTION	TYPE	DURATION	TOTAL AMOUNT OF CONTRACT	FY 1992-93 AMOUNT	COUNCIL DESIGNATION
<b>METRO WASHINGTON PARK ZOO - continued</b>							
<i>CAPITAL - continued</i>							
	New	To be determined Remove asphalt surface & replace with sand soil; add drainage system; improve bathing pool; add rock forma- tions & other elements to the exhibit to improve viewing	CONST	7/1/92-3/1/93	360,000	360,000	A
	New	To be determined Remove wooden snow shed structure; replace w/steel bldg.	CONST	8/1/92-10/15/92	75,000	75,000	B
	New	To be determined Miscellaneous exhibit improvements	CONST	7/1/92-6/30/93	75,000	75,000	A
	New	To be determined Design, drawings & construction administration to modify/ remodel front elephant viewing yard	PS	7/1/92-9/30/92	40,000	40,000	A
<b>METRO EXPOSITION-RECREATION COMMISSION</b>							
	New	To be determined Compactor/hauling/recycling	PUB	9/1/92-6/30/93	31,300	31,300	n/a
	New	To be determined Foliage service for Oregon Convention Center	PUB	7/1/92-6/30/93	14,300	14,300	n/a
	New	Portland Oregon Visitors Association National sales & marketing for Oregon Convention Center	PS	7/1/92-6/30/93	1,083,415	1,083,415	n/a

# Contracts List

DEPT.	CONTRACT #	VENDOR/DESCRIPTION	TYPE	DURATION	TOTAL AMOUNT OF CONTRACT	FY 1992-93 AMOUNT	COUNCIL DESIGNATION
<b>METRO EXPOSITION-RECREATION COMMISSION - continued</b>							
	New	To be determined Provide trash hauling services for PCPA	PUB	12/1/92-6/30/93	17,720	17,720	n/a
	New	To be determined Maintenance for control systems at PCPA	PUB	9/1/92-6/30/93	10,300	10,300	n/a
	New	To be determined Drop box and hauling at Stadium	PUB	11/1/92-6/30/93	24,000	24,000	n/a
	New	To be determined Monthly maintenance of MERC radio system	PUB	7/1/92-6/30/93	17,500	17,500	n/a
	New	To be determined Maintenance of OCC escalator	PUB	10/1/92-6/30/93	29,800	29,800	n/a
	New	To be determined Waste disposal at Memorial Coliseum	PUB	7/1/92-6/30/93	20,000	20,000	n/a
	New	To be determined Hauling service for compactor bos at Memorial Coliseum	PUB	7/1/92-6/30/93	30,000	30,000	n/a
	New	To be determined Electrical services	PUB	7/1/92-6/30/94	40,000	20,000	n/a
	New	To be determined Audio-visual equipment & services for all MERC facilities	PUB	7/1/92-6/30/94	30,000	15,000	n/a

# CONTRACTS LIST

DEPT.	CONTRACT #	VENDOR/DESCRIPTION	TYPE	DURATION	TOTAL AMOUNT OF CONTRACT	FY 1992-93 AMOUNT	COUNCIL DESIGNATION
<b>METRO EXPOSITION-RECREATION COMMISSION - continued</b>							
	New	To be determined Temporary labor services - Administrative	PS	7/1/92-6/30/93	30,000	30,000	n/a
	New	To be determined Temporary labor services - Administrative	PS	7/1/92-6/30/93	30,000	30,000	n/a
	New	To be determined Temporary labor services - Administrative	PS	7/1/92-6/30/93	30,000	30,000	n/a
	New	To be determined Temporary labor services - Administrative	PS	7/1/92-6/30/93	30,000	30,000	n/a
	New	To be determined Temporary labor services - Administrative	PS	7/1/92-6/30/93	30,000	30,000	n/a
	New	To be determined Design & production of schedule of OCC events and newsletter	PS	7/1/92-6/30/93	21,000	21,000	n/a
	New	To be determined Advertising for MERC	PS	7/1/92-6/30/93	194,700	194,700	n/a
	New	To be determined Printing of PCPA calendar of events	PS	7/1/92-6/30/93	14,700	14,700	n/a
	New	To be determined Industrial labor for Memorial Coliseum	PS	10/1/92-6/30/93	485,000	485,000	n/a

# Contracts List

DEPT.	CONTRACT #	VENDOR/DESCRIPTION	TYPE	DURATION	TOTAL AMOUNT OF CONTRACT	FY 1992-93 AMOUNT	COUNCIL DESIGNATION
<b>METRO EXPOSITION-RECREATION COMMISSION - continued</b>							
	New	To be determined Postage for Memorial Coliseum	PS	7/1/92-6/30/93	20,000	20,000	n/a
	New	To be determined Advertising for Memorial Coliseum weekly "events"	PS	7/1/92-6/30/93	20,000	20,000	n/a
	New	To be determined Advertising for Portland Center for the Performing Arts	PS	7/1/92-6/30/93	17,500	17,500	n/a
	New	To be determined Provide peer group security services	PS	7/1/92-6/30/94	40,000	20,000	n/a
	New	To be determined Armored car transport to and from bank	PROC	7/1/92-6/30/94	20,000	10,000	n/a
	New	To be determined Postage by phone for PCPA	PROC	7/1/92-6/30/93	12,500	12,500	n/a
	New	To be determined Uniforms for admissions staff	PROC	7/1/92-6/30/93	17,000	17,000	n/a
	New	Xerox Corporation Lease of copier at PCPA	PS	11/18/92-6/30/97	44,800	7,240	n/a
	910068	First Interstate Bank ATM at Oregon Convention Center	REV	9/1/90-10/31/95	21,600	3,600	Existing

# Contracts List

DEPT.	CONTRACT #	VENDOR/DESCRIPTION	TYPE	DURATION	TOTAL AMOUNT OF CONTRACT	FY 1992-93 AMOUNT	COUNCIL DESIGNATION
<b>METRO EXPOSITION-RECREATION COMMISSION - continued</b>							
	910346	First Congregational Church Lease payment for PCPA	PS	11/1/84-11/1/2083	9,370,000	94,399	Existing
	910485	Fine Host Corporation Management & operations of concessions & catering	PROC	10/2/89-6/30/95	35,000,000	3,431,692	Existing
	910486	City Center Parking Parking lot management	PS	7/1/90-6/30/93	6,300,000	239,474	Existing
	911626	Portland Trailblazers Pay Trailblazers split of parking & concessions revenue	PS	7/28/86-7/27/96	5,100,000	522,931	Existing
	911628	Xerox Corporation Lease of copier at MERC office	PS	7/1/90-6/30/95	81,000	15,480	Existing
	911633	Xerox Corporation Lease of copier at Memorial Coliseum	PS	7/1/90-6/30/95	74,290	11,280	Existing
	911714	Lease America Lease of copier at OCC	PS	8/16/90-8/15/93	15,428	5,947	Existing
	911718	U. S. Bank ATM agreement	REV	9/30/90-10/15/95	36,000	3,600	Existing
	911758	Landis & Gyr Powers, Inc. Maintenance for control systems at PCPA	PUB	9/2/90-8/31/92	10,182	1,697	Existing
	911996	EID Services Downtown economic improvement district	PUB	7/1/89-1/1/94	113,324	18,887	Existing

# Contracts List

DEPT.	CONTRACT #	VENDOR/DESCRIPTION	TYPE	DURATION	TOTAL AMOUNT OF CONTRACT	FY 1992-93 AMOUNT	COUNCIL DESIGNATION
<b>METRO EXPOSITION-RECREATION COMMISSION - continued</b>							
	912098	Metropolitan Disposal Compactor/hauling/recycling	PUB	9/1/91-8/31/92	31,000	5,167	Existing
	912171	Olsten Temporary Services of Portland Industrial labor for Memorial Coliseum	PUB	9/1/91-9/30/92	485,000	121,250	Existing
	912183	AGG Enterprises Drop box and hauling at Stadium	PUB	11/1/91-10/31/92	24,000	8,000	Existing
	912258	Metropolitan Disposal Provide trashhauling service for PCPA	PUB	11/21/91-11/30/92	17,720	17,720	Existing
	912262	Armor Elevator Maintenance of OCC escalator	PUB	12/1/91-9/30/92	29,770	8,931	Existing
	912283	Portland Community College Training for MERC employees on Ric computer system	PS	1/1/92-12/31/92	12,000	6,000	Existing
	911634	Xerox Corporation Lease of copier at PCPA	PS	11/18/87-11/17/92	44,796	3,620	Existing
<b>SOLID WASTE</b>							
<i>BUDGET &amp; FINANCE</i>							
	New	To be determined Independent professional assessment of Metro's rate setting process, per audit recommendations	PUB	7/1/92-6/30/93	25,000	25,000	A

# Contracts List

DEPT.	CONTRACT #	VENDOR/DESCRIPTION	TYPE	DURATION	TOTAL AMOUNT OF CONTRACT	FY 1992-93 AMOUNT	COUNCIL DESIGNATION
<b>SOLID WASTE - continued</b>							
<i>BUDGET &amp; FINANCE - continued</i>							
	New	To be determined Services for writing, design & artwork of brochure on 1993-94 rates	PS	7/1/92-6/30/93	4,000	4,000	B
	New	To be determined Services to pull wires & perform other installation work subsequent to move to Headquarters Building	PUB	7/1/92-6/30/93	5,000	5,000	B
	New	To be determined Database development	PS	7/1/92-6/30/93	20,000	20,000	B
	TBA	To be determined Provide continued development of software	PUB	3/30/92-6/30/93	10,000	10,000	B
<b>OPERATIONS</b>							
	902163	Century West Engineering Collect samples from waste water that is pumped from St. Johns Landfill to City of Portland sewer, analyze & report	PS	10/1/91-6/30/93	9,000	6,000	Existing
	902341	Glenn Williams Janitorial services at scalehouse & main office building at St. Johns Landfill, two night per week	PUB	3/1/92-6/30/93	3,600	2,700	Existing
	902023	Rick Stang Hauling waste tires from various Metro locations to Waste Recovery for disposal/recycling (will be amended in 92-93)	PUB	8/1/91-6/30/93	67,098	80,000	Existing

# Contracts List

DEPT.	CONTRACT #	VENDOR/DESCRIPTION	TYPE	DURATION	TOTAL AMOUNT OF CONTRACT	FY 1992-93 AMOUNT	COUNCIL DESIGNATION
<b>SOLID WASTE - continued</b>							
<i>OPERATIONS - continued</i>							
	901983	Waste Recovery Recycle approx. 48,000 waste tires; also provide for recycling of orphan tires collected from roadways (will be amended in 92-93)	PUB	7/1/91-6/30/93	23,285	30,000	Existing
	901970	Armored Transport Northwest Armored car service for scalehouses @ Metro Central Station, Metro South Station; 3-day/week service	PUB	7/1/91-6/30/93	13,752	6,876	Existing
	901909	Information Systems, Inc. Consulting services for wt. system software at scalehouses	PS	7/1/91-6/30/93	60,000	20,000	Existing
	902174	Computerland Maintenance, repair of hardware, software & communications at scalehouses	PUB	11/1/91-6/30/93	112,389	65,250	Existing
	901982	Weightronix Maintenance & repair of vehicle scales	PUB	7/1/91-6/30/93	26,000	13,000	Existing
	901943	CNC Business Machines Maintenance & repair of photocopiers	PUB	7/1/91-6/30/93	1,670	835	Existing
	901106	Waste Management of Oregon Operation of Metro South Station	PUB	1/1/90-12/31/94	5,225,414	1,435,948	Existing

# Contracts List

DEPT.	CONTRACT #	VENDOR/DESCRIPTION	TYPE	DURATION	TOTAL AMOUNT OF CONTRACT	FY 1992-93 AMOUNT	COUNCIL DESIGNATION
<b>SOLID WASTE - continued</b>							
<i>OPERATIONS - continued</i>							
	901584	Trans Industries Operation of Metro Central Station	PUB	7/1/91-6/30/94	17,500,000	3,304,055	Existing
	901012	Credit Suisse Operation of Metro Compost Facility	PUB	8/16/89-6/30/2012	192,653,000	2,922,679	Existing
	900848	Jack Gray Transport, Inc. Transport of solid waste to the Columbia Ridge Landfill	PUB	3/1/89-12/31/2009	208,231,690	11,020,461	Existing
	901623	Walsh & Sons Trucking Transport of solid waste to Marion County Waste-to-Energy	PUB	2/1/91-1/31/94	250,195	39,022	Existing
	902056	McFarlane's Bark Hauling & processing of yard debris from Metro South	PUB	10/1/91-9/30/92	52,500	13,125	Existing
	901988	Trans Industries Processing of yard debris (on-site) from Metro Central Station	PUB	8/1/91-7/31/92	63,000	7,000	Existing
	902243	Metropolitan Disposal Transport & disposal of sludge of City of Portland's sewage treatment facilities	PUB	2/3/92-2/3/97	1,650,000	330,026	Existing
	900607	Oregon Waste Systems Disposal of solid waste	PUB	4/1/88-12/31/2009	336,057,500	18,945,779	Existing

# Contracts List

DEPT.	CONTRACT #	VENDOR/DESCRIPTION	TYPE	DURATION	TOTAL AMOUNT OF CONTRACT	FY 1992-93 AMOUNT	COUNCIL DESIGNATION
<b>SOLID WASTE - continued</b>							
<i>OPERATIONS - continued</i>							
	901368	Marion County Accepting up to 40,000 tons of solid waste; Waste-to-Energy Energy	IGA	2/22/90-12/31/94	4,600,000	206,836	Existing
	902247	Western Compliance Disposal of hazardous material	PUB	1/15/92-6/30/93	1,200,000	1,134,000	Existing
	902239	Sahlberg Equipment, Inc. Provide personal protective equipment for hazardous waste technicians	PUB	1/1/92-12/31/92	10,722	8,000	Existing
	TBA	Wilcott Landscaping Landscape services for St. Johns Landfill gatehouse area	PUB	6/1/92-6/30/93	7,000	7,000	Existing
	New	To be determined Janitorial services at scalehouse at Metro Composter Station	PUB	1/1/93-6/30/93	2,400	2,400	B
	New	Clackamas County Collection of litter from roadsides	IGA	7/1/92-6/30/94	62,000	31,000	Existing
	New	To be determined Hauling & processing of yard debris from Metro South Station	PUB	10/1/92-9/30/93	105,000	78,750	A
	901988	Trans Industries Processing of yard debris at Metro Central Station	PUB	10/1/91-10/1/96	52,000	52,000	Existing

**CONTRACTS LIST**

DEPT.	CONTRACT #	VENDOR/DESCRIPTION	TYPE	DURATION	TOTAL AMOUNT OF CONTRACT	FY 1992-93 AMOUNT	COUNCIL DESIGNATION
<b>SOLID WASTE - continued</b>							
<i>OPERATIONS - continued</i>							
	New	To be determined Disposal of used oil filters from Metro Central & South Station	PUB	7/1/92-6/30/93	36,000	36,000	B
	New	To be determined Provide personal protective equipment for hazardous waste technicians	PUB	1/1/93-12/31/93	24,000	12,000	B
	New	To be determined Inspection & repair of bridge at St. Johns Landfill	PUB	7/1/92-8/31/92	22,700	22,700	B
<b>ENGINEERING &amp; ANALYSIS</b>							
	New	To be determined Provide photogrammetric services, aerial photography, topographic mapping, & volume computations at St. Johns Landfill	PS	1/1/93-12/31/95	90,000	15,000	B
	901157	David C. Smith & Associates Provide photogrammetric services, aerial photography, topographic mapping, & volume computations at St. Johns Landfill	PS	2/23/90-12/31/92	80,500	20,000	Existing
	901894	Envirodata Systems, Inc. Independent consulting engineer for assistance on technical issues	PS	5/8/91-6/30/93	95,000	50,000	Existing

# Contracts List

DEPT.	CONTRACT #	VENDOR/DESCRIPTION	TYPE	DURATION	TOTAL AMOUNT OF CONTRACT	FY 1992-93 AMOUNT	COUNCIL DESIGNATION
<b>SOLID WASTE - continued</b>							
<i>ENGINEERING &amp; ANALYSIS - continued</i>							
	New	To be determined Consulting service to determine funding requirements & develop budget plan for Renewal & Replacement Account	PS	7/1/92-6/30/93	40,000	40,000	B
<b>WASTE REDUCTION</b>							
	New	To be determined To continue study of yard debris compost demonstration for use in erosion control; monitor effectiveness of compost for erosion control, provide specifications for construction proj.	PS	7/1/92-6/30/93	30,000	30,000	A
	New	To be determined To continue developing procedures & to determine produce standards necessary for use of compost as an effective means of stormwater mitigation	PS	7/1/92-6/30/93	20,000	20,000	B
	New	To be determined Coordinate/document salvage/recycling during renovation of Headquarters Building.	PS	7/1/92-6/30/93	15,000	15,000	B
	TBA	To be determined Continued weighing of waste volume	PS	6/30/92-6/30/93	50,000	50,000	Existing
	New	To be determined Develop, coordinate & document the maximum practical salvage of building materials from a bldg. demolition project	PS	7/1/92-6/30/93	20,000	20,000	A

# Contracts List

DEPT.	CONTRACT #	VENDOR/DESCRIPTION	TYPE	DURATION	TOTAL AMOUNT OF CONTRACT	FY 1992-93 AMOUNT	COUNCIL DESIGNATION
<b>SOLID WASTE - continued</b>							
<i>WASTE REDUCTION - continued</i>							
	New	To be determined Labor to conduct field work on waste characterization study	PS	7/1/92-6/30/93	190,000	190,000	B
	New	To be determined Processor for paint recycling effort	PS	7/1/92-6/30/93	5,000	5,000	B
	New	To be determined Develop, coordinate & document residential remodeling projects that emphasize salvage/recycling of materials	PS	7/1/92-6/30/93	20,000	20,000	A
	New	To be determined Enhanced program for RBASE for reporting volumes of recyclables collected by commercial haulers	PS	7/1/92-6/30/93	2,000	2,000	B
	New	To be determined In cooperation w/Transportation Planning to collect standardized building permit information for entire region	PS	7/2/92-6/30/93	30,000	30,000	B
	New	To be determined Test recycled paint to determine feedstock quality, secondary product performance, safety specifications & standards	PS	7/1/92-6/30/93	12,000	12,000	B
	New	To be determined Continue work on compost use as a mulch alternative to chemical herbicides	PS	7/1/92-6/30/93	2,000	2,000	B

# Contracts List

DEPT.	CONTRACT #	VENDOR/DESCRIPTION	TYPE	DURATION	TOTAL AMOUNT OF CONTRACT	FY 1992-93 AMOUNT	COUNCIL DESIGNATION
<b>SOLID WASTE - continued</b>							
<i>WASTE REDUCTION - continued</i>							
	New	To be determined Maintain home composting demonstration site	PS	7/1/92-6/30/93	9,000	9,000	B
	New	To be determined Perform fielding services for marketing research endeavor designed to identify various interest group's attitudes, behavior & intentions as they relate to Metro's Market Dev. efforts	PS	7/1/92-6/30/93	25,000	25,000	A
	New	To be determined Develop & implement 1st stage of 2-stage master plan to integrate Solid Waste's info on resources into one usable database	PS	7/1/92-6/30/93	7,500	7,500	B
	New	To be determined Matching grants: funds to implement multi-family recycling container program	IGA	7/1/92-6/30/93	100,000	100,000	A
	New	To be determined Matching grants: funds to implement annual cleanup programs for both illegal dumpsites on public property & neighborhood cleanup events	IGA & PS	7/1/92-6/30/93	59,000	59,000	A
	New	To be determined Perform Recycled Products Survey of items made from recycled content & update the Recycled Products Index	PS	7/1/92-6/30/93	15,000	15,000	B

# Contracts List

DEPT.	CONTRACT #	VENDOR/DESCRIPTION	TYPE	DURATION	TOTAL AMOUNT OF CONTRACT	FY 1992-93 AMOUNT	COUNCIL DESIGNATION
<b>SOLID WASTE - continued</b>							
<i>WASTE REDUCTION - continued</i>							
	New	To be determined Grants to meet annual requirements of Waste Reduction Chapter of the Regional Solid Waste Management Plan	IGA	7/1/92-6/30/93	500,000	500,000	A
	New	To be determined Coordinate & organize all aspects of the NW Regional "Buy Recycled" Conference	PS	7/1/92-6/30/93	40,000	40,000	B
	New	To be determined Perform construction site waste audits & assist building contractor in establishing a salvage & waste reduction plan	PS	7/1/92-6/30/93	10,000	10,000	B
	New (Various)	To be determined (various) Matching grants: implement curbside recycling container program; assist in purchase & distribution of recycling containers for single-family residences in Wash. County & city of Portland	IGA	7/1/92-6/30/93	119,313	119,313	B
	New	To be determined Perform quarterly testing of compost products for herbicides, pesticides & pathogens	PS	7/1/92-6/30/93	6,500	6,500	B
	901457	OMSI 1% grant - 2-year project to build the "Recyclotron"	PS	9/1/90-2/2/93	60,000	40,000	Existing

# Contracts List

DEPT.	CONTRACT #	VENDOR/DESCRIPTION	TYPE	DURATION	TOTAL AMOUNT OF CONTRACT	FY 1992-93 AMOUNT	COUNCIL DESIGNATION
<b>SOLID WASTE - continued</b>							
<i>WASTE REDUCTION - continued</i>							
	901858	Babyland Diapers 1% grant to develop & test reusable nylon diaper bags	PS	5/5/91-5/31/93	28,050	10,000	Existing
	TBA	To be determined Additional 1% contract awards (see existing #901457 & #901858) that will carry over into FY 92-93	PS	Spring 1992	275,000	125,000	Existing
	New	1% for Grants for innovative recycling projects	PS	7/1/92-6/30/93	200,000	200,000	A
	TBA	To be determined Determine level of participating & amounts recycled in curbside recycling in the region	PS	3/1/92-1/30/93	70,000	50,000	Existing
	TBA	To be determined Evaluate current & future waste reduction technology	PS	3/1/92-6/30/93	50,000	40,000	Existing
	New	To be determined Compare effectiveness of compost products available in the market when used as mulch, top-cover, and/or soil amendment	PS	7/1/92-6/30/93	15,000	15,000	Existing

DEPT.	CONTRACT #	VENDOR/DESCRIPTION	TYPE	DURATION	TOTAL AMOUNT OF CONTRACT	FY 1992-93 AMOUNT	COUNCIL DESIGNATION
<b>SOLID WASTE - continued</b>							
<i>RENEWAL &amp; REPLACEMENT ACCOUNT</i>							
	New	To be determined Design & construction of new roof for Metro South transfer station	CONST	7/1/92-6/30/93	540,000	540,000	A
<i>GENERAL ACCOUNT</i>							
	New	To be determined Purchase of a forklift to move/load drums of hazardous waste	P.O.	1/1/93-2/28/93	14,500	14,500	B
	New	To be determined Modifications to landscaping & installation of drip irrigation system at Metro South	CONST	7/1/92-6/30/93	55,000	55,000	B
	New	To be determined Construction of scalehouse repairs at Metro South	CONST	7/1/92-6/30/93	25,000	25,000	B
	New	To be determined Construction of repairs to Metro South trailer parking lot stormwater drainage system	CONST	7/1/92-6/30/93	100,000	100,000	B
	New	To be determined Engineering services to design landscaping & irrigation repairs at Metro South	PS	7/1/92-6/30/93	15,000	15,000	B
	New	To be determined Engineering services to evaluate sanitary pump system & stormwater drainage system	PS	7/1/92-6/30/93	30,000	30,000	B

# Contracts List

DEPT.	CONTRACT #	VENDOR/DESCRIPTION	TYPE	DURATION	TOTAL AMOUNT OF CONTRACT	FY 1992-93 AMOUNT	COUNCIL DESIGNATION
<b>SOLID WASTE - continued</b>							
<i>GENERAL ACCOUNT - continued</i>							
	New	To be determined Metal Recovery System (can crusher) at Metro Central	CONST	7/1/92-6/30/93	30,000	30,000	B
	New	To be determined Exterior site lighting upgrade at Metro Central	CONST	7/1/92-6/30/93	35,000	35,000	B
	New	To be determined Const. of transfer trailer staging area at Riedel Compost	CONST	7/1/92-6/30/93	250,000	250,000	A
	New	To be determined Design, procure & construct large scale zoo compost site	PS	7/1/92-6/30/93	45,000	45,000	A
	901317	Emerick Construction Metro South modifications/Household Hazardous Waste Collection Facility - completion of final "punch lists" & resolution of claims	CONST	6/6/90-6/30/93	4,565,522	50,000	Existing
	901746	RW Beck & Associates Monitor acceptance phase at Metro Compost facility	PS	3/8/91-6/30/93	300,000	150,000	Existing
<i>CONSTRUCTION ACCOUNT</i>							
	902186	CH2M Hill Design & construction management services - Metro Central Household Hazardous Waste Facility	PS	11/6/91-12/12/92	160,000	60,000	Existing

DEPT.	CONTRACT #	VENDOR/DESCRIPTION	TYPE	DURATION	TOTAL AMOUNT OF CONTRACT	FY 1992-93 AMOUNT	COUNCIL DESIGNATION
<b>SOLID WASTE - continued</b>							
<i>CONSTRUCTION ACCOUNT - continued</i>							
	TBA	To be determined Construction of Metro Central Household Hazardous Waste Facility	CONST	5/1/92-12/31/93	1,030,000	450,000	Existing
<i>ST. JOHNS CLOSURE ACCOUNT</i>							
	New	To be determined Install cover system on Sub-area 2; construct first phase of motor blower flare facility	CONST	5/1/93-10/31/93	5,070,000	2,000,000	A
	New	To be determined Technical assistance on groundwater & regulatory issues	PS	7/1/92-6/30/93	30,000	30,000	B
	New	To be determined Collection, testing & water quality as required by DEQ	CONST	7/1/92-6/30/95	792,000	264,000	A
	New	To be determined Install perimeter leachate control system	CONST	5/1/93-10/31/93	5,400,000	1,740,000	A
	New	To be determined Test engineering properties of on-site cover soil	PS	7/1/92-6/30/93	132,000	132,000	A
	New	To be determined Monitor & evaluate vegetation test pilots on Sub-area 1	PS	7/1/92-6/30/93	25,000	25,000	A

# Contracts List

DEPT.	CONTRACT #	VENDOR/DESCRIPTION	TYPE	DURATION	TOTAL AMOUNT OF CONTRACT	FY 1992-93 AMOUNT	COUNCIL DESIGNATION
<b>SOLID WASTE - continued</b>							
<i>ST. JOHNS CLOSURE ACCOUNT - continued</i>							
	New	To be determined Determine feasibility of treating leachate and/or contaminated groundwater by land irrigation	PS	7/1/92-6/30/93	35,000	35,000	B
	New	To be determined Procurement of subgrade embankment materials & intermediate cover materials for Sub-area 4	PUB	7/1/92-6/30/93	2,300,000	2,300,000	A
	902119	John L. Jersey & Son Procurement of soils for St. Johns Landfill closure	PUB	10/7/91-10/6/92	5,777,221	3,851,481	Existing
	901270	Parametrix, Inc. Design & construction management services for SJ Landfill	PS	5/24/90-4/30/96	2,503,727	500,000	Existing
	901323	Portland State University Ground & surface water data collection & analysis	IGA	7/1/90-6/30/93	95,065	30,000	Existing
	TBA	To be determined Install cover system of Sub-area 1, & gas wells on Sub-area 2	CONST	4/1/92-10/31/92	4,750,000	3,150,000	Existing
	TBA	To be determined Groundwater monitoring wells	CONST	4/1/92-6/30/93	363,000	267,000	Existing
	New	To be determined Research on landfill closure methods & landfill impacts	PS	7/1/92-6/30/94	100,000	30,000	A

# Contracts List

DEPT.	CONTRACT #	VENDOR/DESCRIPTION	TYPE	DURATION	TOTAL AMOUNT OF CONTRACT	FY 1992-93 AMOUNT	COUNCIL DESIGNATION
<b>SOLID WASTE - continued</b>							
<i>ST. JOHNS CLOSURE ACCOUNT - continued</i>							
	TBA	To be determined Risk assessment of impact of St. Johns Landfill on the environment (required by DEQ)	PS	5/1/92-6/30/93	80,000	60,000	Existing
	TBA	To be determined Ground surveying to check settlement, monitoring well locations & elevations, & control points for aerial fly-over	PS	1/1/92-6/30/93	60,000	30,000	Existing
<i>NORTH PORTLAND REHABILITATION &amp; ENHANCEMENT ACCOUNT</i>							
	New (Various)	To be determined (various) One or more contracts; vendors, contract amounts & project scopes of work to be determined by Enhancement Committee	PS	7/1/92-6/30/93	100,000	100,000	B
<i>METRO CENTRAL REHABILITATION &amp; ENHANCEMENT ACCOUNT</i>							
	New (Various)	To be determined (various) One or more contracts; vendors, contract amounts & project scopes of work to be determined by Enhancement Committee	PS	1/1/93-12/31/94	240,000	100,000	B
<i>COMPOSTER COMMUNITY REHABILITATION &amp; ENHANCEMENT ACCOUNT</i>							
	New (Various)	To be determined (various) One or more contracts; vendors, contract amounts & project scopes of work to be determined by Composter Enhancement Committee	PS	10/1/92-9/30/93	85,000	65,000	B

DEPT.	CONTRACT #	VENDOR/DESCRIPTION	TYPE	DURATION	TOTAL AMOUNT OF CONTRACT	FY 1992-93 AMOUNT	COUNCIL DESIGNATION
<b>METRO WASHINGTON PARK ZOO - continued</b>							
<i>VISITOR SERVICES - continued</i>							
	New	Unknown "Mystery Shopper" customer service survey	PS	3/1/93-6/30/93	2,000	2,000	B
	New	Unknown Team building seminars/instruction	PS	9/1/92-3/31/93	2,400	2,400	B
	New	Unknown Pest control services for food areas	PUB	5/1/93-4/30/94	3,000	800	B
	New	Unknown Perform maintenance & repair of Kronos timekeeping system	PUB	5/1/93-4/30/94	1,500	1,500	B
	New	Unknown Lease of popcorn cart	PUB	7/1/92-6/30/93	9,000	9,000	B
	New	Unknown Printing of Zoo maps	PUB	8/1/92-7/31/93	32,000	30,000	B

ITEM NO. 6

1992-93

**NOTICE OF PROPERTY TAX LEVY  
(School Districts use Form SD-50)**

FORM  
LB-50

To assessor of \_\_\_\_\_ County

- File no later than JULY 15.
- Be sure to read instructions in the 1992-93 Notice of Property Tax Levy Certification and Publication Forms and Instructions booklet.

On \_\_\_\_\_, 19\_\_\_\_, the \_\_\_\_\_ Council  
Governing Body  
 of Metropolitan Service District, Clackamas, Washington County, Oregon, levied taxes as follows:  
Municipal Corporation  
2000 S.W. First Avenue Portland OR 97201-5398  
Mailing Address of District City State ZIP  
Rena Cusma Executive Officer 221-1646  
Contact Person Title Daytime Telephone Date

Is an additional 1992-93 levy request being submitted for voter approval?  NO  YES (Date of Election) \_\_\_\_\_

**PART I: TOTAL PROPERTY TAX LEVY**

		Department of Revenue Use Only
1. Levy within the tax base (cannot exceed box 11, Part II) .....	1. 5,730,360	1.
2. One-year levies (outside tax base) (itemize these levies in Part III) .....	2. -0-	2.
3. Continuing levies (millage and fixed) (itemize in Part III) .....	3. -0-	3.
4. Serial levies (itemize in Part III) .....	4. -0-	4.
5. Amount levied for payment of bonded indebtedness .....	5. 5,645,446	5.
6. TOTAL AMOUNT to be raised by taxation (add boxes 1 through 5) .....	6. 11,375,806	6.

**PART II: TAX BASE WORKSHEET** (If an annexation occurred in the preceding fiscal year, complete Part IV first)

7. VOTED TAX BASE, if any 5-15-90 ..... Amount Voter Approved  
7. \$5,100,000  
Date of Voter Approval

8. CONSTITUTIONAL LIMITATION — Tax base portion of preceding three levies actually levied.

Actual Amount Levied	Fiscal Year	Actual Amount Levied	Fiscal Year	Actual Amount Levied	Fiscal Year
8a. -0-	1989-90	8b. \$5,100,000	1990-91	8c. \$5,406,000	1991-92

9. Largest of 8a, 8b, or 8c 9a. \$5,406,000 multiplied by 1.06 = ..... 9b. \$5,730,360

10. Annexation increase (from Part IV, box 7, on back of form) ..... 10. -0-

11. Adjusted tax base (largest of box 9b plus box 10; or box 7 plus box 10) ..... 11. \$5,730,360

**PART III: SCHEDULE OF ALL SPECIAL LEVIES** — Enter all special levies on this schedule. If there are more than three levies, attach a sheet showing the information for each.

Type of levy (one-year, serial, or continuing)	Purpose (operating, capital construction, or mixed)	Date voters approved ballot measure authorizing tax levy	First year levied	Final year to be levied	Total tax levy authorized per year by voters or rate if tax rate serial or millage levy	Amount of tax levied this year as a result of voter approval

Enter value used to compute millage levies or tax rate serial levies .....

**PART IV: ANNEXATION WORKSHEET**

1.	Area	Effective Date of Annexation	Assessed Value of Annexed Area as of 7-1-91
	A		
	B		
	C		
	D		

If more than four annexations, attach sheet showing the above information for each annexation.

2. Total assessed value of annexed areas (sum of A through D) ..... 2.

3. Tax base levied by annexing entity for fiscal year 1991-92 ..... 3.

4. Assessed value of annexing entity on July 1, 1991 ..... 4.

5. Tax base rate of annexing entity (divide box 3 by box 4) ..... 5.

6. Annexation increase (multiply box 2 by box 5) ..... 6.

7. TOTAL ANNEXATION INCREASE (multiply box 6 by 1.06)  
Enter this amount in box 10, Part II, on front of form ..... 7.

**PART V: LIMITATIONS PER OREGON REVISED STATUTES**

**A. Certain Municipal Corporations** — See the ORS chapter under which the municipal corporation was formed. THIS SECTION DOES NOT APPLY TO ALL MUNICIPAL CORPORATIONS. Does NOT apply to Bond Limitations.

1. Value of municipal corporation from most recent tax roll ..... 1.

2. Statutory limitation of municipal corporation per ORS Formation Chapter ..... 2.

3. Total dollar amount authorized by statutory limit (box 1 multiplied by box 2) ..... 3.   
(Total of Part I, lines 1, 2, 3, and 4, cannot exceed this amount.)

**B. Education Service Districts Only** — See ORS Chapter 334

**4. STATUTORY LIMITATION** — Amount levied for operational, administrative, and resolution services expenses.

Actual Amount Levied	Fiscal Year						
4a.	<input type="text"/>	4b.	<input type="text"/>	4c.	<input type="text"/>	4d.	<input type="text"/>

5. Largest of 4a, 4b, 4c, or 4d 5a.  multiplied by 1.06 = ..... 5b.

6. Amount levied for special programs, i.e., handi-  
capped, talented and gifted, bilingual or  
English as second language, in year of levy in 5a 6a.  multiplied by 1.06 = .... 6b.

7. Total of lines 5b and 6b = statutory limitation ..... 7.   
(Total of Part I, lines 1, 2, 3, and 4 cannot exceed this amount.)

ITEM NO. 7

**STAFF REPORT**

**CONSIDERATION OF ORDINANCE NO. 92-449 ADOPTING THE  
ANNUAL BUDGET FOR FISCAL YEAR 1992-93, MAKING  
APPROPRIATIONS AND LEVYING AD VALOREM TAXES**

**Date: March 4, 1992**

**Presented by: Rena Cusma  
Executive Officer**

**FACTUAL BACKGROUND AND ANALYSIS**

I am forwarding to the Council for consideration and approval my proposed budget for Fiscal Year 1992-93.

Council action, through Ordinance No. 92-449, is the first step in the process for the adoption of the District's operating financial plan for the forthcoming fiscal year. Final action by the Council to adopt this plan is scheduled for June 25, 1992.

Oregon Revised Statutes 294.635, Oregon Budget Law, requires that Metro prepare and submit the District's approved budget to the Tax Supervising and Conservation Commission by May 15, 1992. The Commission will conduct a hearing during June 1992 for the purpose of receiving information from the public regarding the Council's approved budget. Following the hearing, the Commission will certify the budget to the Council for adoption and may provide recommendations to the Council regarding any aspect of the budget.

Once the budget plan for Fiscal Year 1992-93 is adopted by the Council, the number of funds and their total dollar amount and the maximum tax levy cannot be amended without review and certification by the Tax Supervising and Conservation Commission. Adjustments, if any, by the Council to increase the level of expenditures in a fund are limited to no more than 10 percent of the total value of that fund in the period between approval, scheduled for May 7, 1992, and adoption.

Exhibits B and C of the Ordinance will be available at the public hearing on March 12, 1992.

**EXECUTIVE OFFICER'S RECOMMENDATION**

The Executive Officer recommends that the Council conduct a public hearing on Ordinance No. 92-449. The Executive Officer recommends that the Council schedule consideration of the proposed budget and necessary actions to meet the key dates as set out in Oregon Budget Law described above.

BEFORE THE COUNCIL OF THE  
METROPOLITAN SERVICE DISTRICT

FOR THE PURPOSE OF ADOPTING THE  
ANNUAL BUDGET FOR FISCAL YEAR  
1992-93, MAKING APPROPRIATIONS  
AND LEVYING AD VALOREM TAXES

) ORDINANCE NO. 92-449  
)  
) Introduced by  
) Rena Cusma, Executive Officer

WHEREAS, the Multnomah County Tax Supervising and  
Conservation Commission held its public hearing on the annual budget  
of the Metropolitan Service District for the fiscal year beginning  
July 1, 1992, and ending June 30, 1993; and

WHEREAS, recommendations from the Multnomah County Tax  
Supervising and Conservation Commission have been received by the  
Metropolitan Service District (attached as Exhibit A and made a part  
of the Ordinance) and considered; now, therefore,

THE COUNCIL OF THE METROPOLITAN SERVICE DISTRICT HEREBY  
ORDAINS:

1. The "Fiscal Year 1992-93 Budget of the Metropolitan  
Service District," attached hereto as Exhibit B, and the Schedule of  
Appropriations, attached hereto as Exhibit C, are hereby adopted.

2. The Council of the Metropolitan Service District does  
hereby levy ad valorem taxes, as provided in the budget adopted by  
Section 1 of this Ordinance, for a total amount of ELEVEN MILLION FOUR  
HUNDRED NINETY-ONE THOUSAND NINE HUNDRED SEVENTY-THREE (\$11,491,973)  
DOLLARS to be levied upon taxable properties within the Metropolitan  
Service District as of 1:00 a.m., July 1, 1992.

FIVE MILLION SEVEN HUNDRED THIRTY THOUSAND THREE HUNDRED  
SIXTY (\$5,730,360) DOLLARS shall be for the Zoo Operating Fund, said

amount authorized in a tax base, said tax base approved by the voters of the Metropolitan Service District at a general election held May 15, 1990.

FIVE MILLION SEVEN HUNDRED SIXTY-ONE THOUSAND SIX HUNDRED THIRTEEN (\$5,761,613) DOLLARS shall be for the Convention Center Project Debt Service Fund, said levy needed to repay a portion of the proceeds of General Obligation bonds as approved by the voters of the Metropolitan Service District at a general election held November 4, 1986.

3. Pursuant to Metro code Section 7.01.020(b) pertaining to the Metro Excise Tax, the Council hereby establishes the rate of tax for the period commencing July 1, 1992, to and including June 30, 1993, to be six percent (6%).

4. An annual loan not to exceed THREE MILLION FOUR HUNDRED SIXTY-ONE THOUSAND (\$3,461,000) DOLLARS is hereby authorized from the Solid Waste Revenue Fund to the Oregon Convention Center Debt Service Fund. The loan is needed to pay debt service on general obligation bonds prior to receiving property tax revenues. Simple interest shall be paid on the loan amount at the average daily rate paid by the State of Oregon Local Government Investment Pool for the duration of the loan based on a 360-day year. The loan amount and interest due shall be returned to the Solid Waste Revenue Fund General Account by the end of the fiscal year in which it is borrowed.

5. An annual loan not to exceed THREE HUNDRED NINETY THOUSAND (\$390,000) DOLLARS is hereby authorized from the Solid Waste Revenue Fund to the Planning Fund. The loan is needed to fund initial

urban arterial program work. The loan will be repaid in future fiscal years from vehicle license fees or by the participating jurisdictions. Simple interest shall be paid on the loan amount at the average daily rate paid by the State of Oregon Local Government Investment Pool for the duration of the loan based on a 360-day year.

6. The Coliseum Operating Fund is hereby created for the purpose of operating the Memorial Coliseum. Sources of revenue shall be reimbursements, enterprise revenue, commissions, interest, user fees and other revenues attributable to the operations of the facility. In the event of elimination of this fund, disposition of any funds remaining will be in accordance with the Memorandum of Understanding with the Portland Trailblazers approved by Resolution No. 91-1527 and any subsequent amendment.

7. The Metropolitan Greenspaces Fund is hereby created for the purpose of acquisition, capital improvement, management and operations of the regional greenspaces system. Initial sources of revenue will be grants and donations received through fund raising activities. In the event of elimination of this fund, any remaining fund balance will be used in support of the Metropolitan Greenspaces program and in accordance with any restrictions placed upon these funds at the time of receipt.

8. The Transportation Planning Fund title is hereby amended to be the Planning Fund. The purpose of the fund will expand to include regional growth management.

9. The Insurance Fund title is hereby amended to be the Risk Management Fund. The purpose of the fund is unchanged.

10. The Convention Center Project Management Fund is hereby eliminated.

11. The Planning and Development Fund is hereby eliminated and its remaining functions included in the Solid Waste Revenue Fund and the Planning Fund.

12. The Portland Center for the Performing Arts Capital Fund is hereby eliminated.

13. In accordance with Section 2.02.125 of the Metropolitan Service District Code, the Council of the Metropolitan Service District hereby authorizes personnel positions and expenditures in accordance with the Annual Budget adopted by Section 1 of this Ordinance, and hereby appropriates funds for the fiscal year beginning July 1, 1992, from the funds and for the purposes listed in the Schedule of Appropriations, Exhibit C.

14. The Executive Officer shall make the following filings as provided by ORS 294.555 and ORS 310.060:

a. Multnomah County Assessor

- 1) An original and one copy of the Notice of Levy marked Exhibit D, attached hereto and made a part of this Ordinance.
- 2) Two copies of the budget document adopted by Section 2 of this Ordinance.
- 3) A copy of the Notice of Publication required by ORS 294.421.
- 4) Two copies of this Ordinance.

b. Clackamas and Washington County Assessor and Clerk

- 1) A copy of the Notice of Levy marked Exhibit D.

- 2) A copy of the budget document adopted by Section 2 of this Ordinance.
- 3) A copy of this Ordinance.
- 4) A copy of the Notice of Publication required by ORS 294.421.

ADOPTED by the Council of the Metropolitan Service  
District this \_\_\_\_\_ day of \_\_\_\_\_, 1992.

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Jim Gardner, Presiding Officer

Attest:

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Clerk of the Council

\\rs\bud92-93.new\92-449.ord

**EXHIBIT C  
SCHEDULE OF APPROPRIATIONS  
FY 1992-93 PROPOSED BUDGET**

	Proposed Budget
<b>GENERAL FUND</b>	
Council	
Personal Services	\$477,443
Materials & Services	\$484,050
Capital Outlay	\$4,000
<b>Subtotal</b>	<b>\$965,493</b>
Executive Management	
Personal Services	\$337,653
Materials & Services	\$144,822
Capital Outlay	\$0
<b>Subtotal</b>	<b>\$482,475</b>
Office of Government Relations	
Personal Services	\$160,697
Materials & Services	\$103,231
Capital Outlay	\$0
<b>Subtotal</b>	<b>\$263,928</b>
General Expenses	
Interfund Transfers	\$2,854,811
Contingency	\$465,698
<b>Subtotal</b>	<b>\$3,320,509</b>
Unappropriated Balance	\$250,000
<b>Total General Fund Requirements</b>	<b>\$5,282,405</b>
<b>SUPPORT SERVICES FUND</b>	
Finance and Management Information	
Personal Services	\$1,995,128
Materials & Services	\$1,022,503
Capital Outlay	\$106,500
<b>Subtotal</b>	<b>\$3,124,131</b>
Regional Facilities	
Personal Services	\$547,588
Materials & Services	\$438,320
Capital Outlay	\$53,800
<b>Subtotal</b>	<b>\$1,039,708</b>

**EXHIBIT C  
SCHEDULE OF APPROPRIATIONS  
FY 1992-93 PROPOSED BUDGET**

	<b>Proposed Budget</b>
<b>SUPPORT SERVICES FUND (continued)</b>	
Personnel	
Personal Services	\$474,333
Materials & Services	\$112,211
Capital Outlay	\$24,325
<b>Subtotal</b>	<b>\$610,869</b>
Office of General Counsel	
Personal Services	\$421,560
Materials & Services	\$22,887
Capital Outlay	\$800
<b>Subtotal</b>	<b>\$445,247</b>
Public Affairs	
Personal Services	\$931,561
Materials & Services	\$313,840
Capital Outlay	\$7,545
<b>Subtotal</b>	<b>\$1,252,946</b>
General Expenses	
Interfund Transfers	\$444,376
Contingency	\$251,477
<b>Subtotal</b>	<b>\$695,853</b>
Unappropriated Balance	\$105,625
<b>Total Support Services Fund Requirements</b>	<b>\$7,274,379</b>
<b>BUILDING MANAGEMENT FUND</b>	
Metro Center Operations	
Personal Services	\$63,704
Materials & Services	\$596,801
Capital Outlay	\$74,000
<b>Subtotal</b>	<b>\$734,505</b>

**EXHIBIT C  
SCHEDULE OF APPROPRIATIONS  
FY 1992-93 PROPOSED BUDGET**

	Proposed Budget
<b>BUILDING MANAGEMENT FUND (continued)</b>	
Metro Headquaraters Operations	
Personal Services	\$62,077
Materials & Services	\$132,558
Capital Outlay	\$20,000
<b>Subtotal</b>	<b>\$214,635</b>
Parking Garage Operations	
Personal Services	\$11,812
Materials & Services	\$111,430
Capital Outlay	\$5,000
<b>Subtotal</b>	<b>\$128,242</b>
General Expenses	
Contingency	\$172,409
Interfund Transfers	\$230,183
<b>Subtotal</b>	<b>\$402,592</b>
Unappropriated Balance	\$179,525
<b>Total Building Management Fund Requirements</b>	<b>\$1,659,499</b>
<b>RISK MANAGEMENT FUND</b>	
Personal Services	\$167,238
Materials & Services	\$1,378,550
Capital Outlay	\$1,100
Contingency	\$200,000
Unappropriated Balance	\$4,756,489
<b>Total Insurance Fund Requirements</b>	<b>\$6,503,377</b>
<b>GENERAL REVENUE BOND FUND</b>	
Construction Account	
Personal Services	\$228,772
Materials & Services	\$185,850
Capital Outlay	\$12,713,697
<b>Subtotal</b>	<b>\$13,128,319</b>

**EXHIBIT C  
SCHEDULE OF APPROPRIATIONS  
FY 1992-93 PROPOSED BUDGET**

	<b>Proposed Budget</b>
<b>GENERAL REVENUE BOND FUND (continued)</b>	
Renewal & Replacement Account	
Capital Outlay	\$192,344
<b>Subtotal</b>	<b>\$192,344</b>
Debt Service Account	
Debt Service	\$1,618,859
<b>Subtotal</b>	<b>\$1,618,859</b>
Unappropriated Balance	\$2,335,946
<b>Total General Revenue Bond Fund Requirements</b>	<b>\$17,275,468</b>
<b>ZOO OPERATING FUND</b>	
Administration	
Personal Services	\$710,930
Materials & Services	\$194,490
Capital Outlay	\$7,500
<b>Subtotal</b>	<b>\$912,920</b>
Animal Management	
Personal Services	\$1,983,957
Materials & Services	\$408,103
Capital Outlay	\$22,900
<b>Subtotal</b>	<b>\$2,414,960</b>
Facilities Management	
Personal Services	\$1,631,894
Materials & Services	\$1,415,343
Capital Outlay	\$98,178
<b>Subtotal</b>	<b>\$3,145,415</b>
Education Services	
Personal Services	\$575,935
Materials & Services	\$242,511
Capital Outlay	\$14,560
<b>Subtotal</b>	<b>\$833,006</b>

**EXHIBIT C  
SCHEDULE OF APPROPRIATIONS  
FY 1992-93 PROPOSED BUDGET**

	Proposed Budget
<b>ZOO OPERATING FUND (continued)</b>	
Marketing	
Personal Services	\$258,314
Materials & Services	\$554,636
Capital Outlay	\$24,018
<b>Subtotal</b>	<b>\$836,968</b>
Visitor Services	
Personal Services	\$1,269,804
Materials & Services	\$1,302,485
Capital Outlay	\$43,000
<b>Subtotal</b>	<b>\$2,615,289</b>
Design Services	
Personal Services	\$248,081
Materials & Services	\$103,952
Capital Outlay	\$463,989
<b>Subtotal</b>	<b>\$816,022</b>
General Expenses	
Interfund Transfers	\$1,196,952
Contingency	\$547,582
<b>Subtotal</b>	<b>\$1,744,534</b>
Unappropriated Balance	\$4,124,409
<b>Total Zoo Operating Fund Requirements</b>	<b>\$17,443,523</b>
<b>ZOO CAPITAL FUND</b>	
Personal Services	\$75,485
Materials & Services	\$2,937
Capital Outlay	\$776,300
Contingency	\$150,000
Unappropriated Balance	\$2,366,750
<b>Total Zoo Capital Fund Requirements</b>	<b>\$3,371,472</b>

**EXHIBIT C  
SCHEDULE OF APPROPRIATIONS  
FY 1992-93 PROPOSED BUDGET**

	<b>Proposed Budget</b>
<b>SOLID WASTE REVENUE FUND</b>	
Administration	
Personal Services	\$421,394
Materials & Services	\$120,015
<b>Subtotal</b>	<b>\$541,409</b>
Budget and Finance	
Personal Services	\$469,692
Materials & Services	\$1,162,933
<b>Subtotal</b>	<b>\$1,632,625</b>
Operations	
Personal Services	\$1,534,287
Materials & Services	\$41,692,422
<b>Subtotal</b>	<b>\$43,226,709</b>
Engineering & Analysis	
Personal Services	\$644,372
Materials & Services	\$163,075
<b>Subtotal</b>	<b>\$807,447</b>
Waste Reduction	
Personal Services	\$574,122
Materials & Services	\$2,014,807
<b>Subtotal</b>	<b>\$2,588,929</b>
Planning	
Personal Services	\$190,419
Materials & Services	\$97,240
<b>Subtotal</b>	<b>\$287,659</b>
Debt Service Account	
Debt Service	\$2,754,458
<b>Subtotal</b>	<b>\$2,754,458</b>
Landfill Closure Account	
Materials & Services	\$16,210,481
<b>Subtotal</b>	<b>\$16,210,481</b>

**EXHIBIT C  
SCHEDULE OF APPROPRIATIONS  
FY 1992-93 PROPOSED BUDGET**

	<b>Proposed Budget</b>
<b>SOLID WASTE REVENUE FUND (continued)</b>	
Construction Account Capital Outlay	\$1,090,000
<b>Subtotal</b>	<b>\$1,090,000</b>
Renewal and Replacement Account Capital Outlay	\$540,000
<b>Subtotal</b>	<b>\$540,000</b>
General Account Capital Outlay	\$1,354,278
<b>Subtotal</b>	<b>\$1,354,278</b>
Master Project Account Debt Service	\$2,834,217
<b>Subtotal</b>	<b>\$2,834,217</b>
General Expenses Interfund Transfers Contingency	\$5,588,018 \$5,464,332
<b>Subtotal</b>	<b>\$11,052,350</b>
Unappropriated Balance	\$7,874,666
<b>Total Solid Waste Revenue Fund Requirements</b>	<b>\$92,795,228</b>
<b>REHABILITATION &amp; ENHANCEMENT FUND</b>	
North Portland Enhancement Account Materials & Services	\$101,920
<b>Subtotal</b>	<b>\$101,920</b>
Composter Enhancement Account Materials & Services	\$87,060
<b>Subtotal</b>	<b>\$87,060</b>

**EXHIBIT C  
SCHEDULE OF APPROPRIATIONS  
FY 1992-93 PROPOSED BUDGET**

	<b>Proposed Budget</b>
<b>REHABILITATION &amp; ENHANCEMENT FUND (continued)</b>	
Metro Central Enhancement Account Materials & Services	\$242,060
<b>Subtotal</b>	<b>\$242,060</b>
Forest Grove Account Materials & Services	\$80,866
<b>Subtotal</b>	<b>\$80,866</b>
Oregon City Account Materials & Services	\$176,702
<b>Subtotal</b>	<b>\$176,702</b>
General Expenses Interfund Transfers Contingency	\$46,479 \$218,679
<b>Subtotal</b>	<b>\$265,158</b>
Unappropriated Balance	\$1,854,343
<b>Total Rehab. &amp; Enhancement Fund Requirements</b>	<b>\$2,808,109</b>
<b>PLANNING FUND</b>	
Transportation Personal Services Materials & Services Capital Outlay	\$2,659,227 \$4,275,438 \$32,000
<b>Subtotal</b>	<b>\$6,966,665</b>
Growth Management Personal Services Materials & Services Capital Outlay	\$811,596 \$1,690,544 \$3,000
<b>Subtotal</b>	<b>\$2,505,140</b>

**EXHIBIT C  
SCHEDULE OF APPROPRIATIONS  
FY 1992-93 PROPOSED BUDGET**

	<b>Proposed Budget</b>
<b>PLANNING FUND (continued)</b>	
General Expenses	
Interfund Transfers	\$1,199,696
Contingency	\$255,159
<b>Subtotal</b>	<b>\$1,454,855</b>
Unappropriated Balance	\$11,518
<b>Total Planning Fund Requirements</b>	<b>\$10,938,178</b>
<b>SMITH AND BYBEE LAKES TRUST FUND</b>	
Personal Services	\$60,179
Materials & Services	\$339,941
Capital Outlay	\$401,135
Interfund Transfers	\$20,000
Contingency	\$80,020
Unappropriated Balance	\$1,213,267
<b>Total Smith and Bybee Lakes Trust Fund Requirements</b>	<b>\$2,114,542</b>
<b>METRO GREENSPACES FUND</b>	
Capital Outlay	\$1,000,000
<b>Total Metro Greenspaces Fund Requirements</b>	<b>\$1,000,000</b>
<b>CONVENTION CENTER PROJECT CAPITAL FUND</b>	
Personal Services	\$33,875
Materials & Services	\$1,528,937
Capital Outlay	\$2,357,001
Unappropriated Balance	\$300,000
<b>Total Convention Center Project Capital Fund Requirements</b>	<b>\$4,219,813</b>
<b>CONVENTION CENTER PROJECT DEBT SERVICE FUND</b>	
Debt Service	\$5,620,328
Interfund Transfers	\$10,000
<b>Total Convention Center Project Debt Service Fund Requirements</b>	<b>\$5,630,328</b>

**EXHIBIT C  
SCHEDULE OF APPROPRIATIONS  
FY 1992-93 PROPOSED BUDGET**

	Proposed Budget
<b>METRO ERC MANAGEMENT POOL FUND</b>	
Personal Services	\$775,742
Materials & Services	\$40,000
Interfund Transfers	\$17,249
Contingency	\$25,000
<b>Total Metro ERC Management Pool Fund Requirements</b>	<b>\$857,991</b>
<b>OREGON CONVENTION CENTER OPERATING FUND</b>	
Personal Services	\$2,804,847
Materials & Services	\$4,410,478
Capital Outlay	\$303,487
Interfund Transfers	\$834,229
Contingency	\$350,000
Unappropriated Balance	\$3,585,500
<b>Total Oregon Convention Center Operating Fund Requirements</b>	<b>\$12,288,541</b>
<b>SPECTATOR FACILITIES OPERATING FUND</b>	
Civic Stadium	
Personal Services	\$631,963
Materials & Services	\$1,134,280
Capital Outlay	\$158,800
<b>Subtotal</b>	<b>\$1,925,043</b>
Performing Arts Center	
Personal Services	\$3,434,395
Materials & Services	\$1,177,986
Capital Outlay	\$250,000
<b>Subtotal</b>	<b>\$4,862,381</b>
General Expenses	
Interfund Transfers	\$680,393
Contingency	\$280,000
<b>Subtotal</b>	<b>\$960,393</b>
Unappropriated Balance	\$1,978,058
<b>Total Spectator Facilities Operating Fund Requirements</b>	<b>\$9,725,875</b>

EXHIBIT C  
SCHEDULE OF APPROPRIATIONS  
FY 1992-93 PROPOSED BUDGET

	Proposed Budget
<b>COLISEUM OPERATING FUND</b>	
Personal Services	\$3,044,904
Materials & Services	\$5,379,815
Capital Outlay	\$60,700
Interfund Transfers	\$768,167
Contingency	\$296,414
<b>Total Coliseum Operating Fund Requirements</b>	<b>\$9,550,000</b>
<b>TOTAL APPROPRIATIONS</b>	<b>\$210,738,728</b>

BEFORE THE COUNCIL OF THE  
METROPOLITAN SERVICE DISTRICT

FOR THE PURPOSE OF ADOPTING THE )  
ANNUAL BUDGET FOR FISCAL YEAR )  
1992-93, MAKING APPROPRIATIONS )  
AND LEVYING AD VALOREM TAXES )

ORDINANCE NO. 92-449-A  
Introduced by  
Rena Cusma, Executive Officer

WHEREAS, The Multnomah County Tax Supervising and Conservation Commission held its public hearing on the annual budget of the Metropolitan Service District for the fiscal year beginning July 1, 1992, and ending June 30, 1993; and

WHEREAS, Recommendations from the Multnomah County Tax Supervising and Conservation Commission have been received by the Metropolitan Service District (attached as Exhibit A and made a part of the Ordinance) and considered; now, therefore,

THE COUNCIL OF THE METROPOLITAN SERVICE DISTRICT HEREBY  
ORDAINS:

1. The "Fiscal Year 1992-93 Budget of the Metropolitan Service District," attached hereto as Exhibit B, and the Schedule of Appropriations, attached hereto as Exhibit C, are hereby adopted.

2. The Council of the Metropolitan Service District does hereby levy ad valorem taxes, as provided in the budget adopted by Section 1 of this Ordinance, for a total amount of ELEVEN MILLION THREE HUNDRED SEVENTY-FIVE THOUSAND EIGHT HUNDRED SIX (\$11,375,806) [~~ELEVEN MILLION FOUR HUNDRED NINETY ONE THOUSAND NINE HUNDRED SEVENTY THREE (\$11,491,973)~~] DOLLARS to be levied upon taxable properties within the Metropolitan Service District as of 1:00 a.m., July 1, 1992.

FIVE MILLION SEVEN HUNDRED THIRTY THOUSAND THREE HUNDRED SIXTY (\$5,730,360) DOLLARS shall be for the Zoo Operating Fund, said amount authorized in a tax base, said tax base approved by the voters of the Metropolitan Service District at a general election held May 15, 1990.

FIVE MILLION SIX HUNDRED FORTY-FIVE THOUSAND FOUR HUNDRED FORTY-SIX (\$5,645,446) [~~FIVE MILLION SEVEN HUNDRED SIXTY ONE THOUSAND SIX HUNDRED THIRTEEN (\$5,761,613)~~] DOLLARS shall be for the Convention Center Project Debt Service Fund, said levy needed to repay a portion of the proceeds of General Obligation bonds as approved by the voters of the Metropolitan Service District at a general election held November 4, 1986.

3. Pursuant to Metro code Section 7.01.020(b) pertaining to the Metro Excise Tax, the Council hereby establishes the rate of tax for the period commencing July 1, 1992, to and including June 30, 1993, to be six percent (6%).

~~[4. An annual loan not to exceed THREE MILLION FOUR HUNDRED SIXTY ONE THOUSAND (\$3,461,000) DOLLARS is hereby authorized from the Solid Waste Revenue Fund to the Oregon Convention Center Debt Service Fund. The loan is needed to pay debt service on general obligation bonds prior to receiving property tax revenues. Simple interest shall be paid on the loan amount at the average daily rate paid by the State of Oregon Local Government Investment Pool for the duration of the loan based on a 360 day year. The loan amount and interest due shall be returned to the Solid Waste Revenue Fund General Account by the end of the fiscal year in which it is borrowed.]~~

4. An annual loan not to exceed FIVE HUNDRED THOUSAND (\$500,000) DOLLARS is hereby authorized from the Spectator Facilities Fund to the Coliseum Operating Fund. The loan is needed to fund cash flow requirements for the Coliseum. Simple interest shall be paid on the loan amount at the average daily rate by the State of Oregon Local Government Investment Pool for the duration of the loan based on a 360-day year. The loan amount and interest due shall be returned to the Spectator Facilities Fund by the end of the fiscal year in which it is borrowed.

5. An annual loan not to exceed THREE HUNDRED NINETY THOUSAND (\$390,000) DOLLARS is hereby authorized from the Solid Waste Revenue Fund to the Planning Fund. The loan is needed to fund initial urban arterial program work. The loan will be repaid in future fiscal years from vehicle license fees or by the participating jurisdictions. Simple interest shall

be paid on the loan amount at the average daily rate paid by the State of Oregon Local Government Investment Pool for the duration of the loan based on a 360-day year.

6. The Coliseum Operating Fund is hereby created for the purpose of operating the Memorial Coliseum. Sources of revenue shall be reimbursements, enterprise revenue, commissions, interest, user fees and other revenues attributable to the operations of the facility. In the event of elimination of this fund, disposition of any funds remaining will be in accordance with the Memorandum of Understanding with the Portland Trailblazers approved by Resolution No. 91-1527 and any subsequent amendment.

7. The Metropolitan Greenspaces Fund is hereby created for the purpose of acquisition, capital improvement, management and operations of the regional greenspaces system. Initial sources of revenue will be grants and donations received through fund raising activities. In the event of elimination of this fund, any remaining fund balance will be used in support of the Metropolitan Greenspaces program and in accordance with any restrictions placed upon these funds at the time of receipt.

8. The Transportation Planning Fund title is hereby amended to be the Planning Fund. The purpose of the fund will expand to include regional growth management.

9. The Insurance Fund title is hereby amended to be the Risk Management Fund. The purpose of the fund is unchanged.

10. The Convention Center Project Management Fund is hereby eliminated.

11. The Planning and Development Fund is hereby eliminated and its remaining functions included in the Solid Waste Revenue Fund and the Planning Fund.

12. The Portland Center for the Performing Arts Capital Fund is hereby eliminated.

13. In accordance with Section 2.02.125 of the Metropolitan Service District Code, the Council of the Metropolitan Service District hereby authorizes personnel positions and expenditures in accordance with the Annual Budget adopted by Section 1 of this

Ordinance, and hereby appropriates funds for the fiscal year beginning July 1, 1992, from the funds and for the purposes listed in the Schedule of Appropriations, Exhibit C.

14. The Executive Officer shall make the following filings as provided by ORS 294.555 and ORS 310.060:

- a. Multnomah County Assessor
  - 1) An original and one copy of the Notice of Levy marked Exhibit D, attached hereto and made a part of this Ordinance.
  - 2) Two copies of the budget document adopted by Section 2 of this Ordinance.
  - 3) A copy of the Notice of Publication required by ORS 294.421.
  - 4) Two copies of this Ordinance.
  
- b. Clackamas and Washington County Assessor and Clerk
  - 1) A copy of the Notice of Levy marked Exhibit D.
  - 2) A copy of the budget document adopted by Section 2 of this Ordinance.
  - 3) A copy of this Ordinance.
  - 4) A copy of the Notice of Publication required by ORS 294.421.

ADOPTED by the Council of the Metropolitan Service District this \_\_\_\_\_  
day of \_\_\_\_\_, 1992.

Jim Gardner, Presiding Officer

Attest:

Clerk of the Council

KR:rs\bud92-93.new\92-449.ord



**METRO**

2000 S.W. First Avenue  
Portland, OR 97201-5398  
503/221-1646

# Memorandum

*Council  
6/25/92  
6.1*

DATE: June 24, 1992  
TO: Metro Council  
FROM: Casey Short, <sup>us</sup> Council Analyst  
RE: Regional Facilities Committee's Contracts List  
Recommendations

The Regional Facilities Committee considered contracts list designations at its June 23 meeting, and approved the Council staff's recommendations with several changes. Councilor McLain will move to amend the contracts list (Exhibit D of the supplemental packet for the budget ordinance) at the June 25 Council meeting, to incorporate the committee's recommendations into the ordinance. The Committee's recommended changes are listed below.

Page            Contract and Comments

95-96            Oregon Convention Center Project:  
The following six contracts are recommended as "B" contracts:

- Construction contract(s) for ADA retrofit (\$150,000)
- Lighting controls (\$200,000)
- Tiered seating system (\$500,000)
- Audio/visual system upgrades (\$30,000)
- Theatrical lighting for ballroom ((\$52,500)
- Signage for Skyview Terrace & ticket area (\$50,000)

These contracts comprise the \$982,500 authorized in the budget for construction projects at the Convention Center, which are the subject of a budget note requiring Regional Facilities staff to get Committee approval before the projects are begun. The committee decided to incorporate the RFP review into the review required by the budget note, so recommends "B" designation for all six contracts.

96.            Retrofit in accordance with American Disabilities Act (\$150,000).  
This listing is redundant, duplicating a similar listing on the previous page. It should be deleted from the contracts list.

Page            Contract and Comments

- 97            Metro Headquarters Project  
Provide various furniture items for new building  
(\$1,050,000).  
This item will consist of several contracts for  
furniture, fixtures, and equipment (FF&E) for the Metro  
Headquarters building. The Committee recommends it be  
designated a "B" contract, with the stipulation that  
Regional Facilities staff keep them apprised of the  
status of bid proposals and anticipated FF&E purchases.
- 122           Metro Washington Park Zoo  
Remodel or refurbish parts of commissary building  
The contract amount listed in Exhibit D is in error.  
It should be corrected to read \$30,000 in both the  
"Total Amount of Contract" and "FY 1992-93 Amount"  
columns.



**METRO**

2000 S.W. First Avenue  
Portland, OR 97201-5398  
503/221-1646

# Memorandum

*Council*  
*6/25/92*  
*6.1*

To: All Councilors

From: Councilor Judy Wyers

Date: June 25, 1992

Re: Budget Note Re Local Recycling Programs

The following is a budget note relating to the need for evaluation of local recycling programs, particularly for inclusion in the annual waste reduction report submitted to the DEQ. The Finance Committee motion to approve the FY 92-93 budget included the preparation of a budget note to this effect.

"The department shall develop a strategy (work plan) for evaluating the effectiveness of local recycling and waste reduction programs, particularly those partially or totally funded by Metro. This strategy shall be presented to the Solid Waste Committee by October 1, 1992."





**METRO**

2000 S.W. First Avenue  
Portland, OR 97201-5398  
503/221-1646

# Memorandum

**DATE:** June 22, 1992

**TO:** Metro Council  
Executive Officer  
Interested Parties

**FROM:** Paulette Allen, Clerk of the Council *PA*

**RE:** SUPPLEMENTAL PACKET FOR AGENDA ITEM NO. 6.2;  
ORDINANCE NO. 92-457

Attached is the supplemental packet for Ordinance No. 92-456, Exhibit A, "Chapter 2 (Hazardous and Medical Waste) Regional Solid Waste Management Plan - Household Hazardous Waste Management System." This document was published separately from the Council packet because of its volume. Copies will be available at the Council meeting June 25, 1992.

## SOLID WASTE COMMITTEE REPORT

CONSIDERATION OF ORDINANCE NO. 92-456, FOR THE PURPOSE OF AMENDING THE REGIONAL SOLID WASTE MANAGEMENT PLAN TO INCORPORATE THE HOUSEHOLD HAZARDOUS WASTE MANAGEMENT PLAN AND TO UPDATE PLAN POLICY 2.2

-----  
Date: June 17, 1992

Presented by: Councilor Wyers

Committee Recommendation: At the June 16 meeting, the Committee voted 4-0 to recommend Council adoption of Resolution No. 92-456. Voting in favor: Councilors Buchanan, Hansen, Van Bergen and Wyers. Councilor Mc Farland was excused.

Committee Issues/Discussion: The purpose of this ordinance is to adopt a household hazardous waste (HHW) management plan for the region. Mark Buscher, Solid Waste Planning, began the staff report with a slide presentation outlining the operation of the household hazardous waste facility at the Metro South Station.

Larry Eisele, Washington County, who chaired the subcommittee that developed the proposed HHW management plan, noted that development of the plan spanned a two year period. The subcommittee included representatives of industry, the scientific community and local governments. Eisele explained that household hazardous waste is a relatively new field of solid waste management which can present significant problems.

Eisele noted that in developing the proposed plan, the subcommittee reviewed programs in other jurisdictions. There is not a high level of uniformity among such programs, particularly in areas such as funding, accounting, and overall cost management. Eisele believes that the proposed management plan takes the best of other management plans and will provide a state-of-the-art management system. The plan should be considered a flexible, working document capable of being amended to reflect the rapidly changing field of household hazardous waste management.

Buscher summarized the content of the plan. He began by discussing the two appendices. Appendix A is a program analysis that examined management, waste reduction and funding options for the plan. Appendix B is a cost analysis of collection system options. This analysis concluded that a system of two permanent stations (at Metro Central and Metro South) and a mobile capacity for Washington and East Multnomah Counties would be the most cost-effective. Initially this mobile capacity would focus on bulkier items such as paints and fertilizers.

Buscher explained that initially there would be four main implementation activities under the plan. These include: 1) seeking financial assistance from the DEQ (from fees collected by DEQ to develop a statewide HHW collection system) to implement a

mobile collection capacity by January 1, 1993; 2) monitoring consumer behavior related to HHW management, collection and disposal; 3) development of educational and promotional programs, and 4) examination of various funding options such as a wastewater surcharge or user fees. Buscher noted that the local government role in implementing the plan would include: 1) developing and disseminating HHW educational and promotional materials, 2) assisting in obtaining sites for mobile HHW facilities and 3) monitoring permanent and mobile operations.

Councilor Hansen asked about the number of persons using the new collection facility at Metro South. Sam Chandler, Facilities Manager, responded that the weekly average has remained relatively constant at about 225 users. But he noted that the quantity of material per customer has declined. The average cost per customer has declined from about \$100 to \$75.

Councilor Van Bergen asked if the receipt of funding from the DEQ would obligate Metro to take HHW from other parts of the state at our mobile facilities. Buscher explained that DEQ would initially be asked to fund collection events similar to those sponsored by Metro in the past. These funds would be generated from within the region and therefore not require the acceptance of material from outside of the region. It is not anticipated that any equipment will be purchased for this purpose, although at some point the leasing of equipment might be considered if justified.

Van Bergen asked for a clarification that there will be no permanent facility in Washington County. Buscher indicated that that is correct. He noted that a mobile capacity is being provided in Washington and Eastern Multnomah Counties because such facilities will be 15-20% cheaper to operate.

Councilor Wyers expressed some concern that the educational and promotional programs associated with the plan include a strong focus on HHW reduction as well as management and disposal. Buscher indicated that these elements would be given equal weight.

Wyers asked about the development of a legislative agenda related to HHW. Buscher indicated that such an agenda would be developed as issues emerged using the normal process for developing Metro's legislative agenda.

Wyers asked why the regulation of conditionally exempt generators and medical wastes are not being addressed in this plan. Buscher noted that issues associated with the management of these types of waste are very different than HHW. During the coming fiscal year, work will begin on developing a management plan for these types of wastes.



**METRO**

2000 S.W. First Avenue  
Portland, OR 97201-5398  
503/221-1646

# Memorandum

To: Solid Waste Committee Members

From: John Houser, Council Analyst

Date: June 9, 1992

Re: Ordinance No. 92-456 For the Purpose of Amending the Regional Solid Waste Management Plan to Incorporate the Household Hazardous Waste Management Plan and to Update Plan Policy 2.2.

Ordinance No. 92-456 is scheduled for committee consideration at the June 16 meeting.

## Background

This ordinance would amend the Regional Solid Waste Management Plan (RSWMP) to adopt a household hazardous waste (HHW) management and collection plan for the region. The ordinance also would amend Plan Policy 2.2 to reflect current state and federal regulation of hazardous wastes.

The HHW management plan was initially developed by a 16-member subcommittee of the Solid Waste Technical Committee which included representatives of state and local governments and the private sector. The plan has been approved by the Technical Committee and the Solid Waste Policy Advisory Committee.

The plan addresses the following areas: 1) expansion of the existing HHW collection system to cover the entire region, 2) development of HHW promotion and education and waste reduction programs, 3) exploring alternative funding sources for HHW management and collection, 4) examining the need to develop a legislative agenda related to HHW, and 5) monitoring of the management program.

Policy 2.2 in the RSWMP currently provides that "Metro shall not knowingly accept for solid waste disposal or processing any hazardous waste materials at solid waste facilities." The ordinance would replace this language with the following: "Metro shall manage hazardous waste in accordance with the EPA's management hierarchy of "reduce, reuse, recycle, treat, incinerate and finally land disposal.." This language recognizes both federal and state mandates to develop more comprehensive management programs for hazardous wastes.

## Issues and Questions

In considering this ordinance, the committee may wish to address the following issues and questions:

- 1) The ordinance addresses only the management of HHW. It was envisioned that Chapter 2 of the RSWMP also would ultimately address other types of hazardous waste, specifically conditionally exempt generators (CEG) and medical wastes. Does the department have a timeline for the development of management plans to address these types of waste?
- 2) The plan addresses the need for education and promotion programs to encourage proper disposal of HHW and identifies some of the potential elements of such programs. Has the department developed a timeline and process for the development of these programs? Will these programs be reviewed/approved by the Council prior to implementation?
- 3) The plan indicates that Metro will attempt to develop a mobile HHW collection capacity to serve Washington County and east Multnomah County by the end of 1992. It appears that Metro will seek funding assistance from the DEQ in developing this capacity. What is the status of the development of this mobile collection system. What types of funding may be available from DEQ (eg. equipment purchase, operational funding, staffing, etc.)? What are the nature of Metro's financial responsibilities related to the mobile collection system (eg. will Metro be responsible for operating or staffing this mobile equipment)?
- 4) The plan provides for the development of a monitoring program for the HHW management system. What is the timing for the implementation of a monitoring program? Will the monitoring be done by existing Metro staff, by new staff, or by contract? What is the estimated cost of the monitoring program?
- 5) Could staff please describe how it intends to obtain the necessary local land use permits to operate mobile facilities throughout the region? Approximately how many mobile facility sites will be identified?
- 6) The plan notes that considerable research concerning regulatory options (eg. product regulation/bans) and funding options (eg. user fees) will occur prior to the 1993 Legislative Session to aid in the development of an HHW-related legislative agenda. What type of a process will be used to complete research (eg. a research committee, existing staff, a contractor)? What will the role of the Council be in the development of this legislative agenda?
- 7) The plan notes that one of the options for reducing HHW in the mixed waste stream would be a curbside disposal ban. Does Metro have the statutory authority to implement such a ban or would such authority be needed from the Legislative Assembly?

8) Has the staff developed a timeline for the establishment of an HHW waste exchange system as identified in the proposed management plan?

9) Is it the intent of the plan that the 1% For Recycling program could/should place an emphasis on HHW recycling projects during one of its annual funding cycles?

10) The plan notes that the dissemination of HHW promotional, educational and reduction materials in a local jurisdiction will be the responsibility of that jurisdiction, subject to funding availability. In light of Ballot Measure 5, what assurances are there that such funding will be available?

11) The plan notes that the DEQ is developing a statewide HHW management funding plan? What is the status of this plan? Is it likely that Metro's plan will need to be adjusted when the DEQ plan is completed?

BEFORE THE COUNCIL OF THE  
METROPOLITAN SERVICE DISTRICT

FOR THE PURPOSE OF AMENDING )  
THE REGIONAL SOLID WASTE )  
MANAGEMENT PLAN TO INCORPORATE )  
THE HOUSEHOLD HAZARDOUS WASTE )  
MANAGEMENT PLAN AND TO UPDATE )  
PLAN POLICY 2.2 )

ORDINANCE NO. 92-456

Introduced by:  
Rena Cusma  
Executive Officer

WHEREAS, By Ordinance No. 88-266B, Metro adopted the Regional Solid Waste Management Plan; and

WHEREAS, Chapter 2 of the Regional Solid Waste Management Plan, entitled "Hazardous and Medical Waste" contains policies for preventing the disposal of hazardous wastes, including household hazardous waste, at solid waste facilities; and

WHEREAS, The attached Exhibit "A", made part of this Ordinance by reference, expands and improves upon the original Plan policies and that portion of Chapter 2 related to the management of household hazardous waste; now, therefore,

THE COUNCIL OF THE METROPOLITAN SERVICE DISTRICT HEREBY ORDAINS:

Section 1: Policy 2.2 of the Regional Solid Waste Management Plan is hereby amended to read:

~~2.2 Metro shall not knowingly accept for solid waste disposal or processing any hazardous waste materials at solid waste facilities.~~ Metro shall manage hazardous waste in accordance with the EPA's management hierarchy of "reduce, reuse, recycle, treat, incinerate and finally land disposal".

Section 2: The section of Chapter 2 of the Regional Solid Waste Management Plan entitled "Household Hazardous Waste Programs" is deleted in its entirety and replaced with Exhibit "A" of this Ordinance entitled Household Hazardous Waste Management System.

ADOPTED by the Council of the Metropolitan Service District  
this \_\_\_\_\_ day of \_\_\_\_\_, 1992.

\_\_\_\_\_  
Jim Gardner, Presiding Officer

ATTEST:

\_\_\_\_\_  
Clerk of the Council

## STAFF REPORT

CONSIDERATION OF ORDINANCE NO. 92-456 FOR THE PURPOSE OF AMENDING THE REGIONAL SOLID WASTE MANAGEMENT PLAN TO INCORPORATE THE HOUSEHOLD HAZARDOUS WASTE MANAGEMENT PLAN AND TO UPDATE PLAN POLICY 2.2.

DATE: May 20, 1992

Presented by: Mark Buscher

### PROPOSED ACTION

Ordinance No. 92-456 amends the Regional Solid Waste Management Plan to incorporate the Household Hazardous Waste Management Plan and update Plan Policy 2.2. The Plan provides the direction necessary to expand the regional household hazardous waste (HHW) collection system to serve the entire region and also identifies methods for promoting HHW reduction.

### FACTUAL BACKGROUND AND ANALYSIS:

Chapter 2 of the Regional Solid Waste Management Plan contains policies that guide the region's efforts in managing hazardous wastes, including household hazardous waste (HHW). The purpose of these policies and the chapter is to develop strategies for keeping hazardous materials from entering the mixed solid waste stream.

The proposed Household Hazardous Waste System Plan (Exhibit "A") was developed to implement the Plan policies. It is based on information gathered from HHW programs in operation across the nation. The programs and facility recommendations contained in the plan represent those that appear to be most feasible and cost-effective. Specifically, the plan includes recommendations for:

- Expanding the regional system of HHW facilities;
- Promotion and education;
- HHW reduction programs;
- Expanding the options available for funding HHW management
- Developing a legislative agenda; and
- Monitoring the effectiveness of Metro's HHW reduction activities.

As a part of the plan development process, the existing Plan policies that guide Metro's management of hazardous wastes were also reviewed. It was found that the existing Plan Policy 2.2 is unclear and not consistent with state and federal regulations for managing hazardous wastes. Therefore, the policy was revised to be consistent with these standards. Further, the amended language makes the Policy consistent with Metro's policy of following the state hierarchy in developing solid waste management strategies.

PLANNING PROCESS:

The development of the Household Hazardous Waste System Plan was accomplished with the cooperation and input from a sixteen-member Hazardous Waste Subcommittee. The committee included experts in the field of hazardous waste management from local government, the Department of Environmental Quality, Portland State University and the private sector. The proposed plan represents two years of the committee's work.

Consistent with established procedures, the proposed plan has also been reviewed by Metro's Solid Waste Technical and Policy Advisory Committees. The Technical Committee unanimously endorsed the proposed plan at their meeting on April 23. The Policy Committee also unanimously endorsed the Plan on May 8.

RECOMMENDATION:

The Executive Officer recommends approval of Ordinance No. 92-456 for the purpose of amending the Regional Solid Waste Management Plan to incorporate the Household Hazardous Waste Management Plan and to update Plan Policy 2.2.

**EXHIBIT "A"**

**CHAPTER 2 (HAZARDOUS AND MEDICAL WASTE)  
REGIONAL SOLID WASTE MANAGEMENT PLAN**

**Household Hazardous Waste Management System**

**DRAFT**

May 20, 1992  
Planning and Development Department

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**PLAN POLICIES:**

Policy 2.0: The region shall minimize the volume of hazardous and medical waste entering the mixed solid waste stream.

Policy 2.1: Solutions to proper management of household hazardous waste, conditionally exempt hazardous wastes, and medical wastes shall be developed as a component of the Regional Solid Waste Management Plan (RSWMP).

Policy 2.2: Metro shall manage hazardous waste in accordance with the EPA's management hierarchy of "reduce, reuse, recycle, treat, incinerate and finally land disposal.

\* \* \* \* \*

## **PURPOSE AND OBJECTIVE:**

The purpose of the Household Hazardous Waste (HHW) chapter is to develop a long-term strategy for the management of household hazardous wastes in the region.

The objective of the chapter is to reduce the amount of HHW disposed of within the mixed solid waste stream, increase the amount of collected HHW reused and recycled, and reduce the amount of HHW generated. The means to be employed for meeting the objective are to initiate promotion and education programs designed to promote proper collection of HHW for reuse, recycling and disposal, research projects to develop alternative funding sources for HHW management and HHW reduction, as well as the procurement of a collection system that provides service to households throughout the region. Metro's progress on achieving the management objective will also be monitored by measuring trends in volumes of HHW discovered in MSW entering facilities, volumes and composition of HHW collected at dedicated facilities, and sales figures for hazardous household products.

## **INTRODUCTION:**

HHW is defined as any discarded, useless or unwanted chemical, materials, substances or products that are or may be hazardous or toxic to the public or the environment and are commonly used in or around households. HHW may include, but is not limited to, some cleaners, solvents, pesticides and automotive paint and other products (ORS 459). HHW exhibits characteristics similar to other regulated hazardous materials. Different components of the wastestream can be ignitable, corrosive, reactive with other substances or toxic. As a result, they can threaten human health and cause damage to the environment when disposed of with other non-hazardous mixed solid wastes.

HHW management is a recent occurrence. This chapter contains a regional strategy for managing the region's HHW that is based on what is known today. HHW management is a dynamic issue and, therefore, the programs and facility recommendations identified in the chapter will likely change over time as the region learns more about how to effectively manage HHW.

A regional strategy for managing HHW is necessary because the disposal of HHW in general purpose landfills or waste-water treatment facilities presents a potential hazard to the public health and the environment. These types of facilities are not designed to manage hazardous materials like HHW. HHW that is disposed of along with other mixed solid waste, can cause injury to solid waste haulers or transfer station workers when they come in contact with disposed materials. It can also cause adverse environmental impacts when it mixes with leachate that typically

forms in landfills. Leachate provides a vehicle for contaminating ground and surface waters with a range of substances that are present in the HHW waste stream. Improper disposal of HHW by pouring it directly into septic systems, or sanitary and storm sewer systems, also causes adverse environmental impacts to ground and surface waters, as well as disrupting sewage treatment facility operations.

A regional HHW management strategy is also necessary to avoid potential long-term liability costs that may result from disposing of HHW in a general purpose landfill. Federal regulations make the region liable for clean-up costs if HHW that is collected and disposed of, along with other mixed solid wastes in a general purpose landfill, resulted in a release of a hazardous substance from the landfill to ground or surface waters and, the source of the contamination was linked to the presence of HHW in the landfill. The potential costs to the region associated with cleaning up a spill could far exceed the costs to the region associated with implementing a regional HHW management program.

The HHW management strategy proposed in this chapter provides an efficient and cost-effective system for managing HHW within the region. The proposed strategy includes: efficient collection, where HHW is collected as a separate component of the solid waste stream; disposal and recycling options that are secure and will keep disposed HHW from being exposed to the air, earth or water; programs directed towards toxic use reduction, such as product labeling requirements or the promotion of alternative products; research tasks to develop new and innovative methods to fund the costs associated with HHW management and reduce the volume of HHW generated; and, education and promotion programs designed to encourage the general public to make use of a HHW collection and disposal system as well as reduce the volume of HHW they produce.

#### **PLAN METHODOLOGY:**

HHW management is a recent development within the region and nationwide. Consequently, the data base necessary for establishing trends and making accurate long-term projections is not available. The data and information included in the plan chapter provide guidelines for initiating the development of a regional HHW collection system and management programs. It is expected that management strategies will evolve rapidly as more information and experience is gathered through the implementation of the chapter. Further, this chapter is written to allow flexibility in management techniques employed within the system.

This plan chapter is based on a compilation of "Background Information" which outlines regulations which govern HHW management and outlines the program and facility components of HHW management programs operating elsewhere in the United States; and on a

preliminary "Facility Analysis" which illustrates the relative capital and operational cost differences between several potential HHW facility configurations for the region. The waste projections and facility cost information developed for the chapter were gathered from semi-annual collection events held within the region and other jurisdictions that operate HHW collection systems. It is the most accurate information available today. The HHW facility cost information is calculated over a ten-year planning period to illustrate the relative cost differences between HHW collection facility options as well as the overall cost of HHW management. The analyses conducted for this chapter also helped to identify the types of data that must be gathered in the future in order to make accurate long-term projections about HHW generation program effectiveness and facility costs. Both the Background Information (Appendix "A") and Facility Analysis (Appendix "B") documents are Appendices to the Regional Solid Waste Management Plan (RSWMP).

#### **BACKGROUND:**

Since 1986, Metro has been managing HHW as a separate component of the regional solid waste stream. Metro's initial step in HHW management consisted of a pilot collection event held at a single site in the region. Beginning in 1988, HHW collection became semi-annual events held at four geographically diverse sites throughout the region. Participation at each event increased over time due largely to promotion and education programs initiated by private industry, waste haulers, local governments, DEQ and Metro. These programs included mail-outs to interested parties who have contacted Metro's Recycling Information Center (RIC), press releases, full page ads in local papers and brochures.

Though these collection events were successful, they were only able to attract about one-percent of the households in the region. To expand the region's capacity to collect and process HHW, the 1989 Oregon Legislature mandated that permanent HHW collection depots be developed at geographically diverse locations within the region. Metro is developing two fixed collection depots at the Metro South and Metro Central transfer stations. The facility at Metro South became operational in February, 1992. The facility at Metro Central is expected to open in late 1992. Together they will provide year-round collection service to a portion of the region. However, these two facilities are projected to generate only about a two-percent participation rate among households in the region. This projection is based on observed first-year participation rates for similar HHW collection facilities now operating in Seattle, Washington and San Francisco, California<sup>1</sup>. This plan chapter was developed to identify strategies for increasing the regional participation rate and volumes of HHW collected within the region.

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<sup>1</sup>Appendix B; "Regional HHW Collection Projections", page 2.

The implementation strategies contained in the chapter include improving educational and promotional programs, as well as expanding the HHW collection system to provide increased service throughout the region.

**POLICY DIRECTION FOR HHW MANAGEMENT:**

Policies 2.0 through 2.2 of the RSWMP direct Metro to develop specific methods to minimize the amount of hazardous wastes, including HHW entering the mixed waste stream and solid waste facilities. They also direct Metro to develop methods for the proper management and disposal of HHW. The following discussions identify how the HHW chapter addresses these policies.

Policy 2.0: The region shall minimize the volume of hazardous and medical waste entering the mixed solid waste stream.

Discussion: Metro, in cooperation with local governments, DEQ, waste haulers and private industry, is working to reduce the volume of HHW entering the mixed waste stream. The fixed collection depot now in operation at the Metro South Transfer Station along with the depot scheduled to open at Metro Central in late 1992 is the region's first step in providing year-round HHW management service.

The facility and program recommendations in this chapter, are designed to further enhance the region's ability to collect HHW as a separate waste sub-stream so it may be managed properly. Promotional and educational programs will continue to be used to promote participation at existing and new facilities when they open. The chapter also identifies programs that are aimed at reducing the volume of HHW generated.

Policy 2.1: Solutions to proper management of household hazardous waste, conditionally exempt hazardous wastes, and medical wastes shall be developed as a component of the Regional Solid Waste Management Plan (RSWMP).

Discussion: Proper management of HHW within the region is dependent upon successfully segregating it from other mixed solid wastes so it may be reused or recycled by the generator or directed to the appropriate collection facility. Metro opened the first of two fixed HHW facilities at Metro South in February of 1992. A second facility is scheduled to open at Metro Central in late 1992. The recommended improvements to the fixed facility collection system identified in this chapter concentrate on improving the level of service throughout the region to encourage greater participation and collect more HHW for proper management.

**Policy 2.2:** Metro shall manage hazardous waste in accordance with the EPA's management hierarchy of "reduce, reuse, recycle, treat, incinerate and finally land disposal."

**Discussion:** The need for comprehensive management of hazardous waste is generally recognized by state and federal agencies responsible for developing and administering hazardous waste management rules and regulations. Both the state Department of Environmental Quality (DEQ) and federal Environmental Protection Agency (EPA) have developed similar hazardous waste management strategies or hierarchies. The DEQ hierarchy is embodied in the "Purpose and Scope" of OAR 340, Division 100; "Hazardous Waste Management." The EPA hierarchy is contained in their Waste Minimization Assessment Manual<sup>2</sup>. Both hierarchies place the greatest emphasis on source reduction as a management option, followed by reuse and recycling, treatment and incineration, and land disposal.

HHW is not defined as hazardous waste in most state and federal regulations. However, HHW does exhibit the same characteristics of hazardous waste (ignitable, corrosive, reactive with other substance or toxic), and when collected in large volumes can pose health risks and threaten the environment. Several components of the HHW waste stream can be recycled or reused, including latex paint and motor oil.

HHW exhibits similar characteristics to other hazardous wastes, and possesses similar opportunities for comprehensive management in addition to land disposal. Therefore, a HHW management strategy that is consistent with the EPA hazardous waste management hierarchy should be followed within the Metro region. The HHW chapter contains management options that support source reduction, reuse and recycling of HHW.

#### **HHW SYSTEM STANDARDS AND GUIDELINES:**

Both state and federal regulations provide standards and guidelines for the development of HHW collection facilities and programs within the Metro region. Several regulations provide specific direction to Metro for the development and operation of the HHW management system. Other regulations which govern the use, collection, management and disposal of classified hazardous wastes or hazardous materials, provide guidelines for designing a safe HHW collection system. The design and operation of the Metro South and Metro Central HHW collection facilities follow many of these standards and guidelines. The following is a summary of how each regulation impacts or guides facility design and operation, material handling and liability. A detailed discussion of each

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<sup>2</sup>EPA Waste Minimization Manual; EPA/625/7-88/003. July, 1988.

regulation is also contained in the "Background Information" document, Appendix A to the chapter.

#### **Facility Design and Operation:**

The regulation which has the greatest impact on HHW facility design within the region is ORS 459, Solid Waste Control. As amended, the law requires Metro to build geographically diverse permanent collection facilities in the region. This requirement is the basis for the development of the collection facilities at the Metro South and Central transfer stations. Any expansion of the regional HHW collection system would further implement this state directive.

The federal Resource Conservation and Recovery Act (RCRA) establishes permitting procedures for hazardous waste treatment, storage and disposal facilities and formulates procedures to transfer regulation of these activities to the states. Although HHW is exempt from RCRA hazardous waste regulation, RCRA guidelines were used for designing the collection depots at Metro South and Central. As new and different types of facilities are added to the regional collection system, it will be prudent to follow these hazardous waste management regulations as guidelines on a site-specific and facility-specific basis for HHW management. This strategy will help avoid future facility retro-fits should HHW become classified as hazardous waste.

#### **Materials Handling:**

The transport of hazardous materials is governed by the state Public Utility Commission (PUC) and under the federal Hazardous Materials Transportation Act (HMTA). Large volumes of HHW that require transport from collection facilities to a final disposal site or processing facility are considered hazardous materials by this act. Therefore, operational procedures at regional HHW collection depots must follow PUC and HMTA standards for transporting HHW to treatment facilities, recycling facilities or final disposal.

#### **Liability:**

Household hazardous waste is not "hazardous waste", as defined by RCRA. However, under the federal Comprehensive Environmental Response, Compensation and Liability Act (CERCLA or "Superfund") and the Superfund Amendment and Reauthorization Act (SARA), anyone who generates a particular hazardous substance that is disposed of at a landfill is potentially liable if that substance is released from the landfill into the environment. Generally, the costs of cleaning up a release or spill are proportioned among all responsible parties. In the worst case, this could result in the residents of the metropolitan area paying for the clean-up of

hazardous components of household waste that have been released from a regional landfill<sup>3</sup>.

The issue of liability is an extremely important one. The development and implementation of an effective regional HHW management program will help minimize the volume of HHW disposed of in general purpose landfills, thereby reducing the risk of landfill contamination and the liability costs associated with clean-up that could be borne by future generations. Additionally, HHW collection facility design and operation must meet high standards in order to reduce the risk of accidental spills or releases of collected volumes of HHW.

#### **RESULTS OF PROGRAM AND FACILITIES ANALYSES:**

In response to the policies contained in the RSWMP, Metro has developed and implemented a HHW collection and disposal system. The design and operation of the system is further shaped by the state and federal regulations. As a result, Metro's base HHW collection system consists of a fixed collection facility at the Metro South transfer station, with a second facility scheduled to open at Metro Central in late 1992, supported by a promotion campaign designed to encourage citizens to use the facilities for HHW disposal. For this Plan chapter, a preliminary program and a facilities analysis was conducted to identify how the regional strategy for managing HHW could be expanded or improved to serve the entire region. The program analysis consisted of an assessment of HHW programs in place across the nation. The analysis is based on data and assumptions gathered from within the region and other jurisdictions located outside of the region that operate HHW facilities.

The results of the program analysis identify programs that are expected to increase public participation in HHW collection, and therefore the volume of HHW collected<sup>4</sup>. The results of the facilities analysis report the relative cost differences between various HHW collection facility types and configurations that may be needed to collect the projected volumes of HHW<sup>5</sup>. The facilities analysis was conducted to provide answers about how costs varied between different HHW facility types, and configurations that would expand the region's HHW collection capacity, if developed.

The results of the program and facilities analyses are based on the best available data, as described in Sections III and IV of

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<sup>3</sup>Appendix A: Guiding Legislation; page 4.

<sup>4</sup>Appendix A; "HHW Program Analysis", page 16.

<sup>5</sup>Appendix B; "Results of Facility Cost Analysis", page 33.

Appendix A and Sections I and IV of Appendix B. However, the sources of data are varied and none correlate directly to the operation of a permanent collection system within the region. The sources of information include in-region collection events, collection events outside the region and the operation of regular collection service at fixed or mobile facilities in jurisdiction outside the region.

Information gathered from collection events provides data about participation rates, waste volumes and costs that resulted from a single day or weekend of operation, but are not reflective of what may occur if regular on-going collection service were provided. Information gathered from fixed depots or mobile facilities in other jurisdictions illustrate that there are difference in participation rates, waste volumes and costs between permanent systems and periodic collection events. However, the data gathered varied widely from jurisdiction to jurisdiction. This indicates that conditions unique to each jurisdiction examined, such as purchasing habits, traffic conditions and the general attitude of the population towards proper solid waste management influence the data gathered related to HHW management. Consequently, the data base necessary for establishing trends and making accurate long-term projections about participation rates, the volume of waste collected and costs for a permanent collection system within the region is not available.

The results of the analyses are appropriate for making short-term recommendations only. Additional data is necessary prior to making long-term programmatic and facility recommendations. The most efficient means of acquiring the needed data will likely be through monitoring the operation of the regional collection system over a period of time. The following are the results of these analyses.

#### **Program Analysis:**

The purpose of the program analysis was to identify HHW management programs that have been implemented in other communities and states that were found to be successful within the jurisdictions analyzed. The focus of the program analysis was to identify programs that, if implemented, could help to both increase participation rates at regional collection facilities and reduce the actual volume of HHW generated and disposed of within the region. The methodology used to conduct the analysis was to gather and review information about HHW programs in place nation-wide. Information gathering included literature reviews, interviews with management officials and site visits. The HHW management programs examined for this analysis were the municipality of Anchorage, Alaska; the state of Massachusetts; Clark and Skamania County, Washington, Seattle/King County, Washington and Santa Monica, San Francisco San Bernardino and Los Angeles, California. The detailed results of the Program Analysis are contained in Section IV of Appendix A. The major

findings of the analysis are contained in the "Conclusions" Section of this chapter.

#### **Facilities Analysis:**

The purpose of the facilities analysis is to assess the adequacy of the regional HHW collection system to manage the HHW waste stream over the ten year planning horizon. The analysis is based on a regional HHW projection which measures the volume of HHW available for collection within the region, estimates of the capacity of Metro South and Central to manage the volumes of HHW to be generated and an assessment of their ability to provide a uniform level of service for the entire region. Based on these results, the facilities analysis was conducted to develop a least-cost facility recommendation that would provide a uniform level of service throughout the region. The detailed results of the Facilities Analysis are contained in Sections I through IV of Appendix B. The major findings of the analysis are contained in the "Conclusions" Section of this chapter.

#### **PROGRAM AND FACILITY CONCLUSIONS/IMPLEMENTATION GUIDELINES:**

This section of the Plan chapter provides an explanation of the conclusions formulated from the established plan policy directives, information gathered from knowledge about HHW management in this region as well as other jurisdictions nationwide, and results of the HHW program and facility analyses contained in the Appendix to this chapter. These conclusions and implementation requirements are the basis for the tasks identified in the work program for implementing the regional HHW management plan.

#### **Policy Directives:**

The policy directives for this plan chapter come directly from Policies 2.0 through 2.2 of the RSWMP. The policies direct the region to manage HHW in accordance with a hierarchy of reduce, reuse, recycle, treat, incinerate and finally land dispose. Management of HHW in accordance with this hierarchy will reduce the volume of HHW in the region's mixed waste stream.

Policy 2.2 of the RSWMP recognizes that the hazardous waste management hierarchy is a key factor in managing HHW because it emphasizes programs aimed at reducing and reusing components of the HHW generated in the region. Programs that reduce the volume of HHW generated provide a greater benefit to the region than does land disposal at a hazardous waste landfill. Reuse of components of the HHW stream also has the effect of reducing the volumes of HHW that may require land disposal. This saves hazardous waste landfill space for other hazardous materials that require land disposal now and in the future, and provides additional

environmental and public health benefits because fewer hazardous materials are produced and consumed by the public.

As a means of implementing the RSWMP policies related to keeping HHW out of the mixed waste stream, this plan chapter recommends the development of a collection system that is convenient for households throughout the region to use. It also recommends an educational and promotional program designed to make people aware of the need to separate HHW from their other household wastes and take them to the nearest collection facility for proper management. Operation of the collection facilities will include material recycling and reuse in order to further reduce the volume of HHW treated, incinerated or land disposed. Other programs identified in the chapter are aimed at reducing the volume of new HHW products that are developed for consumption. Based on information gathered from other jurisdictions operating HHW management systems, it is anticipated that the minimum participation rate at regional HHW collection facilities will grow to 15% by 2001.<sup>6</sup>

#### **Facilities Discussion:**

Metro has opened a fixed collection facility at the Metro South transfer station and is developing a second facility at Metro Central. These facilities are being built and operated in response to legislation passed by the state which requires Metro to construct collection depots in geographically diverse locations within the region. In order to determine the appropriate facility configuration that could provide a uniform level of service for HHW collection in the region, the concept of community service areas was developed. Community service areas are collections of neighborhoods that surround community centers.<sup>7</sup> Transportation routes, business center activities, drive times and future development (land use) were factored into the identification of the HHW service areas<sup>8</sup>. The Community Service Area Map (figure 1) contains the community service area configuration for the region.

The two fixed facilities will provide HHW disposal opportunities to citizens located in areas 1 and 3 of the HHW Service Area map (figure 1). In order to increase participation in the HHW system, there is a need to add HHW collection opportunities in the region<sup>9</sup>. The facility analysis indicates that the least expensive option to provide this additional HHW collection service would be a mobile facility<sup>10</sup>.

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<sup>6</sup>Appendix A, HHW Program Analysis, page 16.

<sup>7</sup>Appendix B, Level of Service Evaluation, page 6.

<sup>8</sup>Appendix B; Level of Service Evaluation, page 5.

<sup>9</sup>Appendix B, Adequacy of Metro South and Metro Central, page 5

<sup>10</sup>Appendix B; Results of Facility Cost Analysis, page 33.

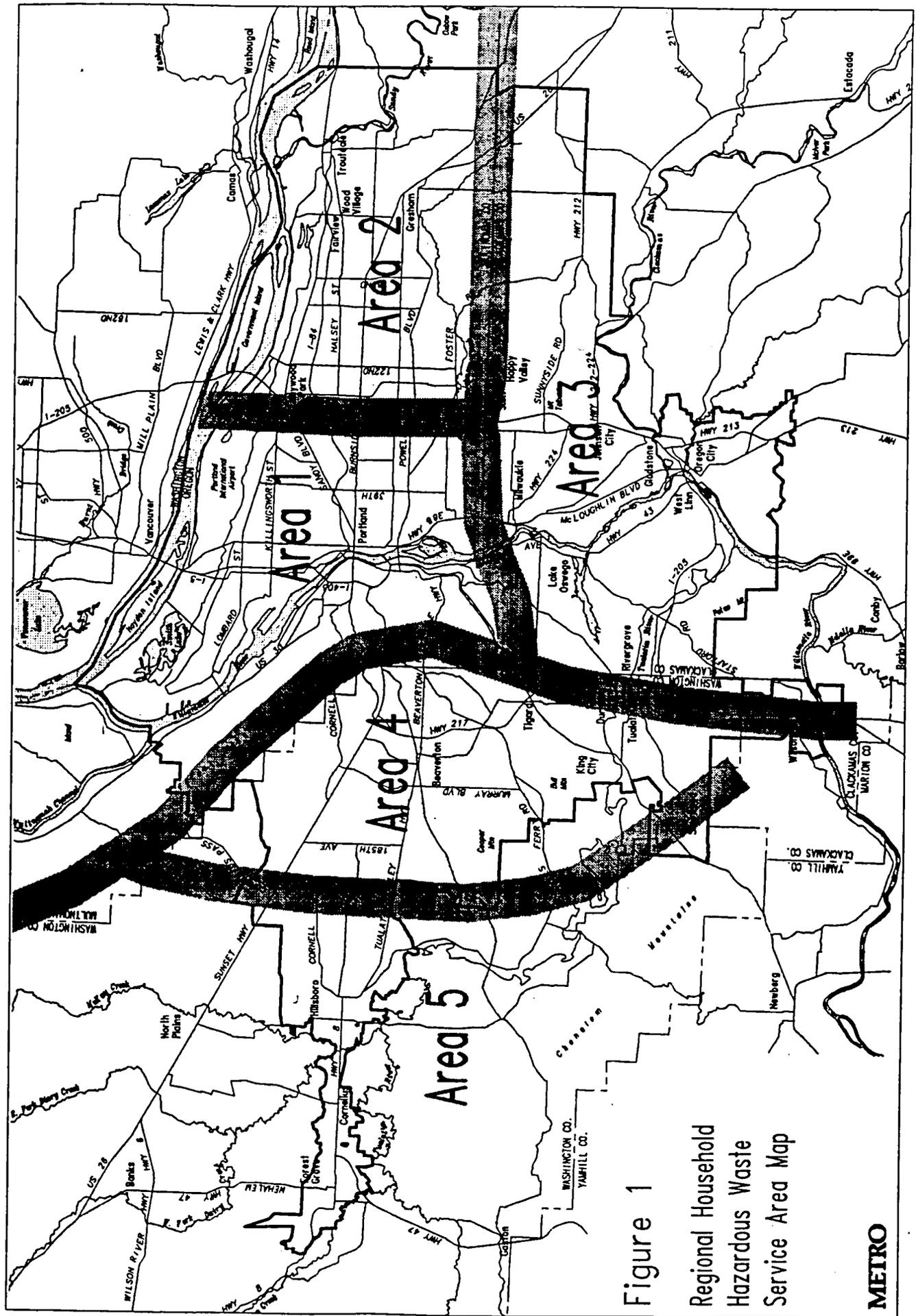


Figure 1  
 Regional Household  
 Hazardous Waste  
 Service Area Map

**METRO**

The facility analysis suggests that there is a need to provide additional HHW service through a mobile facility system for service areas 2, 4 and 5 on the map (figure 1) in order to attempt to attain at least a 15% participation rate region-wide. An analysis is required during the procurement process for the mobile facility to determine its frequency of operation within each service area as well as the associated cost of providing the service.

The facility analysis further suggested that available data from which to establish a long-term permanent HHW system is inadequate. There continues to be a great deal of uncertainty about how citizens will respond to both fixed and mobile facility options over time. Therefore, it is prudent to establish a good monitoring program to measure the participation rate at facilities, travel times for persons using the facilities, types and quantities of materials received, and facility operational costs. This data will allow the region to assess the adequacy of HHW collection service over time and make adjustments to the facility system as needed. HHW collection facilities, whether fixed or mobile, will require local approvals from host communities in order to operate. Consistent with policies 8.4 and 16.2 of the RSWMP, Metro will also need to work with the host jurisdictions to monitor facility operations in order to ensure that the facilities meet local siting standards and any adverse impacts caused by the presence of collection facilities are mitigated.

#### **Program Discussion:**

The programs identified for implementation in the region are based on what is known about the regional HHW system and research about other HHW management programs implemented in other jurisdictions nationwide. Programs recommended for implementation in the Metro region were chosen based on compatibility with the existing solid waste system as well as their potential and known effectiveness. Several of the programs identified will require additional research during plan implementation in order to determine how they can best be utilized within the region.

The programs to be implemented are as follows.

#### Promotion/Education

Promotion and Education is a cornerstone of every HHW program researched. The program serves three key functions:

- It makes people aware of the potential public health risks and environmental hazards associated with the improper management of HHW;
- It promotes the segregation of HHW from other household wastes along with the use of a collection facility for proper management; and,

- It helps to reduce the volume of HHW generated by encouraging people to buy only those products they need in volumes they will use, as well as provide information to consumers about alternative products that are not hazardous.

The regional HHW promotion/education program will be designed to include these three general functions. The development and implementation of specific tasks will require the coordinated efforts of Metro, DEQ, local governments, waste haulers and private industry.

There are numerous methods of disseminating promotional and educational information. They include informational brochures at solid waste facilities, informational hotlines, educational materials for the classroom and media campaigns. The determination of which methods will be most effective within the region should be decided prior to implementation.

### Funding

The expense of HHW collection, treatment and disposal is significant. The results of the facilities analysis show that the cost per participant to procure and operate HHW collection facilities is approximately \$100.00<sup>11</sup>. Therefore, it is necessary to develop diversified methods of funding HHW management in order to limit the impact to the regional tip-fee rate.

Historically, Metro has not charged participants to drop-off their collected volumes of HHW at semi-annual collection events or at the Metro South depot. These costs have been recovered through the Regional System User Fee component of the regional tip fee for mixed solid wastes<sup>12</sup>. Additional funding for HHW management may be available from the Department of Environmental Quality through funds they accumulate through the state tipping fee.

The practice of recovering HHW collection costs through the solid waste tip-fee is consistent with funding methods for HHW collection programs operating in many jurisdictions throughout the United States. Given that the costs of managing HHW are high, the impact to the regional tip-fee may be great. Therefore, additional funding options should be investigated which would diversify the revenue sources for HHW management. At a minimum, the investigation will include determining the cost effectiveness of

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<sup>11</sup>Appendix B: Results of Facility Cost Analysis; page 38.

<sup>12</sup>The Regional System User Fee is collected on all wastes generated in the region intended for disposal. The fee pays the costs of solid waste programs that benefit all users of the system. These programs include solid waste system financial management, administration, engineering, planning, and implementation of waste reduction programs.

each funding option and whether each option is consistent with legislative intent for managing HHW in the state. The following are the funding options recommended for research and possible implementation.

### Funding Options

HHW user fees are fees charged directly to participants at HHW collection events or facilities. The research conducted found that a HHW user fee could reduce participation at collection facilities, which would be contrary to the objective of this Plan<sup>13</sup>. However, it is not known if a user fee charged at facilities within the region would actually reduce participation. Therefore, additional research is warranted in order to determine how much of a fee participants may be willing to incur at collection facilities within the region, as well as how much of a deterrent, if any, a user fee would actually have on participation within the region. It should be noted that if a user fee were successfully implemented, it would likely only cover a small percentage of the overall costs of HHW management.

Wastewater and stormwater service user-fees are a common source of revenue for HHW management in many jurisdictions across the country. The basis for utilizing the wastewater and stormwater system as a funding option is that comprehensive HHW management programs not only reduce the volume of HHW entering the solid waste stream, but also reduce the volume of HHW entering the liquid waste stream<sup>14</sup>. Metro should work with local service purveyors to determine the potential benefit to these agencies that would result from expanding the region's HHW management program; and, to determine their interest and ability to assist in providing funding.

Product fees are fees charged on targeted products to help pay for their proper management and disposal. To date, product fees have largely been instituted on bulk materials at the wholesale level<sup>15</sup>. Before any product fees for hazardous household products could be implemented within the region, research would need to be conducted to determine which hazardous materials could be targeted for a special fee, what the fee should be, and how the fee could uniformly be collected.

Retailer licensing fees would require retail operations selling certain household hazardous materials, such as paint or insecticides, to pay a fee to help cover treatment and disposal

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<sup>13</sup>Appendix A: Funding Mechanisms; pages 26 - 28.

<sup>14</sup>Ibid

<sup>15</sup>Ibid

costs for unused portions of their products<sup>16</sup>. Further research should be conducted to determine if such a program could be implemented in a cost-effective and consistent manner within the region.

Private sponsorship and grants. Grants to help pay for HHW management have been given to other cities in exchange for sponsorship and promotional rights at HHW collection events<sup>17</sup>. Within this region, there are a limited number of corporations or other private entities that would be interested or have the capital available for assisting in funding HHW collection programs. Therefore, private grants and contributions should not be relied upon as a major or consistent funding option.

#### Household Hazardous Waste Reduction:

There are two basic methods of reducing the amount of HHW generated:

- Reducing the number and volume of hazardous constituents in household products; and,
- Reducing the volume of hazardous household products purchased.

Reduction of the number and volume of hazardous constituents used in household products can best be accomplished at the national level. Many of the household products purchased in the region are manufactured in other parts of the country. Therefore, regional programs aimed at altering product formulas would probably not be feasible. The Office of Solid Waste for the federal E.P.A. is pursuing a national HHW reduction program aimed at identifying constituents of concern and developing regulations to reduce their volume in household products.

The region can be most effective in its HHW reduction efforts by helping to reduce the volume of household hazardous products purchased within the region. This can be accomplished through promoting the reuse of discarded household products, and educating consumers about the availability of alternative non-hazardous products for some hazardous household products. The programs proposed for implementation are as follows.

Waste exchanges are programs that allow individuals who deliver their HHW to a collection facility to exchange their waste materials for other HHW received that is of use to them. Individuals or organizations are also commonly allowed to pick up reusable HHW without having to first drop-off HHW. Typically, only

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<sup>16</sup>Ibid

<sup>17</sup>Ibid

certain types of materials are eligible for exchange. They include only those that are in their original container with all labels readable. More hazardous materials, such as pesticides and strong acids, are also not eligible for exchange. A waste exchange program may be successful in diverting for reuse up to 5-percent of all materials coming into a facility. Metro will need to work with local governments as sites are chosen for mobile programs to develop a safe effective waste exchange program.

Consumer Education is a potentially effective method of teaching consumers to reduce the volume of HHW they produce is to provide useful information about HHW reduction at retail stores. This can be accomplished by working with retailers to promote the availability of alternative non-hazardous products that can be used as substitutes for certain hazardous household products.

### Legislation

The legislative program includes monitoring and development components.

The purpose of the legislative monitoring component is to track potential changes to state and federal regulations that impact the management of HHW. Legislative monitoring allows Metro as well as local governments within the region to be responsive to potential changes in these regulations. Metro is performing this task and will continue it throughout the implementation of the plan chapter.

The purpose of the legislative development component is to develop legislation designed to help implement the regional HHW management plan. The development of new legislation must include input from Metro, DEQ, local governments, and affected groups in order to assure that the proposed legislation is equitable and serves to implement the goals and policies contained in this plan chapter. Potential pieces of new legislation to be researched and developed are listed below.

A ban on the collection of HHW at the curb could reduce the volume of HHW entering the mixed waste stream. Issues related to coordination between Metro local governments and waste haulers would have to be addressed before such a ban could be considered. Further, a detailed implementation and enforcement strategy would have to be developed.

Manufacturer/Retailer take-back legislation could also reduce the volume of HHW entering the mixed waste stream. The state currently has a similar law regulating lead acid batteries. Issues related to identifying HHW materials that could efficiently be collected through a take back need to be addressed prior to developing new legislation, as well as issues related to administration.

Product ban legislation that would ban the sale of certain hazardous household products could help reduce the volume of HHW generated. There is precedent for such a product ban within the region and the state<sup>18</sup>. Issues related to product identification, economic impacts and administration need to be addressed prior to developing any legislation.

### Monitoring

Monitoring refers to the gathering of data to determine the actual operational cost of regional collection facilities, the actual observed participation rates and volumes of waste received at facilities, and to measure the effects of promotional and educational programs on participation rates and regional HHW reduction.

The data gathering necessary to determine the operational cost of the collection system and determine the accuracy of assumptions related to the volume of waste collected and participation rates is relatively simple to obtain. These data can be obtained directly from the facilities and include:

- the actual observed participation rate at facilities;
- the actual volume of HHW collected segregated by waste type;
- the amounts and types of HHW reused, recycled, incinerated and landfilled and the costs associated with each management method; and,
- the capital and annual O&M cost for each collection facility in the regional collection system.
- the impact of repeat participants on the average volume of HHW disposed per household;
- the measured differences in the volume of HHW disposed of per single family household unit vs. multi-family household unit;

The purpose of this portion of the monitoring program will be to compare the data and assumptions used to develop this plan chapter with actual observed data at the collection facilities. Based on the results of this comparison, the facilities recommendations contained in the plan will be reassessed. The reassessment will include the feasibility of the 15% participation rate, the regional service area configuration, and the regional collection facilities configuration.

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<sup>18</sup>Appendix A: Legislation; page 29.

The development and implementation of a monitoring procedure to measure the effectiveness of HHW programs designed to increase participation rates at collection facilities and promote HHW reduction within the region, is a more difficult undertaking. To show effectiveness, it must be possible to monitor changes in trends and quantify what caused any changes to occur. While it is possible to measure trends, such as increased disposal rates at collection facilities or decreasing sales rates for hazardous household products, it is extremely difficult to quantify what caused any changes in the trends to occur.

Changes may be a result of promotional and waste reduction programs, evolving economic conditions, seasonal variation, or a combination of factors. Consumer surveys and surveys at facilities are not recommended as a primary data source for obtaining this type of information because people tend to report what they should be doing, not what they are actually doing. However, surveys are useful for comparative purposes to other data, and have the added benefit of being an educational tool for the individuals surveyed<sup>19</sup>.

Based on these findings, the results of a program monitoring function within the region should only be expected to identify the presence and magnitude of any changes in trends related to the volume and composition of HHW found in the solid waste stream, delivered to collection depots, and in the volume and type of hazardous household products consumed. The actual cause of the change should not be expected to be quantified. Trend data alone are still useful in developing long-term program goals and justifying programs, because it can be reasonably inferred that the cause of any changes in these trends can at least partially be attributed to the implementation of HHW management programs and supporting collection system.

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<sup>19</sup>Paul Kaldjian, U.S. EPA Office of Waste Management; Presentation made at EPA Hazardous Waste Conference. Seattle, Washington; December, 1991.

**PLAN IMPLEMENTATION (REGIONAL WORK PROGRAM):**

The following section outlines the roles and responsibilities for Metro, local governments, and DEQ in implementing the regional HHW management plan.

**Metro Role:**

Facilities:

1. Metro shall operate the fixed HHW collection facilities at the Metro South and Metro Central transfer stations.
2. Metro shall request financial assistance from DEQ to procure and assure operation of a mobile collection facility to serve the portions of the region not conveniently served by the fixed facilities. Initially, this service will be provided in east Multnomah County and Washington County (service areas 2, 4 and 5 in figure 1). Metro will work with DEQ to initiate procurement of the mobile facility before January of 1993.
3. Metro shall implement a monitoring project to monitor trends in consumer behavior and regional HHW disposal practices as well as through-put data and participation rate information at regional HHW collection facilities as they become operational. The types of data to be gathered shall include:
  - trend information, including disposal rates at collection depots and retail sales rates for hazardous household products;
  - the impact of repeat participants on the average volume of HHW disposed per household;
  - the measured differences in the volume of HHW disposed of per single family household unit vs. multi-family household unit;
  - the actual observed participation rate at facilities;
  - the actual volume of HHW collected segregated by waste type;
  - the amounts and types of HHW reused, recycled, treated, incinerated and landfilled and the costs associated with each management method; and,
  - the capital and annual O&M cost for each collection facility in the regional collection system.

4. Metro shall continue to check loads of mixed solid waste as they enter transfer facilities in to find and remove HHW that may be contained in the loads. Metro shall research the cost effectiveness of employing new technologies in the load checking program to more effectively detect HHW.
5. Metro shall work cooperatively with those local governments that act as host communities for HHW collection facilities to monitor facility operations in order to ensure that they meet agreed upon operational criteria and guidelines.

Programs:

1. Metro shall expand its educational efforts about proper disposal of HHW and HHW reduction as funding is available. Promotional and informational materials shall be made available to commercial haulers, self-haulers, schools, retailers and the RIC. The materials related to proper disposal will provide information about the location of HHW collection depots, their days and hours of operation and what types of waste they accept and do not accept. Materials related to HHW reduction will include information about waste exchanges and alternative products. The Public Affairs Department will be responsible for coordinating all promotion and education programs.
2. The Operations Division shall work to implement a waste exchange program at regional HHW collection depots.
3. Metro shall conduct research to determine the feasibility and effectiveness of alternative HHW system funding options. This task shall include:
  - Working cooperatively with the region's wastewater and stormwater facility operators to determine the feasibility of developing an alternative funding source for HHW management through the use of their rate base; and,
  - Exploring the feasibility of attracting private grants from corporations and other private interests.
  - Researching the feasibility of HHW user fees, product fees for hazardous household products and retailer licensing fees.

4. Metro shall conduct further research on the feasibility and effectiveness of collection bans, product bans and retailer/manufacturer take back programs as methods to reduce the amount of HHW generated and disposed of. Based on the results of this research, Metro shall develop or assist in the development of new legislation to implement these programs.
5. Metro shall continue to monitor and initiate as appropriate legislative activities related to HHW management at the state and federal level. As is necessary, Metro shall provide input to proposed legislative actions.
6. Projects proposed by the private sector for developing methods to recycle HHW shall be eligible for Metro's "1% for Recycling" annual grant program.

**Local Government Role:**

Facilities:

1. Local governments shall coordinate with Metro to help find appropriate sites for the mobile collection depot.
2. Host local governments shall work with Metro to monitor the operation of permanent and mobile collection depots in order to ensure that they meet agreed upon operational criteria and guidelines.

Programs:

1. Local governments shall be responsible for developing and disseminating promotional and educational materials about proper HHW management and waste reduction within their respective jurisdictions. Actual implementation of this task is dependent upon the availability of local funding.
2. Local governments shall work with Metro to develop mutually beneficial operational standards so HHW exchanges can be conducted at all HHW collection depots in the region.
- 3.

**DEQ Role:**

**Facilities:**

1. Metro shall coordinate with DEQ on the operation of the region's fixed facilities and mobile collection facility with the operation of the state-wide HHW collection program to avoid unnecessary duplications of service and cost within the Metro region.

**Programs:**

1. Metro and local governments shall coordinate the region's promotional and educational campaigns with DEQ to avoid duplication and help reduce costs for both the state and regional programs whenever feasible.
2. Metro shall coordinate with the DEQ in the development of funding options so that they may fit with the state-wide comprehensive HHW management funding plan being developed by DEQ.

## GLOSSARY OF TERMS:

Fixed Collection Depot (Facility): A receiving place for household hazardous waste located on a specific site and consisting of structures on permanent foundations.

Hazardous Household Products: Chemical materials and products, such as paint, pesticides and cleaning agents, that are or may be hazardous or toxic to the public or the environment and are commonly used in or around households.

Household Hazardous Waste: Any discarded, useless or unwanted chemical materials or products that are or may be hazardous or toxic to the public or the environment and are commonly used in or around households.

Household Hazardous Waste Collection Event: A specific day or portion of a week (usually a weekend) when a facility is temporarily set-up to receive household hazardous wastes. These events typically occur quarterly, annually, or less frequently.

Mobile Collection Depot (Facility): A receiving place for household hazardous waste that is designed to be moved to various locations on a regular basis.

Monitoring: The gathering of data to determine the actual operational cost of regional facilities, the actual observed participation rates and volumes of waste received at regional facilities; and, to determine the effects of promotional and educational programs on regional waste generation.

Permanent Collection System: A configuration of household hazardous waste collection depots that receive discarded household hazardous wastes from the public at least once-a-week, year-round.

CHAPTER 2 (HAZARDOUS AND MEDICAL WASTE)  
REGIONAL SOLID WASTE MANAGEMENT PLAN

Household Hazardous Waste Management

APPENDIX A

BACKGROUND INFORMATION

DRAFT

April, 1992  
Planning and Development Department

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## **INTRODUCTION:**

The Background Appendix contains the detailed background information about guiding legislation that affects HHW management, current HHW management practices in place in other communities, Metro's past HHW collection events and an analysis of HHW programs implemented by other communities. The information contained in this appendix was used to frame the regulatory environment that affects the expansion of the regional HHW collection system. It also identifies programs that could potentially increase participation rates at collection facilities and decrease the amount of HHW generated, if implemented in the region.

Findings in this appendix are the basis for programmatic recommendations in Chapter 2, "Household Hazardous Waste Management System" of the Regional Solid Waste Management Plan (RSWMP). Several findings related to the potential impact on promotional and educational programs on participation rates at collection facilities were also used as inputs to the regional HHW tonnage projection contained in the Plan chapter and discussed in detail in the "Facility Analysis", Appendix B.

### **I. GUIDING LEGISLATION:**

Recommendations contained in Chapter 2, "Household Hazardous Waste Management System", of the RSWMP are supported by state and federal legislation as well as Metro Code. These regulations also guide the design and operation of the regional household hazardous waste management system. This section summarizes these statutes.

#### **A. Oregon Legislation:**

Legislation enacted within the state of Oregon specifically directs Metro to develop and maintain a household hazardous waste (HHW) management system. It also directs the Department of Environmental Quality (DEQ) to develop and operate a HHW collection system statewide. The state also mandates that opportunities must be developed for certain materials to be recycled. One material, used motor oil, is hazardous and is commonly used by households. Therefore, the HHW collection system must be designed to recover or divert this material as it is received, rather than collect and dispose of it. The state has also enacted several regulations that restrict the sale of several hazardous materials, also commonly used by households. These regulations may be used as models in the future for developing similar legislation to limit the sale or require special labeling of certain household hazardous wastes. Additional research is needed about the benefits and potential economic impacts of such legislation before it could be developed and implemented.

The following identifies these laws and statutes.

## ORS 459, Solid Waste Control

The state law which directly affects HHW management within the Metro region is Chapter 459, Solid Waste Control, of the Oregon Revised Statutes. Metro's initial HHW collection program was mandated by ORS 459. The state law directed Metro to operate at least semi annually a collection system or site receiving household hazardous waste. It also directed Metro to promote and advertise the events in order to increase participation. Metro operated these semi-annual collection events from 1987 through 1990.

House Bill 3515, known as the Toxics Use and Reduction Act of 1989, amended ORS 459. The Bill remanded Metro's requirement to hold semi-annual HHW collection events and replaced it with a requirement that Metro establish permanent depots to receive HHW from the general public on an ongoing basis. The Bill also specified that the facilities had to be located in geographically diverse locations throughout the Metro region. Additionally, Metro is to develop and implement a promotion program to encourage citizens to use the depots for household hazardous waste disposal (ORS 459.413). In response to this mandate, Metro is establishing two permanent HHW collection depots; one each at the Metro Central and Metro South transfer stations. Metro also implemented a promotion program to encourage the general public to use the facilities for their HHW disposal.

The 1989 amendments to ORS 459 also direct DEQ to become involved in HHW collection and management statewide. It requires DEQ to develop a statewide public education campaign to inform the public of alternatives to disposal of HHW at solid waste facilities, methods of reusing or recycling HHW and alternatives to the use of products that lead to the generation of HHW. DEQ is also directed to conduct statewide HHW collection events (ORS 459.417).

## Recycling Opportunity Act (1983)

The Recycling Opportunity Act ( ORS 459.165 through 459.200 and 459.250) requires that the "opportunity to recycle principle recyclables" be provided to all Oregon residents and is administered by the DEQ. In the Portland metropolitan area, at a minimum, monthly on-route collection service (curbside) must be provided to all garbage service customers within Metro's urban growth boundary. Recycling depots must also be provided at each solid waste disposal site (landfill, and transfer stations). Oregon Administrative Rules (OAR 340-60-010) identifies "principle recyclables for the region. Of interest to HHW collection programs is the listing of used motor oil, a common material encountered at HHW events, as a principal recyclable material. Amendments made to ORS 459.420 through 459.426 (1991) also bans the disposal of used oil at solid waste disposal sites. Therefore, HHW collection facilities in the region must make provisions to collect used motor oil and direct it to recycling markets rather than collecting and disposing of it at a hazardous waste landfill.

### Lead Acid Battery Recycling Act (1989)

Lead acid batteries commonly used in automobiles, are made up of a lead core and sulfuric acid. Both these materials are extremely hazardous to human health and the environment if disposed of improperly. To mitigate potential health effects and environmental damage, the Lead Acid Battery Recycling Act (ORS 459.422 through 459.426) was authorized. This act bans the disposal of lead-acid batteries at solid waste facilities and requires retailers of new lead-acid batteries to accept used lead-acid batteries of the same type for trade-in. Once collected, the batteries are to be recycled at permitted battery manufacturing plants, secondary lead smelters or recycling facilities. In addition, it designates signage requirements for retailers and provides civil penalties for violations for improper disposal and failure to post the required notices.

### Community Right to Know and Protection Act

State regulations administered by the State Fire Marshall require HHW facility operators to submit an inventory of the amounts and types of hazardous substances received and temporarily stored at a collection facility. The purpose of these regulations are to make information about hazardous substances available to the public; and, to make information available to emergency service personnel so they may be better able to respond to emergencies at a facility. (ORS 453.307 to 453.414).

### ORS 767 Motor Carriers

This state law directly affects the transportation of loads of hazardous waste within the state of Oregon. The law gives the Public Utility Commission (PUC) the authority to set standards for safe transportation of hazardous waste, including HHW. The standards require hazardous waste transporters to register with the PUC and receive a Hazardous Waste Transport Permit. The law also requires transporters to notify the PUC of specific shipments of hazardous wastes. The PUC has also adopted the federal regulations for hazardous material transport by reference (OAR 860-66-055).

### **B. Federal Legislation:**

Most federal regulations that govern hazardous waste management specifically exempt HHW from compliance. However, several regulations require compliance once HHW is collected in large volumes at collection facilities. At this point, large volumes of HHW are classified as a hazardous material.

Several federal regulations that govern hazardous waste management, but exempt HHW from compliance have been used to guide HHW management. These include: detailed facility specifications and operational procedures designed to ensure public safety and minimize the potential for adverse environmental impacts that may result from spills or other accidental releases. Even though HHW is a solid waste, it can exhibit the same characteristics as fully

regulated hazardous wastes. Bulk amounts of HHW at collection facilities can cause a threat to public health and the environment if accidentally spilled or mishandled. Though not required by law, the use of adopted federal regulations as guidelines for the design and operation of HHW collection facilities helps to ensure that the system will operate with a minimum risk to public health and the environment. Metro is using these more stringent federal regulations as design and operational guidelines for the design and operation of the fixed depots at Metro South and Metro Central. Consequently, they meet most of the specifications for facilities designed to manage fully regulated hazardous wastes. As new and different types of facilities are added to the regional collection system, it will continue to be prudent to follow more stringent hazardous waste management regulations as guidelines on a site-specific and facility-specific basis for HHW management. This strategy will help to avoid future facility retro-fits should HHW become classified as hazardous waste.

### Resource Conservation and Recovery Act

The Resource Conservation and Recovery Act (RCRA) was adopted in 1976 and amended in 1984 by the Hazardous and Solid Waste Amendments (HSWA). Regulations interpreting this act are codified in the Code of Federal Regulations Volume 40, Sections 260 through 272. This act directs the EPA to identify and list hazardous waste to be regulated, establishes permitting procedures for hazardous waste treatment, storage and disposal facilities and formulates procedures to transfer regulation of these activities to the states. The 1984 amendments revise earlier regulations designating quantity limits that determine generator status.

Although HHW is exempt from RCRA hazardous waste regulations, RCRA provides detailed guidelines that can be used for designing HHW facilities. RCRA requirements can be used as a guidelines when: 1) developing collection facility specifications; 2) designing collection facility operations; 3) establishing collection facility personnel training requirements; 4) developing HHW waste categorization schemes used at collection facilities; and 5) developing HHW collection facility emergency preparedness and prevention plans.

### Comprehensive Environmental Response, Compensation and Liability Act, Superfund Amendment and Reauthorization Act and the Hazardous Materials Transportation Act

Household hazardous waste is not "hazardous waste" under RCRA (see 40 CFR 261.4). However, the federal Comprehensive Environmental Response, Compensation and Liability Act (CERCLA or "Superfund") and the Superfund Amendment and Reauthorization Act (SARA) regulate "hazardous substances," some of which are components of household hazardous waste.

Under CERCLA, anyone who generates a particular hazardous substance that is disposed of at a landfill is potentially liable if that substance is released from the landfill into the environment. Generally, the costs of cleaning up a release or spill are proportioned among all responsible parties. In the worst case, this could result in the residents of the metropolitan area paying for

the clean-up of hazardous components of household waste that have been released from a regional landfill.

HMTA is administered by the Department of Transportation (DOT). Regulations interpreting this act are codified in 49 CFR 172 and 173 and regulates interstate transport of hazardous materials including HHW. This act works in concert with RCRA in setting, listing, record keeping and tracking of hazardous materials. The HMTA sets broad hazardous material categories and labeling requirements for the transport of hazardous materials. HMTA references RCRA standards for managing hazardous wastes as means of establishing management requirements for hazardous materials, which include collected volumes of HHW being transported to processing facilities or final disposal. HMTA references RCRA in order to set the requirements for hazardous materials packaging, labeling and placarding which must be adhered to for transport by a hazardous waste collection, storage, treatment and disposal facility. HMTA (through RCRA) specifies that all hazardous waste transporters are hazardous waste generators which require an EPA identification number. It further specifies that transporters are responsible for the discharge of hazardous wastes or materials during transport. In case of an accidental spill, the EPA and DOT can hold a transporter responsible for site cleanup.

### **C. Regional Directives:**

The Metro region has not developed laws specific to the management of HHW. However, through its legislative authority, the Metro region has established its ability to impact the sale and distribution of household toxics. If in the future, Metro determines that it would be beneficial and cost-effective to reduce the amount of HHW generated by banning or limiting the sale of certain household toxics, Metro will have the established regulatory authority to implement such a management option. This authority is established by the passage and implementation of the following ordinance.

#### **Regional Phosphate Ban**

In June 1990, the Metro Council passed Ordinance 90-336, which instituted a ban on the sale and distribution of household cleaning agents containing phosphate in response to the finding that phosphorous loading of surface waters within the Metro boundaries was negatively affecting water quality. The Ordinance was successfully implemented in February of 1991. The ordinance provides the basis for developing and implementing other types of product bans, labeling requirements or other restrictions on the sale of products within the region.

## II. CURRENT MANAGEMENT PRACTICES FOR HHW DISPOSAL

Acceptable management practices for HHW include: 1) permanent and periodic collection events and facilities where the collected material is handled as a hazardous material, packaged and transported for appropriate ultimate disposal; and 2) waste minimization through source reduction and recycling. The recommendations contained in the Household Hazardous Waste Management system Chapter to the RSWMP are premised on these management practices.

In order to understand the manner in which HHW is managed, it is important to know how much waste is generated as well as how much is available for disposal. Typical generation values reported for HHW range from 25 to 115 lbs/household/year depending on the manner these values are calculated. Some communities equate HHW generation values with disposal at solid waste landfills while others count material collected at special events or facilities as the amount of HHW generated in that community. To complicate matters further, many municipalities include toxic materials commonly purchased by residents in their calculations because this material represents potential HHW if not used. For the Household Hazardous Waste Management System Chapter, HHW generation includes the amount of HHW properly disposed at collection events and facilities with the amount of HHW improperly disposed with other mixed solid waste at solid waste facilities and poured into septic system and liquid waste facilities. Regional HHW projections calculated for the Plan chapter are for HHW disposal expected at regional collection facilities only. The projections include expected increases in participation rates at collection events and mobile facilities, which represent a net increase in the amount of HHW expected to be properly disposed of within the region.

### Collection Programs and Disposal Options:

As of October 1991, eight hundred and twenty two (822) household hazardous waste collection events were held around the United States. Of those, fifty four (54) were permanent programs<sup>1</sup>. They range from periodic collection events of single items such as paint to daily operation of permanent collection facilities which can accept a wide variety of HHW including pesticides, paints, automotive products and solvents.

The design of individual programs is as unique as the community planning agency or private sector in charge of the program. It is also dependent upon regional demographics. In most cases however, selection of a household hazardous waste collection program is restricted by budgetary constraints. The greatest single cost for any HHW collection program is material handling and disposal. As an example, in the Portland metropolitan area, semi-annual collection events have cost an average of \$114 per participant. Nearly 65% of these costs (approximately \$74/participant) is dedicated to HHW handling and disposal. It should be noted though, that periodic collection events have comparatively high economies of scale in relation to facilities that

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<sup>1</sup>Dana Duxbury and Associates. "The National Listing of Household Hazardous Waste Collection Programs 1990." This listing defines a permanent program as a program with at least monthly collections held at a fixed site or at a dedicated mobile facility.

provide regular service. This is because periodic collection events always have start-up costs. As an example the per-participant cost for the King County Mobile Collection Facility, which operates throughout the year, decreased by approximately 14-percent from 1989 through the first quarter of 1991.

Nearly every permanent collection program has been preceded by a series of community collection events. As participation in these programs increases, the need for alternative collection strategies becomes evident. Long waiting lines - up to one or two hours - become common place as does the accumulation of collected materials on sites processing 2,000 or more cars. To mitigate potential hazards such as accidental spills or traffic gridlock associated with collection events, many communities have moved toward establishing permanent facilities. Additional strategies for implementing permanent programs are through collection services such as: 1) collection of single waste types through curbside collection or 2) mobile collection facilities.

Permanent collection facilities vary in cost and type of service. Full service facilities such as the San Francisco facility, collect, store and package HHW on site. In addition, they provide lab service to test unidentified materials brought to the depot. The packaged material is collected by a licensed hazardous waste transporter and taken to a TSD facility for storage and ultimate disposal. Others provide moderate service, in which material collection, packaging and storage occur on site, with minimal testing capacity.

Many other programs collect only single waste types. These are often held in connection with curbside collection. Snohomish County, Washington and Corvallis Oregon, held paint "swap and drops" in 1991. Individuals bringing paint to a designated site were able to exchange it for other paint they might prefer. Other participants were allowed to claim paint even if they did not make an exchange.

A different method of implementing a permanent collection program is illustrated by the King County Washington Wastemobile. This is a mobile facility which collects HHW on a regular schedule at different locations around the County and performs the same functions as a full-service facility including lab testing and material packaging.

Once waste is collected it must be classified and packaged appropriately for transport and disposal. Although, HHW is "technically" exempt from RCRA hazardous waste regulations, the EPA recommends that HHW that cannot be reused or recycled be managed as a regulated waste<sup>2</sup>.

In 1988, the EPA established a HHW waste management hierarchy that parallels that adopted for regulated hazardous waste. This hierarchy is appropriately followed in sound HHW management and ultimate disposal decisions. The hierarchy is as follows:

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<sup>2</sup>Susan Mooney. "EPA's Concerns Regarding Mercury in Paint." Environmental Protection Agency, Office of Solid Waste; Proceedings of the 5th National Conference on Household Hazardous Waste.

- reuse, recycle
- treat/stabilize
- landfill

The following is a discussion of the management and disposal options for HHW.

### Reuse/Recycle

Recycling of hazardous waste refers to the reuse or reclamation of a material either as an ingredient (including its use as an intermediate) to make a product or employment of the material in a function as an effective substitute for a commercial product<sup>3</sup>.

Hazardous household materials that are commonly reused/recycled include latex paint and some paint-related products, antifreeze, used motor oil and some solvents. These materials are bulked and sent for reprocessing after which they are sold as new product.

HHW reuse has also been demonstrated through give-away programs. Snohomish County Washington recently sponsored a paint exchange program where sorted latex paint as well as some paint-related products were gathered as part of a mobile collection event. Material deemed appropriate for exchange was given away to interested parties. Another popular give away program sponsored by the San Francisco permanent collection facility includes other reusable materials such as unopened currently registered pesticides, cleansers and automotive products.

In the state of Oregon automotive battery recycling is mandatory under ORS 459.422 through 459.426. Retailers selling lead-acid batteries must post signage and accept used batteries of the same type. Both the lead and the acid are recovered, and used to generate new lead-acid batteries. The law provides the means for households to recycle their used lead-acid batteries, which reduces the number of batteries that enter the HHW collection system.

Used motor oil has been designated a principal recyclable material in the Portland metropolitan watershed. This affords residents the opportunity for curbside collection of this material. Non-contaminated used motor oil can be processed and sold for use as motor oil. Contaminated motor oil is usually blended as an alternative fuel and burned in a rotary kiln.

Unlike the waste management hierarchy for solid waste, incineration of fuels blended from hazardous liquids for heat or energy recovery is considered a reuse option. Hazardous wastes that are incinerated in facilities that recover energy include: solvent based paint, paint related materials, solvents and waste oil. In 1990, the King County Wastemobile sent 53% of its collected HHW to a rotary kiln for use as an alternate fuel. Similarly, the City of San Francisco's permanent facility sent 40% of the HHW collected at its permanent facility for incineration as fuel.

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<sup>3</sup>40 CFR 261.1 (c)(7).

## Treatment/Stabilization

Numerous physical, chemical and biological treatment technologies are currently being used to stabilize or reduce the toxicity of hazardous materials. An example of a stabilization technique is the solidification of bulked latex paint remaining after preliminary sorting for recycling with alum and hydrated lime. This process helps immobilize metals which might be subject to leaching from liquid paint. It is suggested that once solidified, this material can be disposed at a solid waste landfill.

## Disposal at Hazardous Waste Landfill

A proportion of the HHW that is collected is routinely disposed at hazardous waste landfills. Some of these land disposed materials are recommended by RCRA while others are disposed in this manner because there are no viable recycling programs or processes available. HHW routinely disposed at hazardous waste landfills such as the one operated in Arlington, Oregon include: aerosol pesticides, other aerosols, dioxin containing materials and alkaline batteries.

## **Waste Minimization:**

HHW minimization means a reduction in the amount and toxicity of material generated at a residential site and requiring treatment, storage or disposal. This can be accomplished through reduction of the amount of household toxics available for purchase, or through a reduction in the amount of household toxics purchased.

Reduction in the amount of household toxics available for purchase can occur through introduction of alternative non-toxic products into the market place or through bans on the production of certain household toxics, whether non-toxic alternatives exist or not. Reducing the amount of household toxics purchased, without the implementation of a ban, can be accomplished through labeling and education programs at the point of sale that identify products as toxic and may also identify non-toxic or less toxic alternative products. These programs can be mandatory or voluntary.

Several communities, including the city of Seattle, are researching the feasibility of product bans and product labeling programs in order to reduce the volume of HHW generated. Specific concerns related to which types of products, if any, should be banned; the necessary components and implementation strategy of an effective labeling program; and, the economic impacts to consumers, retailers and manufacturers that could result from the implementation of one or both of these programs require additional research and analysis.

### III. METRO'S HHW COLLECTION EVENTS

Metro has held seven regional HHW collection events since 1986. The first event was a pilot project located at a single site. The pilot project resulted in the collection of one hundred and one (101) - fifty five (55) gallon drums from four hundred and fifty five (455) participants. Beginning in 1988, six subsequent semi-annual collection events have been held with increasingly popularity.

#### Participation:

Table 1 shows that participation at Metro's regional collection events has more than doubled over time. Participation is much greater during spring events than in the fall.

**TABLE 1  
PARTICIPATION AT METRO'S COLLECTION EVENTS**

	NOV 86	MAY 88	OCT 88	APR 89	OCT 89	APR 90	NOV 90
<b>PARTICIPANTS</b>	455	1167	1170	2506	1783	3657	2098
<b>DRUMS</b>	101	498	480	1173	594	NA	512

Collection events held from 1988 through 1990 have been held at four geographically diverse sites throughout the region:

- Northern Site - City of Portland, Multnomah County;
- Southern Site - Oregon City, Clackamas County;
- Eastern Site - City of Gresham, Multnomah County; and
- Western Site - City of Aloha, Washington County.

Each site has been located close to a population center and three out of the four sites have been at fire stations with emergency response capabilities. Participation varied from site to site as illustrated in Table 2.

**TABLE 2  
PARTICIPATION IN METRO HHW COLLECTION EVENTS BY SITE**

	MAY 88	OCT 88	APR 89	OCT 89	APR 90	NOV 90
<b>ALOHA</b>	408	383	738	576	1,122	620
<b>CLACKAMAS</b>	233	208	427	305	537	376
<b>GRESHAM</b>	306	322	706	424	1,212	542
<b>PORTLAND</b>	220	257	635	478	786	560

## HHW Characterization:

Many communities have generically categorized household hazardous wastes into the following categories: paint and paint-related products; automotive products; cleaning agents, arts and crafts materials; solvents and pesticides. However, more specific information on the type and quantity of HHW disposed in the region is critical to collection facility development. This data is important to the development of regional HHW disposal projections to estimate the amount of waste expected to be received at HHW collection depots. This information in turn is relied upon to determine size, queuing and storage space requirements for proposed facilities.

In the Portland region it was difficult to quantify and standardize the types and amounts of material collected at Metro events due to variation in contractor reporting methodologies. Some categorized collected materials by DOT classification schemes, while others used broad generic categories. In addition, most contractors reported the amount of material collected by packed drum or drum volume. A number of factors make these measurements subjective. First, the number of packed drums is dependent upon the manner in which the materials are packaged. For example, some contractors bulked solvent based paints, while others packed individual cans in drums filled with absorbent material. Bulked material resulted in fewer numbers of drums generated. Second, the reported drum volume for liquids may differ from the actual amount of material contained within a drum. Some of contractors reported liquids bulked in 55 gallons as full or 55 gallons, independent of whether the drum was 1/2 or 2/3 full of HHW. Third, solids reported in drum volumes do not accurately represent the amount of material disposed. A few of the contractors employed by Metro, reported solid materials in terms of the percentage of drum space occupied within a 55 gallon container. A half full container would be reported as 27 1/2 gallons of material. The weight of this estimated volume of solid material is extremely variable and cannot accurately be measured.

In an attempt to standardize the method in which HHW was accounted for in the region base-line HHW collection disposal data was generated from Metro's 1989 collection events (Table 3). This information was calculated based on actual weight of material as reported by contractors<sup>4</sup> and was used as the foundation for HHW disposal projections necessary for the development of HHW collection facilities. The types of material collected at Metro events was similar to reported waste streams collected at permanent collection facilities around the country. As can be seen paint and paint related products comprised nearly 50% (by weight) of the materials collected:

- paint related material (other than latex) 37-40%
- Latex paint 13-15%

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<sup>4</sup>The following assumptions for liquid materials were employed: all HHW sub-streams except paint related, bulked latex paint, antifreeze, and used oil are loose packed; each drum is considered 2/3 full; and the average density of disposed liquids equals 8.4 lbs per gallon.

Other materials collected in large quantities (greater than 7 - 10% by weight) were poisons and pesticides and solvents. An average of approximately 84 lbs/carload of HHW were collected at both events.

TABLE 3  
SUMMARY METRO'S 1989 HHW COLLECTION EVENTS

APRIL

MATERIAL	% BY WEIGHT	DRUMS
Acid	0.63%	15
Alkaline	0.74%	13
Auto Batteries	4.62%	18
Bulk Solvent	7.49%	39
Flammable (liquid)	3.07%	19
Flammable (solid)	14.45%	113
Compressed Gas (Aerosols)	3.04%	46
HazWaste	3.25%	48
Insecticide	1.07%	18
Nitric Acid	0.01%	3
Oil-Auto	3.24%	15
ORM*	0.39%	7
Oxidizer	0.24%	5
Paint-Latex	14.73%	180
Paint-Related	39.22%	559
Poison	<u>3.82%</u>	<u>75</u>
TOTAL	100.00%	1,173

\*ORM = Other Related Materials

OCTOBER

MATERIAL (Liquid)	% BY WEIGHT	DRUMS	MATERIAL (Solid)	% BY WEIGHT	DRUMS
Paint-related	40.78%	252	Car Batteries	5.06%	17
Latex Bulked	14.31%	52	Asbestos	0.37%	6
Antifreeze	1.08%	4	Mercury	0.05%	3
Acid	0.52%	11	Oxidizers	0.33%	4
Base	0.29%	4	PoisonA	0.01%	1
Waste Gasoline	0.22%	1	PoisonB	7.94%	55
Oxidizers	0.01%	1	Alkaline Batteries	0.02%	1
PoisonB	3.56%	54	Ballasts	0.10%	2
Dioxin	0.24%	4	Aerosol Solvent	0.66%	5
Non-Chl Solvents*	3.09%	17	Cyanide	0.01%	1
Aerosol Solvents	0.93%	19	Dioxin	0.40%	4
Chl Solvents	0.37%	2	Flammable Pesticide	0.26%	4
ORM**	7.93%	23	Bases	0.72%	7
Carbon Tet	0.01%	1	Calcium Carbide	0.00%	1
Oil (Auto)	2.63%	9	Corrosive	0.04%	2
Flammable Pesticide	0.15%	2	PCB	0.02%	1
			ORM	7.71%	23
			Other	0.20%	1
<b>TOTAL</b>	<b>76.11%</b>	<b>456</b>	<b>TOTAL</b>	<b>23.89%</b>	<b>138</b>

\*Chl = Chlorinated

\*\*ORM = Other Related Materials

**April 1990 Collection Event Survey:**

Additional base information related to HHW collection facility and program development was collated from survey data collected at Metro's April 1990 event. This included information on participant travel behavior and demographic profile. These parameters were examined because the distance participants are willing to travel to bring HHW for collection as well as participant socio-economic status have been identified by many communities sponsoring events or facilities as significant factors encouraging participation.

Through self-reported user surveys at various collection facilities and events throughout the northwest, it has been demonstrated that the majority of HHW facility users or participants in collection events are willing to travel fifteen to twenty miles to dispose of their HHW. However, travel distance is not the only factor affecting participation. Others, such as operating hours and ease of location are additional inducements to participation.

Travel distance and demographic information was gathered from participants at Metro's 1990 HHW collection event in order to determine if participants within the region were sensitive to travel distance, and to develop a profile of the typical participant. The information was used in the Plan chapter to develop recommendations related to level of service within the regional

HHW collection system; and, to provide background information that will be utilized when targeting audiences for HHW education, publicity and marketing campaigns.

Tables 4 and 5 summarize the results of the survey.

**TABLE 4**  
**DISTANCE PARTICIPANTS TRAVELED TO APRIL 1990**  
**METRO HHW COLLECTION EVENT**

	TRAVEL DISTANCE (Miles)	NUMBER PARTICIPANTS	% TOTAL
ALOHA	1-5	132	17.8%
	6-10	233	31.4%
	11-20	362	48.9%
	>20	7	0.9%
	Unknown	<u>7</u>	<u>0.9%</u>
		741	100.0%
GRESHAM	1-5	55	12.8%
	6-10	298	69.1%
	11-20	76	17.6%
	>20	2	0.5%
	Unknown	<u>0</u>	<u>0.0%</u>
		431	100.0%
PORTLAND	1-5	0	0.0%
	6-10	132	19.6%
	11-20	540	80.1%
	>20	2	0.3%
	Unknown	<u>0</u>	<u>0.0%</u>
		674	100.0%
CLACKAMAS	1-5	7	2.0%
	6-10	127	35.6%
	11-20	221	61.9%
	>20	2	0.6%
	Unknown	<u>0</u>	<u>0.0%</u>
		357	100.0%
REGION	1-5	194	8.8%
	6-10	790	35.9%
	11-20	1199	54.4%
	>20	13	0.6%
	Unknown	<u>7</u>	<u>0.3%</u>
		2203	100.0%

**TABLE 5**  
**SUMMARY OF DEMOGRAPHIC DATA**  
**METRO HHW COLLECTION EVENT - APRIL 1990**

	<b>AVERAGE SIZE OF HOUSEHOLD</b>	<b>AVERAGE AGE</b>	<b>AVERAGE INCOME</b>	<b>AVERAGE EDUCATION LEVEL</b>
<b>ALOHA</b>	2.72	41-50	\$30,000 - \$40,000	Degree
<b>CLACKAMAS</b>	2.46	51-60	\$30,000 - \$40,000	Some College
<b>GRESHAM</b>	2.45	51-60	\$20,000 - \$30,000	Some College
<b>PORTLAND</b>	2.48	41-50	\$30,000 - \$40,000	Degree
<b>REGION</b>	2.53	51-60	\$30,000 - \$40,000	Degree

#### IV. HHW PROGRAM ANALYSIS

The purpose of the program analysis is to identify management programs implemented in other communities that could increase participation rates at HHW collection facilities or decrease the amount of HHW that is actually generated. The community programs analyzed have been in operation for only a few years. Many programs have also not been fully implemented. Therefore, accurate data which measures their effectiveness in terms of increased participation rates or decreases in volumes of HHW are not available.

The data reported in this section related to increased participation rates is preliminary. However, it is the best data currently available. Therefore, it was used as the basis for establishing a minimum participation rate for the region of 15-percent participation by 2001. The rate was used as an input to the HHW tonnage projection contained in the Plan chapter. This is the initial HHW tonnage projection developed for the region. As better data becomes available through the operation of permanent collection facilities and on-going promotion and education programs, the projection will be revised.

As the basis for establishing regional HHW management programs appropriate for the Portland metropolitan region, planning documents and recommendations from the Municipality of Anchorage, Alaska; the State of Massachusetts; Clark and Skamania Counties, Seattle-King County, and Los Angeles, California were reviewed. Prior work performed by Metro on HHW was also reviewed as part of this analysis. From this review, a number of potential HHW programs were identified and are listed in Table 6. Common elements from these programs were grouped into five basic HHW management system components:

- Education/Information
- Collection Service
- Funding Options
- Legislative
- Monitoring

These five system components were utilized in the Plan chapter for making specific programmatic recommendations that would likely increase participation at regional HHW collection facilities, if implemented. It is recognized that costs will be incurred for the development and implementation of HHW programs within the region. However, cost estimates for different program components have not been developed here because the methods of implementing these programs vary widely and can significantly influence costs. Therefore, it is most appropriate to consider cost during the development of actual program implementation strategies for the region.

**TABLE 6**  
**SUMMARY OF HHW MANAGEMENT PROGRAMS IDENTIFIED**

SYSTEM COMPONENT	PROGRAM DESCRIPTION	POTENTIAL PROGRAM ELEMENTS
<p><b>I. Education - Promotion</b></p> <p><b>A. Public Promotion and Information Campaign</b></p> <p><b>B. Education at Public Schools</b></p> <p><b>C. Education at Point of Sale</b></p> <p><b>D. Education at Solid Waste Facilities</b></p> <p><b>E. Information Clearinghouse</b></p> <p><b>F. Research and Development</b></p>	<p>Program provides a continuous flow of information to educate and remind individuals about household hazardous waste minimization, disposal options, substitute products and total cost (including environmental costs) of hazardous product use and disposal.</p> <p>Program targets elementary through high school-age children. Program makes use of existing education system to present programmed learning packets that emphasize potential environmental impacts of improper HHW and toxicity reduction.</p> <p>Education campaigns at retail stores are designed to influence consumer behavior. Development and distribution of information packets at the point of sale detail product safety and describe appropriate disposal methods.</p> <p>Education at solid waste disposal facilities alerts self-haulers to the need to separate their hazardous household materials and encourage them to bring their accumulated HHW to collection depots.</p> <p>Program identifies three major elements: 1) a hotline to provide information to the public on proper disposal methods and collection facility location and operating hours; 2) a resource directory to provide uniform information on proper disposal methods and options to local government agency staff, public interest groups, health professionals and product manufacturers or retailers; and 3) an information repository.</p> <p>Consists of grants to encourage the testing and development of alternative products and innovative HHW recycling or reuse options.</p>	<ul style="list-style-type: none"> <li>● garbage bill insert</li> <li>● newsletter/flyers</li> <li>● media campaigns</li> <li>● workshops/conferences</li> <li>● promotional materials</li> <li>● garbage can labeling</li>   <li>● education packets</li> <li>● school curricula</li>   <li>● information packets</li> <li>● coordination of local retailers</li> <li>● pilot project</li>   <li>● flyers/brochures</li> <li>● signage</li>   <li>● hotline</li> <li>● resource directory</li> <li>● information repository</li>   <li>● 1% for Recycling Grant Program</li> </ul>

SYSTEM COMPONENT	PROGRAM DESCRIPTION	POTENTIAL PROGRAM ELEMENTS
<p><b>2. Collection Services</b></p> <p>Services</p>	<p>Additional collection services to augment collection facilities may increase the volume of HHW collected.</p>	<ul style="list-style-type: none"> <li>● waste exchanges</li> <li>● door-to-door pick-up</li> <li>● curbside collection of selected wastes</li> <li>● periodic collection events for targeted waste streams</li> <li>● ongoing collection of targeted waste streams</li> <li>● satellite events</li> </ul>
<p><b>3. Funding Options</b></p>	<p>Currently, household hazardous waste disposal is incorporated into Metro's solid waste tip fees. Additional funding mechanisms could be developed to offset these costs.</p>	<ul style="list-style-type: none"> <li>● wastewater/stormwater service user-fees</li> <li>● private sponsorship and grants</li> <li>● retailer licensing fees</li> <li>● product fees</li> <li>● user fees</li> </ul>
<p><b>4. Legislation</b></p> <p>A. Legislative Monitoring</p>	<p>Although hazardous household materials are <u>not</u> currently regulated under RCRA, they may be in the near future. Metro would continue to track proposed legislation and offer input as is necessary and inform local governments of potential changes to legislation.</p>	<ul style="list-style-type: none"> <li>● track state and federal legislation</li> <li>● contingency plan</li> </ul>
<p>B. New Legislation</p>	<p>Metro would develop new legislation designated to implement the regional HHW management. Potential pieces of new legislation could include:</p>	<ul style="list-style-type: none"> <li>● develop state legislation</li> <li>● development regional legislation</li> </ul>
<p>1. Manufacturer/Retailer Take Back</p>	<p>A model for manufacturer/retailer product take back in the State of Oregon can be seen in legislation regulating lead acid battery disposal. Retailers are required to accept old batteries when a customer is purchasing a new battery and can impose a new battery fee if an old battery is not brought in for exchange when purchasing a new battery. This program would involve targeting products amenable to both retail and manufacturers take back and working with the appropriate retail, environmental and government groups to fulfill its implementation.</p>	<ul style="list-style-type: none"> <li>● return of used/outdated product or empty containers</li> <li>● provide credit for used/outdated product toward purchase of new product</li> </ul>

SYSTEM COMPONENT	PROGRAM DESCRIPTION	POTENTIAL PROGRAM ELEMENTS
2. Collection Ban	Metro currently restricts disposal of hazardous materials brought to solid waste facilities such as oil and lead acid batteries. The program could be expanded to include collection bans pending further study.	<ul style="list-style-type: none"> <li>● ban collection of specific products at MSW facilities</li> <li>● use of new technologies for load checking</li> </ul>
3. Product Ban	A phosphate ban has been successfully developed in the Portland metropolitan region. Similarly, a styrofoam ban is in effect throughout the City of Portland. Product bans could be instituted for particularly toxic items.	<ul style="list-style-type: none"> <li>● ban sale or use of specific products within region</li> </ul>
5. Monitoring A. Data Gathering	The regional HHW projections and facility recommendations included in the Plan Chapter are based on data gathered from other jurisdictions and in-region collection events. It is the best available data, but accurate for making short-term recommendations only. The monitoring program focuses on gathering actual observed data at collection facilities. The data will be used to reassess the data used to develop the regional HHW projection, facility service areas and the collection facility configuration. Trend data that measures changes in HHW disposal and collection rates, as well as the volumes of hazardous household products purchased will also be gathered. Trend information will be used to measure the effectiveness of HHW management programs designed to increase participation at collection depots, and promote HHW reduction.	<ul style="list-style-type: none"> <li>● HHW sorts</li> <li>● participation counts</li> <li>● facility audits</li> <li>● HHW volume data</li> <li>● hazardous household product sales data</li> <li>● participant surveys</li> </ul>

A discussion of each system component and their potential program elements follows. The discussion focusses on identifying which system components should be implemented and which require additional research prior to recommending implementation.

**Education-Promotion:**

Education and promotion was found to be a common component in all of the HHW plan documents examined. It was considered by nearly every community as the cornerstone to

effective long-term toxic use reduction and HHW minimization. The planning documents reviewed reflected the feelings that public campaigns focussing on the toxicity of household products, can result in a change in consumer purchasing practices. It is anticipated that through public education on the hazards associated with the use of potentially toxic materials, consumers will seek out the least toxic product available. In response to consumer demand, manufacturers may change formulas or develop new non-toxic products that perform the same function as products that contain toxic or hazardous materials.

Also found within reports on HHW management, was the need to develop education campaigns for proper HHW disposal methods. These campaigns were run parallel to, or as part of toxic use reduction and HHW minimization campaigns. It was believed that interested citizens would participate in collection programs if they were aware of alternatives to disposing of toxic materials in their trash. As a result of this change in behavior, there would be a net decrease in the amount of HHW disposed at municipal solid and liquid waste facilities.

Of the communities analyzed, King County, Washington and San Francisco, California had most successfully implemented promotion and education campaigns in order to increase participation at their various collection facilities. Both San Francisco and King County reported participation rates as high as 15-percent in 1990 for some targeted neighborhoods. Overall, their community-wide participation rates were much lower (in the 1 to 3-percent range). The impact of these participation programs on participation rates cannot be accurately measured. However, there does appear to be a link to promotion and education programs and participation rates.

For the purpose of developing an initial HHW tonnage projection for the region, it is necessary to develop a predictor of how participation rates will change over time as the result promotion and education programs being implemented in conjunction with on-going collection service. Based on the information obtained from King County and San Francisco, it is assumed that a region-wide 15-percent participation rate is feasible within the ten-year planning period if promotion and education programs along with on-going collection service were implemented region-wide.

Within the region, promotion and education programs appear to have had positive impacts on other waste management programs. In 1990, Metro implemented a campaign aimed at a promoting waste paper recycling in the work place. Metro's Recycling Levels Report, completed in July of 1991, reported that waste paper recycling in the region jumped from 23% in 1989 to 49% in 1990. The report in part attributed the significant increase in the recycling rate to the promotion and education campaign. Related to HHW management, Metro has implemented promotional campaigns for the semi-annual collection events held through 1990. Between 1988 and 1990, participation has more than doubled from approximately 2300 in 1988 to 5600 in 1990 (Table 1, page 10).

Based on the research conducted and the documented success of other education and promotion campaigns implemented within the region, it is recommended that a comprehensive HHW promotion and education program be implemented region wide. The focus of the program

should be on promoting the use of collection depots and encouraging households to reduce the volume of HHW they produce.

A number of specific programs were identified that could be implemented in the Portland metropolitan area. They include: public information campaigns; publicity/promotion campaigns; and research and development. The actual configuration and scope of programs will be determined during implementation and should be based on their potential effectiveness and associated cost.

### Public Promotion and Information Campaigns

Public promotion and information campaigns are designed to enhance the knowledge of general as well as targeted audiences. They are as varied as individual communities implementing them and the subjects they cover. Information campaigns cited in the literature included the following elements: media coverage of specific topics lasting a number of years, education campaigns targeted at school age children, consumer education, education at solid waste facilities and an information clearinghouse.

Media Coverage. Extensive long-term media campaigns have not generally been used as an education tool to disseminate information on HHW. However, this type of program has been demonstrated to be effective in bringing issues to light on many environmental topics and affecting attitudinal changes of the general populace. The literature examined, reflected the view that long-term media campaigns on HHW issues could similarly be effective in encouraging toxics use reduction and use of HHW collection facilities.

Media campaigns on environmental issues have appeared in both the electronic and print media since the mid-1960's. The form in which these campaigns appear ranges from television or radio documentaries to a series of newspaper or magazine articles. These information sources have proven important in generating interest in and presenting educational material on a variety of environmental topics to general audiences. Individual media types decide to pursue a story in response to a press release or perceived topic of general interest. Communities help set media agendas by putting forth numerous press releases on related topics or informing representatives of particular media on specific topics. An example of a community directed media campaign was evidenced in the City and County of Spokane Washington during the late 1980's. A long-term media campaign was launched by local officials to cover groundwater contamination of a sole-source aquifer. Continued communication with local television and newspaper representatives occurred over a 12 year period. This type of campaign can easily be adapted to address HHW issues.

Metro has been instrumental in encouraging media coverage of HHW issues through press releases prior to collection events and is already familiar with local media representatives. In addition, survey results from Metro's collection events, indicate that television and newspapers were the most common sources used to gather information on regional HHW activities. Because

the mass media is already an important information source on HHW issues, Metro could easily extend these efforts into a long-term media campaign on HHW issues.

Education for School-Age Children. Education programs geared for school age children are popular around the country. A number of communities have recently implemented environmental education programs which include issues related to household toxics use and HHW disposal. Curricula have been developed for high school as well as elementary and middle school students describing the environmental and health risks associated with hazardous household materials. For example, San Bernardino County implements a county-wide program designed for kindergarten through sixth grade which addresses four key issues: What is household hazardous waste?; How can hazardous products harm us?; What can we (including kids) do to help?; and How can hazardous wastes harm the environment? Included is a 10 minute video called "The Haz-Kid Report." The State of Washington, Department of Ecology implements a statewide program through the distribution of curriculum material for kindergarten through grade twelve. Included are information packets on waste reduction, recycling, landfilling, incineration, litter control, hazardous waste management, household hazardous waste and waste and water management. Birmingham Michigan has developed a teacher sourcebook on household hazardous materials and labels. It is targeted at middle school age children and identifies household hazardous products and provides information on how to read product labels.

Metro has already developed a comprehensive waste reduction education program that services the 416 schools in the region. It includes presentation packages developed for grade school children from kindergarten to sixth grade, middle school and high school. The topics covered include consumer responsibility, pre-cycling, resources used in making recycled materials, energy savings from use of recycled materials and wildlife habitat. This program could easily be extended to include the topic of toxic household materials use and disposal and its relation to pollution prevention as part of Metro's waste reduction education program. Another way Metro could become involved in school education efforts is to work with state agencies - the DEQ as well as the State School Superintendent to incorporate learning packets/informational materials on HHW issues as part of state environmental education programs. In addition, Metro could work with or help coordinate existing local programs targeting school-age children that address problems associated with improper disposal of HHW. Examples of such programs are the River Ranger Program sponsored by the United Sewerage Agency and the City of Portland's Clean River Program.

Consumer Education. The current trend in consumer education/awareness campaigns designed to influence consumer purchasing practices of HHW (as well as products containing recycled content and other "environmentally friendly" products) is to distribute product information at the point of sale. Existing programs to date include product labeling of specific products and shelf labeling which identifies hazardous product categories.

In both the states of Washington and Oregon, a retail chain has instituted a chain-wide "green" products marketing campaign whereby certain products reviewed by an employee committee are

labeled as environmentally friendly. In addition, the company has an intermittent produce testing program which it uses to identify and label produce containing no detectable pesticide residues.

Additionally, two national product labeling programs have been developed by private ventures, Green Seal and Green Cross. Green Seal is in the process of performing life-cycle analyses on limited product categories. Pending test results, the company will sell its seal to manufacturers passing previously identified criteria for use in retail sale of the product. Another program, Green Cross identifies and labels products with a specified recycled content. The Green Cross label has already appeared on Portland area grocery bags. Green Cross is extending its program to include commonly used toxic household products. Metro might choose to support these programs through staff review of product analyses or through financial assistance.

Existing programs requiring retail shelf labeling of selected hazardous product categories are limited in scope. The state of Iowa is currently the only state that has instituted a state-wide labeling program of this type. Programs of a similar nature however, have been implemented in the states of Oregon and Washington for lead acid batteries. Retailers of new lead acid batteries are required to post signs stating that recycling is the only disposal option for these materials and that non-compliance with this regulation will result in a civil penalty for each violation.

Another form of consumer education has been demonstrated through retailer distribution of literature on waste reduction efforts and appropriate disposal methods. For the past few years many local retailers have produced brochures encouraging consumer solid waste reduction and describing their own company wide waste reduction efforts as well. Encouraged by local and state governments, the paint manufacturers trade association in California voluntarily displays flyers at the point of sale on appropriate disposal methods for latex paint. In addition, numerous manufacturers display appropriate disposal options on the can. This type of program can be easily adopted to distribute literature on appropriate HHW disposal practices.

Education at Solid Waste Facilities. Education efforts at solid waste facilities are targeted at residents currently utilizing solid waste facilities to dispose of their municipal solid waste. These individuals are known as self-haulers. It is believed that educational efforts at solid waste facilities will encourage self-haulers to use HHW depots because: 1) self haulers are presumed to already be separating their recyclables from non-recyclable waste which affords them a discounted disposal fee, therefore further separation of HHW would be an extension of this practice and 2) since self-haulers already use solid waste facilities on a regular basis, HHW disposal will be relatively convenient - no additional travel will be required. Metro currently provides literature on appropriate disposal practices for HHW and product alternatives to residents using solid waste facilities. This program might be extended to provide more extensive literature on HHW minimization and toxics use reduction.

Information Clearinghouse. An information clearinghouse as described in the literature includes: 1) a regional directory developed for use by local governments who may share responsibility for an aspect of HHW management, or are responsible for environmental damage caused by improper HHW disposal; and 2) an information hot-line designed to answer questions on HHW minimization, product substitution and proper disposal methods. This program was deemed integral to a larger HHW education program because it encourages information sharing and dissemination. Many local agencies in the Portland metropolitan region receive inquiries from the general public on disposal of household hazardous waste. Currently, there is no single source providing product hazard classification, appropriate methods of disposal per hazard class, or product alternatives to replace some of the more toxic constituents of household products. Development of a resource document would provide a useful tool to local agencies requiring this type of information. As a means of providing technical assistance on HHW issues, Metro could take the lead in developing a regional document through a cooperative effort between local government agency staff, fire departments, public interest groups, health professionals, manufacturers and retailers.

Metro has been operating a regional hot-line on recycling issues through its Recycling Information Center (RIC) for several years. The RIC routinely receives calls requesting information on all areas of recycling and additionally answers requests for information on household hazardous waste disposal. This program could be expanded to include information on additional sources of information on toxics use reduction and product alternatives.

Another additional program element of an information clearinghouse as mentioned in the literature would be to include a resource library on HHW issues. This information source is useful in documenting current and best HHW management practices as well as to tracking current developments in the field. In addition, this provides resource information to local planning agencies as well as the general public. Metro currently maintains two separate libraries on current solid waste practice. A small number of holdings are housed in the RIC. The other library is housed in the Solid Waste Department which stores technical literature on or related to current and past Metro solid waste projects. Both libraries currently maintain some information on household hazardous waste. Each could be expanded to include additional information on HHW issues.

#### Publicity/Promotion Campaigns:

Publicity/promotion campaigns were viewed separate from public information campaigns because they generally take place over short time spans, in association with a special event or program. Because of the time element involved in these campaigns, they do not usually impart detailed information on HHW minimization and toxics use reduction issues. Most HHW publicity/promotion campaigns that have been implemented in other jurisdictions are geared towards advertisement of a collection event or specifying facility address and operating hours.

Within the Metro region, publicity and promotion campaigns have also been limited to the dissemination of specific information about a collection event or facility. These have been in conjunction with HHW collection events and have taken the form of press releases, flyer distributions and full-page ads in local newspapers. Metro will continue its publicity and promotional efforts on HHW disposal options as is required by state statute (ORS 459.413).

#### Research and Development:

Research and development focusses on the development of new information related to HHW management. Research and development programs instituted to date in other jurisdictions studied extend money to individuals or institutions to encourage household hazardous waste management research. Programs currently implemented have taken a number of forms such as grant programs that extend money to a university or private venture for research on HHW disposal alternatives and product substitutions. Metro has established grant programs, like the "1% Well Spent" recycling grant program which could be utilized for similar projects within the region.

#### **Collection Service:**

Additional collection services have been implemented elsewhere and could be implemented in the Metro region. The purpose of these services is to augment the collection service offered at collection depots in order to increase the volume of waste collected and decrease the volume of HHW that might ultimately require treatment, incineration or land disposal. Potential program elements include waste exchanges, curbside collection, collection events for targeted waste streams, and satellite events.

Waste Exchanges are programs that allow individuals who deliver their HHW to a collection facility to exchange their waste materials for other HHW received that is of use to them. Waste exchange programs generally have four operational components:

- Products must be in original sound containers with all labels readable;
- All products to be set aside for exchange are visually inspected;
- Only products with no unusual hazard are set aside for exchange. Typically, pesticides, strong acids and other similar products are not exchanagable; and
- No guarantees of product safety or effectiveness are claimed by the distributing agency.

A waste exchange serves two benefits. It promotes the reuse of HHW and it *reduces the cost* of management because those materials removed from the site and reused do not have to be recycled, treated, incinerated or land disposed. Waste exchange programs can divert for reuse

up to 5-percent of the HHW coming into a facility. In order to implement the waste exchange program region-wide, Metro should work with local governments as sites are chosen for mobile depots to develop a safe effective waste exchange program.

Door to door pick-up is designed to provide collection service to sectors of the population, such as the elderly, who may not be able to participate at collection depots. The program can also target multi-family developments where populations are concentrated and such a service may yield very high participation rates and high volumes of waste collected. There is little available data about the costs or benefits of such a program. Research must be conducted to determine if such a program should be implemented within the region.

Curbside collection of selected wastes is a program designed to collect large volumes of a particular component of the HHW stream. Materials to be targeted could be recyclable, where curbside collection is used to gather large volumes of the material for the market. Targeted materials could also be particularly hazardous materials that can be managed more economically if handled in bulk. If implemented, the program could be conducted periodically or on an on-going basis. Again, the costs and benefits associated with this program are largely unknown. Additional research would need to be conducted prior to implementing the program.

Satellite events are periodic collection events aimed at portions of the region not conveniently served by collection depots. Such areas can only be identified once the regional collection system becomes operational. Potentially, any areas of the region not conveniently served by the collection system could be served by adjusting site locations for the mobile facility. Areas outside of the region may also be served by the DEQ collection program, once it is implemented.

### **Funding Options:**

Historically, Metro has not charged participants to drop-off their collected volumes of HHW at semi-annual collection events or at the permanent depots. These costs have been recovered through the Regional System User Fee component of the regional tip fee for mixed solid wastes<sup>5</sup>. Given that the costs of managing HHW are high, the impact to the regional tip-fee could be great. The results of the facilities analysis show that the cost to construct and operate HHW collection depots is approximately \$100.00 per participant over ten years<sup>6</sup>.

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<sup>5</sup>The Regional System User Fee is collected on all wastes generated in the region intended for disposal. The fee pays the costs of solid waste programs that benefit all users of the system. These programs include solid waste system financial management, administration, engineering, planning, and implementation of waste reduction programs.

<sup>6</sup>Appendix B; Results of Facility Cost Analysis, page 33.

HHW management plans and programs adopted and implemented in other jurisdictions were studied in order to identify potential new funding options which could diversify the revenue source for HHW management within the region. Numerous plans and programs from across the United States were reviewed. Several were studied in greater detail because the funding methods implemented within these jurisdictions provided a diversified funding base for HHW management that appeared to be implementable within the region. The jurisdictions studied in detail include Anchorage Alaska, Seattle/King County and Clark/Skamania County in Washington, and Los Angeles California. Potential new funding options include HHW user fees, wastewater/stormwater service user fees, retailer licensing fees, product fees, and private sponsorship and grants.

HHW user fees are fees charged directly to participants at HHW collection events or facilities. The research conducted found that of the HHW collection programs, examined nationwide, no state or local jurisdiction is charging a fee directly to participants at collection events or collection facilities. The reasons stated for this practice were that a fee would reduce participation; and, that even if a fee were charged, it would be so small that it would not be a significant revenue source. Based on these findings alone, it appears that a HHW collection tip-fee charged directly to participants at collection facilities in the region does not appear to be a viable funding option. However, additional research may be warranted in order to determine how much of a fee participants may be willing to incur at collection facilities within the region, as well as how much of a deterrent, if any, a user fee would actually have on participation within the region. The research must also focus on determining if a user fee charged for HHW management within the region would be contrary to the legislature's intent when it directed Metro to establish a permanent regional HHW collection system (ORS 459.413)<sup>7</sup>.

Wastewater and stormwater service user-fees. Anchorage, Seattle/King County, Clark/Skamania County, and Los Angeles, all utilized wastewater and stormwater user-fees for funding HHW management. The basis for utilizing the wastewater and stormwater system as a funding option is that comprehensive HHW management programs not only reduce the volume of HHW entering the solid waste stream, but also reduce the volume of HHW entering the liquid waste stream. The wastewater and stormwater facility operators within the jurisdictions analyzed assist in funding HHW management programs because they receive a direct benefit from the operation of collection facilities and dissemination of educational materials that serve to reduce the amount of HHW improperly disposed of.

User-fees on wastewater and stormwater service bills are a significant and dependable source of revenue. The revenues received by the jurisdictions studied are as follows:

TABLE 7  
REVENUE DERIVED FROM UTILITY USER-FEES

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<sup>7</sup>Appendix A: Guiding Legislation; page 2.

JURISDICTION	PERCENTAGE OF FUNDING RECEIVED	TOTAL 1991 PROGRAM COSTS
Anchorage, Alaska	30%	\$1,000,000
Seattle/King County, Washington	25%	\$3,600,000
Clark/Skamania County, Washington	10%	\$100,000
Los Angeles, California	50%	\$2,600,000

Metro does not have any authority over wastewater or stormwater service within the region. However, Metro could work with local service purveyors to determine the potential benefit to these agencies that would result from expanding the region's HHW management program; and, to determine their interest and ability to assist in providing funding.

Product fees. The state of Washington currently institutes a special tax on certain hazardous materials, a portion of which is dedicated for local government assistance in developing and implementing HHW management plans (Model Toxics Control Act of 1987). The funding mechanism administered by the state derives revenues from hazardous materials sold in bulk at the wholesale level only. Before any product fees for hazardous household products could be implemented within the region, research would need to be conducted to determine which hazardous materials could be targeted for a special fee, what the fee should be, and how the fee could uniformly be collected. It may also be found that this type of a program could be implemented more efficiently and equitably on a statewide rather than a regional basis.

Retailer licensing fees. A retailer licensing fee program would require retail operations selling certain household hazardous materials, such as paint or insecticides, to pay a fee to help cover treatment and disposal costs for unused portions of their products. Implementation of such a program would likely require retailer licensing in order to identify the retail outlets for targeted products. To date, no jurisdiction has attempted to implement such a program, though many jurisdictions are currently investigating its feasibility. It is not clear how Metro could enforce such a program. However, further research needs to be conducted to determine if such a program could be implemented in a cost-effective and consistent manner within the region.

Private sponsorship and grants. The City of Los Angeles received a grant of \$900,000 from Unocal Corporation in 1990 for their HHW management program. The grant was given to the City in exchange for sponsorship and promotional rights at HHW collection events put on by the City. The grant money is being used to establish a HHW management trust fund that will provide a continuing source of revenue for the City's program. The trust fund was established to get maximum benefit from the grant because they do not expect to receive private grants on a regular basis. To date, Los Angeles appears to be the only community to have received a private grant for HHW management. Within this region, there are a limited number of corporations or other private entities that would be interested or have the capital available for assisting in funding HHW collection programs. Therefore, private grants and contributions should not be relied upon as a major or consistent funding option.

## **Legislation:**

A legislative program includes both a legislative monitoring elements and a element designed to be proactive in developing new legislation for the region or the state.

Legislative monitoring includes the tracking and support of legislation regulating HHW. It was considered a major program component by the jurisdictions studied for the management of HHW. Tracking of pending legislation has important consequences for program and facility development as well as HHW disposal options. Tracking of legislation is important to HHW management in general, because although HHW is not currently regulated under RCRA, it may fall under RCRA jurisdiction in the near future. If HHW were to be managed as regulated hazardous waste, future program and facility planning activities might require complete reassessment. Within the region, Metro currently performs this legislative monitoring function on a variety of issues including HHW management. Metro will continue to perform this function as the HHW management plan is implemented.

New legislation could be initiated by Metro in order to support implementation of the regional HHW management plan. Potential pieces of legislation that could be proposed include support for new funding mechanisms on a statewide level, similar to those discussed previously, manufacturer/retailer take-backs, HHW product bans, and collection bans.

Legislation could be developed that would require retailers and manufacturers of certain hazardous household products to take back used products when new ones are purchased. The state currently has a similar law regulating lead acid batteries. In order to develop new legislation along these lines, HHW materials that could efficiently be collected through a take back program would have to first be identified. Research related to the cost of administration, the cost to retailers or manufacturers and the expected volume of material recovered would also have to be conducted prior to developing any legislation.

Legislation could also be developed to ban the sale of certain hazardous household products within the region or the state. The purpose of a product ban would be to reduce the volume of HHW generated. There is precedent for such a product ban within the region and the state. Metro has instituted a region-wide ban on the sale and distribution of household cleaning agents containing phosphates. In the State of Oregon, electronic batteries with a mercury content of greater than 0.025% by weight 25 milligrams or less for alkaline batteries (ORS 459.995 and ORS 469.992) have been banned as of January, 1992 and consumer batteries in non-removable housing will be banned by 1993. Significant research would have to be conducted to determine the feasibility of instituting a product ban for hazardous household products before any legislation could be drafted. Issues to research include identifying which products should be subject to a ban, the impact to consumers, and how a ban could be enforced.

Collection bans are another potential form of legislation that could reduce the volume of HHW entering the mixed waste stream. Metro currently does not allow hazardous materials, including

many hazardous household products to be delivered to transfer facilities. The program could be expanded to include collection bans for certain HHWs. A collection ban would help to make the generator responsible for properly disposing of their HHW. Implementation of such a ban would require coordination between waste haulers, the local governments that regulate them and Metro.

### **Monitoring:**

The monitoring component for HHW management includes functions necessary to track disposal practices and facility use within the HHW collection system, as well as monitor the impact of educational/promotional campaigns and new legislation on HHW generation and disposal rates within the region. A monitoring program is necessary in order to provide background data necessary to make needed adjustments to the HHW Plan or implementation strategies and to support the continuation of successful implementation strategies. HHW monitoring functions should include the following.

#### **Disposal Practices**

HHW disposal practices are typically monitored at HHW collection events or facilities. Both the volume and characterization of HHW received are monitored. Changes in waste volume or /characterization may require changes to the operation of the collection system if volumes greatly exceed or are much less than what is predicted to occur. Further, this information can be used to evaluate educational and promotional campaigns. Depending on the focus of the campaign, a significant decrease or increase in total waste volume or the incidence of a particular component of the HHW stream being received at a facility can indicate the relative success or failure of a particular program or programs.

#### **Facility Use**

Demographic information about who disposes of HHW at collection facilities must also be maintained. This information is useful in evaluating the effectiveness of promotional campaigns on certain segments of the population and target population segments currently not participating the collection system for increased or redirected promotional and education campaigns. Data related to facility use can also be used to determine if geographic sub-areas are not being served by the collection system.

#### **Trends Analysis**

Trend data related to the volume and composition of solid waste disposed of in the mixed solid waste stream and collected at HHW depots, as well as the volume hazardous household material sold is useful information that should be monitored. Trend information can be useful in estimating the effectiveness of HHW programs designed to increase participation rates at collection facilities and promote HHW reduction.

CHAPTER 2 (HAZARDOUS AND MEDICAL WASTE)  
REGIONAL SOLID WASTE MANAGEMENT PLAN

Household Hazardous Waste Management

APPENDIX B

FACILITY ANALYSIS

DRAFT

April, 1992  
Planning and Development Department

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## **INTRODUCTION:**

The primary purpose of the "Facility Analysis" is to provide information about the relative cost differences between different types of HHW collection facilities. The Analysis was also conducted to illustrate the high cost of HHW management within the region in relation to the costs for managing other types of solid waste.

The Facility Analysis made use of a computer model that estimated the levelized cost of constructing, operating and maintaining different HHW collection facility configurations over the ten year planning period. The cost estimates were dependent upon a projected volume of HHW being delivered to facilities and approximate cost estimates for different types of facility configurations. The waste projection and facility costs reported for each facility type and configuration are reasonable approximations of their absolute costs per ton of HHW collected or participant served. However, they are a better approximation of relative percentage difference between facility types and configurations. The results should be interpreted accordingly.

This Appendix describes the data sources and assumptions for making the regional HHW tonnage projection and facility cost estimates. They are based on the best available data. However, the sources of information include in-region collection events, collection events outside the region and the operation of regular collection service at permanent collection depots or mobile facilities in jurisdiction outside the region. These data sources are varied and none correlate directly to the operation of a permanent collection system within the region. Consequently, the data base necessary for establishing trends and making accurate long-term projections about the volume of waste collected and costs for a permanent collection system within the region is not yet available. Therefore, the results of the analysis are appropriate for making short-term recommendations only. Additional data is necessary prior to making long-term programmatic and facility recommendations. The most efficient means of acquiring the needed data will likely be through monitoring the operation of the regional collection system over a period of time. As more accurate data becomes available, the model can be updated in order to provide reliable tonnage projections and facility cost estimates for long-term facility recommendations.

The Facility Analysis described in this Appendix consists of four separate sections. The first is the "Regional HHW Projection" which forecasts the amount of waste expected to be delivered to collection facilities in the region. The second section is the "Service Area Determination" which estimates the number of facilities that are necessary to provide service to all households in the region. Next is the "Facility Alternatives" section. This section describes the different types of HHW collection facilities and facility alternatives for which cost estimates were developed and projected through the use of the computer model. All facility configurations modelled included the operation of the fixed collection depots at the Metro South and Metro Central transfer stations. The final section is the "Facility Cost Analysis". which includes a description of the cost assumptions for each facility modelled and also reports the results of the analysis.

## **I. REGIONAL HHW COLLECTION PROJECTIONS**

The regional HHW collection projection is a projection of the volume of HHW expected to be delivered to collection depots by residents. The projection is for ten years only (through 2001). Beyond ten years, there is uncertainty about how HHW management practices may be altered due to potential changes in technology and regulations governing the production of household chemicals or solid waste management. Therefore, it is not feasible to make accurate longer-term waste projections. This section contains the regional projection and describes the methodology used to develop it.

### **Methodology:**

The regional HHW collection projection is based on actual data collected at past Metro HHW collection events and data gathered from other jurisdictions that operate permanent HHW collection systems. An assumption was also made that the level of service within the regional HHW collection service would become uniform over time. The basis for this assumption will be discussed in the next section of this appendix.

The HHW collection projection is dependent upon three variables:

- The participation rate in HHW collection among households;
- The volume of waste disposed per household; and,
- The number of households in the region.

The following is a summary of how values were estimated for these variables in order to produce a regional HHW collection projection.

The participation rate measures the percentage of households in the region that will dispose of their HHW at HHW collection facilities. The regional participation rate is estimated to be approximately 2-percent in 1992. This estimate is based on data obtained from semi-annual collection events which measures the total number of participants at those events. This data is compared with the estimated number of households in the region in order to derive the participation rate. The two-percent participation rate is further based on the observed first-year participation rates for similar HHW collection facilities now operating in Seattle, Washington and San Francisco, California. The major assumption in this calculation is that one participant is equal to one household. The participation rate is projected to grow from 2-percent to 15-percent in 2001. The basis for this projection comes from information obtained in the program analysis. Collection systems coupled with an on-going promotion campaign in King County and San Francisco have recorded participation rates as high as 15-percent within portions of their service territories. It is assumed

that a collection system coupled with an on-going promotion campaign within the region could yield at least a 15-participation rate region-wide within ten years.

The volume of waste collected measures the average volume of HHW delivered to facilities by an individual participant. Based on a review of data collected at regional semi-annual collection events held in 1989 and 1990, it was estimated that each household bringing waste to Metro collection facilities will deliver an average of 84 lbs. or 1/3 of a 55-gallon drum annually. There is no data available to estimate how this average may change over time. Therefore, it is assumed to remain constant through 2001.

The number of households in the region is an estimate of the total number of single family and multi-family units within the Metro region. For this analysis, one household is assumed to represent one potential participant. Metro's Data Resource Center (DRC) provided the projection of the number of households for the region. The number of households in the region is regularly updated with the use of building permit data obtained monthly and vacancy rate information obtained through monthly utility company and postal service surveys.

TABLE 1  
ESTIMATED VOLUME OF HHW AVAILABLE FOR REGIONAL COLLECTION DEPOTS

YEAR	TOTAL HHLID IN REGION	PARTICIPATION RATE	# OF PARTICIPATING HHLDS	TOTAL HHW IN REGION (TONS)	HHW AVAILABLE FOR COLLECTION (TONS)	HHW AVAILABLE FOR COLLECTION (DRUMS)
1992	475,764	2%	9,515	19,982	400	3,426
1993	483,406	4%	19,336	20,303	812	6,961
1994	491,048	6%	29,463	20,624	1,237	10,607
1995	498,690	8%	39,895	20,925	1,676	14,362
1996	506,332	10%	50,633	21,266	2,127	18,228
1997	513,974	11%	56,537	21,587	2,375	20,353
1998	521,616	12%	62,594	21,908	2,629	22,534
1999	529,258	13%	68,804	22,229	2,890	24,769
2000	536,900	14%	75,166	22,550	3,157	27,060
2001	544,542	15%	81,681	22,871	3,431	29,405

The methodology used to develop the regional HHW projection is based on available data that is derived largely from semi-annual collection events held within the region from 1988 through 1990. The projection does not measure or take into account several important variables that are expected to be observable through the continuous operation of fixed and mobile collection facilities. These

include; the impact of repeat participants on the average volume of HHW disposed per household, differences in the volume of HHW disposed of per single family household unit vs. multi-family household unit and the actual observed participation rate at facilities. These types of data should be gathered at facilities in the region in order to developed a more detailed and accurate HHW projection suitable for making long-range programmatic and facility decisions.

## **II. SERVICE AREA DETERMINATION**

### **Adequacy of Metro South and Metro Central:**

There are three factors that determine the adequacy of the fixed collection facilities at the Metro Central and Metro South transfer stations to serve the needs of the region. They are the storage capacity of the two facilities, their queuing capacity and their ability to provide a uniform level of service to households throughout the region.

Storage capacity for collected HHW at the two facilities is dependent upon how often the collected waste is removed from the facilities for final disposal or recycling. If collected HHW is removed on a daily basis, the storage capacity at the facilities would likely be adequate to serve the region. This was determined by calculating the projected storage capacity for the two facilities (approximately 210 barrels or 26.5 tons) and comparing to the projected volume of HHW to be collected on an average day in 2000 (3,431 tons/ 156 days of operation = 22 tons or 175 barrels per day). However, the queuing capacity necessary to serve the projected number of participants in the entire Metro region is not adequate at these two locations. Reliance on these two facilities exclusively for regional HHW collection could lead to traffic congestion and long delays for participants, which would have a negative impact on participation rates. Further, the location of the two sites does not provide a uniform level of service for HHW collection throughout the region. Households in Washington County and east Multnomah County would not be adequately served because the facilities are not conveniently located for households in these parts of the region. This condition would also reduce participation rates because households would be less able or inclined to utilize the facilities.

For these reasons, the depots at Metro Central and Metro South are not adequate to manage the volumes of HHW estimated to be collected in the region through 2001.

### **Level of Service Evaluation:**

Level of service for this evaluation focusses on identifying what HHW facility configuration would provide efficient service to all households in the region in order to help increase the regional participation rate to at least 15-percent. Efficient service is characterized by the geographic location of facilities, the days and hours of operation as well as the amount of time a participant would expect to spend at a collection site disposing of their HHW. The days and hours of operation necessary to provide efficient service were determined to be Friday through Sunday, eight to ten hours during the day. The basis for this determination was based on operational practices at other facilities in the City of Seattle, King County and San Francisco California. Operating the facilities over weekend was found to be efficient because the highest volumes of HHW were received on these days.

In order to determine the appropriate facility configuration that could provide a uniform level of service for HHW collection in the region, the concept of community service areas was developed.

The community service area concept is based on the assumption that most participants at HHW collection facilities will dispose of their accumulated wastes when performing other errands within their community. Therefore service area boundaries should reflect community boundaries that have been established by land development patterns and HHW collection should occur within these boundaries. The reason for this is that the HHW collection system should be designed to capitalize on established trip patterns in order to increase participation rates. The method of collection within community service areas could be via fixed or mobile collection facilities.

Service area boundaries for the region were developed by identifying major community service centers. Community service centers are the centers of commerce that provide basic goods and services to surrounding neighborhoods. The boundaries of the neighborhoods that utilize a particular community service area were set by reviewing various maps of the region that identified transportation corridors, neighborhood boundaries and natural features.

Based on the review, five service areas were identified. They include a central service area that has the Portland downtown area as its center (Service Area #1), a south service area anchored by Oregon City and Lake Oswego (Service Area #3), the Beaverton/Tigard community service area (Service Area #4), the Hillsboro/ Forest Grove service area (Service Area #5), and the east Portland/Gresham service area (Service Area #2). The Community Service Area Map (Figure 1) illustrates the boundaries of the community service areas. The fixed collection facilities at the Metro Central and Metro South transfer stations would continue to serve Service Areas 1 and 3. The service area boundaries developed for this analysis are preliminary. They were based on what expected trip patterns are within the region. It is likely that as information is gathered through the operation of fixed and mobile collection facilities, service area boundaries will be revised. Additionally, the service area boundaries are not intended to limit the type or amount of HHW collection service that could be made available within any given portion of the region.

#### **Service Area Descriptions:**

As described above, HHW service area boundaries reflect the trip choices that the majority of residents within a given service area make. Due to the element of choice, the decision made by residents at the service area fringes cannot accurately be predicted. Therefore, service area boundaries were developed as broadly sweeping lines rather than specific geographic demarcations, as illustrated in the Community Service Area Map.

Despite the lack of preciseness in service area boundaries, it was possible to project the number of households within each service area. Using the same methodology described in Section I, HHW projections were calculated for each service area.



**TABLE 2**  
**ESTIMATED TOTAL NUMBER OF HOUSEHOLDS IN EACH SERVICE AREA**

YEAR	AREA 1	AREA 2	AREA 3	AREA 4	AREA 5
1992	173,336	69,695	113,973	91,334	31,299
1993	173,909	70,956	116,593	93,593	32,068
1994	174,482	72,217	119,213	95,852	32,837
1995	175,055	73,478	121,833	98,111	33,606
1996	175,628	74,739	124,453	100,370	34,375
1997	176,201	76,000	127,073	102,629	35,144
1998	176,774	77,261	129,693	104,888	35,913
1999	177,347	78,522	132,313	107,147	36,682
2000	177,920	79,783	134,933	109,406	37,451
2001	178,493	81,044	137,553	111,665	38,220

**TABLE 3**  
**ESTIMATED NUMBER OF PARTICIPATING HOUSEHOLDS IN EACH SERVICE AREA**

YEAR	EXPECTED PARTICIPATION	TOTAL HHLDS IN REGION	AREA 1	AREA 2	AREA 3	AREA 4	AREA 5
1992	2%	9,593	3,467	1,394	2,279	1,827	626
1993	4%	19,485	6,956	2,838	4,664	3,744	1,283
1994	6%	29,676	10,469	4,333	7,153	5,751	1,970
1995	8%	40,167	14,004	5,878	9,747	7,849	2,688
1996	10%	50,957	17,563	7,474	12,445	10,037	3,438
1997	11%	56,875	19,382	8,360	13,978	11,289	3,866
1998	12%	62,943	21,213	9,271	15,563	12,587	4,310
1999	13%	69,161	23,055	10,208	17,201	13,929	4,769
2000	14%	75,529	24,909	11,170	18,891	15,317	5,243
2001	15%	82,046	26,774	12,157	20,633	16,750	5,733

**TABLE 4**  
**ESTIMATED HHW COLLECTION PROJECTION BY SERVICE AREA**

YEAR	PARTICIPATION RATE	AREA 1 TONNAGE	AREA 2 TONNAGE	AREA 3 TONNAGE	AREA 4 TONNAGE	AREA 5 TONNAGE
1992	2%	146	59	96	77	26
1993	4%	292	119	196	157	54
1994	6%	440	182	300	242	83
1995	8%	588	247	409	330	113
1996	10%	738	314	523	422	144
1997	11%	814	351	587	474	162
1998	12%	891	389	654	529	181
1999	13%	968	429	722	585	200
2000	14%	1,046	469	793	643	220
2001	15%	1,125	511	868	703	241

**Service Area 1:**

Service Area 1 includes the north/central segment of the Portland metropolitan region. It is bounded by the Columbia River to the north, and the West Hills to the west. These limits were established based on the assumptions that Clark County residents will not use Metro facilities and that the West Hills is a major community boundary influencing east/west travel across the region.

The eastern boundary approximates the Interstate 205 freeway and was selected because it is believed to approximate the community boundaries of the City of Portland and the City of Gresham. The southern boundary was more difficult to establish, because no clear community boundaries were evident. It was estimated to be centered on the Interstate 5/State Route 217 freeway interchange. Approximately 33-percent of the total volume of HHW expected to be collected within the region over the ten year planning horizon is located within the service area boundaries.

**Service Area 2:**

Service Area 2 is the north-east service area encompassing the Gresham community. It is bounded to the north by the Columbia River and to the west by the Interstate 205 freeway. As in Service Area 1, it was assumed that no Clark County residents will use facilities located in this area. The southern boundary approximates the border between Multnomah and Clackamas Counties. Approximately 15-percent of the total volume of HHW expected to be collected within the region over the ten year planning horizon is located within the service area boundaries.

### Service Area 3:

Service Area 3 is the southern-most service area in the region. Its northern boundary approximates the Clackamas/Multnomah county border. To the west this area is bounded by the Interstate 5 transportation corridor. No eastern boundary was established. Approximately 25-percent of the total volume of HHW expected to be collected within the region over the ten year planning horizon is located within the service area boundaries.

### Service Area 4:

The eastern boundary of Service Area 4 is delineated by the West Hills and Interstate 5. The western-most boundary approximates N.W. Cornelius Road to the north and 185th Avenue to the south and was established based on population densities and predicted population growth in Washington County. No southern border was established for this service area. It is predicted that residents within this service area are more likely to use a facility in Washington County than travel to Metro Central. Approximately 20-percent of the total volume of HHW expected to be collected within the region over the ten year planning horizon is located within the service area boundaries.

### Service Area 5:

The only boundary established for this service is its eastern boundary which corresponds to the western boundary of Service Area 4. Existing and future residents in this service area are expected to utilize facilities in the Forest Grove/Hillsboro area. Approximately 7-percent of the total volume of HHW expected to be collected within the region over the ten year planning horizon is located within the service area boundaries.

### III. FACILITY ALTERNATIVES

This section contains a description of the HHW collection facility alternatives for the Metro region. These facility alternatives were developed as a means of identifying different types of collection facilities that could be developed to augment the existing fixed collection facilities at the Metro South and Central transfer stations as a means of improving the level of service within the region. Information about the design and operation of the collection facility alternatives was compiled through an investigation of existing facilities in operation in the Cities of San Francisco, Seattle and Santa Monica as well as King County, Snohomish County and the Hood Canal/Juan de Fuca region of Washington. The results of the investigation confirm that there are two basic collection facility options: fixed and mobile facilities. Fixed facilities are subdivided by: 1) site location and 2) building structure. Mobile facilities are of one general type consisting of a trailer unit and associated equipment that moves from site to site.

#### Non-Mobile Collection Facilities:

Non-mobile HHW collection facilities are collection stations that are developed at permanent sites. In general, they operate on a year-round basis and have evolved from traditional collection events or roundups in response to high contractor costs for material handling and disposal. Fixed facilities can be either fixed or pre-fabricated structures.

In addition, non-mobile facilities have been developed as a means of improving customer service and alleviating potential environmental and safety problems associated with collection events. Non-mobile facilities accomplish these tasks by providing predictable service on a year-round basis at a single location. This tends to reduce participant waiting time at collection facilities because there are not large volumes of traffic and facility over loading which commonly occur at periodic collection events. Management of non-mobile facilities to protect against environmental damage or injury to site personnel through accidental spills or releases is also easier at fixed facilities. Fixed facilities are typically designed to include spill containment areas, secure storage areas, emergency shower and first aid stations and other safety features.

The general operation of a non-mobile facility includes material sorting and packaging as well as the identification of unknown material. On-site staff are also responsible for the consolidation of materials such as latex paint and antifreeze as well as the packaging of materials requiring lab or loose packing<sup>1</sup>. Material storage also occurs on site. Once materials are removed from the site, they are typically taken to a temporary storage depot (TSD) for additional sorting and consolidation, then transported to the TSD to final disposition.

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<sup>1</sup>Lab-packing refers to the packaging of smaller containers of HHW into approved hazardous waste disposal drum, along with an appropriate absorbent material. Each lab-pack drum must contain enough absorbent to fully absorb the liquid contents of the drum. Loose-packing refers to placing containers into a drum without absorbent, for short term transportation purposes.

Successful operation of non-mobile collection facilities has been demonstrated in numerous communities throughout the United States. They are primarily owned and operated by public agencies. Non-mobile facilities can vary in both their location and their structure.

#### Facility Location:

Non-mobile HHW collection facilities can be located at other solid waste facilities or as stand-alone facilities. Both types of facility locations have been employed by different jurisdictions. However, the majority of the facilities in operation are located at other solid waste facilities. The primary reason for this is that it is easier to site a collection facility at an existing solid waste facility because the potential for concerns about land use and environmental impacts is less than if the facility were located on a site away from other similar uses.

Examples of non-mobile facilities currently operating at solid waste facilities include the City of Seattle's South Transfer Station depot, the City of San Francisco's Norcal-operated transfer station depot; the City of Santa Monica transfer station depot and the Municipality of Anchorage Alaska's transfer and land-fill depots. Stand alone facilities operating to date include the Kalamazoo County, Michigan's depot located on publicly owned fairgrounds, the Winona County, Minnesota's depot located on a city-owned lot and San Bernardino County's and the Municipality of Anchorage Alaska's satellite depots.

#### Facility Structure:

Non-mobile fixed facilities, or "fixed" facilities" as referred to in the plan chapter, are buildings that require original design and construction. They can be located in association with a solid waste transfer station or can be developed as stand alone facilities. They provide covered space to perform all functions of a collection depot including collection, material testing, packaging and storage. Both facilities at the Metro South and Metro Central transfer stations are examples of fixed facilities.

Non-mobile pre-fab facilities, or "pre-fab facilities", describe the majority of HHW collection centers operating elsewhere in the United States. These facilities consist of one or more modified hazardous waste storage trailers or pre-fabricated structures. These facilities typically perform the same functions as non-mobile facilities described above. A typical pre-fab facility has several structures or trailers dedicated to collecting, testing sorting packaging and storing HHW. additional structures are also provided for employee locker rooms and office space. Storage space at pre-fab facilities is usually limited, which requires material to be removed from the site and transferred to a TSD more frequently than at a non-mobile facility.

The City of Seattle operates a full service pre-fab facility. San Bernardino County and the Municipality of Anchorage Alaska operate satellite depots to a central packaging and storage facility.

### **Mobile Facility:**

A mobile HHW collection facility consists of a modified trailer which includes a mini-lab for testing unknowns, an office and a dressing area. Additional equipment set up at the site includes material sorting tables, canopies, trucking and towing equipment, a forklift and temporary fencing for site security. Mobile facilities operate in public places for several days collecting HHW. The typical length of time at any one site is three days. The facilities then move to another location to begin operations. Mobile facilities usually operate in or near residential areas that are easily accessible to local residents. Typical locations include parking lots at schools or other public facilities, churches or shopping centers.

Mobile facilities perform only limited functions. In addition to collecting HHW, they are capable of doing only limited testing, sorting and packaging. No material storage occurs on site. At the end of each day of operation, collected HHW is removed and taken to a TSD for further testing, sorting and packaging prior to final disposition. Mobile facilities have one distinct advantage over fixed facilities. Mobile facilities can be located close to residential areas, which makes it more convenient for households to properly dispose of their HHW. Consequently, participation rates tend to be higher in communities that have mobile facilities within their HHW collection system. The capital investment necessary to implement a mobile collection facility is also small when compared to the capital cost of a fixed or pre-fab facility.

#### **IV. FACILITY COST ANALYSIS**

A detailed cost analysis which estimated the relative capital and operational cost differences between the facility alternatives discussed in Section III was conducted in order to illustrate the general cost differences between different facility types and different facility configurations intended to serve the five HHW facility service areas discussed in Section II. The cost data and assumptions developed for the facility cost analysis are derived largely from rough cost estimates for similar facilities operating in other jurisdictions and preliminary construction costs for the fixed collection depot at Metro South.

The results of the analysis are not intended for making long-term system development decisions or developing facility procurement or operating budgets. The analysis was conducted to:

- Illustrate the relative cost differences between different facility types and configurations;
- Illustrate the overall expense of HHW management; and
- Identify the type and amount of data acquisition that is necessary to refine the model inputs and outputs so results can be used to accurately make long-term decisions about future facility procurement and operation.

The cost analysis estimated preliminary capital and O&M costs over the ten year planning horizon (2000). The cost analysis is divided into four parts:

- Description of facility alternatives for each service area;
- Description of the model used to generate cost estimates for each facility option;
- Summary of cost assumptions used in the model; and
- Results of the cost analysis.

#### **Facility Alternatives for Each Service Area:**

Three facility alternatives were identified which could service each of the five Service Area described in Section III. The facility alternatives were identified by site visits to existing facilities or facilities under construction within the Region, Seattle and King County, Washington and San Francisco and San Bernardino California. They are; non-mobile fixed (fixed), non-mobile pre-fab (pre-fab) and mobile. Table 5 summarizes facility options that were analyzed for each service area. Note that fixed facilities were the only facility alternatives analyzed for Service Areas 1 and 3. This is because the service area boundaries were configured so that fixed facilities at Metro Central and

Metro South would adequately serve the projected number of participants from within those two service areas over the ten year planning horizon.

**TABLE 5  
FACILITY ALTERNATIVES FOR EACH SERVICE AREA**

SERVICE AREA	FACILITY ALTERNATIVES
1	<ul style="list-style-type: none"> <li>• Fixed facility at Metro Central Transfer Station</li> </ul>
2	<ul style="list-style-type: none"> <li>• Fixed facility</li> <li>• Pre-fab facility</li> <li>• Mobile Collection Service</li> </ul>
3	<ul style="list-style-type: none"> <li>• Fixed facility at Metro South Transfer Station</li> </ul>
4	<ul style="list-style-type: none"> <li>• Fixed facility</li> <li>• Pre-fab facility</li> <li>• Mobile Collection Service</li> </ul>
5	<ul style="list-style-type: none"> <li>• Fixed facility</li> <li>• Pre-fab facility</li> <li>• Mobile Collection Service</li> </ul>
Combined Service	<ul style="list-style-type: none"> <li>• Mobile Collection Service for Area's 4 &amp; 5</li> <li>• Mobile Collection Service for Area's 2,4 &amp; 5</li> </ul>

**Fixed Facilities:**

Fixed facility options were proposed for each service area. For areas 1 and 3, a fixed depot associated with a transfer station was the only option considered. For the analysis, it was assumed that the Metro South and Central depots will adequately serve these portions of the region over the ten-year planning horizon. For the purpose of analysis, the costs for land acquisition were not included in cost estimates for fixed facilities associated with the two existing transfer stations. It was assumed that since these facilities are located within the property boundaries of the existing transfer facilities, the costs for land acquisition are appropriately incorporated into the transfer station cost.

For Service Areas 2, 4 and 5, the stand alone option was the only fixed option considered. No transfer stations exist in areas 2 and 4 and it is not clear that the Forest Grove Transfer Station in area 5 could accommodate a HHW collection depot without the purchase of additional land. In developing cost estimates for these facility options, the cost of land acquisition was included.

### Pre-fab Facilities:

Pre-fab facilities designed to serve areas 2,4 and 5 were modeled after the City of Seattle's pre-fab depots. These facilities operate with two hazardous waste storage sheds which allows for on-site storage of forty eight (48) - fifty five (55) gallon barrels of HHW. The pre-fab option used in the cost analysis includes a supplementary pre-fab structure for laboratory, locker, and office space. It was assumed that no additional storage space would be required, in addition to the two storage sheds, since waste would be removed off site on an as-needed basis as is the case for the Seattle facility.

### Mobile Facilities:

Mobile facility options were established separately for Service Areas 2, 4 and 5 as well as in combination (Service Areas 4 and 5, and Service Areas 2, 4 and 5) for cost comparison. Each option was modeled after the King County and Snohomish County mobile collection programs. Each facility would be open three days per week, eight hours per day. The duration of each mobile option varies based on the annual number of participants expected in each service area. Tables 10 through 14 describe the length of operation for mobile facilities within each service area.

### **Description of Cost Model:**

The cost model developed for this facility analysis is a computer-based spread sheet model that calculates nominal, real and discounted costs for the different facility alternatives, as presented in Section III. Nominal costs represent capital and O&M facility costs in present (1992) values. Real costs reflect the impact of inflation alone on nominal costs. Discounted costs reflect the impact of inflation and the time value of money on nominal costs.

The time value of money, also referred as the "discount rate" (D.R.) is estimated to be 3% per-year. Real discount rates cannot be observed in the market; they have to be inferred by comparing market interest rates to inflation. For public projects, most economists use a real discount rate of 3%. The formula for calculating the discount rate is:

$$(1 + \text{Nominal D.R.}) = (1 + \text{Real D.R.}) * (1 + \text{rate of Inflation (and expectations about inflation)}).$$

Assuming the nominal D.R. equals the prime rate of approximately 8.5% and inflation is about 5%, the formula calculates a real D.R. of approximately 3.3%.

As constructed, the model calculates all facility costs through 2001, adjusts for inflation and the time value of money, and divides by the tonnage base that these costs will be recovered from within the regional rate structure, the projected volume of HHW to be recovered over ten years and the expected number of participants respectively. The model results are summarized and presented as "levelized costs". A levelized cost is the technically correct measure to use when trying to compare

costs of different facility alternatives. It is a standardized and consistent measure commonly used in public utility evaluation and regulation. A levelized cost is a cost that, if charged against every ton of waste received or participant entering a facility would just recover the full costs of construction and operation of the HHW collection system.

While the levelized costs calculated in the model may look like rates, they are projected cost estimates. To make interpretation of the model's results simpler, reviewers should focus on the relative cost differences between facility alternatives instead of absolute amounts. Absolute costs may change over time due to changes in actual costs associated with facility procurement. If there are errors in the data or analysis, they are likely to have much less of an impact on relative costs.

Costs were calculated for all facility alternatives modeled. Spreadsheet data on capital and O & M costs as well as the model results for each facility alternative by service area are presented at the end of this appendix.

### **Cost Assumptions:**

Capital and operation and maintenance (O&M) cost assumptions for HHW collection facility options were developed as inputs to the model described above. The cost assumptions are based data gathered from currently operating HHW collection facilities and Metro collection event data. Capital costs, as referred to in this analysis, include costs for site acquisition, construction, outfitting the facility with equipment, facility design and construction management. O&M costs include all costs incurred to operate the facility including labor, staff training, protective clothing, material testing, disposal drums, packing material, transport fees, disposal fees and liability insurance. Table 6 below summarizes the cost assumptions. The discussion that follows the summary table describes each capital and O&M cost assumption by cost category.

Again, the cost data and assumptions used for this analysis are based on the best available data. However, HHW management is a recent occurrence. Collection systems in the region and other communities have been operating for only a few years. Collection service has also often been on a periodic basis. Therefore, the available data is not adequate for establishing trends necessary for making long-term facility recommendations. The results of the model are illustrative and suitable for making short-term facility recommendations. Model results were calculated over the ten-year planning period only to more clearly illustrate relative cost differences between facility alternatives.

**TABLE 6**  
**HHW UNIFORM CAPITAL and O&M COST ASSUMPTIONS**  
**FOR THE REGIONAL HHW MANAGEMENT PLAN**

	Fixed Depot	Mobile Depot	Pre-Fab Depot
<b><i>CAPITAL COSTS</i></b>			
Structural	\$150/sq.ft.	(\$2,200-\$4,700 lease/week, depending on the avg. # of weeks in service)	\$146,000-\$220,000, depending on facility size
Facility Outfitting	\$100,000	N/A	\$100,000
Queuing Space	\$1,050 per queuing & parking space	N/A	\$1,050 per queuing & parking space
Facility Design, Construction Mgmt.	15% of capital minus outfitting costs	N/A	15% of capital minus outfitting costs
Site Purchase	\$2.50/sq. ft.	N/A (shared)	\$2.50/sq. ft.
<b><i>O&amp;M COSTS</i></b>			
<b>Labor</b> Chemist/Site Supervisor Hazardous Waste Tech.	1 FTE @ \$45,900 2 FTE (0-4000 ppy) + 1/2000 ppy @ \$30,700	1 FTE @ \$1,400/week 5 FTE @ \$4,700/week	1 FTE @ \$45,900 2 FTE (0-4000 ppy) + 1/2000 ppy @ \$30,700
Staff Training	\$ 425/FTE	N/A	\$425/FTE
Protective Clothing	\$5000/FTE/year	\$96/FTE/week	\$5000/FTE/year
Material Testing	\$0.50/pound * 1% of annual through-put	\$0.50/pound * 1% of annual through-put	\$0.50/pound * 1% of annual through-put
Disposal Drums	\$20/drum	\$20/drum	\$20/drum
Packing Material	\$0.05/pound	\$0.05/pound	\$0.05/pound
Transport Fee (to TSD)	\$12.00/drum	\$12.00/drum	\$12.00/drum
Disposal Fee (including transport)	\$194/drum	\$194/drum	\$194/drum
Liability Insurance	\$12,500/year	\$240/week	\$12,500/year

**Capital Costs:**

For the analysis, capital costs for fixed and pre-fab depots did not require financing because it is assumed that they will be paid through cash reserves (this in fact is the case for both the Metro

South and Central depots). However, cash reserves have an investment value. For this analysis, the investment value was assumed to be 5% annually. The model estimated the recovery costs for the original capital outlay plus its investment value over the ten year planning horizon.

Since mobile facilities will be leased, all capital costs will be spent and collected in the same year. An investment value for these costs was not included when calculating capital costs for mobile facilities. Annual lease costs however, were subject to inflation.

The following is a description of each capital cost assumption used in the facility cost analysis.

#### 1. Structural Costs

Structural costs include construction costs for a fixed building, purchase costs for a pre-fab building and lease costs for a mobile unit.

##### Fixed Depot

The structural costs for fixed depots were estimated at \$150 per square foot. Structural costs include all costs for site preparation, foundation work, construction of the building frame and all interior and exterior walls, roofing and flooring, utility hook-ups and installation of all lighting HVAC and plumbing. This value was based on partial design drawings and construction cost estimates from the Metro South HHW collection depot.

The Metro South Transfer Station depot is 4,400 square feet and can accommodate approximately 121 - 55 gallon drums of HHW. Based on operations at the San Francisco depot and on design considerations for the Metro Central transfer station depot, it was determined that 3000 square feet is considered the minimum size required for safe and effective HHW collection depot operation for annual processing of 12,000 to 27,000 cars per year (the number of cars predicted to use the Metro Central depot). Service Area 5 is predicted to service only approximately 6,000 cars annually. Therefore, this facility option was downsized to 2000 square feet. For the cost analysis that follows, capital costs for fixed facilities were based on the following actual and estimated facility sizes:

**TABLE 7  
FIXED FACILITY SIZES**

Service Area 1	4,400 sq. ft.
Service Area 2	3,000 sq ft.
Service Area 3	3,000 sq. ft.
Service Area 4	3,000 sq. ft.
Service Area 5	2,000 sq. ft.

### Pre-Fab Depot

The structural costs for a pre-fab depot are based on the City of Seattle's HHW collection facilities located at their South and North transfer station sites. The facilities consist of two hazardous waste collection sheds and a separate structure that houses an office and locker room facilities. Each shed can store up to 24 drums or approximately three tons per day. According to cost data provided by the City of Seattle Solid Waste Utility for their recently completed facility at the Seattle South transfer station, each shed costs \$20,000. The structure to house laboratory, locker and office space also costs approximately \$20,000. Costs incurred by the Utility for site preparation, utilities and installation of the two storage sheds and one administrative building was \$160,000.

The capital and O&M costs for pre-fab facilities were calculated for Service Areas 2, 4 and 5 only, because the service areas were configured so that the fixed depots at Metro South and Metro Central would serve Service Areas 1 and 3.

Service areas 2 and 4 are expected to serve between 12,000 and 16,000 vehicles annually, which translates into an average daily tonnage through-put of between 3.5 and 4.3 tons per day (based on an average of 84 lbs delivered per vehicle and year round operation three days per week). Service area 5 is expected to serve only approximately 6,000 vehicles per year, which translates into a daily tonnage through-put of 1.6 tons per-day. Based on these calculations and the estimated storage capacity of the storage sheds, the estimated number of sheds and cost of pre-fab facilities for the three service areas modelled is as follows:

**TABLE 8  
PRE-FAB FACILITY SIZES AND COSTS**

Service Area 2	2 storage sheds, 1 admin. bldg. + set-up	\$220,000
Service Area 4	2 storage sheds, 1 admin. bldg. + set-up	\$220,000
Service Area 5	1 storage shed, 1 admin. bldg. + set-up	\$146,000

### Mobile Depot

The information used to determine the cost of a mobile facility is based on information from the King County Wastemobile and other mobile facilities operating throughout the state of Washington. The facilities used in these programs consist of a trailer and associated equipment that travels from site to site. This facility is designed to process up to 200 cars per day or approximately 8.4 tons of HHW per day. The facility has no on-site storage, therefore, collected materials must be removed daily.

The length of mobile service recommended for each service area fluctuates not only by service area, but from year to year. For example, during the first year of operation, in most service areas a mobile facility will be operating only three to six weeks. However, as participation rates increase over time, a mobile facility may operate year-round. Because of this variation over time, it was assumed that leasing a mobile facility for the period of operation would be more cost effective than purchasing a facility, operating it for a short period, then storing it for long periods of time. It was also assumed based on existing mobile facilities, that the facility would be operated by a private vendor.

Tables 10 through 14 describe the duration of a mobile program per year required to serve Service Areas 2, 4 and 5. The estimated duration of service is based on the number of participating households (one car = one household) expected over the ten year planning horizon. The number of expected participants was established based on increasing participation rates reaching at least 15% by the year 2000.

Service was designed to accommodate between 150 and 180 cars per day based on information obtained from currently operating mobile facilities in King County, Snohomish County and Hood Canal/Juan de Fuca region, Washington. Values in each table were calculated as follows:

- The expected number of participants per year was divided by 3 (days of operation per week) to yield the expected number of participants per week;

- To determine the annual duration of a mobile program to service the expected number of participants in a year, the expected number of participants per week was divided by the average number of cars expected to utilize a mobile depot in a day. The duration of the collection period was lengthened by one week when the number of participants requiring processing each day exceed the weekly capacity of the facility to collect HHW. Weekly capacity is estimated to be between 450 to 540 participants, based on the daily capacity of 150 to 180 participants.

Cost data supplied by the mobile facility vendor in King County, Washington shows that the lease cost for a mobile collection facility is \$4,700 per week for a mobile facility that operates for one-third of a year (approximately 17 weeks) or less. The lease cost includes the cost of the mobile trailer and equipment, transfer and set-up costs and administrative costs for staff training. As the length of operation increases, the weekly lease cost is assumed to decrease because costs can be recovered across a larger base of operations. The basis for this assumption is found in the quarterly cost reports for the King County mobile facility. According to the reports prepared by the vendor, per-participant costs have decreased by 14-percent from 1989 through the second quarter of 1991.

For this analysis, the lease cost for each mobile facility configuration modelled was calculated against the average number of weeks the facility was expected to operate over the ten-year planning period. For those configurations that averaged 17 weeks of operation or less, the weekly lease cost was \$4,700. For those configurations that averaged more than 17 weeks of operation annually, the lease cost was calculated by determining the percentage increase in average weeks of operation over 17 and applying it as a percentage decrease to the weekly lease cost. Table 9 summarizes the mobile facility costs by configuration modelled.

**TABLE 9  
MOBILE FACILITY LEASE COSTS**

Configuration	Avg. # of Weeks Operating	Avg. Weekly Lease Cost
Svc. Area 2	14	\$4,700
Svc. Area 4	19	\$4,200
Svc. Area 5	7	\$4,700
Svc. Areas 4 & 5	26	\$3,100
Svc. Areas 2, 4 & 5	37	\$2,200

TABLE 10  
MOBILE FACILITY OPTION FOR SERVICE AREA 2

Year	Expected Participation (Households)	# Cars Processed/Day	Duration of Program (Weeks)
1992	1,398	155	3
1993	2,838	156	6
1994	4,333	179	8
1995	5,878	179	11
1996	7,474	179	14
1997	8,360	175	16
1998	9,271	172	18
1999	10,208	179	19
2000	11,170	178	21
2001	12,157	177	23

TABLE 11  
MOBILE FACILITY OPTION FOR SERVICE AREA 4

Year	Expected Participation (Households)	# Cars Processed/Day	Duration of Program (Weeks)
1992	1,827	152	4
1993	3,744	178	7
1994	5,751	174	11
1995	7,849	174	15
1996	10,037	176	19
1997	11,289	179	21
1998	12,587	175	24
1999	13,929	179	26
2000	15,317	176	29
2001	16,750	174	32

**TABLE 12  
MOBILE FACILITY OPTION FOR SERVICE AREA 5**

Year	Expected Participation (Households)	# Cars Processed/Day	Duration of Program (Weeks)
1992	626	208	1
1993	1,283	143	2
1994	1,970	164	4
1995	2,688	149	6
1996	3,438	164	7
1997	3,866	161	8
1998	4,310	180	8
1999	4,769	177	9
2000	5,243	175	10
2001	5,733	174	11

**TABLE 13  
MOBILE FACILITY OPTION FOR SERVICE AREAS 4 & 5**

Year	Expected Participation (Households)	# Cars Processed/Day	Duration of Program (Weeks)
1992	2,453	169	5
1993	5,026	168	10
1994	7,721	172	15
1995	10,537	176	20
1996	13,475	173	26
1997	15,155	174	29
1998	16,896	171	33
1999	18,698	173	36
2000	20,560	176	39
2001	22,937	178	43

**TABLE 14  
MOBILE FACILITY OPTION FOR SERVICE AREA'S 2,4 & 5**

Year	Expected Participation (Households)	# Cars Processed/Day	Duration of Program (Weeks)
1992	3,847	160	8
1993	7,865	175	15
1994	12,054	175	23
1995	16,416	175	32
1996	20,948	175	40
1997	23,515	174	45
1998	26,167	174	50
1999	28,906	185*	52
2000	31,730	203*	52
2001	34,639	222*	52

\* May require an additional day of service per week to receive and process the projected volume of waste to be delivered.

## 2. Facility Outfitting

Facility outfitting costs include capital equipment purchases such as forklifts, lab equipment and computing systems.

### Fixed Depot

Outfitting costs are estimated at \$100,000 for fixed depots based on the budgeted amount for the Metro South and Metro Central transfer stations for fiscal year 1991. Outfitting costs include rolling stock, lab equipment and office equipment.

### Pre-Fab Depot

Outfitting costs for pre-fab facilities are also assumed to be \$100,000. For the analysis, pre-fabs are expected to perform the same functions as fixed facilities. Therefore, they are assumed to require the same type and amount of equipment.

### Mobile Depot

The facility outfitting costs for a mobile facility are included in the lease cost. This assumption was verified by the vendor for the King County mobile facility.

## 3. Facility Queuing Space

Facility queuing space includes the space required to queue vehicles without blocking traffic on adjacent roadways plus maneuvering room for ingress and egress. Space requirements are calculated based on the forecasted number of peak-hour vehicles that would utilize a facility in the planning year 2000.

Again, based on data gathered from past Metro-sponsored collection events, it is assumed that one car will bring an average of 84 lbs. of HHW to the facility.

### Fixed Depot

Design drawings for the Metro South and Central fixed depots were used to calculate the number of queuing spaces and areas of ingress and egress for those two facilities. The number of queuing spaces required for fixed facilities in Service Areas 2, 4 and 5 are based on a calculation of what the traffic volume would be at fixed facilities on the peak hour of the peak day in 2000 (the planning period). This calculation was used because it is consistent with Metro practice for designing other types of solid waste facilities to meet projected demand. The calculation was not used to calculate the number of queuing spaces for the Metro Central and Metro South facilities (Service Areas 1 &

3) because both of those are retro-fits to an existing facility where existing paved queuing areas will provide additional queuing space for vehicles.

Development ordinances were used to estimate the vehicle queuing space and ingress/egress area requirements. Facility queuing space costs were calculated from expenditures associated with site preparation and paving for parking areas. The 1987 edition of the Means Construction Cost Manual was used to estimate the grading, paving and striping costs for queuing areas.

Based on these sources, the following estimates were developed:

- The size of each queuing space, including maneuvering room for ingress and egress is 300 square feet per vehicle;
- Site preparation and paving costs are \$3.50 per square foot or \$1,050 per space;
- The number of additional queuing spaces needed at the Metro South and Metro Central fixed depots is 30 each.
- Information on peak-hour demand was developed from Metro South and Metro Central transfer station design documents; To calculate the peak hour of the peak day's volume in the year 2000:

peak weekend = 3.6 percent (annual throughput)  
 peak day volume = 50 percent (peak weekend volume)  
 peak hour volume = 20 percent (peak day volume);

The estimated number of queuing spaces and associated development costs are as follows:

TABLE 15  
QUEUING SPACE COSTS

Service Area 1	30	\$31,500
Service Area 2	44	\$46,000
Service Area 3	30	\$31,500
Service Area 4	60	\$63,000
Service Area 5	20	\$21,500

### Pre-fab Depot

Pre-fab depots are expected to function in the same manner as fixed depots. Therefore, the methodology and set of assumptions described above for fixed depots was used to determine queuing

space size requirements and cost estimates for pre-fab facilities. Pre-fab facilities were only modelled for Service Areas 2, 4 and 5 because it is assumed that the fixed depots at Metro South and Metro Central will serve Service Areas 1 and 3.

#### Mobile Depot

Queuing space costs are not applicable to mobile units because mobile facilities make temporary use of donated land.

#### 4. Facility Design, Construction Management

Facility design and construction management costs include the expenditures incurred both during the design and construction phases of HHW collection depot.

#### Fixed Depot

Facility design and construction management costs were calculated at 15-percent of capital costs minus equipment costs (such as lab equipment and rolling stock) for the facility. This estimate was based on past construction cost estimates for other types of solid waste facilities in the Metro region. The cost estimate was obtained from cost statements for facility design and construction management services incurred during the construction of the Metro Central Transfer Station. The cost assumption was also verified by the facility designer for the fixed HHW collection depot at Metro South.

#### Pre-fab Depot

The assumptions described above for facility design and construction management costs were used to develop these costs for pre-fab depots. This assumption was also verified by the facility designer for the fixed collection depot at Metro South.

#### Mobile Depot

There are no site design or construction costs associated with mobile facilities. Program management costs are assumed to be passed through in the lease agreement.

#### 5. Site Purchase

Site purchase costs describe the expense incurred to acquire land needed for HHW collection depots. These costs were not applied to the Metro South and Central transfer station depots in Service Areas 1 and 3. It was assumed that there were no land acquisition costs for retrofitting existing solid waste facilities with HHW depots. Land acquisition costs were however, included in the fixed facility cost estimates for Service Areas 2, 4 and 5. In Service Areas 2, 4 and 5 there are no public

facilities that could be retrofitted. Additional land area would likely be required for a HHW facility in these Service Areas. Based on input from real estate appraisers, the average price for undeveloped industrial land in the Portland metropolitan region where services such as sewer and water are available is \$2.50 per square foot or \$109,000 per acre. Sites considered appropriate for HHW facility development were flat, vacant industrial sites with utility and sewer hookup available on the site.

**Fixed Depot**

The amount of space required per facility was calculated based on the estimated square footage for the facility and queuing space plus an additional 5,000 square feet for landscaping setbacks. The estimated land area and associated land acquisition costs for Service Areas 2, 4 and 5 are in Table 16.

**TABLE 16  
LAND ACQUISITION COSTS**

SERVICE AREA	FACILITY AREA	QUEUING AREA	SETBACK AREA	TOTAL AREA	ESTIMATED COST
Service Area 2	3,000 sq. ft.	13,000 sq. ft.	5,000 sq. ft.	21,000 sq. ft.	\$52,000
Service Area 4	3,000 sq. ft.	18,000 sq. ft.	5,000 sq. ft.	26,000 sq. ft.	\$65,000
Service Area 5	2,000 sq. ft.	6,000 sq. ft.	5,000 sq. ft.	13,000 sq. ft.	\$33,000

**Pre-fab Depot**

Site acquisition costs for pre-fab stand alone depots were developed using the same assumptions and cost estimates described for fixed depots.

**Mobile Depot**

Site acquisition costs are not applicable to a mobile facility since these facilities temporarily share space with other existing users on donated land.

**Operation and Maintenance Costs:**

**6. Labor**

Labor costs are those costs incurred for staffing a HHW collection facility.

### Fixed Depot

Labor costs for fixed facilities include the costs for a full-time chemist acting as a site supervisor and at least two full-time hazardous waste technicians. This is considered minimum staffing for a facility that processes up to 4,000 cars per year developed from information reported by existing fixed HHW collection facilities operating in the City of San Francisco, City of Santa Monica and San Bernardino County. Based on staffing practices at these facilities, an additional FTE was added for each additional 2,000 cars processed per year at a cost of \$30,700 per FTE. Annual labor costs are based on Metro 1991 salaries for HHW operations staff positions including benefits:

	<u>Cost/Year</u>
Chemist/Site Supervisor (1 FTE)	\$ 45,900
Hazardous Waste Technician (2 FTE @ \$30,700 per FTE)	\$ 61,400
TOTAL	\$107,300

### Pre-fab Depot

The salaries and assumptions described above for fixed depots were utilized for pre-fab depots.

### Mobile Depot

The number of employees needed to run a mobile facility is substantially higher than for a fixed depot because a mobile facility requires the removal of all hazardous materials from each site on a daily basis.

Mobile collection service options for each service area were designed to accommodate between 150 and 180 cars per day. Labor costs go up as more cars are processed.

The following are weekly labor costs for mobile depot staff required to operate a site open three days per week. These costs include labor for set-up and breakdown on a daily basis. The labor cost estimates were provided by the vendor for the King County mobile facility.

	<u>Cost/Week</u>
Chemist/Site Supervisor (1 FTE) (10 hrs @ \$46.50 @ 3 days)	\$1,400
Hazardous Waste Technicians (5 FTE) (9 hrs @ \$35/hr @ 3 days)	\$4,700
TOTAL	\$6,100

## 7. Staff Training

Staff training expenditures cover the cost of a 40-hour training class for all new employees at fixed and pre-fab facilities. The training class teaches basic procedures to hazardous material operators as required by OSHA. The cost of the class is estimated to be \$425 per FTE. The cost estimate is based on class fees paid by Metro to a vendor to train Metro transfer station personnel about detecting and handling hazardous materials.

It should be noted that HHW facility personnel will receive additional on-the job training, but this will be accomplished in-house. The cost of such training is difficult to quantify and is not accounted for within the model.

The cost of staff training for personnel at mobile facilities is assumed to be the responsibility of the vendor. Costs associated with staff training are assumed to be an administrative cost recovered through the facility lease cost. This assumption was verified by the vendor for the King County mobile collection facility.

## 8. Protective Clothing

Protective clothing includes the annual costs for protective gloves, suits, boots, goggles, glasses and respirators.

### Fixed Depot

It is assumed that most of the items included in this cost category will require replacement on a weekly basis. The annual cost for protective clothing replacement was estimated at approximately \$5,000 per full-time employee. This value is based on budget information for the Metro South and Metro Central transfer station depots.

### Pre-fab Depot

The above assumptions were used to establish the cost of protective clothing for pre-fab depots.

### Mobile Depot

Protective clothing costs for mobile depots were developed on a per week basis because mobile facilities will not be operating for a full year's time. The amount of protective equipment required was determined based on a partial year's operation. Costs for this equipment were estimated at \$96 per week based on the annual costs estimated for the Metro South and Central transfer station depots.

## 9. Material Testing

Based on information obtained from past Metro collection events, operational data for San Francisco's fixed collection facility and information provided by the vendor for the King County mobile facility, a small fraction of the HHW received at collection events and facilities (approximately 2 percent of the incoming material) is unknown material. Although each depot will be equipped with a standardized hazard identification kit, approximately one half of these materials (1 percent of the incoming material) will be unidentifiable and require further testing by an independent off-site laboratory. The cost for material testing at an off-site laboratory was estimated based on the following:

- Approximately 0.2 containers per vehicle require outside testing;
- The average cost to test an unknown is approximately \$200 per sample (based on cost estimates obtained from local laboratories); and,
- Assuming each car brings 84 lbs of HHW to a facility, the cost per pound of HHW received for the testing of unknowns sent to an off-site laboratory is approximately \$0.50 per pound.

The cost of material testing is assumed to be the same for fixed, pre-fab and mobile facilities.

## 10. Disposal Drums

This cost is associated with the purchase of Department of Transportation approved 55-gallon drums in which collected materials are packed for transfer to a TSD. It was assumed that each facility option requires the same number of drums. The number of 55-gallon drums required for disposal was calculated based on the number of cars expected at each depot times the number of drums disposed per car. The number of drums per car was estimated at 0.34 drums based on Metro's 1989 collection event data.

The cost of a 55-gallon drum was estimated at \$20 per drum based on previous Metro collection events. The cost assumption was also verified by the vendor for the King County mobile waste facility.

## 11. Packing Material

Packing material costs are purchase costs for absorbent material required to fill lab-packed 55-gallon drums. Based on information obtained from recent Metro collection events, on the average a lab-packed drum requires 150 lbs of absorbent material. For the model, the amount of packing material required was calculated as follows:

- total number of drums expected x 150 lbs per drum

The cost for packing material was calculated by multiplying the amount of material required as determined above by the per pound cost. Based on previous Metro area collection events, packing material costs \$7.50 per drum or \$0.05 per pound of the total incoming material.

12. Transport Fee (to Treatment Storage and Disposal Facility)

Once a material is packed at a collection facility it must be transported off-site to a TSD. The cost for transportation to local TSD's is \$12.00 per 55-gallon drum. This cost reflects the federal Interstate Commerce Commission tariff for transporting hazardous materials. The \$12.00 fee is the required tariff rate for transporting materials between 0 and 50 miles from the collection source. All licensed TSD's in the region are within this radius.

13. Disposal Fee

The disposal fee developed for the model is the average cost of reusing, recycling incinerating or landfilling HHW. The cost estimate is based on costs incurred by the King County mobile facility. These costs were used for the model because they include costs for other types of management in addition to landfilling and are representative of the costs associated with a HHW management program in the Metro region that focusses on recycling, reuse and incineration over landfilling. The following is a summary of HHW management information provided by King County and the average cost information per management option as provided by the facility vendor.

TABLE 17  
HHW MANAGEMENT METHODS AND COSTS

MANAGEMENT METHOD	PERCENTAGE MANAGED	AVG. COST PER BARREL
Beneficial Reuse	59%	\$125
Treatment/Hazardous Waste Landfill	26%	\$290
Metal Recovery (battery recycling)	5%	\$0
Hazardous Waste Landfill (Lab Pack)	7%	\$390
Destructive Incineration	3%	\$525

For the model, the cost of disposal is the weighted average of these management methods and their associated average costs. The cost of disposal is \$194 and is assumed to be the same for all facility types and configurations modelled.

The model does not calculate changes in disposal costs due to market conditions beyond the impact of the inflation rate. Market conditions are volatile and cannot be accurately predicted. However, it is very likely that costs will increase faster than the rate of inflation. It should also be noted that actual disposal costs within the region will be dependent upon the characterization of the HHW received and management techniques employed. If for example, the waste characterization dictates that larger percentages of the HHW received are incinerated, landfilled or lab-packed than what is estimated for the model, disposal costs will be higher. Conversely, if higher percentages of material can be reused or recycled, disposal costs will be less.

#### 14. Liability Insurance

The estimated cost of liability insurance for HHW facilities was obtained from Metro's insurance broker. The estimate includes policy rates for General Liability, Environmental Impairment and Automotive Coverage for facility rolling stock. The estimated annual insurance cost per facility is \$12,500. The insurance coverage provided includes \$5,000,000 in general liability insurance per facility, 1,000,000 of environmental impairment insurance per occurrence and a \$2,000,000 aggregate policy and \$5,000,000 in liability insurance for rolling stock.

Liability insurance costs were calculated on an annual basis for fixed and pre-fab facilities because each offer year-round service. Rates for mobile collection facilities were calculated on a per week of operation basis. The weekly liability insurance rate for a mobile facility was estimated to be \$240 or 1/52 of \$12,500.

#### **Results of Facility Cost Analysis:**

The results of the facility cost analysis estimate the relative cost differences between facility options as well as estimate the total system costs for different facility configurations over the ten year planning horizon. Relative cost differences are reported per participant, per ton of HHW received and per ton of mixed solid waste subject to the Regional System User Fee. Costs were calculated against this last tonnage base because this is the tonnage base that regional HHW collection costs are recovered from. The Regional System User Fee is collected on all wastes generated in the region intended for disposal. The fee pays the costs of solid waste programs that benefit all users of the system. These programs include solid waste system financial management, administration, engineering, planning, and implementation of waste reduction programs.

When reviewing the results of the analysis, it should be noted that like collection facility alternatives identified for different service areas vary in cost. For example, the relative cost difference between mobile facilities in Service Areas 2 and 4 is \$0.17 per ton of mixed solid waste subject to the Regional System User Fee. Likewise, the difference between fixed facilities in Service Areas 4 and 5 is \$0.48 per ton. The reason for these cost differences is because the number of households and volume of HHW projected to be collected within each service area varies. Therefore, capital and

operational costs of like facility alternatives vary commensurately with the size of the service area they are designed to serve.

In addition to modelling the capital and O&M costs for the two fixed collection depots located at Metro South and Metro Central, the following facility configurations were modelled:

- Combined mobile facility for Service Area's 2, 4 and 5;
- Separate mobile service for Service Area 2 plus combined mobile service for Service Areas 4 and 5;
- Separate mobile facilities for Service Areas 2, 4 and 5;
- Separate pre-fab facilities for Service Areas 2, 4 and 5; and
- Separate fixed facilities for Service Areas 2, 4 and 5.

The modelling of these facility configurations provided information about relative cost differences between individual facility alternatives as well as different facility configurations designed to serve all five potential HHW service areas.

Cost Effectiveness:

Following the practice of funding semi-annual HHW collection events, HHW collection facilities were assumed to be paid out of the Regional System User Fee component of Metro's tip fee. Levelized costs for each facility alternative were calculated against the total amount of waste that enters the regional solid waste system. Table 18 illustrates the relative cost of each facility alternative when recovered against projected tonnage volumes that will be subject to the Regional System User Fee over the ten year planning horizon.

TABLE 18  
RELATIVE COST FOR Fixed, PRE-FAB AND MOBILE FACILITY OPTIONS  
COST/SYSTEM TON

AREA	FIXED	PRE-FAB	MOBILE
1	\$1.26	N/A	N/A
2	\$0.64	\$0.61	\$0.53
3	\$0.96	N/A	N/A
4	\$0.81	\$0.78	\$0.70
5	\$0.34	\$0.33	\$0.25

The results in the table indicate that on a per-ton basis, there is little relative cost difference between fixed, pre-fab and mobile facility alternatives. The largest reported difference is \$.09 per-ton between a fixed and mobile facility designed to serve Service Area 5. However, this \$.09 per-ton difference translates into a savings of approximately \$1,190,000 when calculated against all tonnage subject to the Regional System User Fee over the ten-year planning horizon. A relative cost difference of just \$.01 between facility alternatives constitutes a savings of over \$100,000. Given, these findings, the mobile facility alternative is clearly the least expensive facility alternative.

From the information developed in Table 18, levelized costs were calculated for the six system facility configurations described above. Table 19 illustrates the relative cost differences of each configuration modelled, the least expensive configuration being a single mobile facility to Service Areas 2, 4 and 5. The levelized cost for this system alternative is \$1.40 per system ton. The relative cost difference between this option and the most expensive configuration - three fixed facilities to serve Service Areas 2, 4 and 5 is \$.39 per ton or approximately \$6,500,000.

TABLE 19  
RELATIVE COSTS FOR SERVICE AREAS 2, 4 & 5

FACILITY CONFIGURATION	LEVELIZED COST/SYSTEM TON	RELATIVE COST DIFFERENCE (PER TON)
• Combined Mobile for Areas 2,4 & 5	\$1.40	\$0.00
• Separate Mobile for Area 2	\$1.46	\$0.06
• Combined Mobile for Areas 4 & 5 <sup>2</sup>		
• Separate Mobiles for Areas 2,4 + 5	\$1.48	\$0.08
• Separate Pre-fabs for Areas 2,4+5	\$1.72	\$0.32
• Separate Fixed for Areas 2,4+5	\$1.79	\$0.39

Relative cost estimates were also calculated for the fixed collection depots located at the Metro Central and Metro South transfer stations, Service Areas 1 and 3 respectively. Their relative costs are as follows:

<sup>2</sup>The combined mobile option for service areas 4 & 5 was calculated because Washington County has demonstrated interest in a county-wide mobile HHW collection facility. Levelized costs for this option were calculated at ~~\$.93~~ \$1.15/system ton.

**TABLE 20  
RELATIVE COSTS FOR SERVICE AREAS 1 & 3**

FACILITY CONFIGURATION	LEVELIZED COST/SYSTEM TON
Fixed Facility (Service Area 1)	\$1.26
Fixed Facility (Service Area 3)	\$0.96
Combined Cost for Service Areas 1 & 3	\$2.22

The values reported in Table 20 are not directly comparable to the values reported in Table 19. The large difference in facility costs between these facilities and the facility alternatives contained in Table 19 are attributed to the finding that fixed facilities are more expensive to build and operate as well as the finding that the facilities in Service Areas 1 and 3 are projected to serve larger population bases and therefore incur more costs for disposal.

Magnitude of Costs for HHW Management:

The following costs illustrate the total capital and O&M costs for each facility configuration over the ten-year planning horizon. In addition, costs illustrating the expense of HHW management based on the number of participants and tons of HHW brought to each facility are presented.

Total program costs reported in Table 14 are the "nominal costs" or projected actual costs in current 1992 dollars for developing HHW collection facility options within each service area. If no additional facilities are developed to supplement the Metro South and Central, the ten year facility costs to operate both these depots would be \$41 million. This cost would most likely be greater, because this value only accounts for participants expected within Service Areas 1 and 3. It is likely that residents from other service areas would utilize these depots if additional service were not available. However, if additional facilities are added to the system, even the least expensive option, a supplementary mobile facility for Service Areas 2, 4 & 5, would cost an additional \$28 million over the ten year planning horizon.

**TABLE 21**  
**TOTAL PROGRAM COSTS OVER TEN YEAR PLANNING PERIOD**  
**FOR SELECTED FACILITY CONFIGURATIONS**

FACILITY CONFIGURATIONS	COST	COST DIFFERENCE
• Separate Fixed at Transfer Stations for Areas 1 & 3	\$41,192,115	NA
• Combined Mobile for Areas 2,4 & 5	\$26,622,211	\$0.00
• Separate Mobile for Area 2 w/ Combined Mobile for Areas 4 & 5	\$27,667,258	\$1,045,047
• Separate Mobiles for Areas 2,4 & 5	\$27,908,783	\$1,286,572
• Separate Pre-fabs for Areas 2,4 & 5	\$31,965,633	\$5,343,422
• Separate Fixed for Areas 2,4 & 5	\$33,111,493	\$6,489,282

The large expense of HHW management becomes even more evident when levelized costs for each facility option are compared on a per participant and a per ton of HHW collected basis. Table 22 illustrates the levelized costs for HHW management based on the number of participants and amount of HHW expected to be collected within each service area. As can be seen, levelized facility costs for individual service areas range from \$103.16 to \$144.67 per participant based on the option selected. On a per ton of HHW received basis, levelized costs for facilities modeled, range from \$2,457 to \$3,446. As a comparison, the tip-fee for mixed solid waste in the region is only \$68 per-ton. Clearly, HHW management is the most expensive service provided within the regional solid waste system.

**TABLE 22**  
**RELATIVE COSTS PER PARTICIPANT AND PER TON OF HHW RECEIVED**

	AREA 1	AREA 2	AREA 3	AREA 4	AREA 5	AREA 4 + 5	AREA 2,4+5
<b>PER PARTICIPANT</b>							
Fixed	\$106.39	\$123.93	\$111.28	\$116.53	\$144.67	NA	NA
Pre-fab	NA	\$118.84	NA	\$112.80	\$137.38	NA	NA
Mobile	NA	\$102.67	NA	\$100.48	\$103.16	\$99.80	\$97.17
<b>PER TON</b>							
Fixed	\$2,532.70	\$2950.149	\$2,649.64	\$2,773.96	\$3,446.81	NA	NA
Pre-fab	NA	\$2830.063	NA	\$2,685.11	\$3,273.13	NA	NA
Mobile	NA	\$2,444.05	NA	\$2,391.88	\$2,457.84	\$2,376.14	\$2,313.45

**DATA TABLES:**

- **Levelized Cost Per System Ton**
- **Levelized Cost per Ton of HHW Received**
- **Levelized Cost per Participant**
- **Facility Cost Estimates**

FINANCE COMMITTEE REPORT

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**ORDINANCE NO. 92-464 AMENDING METRO CODE CHAPTER 7.01 MODIFYING THE REPORTING OF EXCISE TAX AND THE APPLICATION OF RECEIPTS**

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Date: June 23, 1992

Presented By: Councilor Hansen

**COMMITTEE RECOMMENDATION:** At it's June 18, 1992 meeting the Committee voted unanimously to recommend Council adoption of Ordinance No. 92-464. All members were present and voting.

**COMMITTEE DISCUSSION/ISSUES:** Bob Ricks, Senior Management Analyst, presented the Staff Report. He pointed out that the purpose of the ordinance was to reduce administrative and reconciliation costs in the administration of the Excise Tax. He said the District has had two years experience with this tax and the proposed changes will make it easier on the Metro Staff and operators of solid waste facilities in complying with the provisions of the Code. He explained the five procedural matters which are proposed to be changed as well as the changes in definitions.

Council Staff asked a series of questions related to the impact of the proposed ordinance (See Attachment 1 to this Report). Mr. Ricks answered that there will be little if any financial impact to the District as a result of the ordinance and that no person or class of persons will receive any financial benefit as a result of the ordinance (See Attachment 2 for Mr. Ricks written response).



**METRO**

2000 S.W. First Avenue  
Portland, OR 97201-5398  
503/221-1646

# Memorandum

ATTACHMENT 1

(Ord. 92-463/Comm. Rpt)

*Council 1*  
*6/25/92*  
*6.3*

Date: June 18, 1992  
To: Finance Committee  
From: Donald E. Carlson *DE* Council Administrator  
Re: Ordinance No. 92-463A

Please find attached a copy of Ordinance No. 92-463A. The original ordinance amended the FY 1991-92 Council Department Budget to cover costs for the Department's connection to the Metro Computer Network. The A-Draft includes an amendment to transfer \$106,000 from the General Fund Contingency to the Election Expense line item in the Materials and Services category to cover estimated costs for the recent May Primary Election. At that election 8 council districts were contested. The additional funds are based on estimates provided by the election officials in Clackamas, Multnomah and Washington Counties.

cc: Jennifer Sims  
Dick Engstrom

H:\OR92-463A.MMO



**METRO**

2000 S.W. First Avenue  
Portland, OR 97201-5398  
503/221-1646

# Memorandum

Council  
6/25/92  
6.3

To: Donald E. Carlson  
From: Jennifer Sims  
Date: June 18, 1992  
Subject: Ordinance No. 92-464 Replies to Council Questions  
In response to your questions about Ordinance No. 92-464

1. *What is the financial impact of the proposed amendments: Will they increase or reduce the amount of revenue collected annually by the District?*

The intent of the amendment is to collect the same amount of revenue that had been originally intended in the Excise Tax chapter of the Code. The modifications will make it administratively more practical to reconcile the taxes due with the reports of the tonnage received at the solid waste facilities. This will be accomplished by handling all accounting on an accrual basis rather than allowing a cash basis for taxes and an accrual basis for solid waste receipt. Allowing a mix of reporting has meant that each month's excise tax report could relate to pieces of several month's solid waste receipts reports. It will no longer be necessary to obtain documentation verifying the time of receipt of payment by each credit account of any operator of a solid waste facility as would be required to audit an operator electing to use the cash method of accounting.

2. *Will any person or class of persons benefit from the adoption of this ordinance? If so, what is the nature of the benefit.*

The benefit will be to the members of the District through lower administrative costs at Metro. In addition, some taxes will be due more promptly upon the acceptance of solid waste, rather than being deferred on accounts overdue to the solid waste facility operators. No person, or subclass of persons lesser than the whole District will benefit except in ease of understanding the Code.

3. *Will any person or persons owing the District past taxes be excused from paying all or part of those taxes as a result of this ordinance?*

No person owing the District past taxes will be excused from paying all or part of those taxes as a result of this ordinance. There is one excise tax appeal currently in negotiation with a solid waste facility, but will not be effected by these changes.

cc: Bob Ricks  
Don Cox



**METRO**

2000 S.W. First Avenue  
Portland, OR 97201-5398  
503/221-1646

# Memorandum

*Council*  
*6/25/92*  
*6.3*

Date: June 18, 1992  
To: Jennifer Sims, Director of Finance  
From: Donald E. Carlson, <sup>DEE</sup> Council Administrator  
Re: Ordinance No. 92-464

This ordinance amending the Metro Code regarding the Districts Excise Tax is before the Finance Committee this evening. While it appears the proposed amendments to the Code are technical in nature I have several questions about the impact of the amendments. They are as follows:

1. What is the financial impact of the proposed amendments? Will they increase or reduce the amount of revenue collected annually by the District?
2. Will any person or class of persons benefit from the adoption of this ordinance? If so, what is the nature of the benefit.
3. Will any person or persons owing the District past taxes be excused from paying all or part of those taxes as a result of this ordinance?

Please be prepared to respond to these questions at the Finance Committee meeting. If you have any questions, please let me know.

cc: Finance Committee  
Dick Engstrom  
Dan Cooper

Ord 92- 464.mem

FINANCE COMMITTEE REPORT

---

ORDINANCE NO. 92-463 REVISING THE FY 1991-92 BUDGET AND  
APPROPRIATION SCHEDULE FOR THE COUNCIL DEPARTMENT

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Date: June 23, 1992

Presented By: Councilor Devlin

COMMITTEE RECOMMENDATION: At its June 18, 1992 meeting the Committee approved unanimously a motion to recommend Council adoption of Ordinance No. 92-463 as amended. All members were present and voting.

COMMITTEE DISCUSSION/ISSUES: Don Carlson, Council Administrator presented the Staff Report. He reminded the Committee that this ordinance had been referred back to the Committee from the June 11, 1992 Council meeting to consider revised estimates for costs of the May Primary Election. Mr. Carlson presented a memo to the Committee which included an A-Draft of the Ordinance (See Attachment 1 to this Committee Report). The A-Draft includes the prior budget and appropriations change to handle the costs of the computer network connection and includes the transfer of \$106,000 from the Contingency category to the Elections Expense line item in the Materials and Services category to pay for the estimated costs of the election.

Committee members requested that Staff investigate the reasons for the significant increases in the projected costs and report back to the Committee. Council Staff indicated it would do so once the final costs are known and suggested that an amendment to the statute exempting the District from paying election costs, similar to the situation with cities, might be an appropriate subject for the Districts legislative agenda.

Carlson



**METRO**

2000 S.W. First Avenue  
Portland, OR 97201-5398  
503/221-1646

# Memorandum

*Council*  
*6/25/92*  
*6.4*

DATE: June 18, 1992

TO: Jennifer Sims, Director of Finance and Management Information

FROM: *KF* Karen Feher, Budget Analyst

RE: Updated Election Costs

Updated election cost estimates by county are as follows:

	<u>Updated</u>	<u>Original</u>
Multnomah County	\$158,000	\$158,000
Washington County	32,500	8,000
Clackamas County	<u>16,000</u>	<u>16,000</u>
Total	\$206,500	\$182,000

The total election cost estimate has been revised by \$24,500. Washington County has increased their original estimate from \$8,000 to \$32,500.



# METRO

2000 SW First Avenue  
Portland, OR 97201-5398  
(503) 221-1646  
Fax 241-7417

METRO COUNCIL  
June 25, 1992  
Agenda Item No. 8.5

June 24, 1992

The Honorable Jim Gardner  
Presiding Officer, Metro Council  
Metropolitan Service District  
2000 S. W. First Avenue  
Portland, OR 97201-5398

Executive Officer  
Rena Cusma

Metro Council

Jim Gardner  
Presiding Officer  
District 3

Judy Wyers  
Deputy Presiding  
Officer  
District 8

Susan McLain  
District 1

Lawrence Bauer  
District 2

Richard Devlin  
District 4

Edward P. Gronke  
District 5

George Van Bergen  
District 6

Ruth McFarland  
District 7

Tanya Collier  
District 9

Roger Buchanan  
District 10

Ed Washington  
District 11

Sandi Hansen  
District 12

Dear Councilor Gardner:

Re: Resolution No. 92-1618A

The Transportation and Planning Committee has recommended that the Council adopt the above-referenced Resolution. The Resolution, as approved by the Committee, contains the following language as Section 2 thereof:

"2. That the Metro Council hereby authorizes the Transportation and Planning Committee to amend the total amount for this contract to incorporate additional revenue [~~non-exercise-tax~~] sources [~~of-funding~~] as long as the department has sufficient expenditure authority, or to refer such amendments to the full Council for its consideration should the Committee fail to reach agreement."

As is indicated in the Committee's report to the Council, concern has been raised by the Committee whether this language is appropriate and Council staff has been directed to request this Office prepare a legal opinion regarding the matter.

Metro Code Section 2.04.054 provides in pertinent part that "any (Personal Services) contract amendment or extension exceeding \$10,000 shall not be approved unless the Contract Review Board shall have specifically exempted the contract amendment or extension from the competitive procurement procedures of Section 2.04.053." The provisions of the Metro Code constitute generally applicable rules or laws for the District in conducting its activities. The Council may not, by resolution, either amend, or waive, or otherwise modify a specific provision of the

The Honorable Jim Gardner  
Page 2  
June 24, 1992

Metro Code unless the Council has by ordinance provided for the authority to do so. In the absence of a specific provision in the Metro Code to allow the Council to adopt the provision contained in Section 2 of Resolution No. 92-1618A, I believe inclusion of this language in the Resolution would be of no legal effect. I recommend that the Resolution be amended by deleting Section 2 therefrom in its entirety. Accordingly, I have prepared a proposed version of Resolution No. 92-1618B to accomplish this purpose, a copy of which is attached.

The question of whether the Council may by ordinance provide a procedure by which the Contract Review Board can delegate to a Committee of the Council the powers it possesses is one that has not been directly addressed by this Office in the past. A previous opinion of this Office on contracting procedures in general has concluded that the Council may not delegate to its Committees the legislative powers possessed by the Council. Before any ordinance is introduced or considered that would allow the powers of the Contract Review Board to be delegated to a Council Committee I would strongly recommend that thorough legal research be conducted to review whether this is, in fact, possible.

I will be available at the Council meeting when this matter is considered to answer any questions that you or any member of the Council may have in this regard.

Yours very truly,



Daniel B. Cooper,  
General Counsel

gl  
1581

cc: Rena Cusma  
Dick Engstrom  
Andy Cotugno

BEFORE THE COUNCIL OF THE  
METROPOLITAN SERVICE DISTRICT

FOR THE PURPOSE OF AMENDING	)	RESOLUTION NO. 92-1618B
THE TOTAL AMOUNT OF THE	)	
REGION 2040 CONSULTING	)	Introduced by Rena Cusma,
CONTRACT	)	Executive Officer

WHEREAS, The Council of the Metropolitan Service District approved Resolution No. 91-1530 on December 12, 1991, authorizing the execution of a contract for the Region 2040 Study with the team led by ECO Northwest; and

WHEREAS, Resolution No. 91-1530 states that the "project will not exceed \$280,000 without the express consent of the Council"; and

WHEREAS, Portland General Electric has provided the Region 2040 Study with \$20,000 for additional public outreach, in addition to a total of \$40,000 in in-kind services for public outreach; and

WHEREAS, The donation of cash and in-kind services from Portland General Electric was discussed with the Metro Council Transportation and Planning Committee; and

WHEREAS, The application of the \$20,000 provided by Portland General Electric to the Region 2040 Study raises the total consultant contract from \$280,000 to \$300,000; and

WHEREAS, Metro staff are exploring other possible non-excise tax avenues for augmenting the Region 2040 Study budget; now, therefore,

BE IT RESOLVED,

That the Council of the Metropolitan Service District hereby consents to the increase

////

of the Region 2040 Consultant Contract from \$280,000 to \$300,000 due to the donation of \$20,000 from Portland General Electric.

ADOPTED by the Council of the Metropolitan Service District

this \_\_\_\_\_ day of \_\_\_\_\_, 1992.

---

Jim Gardner, Presiding Officer

TRANSPORTATION AND PLANNING COMMITTEE REPORT

CONSIDERATION OF RESOLUTION NO. 92-1641, APPROVING A CONTRACT BETWEEN METRO AND TRI-MET FOR METRO'S PARTICIPATION ON THE WESTSIDE CORRIDOR HIGH CAPACITY TRANSIT PROJECT

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Date: June 24, 1992

Presented by: Councilor Washington

Committee Recommendation: At the June 24 meeting, the Transportation and Planning Committee voted unanimously to recommend Council adoption of Resolution No. 92-1641. Voting in favor: Councilors McLain, Buchanan, and Washington. Absent: Councilors Devlin and Bauer.

Committee Issues/Discussion: Richard Brandman, Transportation Planning Manager, presented the staff report. He gave a brief historical overview of the Westside Corridor Project and explained that this resolution is one of the final remaining pieces of the project that links Metro and Tri-Met's participation. Metro's Transportation Department has been involved with this project from the beginning and has been under contract from Tri-Met to provide technical support in the areas of traffic forecasts, ridership forecasts and environmental analyses.

This \$200,000 contract will allow Metro to provide the technical expertise to see the project through to completion. The final steps of negotiation are now underway with the Federal government to complete the "full-funding" agreement for the project.

Committee discussion centered on local funding needed to complete the project and the progress being made on the underground Washington Park Zoo Station.

Councilor Buchanan voiced concern about the recent working relationship between Tri-Met and Metro, citing some apparent animosity between the two groups. Mr. Brandman stated that the working relationship, at least on the staff level, was a very good relationship and that he would forward the Councilor's comment. Councilor McLain expressed her desire for a future better working relationship between the two groups.

Following the meeting, Neil McFarlane of Tri-Met gave the committee a complete status report on the Westside Corridor Project.

FINANCE COMMITTEE REPORT

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**RESOLUTION NO. 92-1636, ADOPTING THE FY 1992-93 PAY PLAN FOR DISTRICT EMPLOYEES AND AWARDING A COLA FOR DESIGNATED NON-REPRESENTED EMPLOYEES**

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Date: June 23, 1992

Presented By: Councilor Wyers

**COMMITTEE RECOMMENDATION:** At it's June 18,1992 meeting the Committee voted unanimously to recommend Council adoption of Resolution No. 92-1636 as amended. All members were present and voting.

**COMMITTEE DISCUSSION/ISSUES:** Mike Brock, Labor Relations Officer, presented the Staff Report. He pointed out the purpose of the resolution is to award a COLA to most of the non-represented employees similar to the COLA received by the represented employees in LIU Local 483 and AFSCME Local 3580 as a result of the collective bargaining agreements. The resolution also amends the Pay Plan to recognize the COLA.

Council Staff presented a memo which included an A-Draft of the resolution (See Attachment 1 to this Report). The proposed amendments provide for the inclusion of the above mentioned represented pay schedules in the adopted Pay Plan.



**METRO**

2000 S.W. First Avenue  
Portland, OR 97201-5398  
503/221-1646

# Memorandum

Resolution No. 92-1636  
Committee Report  
Attachment 1

(These materials are  
printed in Council agenda  
packet)

Date: June 18, 1992  
To: Finance Committee  
From: Donald E. Carlson, Council Administrator *DEC*  
Re: Resolution No. 92-1636A

Please find attached a copy of Resolution No. 92-1636A which includes proposed amendments to Resolution No. 92-1636. Metro Code Section 2.02.145 requiring the Executive Officer to prepare a pay plan for Metro Employees for Council approval does not distinguish between represented and non-represented employees. These proposed amendments include within the new Pay Plan the schedules for the LIU Local 483 and the AFSCME Local 3580. These amendments are consistent with the action the Council took when it approved the current Pay Plan through adoption of Resolution No. 92-1565A.

cc: Dick Engstrom  
Paula Paris

Res 92-1636A.mem



**METRO**

2000 S.W. First Avenue  
Portland, OR 97201-5398  
503/221-1646

# Memorandum

METRO COUNCIL  
June 25, 1992  
Agenda Item No. 9;  
Councilor Communications &  
Committee Reports

DATE: June 25, 1992  
TO: Council Finance Committee  
FROM: Casey Short, Council Analyst  
RE: Draft Resolution No. 92-1648

Attached for your consideration is draft Resolution No. 92-1648, Directing the Metropolitan Exposition-Recreation Commission to Prepare a Plan for the Financial Management of the Spectator Facilities Fund.

At the Finance Committee's June 18, 1992 meeting I presented a report which outlined a series of issues related to the status of the Spectator Facilities Fund. The substance of that report is contained in the attached June 17 memo to the Finance Committee.

The result of the Committee's consideration of the report was unanimous approval of Councilor Gardner's motion to have staff prepare a resolution directing the Metro E-R Commission (MERC) to prepare a plan for the financial management of the Spectator Facilities Fund. That plan is to be prepared and delivered to Council for its consideration by November 1, 1992.

The attached Draft Resolution No. 92-1648 implements the Committee's direction. It calls for MERC to prepare a plan for the financial management of the Spectator Facilities Fund which addresses the following issues:

- recommends a minimum fund balance which should be retained in the Fund at the beginning of FY 1994-95, with justification for the amount recommended;
- describes how that recommended fund balance is to be achieved;
- recommends alternative actions for management of the Fund in two different circumstances: no source of operational funding is implemented by June 30, 1994; and a source of operational funding is implemented which is sufficient for operations but not for capital needs.

I will be available at the Committee meeting to discuss the issues and answer questions you may have. If you have any questions in the meantime, please do not hesitate to contact me.

cc: Metro Council  
Metro E-R Commission

DRAFT

BEFORE THE COUNCIL OF THE  
METROPOLITAN SERVICE DISTRICT

FOR THE PURPOSE OF DIRECTING THE ) RESOLUTION NO. 92-1648  
METROPOLITAN EXPOSITION-RECREATION )  
COMMISSION TO PREPARE A PLAN FOR ) INTRODUCED BY THE  
THE FINANCIAL MANAGEMENT OF THE ) FINANCE COMMITTEE  
SPECTATOR FACILITIES FUND )

WHEREAS, Metro is responsible for the operation and management of the Portland Center for the Performing Arts (PCPA), Civic Stadium, and Memorial Coliseum (City facilities) under the terms of the December 19, 1989 Consolidation Agreement with the City of Portland; and

WHEREAS, The Consolidation Agreement stipulates that Metro's responsibility for management of City facilities is delegated to the Metropolitan Exposition-Recreation Commission (MERC); and

WHEREAS, The City facilities will operate out of the Spectator Facilities Fund through June 30, 1992; and

WHEREAS, Beginning July 1, 1992, Memorial Coliseum will operate out of a separate Coliseum Fund, and the PCPA and Civic Stadium will operate out of the Spectator Facilities Fund; and

WHEREAS, The July 1, 1992 Beginning Balance in the Spectator Facilities Fund is projected to be approximately \$4 million; and

WHEREAS, The 1992-93 budgeted operating deficit for the Spectator Facilities Fund is approximately \$1.5 million; and

WHEREAS, The Metro E-R Commission approved Resolution #183 on June 10, 1992, which establishes a three-tiered rental structure for PCPA; and

WHEREAS, The projected financial impact of the new PCPA rent structure is \$1.4 million for the FY 1991-92 through 1993-94 period; and

WHEREAS, Metro Council Resolution No. 92-1590B authorized creation of a Funding Task Force for Regional Facilities and Programs, whose principal charge is to recommend adequate long-term funding for the region's arts and entertainment facilities and programs; and

WHEREAS, The Funding Task Force is expected to present its recommendations to the Metro Council in the winter of 1992-93; and

WHEREAS, Metro does not now have the authority to levy certain regionwide taxes to support the capital and operational requirements of the Spectator Facilities Fund facilities; and

WHEREAS, The City of Portland has requested Metro to prepare a financial plan for the Spectator Facilities Fund which identifies how the Fund will be managed to maximize the time it will continue to support the PCPA and Civic Stadium; and

WHEREAS, The Council's Finance Committee on June 18, 1992 reviewed the effect of MERC Resolution #183 on the Spectator Facilities Fund and concluded that a plan for management of the Fund was necessary; now, therefore,

BE IT RESOLVED,

That the Council of the Metropolitan Service District directs the Metropolitan Exposition-Recreation Commission to prepare a plan for the financial management of the Spectator Facilities Fund, to be presented to the Metro Council no later than November 1, 1992, and which includes:

1. A recommended beginning fund balance for the Fund as of July 1, 1994, and justification for the amount recommended;

2. Actions recommended to achieve the recommended July 1, 1994 fund balance, through expenditure reductions, revenue increases, or a combination of the two;

3. Alternative actions recommended to manage the Fund in the following circumstances:

- No additional source of operational funding is implemented by June 30, 1994;

- A partial source of operational funding is implemented by June 30, 1994, which would be sufficient to continue operations at or near current levels for MERC facilities but which is insufficient for capital needs.

ADOPTED by the Council of the Metropolitan Service District  
this \_\_\_\_\_ day of \_\_\_\_\_, 1992.

Jim Gardner, Presiding Officer



**METRO**

2000 S.W. First Avenue  
Portland, OR 97201-5398  
503/221-1646

# Memorandum

DATE: June 17, 1992  
TO: Council Finance Committee  
FROM: Casey Short,<sup>ch</sup> Council Analyst  
RE: MERC Budget

The Finance Committee's June 18 agenda includes consideration of MERC Resolution #183, which establishes a new, three-tiered rent structure for PCPA. The purpose of this memo is to provide background information on this resolution and its potential effect on the Spectator Facilities Fund, and to outline actions the Council may wish to consider.

## MERC RESOLUTION #183

The Metropolitan Exposition-Recreation Commission approved Resolution #183 on June 8, establishing a three-tiered rent structure for the Portland Center for the Performing Arts (PCPA) facilities. These rental rates are for Fiscal Year 1992-93, and retroactively for FY 1991-92.

The existing rent structure at PCPA has only one rate, which all tenants are charged. Under the terms of MERC Resolution #183, that single rate will be charged to commercial, for-profit organizations. Rates for non-profit, non-resident groups will reflect a 15% discount from the commercial rate, and resident companies will receive a 67% discount for 91-92 and an 80% discount in 92-93, as shown below.

<u>Type of Tenant</u>	Rental Rate, as percentage of full rate	
	<u>91-92</u>	<u>92-93</u>
Commercial	100%	100%
Non-profit, non-resident	85%	85%
Resident Company	33%	20%

The impetus for this significant change in the rates came from the four major arts organizations (Oregon Symphony, Oregon Shakespeare Festival - Portland, Portland Opera, and Oregon Ballet Theater). Beginning in August, 1991, these groups have paid only one-third of rent and user fee charges to PCPA. Negotiations have continued sporadically since the "rent strike" began, leading to the rent structure in MERC Resolution #183.

The justification for the major arts organizations to take this dramatic step lay in their strongly-held belief that PCPA's rent was unjustifiably high. Most public performing arts facilities throughout the country offer reduced rates for resident companies, in an effort to recognize their value to the community and to help them survive financially. Arts groups such as symphonies, theater companies, and the like do not operate at a profit, and indeed require some form of subsidy to break even. There is also a concern about the structure of the user fee, which is a graduated, three-step surcharge on tickets. As indicated in the attached letter from Jerry Drummond on behalf of the arts organizations, this issue is still a concern but a process to resolve it is being developed. Exacerbating their discontent about PCPA's rent structure was their perception that certain for-profit organizations using other MERC facilities (i.e., the Portland Beavers and Trail Blazers) have gotten better deals than the non-profits.

It should also be noted that several local arts organizations of various sizes have significant operating deficits. Representatives of these groups point out, however, that reducing the rent will not solve their deficit problems. It will help, and is probably a necessary component of solving their financial problems, but it is not a bail-out. The driving factor behind the rent strike and the insistence on revising the rental charges was that PCPA's rent was simply out of line in comparison with similar facilities across the nation.

The projected effect of the new rates on Spectator Facilities Fund revenues is a decrease of \$400,000 in the current (91-92) fiscal year, and a decrease of \$500,000 in FY 92-93. If continued through FY 93-94, as envisioned in MERC's proposal to the arts organizations, the rates and revenues for that year would be the same as projected for 1992-93.

#### STATUS OF SPECTATOR FACILITIES FUND

MERC staff projects the balance in the Spectator Facilities Fund to be approximately \$4 million to start FY 92-93, up some \$500,000 from the budgeted amount of \$3.5 million. (This \$4 million balance includes an expected shortfall in PCPA rental revenues of \$400,000, reflecting the impact of the new rent structure.) The Approved 92-93 Budget shows the fund operating at a deficit of \$1.5 million: the budgeted beginning balance is \$3.5 million, and budgeted ending balance is \$2.0 million. The budget does not reflect the new rent structure, which would increase the deficit to \$1.8 million.

<u>Spectator Facilities Fund</u>	<u>Budget</u>	<u>Projected*</u>
Beginning Balance 7/1/92	\$ 3,500,000	\$ 4,000,000
Operating Deficit 92-93	(1,500,000)	(2,000,000)
Projected Fund Balance 7/1/93	\$ 2,000,000	\$ 2,000,000
Operating Deficit 93-94	n/a	(1.8 - 2.0 mil.)
Projected Fund Balance 7/1/94		\$ 0 - 200,000

\*Projected deficit figures reflect MERC's proposed rent structure. PCPA budgeted revenues are \$980,000 in FY 91-92, and \$882,000 for 92-93; the latter number is \$200,000 lower than the original figure of \$1,082,000, because it deducts Metro's General Fund contribution to rent relief. Projected reductions are as follows:

<u>Year</u>	<u>Spectator Facilities Reduction</u>	<u>Metro General Fund Offset</u>	<u>Total Proposed Reduction</u>
1991-92	(\$ 400,000)	\$ 0	(\$ 400,000)
1992-93	(500,000)	200,000	(300,000)
1993-94	(500,000)	200,000**	(300,000)
Totals	(\$ 1,400,000)	\$ 400,000	(\$ 1,000,000)

\*\* The 1993-94 figures include a second year of Metro General Fund support for arts organizations at \$200,000. While this number is included in the assumptions, MERC has made it clear to the arts organizations that a second year of such support has not been committed and the 1993-94 rent relief figures are subject to the availability of funds.

As the above tables indicate, the Spectator Facilities Fund will be in danger of running out of money by the end of FY 93-94, and will certainly not be able to operate at current levels in FY 94-95 without additional revenues or reduced expenditures, or both. The proposed rent relief package has a significant role in changing the financial picture for the fund, reducing revenues by a million dollars over the three years, 1991-92 through 1993-94. In addition to this change, there is uncertainty regarding the Coliseum Fund's finances for FY 92-93. Under the terms of the Memorandum of Understanding on the new arena, any shortfall in the Coliseum Fund in its one year of existence must be covered by the Spectator Facilities Fund at year end.

CITY OF PORTLAND ISSUES

The Portland City Council has approved two resolutions concerning the MERC budget. The first approved the Proposed Budget with conditions, and the second disapproved the Council's Approved Budget until Metro responded to the conditions stated earlier. The Executive Officer has informed the City that she deems the budget approved because the City's disapproval does not conform to the terms of the Consolidation Agreement.

The City requested Metro to fulfill the following three conditions:

1. Presentation by Metro of a long-range financial plan to City Council identifying: a) plans for future expansion of revenues to support facilities after the Coliseum Fund balance is expended; b) actions taken to limit expenditures in order to lengthen the amount of time the Coliseum fund balance will subsidize the Stadium and PCPA and c) financial implications related to an alternative rent structure and revenue loss associated with ticket service revenues.
2. Presentation by Metro of long-range plans for the transfer of MERC staff to Metro and the expected impact on the autonomy of MERC.
3. Amendment of the Consolidation Agreement to transfer the Coliseum back to City jurisdiction in conjunction with the construction of the new Trailblazer Arena by OAC.

Regardless of the status of City approval or disapproval of the MERC budget, the City has a valid concern that a financial plan be developed for the Spectator Facilities and Coliseum Funds. While current Metro policy supports consolidated regional management of the system of regional facilities, the question looming on the horizon is how the system will be affected if operational funding is not secured before the fund balance is exhausted. One of the more viable options in that case would be to terminate the Consolidation Agreement and return the City-owned facilities to City management.

Nobody, least of all the City of Portland, is interested in facing the prospect of funding PCPA and the Stadium with General Funds, or having to shut down or severely curtail their operations. The City is therefore justifiably concerned that plans be made to address the financial viability of those facilities, in order to avoid the potential of their getting them back with no source of operational funding.

FACILITIES FUNDING TASK FORCE

The Metro Council established a Funding Task Force through adoption of Resolution No. 92-1590B in April, 1992. The Task Force's principal charge is "to recommend adequate long-term funding for the region's arts and entertainment facilities and programs."

The Funding Task Force expects to complete its work and make its recommendations to the Council and Executive Officer in late fall or winter of 1992-93. Their recommendations will likely propose a funding source that requires one or more of the following:

- Inclusion of broad financial authority in the Metro charter for Metro to levy a tax dedicated to operating the regional facilities system, and voter approval of such a charter;
- Changes in statute in the 1993 legislative session giving Metro authority to levy the recommended tax;
- Voter approval of a proposed tax.

Implicit in the assumptions regarding the imposition of a tax for the regional facilities system is Metro Council's approval, which is, of course, a decision for the Council to make in the future. Should Council decide to act on a financing plan - and the authority were in place - the opportunity to do so would be sometime in the 12 - 15 month period between the winter of 1993 and the May, 1994 primary election.

It is clear the system cannot continue to operate at or near current levels without new funds for ongoing operations. The Council has acknowledged that by establishing the Funding Task Force. It cannot be guaranteed, however, that any proposal from the Funding Task Force will be implemented. The uncertainty surrounding a funding proposal raises the question of whether the Council wants to address that uncertainty by establishing a policy governing Spectator Facilities Fund expenditures over the next two years and into FY 94-95.

SUMMARY

Funding is inadequate to sustain the operations of the PCPA and Civic Stadium through FY 1994-95. The MERC resolution on PCPA rental rates is justified as a measure of support for local arts organizations and to bring those rates into line with those of comparable facilities, but its effect on the Spectator Facilities Fund is to commit approximately 20-25% of the Fund's available

reserves through FY 1993-94. Projected operating deficits for the facilities operated through this fund will consume most, if not all, of those reserves in that period. The uncertain future of Memorial Coliseum and its uncertain financial picture for next year pose the potential for additional strain on this fund.

Establishment of a dedicated source of operational funding for the facilities is a priority of this agency, but it is not certain that such funding can be secured within the two years the reserves can be expected to last. This is not only a problem for Metro, but is also a concern to the City of Portland. The City still owns the facilities, and could again become responsible for them in the event funding does not become available.

The change in PCPA rental policy is a legitimate policy issue on its own, one which the Council may have wanted to examine under any circumstances. However, in the existing situation in which there is only a narrow window of opportunity to secure dedicated operational funding for the facilities before the fund reserves are exhausted, MERC's adoption of that policy serves as an appropriate vehicle to get the Council involved in the policy issues surrounding the Spectator Facilities Fund.

#### OPTIONS AND RECOMMENDATION

The following are the options Council staff has identified for the Council to consider:

1. Do nothing.

This option would allow MERC Resolution #183 to be implemented without Council review, and would have the Council take no action on the mid-range (2-3 years) budget issues of Civic Stadium and PCPA. It would implicitly acknowledge that no planning needs to be done to promote the financial viability of the Spectator Facilities Fund. This in turn leads to the following conclusions:

- The fund reserves will support the facilities until operational funding is secured, or
- The question of extending the life of the fund can be delayed until the 1993-94 budget process, or
- Failure to secure operational funding will not affect Metro, because the facilities could be returned to City of Portland management, and the City would have to solve the problem.

2. Request immediate Council review of MERC Resolution #183.

Review of the resolution would serve to involve the entire Council in the policy discussion surrounding both the rental policy and the broader fiscal policy. It would also serve to

delay implementation of the new rent structure until such time as the Council was satisfied that it could be implemented without placing undue strain on the Spectator Facilities Fund, or the rent structure could be modified to decrease its impact on the fund.

There are two drawbacks to this course of action that readily come to mind. First, it places the arts organizations in the middle of a policy debate among Metro, MERC, and, to some extent, the City of Portland. It is not those organizations that have caused the facilities financing problem, and they should not suffer because it is their issue that has happened to raise the problem to the policy level. Second, one could reasonably expect that failure to implement a more rational PCPA rental policy would only stiffen the arts organizations' resolve to continue withholding rent and user fees, and would probably make ultimate resolution of the problem more difficult. This could lead to a tenant-landlord confrontation that would hurt the community, and likely make it more difficult to get the funding the facilities need.

3. Terminate the Consolidation Agreement.

This option would return management responsibility for the City-owned facilities to the City, on July 1, 1993 or earlier if mutually agreed. It would imply that the issue is ultimately a City issue, and the City should have the authority to resolve it as it sees fit.

Such an action would undermine the very notion that there are advantages to managing spectator and performing arts facilities on a regional basis, and would effectively undo Metro's efforts to establish a system of regional facilities. It would also do nothing to resolve the problems, only transfer them to another jurisdiction.

Recommended Option

4. Direct MERC to prepare a financial plan which addresses the issues surrounding the Spectator Facilities Fund, and bring a recommended plan to the Council for review and approval; allow MERC Resolution #183 to go into effect.

This action would authorize implementation of the PCPA rent structure, arrived at through good faith negotiations between the affected parties and making a needed change to MERC policy. It would give Council the opportunity to establish policy direction for management of the fund, in conformance with the City's request for policy clarification and in cooperation with the Metro E-R Commission. It would allow Council to examine whether adjustments to its approved MERC budget might be necessary to accommodate changed financial circumstances and to increase the fund's flexibility to accommodate the uncertain future.

Components of the financial plan should include a target figure for a balance to begin FY 94-95, with justification for the target number proposed. It would then establish acceptable operating deficits which allow the target figure to be reached while maintaining adequate service levels. It should also propose contingency plans for adapting to different circumstances, including passage of a funding measure that addresses all the system's needs, implementation of a less comprehensive funding measure (such as a revision to the Multnomah County hotel/motel tax which would allow it to be used to support the regional facilities system, rather than just the Convention Center), and failure to secure additional funding. The financial plan should be ready within two months, which would give the Council the flexibility to adjust the budget if necessary.

Attachments:   MERC Rent Structure Proposal (June 4, 1992)  
                  Drummond Letter (June 8)  
                  MERC Resolution #183 (June 10)

METROPOLITAN EXPOSITION-RECREATION COMMISSION PROPOSAL FOR A FAIR AND AFFORDABLE RENT STRUCTURE AT THE PORTLAND CENTER FOR THE PERFORMING ARTS

JUNE 4, 1992

1. MERC shall adopt at its next public meeting a three-tier rent structure at the Portland Center for the Performing Arts retroactive to July 1, 1991. The new rent structure shall be applied as per the new rent policy (attached as exhibit A).

2 For FY92 & FY93 respectively the rates shall reflect a 67% discount and an 80% discount off the Commercial Rates for the Resident companies and a 15% discount for the standard not-for-profit rate. It is intended for the 80% rate to be carried forward in FY94.

3 The amount of funds available to finance the above are \$400,000 in FY92, \$500,000 in FY93 and \$500,000 in FY94 (depending upon the availability of funds). Of these amounts, funds dedicated to the resident organizations shall be \$380,650 in FY92 and \$479,600 in FY93 and FY94.

4. The New rates are reflected in attached Exhibits B,C,D and E.

5. In addition MERC affirms that the new mission statement of the Portland Center for the Performing Arts represents a new way of doing business vs. the prior philosophy of the Portland Center for the Performing Arts' role as a rental hall, that the Portland Center for the Performing Arts shall develop a business plan within 6 months (working with the Advisory Committee) and that the rent structure will be reevaluated once a new, permanent funding source is in place.

6. The Portland Center for the Performing Arts, additionally, will commit to reviewing and reevaluating, with input from the Advisory Committee which has user representation, specific non-labor charges, other than rent, that are listed in the Schedule of Extra Charges.

7. It is understood that MERC and METRO are taking a substantial risk and using significant assets in order to implement this policy. It may very well mean that by the beginning of FY95 or sooner, MERC may no longer have any cash reserves. Future funding of the Portland Center for the Performing Arts and the new rental structure will depend upon several factors including:

a) A firm commitment from the Resident organizations to work with MERC, METRO and the Regional Funding Task Force to identify, lobby and successfully implement a dedicated funding source for the Portland Center for the Performing Arts and Arts Plan 2000+.

MERC RENT PROPOSAL  
JUNE 4, 1992  
PAGE 2

b) The ability of the Portland Center for the Performing Arts to begin fundraising/development efforts; and,

c) The ability of the Portland Center for the Performing Arts to maximize the use of the facilities including consideration of presenting and co-presenting activities.

**PAUPER**

c/o Gerard K. Drummond  
1600 Lloyd Building  
700 NE Multnomah Street  
Portland, OR 97232-4116

June 8, 1992

Chairman Sam Brooks  
Commissioner Richard Ares  
Commissioner Ron Kawamoto  
Metropolitan Exposition-Recreation Commission  
PO Box 2746  
Portland, OR 97208

Re: MERC's Proposed PCPA Rent Structure

Dear Chairman Brooks, Commissioner Ares and Commissioner Kawamoto:

The purpose of this letter is to respond to MERC's June 4, 1992 PCPA Rent Structure Proposal (the "Proposal"). This letter has been reviewed and fully endorsed by the Oregon Symphony Association, Oregon Shakespeare Festival, Oregon Ballet Theatre and Portland Opera Association. I am sending it to you on behalf of all of these organizations.

We appreciate the Commission's efforts to rectify the unacceptably high rental rates that are currently charged to local non-profit arts organizations who use PCPA facilities. We view the Proposal as a thoughtful initiative toward that end. In particular, we appreciate the provision which would make the new rent schedule effective retroactive to July 1, 1991. We appreciate and support the new PCPA mission statement and MERC's commitment to develop a PCPA business plan. As the effort to establish a dedicated regional funding source for the arts proceeds, we also support the proposed evaluation of the rent structure to identify further rent reductions for local non-profit PCPA users.

With respect to the proposed rent schedule for "Resident Companies," we will accept the schedule as proposed if MERC will agree:

June 8, 1992

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1. To amend the Proposal to eliminate the 5% surcharge on per performance ticket sales which exceed \$45,000. Without this change, the proposed rent relief envisioned for "Resident Companies" will not be received by some local non-profit arts organizations. For example, Portland Opera currently pays \$2,100 per performance, plus the 5% surcharge, to rent the Portland Civic Auditorium. The per performance rent charged to the Opera is currently capped at \$2,500. Because the Opera averages \$85,000 in per performance ticket sales, if the Proposal were adopted without amendment it would add a \$2,000 surcharge to the Opera's base rent of \$675. This would result in a per performance rent of \$2,675--which is an increase of \$175 over the per performance rent currently charged to the Opera. We assume this is not MERC's intent and propose the 5% surcharge be eliminated, so that the Opera, Oregon Ballet Theatre and other similarly situated organizations will receive the rent relief intended by the Proposal.

2. To direct, pursuant to Paragraph 6 of the Executive Summary of the Proposal, that a review of PCPA user fees and PCPA labor charges assessed to "Resident Companies" be performed by a review committee (the "Review Committee") and that on or before September 1, 1992, the Review Committee submit recommendations about changes in these fees and charges to appropriate officials at each of the below-named organizations and to the President of the Oregon Business Committee for the Arts. The Review Committee's membership shall include the PCPA Manager, and one staff member from METRO Executive Officer Rena Cusma's office, City Commissioner Mike Lindberg's office, the METRO Council's office, the Oregon Symphony Association, the Portland Opera Association, Oregon Ballet Theatre, and the Oregon Shakespeare Festival.

3. To delay implementation of the provisions of the Proposal related to (1) PCPA fundraising and development and (2) PCPA presentations or co-presentations, until those issues are further reviewed by the Review Committee described in modification 2 above.

We believe the above-described Proposal modifications are needed to assure that we complete the work we have begun. While we appreciate the significant commitments made by the Proposal, and recognize them to be an important step in establishing fair and equitable policies for use of PCPA's facilities by local non-profit arts organizations, we still believe that the impact to our groups of user fee rates and labor charges also must be reduced. By working together to identify alternatives, such reductions can occur beginning next season. This is especially important to us because, even with the meaningful rent reductions provided for in the Proposal, PCPA's overall charges to local non-profit arts organizations remain among the highest in the country.

June 8, 1992  
Page 3

We agree that future funding of the arts and other regional entertainment facilities and attractions will require the commitment of a broad range of interests. Assuming that the above modifications to the Proposal are acceptable to MERC, METRO and the City, our organizations are committed to working to identify, secure, and successfully implement a dedicated funding source for PCPA and Arts Plan 2000+. Of course, representatives of our respective organizations would also be available to support the Proposal before MERC, the METRO Council, and the Portland City Council - assuming our above-described modifications are accepted.

Lastly, we reiterate our view that a two-thirds reduction in rent and user fees is fair and reasonable when compared with similar charges imposed by other cities. Hence, as the Proposal is considered publicly, we strongly encourage the avoidance of terms such as "subsidy" or "bailout" to describe what is, in fact, a recognition that these rates are extremely high and should be significantly reduced as a matter of fairness and sound public policy.

In closing, thank you again for your constructive efforts to address these issues. We view the Proposal as a major step forward in resolving the concerns we have with current rental and user fee charges to local non-profit arts organizations, and look forward to continuing to work together to complete the reformation of these policies.

Sincerely,



Gerard K. Drummond

cc: The Honorable Rena Cusma  
The Honorable Mike Lindberg

RECEIVED JUN 16 1992

METROPOLITAN EXPOSITION-RECREATION COMMISSION

RESOLUTION NO. 183

Whereas the Metropolitan Exposition-Recreation Commission periodically reviews and sets rental rates and policies for the Portland Center for the Performing Arts (PCPA) regarding implementation of those rates and policies.

THE METROPOLITAN EXPOSITION-RECREATION COMMISSION FINDS:

1. That the Public Policy Advisory Committee for Regional Convention, Trade, Performing Arts and Spectator Facilities, the Arts Plan 2000+ Consultants Report and the Portland Center for the Performing Arts Advisory Committee have all recommended that there be reduced rental rates for not-for-profit organizations, particularly resident companies;
2. That a study of rental rates for performing arts facilities done by the Portland Center for the Performing Arts, Arts Plan 2000+ and AMS Planning and Research indicates that facilities similar to the Portland Center for the Performing Arts offer substantially reduced rents to not-for-profit organizations, particularly resident companies;
3. That the above mentioned studies indicate that the PCPA's rental rates for not-for-profit organizations are high compared to other comparable facilities, and that some other comparable facilities offer special lower rates to resident companies;
4. That local not-for-profit organizations provide an array of services to the Portland Metropolitan Region including a broad range of artistically excellent programs which broaden our cultural awareness, and which without their endeavors, would not be available to the citizens of the region;

THREE TIER  
RENT RESOLUTION  
JUNE 10, 1992

2

5. That local not-for-profit resident companies with a subscription season provide a solid base of performances, scheduled well in advance of actual performance dates which provides the ability of the Portland Center for the Performing Arts to plan, budget, operate the facility in the most efficient manner, allow for financial stability, maximize scheduling opportunities and guarantee theatre use;

6. That resident companies provide a steady and stable source of employment in the metropolitan area labor force and that a healthy core group of resident companies with subscription seasons is essential to the success of the Portland Center for the Performing Arts;

7. That the not-for-profit resident performing arts companies are committed to working with METRO, the City of Portland, the four metropolitan counties, the MERC Commission, and the Portland Center for the Performing Arts to help find a dedicated source of funds for implementation of Arts Plan 2000+ and the support of regional facilities;

8. That the economic development and cultural diversification of the community will be strengthened by having strong local performing arts organizations that are dedicated to presenting a wide range of accessible programming;

9. That a three tier rate structure setting commercial rates, standard not-for-profit rates and resident company rates would promote the most efficient and successful usage of the Portland Center for the Performing Arts;

BE IT THEREFORE RESOLVED that the Metropolitan Exposition-Recreation Commission adopts the Policy for Rental Rates at the

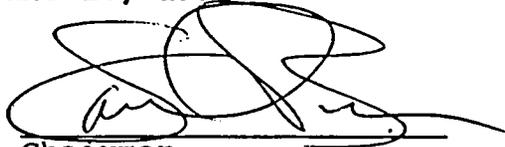
THREE TIER  
RENT RESOLUTION  
JUNE 10, 1992

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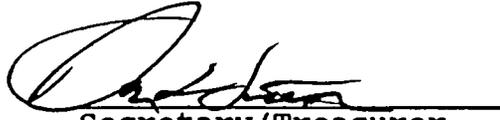
Portland Center for the Performing Arts as per attached Exhibit "1", with the rates as per established for Fiscal Year 1991/1992 and Fiscal year 1992/1993 as per attached Exhibit "2".

BE IT FURTHER RESOLVED that for Fiscal Year 1991/1992 only, organizations who have already had performances at the PCPA under previously existing rates may apply for retroactive applications of any lower rates established for Fiscal year 1991/1992 by this resolution. Such applications shall be governed by the standards contained in this policy and not by any previously existing standards. The Director of the PCPA shall have the authority to establish procedures for retroactive applications.

Passed by the Commission on June 10, 1992.



Chairman



Secretary/Treasurer

APPROVED AS TO FORM:



Metro General Counsel

Exhibit 1

POLICY FOR RENTAL RATES  
AT THE  
PORTLAND CENTER FOR THE PERFORMING ARTS

I. GENERAL PROVISIONS

This policy applies only to the Portland Center for the Performing Arts (PCPA).

There shall be a three-rate structure for the PCPA:

- A. Commercial;
- B. Standard Not-for-Profit; and
- C. Resident Company.

Commercial rates shall apply to all events, unless a written application for Standard Not-for-Profit or Resident Company rates has been filed with and approved by the Director of the PCPA. Written applications for Standard Not-for-Profit rates must be filed at least seventy-five (75) days prior to the event. Written applications for Resident Company rates must be filed at least sixty (60) days prior to the beginning of the Company's subscription season, and, if approved, shall apply to the entire season. The Director may require that applicants use written applications prepared and approved by PCPA staff.

The Director, with written notice to the applicant, may require re-application and re-evaluation of an application for reduced rates whenever it appears that the nature of the sponsoring organization has changed or that representations made in the application were untrue or are no longer true.

The Director of the PCPA shall have the authority to approve or disapprove applications for Standard Not-for-Profit or Resident Company rates, based on the standards set out in this Policy. The Director may request from any organization seeking these reduced rates any information, including but not limited to access to accounting records and

promotion agreements, which he deems necessary or desirable in order to determine if these rates apply. Failure by an organization to timely comply with a request for information by the Director, or the submission of false information, shall result in automatic rejection of the application for reduced rates.

In the event that the Director disapproves an application, the Director's decision shall become final, unless within fourteen (14) calendar days, the organization submitting the application appeals the Director's decision to the General Manager of the Metropolitan Exposition-Recreation Commission (Commission) in writing. The General Manager's decision shall be final and binding, unless within fourteen (14) calendar days, the organization submitting the application appeals the General Manager's decision to the Commission in writing. The Commission's decision shall be final and binding.

Nothing in these rates shall prohibit the Director from entering into agreements with different rate structures, when, in, his/her judgment, such agreements are necessary and/or desirable from a business perspective.

Whenever a question arises as to the meaning or interpretation of this policy or any other policy or practice of the Commission, the interpretation given by the Commission and/or its designee(s) shall be final and binding.

## **II. STANDARD NOT-FOR-PROFIT RATES**

In order to qualify for the Standard Not-for-Profit rates the following conditions must be met:

- A. The sponsoring organization must be currently recognized as tax-exempt under Section 501(c)(3) of the Internal Revenue Code and

related sections, as now or hereafter amended. The organization must be a locally based not-for profit organization with a local Board of Trustees or Board of Directors, or qualify for funding from the Metropolitan Arts Commission. "Local" includes any area within the boundaries of the Metropolitan Service District or Clark County, Washington. At the time of application, the organization must provide accurate copies of its Bylaws, Articles of Incorporation, a current list of Trustees or Directors, with city/town or residence for each, and IRS determination letter. Alternatively, sponsoring organizations which are subdivisions of local governments may also be eligible for Not-for-Profit rates.

- B. Event must be booked a minimum of forty-five (45) days in advance, unless otherwise approved by the Director.
- C. Organization must be current on any payments to any Metro ERC facilities, including the PCPA or its subcontractors.
- D. Organization must be in compliance with all pertinent laws or rules regarding charitable organizations and charitable solicitations, if applicable.
- E. At the time of application, the organization must provide proof that all income from the event will be for the sole economic benefit of the organization, including proof that any expenses incurred in presenting

the event are reasonable and consistent with charitable fund-raising events.

### **III. RESIDENT COMPANY**

In order to qualify for the Resident Company rates the following conditions must be met:

- A. The sponsoring organization must be currently recognized as tax-exempt under Section 501(c)(3) of the Internal Revenue Code and related sections, as now or hereafter amended. The organization must be a locally based not-for profit organization with a local Board of Trustees or Board of Directors, or qualify for funding from the Metropolitan Arts Commission. "Local" includes any area within the boundaries of the Metropolitan Service District or Clark County, Washington. At the time of application, the organization must provide accurate copies of its Bylaws, Articles of Incorporation, a current list of Trustees or Directors, with city/town or residence for each, and IRS determination letter. Alternatively, sponsoring organizations which are subdivisions of local governments may also be eligible for Resident Company rates.
- B. Organization must have been in continuous existence for the last three years and/or currently presenting a subscription season at the PCPA.
- C. Producing and/or presenting events open to the public must be the primary activity of the organization.

- D. Organization must book a volume of not less than \$5,000 per season worth of performances (rent only) or a minimum of three (3) events and/or six (6) performances.
- E. Organization must have a subscription season at the PCPA.
- F. The organization must provide some program, performances or events which are low cost or no cost to the public either at the PCPA or other locations in the region and/or provide some low cost tickets to all events.
- G. The organization must recognize the PCPA in marketing, promotional material and event program, and list the name of the PCPA, its staff, and the names of the Metropolitan Exposition-Recreation Commission members in the event program if such a program is distributed to audience members.
- H. Organization must be current on any payments to any Metro ERC facilities, including the PCPA and its subcontractors.
- I. All bookings must be complete with firm commitments for dates by March 1 of the prior booking season. The Director may exempt certain special events from this requirement.

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PORTLAND CENTER FOR THE PERFORMING ARTS

Exhibit Two

Rental Rates - Fiscal Year 1991-1992

	<u>Civic Auditorium</u>	<u>Arlene Schnitzer Concert Hall</u>	<u>Intermediate Theatre</u>	<u>Dolores Winningstad Theatre</u>
<u>Commercial Rates</u>				
Performance - Evening	2,100 minimum*	2,100 minimum*	700	400
Performance - 2nd Eve.	1,575 mimimum*	1,575 minimum*	500	300
Performance - Evening 3/4 House			525	
Performance - Evening 1/2 House	1,375 minimum*	1,375 minimum*	450	
Performance - Matinee	1,200 minimum*	1,200 minimum*	375	225
Performance - Matinee 3/4 House			325	
Performance - Matinee 1/2 House			250	
Performance - Morning	525	525	175	150
Rehearsal/Load-In Day	1,050	1,050	350	200
Lobby Function/Reception	600	850	600	

\*Plus 8% of gross ticket sales over \$45,000.00 per performance

Standard Not-for-Profit Rates

Performance - Evening	1785 minimum**	1785 minimum**	595	300
Performance - 2nd Eve.	1340 mimimum**	1340 minimum**	425	225
Performance - Evening 3/4 House			445	
Performance - Evening 1/2 House	1170 minimum**	1170 minimum**	380	
Performance - Matinee	1020 minimum**	1020 minimum**	320	175
Performance - Matinee 3/4 House			275	
Performance - Matinee 1/2 House			215	
Performance - Morning	445 minimum**	445 minimum**	150	125
Graduation	1,800	1,800		
Rehearsal/Load-In Day	890	890	300	150
Lobby Function/Reception	510	680	510	
Rehearsal - On Stage Morning		375	125	75

\*\*Plus 5% of gross ticket sales over \$45,000.00 per performance

Resident Company Rates

Performance - Evening	695 minimum**	695 minimum**	230	130
Performance - 2nd Eve.	520 mimimum**	520 minimum**	165	100
Performance - Evening 3/4 House			175	
Performance - Evening 1/2 House	455 minimum**	455 minimum**	150	
Performance - Matinee	395 minimum**	395 minimum**	125	75
Performance - Matinee 3/4 House			110	
Performance - Matinee 1/2 House			85	
Performance - Morning	175 minimum**	175 minimum**	60	50
Rehearsal/Load-In Day	345	345	115	65
Lobby Function/Reception	200	265	200	
Rehearsal - On Stage Morning		375	40	25

\*\*Plus 5% of gross ticket sales over \$45,000.00 per performance

PORTLAND CENTER FOR THE PERFORMING ARTS

Exhibit Two

Rental Rates - Fiscal Year 1992-1993

	<u>Civic Auditorium</u>	<u>Arlene Schnitzer Concert Hall</u>	<u>Intermediate Theatre</u>	<u>Dolores Winningstad Theatre</u>
<b><u>Commercial Rates</u></b>				
Performance - Evening	2,200 minimum*	2,200 minimum*	750	400
Performance - 2nd Eve.	1,650 minimum*	1,650 minimum*	550	300
Performance - Evening 3/4 House			575	
Performance - Evening 1/2 House	1,450 minimum*	1,450 minimum*	500	
Performance - Matinee	1,250 minimum*	1,250 minimum*	425	225
Performance - Matinee 3/4 House			375	
Performance - Matinee 1/2 House			275	
Performance - Morning	550	550	200	150
Rehearsal/Load-In Day	1,100	1,100	400	200
Lobby Function/Reception	650	850	650	

\*Plus 8% of gross ticket sales over \$45,000.00 per performance

**Standard Not-for-Profit Rates**

Performance - Evening	1870 minimum**	1870 minimum**	640	340
Performance - 2nd Eve.	1400 minimum**	1400 minimum**	470	255
Performance - Evening 3/4 House			490	
Performance - Evening 1/2 House	1235 minimum**	1235 minimum**	425	
Performance - Matinee	1065 minimum**	1065 minimum**	360	190
Performance - Matinee 3/4 House			320	
Performance - Matinee 1/2 House			235	
Performance - Morning	470 minimum**	470 minimum**	170	130
Graduation	1,900	1,900		
Rehearsal/Load-In Day	935	935	340	170
Lobby Function/Reception	550	725	550	
Rehearsal - On Stage Morning		400	150	85

\*\*Plus 5% of gross ticket sales over \$45,000.00 per performance

**Resident Company Rates**

Performance - Evening	440 minimum*	440 minimum*	150	80
Performance - 2nd Eve.	330 minimum*	330 minimum*	110	60
Performance - Evening 3/4 House			115	
Performance - Evening 1/2 House	290 minimum*	290 minimum*	100	
Performance - Matinee	250 minimum*	250 minimum*	85	45
Performance - Matinee 3/4 House			75	
Performance - Matinee 1/2 House			55	
Performance - Morning	110	110	40	30
Rehearsal/Load-In Day	220	220	80	40
Lobby Function/Reception	130	170	130	
Rehearsal - On Stage Morning		400	30	20

\*Plus 5% of gross ticket sales over \$45,000.00 per performance



**METRO**

2000 S.W. First Avenue  
Portland, OR 97201-5398  
503/221-1646

# Memorandum

Council  
6/25/92  
9.0

Date: June 25, 1992  
To: Jim Gardner, Presiding Officer  
From: Donald E. Carlson, Council Administrator  
Re: Information on Proposed Council Retreat

Since the last meeting we have searched for a place for an overnight retreat and have not been successful. We asked for dates in September after Labor Day. We contacted the following facilities: Menucha, The Cedars, Marylhurst, Timothy Lake and Silver Creek Falls. These are all traditional retreat type meeting places which are heavily used and booked well in advance of meetings.

If the Council wants to hold an overnight retreat, I suggest that we consider possibly an out lying motel which might have suitable meeting facilities. Another possibility might be a Friday night meeting at a local facility such as Marylhurst with people going home after the evening session and then resuming the meeting on Saturday. Please discuss this matter with the Council as soon as possible. We need to set a date and set the specific program. In regard to the program, I would like to meet with you and Councilor Collier as soon as possible to start the planning.

cc: Metro Council  
Lindsey Ray

Council Retreat.memo