

BEFORE THE METRO COUNCIL

AN ORDINANCE AMENDING ORDINANCE NO.)
92-449B REVISING THE FY 1992-93 BUDGET)
AND APPROPRIATIONS SCHEDULE FOR)
THE PURPOSE OF RECOGNIZING NEW)
GRANT FUNDS AND RELATED)
EXPENDITURES, AND TRANSFERRING)
APPROPRIATIONS WITHIN THE RECYCLING)
INFORMATION AND EDUCATION DIVISION)
AND THE PLANNING AND TECHNICAL)
SERVICES DIVISION; AND DECLARING AN)
EMERGENCY)

ORDINANCE NO. 93-496

Introduced by Rena Cusma,
Executive Officer

WHEREAS, The Metro Council has reviewed and considered the need to transfer appropriations within the FY 1992-93 Budget; and

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

WHEREAS, ORS 294.326(2) allows the expenditure in the year of receipt of grants received in trust for specific purpose without a supplemental budget; and

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

THE METRO COUNCIL ORDAINS:

1. That Ordinance No. 92-449B, Exhibit B, FY 1992-93 Budget, and Exhibit C, Schedule of Appropriations, are hereby amended as shown in the column titled "Revision" of Exhibits A and B to this Ordinance recognizing \$35,000 in new grants, authorizing new appropriations in the Solid Waste Revenue Fund, Administration Division for the same amount, transferring \$7,772 of existing appropriation from the Planning and Technical Services Division Materials & Services to Personal Services and the General Account, and transferring \$3,750 of existing appropriation from the Recycling Information and Education division to the General Account to fund an uninterruptable power supply.


2. This Ordinance being necessary for the immediate preservation of the public health, safety and welfare, in order to meet program costs and to comply with Oregon Budget Law, an emergency is declared to exist, and this Ordinance takes effect upon passage.

ADOPTED by the Metro Council this 24th day of June, 1993.



Judy Wyers, Presiding Officer

ATTEST:



Clerk of the Council

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June 17, 1993

**Exhibit A
Ordinance No. 93-496**

FISCAL YEAR 1992-93		ADOPTED BUDGET		REVISION		ADOPTED BUDGET	
ACCT #	DESCRIPTION	FTE	AMOUNT	FTE	AMOUNT	FTE	AMOUNT
SOLID WASTE REVENUE FUND:Resources							
<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)		149,359		0		149,359
331110	Federal Grants-Operating-Direct		0		35,000		35,000
331120	Federal Grants-Operating-Indirect		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		568,026		0		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		26,830,000		0		26,830,000
393768	Trans. Direct Cost from Rehab. & Enhance.		47,615		0		47,615
TOTAL RESOURCES			114,808,633		35,000		114,843,633

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Ordinance No. 93-496**

FISCAL YEAR 1992-93		ADOPTED BUDGET		REVISION		ADOPTED BUDGET	
ACCT #	DESCRIPTION	FTE	AMOUNT	FTE	AMOUNT	FTE	AMOUNT
SOLID WASTE REVENUE FUND:Operating Account (Administration)							
Total Personal Services		10.50	460,937	0.00	0	10.50	460,937
<u>Materials & Services</u>							
521100	Office Supplies		20,945		0		20,945
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
524190	Misc. Professional Services		0		25,100		25,100
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		5,150		11,725
526320	Typesetting & Reprographics Services		0		4,750		4,750
526410	Telephone		10,100		0		10,100
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
Total Materials & Services			98,709		35,000		133,709
TOTAL EXPENDITURES		10.50	559,646	0.00	35,000	10.50	594,646

**Exhibit A
Ordinance No. 93-496**

FISCAL YEAR 1992-93		ADOPTED BUDGET		REVISION		ADOPTED BUDGET	
ACCT #	DESCRIPTION	FTE	AMOUNT	FTE	AMOUNT	FTE	AMOUNT
SOLID WASTE REVENUE FUND: Operating Account (Planning and Technical Services)							
<u>Personal Services</u>							
511121	SALARIES-REGULAR EMPLOYEES (full time)						
	Sr. Solid Waste Planner	1.00	41,034		0	1.00	41,034
	Assoc. Solid Waste Planner	2.00	80,278		0	2.00	80,278
	Administrative Manager	1.00	45,236		0	1.00	45,236
	Sr. Management Analyst	2.00	80,302		0	2.00	80,302
511131	SALARIES-TEMPORARY EMPLOYEES (full time)						
	Temporary Professional Assistance		0	0.08	2,610	0.08	2,610
512000	FRINGE		81,462		522		81,984
Total Personal Services		6.00	328,312	0.08	3,132	6.08	331,444
<u>Materials & Services</u>							
521100	Office Supplies		0		50		50
521110	Computer Software		4,080		0		4,080
521111	Computer Supplies		0		152		152
521240	Graphics/Reprographic Supplies		1,560		0		1,560
521260	Printing Supplies		1,300		0		1,300
521310	Subscriptions		1,112		0		1,112
521320	Dues		835		0		835
524190	Misc. Professional Services		442,000		(8,059)		433,941
525640	Maintenance & Repairs Services-Equipment		675		0		675
525740	Capital Lease Payments-Furniture & Equipment		12,781		0		12,781
526200	Ads & Legal Notices		1,020		0		1,020
526310	Printing Services		13,900		0		13,900
526320	Typesetting & Reprographics Services		1,040		0		1,040
526410	Telephone		0		85		85
526420	Postage		3,120		0		3,120
526500	Travel		7,940		0		7,940
526800	Training, Tuition, Conferences		5,160		0		5,160
529500	Meetings		1,040		0		1,040
Total Materials & Services			497,563		(7,772)		489,791
TOTAL EXPENDITURES		6.00	825,875	0.08	(4,640)	6.08	821,235

**Exhibit A
Ordinance No. 93-496**

FISCAL YEAR 1992-93		ADOPTED BUDGET		REVISION		ADOPTED BUDGET	
ACCT #	DESCRIPTION	FTE	AMOUNT	FTE	AMOUNT	FTE	AMOUNT
SOLID WASTE REVENUE FUND: Operating Account (Recycling Information and Education)							
<u>Personal Services</u>							
511121	SALARIES-REGULAR EMPLOYEES (full time)						
	Public Information Supervisor	0.40	16,584		0	0.40	16,584
	Senior Public Affairs Specialist	1.00	38,600		0	1.00	38,600
	Assoc. Public Affairs Specialist	1.00	34,600		(3,750)	1.00	30,850
	Asst. Public Affairs Specialist	1.00	31,400		0	1.00	31,400
511221	WAGES-REGULAR EMPLOYEES (full time)						
	Program Assistant 2	4.00	91,280		0	4.00	91,280
511225	WAGES-REGULAR EMPLOYEES (part time)						
	Program Assistant 2	0.50	11,350		0	0.50	11,350
511235	WAGES-TEMPORARY EMPLOYEES (part time)						
	Temporary	0.15	2,290		0	0.15	2,290
511400	OVERTIME		6,600		0		6,600
512000	FRINGE		79,119		0		79,119
Total Personal Services		8.05	311,823	0.00	(3,750)	8.05	308,073
Total Materials & Services			232,700		0		232,700
TOTAL EXPENDITURES		8.05	544,523	0.00	(3,750)	8.05	540,773

**Exhibit A
Ordinance No. 93-496**

FISCAL YEAR 1992-93		ADOPTED BUDGET		REVISION		ADOPTED BUDGET	
ACCT #	DESCRIPTION	FTE	AMOUNT	FTE	AMOUNT	FTE	AMOUNT
SOLID WASTE REVENUE FUND:General Account							
<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
	PLANNING & TECHNICAL SERVICES						
571500	Purchases-Office Furniture & Equipment		0		4,640		4,640
	RECYCLING INFORMATION AND EDUCATION						
571500	Purchases-Office Furniture & Equipment		2,325		3,750		6,075
	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
Total Capital Outlay			1,051,603		8,390		1,059,993
Total Requirements			1,051,603		8,390		1,059,993

**Exhibit A
Ordinance No. 93-496**

FISCAL YEAR 1992-93		ADOPTED BUDGET		REVISION		ADOPTED BUDGET	
ACCT #	DESCRIPTION	FTE	AMOUNT	FTE	AMOUNT	FTE	AMOUNT
SOLID WASTE REVENUE FUND:General Expenses							
Total Interfund Transfers			4,792,924			4,792,924	
<u>Contingency and Unappropriated Balance</u>							
599999	Contingency		5,615,623		0		5,615,623
599990	Unappropriated Fund Balance		7,884,666		0		7,884,666
Total Contingency and Unappropriated Balance			13,500,289		0	13,500,289	
TOTAL REVENUE FUND EXPENDITURES		100.70	114,808,633	0.08	35,000	100.78	114,843,633

EXHIBIT B
SCHEDULE OF APPROPRIATIONS
Ordinance No. 93-496

	Current Appropriations	Revision	Proposed Appropriations
SOLID WASTE REVENUE FUND			
Administration			
Personal Services	460,937	0	460,937
Materials & Services	98,709	35,000	133,709
Subtotal	559,646	35,000	594,646
Budget and Finance			
Personal Services	412,392	0	412,392
Materials & Services	1,079,368	0	1,079,368
Subtotal	1,491,760	0	1,491,760
Operations			
Personal Services	1,754,396	0	1,754,396
Materials & Services	39,902,935	0	39,902,935
Subtotal	41,657,331	0	41,657,331
Engineering & Analysis			
Personal Services	654,317	0	654,317
Materials & Services	163,075	0	163,075
Subtotal	817,392	0	817,392
Waste Reduction			
Personal Services	526,503	0	526,503
Materials & Services	1,615,848	0	1,615,848
Subtotal	2,142,351	0	2,142,351
Planning			
Personal Services	328,312	3,132	331,444
Materials & Services	497,563	(7,772)	489,791
Subtotal	825,875	(4,640)	821,235
Recycling Information and Education			
Personal Services	311,823	(3,750)	308,073
Materials & Services	232,700	0	232,700
Subtotal	544,523	(3,750)	540,773
Debt Service Account			
Debt Service	2,754,458	0	2,754,458
Subtotal	2,754,458	0	2,754,458
Landfill Closure Account			
Materials & Services	16,210,481	0	16,210,481
Subtotal	16,210,481	0	16,210,481
Construction Account			
Capital Outlay	1,090,000	0	1,090,000
Subtotal	1,090,000	0	1,090,000
Renewal and Replacement Account			
Capital Outlay	540,000	0	540,000
Subtotal	540,000	0	540,000

EXHIBIT B
SCHEDULE OF APPROPRIATIONS
Ordinance No. 93-496

	Current Appropriations	Revision	Proposed Appropriations
SOLID WASTE REVENUE FUND (continued)			
General Account			
Capital Outlay	1,051,603	8,390	1,059,993
Subtotal	1,051,603	8,390	1,059,993
Master Project Account			
Materials & Services	615,000	0	615,000
Debt Service	26,215,000	0	26,215,000
Subtotal	26,830,000	0	26,830,000
General Expenses			
Interfund Transfers	4,792,924	0	4,792,924
Contingency	5,615,623	0	5,615,623
Subtotal	10,408,547	0	10,408,547
Unappropriated Balance	7,884,666	0	7,884,666
Total Solid Waste Revenue Fund Requirements	114,808,633	35,000	114,843,633

NOTE: The current appropriations represented in this action are built on and assume adoption of Ordinance No. 93-494, FY 1992-93 Supplemental Budget

ALL OTHER APPROPRIATIONS REMAIN AS PREVIOUSLY ADOPTED

FINANCE COMMITTEE REPORT

ORDINANCE NO. 93-496 REVISING THE FY 1992-93 BUDGET AND APPROPRIATIONS SCHEDULE FOR THE PURPOSE OF RECOGNIZING NEW GRANT FUNDS AND RELATED EXPENDITURES, AND TRANSFERRING APPROPRIATIONS WITHIN THE RECYCLING INFORMATION AND EDUCATION DIVISION AND THE PLANNING AND TECHNICAL SERVICES DIVISION

Date: June 7, 1993

Presented By: Councilor Buchanan

COMMITTEE RECOMMENDATION: At its May 26, 1993 meeting the Committee voted unanimously to recommend Council adoption of Ordinance No. 93-496. Present and voting were Councilors Buchanan, Devlin, Kvistad and Monroe. Councilor Van Bergen was excused.

COMMITTEE DISCUSSION/ISSUES: Kathy Rutkowski, Senior Management Analyst, gave the Staff Report. The ordinance amends the Solid Waste Revenue Fund for three purposes: 1) it recognizes \$35,000 in Federal EPA grant funds and makes appropriations to produce 1500 copies of a booklet entitled "Meet 'MRF': An Introduction to Materials Recovery Facilities and Transfer Stations"; 2) it transfers \$7,772 from existing Materials and Services category in the Planning and Technical Services Division to the Personal Services category and the General Account to fund the FY 1992-93 in-house portion of the Waste Characterization Study; and 3) it transfers \$3,750 from the existing Personal Services category in the Recycling Information and Education Division to the General Account to purchase and uninterruptable power supply for the Recycling Information Center's computer system.

STAFF REPORT

CONSIDERATION OF ORDINANCE NO. 93-496 AMENDING ORDINANCE NO. 92-449B REVISING THE FY 1992-93 BUDGET AND APPROPRIATIONS SCHEDULE FOR THE PURPOSE OF RECOGNIZING NEW GRANT FUNDS AND RELATED EXPENDITURES, AND TRANSFERRING APPROPRIATIONS WITHIN THE RECYCLING INFORMATION AND EDUCATION DIVISION AND THE PLANNING AND TECHNICAL SERVICES DIVISION

Date: April 28, 1993

Presented by: Roosevelt Carter

FACTUAL BACKGROUND AND ANALYSIS

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

1. To recognize and appropriate federal (EPA) grant funds in the amount of \$35,000;
2. To transfer \$7,772 from existing materials & services appropriations within the Planning & Technical Services Division to personal services within the same division and to the General Account to fund the FY 1992-93 portion of the in-house waste characterization study;
3. To transfer \$3,750 from existing personal services appropriations in the Recycling Information and Education Division to increase capital outlay appropriations in the General Account to purchase an uninterruptable power supply (UPS) for the Recycling Information program's computer system.

Each action will be explained separately.

1. EPA Grant

Metro applied for and was awarded \$35,000 in grant funds from the U.S. Environmental Protection Agency (EPA) to design and produce 1,500 copies of a booklet entitled, "Meet 'MRF': An Introduction to Materials Recovery Facilities and Transfer Stations". This brochure will explain what these facilities are and do. It will be made available to other governmental agencies, advocacy groups, developers, facility operators, neighborhood associations and others. Metro will furnish \$3,000 of in-kind match (in the form of staff time for project development and in-house graphic design). Attachment "1" provides a breakdown of the total project budget.

Oregon budget law allows for the recognition and appropriation of grant funds in the year of receipt without a supplemental budget. This request recognizes \$35,000 in new revenue and corresponding expenditures in the Solid Waste Revenue Fund, Administration Division.

2. In-House Waste Characterization Study

Resolution 92-1686 authorized release of a Request for Proposals for consulting services needed to perform a waste characterization study. After review of the proposals, contracts for separate work tasks were awarded to the Matrix Management Group (Matrix) and The Environmental Career Organization (ECO), conditional upon final approval by

the Metro Council. The Solid Waste Committee directed staff, at the April 6, 1993, meeting, to examine options for reducing costs from the original of \$250,000.

Staff has discussed reduced scopes of work with Matrix and ECO. Both organizations would be willing to renegotiate the original scopes to satisfy the new budget. However, staff believes that this would result in elimination of the services that were the primary reason for originally requesting outside consulting services. In order to maintain adequate sample size, there would have to be considerable cuts in project management and research design services given the revised budget. Instead of these services, Metro would be contracting mostly for labor involved in actually sorting and field crew supervision.

Staff recommends canceling the conditional awards of contract that have been issued to Matrix and ECO. To most effectively use the funds available, the proposal is to (1) reduce the scope of work by eliminating the sorting of generator specific samples, (2) utilizing in-house expertise for study design and analysis, (3) use part-time temporary Metro employees to conduct the sorting, and (4) use a full-time temporary Metro employee for supervision of the sorting crew and project coordination. With this proposal, Metro staff would be responsible for all aspects of the study. No work will be contracted out.

The total scope of the project will span two fiscal years and will cost a total of \$143,272. This action requests the amendment necessary to fund the FY 1992-93 portion of the project by transferring \$7,772 of existing materials & services appropriation to personal services in the Planning & Technical Services division and to the General Account. An additional amendment will be necessary to the FY 1993-94 budget prior to final adoption by Council.

3. Recycling Information and Education Division - Uninterruptable Power Supply

The Recycling Information and Education Division is requesting the purchase of an uninterruptable power supply (UPS) for the Recycling Information program computer system. This equipment will protect Metro's investment in computer hardware, software, and data stored on the system. It will protect the system from power surges, "brown outs", and voltage spikes. Any one of these conditions could cause serious harm to a computer system, both in terms of hardware damage and data loss. The UPS will also provide a temporary power source in the event of a power outage so that the computer system can be shut down in an orderly fashion, thus eliminating the risk of data loss or other damage.

Metro's Information Services Division (ISD) strongly recommends this equipment be purchased. ISD assisted the Recycling Information Division supervisor in preparing equipment specifications and soliciting competitive quotes. The lowest qualified quote came in at \$3,750. This equipment was not included in the FY 1992-93 budget because staff was unaware of the need for it until after the budget was submitted.

The Recycling Information and Education division is requesting the transfer of \$3,750 of existing appropriation from Personal Services to the General Account, Capital Outlay to fund this acquisition. Excess funds in personal services are the result of a three-month position vacancy for an Associate Public Affairs Specialist.

EXECUTIVE OFFICER'S RECOMMENDATION

The Executive officer recommends adoption of Ordinance No. 93-496, recognizing \$35,000 of grant funds and related expenditures in the Administration Division, transferring \$7,772 of existing appropriation from the Planning & Technical Services division's materials & services to personal services and the General Account, and transferring \$3,750 of existing appropriations from the Recycling Information and Education Division's personal services to capital outlay in the General Account to fund an uninterruptable power supply for the Recycling Information Center's computer system.



METRO

DATE: June 28, 1993
TO: Rena Cusma, Executive Officer
FROM: Paulette Allen, Clerk of the Council
RE: TRANSMITTAL OF ORDINANCE NOS. 93-487A, 93-494, 93-496, 93-500A, AND 93-502

Attached for your consideration are true copies of the ordinances referenced above adopted by the Council on June 24, 1993.

If you wish to veto any of the ordinances referenced above, I must receive a signed and dated written veto message from you no later than 5:00 p.m., Thursday, July 1, 1993. The veto message, if submitted, will become part of the permanent record. If no veto message is received by the time and date stated above, these ordinances will be considered finally adopted.

I, Cherette Hopkins, received this memo and true copies of Ordinance Nos. 93-487A, 93-494, 93-496, 93-500A and 93-502 from the Clerk of the Council on 6-28-93.