

BEFORE THE COUNCIL OF THE  
METROPOLITAN SERVICE DISTRICT

FOR THE PURPOSE OF AMENDING )      ORDINANCE NO. 85-186  
ORDINANCE NO. 84-172 AMENDING )  
APPROPRIATIONS AND ADOPTING A )      Introduced by the  
SUPPLEMENTAL BUDGET )      Executive Officer

WHEREAS, The need exists to appropriate funds not anticipated in the FY 1984-85 budget as adopted on June 28, 1984; and

WHEREAS, Conditions which were not ascertained at the time of the preparation of the current year budget require a change in financial planning; and

WHEREAS, Such action requires a supplemental budget, pursuant to Oregon law; now, therefore,

THE COUNCIL OF THE METROPOLITAN SERVICE DISTRICT HEREBY ORDAINS:

Section 1. That the Supplemental Budget to the Fiscal Year 1984-85 Budget, attached hereto as Exhibit A, is hereby adopted.

Section 2. That the Schedule of Appropriations attached hereto as Exhibit B is hereby adopted.

ADOPTED by the Council of the Metropolitan Service District this 13th day of June, 1985.

  
Richard Waker, Vice Presiding Officer

ATTEST:

  
Clerk of the Council

JS/srs  
2761C/257-3  
01/17/85

EXHIBIT A  
FY 1984-85 SUPPLEMENTAL BUDGET

Fund: Zoo  
Department: Operating  
Division/Program:

Account Number	Description	Current Budget	Supplemental Budget	Revised Budget
	<u>Resources</u>			
	All Accounts	8,459,147	0	8,459,147
	Total Resources	8,459,147	0	8,459,147

Fund: Zoo  
 Department: Operating  
 Division/Program: Administration

Account Number	Description	Current Budget	Supplemental Budget	Revised Budget
	<u>Personal Services</u>			
6010	Director	50,196	(16,157)	34,039
6020	Assistant Director	43,546	1,665	45,211
6040	Secretary	36,110	704	36,814
6050	Development Analyst	20,234	405	20,639
6300	Temporary	5,720	115	5,835
6700	Fringe	47,880	(6,079)	41,801
	All Other Accounts	<u>1,603</u>	<u>0</u>	<u>1,603</u>
	Total Personal Services	205,289	(19,347)	185,942
	<u>Materials &amp; Services</u>			
7100	Travel	9,600	(3,000)	6,600
7140	Ads, Legal Notices	750	1,500	2,250
7410	Supplies	9,000	2,000	11,000
7530	Insurance	75,000	(3,500)	71,500
7900	Miscellaneous	3,200	3,000	6,200
	All Other Accounts	<u>132,015</u>	<u>0</u>	<u>132,015</u>
	Total Materials & Services	229,565	0	229,565
	<u>Capital Outlay</u>			
8750	Office Furniture/Equipment	<u>4,871</u>	<u>2,347</u>	<u>7,218</u>
	Total Capital Outlay	4,871	2,347	7,218
	Total Divison	439,725	(17,000)	422,725

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Fund: Zoo  
 Department: Operating  
 Division/Program: Animal Management

Account Number	Description	Current Budget	Supplemental Budget	Revised Budget
<u>Personal Services</u>				
6010	Animal Keeper	429,808	15,288	445,096
6020	Senior Animal Keeper	130,290	4,368	134,658
6030	Curator	36,712	734	37,446
6040	Secretary	18,034	361	18,395
6050	Animal Keeper Foreman	27,602	552	28,154
6060	Veterinarian	35,464	709	36,173
6070	Veterinary Technician	23,718	474	24,192
6080	Nutrition Technician	15,769	315	16,084
6090	Research Coordinator	24,502	490	24,992
6100	Program Assistant 2	7,935	159	8,094
6110	Hospital Attendant	4,628	93	4,721
6300	Temporary	5,136	190	5,326
6500	Overtime/Holiday Pay	22,500	833	23,333
6700	Fringes	236,125	8,439	244,564
	All Other Accounts	8,549	0	8,549
	Total Personal Services	1,026,772	33,005	1,059,777
<u>Materials &amp; Services</u>				
7100	Travel	2,530	5,000	7,530
7110	Meetings/Conferences	2,640	(1,500)	1,140
7120	Training & Tuition	800	(400)	400
7310	Maintenance & Repair	2,600	(1,000)	1,600
7450	Supplies - Other	38,500	(1,100)	37,400
7480	Animal Purchases	17,000	(1,000)	16,000
	All Other Accounts	146,600	0	146,600
	Total Materials & Services	210,670	0	210,670
<u>Capital Outlay</u>				
	All Accounts	21,000	0	21,000
	Total Capital Outlay	21,000	0	21,000
	Total Divison	1,258,442	33,005	1,291,447

Fund: Zoo  
 Department: Operating  
 Division/Program: Buildings & Grounds

Account Number	Description	Current Budget	Supplemental Budget	Revised Budget
<u>Personal Services</u>				
6010	Buildings & Grounds Manager	31,340	(895)	30,445
6020	Master Mechanic	25,626	(6,272)	19,354
6030	Maintenance Electrician	27,248	(3,272)	23,976
6040	Maintenance Mechanic	22,922	728	23,650
6050	Maintenance Worker 3	53,054	1,762	54,816
6060	Maintenance Worker 3 - Part-Time	5,481	7,682	13,163
6070	Maintenance Worker 2	83,032	2,912	85,944
6080	Maintenance Worker 1	98,639	3,895	102,534
6090	Maintenance Worker 1 - Part-Time	15,966	4,192	20,158
6100	Secretary	16,557	331	16,888
6110	Senior Gardener	23,608	728	24,336
6120	Gardener 2	20,758	(4,272)	16,486
6130	Gardener 1	74,712	2,912	77,624
6140	Laborer	11,633	5,575	17,208
6150	Maintenance Foreman	24,523	483	25,006
6500	Overtime	21,270	14,812	36,082
6560	Merit	1,185	0	1,185
6700	Fringe	159,847	5,394	165,241
	Total Personal Services	717,401	36,695	754,096
<u>Materials &amp; Services</u>				
7120	Training & Tuition	1,065	700	1,765
7200	Utilities - Electricity	75,000	35,000	110,000
7210	Utilities - Water	184,000	2,000	186,000
7220	Utilities - Other	110,000	5,000	115,000
7310	Maintenance & Repairs - Buildings	35,500	5,000	40,500
7320	Maintenance & Repairs - Vehicles	6,290	2,500	8,790
7340	Maintenance & Repairs - Railroads	0	10,000	10,000
7410	Supplies - Office	0	300	300
7430	Supplies - Custodial	12,374	5,000	17,374
7450	Supplies - Other	1,272	200	1,472
7500	Contractual Services	54,000	10,000	64,000
7510	Pay to Other Agencies	390	300	690
	All Other Accounts	69,974	0	69,974
	Total Materials & Services	549,865	76,000	625,865
<u>Capital Outlay</u>				
8510	Buildings	172,229	(22,000)	150,229
8530	Improvements	0	2,000	2,000
8550	Vehicles & Equipment	75,600	20,000	95,600
8570	Office Furniture & Equipment	4,000	0	4,000
	Total Capital Outlay	251,829	0	251,829
	Total Division	1,519,095	112,695	1,631,790

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Fund: Zoo  
 Department: Operating  
 Division/Program: Education

Account Number	Description	Current Budget	Supplemental Budget	Revised Budget
<u>Personal Services</u>				
6010	Education Services Manager	31,366	627	31,993
6020	Education Services Specialist	49,130	983	50,113
6030	Graphics Coordinator	24,565	491	25,056
6040	Graphics Designer	33,548	671	34,219
6050	Secretary	17,742	355	18,097
6060	Program Assistant 2	16,411	328	16,739
6070	Animal Keeper	20,467	728	21,195
6080	Animal Keeper - Part-Time	10,234	364	10,598
6300	Temporary	1,682	70	1,752
6500	Overtime	500	18	518
6700	Fringe	65,592	1,312	66,904
	All Other Accounts	<u>47,687</u>	<u>0</u>	<u>47,687</u>
	Total Personal Services	318,924	5,947	324,871
<u>Materials &amp; Services</u>				
7100	Travel	1,430	(200)	1,230
7150	Printing	5,500	2,000	7,500
7160	Typesetting & Reproduction	5,500	4,100	9,600
7330	Maintenance & Repairs	925	200	1,125
7360	Equipment Rental	300	(100)	200
7440	Supplies - Graphics	14,000	(4,000)	10,000
7500	Contractual Services	24,648	(2,000)	22,648
	All Other Accounts	<u>12,165</u>	<u>0</u>	<u>12,165</u>
	Total Materials & Services	64,468	0	64,468
<u>Capital Outlay</u>				
8570	Office Furniture & Equipment	<u>2,100</u>	<u>0</u>	<u>2,100</u>
	Total Capital Outlay	2,100	0	2,100
	Total Division	385,492	5,947	391,439

Fund: Zoo  
 Department: Operating  
 Division/Program: Public Relations

Account Number	Description	Current Budget	Supplemental Budget	Revised Budget
<u>Personal Services</u>				
6010	Public Information Manager	28,995	580	29,575
6020	Program Assistant 2	18,948	379	19,327
6040	Public Information Specialist	16,699	334	17,033
6030	Educational Services Specialist	1,104	22	1,126
6560	Merit	1,793	0	1,793
6700	Fringe	19,242	385	19,627
	<b>Total Personal Services</b>	<b>86,781</b>	<b>1,700</b>	<b>88,481</b>
<u>Materials &amp; Services</u>				
7410	Office Supplies	3,900	(850)	3,050
7110	Meetings	100	100	200
7330	Maintenance & Repairs	180	150	330
7450	Other Supplies	6,180	4,100	10,280
7150	Printing	36,875	(3,500)	33,375
	All Other Accounts	65,781	0	65,781
	<b>Total Materials &amp; Services</b>	<b>113,016</b>	<b>0</b>	<b>113,016</b>
<u>Capital Outlay</u>				
8570	Office Furniture & Equipment	2,110	0	2,110
	<b>Total Capital Outlay</b>	<b>2,110</b>	<b>0</b>	<b>2,110</b>
	<b>Total Division</b>	<b>201,907</b>	<b>1,700</b>	<b>203,607</b>

Fund: Zoo  
 Department: Operating  
 Division/Program: Visitor Services

Account Number	Description	Current Budget	Supplemental Budget	Revised Budget
<u>Personal Services</u>				
6010	Visitor Services Manager	32,258	645	32,903
6020	Food Service Manager	24,089	482	24,571
6030	Retail Manager	19,634	393	20,027
6040	Secretary	17,790	356	18,146
6050	Storekeeper	14,317	286	14,603
6060	Assistant Food Service Manager	25,262	505	25,767
6070	Clerk (Cashroom)	27,822	1,456	29,278
6080	Typist/Receptionist	41,360	2,548	43,908
6090	Stationmaster	25,992	1,165	27,157
6100	Visitor Services Workers - Food	150,738	1,511	152,249
6110	Visitor Services Workers - Retail	27,581	259	27,840
6120	Safety Coordinator	17,638	39,009	56,647
6300	Temporary	3,276	1,880	5,156
6500	Overtime	4,600	278	4,878
6560	Merit	4,884	98	4,982
6700	Fringe	86,075	1,205	87,280
	Total Personal Services	523,316	52,076	575,392
<u>Materials &amp; Services</u>				
7110	Meetings	0	225	225
7120	Training & Tuition	500	(225)	275
7390	Merchandise for Resale - Food	212,000	(6,000)	206,000
7400	Merchandise for Resale - Gifts	135,000	(2,300)	132,700
7500	Contractual Services	36,400	5,300	41,700
7900	Miscellaneous Expenses	0	3,000	3,000
	All Other Accounts	67,150	0	67,150
	Total Materials & Services	451,050	0	451,050
<u>Capital Outlay</u>				
8550	Equipment & Vehicles	0	4,118	4,118
8570	Office Furniture/Equipment	23,738	4,118	27,856
	Total Capital Outlay	23,738	8,236	31,974
	Total Division	998,104	60,312	1,058,416

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Fund: Zoo  
Department: Operating  
Division/Program:

Account Number	Description	Current Budget	Supplemental Budget	Revised Budget
	<u>Transfers &amp; Contingency</u>			
9100	Transfer to General Fund	452,047	42,176	494,223
9200	Transfer to Capital Fund	1,964,000	0	1,964,000
9700	Contingency	239,335	(238,835)	500
	Total Transfers & Contingency	2,655,382	(196,659)	2,458,723
9800	Unappropriated Balance	1,001,000	0	1,001,000
	Total Department	8,459,147	0	8,459,147

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Fund: Zoo  
Department: Capital  
Division/Program:

Account Number	Description	Current Budget	Supplemental Budget	Revised Budget
	<u>Resources</u>			
	All Accounts	<u>6,923,483</u>	<u>0</u>	<u>6,923,483</u>
	Total Resources	<u>6,923,483</u>	<u>0</u>	<u>6,923,483</u>
	<u>Requirements</u>			
7750	Alaskan Tundra	263,483	877,593	1,141,076
8880	West Bear Grotto	2,077,300	(977,593)	1,099,707
8770	Elephant Museum	94,000	100,000	194,000
	All Other Accounts	<u>4,488,700</u>	<u>0</u>	<u>4,488,700</u>
	Total Requirements	<u>6,923,483</u>	<u>0</u>	<u>6,923,483</u>

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Fund: Solid Waste  
Department: Operating  
Division/Program: Resources

Account Number	Description	Current Budget	Supplemental Budget	Revised Budget
	<u>Resources</u>			
5500	Disposal Fees - Commercial	4,674,600	677,000	5,351,600
5520	User Fees - Commercial	1,201,400	40,000	1,241,400
5540	Regional Transfer Charge - Commercial	1,430,200	48,000	1,478,200
5560	Convenience Charge - Commercial	433,200	135,000	568,200
	All Other Accounts	<u>2,106,280</u>	<u>0</u>	<u>2,106,280</u>
	Total Resources	<u>9,845,680</u>	<u>900,000</u>	<u>10,745,680</u>

Fund: Solid Waste  
 Department: Operating

Account Number	Description	Current Budget	Supplemental Budget	Revised Budget
	<u>Personal Services</u>			
6020	Operations Manager	40,648	1,600	42,248
6030	Manager/Engineer	35,669	360	36,029
6560	Merit	23,516	(1,960)	21,556
	All Other Accounts	695,034	0	695,034
	Total Personal Services	794,867	0	794,867
	<u>Materials &amp; Services</u>			
7500	Contractual Services	5,406,733	401,000	5,807,733
	All Other Accounts	610,750	0	610,750
	Total Materials & Services	6,017,483	401,000	6,418,483
	<u>Capital Outlay</u>			
8570	Office Furniture & Equipment	20,400	10,000	30,400
	All Other Accounts	19,000	0	19,000
	Total Capital Outlay	39,400	10,000	49,400
	<u>Transfers &amp; Contingency</u>			
9100	Transfer to General Fund	691,337	106,209	797,546
9700	Contingency	643,263	382,791	1,026,054
	All Other Accounts	1,659,330	0	1,659,330
	Total Transfers & Contingencies	2,993,930	489,000	3,482,930
	Total Department	9,845,680	900,000	10,745,680

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Fund: Intergovernmental Resource Center  
 Department: Intergovernmental Resource Center  
 Division/Program:

Account Number	Description	Current Budget	Supplemental Budget	Revised Budget
	<u>Resources</u>			
5100	UMTA Section 9	0	24,000	24,000
5100	83 Section 8	0	2,076	2,076
5100	EPA 105	7,500	2,925	10,425
5120	Tri-Met Match	0	3,000	3,000
5110	FY 84 PL/ODOT	0	5,232	5,232
5110	Rideshare	0	4,661	4,661
5810	Transfer from General Fund	587,219	8,406	595,625
5100	UMTA Discretionary Funds	45,000	(6,156)	38,844
	All Other Accounts	<u>1,081,346</u>	<u>0</u>	<u>1,081,346</u>
	Total Resources	<u>1,721,065</u>	<u>44,144</u>	<u>1,765,209</u>

Fund: Intergovernmental Resource Center  
 Department: Intergovernmental Resource Center  
 Division/Program:

Account Number	Description	Current Budget	Supplemental Budget	Revised Budget
<u>Personal Services</u>				
6010	Administrator	41,808	418	42,226
6020	Transportation Director	41,753	410	42,163
6030	Data Services Director	28,887	(828)	28,059
6040	Administrative Assistant	21,423	278	21,701
6050	System Analyst	14,258	(309)	13,949
6060	Secretary	32,533	(1,379)	31,154
6070	Senior Analyst	94,322	31,123	125,445
6080	Analyst 3	181,680	(26,558)	155,122
6090	Analyst 2	66,103	20,919	87,022
6100	Analyst 1	53,492	(17,820)	35,672
6110	Engineer 3	27,538	275	27,813
6140	Criminal Justice Director	14,310	(11,901)	2,409
6300	Temporary	27,300	1,964	29,264
6560	Merit	24,684	(2,530)	22,154
6700	Fringe	<u>195,567</u>	<u>(1,832)</u>	<u>193,735</u>
	Total Personal Services	865,658	(7,770)	857,888
<u>Materials &amp; Services</u>				
7110	Meetings & Conferences	4,125	100	4,225
7500	Contractual Services	202,289	16,100	218,389
	All Other Accounts	<u>50,050</u>	<u>0</u>	<u>50,050</u>
	Total Materials & Services	256,464	16,200	272,664
<u>Capital Outlay</u>				
8570	Office Furniture & Equipment	<u>1,000</u>	<u>63,800</u>	<u>64,800</u>
	Total Capital Outlay	1,000	63,800	64,800
<u>Transfers</u>				
9100	Transfer to General Fund	<u>597,943</u>	<u>(27,986)</u>	<u>569,957</u>
	Total Transfers	597,943	(27,986)	569,957
	Total Fund	1,721,065	44,244	1,765,309

Fund: Intergovernmental Resource Center  
 Department: Intergovernmental Resource Center  
 Division/Program: Administration

Account Number	Description	Current Budget	Supplemental Budget	Revised Budget
	<u>Personal Services</u>			
6010	Administrator	25,085	251	25,336
6060	Secretary	7,597	(1,629)	5,968
6070	Senior Analyst	3,001	(24)	2,977
6090	Analyst 2	0	4,920	4,920
6080	Analyst 3	19,531	(19,531)	0
6300	Temporary	0	1,688	1,688
6560	Merit	2,209	(515)	1,694
6700	Fringe	<u>17,227</u>	<u>(4,210)</u>	<u>13,017</u>
	Total Personal Services	74,650	(19,050)	55,600
	<u>Materials &amp; Services</u>			
7150	Printing	5,500	(2,000)	3,500
7500	Contractual	18,000	(8,000)	10,000
	All Other Accounts	<u>20,900</u>	<u>0</u>	<u>20,900</u>
	Total Materials & Services	44,400	(10,000)	34,400
	<u>Capital Outlay</u>			
8570	Office Furniture	<u>1,000</u>	<u>0</u>	<u>1,000</u>
	Total Capital Outlay	1,000	0	1,000
	<u>Transfers</u>			
9100	Transfers to General Fund	164,026	(9,552)	154,474
	Total Division	284,076	(38,602)	245,474

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Fund: Intergovernmental Resource Center  
 Department: Intergovernmental Resource Center  
 Division/Program: Data Services

Account Number	Description	Current Budget	Supplemental Budget	Revised Budget
<u>Personal Services</u>				
6030	Data Services Director	16,507	(473)	16,034
6070	Senior Analyst	39,684	740	40,424
6080	Analyst 3	25,022	250	25,272
6050	Systems Analyst	5,678	(99)	5,579
6090	Analyst 2	8,178	7,859	16,037
6100	Analyst 1	7,272	(7,272)	0
6300	Temporary	16,380	164	16,544
6060	Secretary	3,468	35	3,503
6560	Merit	4,232	57	4,289
6700	Fringe	34,650	347	34,997
	<b>Total Personal Services</b>	<b>161,071</b>	<b>1,608</b>	<b>162,679</b>
<u>Materials &amp; Services</u>				
	All Materials & Services	14,500	0	14,500
<u>Transfers</u>				
	Transfer to General Fund	91,305	0	91,305
	<b>Total Transfers</b>	<b>91,305</b>	<b>0</b>	<b>91,305</b>
	<b>Total Division</b>	<b>266,876</b>	<b>1,608</b>	<b>268,484</b>

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Fund: Intergovernmental Resource Center  
 Department: Intergovernmental Resource Center  
 Division/Program: Transportation

Account Number	Description	Current Budget	Supplemental Budget	Revised Budget
<u>Personal Services</u>				
6010	Administrator	10,452	105	10,557
6020	Transportation Director	41,753	410	42,163
6040	Administrative Assistant	21,423	278	21,701
6030	Data Services Director	12,380	(355)	12,025
6050	Secretary	16,018	160	16,178
6070	Senior Analyst	51,637	30,407	82,044
6080	Analyst 3	83,443	(27,540)	55,903
6090	Analyst 2	57,925	8,140	66,065
6100	Analyst 1	46,220	(10,548)	35,672
6050	Systems Analyst	7,160	(185)	6,975
6300	Temporary	5,460	55	5,515
6110	Engineer 3	27,538	275	27,813
6560	Merit	14,998	(2,356)	12,642
6700	Fringe	<u>117,830</u>	<u>(357)</u>	<u>117,473</u>
	Total Personal Services	514,237	(1,511)	512,726
<u>Materials &amp; Services</u>				
7110	Meetings & Conferences	0	100	100
7550	Contractual Services	163,789	(3,800)	159,989
	All Other Accounts	21,000	0	21,000
	Total Materials & Services	<u>184,789</u>	<u>(3,700)</u>	<u>181,089</u>
<u>Capital Outlay</u>				
8570	Office Equipment	0	63,800	63,800
	Total Capital Outlay	0	63,800	63,800
<u>Transfers</u>				
9100	To General Fund	284,364	(23,319)	261,045
	Total Transfers	<u>284,364</u>	<u>(23,319)</u>	<u>261,045</u>
	Total Division	983,390	35,270	1,018,660

Fund: Intergovernmental Resource Center  
 Department: Intergovernmental Resource Center  
 Division/Program: Development Services

Account Number	Description	Current Budget	Supplemental Budget	Revised Budget
	<u>Personal Services</u>			
6010	Administrator	6,271	62	6,333
6050	Systems Analyst	1,420	(25)	1,395
6060	Secretary	5,450	55	5,505
6080	Analyst 3	53,684	20,263	73,947
6300	Temporary	5,460	55	5,515
6560	Merit	2,673	854	3,527
6700	Fringe	<u>21,395</u>	<u>6,134</u>	<u>27,529</u>
	Total Personal Accounts	<u>96,353</u>	<u>27,398</u>	<u>123,751</u>
	<u>Materials &amp; Services</u>			
7150	Printing	0	2,000	2,000
7500	Contractual Services	<u>12,000</u>	<u>8,000</u>	<u>20,000</u>
	Total Materials & Services	<u>12,000</u>	<u>10,000</u>	<u>22,000</u>
	<u>Transfers</u>			
	To General Fund	<u>48,842</u>	<u>12,764</u>	<u>61,606</u>
	Total Transfers	<u>48,842</u>	<u>12,764</u>	<u>61,606</u>
	Total Division	157,195	50,162	207,357

JS/srs  
 2691C/257-17  
 06/06/85

Fund: Intergovernmental Resource Center  
 Department: Intergovernmental Resource Center  
 Division/Program: Criminal Justice

Account Number	Description	Current Budget	Supplemental Budget	Revised Budget
	<u>Personal Services</u>			
	Criminal Justice Director	14,310	(11,901)	2,409
6560	Merit	572	(572)	0
6700	Fringe	4,465	(3,742)	723
	Total Personal Services	19,347	(16,215)	3,132
	<u>Materials &amp; Services</u>			
7500	Contractual Services	0	19,900	19,900
	All Other Accounts	675	0	675
	Total Materials & Services	675	19,900	20,575
	<u>Transfers</u>			
	To General Fund	9,406	(7,879)	1,527
	Total Transfers	9,406	(7,879)	1,527
	Total Division	29,428	(4,194)	25,234

Fund: General  
Department:  
Division/Program:

Account Number	Description	Current Budget	Supplemental Budget	Revised Budget
<u>Resources</u>				
4300	Beginning Fund Balance	75,000	192,395	267,395
5600	Interest	75,000	50,000	125,000
5820	Transfer from Zoo Operating	452,047	42,176	494,223
5830	Transfer from Solid Waste Operation	691,337	106,209	797,546
5850	Transfer from IRC	597,943	(27,986)	569,957
	All Other Accounts	634,258	0	634,258
	Total Resources	<u>2,525,585</u>	<u>362,794</u>	<u>2,888,379</u>

JS/srs  
2691C/257-19  
06/06/85

Fund: General  
Department: Council

Account Number	Description	Current Budget	Supplemental Budget	Revised Budget
	<u>Personal Services</u>			
6010	Council Secretary	16,099	486	16,585
6020	Council Assistant	32,490	1,056	33,546
6300	Temporary	0	250	250
6560	Merit	1,944	(1,056)	888
6700	Fringe	<u>15,160</u>	<u>152</u>	<u>15,312</u>
	Total Personal Services	65,693	888	66,581
	<u>Materials &amp; Services</u>			
7500	Contractual Services	3,000	(250)	2,750
	All Other Accounts	<u>55,120</u>	<u>0</u>	<u>55,120</u>
	Total Materials & Services	58,120	(250)	57,870
	Total Department	123,813	638	124,451

JS/srs  
2691C/257-20  
06/06/85

Fund: General  
Department: Executive Management

Account Number	Description	Current Budget	Supplemental Budget	Revised Budget
<u>Personal Services</u>				
6010	Executive Officer	49,327	493	49,820
6020	Deputy Executive Officer	22,277	223	22,500
6030	Administrative Assistant	22,090	221	22,311
6040	Executive Management Aide	16,008	160	16,168
6050	General Counsel	40,000	400	40,400
6060	Clerk of the Council	19,510	195	19,705
6500	Overtime	700	0	700
6560	Merit	6,757	68	6,825
6700	Fringe	52,711	527	53,238
	Total Personal Services	229,380	2,287	231,667
<u>Materials &amp; Services</u>				
	Total Materials & Services	33,845	0	33,845
	Total Department	263,225	2,287	265,512

JS/srs  
2691C/257-21  
06/06/85

Fund: General  
 Department: Finance and Administration  
 Division/Program: Budget and Administrative Services

Account Number	Description	Current Budget	Supplemental Budget	Revised Budget
<u>Personal Services</u>				
6020	Deputy Executive Officer	7,570	76	7,646
6030	Director, Budget & Admin. Services	37,918	1,492	39,410
	Management Analyst	30,954	(30,954)	0
6040	Analyst 3	0	23,954	23,954
6050	Personnel Analyst	20,092	1,210	21,302
6060	Print Operator	17,826	300	18,126
6070	Secretary	6,916	70	6,986
6080	Lead Word Processing Operator	17,888	515	18,403
6090	Word Processing Operator	15,103	611	15,714
6100	Maintenance Aide	6,432	0	6,432
6110	Administrative Assistant	18,585	1,330	19,915
6120	Support Services Supervisor	0	7,945	7,945
	Overtime	0	200	200
6300	Temporary	2,633	0	2,633
6500	Merit	7,095	(6,983)	112
6700	Fringe	56,139	234	56,373
	<u>Total Personal Services</u>	<u>245,151</u>	<u>0</u>	<u>245,151</u>
<u>Materials &amp; Services</u>				
7200	Utilities-Electricity	0	3,000	3,000
7210	Utilities-Water	0	100	100
7220	Utilities-Other	0	1,500	1,500
7310	Maintenance & Repairs-Building	0	1,450	1,450
7500	Contractual Services	5,600	27,150	32,750
7530	Insurance	16,500	1,000	17,500
7750	Lease - Building	286,228	86,664	372,892
	Taxes	0	27,400	27,400
	All Other Accounts	200,203	0	200,203
	<u>Total Materials &amp; Services</u>	<u>508,531</u>	<u>148,264</u>	<u>656,795</u>
<u>Capital Outlay</u>				
8600	Leasehold Improvements	0	85,000	85,000
	All Other Accounts	8,500	0	8,500
	<u>Total Capital Outlay</u>	<u>8,500</u>	<u>85,000</u>	<u>93,500</u>
	<u>Total Division</u>	<u>762,182</u>	<u>233,264</u>	<u>995,446</u>

Fund: General  
 Department: Finance & Administration  
 Division/Program: Accounting

Account Number	Description	Current Budget	Supplemental Budget	Revised Budget
<u>Personal Services</u>				
6020	Deputy Executive Officer	7,571	76	7,647
6030	Accounting Manager	36,629	2,216	38,845
6040	Senior Accountant	51,584	2,033	53,617
6050	Accounting Clerk 2	43,369	1,884	45,253
6060	Accounting Clerk 1	13,166	132	13,298
6070	Secretary	3,458	35	3,493
6300	Temporary	3,292	0	3,292
6560	Merit	6,363	(4,769)	1,594
6700	Fringe	48,932	147	49,079
	<b>Total Personal Services</b>	<b>214,364</b>	<b>1,754</b>	<b>216,118</b>
<u>Materials &amp; Services</u>				
	<b>Total Materials &amp; Services</b>	<b>37,488</b>	<b>0</b>	<b>37,488</b>
	<b>Total Division</b>	<b>251,852</b>	<b>1,754</b>	<b>253,606</b>

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 06/06/85



Fund: General  
 Department: Finance and Administration  
 Division/Program: Data Processing

Account Number	Description	Current Budget	Supplemental Budget	Revised Budget
<u>Personal Services</u>				
6020	Deputy Executive Officer	7,125	1,572	8,697
6030	Director of Data Services	12,380	876	13,256
6040	Operations Analyst	28,455	785	29,240
6050	Systems Analyst	14,196	6,142	20,338
6070	Secretary	3,458	35	3,493
6560	Merit	2,625	(2,625)	0
6700	Fringe	20,470	205	20,675
	<b>Total Personal Services</b>	<b>88,709</b>	<b>6,990</b>	<b>95,699</b>
<u>Materials &amp; Services</u>				
7100	Travel	1,000	(1,000)	0
7110	Meeting & Conferences	1,500	(1,500)	0
7330	Maintenance & Repairs	26,836	1,500	28,336
7410	Supplies	6,000	2,500	8,500
7130	Dues & Subscriptions	300	100	400
7500	Contractual Services	4,000	(4,000)	0
7700	Lease - Equipment	35,810	(3,500)	32,310
7900	Miscellaneous	2,000	(100)	1,900
	All Other Accounts	3,000	0	3,000
	<b>Total Materials &amp; Services</b>	<b>80,446</b>	<b>(6,000)</b>	<b>74,446</b>
<u>Capital Outlay</u>				
	<b>Total Capital Outlay</b>	<b>16,055</b>	<b>0</b>	<b>16,055</b>
	<b>Total Division</b>	<b>185,210</b>	<b>990</b>	<b>186,200</b>
	<b>Total Finance and Administration</b>	<b>1,199,244</b>	<b>236,008</b>	<b>1,435,252</b>

Fund: General  
 Department: Public Affairs

Account Number	Description	Current Budget	Supplemental Budget	Revised Budget
<u>Personal Services</u>				
6010	Public Affairs Director	39,823	(5,890)	33,933
6020	Analyst 3	27,920	221	28,141
6040	Graphics Coordinator	24,356	572	24,928
6050	Secretary	13,769	(1,637)	12,132
6060	Graphics Designer	17,142	389	17,531
6070	Public Information Specialist	10,237	1,748	11,985
6080	Receptionist	12,560	125	12,685
6090	Analyst 1	15,808	724	16,532
6300	Temporary	2,486	7,014	9,500
6500	Overtime	0	200	200
6560	Merit	2,781	(1,833)	948
6700	Fringe	49,568	495	50,063
	<b>Total Personal Services</b>	<b>216,450</b>	<b>2,128</b>	<b>218,578</b>
<u>Materials &amp; Services</u>				
7150	Printing	18,350	(3,000)	15,350
7410	Supplies - Office	350	500	850
7440	Supplies - Graphics	3,750	2,500	6,250
	All Other Accounts	18,500	0	18,500
	<b>Total Materials &amp; Services</b>	<b>40,950</b>	<b>0</b>	<b>40,950</b>
<u>Capital Outlay</u>				
	<b>Total Capital Outlay</b>	<b>1,750</b>	<b>0</b>	<b>1,750</b>
	<b>Total Department</b>	<b>259,150</b>	<b>2,128</b>	<b>261,278</b>

Fund: General  
Department: Transfers

Account Number	Description	Current Budget	Supplemental Budget	Revised Budget
	<u>Transfers and Contingency</u>			
9400	Transfer to IRC	587,219	8,406	595,625
9700	Contingency	<u>69,896</u>	<u>113,327</u>	<u>183,223</u>
	Total Transfers and Contingency	657,115	121,733	778,848
	Unappropriated Balance	23,038	0	23,038
	Total General Fund	2,525,585	362,794	2,888,379

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Description	Current Budget	Supplemental Budget	Revised Budget
Transportation Technical Assistance Fund All Accounts	130,000	0	130,000
Sewer Assistance Fund All Accounts	2,800,000	0	2,800,000
Solid Waste Capital Fund All Accounts	10,346,000	0	10,346,000
Solid Waste Debt Service Fund All Accounts	887,531	0	887,531
St. Johns Reserve Fund	563,700	0	563,700
St. Johns Final Improvement Fund	1,665,000	0	1,665,000

Fund: Criminal Justice Technical Assistance  
Department:

Account Number	Description	Current Budget	Supplemental Budget	Revised Budget
	<u>Resources</u>			
5100	Federal Grants	<u>23,000</u>	<u>9,000</u>	<u>32,000</u>
	Total Resources	23,000	9,000	32,000
	<u>Requirements</u>			
7510	Payments to Other Agencies	<u>23,000</u>	<u>9,000</u>	<u>32,000</u>
	Total Requirements	23,000	9,000	32,000

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06/06/85

## EXHIBIT B

APPROPRIATIONS SCHEDULEFY 1984-85

	<u>Current Appropriation</u>	<u>Amendment</u>	<u>Revised Appropriation</u>
<u>GENERAL FUND</u>			
Council			
Personal Services	65,693	888	66,581
Materials & Services	58,120	(250)	57,870
Capital Outlay	0	0	0
Subtotal	<u>123,813</u>	<u>638</u>	<u>124,451</u>
Executive Management			
Personal Services	229,380	2,287	231,667
Materials & Services	33,845	0	33,845
Capital Outlay	0	0	0
Subtotal	<u>263,225</u>	<u>2,287</u>	<u>265,512</u>
Public Affairs			
Personal Services	216,450	2,128	218,578
Materials & Services	40,950	0	40,950
Capital Outlay	1,750	0	1,750
Subtotal	<u>259,150</u>	<u>2,128</u>	<u>261,278</u>
Finance & Administration			
Personal Services	548,224	8,744	556,968
Materials & Services	626,465	142,264	768,729
Capital Outlay	24,555	85,000	109,555
Subtotal	<u>1,199,244</u>	<u>236,008</u>	<u>1,435,252</u>
General Expense			
Contingency	69,896	113,327	183,223
Transfers	587,219	8,406	595,625
Subtotal	<u>657,115</u>	<u>121,733</u>	<u>778,848</u>
Unappropriated Balance	<u>23,038</u>	<u>0</u>	<u>23,038</u>
Total General Fund Requirements	2,525,585	362,794	2,888,379
<u>INTERGOVERNMENTAL RESOURCE CENTER</u>			
Personal Services	865,658	(7,770)	857,888
Materials & Services	256,464	16,200	272,664
Capital Outlay	1,000	63,800	64,800
Transfers	597,943	(27,986)	569,957
Total IRC Fund Requirements	1,721,065	44,244	1,765,309

	<u>Current Appropriation</u>	<u>Amendment</u>	<u>Revised Appropriation</u>
<u>TRANSPORTATION TECHNICAL ASSISTANCE FUND</u>			
Materials & Services	<u>130,000</u>	<u>0</u>	<u>130,000</u>
Total Transportation Technical Assistance Fund Requirements	130,000	0	130,000
<u>CRIMINAL JUSTICE ASSISTANCE FUND</u>			
Materials & Services	<u>23,000</u>	<u>9,000</u>	<u>32,000</u>
Total Criminal Justice Assistance Fund Requirements	23,000	9,000	32,000
<u>SEWER ASSISTANCE FUND</u>			
Materials & Services	<u>2,800,000</u>	<u>0</u>	<u>2,800,000</u>
Total Sewer Assistance Fund Requirements	2,800,000	0	2,800,000
<u>ZOO OPERATING FUND</u>			
Personal Services	2,878,483	110,076	2,988,559
Materials & Services	1,618,634	76,000	1,694,634
Capital Outlay	305,648	10,583	316,231
Transfers	2,416,047	42,176	2,458,223
Contingency	239,335	(238,835)	500
Unappropriated Balance	<u>1,001,000</u>	<u>0</u>	<u>1,001,000</u>
Total Zoo Operating Fund Requirements	8,459,147	0	8,459,147
<u>ZOO CAPITAL FUND</u>			
Capital Projects	3,695,783	0	3,695,783
Unappropriated Balance	<u>3,227,700</u>	<u>0</u>	<u>3,227,700</u>
Total Zoo Capital Fund Requirements	6,923,483	0	6,923,483
<u>SOLID WASTE OPERATING FUND</u>			
Personal Services	794,867	0	794,867
Materials & Services	6,017,483	401,000	6,418,483
Capital Outlay	39,400	10,000	49,400
Transfers	2,350,667	106,209	2,456,876
Contingency	<u>643,263</u>	<u>382,791</u>	<u>1,026,054</u>
Total Solid Waste Operating Fund Requirements	9,845,680	900,000	10,745,680

	<u>Current Appropriation</u>	<u>Amendment</u>	<u>Revised Appropriation</u>
<u>SOLID WASTE CAPITAL FUND</u>			
Capital Projects	9,235,000	0	9,235,000
Transfers	<u>1,111,000</u>	<u>0</u>	<u>1,111,000</u>
Total Solid Waste Capital Fund	10,346,000	0	10,346,000
<u>SOLID WASTE DEBT SERVICE FUND</u>			
Materials & Services	<u>887,531</u>	<u>0</u>	<u>887,531</u>
Total Solid Waste Debt Service Fund Requirements	887,531	0	887,531
<u>ST. JOHNS RESERVE FUND</u>			
Unappropriated Balance	<u>563,700</u>	<u>0</u>	<u>563,700</u>
Total St. Johns Reserve Fund	563,700	0	563,700
<u>ST. JOHNS FINAL IMPROVEMENTS FUND</u>			
Capital Projects	1,119,700	0	1,119,700
Unappropriated Balance	<u>0</u>	<u>545,300</u>	<u>545,300</u>
Total St. Johns Final Improvements Fund Requirements	1,119,700	545,300	1,665,000

JS/srs  
2724C/257  
06/05/85



STAFF REPORT

Agenda Item No. 7.1

Meeting Dates Jan. 24, 1985  
March 14, 1985  
June 13, 1985

CONSIDERATION OF ORDINANCE NO. 85-186 FOR THE  
PURPOSE OF AMENDING THE FY 1984-85 BUDGET AND  
APPROPRIATIONS SCHEDULE

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Date: May 31, 1985

Presented by: Jennifer Sims

The attached ordinance and supporting detail comprise the proposed supplemental budget for FY 1984-85. Approval of the proposed ordinance would amend both the Budget and the Appropriations Schedule. This item was first scheduled for Council consideration on January 24, 1985. Pending results from current lease negotiations, additional changes were presented on March 14, 1985. At that time the Council approved the resolution forwarding the budget to the Tax Supervising and Conservation Commission (TSCC).

The TSCC held a public hearing on May 22, 1985, and certified the proposed supplemental budget amendments with one exception. As indicated in the attached letter dated May 28, 1985, the TSCC objected to the proposed recognition of the Solid Waste fund balance because that action does not meet any one of the five conditions specified in ORS 294.480.

Since that date, seven additional budget adjustments are needed as follows:

1. A new line item should be established in the Materials and Services category in the Budget and Administrative Services Division budget (General Fund) to reflect payment of taxes for the 2000 S. W. 1st Avenue building in the amount of \$27,400. This payment is a requirement of the lease agreement between Metro and the building owner.
2. The transfers to the General Fund from the Zoo Operating Fund and the Solid Waste Operating Fund should be increased by \$4,839 and \$11,946 respectively. These amounts reflect those funds' proportionate share of the tax payment indicated above. The funds are proposed to come from the contingency category in each budget.
3. The Data Processing Division budget (General Fund) needs to be adjusted by transferring \$6,000 from materials and services to personal services to reflect

higher than anticipated personnel charges in that division. As you recall, two staff people in Data Processing split their time between the IRC Fund and General Fund.

4. The Criminal Justice Technical Assistance Fund needs to be adjusted by \$9,000 to reflect higher than anticipated grant "pass through" activity.
5. The Council budget (General Fund) needs to be adjusted by transferring \$250 from the contractual services line item in the materials and services category to the personal services category. The funds are to be used to provide temporary employment for the existing high school aide until June 30, 1985. Metro has provided work experience for special education students on a volunteer basis for the past two years. The current student has graduated and is looking for employment.
6. The Zoo Operating Fund needs to be adjusted by transferring \$38,656 from contingency to the temporary line item in the personal services category in the Visitor Services Division budget. These funds are needed to cover projected expenditures resulting from increased attendance at the Zoo.
7. Final costs are now available for the proposed IRC computer purchase. The original estimate was \$60,000. The final figure is \$63,800. The additional amount (\$3,800) shown in the revised figures will be covered with funds on hand from past Transportation Department data sales.

A description, rationale and dollar impact for all of the proposed budget adjustments for each fund follow.

Zoo Operating Fund

- |   |           |
|---|-----------|
| 1. Personal Services costs are increased to reflect the cost of living adjustment (COLA) awarded to both union and non-union employees retroactive to July 1, 1984 (\$71,420) and to reflect increased costs in Visitor Services Division (\$38,656). | \$110,076 |
| 2. Materials and Services expenses are increased in the Buildings & Grounds Division.   | \$76,000  |
| Increased utilities due to rate increases and new exhibits.   | \$42,000  |
| Unplanned vehicle, building and railroad repairs.   | \$17,500  |

Additional supplies due to higher attendance and new employees.	\$5,500
Extra Contractual Services to support increased attendance.	\$10,000
Training & Tuition and payments to other agencies.	\$1,000
3. Capital Outlay costs are increased to buy new furniture for the Director.	\$2,347
Purchase of an elephant ear cart was budgeted last fiscal year but not paid until this fiscal year.	\$8,236
4. Transfer to General Fund is increased to pay for the Zoo's proportionate share of the COLA for General Fund employees (+\$2,454), the increased rent costs (\$14,227) and construction costs and taxes on the 1st Avenue building (\$25,495). These change have been allocated on the basis of the existing cost allocation plan.	\$42,176
5. The Contingency is reduced to cover the cost increases. These changes reduce the Contingency to \$500.	(\$238,835)

#### Zoo Capital Fund

Amend project amounts to reflect actual and projected progress. Alaskan Tundra expenses are up by \$877,593 due to the default and the Bear Grotto will have less work than planned. Additional work is anticipated on the Elephant Museum this year. 0

#### Solid Waste

1. Recognize unanticipated disposal fees, user fees, transfer charges and convenience charges due to increased waste flow.	\$900,000
2. Contractual Services costs are expected to exceed the budget due to higher waste flow. Metro's costs are pegged to the waste flow.	\$401,000
3. Purchase of a microcomputer with accessories and software are requested. Details of the need, justification and interface with other organizational data processing needs were presented to the Council Management Committee on February 21.	\$10,000

4. The transfer to the General Fund is increased to pay for Solid Waste's proportionate share of the COLA for General Fund employees (+\$3,620), increased rent costs (\$39,645) and taxes and construction costs at the 1st Avenue building (\$62,944). These changes have been allocated on the basis of the existing cost allocation plan. \$106,209
5. The balance of funds have been placed in Contingency. \$382,791

St. Johns Improvement Fund

The Appropriations Schedule is amended to reflect an Unappropriated Balance which was originally budgeted but not shown on this schedule. \$545,300

Intergovernmental Resource Center

1. Resources are increased to recognize actual grant awards and match amounts. The additional General Fund transfer is for required match for a computer purchase (+\$3,000) plus match and direct costs for the COLA (+\$3,448). \$44,144
2. Personal Services costs have been adjusted to reflect a reorganization of tasks among divisions and two reclasses. Expenses for the Criminal Justice Director are transferred to Contractual Services in accordance with the work program. This results in a net decrease in Personal Services in this fund. (\$7,700)
3. Purchase of a computer is planned this year for a total cost of \$63,800. Except for \$3,000 match, costs will be covered by grants and match contributed by Tri-Met. \$63,800
4. The transfer to the General Fund is reduced for two reasons. First, monies which were to be transferred and reserved for a future purchase will instead be spent from the IRC fund. Second the net reduction in Personal Services also reduces overhead. Overhead calculations are based on the provisional rate set in July 1984. (\$27,986)

General Fund

1. Resources are increased to recognize the beginning fund balance and additional projected interest income. Transfers from the Zoo and Solid Waste Operating Funds are increased to cover unanticipated COLA and \$362,794

rent, taxes and construction costs plus costs associated with the planned office relocation. The transfers are based on the cost allocation plan.

2. Personal Services costs are increased for the 2 percent COLA awarded effective January 1, 1985. Also, a new position of Support Services Supervisor is proposed to handle the planned office relocation and new building management responsibilities. Costs for this can be covered with existing appropriations. \$13,554
  
3. The proposed budget includes a 2 percent COLA effective January 1, 1985, for the Executive Officer. ORS 268.180(4) provides that the Executive Officer's compensation shall be set by the Council upon the recommendation of a salary commission to be appointed by the Council. It shall not be less than that of a District Court Judge. It is recommended that the Council approve the increase without appointing a commission as the size and nature of the change do not warrant such an effort. \$493
  
4. The Materials and Services costs are increased primarily due to three changes which affect the Finance and Administration Department. First is the \$27,400 for property taxes discussed above. Second, the current office space lease provides for a rent increase based on the CPI over the last five years. This was not included in the Adopted Budget. When combined with higher operating costs which are passed through to Metro, we have a total increase of \$86,664 this fiscal year. Third, start up costs related to the new office space account for the remaining (net \$27,950). \$142,014
  
5. The transfer to IRC is increased for computer purchase match and COLA costs. \$8,406
  
6. The Contingency is increased using the higher beginning fund balance. \$113,327

All Other Funds

There are no changes in any other funds.

EXECUTIVE OFFICER'S RECOMMENDATION

The Executive Officer recommends approval of Ordinance No. 85-186.

# TAX SUPERVISING & CONSERVATION COMMISSION

Multnomah County, Oregon

1510 Portland Building

Portland, Oregon 97204-1950

1120 S.W. Fifth Avenue

503/248-3054

May 28, 1985

Board of Directors  
Metropolitan Service District  
527 S.W. Hall  
Portland, Oregon 97201

Dear Council Members:

The Tax Supervising and Conservation Commission has reviewed, given careful consideration to and on May 22, 1985 met to discuss and conduct a public hearing on a Supplemental Budget for 1984-85. The budget is hereby certified with the objections and recommendations as noted and is based on the following estimates.

General Fund	\$	346,009
(revised 1984-85 budget \$2,871,594)		
Intergovernmental Resource Center Fund	\$	44,144
(revised 1984-85 budget \$1,765,209)		
Solid Waste Operating Fund	\$	900,000
(revised 1984-85 budget \$10,745,680)		

An objection is filed with regard to the proposed \$737,876 fund balance increase in the Solid Waste Fund because the proposed action does not meet any one of the five conditions specified in ORS 294.480 for which supplemental budgets may be made.

The other actions included in this submittal for adjustments to the Zoo Operating Fund, Zoo Capital Fund and St. Johns Improvement Fund do not require certification and may be accomplished as directed by Board resolution.

Board of Directors  
Metropolitan Service District

May 28, 1985  
Page 2

We recommend that beginning with 1985-86 all activities related to operation and maintenance of building space be accounted for in an Enterprise Fund.

Please file a copy of the resolution adopting this supplemental action.

Yours very truly,

TAX SUPERVISING & CONSERVATION COMMISSION

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Thomas K. Hatfield, Chair

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Cynthia L. Barrett, Commissioner

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Oliver I. Norville, Commissioner

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Chet McRobert, Jr., Commissioner

GJG:pj

3/14/85

STAFF REPORT

Agenda Item No. \_\_\_\_\_

Meeting Date \_\_\_\_\_

CONSIDERATION OF AMENDMENTS TO PROPOSED ORDINANCE  
NO. 85-186 AMENDING THE FY 1984-85 BUDGET AND  
APPROPRIATIONS SCHEDULE

Date: March 4, 1985

Presented by: Jennifer Sims

FACTUAL BACKGROUND AND ANALYSIS

Ordinance No. 85-186 amending the FY 1984-85 Budget and Appropriations Schedule was introduced at the Council's January 24 meeting. At that time it was indicated that additional changes would be needed pending results of negotiations for the lease of office space. Those negotiations are complete and a lease has been approved by the Council. Metro's obligations under the lease and preparations for occupancy will cost an estimated \$116,700 in the current fiscal year. The components of this cost are detailed in Attachment A. Funding for these costs will be covered in three ways. First, these costs will be included in an internal lease rate as a basis for charging the Zoo and Solid Waste funds for their proportionate shares. Increased transfers from these funds are proposed to be made on an as needed basis. Second, improvements for subleased space will be recovered in rents over a period of years. Third, the General Fund will pay for the proportionate share allocated to dues funded programs in the IRC, for grant programs which will be spent out, and disallowed costs.

The following assumptions have been made in preparing these figures:

1. The building is delivered to Metro on May 1. The Lessor may deliver sooner, but Metro can select any date no later than May 1. Responsibility for operating costs begins on delivery.
2. The building will not be occupied before July 1, 1985.
3. Operating costs will be at a minimum, primarily for construction work.
4. 5,000 square feet will be subleased and Metro will pay about \$15,000 in broker commissions.



5. An inspection of the HVAC and mechanical systems, and the roof are performed at Metro's expense prior to acceptance of the building.
6. A total of \$120,000 in improvements will be installed prior to occupancy. Two-thirds of those changes will be done in FY 1984-85.
7. Metro will provide a modest (\$1.00/square foot) improvement package to prospective tenants which will be recovered in rents paid. \$5,000 will be spent this fiscal year for the one anticipated sublease.

EXECUTIVE OFFICER'S RECOMMENDATION

The Executive Officer recommends that Ordinance No. 85-186 as introduced be revised to incorporate the changes set forth in Attachments B and C to budget for costs associated with relocating the Metro offices. In addition, the Executive Officer recommends that the Council adopt Resolution No. 85-539 forwarding the budget to the Tax Supervising and Conservation Commission (TSCC) for public hearing and review.

JS/srs  
2907C/405-3  
03/06/85

2/14/85

STAFF REPORT

CONSIDERATION OF ORDINANCE NO. 85-186 FOR THE  
PURPOSE OF AMENDING THE FY 1984-85 BUDGET AND  
APPROPRIATIONS SCHEDULE AND RESOLUTION NO. 85-539  
TRANSMITTING THE AMENDMENTS TO THE TSCC

Date: January 14, 1985

Presented by: Jennifer Sims

FACTUAL BACKGROUND AND ANALYSIS

The attached ordinance and supporting detail comprise the proposed mid-year supplemental budget for FY 1984-85. Approval of the proposed ordinance would amend both the Budget and the Appropriations Schedule. This item is first scheduled for Council consideration on January 24, 1985. Pending results from current lease negotiations, additional changes may be presented in conjunction with a proposed lease on February 14, 1985. At that time the Council will be requested to approve the resolution forwarding the budget to the Tax Supervising and Conservation Commission (TSCC). The TSCC will then hold a public hearing on the budget. It will be returned with comments for Council adoption in March. A description, rationale and dollar impact for the proposed revisions for each fund follow.

Zoo Operating Fund

- 1. Personal Services costs are increased to reflect the cost of living adjustment (COLA) awarded to both union and non-union employees retroactive to July 1, 1984. \$71,420
- 2. Materials and Services costs are increased to pay for Voter Pamphlet information regarding the levy. There are some increased travel costs due to additional involvement in AAZPA, but these are partially funded by AAZPA. They result in no net increase due to under expenditures in other areas. \$1,500
- Increased utilities due to rate increases and new exhibits. \$42,000
- Unplanned vehicle, building and railroad repairs. \$17,500
- Additional supplies due to higher attendance and new employees. \$5,500

- |  |            |
|--|------------|
| Extra Contractual Services to support increased attendance.  | \$10,000   |
| 3. Capital Outlay costs are increased to buy new furniture for the Director.   | \$2,347    |
| Purchase of an elephant ear cart was budgeted last fiscal year but not paid until this fiscal year.  | \$8,236    |
| 4. Transfer to General Fund is increased to pay for the Zoo's proportionate share of the COLA for General Fund employees (+\$2,454) and the increased rent costs. These charges have been allocated on the basis of the existing cost allocation plan. | \$16,681   |
| 5. The Contingency is reduced to cover the cost increases. The remaining Contingency represents slightly less than 1 percent of the appropriations and is adequate for the rest of the fiscal year.  | (\$66,726) |

Zoo Capital Fund

Amend project amounts to reflect actual and projected progress. Alaskan Tundra expenses are up by \$877,593 due to the default and the Bear Grotto will have less work than planned. Additional work is anticipated on the Elephant Museum this year. 0

Solid Waste

- |  |           |
|--|-----------|
| 1. Recognize additional beginning fund balance.  | \$787,876 |
| Recognize unanticipated disposal fees, user fees, transfer charges and convenience charges due to increased waste flow.  | \$900,000 |
| 2. Contractual Services costs are expected to exceed the budget due to higher waste flow. Metro's costs are pegged to the waste flow.  | \$401,000 |
| 3. Purchase of a microcomputer with accessories and software are requested. Details of the need, justification and interface with other organizational data processing needs will be presented to the Council Management Committee on February 21. | \$10,000  |
| 4. The transfer to the General Fund is increased to pay for Solid Waste's proportionate share of the COLA for General Fund employees (+\$3,620) and  | \$43,265  |

increased rent costs. These changes have been allocated on the basis of the existing cost allocation plan.

5. The balance of funds have been placed in Contingency.

#### St. Johns Improvement Fund

The Appropriations Schedule is amended to reflect an Unappropriated Balance which was originally budgeted but not shown on this schedule. \$545,300

#### Intergovernmental Resource Center

1. Resources are increased to recognize actual grant awards and match amounts. The additional General Fund transfer is for required match for a computer purchase (+\$3,000) plus match and direct costs for the COLA (+\$3,448). \$44,144
2. Personal Services costs have been adjusted to reflect a reorganization of tasks among divisions and two reclasses. Expenses for the Criminal Justice Director are transferred to Contractual Services in accordance with the work program. This results in a net decrease in Personal Services in this fund. (\$7,770)
3. Purchase of a computer is planned this year for a total cost of \$60,000. Except for \$3,000 match, costs will be covered by grants and match contributed by Tri-Met. \$60,000
4. The transfer to the General Fund is reduced for two reasons. First, monies which were to be transferred and reserved for a future purchase will instead be spent from the IRC fund. Second the net reduction in Personal Services also reduces overhead. Overhead calculations are based on the provisional rate set in July 1984. (\$27,986)

#### General Fund

1. Resources are increased to recognize the beginning fund balance and additional projected interest income. Transfers from the Zoo and Solid Waste Operating Funds are increased to cover unanticipated COLA and rent costs. The transfers are based on the existing cost allocation plan. \$274,355

2. Personal Services costs are increased for the 2 percent COLA awarded effective January 1, 1985. Also, a new position of Support Services Supervisor is proposed to handle the planned office relocation and new building management responsibilities. Costs for this can be covered with existing appropriations. This item is on the Council Management Committee agenda for January 17, 1985. \$7,304
  
3. The proposed budget includes a 2 percent COLA effective January 1, 1985, for the Executive Officer. ORS 268.180(4) provides that the Executive Officer's compensation shall be set by the Council upon the recommendation of a salary commission to be appointed by the Council. It shall not be less than that of a District Court Judge. It is recommended that the Council approve the increase without appointing a commission as the size and nature of the change do not warrant such an effort. \$493
  
4. Two key changes in Materials and Services are proposed. First, the current office space lease provides for a rent increase based on the CPI over the last five years. This was not included in the Adopted Budget. When combined with higher operating costs which are passed through to Metro, we have a total increase of \$86,664 this fiscal year. Second, as of this writing, negotiations are still in progress for a new office lease. The only known cost is for an inspection of which \$2,500 is our share. \$88,684

A full schedule of relocation costs and action dates will be presented to the Council with a proposed lease. Except for the \$2,500 inspection cost and Support Services Supervisor position, there are no other expenses associated with a move in this proposal. There are some other minor adjustments between line items in Materials and Services which have no net impact on the department or division budgets.

5. The transfer to IRC is increased for computer purchase match and COLA costs. \$8,406
  
6. The Contingency is increased using the higher beginning fund balance. \$169,448

All Other Funds

There are no changes in any other funds.

EXECUTIVE OFFICER'S RECOMMENDATION

The Executive Officer recommends that the Council consider the proposed budget and appropriation changes and put this on the February 14, 1985, Council agenda for further amendment, if necessary.

JS/srs  
2719C/257-4  
01/17/85

Metro Council Meeting  
 Meeting of January 24, 1985  
 Page 5

7. ORDINANCES

7.1 Consideration of Ordinance No. 85-185, for the Purpose of Setting Zoo Admission Fees and Amending Code Section 4.02.060 and Declaring an Emergency (Second Reading)

The Clerk read the Ordinance by title only.

Motion: The motion to adopt the Ordinance was made by Councilors Kirkpatrick and Waker on January 10, 1985.

There was no public testimony on the Ordinance.

Vote: A vote on the motion resulted in:

Ayes: Councilors Cooper, DeJardin, Gardner, Hansen, Kirkpatrick, Kafoury, Kelley, Myers, Van Bergen, Waker and Bonner

Absent: Councilor Oleson

The motion carried and the Ordinance was adopted.

Kay Rich invited Councilors to visit the newly renovated elephant viewing room at the Zoo. He explained the slanted floor had already resulted in fewer foot problems for the elephants because improved water drainage kept the elephants' feet drier.

7.2 Consideration of Ordinance No. 85-186, for the Purpose of Amending the FY 1984-85 Budget and Appropriations Schedule (First Reading)

The Clerk read the Ordinance by title only.

Motion: Councilor Kirkpatrick moved to adopt the Ordinance and Councilor Kafoury seconded the motion.

Don Carlson explained because of the size and nature of the budget adjustments, the Ordinance adoption process would require a hearing before and the approval of the Tax Supervising & Conservation Commission (TSCC). Therefore, he said, at the next reading of Ordinance on February 14, the Council would also be asked to adopt a resolution transmitting the budget to the TSCC. After TSCC approval, the Ordinance would be brought before the Council a third time for final adoption, he said. He also explained the Council was being called into session as the Budget Committee to consider this matter and requested the Presiding Officer continue the meeting of the Budget Committee to February 14 in order to simplify the public notice process.

Metro Council Meeting  
 Meeting of January 24, 1985  
 Page 6

Councilor Kafoury asked if new computer equipment being requested as a part of the budget amendment could be easily transferred to new office headquarters. Mr. Carlson said the equipment could be easily and inexpensively transferred.

Councilor Cooper asked why \$2,300 was being requested for the Zoo director's furniture. Mr. Carlson explained the former Zoo director owned his own furniture and took it with him when he moved. Councilor Cooper then asked staff to describe an elephant ear cart. Mr. Carlson said this cart would provide for the preparation and vending of a food concession called elephant ears.

Councilor Hansen asked if the recently adopted ordinance for Zoo admission increases would be calculated into the budget amendment figures. Mr. Carlson responded it would not.

There was no public testimony regarding this Ordinance. Presiding Officer Bonner said the session of the Budget Committee would be continued on February 14, 1985.

## 8. RESOLUTIONS

### 8.1 Consideration of Resolution No. 84-523, for the Purpose of Granting a Commercial Rate Increase to the Killingsworth Fast Disposal Landfill

Motion: Councilor Hansen moved to adopt the Resolution and Councilor Kirkpatrick seconded the motion.

Ed Stuhr reviewed the history of the rate increase request, explaining the Council had first reconsidered the matter on December 13, 1984, had denied the increase and requested more information from staff regarding the effects of an increase of diverting waste to the St. Johns Landfill, more thorough financial data and a lower rate increase request. On January 10, 1985, at the request of Councilor Hansen, staff presented information about waste diversion and the Council then voted to reconsider the Resolution on January 24.

Mr. Stuhr said the report prepared by staff contained newly submitted data from Killingsworth Fast Disposal Landfill (KFD) requesting a rate increase of 35¢ per yard or approximately 18 percent. The revised staff report also included updated financial information, as requested by the Council, and the proposed effective date of the Resolution would be March 1, 1985. Mr. Stuhr said the Council was being asked to consider this resolution as well as policy issues of whether prior years' gains or losses should be considered when granting future increases and what would constitute an appropriate rate of return for this type of activity.



Metro Council  
 February 14, 1985  
 Page 2

for final consideration. The Council will be requested to confirm a candidate on March 14, he reported.

## 6. CONSENT AGENDA

Motion: Councilor Kelley moved the Consent Agenda be approved and Councilor Van Bergen seconded the motion.

Vote: A vote on the motion resulted in:

Ayes: Councilors Cooper, DeJardin, Gardner, Kelley, Van Bergen, Waker and Bonner

Absent: Councilors Hansen, Kirkpatrick, Kafoury, Myers and Oleson

The motion carried and the following items were approved:

6.1 Minutes of the Meetings of January 10 and 24, 1985;

6.2 Contract with Sketchley Services, Inc., to Provide the Zoo with Uniforms and Laundry Services.

## 7. ORDINANCES

### 7.1 Consideration of Ordinance No. 85-186, for the Purpose of Amending the FY 1984-85 Budget and Appropriations Schedule (Continued First Reading)

Jennifer Sims requested the Budget Committee not consider this item until March 14, 1985, because budget adjustments brought about by the Council approving the new building lease were not included in the budget figures presented at this meeting.

Councilor Waker asked if the recent admissions rate increase granted by the Council was considered in the Zoo's revised revenue budget. Ms. Sims said it was not.

Presiding Officer Bonner announced the Budget Committee hearing would be continued to March 14, 1985.

## 8. RESOLUTIONS

### 8.1 Consideration of Resolution No. 85-539, for the Purpose of Transmitting the FY 1984-85 Budget Amendments to the TSCC

The Presiding Officer said this Resolution was related to Ordinance No. 85-186 and, like the Ordinance, would not be considered until March 14, 1985.

Metro Council  
March 14, 1985  
Page 4

7. ORDINANCES

7.1 Consideration of Ordinance No. 85-186, for the Purpose of Amending the FY 1984-85 Budget and Appropriations Schedule (Continued First Reading)

Jennifer Sims explained the budget now before the Council had been amended since its first presentation in January to allow for additional expenses that would be incurred when Metro relocated its offices to the First Avenue Building. She reported the following factors had been assumed in developing the amended budget: 1) the First Avenue Building would be delivered to Metro on May 1, 1985; 2) Metro would not occupy the new building before July 1, 1985; 3) Metro would sublease approximately 5,000 square feet, possibly as much as 8,800 square feet of office space, to other tenants; 4) Metro would assume the cost of having the building's heating and cooling system inspected; and 5) \$120,000 would be budgeted for building improvements, two-thirds of which would be expended this fiscal year and the remaining sum to be expended during FY 1985-86.

Ms. Sims reported the budget estimate for a space planning consultant was estimated low, based on responses to requests for proposals recently received. She proposed to cover this additional expense by transferring, by administrative action, money previously budgeted for cost of elections. There would be no election expenses this fiscal year, she said.

In response to Councilor Kirkpatrick's question, Ms. Sims explained additional costs associated with the office move would be transferred from the Zoo and Solid Waste Operating Funds, grant funds as an allowed cost of additional overhead, and a transfer from the General Fund balance forward. She reported \$390,000 had originally been budgeted for FY 1985-86 carry forward. This figure would be reduced by \$40,000 as a result of the office move.

There being no further discussion, the Presiding Officer announced a second reading of the Ordinance would take place after the adjusted budget was returned from the Tax Supervision and Conservation Commission (TSCC), probably on April 25, 1985.

Motion: Councilor Kirkpatrick moved to amend the main motion to adopt the Ordinance to include budget revisions associated with Metro's relocation to the First Avenue Building. Councilor Kelley seconded the motion.

Metro Council  
 March 14, 1985  
 Page 5

Vote: A vote on the motion resulted in:

Ayes: Councilors DeJardin, Gardner, Hansen, Kirkpatrick,  
 Kelley, Myers, Van Bergen, Waker and Bonner

Absent: Councilors Cooper, Kafoury and Oleson

The motion carried and the main motion to adopt the ordinance, made at the meeting of January 24, 1985, was amended.

## 8. RESOLUTIONS

### 8.1 Consideration of Resolution No. 85-539, for the Purpose of Transmitting the FY 1984-85 Budget Amendments to the TSCC

Ms. Sims explained adoption of this Resolution was necessary to transmit the amended budget, discussed under agenda item 7.1, to the Tax Supervision and Conservation Commission (TSCC) as required by law.

Motion: Councilor Kirkpatrick moved to adopt the Resolution and Councilor Hansen seconded the motion.

Vote: A vote on the motion resulted in:

Ayes: Councilors DeJardin, Gardner, Hansen, Kirkpatrick,  
 Kelley, Myers, Van Bergen, Waker and Bonner

Absent: Councilors Cooper, Kafoury and Oleson

The motion carried and the Resolution was adopted.

### 8.2 Consideration of Resolution No. 85-545, for the Purpose of Adopting a Council Position on Proposed Legislation Modifying State Landfill Siting Authority

Phillip Fell reported at the meeting of February 28, the Council discussed the provisions of Legislative Counsel Draft 1353 regarding proposed processes for siting landfills. The Council had also requested staff prepare two resolutions regarding landfill siting process for consideration, one stated in general terms to respond to any state landfill legislation (Resolution No. 85-545) and another addressing a specific process (Resolution No. 85-554). Resolution No. 85-554 was prepared after the February 28 meeting and mailed to Councilors separate from the March 14 agenda packet. At the President's request, Mr. Fell then discussed the provisions of LC 1353.

Vote: A vote on the motion resulted in:

Ayes: Councilors DeJardin, Gardtner, Kirkpatrick, Kelley,  
Van Bergen and Waker

Absent: Councilors Cooper, Hansen, Kafoury, Oleson and Bonner

Abstain: Councilor Myers

The motion carried.

6. CONSENT AGENDA

Motion: Councilor Kirkpatrick moved to approve the Consent Agenda and Councilor Kelley seconded the motion.

Vote: A vote on the motion resulted in:

Ayes: Councilors DeJardin, Gardner, Kirkpatrick, Kelley,  
Myers, Van Bergen and Waker

Absent: Councilors Cooper, Hansen, Kafoury, Oleson and Bonner

The following items were approved or adopted:

6.1 Minutes of the Meeting of May 9, 1985

6.2 Resolution No. 85-573, Amending the Classification and Pay Plans for the Metropolitan Service District (for the Positions of Personnel Officer, Data Processing Manager and Information Systems Analyst)

7. ORDINANCES

7.1 Consideration of Ordinance No. 85-186, for the Purpose of Amending the FY 1984-85 Budget and Appropriations Schedule (Second Reading and Public Hearing)

The Clerk read the ordinance by title only.

Jennifer Sims reported the proposed amended budget was heard by the Tax Supervising & Conservation Commission (TSCC) on May 22 and a letter from the TSCC certifying the budget was included in the agenda materials. In response to the TSCC's request, funds were removed from the Solid Waste contingency fund and placed in the Solid Waste beginning fund balance for FY 1985-86. Ms. Sims also reviewed changes proposed by staff since the revised budget was first brought before the Council for consideration. These changes were itemized in the staff report materials.

Councilor Kirkpatrick asked why the Management Committee had just approved a Transportation Department computer purchase not to exceed \$44,770 and the amount listed for that line item was shown as \$63,800. Because Ms. Sims could not answer the question without consulting with staff who were not present, Vice Presiding Officer excused her from the Council Chamber to secure the needed information.

The Vice Presiding Officer opening the public hearing. There being no comment, he closed the public hearing.

Councilor Gardner asked if anticipated revenues received as a result of increasing the number of Zoo visitor services workers would exceed expenses. The Vice Presiding Officer said budget figures showed revenues would exceed expenses.

The Vice Presiding Officer called a recess at 6:50 p.m. He reconvened the meeting at 7:00 p.m. Ms. Sims was still unable to secure the information Councilor Kirkpatrick had requested so the Vice Presiding Officer announced that Ordinance No. 85-186 would be considered at the end of Agenda Item No. 9.1. (Note: For recording purposes, the Clerk has noted further discussion on this item in the Paragraphs below.)

Ms. Sims distributed a report to the Council entitled "Computer Purchase Account Codes." In response to Councilor Kirkpatrick's question, she explained the computer purchase contract in the amount of \$44,770 had recently been approved by the Council Management Committee. In addition to that expense, \$9,990 was budget for accompanying software, license and adaption. \$9,040 was also budgeted for auxiliary graphic equipment and a printer. The total of these items would account for the \$63,800, she reported.

Councilor Kirkpatrick expressed concern that when the staff report for the \$44,700 MASSCOMP computer purchase was presented to the Management Committee, staff did not outline the full scope of related costs. She requested that in the future, the Council be informed of total costs of large projects such as this. Vice Presiding Officer Waker recalled that he had received information from staff outlining total computer costs.

Motion: Councilor Kelley moved that Ordinance No. 85-186 be adopted as amended as proposed by the TSCC and staff. Councilor Kirkpatrick seconded the motion.

Vote: A vote on the motion resulted in:

Ayes: Councilors DeJardin, Gardner, Kirkpatrick, Kelley, Myers, Van Bergen and Waker

*absent: Cooper, Hansen, Kafoury, Olson & Sanner  
motion carried & ord. adopted.*

June 17, 1985

Ms. Juanita Orr  
County Clerk  
Clackamas County Courthouse  
8th and Main  
Oregon City, Oregon 97045

Dear Ms. Orr:

Enclosed is a true copy of the following ordinance adopted by the Council of the Metropolitan Service District on June 13, 1985:

Ordinance No. 85-186, for the Purpose of  
Amending Ordinance No. 84-172 and Amending  
Appropriations and Adopting a Supplemental  
Budget

Please file this ordinance in the Metro ordinance files maintained by your county.

Sincerely,

A. Marie Nelson  
Clerk of the Council

Enclosures

June 17, 1985

Mr. Don Stilwell  
County Administrator  
Washington County  
150 North First Avenue  
Hillsboro, Oregon 97123

Dear Mr. Stilwell:

Enclosed are true copies of the following ordinance adopted by the Council of the Metropolitan Service District on June 13, 1985:

Ordinance No. 85-186, for the Purpose of  
Amending Ordinance No. 84-172 Amending  
Appropriations and Adopting a Supplemental  
Budget

Please file this ordinance in the Metro ordinance file maintained by your county.

Sincerely,



Marie Nelson  
Clerk of the Council

Enclosures

June 17, 1985

Ms. Jane McGarvin  
Clerk of the Board  
Multnomah County  
1021 S.W. 4th Avenue  
Portland, Oregon 97204

Dear Jane:

Enclosed is a true copy of the following ordinance adopted by the Council of the Metropolitan Service District on June 13, 1985:

Ordinance No. 85-186, for the Purpose of  
Amending Ordinance No. 85-172 and Amending  
Appropriations and Adopting the Supplemental  
Budget

Please file this ordinance in the Metro ordinance file maintained by your county.

Sincerely,

A. Marie Nelson  
Clerk of the Council

Enclosures