

BEFORE THE METRO COUNCIL

AN ORDINANCE AMENDING THE FY 1999-00)	ORDINANCE NO. 00-861
BUDGET AND APPROPRIATIONS)	
SCHEDULE FOR THE PURPOSE OF)	
ADOPTING A SUPPLEMENTAL BUDGET FOR)	Introduced by Mike Burton,
THE ZOO OPERATING FUND FOR THE)	Executive Officer
FISCAL YEAR BEGINNING JULY 1, 1999 AND)	
ENDING JUNE 30, 2000; AND DECLARING)	
AN EMERGENCY)	

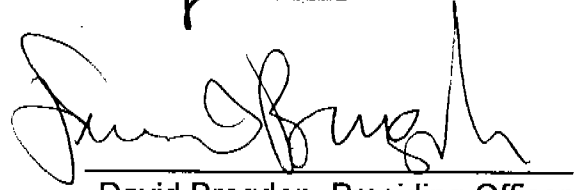
WHEREAS, Conditions exist which had not been ascertained at the time of the preparation of the FY 1999-00 budget and a change in financial planning is required; and

WHEREAS, The Council has reviewed and concurs with the need for the supplemental budget; now, therefore

THE METRO COUNCIL ORDAINS AS FOLLOWS:

1. That the FY 1999-00 Budget and Schedule of Appropriations are hereby amended as shown in the column entitled "Revision" of Exhibits A and B to this Ordinance.
2. This Ordinance being necessary for the immediate preservation of the public health, safety or welfare of the Metro area in order to meet obligations and comply with Oregon Budget Law, an emergency is declared to exist, and this Ordinance takes effect upon passage.

ADOPTED by the Metro Council this 11th day of May, 2000.



David Bragdon, Presiding Officer

ATTEST:



Recording Secretary

Approved as to Form:



Daniel B. Cooper, General Counsel

Exhibit A
 FY 1999-00 Supplemental Budget
 Ordinance No. 00-861

Zoo Operating Fund

ACCT	DESCRIPTION	FY 1999-00 Current Budget		FY 1999-00 Revision		FY 1999-00 Amended Budget	
		FTE	Amount	FTE	Amount	FTE	Amount
Resources							
<i>Resources</i>							
BEGBAL	Beginning Fund Balance		\$9,307,570		\$586,120		\$9,893,690
RPTAX	Real Property Taxes						
4010	Real Property Taxes-Current Yr		6,858,636		0		6,858,636
4015	Real Property Taxes-Prior Yrs		218,893		0		218,893
4018	Payment in Lieu of R Prop Tax		0		0		0
4019	Interest & Penalty-R Prop Tax		0		0		0
GRANTS	Grants						
4100	Federal Grants - Direct		80,000		0		80,000
4105	Federal Grants - Indirect		0		0		0
4120	Local Grants - Direct		0		40,000		40,000
CHGSVC	Charges for Service						
4500	Admission Fees		3,237,037		422,634		3,659,671
4510	Rentals		130,233		18,883		149,116
4550	Food Service Revenue		3,409,302		348,000		3,757,302
4560	Retail Sales		1,071,767		161,861		1,233,628
4610	Contract Revenue		46,512		0		46,512
4620	Parking Fees		0		0		0
4630	Tuition and Lectures		542,326		0		542,326
4635	Exhibit Shows		13,953		0		13,953
4640	Railroad Rides		502,326		72,837		575,163
4650	Miscellaneous Charges for Svc		0		0		0
INTRST	Interest Earnings						
4700	Interest on Investments		511,916		0		511,916
DONAT	Contributions from Private Sources						
4750	Donations and Bequests		684,100		0		684,100
MISCRV	Miscellaneous Revenue						
4170	Fines and Forfeits		2,000		0		2,000
4810	Sale of Fixed Assets		500		0		500
4890	Miscellaneous Revenue		32,558		0		32,558
EQTREV	Fund Equity Transfers						
4970	Transfer of Resources						
	* from General Fund		0		0		0
TOTAL RESOURCES			\$26,649,629		\$1,650,335		\$28,299,964

Exhibit A
 FY 1999-00 Supplemental Budget
 Ordinance No. 00-861

Zoo Operating Fund

ACCT	DESCRIPTION	FY 1999-00 Current Budget		FY 1999-00 Revision		FY 1999-00 Amended Budget	
		FTE	Amount	FTE	Amount	FTE	Amount
Expenditures							
<i>Personal Services</i>							
<i>SALWGE Salaries & Wages</i>							
5010	Reg Employees-Full Time-Exempt						
	Director II	1.00	99,997	0.00	0	1.00	99,997
	Events Coordinator	2.00	86,541	0.00	0	2.00	86,541
	Food Service Coordinator	3.00	121,082	0.00	0	3.00	121,082
	Manager I	3.00	203,609	0.00	0	3.00	203,609
	Management Technician	1.00	38,704	0.00	0	1.00	38,704
	Program Analyst II	1.00	43,973	0.00	0	1.00	43,973
	Program Analyst III	1.00	59,030	0.00	0	1.00	59,030
	Program Director I	1.00	76,802	0.00	0	1.00	76,802
	Program Director II	1.00	88,837	0.00	0	1.00	88,837
	Program Supervisor I	3.00	137,682	0.00	0	3.00	137,682
	Program Supervisor II	3.00	175,833	0.00	0	3.00	175,833
	Research Coordinator II	1.00	43,243	0.00	0	1.00	43,243
	Research Coordinator III	1.00	48,779	0.00	0	1.00	48,779
	Service Supervisor I	7.00	253,395	0.00	0	7.00	253,395
	Service Supervisor II	2.00	101,986	0.00	0	2.00	101,986
	Service Supervisor III	2.00	102,627	0.00	0	2.00	102,627
	Veterinarian II	1.00	57,721	0.00	0	1.00	57,721
	Veterinarian I	1.00	44,446	0.00	0	1.00	44,446
	Administrative Assistant	1.00	36,712	0.00	0	1.00	36,712
	Asst. Pub. Affairs Specialist	1.00	36,733	0.00	0	1.00	36,733
	Catering Coordinator	2.00	83,481	0.00	0	2.00	83,481
	Food Service/Retail Specialist	0.00	0	0.00	0	0.00	0
	Graphics/Exhibit Designer	1.00	40,643	0.00	0	1.00	40,643
	Program Coordinator	2.00	72,851	0.00	0	2.00	72,851
	Restaurant Manager	1.00	33,715	0.00	0	1.00	33,715
	Retail Assistant Manager	1.00	40,466	0.00	0	1.00	40,466
	Senior Public Affairs Specialist	1.00	51,688	0.00	0	1.00	51,688
5015	Reg Empl-Full Time-Non-Exempt						
	Administrative Assistant III	2.00	66,826	0.00	0	2.00	66,826
	Administrative Secretary	3.00	97,224	0.00	0	3.00	97,224
	Animal Keeper	28.00	968,310	0.00	0	28.00	968,310
	Custodian	7.00	235,780	0.00	0	7.00	235,780
	Gardener 1	7.00	245,831	0.00	0	7.00	245,831
	Maintenance Electrician	1.00	52,274	0.00	0	1.00	52,274
	Maintenance Lead	1.00	45,336	0.00	0	1.00	45,336
	Maintenance Technician	1.00	43,366	0.00	0	1.00	43,366
	Maintenance Worker 1	2.00	68,833	0.00	0	2.00	68,833
	Maintenance Worker 2	9.00	337,150	0.00	0	9.00	337,150
	Master Mechanic	1.00	45,336	0.00	0	1.00	45,336
	Nutrition Technician	1.00	36,449	0.00	0	1.00	36,449
	Office Assistant	1.00	20,109	0.00	0	1.00	20,109
	Program Assistant 1	1.75	46,078	0.00	0	1.75	46,078
	Program Assistant 2	3.00	89,667	0.00	0	3.00	89,667
	Program Assistant 2-Graphics	0.00	0	0.00	0	0.00	0
	Receptionist	1.00	21,826	0.00	0	1.00	21,826
	Secretary	1.00	23,769	0.00	0	1.00	23,769
	Security Officer 1	5.00	117,679	0.00	0	5.00	117,679
	Senior Animal Keeper	7.00	269,671	0.00	0	7.00	269,671

Exhibit A
 FY 1999-00 Supplemental Budget
 Ordinance No. 00-861

Zoo Operating Fund

ACCT	DESCRIPTION	FY 1999-00 Current Budget		FY 1999-00 Revision		FY 1999-00 Amended Budget	
		FTE	Amount	FTE	Amount	FTE	Amount
Expenditures							
	Senior Gardener	1.00	41,836	0.00	0	1.00	41,836
	Typist/Receptionist-Lead	1.00	27,646	0.00	0	1.00	27,646
	Veterinary Technician	1.00	36,449	0.00	0	1.00	36,449
	Warehouse Specialist	1.00	29,145	0.00	0	1.00	29,145
5020	Reg Employees-Part Time-Exempt						
	Research Coordinator I	0.00	0	0.00	0	0.00	0
	Veterinarian I	0.00	0	0.00	0	0.00	0
	Graphics/Exhibit Designer	1.00	40,644	0.00	0	1.00	40,644
5025	Reg Empl-Part Time-Non-Exempt						
	Administrative Secretary	1.60	53,490	0.00	0	1.60	53,490
	Animal Hospital Attendant	1.00	26,519	0.00	0	1.00	26,519
	Animal Keeper-PT	1.50	54,674	0.00	0	1.50	54,674
	Catering Specialist	1.50	37,453	0.00	0	1.50	37,453
	Clerk/Bookkeeper	1.60	44,938	0.00	0	1.60	44,938
	Custodian	0.00	0	0.00	0	0.00	0
	Educational Service Aide 2	0.00	0	0.00	0	0.00	0
	Gardener 1 - PT	0.50	17,533	0.00	0	0.50	17,533
	Maintenance Worker 1-PT	0.65	22,371	0.00	0	0.65	22,371
	Maintenance Worker 2-PT	2.10	80,031	0.00	0	2.10	80,031
	Office Assistant	0.50	9,537	0.00	0	0.50	9,537
	Program Assistant 1	1.40	38,767	0.00	0	1.40	38,767
	Program Assistant 2	0.50	15,364	0.00	0	0.50	15,364
	Secretary	0.75	17,386	0.00	0	0.75	17,386
	Security Officer 1-reg	0.00	0	0.00	0	0.00	0
	Typist/Receptionist Reg.(Part Time)	0.85	22,395	0.00	0	0.85	22,395
	Video/Photography Technician	0.50	17,482	0.00	0	0.50	17,482
	Visitor Service Worker 3-reg	4.15	88,942	0.00	0	4.15	88,942
5030	Temporary Employees		595,603		208,000		803,603
5040	Seasonal Employees		869,106		440,144		1,309,250
5080	Overtime		206,159		23,000		229,159
<i>FRINGE</i>	<i>Fringe Benefits</i>						
5100	Fringe Benefits		2,276,711		0		2,276,711
Total Personal Services		151.85	\$9,682,271	0.00	\$671,144	151.85	\$10,353,415

Materials & Services

GOODS Goods

5201	Office Supplies		97,840		0		97,840
5205	Operating Supplies		935,632		82,875		1,018,507
5210	Subscriptions and Dues		30,328		0		30,328
5214	Fuels and Lubricants		30,000		0		30,000
5215	Maintenance & Repairs Supplies		207,480		43,500		250,980
5220	Food		879,600		125,160		1,004,760
5225	Retail		648,000		75,000		723,000

SVCS Services

5240	Contracted Professional Svcs		828,220		163,656		991,876
5250	Contracted Property Services		0		0		0
5251	Utility Services		1,043,315		0		1,043,315
5255	Cleaning Services		21,700		0		21,700
5260	Maintenance & Repair Services		299,620		300,000		599,620
5265	Rentals		118,480		16,000		134,480
5280	Other Purchased Services		485,994		150,000		635,994

Exhibit A
 FY 1999-00 Supplemental Budget
 Ordinance No. 00-861

Zoo Operating Fund

ACCT	DESCRIPTION	FY 1999-00 Current Budget		FY 1999-00 Revision		FY 1999-00 Amended Budget	
		FTE	Amount	FTE	Amount	FTE	Amount
Expenditures							
5290	Operations Contracts		0		0		0
<i>IGEXP</i>	<i>Intergov't Expenditures</i>						
5300	Payments to Other Agencies		20,305				20,305
5305	Election Expenses		0		0		0
<i>OTHEXP</i>	<i>Other Expenditures</i>						
5450	Travel		53,720		0		53,720
5455	Training and Conference Fees		21,475		0		21,475
5490	Miscellaneous Expenditures		68,520		23,000		91,520
Total Materials & Services			\$5,790,229		\$979,191		\$6,769,420
Capital Outlay							
<i>CAPNON</i>	<i>Capital Outlay (Non-CIP Projects)</i>						
5710	Improve-Oth thn Bldg (non-CIP)		0		0		0
5720	Buildings & Related (non-CIP)		344,300		0		344,300
5730	Exhibits and Related (non-CIP)		40,000		0		40,000
5740	Equipment & Vehicles (non-CIP)		153,000		0		153,000
5750	Office Furn & Equip (non-CIP)		18,500		0		18,500
5760	Railroad Eq & Facil (non-CIP)		52,000		0		52,000
<i>CAPCIP</i>	<i>Capital Outlay (CIP Projects)</i>						
5715	Improve-Oth thn Bldg (CIP)		0		0		0
5725	Buildings & Related (CIP)		0		0		0
5735	Exhibits and Related (CIP)		0		0		0
5745	Equipment & Vehicles (CIP)		0		0		0
5765	Railroad Equip & Facil (CIP)		0		0		0
Total Capital Outlay			\$607,800		\$0		\$607,800
Interfund Transfers							
<i>INTCHG</i>	<i>Internal Service Transfers</i>						
5800	Transfer for Indirect Costs						
	* to Support Services		1,295,754		0		1,295,754
	* to Risk Mgmt-Liability		124,432		0		124,432
	* to Risk Mgmt-Worker Comp		34,651		0		34,651
<i>EQTCHG</i>	<i>Fund Equity Transfers</i>						
5810	Transfer of Resources						
	* to Wash. Park Parking Lot Fund		0		0		0
	* to General Revnue Bond Fund		432,058		0		432,058
	* to Zoo Capital Fund		0		0		0
Total Interfund Transfers			\$1,886,895		\$0		\$1,886,895
Contingency and Ending Balance							
<i>CONT</i>	<i>Contingency</i>						
5999	Contingency		921,257		0		921,257
<i>UNAPP</i>	<i>Unappropriated Fund Balance</i>						
5990	Unappropriated Fund Balance		7,761,177		0		7,761,177
Total Contingency and Ending Balance			\$8,682,434		\$0		\$8,682,434
TOTAL REQUIREMENTS		151.85	\$26,649,629	0.00	\$1,650,335	151.85	\$28,299,964

Exhibit B
Schedule of Appropriations
FY 1999-00 Supplemental Budget
Ordinance No. 00-861

	Current Appropriations	Revision	Amended Appropriations
ZOO OPERATING FUND			
Operating Expenses (PS & M&S)	\$15,472,500	\$1,650,335	\$17,122,835
Capital Outlay	607,800	0	607,800
Transfers	1,886,895	0	1,886,895
Contingency	921,257	0	921,257
Unappropriated Balance	7,761,177	0	7,761,177
Total Fund Requirements	\$26,649,629	\$1,650,335	\$28,299,964

All Other Appropriations Remain as Previously Adopted

STAFF REPORT

CONSIDERATION OF ORDINANCE 00-861 AMENDING THE FY 1999-00 BUDGET AND APPROPRIATIONS SCHEDULE FOR THE PURPOSE OF ADOPTING A SUPPLEMENTAL BUDGET FOR THE ZOO OPERATING FUND FOR THE FISCAL YEAR BEGINNING JULY 1, 1999 AND ENDING JUNE 30, 2000; AND DECLARING AN EMERGENCY.

Date: April 11, 2000

Presented by: Kathy Kiaunis

FACTUAL BACKGROUND AND ANALYSIS

Oregon Local Budget Law (ORS 294.480) provides for the preparation and adoption of supplemental budgets. Amending the current year's budget by changing appropriations is allowed when there is an occurrence or condition which was not known at the time the budget was prepared and which requires a change in financial planning.

In the Zoo Operating Fund three circumstances have occurred that meet this criteria. First, as a result of the audit for FY 1998-99 the beginning fund balance for this fund is \$586,120 greater than the amount budgeted. Second, increased attendance at the Oregon Zoo has resulted in higher than anticipated revenues of \$1,024,215. Also, the Zoo has also received a grant of \$40,000 from Intel Corporation for a science station project. The total new resources are \$1,650,335.

Because the amount of this supplemental budget does not exceed 10% of total expenditures in the fund, a public hearing held by the Tax Supervising and Conservation Committee (TSCC) is not required. It is required however, that a special notice be published and a public hearing be held by the Council on the date that the supplemental budget is adopted.

This additional revenue is needed to cover increased expenditures as outlined below:

Zoo Administration

- \$23,000 in proceeds from a long standing endowment by the Kreft Endowment Fund were transferred to the Oregon Zoo Foundation for management.
- Extended family leave by an employee has resulted in the need for an additional \$38,000 in temporary help.

Animal Management

- A grant of \$150,000 was carried forward in fund balance to cover the costs related to bringing Chendra, an elephant, from Malaysia. The timing of Chendra's arrival was unknown at the time the budget was adopted and therefore, these cost were not included in the budget.
- Family leave and vacancies have occurred that required an increase of \$48,000 in temporary help.

Education Services

- Increases in the number of on-grounds overnight camps and services provided to campers results in an increase cost of \$25,547. This cost is offset by increase camp registration revenues.
- A grant of \$40,000 was received from Intel for establishing ZooScope science stations. An increase in appropriations is needed to expend these grant revenues.

Facilities Management

- Increased attendance, family leave, light duty and the number of projects result in and increase in both temporary help and overtime. The total increase in cost is \$145,000.
- Increase in the number of non-CIP projects requires additional funding of \$300,000.

Marketing

- Increase in the number of Summer Concerts offered resulted in additional costs of \$78,656.
- Additional advertising costs for the following:
 - ✓ Extra koala and television ads -- \$52,000
 - ✓ Extra Spring and Steller Cove Ads -- \$33,000

Visitor Services

- Additional expenditures of \$200,160 for food and retail supplies due to increases in sales
- Unanticipated equipment and supply needs of \$76,828
- Increase attendance along with staffing needs for new facilities require and increase in temporary labor of \$440,144

FISCAL IMPACT

The total increase to Personal Services is \$671,144 and the total increase to Materials and Services is \$979,191. The total supplemental budget is \$1,650,335.

EXECUTIVE OFFICER RECOMMENDATION

The Executive Officer recommends adoption of Ordinance 00-861, for the purposes of adopting a supplemental budget for the FY 1999-00.

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