

BEFORE THE METRO COUNCIL

FOR THE PURPOSE OF AMENDING THE FY) ORDINANCE NO. 06-1126
2006-07 BUDGET AND APPROPRIATIONS) Introduced by Mike Jordan, Chief Operating
SCHEDULE PROVIDE FUNDING FOR METRO'S) Officer, with the concurrence of Council
DIVERSITY PLAN AND DECLARING AN) President Bragdon
EMERGENCY)

WHEREAS, the Metro Council has reviewed and considered the need to increase appropriations within the FY 2006-07 Budget; and

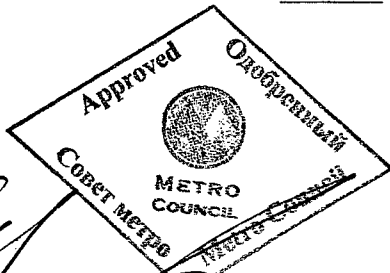
WHEREAS, the need for the increase of appropriation has been justified; and

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

THE METRO COUNCIL ORDAINS AS FOLLOWS:

- 1. That the FY 2006-07 Budget and Schedule of Appropriations are hereby amended as shown in the column entitled "Revision" of Exhibits A and B to this Ordinance for the purpose of amending the General Fund.
- 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 7th day of September 2006.



[Signature]

David Bragdon, Council President

Attest:

[Signature]

Christina Billington, Recording Secretary

Approved as to Form:

[Signature]

Daniel B. Cooper, Metro Attorney

Exhibit A
Ordinance No. 06-1126

ACCT	DESCRIPTION	Current		Revision		Amended	
		FTE	Amount	FTE	Amount	FTE	Amount
General Fund							
Council Office							
Total Personal Services		20.00	\$1,589,895	0.00	\$0	20.00	\$1,589,895
<i>Materials & Services</i>							
<i>GOODS Goods</i>							
	5201 Office Supplies		45,000		0		45,000
	5205 Operating Supplies		7,500		0		7,500
	5210 Subscriptions and Dues		4,000		0		4,000
<i>SVCS Services</i>							
	5240 Contracted Professional Svcs		29,500		17,500		47,000
	5251 Utility Services		2,500		0		2,500
	5260 Maintenance & Repair Services		1,200		0		1,200
	5265 Rentals		1,000		0		1,000
	5280 Other Purchased Services		9,000		0		9,000
<i>OTHEXP Other Expenditures</i>							
	5450 Travel		8,000		0		8,000
	5455 Staff Development		8,000		0		8,000
	5470 Council Costs		19,500		0		19,500
	5490 Miscellaneous Expenditures		31,000		0		31,000
Total Materials & Services			\$166,200		\$17,500		\$183,700
TOTAL REQUIREMENTS		20.00	\$1,756,095	0.00	\$17,500	20.00	\$1,773,595

Exhibit A
Ordinance No. 06-1126

ACCT	DESCRIPTION	Current		Revision		Amended	
		FTE	Amount	FTE	Amount	FTE	Amount
General Fund							
Non-Departmental							
Total Personal Services		4.00	\$454,058	0.00	\$0	4.00	\$454,058
<i>Materials & Services</i>							
<i>GOODS Goods</i>							
	5201 Office Supplies		20,780		0		20,780
	5205 Operating Supplies		4,370		0		4,370
	5210 Subscriptions and Dues		32,500		0		32,500
	5215 Maintenance & Repairs Supplies		7,500		0		7,500
<i>SVCS Services</i>							
	5240 Contracted Professional Svcs		413,450		0		413,450
	5246 Sponsorships		35,000		(5,000)		30,000
	5251 Utility Services		1,000		0		1,000
	5280 Other Purchased Services		186,640		0		186,640
	5290 Operations Contracts		250		0		250
<i>IGEXP Intergov't Expenditures</i>							
	5300 Payments to Other Agencies		11,320,046		0		11,320,046
	5305 Election Expenses		300,000		0		300,000
<i>OTHEXP Other Expenditures</i>							
	5445 Grants		1,175,000		0		1,175,000
	5450 Travel		6,000		0		6,000
	5455 Staff Development		2,000		0		2,000
	5490 Miscellaneous Expenditures		50,000		0		50,000
Total Materials & Services			\$13,554,536		(\$5,000)		\$13,549,536
<i>Debt Service</i>							
<i>REVBND Revenue Bond Payments</i>							
	5635 Revenue Bond Payments-Interest		1,198,898		0		1,198,898
Total Debt Service			\$1,198,898		\$0		\$1,198,898
TOTAL REQUIREMENTS		4.00	\$15,207,492	0.00	(\$5,000)	4.00	\$15,202,492

Exhibit A
Ordinance No. 06-1126

ACCT	DESCRIPTION	Current Budget		Revision		Amended Budget	
		FTE	Amount	FTE	Amount	FTE	Amount
General Fund							
General Expenses							
Total Interfund Transfers			\$7,823,692		\$0		\$7,823,692
<i><u>Contingency & Unappropriated Balance</u></i>							
<i>CONT</i>	<i>Contingency</i>						
5999	Contingency						
	* General Contingency		1,796,785		(12,500)		1,784,285
	* General Reserve		5,848,983		0		5,848,983
	* Tourism Opportunity & Comp. Account		43,307		0		43,307
<i>UNAPP</i>	<i>Unappropriated Fund Balance</i>						
5990	Unappropriated Fund Balance						
	* Recovery Rate Stabilization reserve		1,982,748		0		1,982,748
	* Computer Replacement Reserve (Planning)		90,000		0		90,000
	* Tibbets Flower Account		278		0		278
	* Reserve for Future Debt Service		1,862,371		0		1,862,371
Total Contingency & Unappropriated Balance			\$11,624,472		(\$12,500)		\$11,611,972
TOTAL REQUIREMENTS		402.33	\$102,053,553	0.00	\$0	402.33	\$102,053,553

Exhibit B
Ordinance No. 06-1126
FY 2006-07 SCHEDULE OF APPROPRIATIONS

GENERAL FUND	<u>Current</u>	<u>Revision</u>	<u>Amended</u>
	<u>Appropriation</u>	<u>Revision</u>	<u>Appropriation</u>
Council Office			
Operating Expenses (PS & M&S)	1,756,095	17,500	1,773,595
Subtotal	<u>1,756,095</u>	<u>17,500</u>	<u>1,773,595</u>
Finance & Administrative Services			
Operating Expenses (PS & M&S)	7,352,501	0	7,352,501
Capital Outlay	5,000	0	5,000
Subtotal	<u>7,357,501</u>	<u>0</u>	<u>7,357,501</u>
Human Resources			
Operating Expenses (PS & M&S)	1,527,312	0	1,527,312
Subtotal	<u>1,527,312</u>	<u>0</u>	<u>1,527,312</u>
Metro Auditor			
Operating Expenses (PS & M&S)	342,280	0	342,280
Subtotal	<u>342,280</u>	<u>0</u>	<u>342,280</u>
Office of Metro Attorney			
Operating Expenses (PS & M&S)	1,448,414	0	1,448,414
Subtotal	<u>1,448,414</u>	<u>0</u>	<u>1,448,414</u>
Oregon Zoo			
Operating Expenses (PS & M&S)	22,508,631	0	22,508,631
Capital Outlay	200,000	0	200,000
Subtotal	<u>22,708,631</u>	<u>0</u>	<u>22,708,631</u>
Planning			
Operating Expenses (PS & M&S)	23,852,076	0	23,852,076
Subtotal	<u>23,852,076</u>	<u>0</u>	<u>23,852,076</u>
Public Affairs & Government Relations			
Operating Expenses (PS & M&S)	1,390,721	0	1,390,721
Subtotal	<u>1,390,721</u>	<u>0</u>	<u>1,390,721</u>
Regional Parks & Greenspaces			
Operating Expenses (PS & M&S)	6,914,866	0	6,914,866
Capital Outlay	100,000	0	100,000
Subtotal	<u>7,014,866</u>	<u>0</u>	<u>7,014,866</u>

Exhibit B
Ordinance No. 06-1126
FY 2006-07 SCHEDULE OF APPROPRIATIONS

	<u>Current Appropriation</u>	<u>Revision</u>	<u>Amended Appropriation</u>
Non-Departmental			
Operating Expenses (PS & M&S)	14,008,594	(5,000)	14,003,594
Debt Service	1,198,898	0	1,198,898
Subtotal	15,207,492	(5,000)	15,202,492
General Expenses			
Interfund Transfers	7,823,692	0	7,823,692
Contingency	7,689,075	(12,500)	7,676,575
Subtotal	15,512,767	(12,500)	15,500,267
Unappropriated Balance	3,935,397	0	3,935,397
Total Fund Requirements	\$102,053,553	\$0	\$102,053,553

All Other Appropriations Remain as Previously Adopted

STAFF REPORT

IN CONSIDERATION OF ORDINANCE_NO. [06-1126](#), FOR THE PURPOSE OF AMENDING THE FY 2006-07 BUDGET AND APPROPRIATIONS SCHEDULE TO PROVIDE FUNDING FOR METRO'S DIVERSITY PLAN AND DECLARING AN EMERGENCY

Date: August 17, 2006

Prepared by: Karol Ford

BACKGROUND

In 2005, Metro Council developed a strategic plan and critical success factors for the agency, including Workforce Excellence and "providing leadership in the community through our diversity practices." In response to this objective, Michael Jordan, Chief Operating Officer (COO), convened the Diversity Action Team, comprised of Councilor Susan McLain, liaison to Metro Council, Mike Hogle, Solid Waste & Recycling Director, liaison to senior management, and employee representatives from Contracts and Procurement, Public Affairs and Government Relations, and Human Resources. The Diversity Action Team has developed a Metro Diversity Plan as a written statement of Metro's commitment to diversity, including measurable objectives within each of the core areas of contract and procurement, membership on citizen advisory committees, and recruitment and retention of employees. The Program Budget for the Diversity Action Team was presented in the Metro Council Work session December 6, a copy of which is attached as Exhibit A to this staff report. Subsequent to that work session the Diversity Program Budget was inadvertently left out of the Proposed Budget. This budget amendment is being requested in order to provide necessary funding to achieve the Metro Diversity Plan objectives.

First year efforts for this program will be to sponsor the Partners in Diversity program, and provide a small amount for activities/events to further diversity efforts. The Office of the COO provides program management.

ANALYSIS/INFORMATION

1. **Known Opposition:** There is no known opposition to this resolution.
2. **Legal Antecedents:** This program ensures Metro compliance with local, state and federal regulations concerning diversity including Title VI and VII of the Civil Rights Act of 1964, as well as related contracts & purchasing laws and regulations, including Oregon Revised Statutes, Federal Regulations, and Metro Code 2.04.100 – 2.04.190.
3. **Anticipated Effects:** Adoption of the Diversity Action Team Budget will provide much needed funding to support initiatives proposed in the Metro Diversity Action Plan.
4. **Budget Impacts:** The budget amendment request is for the amount of \$17,500. \$5,000 will be used to renew the Partners in Diversity annual sponsorship fee; the remaining \$12,500 will be used to implement Diversity Plan objectives. The proposed funding for this amendment will be a \$12,500 transfer from the General Fund contingency and a \$5,000 reduction to non-departmental sponsorship funding. Proposed funding in future years for this program will be Central Services Cost Allocation. In year three of this program, funding will need to increase to provide for a part-time employee to manage diversity goals and objectives identified by the Diversity Action Team.

RECOMMENDED ACTION

The Chief Operating Officer recommends approval of Ordinance # [06-1126](#).

Exhibit A to Ordinance No. 06-1126 Staff Report

Metro

FY 2006/2007 Program Budget

**Workforce Excellence
Diversity Action Team**

Program Manager: Mike Jordan, COO

Program Status: New

Description of Program

Metro’s diversity efforts are most evident in three areas: Contracts and Purchasing, membership on citizen advisory committees, Recruitment and Retention. This program ensures Metro’s success in identifying and achieving diversity initiatives in each of these areas. Primary stakeholders include the Metro Council, outside businesses, Metro advisory committee members, department directors, managers and line employees.

Regulatory/Statutory Requirements

This program ensures Metro compliance with local, state and federal regulations concerning diversity including Title VI and VII of the Civil Rights Act of 1964, as well as related contracts & purchasing laws and regulations, including Oregon Revised Statutes, Federal Regulations, and Metro Code 2.04.100 – 2.04.190.

Relationship to Goal/Critical Success Factor

This program supports Metro Council’s Critical Success Factor of Workforce Excellence by developing goals and objectives that align with Council’s stated objective of “providing leadership in the community through our diversity practices.”

In addition, this program provides ancillary support to the Critical Success Factor of Communications and Leadership Excellence by enhancing diversity on Metro advisory committees in order to reflect the ethnicity and income distribution of the community we serve.

**Changes from
FY 2005/06 Current Service Levels**

This is a new program. These initiatives were previously administered in three departments, including FAS Contracts

and Purchasing, Human Resources, and Public Affairs and Government Relations.

Interrelationship to Other Programs

Contracts and Purchasing
Human Resources
Public Affairs and Government Relations

Issues & Challenges

Collaboratively develop and implement sustainable diversity initiatives.

**Performance Measures or
Indicators of Success**

Perf Measure #1: Agency-wide diversity plan developed.

<u>05/06</u>	<u>06/07</u>	<u>07/08</u>	<u>08/09</u>	<u>09/10</u>	<u>10/11</u>
N/A	100%				

Perf Measure #2: Diversity goals established for Metro Citizen Committees.

<u>05/06</u>	<u>06/07</u>	<u>07/08</u>	<u>08/09</u>	<u>09/10</u>	<u>10/11</u>
N/A	TBD	TBD	TBD	TBD	TBD

Perf Measure #3: Diversity of applicant pools increased for recruitments where underutilization is found.

<u>05/06</u>	<u>06/07</u>	<u>07/08</u>	<u>08/09</u>	<u>09/10</u>	<u>10/11</u>
N/A	3%	5%	7%	10%	10%

Perf Measure #4: M/W/ESB utilization increased on Metro Projects. Percentage represents utilization achieved based on the total contract dollars solicited through the competitive bidding process.

<u>05/06</u>	<u>06/07</u>	<u>07/08</u>	<u>08/09</u>	<u>09/10</u>	<u>10/11</u>
N/A	5%	7%	10%	15%	15%

Metro
 FY 2006/2007 Program Budget

Budget and Projections	<i>Adopted</i>	<i>Proposed</i>	<i>Projected</i>	<i>Projected</i>	<i>Projected</i>	<i>Projected</i>
	<u>05/06</u>	<u>06/07</u>	<u>07/08</u>	<u>08/09</u>	<u>09/10</u>	<u>10/11</u>
PROGRAM RESOURCES						
Enterprise Revenue						
Grants & Donations						
Governmental Sources						
Other resources (specify)						
TOTAL PROGRAM RESOURCES	\$0	\$0	\$0	\$0	\$0	\$0
PROGRAM OUTLAYS						
Costs	\$0	\$17,500	\$17,500	\$75,000	\$77,000	\$78,000
Capital						
Department Administration & Overhead						
Direct Service Transfers						
Central Administration & Overhead						
TOTAL PROGRAM OUTLAYS	\$0	\$17,500	\$17,500	\$75,000	\$77,000	\$78,000
NET PROGRAM REVENUE / (COST) <i>(program resources minus outlays)</i>						
<i>less: NON-PROGRAMMATIC RESOURCES</i>						
Excise Tax						
Property tax						
Central Services Cost Allocation	\$0	\$17,500	\$17,500	\$75,000	\$77,000	\$78,000
Department Current Revenue						
Reserves						
Other (specify)						
<i>equals: Additional Resources / (Resources Needed)</i>	\$0	(\$17,500)	(\$17,500)	(\$75,000)	(\$77,000)	(\$78,000)