

BEFORE THE METRO COUNCIL

AN ORDINANCE AMENDING THE FY2000-01)
BUDGET AND APPROPRIATIONS SCHEDULE)
FOR THE PURPOSE OF ADOPTING A)
SUPPLEMENTAL BUDGET FOR THE ZOO)
OPERATING FUND FOR THE FISCAL YEAR)
BEGINNING JULY 1, 2000 AND ENDING JUNE 30,)
2001; AND DECLARING AND EMERGENCY)

ORDINANCE NO. 01-899

Introduced by Mike Burton
Executive Officer

WHEREAS, Conditions exist which had not been ascertained at the time of the preparation of the FY 2000-01 budget and a change in financial planning is required; and

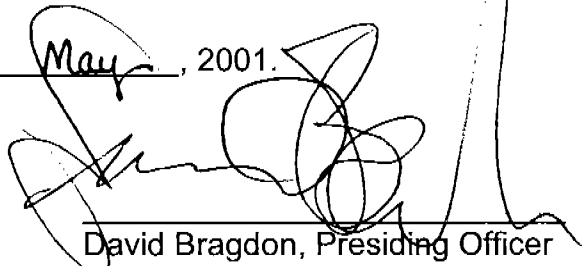
WHEREAS, The Council has reviewed and concurs with the need for the supplemental budget; now, therefore

THE METRO COUNCIL ORDAINS AS FOLLOWS:

1. That the FY 2000-01 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 24th day of May, 2001.




David Bragdon, Presiding Officer

ATTEST:


Rooney Barber
Recording Secretary

Approved as to Form:


Daniel B. Cooper, General Counsel

Exhibit A
Ordinance No. 01-899

ACCT	DESCRIPTION	Current Budget		Revision		Amended Budget	
		FTE	Amount	FTE	Amount	FTE	Amount
Zoo Operating Fund							
<i>Personal Services</i>							
<i>SALWGE Salaries & Wages</i>							
5010	Reg Employees-Full Time-Exempt						
	Director II	1.00	105,810	-	0	1.00	105,810
	Events Coordinator	1.00	44,782	-	0	1.00	44,782
	Exhibits Coordinator	1.00	44,581	-	0	1.00	44,581
	Manager I	3.00	220,544	-	0	3.00	220,544
	Manager II	1.00	68,969	-	0	1.00	68,969
	Management Technician	1.00	42,351	-	0	1.00	42,351
	Program Analyst I	1.00	37,970	-	0	1.00	37,970
	Program Analyst II	1.00	41,191	-	0	1.00	41,191
	Program Analyst III	1.00	60,029	-	0	1.00	60,029
	Program Director I	1.00	83,576	-	0	1.00	83,576
	Program Director II	1.00	94,869	-	0	1.00	94,869
	Program Supervisor I	3.00	154,327	-	0	3.00	154,327
	Program Supervisor II	3.00	176,457	-	0	3.00	176,457
	Research Coordinator II	1.00	47,008	-	0	1.00	47,008
	Research Coordinator III	1.00	52,083	-	0	1.00	52,083
	Service Supervisor I	6.00	229,769	-	0	6.00	229,769
	Service Supervisor II	8.00	351,540	-	0	8.00	351,540
	Service Supervisor III	2.00	81,848	-	0	2.00	81,848
	Service Supervisor IV	1.00	60,029	-	0	1.00	60,029
	Veterinarian II	1.00	63,428	-	0	1.00	63,428
	Veterinarian I	1.00	46,883	-	0	1.00	46,883
	Administrative Assistant	1.00	38,376	-	0	1.00	38,376
	Assoc. Pub. Affairs Specialist	1.00	39,374	-	0	1.00	39,374
	Associate Program Supervisor	1.00	36,140	-	0	1.00	36,140
	Graphics/Exhibit Designer	1.00	42,370	-	0	1.00	42,370
	Program Coordinator	2.00	79,832	-	0	2.00	79,832
	Senior Public Affairs Specialist	2.00	100,193	-	0	2.00	100,193
5015	Reg Empl-Full Time-Non-Exempt						
	Administrative Assistant III	2.00	68,821	-	0	2.00	68,821
	Administrative Secretary	4.00	123,614	-	0	4.00	123,614
	Animal Keeper	28.00	1,062,803	-	0	28.00	1,062,803
	Custodian	8.00	283,844	-	0	8.00	283,844
	Gardener 1	6.00	218,680	-	0	6.00	218,680
	Gardener 2	1.00	38,314	-	0	1.00	38,314
	Maintenance Electrician	1.00	56,618	-	0	1.00	56,618
	Maintenance Lead	1.00	50,045	-	0	1.00	50,045
	Maintenance Technician	1.00	47,882	-	0	1.00	47,882
	Maintenance Worker 1	2.00	71,427	-	0	2.00	71,427
	Maintenance Worker 2	12.00	493,970	-	0	12.00	493,970
	Master Mechanic	1.00	50,045	-	0	1.00	50,045
	Nutrition Technician	1.00	37,814	-	0	1.00	37,814
	Program Assistant 1	3.00	84,901	-	0	3.00	84,901
	Program Assistant 2	5.00	136,871	-	7,119	5.00	143,990
	Receptionist	1.00	24,260	-	0	1.00	24,260
	Secretary	1.00	24,198	-	0	1.00	24,198
	Security Officer 1	5.00	123,140	-	0	5.00	123,140
	Senior Animal Keeper	7.00	279,843	-	0	7.00	279,843

Exhibit A
Ordinance No. 01-899

ACCT	DESCRIPTION	Current Budget		Revision		Amended Budget	
		FTE	Amount	FTE	Amount	FTE	Amount
Zoo Operating Fund							
	Senior Gardener	1.00	43,410	-	0	1.00	43,410
	Typist/Receptionist-Lead	1.00	28,683	-	0	1.00	28,683
	Veterinary Technician	2.00	75,629	-	0	2.00	75,629
	Warehouse Specialist	1.00	30,971	-	0	1.00	30,971
5020	Reg Employees-Part Time-Exempt						
	Graphics/Exhibit Designer	1.00	42,370	-	0	1.00	42,370
5025	Reg Empl-Part Time-Non-Exempt						
	Administrative Secretary	1.25	43,368	-	0	1.25	43,368
	Animal Keeper-PT	1.50	56,722	-	0	1.50	56,722
	Clerk/Bookkeeper	2.25	65,567	-	0	2.25	65,567
	Food Service/Retail Specialist	3.00	80,873	-	0	3.00	80,873
	Maintenance Worker 1-PT	0.65	23,214	-	0	0.65	23,214
	Maintenance Worker 2-PT	2.10	88,922	-	3,495	2.10	92,417
	Office Assistant	1.20	23,273	-	0	1.20	23,273
	Program Assistant 1	0.75	21,772	-	0	0.75	21,772
	Program Assistant 2	0.50	16,721	-	0	0.50	16,721
	Secretary	0.75	18,946	-	0	0.75	18,946
	Typist/Receptionist Reg.(Part Time)	0.85	23,232	-	0	0.85	23,232
	Video/Photography Technician	0.50	19,219	-	0	0.50	19,219
	Visitor Service Worker 3-reg	3.30	78,276	-	0	3.30	78,276
5030	Temporary Employees		680,049		262,260		942,309
5040	Seasonal Employees		985,088		218,129		1,203,217
5080	Overtime		215,723		13,000		228,723
<i>FRINGE</i>	<i>Fringe Benefits</i>						
5100	Fringe Benefits		2,621,647		80,143		2,701,790
Total Personal Services		162.60	\$11,005,094	-	\$584,146	162.60	\$11,589,240
<u>Materials & Services</u>							
<i>GOODS</i>	<i>Goods</i>						
5201	Office Supplies		103,754		10,600		114,354
5205	Operating Supplies		1,012,876		100,728		1,113,604
5210	Subscriptions and Dues		31,505		0		31,505
5214	Fuels and Lubricants		30,000		0		30,000
5215	Maintenance & Repairs Supplies		219,650		44,200		263,850
5220	Food		955,200		131,220		1,086,420
5225	Retail		598,000		173,260		771,260
<i>SVCS</i>	<i>Services</i>						
5240	Contracted Professional Svcs		1,013,630		15,500		1,029,130
5251	Utility Services		1,277,343		141,500		1,418,843
5255	Cleaning Services		21,000		0		21,000
5260	Maintenance & Repair Services		299,295		0		299,295
5265	Rentals		152,897		0		152,897
5280	Other Purchased Services		463,975		86,898		550,873
<i>IGEXP</i>	<i>Intergov't Expenditures</i>						
5300	Payments to Other Agencies		19,090		0		19,090
<i>OTHEXP</i>	<i>Other Expenditures</i>						
5450	Travel		76,560		0		76,560
5455	Training and Conference Fees		23,890		0		23,890
5490	Miscellaneous Expenditures		51,800		384		52,184
Total Materials & Services			\$6,350,465		\$704,290		\$7,054,755

Exhibit A
Ordinance No. 01-899

ACCT	DESCRIPTION	Current Budget		Revision		Amended Budget	
		FTE	Amount	FTE	Amount	FTE	Amount
Zoo Operating Fund							
<i>Capital Outlay</i>							
<i>CAPNON Capital Outlay (Non-CIP Projects)</i>							
5710	Improve-Oth thn Bldg (non-CIP)		95,700		\$0		95,700
5720	Buildings & Related (non-CIP)		230,500		(\$23,205)		207,295
5730	Exhibits and Related (non-CIP)		38,000		(\$33,462)		4,538
5740	Equipment & Vehicles (non-CIP)		247,900		\$0		247,900
5750	Office Furn & Equip (non-CIP)		23,814		(\$23,300)		514
5760	Railroad Eq & Facil (non-CIP)		45,400		(\$36,400)		9,000
Total Capital Outlay			\$681,314		(\$116,367)		\$564,947
Total Interfund Transfers			\$4,337,970		\$0		\$4,337,970
<i>Contingency and Ending Balance</i>							
<i>CONT Contingency</i>							
5999	Contingency		766,523		0		766,523
<i>UNAPP Unappropriated Fund Balance</i>							
5990	Unappropriated Fund Balance		4,502,114		1,945,441		6,447,555
Total Contingency and Ending Balance			\$5,268,637		\$1,945,441		\$7,214,078
TOTAL REQUIREMENTS		162.60	\$27,643,480	-	\$3,117,510	162.60	\$30,760,990

Exhibit B
Ordinance No. 01-899
FY 2000-01 SCHEDULE OF APPROPRIATIONS

	<u>Current</u> <u>Appropriation</u>	<u>Revision</u>	<u>Amended</u> <u>Appropriation</u>
ZOO OPERATING FUND			
Operating Expenses (PS & M&S)	\$17,355,559	\$1,288,436	\$18,643,995
Capital Outlay	681,314	(116,367)	564,947
Interfund Transfers	4,337,970	0	4,337,970
Contingency	785,948	0	785,948
Unappropriated Balance	4,482,689	1,945,441	6,428,130
Total Fund Requirements	\$27,643,480	\$3,117,510	\$30,760,990

All Other Appropriations Remain as Previously Adopted

BUDGET COMMITTEE REPORT

CONSIDERATION OF **ORDINANCE NO. 01-899**, FOR THE PURPOSE OF AMENDING THE FY 2000-01 BUDGET AND APPROPRIATIONS SCHEDULE FOR THE PURPOSE OF ADOPTING A SUPPLEMENTAL BUDGET FOR THE ZOO OPERATING FUND FOR THE FISCAL YEAR BEGINNING JULY 1, 2000 AND ENDING JUNE 30, 2001; AND DECLARING AN EMERGENCY

Date: May 16, 2001

Presented by: Councilor Burkholder

Committee Recommendation: At its May 16, 2001, meeting, the Budget Committee voted 6-0 to recommend Council adoption of Ordinance No. 01-899. Voting in favor: Councilors Burkholder, Bragdon, McLain, Hosticka, Atherton, and Monroe. Voting against: None. Absent: Councilor Park.

Background: Kathy Kiaunis, Deputy Zoo Director, presented the staff report. She stated that this ordinance is a supplemental budget request for the Zoo Operating Fund, and is a result primarily of revenues coming in better than expected. She noted that most of the activity, which consists of both increased revenues and increased expenditures, is in the visitor services area, with some smaller changes in administration, animal management, and educational programs.

Committee Issues/Discussion: Councilor Atherton asked what the \$116,000 reduction in capital outlay in Exhibit "A", page A-3 was for. Ms. Kiaunis responded that, at the time the budget was developed, the Zoo thought certain expenditures would be capital in nature, but these expenditures turned out to be better classified as materials and services.

Key Public Testimony: None.

STAFF REPORT

CONSIDERATION OF ORDINANCE NO. 01-899 AMENDING THE FY2000-01 BUDGET AND APPROPRIATIONS SCHEDULE FOR THE PURPOSE OF ADOPTING A SUPPLEMENTAL BUDGET FOR THE ZOO OPERATING FUND FOR THE FISCAL YEAR BEGINNING JULY 1, 2000 AND ENDING JUNE 30, 2001; AND DECLARING AN EMERGENCY.

Date: March 28, 2001

Presented by: Kathy Kiaunis

PROPOSED ACTION

Approve Ordinance No. 01-899 amending the FY 2000-01 budget and adopting a supplemental budget for the Zoo's Operating Fund.

EXISTING LAW

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, increased attendance at the Oregon Zoo has resulted in higher than anticipated revenues of \$2,386,793. Second, increased demand for education offerings has resulted in higher than anticipated revenues of \$113,898. Third, the Zoo has received a grant of \$11,600 from REM for conservation projects. The total new resources are \$2,512,290.

Because the amount of this supplemental budget does not exceed 10% of total of Personal Services, Materials and Services and Capital Outlay 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 Metro Council on the date that the supplemental budget is adopted.

FACTUAL BACKGROUND AND ANALYSIS

The following adjustments are required to amend the Zoo's FY 2000-01 budget. The majority of these changes are needed to reflect the increases in activity due to higher than anticipated attendance and to reflect new fee-based education initiatives. An adjustment is also necessary to reflect the steep increases in utility costs that have occurred this year.

Staff Report
 Zoo Supplemental Budget
 March 28, 2001

The additional appropriation is needed to cover increased expenditures as outlined below:

Administration (\$18,000)

The Materials and Services budget requires an adjustment to cover unforeseen expenses including contracted planning services for the parking lot remand to the Portland City Council, a zoo-wide computer back-up unit, and some miscellaneous expenses.

Living Collections (\$65,282)

An adjustment is needed to cover staffing for the summer reptile exhibit, and animal and equipment costs.

Guest Services (net, \$1,036,112)

The Zoo is anticipating an additional \$2.4 million after excise tax in Food, Retail, and Admissions. Associated labor and Food and Merchandise for Resale costs are added on the expenditure side. An adjustment for increased utility rates is also included.

Education (\$52,675)

Additional appropriation is necessary to reflect a new summer program developed in partnership with the Beaverton School District. Adjustments are also needed to account for the Urban Nature Overnights program, and additional demand for Winter and Spring camps. New enterprise revenues and grant funding offset these changes.

Design Services (net \$0)

Changes in appropriations from Capital to Materials and Services are being made to reflect anticipated expenditures in FY 2001-02.

FISCAL IMPACT

Beginning Fund Balance	\$605,219
Grants	\$11,600
Enterprise Revenues	\$2,500,691
TOTAL RESOURCES	\$3,117,510
Personal Services	\$584,146
Materials and Services	\$704,290
Capital Outlay	\$(116,367)
Subtotal Expenditures	\$1,172,069
Increase to Unappropriated Fund Balance	\$1,945,441
TOTAL REQUIREMENTS	\$3,117,510

The net fiscal impact of this action is an increase to ending fund balance of \$1,945,441.

Staff Report
Zoo Supplemental Budget
March 28, 2001

EXECUTIVE OFFICER'S RECOMMENDATION

The Executive Officer recommends adoption of Ordinance No. 01-899 for the purposes of adopting a supplemental budget for FY2000-01.