

BEFORE THE METRO COUNCIL

AN ORDINANCE AMENDING THE FY 2000-01)	ORDINANCE NO. 01-903
BUDGET AND APPROPRIATIONS)	
SCHEDULE BY TRANSFERRING)	
APPROPRIATIONS FROM CONTINGENCY)	
TO OPERATING EXPENSES IN THE)	Introduced by Mike Burton,
INFORMATION TECHNOLOGY)	Executive Officer
DEPARTMENT WITHIN THE SUPPORT)	
SERVICES FUND; AND DECLARING AN)	
EMERGENCY)	

WHEREAS, The Metro Council has reviewed and considered the need to transfer appropriations within the FY 2000-01 Budget; and

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

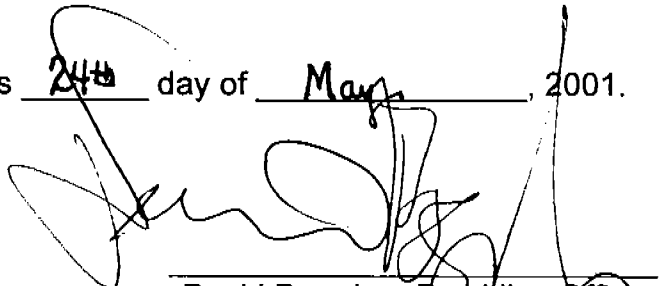
WHEREAS, Adequate funds exist for other identified needs; now, therefore,

THE METRO COUNCIL ORDAINS AS FOLLOWS:

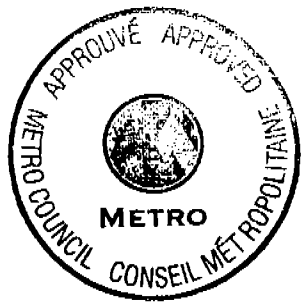
1. That the FY 2000-01 Budget and Schedule of Appropriations are hereby amended as shown in the column entitled "Revision" of Exhibit A to this Ordinance for the purpose of transferring funds from contingency to operating expenses in the Information Technology Department within the Support Services Fund to provide for web related expenditures.

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

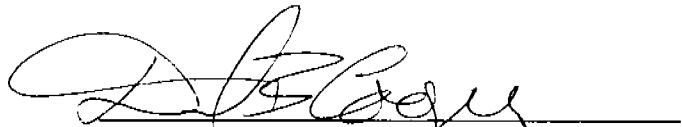


ATTEST:

Approved as to Form:



Rooney Barber
Recording Secretary



Daniel B. Cooper, General Counsel

Exhibit A
Ordinance No. 01-903
FY 2000-01 SCHEDULE OF APPROPRIATIONS

	<u>Current</u> <u>Appropriation</u>	<u>Revision</u>	<u>Amended</u> <u>Appropriation</u>
SUPPORT SERVICES FUND			
Administrative Services/Human Resources			
Operating Expenses (PS & M&S)	\$3,877,348	\$0	\$3,877,348
Capital Outlay	21,990	0	21,990
Subtotal	3,899,338	0	3,899,338
Information Technology			
Operating Expenses (PS & M&S)	1,796,126	71,000	1,867,126
Debt Services	111,951	0	111,951
Capital Outlay	465,691	0	465,691
Subtotal	2,373,768	71,000	2,444,768
Office of General Counsel			
Operating Expenses (PS & M&S)	978,955	0	978,955
Subtotal	978,955	0	978,955
Office of Citizen Involvement			
Operating Expenses (PS & M&S)	57,914	0	57,914
Subtotal	57,914	0	57,914
Office of the Auditor			
Operating Expenses (PS & M&S)	597,878	0	597,878
Subtotal	597,878	0	597,878
General Expenses			
Interfund Transfers	2,142,282	0	2,142,282
Contingency	332,905	(71,000)	261,905
Subtotal	2,475,187	(71,000)	2,404,187
Unappropriated Balance	147,000	0	147,000
Total Fund Requirements	\$10,530,040	\$0	\$10,530,040

All Other Appropriations Remain as Previously Adopted

BUDGET COMMITTEE REPORT

CONSIDERATION OF **ORDINANCE NO. 01-903**, FOR THE PURPOSE OF AMENDING THE FY 2000-01 BUDGET AND APPROPRIATIONS SCHEDULE BY TRANSFERRING APPROPRIATIONS TO OPERATING EXPENSES IN THE INFORMATION TECHNOLOGY DEPARTMENT WITHIN THE SUPPORT SERVICES FUND; AND DECLARING AN EMERGENCY

Date: May 16, 2001

Presented by: Councilor Park

Committee Recommendation: At its May 16, 2001, meeting, the Budget Committee voted 7-0 to recommend Council adoption of Ordinance No. 01-903. Voting in favor: Councilors Park, Burkholder, Bragdon, McLain, Hosticka, Atherton, and Monroe. Voting against: None. Absent: None.

Background: David Biedermann, Information Technology (IT) Director, presented the staff report. He explained that this amendment is for software, hardware, consultant services, and some staff time for start-up costs on the new Web Services program which will be more fully developed in FY 2001-02. He also noted that he did not anticipate that the entire \$71,000 would be expended.

Committee Issues/Discussion: Councilor Hosticka asked what the impact of amending this year's budget would have on the proposed budget for next year. Tony Mounts, Financial Planning Manager, responded that assumptions are different for each fund, and that Support Services Fund always contains a certain amount of contingency. This amendment would use a portion of that contingency, and it could be determined later whether the contingency allocated for next fiscal year needed to be increased.

Councilor Burkholder asked why Support Services doesn't carry a fund balance as other departments do. Mr. Mounts stated that funds and departments are two different entities; funds can contain the expenditures of several departments; and funds have fund balances, not individual departments.

Councilor Burkholder asked if there was concern that the contingency in Support Services was below 5%. Mr. Mounts responded that contingency baselines were established based on historical use, and this level is appropriate.

Councilor Burkholder stated that he thought there might be an issue with this amendment increasing costs to the rest of the agency. Mr. Mounts stated that any unspent funds will not be allocated, and that, during the development process for the FY 01-02 budget, department heads understood, and approved of, the proposed costs for the program.

Councilors McLain and Atherton both agreed with Mr. Mounts in regards to this being a necessary service, asked for by the departments.

Councilor Burkholder expressed a desire to see a refined cost allocation system where departments were charged based on their actual use or pro rata. Mr. Biedermann responded that IT is working to develop and deliver a system where, after baseline services were met for each department, expenditures could be tracked in just such a manner as suggested by Councilor Burkholder. Councilor Park expressed his concern that departments not be able to "pick and choose" which essential services were being purchased by them. Mr. Biedermann assured him that this would not occur.

Key Public Testimony: None

STAFF REPORT

CONSIDERATION OF ORDINANCE NO. 01-903 AMENDING THE FY 2000-01 BUDGET AND APPROPRIATIONS SCHEDULE BY TRANSFERRING APPROPRIATIONS FROM CONTINGENCY TO OPERATING EXPENSES IN THE INFORMATION TECHNOLOGY DEPARTMENT WITHIN THE SUPPORT SERVICES FUND; AND DECLARING AN EMERGENCY.

Date: March 23, 2001

Presented by: David Biedermann

DESCRIPTION

The proposed amendment calls for transferring appropriations between budget classifications in the Information Technology Department within the Support Services Fund. This is being done to provide funding for training and other expenditures related to the web program that were not anticipated at the time of adoption for the FY 2000-01 Budget.

EXISTING LAW

ORS 294.450 provides for transfers of appropriations within a fund if such transfers are authorized by official resolution or ordinance of the governing body for the local jurisdiction.

BACKGROUND AND DISCUSSION

The Information Technology Department has proposed an expanded web program in its budget for FY 2001-02. In order to have a successful web program it is important that the staff be available and trained and the necessary computer equipment be acquired and configured.

This amendment provides for funds for three critical aspects of beginning the program quickly and effectively. A portion will pay the salary for the remainder of FY00-01 for one position to be transferred from the Data Resource Center to the Information Technology Department. This position will be the Application Developer for the web program.

Training that is critical to the program is available this spring in California. This can result in lower cost to Metro compared to training that is available next fiscal year in other parts of the country. This training will assist both the Application Developer and the Webmaster to evaluate the best approach to implementing the program. Having this training will also help staff be a better technical resource to others within the agency when developing information to be placed on Metro's web site.

This amendment will also provide funds for the purchase of a server and software that will be used in the web program. The server and software will require some set-up and testing that can happen simultaneously with the training. This will allow for a seamless initiation of the web program and allow the staff to 'hit the ground running' with this program.

BUDGET IMPACT

The proposed amendment moves \$71,000 from contingency to operating expenses in the Information Technology Department portion of the Support Services Fund. This amendment would reduce the fund contingency from \$332,905 to \$261,905 leaving sufficient appropriations available to other departments within the Support Services Fund.

OUTSTANDING QUESTIONS

Through this amendment all questions are resolved regarding this fund.

EXECUTIVE OFFICER'S RECOMMENDATION

The Executive Officer recommends adoption of Ordinance No. 01-903