

BEFORE THE METRO COUNCIL

AMENDING THE FY 2007-08 BUDGET AND) ORDINANCE NO. 08-1178
APPROPRIATIONS SCHEDULE TO ESTABLISH)
APPROPRIATION FOR A NEW HUMAN) Introduced by Michael Jordan, Chief
RESOURCES PROJECT, INCREASING THE) Operating Officer, with the concurrence of
PUBLIC AFFAIRS APPROPRIATION, AND) Council President David Bragdon
DECLARING AN EMERGENCY)

WHEREAS, the Metro Council has reviewed and considered the need to increase appropriations within the FY 2007-08 Budget; and

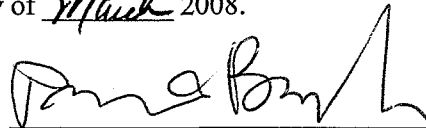
WHEREAS, the need for the increase of appropriation has been justified; and

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

THE METRO COUNCIL ORDAINS AS FOLLOWS:

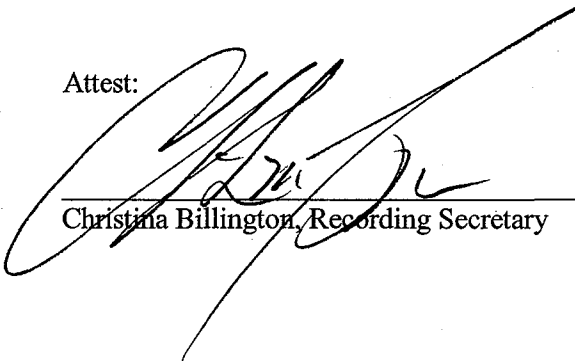
1. That the FY 2007-08 Budget and Schedule of Appropriations are hereby amended as shown in the column entitled "Revision" of Exhibits A and B to this Ordinance for the purpose of amending the General Fund.
2. This Ordinance being necessary for the immediate preservation of the public health, safety 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 27th day of March 2008.




David Bragdon, Council President

Attest:



Christina Billington, Recording Secretary

Approved as to Form:



Daniel B. Cooper, Metro Attorney

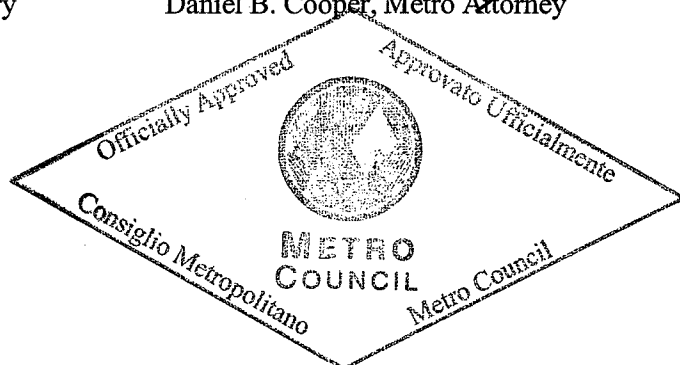


Exhibit A
Ordinance No. 08-1178

ACCT	DESCRIPTION	Current Budget		Revision		Amended Budget	
		FTE	Amount	FTE	Amount	FTE	Amount
General Fund							
Human Resources							
Total Personal Services		15.00	\$1,299,793	0.00	\$0	15.00	\$1,299,793
<i>Materials & Services</i>							
<i>GOODS</i>	<i>Goods</i>						
	5201 Office Supplies		24,924		0		24,924
	5205 Operating Supplies		8,720		0		8,720
	5210 Subscriptions and Dues		5,020		0		5,020
	5215 Maintenance & Repairs Supplies		630		0		630
<i>SVCS</i>	<i>Services</i>						
	5240 Contracted Professional Svcs		104,582		30,000		134,582
	5260 Maintenance & Repair Services		4,480		0		4,480
	5280 Other Purchased Services		49,300		0		49,300
<i>OTHEXP</i>	<i>Other Expenditures</i>						
	5440 Program Purchases		75,000		0		75,000
	5450 Travel		7,141		0		7,141
	5455 Staff Development		27,414		0		27,414
Total Materials & Services			\$307,211		\$30,000		\$337,211
TOTAL REQUIREMENTS		15.00	\$1,607,004	0.00	\$30,000	15.00	\$1,637,004

Exhibit A
Ordinance No. 08-1178

ACCT	DESCRIPTION	Current Budget		Revision		Amended Budget	
		FTE	Amount	FTE	Amount	FTE	Amount
General Fund							
Public Affairs Department							
Total Personal Services		16.84	\$1,642,982	0.00	\$0	16.84	\$1,642,982
<i>Materials & Services</i>							
<i>GOODS Goods</i>							
	5201 Office Supplies		23,482		0		23,482
	5205 Operating Supplies		4,169		0		4,169
	5210 Subscriptions and Dues		2,240		0		2,240
<i>SVCS Services</i>							
	5240 Contracted Professional Svcs		156,993		22,370		179,363
	5251 Utility Services		2,706		0		2,706
	5260 Maintenance & Repair Services		4,872		0		4,872
	5280 Other Purchased Services		30,820		0		30,820
<i>OTHEXP Other Expenditures</i>							
	5450 Travel		11,774		0		11,774
	5455 Staff Development		5,844		0		5,844
	5490 Miscellaneous Expenditures		6,708		0		6,708
Total Materials & Services			\$249,608		\$22,370		\$271,978
TOTAL REQUIREMENTS		16.84	\$1,892,590	0.00	\$22,370	16.84	\$1,914,960

Exhibit A
Ordinance No. 08-1178

ACCT	DESCRIPTION	Current Budget		Revision		Amended Budget	
		FTE	Amount	FTE	Amount	FTE	Amount
General Fund							
General Expenses							
Total Interfund Transfers			\$11,320,221		\$0		\$11,320,221
<i>Contingency & Unappropriated Balance</i>							
<i>CONT</i>	<i>Contingency</i>						
5999	Contingency						
	* Contingency		3,239,705		(52,370)		3,187,335
	* Opportunity Account		3,135		0		3,135
	* Reserved for Future Planning Needs		1,445,000		0		1,445,000
	* Reserved for Future Election Costs		290,000		0		290,000
	* Reserved for Nature in Neighborhood Grants		250,000		0		250,000
	* Reserved for Reg. Afford. Housing Revolving Fund		1,000,000		0		1,000,000
	* Reserved for Metro Regional Center Remodel		300,000		0		300,000
	* Recovery Rate Stabilization reserve		916,588		0		916,588
	* PERS Reserve		13,058		0		13,058
<i>UNAPP</i>	<i>Unappropriated Fund Balance</i>						
5990	Unappropriated Fund Balance						
	* Stabilization Reserve		2,000,000		0		2,000,000
	* Reserve for Future Natural Areas Operations		764,453		0		764,453
	* Tourism Opportunity & Comp. Account		96,655		0		96,655
	* PERS Reserve		2,796,056		0		2,796,056
	* Computer Replacement Reserve (Planning)		90,000		0		90,000
	* Tibbets Flower Account		352		0		352
	* Reserve for Future Debt Service		2,151,706		0		2,151,706
Total Contingency & Unappropriated Balance			\$15,356,708		(\$52,370)		\$15,304,338
TOTAL REQUIREMENTS		413.65	\$103,443,042	0.00	\$0	413.65	\$103,443,042

Exhibit B
Ordinance 08-1178
Schedule of Appropriations

	<u>Current Appropriation</u>	<u>Revision</u>	<u>Revised Appropriation</u>
GENERAL FUND			
Council Office	1,921,351	0	1,921,351
Finance & Administrative Services	8,236,508	0	8,236,508
Human Resources	1,607,004	30,000	1,637,004
Metro Auditor	527,283	0	527,283
Office of Metro Attorney	1,866,238	0	1,866,238
Oregon Zoo	24,924,185	0	24,924,185
Planning	21,874,329	0	21,874,329
Public Affairs & Government Relations	1,892,590	22,370	1,914,960
Regional Parks & Greenspaces	6,850,082	0	6,850,082
Special Appropriations	5,189,882	0	5,189,882
Non-Departmental			
Debt Service	1,876,661	0	1,876,661
Interfund Transfers	11,320,221	0	11,320,221
Contingency	7,457,486	(52,370)	7,405,116
Unappropriated Balance	7,899,222	0	7,899,222
Total Fund Requirements	\$103,443,042	\$0	\$103,443,042

All other appropriations remain as previously adopted

STAFF REPORT

IN CONSIDERATION OF ORDINANCE NO. 08-1178, AMENDING THE FY 2007-08 BUDGET AND APPROPRIATIONS SCHEDULE TO ESTABLISH APPROPRIATION FOR A NEW HUMAN RESOURCES PROJECT, INCREASING PUBLIC AFFAIRS' APPROPRIATION, AND DECLARING AN EMERGENCY

Date: February 22, 2008

Prepared by: Karol Ford, Ann Wawrukiewicz

BACKGROUND

This action requests amended appropriation authority for the following purposes:

Human Resources Employee Survey

In support of Council's Critical Success Factor of "Metro's workforce is exceptionally competent, productive and motivated," Human Resources will conduct an employee engagement survey, inviting employees to provide feedback and input on subjects such as job satisfaction, recognition and retention strategies, and internal communication. The COO will periodically survey employees using the same instrument to evaluate success or failure of the program initiated after the first survey. Funding is requested in 2007-08 in order to allow the survey to be completed before the fall 2008 retirement of Metro's Human Resources Director.

The program development consists of a one-time contract cost of \$30,000, including design and implementation of an employee engagement survey, analysis of the results, and recommendation for organizational development.

\$30,000

Public Affairs Web Redesign

In 2006-07, \$100,000 was included in the Public Affairs budget for a contract to redesign Metro's website. Expenditures of \$60,000 were incurred in 2006-07, and the remaining \$40,000 was carried over into 2007-08. It was subsequently discovered that an invoice in the amount of \$22,370, representing a portion of the \$60,000 of work completed in 2006-07 was not actually paid until August 2007. While the total cost of the website design still equals the budgeted amount of \$100,000, the change in timing of the expenditures requires a \$22,370 one-time increase in Public Affairs' 2007-08 appropriation.

\$22,370

ANALYSIS/INFORMATION

- 1. Known Opposition:** None known.
- 2. Legal Antecedents:** ORS 294.450 provides for transfers of appropriations within a fund, including transfers from contingency, if such transfers are authorized by official resolution or ordinance of the governing body for the local jurisdiction.
- 3. Anticipated Effects:** This action provides appropriation authority necessary for Metro's Central Service departments to meet organizational requirements.

4. Budget Impacts: This action will transfer \$52,370 from contingency in the Metro General Fund to meet one-time needs.

RECOMMENDED ACTION

The Chief Operating Officer recommends adoption of this Ordinance.