

BEFORE THE METRO COUNCIL

AMENDING THE FY 2007-08 BUDGET AND)	ORDINANCE NO. 08-1179
APPROPRIATIONS SCHEDULE)	
APPROPRIATING FUNDS CURRENTLY IN)	Introduced by Michael Jordan, Chief
CONTINGENCY FOR METRO REGIONAL)	Operating Officer, with the concurrence of
CENTER BUILDING UPGRADES, AMENDING)	Council President David Bragdon
THE FY 2007-08 THROUGH FY 2011-12)	
CAPITAL IMPROVEMENT PLAN, AND)	
DECLARING AN EMERGENCY)	

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

WHEREAS, Oregon Budget Law ORS 294.326 allows for the expenditure in the year of receipt of grants, gifts, bequests, and other devices received by a municipal corporation in trust for a specific purpose; 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 releasing reserved contingency funds in the General Fund to provide for the third floor Metro Regional Center remodel.
2. That the FY 2007-08 through FY 2011-12 Capital Improvement Plan is hereby amended to include the projects shown in Exhibit C to this Ordinance.
3. 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 _____ day of _____ 2008.

WITHDRAWN

 David Bragdon, Council President

Attest:

Approved as to Form:

Christina Billington, Recording Secretary

Daniel B. Cooper, Metro Attorney

Exhibit A
Ordinance No. 08-1179

ACCT	DESCRIPTION	Current Budget		Revision		Amended Budget	
		FTE	Amount	FTE	Amount	FTE	Amount
General Fund							
General Expenses							
<i>Interfund Transfers</i>							
INDTEX	<i>Interfund Reimbursements</i>						
5800	Transfer for Indirect Costs						
	* to Risk Mgmt Fund-Liability		488,083		0		488,083
	* to Risk Mgmt Fund-Worker Comp		412,190		0		412,190
EQTCHG	<i>Fund Equity Transfers</i>						
5810	Transfer of Resources						
	* to General Revenue Bond Fund-Zoo		405,161		0		405,161
	* to Gen'l Revenue Bond Fund-Parking		287,746		0		287,746
	* to Gen'l Revenue Bond Fund-Reg Center		1,219,565		0		1,219,565
	* to MERC Capital Fund (Tourism Opp. & Compt. Accou		1,357,976		0		1,357,976
	* to Metro Capital Fund-General R&R		6,213,500		0		6,213,500
	* to Metro Capital Fund-IT Renewal & Replacement		240,000		0		240,000
	* to Metro Capital Fund- MRC Capital		0		420,000		420,000
	* to Metro Capital Fund-Regional Center R&R		253,000		(120,000)		133,000
	* to Metro Capital Fund-Zoo Projects		100,000		0		100,000
	* to Metro Capital Fund-Parks Cap (per ton on SW)		130,000		0		130,000
	* to Metro Capital Fund- Parks R&R (earned on SW reve		200,000		0		200,000
	* to Solid Waste Revenue Fund		13,000		0		13,000
Total Interfund Transfers			\$11,320,221		\$300,000		\$11,620,221
<i>Contingency & Unappropriated Balance</i>							
CONT	<i>Contingency</i>						
5999	Contingency						
	* Contingency		3,187,335		0		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		(300,000)		0
	* Recovery Rate Stabilization reserve		916,588		0		916,588
	* PERS Reserve		13,058		0		13,058
UNAPP	<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			\$15,304,338		(\$300,000)		\$15,004,338
TOTAL REQUIREMENTS		413.65	\$103,443,042	0.00	\$0	413.65	\$103,443,042

Exhibit A
Ordinance No. 08-1179

ACCT	DESCRIPTION	Current Budget		Revision		Amended Budget	
		FTE	Amount	FTE	Amount	FTE	Amount
Metro Capital Fund							
Metro Capital Fund - Consolidated Renewal & Replacement Account							
<u>Resources</u>							
BEGBAL	Beginning Fund Balance						
3500	* Prior year ending balance		1,782,157		0		1,782,157
INTRST	Interest Earnings						
4700	Interest on Investments		107,289		0		107,289
EQTREV	Fund Equity Transfers						
4970	Transfer of Resources						
	* from General Fund (1% on SW revenues)		200,000		0		200,000
	* from General Fund-IT R&R		240,000		0		240,000
	* from General Fund-MRC R&R		253,000		(120,000)		133,000
	* from General Fund-Gen'l R&R		6,213,500		0		6,213,500
	* from General Revenue Bond Fund-MRC R&R		8,000		0		8,000
TOTAL RESOURCES			\$8,870,710		(\$120,000)		\$8,750,710
Total Materials & Services			\$422,375		\$0		\$422,375
<u>Capital Outlay</u>							
CAPNON	Capital Outlay (non-CIP Projects)						
5710	Improve-Oth thn Bldg (non-CIP)		192,000		0		192,000
5730	Exhibits and Related (non-CIP)		115,000		0		115,000
CAPCIP	Capital Outlay (CIP Projects)						
5725	Buildings & Related (CIP)		697,000		(120,000)		577,000
5745	Equipment & Vehicles (CIP)		100,959		0		100,959
5755	Office Furniture & Equip (CIP)		483,000		0		483,000
Total Capital Outlay			\$1,587,959		(\$120,000)		\$1,467,959
TOTAL REQUIREMENTS			\$2,010,334		(\$120,000)		\$1,890,334
<u>Contingency & Unappropriated Balance</u>							
CONT	Contingency						
5999	Contingency						
	* General contingency		796,566		0		796,566
UNAPP	Unappropriated Fund Balance						
5990	Unappropriated Fund Balance						
	* Renewal & Replacement - Gen'l		5,700,000		0		5,700,000
	* Parks Renewal & Replacement		363,810		0		363,810
Total Contingency & Unappropriated Balance			\$6,860,376		\$0		\$6,860,376
TOTAL REQUIREMENTS		0.00	\$8,870,710	-	(\$120,000)	0.00	\$8,750,710

**Exhibit A
Ordinance No. 08-1179**

ACCT	DESCRIPTION	Current Budget		Revision		Amended Budget	
		FTE	Amount	FTE	Amount	FTE	Amount
Metro Capital Fund							
Metro Capital Fund - Finance & Administrative Services							
<i>Resources</i>							
EQTREV	<i>Fund Equity Transfers</i>						
4970	Transfer of Resources						
	* from General Fund - MRC Capital						
		0		420,000		420,000	
TOTAL RESOURCES			\$0		\$420,000		\$420,000
<i>Capital Outlay</i>							
CAPCIP	<i>Capital Outlay (CIP Projects)</i>						
5725	Buildings & Related (CIP)						
		0		420,000		420,000	
Total Capital Outlay			\$0		\$420,000		\$420,000
TOTAL REQUIREMENTS		-	\$0	-	\$420,000	-	\$420,000

Exhibit B
Ordinance 08-1179
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	1,637,004	0	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	1,914,960	0	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	300,000	11,620,221
Contingency	7,405,116	(300,000)	7,105,116
Unappropriated Balance	7,899,222	0	7,899,222
Total Fund Requirements	\$103,443,042	\$0	\$103,443,042
METRO CAPITAL FUND			
Finance & Administrative Services	0	420,000	420,000
Oregon Zoo	4,489,572	0	4,489,572
Regional Parks	2,152,124	0	2,152,124
Special Appropriation	2,010,334	(120,000)	1,890,334
Non-Departmental			
Interfund Transfers	29,750	0	29,750
Contingency	2,492,529	0	2,492,529
Unappropriated Balance	6,992,757	0	6,992,757
Total Fund Requirements	\$18,167,066	\$300,000	\$18,467,066

All other appropriations remain as previously adopted

Note: Current appropriation column assumes adoption of ordinance 08-1178

EXHIBIT C
Ordinance 08-1179

Capital Project Request - Project Detail

Project Title: Council/COO Building Space Remodel **Fund:** Building Management Fund

Project Status: Incomplete **Funding Status:** Funded **FY First Authorized:** 2007-08 **Department:** Finance

Project Number: 01510 **Active:** **Dept. Priority:** 4 **Facility:** **Division:**

Source Of Estimate: Preliminary **Source:** **Start Date:** 7/07 **Date:** 12/5/2006 **Cost Type:** Facilities

Type of Project: New **Request Type:** Initial **Completion Date:** 6/08 **Prepared By:** Brian Phillips

Project Estimates	Actual	Budget/Est	Prior						
Capital Cost:	Expend	2007-2008	Years	2008-2009	2009-2010	2010-2011	2011-2012	2012-2013	Total
Construction	\$4,664	\$390,000	\$394,664	\$0	\$0	\$0	\$0	\$0	\$394,664
Equipment/Furnishings	\$0	\$30,000	\$30,000	\$0	\$0	\$0	\$0	\$0	\$30,000
Total:	\$4,664	\$420,000	\$424,664	\$0	\$0	\$0	\$0	\$0	\$424,664

Funding Source:									
Fund Balance	\$4,664	\$420,000	\$424,664	\$0	\$0	\$0	\$0	\$0	\$424,664
Total:	\$4,664	\$420,000	\$424,664	\$0	\$0	\$0	\$0	\$0	\$424,664

Annual Operating Budget Impact:

Project Description / Justification: **Estimated Useful Life (yrs):** 15 **First Full Fiscal Year of Operation:** 2008-09

This project will remodel the third floor of Metro Regional Center as well as making other required or needed upgrades to the building such as the creation of a room for nursing mothers as required by new Oregon law.

STAFF REPORT

IN CONSIDERATION OF ORDINANCE NO. 08-1179 FOR THE PURPOSE OF AMENDING THE FY 2007-08 BUDGET AND APPROPRIATIONS SCHEDULE APPROPRIATING FUNDS CURRENTLY IN CONTINGENCY FOR METRO REGIONAL CENTER BUILDING UPGRADES, AMENDING THE FY 2007-08 THROUGH FY 2011-12 CAPITAL IMPROVEMENT PLAN, AND DECLARING AN EMERGENCY

Date: February 25, 2008

Prepared by: Reed Wagner

BACKGROUND

In fall 2007, the Metro Council allocated resources from undesignated reserves to specific projects Ordinance 01-1160B placed \$300,000 into the General Fund contingency, a reduction from an original \$600,000, for remodeling the third floor of the MRC and making other upgrades for the Metro Regional Center. This is in addition to the \$120,000 already appropriated in the FY2007-08 budget for MRC third floor conference room remodeling. Metro COO staff has worked with department representatives, building maintenance staff and design specialists to identify opportunities for accommodating growth, developing collaborative work-spaces, enhancing meeting space and creating sustainable options for long-term building-maintenance practices and policies.

The result of this work is a proposal that includes (in order of priority):

- Creating a room for nursing mothers (complying with the new Oregon law (HB 2372, effective January 1, 2008).
- Developing a large executive meeting room on the third floor, located between the Council Office and the Public Affairs department.
- Merging the footprint of the prior Auditor's area on the third floor with the Public Affairs footprint to:
 - Create appropriate workspace for the Public Affairs department
 - Accommodate the growth of the planning department
 - Improve collaborative workspaces and meeting practices for the entire agency.
- Expanding the Planning department's footprint on the third floor and creating appropriate workspaces for current Planning department employees.
- Creating a work area for Council interns and opening natural light opportunities in the Council office with windows.
- Building a permanent storage and service area outside the Council Chambers for special events.
- Upgrading the Audio/Visual capabilities in 4 meeting rooms in the Metro Regional Center.
- Updating Metro outdoor signage and enhancing brand presence inside the Metro Regional Center.
- Improving the outdoor public courtyard in front of the Metro Regional Center.
- Remodeling the current second floor "Sears to MRC" recycling display to a gathering area for staff and visitors.

Staff concludes that the majority of the proposed updates can be accomplished for \$420,000, based on general construction estimates, and can be completed using triple-bottom-line considerations through proper contracting and purchasing methods, cost saving opportunities and environmentally sustainable materials and design methods. Council approval of the proposed amendment would allow staff to acquire the design and construction drawings necessary for bidding the project, a final step to developing a firm

project budget. If the detailed work reveals that the total project may exceed \$420,000, the Chief Operating Officer will prioritize the required work using the above list to stay within the \$420,000.

GENERAL CONSTRUCTION ESTIMATES WILL BE PROVIDED TO COUNCIL PRIOR TO THE HEARING

ANALYSIS/INFORMATION

1. **Known Opposition** None.
2. **Legal Antecedents** ORDINANCE 07-1160B, Amending the FY 2007-08 Budget and Appropriations Schedule to Implement Various Projects Funded from Undesignated Reserves
3. **Anticipated Effects** Approval of the ordinance would begin the implementation phase which would include a final design proposal, final design decisions, RFP, contract agreement and rebuild.
4. **Budget Impacts** This amendment, if approved, will transfer \$300,000 from General Fund contingency to allow transfer to the consolidated Capital Fund.

RECOMMENDED ACTION

Michael Jordan, Chief Operating Officer, recommends the transfer of \$300,000 from contingency for the capital project.