

BEFORE THE METRO COUNCIL

AN ORDINANCE AMENDING THE FY 2001-02) ORDINANCE NO. 02-957
BUDGET AND APPROPRIATIONS SCHEDULE BY)
TRANSFERRING \$296,435 FROM CONTINGENCY)
TO OPERATING EXPENSES IN THE ZOO) Introduced by Mike Burton,
OPERATING FUND, AND DECLARING AN) Executive Officer
EMERGENCY)
)
)
)

WHEREAS, the Metro Council has reviewed and considered the need to transfer appropriations within the FY 2001-02 Budget; and

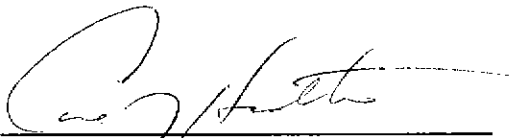
WHEREAS, the need for the transfer of appropriation has been justified; and

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

THE METRO COUNCIL ORDAINS AS FOLLOWS:

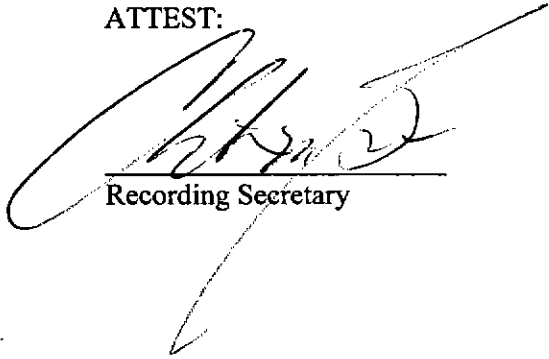
1. That the FY 2001-02 Budget and Schedule of Appropriations are hereby amended as shown in the column entitled "Revision" of Exhibits A and B to this Ordinance for the purpose of transferring funds from contingency to operating expenses in the Zoo Operating Fund to support the operations at the Oregon Zoo
2. That because this Ordinance is 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.
3. Pursuant to Section 37(2) of the Metro Charter the Council gives its unanimous consent to the immediate adoption of this ordinance because Metro elected officials were informed of the need for additional appropriations on June 20, 2002 and with out the transfer of appropriation authority it will be necessary to close revenue generating portions of the Oregon Zoo immediately.

ADOPTED by the Metro Council this 20 day of June, 2002.



Carl Hosticka, Presiding Officer

ATTEST:



A large, stylized handwritten signature in black ink, written over a horizontal line. The signature is cursive and appears to be the name of the Recording Secretary.

Recording Secretary

Approved as to Form:



A large, stylized handwritten signature in black ink, written over a horizontal line. The signature is cursive and appears to be the name of Daniel B. Cooper.

Daniel B. Cooper, General Counsel

Exhibit A
Ordinance No. 02-957
FY 2001-02 SCHEDULE OF APPROPRIATIONS

	<u>Current Appropriation</u>	<u>Revision</u>	<u>Amended Appropriation</u>
ZOO OPERATING FUND			
Operating Expenses (PS & M&S)	\$19,679,017	\$296,435	\$19,975,452
Capital Outlay	\$234,000	\$0	\$234,000
Interfund Transfers	\$2,565,813	\$0	\$2,565,813
Contingency	\$296,435	(\$296,435)	\$0
Unappropriated Balance	\$4,064,007	\$0	\$4,064,007
Total Fund Requirements	\$26,839,272	\$0	\$26,839,272

All other Appropriations Remain as Previously Adopted

Exhibit B
Ordinance No. 02-957
FY 2001-02 LINE ITEM DETAIL

Zoo Operating Fund

ACCT	DESCRIPTION	Current Budget		Revision		Revised Budget	
		FTE	Amount	FTE	Amount	FTE	Amount
Expenditures							
<i>Personal Services</i>							
<i>SALWGE</i>	<i>Salaries & Wages</i>						
5010	Reg Employees-Full Time-Exempt						
	Director II	1.00	108,618	0.00	0	1.00	108,618
	Events Coordinator	1.00	46,904	0.00	0	1.00	46,904
	Exhibits Coordinator	0.00	0	0.00	0	0.00	0
	Manager I	3.00	229,194	0.00	0	3.00	229,194
	Manager II	2.00	88,910	0.00	0	2.00	88,910
	Management Technician	1.00	44,366	0.00	0	1.00	44,366
	Program Analyst I	2.00	80,496	0.00	0	2.00	80,496
	Program Analyst II	1.00	45,261	0.00	0	1.00	45,261
	Program Analyst III	1.00	62,837	0.00	0	1.00	62,837
	Program Director I	1.00	90,691	0.00	0	1.00	90,691
	Program Director II	1.00	100,422	0.00	0	1.00	100,422
	Program Supervisor I	3.00	168,417	0.00	0	3.00	168,417
	Program Supervisor II	5.00	308,840	0.00	0	5.00	308,840
	Research Coordinator II	1.00	49,234	0.00	0	1.00	49,234
	Research Coordinator III	1.00	57,262	0.00	0	1.00	57,262
	Service Supervisor I	5.00	203,650	0.00	0	5.00	203,650
	Service Supervisor II	10.00	460,906	0.00	0	10.00	460,906
	Service Supervisor III	3.00	137,993	0.00	0	3.00	137,993
	Service Supervisor IV	1.00	62,837	0.00	0	1.00	62,837
	Veterinarian II	1.00	68,826	0.00	0	1.00	68,826
	Veterinarian I	1.00	51,546	0.00	0	1.00	51,546
	Administrative Assistant	1.00	40,206	0.00	0	1.00	40,206
	Assoc. Pub. Affairs Specialist	1.00	43,254	0.00	0	1.00	43,254
	Associate Program Supervisor	0.00	0	0.00	0	0.00	0
	Graphics/Exhibit Designer	1.00	44,366	0.00	0	1.00	44,366
	Program Coordinator	1.00	60,133	0.00	0	1.00	60,133
	Senior Public Affairs Specialist	0.00	0	0.00	0	0.00	0
5015	Reg Empl-Full Time-Non-Exempt						
	Administrative Assistant III	2.00	73,375	0.00	0	2.00	73,375
	Administrative Secretary	4.00	131,075	0.00	0	4.00	131,075
	Animal Keeper	28.00	1,108,307	0.00	0	28.00	1,108,307
	Custodian	7.00	275,847	0.00	0	7.00	275,847
	Exhibits Technician II	1.00	42,640	0.00	0	1.00	42,640
	Gardener I	6.00	228,509	0.00	0	6.00	228,509
	Gardener 2	1.00	40,123	0.00	0	1.00	40,123
	Maintenance Electrician	1.00	59,301	0.00	0	1.00	59,301
	Maintenance Lead	1.00	52,395	0.00	0	1.00	52,395
	Maintenance Technician	1.00	50,149	0.00	0	1.00	50,149
	Maintenance Worker 1	2.00	74,755	0.00	0	2.00	74,755
	Maintenance Worker 2	12.00	513,164	0.00	0	12.00	513,164
	Master Mechanic	1.00	52,395	0.00	0	1.00	52,395
	Nutrition Technician	1.00	39,582	0.00	0	1.00	39,582

Exhibit B
Ordinance No. 02-957
FY 2001-02 LINE ITEM DETAIL

Zoo Operating Fund

ACCT	DESCRIPTION	Current Budget		Revision		Revised Budget	
		FTE	Amount	FTE	Amount	FTE	Amount
Expenditures							
	Program Assistant 1	3.00	89,247	0.00	0	3.00	89,247
	Program Assistant 2	6.00	190,851	0.00	0	6.00	190,851
	Receptionist	1.00	25,711	0.00	0	1.00	25,711
	Secretary	0.00	0	0.00	0	0.00	0
	Security Officer 1	5.00	131,857	0.00	0	5.00	131,857
	Senior Animal Keeper	7.00	296,005	0.00	0	7.00	296,005
	Senior Gardener	1.00	45,469	0.00	0	1.00	45,469
	Typist/Receptionist-Lead	1.00	30,035	0.00	0	1.00	30,035
	Veterinary Technician	2.00	79,165	0.00	0	2.00	79,165
	Storekeeper	1.00	34,043	0.00	0	1.00	34,043
5020	Reg Employees-Part Time-Exempt						
	Graphics/Exhibit Designer	1.00	39,624	0.00	0	1.00	39,624
5025	Reg Empl-Part Time-Non-Exempt						
	Administrative Secretary	2.30	77,201	0.00	0	2.30	77,201
	Animal Keeper-PT	1.50	59,374	0.00	0	1.50	59,374
	Clerk/Bookkeeper	2.25	68,702	0.00	0	2.25	68,702
	Food Service/Retail Specialist	4.85	138,803	0.00	0	4.85	138,803
	Maintenance Worker 1-PT	0.65	24,295	0.00	0	0.65	24,295
	Maintenance Worker 2-PT	2.10	93,043	0.00	0	2.10	93,043
	Office Assistant	1.20	26,225	0.00	0	1.20	26,225
	Program Assistant 1	2.13	64,675	0.00	0	2.13	64,675
	Program Assistant 2	0.50	18,405	0.00	0	0.50	18,405
	Secretary	0.75	20,834	0.00	0	0.75	20,834
	Typist/Receptionist Reg.(Part Time)	0.85	24,328	0.00	0	0.85	24,328
	Video/Photography Technician	0.50	21,102	0.00	0	0.50	21,102
	Visitor Service Worker 3-reg	2.45	59,746	0.00	0	2.45	59,746
5030	Temporary Employees		900,256		200,000		1,100,256
5040	Seasonal Employees		1,040,416		0		1,040,416
5080	Overtime		242,302		0		242,302
<i>FRINGE</i>	<i>Fringe Benefits</i>						
5100	Fringe Benefits		2,942,821		0		2,942,821
Total Personal Services		167.03	\$12,181,321	0.00	\$200,000	167.03	\$12,381,321
<i>Materials & Services</i>							
<i>GOODS</i>	<i>Goods</i>						
5201	Office Supplies		128,057		0		128,057
5205	Operating Supplies		1,018,245		0		1,018,245
5210	Subscriptions and Dues		35,293		0		35,293
5214	Fuels and Lubricants		34,200		0		34,200
5215	Maintenance & Repairs Supplies		227,960		0		227,960
5219	Purchasing Card Expenditures		0		0		0
5220	Food		970,400		96,435		1,066,835
5225	Retail		600,920		0		600,920

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ACCT	DESCRIPTION	Current Budget		Revision		Revised Budget	
		FTE	Amount	FTE	Amount	FTE	Amount
Expenditures							
<i>SVCS</i>	<i>Services</i>						
5240	Contracted Professional Svcs		1,173,428		0		1,173,428
5251	Utility Services		1,736,165		0		1,736,165
5255	Cleaning Services		31,000		0		31,000
5260	Maintenance & Repair Services		685,995		0		685,995
5265	Rentals		160,712		0		160,712
5280	Other Purchased Services		510,565		0		510,565
5290	Operations Contracts		0		0		0
<i>IGEXP</i>	<i>Intergov't Expenditures</i>						
5300	Payments to Other Agencies		24,858		0		24,858
<i>OTHEXP</i>	<i>Other Expenditures</i>						
5450	Travel		83,010		0		83,010
5455	Training and Conference Fees		25,960		0		25,960
5490	Miscellaneous Expenditures		50,928		0		50,928
Total Materials & Services			\$7,497,696		\$96,435		\$7,594,131
Capital Outlay							
<i>CAPNON</i>	<i>Capital Outlay (Non-CIP Projects)</i>						
5710	Improve-Oth thn Bldg (non-CIP)		7,700		0		7,700
5720	Buildings & Related (non-CIP)		46,600		0		46,600
5730	Exhibits and Related (non-CIP)		78,800		0		78,800
5740	Equipment & Vehicles (non-CIP)		100,900		0		100,900
5750	Office Furn & Equip (non-CIP)		0		0		0
5760	Railroad Eq & Facil (non-CIP)		0		0		0
<i>CAPCIP</i>	<i>Capital Outlay (CIP Projects)</i>						
5715	Improve-Oth thn Bldg (CIP)		0		0		0
5725	Buildings & Related (CIP)		0		0		0
5735	Exhibits and Related (CIP)		0		0		0
5765	Railroad Equip & Facil (CIP)		0		0		0
Total Capital Outlay			\$234,000		\$0		\$234,000
Interfund Transfers							
<i>INTCHG</i>	<i>Internal Service Transfers</i>						
5800	Transfer for Indirect Costs						
	* to Support Services		1,894,483		0		1,894,483
	* to Risk Mgmt-Liability		122,218		0		122,218
	* to Risk Mgmt-Worker Comp		116,879		0		116,879
<i>EQTCHG</i>	<i>Fund Equity Transfers</i>						
5810	Transfer of Resources						
	* to General Revnue Bond Fund		432,233		0		432,233
	* to Zoo Capital Fund		0		0		0
Total Interfund Transfers			\$2,565,813		\$0		\$2,565,813

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ACCT	DESCRIPTION	Current Budget		Revision		Revised Budget	
		FTE	Amount	FTE	Amount	FTE	Amount
Expenditures							
<i>Contingency and Ending Balance</i>							
<i>CONT</i>	<i>Contingency</i>						
5999	Contingency		296,435		(296,435)		0
<i>UNAPP</i>	<i>Unappropriated Fund Balance</i>						
5990	Unappropriated Fund Balance		4,064,007		0		4,064,007
Total Contingency and Ending Balance			\$4,360,442		(\$296,435)		\$4,064,007
TOTAL REQUIREMENTS		167.03	\$26,839,272	0.00	\$0	167.03	\$26,839,272

STAFF REPORT

CONSIDERATION OF ORDINANCE 02-957 AMENDING THE FY2001-02 BUDGET AND APPROPRIATIONS SCHEDULE BY TRANSFERRING \$296,435 FROM CONTINGENCY TO OPERATING EXPENDITURES IN THE ZOO OPERATING FUND, AND DECLARING AN EMERGENCY

Date: June 20, 2002

Prepared by: Pete Sandrock

BACKGROUND

Previously this fiscal year the Oregon Zoo staff came before the Council requesting a budget amendment transferring funds from capital outlay and contingency to operating expenses. Based upon information available at that time the transfer appeared to be sufficient to cover expenditures for the remainder of the fiscal year. The Council adopted the ordinance authorizing the amendment earlier in June, 2002.

Subsequent to that action, additional information has come to light that requires an additional transfer from the contingency to operating expenses within the Zoo Operating Fund. This additional transfer is needed to support Zoo operations to avoid overspending the budget.

PROPOSED ACTION

The action before the Council is to declare an emergency pursuant to Section 37(2) of the Metro Charter, and immediately adopt this ordinance to transfer the remaining contingency in the Zoo Operating Fund to operating expenses. Without this transfer of appropriation authority it will be necessary to close revenue generating portions of the Oregon Zoo immediately.

BUDGET IMPACT

	Current Budget	Change	Amended Budget
Operating Expenses (Pers. Svcs and M&S combined)	\$19,679,017	\$296,435	\$19,975,452
Capital Outlay	234,000	0	234,000
Contingency	296,435	(296,435)	0

RECOMMENDED ACTION

Passage of Ordinance No. 02-957 for the purpose of adopting a budget amendment for FY2001-02.