

BEFORE THE METRO COUNCIL

AMENDING THE FY 2009-10 BUDGET AND) ORDINANCE NO. 09-1225
APPROPRIATIONS SCHEDULE TO REVISE THE)
THIRD FLOOR REMODEL CAPITAL PROJECTS,) Introduced by Michael Jordan, Chief
MOVE FUNDING FROM CONTINGENCY,) Operating Officer, with the concurrence of
AMEND THE FY 2009-10 THROUGH FY 2013-14) Council President David Bragdon
CAPITAL IMPROVEMENT PLAN, AND)
DECLARING AN EMERGENCY)

WHEREAS, the Metro Council has reviewed and considered the need to increase appropriations within the FY 2009-10 Budget; and

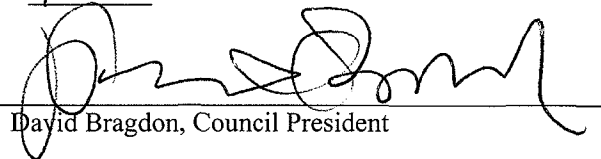
WHEREAS, the need for the increase of appropriation has been justified; and

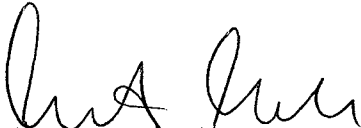
WHEREAS, adequate funds exist for other identified needs; now, therefore,


THE METRO COUNCIL ORDAINS AS FOLLOWS:

- 1. That the FY 2009-10 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 revising the third floor remodel capital projects and moving funding from contingency.
- 2. That the FY 2009-10 through FY 2013-14 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 19 day of NOV 2009.


David Bragdon, Council President

Attest:

Anthony Andersen, Recording Secretary

Approved as to Form:

Daniel B. Cooper, Metro Attorney

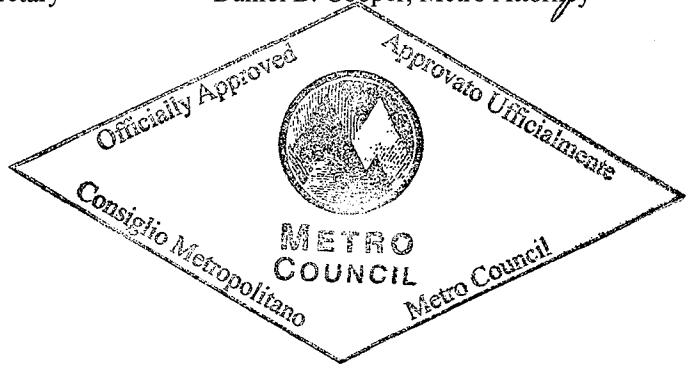


Exhibit A
Ordinance No. 09-1225

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		191,681		0		191,681
	* to Risk Mgmt Fund-Worker Comp		275,463		0		275,463
EQTCHG	<i>Fund Equity Transfers</i>						
5810	Transfer of Resources						
	* to General Revenue Bond Fund-Zoo		403,820		0		403,820
	* to Metro Capital Fund-IT Projects		50,000		0		50,000
	* to Gen'l Revenue Bond Fund-Debt Serv Acct		1,485,849		0		1,485,849
	* to MERC Fund (Tourism Opp. & Compt. Account)		692,490		0		692,490
	* to Renewal & Replacement Fund-General R&R		537,233		0		537,233
	* to Renewal & Replacement Fund-IT Renewal & Rep		253,329		0		253,329
	* to Metro Capital Fund-Parks Capital		49,000		0		49,000
	* to Renewal & Replacement Fund-Regional Center		277,000		128,000		405,000
	* to Metro Capital Fund-Parks Cap		40,000		0		40,000
	* to Renewal & Replacement Fund-Parks R&R		200,000		0		200,000
	* to Solid Waste Revenue Fund		122,375		0		122,375
LOANEX	<i>Interfund Loan - Expenditures</i>						
5865	Interfund Loan - Interest		0				0
	* to Solid Waste Revenue Fund		266,250		0		266,250
Total Interfund Transfers			\$4,844,490		\$128,000		\$4,972,490
<i>Contingency & Unappropriated Balance</i>							
CONT	<i>Contingency</i>						
5999	Contingency						
	* Contingency		3,121,383		0		3,121,383
	* Reserved for Future Election Costs		183,411		0		183,411
	* Reserved for Nature in Neigh Grants		342,500		0		342,500
	* Reserved for Metro Regional Center Remodel		128,000		(128,000)		0
	* Reserved for Active Transportation Partnerships		176,100		0		176,100
	* Reserved for Climate Change		47,500		0		47,500
UNAPP	<i>Unappropriated Fund Balance</i>						
5990	Unappropriated Fund Balance						
	* Stabilization Reserve		2,352,000		0		2,352,000
	* PERS Reserve		3,759,384		0		3,759,384
	* Computer Replacement Reserve (Planning)		90,000		0		90,000
	* Tibbets Flower Account		50		0		50
	* Reserved for Future Natural Areas Operations		804,460		0		804,460
	* Reserved for Local Gov't Grants (CET)		5,851		0		5,851
	* Reserved for Future Planning Needs		27,575		0		27,575
	* Debt Reserve for Full Faith & Credit Bonds		2,000,000		0		2,000,000
	* Reserve for Future Debt Service		2,676,806		0		2,676,806
Total Contingency & Unappropriated Balance			\$15,715,020		(\$128,000)		\$15,587,020
TOTAL REQUIREMENTS		451.73	\$104,755,967	0.00	\$0	451.73	\$104,755,967

Exhibit A
Ordinance No. 09-1225

ACCT	DESCRIPTION	Current		Revision		Amended	
		FTE	Amount	FTE	Amount	FTE	Amount
General Renewal & Replacement Fund							
Renewal & Replacement							
<i>Resources</i>							
BEGBAL	Beginning Fund Balance						
3500	* Prior year ending balance		6,379,524		0		6,379,524
GRANTS	Grants						
4100	Federal Grants-Direct		500,000		0		500,000
4110	State Grants-Direct		712,500		0		712,500
INTRST	Interest Earnings						
4700	Interest on Investments		216,559		0		216,559
EQTREV	Fund Equity Transfers						
4970	Transfer of Resources						
	* from Solid Waste Revenue Fund		15,503		0		15,503
	* from General Fund (Regional Parks)		200,000		0		200,000
	* from General Fund-IT R&R		253,329		0		253,329
	* from General Fund-MRC R&R		277,000		128,000		405,000
	* from General Fund-Gen'l R&R		537,233		0		537,233
	* from Metro Capital Fund		799,410		0		799,410
	* from General Revenue Bond Fund-MRC R&R		0		0		0
TOTAL RESOURCES			\$9,891,058		\$128,000		\$10,019,058
<i>Materials & Services</i>							
GOODS	Goods						
5201	Office Supplies		108,615		0		108,615
5205	Operating Supplies		17,371		0		17,371
SVCS	Services						
5260	Maintenance & Repairs Services		76,500		0		76,500
CAPMNT	Capital Maintenance						
5261	Capital Maintenance - CIP		392,040		0		392,040
5262	Capital Maintenance - Non-CIP		283,972		0		283,972
OTHEXP	Other Expenditures						
Total Materials & Services			\$878,498		\$0		\$878,498
<i>Capital Outlay</i>							
CAPNON	Capital Outlay (non-CIP Projects)						
5740	Equipment & Vehicles		10,612		0		10,612
CAPCIP	Capital Outlay (CIP Projects)						
5710	Improve-Other than Bldg		1,749,940		0		1,749,940
5720	Buildings & Related		362,887		128,000		490,887
5730	Exhibits and Related		8,856		0		8,856
5740	Equipment & Vehicles		911,422		0		911,422
5750	Office Furniture & Equip		190,840		0		190,840
5760	Railroad Equip & Facil		22,851		0		22,851
Total Capital Outlay			\$3,257,408		\$128,000		\$3,385,408

Exhibit A
Ordinance No. 09-1225

ACCT	DESCRIPTION	Current Budget		Revision		Amended Budget	
		FTE	Amount	FTE	Amount	FTE	Amount
General Renewal & Replacement Fund							
Renewal & Replacement							
<i>Contingency & Unappropriated Balance</i>							
CONT	<i>Contingency</i>						
5999	Contingency						
	* General contingency		2,753,015		0		2,753,015
UNAPP	<i>Unappropriated Fund Balance</i>						
5990	Unappropriated Fund Balance						
	* Renewal & Replacement - Gen'l		3,002,137		0		3,002,137
Total Contingency & Unappropriated Balance			\$5,755,152		\$0		\$5,755,152
TOTAL REQUIREMENTS		0.00	\$9,891,058	0.00	\$128,000	0.00	\$10,019,058

Exhibit B
Ordinance 09-1225
Schedule of Appropriations

	<u>Current</u> <u>Appropriation</u>	<u>Revision</u>	<u>Revised</u> <u>Appropriation</u>
GENERAL FUND			
Communications	2,178,971	0	2,178,971
Council Office (includes COO & Strategy Center)	3,408,277	0	3,408,277
Finance & Regulatory Services	3,334,056	0	3,334,056
Human Resources	1,904,090	0	1,904,090
Information Services	3,170,764	0	3,170,764
Metro Auditor	669,433	0	669,433
Office of Metro Attorney	1,995,694	0	1,995,694
Oregon Zoo	27,636,683	0	27,636,683
Parks & Environmental Services	6,831,562	0	6,831,562
Planning and Development	18,182,224	0	18,182,224
Research Center	4,200,843	0	4,200,843
Sustainability Center	4,490,128	0	4,490,128
Former ORS 197.352 Claims & Judgments	100	0	100
Special Appropriations	4,721,292	0	4,721,292
Non-Departmental			
Debt Service	1,472,340	0	1,472,340
Interfund Transfers	4,844,490	128,000	4,972,490
Contingency	3,998,894	(128,000)	3,870,894
Unappropriated Balance	11,716,126	0	11,716,126
Total Fund Requirements	\$104,755,967	\$0	\$104,755,967
GENERAL RENEWAL AND REPLACEMENT FUND			
Renewal & Replacement Program	4,135,906	128,000	4,263,906
Non-Departmental			
Contingency	2,753,015	0	2,753,015
Unappropriated Balance	3,002,137	0	3,002,137
Total Fund Requirements	\$9,891,058	\$128,000	\$10,019,058

All other appropriations remain as previously adopted

EXHIBIT C - Ordinance 09-1225

Capital Project Request - Project Detail

Project Title: Council/COO Building Space Remodel		Fund: General Fund	
Project Status: Incomplete	Funding Status: Funded	FY First Authorized: 2007-08	Department: Parks and Environmental Services
Project Number: 01510	Active: <input type="checkbox"/>	Dept. Priority: 1	Facility: Property Services
Source Of Estimat: Preliminary		Source:	Start Date: 7/07
		Date: 12/5/2006	Cost Type: Facilities
Type of Project: New	Request Type: Initial	Completion Date: 6/10	Prepared By: Mike Brown

Project Estimates	Actual	Budget/Est	Prior						
Capital Cost:	Expend	2009-2010	Years	2010-2011	2011-2012	2012-2013	2013-2014	2014-2015	Total
Construction	\$14,983	\$228,000	\$242,983	\$0	\$0	\$0	\$0	\$0	\$242,983
Equipment/Furnishings	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total:	\$14,983	\$228,000	\$242,983	\$0	\$0	\$0	\$0	\$0	\$242,983

Funding Source:									
Fund Balance - Capital Reserve	\$0	\$228,000	\$228,000	\$0	\$0	\$0	\$0	\$0	\$228,000
Fund Balance	\$14,983	\$0	\$14,983	\$0	\$0	\$0	\$0	\$0	\$14,983
Total:	\$14,983	\$228,000	\$242,983	\$0	\$0	\$0	\$0	\$0	\$242,983

Annual Operating Budget Impact

Project Description / Justification: _____ **Estimated Useful Life (yrs):** 15 **First Full Fiscal Year of Operation:** 2010-11

This project was to remodel the 3rd floor of the Metro Regional Center. Originally a much broader scope of changes was anticipated with the project expected to cost in the range of \$450,000. The scope of work has been reduced to include only the reconfiguration of offices on the 3rd floor and the creation of a new conference room for the use of Metro Council.

Initially the budget was set at \$150,000 with \$50,000 in contingency. About \$15,000 has been spent on various plans to determine the overall scope of the project. \$100,000 was carried forward into Fiscal Year 2009-10 CIP and Budget. This project has now been tentatively scoped. \$66,000 of the \$100,000 has been spent to date.

Further aspects of this project provide planning, development, construction document development for the third floor conference room and COO/Council offices. The completed project will include sustainable options like centralized lighting controls in each office and conference room, HVAC conference room controls, conference room automated window blinds, interactive touch screens and the ability to in the future enter into a IGA with PCC for video teleconferencing with secure digital video recording as well as many more capabilities depending on direction and budget once the conference room is complete.

Additional funding for expanded video capabilities will be an additional project with expected funding from a grant.

Operating costs should be a wash due to the sustainable features added to offset the additional offices and equipment. There is a potential for savings on future training from the use of new video conferencing capabilities.

EXHIBIT C - Ordinance 09-1225

Strategic Analysis

01510

Council/COO Building Space Remodel

1. Purpose.

This project was to remodel the 3rd floor of the Metro Regional Center. Originally a much broader scope of changes was anticipated with the project expected to cost in the range of \$450,000. The scope of work has been reduced to include only the reconfiguration of offices on the 3rd floor and the creation of a new conference room for the use of Metro Council.

Initially the budget was set at \$150,000 with \$50,000 in contingency. About \$15,000 has been spent on various plans to determine the overall scope of the project. \$100,000 was carried forward into Fiscal Year 2009-10 CIP and Budget. This project has now been tentatively scoped. \$66,000 of the \$100,000 has been spent to date.

Further aspects of this project provide planning, development, construction document development for the third floor conference room and COO/Council offices. The completed project will include sustainable options like centralized lighting controls in each office and conference room, HVAC conference room controls, conference room automated window blinds, interactive touch screens and the ability to in the future enter into a IGA with PCC for video teleconferencing with secure digital video recording as well as many more capabilities depending on direction and budget once the conference room is complete.

Additional funding for expanded video capabilities will be an additional project with expected funding from a grant.

Operating costs should be a wash due to the sustainable features added to offset the additional offices and equipment. There is a potential for savings on future training from the use of new video conferencing capabilities.

2. Scope and Schedule.

Adds a conference room with up to date technology for the Council use. Adds common area and hallway and some office improvements. See separate list of project components with expected individual costs and completion dates

3. Managment.

Richard Thompson

4. Stakeholders.

Metro Center users and visitors to Metro Council and Metro Council

5. Risks.

Normal safety issues with construction.

6. Cost.

Original Cost Estimate	\$450,000
Operating Budget	

7. Environmental Sustainability.

All currently available sustainability options are incorporated in this project including interactive blinds that automatically adjust to outside temperatures to control internal temperatures. Sophisticated HVAC and electrical systems incorporated for maximum energy management. This project is considered a pilot for potential sustainability improvements to the rest of the Metro Regional Center. Recycled building materials were used when possible.

8. Regulatory Requirments.

City of Portland Permitting, building codes, over \$50,000 Boli job requirements, compliance with the City of Portland's building recycling requirements for projects over \$50,000.

STAFF REPORT

IN CONSIDERATION OF ORDINANCE NO. 09-1225 AMENDING THE FY 2009-10 BUDGET AND APPROPRIATIONS SCHEDULE TO REVISE THE THIRD FLOOR REMODEL CAPITAL PROJECTS, MOVE FUNDING FROM CONTINGENCY, AMEND THE FY 2009-10 THROUGH 2013-14 CAPITAL IMPROVEMENT PLAN, AND DECLARING AN EMERGENCY

Date: October 19, 2009

Prepared by: Richard Thompson, Facilities Manager
Karen Feher, CIP Coordinator
503-797-1868

BACKGROUND

This budget request is to complete a scaled back remodel of the 3rd floor of the Metro Regional Center. Originally a broader scope of changes anticipated the project expenditures in the range of \$450,000. The scope of work has been reduced to include only the reconfiguration of offices on the 3rd floor and the creation of a new conference room for the use of Metro Council.

The project budget in FY 2008-09 was \$200,000 with \$50,000 of that funding in contingency. About \$15,000 was spent on various plans to determine the overall scope of the project and \$100,000 was carried forward into Fiscal Year 2009-10 CIP and Budget. The project costs are now more fully developed. Of the current year \$100,000 budget, \$66,000 is spent.

The remaining aspects of this project provide planning, development, construction document development for the third floor conference room and additional aspects of the management offices. The completed project will include sustainable options like centralized lighting controls in each office and conference room, HVAC conference room controls, conference room automated window blinds, interactive touch screens and the future capability for video teleconferencing and secure digital video recording as well as other technological capabilities depending on direction and availability of grant funding once the conference room is complete.

This action moves \$128,000 from General Fund contingency to the renewal and replacement fund to complete this project as well as amending the Capital Improvement Plan.

ANALYSIS/INFORMATION

- 1. Known Opposition:** None known.
- 2. Legal Antecedents:** ORS 294.450 provides for transfers of appropriations within a fund, and from the General Fund to any other fund, including transfers from contingency, if such transfers are authorized by official resolution or ordinance of the governing body for the local jurisdiction. In addition, ORS 294.326(3) provides an exemption to Oregon Budget Law allowing for the expenditure in the year of receipt of grants, gifts and bequests received by a municipal corporation in trust for a specific purpose. The Capital Improvement Plan is adopted by Resolution; therefore amendments must be adopted by Resolution or included in another Council action.

3. **Anticipated Effects:** This action implements the funding actions needed for the capital projects approved by the Council through Resolution 09-4078, adopted October 15, 2009. It approves a change to the FY 2009-10 through FY 2013-14 Capital Improvement Plan increasing the project by \$128,000.
4. **Budget Impacts:** This ordinance will recognize a transfer of \$128,000 from the General Fund contingency to the Renewal & Replacement Fund to provide appropriations for the project described in the staff report above.

RECOMMENDED ACTION

Chief Operating Officer Michael Jordan recommends approval of this Ordinance.