

BEFORE THE METRO COUNCIL

FOR THE PURPOSE OF AMENDING THE FY 2002-03 BUDGET AND APPROPRIATIONS SCHEDULE BY TRANSFERRING \$10,786 FROM THE GENERAL REVENUE BOND FUND CONTINGENCY TO CAPITAL OUTLAY AND INTERFUND TRANSFERS TO PROVIDE APPROPRIATION AUTHORITY FOR THE CARRYOVER AND COMPLETION OF THE COUNCIL CHAMBER CAMERA PROJECT; AND DECLARING AN EMERGENCY

ORDINANCE NO. 03-997
Introduced by:
Mark Williams, Chief Operating Officer
with the concurrence of
David Bragdon, Council President

WHEREAS, the Metro Council has reviewed and considered the need to transfer appropriations within the FY 2002-03 Budget; and

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

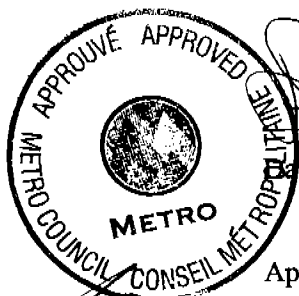
WHEREAS, adequate funds exist for other identified needs; now, therefore,

THE METRO COUNCIL ORDAINS AS FOLLOWS:

1. That the FY 2002-03 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 \$10,786 from the General Revenue Bond Fund Contingency to Capital Outlay and Interfund Transfers to provide appropriation authority for the carryover and completion of the Council Chamber Camera Project.

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, 2003.



[Signature]
David Bragdon, Council President

Attest:

Approved as to Form:

[Signature]
Christina Billington, Recording Secretary

[Signature]
Daniel B. Cooper, Metro Attorney

Exhibit A
Ordinance 03-997
FY 2002-03 SCHEDULE OF APPROPRIATIONS

	<u>Current</u> <u>Budget</u>	<u>Revision</u>	<u>Amended</u> <u>Budget</u>
BUILDING MANAGEMENT FUND			
Operating Expenses (PS & M&S)	\$894,702	0	\$894,702
Capital Outlay	138,150	0	138,150
Interfund Transfers	1,715,506	0	1,715,506
Contingency	40,000	0	40,000
Unappropriated Balance	1,553,457	2,296	1,555,753
Total Fund Requirements	\$4,341,815	\$2,296	\$4,344,111
GENERAL FUND			
Council Office			
Operating Expenses (PS & M&S)	\$1,540,583	0	\$1,540,583
Capital Outlay	0	0	0
<u>Subtotal</u>	<u>1,540,583</u>	<u>0</u>	<u>1,540,583</u>
Office of the Executive Officer			
Operating Expenses (PS & M&S)	915,789	0	915,789
Capital Outlay	0	0	0
<u>Subtotal</u>	<u>915,789</u>	<u>0</u>	<u>915,789</u>
Special Appropriations			
Materials & Services	413,000	0	413,000
<u>Subtotal</u>	<u>413,000</u>	<u>0</u>	<u>413,000</u>
General Expenses			
Interfund Transfers	7,954,020	0	7,954,020
Contingency	500,000	0	500,000
<u>Subtotal</u>	<u>8,454,020</u>	<u>0</u>	<u>8,454,020</u>
Unappropriated Balance	228,929	3,526	232,455
Total Fund Requirements	\$11,552,321	\$3,526	\$11,555,847

Exhibit A
Ordinance 03-997
FY 2002-03 SCHEDULE OF APPROPRIATIONS

	<u>Current</u> <u>Budget</u>	<u>Revision</u>	<u>Amended</u> <u>Budget</u>
GENERAL REVENUE BOND FUND			
Construction Account			
Capital Outlay - Metro Regional Center	28,039	4,964	33,003
Subtotal	28,039	4,964	33,003
Project Account			
Capital Outlay - Washington Park Parking Lot	188,138	0	188,138
Capital Outlay - Expo Center Hall D	0	0	0
Subtotal	188,138	0	188,138
Debt Service Account			
Debt Service - Metro Regional Center	1,785,506	0	1,785,506
Debt Service - Expo Center Hall D	1,078,865	0	1,078,865
Debt Service - Washington Park Parking Lot	428,959	0	428,959
Subtotal	3,293,330	0	3,293,330
General Expenses			
Interfund Transfers	110,000	5,822	115,822
Contingency	300,000	(10,786)	289,214
Subtotal	410,000	(4,964)	405,036
Unappropriated Balance	1,926,000	0	1,926,000
Total Fund Requirements	\$5,845,507	\$0	\$5,845,507

All other appropriations remain as previously adopted

**Exhibit B
Ordinance 03-997
FY 2002-03 Line Item Detail**

ACCT	DESCRIPTION	Current		Revision		Amended	
		FTE	Amount	FTE	Amount	FTE	Amount
General Revenue Bond Fund							
Construction Account							
<i>Capital Outlay</i>							
METRO REGIONAL CENTER							
<i>CAPCIF Capital Outlay (CIP Projects)</i>							
	5755 Office Furn & Equip (CIP)		28,039		4,964		33,003
	Total Capital Outlay		\$28,039		\$4,964		\$33,003
TOTAL CONSTRUCTION ACCOUNT			\$28,039		\$4,964		\$33,003
Project Account							
TOTAL PROJECT ACCOUNT			\$188,138		\$0		\$188,138
Debt Service Account							
TOTAL DEBT SERVICE ACCOUNT			\$3,293,330		\$0		\$3,293,330
General Expenses							
<i>Interfund Transfers</i>							
<i>EQTCH Fund Equity Transfer</i>							
	5810 Transfer of Resources						
	* to General Fund		0		3,526		3,526
	* to Building Management Fund		110,000		2,296		112,296
	Total Interfund Transfers		\$110,000		\$5,822		\$115,822
<i>Contingency and Ending Balance</i>							
<i>CONT Contingency</i>							
	5999 Contingency						
	* Renewal & Replacement Account		300,000		(10,786)		289,214
<i>UNAPP Unappropriated Fund Balance</i>							
	5990 Unappropriated Fund Balance						
	* Construction Account		0		0		0
	* Debt Service Account		0		0		0
	* Debt Reserve Account		1,823,000		0		1,823,000
	* Renewal & Replacement Account		103,000		0		103,000
	* Washington Park Parking Lot Account		0		0		0
	Total Contingency and Ending Balance		\$2,226,000		(\$10,786)		\$2,215,214
TOTAL FUND REQUIREMENTS			\$5,845,507		\$0		\$5,845,507

**Exhibit B
Ordinance 03-997
FY 2002-03 Line Item Detail**

ACCT	DESCRIPTION	Current Budget		Revision		Amended Budget	
		FTE	Amount	FTE	Amount	FTE	Amount
General Fund							
Resources							
<i>Resources</i>							
<i>BEGBA\ Beginning Fund Balance</i>							
	* Undesignated Carryover		669,000		0		669,000
	* Estimated Prior Year Underspending		70,000		0		70,000
	* Project Carryover		240,000		0		240,000
	* Prior year adjustment		0		0		0
<i>EXCISE Excise Tax</i>							
4050	Excise Taxes		9,577,258		0		9,577,258
<i>GVCNT\ Contributions from Governments</i>							
4145	Government Contributions		0		0		0
<i>CHGSV\ Charges for Services Revenue</i>							
4220	Conferences and Workshops		0		0		0
4650	Miscellaneous Charges for Service		0		0		0
<i>INTRST Interest Earnings</i>							
4700	Interest on Investments		15,000		0		15,000
<i>DONAT Contributions from Private Sources</i>							
4750	Donations and Bequests		0		0		0
<i>MISCRV Miscellaneous Revenue</i>							
4890	Miscellaneous Revenue		0		0		0
<i>INDTRV Interfund Reimbursements</i>							
4975	Transfer for Indirect Costs						
	* from Zoo Operating Fund		113,749		0		113,749
	* from Planning Fund		279,114		0		279,114
	* from Open Spaces Fund		62,450		0		62,450
	* from Regional Parks Fund		110,946		0		110,946
	* from Smith & Bybee Lakes Fund		4,084		0		4,084
	* from SW Revenue Fund		295,870		0		295,870
	* from MERC Operating Fund		107,074		0		107,074
	* Convention Center Project Capital Fun		7,776		0		7,776
<i>EQTRE\ Fund Equity Transfers</i>							
4970	Transfer of Resources						
	* from General Revenue Bond Fund		0		3,526		3,526
	* from Support Services Fund		0		0		0
TOTAL RESOURCES			\$11,552,321		\$3,526		\$11,555,847

**Exhibit B
Ordinance 03-997
FY 2002-03 Line Item Detail**

ACCT	DESCRIPTION	Current Budget		Revision		Amended Budget	
		FTE	Amount	FTE	Amount	FTE	Amount
General Fund							
General Expenses							
Total Interfund Transfers			\$7,954,020		\$0		\$7,954,020
<i>Contingency and Ending Balance</i>							
<i>CONT Contingency</i>							
5999	Contingency						
	* General Contingency		500,000		0		500,000
	* TOD Fund Contingency		0		0		0
<i>UNAPP Unappropriated Fund Balance</i>							
5990	Unappropriated Fund Balance						
	* Undesignated ending balance		228,929		3,526		232,455
	* Rate stabilization reserve		0		0		0
Total Contingency and Ending Balance			\$728,929		\$3,526		\$732,455
TOTAL REQUIREMENTS		29.10	\$11,552,321	0.00	\$3,526	29.10	\$11,555,847

**Exhibit B
Ordinance 03-997
FY 2002-03 Line Item Detail**

ACCT	DESCRIPTION	Current		Revision		Amended	
		FTE	Amount	FTE	Amount	FTE	Amount
Building Management Fund							
Resources							
<u>Resources</u>							
<u>Metro Regional Center</u>							
<i>BEGBA Beginning Fund Balance</i>							
	* Operations		0		0		0
	* Debt Reserves		144,702		0		144,702
	* Reserve for Future Debt Service		1,104,473		0		1,104,473
	* Prior year adjustment		0		0		0
<i>CHGSV Charges for Service</i>							
	4510 Rentals		65,851		0		65,851
	4620 Parking Fees		102,675		0		102,675
<i>INTRSI Interest Earnings</i>							
	4700 Interest on Investments		22,762		0		22,762
<i>MISCR Miscellaneous Revenue</i>							
	4890 Miscellaneous Revenue		0		0		0
<i>INDTR Interfund Reimbursements</i>							
	4975 Transfer for Indirect Costs				0		
	* General Fund		350,250		0		350,250
	* Planning Fund		608,775		0		608,775
	* Open Spaces Fund		66,934		0		66,934
	* Regional Parks Fund		127,338		0		127,338
	* Smith & Bybee Lakes Fund		7,326		0		7,326
	* SW Revenue Fund		369,685		0		369,685
	* Support Services Fund		584,014		0		584,014
<i>EQTRE Fund Equity Transfers</i>							
	4970 Transfer of Resources						
	* General Revenue Bond Fund		110,000		2,286		112,286
<u>Parking Facility</u>							
	<i>BEGBA Beginning Fund Balance</i>		267,030		0		267,030
<i>CHGSV Charges for Service</i>							
	4510 Rentals		0		0		0
	4620 Parking Fees		360,000		0		360,000
<i>EQTRE Fund Equity Transfers</i>							
	4970 Transfer of Resources						
	* Support Services Fund		50,000		0		50,000
TOTAL RESOURCES			\$4,341,815		\$2,286		\$4,344,101

**Exhibit B
Ordinance 03-997
FY 2002-03 Line Item Detail**

ACCT	DESCRIPTION	Current		Revision		Amended	
		FTE	Amount	FTE	Amount	FTE	Amount
Building Management Fund							
Expenditures							
<i><u>Contingency and Ending Balance</u></i>							
<i>CONT Contingency</i>							
	5999 Contingency						
	* Regional Center Operations		40,000		0		40,000
<i>UNAPF Unappropriated Fund Balance</i>							
	5990 Unappropriated Fund Balance						
	* Metro Center Operations		0		2,286		2,286
	* Regional Center Debt Reserves		144,465		0		144,465
	* Reserve for Future Debt Service		1,139,040		0		1,139,040
	* Parking Structure Debt Reserves		269,952		0		269,952
	Total Contingency and Ending Balance		\$1,593,457		\$2,286		\$1,595,743
<hr/>							
	TOTAL REQUIREMENTS	5.32	\$4,341,815	0.00	\$2,286	5.32	\$4,344,101

STAFF REPORT

IN CONSIDERATION OF ORDINANCE NO. 03-997, FOR THE PUPOSE OF AMENDING THE FY 2002-03 BUDGET AND APPROPRIATIONS SCHEDULE BY TRANSFERRING \$10,786 FROM THE GENERAL REVENUE BOND FUND CONTINGENCY TO CAPITAL OUTLAY AND INTERFUND TRANSFERS TO PROVIDE APPROPRIATION AUTHORITY FOR THE CARRYOVER AND COMPLETION OF THE COUNCIL CHAMBER CAMERA PROJECT; AND DECLARING AN EMERGENCY

February 25, 2003

Presented by: Kathy Rutkowski
John Donovan

BACKGROUND

In FY 2001-02, the Council authorized a project to purchase and install video equipment in the Council Chamber. The equipment would provide for in-house video production as well as live broadcast of Council and other meetings that occur in the Chamber. The initial budget authorized and received in FY 2001-02 was \$136,000 from three sources - \$21,000 in fund balance remaining from the original Metro Regional Center renovation project; a \$108,000 grant from the Mt. Hood Cable Commission; and a \$7,000 contribution from the Council Office of Public Outreach. During FY 2002-03, Metro received an additional grant from the Commission in the amount of \$28,039.

The current year adopted budget assumed that the entire amount received during the previous year would be spent. However, only \$125,214 of the project budget was spent leaving a balance of \$10,786 that has been carried forward to this fiscal year. This request is to provide the appropriation authority for this carryover to allow completion of the Council Chamber Camera project during FY 2002-03.

The additional appropriation will be used toward the project as follows:

- Increased capital outlay for the remaining purchase and installation of equipment related to the project \$4,964
- Transfer to the General Fund to reimburse the Council Public Outreach budget for costs associated with the public information and outreach needed to notify stakeholders of the new video system and for limited reimbursement of salary of the Council Public Outreach Officer associated with managing the grant \$3,526
- Transfer to the Building Management Fund to reimburse the fund for some of the costs associated with the management of the project \$2,296

ANALYSIS/INFORMATION

1. **Known Opposition** None
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** To provide for the carryover and completion of the Council Chamber Camera project.
4. **Budget Impacts** The Construction Account in the General Revenue Bond Fund has an unanticipated beginning fund balance of \$10,786. This action requests the transfer of this amount from Contingency to provide the appropriation authority for the carry forward and completion of the project. The contingency transfer is being funded by the additional beginning fund balance carryover.

RECOMMENDED ACTION

The Chief Operating Officer recommends the approval of ordinance No. 03-997.

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