

BEFORE THE COUNCIL OF THE  
METROPOLITAN SERVICE DISTRICT

FOR THE PURPOSE OF AMENDING	)	RESOLUTION NO. 86-624
RESOLUTION NO. 85-562, REVISING	)	
APPROPRIATIONS AND CREATING A	)	Introduced by the
REHABILITATION AND ENHANCEMENT	)	Executive Officer
FUND, AN INSURANCE FUND, AND A	)	
CONVENTION, TRADE, AND SPECTATOR	)	
FACILITIES (CTS) FUND	)	

WHEREAS, Various conditions exist which had not been ascertained at the time of the preparation of the FY 1985-86 budget and a change in financial planning is required; and

WHEREAS, The Multnomah County Tax Supervising and Conservation Commission (TSCC) held its public hearing March 11, 1986, on the Supplemental Budget of the Metropolitan Service District (Metro) for the fiscal year beginning July 1, 1985, and ending June 30, 1986, received and acted upon, as reflected in the budget and in the Schedule of Appropriations; and

WHEREAS, Recommendations from the TSCC have been received and acted upon, as reflected in the budget and in the Schedule of Appropriations; now, therefore,

BE IT RESOLVED,

1. That Resolution No. 85-562, Exhibit "A" FY 1985-86 Budget and Exhibit B Schedule of Appropriations are hereby amended as shown in Exhibits A and B to this Resolution.

2. That an Insurance Fund is hereby created for agency insurance expenses including premiums, deductibles, commissions, related studies and costs deemed appropriate by the Council. Revenues shall be interest and transfers from operating funds in accordance with the Cost Allocation Plan. In the case of elimination

of this fund, the balance shall be returned to the operating funds in proportion to amounts paid minus claims paid.

3. That a Convention, Trade, and Spectator Facilities (CTS) Fund is hereby created to fund the study of CTS opportunities in conjunction with other public bodies. Revenues shall be contributions from participating agencies and interest. In the case of elimination of this fund, the balance shall be returned to the participants in proportion to the amount originally paid.

4. That a Rehabilitation and Enhancement Fund is hereby created to fund rehabilitation and enhancement of the area in and around the landfill from which service or user fee charges have been collected.

5. The financial management policies specified in Exhibit C are hereby established.

ADOPTED by the Council of the Metropolitan Service District  
this 27th day of March, 1986.

  
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Richard C. Waker  
Presiding Officer

JS/srs  
4761C/435-5  
03/18/86

EXHIBIT A  
FY 1985-86 Supplemental Budget

GENERAL FUND REVENUE

	Current Budget	Revision	Proposed Budget
<u>Resources</u>			
Fund Balance-Beginning	505,000	24,520	529,520
Contract Services	2,200	36,500	38,700
Interest on Investments	108,000	(13,000)	95,000
Miscellaneous	1,500	500	2,000
Transfer from Zoo Operating Fund	484,815	3,209	488,024
Transfer from Solid Waste Operating Fund	644,475	817	645,292
All Other Accounts	<u>1,265,518</u>	<u>0</u>	<u>1,265,518</u>
Total Resources	3,011,508	52,546	3,064,054

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## GENERAL FUND

## COUNCIL

	Current Budget	Revision	Proposed Budget
Personal Services	70,247	0	70,247
Materials & Services	<u>58,420</u>	<u>0</u>	<u>58,420</u>
Total	128,667	0	128,667

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GENERAL FUND  
EXECUTIVE MANAGEMENT

	Current Budget	Revision	Proposed Budget
Personal Services			
Temporary	0	7,500	7,500
Fringe	57,507	750	58,257
All Other Accounts	<u>197,106</u>	<u>0</u>	<u>197,106</u>
	254,613	8,250	262,863
Materials & Services			
Contractual Services	20,000	(10,000)	10,000
All Other Accounts	<u>16,245</u>	<u>0</u>	<u>16,245</u>
Total	36,245	(10,000)	26,245
Capital Outlay	<u>0</u>	<u>0</u>	<u>0</u>
Total Department	290,858	(1,750)	289,108

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GENERAL FUND  
FINANCE & ADMINISTRATION  
Accounting

	Current Budget	Revision	Proposed Budget
Personal Services			
Senior Accountant	56,330	(4,636)	51,694
Accounting Clerk 1	14,390	(2,000)	12,390
Merit	6,748	(264)	6,484
Fringe	54,384	(2,100)	52,284
All Other Accounts	97,964	0	97,964
Total	<u>229,816</u>	<u>(9,000)</u>	<u>220,816</u>
Materials & Services	30,503	0	30,503
Total Division	260,319	(9,000)	251,319

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GENERAL FUND  
FINANCE & ADMINISTRATION  
Management Services

	Current Budget	Revision	Proposed Budget
Personal Services			
Secretary	19,192	(3,838)	15,354
Personnel Officer	32,328	(4,760)	27,568
Merit	8,144	(359)	7,785
Fringe	65,586	(3,309)	62,277
All Other Accounts	152,109	0	152,109
Subtotal	<u>277,359</u>	<u>(12,266)</u>	<u>265,093</u>
Materials & Services			
Insurance	30,227	(30,227)	0
All Other Accounts	240,165	0	240,165
Subtotal	<u>270,392</u>	<u>(30,227)</u>	<u>240,165</u>
Capital Outlay			
Leasehold Improvements	0	264,000	264,000
Subtotal	<u>0</u>	<u>264,000</u>	<u>264,000</u>
Total Division	547,751	221,507	769,258

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GENERAL FUND  
FINANCE & ADMINISTRATION  
Data Processing

	Current Budget	Revision	Proposed Budget
Personal Services	120,088	0	120,088
Materials & Services	73,460	0	73,460
Capital Outlay	<u>4,450</u>	<u>0</u>	<u>4,450</u>
Total	197,998	0	197,998

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GENERAL FUND  
PUBLIC AFFAIRS

	Current Budget	Revision	Proposed Budget
Personal Services	250,487	0	250,487
Materials & Services	44,990	0	44,990
Capital Outlay	<u>9,350</u>	<u>0</u>	<u>9,350</u>
Total	304,827	0	304,827

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GENERAL FUND  
TRANSFERS & CONTINGENCY

	Current Budget	Revision	Proposed Budget
Transfer to Building Management Fund	226,320	(192,500)	33,820
Transfer to Intergovernmental Resource Fund	811,248	113,341	924,589
Transfer to CTS Fund	0	10,000	10,000
Contingency	163,719	(89,052)	74,667
Total	<u>1,201,287</u>	<u>(158,211)</u>	<u>1,043,076</u>
Unappropriated Fund Balance	<u>79,801</u>	<u>0</u>	<u>79,801</u>
Total General Fund	3,011,508	52,546	3,064,054

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# BUILDING MANAGEMENT FUND

Description	Current Budget	Revision	Revised Budget
<u>Resources</u>			
Rental & Lease Income	121,250	(80,800)	40,450
Parking Fees	43,316	(4,441)	38,875
Miscellaneous	0	15,855	15,855
Transfer from General Fund	226,320	(192,500)	33,820
Transfer from Zoo Operating	79,452	46,571	126,023
Transfer from SW Operating	196,031	102,923	298,954
Transfer from IRC	<u>173,153</u>	<u>101,997</u>	<u>275,150</u>
Total Resources	839,522	(10,395)	829,127
<u>Personal Services</u>			
Secretary	0	4,059	4,059
Support Servs. Sup.	15,650	5,216	20,866
Maintenance Aide	3,353	0	3,353
Merit	760	88	848
Fringe	<u>6,126</u>	<u>2,903</u>	<u>9,029</u>
Total Personal Services	25,889	12,266	38,155
<u>Materials &amp; Services</u>			
Advertising	0	1,000	1,000
Supplies	0	1,000	1,000
Real Property Taxes	21,429	11,571	33,000
Utilities - Electric	57,600	8,400	66,000
Utilities - Water	1,350	630	1,980
Utilities - Gas	25,900	18,500	44,400
Telephone	10,000	0	10,000
Maintenance & Repair-Building	15,500	4,550	20,050
Contractual Services	114,200	(26,050)	88,150
Insurance	5,900	(5,900)	0
Lease - Building	<u>341,188</u>	<u>15,204</u>	<u>356,392</u>
Total Materials & Services	593,067	28,905	621,972
<u>Capital Outlay</u>			
Leasehold Improvements	<u>146,320</u>	<u>(27,320)</u>	<u>119,000</u>
Total Capital Outlay	146,320	(27,320)	119,000
<u>Transfers &amp; Contingency</u>			
Contingency	<u>74,246</u>	<u>(24,246)</u>	<u>50,000</u>
Total Transfers & Contingency	74,246	(24,246)	50,000
Total Fund	839,522	(10,395)	829,127

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# INTERGOVERNMENTAL RESOURCE CENTER

	Current Budget	Revision	Proposed Budget
<u>Resources</u>			
Contract Services	437,760	(300,000)	137,760
Transfer from General Fund	811,248	113,341	924,589
All Other Accounts	<u>1,115,263</u>	<u>0</u>	<u>1,115,263</u>
Total	<u>2,364,271</u>	<u>(186,659)</u>	<u>2,177,612</u>
<u>Requirements</u>			
Personal Services	910,360	0	910,360
Materials & Services			
Contractual Services	514,300	(320,000)	194,300
All Other Accounts	<u>57,500</u>	<u>0</u>	<u>57,500</u>
Subtotal	<u>571,800</u>	<u>(320,000)</u>	<u>251,800</u>
Capital Outlay	3,800	0	3,800
Transfers			
to Building Mgmt. Fund	173,153	101,997	275,150
to Insurance Fund	0	31,344	31,344
All Other Accounts	<u>654,107</u>	<u>0</u>	<u>654,107</u>
Subtotal	<u>827,260</u>	<u>133,341</u>	<u>960,601</u>
Contingency	<u>51,051</u>	<u>0</u>	<u>51,051</u>
Total	<u>2,364,271</u>	<u>(186,659)</u>	<u>2,177,612</u>

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# ZOO OPERATING

	Current Budget	Revision	Proposed Budget
<u>Resources</u>			
Beginning Fund Balance	1,670,348	166,391	1,836,739
All Other Accounts	7,983,477	0	7,983,477
Total	9,653,825	166,391	9,820,216
<u>Requirements</u>			
<u>Administrative</u>			
Personal Services	237,495	0	237,495
<u>Materials &amp; Services</u>			
Travel	8,000	6,000	14,000
Meetings & Conferences	4,800	3,000	7,800
Printing	7,900	10,000	17,900
Telephone	43,200	(7,000)	36,200
Postage	11,000	5,000	16,000
Office Supplies	11,600	20,000	31,600
Contractual Services	26,800	15,000	41,800
Insurance	100,000	(100,000)	0
Miscellaneous	3,400	4,000	7,400
All Other Accounts	76,100	0	76,100
Subtotal	292,800	(44,000)	248,800
Capital Outlay	5,139	0	5,139
Total	535,434	(44,000)	491,434
<u>Animal Management</u>			
Personal Services	1,125,498	0	1,125,498
Materials & Services	217,700	0	217,700
Capital Outlay	18,800	0	18,800
Total	1,361,998	0	1,361,998
<u>Buildings &amp; Grounds</u>			
Personal Services	814,365	0	814,365
Materials & Services	665,150	0	665,150
Capital Outlay	341,500	0	341,500
Total	1,821,015	0	1,821,015
<u>Educational Services</u>			
Personal Services	358,728	0	358,728
Materials & Services	73,423	0	73,423
Capital Outlay	4,500	0	4,500
Total	436,651	0	436,651
<u>Public Information</u>			
Personal Services	95,391	0	95,391
Materials & Services	116,230	0	116,230
Capital Outlay	22,000	0	22,000
Total	233,621	0	233,621

ZOO OPERATING  
(continued)

	Current Budget	Revision	Proposed Budget
<u>Visitor Services</u>			
<u>Personal Services</u>			
Visitor Services Workers-Food	155,196	25,000	180,196
Fringe	97,126	2,139	99,265
All Other Accounts	316,129	0	316,129
Subtotal	568,451	27,139	595,590
Materials & Services	482,989	0	482,989
Capital Outlay	25,480	0	25,480
Total	1,076,920	27,139	1,104,059
<u>Transfers</u>			
To General Fund	484,815	3,209	488,024
To Building Fund	79,452	46,571	126,023
To Insurance Fund	0	234,268	234,268
To Zoo Capital	2,448,123	0	2,448,123
Total	3,012,390	284,048	3,296,438
Contingency	200,796	(100,796)	100,000
Unappropriated Balance	975,000	0	975,000
Total Zoo Operating	9,653,825	166,391	9,820,216

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# ZOO CAPITAL

	Current Budget	Revision	Proposed Budget
<u>Resources</u>	8,695,602	0	8,695,602
<u>Requirements</u>			
West Bear	2,232,221	100,761	2,332,982
Africa Bush 1 & 2	2,300,000	(333,261)	1,966,739
Gift Shop	100,000	37,500	137,500
Misc. Improvements	210,000	(25,000)	185,000
Electrical Upgrade	0	220,000	220,000
All Other Accounts	<u>3,853,381</u>	<u>0</u>	<u>3,853,381</u>
Total	8,695,602	0	8,695,602

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# SOLID WASTE OPERATING FUND

## RESOURCES

	Current Budget	Revision	Proposed Budget
Disposal Fees - Commercial	5,835,600	(861,000)	4,974,600
Disposal Fees - DEQ	0	861,000	861,000
All Other Accounts	8,137,420	0	8,137,420
	<u>13,973,020</u>	<u>0</u>	<u>13,973,020</u>

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# SOLID WASTE OPERATING FUND

	Current Budget	Revision	Proposed Budget
Personal Services	924,643	0	924,643
Materials & Services			
Payment to Other Agencies	793,500	218,000	1,011,500
Contractual Services	6,320,125	2,200	6,322,325
Printing	44,700	(1,000)	43,700
Postage	9,250	(1,000)	8,250
Maintenance & Repairs - Equip.	23,750	(200)	23,550
All Other Accounts	626,155	0	626,155
Subtotal Materials & Services	7,817,480	218,000	8,035,480
Capital Outlay			
Equipment & Vehicles	44,000	70,000	114,000
All Other Accounts	128,890	0	128,890
Subtotal Capital Outlay	172,890	70,000	242,890
Transfers			
To General Fund	644,475	817	645,292
To Building Management Fund	196,031	102,923	298,954
To Debt Service Fund	1,321,950	(20,000)	1,301,950
To Insurance Fund	0	54,185	54,185
To SW Capital Fund	100,000	118,000	218,000
To SW Reserve Fund	333,000	145,000	478,000
To Rehab. & Enhancement Fund	0	322,000	322,000
All Other Accounts	650,000	0	650,000
Subtotal Transfers	3,245,456	722,925	3,968,381
Contingency	1,749,218	(1,010,925)	738,293
Unappropriated Balance	63,333	0	63,333
Total Solid Waste Operating Fund	13,973,020	0	13,973,020

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SOLID WASTE OPERATING FUND  
MANAGEMENT & ADMINISTRATION  
(For Information Only)

	Current Budget	Revision	Proposed Budget
Personal Services	88,979	0	88,979
Materials & Services	36,160	0	36,160
Capital Outlay	17,090	0	17,090
Transfers			
To General Fund	322,475	457	322,932
To Building Fund	96,031	57,636	153,667
To Debt Service	363,004	0	363,004
To IRC	5,000	0	5,000
To Insurance	0	30,332	30,332
Subtotal Transfers	<u>786,510</u>	<u>88,425</u>	<u>874,935</u>
Contingency	220,142	(174,185)	45,957
Unappropriated Balance	<u>63,333</u>	<u>0</u>	<u>63,333</u>
Total Program	1,212,214	(85,760)	1,126,454

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ST. JOHNS LANDFILL  
(For Information Only)

	Current Budget	Revision	Proposed Budget
Personal Services	253,860	0	253,860
Materials & Services			
Payment to Other Agencies	759,900	(611,000)	148,900
All Other Accounts	<u>4,546,925</u>	<u>0</u>	<u>4,546,925</u>
Subtotal Materials & Services	5,306,825	(611,000)	4,695,825
Capital Outlay			
Equipment & Vehicles	12,000	70,000	82,000
All Other Accounts	<u>34,000</u>	<u>0</u>	<u>34,000</u>
Subtotal Capital Outlay	46,000	70,000	116,000
Transfers			
To General Fund	161,000	188	161,188
To Building Fund	50,000	23,673	73,673
To Reserve Fund	333,000	145,000	478,000
To Insurance	0	12,639	12,639
To Rehabilitation & Enhancement	0	322,000	322,000
All Other Accounts	<u>852,873</u>	<u>0</u>	<u>852,873</u>
Subtotal Transfers	1,396,873	503,500	1,900,373
Contingency	<u>912,982</u>	<u>(685,740)</u>	<u>227,242</u>
Total Program	7,916,540	(723,240)	7,193,300

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CLACKAMAS TRANSFER & RECYCLING CENTER  
(For Information Only)

	Current Budget	Revision	Proposed Budget
Personal Services	130,875	0	130,875
Materials & Services	1,831,650	0	1,831,650
Capital Outlay	41,800	0	41,800
Transfers			
To General Fund	97,000	172	97,172
To Building Fund	30,000	21,614	51,614
To SW Debt Service	281,073	0	281,073
To SW Capital	100,000	118,000	218,000
To Insurance	0	11,214	11,214
Subtotal Transfers	508,073	151,000	659,073
Contingency	272,052	(151,000)	121,052
Total Program	2,784,450	0	2,784,450

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WASHINGTON TRANSFER & RECYCLING CENTER  
(For Information Only)

	Current Budget	Revision	Proposed Budget
Personal Services	121,358	0	121,358
Materials & Services	266,250	0	266,250
Capital Outlay	64,000	0	64,000
Transfers	534,000	0	534,000
Contingency	<u>344,042</u>	<u>0</u>	<u>344,042</u>
Total Program	1,329,650	0	1,329,650

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WASTE REDUCTION  
(For Information Only)

	Current Budget	Revision	Proposed Budget
Personal Services	146,003	0	146,003
Materials & Services			
Contracutal Services	187,625	62,200	249,825
All Other Accounts	<u>39,920</u>	<u>0</u>	<u>39,920</u>
Subtotal Materials & Services	227,545	62,200	289,745
Capital Outlay	<u>4,000</u>	<u>0</u>	<u>4,000</u>
Total Program	377,548	62,200	439,748

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SYSTEM PLANNING  
(For Information Only)

	Current Budget	Revision	Proposed Budget
Personal Services			
Solid Waste Director	6,707	1,258	7,965
Operations Manager	2,241	1,354	3,595
Engineering Manager	16,817	0	16,817
Solid Waste Coordinator	0	6,448	6,448
Solid Waste Engineer	1,977	1,412	3,389
Analyst 1	1,894	0	1,894
Community Relations	7,828	7,828	15,656
Program Coordinator	757	0	757
Public Information Specialist	3,288	2,190	5,478
Analyst 2	36,162	6,576	42,738
Secretary	3,244	973	4,217
Administrative Assistant	597	797	1,394
Waste Reduction Manager	9,936	0	9,936
Office Assistant	1,168	0	1,168
Merit	3,705	1,153	4,858
Fringe	29,860	9,297	39,157
Subtotal Personal Services	126,181	39,286	165,467
Materials & Services			
Contractual Services	26,500	15,000	41,500
All Other Accounts	11,050	0	11,050
Subtotal Materials & Services	37,550	15,000	52,550
Total Program	163,731	54,286	218,017

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LANDFILL SITING  
(For Information Only)

	Current Budget	Revision	Proposed Budget
Personal Services			
Solid Waste Director	3,913	(1,258)	2,655
Operations Manager	5,387	(1,353)	4,034
Engineering Manager	1,147	(1)	1,146
Senior Analyst	11,538	(6,448)	5,090
Solid Waste Engineer	1,412	(1,412)	0
Community Relations	7,828	(7,828)	0
Public Information Specialist	2,192	(2,192)	0
Analyst 2	6,575	(6,575)	0
Secretary	1,135	(973)	162
Administrative Assistant	995	(796)	199
Merit	1,685	(1,153)	532
Fringe	13,580	(9,297)	4,283
Subtotal Personal Services	57,387	(39,286)	18,101
Materials & Services			
Contractual Services	75,000	(75,000)	0
Printing	1,000	(1,000)	0
Postage	1,000	(1,000)	0
Maintenance & Repair	200	(200)	0
Payments To Other Agencies	32,000	829,000	861,000
All Other Accounts	2,300	0	2,300
Subtotal Materials & Services	111,500	751,800	863,300
Transfer to Debt Service	20,000	(20,000)	0
Total Program	188,887	692,514	881,401

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# SOLID WASTE CAPITAL FUND

	Current Budget	Revision	Proposed Budget
<u>Resources</u>			
DEQ Loan Proceeds	5,730,000	(430,000)	5,300,000
Transfer from SW Operating	100,000	118,000	218,000
All Other Accounts	165,000	0	165,000
Total	5,995,000	(312,000)	5,683,000
<u>Capital Projects</u>			
CTRC			
Buildings	67,000	83,000	150,000
Improvements	45,000	35,000	80,000
Landfill Siting			
Engineering Services	430,000	(430,000)	0
All Other Accounts	5,453,000	0	5,453,000
Total	5,995,000	(312,000)	5,683,000

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# SOLID WASTE DEBT SERVICE FUND

	Current Budget	Revision	Proposed Budget
<u>Resources</u>			
Transfer from SW Operating	1,321,950	(20,000)	1,301,950
Total	<u>1,321,950</u>	<u>(20,000)</u>	<u>1,301,950</u>
<u>Requirements</u>			
DEQ Loan Wash. Co.			
Transfer Station and			
Landfill Siting	470,000	(20,000)	450,000
All Other Accounts	851,950	0	851,950
	<u>1,321,950</u>	<u>(20,000)</u>	<u>1,301,950</u>

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ST. JOHNS RESERVE FUND

	Current Budget	Revision	Proposed Budget
<u>Resources</u>			
Transfer from SW Oper. Fund	333,000	145,000	478,000
All Other Accounts	624,700	0	624,700
Total	<u>957,700</u>	<u>145,000</u>	<u>1,102,700</u>
<u>Requirements</u>			
Unappropriated Balance	957,700	145,000	1,102,700
Total	<u>957,700</u>	<u>145,000</u>	<u>1,102,700</u>

JS/srs  
4754C/227-25  
01/14/86

# REHABILITATION AND ENHANCEMENT FUND

	Current Budget	Revision	Proposed Budget
<u>Resources</u>			
Transfer from SW Oper. Fund	0	322,000	322,000
Interest	0	<u>11,270</u>	<u>11,270</u>
Total	0	333,270	333,270
<u>Requirements</u>			
Payment to Other Agencies	0	<u>333,270</u>	<u>333,270</u>
Total	0	333,270	333,270

JS/srs  
4754C/227-26  
01/14/86



# CONVENTION, TRADE, AND SPECTATOR FACILITY FUND

	Current Budget	Revision	Proposed Budget
<u>Resources</u>			
Contract Services			
Portland Development Commission	0	40,000	40,000
City of Portland	0	40,000	40,000
Multnomah County	0	25,000	25,000
Clackamas County	0	20,000	20,000
Port of Portland	0	10,000	10,000
Greater Portland Visitors and Convention Association, Inc.	0	2,200	2,200
Portland Exposition - Recreation Commission	0	15,000	15,000
Washington County	0	20,000	20,000
State of Oregon - Economic Development Department	0	100,000	100,000
Other	0	97,800	97,800
Interest	0	20,000	20,000
Transfer from General Fund	0	10,000	10,000
Total	0	400,000	400,000

## Requirements

Contractual Services	0	302,200	302,200
Contingency	0	97,800	97,800
Total	0	400,000	400,000

JS/srs  
4754C/227-27  
01/14/86

# INSURANCE FUND

	Current Budget	Revision	Proposed Budget
<u>Resources</u>			
Transfer from:			
IRC Fund	0	31,344	31,344
Solid Waste Fund	0	54,185	54,185
Zoo Fund	0	234,268	234,268
Interest	0	1,350	1,350
Total	0	321,147	321,147
<u>Requirements</u>			
Insurance	0	283,797	283,797
Contractual Services	0	6,000	6,000
Contingency (claims reserve)	0	31,350	31,350
Total	0	321,147	321,147

JS/srs  
4754C/227-28  
01/14/86

## EXHIBIT B

SCHEDULE OF APPROPRIATIONS

	<u>Current Appropriation</u>	<u>Revision</u>	<u>Revised Appropriation</u>
<u>GENERAL FUND</u>			
Council			
Personal Services	\$ 70,247	-0-	\$ 70,247
Materials & Services	58,420	-0-	58,420
Capital Outlay	-0-	-0-	-0-
Subtotal	<u>\$128,667</u>	<u>-0-</u>	<u>\$128,667</u>
Executive Management			
Personal Services	\$254,613	8,250	\$262,863
Materials & Services	36,245	(10,000)	26,245
Capital Outlay	-0-	-0-	-0-
Subtotal	<u>\$290,858</u>	<u>(1,750)</u>	<u>\$289,108</u>
Finance & Administration			
Personal Services	\$ 627,263	(21,266)	\$605,997
Materials & Services	374,355	(30,227)	344,128
Capital Outlay	4,450	264,000	268,450
Subtotal	<u>\$1,006,068</u>	<u>212,507</u>	<u>\$1,218,575</u>
Public Affairs			
Personal Services	\$250,487	-0-	\$250,487
Materials & Services	44,990	-0-	44,990
Capital Outlay	9,350	-0-	9,350
Subtotal	<u>\$304,827</u>	<u>-0-</u>	<u>\$304,827</u>
General Expense			
Contingency	\$ 163,719	(89,052)	\$ 74,667
Transfers	1,037,568	(69,159)	968,409
Subtotal	<u>\$1,201,287</u>	<u>\$ (158,211)</u>	<u>\$1,043,076</u>
Unappropriated Balance	\$79,801	-0-	\$79,801
Total General Fund Requirements	\$3,011,508	\$52,546	\$3,064,054
<u>INTERGOVERNMENTAL RESOURCE CENTER FUND</u>			
Personal Services	\$ 910,360	\$ -0-	\$ 910,360
Materials & Services	571,800	(320,000)	251,800
Capital Outlay	3,800	-0-	3,800
Transfers	827,260	133,341	960,601
Contingency	<u>51,051</u>	<u>-0-</u>	<u>51,051</u>
Total Intergovernmental Resource Center Fund Requirements	\$2,364,271	(\$186,659)	\$2,177,612

	<u>Current Appropriation</u>	<u>Revision</u>	<u>Revised Appropriation</u>
<u>BUILDING MANAGEMENT FUND</u>			
Personal Services	\$ 25,889	\$ 12,266	\$ 38,155
Materials & Services	593,067	28,905	621,972
Capital Outlay	146,320	(27,320)	119,000
Contingency	<u>74,246</u>	<u>(24,246)</u>	<u>50,000</u>
Total Building Management Fund Requirements	\$839,522	\$ (10,395)	\$829,127
<u>TRANSPORTATION TECHNICAL ASSISTANCE FUND</u>			
Materials & Services	<u>\$86,817</u>	<u>-0-</u>	<u>\$86,817</u>
Total Transportation Technical Assistance Fund Requirements	\$86,817	-0-	\$86,817
<u>CRIMINAL JUSTICE ASSISTANCE FUND</u>			
Materials & Services	<u>\$3,500</u>	<u>-0-</u>	<u>\$3,500</u>
Total Criminal Justice Assistance Fund Requirements	\$3,500	-0-	\$3,500
<u>SEWER ASSISTANCE FUND</u>			
Materials & Services	<u>\$1,445,665</u>	<u>-0-</u>	<u>\$1,445,665</u>
Total Sewer Assistance Fund Requirements	\$1,445,665	-0-	\$1,445,665
<u>ZOO OPERATING FUND</u>			
Personal Services	\$3,199,928	\$ 27,139	\$3,227,067
Materials & Services	1,848,292	(44,000)	1,804,292
Capital Outlay	417,419	-0-	417,419
Transfers	3,012,390	284,048	3,296,438
Contingency	200,796	(100,796)	100,000
Unappropriated Balance	<u>975,000</u>	<u>-0-</u>	<u>975,000</u>
Total Zoo Operating Fund Requirements	\$9,653,825	\$166,391	\$9,820,216
<u>ZOO CAPITAL FUND</u>			
Capital Projects	\$5,872,221	-0-	\$5,872,221
Unappropriated Balance	<u>2,823,381</u>	<u>-0-</u>	<u>2,823,381</u>
Total Zoo Capital Fund Requirements	\$8,695,602	-0-	\$8,695,602

	<u>Current Appropriation</u>	<u>Revision</u>	<u>Revised Appropriation</u>
<u>INSURANCE FUND</u>			
Materials & Services	-0-	\$289,797	\$289,797
Contingency	-0-	31,350	31,350
Total Insurance Fund Requirements	-0-	\$321,147	\$321,147
<u>SOLID WASTE OPERATING FUND</u>			
Personal Services	\$ 924,643	-0-	\$ 924,643
Materials & Services	7,817,480	218,000	8,035,480
Capital Outlay	172,890	70,000	242,890
Transfers	3,245,456	722,925	3,968,381
Contingency	1,749,218	(1,010,925)	738,293
Unappropriated Balance	<u>63,333</u>	<u>-0-</u>	<u>63,333</u>
Total Solid Waste Operating Fund Requirements	\$13,973,020	-0-	\$13,973,020
<u>SOLID WASTE CAPITAL FUND</u>			
Capital Projects	\$5,892,000	(312,000)	\$5,580,000
Transfers	<u>103,000</u>	<u>-0-</u>	<u>103,000</u>
Total Solid Waste Capital Fund Requirements	\$5,995,000	(312,000)	\$5,683,000
<u>SOLID WASTE DEBT SERVICE FUND</u>			
Materials & Services	<u>\$1,321,950</u>	<u>(20,000)</u>	<u>\$1,301,950</u>
Total Solid Waste Debt Service Fund Requirements	\$1,321,950	(20,000)	\$1,301,950
<u>ST. JOHNS RESERVE FUND</u>			
Unappropriated Balance	<u>\$957,700</u>	<u>\$145,000</u>	<u>\$1,102,700</u>
Total St. Johns Reserve Fund Requirements	\$957,700	\$145,000	\$1,102,700
<u>ST. JOHNS FINAL IMPROVEMENTS FUND</u>			
Capital Projects	\$ 535,000	-0-	\$ 535,000
Contingency	150,000	-0-	150,000
Unappropriated Balance	<u>759,000</u>	<u>-0-</u>	<u>759,000</u>
Total St. Johns Final Improvement Fund Requirements	\$1,444,000	-0-	\$1,444,000



	<u>Current Appropriation</u>	<u>Revision</u>	<u>Revised Appropriation</u>
<u>ST. JOHNS METHANE RECOVERY FUND</u>			
Personal Services	\$ 29,503	-0-	\$ 29,503
Materials & Services	46,024	-0-	46,024
Contingency	<u>60,473</u>	<u>-0-</u>	<u>60,473</u>
Total St. Johns Methane Recovery Fund Requirements	\$136,000	-0-	\$136,000
<u>REHABILITATION &amp; ENHANCEMENT FUND</u>			
Materials & Services	<u>-0-</u>	<u>333,270</u>	<u>\$333,270</u>
Total Rehabilitation & Enhancement Fund Requirements	-0-	333,270	\$333,270
<u>CONVENTION TRADE, AND SPECTATOR FACILITY FUND</u>			
Materials & Services	-0-	\$302,200	\$302,200
Contingency	<u>-0-</u>	<u>97,800</u>	<u>97,800</u>
Total Convention Center, Trade and Spectator Facility Fund Requirements	-0-	\$400,000	\$400,000

JS/srs  
4666C/227-2/5  
01/09/86

EXHIBIT C  
FINANCIAL MANAGEMENT

Insurance Fund

1. The Insurance Fund is established to account for and manage insurance costs on a centralized basis.
2. Resources shall be transfers from operating funds based on the Cost Allocation Plan, interest and fund balance. Interest earned on reserves and beginning fund balance shall be used to offset transfers.
3. Requirements shall include premiums, commissions, insurance related studies, claims process fees and deductibles.
4. Metro will maintain deductibles (self-insured retentions) for some coverages as part of a risk management and cost savings strategy. In FY 1985-86 the deductible amounts will be funded in accordance with the Cost Allocation Plan at an amount equal to or greater than the value of the highest annual claims paid (currently \$30,310 for FY 1980-81). In subsequent years, the claims reserve shall be funded at that level plus any beginning fund balance amount. The goal shall be to have a \$150,000 insurance reserve by FY 1989-90.
5. The basis of accounting for this fund shall be modified accrual.

CTS Fund

1. Revenues to this fund shall be invested in accordance with Metro investment policies and practices. Interest earned shall be used for CTS related work. If work is completed or discontinued before all funds are expended, the balance including interest shall be returned to participants in proportion to the amount originally paid.
2. The basis of accounting for this fund shall be modified accrual.

Rehabilitation and Enhancement Fund

1. The Metro Council shall determine where and how expenditures will be made from this fund in accordance with SB 662 and Resolution No. 86-620.
2. The basis of accounting for this fund shall be modified accrual.

Building Management Fund

1. Front end costs for tenant leasehold improvements occurring in FY 1985-86 will be paid by the Building Management Fund and covered by transfers and lease income.

2. All operating costs will be allocated to operating funds (including General Government when created) based on square footage utilized and pooled costs as shown in the Cost Allocation Plan.
3. Tenant improvements costs will be allocated to operating funds on the same basis as operating costs. Subsequent lease income will reduce transfers needed from these funds.
4. Enterprise revenue (lease and parking income) will be a direct offset to operating costs and will be utilized prior to Operating Fund transfers each month. In FY 1985-86 a General Fund transfer will be utilized only as needed to cover transfers from Contingency.
5. Expansions or remodelling required for specific departments will be paid by the benefitting department in the year the work is completed. The extent and nature of improvements will be compatible with and at the same standard as other Metro space.
6. Through management of the Building Management Fund a zero budget fund balance will be maintained to minimize interest earnings.

JS/srs  
4666C/227-32/33  
01/09/86





# Memo

METROPOLITAN SERVICE DISTRICT 527 S.W. HALL ST., PORTLAND, OREGON 97201-5287 503 221-1646  
Providing Zoo, Transportation, Solid Waste and other Regional Services

Date: March 14, 1986

To: The Metro Council

From: Jennifer Sims,  Director of Management Services

Regarding: FY 1985-86 Approved Supplemental Budget

The TSCC held its public hearing on Metro's FY 1985-86 Approved Supplemental Budget on March 11, 1986. The Commission certified the budget without objection or recommendation. (letter attached)

Three additional changes are proposed and described below. These changes do not require TSCC review.

1. Establish an appropriation for personal services in the Zoo Capital Fund in the amount of \$15,825. This is for the Construction Manager position previously authorized by the Council. Reduce the amount budgeted for miscellaneous improvements by the same amount.
2. Transfer \$45,000 of CTS monies to the IRC for personal services. Reduce contractual services by the same amount. This will pay for staff time spent in support of the CTS Committee and is in accordance with the agreements with participating agencies.
3. Establish a line item for contractual services (\$10,000) in the new Rehabilitation and Enhancement Fund and reduce payments to other agencies by the same amount. This provides for a contract to support work of the North Portland Rehabilitation and Enhancement Advisory Committee.

These amendments to the ordinance may be made by motion. The effect of these changes is shown in the revised budget and appropriation schedule attached to this memo.

JS:ktr

Attachments

# TAX SUPERVISING & CONSERVATION COMMISSION

Multnomah County, Oregon

1510 Portland Building

Portland, Oregon 97204-1950

1120 S.W. Fifth Avenue

503/248-3054

March 12, 1986

Board of Directors  
Metropolitan Service District  
2000 S.W. 1st Avenue  
Portland, Oregon 97201

Dear Board Members:

The Tax Supervising and Conservation Commission has reviewed, given careful consideration to and on March 11, 1986 conducted a public hearing on a proposed Supplemental Budget for 1985-86 which is hereby certified without objection or recommendation.

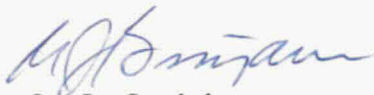
This certification, made pursuant to ORS 294.645, is based on the following budget estimates as shown in the budget.

General Fund	\$ 52,546
Zoo Operating Fund	166,391
St. Johns Reserve Fund	145,000
Unappropriated Balance	(145,000)
Rehabilitation & Enhancement Fund	333,270
Convention, Trade & Spectator Facility Fund	400,000
Insurance Fund	321,147

Please forward a copy of the adopting resolution.

Yours very truly,

TAX SUPERVISING & CONSERVATION COMMISSION



G. J. Gutjahr  
Administrative Officer

GJG:pj

PROPOSED REVISION TO EXHIBIT A  
RESOLUTION NO. 86-624

INTERGOVERNMENTAL RESOURCE CENTER

	Current Budget	Revision	Proposed Budget
<u>Resources</u>			
Contract Services	437,760	(345,000)	92,760
Transfer from			
General Fund	811,248	113,341	924,589
CTS Fund	0	45,000	45,000
All Other Accounts	<u>1,115,263</u>	<u>0</u>	<u>1,115,263</u>
Total	2,364,271	(186,659)	2,177,612
<u>Requirements</u>			
Personal Services	910,360	0	910,360
Materials & Services			
Contractual Services	514,300	(320,000)	194,300
All Other Accounts	<u>57,500</u>	<u>0</u>	<u>57,500</u>
Subtotal	571,800	(320,000)	251,800
Capital Outlay	3,800	0	3,800
Transfers			
to Building Mgmt. Fund	173,153	101,997	275,150
to Insurance Fund	0	31,344	31,344
All Other Accounts	<u>654,107</u>	<u>0</u>	<u>654,107</u>
Subtotal	827,260	133,341	960,601
Contingency	<u>51,051</u>	<u>0</u>	<u>51,051</u>
Total	2,364,271	(186,659)	2,177,612

JS/srs  
5332C/227-1  
03/17/86

# ZOO CAPITAL

	Current Budget	Revision	Proposed Budget
<u>Resources</u>	8,695,602	0	8,695,602
<u>Requirements</u>			
Personal Services			
Construction Manager	0	12,075	12,075
Fringe	0	3,750	3,750
Total Personal Services	0	15,825	15,825
Capital Projects			
West Bear	2,232,221	100,761	2,332,982
Africa Bush 1 & 2	2,300,000	(333,261)	1,966,739
Gift Shop	100,000	37,500	137,500
Misc. Improvements	210,000	(40,825)	169,175
Electrical Upgrade	0	220,000	220,000
All Other Accounts	3,853,381	0	3,853,381
Total Capital Projects and Unappropriated Balance	8,695,602	0	8,679,777
Total Requirements	8,695,602	0	8,695,602

JS/srs  
5332C/227-2  
03/17/86

# REHABILITATION AND ENHANCEMENT FUND

	Current Budget	Revision	Proposed Budget
<u>Resources</u>			
Transfer from SW Oper. Fund	0	322,000	322,000
Interest	0	11,270	11,270
Total	0	333,270	333,270
<u>Requirements</u>			
Contractual Services	0	10,000	10,000
Payment to Other Agencies	0	323,270	323,270
Total	0	333,270	333,270

JS/srs  
5332C/227-3  
03/17/86

# CONVENTION, TRADE, AND SPECTATOR FACILITY FUND

	Current Budget	Revision	Proposed Budget
<u>Resources</u>			
Contract Services			
Portland Development Commission	0	40,000	40,000
City of Portland	0	40,000	40,000
Multnomah County	0	25,000	25,000
Clackamas County	0	20,000	20,000
Port of Portland	0	10,000	10,000
Greater Portland Visitors and Convention Association, Inc.	0	2,200	2,200
Portland Exposition - Recreation Commission	0	15,000	15,000
Washington County	0	20,000	20,000
State of Oregon - Economic Development Department	0	100,000	100,000
Other	0	97,800	97,800
Interest	0	20,000	20,000
Transfer from General Fund	0	10,000	10,000
Total	0	400,000	400,000

## Requirements

Contractual Services	0	257,200	257,200
Transfer to IRC Fund	0	45,000	45,000
Contingency	0	97,800	97,800
Total	0	400,000	400,000

JS/srs  
5332C/227-4  
03/17/86



PROPOSED REVISION TO EXHIBIT B  
RESOLUTION NO. 86-624

SCHEDULE OF APPROPRIATIONS

	<u>Current Appropriation</u>	<u>Revision</u>	<u>Revised Appropriation</u>
<u>GENERAL FUND</u>			
Council			
Personal Services	\$ 70,247	-0-	\$ 70,247
Materials & Services	58,420	-0-	58,420
Capital Outlay	-0-	-0-	-0-
Subtotal	<u>\$128,667</u>	<u>-0-</u>	<u>\$128,667</u>
Executive Management			
Personal Services	\$254,613	8,250	\$262,863
Materials & Services	36,245	(10,000)	26,245
Capital Outlay	-0-	-0-	-0-
Subtotal	<u>\$290,858</u>	<u>(1,750)</u>	<u>\$289,108</u>
Finance & Administration			
Personal Services	\$ 627,263	(21,266)	\$605,997
Materials & Services	374,355	(30,227)	344,128
Capital Outlay	4,450	264,000	268,450
Subtotal	<u>\$1,006,068</u>	<u>212,507</u>	<u>\$1,218,575</u>
Public Affairs			
Personal Services	\$250,487	-0-	\$250,487
Materials & Services	44,990	-0-	44,990
Capital Outlay	9,350	-0-	9,350
Subtotal	<u>\$304,827</u>	<u>-0-</u>	<u>\$304,827</u>
General Expense			
Contingency	\$ 163,719	(89,052)	\$ 74,667
Transfers	1,037,568	(69,159)	968,409
Subtotal	<u>\$1,201,287</u>	<u>\$ (158,211)</u>	<u>\$1,043,076</u>
Unappropriated Balance	\$79,801	-0-	\$79,801
Total General Fund Requirements	\$3,011,508	\$52,546	\$3,064,054
<u>INTERGOVERNMENTAL RESOURCE CENTER FUND</u>			
Personal Services	\$ 910,360	\$ -0-	\$ 910,360
Materials & Services	571,800	(320,000)	251,800
Capital Outlay	3,800	-0-	3,800
Transfers	827,260	133,341	960,601
Contingency	<u>51,051</u>	<u>-0-</u>	<u>51,051</u>
Total Intergovernmental Resource Center Fund Requirements	\$2,364,271	(\$186,659)	\$2,177,612

	<u>Current Appropriation</u>	<u>Revision</u>	<u>Revised Appropriation</u>
<u>BUILDING MANAGEMENT FUND</u>			
Personal Services	\$ 25,889	\$ 12,266	\$ 38,155
Materials & Services	593,067	28,905	621,972
Capital Outlay	146,320	(27,320)	119,000
Contingency	<u>74,246</u>	<u>(24,246)</u>	<u>50,000</u>
Total Building Management Fund Requirements	\$839,522	\$ (10,395)	\$829,127
<u>TRANSPORTATION TECHNICAL ASSISTANCE FUND</u>			
Materials & Services	<u>\$86,817</u>	<u>-0-</u>	<u>\$86,817</u>
Total Transportation Technical Assistance Fund Requirements	\$86,817	-0-	\$86,817
<u>CRIMINAL JUSTICE ASSISTANCE FUND</u>			
Materials & Services	<u>\$3,500</u>	<u>-0-</u>	<u>\$3,500</u>
Total Criminal Justice Assistance Fund Requirements	\$3,500	-0-	\$3,500
<u>SEWER ASSISTANCE FUND</u>			
Materials & Services	<u>\$1,445,665</u>	<u>-0-</u>	<u>\$1,445,665</u>
Total Sewer Assistance Fund Requirements	\$1,445,665	-0-	\$1,445,665
<u>ZOO OPERATING FUND</u>			
Personal Services	\$3,199,928	\$ 27,139	\$3,227,067
Materials & Services	1,848,292	(44,000)	1,804,292
Capital Outlay	417,419	-0-	417,419
Transfers	3,012,390	284,048	3,296,438
Contingency	200,796	(100,796)	100,000
Unappropriated Balance	<u>975,000</u>	<u>-0-</u>	<u>975,000</u>
Total Zoo Operating Fund Requirements	\$9,653,825	\$166,391	\$9,820,216
<u>ZOO CAPITAL FUND</u>			
Personal Services	\$ 0	\$15,825	\$ 15,825
Capital Projects	5,872,221	(15,825)	5,856,396
Unappropriated Balance	<u>2,823,381</u>	<u>-0-</u>	<u>2,823,381</u>
Total Zoo Capital Fund Requirements	\$8,695,602	-0-	\$8,695,602



	<u>Current Appropriation</u>	<u>Revision</u>	<u>Revised Appropriation</u>
<u>INSURANCE FUND</u>			
Materials & Services	-0-	\$289,797	\$289,797
Contingency	-0-	31,350	31,350
Total Insurance Fund Requirements	-0-	\$321,147	\$321,147
<u>SOLID WASTE OPERATING FUND</u>			
Personal Services	\$ 924,643	-0-	\$ 924,643
Materials & Services	7,817,480	218,000	8,035,480
Capital Outlay	172,890	70,000	242,890
Transfers	3,245,456	722,925	3,968,381
Contingency	1,749,218	(1,010,925)	738,293
Unappropriated Balance	<u>63,333</u>	<u>-0-</u>	<u>63,333</u>
Total Solid Waste Operating Fund Requirements	\$13,973,020	-0-	\$13,973,020
<u>SOLID WASTE CAPITAL FUND</u>			
Capital Projects	\$5,892,000	(312,000)	\$5,580,000
Transfers	<u>103,000</u>	<u>-0-</u>	<u>103,000</u>
Total Solid Waste Capital Fund Requirements	\$5,995,000	(312,000)	\$5,683,000
<u>SOLID WASTE DEBT SERVICE FUND</u>			
Materials & Services	<u>\$1,321,950</u>	<u>(20,000)</u>	<u>\$1,301,950</u>
Total Solid Waste Debt Service Fund Requirements	\$1,321,950	(20,000)	\$1,301,950
<u>ST. JOHNS RESERVE FUND</u>			
Unappropriated Balance	<u>\$957,700</u>	<u>\$145,000</u>	<u>\$1,102,700</u>
Total St. Johns Reserve Fund Requirements	\$957,700	\$145,000	\$1,102,700
<u>ST. JOHNS FINAL IMPROVEMENTS FUND</u>			
Capital Projects	\$ 535,000	-0-	\$ 535,000
Contingency	150,000	-0-	150,000
Unappropriated Balance	<u>759,000</u>	<u>-0-</u>	<u>759,000</u>
Total St. Johns Final Improvement Fund Requirements	\$1,444,000	-0-	\$1,444,000

	<u>Current Appropriation</u>	<u>Revision</u>	<u>Revised Appropriation</u>
<u>ST. JOHNS METHANE RECOVERY FUND</u>			
Personal Services	\$ 29,503	-0-	\$ 29,503
Materials & Services	46,024	-0-	46,024
Contingency	<u>60,473</u>	<u>-0-</u>	<u>60,473</u>
Total St. Johns Methane Recovery Fund Requirements	\$136,000	-0-	\$136,000
<u>REHABILITATION &amp; ENHANCEMENT FUND</u>			
Materials & Services	<u>-0-</u>	<u>333,270</u>	<u>\$333,270</u>
Total Rehabilitation & Enhancement Fund Requirements	-0-	333,270	\$333,270
<u>CONVENTION TRADE, AND SPECTATOR FACILITY FUND</u>			
Materials & Services	-0-	\$257,200	\$257,200
Transfer to IRC Fund	-0-	45,000	45,000
Contingency	<u>-0-</u>	<u>97,800</u>	<u>97,800</u>
Total Convention Center, Trade and Spectator Facility Fund Requirements	-0-	\$400,000	\$400,000

JS/srs  
5332C/227-5/8  
03/17/86

STAFF REPORT

orig. lang  
1/23/86  
Agenda Item No. 9.1 & 9.2

Meeting Date JAN. 23, '86

CONSIDERATION OF RESOLUTION NOS. ~~86-623 AND 86-624~~  
~~APPROVING A SUPPLEMENTAL BUDGET, CREATING THREE NEW~~  
~~FUNDS, AND AMENDING RESOLUTION NO. 85-562~~

REVISING APPROPRIATIONS

Date: March 17 January 24, 1986

Presented by: Jennifer Sims

FACTUAL BACKGROUND AND ANALYSIS

*The budget held a public hearing*  
*insert*  
~~Two resolutions are presented toward adopting a Supplemental Budget. First, Resolution No. 86-624 amends the Appropriations Schedule and creates three new funds. This is presented for consideration at this time, but is not intended for adoption until after the Tax Supervising and Conservation Commission (TSCC) reviews the proposal. Second, Resolution No. 86-623 approves transmittal of the Supplemental Budget to the TSCC. A Supplemental Budget is necessary due to unforeseen circumstances that require changes in our financial planning. TSCC review is required under Oregon Budget Law because new funds are being created and, in some cases, the total fund appropriations are increased. Specific reasons are detailed in the Executive Officer's Budget Message along with a list of budget changes.~~

*originally previously approved*  
~~Additional explanation of the proposed budget changes follow:~~

General Fund

Verbal commitments totaling \$22,800 have been made by three entities to provide funding for a Regional Parks Study. An additional \$10,000 is anticipated. It is proposed that the study be conducted by temporary help at the Analyst 2 level under the direction of the Deputy Executive Officer. The proposed Supplemental Budget includes \$8,250 for the study in this fiscal year. A work plan will be submitted prior to commencing the study.

Building Management Fund

Considerable effort has gone into preparing the revised Building Management Fund budget. The new figures are more accurate because they are based on six months experience managing the building. Also actual figures are available for sublease income and improvements costs.

This fund does not include any insurance costs. The costs have been calculated, charged to the operating funds and are to be paid directly to the new insurance fund to avoid double

Insert

On Jan 23, 1986 the Council approved the attached Supplemental Budget & transmitted it to the Tax Supervising & Conservation Commission (TSCC) for public hearing & review. The TSCC held its hearing on March 11, 1986 & certified the budget for adoption. ~~The~~ ~~addit~~ Adoption of Res No 86-624 would revise the budget, amend appropriations & create 3 new funds ~~to~~. Since this was last considered, 3 additional changes have become necessary. These are described in the cover memo to this agenda item.



transfers. Building-related insurance costs are \$10,092.

Solid Waste Operating Fund

There are three major types of budget changes in this fund related to SB 662 requirements. These are:

1. An enhanced Waste Reduction Program effort (\$147,200).
2. Elimination of the Landfill Siting program and transfer of responsibility to DEQ. \$861,000 from disposal fees will be disbursed to DEQ on a monthly basis for siting work. The Debt Service Fund loan has been reduced by \$20,000 as have planned expenditures for principal and interest for landfill siting engineering work.
3. Funds will be set aside at the rate of 50¢ per ton for rehabilitation and enhancement of the area around the landfill. This is estimated at \$322,000 for FY 1985-86. Since the legislation does not specify how or where the monies shall be spent, some work remains to detail the implementation of SB 662.

The currently adopted budget assumes WTRC operations begin in May 1986. No change is proposed in the budget regarding WTRC schedule at this time.

EXECUTIVE OFFICER'S RECOMMENDATION

The Executive Officer recommends the Council adopt Resolution No. 86-623<sup>4</sup> ~~approving the proposed FY 1985-86 Supplemental Budget and forwarding the approved budget to the TSCC for public hearing and review.~~

JS/gl  
4761C/435-6  
01/14/86

STAFF REPORT

Agenda Item No. 8.1

Meeting Date March 27, 1986

CONSIDERATION OF RESOLUTION NO. 86-624 CREATING  
THREE NEW FUNDS, REVISING APPROPRIATIONS, AND  
AMENDING RESOLUTION NO. 85-562

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Date: March 17, 1986

Presented by: Jennifer Sims

FACTUAL BACKGROUND AND ANALYSIS

On January 23, 1986, the Council of the Metropolitan Service District approved the attached Supplemental Budget and transmitted it to the Tax Supervising and Conservation Commission (TSCC) for public hearing and review. The TSCC held its hearing on March 11, 1986, and certified the budget for adoption. Adoption of Resolution No. 86-624 would revise the budget, amend appropriations and create three new funds. Since this was last considered, three additional changes have become necessary. These are described in the cover memo to this agenda item.

Explanation of the previously approved budget changes follow:

General Fund

Verbal commitments totaling \$22,800 have been made by three entities to provide funding for a Regional Parks Study. An additional \$10,000 is anticipated. It is proposed that the study be conducted by temporary help at the Analyst 2 level under the direction of the Deputy Executive Officer. The proposed Supplemental Budget includes \$8,250 for the study in this fiscal year. A work plan will be submitted prior to commencing the study.

Building Management Fund

Considerable effort has gone into preparing the revised Building Management Fund budget. The new figures are more accurate because they are based on six months experience managing the building. Also actual figures are available for sublease income and improvements costs.

This fund does not include any insurance costs. The costs have been calculated, charged to the operating funds and are to be paid directly to the new insurance fund to avoid double transfers. Building-related insurance costs are \$10,092.

### Solid Waste Operating Fund

There are three major types of budget changes in this fund related to SB 662 requirements. These are:

1. An enhanced Waste Reduction Program effort (\$147,200).
2. Elimination of the Landfill Siting program and transfer of responsibility to DEQ. \$861,000 from disposal fees will be disbursed to DEQ on a monthly basis for siting work. The Debt Service Fund loan has been reduced by \$20,000 as have planned expenditures for principal and interest for landfill siting engineering work.
3. Funds will be set aside at the rate of 50¢ per ton for rehabilitation and enhancement of the area around the landfill. This is estimated at \$322,000 for FY 1985-86. Since the legislation does not specify how or where the monies shall be spent, some work remains to detail the implementation of SB 662.

The currently adopted budget assumes WTRC operations begin in May 1986. No change is proposed in the budget regarding WTRC schedule at this time.

### EXECUTIVE OFFICER'S RECOMMENDATION

The Executive Officer recommends the Council adopt Resolution No. 86-624.

JS/srs  
4761C/435-7  
03/18/86

BEFORE THE COUNCIL OF THE  
METROPOLITAN SERVICE DISTRICT

FOR THE PURPOSE OF AMENDING	)	RESOLUTION NO. 86-624
RESOLUTION NO. 85-562, REVISING	)	
APPROPRIATIONS AND CREATING A	)	Introduced by the
REHABILITATION AND ENHANCEMENT	)	Executive Officer
FUND, AN INSURANCE FUND, AND A	)	
CONVENTION, TRADE, AND SPECTATOR	)	
FACILITIES (CTS) FUND	)	

WHEREAS, Various conditions exist which had not been ascertained at the time of the preparation of the FY 1985-86 budget and a change in financial planning is required; and

WHEREAS, The Multnomah County Tax Supervising and Conservation Commission (TSCC) held its public hearing March 11, 1986, on the Supplemental Budget of the Metropolitan Service District (Metro) for the fiscal year beginning July 1, 1985, and ending June 30, 1986, received and acted upon, as reflected in the budget and in the Schedule of Appropriations; and

WHEREAS, Recommendations from the TSCC have been received and acted upon, as reflected in the budget and in the Schedule of Appropriations; now, therefore,

BE IT RESOLVED,

1. That Resolution No. 85-562, Exhibit "A" FY 1985-86 Budget and Exhibit B Schedule of Appropriations are hereby amended as shown in Exhibits A and B to this Resolution.

2. That an Insurance Fund is hereby created for agency insurance expenses including premiums, deductibles, commissions, related studies and costs deemed appropriate by the Council. Revenues shall be interest and transfers from operating funds in accordance with the Cost Allocation Plan. In the case of elimination



of this fund, the balance shall be returned to the operating funds in proportion to amounts paid minus claims paid.

3. That a Convention, Trade, and Spectator Facilities (CTS) Fund is hereby created to fund the study of CTS opportunities in conjunction with other public bodies. Revenues shall be contributions from participating agencies and interest. In the case of elimination of this fund, the balance shall be returned to the participants in proportion to the amount originally paid.

4. That a Rehabilitation and Enhancement Fund is hereby created to fund rehabilitation and enhancement of the area in and around the landfill from which service or user fee charges have been collected.

5. The financial management policies specified in Exhibit C are hereby established.

ADOPTED by the Council of the Metropolitan Service District  
this \_\_\_\_\_ day of \_\_\_\_\_, 1986.

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Richard C. Waker  
Presiding Officer

JS/srs  
4761C/435-4  
01/14/86

Metro Council  
March 27, 1986  
Page 10

Waste Reduction Program would not be ready in time for such a meeting. Presiding Officer Waker said a meeting could still be arranged to establish a dialogue between the two bodies.

Executive Officer Gustafson said he would assist in setting up a meeting with the EQC. He also suggested the Council conduct a work session on April 16 to discuss the Program, particularly the Alternative Technology section, in more detail. The Presiding Officer agreed a special meeting was necessary.

Councilor Myers noted Ms. Harlan of OSSI had raised questions about the legality of Metro's involvement in certain aspects of the proposed Waste Reduction Program. Ms. Baxendale said she would provide Councilors with an opinion letter at the April 10 meeting.

Presiding Officer Waker called a recess at 7:30 p.m. The Council reconvened at 7:50 p.m.

## 8. RESOLUTIONS

### 8.1 Consideration of Resolution No. 86-624, for the Purpose of Amending Resolution No. 85-562, Revising Appropriations and Creating a Rehabilitation and Enhancement Fund, an Insurance Fund, and a Convention, Trade and Spectator (CTS) Fund (Public Hearing)

Jennifer Sims explained the Council had adopted a Resolution transmitting the revised budget to the Tax Supervising & Conservation Commission on January 23. The TSCC had conducted a budget hearing and had certified the budget without objections or recommendations, she said.

Ms. Sims said staff recommended three changes to the amended budget: 1) adding a Construction Manager position to supervise major Zoo construction projects; 2) transferring \$50,000 from the CTS Fund to the IRC Budget to fund a CTS-related personal services agreement; and 3) establishing a contract services line item for the Rehabilitation and Enhancement Fund budget so work could commence on that project. Ms. Sims said these changes had been incorporated into Resolution No. 86-624.

Motion: Councilor Kirkpatrick moved the Resolution be adopted and Councilor Kafoury seconded the motion.

Vote: A vote on the motion resulted in:

Ayes: Councilors Frewing, Gardner, Hansen, Kirkpatrick, Kafoury, Kelley, Myers, Oleson, Van Bergen and Waker

Absent: Councilors Cooper and DeJardin

Metro Council  
March 27, 1986  
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The motion carried and Resolution No. 86-624 was adopted.

Councilor Frewing asked staff to report on the average interest rate Metro's investments currently earned. Mr. Carlson reported the State Investment Pool currently paid about 7.5 percent.

Vote: A vote on the motion resulted in:

Ayes: Councilors Frewing, Gardner, Hansen, Kirkpatrick, Kafoury, Myers, Van Bergen and Waker

Nay: Councilor Kelley

Absent: Councilors Cooper, DeJardin and Oleson

The motion carried and the lease contract was approved.

8.2 Consideration of Resolution No. 86-632, for the Purpose of Adopting a McLoughlin Boulevard Improvement Program and Allocating Interstate Transportation Funds Accordingly

Presiding Officer Waker reported the Resolution had been unanimously approved for recommendation to the Council by the Joint Policy Advisory Committee on Transportation (JPACT).

Andy Cotugno explained the Resolution addressed four aspects of the McLoughlin Boulevard Improvement Program: highway improvement planning; studying short and long range transit roles including the identification of light rail; traffic pattern studies including a study of east-west traffic; and allocation of Interstate Transfer Reserve Funds set aside for the project. Mr. Cotugno also noted the Council had approved the release of the draft Resolution to local jurisdictions last September for further consideration. That Resolution had since been adopted by Clackamas County and the cities of Milwaukie and Portland, he said, and was recommended for Metro Council adoption by JPACT and the Transportation Policy Alternatives Committee (TPAC).

Mr. Cotugno noted two changes had been recommended as part of the local government review process. A strong commitment to the east-west traffic study was incorporated into the Resolution. This study would take place before Phase 2 of the highway project would proceed to construction, he said. The second change was a proposed addition of Johnson Creek Boulevard sidewalk improvements and stop signs as proposed by the city of Portland.

In summary, Mr. Cotugno explained all parties responsible for various aspects of the improvement program recommended the Resolution be adopted. Problems with east-west traffic flow in the Johns



Motion: Councilor Kirkpatrick moved to set over consideration of the Ordinance until February 13, 1986, and Councilor Kafoury seconded the motion.

Vote: A vote on the motion resulted in:

Ayes: Cooper, DeJardin, Gardner, Hansen, Kirkpatrick, Kafoury, Kelley, Van Bergen and Waker

Absent: Councilors Myers and Oleson

The motion carried.

9. RESOLUTIONS

9.1 Consideration of Resolution No. 86-623, for the Purpose of Approving the FY 1985-86 Supplemental Budget and Transmitting the Approved Budget to the Tax Supervising and Conservation Commission (TSCC)

9.2 Consideration of Resolution No. 86-624, for the Purpose of Amending Resolution No. 85-562, Revising Appropriations and Creating a Rehabilitation and Enhancement Fund, an Insurance Fund, and a Convention, Trade, and Spectator Facilities (CTS) Fund (Public Hearing)

Jennifer Sims explained that Resolution No. 86-623, if adopted, would transmit the proposed supplemental budget to the TSCC for a review, public hearing and certification process. When certified by the TSCC, the supplemental budget would be returned and at that time the Council would consider adoption of Resolution No. 86-624.

Ms. Sims then reviewed the changes proposed in the supplemental budget which included: 1) adding \$8,250 to the General Fund for a Regional Parks Study; 2) increasing the Building Management Fund to cover the costs of new fixtures and insurance; 3) increasing the Solid Waste Reduction Program budget; 4) eliminating the Landfill Siting Program and distributing those funds to the Department of Environmental Quality; and 5) establishing a revenue fund for rehabilitation and enhancement of the area around the St. Johns Landfill.

In response to questions about the revenue fund for the St. Johns rehabilitation and enhancement program, Ms. Sims explained Metro would budget this fund on an annual basis.

Motion: Councilor Kafoury moved to adopt Resolution No. 86-623 and Councilor DeJardin seconded the motion.

Vote: A vote on the motion resulted in:

Ayes: Cooper, DeJardin, Gardner, Hansen, Kirkpatrick,  
Kafoury, Kelley, Van Bergen and Waker

Absent: Councilors Myers and Oleson

The motion carried and Resolution No. 86-623 was adopted.  
Resolution No. 86-624 would be considered for adoption some time in  
March 1986 after the budget was returned from the TSCC.

9.3 Consideration of Resolution No. 86-622, for the Purpose of  
Appointing Citizen Members to the Metropolitan Service  
District's Budget Committee

Ray Barker reviewed the process by which Budget Committee candidates were recommended for appointment. He explained two candidates who had served on the FY 1985-86 Committee and were being recommended to serve again in order to provide more continuity. Of the 10 candidates recommended for nomination two were referred by Councilors, two by the Executive Officer, and six responded to a newspaper article soliciting candidates. Mr. Barker said all the candidates were more than qualified to perform budget review activities. The Management Committee had recommended the seven candidates listed in the Resolution be appointed plus one alternate from the East Multnomah County area. Mr. Barker said Ed Wallberg, a CPA from the Gresham area, was recommended as an alternate representing that area.

Motion: Councilor Kelley moved to adopt Resolution  
No. 86-222, including appointing Ed Wallberg to serve  
as an alternate from the East Multnomah County area,  
and Councilor DeJardin seconded the motion.

Councilor Van Bergen questioned the usefulness of involving citizens in the budget review process. Executive Officer Gustafson suggested the Council review the process at the end of this year's budget cycle which could include inviting citizen members of the Budget Committee to the Council meeting when the FY 1986-87 budget was adopted. Presiding Officer Waker requested the Council Assistant remind the Council to take this action at the appropriate time.

Councilor Kirkpatrick favored continuing citizen involvement in the budget review process. She said citizens provided valuable recommendations and the committee process prepared some citizens for Councilor positions.

Vote: A vote on the motion resulted in:



## EXECUTIVE OFFICER'S BUDGET MESSAGE

I am pleased to forward to the Metro Council the proposed FY 1985-86 Supplemental Budget. A supplemental budget is necessary due to the following circumstances:

1. A dramatic change in the insurance market greatly impacted Metro's premium costs and level of deductibles. The magnitude of the change requires a change in financial planning including the proposed creation of a new fund (ORS 294.480(a)).
2. Metro has been an active participant in the Regional Committee on Convention, Trade, and Spectator Facilities in progress for the last few months. It was anticipated in the budget process that Metro would serve as a funding coordinator for technical studies paid for by Committee members. While this has all come to fruition, the CTS Committee wants the resources managed so as to provide a separate accounting of cash balances, interest earned and expenditures made. This is best accomplished by creating a new fund. The need to create a new fund is a pressing necessity not foreseen when the budget was prepared (ORS 294.480(b)).
3. Senate Bill 662 was put into law after the budget was adopted. This requires Metro to provide monies for the rehabilitation and enhancement of the area in and around the landfill where user charges have been collected. The provisions of this legislation could not have been ascertained when the budget was prepared and a change in financial planning is required (ORS 294.480(c)).
4. It is necessary to increase appropriations for the General Fund to pay for increased costs in Metro's share of improvements at the new location and for a new regional parks study program (ORS 294.480(a)).
5. It is necessary to increase appropriations for the Zoo Operating Fund for unanticipated insurance costs. It is also needed to allow pursuit of a Golden Monkey exchange with China which became a possibility after the budget was adopted (ORS 294.480(a)).

All other budget and appropriation changes are proposed to be accomplished under ORS 294.450.

The proposed budget document displays the current budget (including all revisions authorized to date), proposed revisions and the resulting proposed budget. Only line items with proposed changes are shown in detail. Those accounts with no changes are shown in the aggregate as "All Other Accounts." The Appropriations Schedule is in a similar format with the revisions, if any shown by category.

No changes are proposed in the following funds: Sewer Assistance, Transportation Technical Assistance, Criminal Justice Assistance, St. Johns Methane Recovery, and St. Johns Final Improvements.

Several new financial management policies are proposed in conjunction with the budget changes. These are detailed in the attachments to Resolution No. 86-624. These policies relate to the management of the three proposed new funds, the Building Management Fund and the General Fund.

The following major budget changes are proposed:

General Fund

Resources

1. Recognize the actual beginning fund balance which is needed for insurance and building costs. \$24,520
2. Revise various revenues to reflect actual income and revised transfers. \$(8,474)
3. Increase contract services for funds to be received from local governments and the state for regional parks study (\$32,800) plus other minor contracts revenue increases (\$3,700). \$36,500

Requirements

4. Reduce Executive Management contractual services, will not be spent this year. \$(10,000)
5. Add .35 FTE Analyst 2 (temporary) for work on regional parks study. \$8,250
6. Reduce Finance & Administration due to delayed hiring of Personnel Officer and Senior Accountant. Also, .25 FTE Secretary will be rebudgeted in the Building Management Fund. \$(21,266)
7. Delete Finance & Administration, Management Services, Materials & Services for insurance. All insurance costs will be budgeted in a new fund. \$(30,227)
8. Add Metro Building improvement costs under Capital Outlay, Finance & Administration. \$264,000
9. Reduce Contingency to cover additional building costs. \$(89,052)

10. Reduce the General Fund transfer to the Building Fund and instead pay for Metro's building improvements costs in the General Fund. Increase the transfer to the IRC to cover part of IRC's share of building costs. Rebudget \$10,000 previously authorized for CTS work from IRC to new CTS fund. \$(69,159)

Net Change in Fund \$52,546

#### IRC Fund

##### Resources

1. Increase the transfer from the General Fund for insurance and building operations. \$113,341
2. Contract Service Revenues originally budgeted in IRC to be deleted and rebudgeted in the new CTS Fund. \$(300,000)

##### Requirements

3. Reduce Materials & Services due to under-expenditures. \$(10,000)
4. Increase transfers out for insurance (+31,344) and building operations (+101,997). \$133,341
5. Delete Materials & Services contractual services to be rebudgeted in the new CTS Fund. \$(310,000)

Net Change in Fund \$(186,659)

#### Building Management Fund

##### Resources

1. Reduce enterprise revenue to reflect revised projections. Increase transfers from Zoo, Solid Waste and IRC for additional operating costs. Reduce the transfer from the General Fund and rebudget Metro improvement costs in the General Fund. \$(10,395)

##### Requirements

2. Increase Personal Services to provide for tenant construction management and secretarial support. \$12,266
3. Increase Materials & Services for revised operating costs. \$28,905



4. Decrease Capital Outlay to provide only for tenant improvement costs. Metro improvement costs are proposed to be budgeted in the General Fund	\$ (27,320)
5. Reduce Contingency to cover costs.	\$ (24,246)
Net Change in Fund	\$ (10,395)

#### Zoo Operating Fund

##### Resources

1. Recognize a portion of the unbudgeted beginning fund balance needed primarily for additional insurance costs and the Golden Monkey exchange project.	\$166,391
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##### Requirements

2. Increase Visitor Services Personal Services for underbudgeted seasonal workers.	\$27,139
3. Reduce Administration Materials & Services for insurance. All insurance costs are budgeted in a new fund.	\$ (100,000)
4. Increase Administration Materials & Services for the Golden Monkey exchange project.	\$56,000
5. Increase transfers to the General Fund for COLA (\$3,209) to the Building Management Fund for additional operating costs (\$46,571) and to the new Insurance Fund for related costs (\$234,268).	\$284,048
6. Reduce Contingency to cover the above costs but retaining \$100,000 for future needs.	\$ (100,796)
Net Change in Fund	\$166,391

#### Zoo Capital Fund

1. Increase the West Bear Project to reflect actual costs.	\$100,761
2. Reduce Africa Bush due to less expenditures this year.	\$ (333,261)
3. Increase the Gift Shop remodel to reflect necessary change orders.	\$37,500
4. Reduce miscellaneous improvements as they appear unneeded.	\$ (25,000)

5. Add a new project to upgrade the electrical capacity. This project has been approved by the Council. \$220,000

Net Change in Fund -0-

Solid Waste Operating Fund

1. Delete all but \$2,300 of original Landfill Siting program Materials & Service per SB 662. \$(109,200)
2. Add \$1.00 per ton landfill siting fee. \$861,000
3. Reduce St. Johns Materials & Services by amount of \$1.00 per ton to be paid from Landfill Siting program. \$(611,000)
4. Per SB 662 increase the Waste Reduction program (\$62,200) and the System Plan (\$15,000). \$77,200
5. Increase capital outlay for the yard debris program. \$70,000
6. Revise transfers out as follows:
  - a. Increase to General Fund for COLA (+14,116) but reduce for insurance to be budgeted in new fund (-13,299). \$817
  - b. Increase to Capital Fund for added CTCRC improvements. \$118,000
  - c. Increase to Reserve fund per audit. \$145,000
  - d. Decrease to Debt Service for Wildwood debt not incurred. \$(20,000)
  - e. Establish transfer to Rehabilitation and Enhancement Fund as required by SB 662 -- subsidy from St. Johns Disposal. \$322,000
  - f. Increase to Building Management Fund for additional costs. \$102,923
  - g. Establish transfer to new Insurance Fund for related costs. \$54,185
7. Reduce contingency to cover all changes described above. (\$1,010,925)

Net Change in Fund -0-

Solid Waste Capital Fund

1. Add CTRC improvements.	\$118,000
2. Delete Wildwood engineering costs.	\$(430,000)
Net Change in Fund	\$(312,000)

Solid Waste Debt Service

Decrease costs related to Wildwood.	\$(20,000)
Net Change in Fund	\$(20,000)

St. Johns Reserve Fund

Increase transfer in from the operating fund per audit. All funds go into unappropriated balance.	\$145,000
Net Change in Fund	\$145,000

Rehabilitation and Enhancement Fund

Create a new fund for fees to be collected in accordance with SB 662.	\$333,270
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Convention, Trade, and Spectator Facilities (CTS) Fund

This new fund is needed to account for the CTS Pool of Common Resources which Metro is managing and to satisfy project participants regarding separate accounting of funds.	\$400,000
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Insurance Fund

This new fund is proposed as a cost center for all insurance related expenses. This change is recommended due to the drastic increases in premiums and the deductibles (self-insured retentions) now required.	\$321,147
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JS/srs  
4944C/227-3  
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