

 **Metro** | *Agenda*

Meeting: Metro Council Work Session
Date: Tuesday, June 14, 2011
Time: 2 p.m.
Place: Council Chambers

CALL TO ORDER AND ROLL CALL

- 2 PM** **1. ADMINISTRATIVE/ COUNCIL AGENDA FOR JUNE 16, 2011/CHIEF OPERATING OFFICER COMMUNICATIONS**
- 2. FINAL ACTION FOR FY 2011-12 BUDGET ADOPTION ON JUNE 23 - INFORMATION/DISCUSSION**
- 2:15 PM** **2.1 DISCUSSION OF FY 2011-12 PROPOSED BUDGET AMENDMENTS Norton**
- Technical Amendments Proposed by Budget Officer
 - Councilor Amendments and Management Response
- 4:15 PM** **3. COUNCIL BRIEFINGS/COMMUNICATION**

ADJOURN

METRO COUNCIL

Work Session Worksheet

Presentation Date: June 14, 2011 Time: 2:15 pm Length: 120 minutes

Presentation Title: Final Action for FY 2011-12 Budget Adoption on June 23

Service, Office, or Center: Finance and Regulatory Services

Presenters (include phone number/extension and alternative contact information):
Margo Norton x1934 with Finance Team members

ISSUE & BACKGROUND

A number of actions will be taken as part of the FY 2011-12 budget adoption process:

- June 14 Discussion of FY 2011-12 proposed budget amendments
- Technical amendments proposed by Budget Officer
 - Councilor amendments and management response
- June 16 Reading of Budget Ordinance (A version) and Public Hearing
Consideration and action on FY 2011-12 proposed Budget Amendments
Direction to Staff to prepare final budget ordinance (B version) reflecting amendments
- June 21 Additional time available to conclude any discussion of Council amendments
Any additional direction to Staff to prepare final budget ordinance (B version) reflecting amendments
- June 23 Resolution approving Capital Improvement Plan
Resolution reapproving Financial Policies
Resolution readopting Investment Policies
- Second reading, Public Hearing and action on FY 2011-12 budget as amended June 16 (B version)
- Any substantive change to this ordinance will require an additional reading, public hearing and action on or prior to June 30. The Metro Attorney will advise whether changes are substantive.
- July 15 tax levy certified to assessors' offices

The purpose of the June 14 work session is to present the issues Council will be deciding as part of the adoption process. The housekeeping items precede the discussion items.

Contracts list (Exhibit A)

Metro Code 2.04.028 provides: Prior to adoption of the annual budget, the Chief Operating Officer shall provide the Council with a list of proposed contracts and proposed applications of Metro for grant funding greater than \$50,000 to be entered into or sought during the next fiscal year. No action is required unless Councilors have questions or objections.

Staff: Margo Norton, Director of Finance and Regulatory Services (x1934)

Investment Policies (Exhibit B)

Metro Code requires the Council to readopt the investment policies annually. The Investment Advisory Board has reviewed the existing policies and recommends readoption without change. The policies are attached for reference. This action will be taken by resolution.

Staff: Calvin Smith, Investment Coordinator (x1612)

Financial Policies (Exhibit C)

Annually the Council reviews the financial policies prior to the adoption of the budget, and the policies are published as part of the budget document. The financial policies incorporate by reference the capital asset management policies.

Last year the financial policies were amended to include the Governmental Accounting Standards Board Statement 54 related to the uses of resources and classifications of fund balance of governmental funds (does not include enterprise funds). The FY 2010-11 budget implemented this statement, and the FY 2011-12 was prepared following this statement.

Staff recommends that Council reapprove these policies without change. The policies are attached to this packet for reference. This action will be taken by resolution.

Staff: Margo Norton, Director of Finance and Regulatory Services (x1934)

5-year Capital Improvement Plan

The 5-year Capital Improvement Plan (CIP) is an important part of the budget, although only the first year of the plan is appropriated. The CIP is approved by resolution, and changes to the 5-year plan, even changes that do not require a current-year budget amendment, must be approved by the Council by subsequent resolution. The CIP includes MERC projects which have been reviewed by the MERC Commission.

The 5-year CIP was reviewed by the Council in April prior to the approval of the budget. The five year total for this CIP, as approved, is \$202 million. Two areas dominate the CIP, the Zoo Bond expenditures of \$98.7 million and the Natural Area Bond expenditures of \$64 million.

The following table shows the number of projects by Center; Exhibit A to the Resolution shows the individual projects by Center:

Center/Service	#	Prior Years	FY 2011-2012	FY 2012-2013	FY 2013-2014	FY 2014-2015	FY 2015-2016	5-Year Total	Pct	Grand Total
Finance	3	285,000	705,000	-	40,000	30,000	30,000	805,000	0.40	1,090,000
Information Services	4	1,353,151	755,136	413,102	232,638	626,183	344,934	2,371,993	1.17	3,725,144
Visitor Venues - MERC	38	175,000	905,000	4,045,000	3,890,000	5,030,000	1,930,000	15,800,000	7.81	15,975,000
Visitor Venues - Oregon Zoo	24	9,305,738	7,880,214	29,414,564	35,354,335	17,427,472	13,940,520	104,017,105	51.44	113,322,843
PES	35	5,116,982	4,166,737	5,883,593	2,767,058	717,460	386,412	13,921,260	6.88	19,038,242
Research Center	2	961,192	77,000	91,200	57,000	44,000	63,000	332,200	0.16	1,293,392
Sustainability Center	3	73,105,909	21,039,000	21,292,644	20,937,532	1,685,259	-	64,954,435	32.12	138,060,344
Total Metro	109	90,302,972	35,528,087	61,140,103	63,278,563	25,560,374	16,694,866	202,201,993	100.00	292,504,965

A number of technical amendments, if approved, will modify the CIP. These modifications will be reflected in the final resolution.

The capital asset management policies (CAMP) are included in the financial policies. No changes are proposed at this time. However, a small task group is reviewing the agency's renewal and replacement procedures, including the fleet replacement plan and the integration of sustainability upgrades and may suggest changes in the future.

Staff: Karen Feher, Capital Budget Coordinator (x 1868)

Proposed Amendments for FY 2011-12

All final amendments to the budget must fall within the limitations of Oregon Budget Law, which states that adjustments to expenditures after approval of the budget are limited to no more than 10 percent of any particular fund's expenditures.

At the work session we will review the proposed amendments. Council will determine its readiness to proceed with the amendments on June 16 and how they will be considered (*en bloc* or individually).

A packet of all amendments will be distributed separately on June 10.

Technical Amendments (Exhibit D)

The Budget Officer is recommending a number of amendments to correct, adjust or carry forward projects or activities that will not be concluded by June 30.

A summary of the pending amendments, by title and amount, is provided. Amendments are currently being reviewed and may change prior to final distribution on June 10.

Staff: Ann Wawrukiewicz, Finance and Regulatory Services (x1566) and Finance Managers

Council Amendments (Exhibit E)

The Council has proposed a number of amendments which are summarized by title and amount. The management response to the amendments will be distributed on June 10.

Contract number	Vendor	Description	Type	Duration	Contract Total	FY 2011-12 Amount
COMMUNICATIONS						
929872	City of Portland	quick copy and digital printing services, 1 year amendment	IGA	07/01/11 - 06/30/12	500,000	150,000
New	TBD, various	web design and development services	PS	09/01/11 - 08/31/13	400,000	250,000
New	TBD, various	professional communications services	PS	11/01/11 - 10/31/13	400,000	200,000
New	TBD, various	multicultural communications services	PS	01/01/12 - 12/31/13	400,000	200,000
New	TBD, various	public opinion research	PS	01/01/12 - 12/31/13	750,000	200,000
FINANCE AND REGULATORY SERVICES - Financial Services						
New	To be determined	Financial Advisor	PS	09/15/11 - 09/14/14	300,000	100,000
New	Lloyd District TMA	11-12 MRC TriMet Passes	IGA	09/01/11 - 08/31/12	104,000	104,000
New	Lloyd District TMA	11-12 Offsite TriMet Passes	IGA	09/01/11 - 08/31/12	50,000	50,000
New	To be determined	Metro Asset Inventory	PS	08/01/11 - 01/31/12	170,000	170,000
FINANCE AND REGULATORY SERVICES - Solid Waste Compliance and Cleanup						
929804	Multnomah County	Investigative Services - One year extension	IGA	07/01/11 - 06/30/12	257,570	128,785
929803	Multnomah County	Inmate Work Crews Cleanup - One year extension	IGA	07/01/11 - 06/30/12	430,612	207,477
929805	City of Tigard	Tigard Officer Illegal Dumping - One year extension	IGA	07/01/11 - 06/30/12	435,918	223,738

Contract number	Vendor	Description	Type	Duration	Contract Total	FY 2011-12 Amount
FINANCE AND REGULATORY SERVICES - Risk Management						
New	To be determined	Insurance broker services (agent of record)	PS	02/01/12 - 01/31/17	200,000	40,000
New	To be determined	Liability adjusting claims services	PS	09/01/11 - 08/30/16	50,000	10,000
INFORMATION SERVICES						
New	To be determined	Network Services	PS	7/1/2011 - 10/14/13	100,000	50,000
OREGON ZOO- Bond						
New	To be determined	Veterinary Hospital Furniture Stage and Installation	PUB	07/01/11 - 12/31/11	60,000	60,000
New	To be determined	Consulting - Design Conservation Discovery Zone	PS	04/01/12 - 03/31/14	1,000,000	250,000
New	To be determined	Archeological services	PUB	01/01/12 - 06/30/13	100,000	50,000
New	To be determined	Elephant, Train, Road Design	PS	08/01/11 - 06/30/14	5,600,000	2,500,000
New	To be determined, multiple	Elephant, Train, Road General Contractor	PUB	08/01/11 - 06/30/14	40,000,000	2,500,000
New	To be determined	Elephant Offsite - Design	PS	09/01/11 - 06/30/13	700,000	500,000
New	To be determined, multiple	On-Call Geotechnical Services	PS	07/01/11 - 06/30/14	200,000	80,000
New	To be determined	On-Call Arborist Services	PUB	07/01/11 - 06/30/14	200,000	40,000
New	To be determined	On-Call Abatement Services	PS	07/01/11 - 06/30/14	100,000	20,000
New	To be determined, multiple	On-Call Inspection Services	PS	07/01/11 - 06/30/14	200,000	50,000
New	To be determined	On-Call Printing Services	PS	07/01/11 - 06/30/14	100,000	30,000
New	To be determined	On-Call Interpretive Design Services	PS	07/01/11 - 06/30/14	200,000	50,000
OREGON ZOO- Living Collections						
New	To be determined - multiple	Animal feed for herbivore, omnivore, waterfowl, polar bear	G&S	07/01/11 - 06/30/14	240,000	80,000
New	To be determined	Feeder Animals	G&S	07/01/11 - 06/30/14	300,000	100,000
New	To be determined - multiple	Formulated Carnivore Diet	G&S	07/01/11 - 06/30/14	225,000	75,000
New	To be determined	Feeder Insects	G&S	07/01/11 - 06/30/14	90,000	30,000

Contract number	Vendor	Description	Type	Duration	Contract Total	FY 2011-12 Amount
OREGON ZOO- Facilities Management						
New	To be determined - multiple	Telecommunications services	PUB	07/01/11 - 06/30/14	400,000	125,000
New	To be determined	Electrical Controls Services	PUB	07/01/11 - 06/30/14	250,000	75,000
New	To be determined -	Aviary Exhibit	PUB	08/01/11 - 06/30/12	1,600,000	1,600,000
New	To be determined - multiple	Salt Supply for pools	G&S	07/01/11 - 07/31/13	90,000	25,000
New	To be determined	Treetops Structure Renewal	PUB	08/01/11 - 06/30/12	75,000	75,000
New	To be determined	Generator - Veterinary Hospital	G&S	07/01/11 - 07/31/12	250,000	250,000
New	To be determined - multiple	Roof replacements/repairs, various	PUB	07/01/11 - 06/30/12	300,000	300,000
New	To be determined, multiple	Rockwork as needed	PUB	09/01/11 - 12/31/13	150,000	50,000
New	To be determined	Misc Pool Coatings	PUB	09/01/11 - 12/31/12	70,000	70,000
New	To be determined	Vehicle Batteries	G&S	07/01/11 - 06/30/14	150,000	50,000
New	To be determined	Electrical Repairs as needed	PUB	07/01/11 - 06/30/14	100,000	30,000
New	To be determined	Miscellaneous fencing repairs	PUB	07/01/11 - 06/30/14	250,000	90,000
New	To be determined	Miscellaneous plumbing repairs	PUB	07/01/11 - 06/30/14	75,000	25,000
New	To be determined	Arborist	PUB	07/01/11 - 06/30/14	200,000	50,000
New	To be determined - multiple	Miscellaneous painting	PUB	08/01/11 - 06/30/14	200,000	50,000
New	To be determined	Miscellaneous HVAC services	PUB	07/01/11 - 06/30/13	150,000	50,000
New	To be determined	Miscellaneous elevator update	PUB	07/01/11 - 06/30/12	90,000	90,000
New	To be determined	Miscellaneous concrete repairs	PUB	07/01/11 - 06/30/14	100,000	25,000
New	To be determined	Acrylic & glass polishing	PUB	07/01/11 - 06/30/14	100,000	25,000
New	To be determined - Multiple	Turf Renovation	PUB	08/01/11 - 08/30/14	100,000	25,000
New	To be determined - multiple	Architectural & Engineering Svcs	PS	07/01/11 - 06/30/14	450,000	150,000
New	To be determined	Drawing Svcs - Copying and Scanning	PS	08/01/11 - 08/30/14	60,000	20,000

Contract number	Vendor	Description	Type	Duration	Contract Total	FY 2011-12 Amount
OREGON ZOO- Facilities Management, <i>continued</i>						
New	To be determined	Warehouse lease	PUB	07/01/11 - 06/30/14	100,000	35,000
New	To be determined - multiple	Vehicle parts and repairs	PUB	07/01/11 - 06/30/14	100,000	30,000
New	To be determined - multiple	Railroad specialty supplies and repairs	PUB	07/01/11 - 06/30/14	200,000	65,000
OREGON ZOO- Marketing						
New	To be determined - multiple	Advertising Agency to produce and place print, radio and TV advertising	PS	07/01/11 - 06/30/14	1,500,000	300,000
New	To be determined	Concert Promotion	PS	10/01/11 - 09/30/14	4,000,000	1,300,000
New	To be determined	Gate Surveys	PS	07/01/11 - 06/30/14	75,000	25,000
OREGON ZOO- Conservation						
New	To be determined	Online event registration	PS	07/01/11 - 06/30/12	60,000	60,000
OREGON ZOO- Guest services						
New	To be determined	Provide food service pizza	G&S	07/01/11 - 06/30/14	150,000	50,000
New	To be determined - multiple	Specialty desserts for resale	G&S	08/01/11 - 07/31/14	75,000	25,000
New	To be determined - multiple	Provide specialty meats	G&S	07/01/11 - 06/30/14	300,000	100,000
New	To be determined - Multiple	Fire systems	PUB	08/01/11 - 08/30/12	100,000	40,000
New	To be determined - multiple	Provide catering foods	G&S	07/01/11 - 06/30/14	240,000	80,000
New	To be determined - multiple	Equipment rental	PUB	07/01/11 - 06/30/14	60,000	20,000
New	To be determined	Linen rental	PUB	11/01/11 - 10/31/14	165,000	55,000
New	To be determined	Shuttle bus service	PUB	08/01/11 - 10/01/14	600,000	200,000
New	To be determined - multiple	Restaurant supplies	G&S	07/01/11 - 06/30/14	135,000	45,000
New	To be determined - multiple	Supply custom printed food service paper items	G&S	07/01/11 - 06/30/14	300,000	100,000
New	To be determined	Assorted contracts to supply merchandise for resale for food service	G&S	07/01/11 - 06/30/14	300,000	100,000

Contract number	Vendor	Description	Type	Duration	Contract Total	FY 2011-12 Amount
OREGON ZOO- Guest services, <i>continued</i>						
New	To be determined - multiple	Temporary Lease Exhibits	PUB	07/01/11 - 06/30/14	1,500,000	500,000
New	To be determined	Provide printed zoo maps	G&S	03/01/12 - 03/01/15	75,000	25,000
New	To be determined - multiple	Provide zoo uniforms	G&S	07/01/11 - 06/30/14	300,000	100,000
New	To be determined	Point-of-sale ticketing system	PUB	07/01/11 - 06/30/14	300,000	100,000
New	To be determined - multiple	Beer and Wine for concerts	G&S	01/01/12 - 12/31/14	900,000	200,000
PARKS AND ENVIRONMENTAL SERVICES - Solid Waste Operations: Operating account						
New	TBD	MSS Feasibility Study	PS	09/30/11 - 10/01/12	250,000	175,000
New	TBD	MCS- Commercial Organics	PUB	01/01/12 - 12/31/14	4,500,000	550,000
New	TBD	MCS- Residential Organics	PUB	04/01/12 - 03/31/14	4,500,000	280,000
New	TBD	SW Roadmap Modeling	PS	07/01/11 - 06/30/12	100,000	100,000
New	TBD	SW Roadmap Outreach	PS	07/01/11 - 06/30/12	50,000	50,000
New	TBD	Financial Consulting Services	PS	07/01/11 - 06/30/12	125,000	125,000
New	TBD	Wastewater disposal	PUB	10/01/11 - 09/30/12	69,000	51,750
New	TBD	Supply steel drums	PROC	06/01/12 - 05/31/14	265,800	8,610
New	Mt. Hood Community College	College internship program	IGA	07/01/11 - 06/30/12	56,076	56,076
New	DePaul Industries	Latex paint processing support	PS	07/01/11 - 06/30/12	424,750	424,750
New	TBD	Supply Absorbent, towels, etc.	PROC	09/21/11 - 09/20/13	79,544	39,772
New	TBD	Pickup and dispose of ammunition	PUB	07/15/11 - 07/14/13	55,000	25,209
New	TBD	Personal Protective Equipment	PROC	11/02/11 - 11/30/13	220,000	64,167

Contract number	Vendor	Description	Type	Duration	Contract Total	FY 2011-12 Amount
PARKS AND ENVIRONMENTAL SERVICES - Solid Waste Operations: General account						
New	TBD	Metro Central Lighting Upgrade to LED	PUB	07/01/11 - 06/30/12	60,000	60,000
New	TBD	Metro Central HHW - Extend Canopy	PUB	07/01/11 - 06/30/12	75,000	75,000
New	TBD	Metro Central Rainwater Reuse	PUB	07/01/11 - 06/30/12	75,000	75,000
New	TBD	Metro Central Organics/Food Handling Area Improvements	PUB	07/01/11 - 06/30/13	350,000	300,000
New	TBD	Metro Central Storm Water Improvements	PUB	07/01/11 - 06/30/13	200,000	150,000
New	TBD	Metro South Transfer Station - Access Lane	PUB	07/01/11 - 06/30/13	105,000	80,000
New	TBD	Metro South HHW - Extend Canopy	PUB	07/01/11 - 06/30/12	100,000	100,000
New	TBD	Metro Central - Tarping Station	PUB	07/01/11 - 06/30/12	200,000	200,000
New	TBD	Metro South - Natural Lighting Improvements	PUB	07/01/11 - 06/30/13	125,000	75,000
New	TBD	St. Johns Landfill-Gas to Energy Conversion	PUB	07/01/11 - 06/30/13	1,300,000	150,000
PARKS AND ENVIRONMENTAL SERVICES - Solid Waste Operations: Closure account						
New	TBD	Landfill Remediation	PUB	07/01/11 - 06/30/12	1,000,000	1,000,000
PARKS AND ENVIRONMENTAL SERVICES - Solid Waste Operations: Renewal and replacement account						
New	TBD	Metro South - Camera Replacement	PUB	07/01/11 - 06/30/12	75,000	75,000
New	TBD	Metro South - Radiation Detection Sys.	PUB	07/01/11 - 06/30/12	90,000	90,000
New	TBD	Metro Central - Radiation Detection System	PUB	07/01/11 - 06/30/12	90,000	90,000
New	TBD	Replace ticket/automation boxes at Transfer Stations	PUB	07/01/11 - 06/30/12	52,000	52,000
New	TBD	Metro Central Transfer station - Emergency Generator	PUB	07/01/11 - 06/30/12	80,000	80,000

Contract number	Vendor	Description	Type	Duration	Contract Total	FY 2011-12 Amount
PARKS AND ENVIRONMENTAL SERVICES - Solid Waste Operations: Renewal and replacement account, continued						
New	TBD	Metro Central - Roll-up Doors	PUB	07/01/11 - 06/30/12	65,000	65,000
New	TBD	Metro Central - HHW Fire Alarm System	PUB	07/01/11 - 06/30/12	50,000	50,000
New	TBD	Metro South - Replace lighting over pit	PUB	07/01/11 - 06/30/12	55,000	55,000
New	TBD	Metro Central HHW - Roof replacement	PUB	07/01/11 - 06/30/13	185,000	135,000
New	TBD	Unanticipated extraordinary repair/replacement of capital assets	PUB	07/01/10 - 06/30/11	100,000	100,000
PARKS AND ENVIRONMENTAL SERVICES - Property Stewardship: Metro Regional Center - Renewal & Replacement						
New	TBD	MRC Carpet	PUB	07/01/11 - 06/30/12	186,288	186,288
New	TBD	Front Plaza - Planters	PUB	07/01/11 - 06/30/12	90,000	90,000
New	TBD	Blue Lake Wetland Pathway Trail	PUB	07/01/11 - 06/30/12	195,595	195,595
New	TBD	Fleet PES	PUB	07/01/11 - 06/30/12	361,925	361,925
New	TBD	Chinook Landing - Transient Floats, Gangway, Piles	PUB	07/01/11 - 06/30/13	89,897	44,949
New	TBD	Blue Lake - Signage	PUB	07/01/11 - 06/30/12	86,595	86,595
New	TBD	Blue Lake - Wood Dock	PUB	07/01/11 - 06/30/12	60,616	60,616
New	TBD	Gleason - Asphalt Parking Lot	PUB	07/01/11 - 06/30/12	337,500	337,500
New	TBD	Oxbow - Concrete Boat Ramp	PUB	07/01/11 - 06/30/12	54,121	54,121
PLANNING & DEVELOPMENT - Administration						
New	ODOT, PL/STP/Support	General Planning funds for transportation projects	IGA, REV	07/01/11 - 06/30/12	4,224,276	4,224,276
New	ODOT, Sec. 5303	General Planning funds for transportation projects	IGA, REV	07/01/11 - 06/30/12	648,253	648,253
New	TriMet	General Planning funds for transportation projects	IGA, REV	07/01/11 - 06/30/12	225,000	225,000

Contract number	Vendor	Description	Type	Duration	Contract Total	FY 2011-12 Amount
PLANNING & DEVELOPMENT - Transportation System Planning						
928958	FTA	Amendment to RTO Grant for Additional Revenue	GRANT, REV	10/01/10 - 06/30/13	2,397,000	1,521,869
New	To be determined	New Data software for Ridematch system	PS/IGA	07/01/10 - 06/30/11	50,000	50,000
New	To be determined	Evaluation of the RTO program	PS/IGA	03/01/11 - 09/30/11	50,000	50,000
New	To be determined	Various Contracts for Individualized Marketing Project (to be determined through the RTO solicitation process)	PS/IGA	07/01/10 - 06/30/11	550,000	550,000
New	South Waterfront TMA	Contract for TMA start up	PS/IGA	07/01/10 - 06/30/11	75,000	75,000
New	To be determined	Contracts/Grants to carry out Regional Travel Options strategic plan goals (to be determined through the RTO solicitation process)	PS/IGA, GRANT, EXP	07/01/10 - 06/30/11	488,790	488,790
PLANNING & DEVELOPMENT - Land Use Planning & Development						
New	To be determined	Various Agreements Focused on 2040 Implementation and Technical Assistance in Local Jurisdictions	PS/IGA	07/01/11 - 06/30/12	160,000	160,000
New	To be determined	Various TOD Program Purchases	PS/IGA	07/01/11 - 06/30/12	5,450,000	5,450,000
New	To be determined	Various Consultant Contracts for TOD Policy Development and Purchases	PS	07/01/11 - 06/30/12	160,000	160,000
New	To be determined	Various Agreements to Support Sustainable Development Initiatives in Partnership with Local Jurisdictions	IGA	07/01/11 - 06/30/12	100,000	100,000
New	To be determined	Construction Excise Tax Grant Awards	GRANT, EXP	07/01/11 - 06/30/12	3,500,000	1,750,000

Contract number	Vendor	Description	Type	Duration	Contract Total	FY 2011-12 Amount
PLANNING & DEVELOPMENT - Corridor Planning & Development						
New	To be determined	Various Consultant Contracts for Southwest Corridor Refinement Plan - Analysis & Design	PS	07/01/11 - 06/30/12	750,000	750,000
New	To be determined	Various IGAs for Regional Partners Assistance with Southwest Corridor Refinement Plan	IGA	07/01/11 - 06/30/12	200,000	200,000
New	To be determined	East Metro Corridor Refinement Plan - Transportation Analysis & Design	PS	07/01/11 - 06/30/12	100,000	100,000
New	To be determined	Various Funding Sources for Southwest Corridor and East Metro Corridor Refinement Plans	GRANT/IGA, REV	07/01/11 - 06/30/12	2,476,000	2,476,000
RESEARCH CENTER - Modeling & Forecasting Services						
New	To be determined	Modeling Services	PS	07/01/11 - 06/30/12	50,000	50,000
New	To be determined	Pedestrian Modeling Tool	IGA	07/01/11 - 06/30/12	100,000	100,000
SUSTAINABILITY CENTER - Land Conservation: Science and Stewardship - Operating Account						
New	TBD	Vegetation Management	PUB	TBD - TBD	574,862	574,862
SUSTAINABILITY CENTER - Land Conservation: Nature in Neighborhoods: Operating Account						
New	TBD	Nature in Neighborhoods project	PS	07/01/11 - 06/30/12	76,537	76,537
SUSTAINABILITY CENTER - Land Conservation: Natural Areas Fund						
New	TBD	Nature in Neighborhoods Capital Grants	PS/IGA	TBD - TBD	2,150,000	2,150,000
New	TBD	Local Share	IGA	TBD - TBD	10,000,000	10,000,000
New	TBD-- multiple	Natural Areas Appraisers	PS	04/01/12 - 03/13/17	1,000,000	200,000
New	TBD-- multiple	Natural Areas Environmental Assessors	PS	04/01/12 - 03/13/17	1,000,000	200,000
New	TBD-- multiple	Natural Areas Surveyors	PS	04/01/12 - 03/13/17	500,000	100,000

Contract number	Vendor	Description	Type	Duration	Contract Total	FY 2011-12 Amount
SUSTAINABILITY CENTER - Natural Areas Management						
New	TBD	Vegetation Management	PUB	TBD - TBD	81,611	81,611
SUSTAINABILITY CENTER - Parks Planning: Operating Account						
New	TBD	Intertwine Program Web Site	PS	07/01/11 - 06/30/12	115,000	115,000
SUSTAINABILITY CENTER - Resource Conservation and Recycling: Operating Account						
New	TBD	Business: Outreach	PS	07/01/11 - 06/30/12	100,000	100,000
New	TBD	Business: Business Recycling Requirement Evaluation	PS	07/01/11 - 06/30/12	75,000	75,000
New	TBD	Food Waste related	PS	07/01/11 - 06/30/12	75,000	75,000
New	OSU	Natural Gardening Education	IGA	07/01/11 - 06/30/12	70,000	70,000
New	City of Portland	Regional Green Development Resource Center	IGA	07/01/11 - 06/30/12	85,000	85,000
New	TBD	Printing of Metro C&D	PS	07/01/11 - 06/30/12	75,000	75,000
New	TBD	Redefining Metro's Role in Sustainable Building and Landscaping	PS	07/01/11 - 06/30/12	50,000	50,000
New	TBD-- multiple	Construction &	PS/ IGA	07/01/11 - 06/30/12	125,000	125,000
New	Multiple local governments	Business: Recycle at Work Technical Assistance	IGA	07/01/11 - 06/30/12	1,000,000	1,000,000
New	Multiple local governments	Local Government Waste Reduction Program Implementation	IGA	07/01/11 - 06/30/12	720,000	720,000
SUSTAINABILITY CENTER - Resource Conservation and Recycling: Rehabilitation and Enhancement						
New	TBD-- multiple	Enhancement Grants Awarded by Metro Central Enhancement Committee	PS	01/01/12 - 12/30/12	135,000	135,000
New	TBD-- multiple	Outdoor School Conservation Education Initiative	PS	07/01/11 - 06/30/12	870,700	870,700

CHAPTER 7.03

INVESTMENT POLICY**

SECTIONS	TITLE
7.03.010	Scope
7.03.020	General Objectives
7.03.030	Standards of Care
7.03.040	Safekeeping and Custody
7.03.050	Suitable and Authorized Investments
7.03.060	Investment Parameters
7.03.070	Reporting
7.03.080	Policy Adoption and Re-Adoption
7.03.090	List of Documents Used in Conjunction with this Policy

**Former Chapter 2.06 (readopted April 9, 1998; amended December 10, 1998; readopted April 15, 1999; readopted April 27, 2000; readopted December 11, 2001; readopted October 3, 2002; renumbered by Ordinance No. 02-976, Sec. 1; readopted June 12, 2003; amended and readopted April 7, 2005, by Ordinance No. 05-1075; readopted April 20, 2006; readopted June 21, 2007; amended and readopted June 26, 2008, by Ordinance No. 08-1190; amended and readopted June 25, 2009, by Ordinance No. 09-1216; amended and readopted June 17, 2010, by Ordinance No. 10-1243.)

7.03.010 Scope

These investment policies apply to all cash-related assets included within the scope of Metro's audited financial statements and held directly by Metro.

Funds held and invested by trustees or fiscal agents are excluded from these policies; however, such funds are subject to the regulations established by the state of Oregon.

Funds of Metro will be invested in compliance with the provisions of ORS 294.035 to 294.048; ORS 294.125 to 294.145; ORS 294.810; and other applicable statutes. Investments will be in accordance with these policies and written administrative procedures. Investment of any tax-exempt borrowing proceeds and of any debt service funds will comply with the 1986 Tax Reform Act provisions and any subsequent amendments thereto.

(Ordinance No. 90-365. Amended by Ordinance No. 97-684, Sec. 1; Ordinance No. 02-976, Sec. 1; Ordinance No. 05-1075; and Ordinance No. 09-1216, Sec. 1.)

7.03.020 General Objectives

Due to Metro's fiduciary responsibility, safety of capital and availability of funds to meet payment requirements are the overriding objectives of the investment program. Investment yield targets are secondary.

(a) Safety. Investments shall be undertaken in a manner that seeks to ensure the preservation of principal in the overall portfolio and security of funds and investments. The objective will be to mitigate credit risk and interest rate risk.

(1) Credit Risk. Metro will minimize credit risk, the risk of loss due to the financial failure of the security issuer or backer, by:

- Limiting exposure to poor credits and concentrating the investments in the safest types of securities.
- Pre-qualifying the financial institutions, broker/dealers, and advisers with which Metro will do business.
- Diversifying the investment portfolio so that potential losses on individual securities will be minimized. For securities not backed by the full faith and credit of the federal government, diversification is required in order that potential losses on individual securities would not exceed the income generated from the remainder of the portfolio.
- Actively monitoring the investment portfolio holdings for ratings changes, changing economic/market conditions, etc.

(2) Interest Rate Risk. Metro will minimize the risk that the market value of securities in the portfolio will fall due to changes in general interest rates by:

- Structuring the investment portfolio so that securities mature to meet cash requirements for ongoing operations, thereby avoiding the need to sell securities on the open market prior to maturity.

- Investing operating funds primarily in shorter-term securities or short-term investment pools.

(b) Liquidity. The investment officer shall assure that funds are constantly available to meet immediate payment requirements, including payroll, accounts payable and debt service.

(c) Yield. The investment portfolio shall be designed with the objective of regularly exceeding the average return on 90-day U.S. Treasury Bills. The investment program shall seek to augment returns above this level, consistent with risk limitations described in this policy and prudent investment principles.

This policy shall not preclude the sale of securities prior to their maturity in order to improve the quality, net yield, or maturity characteristic of the portfolio.

(d) Legality. Funds will be deposited and invested in accordance with statutes, ordinances and policies governing Metro.

(Ordinance No. 87-228, Sec. 3. Amended by Ordinance No. 90-365; Ordinance No. 02-976, Sec. 1; Ordinance No. 05-1075.)

7.03.030 Standards of Care

(a) Prudence. The standard of prudence to be applied by the investment officer shall be the "prudent investor" rule: "Investments shall be made with judgment and care, under circumstances then prevailing, which persons of prudence, discretion and intelligence exercise in the management of their own affairs, not for speculation, but for investment, considering the probable safety of their capital as well as the probable income to be derived." The prudent investor rule shall be applied in the context of managing the overall portfolio.

(b) Delegation of Authority. The Chief Operating Officer is the investment officer of Metro. The authority for investing Metro funds is vested with the investment officer, who, in turn, designates the investment manager to manage the day-to-day operations of Metro's investment portfolio, place purchase orders and sell orders with dealers and financial institutions, and prepare reports as required.

(c) Investment Advisory Board (IAB). There shall be an investment advisory board composed of five (5) members.

- (1) Terms of Service. The term of service for citizens appointed to the IAB shall be three (3) calendar years. The term of appointment shall be staggered so that not more than two (2) members' terms expire in any calendar year.
- (2) Appointment. The investment officer shall recommend to the Council for confirmation the names of persons for appointment to the IAB.
- (3) Duties. The IAB shall meet quarterly. The IAB will serve as a forum for discussion and act in an advisory capacity for investment strategies, banking relationships, the legality and probity of investment activities and the establishment of written procedures for the investment operations.

(d) Quarterly Reports. At each quarterly meeting, a report reflecting the status of the portfolio will be submitted for review and comment by at least three (3) members of the IAB. Discussion and comment on the report will be noted in minutes of the meeting. If concurrence is not obtained, notification will be given to the investment officer, including comments by the IAB.

(e) Monitoring the Portfolio. The investment manager will routinely monitor the contents of the portfolio comparing the holdings to the markets, relative values of competing instruments, changes in credit quality, and benchmarks. If there are advantageous transactions, the portfolio may be adjusted accordingly.

(f) Indemnity Clause. Metro shall indemnify the investment officer, chief financial officer, investment manager, staff and the IAB members from personal liability for losses that might occur pursuant to administering this investment policy.

The investment officer, acting in accordance with written procedures and exercising due diligence, shall not be held personally responsible for a specific security's credit risk or market price changes, provided that these deviations are reported to the council as soon as practicable.

(g) Accounting Method. Metro shall comply with all required legal provisions and Generally Accepted Accounting Principles (GAAP). The accounting principles are those contained in the pronouncements of authoritative bodies, including, but not necessarily limited to, the American Institute of Certified

Public Accountants (AICPA); the Financial Accounting Standards Board (FASB); and the Government Accounting Standards Board (GASB).

(Ordinance No. 05-1075.)

7.03.040 Safekeeping and Custody

(a) Authorized Financial Dealers and Institutions. The investment officer shall maintain a listing of all authorized dealers and financial institutions that are approved for investment purposes. Financial institutions must have a branch in Oregon. Any firm is eligible to apply to provide investment services to Metro and will be added to the list if the selection criteria are met. Additions or deletions to the list will be made by the investment officer and reviewed by the IAB. At the request of the investment officer, the firms performing investment services for Metro shall provide their most recent financial statements or Consolidated Report of Condition (call report) for review. Further, there should be in place proof as to all the necessary credentials and licenses held by employees of the broker/dealers who will have contact with Metro, as specified by but not necessarily limited to the National Association of Securities Dealers (NASD), Securities and Exchange Commission (SEC), etc. At minimum, the investment officer and the IAB shall conduct an annual evaluation of each firm's qualifications to determine whether it should be on the authorized list.

Securities dealers not affiliated with a Qualified Financial Institution, as defined in ORS 294.035, will be required to have headquarters located in the states of Oregon, Washington or Idaho and, if not headquartered in the state of Oregon, to have an office located in Oregon. Notwithstanding the above, securities dealers who are classified as primary dealers with the New York Federal Reserve Bank are also eligible.

(b) Internal Controls. The investment officer shall maintain a system of written internal controls, which shall be reviewed annually by the IAB and the independent auditor. The controls shall be designed to prevent loss of public funds due to fraud, error, misrepresentation or imprudent actions.

Metro's independent auditor at least annually shall audit investments according to generally accepted auditing standards and this ordinance.

(c) Delivery vs. Payment. All securities purchased pursuant to this investment policy will be delivered by either book entry or physical delivery to a third party for safekeeping

by a bank designated as custodian. Purchase and sale of all securities will be on a payment versus delivery basis. Delivery versus payment will also be required for all repurchase transactions and with the collateral priced and limited in maturity in compliance with ORS 294.035(2)(j).

(d) Safekeeping. The trust department of the bank designated as custodian will be considered to be a third party for the purposes of safekeeping of securities purchased from that bank. The custodian shall issue a safekeeping receipt to Metro listing the specific instrument, rate, maturity and other pertinent information.

Notwithstanding the preceding, an exception to the delivery versus payment policy is made when purchasing State and Local Government Series Securities (SLGS) from the United States Treasury's Bureau of Public Debt to satisfy arbitrage yield restriction requirements of the Internal Revenue Code for tax-exempt bond issues.

(Ordinance No. 05-1075.)

7.03.050 Suitable and Authorized Investments

(Definitions of terms and applicable authorizing statutes are listed in the "Summary of Investments Available to Municipalities" provided by the State Treasurer.)

(a) Investment Types. The following investments are permitted by this policy and ORS 294.035 and 294.810.

- (1) U.S. Treasury Bills, Notes, Bonds, Strips
(Separate Trading of Registered Interest and Principal of Securities) and/or State and Local Government Series Securities (SLGS)
- (2) Securities of U.S. Government Agencies and U.S. Government Sponsored Enterprises
- (3) Certificates of Deposit (CD) from commercial banks in Oregon and insured by the Federal Deposit Insurance Corporation (FDIC)
- (4) Repurchase Agreements (Repo's)
- (5) Banker's Acceptances (BA)
- (6) Commercial Paper (CP) issued by a financial institution, commercial, industrial or utility business enterprise

- (7) State of Oregon and Local Government Securities with A ratings or better
- (8) State of Oregon Investment Pool
- (9) Market Interest Accounts and Checking Accounts

(b) Collateralization. Deposit-type securities (i.e., Certificates of Deposit) and all bank deposits for any amount exceeding FDIC coverage shall be collateralized through the Public Funds Collateralization Program as required by ORS Chapter 295. ORS Chapter 295 governs the collateralization of Oregon public funds and provides the statutory requirements for the Public Funds Collateralization Program. Bank depositories are required to pledge collateral against any public funds deposits in excess of deposit insurance amounts. ORS 295 sets the specific value of the collateral, as well as the types of collateral that are acceptable.

(Ordinance No. 05-1075. Amended by Ordinance No. 09-1216, Sec. 1.)

7.03.060 Investment Parameters

(a) Diversification by Maturity. Only investments which can be held to maturity shall be purchased. Investments shall not be planned or made predicated upon selling the security prior to maturity. This restriction does not prohibit the use of repurchase agreements under ORS 294.135(2).

Maturity limitations shall depend upon whether the funds being invested are considered short-term or long-term funds. All funds shall be considered short-term, except those reserved for capital projects (e.g., bond sale proceeds).

(1) Short-Term Funds.

- (A) Investment maturities for operating funds and bond reserves shall be scheduled to meet projected cash flow needs. Funds considered short-term will be invested to coincide with projected cash needs or with the following serial maturity:

- 25% minimum to mature under three months
- 75% minimum to mature under 18 months
- 100% minimum to mature under five years

(B) Investments may not exceed five (5) years. Investment maturities beyond 18 months may be made when supported by cash flow projections which reasonably demonstrate that liquidity requirement will be met. Maturities beyond 18 months will be limited to direct U.S. Treasury obligations.

(2) Long-Term Funds.

(A) Maturity scheduling shall be timed according to anticipated need. ORS 294.135 permits investment beyond 18 months for any bond proceeds or funds accumulated for any purpose that the district is permitted by state law to accumulate and hold funds for a period exceeding one (1) year. The maturities should be made to coincide as nearly as practicable with the expected use of the funds.

(B) Investment of capital project funds shall be timed to meet projected contractor payments. The drawdown schedule used to guide the investment of the funds shall evidence the approval of the investment officer and review of the Chief Financial Officer.

(b) Diversification by Investment. The investment officer will diversify the portfolio to avoid incurring unreasonable risks inherent in over-investing in specific instruments, individual financial institutions, or maturities.

The maximum percentages of the portfolio and the maximum maturities for investments are as follows:

Security	Maximum Percent of Portfolio	Maximum Maturity
U.S. Treasury Bills, Notes, Bonds, Strips and/or State and Local Government Series (SLGS)	100%	
Securities of U.S. Government Agencies and U.S. Government Sponsored Enterprises	100%	

Security	Maximum Percent of Portfolio	Maximum Maturity
Certificates of Deposit (CD) Commercial Banks in Oregon Insured by FDIC	100%	
Repurchase Agreements (Repo's)	50%	90-day maturity
Bankers Acceptances (BA)	25%	
Commercial Paper (CP) - Issued by a financial institution, commercial, industrial, or utility business enterprise. For a corporation headquartered in Oregon For a corporation headquartered outside of Oregon	35%	A-1 and P-1 only, 90-day maturity; A-2 and P-2, A-1/P-2, or A-2/P1, 60-day maturity A-1 and P-1 only; 90-day maturity
State of Oregon and Local Government Securities with A ratings or better	25%	
State of Oregon Investment Pool	100%	
Market Interest Accounts and Checking Accounts	Minimum necessary for daily cash management efficiency	

(c) Diversification by Financial Institution.

- (1) Qualified Institutions. The investment officer shall maintain a listing of financial institutions and securities dealers recommended by the IAB. Any financial institution and/or securities dealer is eligible to make an application to the

investment officer and upon due consideration and approval hold available funds.

A listing of the eligible institutions shall be held by the investment officer and provided any fiduciary agent or trustee.

- (2) Diversification Requirements. The combination of investments in Certificates of Deposit and Banker's Acceptances invested with any one institution shall not exceed 25 percent of the total available funds or 15 percent of the equity of the institution.

The following limitations avoid over-concentration in securities from a specific issuer or business sector:

Type of Security	Limitation
U.S. Government Treasuries	No limitations
U.S. Government Agencies	Securities of U.S. Government Agencies and U.S. Government Sponsored Enterprises as defined under ORS 294.035 and/or 294.040. No more than 40 percent of the portfolio in any one agency.
Certificates of Deposit - Commercial Banks	No more than the lesser of 25 percent of the total available funds or 15 percent of the equity of the financial institution may be invested with any one institution.
Repurchase Agreements	<p>May be purchased from any qualified institution provided the master repurchase agreement is effective and the safekeeping requirements are met. All repurchase agreements will be fully collateralized by general obligations of the U.S. Government, the agencies and instrumentalities of the United States or enterprises sponsored by the United States government, marked to market.</p> <p>The investment officer shall not enter into any reverse repurchase agreements.</p>

Type of Security	Limitation
Bankers Acceptances	<p>Must be guaranteed by, and carried on the books of, a qualified financial institution whose short-term letter of credit rating is rated in the highest category by one or more nationally recognized statistical rating organizations.</p> <p>Qualified institution means:</p> <ul style="list-style-type: none"> i) A financial institution that is located and licensed to do banking business in the state of Oregon; or ii) A financial institution located in the states of California, Idaho, or Washington that is wholly owned by a bank holding company that owns a financial institution that is located and licensed to do banking business in the state of Oregon. <p>No more than the lesser of 25 percent of the total available funds or 15 percent of the equity of the financial institution may be invested with any one institution.</p>
Commercial Paper	No more than 5 percent of the total portfolio with any one corporate entity.
State and Local Government Securities	No more than 15 percent of the total portfolio in any one local entity.
State of Oregon Investment Pool	Not to exceed the maximum amount established in accordance with ORS 294.810, with the exception of pass-through funds (in and out within 10 days)

(d) Total Prohibitions. The investment officer may not make a commitment to invest funds or sell securities more than 14 business days prior to the anticipated date of settlement of the purchase or sale transaction and may not agree to invest funds or sell securities for a fee other than interest. Purchase of standby or forward commitments of any sort are specifically prohibited.

(e) Adherence to Investment Diversification. Diversification requirements must be met on the day an investment transaction is executed. If due to unanticipated cash needs, investment maturities or marking the portfolio to market, the investment in any security type, financial issuer or maturity spectrum later exceeds the limitations in the policy, the investment officer is responsible for bringing the investment portfolio back into compliance as soon as is practical.

(f) Competitive Selection of Investment Instruments. Before the investment officer invests any surplus funds, a competitive offering solicitation shall be conducted orally, or alternatively through an electronic competitive bidding platform that compares several offers of the same security class like commercial paper, new issue GSE's and treasury issues. Offerings will be requested from financial institutions for various options with regards to term and instrument. The investment officer will accept the offering, which provides the highest rate of return within the maturity required and within the prudent investor rule. Records will be kept of offerings and the basis for making the investment decision.

(Ordinance No. 05-1075. Amended by Ordinance No. 08-1190.)

7.03.070 Reporting

(a) Methods. A transaction report shall be prepared by the investment manager not later than one business day after the transaction, unless a trustee, operating under a trust agreement, has executed the transaction. The trustee agreement shall provide for a report of transactions to be submitted by the trustee on a monthly basis.

Quarterly reports shall be prepared for each regular meeting of the IAB to present historical information for the past 12-month period. Copies shall be provided to the Chief Operating Officer and the Metro Council.

(b) Performance Standards. The overall performance of Metro's investment program is evaluated quarterly by the IAB using the objectives outlined in this policy. The quarterly report which confirms adherence to this policy shall be provided to the Metro Council as soon as practicable.

The performance of Metro's portfolio shall be measured by comparing the average yield of the portfolio at month-end against the performance of the 90-day U.S. Treasury Bill issue maturing closest to 90 days from month-end and the Local Government Investment Pool's monthly average yield.

(Ordinance No. 05-1075.)

7.030.080 Policy Adoption and Re-adoption

(a) The investment policy must be reviewed by the IAB and the Oregon Short-Term Fund Board prior to adoption by the Metro Council. Adoption of this policy supersedes any other previous Council action or policy regarding Metro's investment management practices.

(b) This policy shall be subject to review and re-adoption annually by the Metro Council in accordance with ORS 294.135.

(Ordinance No. 05-1075.)

7.030.090 List of Documents Used in Conjunction with this Policy

The following documents are used in conjunction with this policy and are available from the investment manager upon request:

- List of Authorized Brokers and Dealers
- List of Primary Dealers
- Calendar of Federal Reserve System Holidays
- Calendar of Local Government Investment Pool Holidays
- Broker/Dealer Request for Information
- Oregon State Treasury's Summary of Liquid Investments Available to Local Governments for Short-Term Fund Investment
- Oregon State Treasury's U.S. Government and Agency Securities for Local Government Investment Under ORS 294.035 and 294.040
- Oregon State Treasury's List of Qualified Depositories for Public Funds
- Attorney General's letter of advice: Certificates of Deposit, ORS 294.035 and ORS 295
- Oregon Revised Statute Chapter 294 - County and Municipal Financial Administration
- Oregon Revised Statute Chapter 295 - Depositories of Public Funds and Securities
- Government Finance Officers Association Glossary of Cash Management Terms

(Ordinance No. 05-1075.)

Metro's Financial Policies

General policies

1. Metro's financial policies shall be reviewed annually by the Council and shall be published in the adopted budget.
2. Metro shall prepare its annual budget and Comprehensive Annual Financial Report consistent with accepted public finance professional standards.
3. The Chief Financial Officer shall establish and maintain appropriate financial and internal control procedures to assure the integrity of Metro's finances.
4. Metro shall comply with all applicable state and federal laws and regulations concerning financial management and reporting, budgeting and debt administration.

Accounting, auditing and financial reporting

1. Metro shall annually prepare and publish a Comprehensive Annual Financial Report including financial statements and notes prepared in conformity with generally accepted accounting principles as promulgated by the Governmental Accounting Standards Board.
2. Metro shall maintain its accounting records on a basis of accounting consistent with the annual budget ordinance.
3. Metro shall have an independent financial and grant compliance audit performed annually in accordance with generally accepted auditing standards.

Budgeting and financial planning

1. As prescribed in Oregon budget law, total resources shall equal total requirements in each fund, including contingencies and fund balances. However, Metro considers a budget to be balanced whenever budgeted revenues equal or exceed budgeted expenditures. Beginning fund balances shall not be considered as revenue, nor shall contingencies or ending fund balances be considered expenditures, in determining whether a fund is in balance.
2. Metro shall maintain fund balance reserves that are appropriate to the needs of each fund. Targeted reserve levels shall be established and reviewed annually as part of the budget process. Use of fund balance to support budgeted operations in the General Fund, an operating fund, or a central service fund shall be explained in the annual budget document; such explanation shall describe the nature of the budgeted reduction in fund balance and its expected future impact. Fund balances in excess of future needs shall be evaluated for alternative uses.
 - a. The Metro Council delegates to the Chief Operating Officer the authority to assign (and un-assign) additional amounts intended to be used for specific purposes more narrow than the overall purpose of the fund established by Council. A schedule of such assignments shall be included within the adopted budget document.
 - b. Metro considers restricted amounts to have been spent prior to unrestricted (committed, assigned, or unassigned) amounts when an expenditure is incurred for purposes for which both restricted and unrestricted amounts are available. Within unrestricted amounts, committed amounts are considered to have been spent first, followed by assigned amounts, and then unassigned amounts when an expenditure is incurred for purposes for which amounts in any of those unrestricted fund balance classifications could be used.
 - c. The following information shall be specified by Council in the establishment of Stabilization Arrangements as defined in GASB Statement No. 54: a) the authority for establishing the arrangement (resolution or ordinance), b) the requirements, if any, for

additions to the stabilization amount, c) the specific conditions under which stabilization amounts may be spent, and d) the intended stabilization balance.

3. Metro staff shall regularly monitor actual revenues and expenditures and report to Council at least quarterly on how they compare to budgeted amounts, to ensure compliance with the adopted budget. Any significant changes in financial status shall be timely reported to the Council.
4. Metro shall use its annual budget to identify and report on department or program goals and objectives and measures of performance.
5. A new program or service shall be evaluated before it is implemented to determine its affordability.
6. Metro shall authorize grant-funded programs and associated positions for a period not to exceed the length of the grant unless alternative funding can be secured.
7. Each operating fund will maintain a contingency account to meet unanticipated requirements during the budget year. The amount shall be appropriate for each fund.
8. Metro shall prepare annually a five-year forecast of revenues, expenditures, other financing sources and uses, and staffing needs for each of its major funds, identifying major anticipated changes and trends, and highlighting significant items which require the attention of the Council.
9. Metro will annually prepare a cost allocation plan prepared in accordance with applicable federal guidelines to maintain and maximize the recovery of indirect costs from federal grants, and to maintain consistency and equity in the allocation process.

Capital asset management

1. Metro shall budget for the adequate maintenance of capital equipment and facilities and for their orderly replacement, consistent with longer-term planning for the management of capital assets.
2. The Council's previously-adopted policies governing capital asset management are incorporated by reference into these policies.

Cash management and investments

1. Metro shall maintain an investment policy in the Metro Code, which shall be subject to annual review and re-adoption.
2. Metro shall schedule disbursements, collections and deposits of all funds to ensure maximum cash availability and investment potential.
3. Metro shall manage its investment portfolio with the objectives of safety of principal as the highest priority, liquidity adequate to needs as the second highest priority and yield from investments as its third highest priority.

Debt management

1. Metro shall issue long-term debt only to finance capital improvements, including land acquisition, that cannot be readily financed from current revenues, or to reduce the cost of long-term financial obligations.
2. Metro will not use short-term borrowing to finance operating needs unless specifically authorized by the Council.
3. Metro shall repay all debt issued within a period not to exceed the expected useful life of the improvements financed by the debt.
4. Metro shall fully disclose financial and pertinent credit information as it relates to Metro's outstanding securities.
5. Metro shall strive to obtain the highest credit ratings to ensure that borrowing costs are minimized and Metro's access to credit is preserved.

6. Equipment and vehicles should be financed using the least costly method, including comparison to direct cash expenditure. This applies to purchase using operating leases, capital leases, bank financing, company financing or any other purchase programs.

Revenues

1. Metro shall estimate revenues through an objective, analytical process.
2. Metro shall strive to maintain a diversified and balanced revenue system to protect it from short-term fluctuations in any one revenue source.
3. One-time revenues shall be used to support one-time expenditures or increase fund balance.
4. Metro shall pursue appropriate grant opportunities; however, before accepting any grant, Metro will consider the current and future implications of either accepting or rejecting it. The Chief Financial Officer may establish criteria to be used in evaluating the potential implications of accepting grants.

**FY 2011-12 Approved Budget
Requested Department Amendments
June 14, 2011**

#	Org	Purpose	Amount	Funding Source
19	Council	CIS Amendment for Communications and Public Engagement	115,000	Beginning Fund Balance
20	Council	Council Audio Improvements	60,000	General Fund/R&R
21	HR	Fiduciary Advisor for 401k Plan	25,000	Beginning Fund Balance
22	IS	Business Continuity Plan	30,000	Beginning Fund Balance
23	IS	Renewal and Replacement Projects	63,837	Beginning Fund Balance
24	MERC	Non-Capital Items Carried Forward	82,675	Beginning Fund Balance/Grant
25	MERC	Food and Beverage Cost of Goods Increase	177,000	Enterprise Revenue
26	MERC	Capital Projects Carried Forward	1,640,366	Beginning Fund Balance/Donations
27	Sustainability	Sustainable Building and Landscaping Project Carry Forward	50,000	Beginning Fund Balance/ General Fund and Solid Waste Fund
28	PES	Renewal and Replacement Carry Forwards	96,000	Beginning Fund Balance/Transfer from GF Operations for Property Services
29	Planning	Development Opportunity Additional Carry Forward from FY 2010-11	45,000	Beginning Fund Balance
30	Zoo Bond	Carry Forward Additional Balance for Bond Construction Projects	641,800	Beginning Fund Balance
31	Zoo	Renewal and Replacement Projects	246,104	Beginning Fund Balance
32	R&R	Transfer Funding to Renewal and Replacement	21,500	Ending Fund Balance

FY 2011-12 Councilor Amendments

Amendment #	Action	FY 11-12	FY 12-13	Total
<i>Councilor amendments</i>				
Councilor Burkholder #1	Climate Initiatives Program Staff	165,000		165,000
Councilor Burkholder #2	Master plan updates and partnership development for Howell Territorial Park	180,000	100,000	280,000
Councilor Collette/Harrington #1	Development Center Funding for Downtown Revitalization and Placemaking	170,000	250,000	420,000
Councilor Collette #2	Eco-Efficient Employment in Action	50,000		50,000
Councilor Harrington #1	Regional Brownfield Problem Scoping	97,645		97,645
Councilor Harrington #2	Parcelization – Supporting redevelopment with lot assembly tools	97,645		97,645
Councilor Hosticka #1	Planning and design for a publicly accessible Tualatin River canoe launch	250,000		250,000
Total		1,010,290	350,000	1,360,290

Available Funding:	
Opportunity Fund	500,000
"Risk Fund transfer"	238,000
CII Election Referral Cost	150,000-350,000
Total	888,000-1,088,000

Materials following this page were distributed at the meeting.

Metro | Agenda

Meeting: Metro Council
Date: Thursday, June 16, 2011
Time: 2 p.m.
Place: Metro Council Chambers

CALL TO ORDER AND ROLL CALL

1. **INTRODUCTIONS**
2. **CITIZEN COMMUNICATIONS**
3. **CONSENT AGENDA**
 - 3.1 Consideration of the Minutes for June 9, 2011
 - 3.2 **Resolution No. 11-4266**, For the Purpose of Amending the 2010-13 Metropolitan Transportation Improvement Program (MTIP) to Add the Going Street Bike/Pedestrian: North Vancouver Avenue – North Channel Avenue Project.
 - 3.3 **Resolution No. 11-4269**, For the Purpose of Adopting the Hearings Officer’s Proposed Order Regarding Metro Contract No. 928937 and Authorizing the Chief Operating Officer to Issue a Final Order.
4. **ORDINANCES – FIRST READING**
 - 4.1 **Ordinance No. 11-1262**, For the Purpose of Amending the FY 2010-11 Budget and Appropriations Schedule and Declaring an Emergency.
5. **ORDINANCES – SECOND READING**
 - 5.1 **Ordinance No. 11-1253A**, For the Purpose of Adopting the Annual Budget For Fiscal Year FY 2011-12, Making Appropriations, Levying Ad Valorem Taxes, Authorizing an Interfund Loan and Declaring Emergency. **Hughes**

Public Hearing
 - 5.2 Council Consideration and Vote on Final Proposed Council and Technical Amendments to FY 2011-2012 Budget.
6. **CHIEF OPERATING OFFICER COMMUNICATION**
7. **COUNCILOR COMMUNICATION**
8. **EXECUTIVE SESSION HELD PURSUANT WITH ORS 192.660(2)(e). DELIBERATIONS WITH PERSONS DESIGNATED BY THE GOVERNING BODY TO NEGOTIATE REAL PROPERTY TRANSACTIONS.**

ADJOURN

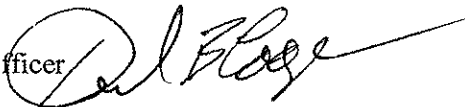
Television schedule for June 16, 2011 Metro Council meeting

<p>Clackamas, Multnomah and Washington counties, and Vancouver, WA Channel 11 – Community Access Network <i>Web site:</i> www.tvctv.org <i>Ph:</i> 503-629-8534 <i>Date:</i> 2 p.m. Thursday, June 16 (Live)</p>	<p>Portland Channel 11 – Portland Community Media <i>Web site:</i> www.pcmtv.org <i>Ph:</i> 503-288-1515 <i>Date:</i> 8:30 p.m. Sunday, June 19 <i>Date:</i> 2 p.m. Monday, June 20</p>
<p>Gresham Channel 30 - MCTV <i>Web site:</i> www.metroeast.org <i>Ph:</i> 503-491-7636 <i>Date:</i> 2 p.m. Monday, June 20</p>	<p>Washington County Channel 30– TVC TV <i>Web site:</i> www.tvctv.org <i>Ph:</i> 503-629-8534 <i>Date:</i> 11 p.m. Saturday, June 18 <i>Date:</i> 11 p.m. Sunday, June 19 <i>Date:</i> 6 a.m. Tuesday, June 21 <i>Date:</i> 4 p.m. Wednesday, June 22</p>
<p>Oregon City, Gladstone Channel 28 – Willamette Falls Television <i>Web site:</i> http://www.wftvmedia.org/ <i>Ph:</i> 503-650-0275 Call or visit web site for program times.</p>	<p>West Linn Channel 30 – Willamette Falls Television <i>Web site:</i> http://www.wftvmedia.org/ <i>Ph:</i> 503-650-0275 Call or visit web site for program times.</p>

PLEASE NOTE: Show times are tentative and in some cases the entire meeting may not be shown due to length. Call or check your community access station web site to confirm program times.

Agenda items may not be considered in the exact order. For questions about the agenda, call the Metro Council Office at 503-797-1540. Public hearings are held on all ordinances second read and on resolutions upon request of the public. Documents for the record must be submitted to the Clerk of the Council to be included in the decision record. Documents can be submitted by e-mail, fax or mail or in person to the Clerk of the Council. For additional information about testifying before the Metro Council please go to the Metro web site www.oregonmetro.gov and click on public comment opportunities. For assistance per the American Disabilities Act (ADA), dial TDD 503-797-1804 or 503-797-1540 (Council Office).



Date: June 10, 2011
To: Tom Hughes, Council President
Members of the Metro Council
From: Dan Cooper, Acting Chief Operating Officer 
Cc: Senior Leadership Team
Finance Team
Council Policy Coordinators
Re: **Management response to Councilor Amendments**

INTRODUCTION

On April 28, 2011, the Metro Council approved the FY 2011-12 proposed budget, with technical amendments, and forwarded it to the TSCC for consideration and public review. On June 9 the TSCC certified the tax levy, and the budget now moves forward for final adoption.

Any final amendments to the budget must remain within the limitations of Oregon Budget Law, which states that adjustments to expenditures after approval of the budget are limited to no more than 10 percent of any particular fund's expenditures.

There are seven Councilor-introduced amendments, all representing good ideas arising from examination of the proposed budget or other Council initiatives and all requiring General Fund resources. The combined total of the amendments is \$1.36 million in known costs, the majority of which occur in FY 2011-12, and some may have unknown future costs.

As part of our budget process the Council has provided an opportunity for me to consider and respond to the proposed Councilor amendments before your budget deliberations conclude. In preparing my response, I considered any uncertainties associated with the underlying budget assumptions, the longer term financial consequences, the readiness of an amendment to proceed, our capacity to implement an amendment, the likelihood of achieving the outcome with the resources as presented, and whether success depends on (financial) partners being able to move forward with us. I considered each amendment on its own, recognizing that the Council will prioritize the amendments based on the desired outcomes and available resources.

Below are comments specific to individual amendments, in an order I selected to aid the analysis.

Climate Initiatives Program Staff (Burkholder #1)

The budget amendment proposes to create a permanent climate change coordinator position to lead and coordinate Metro's multi-disciplinary approach to climate change.

Four work plan elements are specifically identified:

- 1: Develop and implement a Climate Change Preparation Plan.
- 2: Continue to build capacity and regional leadership around climate issues, maintaining the current level of focus on climate mitigation while increasing the focus on climate preparation.
- 3: Assist in the integration of the Climate Prosperity Greenprint into the work plan of Greenlight Greater Portland.
- 4: Ensure that Metro's current climate-related programs and policies are coordinated and identify opportunities for collaboration and coordinated implementation across program areas.

Duration: permanent
Cost: \$165,000 annually (\$140,000 staff costs; \$25,000 M&S)
Adjusted Cost: \$135,000 annually (\$110,000 staff costs; \$25,000 M&S;
may have a small impact on allocated costs, depending on other budget changes
FTE: 1.0 regular position

The amendment proposes to fund the first year from the Opportunity Fund; future years' funding will become part of the annual budget prioritization. Adding this position permanently to the General Fund increases financial pressure on the agency's most flexible financial resource. The risk of not funding the position is, as Councilor Burkholder stated in the amendment, that Metro may forego opportunities to strengthen its work relative to the agency's climate leadership desired outcome.

The adjusted cost reflects a recalculation of the wages and benefits, based on the final approved benefits package. This reduces the annual cost from \$165,000 to \$135,000.

The Council needs to consider how this position and its work elements advance the Council's climate change priorities.

Master Plan updates and partnership development for Howell Territorial Park (Burkholder #2)

The desired outcome for this amendment is an updated master plan for Howell Territorial Park, land use approval from Multnomah County for park improvements, and capital construction estimates.

Duration: Two years for Phase 1 planning; unknown duration for development
Cost: Phase 1 \$280,000 (\$180,000 for Year 1; \$100,000 for Year 2)
unknown/unfunded capital costs
FTE: 1.0 FTE limited duration for up to two years

The most significant stakeholders are Multnomah County, the Sauvie Island community, and the public. At this time there is no expectation that these partners can contribute financial resources to capital construction or operating costs. There may be political risks in undertaking this project including renewed opposition from the Sauvie Island community for future improvements to the park. It is also not guaranteed that Multnomah County will grant the required land use approvals to make improvements to the park. There is also risk from the broader community about selecting this site for park improvements without going through a more comprehensive analysis and examining the need and opportunities for park improvements throughout the region.

An alternative approach would be to authorize funding in the phases suggested in the proposal:

- Phase 1: \$180,000 with \$60,000 for staffing and \$120,000 for consultant costs. Phase 1 would complete sufficient community engagement resulting in preliminary schematics sufficient for land use review.
- Phase 2 would be a consideration for a subsequent budget period. If land use approval is not likely, then Phase 2 would not be necessary.

An additional alternative for both park proposals is suggested following the Tualatin proposal.

Planning and design for a publically accessible Tualatin canoe launch (Hosticka #1)

The desired outcome of this amendment is to identify a location for a new public access site on one of Metro's properties on the Tualatin River Water Trail and develop construction documents for the required improvements.

Duration: 18 months (July 2011 – Dec 2012)
Cost: \$250,000
unknown/unfunded capital costs
FTE: none proposed

There are multiple external stakeholders including the Tualatin Riverkeepers, Washington County, the City of Tualatin, the U.S. Fish and Wildlife Service, the Oregon Department of Fish and Wildlife, and Clean Water Services. No stakeholders at this time have committed financial resources to this project, but the Tualatin Riverkeepers have committed to assist Metro is seeking grant funding.

No staffing is identified in this proposal to conduct or manage this work. Current parks planning staff are fully committed for FY 2011-12, and if redeployment is the only option, then other projects will need to be delayed to complete this project.

There is political risk involved in beginning a parks planning project when there is no funding source identified to build the project. The project will likely create an expectation with the public and

stakeholders that Metro may not be able to deliver on in the short term. There is also a risk of stranding the investment in the planning process if capital construction funds are not secured in the near future. There is also risk in selecting the Tualatin River area as the next location for a park improvement without going through a broader evaluation of all of the land in Metro's portfolio and parks needs and opportunities in the region.

An alternative approach would be to divide the project into phases, an approach similar to Howell Territorial, at a cost in the range of \$100,000. Phase 1 would initiate limited planning efforts while also seeking financial commitments from potential partners for further development and capital construction.

An additional alternative for both parks proposals follows.

An alternative consideration for the Howell and Tualatin proposals

Both proposals have individual merits. Considering the discussion Council engaged in just this week regarding the future of Glendoveer, we need to take a similar approach before locking in on specific sites. If the Council is inclined to invest, financially and politically, in additional park development, we need look regionally to consider the possibilities and the priorities. Our previous planning work and the target area work associated with the bond program includes other large parcels in the region that may have similar or better potential. A comparative analysis of the identified sites, including the Howell Territorial and Tualatin sites, and including the potential for financial partnerships may aid the Council in making the best choice. The analysis should link to The Intertwine discussions about what a regional park system should look like.

The level of examination that the Council desires will drive the cost. A review and analysis of current sites can build on significant existing background work, including target areas assessments and information gathered in the last two years on the state of the system. This can be done at a reasonably low cost performed by existing staff with a small commitment of funds for external assistance.

Development Center Funding for Downtown Revitalization and Placemaking
(Collette/Harrington #1)

Duration: 2 years with review
Cost: \$420,000 (\$170,000 for Year 1; \$250,000 for Year 2)
FTE: no additional staff; to be accomplished with existing staff

Planning and Development staff estimates that the funds would support an additional five to seven projects in FY 2011-12, and an additional five to seven projects in FY 2012-13.

The amendment sets up a clear expectation that projects are intended to enhance or complement existing programs and projects:

- Integrated mobility corridors (SW Corridor Plan/East Metro Connections Plan)
- Community Investment Initiative
- Community Development and Planning Grants (formerly known as CET grants)
- Major regional transit investments – Lake Oswego to Portland transit project, Portland-Milwaukie Light Rail
- Active Transportation Project

We note that these projects take a considerable time to develop, implement and complete, particularly when they involve partnerships with local jurisdictions and communities. Several projects undertaken in the initial Development Opportunity Fund in FY 2009-10 and FY 2010-11 have not yet completed and have been carried forward to FY 2011-12. The Council should be prepared that investments made in the next two years may not see completion within that time.

Alternative proposal for funding strategy

Making a two-year commitment would obligate the majority of the current year's Opportunity Fund and may be premature. There is \$235,000 authorized in FY 2011-12 for Development Opportunity Projects previously approved, but not yet completed or evaluated, from which there may be valuable lessons learned. There is already \$80,000 appropriated in the budget for new projects yet to be identified. It may be useful for the Council to earmark some amount of the current year's Opportunity Fund for spending on projects that are identified later in the year, after we see how the ongoing projects are turning out and after the majority of the \$80,000 has been committed. This provides the opportunity to apply the funds for specific projects identified and recommended by staff without obligating such a large portion of the Opportunity Fund for unspecified projects.

The level of funding for the following year would be part of the budget priority setting process, prior to preparation of the proposed budget.

Eco-Efficient Employment in Action (Collette #2)

This budget amendment will provide the resources needed to hire a consultant/eco-efficient expert to implement an eco-efficient business strategy in one or two additional communities.

Duration: One year
Cost: \$50,000
FTE: no additional staff; to be accomplished with existing staff

To most effectively apply the resource, the efforts of the consultant to identify implementation opportunities would start with the three communities, Wilsonville, Clackamas County and Hillsboro, which have already engaged in exploring implementation of these tools. Readiness to proceed will be a key determinant in final selection.

Existing staff can support this effort by shifting resources away from the more general brown bag/speaker approach to a more focused engagement with targeted communities and consultant management.

Additional effort from Communications for messaging, materials and web posting will be needed. The local jurisdictions partners would be expected to lead engagement efforts with their local businesses and the elected officials and any interested public, again the reason to focus efforts on the three communities which have already expressed interest.

Regional Brownfield Problem Scoping (Harrington #1)

This budget amendment is a proposal to quantify the extent of need for brownfield restoration and redevelopment in our region. At a minimum, this project will provide region-wide data to inform the Metro Council and the Community Investment Initiative Leadership Council on the extent of the brownfield problem. If fully funded the report would additionally outline a range of solutions and best practices applied elsewhere that could be used in our metropolitan area.

Duration: One year
Cost: \$97,645 (\$47,645 for staffing; \$50,000 for M&S)
FTE: .5 FTE limited duration

This amendment would complement efforts underway by other agencies evaluating large brownfield sites by considering smaller, regional sites. The data collection aspect would inventory and assess existing problems, updating and augmenting information Metro has previously gathered to ensure that we are working with the best available, current data. The project would identify potential solutions for consideration by Metro Council and other stakeholders. The efforts would focus on the 2040 design types targeted for redevelopment in centers, corridors and employment and industrial areas.

After consideration, we believe that this project can be conducted by existing staff with a slight increase in materials and services (\$15,000) which may be used for collecting and evaluating the data, either by the Research Center or outside sources. The cost alternative would be \$65,000 for materials and services.

Parcelization – Supporting redevelopment with lot assembly tools (Harrington #2)

This budget amendment will document the barrier that small parcels place on redevelopment in centers, corridors and employment and industrial areas and identify a range of tools to overcome these problems. The final product will provide documentation and frame choices for Metro Council and other stakeholders to determine the level of priority to place on addressing the parcelization problem.

If Metro Council determines that addressing parcelization problems should be a regional priority, future budgets would need to include the project management, engagement and legal assistance to work with property owners and apply the tools.

Duration: One year
Cost: \$97,645 (\$47,645 for staffing; \$50,000 for M&S)
FTE: .5 FTE limited duration

After consideration, we believe that this project can be conducted by existing staff with a slight increase in materials and services (\$15,000) which may be used for collecting and evaluating the data, either by the Research Center or outside sources. The cost alternative would be \$65,000 for materials and services.

KEY FINAL QUESTIONS

The proposals offered all have aspects that are complementary to Metro's existing work. They also raise some questions that may benefit from additional Council direction and refinement. In preparing for the discussion and prioritization of the amendment proposals, I would ask the Council to keep in mind some key questions:

Economic Climate

- Does the economic climate make the amendment more timely and effective, or does the economic climate potentially lower the chance of the amendment producing the desired result at this time?
- Does the amendment depend on attracting other financial partners, now or in the future?
- Proposals identify General Fund resources or reserves as the potential funding source. We are looking not only at FY 2011-12 but at the longer financial sustainability of Metro. Does the amendment advance the key Metro priorities at a known, sustainable cost?

Readiness

- What is the readiness of each amendment to proceed and deliver?
- How much additional Council discussion is needed to make it ready?
- Will additional dialog result in a better project?

Capacity

- Do we have the capacity to implement the amendment with existing staff?
- Is the staffing or resource proposed in the amendment sufficient to achieve the desired outcome?

Partnerships

- Will Metro be convening or carrying the full responsibility?
- Does the proposal depend on the active participation of others?
- Are partners willing and able to participate at a level necessary to ensure proposal success?

Opportunity Cost

- Is this proposal urgent? Must we begin it now?
- Will taking on this amendment enhance or dilute our focus from primary operations or the Community Investment Strategy, either now or in the near term?

Ultimately this is the Council's budget. In addition to the amendments, you are considering the entire budget. You have some choices to make about expending both Metro's financial capital and its political capital. I hope this memo is helpful and if you have further questions regarding this memo or any other aspects of the budget we look forward to discussing them with you.

FY 2011-12 Councilor Amendments				
Amendment #	Action	FY 11-12	FY 12-13	Total
<i>Councilor Amendments- As Submitted</i>				
Councilor Burkholder #1	Climate Initiatives Program Staff	165,000	165,000	330,000
Councilor Burkholder #2	Master plan updates and partnership development for Howell Territorial Park	180,000	100,000	280,000
Councilor Hosticka #1	Planning and design for a publicly accessible Tualatin River canoe launch	250,000		250,000
Councilor Collette/Harrington #1	Development Center Funding for Downtown Revitalization and Placemaking	170,000	250,000	420,000
Councilor Collette #2	Eco-Efficient Employment in Action	50,000		50,000
Councilor Harrington #1	Regional Brownfield Problem Scoping	97,645		97,645
Councilor Harrington #2	Parcelization – Supporting redevelopment with lot assembly tools	97,645		97,645
Total		1,010,290	515,000	1,525,290
<i>Councilor Amendments- Management Response Alternative Cost Proposals</i>				
Councilor Burkholder #1	Climate Initiatives Program Staff	135,000	135,000	270,000
Councilor Burkholder #2	Master plan updates and partnership development for Howell Territorial Park	180,000	*	180,000
Councilor Hosticka #1	Planning and design for a publicly accessible Tualatin River canoe launch	100,000	*	100,000
Councilor Collette/Harrington #1	Development Center Funding for Downtown Revitalization and Placemaking	170,000	*	170,000
Councilor Collette #2	Eco-Efficient Employment in Action	50,000		50,000
Councilor Harrington #1	Regional Brownfield Problem Scoping	65,000		65,000
Councilor Harrington #2	Parcelization – Supporting redevelopment with lot assembly tools	65,000		65,000
Total		765,000	135,000	900,000
* subject to outcomes in Year 1 and considered as part of budget priority setting for FY 2012-13				
Available Funding:				
Opportunity Fund	500,000			
"Risk Fund transfer"	238,000			
CII Election Referral Cost	150,000-350,000			
Total	888,000-1,088,000			

**Council Proposals
For Budget Amendment Discussion**

Councilor Burkholder	# 1
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Short Title

Climate Initiatives Program Staff

Concise Description

Work to date

Being a leader in responding to the challenge posed by climate change is one of the six desired outcomes for the region. As a regional government responsible for land-use and transportation planning, as well as solid waste reduction and disposal, Metro has an important leadership role to play not only in climate mitigation activities such as reducing greenhouse gas emissions, but in climate preparation activities as well. Metro has taken leadership by initiating the cross-agency Climate Smart Communities program which encompasses the totality of Metro’s climate work and advances the Metro Council’s objectives to develop technical capacity, engage regional partners, integrate climate change action into current work and ultimately help prepare the region for a changing future.

Per Council action, there has been dedicated funding for the past two fiscal years for a limited duration 1 FTE staff person in the Sustainability Center to coordinate Metro’s climate-related programs and activities and manage an extensive portfolio of climate related initiatives focusing on both internal and external climate mitigation and preparedness efforts. This portfolio includes working with regional partners to develop both the Climate Prosperity Greenprint and a climate preparedness planning framework, developing a capacity building plan for local governments, and working with an internal steering committee of department directors and program managers to integrate a climate change lens into all programs and policies at Metro. Major tasks have been completed as part of that work, specifically the completion of the Climate Prosperity Greenprint, the regional greenhouse gas inventory, and greenhouse gas toolkit. While these projects represent important climate mitigation milestones, additional work remains in the area of climate preparedness, capacity building with local jurisdictions, and continued coordination of internal and external climate activities such as the implementation of the Climate Prosperity Greenprint.

Budget proposal

With the termination of the climate initiatives coordinator Planner position, any future Metro climate change work will be integrated into existing projects and programs or, if resources are not available, abandoned. This proposal is based on the premise that while there will be continuing climate work integrating climate change concerns into Metro’s planning, natural areas and resource conservation missions, we will forego opportunities to strengthen this work and meet our climate leadership desired outcome without the position. Please refer to the attached document, “Climate Smart Communities: Current and Future Work” for a more detailed analysis of the current and future status of climate change work at Metro.

This budget amendment proposes creating a permanent climate change coordinator position, at the rate of 1 FTE, to lead and coordinate Metro's multi-disciplinary approach to climate change to meet local, regional, and state goals and aspirations for climate change mitigation and preparedness. Funds are also requested for materials and services to facilitate this work. This amendment intends to ensure that there is staff devoted to coordinating Metro's response to climate change on a long-term basis.

Funding this position will ensure that Metro continues to lead the region in an integrated approach to climate change, and that efforts relating to the region's response to climate change are comprehensive, coordinated and leveraged. The scope of work for this position will include four main efforts: 1) building on our ongoing transportation, land use and natural areas work to develop a climate change preparation plan for Metro and assist in facilitating implementation of preparedness actions around the region; 2) Continuing to build capacity and regional leadership around climate issues both on mitigation and preparedness strategies, and leveraging the convening and stakeholder engagement that is planned as part of the climate scenarios work; 3) assisting the Council with the integration of the Climate Prosperity Project (CPP) into Greenlight Greater Portland's economic development strategy and 4) ensuring that Metro's internal climate-related programs and policies are coordinated and implemented across program areas and identifying opportunities for coordinated implementation with regional partners.

If Metro is to provide leadership on climate change in the region, it is crucial that internal and external climate initiatives are coordinated and leveraged and that initiatives are fully developed and shepherded into implementation. Proceeding with the elimination of this Planner position removes the mechanism for coordination, leaves no central authority for monitoring and evaluating outcomes, and will impact the successful continuation and completion of some major initiatives. Specifically, Metro has played a lead role in creating the Climate Prosperity Greenprint and could play a continued role in collaborating with Greenlight Greater Portland on the integration of that plan into the region's economic development plan that may not be possible without dedicated staff. Furthermore, eliminating this Planner position will leave elements of climate preparedness work unfinished, including analyzing gaps in preparedness, tracking implementation of preparedness actions, and collaborating with other jurisdictions, research institutions and the business community on developing preparedness strategies. Finally, many jurisdictions have said they rely upon Metro for policy development, analytic tools and technical assistance to cope with the implications of climate change and eliminating this position would limit Metro's ability to work with those jurisdictions to build capacity and share information.

Please refer to the attached Climate Coordination Work Program for a comprehensive outline of the proposed scope of work to be carried out by the climate initiatives Planner and other program details.

Objective

The intent of this budget amendment is to create a permanent position for a climate initiatives Planner. This position will be responsible for the four main work program elements described above. Ultimately this position will ensure that progress is made toward meeting the objectives

and expectations set by the Council for the climate initiatives underway at Metro, be responsible for ongoing tracking and accountability, and ensure that Metro provides regional climate change leadership. The proposal will meet its objectives by completing the work plan elements outlined in the attached Climate Coordination Work Program.

Duration (put an „x’ in the appropriate line, for specific length write in the length)

_____ One time _____ Specific length: ___X___ On-going

Cost Estimate

Resources needed per year:

Personnel	1.0 FTE Senior Regional Planner: \$140,000 salary and fringe benefits
Materials & Services	\$25,000

Funding Options

The first year of funding will come from the Opportunity Fund. In subsequent years the position will be written into the program budget and funding will come from the General Fund.

Relationship to other programs

This proposal would enable the ongoing coordination of all of the existing programs and projects related to climate change that are occurring at Metro. It would complement the House Bill 2001 scenarios planning and development of GHG emissions tools that will continue in the Research Center and Planning and Development, as well as Metro initiatives including the solid waste road map, waste reduction and mobility corridor studies. This proposal would also enhance Metro’s work with the Greenlight Greater Portland economic development organization to implement the Climate Prosperity Plan.

Stakeholders

Stakeholders include Metro Councilors who have set objectives and expectations for the climate initiatives underway at Metro, which may not be met absent of comprehensive coordination of climate change activities. Other stakeholders include local governments and jurisdictions looking to Metro for policy development and leadership on climate change as well as analytical tools and technical assistance to develop and implement their own responses to climate change. Greenlight Greater Portland, the Portland Sustainability Institute, Oregon State’s Climate Change Research Institute, the State of Oregon, and the Climate Leadership Initiative are other organizations that have partnered with Metro on climate activities and have a stake in seeing the work continued or implemented. Finally, the region as a whole has a stake in the success of Metro’s climate initiatives which will help the region mitigate and adapt to the impacts climate change.

Climate Initiatives Work Program

OUTCOME: Regional climate change leadership.

METRO ROLE: Provide regional climate change leadership by coordinating regional adaptation and mitigation strategies and ensuring Metro's internal climate change efforts are integrated and leveraged for maximum success.

PROGRAM OBJECTIVES:

- Continue an integrated approach to climate change, ensuring Metro's efforts relating to the region's response to climate change, embodied in the Climate Smart Communities program, are comprehensive, coordinated and leveraged.
- Provide support, capacity building and technical assistance to elected officials and staff at Metro and other local agencies to help the region address the full spectrum of Climate Change impacts.
- Develop and promote strategies and investment for addressing climate change preparation at the regional level.



AGENCY-WIDE CLIMATE CHANGE WORK:

Ongoing Program Work – Funded FY 2011-12

- *HB 2001 Greenhouse Gas Scenario Planning:*
12.8 FTE is dedicated to this through FY 2011-12. Scenario planning work, which began in January 2011, is focused on light duty vehicles and is the result of the state mandate in HB 2001. Metro is funding approximately 30% of this work, and State funding via HB 2001 is funding the remaining 70%.
- *Research Center Greenhouse Gas Emission Tools:*
Metro is leading the effort to develop, maintain and utilize GHG forecasting tools for land use, transportation, and solid waste system planning. A toolkit has been created for this work, and FTE is dedicated through FY 2011-12 to refine the tools and engage local and state partners in use of both tools and models. This work began before HB 2001 was passed and is continuing with resources allocated as a result of the bill's passage.
- *Natural Areas Science and Stewardship program:*
Considers potential changes attributable to climate change in its management plans (preparation).
- *Planning and Development:*
Considers potential changes attributable to climate change in its management plans (preparation).
- *Resource Conservation & Recycling(RCR) Division Work Plan:*
Within the framework of the Regional Solid Waste Management Plan, the RCR group's work plan guides its efforts and investments, with reduction of greenhouse gas emissions from the region's consumption of goods and food identified as a primary goal. Implementation of this plan is funded through RCR's annual budget.

- *Clean Refuse Fleet Project:*
The current phase of this work coordinates the retrofitting of the region's solid waste collection vehicles with devices to reduce their diesel particulate emissions. It is funded until completion, which is projected in early 2013. Phase two will establish a work plan for coordination between public and private sectors to move the fleet to new fuel types. This work will require staff time, which is incorporated into the RCR budget.
- *Climate Smart Communities Communications:*
Over the past year staff has created a communications plan specific to Climate Smart Communities and facilitated collaboration between Communications and Sustainability Center departments on the development of the capacity building plan. In FY11-12, 0.5 FTE is dedicated to Climate Smart Communities communications work. This does not include 2.2 Communications FTE that is dedicated to communications related to Scenario Planning only.

Ending Program Work – Not Funded FY 2011-12

- *Climate Prosperity:*
Metro has engaged with public and private partners in the development and completion of the Climate Prosperity Greenprint for the region, which identifies specific actions and strategies that foster regional economic development and mitigate climate change. Metro's resources dedicated to this effort will be limited to Council staff involvement, which may impact the development of a work plan for implementation of the Greenprint and formation of the Leadership Council to direct implementation.
- *Climate Change Preparedness:*
Over the past 6 months, staff time has been dedicated to assessing Metro's climate preparedness status. While Planning and Development and Natural Areas staff will continue some work to include climate preparedness, there are no further resources dedicated to analyzing gaps in preparedness, tracking implementation of preparedness actions, collaborating with other jurisdictions and research institutions around establishing new strategies based on increased knowledge of climate change impacts, nor coordination with partners on regional preparedness efforts.
- *Coordination on State Initiatives:*
Metro has been a participant in Oregon Global Warming Commission (OGWC) committees with the purpose of engaging with the business and environmental communities in the development of policy proposals related to climate change. Various staff members will stay engaged in this effort through 2011-12, but Metro has not identified specific FTE responsible for coordinating input to the OGWC as it rolls out its *Roadmap to 2020* for public input over the next year. In addition, there is no designated staff responsible for analyzing climate-related state legislative proposals that may affect our work, but don't fall clearly within specific Metro program areas or core expertise.
- *Overall Coordination on Climate Change related activities:*
Over the past two years, the Climate Coordinator position has been responsible for ensuring that Metro's current climate-related programs and policies are coordinated and for identifying opportunities for collaboration and coordinated implementation across program areas. With this position unfunded beyond FY10-11, there will be no internal monitoring or coordination mechanisms for the overall Climate Smart Communities portfolio of work.
- *Capacity Building:*
Implementation of GHG scenario planning will continue in FY11-12 and include periodic convening of stakeholders, but resources have not been allocated to capacity building activities related to

other aspects of climate mitigation, climate preparedness, and communicating effectively with the public on climate change.

▪ *Climate Smart Communities Steering Committee:*

This committee has served as the primary point of responsibility for outcomes related to the Metro Council's goals and objectives for the Climate Smart Communities program. This committee will stop meeting in July 2011, removing the primary tracking and accountability mechanism for implementation of the overall Climate Smart Communities portfolio of work.

PROPOSED WORK PROGRAM ELEMENTS:

1: *Develop and implement a Climate Change Preparation Plan.*

As with climate mitigation activities several years ago, the topic of climate preparation is gaining attention. As research forecasting future climate change impacts becomes available, there has been increasing recognition that preparedness, and not only mitigation, should be a primary focus of climate change work. Specific tasks in this work program include both internal and external activities.

Internal work

- Complete an inventory of Metro's existing planned climate preparation activities and responses to recommendations outlined in the comprehensive report, entitled "Building Climate Resiliency in the Lower Willamette Region of Western Oregon" released in January 2011 by The Climate Leadership Initiative (CLI). A draft of the inventory will be completed by June 10, 2011.
- Develop a Climate Preparedness Plan that will address gaps in Metro's policies and programs and ensure institutional coordination of existing preparedness activities.
- Monitor Metro's response to identified gaps and ongoing implementation of preparation activities. Communicate activities to Metro Council and the general public.

External work

- Coordinate with other local jurisdictions conducting similar analyses of climate preparation planning to ensure issues are addressed regionally where appropriate.
- Identify capacity building and technical assistance opportunities related to climate preparation analysis and implementation.
- Represent Metro and provide leadership in the development of Willamette Valley Resilience Compact or other macro-regional climate change preparation group.
- Track research on climate preparation and participate in policy discussions around how the region should address climate preparedness.
- Coordinate with public health stakeholders to develop options for integrating responses to health and equity impacts into Metro's preparation strategies.

2: *Continue to build capacity and regional leadership around climate issues, maintaining the current level of focus on climate mitigation while increasing the focus on climate preparation.*

A capacity building plan has been developed to equip regional elected officials and staff with access to information, knowledge, and training that enables them to effectively address climate change mitigation risks and opportunities. Parts of this plan have been implemented while some have not due to current priorities and resource levels. In addition, further work is needed to boost climate change preparedness. This work acknowledges that the HB 2001 will engage in some convening activities and will leverage those events. Specific tasks in this work program include:

- Further refine the existing capacity building plan and evaluate which aspects of the plan should and can be implemented now.
- Provide training, facilitate discussions and offer other forms of technical assistance to local jurisdictions in implementing climate change preparedness efforts, such as integrating social equity into climate change adaptation with particular emphasis on health, communications, and emergency preparedness.
- Further define the region's climate change preparedness needs and explore options to ensure Metro provides continued leadership on the issue.
- Expand climate preparedness capacity building efforts to include the business community.

3: *Assist in the integration of the Climate Prosperity Greenprint into the work plan of Greenlight Greater Portland.*

In response to the newly formed Regional Economic Development Corporation (Greenlight Greater Portland), a work plan is being developed to incorporate the Climate Prosperity Greenprint into the region's economic development strategy. The Greenprint is closely related to the regional Community Investment Initiative in its link to efficient infrastructure investments. It also supports Metro's role in GHG scenario planning in its focus on the role of the business and research communities. Specific tasks in this work program include:

- Provide staff support to Councilors in developing the work plan to integrate the Climate Prosperity Greenprint into Greenlight Greater Portland's Clean Tech cluster program.
- Facilitate Council support for Economic Development Corporation launch and Climate Prosperity integration.
- Provide internal coordination between Climate Prosperity and Metro's other climate change-related activities.

4: *Ensure that Metro's current climate-related programs and policies are coordinated and identify opportunities for collaboration and coordinated implementation across program areas.*

Specific tasks include:

- Track and coordinate long-term planning of Metro's role in climate change-related activities and provide annual report on these activities and efforts.
- Serve as the focal point for managing Metro's response to external requests for participation in climate-related activities.
- Serve as the focal point for disseminating key climate-related research and best practices to Metro staff and elected officials.
- Align Metro's climate change mitigation, preparation, economic development, policy, capacity building, and communication efforts.
- Integrate climate change risks and opportunities into existing planning, policy, and operational functions.
- Track and provide input around climate legislation at state and federal level.
- Participate in state Global Warming Commission committees and other state level climate-related committees.

RELATED PROJECTS/PROGRAMS:

- HB 2001 GHG Scenario Planning
- Research Center's GHG Emission Toolkits
- Community Investment Initiative
- Resource Conservation and Recycling work plan

- Solid Waste Road Map
- Integrated mobility corridors (SW Corridor/East Metro Connections Plan)
- Greenlight Greater Portland economic development organization
- Clean Refuse Fleet Project

EXTERNAL PARTNERS:

- Local jurisdictions
- Greenlight Greater Portland
- Portland Sustainability Institute
- Climate Leadership Strategy
- State of Oregon
- Portland State University
- Oregon State Climate Change Research Institute
- Regional businesses

COUNCIL ROLE:

- Policy direction on overall program and elements including:
 - Prioritizing focus on climate preparedness policies and activities
 - Providing input and direction on capacity building and leadership opportunities around climate adaptation and mitigation (outside of HB 2001) activities for local jurisdictions and other regional partners.
 - Providing guidance and direction on continued climate coordination needs internally and externally.
- Political leadership in the development and implementation of the Willamette Valley Resiliency Compact.
- Policy support and direction on climate related legislation.
- Formally support implementation of Climate Prosperity Greenprint and provide political leadership when needed.

GUIDING PRINCIPLES

- *TO BE DEVELOPED AS NEEDED WITH COUNCIL DIRECTION*

KEY MILESTONES AND DECISIONS TIMELINE

1. Metro Council direction on Willamette Valley Resiliency Compact.	September 2011
2. Metro Council direction climate preparedness activities.	Fall 2011
3. Metro Council direction on Climate Prosperity Greenprint implementation.	Fall 2011
4. Regional capacity building plan for climate preparedness.	Winter 2012
5. Annual report on Metro climate related activities.	Spring 2012

EVENTS AND PRODUCTS TO ACTUALIZE KEY MILESTONES**Milestone 1 (direction on Willamette Valley Resiliency Compact):**

- Draft compact shared with Council
- Initial Council discussion

May
June

- Direction from Council liaisons *July*
- Direction from Council on Metro involvement *September*

Milestone 2 (Council direction on climate preparedness):

- Inventory of Metro's climate preparedness activities *May-June*
- Presentation to Council of climate preparedness activities *June*
- Analysis of gaps and development of options *Fall 2011*
- Direction from Council liaisons *Fall 2011*
- Council discussion of analysis for addressing gaps *Fall 2011*

Milestone 3 (Assist in the integration of Climate Prosperity into Greenlight Greater Portland):

- Development of CPP work plan *May-July*
- Council direction on CPP Greenprint implementation *October*

Milestone 4 (Development of capacity building plan for climate preparedness):

- Conduct inventory of regional climate preparedness activities *July-September*
- Convene local jurisdictions to assess needs *October*
- Direction from Council liaisons *December*

Milestone 5 (Annual report on Metro Climate activities):

- Development of framework for reporting *January 2012*
- Direction from Council liaisons *February 2012*
- Presentation to Metro Council *June 2012*

RESOURCES CURRENTLY ALLOCATED, FY 2011-2012

- Staff and resources are allocated for various climate programs as demonstrated in the 'Agency-Wide Climate Work' section of this document.
- No staff or resources are allocated for the work outlined in the "Work program elements" section of this document.

IDENTIFIED ADDITIONAL NEEDS

1. 1.0 FTE, Senior Regional Planner
2. \$25,000 Materials and Services for convening and technical assistance services.
3. .5 FTE from Communications for communications strategy and planning, event coordination, materials production, integration with existing communications to strengthen and support Metro's voice, public outreach in hard copy and online media, and media outreach.

**Council Proposals
For Budget Amendment Discussion**

Councilor Burkholder	#2
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Short Title

Master plan updates and partnership development for Howell Territorial Park

Concise Description

Howell Territorial Park is a Metro property located on Sauvie Island and is treasured by birdwatchers, historians, and nature-lovers alike. Between 1997 and 1999 Metro and partners joined together to execute the vision laid out in the master plan adopted in 1997 to preserve the Bybee-Howell house on the site and transform the area into a park and wildlife refuge. However, the process unraveled at the land use stage and only incremental progress has been made at the park since, including additional land acquisition, interpretive signage, and property leasing to new partners Janus Youth Foodworks program and Sauvie Island Organics.

The project has gained new life from stakeholders interested in seeing Metro move forward. In particular, Multnomah County has expressed a strong willingness to partner with Metro to work out land-use issues and possibly provide some funding match. The Oregon Historical Society and the Outdoor School program have also expressed interest in seeing this park come to fruition to maximize its historical, natural and recreational value. Finally, the recent development of three major parks-- Mt. Talbert, Cooper Mountain, and Graham Oaks-- has inspired interest in Metro completing a fourth major regional park. As Howell Territorial Park is already an established park, funding master plan updates and necessary land-use work would be a cost-effective way of putting Metro on the way to adding a fourth jewel to the regional parks system.

Developing Howell Territorial Park will be a multi-year, multi-phase effort. This budget amendment proposes funding Phase 1, making necessary updates to the master plan which will enable Metro to rekindle the partnerships formed during the initial planning process, to secure land use approval from Multnomah County, to seek grants for improvements called for in the updated plan, and ultimately to move forward with executing the vision for this park. As part of the master planning, staff will explore the costs and funding options for future capital improvements and operating expenses. Funding in Phase 1 would support Metro staff (project manager and scientist), consultant resources, and public involvement efforts for FY 11-12. Phase 1 work will enable Metro to move into Phase 2, final design and engineering work, and eventually to Phase 3, capital improvements and construction.

Objective

The desired outcome for this budget proposal is that Metro funds necessary updates to the Howell Territorial Park master plan, rekindles partnerships with stakeholders including Multnomah County and others, secures land use approval from Multnomah County for Park

improvements, and explores cost feasibility for capital improvements and construction. This preliminary work will set the stage for future park improvements and construction.

Duration (put an 'x' in the appropriate line, for specific length write in the length)

___x___ One time _____ Specific length: _____ On-going

Cost Estimate

Phase 1: Master plan updates, partnership development, public involvement (to be completed FY 11-12)

Staff time: \$60,000 (fully loaded)

Consultants: estimated at \$120,000

Phase 2: final design and engineering (Based on successful completion of Phase 1; to be completed after FY 11-12)

\$100,000 for staff time and consultants

Funding Options

This proposal will be funded from the Opportunity Fund.

Relationship to other programs

This proposal moves Metro forward with completing a fourth major regional park to complement Cooper Mountain, Mt. Talbert, and the recently completed Graham Oaks. Developing these important parks directly supports Metro's goals of fostering great communities and a healthy environment, as well as the region's desired outcome of creating vibrant communities and having clean air and water.

Stakeholders

Main stakeholders in this project include Metro and Metro's partners including Multnomah County, Janus Youth Programs, Sauvie Island Organics, the Sauvie Island community, and the public. Other potential stakeholders include the Oregon Historical Society and Outdoor School programs who may want to use the park as a program site.

Short Title

Planning and design for a publicly accessible Tualatin River canoe launch

Concise Description

The Tualatin River is an outstanding regional natural resource for both wildlife and the public. Unfortunately, with limited public access sites, few are able to experience the surprising beauty of the Tualatin River. This amendment proposes to provide funding for the identification of, and preparation of construction documents for, a publicly accessible canoe launch on the Tualatin River. Actual construction may be funded through other sources including grants and financial support from stakeholders.

As identified in the 1992 Metropolitan Greenspaces Master Plan, Metro has supported the concept of a “water trail” on the Tualatin River. Through the 1995 Natural Areas bond measure, Metro purchased over 398 acres for habitat restoration and access along the Tualatin. None of this land has been developed for access thus far. Providing an access point to this water trail would offer new recreation opportunities and increase public awareness of water quality issues and wildlife habitat protection.

Currently there is some access to the river but it falls short of the Greenspaces Master Plan vision and the potential of the river. There are boat launch facilities in Tualatin and Tigard which provide access to only four miles of the river. The next access point is twenty-seven miles upstream in Hillsboro at the boat launch at Rood Bridge Park. However, the stretch of river in between offers a world-class paddling experience including proximity to the Tualatin River National Wildlife Refuge as well as several Metro natural area properties.

This budget amendment will deliver on promises by providing public access to one of Metro’s properties on the Tualatin River Water Trail.

Objective

This proposal would provide funding to advance the Tualatin River Water Trail effort. The desired outcome is to conduct a selection process to identify a preferred launch site and develop construction documents for that property.

This proposal would provide funds to:

1. Review relevant planning studies, zoning, and permit requirements.
2. Identify stakeholders and convene an advisory team.
3. Engage the local partners to identify operations and maintenance capacity.
4. Develop criteria to compare quality of access, best linkage potential, ease of construction and long term maintenance.

objectives for the Tualatin River Greenway include “Protect(ing) natural areas adjacent to existing public lands to provide public access and improve wildlife habitat protection.”

This budget amendment also directly supports two of the six desired outcomes for the region adopted by the Metro Council. One outcome this proposal aligns with is making Vibrant Communities by providing recreational opportunities and access to nature to enhance the health and quality of life for people. The other desired outcome this proposal aligns with is ensuring Clean Air and Water by protecting and enhancing the region’s natural assets.

This budget proposal would also support the vision of The Intertwine Alliance by creating additional opportunities for residents to connect with nature and recreate within proximity of the metropolitan region.

Stakeholders

One of the primary stakeholders for this proposal is the Tualatin Riverkeepers (Riverkeepers). The Riverkeepers are a nonprofit organization working to protect and restore the Tualatin River. The Riverkeepers have been a strong partner with Metro and their support continues. They, along with their hundreds of volunteers, have directly worked to restore over 200 acres of floodplain along the Tualatin thus improving water quality, reducing flooding and improving habitat for fish and wildlife. The Riverkeepers aspire to have a launch facility every five miles on the river and this budget proposal would align with their goals. The Riverkeepers are committed partners on this project and will help solicit funding through grant applications and more direct requests for financial support.

Other stakeholders would include Washington County, the City of Tualatin, U.S. Fish and Wildlife Service, Oregon Department of Fish and Wildlife, and Clean Water Services. The positive effects of this proposal would be felt by residents throughout the region who would have greater opportunities for direct access to nature and world-class public paddling opportunities.

Tualatin River Water Trail Site Development

Mar 21, 2011

Activity Name	Start Date	Finish Date	Resource Cost	Jul 11		Aug 11		Sept 11		Oct 11		Nov 11		Dec 11		Jan 12		Feb 12		Mar 12		Apr 12		May 12		Jun 12		Jul 12		Aug 12																																	
				26	3	10	17	24	31	7	14	21	28	4	11	18	25	2	9	16	23	30	6	13	20	27	4	11	18	25	1	8	15	22	29	5	12	19	26	4	11	18	25	1	8	15	22	29	6	13	20	27	3	10	17	24	1	8	15	22	29	5	12
1 Project part 1 - inhouse	7/4/11	9/30/11		[Timeline bar]																																																											
2 Review studies	7/4/11	7/15/11	\$0	[Timeline bar]																																																											
3 Compare sites	7/4/11	8/12/11		[Timeline bar]																																																											
4 Analyze zoning	7/4/11	7/8/11	\$0	[Timeline bar]																																																											
5 Analyze access	7/11/11	8/5/11	\$0	[Timeline bar]																																																											
6 Site visits	7/11/11	8/12/11	\$0	[Timeline bar]																																																											
7 Analyze permits	7/25/11	8/5/11	\$0	[Timeline bar]																																																											
8 Investigate partners (maintenance)	7/25/11	8/12/11	\$0	[Timeline bar]																																																											
9 Develop conceptual designs	8/15/11	9/30/11	\$0	[Timeline bar]																																																											
10 Cost estimate	9/12/11	9/30/11	\$2,400	[Timeline bar]																																																											
11 Select preferred site	9/26/11	9/30/11		[Timeline bar]																																																											
12 Public workshop	9/26/11	9/30/11	\$0	[Timeline bar]																																																											
13 Select consultant team	10/3/11	11/1/11	\$0	[Timeline bar]																																																											
14 Funding	8/15/11	3/16/12		[Timeline bar]																																																											
15 Investigate partner contributions	8/15/11	11/25/11	\$0	[Timeline bar]																																																											
16 Prepare grant application with consultants (dependent on various grant cycles)	8/15/11	3/16/12	\$32,240	[Timeline bar]																																																											
17 Identify required match	8/15/11	9/9/11	\$0	[Timeline bar]																																																											
18 Grant notification (timing unknown)				[Timeline bar]																																																											
20 Project part 2 - with consultant team				[Timeline bar]																																																											
21 Develop schematic design	10/31/11	12/30/11		[Timeline bar]																																																											
22 Site survey	10/31/11	11/18/11	\$13,296	[Timeline bar]																																																											
23 Options and review	10/31/11	12/13/11	\$16,742	[Timeline bar]																																																											
24 2-3 advisory team meetings	10/31/11	12/13/11	\$5,222	[Timeline bar]																																																											
25 Final schematic design	12/14/11	12/30/11	\$10,681	[Timeline bar]																																																											
26 Design development	1/2/12	3/15/12		[Timeline bar]																																																											
27 Materials and systems development	1/2/12	3/15/12	\$46,699	[Timeline bar]																																																											
28 Cost estimate revisions	2/13/12	3/2/12	\$11,448	[Timeline bar]																																																											
29 Prepare construction docs	3/19/12	12/28/12		[Timeline bar]																																																											
30 Prepare drawings	3/19/12	6/1/12	\$49,940	[Timeline bar]																																																											
31 Review drawings and revisions	4/23/12	5/18/12	\$19,456	[Timeline bar]																																																											
32 Final cost estimates	6/4/12	12/28/12	\$15,240	[Timeline bar]																																																											
33 Permits	4/16/12	7/27/12	\$26,340	[Timeline bar]																																																											
35 Future phases				[Timeline bar]																																																											
36 Bid process (approximately 4 months)...				[Timeline bar]																																																											
39 Construction (approx. 7 months)...				[Timeline bar]																																																											
			T: \$249,705	[Timeline bar]																																																											

Short Title

Development Center Funding for Downtown Revitalization and Placemaking

Concise Description

The additional funding proposed in this amendment, coupled with Metro’s existing tools, programs and staff, will enable the Development Center to offer a full complement of assistance for downtown revitalization and development through partnerships with 5-7 targeted communities annually. Working in response to local opportunities and established community priorities, these partnerships will help advance local redevelopment goals and set the stage for private investment and infill development in downtowns and main streets throughout the region. Important revitalization activities and placemaking projects with local cities may include:

- Partner with communities to promote urban revitalization activities and events that **engage downtown stakeholders**, cultivate strong civic identity, and enable downtowns and main streets to flourish
- Provide targeted funding and design assistance for **storefront improvement projects** and public investments to **enhance the economic performance of commercial districts**
- Perform development opportunity studies for adaptive re-use projects, and otherwise partner with cities, private property owners and business owners to **strategically reinvest in existing properties**, revive commercial districts and set the stage for new development
- Partner with local jurisdictions to **implement “walkability audits”** and other activities to promote best practices for designing and developing walkable communities
- Plan and implement placemaking projects and strategic public investments that demonstrate innovative sustainable design practices and **create a favorable climate for private investment**
- Organize tours and educational events to **highlight creative, cutting-edge approaches to public-private partnerships** and high-quality, sustainable urban design

Objective

The region’s 2040 growth concept calls for new development to be focused in the region’s downtowns and main streets. However, despite strong local aspirations of some jurisdictions to attract new development and investment to their communities, many of the region’s centers and corridors have experienced stagnation and decline over the years, even during periods of significant overall population growth and real estate investment.

The Development Center has been engaged in redevelopment and revitalization work throughout the region in partnership with local communities over the last few years due to the Development Opportunity Fund. The response from communities has been overwhelmingly positive, and demand for continued funding and partnerships with Metro has increased. In addition, the recently completed TOD Strategic Plan has clearly called out a need for predevelopment activities and station area planning, and identified the current lack of resources to support such activities.

Duration (put an ‘x’ in the appropriate line, for specific length write in the length)

_____ One time

Specific length: 2 years with review

_____ On-going

Cost Estimate

In Spring spring 2009, the Metro Council allocated \$500,000 to create the “Development Opportunity Fund” to enable the Development Center to implement projects throughout the region that would spur redevelopment and investment in downtowns and main streets. This allocation, along with prior special allocations of placemaking funds, has enabled the Development Center to undertake an average of 10 projects per year in local communities over the past two fiscal years at an average cost of \$36,000 per project.

Collectively, over fiscal years 2009-10 and 2010-11, the Development Opportunity Fund combined with other resources has enabled the Development Center to direct \$722,000 of funding to projects and leveraged approximately \$471,000 from external sources. The proposed FY 2011-2012 budget includes only \$80,000 of materials and services funding for the Development Center, which would likely support only 2-3 projects annually, representing a significant reduction in activities and partnerships with local communities. The proposed additional funding of \$170,000 in year one and \$250,000 in year two described in this amendment would enable the Development Center to provide a more robust program and support approximately 6-8 initiatives annually. It is anticipated that existing staffing levels in the Development Center will be sufficient to support this level of activity.

Funding Options

Funding for this amendment will come for a combination of money in the Opportunity Fund or the funds in the amount of approximately \$238,000 that were in excess as a result of the transfer of 2.8 FTE from the Risk Fund to the General Fund.

Relationship to other programs

This proposal relates to, and will enhance and complement the following existing programs or projects:

- Integrated mobility corridors (SW Corridor Plan/East Metro Connections Plan)
- Community Investment Initiative
- Community Development and Planning Grants (formerly known as CET grants)
- Major regional transit investments – Lake Oswego to Portland transit project, Portland-Milwaukie Light Rail
- Active Transportation Project

Stakeholders

Local cities, downtown business owners and downtown property owners, as well as the general public will benefit from increased vitality, prosperity, and investment in the region’s downtowns. Cities will see

increased tax revenues over time as downtowns flourish and property values rise. The increased desirability and value will attract and support new investments in higher-density development. As commercial districts improve, local property owners will benefit from increased values and rents for their retail spaces, and small retail businesses will benefit as downtown districts attract greater volumes of customers.

Local citizens will benefit from access to better services, interesting local businesses, and lively walkable urban destinations. As downtowns redevelop and become more economically successful, it will be important to implement programs to ensure that affordable housing remains available in these locations so that citizens of all income levels have access to the benefits of walkable, urban communities and can meet their daily needs.

Council Proposals For Budget Amendment Discussion

Councilor Collette	# 2
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Short Title

Eco-Efficient Employment in Action

Concise Description

The latest volume of Metro's Community Investment Toolkit focuses on supporting businesses in realizing greater economic and ecological benefits by using less water, less energy, less capital, less land and generating less waste. The focus is increasing the region's economic sustainability through more efficient infrastructure, site design and utilization of land through redevelopment. The toolkit focuses on the economic and community returns associated with this new approach to building employment areas. After publication last fall, the public and private sector reacted positively to the toolkit as well as to the experts Metro brought in to further explore the use of these tools in the region. The experts met with public and private stakeholders from **three local communities interested in exploring eco-efficient employment** areas.

This budget amendment will provide the resources needed to hire a consultant/eco-efficient expert to **implement an eco-efficient business strategy in 1-2 communities**. This work would include:

- Follow-up with the three interested communities as well as other communities to assess readiness for eco-efficient employment areas;
- Identify opportunities in 1-2 communities that are ready to consider implementation;
- Identify relevant eco-efficient tools for these areas and explore the potential costs and benefits;
- Engage all relevant stakeholders, including investors, utilities, engineers, planners, and elected officials;
- Conduct workshops or charrettes to identify the best solutions and action items for site-specific implementation;
- Recommend actions for each stakeholder group to execute the project;
- Increase familiarity with eco-efficient tools in other communities by recording and sharing the process and results with the rest of the region.

Objective

There are **two primary objectives** of this budget amendment. The **first objective** is to realize on-the-ground implementation of eco-efficient employment tools for sustainable job growth in the region. The **second objective** is to utilize these eco-efficient business strategies as a model for the rest of the region. To achieve these objectives, an important **outcome** of this work is the engagement of the public and private sector together to identify local solutions and commit to action items related to their area of business.

Products will include implementation action plans for specific eco-efficient employment projects, documentation of the process including analysis in developing the action plan, and case study summaries. The information and lessons learned will be shared through these written materials and presentations to educate and inspire other communities in the region to implement eco-efficient employment practices. The work program associated with this budget amendment will **focus** on only one or two projects in order to engage all the necessary stakeholders, develop a meaningful action plan, and move into the **implementation of these specific projects**.

Duration (put an 'x' in the appropriate line, for specific length write in the length)

 X One time

Specific length: _____

_____ On-going

Cost Estimate

The proposed \$50,000 budget will provide \$10,000 in outreach to identify the one or two projects with the highest level of readiness to consider implementation. The additional \$40,000 will be spent to develop an implementation action plan for each project that is selected. In addition, Planning and Development staff will manage the contract and assist in outreach activities associated with this work plan. This project will leverage staff and resources from local stakeholders to complete these projects. The resulting projects will support employment growth and sustainability – important **triple bottom line returns** for the region and these individual communities.

Funding Options

Funding for this amendment will come for a combination of money in the Opportunity Fund or the funds in the amount of approximately \$238,000 that were in excess as a result of the transfer of 2.8 FTE from the Risk Fund to the General Fund.

Relationship to other programs

Climate Smart Communities
Community Investment Strategy
Solid Waste Roadmap strategic plan
Sustainability plan
Transit Oriented Development (increased employment in these areas)
Selected projects may be in the East Metro Connections Plan or Southwest Corridor Plan areas

Stakeholders

Local businesses and business organizations, e.g. Westside Economic Alliance, Clackamas County Business Association, Columbia Corridor Association, etc.
Local jurisdictions – specifically those that have shown an interest and begun efforts to implement eco-efficient development
Utility companies
Public works and engineers
Development community
Community members

Regional Brownfield Problem Scoping

Concise Description

(Please describe the proposal, sufficient in scope that the cost and/or level of effort can be evaluated.)

Executive Summary

This budget amendment is a proposal to quantify the extent of need for brownfield restoration and redevelopment in our region. This information while known by most local areas about its own specific local area, **is not currently collected as a reasonable regional data set for subsequent investment discussions** and programming efforts. At a minimum, this project **will provide regionwide data to inform the Metro Council and the Community Investment Initiative Leadership Council on the extent of the brownfield problem.** If fully funded the report **would additionally outline a range of solutions and best practices** applied elsewhere that could be used in our metropolitan area.

Overview

Metro's prior Brownfield program, over five years brought resources to assess petroleum-contaminated sites, developed new partnerships, and increased Metro staff's familiarity with EPA grant options and approaches applied elsewhere in the US. However, **that program addressed only a small part of the brownfield contamination-restoration needs in the region.** Additionally, with the conclusion of the EPA funded program, the current budget dedicates only .1 FTE to brownfield mitigation activities as part of the broader toolkit implementation effort. Consequently, **a lack of information about the size or extent of brownfield sites in the region hinders the ability to craft a strategic focus for prioritizing brownfield clean-up in order to make the most of potentially redevelopable land within the existing UGB across the entire metropolitan region.**

By moving forward this proposal, which will scope the extent of the problem and determine the resources needed to effect brownfield redevelopment, Metro can lay the foundation for productive engagement with local elected leadership and the general public to address the region's need for a successful brownfield program.

The purpose of this project is to **create a report outlining the extent of brownfields** in the region. Additionally, the report will **identify potential solutions** for Metro Council consideration and regional discussion. While some of this information may be known by Metro staff, including planning staff, no such report and toolset is readily and publicly available to help guide local communities and decision-makers.

The resulting report would set the stage for a decision by the Council and regional stakeholders on whether increased regional effort on brownfields is appropriate, what strategies might be most successful, and how the work would be funded.

Objective

Create report detailing the following:

Research Step One:

- Assess the extent of the brownfield problem facing the region to help us understand the level of contamination and the number of sites affected. This can be achieved by engaging local communities about the brownfield sites in the 25 cities and unincorporated areas of our 3 county metropolitan area.
- Document the types of sites that are likely to redevelop with existing policies and resources and those that are not.

Parcelization – Supporting redevelopment with lot assembly tools

Concise Description

(Please describe the proposal, sufficient in scope that the cost and/or level of effort can be evaluated.)

Executive Summary

One obstacle to realizing zoned development capacity in many centers, transit corridors, employment and industrial areas throughout the Portland metropolitan region is the parcelization of land areas in the form of many small lots, perhaps even in different ownership. This is a proposal to research and measure the extent of the problem of parcelization in our region and to uncover land aggregation tools that may be of use to local governments and property owners. This project will provide regionwide data to inform the Metro Council and the Community Investment Initiative Leadership Council on the extent of the parcelization problem and potentially provides options for addressing land parcelization and site assembly.

Overview

Discussions with local elected officials and staff have indicated that site assembly is a barrier to redevelopment in the region's centers, corridors, industrial and employment areas. Even for relatively small projects, getting adjacent land owners to agree to the redevelopment goals and enter into a purchase, lease or other agreement is time-consuming and difficult to arrange. Complications can be even greater for multiple large employment sites. Agreements are more likely to be made when the market for redevelopment is hot and less likely in areas with low or longer term returns on investment, despite the value to regional growth management goals.

While the TOD program and the acquisitions for the natural areas bond measure have given Metro some experience on these issues for Metro's investments, Metro has not provided assistance to others in the region with these problems.

The current large lot industrial inventory and replenishment work program will include lot assembly as a topic for large lot industrial and employment areas, but **the current proposed budget does not have the resources to focus on addressing lot assembly problems on an area-specific level or in major regionally significant areas such as downtowns/centers, and transit corridors which are hindered for redevelopment by this problem, and thus obstruct the ability to make the most of land within the existing UGB across the entire metropolitan region.**

Objective

This proposal will provide a report containing the following:

Part I

- Documentation of the extent of the lot assembly problem, starting with examples in priority redevelopment areas in centers, transit corridors, employment and industrial areas.
- Identification of circumstances that would most favorably respond to lot assembly efforts and potential actions that may help put these circumstances in place.
- Overview of tools Metro and local cities currently have to engage property owners with land assembly solutions.

**FY 2011-12 Approved Budget
Requested Department Amendments
June 14, 2011**

#	Org	Purpose	Amount	Funding Source	Page #
19	Council	CIS Amendment for Communications and Public Engagement	\$115,000	Beginning Fund Balance	1
20	Council	Council Audio Improvements	60,000	General Fund/R&R	2
21	HR	Fiduciary Advisor for 401(k) Plan	25,000	Beginning Fund Balance	3
22	IS	Business Continuity Plan	30,000	Beginning Fund Balance	4
23	IS	Renewal and Replacement Projects	63,837	Beginning Fund Balance	5
24	MERC	Non-Capital Items Carried Forward	82,675	Beginning Fund Balance/Grant	6
25	MERC	Food and Beverage Cost of Goods Increase	177,000	Enterprise Revenue	7
26	MERC	Capital Projects Carried Forward	1,640,366	Beginning Fund Balance/Donations	8
27	Sustainability Center	Sustainable Building and Landscaping Project Carry Forward	50,000	Beginning Fund Balance/ General Fund and Solid Waste Fund	10
28	PES	Renewal and Replacement Carry Forwards	96,000	Beginning Fund Balance/Transfer from GF Operations for Property Services	11
28a	PES	Chinook Landing Parking Lot Striping Carry Forward	11,000	Beginning Fund Balance	12
29	Planning	Development Opportunity Additional Carry Forward from FY 2010-11	45,000	Beginning Fund Balance	13
30	Zoo Bond	Carry Forward Additional Balance for Bond Construction Projects	641,800	Beginning Fund Balance	14
31	Zoo	Renewal and Replacement Projects	246,104	Beginning Fund Balance	15

<i>For FP Use Only</i>	
Org Unit	#
COUNCIL	19

AMENDMENT TO FY 2011-12 BUDGET

CENTER/SERVICE: Council-CIS

DATE: June 3, 2011

DRAFTED BY : Jim Middaugh

<i>Type of Amendment:</i>		<i>Amendment to:</i>		<i>Purpose:</i>		<i>Status:</i>	
Technical	<input checked="" type="checkbox"/>	Proposed Budget	<input type="checkbox"/>	Operating	<input checked="" type="checkbox"/>	Ongoing	<input type="checkbox"/>
Substantive	<input type="checkbox"/>	Approved Budget	<input checked="" type="checkbox"/>	Capital Project	<input type="checkbox"/>	One-time	<input checked="" type="checkbox"/>
				Renewal & Replacement	<input type="checkbox"/>		<input type="checkbox"/>

PROPOSED AMENDMENT: *Community Investment Strategy (CIS) Amendment for Communications and Public Engagement*

The Council Office proposes to carry forward \$115,000 of CIS communications materials and services into next fiscal year. The funds will be used to continue planned implementation of Opt In and other strategic communications and public engagement projects in support of the Community Investment Strategy projects. The carry forward amount will support existing contracts with consultants as well as interns and temporary staff who have been engaged to assist Communications staff. There was a delay in several key CIS projects that caused a delay in use of budgeted funds. In addition, goals for Opt In span until October of 2011. At least \$60,000 of these carry over funds will be used to promote more diverse membership on the Opt In panel.

	Fund	Org Unit	Program	Line Items		
				Acct #	Account Title	Amount
<i>Resources</i>	010-GEN	99999-Non-dept		3500	Beginning Fund Balance	\$115,000
<i>Requirements</i>	010-GEN	00125	00600	5240	Contracted Professional Services, temporary staff support, interns	\$115,000

PROGRAM/STAFFING IMPACTS:

This carryover will continue ongoing, planned investments in Opt In development focused on improving the diversity of panel membership. The carryover also will support public engagement and strategic communications for the Metro projects under the CIS umbrella. The funds will leverage existing staff expertise by supporting contract, intern and temporary staff resources for Communications.

<i>For FP Use Only</i>	
Org Unit	#
Council	20

AMENDMENT TO FY 2011-12 BUDGET

CENTER/SERVICE: Council

DATE: June 1, 2011

DRAFTED BY : Ina Zucker/AnnWawrukiewicz

<i>Type of Amendment:</i>		<i>Amendment to:</i>		<i>Purpose:</i>		<i>Status:</i>	
Technical	<input checked="" type="checkbox"/>	Proposed Budget	<input type="checkbox"/>	Operating	<input checked="" type="checkbox"/>	Ongoing	<input type="checkbox"/>
Substantive	<input type="checkbox"/>	Approved Budget	<input checked="" type="checkbox"/>	Capital Project	<input type="checkbox"/>	One-time	<input checked="" type="checkbox"/>
				Renewal & Replacement	<input checked="" type="checkbox"/>		<input type="checkbox"/>

PROPOSED AMENDMENT: *Council Audio Improvements*

Metro Council is upgrading the audio video system in the Council Chamber, including the microphone system. The existing equipment is obsolete and no longer supported by most AV manufacturers. Outside radio frequency as well as cell phone and other devices interfere with the existing microphones. The wireless microphones currently in use are no longer allowed by the Federal Communications Commission; their use was banned at the beginning of 2010 so that the frequencies could be allocated for use by mobile devices and TV broadcast. The chamber is also not in compliance with ADA requirements for the hearing impaired. The project is funded partially from renewal and replacement, while upgrades (mostly required by the noted changes to technology and regulations) are funded from operations. The RFP process is well underway, but scheduling may push the project partly or completely into FY 2011-12. The action also amends the FY 2012-2016 Capital Improvement Plan.

Org Unit	Fund	Line Items		
		<i>Acct #</i>	<i>Account Title</i>	<i>Amount</i>
Resources	General Fund	3500	Beginning Fund Balance	\$40,000
Requirements	General Fund – 010	5820	Transfer of Direct Costs	40,000
Resources	R&R Fund- 611	4980	Transfer of Direct Costs	40,000
	R&R Fund-611	3500	Beginning Fund Balance	20,000
Requirements	R&R Fund- 611	5750	Office Furniture and Equipment	60,000

PROGRAM/STAFFING IMPACTS:

None expected.

<i>For FP Use Only</i>	
Org Unit	#
HR	21

AMENDMENT TO FY 2011-12 BUDGET

CENTER/SERVICE: Human Resources

DATE: May 25, 2011

DRAFTED BY : Mary Rowe

<i>Type of Amendment:</i>		<i>Amendment to:</i>		<i>Purpose:</i>		<i>Status:</i>	
Technical	<input checked="" type="checkbox"/>	Proposed Budget	<input type="checkbox"/>	Operating	<input checked="" type="checkbox"/>	Ongoing	<input checked="" type="checkbox"/>
Substantive	<input type="checkbox"/>	Approved Budget	<input checked="" type="checkbox"/>	Capital Project	<input type="checkbox"/>	One-time	<input type="checkbox"/>
				Renewal & Replacement	<input type="checkbox"/>		<input type="checkbox"/>

PROPOSED AMENDMENT: *Fiduciary Advisor for 401(k) Plan*

Human Resources proposes to carry forward \$25,000 to engage a Fiduciary Advisor for Metro’s 401(k) and to review other voluntary retirement savings plans offered by Metro. Metro’s current 401(k) plan holds more than \$45 million in assets and includes more than 600 participants. It is a requirement of the contract that the Fiduciary Advisor acts as co-fiduciary of the plan. The Advisor will also periodically review investment options to ensure investments offered provide the appropriate mix and diversity for an ever-changing economy and benchmark our current administrator to ensure we are receiving competitively priced services and the best assets class available. This project was not initially included in the FY 2010-11 budget; underspending due to vacancies during the year allowed us to address this priority project. The RFP will be released this fiscal year, but timing will not allow the contract to be executed until FY 2011-12. Based on comparable contracts, fees for such services are expected to be in the range of \$20,000 to \$25,000.

Org Unit	Fund	Line Items		
		<i>Acct #</i>	<i>Account Title</i>	<i>Amount</i>
Resources	General Fund - 010	3500	Beginning Fund Balance	\$25,000
Requirements	General Fund – 010	5240	Contracted Professional Services	\$25,000

PROGRAM/STAFFING IMPACTS:

None expected.

<i>For FP Use Only</i>	
Org Unit	#
IS	22

AMENDMENT TO FY 2011-12 BUDGET

CENTER/SERVICE: Information Services

DATE: June 3, 2011

DRAFTED BY : Rachel Coe

<i>Type of Amendment:</i>		<i>Amendment to:</i>		<i>Purpose:</i>		<i>Status:</i>	
Technical	<input checked="" type="checkbox"/>	Proposed Budget	<input type="checkbox"/>	Operating	<input checked="" type="checkbox"/>	Ongoing	<input type="checkbox"/>
Substantive	<input type="checkbox"/>	Approved Budget	<input checked="" type="checkbox"/>	Capital Project	<input type="checkbox"/>	One-time	<input checked="" type="checkbox"/>
				Renewal & Replacement	<input type="checkbox"/>		<input type="checkbox"/>

PROPOSED AMENDMENT: *Business Continuity Plan*

We are requesting that the \$30,000 in the Information Services operating budget for the planned purpose of conducting a business continuity assessment be carried forward from FY 2011 to FY 2012. This project is instrumental in creating a disaster recovery plan, which has been the subject of comment in past audit reports. An RFP has been issued and selection is anticipated by June 30. The project, however, will not be conducted until next fiscal year.

Org Unit	Fund	Line Items		
		Acct #	Account Title	Amount
<i>Resources</i>	General Fund 010	3500	Beginning Fund Balance	\$30,000
<i>Requirements</i>	General Fund 010	5240	Contracted Professional Services	\$30,000

PROGRAM/STAFFING IMPACTS:

None expected.

For FP Use Only	
Org Unit	#
IS	23

AMENDMENT TO FY 2011-12 BUDGET

CENTER/SERVICE: Information Services Renewal and Replacement

DATE: June 6, 2011

DRAFTED BY : Rachel Coe/Karen Feher

<i>Type of Amendment:</i>	<i>Amendment to:</i>	<i>Purpose:</i>	<i>Status:</i>
Technical <input checked="" type="checkbox"/>	Proposed Budget <input type="checkbox"/>	Operating <input type="checkbox"/>	Ongoing <input type="checkbox"/>
Substantive <input type="checkbox"/>	Approved Budget <input checked="" type="checkbox"/>	Capital Project <input type="checkbox"/>	One-time <input checked="" type="checkbox"/>
		Renewal & Replacement <input checked="" type="checkbox"/>	<input type="checkbox"/>

PROPOSED AMENDMENT: *Renewal and Replacement Projects*

The timing for numerous renewal and replacement projects has changed as listed in the table below resulting in a net increase to Information Services FY 2012 appropriations. This amendment also amends the FY 2012-FY 2016 Capital Improvement Plan.

Org Unit	Fund	Line Items		
		Acct #	Account Title	Amount
Resources	611 – Renewal and Replacement	3500	Beginning Fund Balance	\$63,837
Requirements	611 – Renewal and Replacement	5201	Office Supplies	3,184
		5750	Office Furniture and Equipment	60,653

Copiers from 2012 to be purchased in FY 2011								
Asset #	Asset	Location	Account	Amount	Project #	2011	2012	2013
46	Copier-C3320-Satelite	Print Shop	5750	10,688.00		10,688.00	(10,688.00)	
47	Copier-4570-Satelite	Human Resources	5750	9,165.00		9,165.00	(9,165.00)	
48	Copier-4570-Satelite	OMA	5750	9,165.00		9,165.00	(9,165.00)	
53	Copier-C3220-Satelite	Planning	5750	10,688.00		10,688.00	(10,688.00)	
Project Moved from 2012 to FY 2011								
188	Hrddata HP rp3440-4	MRC	5750	37,885.13		37,885.13	(37,885.13)	
Projects in 2012 moved to 2013								
37	Copier-5070-Satelite	Planning	5750	15,958.00			(15,958.00)	15,958.00
Projects in 2012 Combined to UCS Virtualization and moved to 2011								
104	Dell 2850 (old-kronos) KRONOS test se	MRC	5750	\$4,244.83		\$4,244.83	(\$4,244.83)	
185	PS-FIN-Rpt Dell 2650	MRC	5750	5,412.16		5,412.16	(5,412.16)	
186	PS-FIN-Web Dell 2650	MRC	5750	5,412.16		5,412.16	(5,412.16)	
200	Dell 1950 (amber) Zoo Web Server	MRC	5750	3,247.30		3,247.30	(3,247.30)	
201	Dell 1950 (coral) internet	MRC	5750	3,247.30		3,247.30	(3,247.30)	
202	Dell 1950 (jade) FTP server	MRC	5750	3,247.30		3,247.30	(3,247.30)	
203	Dell 1950 (lapis) QA Web	MRC	5750	3,247.30		3,247.30	(3,247.30)	
204	Dell 1950 (pearl) www	MRC	5750	3,247.30		3,247.30	(3,247.30)	
206	Dell 1950 (slate) Dev WWW	MRC	5750	3,247.30		3,247.30	(3,247.30)	
207	Dell 1950 (VMS2) Foreign Apps Hosting	MRC	5750	3,247.30		3,247.30	(3,247.30)	
1105	Metro Exchange Server (MEX) Dell 1950	MRC	5750	6,367.25		6,367.25	(6,367.25)	
1118	Dell 1950 (INCA)	MRC	5750	2,164.86		2,164.86	(2,164.86)	
Projects in 2011 moved to FY 2012								
85	Ds14 MKII Shelf 2	MRC	5750	20,400.00		(20,400.00)	20,400.00	
86	DS14 MKII Shelf 3	MRC	5750	20,808.00		(20,808.00)	20,808.00	
87	DS14 MKII Shelf 4	MRC	5750	21,224.16		(21,224.16)	21,224.16	
90	NetApp 3050 (Alex) File Server	MRC	5750	132,900.00		(132,900.00)	132,900.00	
266	Animal food inventory software (ReMACS)	Zoo	5201	3,183.62		(3,183.62)	3,183.62	
1122	ROSE ServeView Pro KVM 16 ports	MRC	5750	5,202.00		(5,202.00)	5,202.00	
Projects in 2011 moved to FY 2013								
218	Adtran NetVanta 3305 Router (Eagle-Salm Zoo		5201	2,334.66		(2,334.66)		2,334.66
Total Year Changes						(82,128.95)	63,836.29	18,292.66

<i>For FP Use Only</i>	
Org Unit	#
MERC	24

AMENDMENT TO FY 2011-12 BUDGET

CENTER/SERVICE: MERC Fund Visitor Venues

DATE: June 1, 2011

DRAFTED BY : Cynthia Hill

<i>Type of Amendment:</i>		<i>Amendment to:</i>		<i>Purpose:</i>		<i>Status:</i>	
Technical	<input checked="" type="checkbox"/>	Proposed Budget	<input type="checkbox"/>	Operating	<input checked="" type="checkbox"/>	Ongoing	<input type="checkbox"/>
Substantive	<input type="checkbox"/>	Approved Budget	<input checked="" type="checkbox"/>	Capital Project	<input type="checkbox"/>	One-time	<input checked="" type="checkbox"/>
				Renewal & Replacement	<input type="checkbox"/>		<input type="checkbox"/>

PROPOSED AMENDMENT:

Request carries over funding for projects other than capital.

Org Unit	Fund	Line Items		
		Acct #	Account Title	Amount
<i>Resources</i>	MERC Fund (555)			
		3500	Beginning Fund Balance	\$61,000
		4120	Local Grant Direct – unearned revenue from City of Portland Grant	21,675
			Total Resources	\$82,675
<i>Requirements</i>	<i>MERC Fund (555)</i>			
		5240	Contracted Professional Services	\$82,675
			Total Requirements	\$82,675

PROGRAM/STAFFING IMPACTS:

<u>Project/Grant</u>	<u>Description</u>	<u>Amount</u>
1) Expo Center PSU Study Recommendations	Gard Communications – Develop marketing and communication plan recommendations on brand strategy and business outreach (\$16,000). Oak Tree Digital - Website Re-Design (\$35,000)	\$51,000
2) Expo Center Master Plan/Phase 3	Shields Oblatz Johnsen, Inc – Expo Master Plan Update	\$10,000
3) PCPA Grant from the City of Portland	Carry over the unspent balance of the City of Portland Grant for the design, program and budget development for the renovation and expansion of the Arlene Schnitzer Concert Hall (ASCH). The original grant was \$225,000 received in November 2008.	\$21,675
	Total	\$82,675

This amendment was approved by the MERC Commission on June 1, 2011, and recommended to the Council for approval.

<i>For FP Use Only</i>	
Org Unit	#
MERC	25

AMENDMENT TO FY 2011-12 BUDGET

CENTER/SERVICE: MERC Fund Visitor Venues

DATE: May 17, 2011

DRAFTED BY : Cynthia Hill

<i>Type of Amendment:</i>		<i>Amendment to:</i>		<i>Purpose:</i>		<i>Status:</i>	
Technical	<input checked="" type="checkbox"/>	Proposed Budget	<input type="checkbox"/>	Operating	<input checked="" type="checkbox"/>	Ongoing	<input checked="" type="checkbox"/>
Substantive	<input type="checkbox"/>	Approved Budget	<input checked="" type="checkbox"/>	Capital Project	<input type="checkbox"/>	One-time	<input type="checkbox"/>
				Renewal & Replacement	<input type="checkbox"/>		<input type="checkbox"/>

PROPOSED AMENDMENT:

- 1) Increase the cost of food & beverage sales at the Portland Center for Performing Arts (\$93,832).
- 2) Establish operating budget for the Hoyt Street Station Café (\$177,000).

Org Unit	Fund	Line Items		
		<i>Acct #</i>	<i>Account Title</i>	<i>Amount</i>
Resources	MERC Fund (555)			
		4550	Food Service Revenue	\$177,000
			Total Resources	\$177,000
Requirements	MERC Fund (555)			
		5291	Food & Beverage Services	\$270,832
		5999	Appropriated Fund Balance (New Capital/Business Strategy Reserve)	(93,832)
			Total Requirements	\$177,000

PROGRAM/STAFFING IMPACTS:

- 1) PCPA and Aramark reviewed the proposed food and beverage budget for FY 2011-12 and determined expenditures were understated by \$93,832 due to a clerical error between the Excel budget buildup sheet and the entry into EBMS. This amendment adds additional cost in hourly labor and cost of goods sold. The change reduces the food and beverage margin down to 14.69 percent from 20 percent included in the proposed budget.
- 2) With the opening of the Hoyt Street Station Café, the Oregon Convention Center is projecting a breakeven budget from the operations for year one starting July 1, 2011. The estimated revenue in year one of operations is \$177,000 net of excise tax. This new project was meant to help disadvantaged individuals gain experience and expertise in the food and beverage management business by creating a training program and providing hands on experience. If successful, this program will create funds to allow for grant funding of individuals to pursue their dreams of owning their own business or furthering their education to help them secure a job in the food industry. All profits from the operations will be directed back into the Café operations for maintaining the day to day business needs and to create monies for grant funding opportunities in the future. An addendum to the ARAMARK contract was executed earlier this year to recognize this change in the flow of monies generated from the Café business.

This amendment was approved by the MERC Commission on June 1, 2011, and recommended to the Council for approval.

<i>For FP Use Only</i>	
Org Unit	#
MERC	26

AMENDMENT TO FY 2011-12 BUDGET

CENTER/SERVICE: MERC Fund Visitor Venues

DATE: May 17, 2011

DRAFTED BY : Cynthia Hill

<i>Type of Amendment:</i>	<i>Amendment to:</i>	<i>Purpose:</i>	<i>Status:</i>
Technical <input checked="" type="checkbox"/>	Proposed Budget <input type="checkbox"/>	Operating <input type="checkbox"/>	Ongoing <input type="checkbox"/>
Substantive <input type="checkbox"/>	Approved Budget <input checked="" type="checkbox"/>	Capital Project <input checked="" type="checkbox"/>	One-time <input checked="" type="checkbox"/>
		Renewal & Replacement <input checked="" type="checkbox"/>	<input type="checkbox"/>

PROPOSED AMENDMENT: Carry -Over for Capital Projects

Capital projects are scheduled to work around event activity at each venue and sometimes may be impacted by weather conditions; as a result some projects have been delayed. An example is the boiler project at the Keller; there are events in the building and the boiler cannot be turned off due to the cooler than normal weather conditions.

- 1) Six projects listed below are in process and the work will cross fiscal years and be complete over the summer.
- 2) There are five projects that are in various stages of planning and will be complete next year.
- 3) The Information Technology projects (\$102,000) are under review by the business practices group in Information Services (IS). They are working to identify and prioritize projects that should or should not move forward for the MERC venues. At this time we know we have additional IS issues to deal with at the venues and there is no capital budgeted in FY 2011-12. This project list and budget may need to be expended next fiscal year as detailed, or a new plan for capital investment in MERC IS may be proposed to the Commission later for consideration. This action also amends the FY 2012-2016 Capital Improvement Plan.

Org Unit	Fund	Line Items		
		Acct #	Account Title	Amount
Resources	MERC Fund (555)			
		3500	Beginning Fund Balance	\$1,540,366
		4750	Donations	100,000
			Total Resources	\$1,640,366
Requirements	MERC Fund (555)			
		5710	Improvement Other than Building	\$515,000
		5720	Building and Related	646,600
		5750	Office Furniture & Equipment	102,000
		5740	Equipment & Vehicles	377,366
			Total Requirements	\$1,640,366

PROGRAM/STAFFING IMPACTS:

	Project	Status	Funding Source	Amount
	<u>Expo Center</u>			
1)	Wi Fi	planning	Beg Bal	\$25,000
	<u>OCC</u>			
2)	Plaza Block 26	in process	Beg Bal	515,000
3)	Hand Dryers	in process	Beg Bal - MTOCA	60,000

4)	Digital Signage	in process	Beg Bal – TLT Reserve	161,000
5)	Coffee Retail Space Remodel (Starbuck #1)	in process	Beg Bal – F & B Capital Contribution	75,000
6)	Catering China Replacement	planning	Beg Bal – F & B Capital Contribution	217,000
7)	Skyview Terrace – Tasting Kitchen	planning	Beg Bal – F & B Capital Contribution	100,000
8)	Kitchen Upgrades	planning	Beg Bal – F & B Capital Contribution	160,366
	<u>PCPA</u>			
9)	Keller Boiler	in process	PCPA Foundation (Friends of PCPA)	100,000
10)	Keller Concessions	in process	Beg Bal – F & B Capital Contribution	100,000
11)	Keller Heat Recovery System	planning	Beg Bal – Metro Sustainability Grant	25,000
	<u>Administration</u>			
12)	Information Technology	TBD	Beg Bal	102,000
			Total	\$1,640,366

This amendment was approved by the MERC Commission on June 1, 2011, and recommended to the Council for approval.

<i>For FP Use Only</i>	
Org Unit	#
Sus Center	27

AMENDMENT TO FY 2011-12 BUDGET

CENTER/SERVICE: Sustainability Center

DATE: 5/31/11

DRAFTED BY : Brian Kennedy

<i>Type of Amendment:</i>		<i>Amendment to:</i>		<i>Purpose:</i>		<i>Status:</i>	
Technical	<input checked="" type="checkbox"/>	Proposed Budget	<input type="checkbox"/>	Operating	<input checked="" type="checkbox"/>	Ongoing	<input type="checkbox"/>
Substantive	<input type="checkbox"/>	Approved Budget	<input checked="" type="checkbox"/>	Capital Project	<input type="checkbox"/>	One-time	<input checked="" type="checkbox"/>
				Renewal & Replacement	<input type="checkbox"/>		<input type="checkbox"/>

PROPOSED AMENDMENT: *Sustainable Building and Landscaping Project Carry Forward*

Metro’s Resource Conservation and Recycling and Nature in Neighborhoods programs are working together to seek the most strategic role for the agency in reducing the amount and toxicity of our region’s waste and wider adoption of low-impact and habitat-friendly development and sustainable landscaping practices. This project will identify Metro’s best role(s) to achieve these results through policy development, partnerships, education and technical assistance to local governments, non-profits, industry and other organizations involved in supporting changes in sustainable building and landscaping best practices.

Metro is currently soliciting proposals from consulting firms to assist the agency in determining the most effective strategy for ensuring that building and landscaping projects in the region become more sustainable. Responses to the Request for Proposals are due on June 15th, but the project will not begin until after the start of the new fiscal year.

Org Unit	Fund	Line Items		
		Acct #	Account Title	Amount
Resources				
Sus Center	General Fund	3500	Beginning Fund Balance	\$20,000
Sus Center	Solid Waste Fund	3500	Beginning Fund Balance	30,000
Requirements				
Sus Center	General Fund	5240	Contracted Professional Services	\$20,000
Sus Center	Solid Waste Fund	5240	Contracted Professional Services	30,000

PROGRAM/STAFFING IMPACTS:

N/A

<i>For FP Use Only</i>	
Org Unit	#
PES	28

AMENDMENT TO FY 2011-12 BUDGET

CENTER/SERVICE: Parks and Environmental Services

DATE: June 3, 2011

DRAFTED BY : Karen Feher

<i>Type of Amendment:</i>		<i>Amendment to:</i>		<i>Purpose:</i>		<i>Status:</i>	
Technical	<input checked="" type="checkbox"/>	Proposed Budget	<input type="checkbox"/>	Operating	<input type="checkbox"/>	Ongoing	<input type="checkbox"/>
Substantive	<input type="checkbox"/>	Approved Budget	<input checked="" type="checkbox"/>	Capital Project	<input type="checkbox"/>	One-time	<input checked="" type="checkbox"/>
				Renewal & Replacement	<input checked="" type="checkbox"/>		<input type="checkbox"/>

PROPOSED AMENDMENT: *Renewal and Replacement Carry Forwards*

Several projects' completion is delayed. The projects are listed below. The action also amends the FY 2012-2016 Capital Improvement Plan.

Org Unit	Fund	Line Items		
		Acct #	Account Title	Amount
Resources	611- R&R Fund	BEGB	Beginning Fund Balance	\$96,000
Requirements	611-R&R Fund	5710	Improvements-Other than Bldg	\$46,000
	611-R&R Fund	5720	Buildings and Related	\$50,000

PROGRAM/STAFFING IMPACTS:

None anticipated.

PROJECT	AMOUNT	ACCOUNT
1386-VAV Box Controllers	\$50,000	5720
1380-Glendoveer Golf Irrigation	\$25,000	5710
315-Park Signage Blue Lake	\$21,000	5710

<i>For FP Use Only</i>	
Org Unit	#
PES	28A

AMENDMENT TO FY 2011-12 BUDGET

CENTER/SERVICE: Parks and Environmental Services

DATE: June 3, 2011

DRAFTED BY : Brian Kennedy

Type of Amendment:

Amendment to:

Purpose:

Status:

Technical

Proposed Budget

Operating

Ongoing

Substantive

Approved Budget

Capital Project

One-time

Renewal & Replacement

PROPOSED AMENDMENT: *Chinook Landing Carry Forward*

PES is proposing to carry forward the parking lot striping project at Chinook Landing due to the recent high water and flooding conditions.

Org Unit	Fund	Line Items		
		<i>Acct #</i>	<i>Account Title</i>	<i>Amount</i>
Resources	010 – General Fund	3500	Beginning Fund Balance	\$11,000
Requirements	010 – General Fund	5262	Maintenance	\$11,000

PROGRAM/STAFFING IMPACTS:

None anticipated.

NOTE: this amendment is an addition to the summary contained in the work session material.

<i>For FP Use Only</i>	
Org Unit	#
Planning	29

AMENDMENT TO FY 2011-12 BUDGET

CENTER/SERVICE: Development Center

DATE: May 16, 2011

DRAFTED BY : Lisa Miles

<i>Type of Amendment:</i>		<i>Amendment to:</i>		<i>Purpose:</i>		<i>Status:</i>	
Technical	<input checked="" type="checkbox"/>	Proposed Budget	<input type="checkbox"/>	Operating	<input checked="" type="checkbox"/>	Ongoing	<input type="checkbox"/>
Substantive	<input type="checkbox"/>	Approved Budget	<input checked="" type="checkbox"/>	Capital Project	<input type="checkbox"/>	One-time	<input checked="" type="checkbox"/>
				Renewal & Replacement	<input type="checkbox"/>		<input type="checkbox"/>

PROPOSED AMENDMENT: *Development Opportunity Additional Carry Forward from FY 2010-11*

Carryover funding in the amount of \$45,000 of Development Opportunity funds is requested to support the following projects under way in the Development Center that will not be completed by June 30, 2011:

CIVILIS Consultants (\$45,000): A Flexible Services Contract is in place with Michele Reeves of CIVILIS Consultants (Contract #929671) to provide follow-up technical assistance in communities that are participating in the Downtown Revitalization program and to support local efforts to attract downtown investment and build thriving commercial districts. This contract provides the opportunity for local downtown associations, businesses and property owners who are working to implement building improvements, programs and events in their communities to benefit from the expertise of Michele Reeves and the CIVILIS team of design, development, revitalization and marketing professionals.

Org Unit	Fund	Line Items		
		<i>Acct #</i>	<i>Account Title</i>	<i>Amount</i>
Resources	General Fund - 010	3500	Beginning Fund Balance Reserve for Future Planning Needs (Dev. Opp. Fund)	\$45,000
Requirements	General Fund - 140	5240	Contracted Professional Services	\$45,000

PROGRAM/STAFFING IMPACTS:

<i>For FP Use Only</i>	
Org Unit	#
Zoo Bond	30

AMENDMENT TO FY 2011-12 BUDGET

CENTER/SERVICE: Oregon Zoo

DATE: June 3, 2011

DRAFTED BY : Joanne Ossanna

<i>Type of Amendment:</i>		<i>Amendment to:</i>		<i>Purpose:</i>		<i>Status:</i>	
Technical	<input checked="" type="checkbox"/>	Proposed Budget	<input type="checkbox"/>	Operating	<input type="checkbox"/>	Ongoing	<input type="checkbox"/>
Substantive	<input type="checkbox"/>	Approved Budget	<input checked="" type="checkbox"/>	Capital Project	<input checked="" type="checkbox"/>	One-time	<input checked="" type="checkbox"/>
				Renewal & Replacement	<input type="checkbox"/>		<input type="checkbox"/>

PROPOSED AMENDMENT: *Carry Forward Addition Balance for Bond Construction Projects*

Due to the timing of bond construction projects in FY 2010-11, the beginning fund balance for FY 2011-12 will be larger than anticipated in the current approved budget. This amendment increases beginning fund balance to the current forecast and appropriates the expenditures for the bond projects. This action also amends the FY 2012-2016 Capital Improvement Plan.

Org Unit	Fund	Line Items		
		Acct #	Account Title	Amount
Resources	320 – Zoo Bond	BEGB	Beginning Fund Balance	\$2,292,266
Requirements	320 – Zoo Bond	5730	Exhibits & Related	\$641,800
		5999	Contingency	\$1,664,822
		5990	PERS Reserve	\$(14,356)

PROGRAM/STAFFING IMPACTS:

None expected

<i>For FP Use Only</i>	
Org Unit	#
Zoo	31

AMENDMENT TO FY 2011-12 BUDGET

CENTER/SERVICE: Oregon Zoo

DATE: May 31, 2011

DRAFTED BY : Joanne Ossanna/Karen Feher

<i>Type of Amendment:</i>	<i>Amendment to:</i>	<i>Purpose:</i>	<i>Status:</i>
Technical <input checked="" type="checkbox"/>	Proposed Budget <input type="checkbox"/>	Operating <input type="checkbox"/>	Ongoing <input type="checkbox"/>
Substantive <input type="checkbox"/>	Approved Budget <input checked="" type="checkbox"/>	Capital Project <input type="checkbox"/>	One-time <input checked="" type="checkbox"/>
		Renewal & Replacement <input checked="" type="checkbox"/>	<input type="checkbox"/>

PROPOSED AMENDMENT: *Renewal and Replacement Projects*

This amendment carries forward renewal and replacement projects originally scheduled for completion in FY 2010-11, but which are delayed to FY 2011-12. The amendment also amends the FY 2012-2016 Capital Improvement Plan. Projects carried forward are detailed below.

Org Unit	Fund	Line Items		
		Acct #	Account Title	Amount
Resources				
Oregon Zoo	611 – Renewal and Replacement	3500	Beginning Fund Balance	\$246,104
Requirements				
Oregon Zoo	611- Renewal and Replacement	5740	Equipment and Vehicles	\$132,535
Oregon Zoo	611- Renewal and Replacement	5745	Titled Vehicles	\$87,039
Oregon Zoo	611- Renewal and Replacement	5760	Railroad Equipment and Facilities	\$26,530

PROGRAM/STAFFING IMPACTS:

None expected.

ID	Project	Amt	Acct.
1022	1999 Ford Van	\$ 25,489	5745
1026	1990 Chevy Van	\$ 19,102	5745
1073	1999 Ford F-350	\$ 42,448	5745
1194	Commisary Elevator	\$ 100,000	5740
1082	Railroad Oregon Express	\$ 26,530	5760
556	Africafe dining area air handler	\$ 12,735	5740
627	Cascade Crest portable floor stage	\$ 6,898	5740
674	Casade crest portable bar	\$ 6,452	5740
675	Cscade Crest portable bar	\$ 6,452	5740
		\$ 246,104	