

BEFORE THE COUNCIL OF THE
METROPOLITAN SERVICE DISTRICT

FOR THE PURPOSE OF AMENDING)	RESOLUTION NO. 86-711
RESOLUTION NO. 86-659 REVISING THE)	
IRC BUDGET AND APPROPRIATIONS, AND)	Introduced by the
AUTHORIZING A NEW POSITION AND)	Executive Officer
CONTRACTUAL AGREEMENTS)	

WHEREAS, The Council of the Metropolitan Service District adopted Resolution No. 86-700 authorizing FAU funds be released to ODOT in exchange for state funds to expand Metro's technical services to Clackamas, Washington and Multnomah counties;

WHEREAS, Additional staff are needed to implement this program and provide technical assistance to the counties; and

WHEREAS, Council approval is required to enter into certain contractual agreements;

WHEREAS, ORS 294.326(2) allows for the receipt and expenditure of grants for specific purposes without adopting a supplemental budget; now, therefore,

BE IT RESOLVED,

1. That Resolution No. 86-659, Exhibit A, FY 1986-87 Budget and Exhibit B, Schedule of Appropriations, are hereby amended as shown in Exhibits A and B to this Resolution.

2. That a new position of Analyst 3, salary level 10 (\$25,293 to \$31,616) is hereby authorized.

3. That the Council hereby authorizes the Executive Officer to execute an intergovernmental agreement with the ODOT to receive \$222,480 of state funds for expanded computer and technical services to Clackamas, Multnomah and Washington counties.

4. That the Council hereby authorizes the Executive Officer to execute a contractual agreement with MASSCOMP for \$39,300 to upgrade Metro's MASSCOMP computer.

ADOPTED by the Council of the Metropolitan Service District this 11th day of December, 1986.


Richard Waker, Presiding Officer

JS/gl
6584C/485-2
11/28/86

EXHIBIT A

IRC FUND	Current Budget	Revised Per Res. No. 86-680 Proposed 11/20/86	Proposed Res. No. 86-711
<u>Resources</u>			
FY 1987 ODOT	\$ 0	\$ 0	\$ 222,480
All Other Accounts	<u>1,834,650</u>	<u>1,834,650</u>	<u>1,834,650</u>
Total Resources	<u>\$1,834,650</u>	<u>\$1,834,650</u>	<u>\$2,057,130</u>
<u>Requirements</u>			
Personal Services			
Analyst 3	\$159,461	\$159,461	\$172,107
Fringe	214,430	214,430	218,352
All Other Accounts	<u>540,632</u>	<u>540,632</u>	<u>540,632</u>
Total Personal Services	\$914,523	\$914,523	\$931,091
Materials & Services			
Telephone	\$ 0	\$ 0	\$ 2,100
All Other Accounts	<u>102,854</u>	<u>102,854</u>	<u>102,854</u>
Total Materials & Services	\$102,854	\$102,854	\$104,954
Capital Outlay			
Office Furniture & Equipment	<u>\$1,000</u>	<u>\$1,000</u>	\$80,100
Total Capital Outlay	\$1,000	\$1,000	\$80,100
Transfers			
To General Fund	\$553,931	\$551,417	\$557,987
To Building Management Fund	203,438	198,345	198,345
To Insurance Fund	<u>33,821</u>	<u>33,037</u>	<u>33,037</u>
Total Transfers	\$791,190	\$782,799	\$789,369
Contingency	\$8,333	\$16,724	\$16,724
Unappropriated Balance	\$16,750	\$16,750	\$134,892
TOTAL IRC FUND	<u>\$1,834,650</u>	<u>\$1,834,650</u>	<u>\$2,057,130</u>

EXHIBIT A
(continued)

GENERAL FUND	Current Budget	Revised Per Res. No. 86-680 Proposed 11/20/86	Proposed Res. No. 86-711
<u>Resources</u>			
Transfer from IRC	\$ 553,931	\$ 551,417	\$ 557,987
Transfer from Zoo	497,274	489,045	489,045
Transfer from Solid Waste	835,120	824,494	824,494
Transfer from Convention Center Management	0	56,205	56,205
All Other Accounts	<u>1,008,965</u>	<u>1,008,965</u>	<u>1,008,965</u>
Total Resources	<u>\$2,895,290</u>	<u>\$2,930,126</u>	<u>\$2,936,696</u>
<u>Requirements</u>			
Finance & Administration			
Data Processing			
Materials & Services			
Telephone	\$ 2,500	\$ 2,500	\$ 4,660
Maintenance & Repair - Equipment	37,550	37,550	41,960
All Other Accounts	<u>78,700</u>	<u>78,700</u>	<u>78,700</u>
Total Requirements	\$118,750	\$118,750	\$125,320
ALL OTHER DEPTS. & ACCOUNTS	\$2,776,540	\$2,881,376	\$2,811,376
TOTAL GENERAL FUND	<u>\$2,895,290</u>	<u>\$2,930,126</u>	<u>\$2,936,696</u>

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EXHIBIT B

SCHEDULE OF APPROPRIATIONS

IRC FUND	Current Budget	Revised Per Res. No. 86-680 Proposed 11/20/86	Proposed Res. No. 86-711
Personal Services	\$ 914,523	\$ 914,523	\$ 931,091
Materials & Services	102,854	102,854	104,954
Capital Outlay	1,000	1,000	80,100
Transfers	791,190	782,799	789,369
Contingency	8,333	16,724	16,724
Unappropriated Balance	<u>16,750</u>	<u>16,750</u>	<u>134,892</u>
TOTAL FUND	\$1,834,650	\$1,834,650	\$2,057,130

GENERAL FUND

Finance & Administration

Personal Services	\$ 666,677	\$ 666,677	\$ 666,677
Materials & Services	401,079	406,079	412,649
Capital Outlay	9,200	9,200	9,200
Subtotal	<u>\$1,076,956</u>	<u>\$1,081,956</u>	<u>\$1,088,526</u>

No Other Changes to the General Fund in Resolution No. 86-711.

No Changes to Other Funds in Resolution No. 86-711.

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6584C/485-2
11/28/86

STAFF REPORT

Agenda Item No. 8.2

Meeting Date Dec. 11, 1986

CONSIDERATION OF RESOLUTION NO. 86-711 FOR THE
PURPOSE OF AMENDING THE IRC BUDGET AND APPRO-
PRIATIONS, AUTHORIZING CONTRACTUAL AGREEMENTS,
AND A NEW POSITION

Date: November 20, 1986

Presented by: Jennifer Sims

FACTUAL BACKGROUND AND ANALYSIS

Proposed Action

Adopt the attached resolution which increases the IRC budget by \$222,480 and authorizes proceeding with the following actions:

1. Execute an intergovernmental agreement with the Oregon Department of Transportation to receive \$222,480 of state funds to be used for expanded computer and technical services to Multnomah, Clackamas and Washington counties.
2. Enter into a contractual agreement with MASSCOMP for the purchase of upgraded computer capacity.
3. Establish a new Analyst 3 position in IRC to provide technical assistance for the counties.

Budget and Appropriations

Resolution No. 86-700 authorized \$222,480 of Federal-Aid Urban funds to be released to ODOT in exchange for state funds to support the technical assistance expansion.

The additional revenue will increase the IRC budget by the following amounts:

Personnel	\$ 16,568
Materials & Services	2,100
Capital	79,100
Transfer to General Fund	6570
Upappropriated Balance	<u>118,142</u>
	\$222,480

Attachment A provides a detailed budget for this effort including an explanation of the intended use of the unappropriated balance which will be carried over.

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Attachment B itemizes purchase order and other contract expenditures needed to carry out the program. The resolution includes authorization to enter into an intergovernmental agreement with ODOT to receive funds for expanded computer and technical services to area counties. It also authorizes an agreement with MASSCOMP to upgrade Metro's existing MASSCOMP computer. This is a sole source contract as MASSCOMP is the only vendor which sells the necessary equipment for expanding this system. Normally the Council Management Committee would act on this contract. However, a major price increase will occur on December 19, 1986, so timely Council action is needed to secure the current price.

A new Analyst 3 position is needed to work with the jurisdictions to meet their requirements within the technical assistance program. The position is funded for two years through this revenue source. After that time, continuation of the position will depend on funding availability.

EXECUTIVE OFFICER'S RECOMMENDATION

The Executive Officer recommends approval of Resolution No. 86-711.

JS/srs
6584C/485-4
12/02/86

ATTACHMENT A

TECHNICAL ASSISTANCE COMPUTER BUDGET DETAIL

Personnel	
Analyst (\$12.16) at .5	\$ 12,646
Fringe at 31 percent	<u>3,922</u>
	\$ 16,568
Materials & Services	
3 Phone Lines (dedicated) installation	\$ 2,100
Capital	
MASSCOMP Upgrade	\$ 39,300
INRO License	6,500
Pixel Upgrade	7,500
Three Remote Terminals	<u>25,800</u>
	\$ 79,100
Transfer to General Fund	
Computer Maintenance	\$ 6,570
TOTAL EXPENDITURES (FY 1986-87)	\$104,338

Unappropriated Balance (for use in FY 1987-88 and FY 1988-89)

Transfer to General Fund for Computer Operations	
Central Computer Maintenance	\$ 6,750
Remote Terminal Maintenance	6,480
Telephone	6,480
Data Processing Staff Support	<u>15,000</u>
	\$ 34,710
IRC Personnel	\$ 83,432
TOTAL UNAPPROPRIATED BALANCE	<u>\$118,142</u>

TOTAL EXPENDITURES AND UNAPPROPRIATED BALANCE	<u>\$222,480</u>
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6584C/485-3
11/28/86

ATTACHMENT B

PROPOSED CONTRACTS AND PURCHASE ORDERS

Revenue

Agreement with ODOT for receipt and
expenditure of funds \$222,480^a

Expenditures

• MASSCOMP Upgrade - Purchase Order	\$ 39,300 ^a
• INRO License - Purchase Order	6,500
• Pixel Upgrade - Purchase Order	7,500
• Terminal, Printers and Communications - Purchase Order	25,800 ^b
• Pixel Maintenance Agreement Amendment at six months	250
• MASSCOMP Maintenance Agreement Amendment at six months	2,000
• Installation of Dedicated Phone Lines - Purchase Order	2,100
• Terminal, Printer and Modem Maintenance Agreement at six months	2,160

^aCouncil authorization is requested in Resolution No. 86-711.

^bTo be selected on bid basis, pending approval of Council
Management Committee.

JS/gl
6584C/485-3
11/28/86



METRO

2000 S.W. First Avenue
Portland, OR 97201-5398
503/221-1646

Memorandum

To: Jennifer Sims, Director of Management Services
From: Randy ^{RB}Boose, Personnel Officer
Re: Position Classification for New IRC Position

I had a meeting with Andy Cotugno to discuss the level placement of the position that he is proposing to add to the IRC personal services budget. This position will be responsible for the traffic forecasting project, which provides technical assistance to local jurisdictions. The position will have direct contact with the local jurisdictions and will manage two FTE personnel and the required computer time to support the project.

IRC has received additional funding that will double the budget for this project. The project is now large enough to require a full-time person to oversee it. Dick Walker has been in charge of this project as part of his duties as a Senior Analyst. This project does not require a Senior Analyst classification. The project management responsibilities of this position are consistent with an Analyst 3 position. It is also consistent with other similar positions within the IRC department. In fact this position will provide promotional opportunities for several people in the IRC department. Based on my review I recommend that this position be classified as an Analyst 3.

RB/rb
cc Andy Cotugno
File
11/24/86

Tuck Wilson, Convention Center Project Director, reported staff and advisors were currently in the process of selecting a design team to recommend to the Council for approval.

8.2 Consideration of Resolution No. 86-711, for the Purpose of Amending Resolution No. 86-659, Revising the Intergovernmental Resource Center (IRC) Budget and Appropriations, and Authorizing a New Position (Analyst 3) and Contractual Agreements

Ms. Sims explained that Resolution No. 86-700, adopted by the Council on November 20, 1986, had identified the need for more technical assistance to the IRC program. Resolution No. 86-711 would provide that assistance by adding a new analyst position and revising the budget accordingly. Further, two contracts would be approved which would increase the District's computer capabilities.

Presiding Officer Waker said that as Chairman of the Joint Policy Advisory Committee on Transportation (JPACT), he supported the Resolution which would provide remote computer terminals for traffic forecasting.

In response to Councilor Ragsdale's concerns about computer vendors, Keith Lawton, IRC Technical Manager, explained staff had previously undergone an extensive selection process for vendors.

Motion: Councilor Kelley moved the adoption of Resolution No. 86-711 and Councilor DeJardin seconded the motion.

Vote: A vote on the motion resulted in:

Ayes: Councilors Collier, DeJardin, Frewing, Gardner, Hansen, Kelley, Kirkpatrick, Knowles, Ragsdale, Van Bergen and Waker

Absent: Councilor Cooper

The Motion carried and Resolution No. 86-711 was adopted.

8.3 Consideration of Resolution No. 86-708, for the Purpose of Initiating Consideration of a Locational Adjustment Near Sherwood and Waiving Assignment to a Hearings Officer

Councilor Kirkpatrick introduced the Resolution. She explained a constituent had requested a minor adjustment to the Urban Growth Boundary (UGB) be made to correct a surveying error undetected at the time an original UGB adjustment had been made in Sherwood north of Edy Road. The property owner believed that Metro's regular adjustment procedures, which would involve up to \$1,500 in Hearings