

BEFORE THE METRO COUNCIL

AMENDING THE FY 2012-13 BUDGET AND) ORDINANCE NO. 13-1305
APPROPRIATIONS SCHEDULE FOR CHANGES)
IN OPERATIONS) Introduced by Martha Bennett, Chief
) Operating Officer, with the concurrence of
) Council President Tom Hughes

WHEREAS, the Metro Council has reviewed and considered the need to increase appropriations within the FY 2012-13 Budget; and

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

WHEREAS, adequate funds exist for other identified needs; and

WHEREAS, ORS 294.463(1) provides for transfers of appropriations within a fund, including transfers from contingency that do not exceed 15 percent of a fund's appropriations, if such transfers are authorized by official resolution or ordinance of the governing body for the local jurisdiction, and


THE METRO COUNCIL ORDAINS AS FOLLOWS:

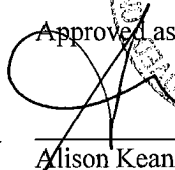
1. That the FY 2012-13 Budget and Schedule of Appropriations are hereby amended as shown in the column entitled "Revision" of Exhibits A and B to this Ordinance for the purpose of increasing appropriations to provide for a change in operations.
2. This Ordinance being necessary for the immediate preservation of the public health, safety or welfare of the Metro area in order to meet obligations and comply with Oregon Budget Law, an emergency is declared to exist, and this Ordinance takes effect upon passage.

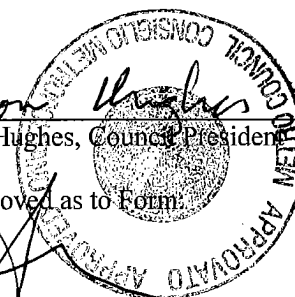
ADOPTED by the Metro Council this 20 day of June 2013.

Attest:


Kelsey Newell, Recording Secretary


Tom Hughes, Council President


Approved as to Form
Alison Kean Campbell, Metro Attorney



**Exhibit A
Ordinance No. 13-1305**

ACCT	DESCRIPTION	Current		Revision		Amended	
		FTE	Amount	FTE	Amount	FTE	Amount
General Fund							
Parks & Environmental Services							
Total Personnel Services		43.60	\$3,933,042	0.00	\$0	43.60	\$3,933,042
<i>Materials & Services</i>							
<i>GOODS Goods</i>							
	5201 Office Supplies		106,756		0		106,756
	5205 Operating Supplies		150,251		0		150,251
	5210 Subscriptions and Dues		6,129		0		6,129
	5214 Fuels and Lubricants		73,026		0		73,026
	5215 Maintenance & Repairs Supplies		201,652		0		201,652
	5225 Retail		13,000		0		13,000
<i>SVCS Services</i>							
	5240 Contracted Professional Svcs		660,634		(20,000)		640,634
	5250 Contracted Property Services		147,081		0		147,081
	5251 Utility Services		431,068		0		431,068
	5255 Cleaning Services		169,886		0		169,886
	5260 Maintenance & Repair Services		353,309		0		353,309
	5265 Rentals		59,845		0		59,845
	5280 Other Purchased Services		61,585		0		61,585
<i>IGEXP Intergov't Expenditures</i>							
	5300 Payments to Other Agencies		116,347		0		116,347
	5310 Taxes (Non-Payroll)		263,556		0		263,556
<i>OTHEXP Other Expenditures</i>							
	5450 Travel		5,290		0		5,290
	5455 Staff Development		33,412		0		33,412
Total Materials & Services			\$4,052,827		(\$20,000)		\$4,032,827
TOTAL REQUIREMENTS		43.60	\$7,985,869	0.00	(\$20,000)	43.60	\$7,965,869

**Exhibit A
Ordinance No. 13-1305**

ACCT	DESCRIPTION	Current Budget		Revision		Amended Budget	
		FTE	Amount	FTE	Amount	FTE	Amount
General Fund							
Special Appropriations (Non-Departmental)							
<i>Materials & Services</i>							
<i>GOODS Goods</i>							
	5210		40,000		0		40,000
<i>SVCS Services</i>							
	5240		130,725		0		130,725
	5246		251,750		0		251,750
	5280		50,000		0		50,000
<i>IGEXP Intergov't Expenditures</i>							
	5300		3,084,353		0		3,084,353
	5305		75,000		90,000		165,000
	5320		500,000		0		500,000
<i>OTHEXP Other Expenditures</i>							
	5490		50,000		0		50,000
Total Materials & Services			\$4,181,828		\$90,000		\$4,271,828
TOTAL REQUIREMENTS		0.00	\$4,181,828	0.00	\$90,000	0.00	\$4,271,828

Exhibit A
Ordinance No. 13-1305

ACCT	DESCRIPTION	Current		Revision		Amended	
		FTE	Amount	FTE	Amount	FTE	Amount
General Fund							
General Expenses							
<i>Interfund Transfers</i>							
<i>INDTEX Interfund Reimbursements</i>							
5800	Transfer for Indirect Costs						
	* to Risk Mgmt Fund-Liability		336,177		0		336,177
	* to Risk Mgmt Fund-Worker Comp		219,097		0		219,097
<i>EQTCHG Fund Equity Transfers</i>							
5810	Transfer of Resources						
	* to General Revenue Bond Fund-Zoo		403,320		0		403,320
	* to Gen'l Asset Mgmt Fund-Gen'l Cap Acct		230,000		0		230,000
	* to Gen'l Revenue Bond Fund-Debt Serv Acct		1,499,585		0		1,499,585
	* to MERC Fund (Tourism Opp. & Compt. Acct)		518,633		0		518,633
	* to Gen'l Asset Mgmt Fund-General R&R		661,000		0		661,000
	* to Gen'l Asset Mgmt Fund-IT R&R		303,100		0		303,100
	* to Gen'l Asset Mgmt Fund-Parks Cap Account		381,000		20,000		401,000
	* to Gen'l Asset Mgmt Fund-MRC R&R		288,000		0		288,000
	* to MERC Fund (one-time allocation)		50,000		0		50,000
	* to Gen'l Asset Mgmt Fund-Zoo Cap Acct		200,000		0		200,000
	* to Gen'l Asset Mgmt Fund-Parks R&R		329,400		0		329,400
	* to Solid Waste Revenue Fund		175,313		0		175,313
<i>LOANEX Interfund Loan - Expenditures</i>							
5860	Interfund Loan - Principal						
	* to MERC		2,200,000		0		2,200,000
Total Interfund Transfers			\$7,794,625		\$20,000		\$7,814,625
<i>Contingency & Unappropriated Balance</i>							
<i>CONT Contingency</i>							
5999	Contingency						
	* Contingency		1,568,219		0		1,568,219
	* Opportunity Account		206,100		(90,000)		116,100
<i>UNAPP Unappropriated Fund Balance</i>							
5990	Unappropriated Fund Balance						
	* Stabilization Reserve		2,430,861		0		2,430,861
	* Undesignated		1,666,574		0		1,666,574
	* PERS Reserve		4,613,474		0		4,613,474
	* Reserve for Future One-Time Expenditures		1,758,931		0		1,758,931
	* Reserved for Community Invest. Initiative		393,000		0		393,000
	* Reserved for Local Gov't Grants (CET)		2,128,369		0		2,128,369
	* Reserved for Cost Allocation Adjustments		382,035		0		382,035
	* Reserved for Future Planning Needs		72,438		0		72,438
	* Reserved for Equity Project		67,027		0		67,027
	* Reserved for Metro Export Initiative		50,000		0		50,000
	* Reserved for Capital		26,000		0		26,000
	* Reserved for Web Project		225,005		0		225,005
	* Reserve for Future Debt Service		639,414		0		639,414
Total Contingency & Unappropriated Balance			\$16,227,447		(\$90,000)		\$16,137,447
TOTAL REQUIREMENTS		457.39	\$111,795,899	0.00	\$0	457.39	\$111,795,899

**Exhibit A
Ordinance No. 13-1305**

ACCT	DESCRIPTION	Current		Revision		Amended	
		FTE	Amount	FTE	Amount	FTE	Amount
General Asset Management Fund							
General Asset Management Fund							
<i>Resources</i>							
<i>BEBAL</i>	<i>Beginning Fund Balance</i>						
3205	Restricted for Capital		1,410,778		0		1,410,778
3400	Unassigned Balance		5,155,469		0		5,155,469
3500	Assigned Balance		491,800		0		491,800
<i>GRANTS</i>	<i>Grants</i>						
4100	Federal Grants-Direct		800,000		0		800,000
4110	State Grants-Direct		233,900		0		233,900
<i>INTRST</i>	<i>Interest Earnings</i>						
4700	Interest on Investments		27,800		0		27,800
<i>DONAT</i>	<i>Contributions from Private Sources</i>						
4750	Donations and Bequests		30,000		0		30,000
<i>CAPGRT</i>	<i>Capital Contributions & Donations</i>						
4755	Capital Contributions & Donations		1,862,254		0		1,862,254
<i>MISCRV</i>	<i>Miscellaneous Revenue</i>						
4890	Miscellaneous Revenue		6,320		0		6,320
<i>EQTREV</i>	<i>Fund Equity Transfers</i>						
4970	Transfer of Resources						
	* from Solid Waste Revenue Fund		84,200		0		84,200
	* from General Fund (Regional Parks)		329,400		0		329,400
	* from General Fund-IT R&R		303,100		0		303,100
	* from General Fund-MRC R&R		288,000		0		288,000
	* from General Fund-Gen'l R&R		661,000		0		661,000
	* from General Fund		811,000		20,000		831,000
TOTAL RESOURCES			\$12,495,021		\$20,000		\$12,515,021
Total Materials & Services			\$368,643		\$0		\$368,643
<i>Capital Outlay</i>							
5700	Land		1,000,000		0		1,000,000
5710	Improve-Oth thn Bldg		3,178,392		20,000		3,198,392
5720	Buildings & Related		945,464		0		945,464
5730	Exhibits and Related		812,929		0		812,929
5740	Equipment & Vehicles		376,715		0		376,715
5745	Licensed Vehicles		263,333		0		263,333
5750	Office Furniture & Equip		901,170		0		901,170
5760	Railroad Equip & Facil		73,152		0		73,152
5790	Intangible Assets		180,000		0		180,000
Total Capital Outlay			\$7,731,155		\$20,000		\$7,751,155
Total Interfund Transfers			\$19,681		\$0		\$19,681
<i>Contingency & Unappropriated Balance</i>							
<i>CONT</i>	<i>Contingency</i>						
5999	Contingency						
	* Contingency		4,169,222		0		4,169,222
<i>UNAPP</i>	<i>Unappropriated Fund Balance</i>						
5990	Unappropriated Fund Balance						
	* Oregon Zoo Projects Account		206,320		0		206,320
Total Contingency & Unappropriated Balance			\$4,375,542		\$0		\$4,375,542
TOTAL REQUIREMENTS		0.00	\$12,495,021	-	\$20,000	0.00	\$12,515,021

Exhibit A
Ordinance No. 13-1305

ACCT	DESCRIPTION	Current		Revision		Amended		
		FTE	Amount	FTE	Amount	FTE	Amount	
Metro Exposition Recreation Commission Fund								
MERC Fund								
<i>Resources</i>								
<i>BEGBAL Beginning Fund Balance</i>								
3400	* Undesignated		3,696,912		0		3,696,912	
3400	* Renewal & Replacement Reserve		13,439,072		0		13,439,072	
3400	* Transient Lodging Tax Capital Reserve		792,214		0		792,214	
3400	* New Capital / Business Strategy Reserve		5,423,569		0		5,423,569	
3400	* Aramark Contract Capital Investment Reserve		425,000		0		425,000	
<i>GRANTS Grants</i>								
4115	State Grant - Indirect		220,000		0		220,000	
<i>LGSHRE Local Gov't Share Revenues</i>								
4130	Transient Lodging Tax (3% Excise Tax Fund)		9,985,127		0		9,985,127	
4133	Visitor Development Fund Allocation		3,147,506		0		3,147,506	
<i>GVCNTB Contributions from Governments</i>								
4145	Government Contributions		793,408		0		793,408	
<i>CHGSVC Charges for Service</i>								
4500	Admission Fees		1,821,914		0		1,821,914	
4510	Rentals		7,042,802		0		7,042,802	
4550	Food Service Revenue		11,804,821		1,855,480		13,660,301	
4560	Retail Sales		8,500		0		8,500	
4570	Merchandising		15,000		0		15,000	
4575	Advertising		25,697		0		25,697	
4580	Utility Services		1,719,353		0		1,719,353	
4590	Commissions		1,090,649		661,349		1,751,998	
4620	Parking Fees		2,773,639		0		2,773,639	
4645	Reimbursed Services		2,604,780		0		2,604,780	
4647	Reimbursed Services - Contract		500,818		0		500,818	
4650	Miscellaneous Charges for Svc		229,420		0		229,420	
<i>INTRST Interest Earnings</i>								
4700	Interest on Investments		135,412		0		135,412	
<i>DONAT Contributions from Private Sources</i>								
4750	Donations and Bequests		75,000		0		75,000	
4755	Capital Donations and Bequests		0		0		0	
4760	Sponsorship Revenue		134,100		0		134,100	
<i>MISCRV Miscellaneous Revenue</i>								
4170	Fine & Forfeitures		4,023		0		4,023	
4805	Financing Transaction		96,337		0		96,337	
4890	Miscellaneous Revenue		20,700		0		20,700	
4891	Refunds and Reimbursements		1,000		0		1,000	
<i>LOANRV Interfund Loan - Resource</i>								
4960	Interfund Loan - Principal							
	* from General Fund		2,200,000		0		2,200,000	
<i>EQTREV Fund Equity Transfers</i>								
4970	Transfer of Resources							
	* from General Fund (MTOCA)		518,633		0		518,633	
	* from General Fund (one-time)		50,000		0		50,000	
TOTAL RESOURCES			\$70,795,406		\$2,516,829		\$73,312,235	
Total Personnel Services			181.50	\$17,403,962	-	\$0	181.50	\$17,403,962
<i>Materials & Services</i>								
<i>GOODS Goods</i>								
5201	Office Supplies		231,050		0		231,050	
5205	Operating Supplies		268,845		0		268,845	

Exhibit A
Ordinance No. 13-1305

ACCT	DESCRIPTION	Current		Revision		Amended	
		FTE	Amount	FTE	Amount	FTE	Amount
Metro Exposition Recreation Commission Fund							
MERC Fund							
5210	Subscriptions and Dues		59,790		0		59,790
5214	Fuels and Lubricants		17,050		0		17,050
5215	Maintenance & Repairs Supplies		477,840		0		477,840
5225	Retail		11,000		0		11,000
<i>SVCS</i>	<i>Services</i>						
5240	Contracted Professional Svcs		1,155,533		0		1,155,533
5245	Marketing Expense		2,700,046		0		2,700,046
5246	Sponsorship Expenditures		27,500		0		27,500
5247	Visitor Development Marketing		1,314,232		0		1,314,232
5251	Utility Services		2,672,173		0		2,672,173
5255	Cleaning Services		33,800		0		33,800
5260	Maintenance & Repair Services		1,035,311		0		1,035,311
5265	Rentals		551,629		0		551,629
5270	Insurance		21,500		0		21,500
5280	Other Purchased Services		443,150		642,282		1,085,432
5281	Other Purchased Services - Reimb		458,586		0		458,586
5291	Food and Beverage Services		9,862,144		1,651,941		11,514,085
5292	Parking Services		269,374		0		269,374
<i>IGEXP</i>	<i>Intergov't Expenditures</i>						
5300	Payments to Other Agencies		218,979		0		218,979
5310	Taxes (Non-Payroll)		15,800		0		15,800
5320	Government Assessments		2,200,000		0		2,200,000
<i>OTHEXP</i>	<i>Other Expenditures</i>						
5450	Travel		165,657		0		165,657
5455	Staff Development		120,669		0		120,669
5490	Miscellaneous Expenditures		9,500		0		9,500
Total Materials & Services			\$24,341,158		\$2,294,223		\$26,635,381
<u>Capital Outlay</u>							
5710	Improve-Oth thn Bldg		120,000		0		120,000
5720	Buildings & Related		2,510,883		0		2,510,883
5740	Equipment & Vehicles		771,194		0		771,194
5750	Office Furniture & Equip		47,000		0		47,000
Total Capital Outlay			\$3,449,077		\$0		\$3,449,077
Total Interfund Transfers			\$4,806,913		-		\$0
<u>Contingency and Ending Balance</u>							
<i>CONT</i>	<i>Contingency</i>						
5999	Contingency						
	* General Contingency		2,357,791		(1,705,305)		652,486
	* Renewal and Replacement		200,000		0		200,000
	* New Capital/Business Strategy Reserve		5,196,719		(642,282)		4,554,437
	* Contingency for Capital (TL TAX)		142,214		0		142,214
<i>UNAPP</i>	<i>Unappropriated Fund Balance</i>						
5990	Unappropriated Fund Balance						
	* Stabilization Reserve		620,500		0		620,500
	* New Capital/Business Strategy Reserve		0		2,570,193		2,570,193
	* Renewal & Replacement		12,277,072		0		12,277,072
Total Contingency and Ending Balance			\$20,794,296		\$222,606		\$21,016,902
TOTAL REQUIREMENTS		181.50	\$70,795,406	-	\$2,516,829	181.50	\$73,312,235

Exhibit B
Ordinance 13-1305
Schedule of Appropriations

	<u>Current</u> <u>Appropriation</u>	<u>Revision</u>	<u>Revised</u> <u>Appropriation</u>
GENERAL FUND			
Communications	2,627,325	0	2,627,325
Council Office	4,155,240	0	4,155,240
Finance & Regulatory Services	4,140,619	0	4,140,619
Human Resources	2,134,833	0	2,134,833
Information Services	3,586,823	0	3,586,823
Metro Auditor	717,764	0	717,764
Office of Metro Attorney	1,913,205	0	1,913,205
Oregon Zoo	31,227,511	0	31,227,511
Parks & Environmental Services	7,985,869	(20,000)	7,965,869
Planning and Development	14,456,370	0	14,456,370
Research Center	3,945,655	0	3,945,655
Special Appropriations	4,896,187	90,000	4,986,187
Non-Departmental			
Debt Service	1,654,290	0	1,654,290
Interfund Transfers	7,794,625	20,000	7,814,625
Contingency	1,774,319	(90,000)	1,684,319
<i>Total Appropriations</i>	<u>97,342,771</u>	<u>0</u>	<u>97,342,771</u>
Unappropriated Balance	14,453,128	0	14,453,128
Total Fund Requirements	<u>\$111,795,899</u>	<u>\$0</u>	<u>\$111,795,899</u>
GENERAL ASSET MANAGEMENT FUND			
Asset Management Program	8,099,798	20,000	8,119,798
Non-Departmental			
Interfund Transfers	19,681	0	19,681
Contingency	4,169,222	0	4,169,222
<i>Total Appropriations</i>	<u>12,288,701</u>	<u>20,000</u>	<u>12,308,701</u>
Unappropriated Balance	206,320	0	206,320
Total Fund Requirements	<u>\$12,495,021</u>	<u>\$20,000</u>	<u>\$12,515,021</u>
MERC FUND			
MERC	45,194,197	2,294,223	47,488,420
Non-Departmental			
Interfund Transfers	4,806,913	0	4,806,913
Contingency	7,896,724	(2,347,587)	5,549,137
<i>Total Appropriations</i>	<u>57,897,834</u>	<u>(53,364)</u>	<u>57,844,470</u>
Unappropriated Balance	12,897,572	2,570,193	15,467,765
Total Fund Requirements	<u>\$70,795,406</u>	<u>\$2,516,829</u>	<u>\$73,312,235</u>

All other appropriations remain as previously adopted

STAFF REPORT

FOR THE PURPOSE OF AMENDING THE FY 2012-13 BUDGET AND APPROPRIATIONS SCHEDULE FOR CHANGES IN OPERATIONS

Date: May 10, 2013

Prepared by: Kathy Rutkowski 503-797-1630

BACKGROUND

The following items have been identified as necessitating an amendment to the budget.

Elections Expense for Parks and Natural Areas Levy

Ordinance 12-1285, adopted by the Metro Council on September 20, 2013 provided funding for natural areas funding public involvement. The staff report stated that should the Metro Council consider moving forward with this effort an additional request will be made for election costs. The local option levy is on the ballot for May 21, 2013. Election expenses are estimated to be approximately \$165,000. The budget currently includes \$75,000 for election expenses that were not needed for Councilor elections in November. This action requests the transfer of an additional \$90,000 from the Council Opportunity Account to fund the estimated additional cost of the election.

Lone Fir Cremation Garden

The FY 2012-13 budget provided \$50,000 to develop a cremation garden at Lone Fir cemetery. This initial amount was inadequate to construct a facility meeting the standards appropriate for such a historic location. It was determined that operating funding from Parks and Environmental Services (PES) could be used to cover the gap between the amount proposed by the successful bidder and the available budget. This request transfers \$20,000 from the General Fund, PES operating budget to the General Asset Management Fund, Regional Parks account.

MERC Increased Operating Revenue

Food & beverage sales are greater than the original anticipated budget. The increase in revenue has an offsetting increase in expenditures. In addition, the accounting for the PCPA New Era Ticketing contract is creating a similar increase in revenue and off setting expenditures. Further explanation is provided below.

Oregon budget law does not allow the recognition and direct appropriation of this additional revenue without the benefit of a supplemental budget. This action transfers from contingency to materials and services to provide for the needed increase in food and beverage expense and ticketing expense. It also acknowledges the receipt of additional revenue but places the additional revenue in the unappropriated Fund Balance to replenish the reserves at year end.

Food and Beverage - Oregon Convention Center (OCC)

OCC food and beverage revenue forecast is \$9.8 million, an increase of \$1.6 million over the adopted budget of \$8.2 million. Food and beverage cost forecast is \$8.3 million, an increase of \$1.4 million over the adopted budget of \$6.9 million. The projected margin is 16.1 percent with net revenue of \$1.6 million. The original budget estimate was 16.34 percent. Several events have experienced stronger than expected food & beverage sales and OCC has booked five additional conventions this year.

Food and Beverage - Portland Center for Performing Arts (PCPA)

PCPA food and beverage revenue forecast is \$2.0 million, an increase of \$284,000 over the adopted budget of \$1.7 million. Food and beverage cost forecast is \$1.7 million, an increase of \$207,000 over the adopted budget of \$1.5 million. The projected margin is 15.8 percent with net revenue of \$316,000. The original budget estimate was 13.92 percent. Increased sales are a result of a strong concert schedule and Broadway season.

Food and Beverage - Portland Exposition Center (Expo)

Expo food and beverage revenue forecast is \$1.8 million, close to the adopted budget of \$1.9 million. Food and beverage cost forecast is \$1.6 million, an increase of \$65,000 over the adopted budget of \$1.5 million. The projected margin is 13.34 percent with net revenue of \$242,000; the original budget estimate was 19.28 percent and \$36,000. Labor costs are greater as Expo has invested in the culinary quality of the concession foods and customer experience. Reserve expenditures have also increased as well as operating costs to meet these standards. Concession price increases took place in February 2013 to offset these increases.

PCPA Ticketing Services

PCPA operating revenues continue to trend above the budget line. This trend is partially due to the first year of the new ticketing system. PCPA collects the full service charge then pays the ticketing company their ticket agency fee and pays the credit card expense reflected in a materials and service. Under the old system, the former ticketing company took their fee out prior to sending ticket commissions to us. The FY 2012-13 budget was developed before the new contract was in place. This action will amend the budget to reflect the change in accounting for the New Era ticketing contract.

ANALYSIS/INFORMATION

- 1. Known Opposition:** None known.
- 2. Legal Antecedents:** ORS 294.463(1) provides for transfers of appropriations within a fund, including transfers from contingency that do not exceed 15 percent of a fund's appropriation, if such transfers are authorized by official resolution or ordinance of the governing body for the local jurisdiction. ORS 294.463(3) provides for transfers of appropriations or of appropriations and a like amount of budget resources between funds of the municipal corporation when authorized by an official resolution or ordinance of the governing body stating the need for the transfer. ORS 294.338(2) allows for the expenditure in the year of receipt of grants, gifts, bequests, and other devices received by a municipal corporation in trust for a specific purpose. Metro's adopted financial policies require any project exceeding \$100,000 or an existing CIP project increasing greater than 20 percent to receive Council approval.
- 3. Anticipated Effects:** This action provides changes to operations and capital as described above; funds election expenses for the May 21st local option levy, provides additional funding for a cremation garden at Lone Fir; and provides increased appropriation authority for additional food and beverage expenditures and ticketing commissions.

4. **Budget Impacts:** This action has the following impact on the FY 2012-13 budget:
- Funds election expenses for the May 21, 2013 primary election related to the Parks and Natural Areas local option levy measure;
 - Transfers \$20,000 from the General Fund to more adequately fund the cremation garden project at Lone Fir Cemetery;
 - Acknowledges \$2.5 million in additional revenue at various MERC facilities while also providing an additional \$2.3 million in associated appropriation expenditure authority.

RECOMMENDED ACTION

The Chief Operating Office recommends adoption of this Ordinance.