

Metro | Agenda

Meeting: Natural Areas Program Performance Oversight Committee
Date: Tuesday, June 25, 2013
Time: 9 to 11:30 a.m.
Location: Metro Regional Center, council chamber

8:45 **COFFEE AND PASTRIES**

9:00 **WELCOME** Drake Butsch

9:05 **NATURE IN NEIGHBORHOODS CAPITAL GRANTS** Sue Marshall

9:50 **PROGRAM UPDATES** Kathleen Brennan-Hunter
Acquisition, local share and capital grants
Financial report
Stabilization update

10:20 **WORK PLAN FOLLOW UP** (see below) Kathleen Brennan-Hunter

11:10 **WRAP UP/CONCLUSIONS FOR ANNUAL REPORT** Drake Butsch

11:30 **ADJOURN**

2013 WORK PLAN

March 15, 2013

Stabilization report
Natural areas and parks levy
Local share reporting approach
Work plan

April 30, 2013

Terramet
Administrative costs
Performance measures

June 25, 2013

Unusual circumstances
Target area progress/performance measures
Capital grants/awards
Committee report drafting and conclusions



Natural Areas Program Performance Oversight Committee

June 25, 2013

Committee members in attendance: Drake Butsch (committee chair), Bill Drew, Christine Dupres, Rick Mishaga, Peter Mohr, Kendra Smith

Guests: Sue Marshall, Nancy Jerrick

Committee members excused: Dean Alterman, Michelle Cairo, Autumn Hickman, Walt McMonies, Shawn Narancich, Andrew Nordby, Norman Penner, Cam Turner, Steve Yarosh

Metro: Kathleen Brennan-Hunter, Jim Desmond, Brian Kennedy, Heather Kent

Welcome

Committee chair Drake Butsch welcomed the committee and thanked them for attending. He introduced Sue Marshall, chair of the Nature in Neighborhoods capital grant review committee and Nancy Jerrick, who will write the committee's annual report.

Nature in Neighborhoods Capital Grants

Sue Marshall gave a brief synopsis of the capital grant program. Half of the allocated \$15 million has been awarded to date. Heather Kent gave a short presentation describing the various aspects of the program and distributed a new capital grant program summary report, which will be updated following each award cycle. Drake Butsch suggested adding the snapshot information to the annual report.

Program updates

Acquisition, local share and capital grants

Kathleen Brennan-Hunter reported there have been no property acquisitions since the last committee meeting. The dashboard and the local share and capital grant summary reports are attached.

Willamette Falls

The master plan process is being led by the City of Oregon City; a committee of project partners has selected Walker Macy, a Portland landscape architecture, urban design, planning and sustainable design firm, as project consultant.

Tualatin River Greenway acquisition

Kathleen discussed a property in the Tualatin River Greenway target area which would be used as an access point to the Tualatin River at Farmington Road. The acquisition was recently reviewed as an "unusual circumstance" by the Metro Council. Kathleen asked for the committee's comments on using bond funds to pay for capital construction at the site. Approximately \$400,000 of bond money would be spent to build improvements such as a vault toilet and parking spaces. The property was not specifically identified in the target area refinement plan, although the focus of both the 1995 and 2006 plans was on the water trail. Jim Desmond noted bond funds have paid for capital projects in the past (Cooper Mountain, Mount Talbert and Graham Oaks nature parks, plus trail access construction). Both he and Kathleen are comfortable using bond funds for this project. Kendra Smith encouraged a design with lesser impact; Jim said there are accessibility limitations due to the flood plain.

Financial report

Brian Kennedy reported the program is on track to have its lowest spending year to date. Kathleen noted that two negotiators left mid-year and a replacement started in November. Brian said local share spending is also down, with just \$34 million left to distribute to local jurisdictions. He noted that administrative costs have dropped back under 10% for the year, and average 6.4% over the life of the program.

Stabilization

Brian distributed the stabilization report. He noted he is still working to create a consistent reporting format. Stabilization costs are relatively constant, a sign that staff are managing stabilization dollars appropriately.

Cost allocation plan

Brian distributed a memo and related documents pertaining to Metro's cost allocation plan; discussion followed. Brian will work with Peter Mohr and Nancy Jerrick on follow up and appropriate wording for the annual report.

Work plan follow up**Unusual circumstances**

Kathleen reported that staff took two acquisitions with unusual circumstances to the Metro Council for approval. One was the Brar property that closed the gap at Canemah Bluff and necessitated a bid on the steps of the Oregon City courthouse. The second was the Martin property along the Tualatin River that Kathleen discussed earlier. The Metro Council approved both acquisitions.

Performance measures/target area progress

Kathleen reviewed the current reporting processes and progress in the various target areas. The committee agreed that current reporting was appropriate, and asked to meet with the negotiators and acquisition team at an upcoming meeting. Bill Drew asked that the reports indicate include change over time, similar to the red bars on the local share summary report.

Wrap up/conclusions for annual report

Kathleen provided updates and members discussed the committee's 2012 recommendations:

1. ***The Oversight Committee should continue to track progress in target areas where few acquisitions have been made to date.*** Staff are tracking and constantly reviewing target areas to determine where progress can be made.
2. ***Staff should apply the performance measures to all target areas as a whole to obtain a composite picture of program performance and benefits.*** The committee determined information from a performance measure roll-up of ALL target areas together would be too general and a composite of each individual target area was appropriate.
3. ***Staff should continue to develop performance measures for local share projects and to evaluate, to the extent possible, benefits to local communities.*** Kathleen reviewed local share program performance measures and reminded the committee of the research, survey and subsequent report accomplished last summer. In addition, the new local share summary report is a combination of quantitative and qualitative information.
4. ***As more capital projects are completed, the Oversight Committee should review the grant award reports and post-completion performance reports to assess the projects' success in meeting the anticipated outcomes.*** In addition to the overview by capital grant committee chair Sue Marshall, staff has created the new summary report, which is in line with other performance measure reporting. The committee agreed that the dashboard summary was appropriate to review at each meeting, with the expanded summary report distributed following each award cycle.

5. ***The Oversight Committee should continue to monitor the application of Phase I of Terramet and the development of Phase II.*** A review of the Terramet database was presented at the April 30 committee meeting. Kathleen noted it is an investment in long-term acquisition and restoration program management and builds institutional capacity and continuity, even with staff turnover. Phase II of the project is currently being implemented.
6. ***The Oversight Committee should continue to track Metro's public outreach for the program and to assess which measures best result in cost-effective information to the public.*** Kathleen said a public outreach campaign was originally planned to take place every other year, which would have resulted in a campaign this summer. However, staff have decided to incorporate the bond program into the parks and natural areas levy outreach which will happen next summer.
7. ***The Oversight Committee should continue to track the status of the Blue Heron property acquisition and the application of unusual circumstances.*** An update on the Willamette Falls/Blue Heron property is provided at each committee meeting. A report on acquisitions invoking the unusual circumstances clause is provided annually.

Drake asked for volunteers to work with Nancy Jerrick on the annual report. Rick Mishaga and Peter Mohr agreed to assist; Christine Dupres will follow up with Drake about her availability. Laura Odom will be the staff coordinator and Marybeth Haliski will design the report. Marybeth will schedule a meeting of the subcommittee to meet with Nancy to begin formulating the report.

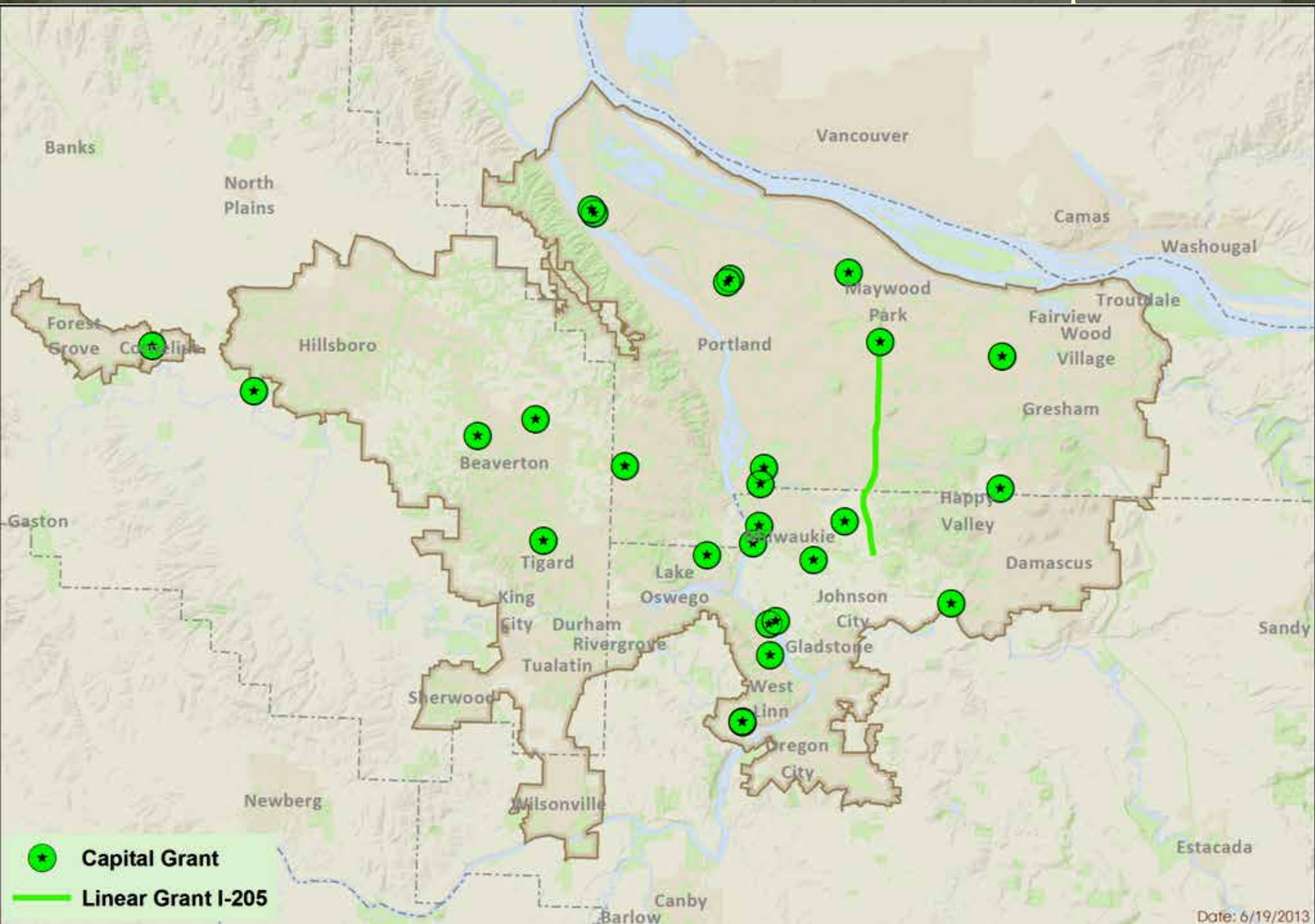
Next meeting

The next meeting will be in early September, 2013.

Adjournment

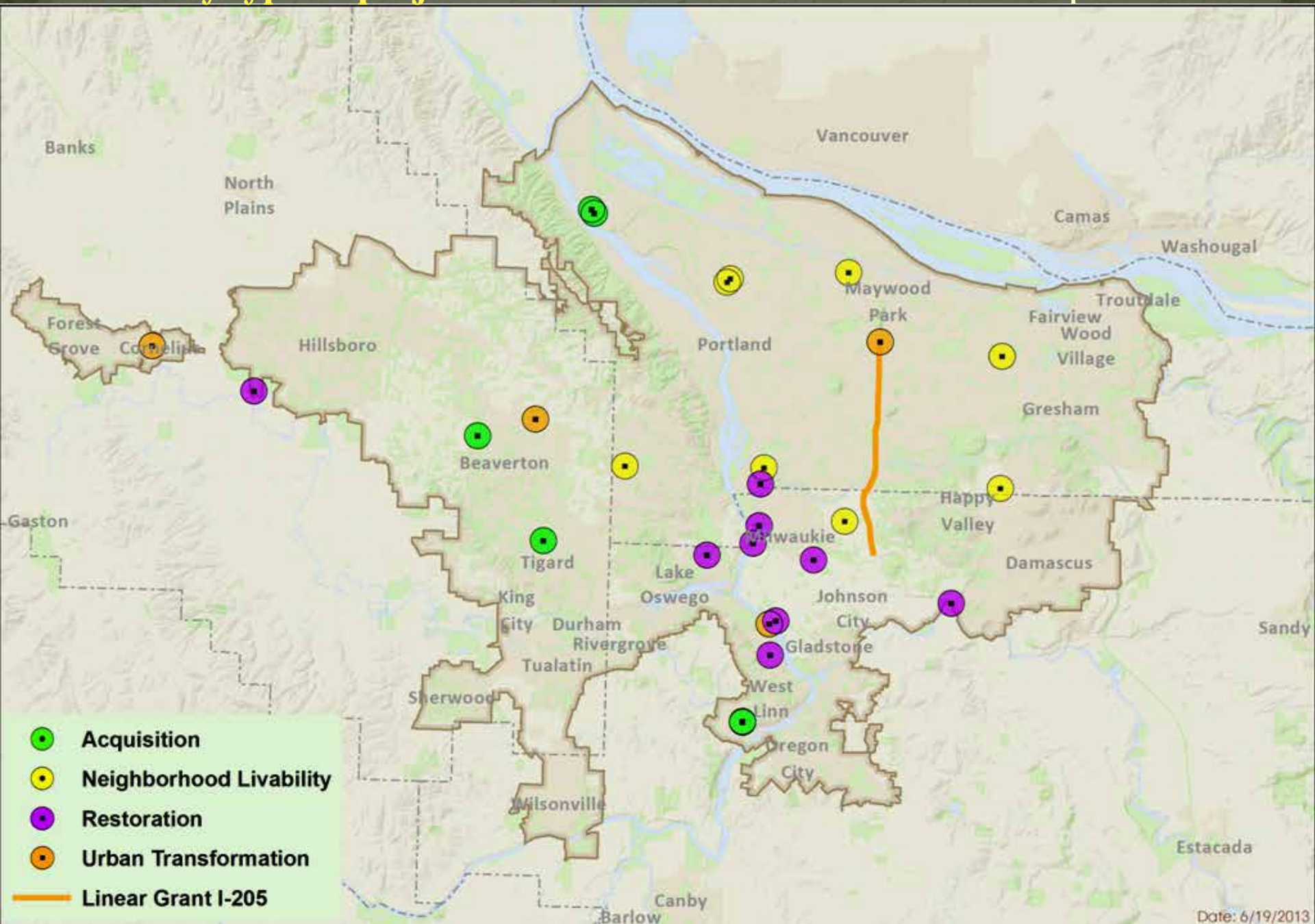
The meeting adjourned at 10:50 a.m.

Minutes recorded by Marybeth Haliski.



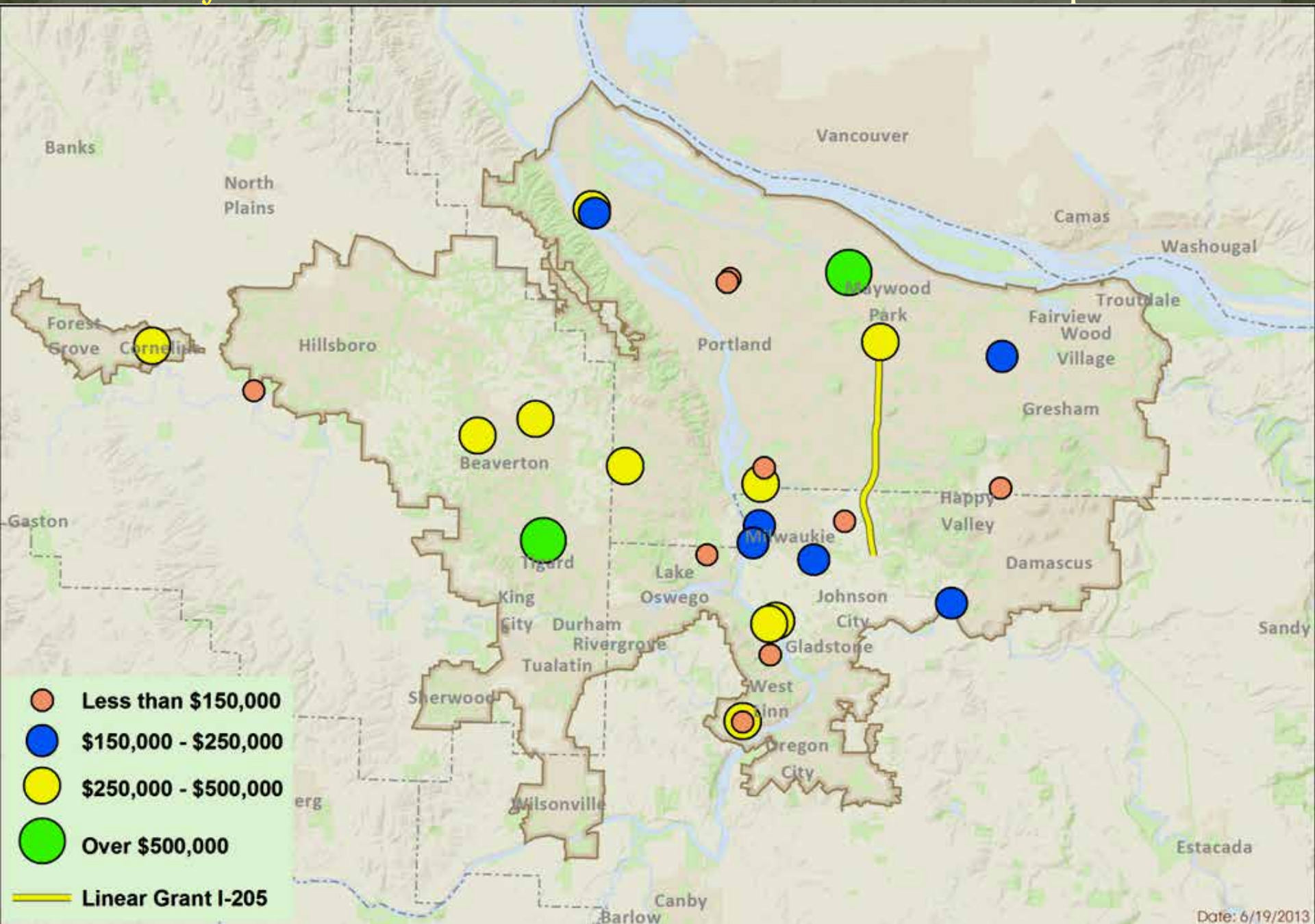
Grants by type of project awarded

Capital Grants



Capital Grants

Capital Grants



2006 Natural Areas Program

CAPITAL GRANT PROGRAM UPDATE

JUNE 2013

Total capital grant allocation: **\$15,000,000**

Number of projects awarded: **28**

Number of funding cycles: **6**

Amount awarded to date: **\$7,602,995**

Committed funds as of June 25, 2013: **\$7,499,037***

**Excludes two projects that became infeasible and several projects that did not use their entire grant award.*

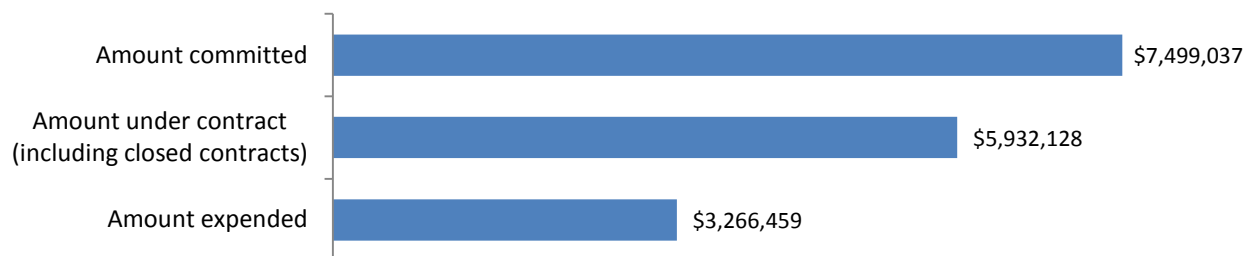
Amount expended to date: **\$3,266,459**

Available for future funding: **\$7,500,963**

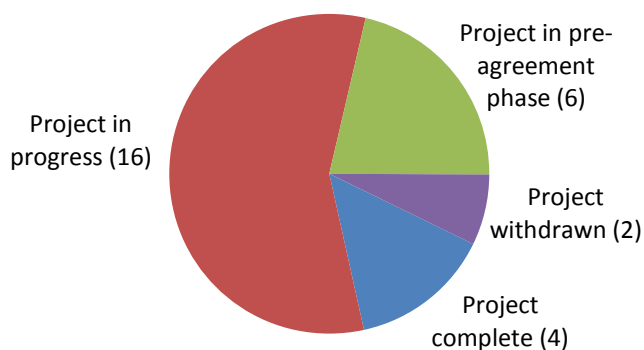
ALLOCATIONS BY PROJECT TYPE

Project type	Number of projects	Amount currently expended or committed
Acquisition	7	\$2,937,681
Urban transformation	4	\$1,435,811
Restoration	9	\$1,734,304
Neighborhood livability	8	\$1,391,241
Total	28	\$7,499,037

EXPENDITURE SUMMARY



PROJECT STATUS



2006 Natural Areas Program

LOCAL SHARE PROGRAM UPDATE

JUNE 2013

Total local share allocation: **\$44,000,000**

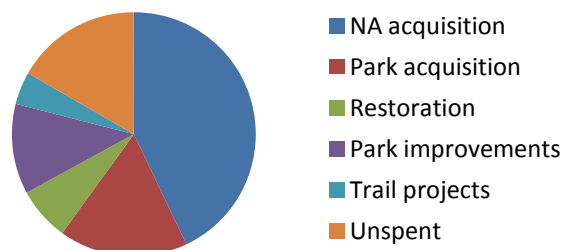
Expended as of April 30, 2013: **\$34,947,331** (79%)

Expended as of June 25, 2013: **\$36,662,749** (83%)

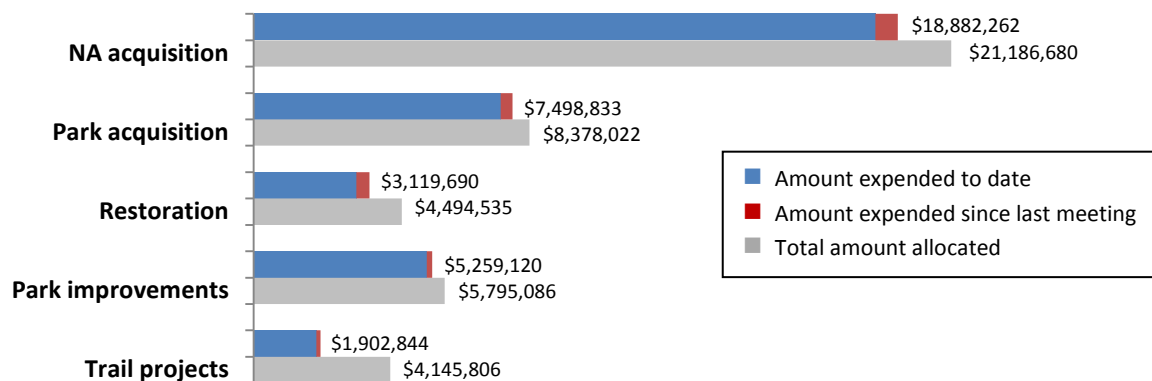
- **93** acquisitions; **685** acres
- **9** trail projects
- **45** parks and natural areas improved (includes restoration activities)

EXPENDITURES BY PROJECT TYPE

Project type	Amount allocated	Expended to date
NA acquisition (605 acres)	\$21,186,680	\$18,882,262
Park acquisition (60 acres)	\$8,378,022	\$7,498,833
Restoration	\$4,494,535	\$3,119,690
Park improvements	\$5,795,086	\$5,259,120
Trail projects	\$4,145,806	\$1,902,844



EXPENDITURE SUMMARY



NATURAL AREA ACQUISITION

Jurisdictions are using their local share funds to secure inholdings, expand existing natural areas or secure land for new nature parks.

- The City of Portland has acquired four properties along Wahoo Creek in Southeast Portland that were high priority parcels. The 8.91-acre Bealer property (three parcels) connects Johnson Creek with Wahoo Creek. A 6.11-acre parcel further upstream is adjacent to the existing 22.4-acre Wahoo Creek Natural Area managed by the City of Portland.
- The City of Portland has recently submitted requisitions for two small inholdings to existing natural areas.

Natural area acquisition

- \$21,186,680 allocated
- \$18,882,262 expended to date
- 78 sites acquired in 14 jurisdictions
- 624 acres acquired to date

- The City of Gresham acquired 2.5 acres on Hogan Butte in order to secure public access to the future Hogan Butte Natural Area and the East Buttes Regional Trail. Metro provided negotiation and legal services for this acquisition.

PARK ACQUISITION

Fifteen sites throughout the region have been acquired for more traditional park use. These parks will range from small pocket parks in already developed neighborhoods to a large sports complex in a rapidly developing area. Five of the sites expand existing park land.

Park acquisition

- \$8,378,022 allocated
- \$7,498,833 expended to date
- 15 sites acquired in 8 jurisdictions
- 61 acres acquired to date

RESTORATION PROJECTS

Jurisdictions are using their funds to address a variety of restoration needs that include addressing human impact (Troutdale, Wood Village, Portland, Cornelius) and enhancing water quality (Beaverton, Gresham, Portland).

Restoration projects

- \$4,494,535 allocated
- \$3,119,690 expended to date
- 16 projects in 7 jurisdictions

PARK IMPROVEMENT PROJECTS

Park improvements continue to be an important aspect of the local share program.

- The City of Wilsonville submitted requisitions for Engleman Nature Park improvements. Last November they celebrated the completion of this small nature park that includes trails, native plantings, nature-play areas, benches, picnic shelter, interpretive signage and a lawn area.
- The City of Damascus released their remaining \$205,075 to the North Clackamas Parks & Recreation District who will use the funds to construct improvements to Trillium Creek Park in Damascus.

Park improvement projects

- \$5,795,086 allocated
- \$5,259,120 expended to date
- 29 projects in 15 jurisdictions

TRAIL ACQUISITION AND IMPROVEMENTS

Local share funds are being used to address regional trail priorities along Beaver Creek, the Trolley Trail, Springwater Corridor, the Gresham-Fairview Trail, Red Electric and Fanno Creek. In addition, five local trail priorities are being addressed.

Trails

- \$4,145,806 allocated
- 1,902,844 expended to date
- 9 projects in 8 jurisdictions

LEVERAGE INFORMATION

To date, local partners have reported nearly \$36 million in leveraged funding.

Natural Areas Program

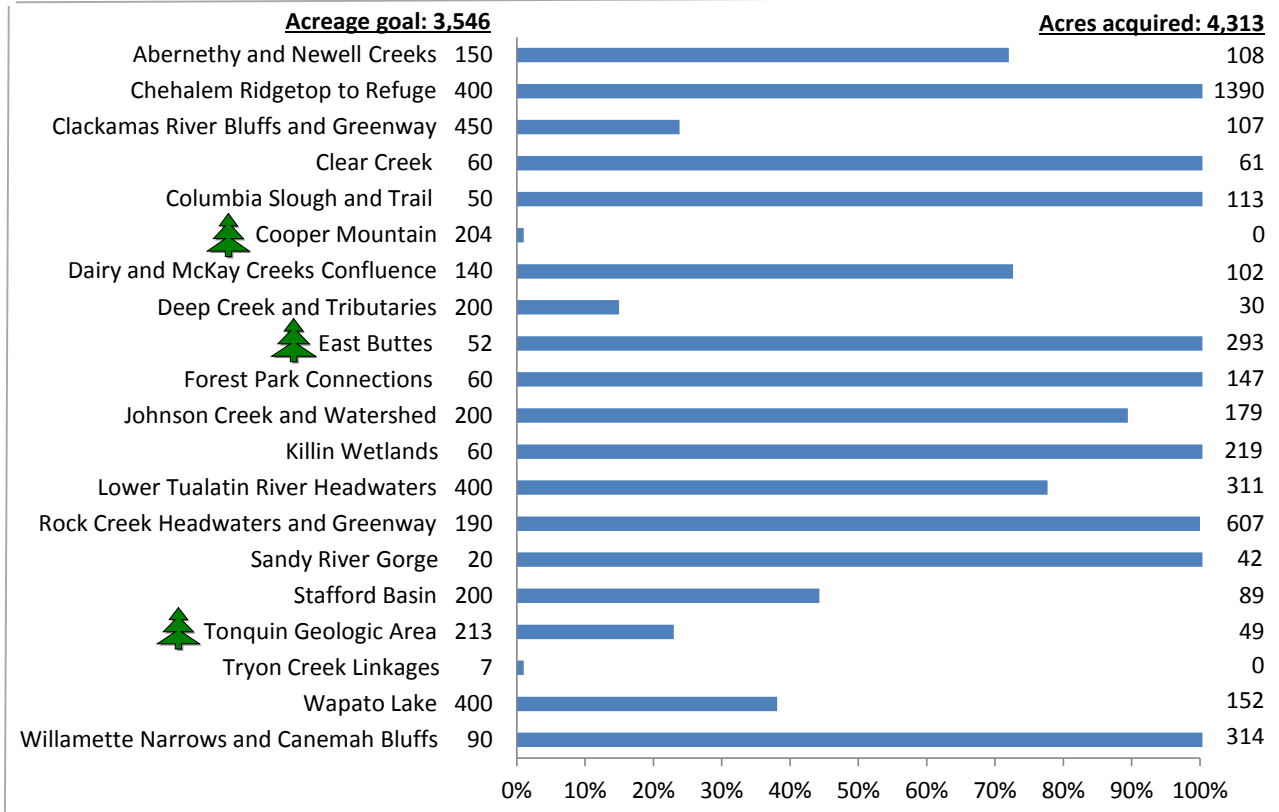
June 25, 2013

Natural area acquisition



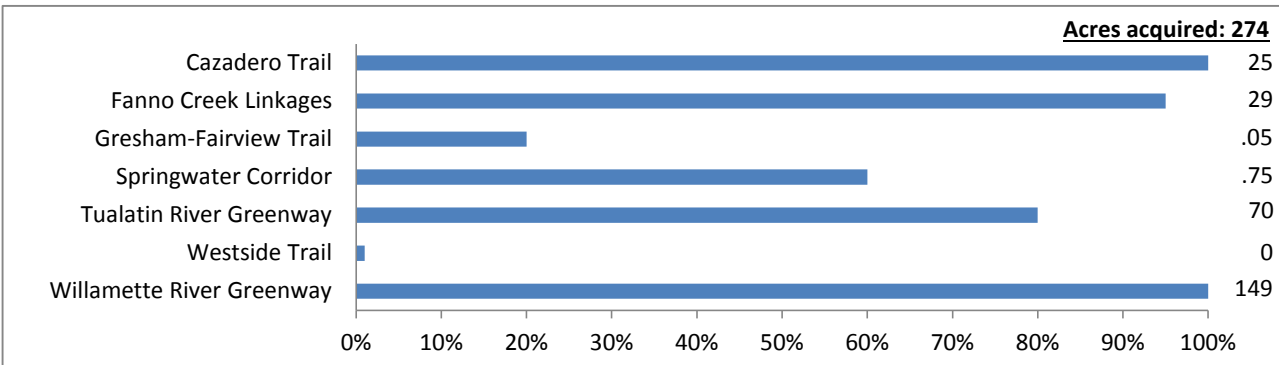
park built

■ percent of 2006 refinement plan acreage goals met



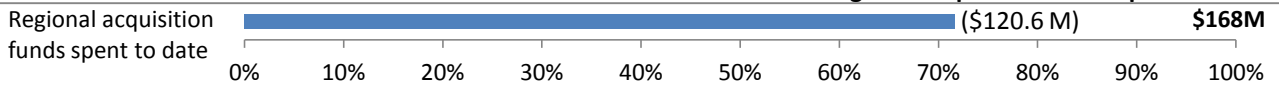
Trail/greenway corridors

■ percent of 2006 refinement plan goals met



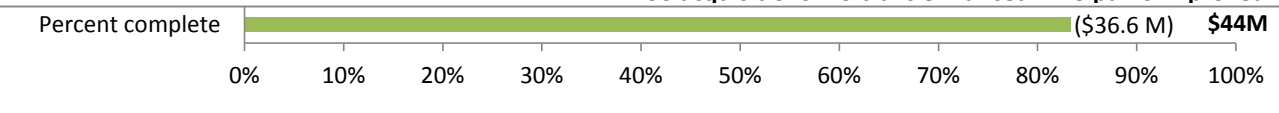
Regional acquisition

■ regional acquisition funds spent to date



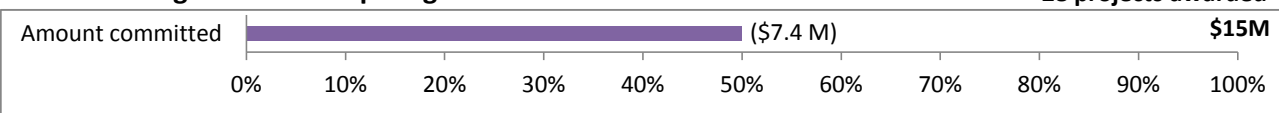
Local share

93 acquisitions 9 trails enhanced 45 parks improved



Nature in Neighborhoods capital grants

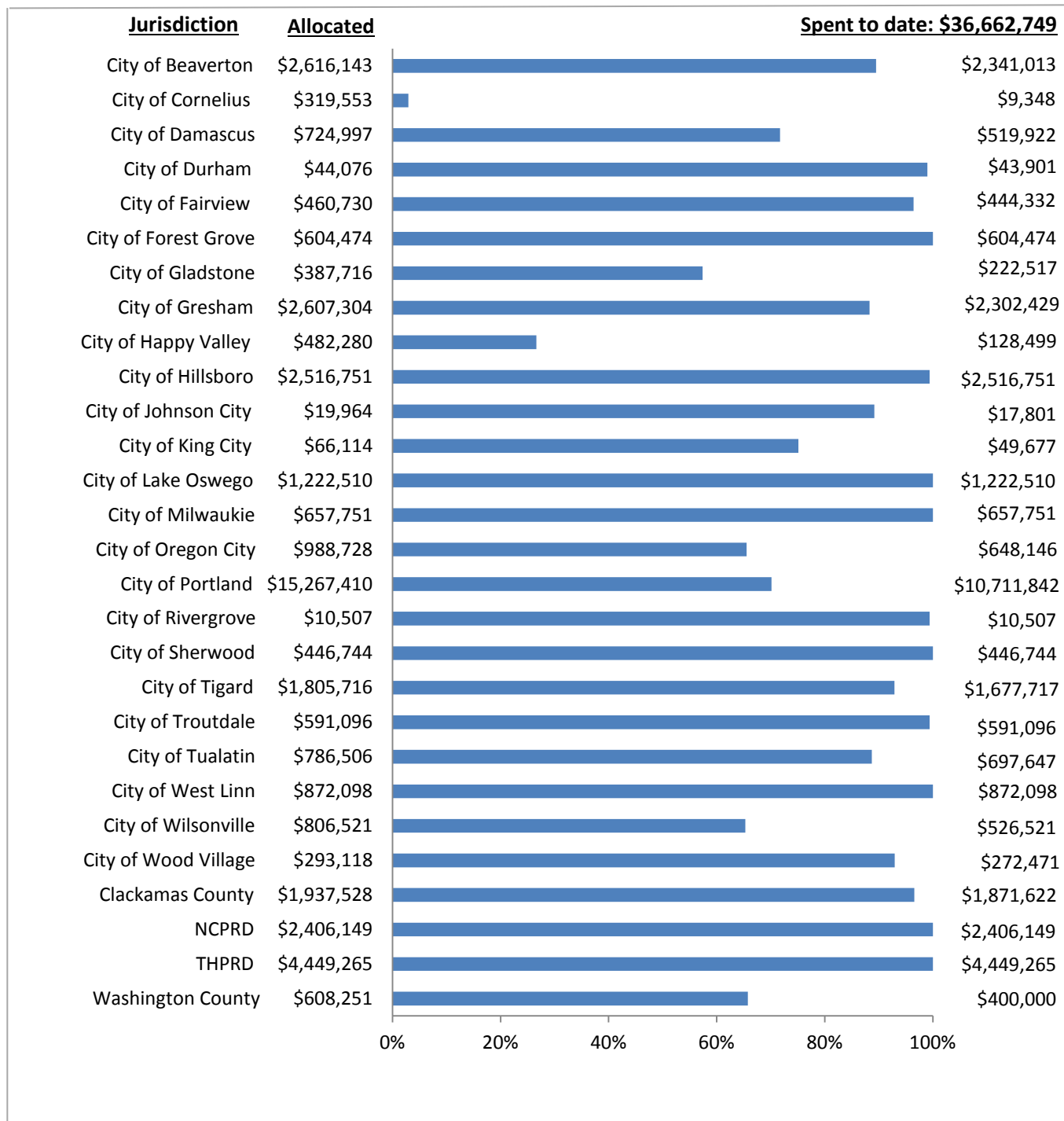
28 projects awarded



Local Share program

June 25, 2013

■ percent of local share allocation spent



2006 Natural Areas Bond Fund

Summary of Resources, Requirements and Changes in Fund Balance
(Unaudited)

	<u>FY07</u>	<u>FY08</u>	<u>FY09</u>	<u>FY10</u>	<u>FY11</u>	<u>FY12</u>	<u>Through 5/31/2013</u>	<u>Program Total</u>
	<u>Amount</u>	<u>Amount</u>	<u>Amount</u>	<u>Amount</u>	<u>Amount</u>	<u>Amount</u>	<u>FTE</u> <u>Amount</u>	<u>Amount</u>
Beginning Fund Balance	0	122,299,840	93,979,814	77,117,027	56,800,428	36,436,243	98,462,227	0
Resources								
Bond Proceeds	130,678,369	0	0	0	0	90,015,894	0	220,694,263
Interest Earnings	1,301,230	5,600,503	2,538,906	940,859	322,830	139,417	333,986	11,177,731
Other Resources	10,000	27,380	5,322,056	385,730	414,009	950,828	771,512	7,881,515
Subtotal Resources	131,989,599	5,627,883	7,860,962	1,326,589	736,839	91,106,138	1,105,498	239,753,508
Requirements								
Land Acquisition								
Staff Costs	117,956	206,692	425,072	465,329	512,240	658,515	6.3	2,875,870
Materials & Services	6,786	2,599	334,980	328,153	8,506	3,907		715,512
Land Costs	7,596,372	25,224,753	14,517,160	10,274,472	8,457,543	14,944,534		88,862,208
Due Diligence								
Staff Costs	0	412,029	492,589	455,774	430,237	464,571	5.0	2,672,150
Materials & Services	96,539	199,756	183,474	299,244	315,358	412,112		2,145,606
Stabilization								
Staff Costs	19,578	116,534	190,606	290,234	388,887	430,992	4.7	1,839,091
Materials & Services	294	177,441	345,330	284,874	643,569	681,557		3,184,034
Local Share								
Staff Costs	0	36,269	43,872	47,458	49,759	56,434	0.5	286,331
Materials & Services	0	25	188	3,500	0	35,934		41,374
Payments to Jurisdictions	400,000	4,798,366	4,316,165	5,399,109	6,312,927	8,527,542		34,648,844
Capital Grants								
Staff Costs	0	63,831	89,352	125,466	91,744	111,876	0.8	569,178
Materials & Services	0	1,400	1,363	811	75,621	44,562		132,847
Grant Payments	0	0	49,750	534,899	1,211,418	150,901		3,139,797
Capital Construction								
Staff Costs	0	84,071	113,921	115,064	100,643	115,884	0.9	660,274
Capital	455,072	1,513,347	2,503,147	1,841,075	917,019	(9,098)		7,445,847
Administration								
Bond Issuance Costs	295,889	0	0	43	0	325,046		621,021
Refinement								
Staff Costs	1,477	5,426	0	0	0	0		6,903
Materials & Services	382,030	85,882	0	0	0	0		467,912
Direct Admin Costs								
Staff Costs	230,815	527,644	490,722	750,704	868,127	680,107	3.7	4,186,797
Materials & Services	25,980	152,422	51,490	56,082	263,857	890,303		1,855,517
Indirect Admin Costs*	60,971	339,422	574,569	370,939	453,567	554,475		3,124,778
Other Requirements	0	0	0	0	0			0
Subtotal Requirements	9,689,759	33,947,909	24,723,748	21,643,231	21,101,023	29,080,155	19,296,066	159,481,892
Ending Fund Balance	122,299,840	93,979,814	77,117,027	56,800,385	36,436,243	98,462,227	80,271,658	80,271,658
	<u>FY07</u>	<u>FY08</u>	<u>FY09</u>	<u>FY10</u>	<u>FY11</u>	<u>FY12</u>	<u>FY13 YTD</u>	<u>Total</u>
Administration as % of Total Expenditures	10.29%	3.27%	4.52%	5.44%	7.51%	8.42%	9.46%	6.44%

* Indirect Administrative Expenses are those charged through internal allocation, and include services such as Human Resources, risk management, payroll, building rents, etc.

Note: Due Diligence staff costs have been removed from "Indirect Admin Costs" and the FTE for these positions is shown as a direct expense.

Stabilization Report As of 5/31/2013

Sum of Monetary Amount		Column Labels										
Row Labels	AcqName	Stage	CloseDate	StabEndDate	Acres	2007	2008	2009	2010	2011	2012	2013 Grand Total
Administration		(blank)	(blank)	(blank)	(blank)	29,858	234,607	393,518	518,775	441,703	257,436	2,180,487
Canemah Bluffs		(blank)	(blank)	(blank)	(blank)	29,858	234,607	393,518	518,775	441,703	257,436	2,180,487
21.006	Lewis	Stabilization	6/26/2012	6/26/2017	29.6				55,708			55,708
21.007	Davis - File #21.07	Complete	3/11/2009	3/11/2011	24.34				12,801			12,801
21.015	Reeder	Stabilization	6/28/2011	12/31/2015	181.25				190,442			190,442
21.019	Benson	Stabilization	9/27/2011	9/27/2016	4.9				41,112	905		42,017
21.02	Brar	Stabilization	1/29/2013	12:00:00 AM	22.37					12,800		12,800
Cazadero Trail		(blank)	(blank)	(blank)	(blank)				48,598			48,598
52.001	OSU Foundation	Stabilization	5/19/2010	5/19/2012	24.63				48,598			48,598
Chehalem Ridgtop Refuge Area		(blank)	(blank)	(blank)	(blank)	38,260	2,173	33,242	73,958	1,274		658,357
48.001	Hamacher/Ponzi	Complete	2/11/2008	2/11/2010	36.3							24,768
48.002	Chehalem Ridge/TPU/Iowa Hill	Stabilization	1/7/2010	1/7/2013	1143	38,260	2,173	33,242	41,689			600,045
48.004	McKenzie/Chehalem Ridge	Stabilization	9/22/2011	9/22/2016	19.17				32,269	472		32,740
48.005	Sandstrom Revocable Lving Trust	Stabilization	11/15/2012	11/15/2017	40					803		803
Clackamas River Greenway		(blank)	(blank)	(blank)	(blank)				7,927	2,000		9,927
18.039	Pratt Timberlands	Complete	10/9/2009	10/9/2011	88.3				7,927			7,927
18.041	ODOT (Carver Curves)	Complete	5/28/2008	5/28/2010	16.25							
(blank)	Corey	(blank)	(blank)	(blank)	(blank)					2,000		2,000
Clear Creek Canyon		(blank)	(blank)	(blank)	(blank)							
12.016	Stark	Stabilization	7/26/2012	7/26/2017	61							31,243
Columbia Slough Target Area		(blank)	(blank)	(blank)	(blank)							
28.009	Roughton/Columbia Slough	Stabilization	2/24/2011	2/24/2013	20.5					38,190		38,190
Dairy McKay Target Area		(blank)	(blank)	(blank)	(blank)							
7.039	Wetter	Complete	4/13/2007	4/13/2009	88.05						230	31,667
7.042	Saxton	Complete	1/22/2009	1/22/2011	6.7							9,403
(blank)	Seus	(blank)	(blank)	(blank)	(blank)							22,034
Deep Creek Target Area		(blank)	(blank)	(blank)	(blank)							
46.002	Mabel Johnson Trust	Complete	10/29/2009	10/29/2011	17.9							88,653
46.008	Winters/Homes New to You Inc.	Stabilization	12/21/2010	12/21/2012	4.83							42,668
46.012	Schafer Trust	Stabilization	10/4/2011	10/4/2013	7.2							9,233
East Buttes and Boring Lava		(blank)	(blank)	(blank)	(blank)							
2.038	Happy Valley Homes	Stabilization	7/26/2011	7/26/2013	14.7	1,385	223,588			125		225,098
2.097	Miller	Complete	6/30/2008	6/30/2010	20.99	1,385	1,486					2,871
2.11	Cascade Pacific Council	Stabilization	5/5/2011	5/5/2016	68.3		19,042					19,042
2.125	Darby Ridge	Complete	6/6/2007	6/6/2009	37.3		40,566					40,566
2.132	Sunnyside Brook, LLC/BASILLI	Stabilization	6/15/2010	6/15/2012	22.48		30,305					30,305
2.135	Persimmon Properties	Complete	7/20/2007	7/20/2009	70		19,226					19,226
2.136	Persimmon Development TL3600	Complete	7/20/2007	7/20/2009	8		20,668					20,668
2.137	Persimmon Development TL600	Complete	10/14/2008	10/14/2010	15		819					819
2.14	Rogers	Stabilization	4/8/2011	4/8/2016	30.02		3,371					3,371
							88,106					88,106

(blank)	Cox-Ambleside DR Property	(blank)	(blank)	(blank)	(blank)	(blank)	125	125	34,837	34,837	34,837	34,837
	Davidson Acquisition	(blank)	(blank)	(blank)	(blank)	(blank)	-	-				
	Parker/Scouter Mountain	(blank)	(blank)	(blank)	(blank)	(blank)	-	-				
	Sheldon Development	(blank)	(blank)	(blank)	(blank)	(blank)	-	-				
	Surgeon - File #2.68	(blank)	(blank)	(blank)	(blank)	(blank)	-	-				
	Fanno Creek Greenway											
16.009	Fields	Stabilization	9/13/2012	9/13/2017	25.89				34,837	34,837	34,837	34,837
	Forest Park Expansion								47,293	48,576	47,293	48,576
6.058	Margolis/TPL	Complete	3/27/2007	3/27/2009	57.5				47,293	2,629	47,293	49,922
6.063	Multnomah Co Foreclosed Prop 3	Complete	9/25/2008	9/25/2010	2.8							
6.065	Oregon Parks Foundation	Complete	11/20/2008	11/20/2010	86.5					45,947		45,947
	Gales Creek										1,223	1,223
(blank)	Lovejoy Center Inc TL#500	(blank)	(blank)	(blank)	(blank)						1,223	1,223
	Johnson Creek Target Area								141,756	259,847	141,756	401,603
29.001	Wong	Complete	6/22/2007	6/22/2009	10				4,137		4,137	4,137
29.002	Spani Seely	Complete	12/29/2006	12/29/2008	1.02				10,460		10,460	10,460
29.004	Telford Estates	Complete	11/27/2007	11/27/2009	20				105,880		105,880	105,880
29.005	Clarence Allesina	Complete	7/31/2007	7/31/2009	1.28				16,799	81	16,799	16,880
29.006	Hedges	Complete	7/13/2007	7/13/2009	49				4,479	11,890	4,479	16,369
29.007	Clatsop Buttes I (Hedge Creek)	Complete	1/7/2008	1/7/2010	1.54					2,762		2,762
29.008	JC Reeves	Complete	11/30/2007	11/30/2009	52.68					4,670		4,670
29.012	Stickney	Complete	7/14/2008	7/14/2010	1.98					29,380		29,380
29.013	Parson	Complete	2/9/2010	2/9/2012	5.59					31,363		31,363
29.015	Jones	Complete	10/7/2008	10/7/2010	0.5					36,411		36,411
29.017	Gonzales	Complete	12/23/2008	12/23/2010	0.38					1,618		1,618
29.019	Peden	Stabilization	4/8/2011	4/8/2013	5.85					47,135		47,135
29.02	Marston	Stabilization	11/18/2010	11/18/2015	2.97					49,801		49,801
29.022	Wildt	Stabilization	6/28/2012	6/28/2017	4.81					44,736		44,736
	Killin Wetland Target Area										24,100	24,100
56.002	Moore Family Farm	Stabilization	3/8/2012	3/8/2017	214.95				613	33,382	19,271	24,100
	Lower Tualatin Headwaters									8,467		198,454
54.001	Burge Trust	Complete	5/2/2007	5/2/2009	52.93				613	24,915	19,271	8,467
54.003	Holmes Trust	Complete	10/17/2008	10/17/2010	38.6							50,311
54.004	Cole	Complete	6/8/2009	6/8/2011	5							2,403
54.005	Sreeter	Complete	6/8/2009	6/8/2011	23.2							47,512
54.006	Brown Acquisition	Complete	4/30/2007	4/30/2009	44.19					3,847		5,394
54.012	Massoni	Stabilization	12/15/2010	12/15/2012	10					33		33
54.013	Ralston/Consani	Stabilization	8/23/2010	8/23/2012	34					42,611		42,611
54.014	Schmeltzer, file 54.014	Stabilization	11/21/2011	11/21/2016	76.55					40,730		40,730
54.016	Bohm (Conserv. Easement)	Stabilization	1/31/2013	12:00:00 AM	26.35					994		994
(blank)	Arvin/Pohl	(blank)	(blank)	(blank)	(blank)							
	Newell & Abernathy Creeks								4,548			4,548
3.053	Trust for Public Land-Evanson	Complete	8/13/2007	8/13/2009	106.66				4,336			4,336
3.065	Gabriel	Stabilization	5/10/2012	5/10/2014	1.36				212			212
	Rock Creek Greenway&Headwaters									68,359	102,595	170,955
13.04	Steinberg	Stabilization	9/30/2011	9/30/2016	39.5					14,788		14,788
13.043	Keystone Construction & Dev	Stabilization	4/12/2010	4/12/2012	20.61					12,638		12,638

13.044	Chang	Complete	9/14/2009	9/14/2011	20	4,222	4,222	32,276	68,988	4,222
13.046	Cho	Stabilization	6/4/2010	6/4/2012	40	36,712	36,712	38,103	38,103	36,712
13.048	Fernald	Stabilization	4/21/2011	12/21/2016	37.39			17,499	17,499	
13.049	Hampton / Rock Creek	Stabilization	12/21/2011	12/21/2016	80.8			41	41	
13.05	Multnomah County Tax Title	Stabilization	5/9/2012	5/9/2014	26.5			8,810	8,810	
13.051	Mid Valley Resources	Stabilization	12/21/2011	12/21/2016	300			5,867	5,867	
13.052	Orengo Woods/Hillsboro/TPL	Stabilization	12/1/2011	12/1/2016	42			55	55	
Sandy River Gorge										
4.024	Friberg - File 4.024	Complete	12/1/2009	12/4/2011	41.8					55
Stafford Basin										55
55.002	Stevens Family Enterprises LLC	Complete	6/20/2008	6/20/2010	24.7				133,669	133,669
55.003	Landover Properties	Stabilization	6/8/2009	6/8/2012	63.91			29,268	29,268	
Tonquin Geologic Ares								104,401	104,401	
8.024	State of Oregon DAS - Dammasch	Complete	7/25/2008	7/25/2010	19.76			75,840	75,840	
8.029	Weedman/Tonquin	Stabilization	3/12/2012	3/12/2017	24.4			50,099	50,099	
Tualatin River Greenway								25,741	25,741	
11.011	Nelson/Vanghn Trust	Stabilization	8/29/2012	8/29/2017	68.25			37,194	741	4,844
11.031	Kapaun	Complete	9/28/2007	9/28/2009	0.41			20,707	20,707	
11.033	ICON Construction	Complete	10/24/2008	10/24/2010	1.5			6,539	6,539	
(blank)	Brown	(blank)	(blank)	(blank)	(blank)			9,948	9,948	
	Brown 2	(blank)	(blank)	(blank)	(blank)					37
	Pohlpeter and Martin	(blank)	(blank)	(blank)	(blank)					704
	Schmidt - File #11.02	(blank)	(blank)	(blank)	(blank)				4,844	4,844
	Stahike - File #11.03	(blank)	(blank)	(blank)	(blank)					
Wapato Lake Target Area								67,538	2,362	3,591
50.006	Lynscot Management	Stabilization	2/6/2012	2/6/2017	152.49			67,538	16,532	3,591
Willamette Narrows								84,939		84,939
22.01	Vlahos	Stabilization	4/27/2012	4/27/2014	26			75,597		75,597
22.025	Kahre	Complete	3/25/2009	3/25/2011	13.29			9,343		9,343
(blank)	Schierholz - File #22.09	(blank)	(blank)	(blank)	(blank)					
	Witt/Anderson - File #22.06	(blank)	(blank)	(blank)	(blank)					
Grand Total								1,122,497	878,448	869,681
								512,878	801,022	5,040,976



Metro | Memo

Date: June 19, 2013
To: Natural Areas Oversight Committee
From: Brian Kennedy, Finance Manager
Subject: Metro cost allocation plan update

Background

The Metro cost allocation plan is based on the principle of allocating central service costs such as accounting, information services, human resources and general administration to “benefitted activities on a reasonable and consistent basis.”¹ Metro uses an “allocated central services” approach where costs are allocated on a reasonable basis rather than a “billed central services” model where central services are charged on an individual fee for service basis. Metro’s cost allocation plan is reviewed annually by the Oregon Department of Transportation on behalf of the Federal Highway Administration.

The cost allocation plan is developed during the annual budget process and the estimated central services costs are included in the proposed budget for the following fiscal year. Metro uses a “Fixed with Carryforward” methodology that allows the cost allocation plan to be developed to allocate budget estimates for central service costs on a fixed basis throughout the fiscal year, but adjusted annually to recognize actual central service costs above or below estimates through carryforwards to the following fiscal year cost allocation plan.

Metro’s Cost Allocation Plan

Metro’s plan allocates cost from multiple central service functions including:

- Finance & Accounting
- Building Services
- Information Services
- Human Resources
- Communications
- Insurance & Risk Management
- General Administration

Costs from those central service functions are allocated to benefitting departments/programs using a variety of bases. All allocation plan bases are reviewed and updated annually by financial planning staff to ensure that they remain a reasonable basis for determining share of costs to benefitting departments. For example, below are some of the allocation plan bases from the FY 2012-13 cost allocation plan and how they affected the Natural Areas Bond Program:

¹ OMB Circular A-87 Revised, http://www.whitehouse.gov/omb/circulars_a087_2004/

Function	Allocation Basis	Bond Program Basis Data	Bond Program % of Total	Bond Program Basis Data	Bond Program % of Total
		FY 2012-13		FY 2013-14	
Building Services	Metro Regional Center square footage	2,345 SF	3.52%	2,345 SF	3.53%
Human Resources	Salary & Benefits total cost	\$1,692,263	2.29%	\$1,923,592	2.52%
Communications – Creative Services	Percentage of time per project	11%	11%	9%	9%
Purchasing	Contract activity	523	5.49%	650	4.32%
Accounting	Actual expenditures	\$10,007,218	6.23%	\$11,381,941	6.60%
Budget	Actual expenditures including capital outlay	\$19,915,202	10.76%	\$27,623,927	13.83%

All figures for actual expenditures use data from two years prior. For example, actual expenditure data from FY 2010-11 is used when calculating rates for FY 2012-13. This is required because the federal government requires that “actual conditions” be used in determining allocation bases. Due to the requirements to determine the cost allocation plan rates during the budget process, the actual costs available for use as allocation bases are from the fiscal year two years prior to the year for the plan being developed.

The federal government also requires that each allocation basis must be “equitable to both the Federal Government and the governmental unit.” In an internal review of the cost allocation plan for FY 2012-13, Metro financial planning staff determined that excluding capital outlay from the allocation bases using actual expenditures would lead to allocations of central service costs that did not meet the standard for equity required for cost allocation plans. This was due to the beginning of the “A Better Zoo” bond improvement program. The program was anticipated to have large capital costs, but relatively small operating costs for salaries, benefits and materials and services. This would result in other programs at Metro essentially carrying some of the central services costs that should have been borne by the Zoo bond program.

That change contributed to an increase in cost allocation plan transfers from the Natural Areas Bond Program from \$933,513 in FY 2011-12 to \$1,280,054 in FY 2012-13. Cost allocation plan transfers for FY 2013-14 are estimated to be \$1,400,180. However, as the Zoo bond expenditures are reflected in the actual expenditure data used to allocate costs, growth in the Natural Areas Bond Program central services transfers should slow.

Attached to this memo are three documents that provide detail on the cost allocation plan for FY 2013-14. Similar documents for prior year cost allocation plans are available.

- FY 2013-14 Fixed with Carryforward Cost Allocation Plan Summary – summary allocable costs to departments and program areas.
- Summary of Allocated Costs – shows cost totals for central service areas as well as the base data used to allocate the costs.
- Base Data for 13-14 Final Adopted CAP – descriptions of the different allocation bases used in the Cost Allocation Plan.

FY 2013-14 FIXED WITH CARRYFORWARD COST ALLOCATION PLAN SUMMARY

SCHEDULE A1 - TO MEET INTERNAL REQUIREMENTS

DESCRIPTION	Planning Fund	Solid Waste	Zoo Operations	non-alloc. Communic.	MERC Operations	non-alloc. Council	Regional Parks	Zoo Bond	Natural Areas Bond	TOTAL ALLOCATED COSTS	Direct Costs	TOTAL COSTS
General Fund- Allocation of Specific Costs												
Communications (non-Creative Services)	\$0	\$500,364	\$0	\$877,166	\$2,061	\$0	\$0	\$0	\$27,047	\$1,406,637	\$573,469	\$1,980,106
Support Services- Allocation of Specific Costs												
Finance & Regulatory Services												
Accounting	\$141,890	\$513,457	\$287,661	\$19,112	416,995	\$24,951	\$94,235	\$9,353	\$120,257	\$1,627,911	\$205,000	\$1,832,911
Financial Planning	22,816	85,264	48,737	3,073	70,526	4,012	14,837	11,366	46,932	307,564	416,894	724,458
Director's Office	32,512	121,495	69,447	4,379	100,495	5,717	21,142	16,195	66,875	438,258	0	438,258
Contract Services	66,831	142,434	132,975	12,720	63,462	1,953	52,295	38,022	64,343	575,034	0	575,034
Building Management	\$328,525	\$210,106	\$1,868	\$76,598	\$37,940	\$121,149	\$150,322	\$0	\$50,730	\$977,239	\$0	\$977,239
Office and Property Services	269,176	172,150	1,531	62,761	31,086	99,263	123,166	0	41,566	800,698	0	800,698
Sustainability Program	15,164	54,874	30,743	2,043	-	2,667	10,071	1,000	12,852	129,413	80,781	210,194
Information Services												
Information Technology	490,722	815,991	744,654	89,592	664,513	96,320	319,901	15,151	117,683	3,354,526	58,000	3,412,526
Records Information Management	19,953	167,247	40,451	2,688	58,638	3,509	13,251	1,315	16,910	323,962	42,077	366,039
Human Resources Department	269,703	298,889	477,548	49,759	499,801	54,638	154,595	17,156	55,887	1,877,974	0	1,877,974
Office of the Metro Attorney	493,267	394,614	118,384	0	177,576	138,115	78,923	78,923	394,614	1,874,416	88,411	1,962,827
Office of the Auditor	56,529	204,560	114,604	7,614	166,130	9,940	37,543	3,726	47,910	648,557	0	648,557
Office of the Chief Operating Officer	\$67,413	\$251,922	\$144,000	\$9,080	208,379	\$11,854	\$43,839	\$33,581	\$138,666	\$908,734	\$599,082	\$1,507,816
Creative Services	129,878	194,816	7,215	0	14,431	93,800	129,878	0	64,939	634,957	0	634,957
Non-Dept Special Appropriations	41,936	61,945	68,037	7,182	29,939	8,691	20,901	672	13,355	252,657	0	252,657
General Expenses	0	0	0	0	-	0	0	0	0	0	0	0
Subtotal Specific Costs - Supp. Services	\$2,446,315	\$3,689,765	\$2,287,855	\$346,600	2,539,911	\$676,578	\$1,264,899	\$226,460	\$1,253,517	\$14,731,899	\$1,490,245	\$16,222,144
Allocation of Pooled Costs - Support Services Fund												
Support Services	\$360,062	\$591,604	\$388,658	\$45,905	425,380	\$94,433	\$189,498	\$38,502	\$204,495	\$2,338,537	\$0	\$2,338,537
Risk Mgmt. - Property Insurance	1,580	2,597	1,706	201	1,867	414	832	169	898	10,264	0	10,264
Risk Mgmt. - Liability/Property	5,536	9,096	5,976	706	6,540	1,452	2,914	592	3,144	35,956	0	35,956
Risk Mgmt. - Workers' Comp	6,178	10,151	6,669	788	7,299	1,620	3,251	661	3,509	40,126	0	40,126
Subtotal Pooled Costs	\$373,357	\$613,448	\$403,009	\$47,600	441,086	\$97,920	\$196,495	\$39,924	\$212,046	\$2,424,883	\$0	\$2,424,883
CURRENT SUPPORT SERVICES FUND TRANSFER	\$2,819,671	\$4,303,212	\$2,690,864	\$394,200	2,980,997	\$774,498	\$1,461,394	\$266,384	\$1,465,563	\$17,156,782	\$1,490,245	\$18,647,027
Year-end adjustment from 11-12 Fixed CAP	(45,837)	(103,146)	(136,828)	(34,290)	(140,651)	10,324	(48,234)	(9,862)	(99,048)	(607,572)		(607,572)
TOTAL SUPPORT SERVICES FUND TRANSFER	\$2,773,834	\$4,200,066	\$2,554,036	\$359,910	\$2,840,346	\$784,822	\$1,413,160	\$256,522	\$1,366,515	\$16,549,210	\$1,490,245	\$18,039,455
RISK MGMT. TRANSFER - Property Insurance	7,333	35,641	75,178	1,710	367,203	2,705	18,334	0	1,132	509,236	0	509,236
RISK MGMT. TRANSFER - Liability/Property	15,576	37,897	109,096	2,629	99,852	4,139	38,800	863	2,899	311,750	0	311,750
RISK MGMT. TRANSFER - Workers' Comp	24,503	95,938	325,872	4,521	392,713	4,964	44,986	1,559	5,077	900,132	64,362	964,494
TOTAL CURRENT RISK MGMT TRANSFER	47,412	169,475	510,147	8,859	859,767	11,808	102,120	2,422	9,109	1,721,119	64,362	1,785,481
Year-end adjustment from 11-12 Fixed CAP-Prop/Liabil	(7,461)	(70,870)	(69,227)	(4,955)	(163,722)	-	(65,264)	(195)	(874)	(382,568)		(382,568)
Year-end adjustment from 11-12 Fixed CAP-Workers' C	(6,592)	(78,810)	(143,985)	(3,513)	(141,815)	-	(23,998)	(457)	(1,617)	(400,787)		(400,787)
TOTAL TRANSFERS, W/ CARRYFORWARD ADJ.	\$2,807,193	\$4,720,225	\$2,850,970	\$1,237,467	\$3,396,637	\$796,630	\$1,426,018	\$258,291	\$1,400,180	\$18,893,611	\$2,128,076	\$21,021,687
% of total	14.86%	24.98%	15.09%	6.55%	17.98%	4.22%	7.55%	1.37%	7.41%	100.00%		
TOTAL DEPARTMENT DIRECT COSTS (Total Personal Services)	\$7,746,698	\$10,895,159	\$19,054,968	\$1,861,406	17,657,221	\$1,943,940	\$4,153,388	\$641,498	\$1,960,058	\$65,914,336		
CENTRAL SERVICE COST RATE	36.24%	43.32%	14.96%	66.48%	19.24%	40.98%	34.33%	40.26%	71.44%	28.66%		
DISALLOWED (included in above)	\$365,717	\$921,099	\$244,182	\$948,142	\$178,447	\$122,211	\$223,272	\$6,589	\$116,838	\$3,126,496		

FY 2013-14 FIXED WITH CARRYFORWARD COST ALLOCATION PLAN
Worksheet and Allocation Basis Summary

Division	Item Description	Budget	Disallowed	Direct	Row #	Allocation Basis	More Info On Allocation Basis
Accounting	Personal Services	\$1,797,919	\$94,077	\$0	222	% Last Year's (11-12) Actuals (PS, M&S only); includes PES/SUST Fin/Admin transfer	Based on the actual total expenditures of each dept/fund to which central services charges are allocated; includes only Personnel Services and Materials and Services.
Accounting	Materials & Services	\$607,827	\$200	\$205,000	222	% Last Year's (11-12) Actuals (PS, M&S only); includes PES/SUST Fin/Admin transfer	
Accounting	Revenue Offset	(\$380,000)	\$0	\$0	222	% Last Year's (11-12) Actuals (PS, M&S only); includes PES/SUST Fin/Admin transfer	
		\$2,025,746					
FRS Director's Office	Personal Services	\$456,419	\$0	\$0	76	11-12 actuals (PS, M&S, Capital Outlay)	Based on the actual total expenditures of each dept/fund to which central services charges are allocated; in this case, capital expenditures are included.
FRS Director's Office	Materials & Services	\$27,055	\$0	\$0	76	11-12 actuals (PS, M&S, Capital Outlay)	
		\$483,474					
Finance and Budget	Personal Services	\$725,558	\$0	\$416,894	76	11-12 actuals (PS, M&S, Capital Outlay)	Based on the actual total expenditures of each dept/fund to which central services charges are allocated; in this case, capital expenditures are included.
Finance and Budget	Materials & Services	\$30,632	\$0	\$0	76	11-12 actuals (PS, M&S, Capital Outlay)	
		\$756,190					
Office and Property Services	Personal Services	\$1,016,150	\$37,261	\$0	15	Metro Headquarters Occupancy %	Based on number of cubicles and number of offices for each dept/fund: Allocated only to depts with staff at Metro Regional Center.
Office and Property Services	Materials & Services	\$821,608	\$0	\$0	15	Metro Headquarters Occupancy %	
Office and Property Services	Copier R&R Contribution	\$49,999	\$49,999	\$0	15	Metro Headquarters Occupancy %	
Office and Property Services	Revenue Offset	(\$710,260)	\$0	\$0	15	Metro Headquarters Occupancy %	
		\$1,177,497	\$87,260				
Procurement	Personal Services	\$632,719		\$0	167	Purchasing/Contracts Division Weighted Average	An even split between \$ value of contracts; number of RFPs issued/reviewed; and number of contract actions (POs, contract releases, etc.) for each dept/fund.
Procurement	Total Materials & Services	\$48,350	\$0	\$0	167	Purchasing/Contracts Division Weighted Average	
Procurement	Revenue	(\$50,000)	\$0	\$0	167	Purchasing/Contracts Division Weighted Average	
		\$631,069					
Information Technology	IT Personal Services	\$2,731,397	\$0	\$0	229	Average IT Allocation (split of PS,Server Resources,Expenditures)	Split between Personnel Services Costs, Dept. Expenditures, and Server Resources.
Information Technology	IT M&S	\$790,543	\$0	\$58,000	229	Average IT Allocation (split of PS,Server Resources,Expenditures)	
Information Technology	R&R Reserve - System Architecture	\$265,952	\$265,952	\$0	227	% of Server Resources	
		\$3,787,892	\$265,952				% of agency-wide server usage, as determined by IT, by dept/fund.
Creative Services	Personal Services	\$676,142	\$97,473	\$0	52	Percentage of time on projects	Measured via time tracking, per department/fund.
Creative Services	Materials & Services	\$45,400		\$0	52	Percentage of time on projects	
		\$721,542					
Sustainability	Personal Services	\$118,803	\$77,222	\$41,581	155	% Last Year's Actuals (PS, M&S only)-MERC	Note: Internal Allocation only, not allocated to grants.
Sustainability	Materials & Services	\$112,000	\$72,800	\$39,200	155	% Last Year's Actuals (PS, M&S only)-MERC	
		\$230,803					
Human Resources	Personal Services	\$1,844,321	\$0	\$0	136	% of Personal Services 11-12	% of agency-wide personnel services dollars, per dept/fund.
Human Resources	Materials & Services	\$375,016	\$0	\$0	136	% of Personal Services 11-12	
		\$2,219,337					
Office of Metro Attorney	Total Personal Services	\$1,994,280	\$0	\$88,411	56	OMA Allocation	Mostly time tracking from prior year plus look forward at major projects per dept/fund.
Office of Metro Attorney	Total Materials & Services	\$67,200	\$0	\$0	56	OMA Allocation	
		\$2,061,480					
Chief Operating Officer	Chief Oper. Officer	\$1,177,902	\$0	\$353,712	76	11-12 actuals (PS, M&S, Capital Outlay)	Based on the actual total expenditures of each dept/fund to which central services charges are allocated; in this case, capital expenditures are included.
Chief Operating Officer	M&S Chief Oper. Officer	\$423,670	\$0	\$245,370	76	11-12 actuals (PS, M&S, Capital Outlay)	
		\$1,601,572					
Archives Program	PS - Archivist Program (Becky)	\$106,513	\$0	\$0	222	% Last Year's (11-12) Actuals (PS, M&S only); includes PES/SUST Fin/Admin transfer	Based on the actual total expenditures of each dept/fund to which central services charges are allocated; includes only Personnel Services and Materials and Services.
Archives Program	M&S - Archivist Program	\$54,475	\$0	\$0	222	% Last Year's (11-12) Actuals (PS, M&S only); includes PES/SUST Fin/Admin transfer	
Archives Program	PS- Ken Begley	\$95,045	\$0	\$0	222	% Last Year's (11-12) Actuals (PS, M&S only); includes PES/SUST Fin/Admin transfer	
Archives Program	PS- Laura Dawson-Bodner	\$42,077	\$0	\$42,077	222	% Last Year's (11-12) Actuals (PS, M&S only); includes PES/SUST Fin/Admin transfer	
Archives Program	PS- Pam Welch	\$95,045	\$0	\$0	203	Solid Waste Records Manager	
		\$393,155	\$0				
Non-Dept Special Appropriation: M&S - Outside Audit Contract		\$130,723	\$0	\$0	222	% Last Year's (11-12) Actuals (PS, M&S only); includes PES/SUST Fin/Admin transfer	Based on number of FTE per dept/fund in the Metro Regional Center.
Non-Dept Special Appropriation: TriMet Passport- SW Site Specific		\$3,111	\$0	\$0	206	SW Site Specific	
Non-Dept Special Appropriation: TriMet Passport- Parks Site Specific		\$1,389	\$0	\$0	207	Parks Site Specific	
Non-Dept Special Appropriation: TriMet Passport- Zoo Site Specific		\$47,384	\$0	\$0	208	Zoo Site Specific	
Non-Dept Special Appropriation: TriMet Passport- MRC Site Specific		\$125,819	\$0	\$0	210	MRC- Site Specific	
		\$308,426	\$0				
Auditor's Office	Total Personal Services	\$689,411	\$0	\$0	222	% Last Year's (11-12) Actuals (PS, M&S only); includes PES/SUST Fin/Admin transfer	Based on the actual total expenditures of each dept/fund to which central services charges are allocated; includes only Personnel Services and Materials and Services.
Auditor's Office	Total Materials & Services	\$35,971	\$0	\$0	222	% Last Year's (11-12) Actuals (PS, M&S only); includes PES/SUST Fin/Admin transfer	

FY 2013-14 FIXED WITH CARRYFORWARD COST ALLOCATION PLAN
Worksheet and Allocation Basis Summary

[illegible]

FY 2013-14 FIXED WITH CARRYFORWARD COST ALLOCATION PLAN BASIS INFORMATION

	Planning Fund	Solid Waste Rev. Fund	Zoo Operating Fund	Non-Allocated Communications	MERC Operations	Non Alloc. Council Office/ GF	Regional Parks Fund	Zoo Bond Fund	Natural Areas Bond	Support Services Fund	TOTAL
PROPERTY SERVICES ALLOCATION BASIS											
Metro Headquarters Occupancy	22.86	14.62	0.13	5.33	2.64	8.43	10.46	-	3.53	32.00	100.00
Metro Headquarters Occupancy %	22.86%	14.62%	0.13%	5.33%	2.64%	8.43%	10.46%	0.00%	3.53%	32.00%	100.00%
CREATIVE SERVICES DIVISION ALLOCATION BASIS											
Percentage of time on projects	18.00%	27.00%	1.00%	0.00%	2.00%	13.00%	18.00%	0.00%	9.00%	12.00%	100.00%
OFFICE OF METRO ATTORNEY ALLOCATION BASIS											
OMA Allocation	25.00%	20.00%	6.00%	0.00%	9.00%	7.00%	4.00%	4.00%	20.00%	5.00%	100.00%
Communications (non-Creative Services)											
Communications Staff Allocation (non-grants only)	0.0%	38.9%	0.0%	58.9%	0.2%	0.0%	0.0%	0.0%	2.1%	0.0%	100.00%
Communications M&S Allocation	0%	0%	0%	100%	0%	0%	0%	0%	0%	0%	100%
Communications Staff Allocation (Planning Grants)	0%	0%	0%	100%	0%	0%	0%	0%	0%	0%	100%
ALL EXPENDITURE-BASED ALLOCATION BASIS											
11-12 actuals (PS, M&S, Capital Outlay)	13,429,534	50,186,014	28,686,640	1,808,880	41,511,688	2,361,551	8,733,191	6,689,809	27,623,927	18,677,472	199,708,706
11-12 actuals (PS, M&S, Capital Outlay)	6.72%	25.13%	14.36%	0.91%	20.79%	1.18%	4.37%	3.35%	13.83%	9.35%	100.00%
RISK MANAGEMENT ALLOCATION BASIS											
<u>Parks Liability/Property</u>	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	100.00%	0.00%	0.00%	0.00%	100.00%
<u>Workers Compensation Program</u>											
Personal Services 11-12	9,283,036	10,287,609	16,436,971	1,712,670	17,202,909	1,880,599	5,321,068	590,514	1,923,592	11,749,535	76,388,503
% of Personal Services 11-12	12.15%	13.47%	21.52%	2.24%	22.52%	2.46%	6.97%	0.77%	2.52%	15.38%	100.00%
Past 3 years of paid losses (67%)	0	80,983	374,258	0	601,210	0	22,653	0	0	10,971	1,090,075
Number of losses for the past 3 years (33%)	0	31	109	0	72	0	20	0	0	4	236
Past 3 years of paid losses (67%)	0.00%	7.43%	34.33%	0.00%	55.15%	0.00%	2.08%	0.00%	0.00%	1.01%	100%
Number of losses for the past 3 years (33%)	0.00%	13.14%	46.19%	0.00%	30.51%	0.00%	8.47%	0.00%	0.00%	1.69%	100%
Loss frequency/severity weighted average	0.00%	9.31%	38.24%	0.00%	47.02%	0.00%	4.19%	0.00%	0.00%	1.23%	100%
<u>Liability/Property Program</u>											
Three years incurred losses (67%)	2,028	30,240	136,035	0	68,598	1,177	34,941	0	0	33,472	306,491
Number of losses for the past 3 years (33%)	2	20	33	0	33	2	25	0	0	17	132
Three years incurred losses (67%)	0.66%	9.87%	44.38%	0.00%	22.38%	0.38%	11.40%	0.00%	0.00%	10.92%	100%
Number of losses for the past 3 years (33%)	1.52%	15.15%	25.00%	0.00%	25.00%	1.52%	18.94%	0.00%	0.00%	12.88%	100%
Loss frequency/severity weighted average	0.94%	11.61%	37.99%	0.00%	23.25%	0.76%	13.89%	0.00%	0.00%	11.57%	100%
Total property values	9,481,427	46,085,397	97,209,116	2,210,695	474,811,466	3,497,811	11,423,286	0	1,464,168	13,272,033	659,455,399
Attendance	613	332,157	1,597,475	463	1,926,934	1,057	1,300,715	0	0	1,308	5,160,722
Total property values	1.44%	6.99%	14.74%	0.34%	72.00%	0.53%	1.73%	0.00%	0.22%	2.01%	100%
Attendance	0.01%	6.44%	30.95%	0.01%	37.34%	0.02%	25.20%	0.00%	0.00%	0.03%	100%
Property value/Attendance weighted average	0.72%	6.71%	22.85%	0.17%	54.67%	0.28%	13.47%	0.00%	0.11%	1.02%	100%
<u>Bonds</u>											

FY 2013-14 FIXED WITH CARRYFORWARD COST ALLOCATION PLAN BASIS INFORMATION

	Planning Fund	Solid Waste Rev. Fund	Zoo Operating Fund	Non-Allocated Communications	MERC Operations	Non Alloc. Council Office/ GF	Regional Parks Fund	Zoo Bond Fund	Natural Areas Bond	Support Services Fund	TOTAL
FTE (FY 11-12)	87.43	104.55	153.48	16.0	185.9	19.0	49.5	5.3	18.4	115.5	755
% FTE (FY 11-12)	11.58%	13.85%	20.33%	2.12%	24.62%	2.52%	6.55%	0.71%	2.44%	15.29%	100.00%
<u>Liquor Liability</u>	0.00%	0.00%	100.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	100.00%
<u>Special Event Liability</u>	0.00%	0.00%	0.00%	0.00%	100.00%	0.00%	0.00%	0.00%	0.00%	0.00%	100.00%
HUMAN RESOURCES ALLOCATION BASIS											
Personal Services 11-12	9,283,036	10,287,609	16,436,971	1,712,670	17,202,909	1,880,599	5,321,068	590,514	1,923,592	11,749,535	76,388,503
% of Personal Services 11-12	12.15%	13.47%	21.52%	2.24%	22.52%	2.46%	6.97%	0.77%	2.52%	15.38%	100.00%
SUSTAINABILITY PROGRAM Personal Services											
Last Year's Actuals (PS, M&S only)- MERC	13,429,534	48,597,224	27,226,269	1,808,880	0	2,361,551	8,919,099	885,263	11,381,941	18,251,285	132,861,046
% Last Year's Actuals (PS, M&S only)-MERC	10.11%	36.58%	20.49%	1.36%	0.00%	1.78%	6.71%	0.67%	8.57%	13.74%	100.00%
PROCUREMENT BASES											
Contract activity (# of contracts/amendments/po's/releases)	893	3,191	4,509	120	608	100	1,582	207	650	1,085	12,945
Number of Bids/RFP's reviewed	9	26	27	4	28	0	15	6	21	20	156
Dollar amount of new/amended contracts/po's processed	15,345,796	21,202,750	8,896,504	2,053,000	6,043,676	125,093	2,429,097	10,145,682	9,724,292	4,366,575	80,332,465
Contract activity (# of contracts/amendments/po's/releases)	2.30%	8.22%	11.61%	0.31%	1.57%	0.26%	4.07%	0.53%	1.67%	2.79%	33.33%
Number of Bids/RFP's reviewed	1.92%	5.56%	5.77%	0.85%	5.98%	0.00%	3.21%	1.28%	4.49%	4.27%	33.33%
Dollar amount of new contracts processed	6.37%	8.80%	3.69%	0.85%	2.51%	0.05%	1.01%	4.21%	4.04%	1.81%	33.33%
Zoo Site Specific	0.00%	0.00%	100.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	100%
MRC- FTE (FY 11-12)	87.43	60.50	0.00	16.00	0.00	19.00	35.10	0.00	13.00	115.45	346.48
MRC- Site Specific	25.23%	17.46%	0.00%	4.62%	0.00%	5.48%	10.13%	0.00%	3.75%	33.32%	100.00%
IT DEPARTMENT ALLOCATION											
Last Year's (11-12) Actuals (PS, M&S only)	13,429,534	48,597,224	27,226,269	1,808,880	39,467,408	2,361,551	8,919,099	885,263	11,381,941	18,251,285	172,328,454
% Last Year's (11-12) Actuals (PS, M&S only); includes PES/SUST Fin/Admin trans	7.79%	28.20%	15.80%	1.05%	22.90%	1.37%	5.18%	0.51%	6.60%	10.59%	100.00%
11-12 Personal Services	9,283,036	10,287,609	16,436,971	1,712,670	17,202,909	1,880,599	5,321,068	590,514	1,923,592	11,749,535	76,388,503
% 11-12 Personal Services	12.15%	13.47%	21.52%	2.24%	22.52%	2.46%	6.97%	0.77%	2.52%	15.38%	100.00%
% of Server Resources	19.65%	21.86%	23.15%	3.97%	8.67%	3.97%	13.47%	0.00%	0.00%	5.27%	100.00%
Average IT Allocation (split of PS,Server Resources,Expenditures)	12.66%	21.88%	19.72%	2.28%	18.52%	2.48%	8.20%	0.44%	3.40%	10.43%	100.00%
REVENUE OFFSET POOLED COSTS											
Total Support Services fund allocation	\$2,117,790	\$3,479,658	\$2,285,987	\$270,001	\$2,501,971	\$555,430	\$1,114,577	\$226,460	\$1,202,787	\$1,878,660	\$13,754,660
% of total Support Services fund allocation (reallocates Supp Svcs)	15.40%	25.30%	16.62%	1.96%	18.19%	4.04%	8.10%	1.65%	8.74%		100.00%

NATURAL AREAS PROGRAM PERFORMANCE OVERSIGHT COMMITTEE

2012 recommendations

1. The Oversight Committee should continue to track progress in target areas where few acquisitions have been made to date.
2. Staff should apply the performance measures to all target areas as a whole to obtain a composite picture of program performance and benefits.
3. Staff should continue to develop performance measures for local share projects and to evaluate, to the extent possible, benefits to local communities.
4. As more capital projects are completed, the Oversight Committee should review the grant award reports and post-completion performance reports to assess the projects' success in meeting the anticipated outcomes.
5. The Oversight Committee should continue to monitor the application of Phase I of TerraMet and the development of Phase II.
6. The Oversight Committee should continue to track Metro's public outreach for the program and to assess which measures best result in cost-effective information to the public.
7. The Oversight Committee should continue to track the status of the Blue Heron property acquisition and the application of unusual circumstances.