

BEFORE THE METRO COUNCIL

AMENDING THE FY 2013-14 BUDGET AND) ORDINANCE NO. 13-1322
APPROPRIATIONS SCHEDULE AND THE FY)
2013-14 THROUGH 2017-18 CAPITAL) Introduced by Martha Bennett, Chief
IMPROVEMENT PLAN) 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 2013-14 Budget; and

WHEREAS, Metro Code chapter 2.02.040 requires Metro Council approval to add any new position to the budget; and

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

WHEREAS, adequate funds exist for other identified needs; and

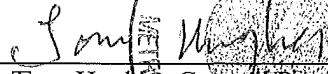
WHEREAS, ORS 294.463(1) provides for transfers of appropriations within a fund, including transfers from contingency that do not exceed 15 percent of a fund's appropriations, if such transfers are authorized by official resolution or ordinance of the governing body for the local jurisdiction, and

WHEREAS, 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, now, therefore,

THE METRO COUNCIL ORDAINS AS FOLLOWS:

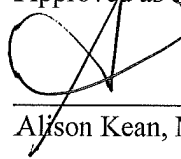
1. That the FY 2013-14 Budget and Schedule of Appropriations are hereby amended as shown in the column entitled "Revision" of Exhibits A and B to this Ordinance for the purpose of recognizing new grants, contributions and donations, and transferring appropriations to provide for a change in operations..
2. That the FY 2013-14 through FY 2017-18 Capital Improvement Plan is hereby amended accordingly.
3. 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 5 day of December 2013.




Tom Hughes, Council President

Approved as to Form:



Alison Kean, Metro Attorney

Attest:



Kelsey Newell, Recording Secretary

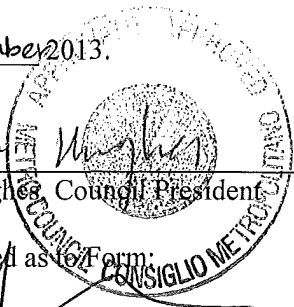


Exhibit A
Ordinance No. 13-1322

ACCT	DESCRIPTION	Current Budget		Revision		Amended Budget	
		FTE	Amount	FTE	Amount	FTE	Amount
General Fund							
Information Services							
Total Personnel Services		27.50	\$3,070,077	0.00	\$0	27.50	\$3,070,077
<i>Materials & Services</i>							
<i>GOODS Goods</i>							
520100	Office Supplies		34,724		0		34,724
521000	Subscriptions and Dues		740		0		740
521500	Maintenance & Repairs Supplies		7,000		0		7,000
<i>SVCS Services</i>							
524000	Contracted Professional Svcs		152,181		0		152,181
525100	Utility Services		20,400		0		20,400
526000	Maintenance & Repair Services		608,973		50,000		658,973
<i>OTHEXP Other Expenditures</i>							
545000	Travel		4,500		0		4,500
545500	Staff Development		16,500		0		16,500
Total Materials & Services			\$845,018		\$50,000		\$895,018
TOTAL REQUIREMENTS		27.50	\$3,915,095	0.00	\$50,000	27.50	\$3,965,095

**Exhibit A
Ordinance No. 13-1322**

ACCT	DESCRIPTION	Current Budget		Revision		Amended Budget	
		FTE	Amount	FTE	Amount	FTE	Amount
General Fund							
Oregon Zoo							
<i>Personnel Services</i>							
<i>SALWGE</i>	<i>Salaries & Wages</i>						
501000	Reg Employees-Full Time-Exempt						
	Administrative Specialist IV	1.00	60,901	-	0	1.00	60,901
	Assistant Management Analyst	1.00	63,894	-	0	1.00	63,894
	Associate Natural Resource Scientist	1.00	77,613	-	0	1.00	77,613
	Associate Public Affairs Specialist	1.00	63,648	-	0	1.00	63,648
	Associate Visual Communications I	2.00	119,159	-	0	2.00	119,159
	Director	1.00	158,213	-	0	1.00	158,213
	Deputy Conservation Manager	1.00	86,913	-	0	1.00	86,913
	Deputy Director	2.00	250,571	-	0	2.00	250,571
	Events Coordinator	1.00	60,580	-	0	1.00	60,580
	Education Specialist III	6.25	427,395	-	0	6.25	427,395
	General Manager of Visitor Venues	0.25	40,982	-	0	0.25	40,982
	Manager I	2.00	170,985	-	0	2.00	170,985
	Manager II	4.00	399,288	-	0	4.00	399,288
	Program Analyst II	2.15	128,868	-	0	2.15	128,868
	Program Analyst III	1.00	76,925	-	0	1.00	76,925
	Program Analyst IV	1.00	71,652	-	0	1.00	71,652
	Program Supervisor I	1.00	66,377	-	0	1.00	66,377
	Program Supervisor II	5.00	371,786	-	0	5.00	371,786
	Project Coordinator	1.00	79,767	-	0	1.00	79,767
	Registrar	1.00	55,253	-	0	1.00	55,253
	Senior Public Affairs Specialist	3.00	232,541	-	0	3.00	232,541
	Senior Visual Communications Designer	1.00	63,895	-	0	1.00	63,895
	Service Supervisor I	4.00	219,486	-	0	4.00	219,486
	Service Supervisor II	6.00	352,445	-	0	6.00	352,445
	Service Supervisor III	3.00	207,177	-	0	3.00	207,177
	Service Supervisor IV	1.00	78,672	-	0	1.00	78,672
	Veterinarian I	1.00	96,269	-	0	1.00	96,269
	Veterinarian II	1.00	100,491	-	0	1.00	100,491
	Volunteer Coordinator II	1.00	66,075	-	0	1.00	66,075
501500	Reg Empl-Full Time-Non-Exempt						
	Administrative Specialist II	2.00	95,132	-	0	2.00	95,132
	Administrative Specialist III	4.00	187,159	-	0	4.00	187,159
	Animal Keeper	31.00	1,635,986	-	0	31.00	1,635,986
	Custodian	6.00	230,200	-	0	6.00	230,200
	Education Specialist II	3.00	169,195	-	0	3.00	169,195
	Gardener 1	7.00	346,016	-	0	7.00	346,016
	Maintenance Electrician	1.00	75,943	-	0	1.00	75,943
	Maintenance Lead	1.00	65,582	-	0	1.00	65,582
	Maintenance Technician	2.00	113,591	-	0	2.00	113,591
	Maintenance Worker 2	9.00	495,378	-	0	9.00	495,378
	Maintenance Worker 3	3.00	187,390	-	0	3.00	187,390
	Nutrition Technician	2.00	119,238	-	0	2.00	119,238
	Program Assistant 1	1.00	43,149	-	0	1.00	43,149
	Program Assistant 2	2.00	91,139	-	0	2.00	91,139
	Safety and Security Officer	4.00	172,596	1.00	41,652	5.00	214,248
	Senior Animal Keeper	7.00	421,055	-	0	7.00	421,055
	Senior Gardener	1.00	62,463	-	0	1.00	62,463
	Storekeeper	1.00	52,407	-	0	1.00	52,407
	Typist/Receptionist-Lead	1.00	44,412	-	0	1.00	44,412

**Exhibit A
Ordinance No. 13-1322**

ACCT	DESCRIPTION	Current Budget		Revision		Amended Budget	
		FTE	Amount	FTE	Amount	FTE	Amount
General Fund							
	Veterinary Technician	2.00	113,392	-	0	2.00	113,392
	Volunteer Coordinator I	1.00	63,704	-	0	1.00	63,704
502000	Reg Emp-Part Time-Exempt						
	Associate Visual Communications I	0.50	31,948	-	0	0.50	31,948
	Education Specialist III	0.50	28,327	-	0	0.50	28,327
	Video/Photography Technician	0.50	30,450	-	0	0.50	30,450
502500	Reg Employees-Part Time-Non-Exempt						
	Animal Keeper-PT	2.50	139,240	-	0	2.50	139,240
	Clerk/Bookkeeper	0.75	31,740	-	0	0.75	31,740
	Education Specialist II	2.05	116,830	-	0	2.05	116,830
	Food Service/Retail Specialist	3.90	164,478	-	0	3.90	164,478
	Lead Cash Office Clerk	0.85	37,750	-	0	0.85	37,750
	Education Specialist I	0.50	21,760	-	0	0.50	21,760
	Nutrition Technician I	0.50	25,699	-	0	0.50	25,699
	Program Assistant 1	1.35	58,251	0.20	8,630	1.55	66,881
	Security Officer I	0.50	20,826	(0.50)	(20,826)	-	0
	Veterinary Technician	0.50	28,348	-	0	0.50	28,348
	Visitor Service Worker 3-reg	0.85	28,825	-	0	0.85	28,825
503000	Temporary Employees - Hourly		1,962,940		(38,363)		1,924,577
504000	Seasonal Employees		1,300,148		0		1,300,148
508000	Overtime		256,713		0		256,713
508500	Premium Pay / Holiday Pay		184,426		0		184,426
<i>FRINGE</i>	<i>Fringe Benefits</i>						
510000	Fringe Benefits						
511000	Fringe Benefits - Payroll Taxes		1,036,045		(853)		1,035,192
512000	Fringe Benefits - Retirement PERS		1,813,513		127		1,813,640
513000	Fringe Benefits - Health & Welfare		2,250,256		9,534		2,259,790
514000	Fringe Benefits - Unemployment		148,273		0		148,273
515000	Fringe Benefits - Other Benefits		305,234		99		305,333
Total Personnel Services		163.40	\$19,054,968	0.70	\$0	164.10	\$19,054,968
Total Materials & Services			\$12,530,483		\$0		\$12,530,483
TOTAL REQUIREMENTS		163.40	\$31,585,451	0.70	\$0	164.10	\$31,585,451

**Exhibit A
Ordinance No. 13-1322**

ACCT	DESCRIPTION	Current Budget		Revision		Amended Budget	
		FTE	Amount	FTE	Amount	FTE	Amount
General Fund							
Parks & Environmental Services							
Total Personnel Services		42.30	\$4,277,889	0.00	\$0	42.30	\$4,277,889
<i>Materials & Services</i>							
<i>GOODS Goods</i>							
520100	Office Supplies		72,016		0		72,016
520500	Operating Supplies		112,665		0		112,665
521000	Subscriptions and Dues		6,326		0		6,326
521400	Fuels and Lubricants		75,891		0		75,891
521500	Maintenance & Repairs Supplies		143,462		0		143,462
522500	Retail		13,000		0		13,000
<i>SVCS Services</i>							
524000	Contracted Professional Svcs		344,068		(13,165)		330,903
524600	Sponsorships		0		0		0
525000	Contracted Property Services		173,945		0		173,945
525100	Utility Services		438,908		0		438,908
525500	Cleaning Services		25,278		0		25,278
526000	Maintenance & Repair Services		383,107		0		383,107
526500	Rentals		44,599		0		44,599
528000	Other Purchased Services		56,120		0		56,120
529800	Glendoveer Golf Operating Contract		2,344,363		0		2,344,363
<i>IGEXP Intergov't Expenditures</i>							
530000	Payments to Other Agencies		112,100		0		112,100
531000	Taxes (Non-Payroll)		225,866		0		225,866
<i>OTHEXP Other Expenditures</i>							
545000	Travel		8,095		0		8,095
545500	Staff Development		34,536		0		34,536
Total Materials & Services			\$4,614,345		(\$13,165)		\$4,601,180
TOTAL REQUIREMENTS		42.30	\$8,892,234	0.00	(\$13,165)	42.30	\$8,879,069

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ACCT	DESCRIPTION	Current Budget		Revision		Amended Budget	
		FTE	Amount	FTE	Amount	FTE	Amount
General Fund							
General Expenses							
<i>Interfund Transfers</i>							
<i>INDTEX</i>	<i>Interfund Reimbursements</i>						
580000	Transfer for Indirect Costs						
	* to Risk Mgmt Fund-Liability		175,781		0		175,781
	* to Risk Mgmt Fund-Worker Comp		244,923		0		244,923
<i>EQTCHG</i>	<i>Fund Equity Transfers</i>						
581000	Transfer of Resources						
	* to General Revenue Bond Fund-Zoo		385,230		0		385,230
	* to Gen'l Asset Mgmt Fund-Genl Cap Acct		100,000		0		100,000
	* to Gen'l Revenue Bond Fund-Debt Serv Acct		1,295,441		0		1,295,441
	* to MERC Fund (Tourism Opp. & Compt. Acct)		418,633		0		418,633
	* to Gen'l Asset Mgmt Fund-General R&R		676,000		0		676,000
	* to Gen'l Asset Mgmt Fund-IT R&R		266,000		0		266,000
	* to Gen'l Asset Mgmt Fund-Parks Cap Account		150,000		173,165		323,165
	* to Gen'l Asset Mgmt Fund-MRC R&R		294,000		0		294,000
	* to Gen'l Asset Mgmt Fund-Zoo Cap Acct		200,000		0		200,000
	* to Gen'l Asset Mgmt Fund-Parks R&R		587,000		0		587,000
	* to Solid Waste Revenue Fund		153,401		0		153,401
586000	Interfund Loan - Principal						
	* to MERC		2,200,000		0		2,200,000
Total Interfund Transfers			\$7,146,409		\$173,165		\$7,319,574
<i>Contingency & Unappropriated Balance</i>							
<i>CONT</i>	<i>Contingency</i>						
	Contingency						
701002	* Contingency		3,366,459		(50,000)		3,316,459
701001	* Opportunity Account		250,000		0		250,000
701004	* Reserve for Future One-Time Expenditures		600,223		(160,000)		440,223
<i>UNAPP</i>	<i>Unappropriated Fund Balance</i>						
	Unappropriated Fund Balance						
805100	* Stabilization Reserve		2,575,000		0		2,575,000
805450	* PERS Reserve		2,893,403		0		2,893,403
805900	* Other Planning Department Carryover		466,982		0		466,982
805300	* Reserve for Future One-Time Expenditures		775,000		0		775,000
805900	* Reserved for Community Invest. Initiative		156,034		0		156,034
801003	* Reserved for TOD		5,083,671		0		5,083,671
801002	* Reserved for Local Gov't Grants (CET)		2,353,159		0		2,353,159
805900	* Reserved for Cost Allocation Adjustments		429,590		0		429,590
805900	* Reserved for Nature in Neighborhood Grants		58,327		0		58,327
805900	* Reserved for Metro Export Initiative		25,000		0		25,000
805900	* Reserved for Active Transportation		135,000		0		135,000
805400	* Reserve for Future Debt Service		995,535		0		995,535
Total Contingency & Unappropriated Balance			\$20,163,383		(\$210,000)		\$19,953,383
TOTAL REQUIREMENTS		453.64	\$116,824,274	0.70	\$0	454.34	\$116,824,274

Exhibit A
Ordinance No. 13-1322

ACCT	DESCRIPTION	Current		Revision		Amended	
		FTE	Amount	FTE	Amount	FTE	Amount
General Asset Management Fund							
General Asset Management Fund							
<i>Resources</i>							
<i>BEGBAL</i>	<i>Beginning Fund Balance</i>						
320500	Restricted for Capital		2,322,993		0		2,322,993
340000	Unassigned Balance		5,471,221		0		5,471,221
350000	Assigned Balance		899,778		0		899,778
<i>GRANTS</i>	<i>Grants</i>						
411000	State Grants-Direct		73,250		0		73,250
<i>INTRST</i>	<i>Interest Earnings</i>						
470000	Interest on Investments		29,000		0		29,000
<i>CAPGRT</i>	<i>Capital Contributions & Donations</i>						
475500	Capital Contributions & Donations		2,245,000		0		2,245,000
<i>EQTREV</i>	<i>Fund Equity Transfers</i>						
497000	Transfer of Resources						
	* from Solid Waste Revneue Fund		56,097		0		56,097
	* from General Fund (Regional Parks)		587,000		0		587,000
	* from General Fund-IT R&R		266,000		0		266,000
	* from General Fund-MRC R&R		294,000		0		294,000
	* from General Fund-Gen'l R&R		676,000		0		676,000
	* from General Fund		450,000		173,165		623,165
<i>INTSRV</i>	<i>Internal Service Transfers</i>						
498000	Transfer for Direct Costs						
	* from Natural Areas Fund		120,000		0		120,000
TOTAL RESOURCES			\$13,490,339		\$173,165		\$13,663,504
Total Materials & Services			\$1,151,775		\$0		\$1,151,775
<i>Capital Outlay</i>							
570000	Land		1,400,000		0		1,400,000
571000	Improve-Oth thn Bldg		1,867,777		248,165		2,115,942
572000	Buildings & Related		537,500		0		537,500
573000	Exhibits and Related		2,159,092		0		2,159,092
574000	Equipment & Vehicles		2,124,502		0		2,124,502
574500	Licensed Vehicles		242,541		0		242,541
575000	Office Furniture & Equip		427,963		0		427,963
576000	Railroad Equip & Facil		69,396		0		69,396
579000	Intangible Assets		38,000		0		38,000
Total Capital Outlay			\$8,866,771		\$248,165		\$9,114,936
<i>Contingency & Unappropriated Balance</i>							
<i>CONT</i>	<i>Contingency</i>						
	Contingency						
700000	* Contingency		2,785,481		(75,000)		2,710,481
<i>UNAPP</i>	<i>Unappropriated Fund Balance</i>						
	Unappropriated Fund Balance						
801000	* Oregon Zoo Projects Account		686,312		0		686,312
Total Contingency & Unappropriated Balance			\$3,471,793		(\$75,000)		\$3,396,793
TOTAL REQUIREMENTS			\$13,490,339	-	\$173,165		\$13,663,504

**Exhibit A
Ordinance No. 13-1322**

ACCT	DESCRIPTION	Current Budget		Revision		Amended Budget	
		FTE	Amount	FTE	Amount	FTE	Amount
Metro Exposition Recreation Commission Fund							
MERC Fund							
<i>Resources</i>							
<i>BEGBAL</i>	<i>Beginning Fund Balance</i>						
340000	* Undesignated		24,211,557		0		24,211,557
<i>GRANTS</i>	<i>Grants</i>						
410500	Federal Grants - Indirect		0		100,000		100,000
411500	State Grant - Indirect		196,591		0		196,591
412000	Local Grant - Direct		10,000		0		10,000
412500	Local Grants - Indirect		0		30,000		30,000
412900	Intra Metro Grant		157,412		0		157,412
<i>LGSHRE</i>	<i>Local Gov't Share Revenues</i>						
413000	Transient Lodging Tax (3% Excise Tax Fund)		10,280,593		0		10,280,593
413300	Visitor Development Fund Allocation		3,420,902		0		3,420,902
<i>GVCNTB</i>	<i>Contributions from Governments</i>						
414500	Government Contributions		816,020		0		816,020
<i>CHGSVC</i>	<i>Charges for Service</i>						
450000	Admission Fees		1,675,767		0		1,675,767
451000	Rentals		7,007,195		0		7,007,195
455000	Food Service Revenue		12,079,725		0		12,079,725
456000	Retail Sales		8,500		0		8,500
457000	Merchandising		15,000		0		15,000
457500	Advertising		19,290		0		19,290
458000	Utility Services		1,676,700		0		1,676,700
459000	Commissions		1,895,659		0		1,895,659
462000	Parking Fees		2,862,264		0		2,862,264
464500	Reimbursed Services		2,745,409		0		2,745,409
464700	Reimbursed Services - Contract		502,484		0		502,484
465000	Miscellaneous Charges for Svc		228,494		0		228,494
<i>INTRST</i>	<i>Interest Earnings</i>						
470000	Interest on Investments		76,142		0		76,142
<i>DONAT</i>	<i>Contributions from Private Sources</i>						
475000	Donations and Bequests		75,000		0		75,000
476000	Sponsorship Revenue		134,000		0		134,000
<i>MISCRV</i>	<i>Miscellaneous Revenue</i>						
417000	Fine & Forfeitures		4,000		0		4,000
480500	Financing Transaction		50,599		0		50,599
489000	Miscellaneous Revenue		25,956		0		25,956
489100	Refunds and Reimbursements		1,250		0		1,250
<i>LOANRV</i>	<i>Interfund Loan - Resource</i>						
496000	Interfund Loan - Principal * from General Fund		2,200,000		0		2,200,000
<i>EQTREV</i>	<i>Fund Equity Transfers</i>						
497000	Transfer of Resources * from General Fund (MTOCA)		418,633		0		418,633
TOTAL RESOURCES			\$72,795,142		\$130,000		\$72,925,142

Personnel Services

SALWGE Salaries & Wages

501000	Reg Employees-Full Time-Exempt						
	Account Executive	2.00	115,502	-	0	2.00	115,502
	Admissions Staffing Manager	1.00	51,751	-	0	1.00	51,751
	Assistant Ticket Services Manager	1.00	47,000	-	0	1.00	47,000
	Asst. Event Svcs Mgr. or Senior House Mgr.	1.00	77,591	-	0	1.00	77,591
	Asst. Executive Director	2.00	200,973	-	0	2.00	200,973
	Asst. Operations Mgr. (Asst. Tech Svcs. Mgr.)	2.00	153,400	-	0	2.00	153,400

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ACCT	DESCRIPTION	Current Budget		Revision		Amended Budget	
		FTE	Amount	FTE	Amount	FTE	Amount
Metro Exposition Recreation Commission Fund							
	Audio Visual Supervisor	1.00	61,693	-	0	1.00	61,693
	Audio/Visual Technician Lead	1.00	49,608	-	0	1.00	49,608
	Audio/Visual Sales	1.00	54,808	-	0	1.00	54,808
	Executive Assistant	2.00	98,384	-	0	2.00	98,384
	Construction Coordinator (Mgmt Analyst)	1.00	72,475	-	0	1.00	72,475
	Assistant Management Analyst	0.60	30,928	-	0	0.60	30,928
	Policy Advisor I	1.00	100,402	-	0	1.00	100,402
	Policy Analyst	-	0	1.00	60,000	1.00	60,000
	Director of Event Services	1.00	86,320	-	0	1.00	86,320
	Director of Sales & Marketing	1.00	93,600	-	0	1.00	93,600
	Event Manager	4.00	219,492	-	0	4.00	219,492
	Event Services Manager	1.00	83,193	-	0	1.00	83,193
	Director - Expo Center	1.00	112,029	-	0	1.00	112,029
	Manager I	1.00	79,824	-	0	1.00	79,824
	Manager II	0.30	28,200	-	0	0.30	28,200
	GM of Visitor Venues	0.75	120,242	-	0	0.75	120,242
	Program Analyst II	0.85	45,049	-	0	0.85	45,049
	Graphic Designer II	1.00	61,433	-	0	1.00	61,433
	Maintenance Supervisor	1.00	60,320	-	0	1.00	60,320
	Chief Engineer	-	0	-	0	-	0
	Marketing & Web Services Manager	1.00	74,777	-	0	1.00	74,777
	Executive Director - OCC	1.00	156,000	-	0	1.00	156,000
	Operations Manager	4.00	318,449	-	0	4.00	318,449
	Director of Operations	1.00	94,120	-	0	1.00	94,120
	Executive Director - PCPA	1.00	136,406	-	0	1.00	136,406
	Sales & Booking Manager	1.00	76,175	-	0	1.00	76,175
	Sales Manager	7.00	387,298	-	0	7.00	387,298
	Security Manager	1.00	75,129	-	0	1.00	75,129
	Senior Account Executive	2.00	129,002	-	0	2.00	129,002
	Set-up & Operations Supervisor	7.00	375,631	-	0	7.00	375,631
	Senior Set-up Supervisor	2.00	105,581	-	0	2.00	105,581
	Stage Supervisor	1.00	61,339	-	0	1.00	61,339
	Sustainability Coordinator	1.00	60,000	-	0	1.00	60,000
	Ticketing/Parking Service Manager	2.00	151,122	-	0	2.00	151,122
	Ticket Services Manager	1.00	56,882	-	0	1.00	56,882
	Volunteer Services Coordinator	1.00	52,770	-	0	1.00	52,770
501500	Reg Empl-Full Time-Non-Exempt						
	Administrative Assistant	5.15	196,006	-	0	5.15	196,006
	Administrative Technician	3.85	178,798	-	0	3.85	178,798
	Audio Visual Technician	3.00	135,700	-	0	3.00	135,700
	Electrician	5.00	347,877	-	0	5.00	347,877
	Facility Security Agent	9.00	320,633	-	0	9.00	320,633
	Lead Electrician	2.00	154,581	-	0	2.00	154,581
	Lead Operating Engineer	1.00	68,027	-	0	1.00	68,027
	Operating Engineer	7.00	449,043	-	0	7.00	449,043
	Secretary II	1.00	30,798	-	0	1.00	30,798
	Services Sales Coordinator	1.00	48,316	-	0	1.00	48,316
	Marketing/Promotions Coordinator	1.00	38,938	-	0	1.00	38,938
	Information Systems Coordinator	1.00	54,100	-	0	1.00	54,100
	Ticket Services Coordinator	1.00	37,981	-	0	1.00	37,981
	Telecom & Info Systems Technician	3.00	135,680	-	0	3.00	135,680
	Utility Lead	2.00	73,978	-	0	2.00	73,978
	Utility Maintenance	3.00	89,437	-	0	3.00	89,437
	Utility Maintenance Lead	2.00	99,598	-	0	2.00	99,598
	Utility Maintenance Specialist	4.00	186,458	-	0	4.00	186,458
	Utility Worker II	40.00	1,392,347	-	0	40.00	1,392,347
502500	Regular Employees Part Time Non-Exempt	-	247,953	-	0	-	247,953
503000	Temporary Employees	-	65,954	-	0	-	65,954

**Exhibit A
Ordinance No. 13-1322**

ACCT	DESCRIPTION	Current Budget		Revision		Amended Budget	
		FTE	Amount	FTE	Amount	FTE	Amount
Metro Exposition Recreation Commission Fund							
504300	Part-Time, Non-Reimbursed Labor	-	1,132,552		0	-	1,132,552
504500	Part-Time, Reimbursed Labor-Stagehands	15.00	758,250		0	15.00	758,250
504500	Part-Time, Reimbursed Labor-Other	-	672,803		0	-	672,803
508000	Overtime	-	400,404		0	-	400,404
508500	Premium Pay / Holiday Pay		34,883		0		34,883
508600	Mobile Communication Allowance		9,720		0		9,720
	Salary Adjustment						
508900	Merit/COLA Adjustment (non-rep)		116,953		0		116,953
508911	Step Increases (AFSCME)		1,137		0		1,137
508910	COLA (represented employees)		140,146		0		140,146
508920	Gain Sharing		15,000		0		15,000
508921	Sales Incentive Program		25,000		0		25,000
<i>FRINGE</i>	<i>Fringe Benefits</i>						
510000	Fringe Benefits						
511000	Fringe Benefits - Payroll Taxes		1,018,441		5,051		1,023,492
512000	Fringe Benefits - Retirement PERS		1,966,160		7,560		1,973,720
513000	Fringe Benefits - Health & Welfare		2,447,510		11,096		2,458,606
514000	Fringe Benefits - Unemployment		109,593		0		109,593
515000	Fringe Benefits - Other Benefits		41,568		255		41,823
Total Personnel Services		173.50	\$17,657,221	1.00	\$83,962	174.50	\$17,741,183
<i>Materials & Services</i>							
<i>GOODS</i>	<i>Goods</i>						
520100	Office Supplies		201,481		0		201,481
520500	Operating Supplies		279,744		0		279,744
521000	Subscriptions and Dues		72,345		0		72,345
521400	Fuels and Lubricants		17,500		0		17,500
521500	Maintenance & Repairs Supplies		491,660		0		491,660
522500	Retail		11,000		0		11,000
<i>SVCS</i>	<i>Services</i>						
524000	Contracted Professional Svcs		998,509		100,000		1,098,509
524500	Marketing Expense		2,964,742		0		2,964,742
524600	Sponsorship Expenditures		32,450		0		32,450
524700	Visitor Development Marketing		1,330,719		0		1,330,719
525100	Utility Services		2,543,190		0		2,543,190
525500	Cleaning Services		34,200		0		34,200
526000	Maintenance & Repair Services		1,241,463		0		1,241,463
526500	Rentals		499,362		0		499,362
528000	Other Purchased Services		1,007,544		0		1,007,544
528100	Other Purchased Services - Reimb		504,219		0		504,219
529100	Food and Beverage Services		10,265,500		0		10,265,500
529200	Parking Services		264,450		0		264,450
<i>IGEXP</i>	<i>Intergov't Expenditures</i>						
530000	Payments to Other Agencies		219,625		0		219,625
531000	Taxes (Non-Payroll)		22,500		0		22,500
532000	Government Assessments		2,200,000		0		2,200,000
<i>OTHEXP</i>	<i>Other Expenditures</i>						
545000	Travel		165,900		0		165,900
545500	Staff Development		101,600		0		101,600
549000	Miscellaneous Expenditures		7,700		0		7,700
Total Materials & Services			\$25,477,403		\$100,000		\$25,577,403
<i>Capital Outlay</i>							
571000	Improve-Oth thn Bldg		80,000		0		80,000
572000	Buildings & Related		3,785,538		323,274		4,108,812
574000	Equipment & Vehicles		821,005		0		821,005
575000	Office Furniture & Equip		92,800		200,000		292,800
Total Capital Outlay			\$4,779,343		\$523,274		\$5,302,617

Exhibit A
Ordinance No. 13-1322

ACCT	DESCRIPTION	Current Budget		Revision		Amended Budget	
		FTE	Amount	FTE	Amount	FTE	Amount
Metro Exposition Recreation Commission Fund							
Total Interfund Transfers			\$5,131,804	-	\$0		\$5,131,804
<i>Contingency and Ending Balance</i>							
<i>CONT</i>	<i>Contingency</i>						
701002	* General Contingency		2,299,335		(377,236)		1,922,099
706000	* Renewal and Replacement		2,784,922		(200,000)		2,584,922
701003	* New Capital/Business Strategy Reserve		5,640,167		0		5,640,167
709000	* Contingency for Capital (TL TAX)		254,605		0		254,605
<i>UNAPP</i>	<i>Unappropriated Fund Balance</i>						
805100	* Stabilization Reserve		620,500		0		620,500
805910	* New Capital/Business Strategy Reserve						
805200	* Renewal & Replacement		8,149,842		0		8,149,842
Total Contingency and Ending Balance			\$19,749,371		(\$577,236)		\$19,172,135
TOTAL REQUIREMENTS		173.50	\$72,795,142	1.00	\$130,000	174.50	\$72,925,142

Exhibit B
Ordinance 13-1322
Schedule of Appropriations

	<u>Current</u> <u>Appropriation</u>	<u>Revision</u>	<u>Revised</u> <u>Appropriation</u>
GENERAL FUND			
Communications	2,701,648	0	2,701,648
Council Office	3,938,637	0	3,938,637
Finance & Regulatory Services	4,628,354	0	4,628,354
Human Resources	2,219,337	0	2,219,337
Information Services	3,915,095	50,000	3,965,095
Metro Auditor	725,382	0	725,382
Office of Metro Attorney	2,061,480	0	2,061,480
Oregon Zoo	31,585,451	0	31,585,451
Parks & Environmental Services	8,892,234	(13,165)	8,879,069
Planning and Development	14,216,023	0	14,216,023
Research Center	3,644,374	0	3,644,374
Sustainability Center	3,916,131	0	3,916,131
Special Appropriations	5,350,265	0	5,350,265
Non-Departmental			
Debt Service	1,720,071	0	1,720,071
Interfund Transfers	7,146,409	173,165	7,319,574
Contingency	4,216,682	(210,000)	4,006,682
<i>Total Appropriations</i>	<u>100,877,573</u>	<u>0</u>	<u>100,877,573</u>
Unappropriated Balance	15,946,701	0	15,946,701
Total Fund Requirements	<u>\$116,824,274</u>	<u>\$0</u>	<u>\$116,824,274</u>
GENERAL ASSET MANAGEMENT FUND			
Asset Management Program	10,018,546	248,165	10,266,711
Non-Departmental			
Interfund Transfers	0	0	0
Contingency	2,785,481	(75,000)	2,710,481
<i>Total Appropriations</i>	<u>12,804,027</u>	<u>173,165</u>	<u>12,977,192</u>
Unappropriated Balance	686,312	0	686,312
Total Fund Requirements	<u>\$13,490,339</u>	<u>\$173,165</u>	<u>\$13,663,504</u>
MERC FUND			
MERC	47,913,967	707,236	48,621,203
Non-Departmental			
Interfund Transfers	5,131,804	0	5,131,804
Contingency	10,979,029	(577,236)	10,401,793
<i>Total Appropriations</i>	<u>64,024,800</u>	<u>130,000</u>	<u>64,154,800</u>
Unappropriated Balance	8,770,342	0	8,770,342
Total Fund Requirements	<u>\$72,795,142</u>	<u>\$130,000</u>	<u>\$72,925,142</u>

All other appropriations remain as previously adopted

STAFF REPORT

FOR THE PURPOSE OF AMENDING THE FY 2013-14 BUDGET AND APPROPRIATIONS SCHEDULE AND THE FY 2013-14 THROUGH 2017-18 CAPITAL IMPROVEMENT PLAN

Date: October 16, 2013

Prepared by: Kathy Rutkowski 503-797-1630

BACKGROUND

Since the adoption of the budget several items have been identified that necessitate amendment to the budget. Of the eleven requests, seven are related to capital projects, two are for staffing requests and two for other miscellaneous projects. Each action is discussed separately below.

Gender-neutral restroom at the Metro Regional Center

The Adopted budget included \$60,000 in funding set aside in the General Fund's reserve for future one time expenditures pending approval of a project to construct a gender neutral restroom at the Metro Regional Center. A gender neutral restroom will make the MRC accessible to those that are uncomfortable in men's or women's rooms for any reason (for example, people who are gender nonconforming or people with caregivers or personal attendants who are a different gender from them). Other people may also benefit specifically from single-occupancy bathrooms, such as people with medical issues, who are breastfeeding or have other needs for privacy. This action transfers \$60,000 from the Reserve for Future One-Time Expenditures contingency in the General Fund to the Parks New Capital Account of the General Asset Management Fund.

Capital projects at Glendoveer Golf Course

During the budget process, \$75,000 was allocated to master planning for the clubhouse entrance and patio area and for design of an irrigation system upgrade to replace the leaking water tower with a pond and more efficient pump system. To avoid exceeding the limitations set in Oregon Budget Law regarding the increase in expenditures after approval of the budget this amount was placed in contingency rather than spendable appropriation. This action transfers the funding from contingency in the General Asset Management Fund to the Parks New Capital Account in the General Asset Management Fund.

MERC Upgrade of Standard Operating System and Office Suite

In 2013-14, the Information Service Department will commence a major upgrade to all Metro computers to move to the new standard of Windows 8.x and Office 2013. While it will take multiple months, this will be the standard work environment for ALL areas of the Agency from DRC to the Zoo to OCC to PCPA to Exec offices. This will for the first time, have a target reference user computing environment for the WHOLE Agency. To accomplish this move, we will need to purchase new software licenses for OCC, Expo and PCPA. (The Zoo and the rest of Metro has already prepaid for these advance licenses). As a budget estimate, we believe there are 300 computers that are actively in use at OCC, Expo and PCPA. \$200,000 was included in the adopted budget in an appropriated reserve for an Information Technology project to be determined. The cost and the scope of work are now finalized and a budget amendment to establish the specific project as well as a Capital Improvement Plan amendment is required. This proposed amendment requests the transfer of \$200,000 currently in a renewal and replacement contingency to Capital Equipment, It also amends the FY 2013-14 through 2017-18 five-year capital improvement plan.

Food and Beverage Capital Investments

Capital investments in the Food & Beverage program are funded from two major sources - (1) the Capital investment contribution received at contract signing and (2) a 5 percent reserve established each year based on actual sales. Food and beverage sales were strong in FY 2012-13 allowing the 5 percent reserve to pay a larger portion of the Kitchen Cooler Project. This change in project funding increased the balance available in the Aramark Capital Investment Account by \$193,274. This action amends both the MERC Five Year Plan and the Metro FY 2013-14 through FY 2017-18 5 year Capital Improvement Plan.

Green Storm Water Wall at Expo Center

The City of Portland, Bureau of Environmental Services (BES) is awarding to the Expo Center a grant for \$100,000 to build a Green Storm Water Wall at the Expo Center. This is an EPA Grant through the City of Portland, Innovative Wet Weather Program (IWWP)

Green walls are an emerging approach to integrate vegetation into urban areas. Green walls provide many benefits such as: improving environmental and human health, managing stormwater, providing space for food production, providing habitat for insects, and providing aesthetic feature especially in dense urban environments.

The City of Portland, Bureau of Environmental Services (BES) is especially interested in the stormwater management aspects of green walls. Very little data exists that shows how well green walls manage stormwater, and there is no Portland-specific data on this subject. BES will monitor the Expo green wall to determine how well it manages stormwater. The Expo green wall will be one of the only green walls world-wide that is monitored for stormwater management. The site location is adjacent to the West Delta Bar and Grill and will enhance an indoor/outdoor “food court” atmosphere for the area known as the “Connector” between Expo Halls D and E.

Green walls can be found in many different settings and with widely varying designs. Examples of numerous construction approaches and structures are available including “shelves” of soil and vegetation, vegetation planted in pockets of felt-type fabric, pre-planted trays, and vegetation growing up from the ground. Some green walls are attached to a building and others are free standing. Green wall maintenance may be similar to ecoroof maintenance.

This proposed amendment recognizes the Innovative Wet Weather Program (IWWP) Grant and an additional contribution from the City of Portland paid directly to GreenWorks for design of the green stormwater wall. It also provides additional appropriation authority for the expenditure of the project. Finally, it amends the FY 2013-14 through 2017-18 capital improvement plan. The grant requires a minimum cash or in-kind contribution of 10 percent of the total project cost (design and construction) which equals \$13,000. The in kind contribution will be provided from existing appropriations for project management services.

Completion of Metro Central Data Center

Metro has commenced the consolidation of three technology data centers into a single enterprise class center at the Oregon Convention Center (OCC). In FY 2012-13, \$286,000 was budgeted, primarily using existing renewal and replacement funds and cost savings from the IT department. The final cost to put in a dedicated, energy efficient cooling system at Oregon Convention Center’s data center location exceeds the original budget. Original estimates were based on the “physical square foot size” of the data center but failed to account for the intricacies of co-existing in the complex OCC building. Even with the additional cost, the project will have long term strategic benefits for Metro. When complete, the Data Center will

provide a more robust, reliable, modern central technology data center. This action transfers \$100,000 from the General Fund's reserve for future one time expenditures to the General Asset Management fund to complete this project. This action will also amend the FY 2013-14 through FY 2017-18 capital improvement plan.

Oregon Zoo Staffing Needs

An on-going analysis of temporary and seasonal staff usage at the Oregon Zoo has identified work that should be shifted to regular staffing in two areas. The Living Collections division has a need of an additional 0.2 FTE Program Assistant I and the Guest Services division has a need of an additional 0.5 FTE Safety and Security Officer.

Shift in Personal Services budget to expand Program Assistant I: Farm position to 0.80 FTE: The Oregon Zoo is proposing to increase the current 0.6 FTE Farm Mentor (Program Assistant I) position by 0.2 FTE in the 2013-14 fiscal year. The dollar cost to make this position 0.8 FTE is \$13,197. This will be funded through an equal reduction of temporary staff budget currently in the Living Collections budget. After submitting the original budget request, it was determined that Family Farm daily operations need to be covered by regular (permanent) staffing to ensure the highest consistency and quality in animal care. This position needs to expand in order to cover the daily husbandry requirements of the collection.

Shift in Personal Services budget to expand Safety and Security Officer to 1.0 FTE: The Oregon Zoo is proposing to increase a current 0.5 FTE Safety and Security Officer position by 0.5 FTE in the 2013-14 fiscal year. The estimated cost of this addition is \$33,366. This will be funded through an equal reduction of temporary staff budget currently in the Safety and Security budget. Analysis shows that the zoo has been supporting growing annual attendance and associated security needs through the use of temporary staff. This modifies the staffing approach by creating a full-time FTE from a part-time FTE and temporary staffing.

MERC Venues Policy Coordinator

The MERC Commission established a new three year limited duration position, venues policy coordinator, reporting to the Visitor Venues General Manager. The first project for this position is to work on an Expo Center project to address financial sustainability, including funding issues, business model, capital investments (Halls A,B,C, and Master Plan), storm water and levee fee impacts, and the Columbia River Crossing Project. The second major project will be a similar body of work with PCPA to analyze long term funding issues related to the resident company subsidy model, Schnitz / Main Street project, and how all those conversations tie together for political and stakeholder audiences. Additional projects will be determined following an evaluation of project priorities. This is a three year limited duration position. This proposal requests \$83,962 for year one of the three years funded from the MERC Operating Contingency. Future year funding will be identified through the budget development process and be included in the MERC Administration cost. The MERC Fund Operating Contingency will be replenished from the Renewal & Replacement Reserve the following year.

Lone Fir Cremation Garden Project

The project budget for the Lone Fir Cremation Garden was increased at the end of FY 2012-13. The change occurred after the final date for budget amendments. This amendment is necessary to reimburse the Parks Capital Account for the increased expense. Reimbursement is coming from the Cemetery Program operating budget. This action transfers \$13,165 from the Cemetery program in the General Fund to the Parks Capital Account in the General Asset Management Fund

Review of First Opportunity Target Area

Metro is embarking on a project to review and update the current First Opportunity Target Area (FOTA) program. This review will include an opportunity to engage the historic community within the FOTA, younger generations of FOTA families, and other community stakeholders. The outcome of this project will be a set of key recommendations for the MERC Commission to consider in their deliberations on how to be most effective with the FOTA 23 years after its creation. This proposal is requesting \$100,000 for contracted professional services funded from the MERC Fund Operating Contingency. The Operating contingency will be replenished from the Renewal & Replacement Reserve the following year.

Budget Software Maintenance Costs

Metro implemented budget management software in FY 2012-13. The FY 2013-14 budget did not include the first year of required funding for maintenance of the new software. This action adds the funding transferring \$50,000 from the General Fund contingency to the Information Services budget.

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. Metro code chapter 2.02.040 requires the Metro Council to approve the addition of any position to the budget. 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 for changes in operations as described above; increases FTE to two part-time positions at the Oregon Zoo; recognizes an additional FTE in the MERC fund and provides appropriate funding; transfers approximately \$528,000 set aside in various contingencies for a variety of capital improvement projects; provide funding to review the First Opportunity Target Area; recognizes new grant revenues and associated appropriation; and amends the capital improvement plan as needed.
4. **Budget Impacts:** This action has the following impact on the FY 2013-14 budget:
 - Transfers \$60,000 set aside in the General Fund Reserve for Future One-Time Expenditures contingency to the General Asset Management Fund to build a gender neutral restroom at Metro Regional Center
 - Transfers \$75,000, placed in contingency at the time the budget was adopted, to the Regional Parks New Capital Account of the General Asset Management Fund to provide for master planning and design work of projects at Glendoveer Golf Course.
 - Increases FTE in two part-time positions at the Oregon Zoo by reducing the reliance on temporary staff.

- Provides funding for a new three year limited duration MERC Venues Policy Coordinator position established by the MERC Commission transferring \$83,962 from the MERC Fund contingency for the first year of the position.
- Provides funding for a project to review and update the current First Opportunity Target Area program by transferring \$100,000 for the MERC Fund contingency.
- Transfers \$200,000 set aside in the MERC Fund contingency to provide funding for MERC's portion of an agency project to upgrade to a standard Windows operating system and Office suite.
- Allocates additional food and beverage capital investment reserves earned due to strong food and beverage sales at the Oregon Convention Center during FY 2012-13 and provide an additional \$193,274 to the Kitchen Cooler project.
- Recognizes \$130,000 in grant funds and related appropriations to build a Green Storm Water Wall at the Expo Center.
- Transfers \$100,000 set aside in the General Fund Reserve for Future One-Time Expenditures contingency to the General Asset Management Fund to complete the central data center project.
- Provides for annual maintenance of the new budget management software transferring \$50,000 from the General Fund contingency.
- Amends the FY 2013-14 through FY 2017-18 Capital Improvement Plan to recognize the changes in the project mentioned above.

RECOMMENDED ACTION

The Chief Operating Office recommends adoption of this Ordinance.