

BEFORE THE METRO COUNCIL

AMENDING THE FY 2014-15 BUDGET AND)
APPROPRIATIONS SCHEDULE TO PROVIDE FOR)
A CHANGE IN OPERATIONS)

RESOLUTION NO 14-4544

) Introduced by Martha Bennett, Chief
) Operating Officer, with the concurrence of
) Council President Tom Hughes

WHEREAS, the Metro Council has reviewed and considered the need to increase appropriations within the FY 2014-15 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

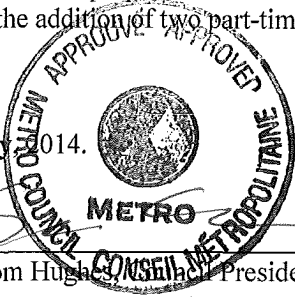
WHEREAS, ORS 294.463(1) provides for transfers of appropriations within a fund, including transfers from contingency that do not exceed 15 percent of a fund's appropriations, if such transfers are authorized by official resolution or ordinance of the governing body for the local jurisdiction, and

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,

BE IT RESOLVED,

That the FY 2014-15 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 transferring appropriations to provide for a change in operations and authorizing the addition of two part-time 0.50 FTE Animal Keeper positions.

ADOPTED by the Metro Council this 24th day of July 2014.


for Tom Hughes, Council President

APPROVED AS TO FORM:

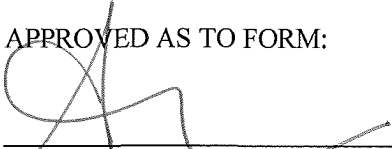

Alison Kean, Metro Attorney

Exhibit A
Resolution No. 14-4544

ACCT	DESCRIPTION	Current Budget	Revision	Amended Budget
General Fund				
General Fund - Oregon Zoo				
Expenditures				
<i>Personnel Services</i>				
501000	Reg Employees-Full Time-Exempt	4,676,831	-	4,676,831
501500	Reg Empl-Full Time-Non-Exempt	4,652,019	-	4,652,019
502000	Reg Employees-Part Time-Exempt	63,668	-	63,668
502500	Reg Empl-Part Time-Non-Exempt	1,037,218	46,012	1,083,230
503000	Temporary Employees - Hourly	1,621,092	(58,372)	1,562,720
503100	Temporary Employees - Salaried	-	-	-
504000	Seasonal Employees	1,138,493	-	1,138,493
508000	Overtime	275,786	-	275,786
508500	Premium Pay	-	-	-
508600	Mobile Comm Allowance	-	-	-
510000	Fringe Benefits-Inactive	-	-	-
511000	Fringe - Payroll Taxes	1,139,705	(1,702)	1,138,003
512000	Fringe - Retirement PERS	1,241,473	(1,014)	1,240,459
513000	Fringe - Health & Welfare	2,555,832	14,408	2,570,240
514000	Fringe - Unemployment	93,664	-	93,664
515000	Fringe - Other Benefits	43,814	668	44,482
519000	Pension Oblig Bonds Contrib	104,315	-	104,315
519500	Fringe - Insurance - Opt Out	-	-	-
Total Personnel Services		18,643,910	-	18,643,910
Total Materials and Services		12,136,665	-	12,136,665
TOTAL REQUIREMENTS		\$30,780,575	\$0	\$30,780,575
TOTAL FTE		173.60	1.00	174.60

Exhibit A
Resolution No. 14-4544

ACCT	DESCRIPTION	Current Budget	Revision	Amended Budget
MERC Fund				
MERC Fund				
Expenditures				
	<i>Materials and Services</i>			
520100	Office Supplies	50,990	-	50,990
520110	Computer Equipment	61,950	-	61,950
520120	Meetings Expenditures	29,479	-	29,479
520130	Postage	12,151	-	12,151
520140	Promotion/Consulting Supplies	62,300	-	62,300
520500	Operating Supplies	86,856	-	86,856
520510	Operating Supplies - Small Tools, Equip	21,315	-	21,315
520520	Operating Supplies - Audio Visual	24,000	-	24,000
520530	Operating Supplies - Coat Check	2,500	-	2,500
520540	Operating Supplies - Medical & Veterinary	3,250	-	3,250
520550	Operating Supplies - Telecommunications	11,865	-	11,865
520560	Operating Supplies - Tickets	17,657	-	17,657
520570	Operating Supplies - Production	9,250	-	9,250
520571	Operating Supplies - Show and Stage	35,700	-	35,700
520580	Operating Supplies - Uniforms	50,615	-	50,615
520590	Operating Supplies - Sustainability	12,000	-	12,000
521000	Subscriptions and Dues	500	-	500
521100	Membership & Professional Dues	52,942	-	52,942
521200	Publicaitons and Subscriptions	3,950	-	3,950
521400	Fuels and Lubricants - General	19,900	-	19,900
521500	Maintenance & Repairs Supplies	22,000	-	22,000
521510	Maintenance & Repairs Supplies - Technology	7,389	-	7,389
521520	Maintenance & Repairs Supplies - Building	93,250	-	93,250
521521	Maintenance & Repairs Supplies - HVAC	63,800	-	63,800
521522	Maintenance & Repairs Supplies - Lightbulbs & Ballasts	47,700	-	47,700
521530	Maintenance & Repairs Supplies - Custodial	151,000	-	151,000
521540	Maintenance & Repairs Supplies - Electrical	76,150	-	76,150
521550	Maintenance & Repairs Supplies - Grounds/Landscape	8,150	-	8,150
521560	Maintenance & Repairs Supplies - Equipment	98,150	-	98,150
521570	Maintenance & Repairs Supplies - Vehicles	1,860	-	1,860
521590	Maintenance & Repairs Supplies - Disposabe Protective Gear	1,900	-	1,900
522500	Retail	12,000	-	12,000
524000	Contracted Professional Svcs	121,000	-	121,000
524010	Contracted Prof Svcs - Accounting & Auditing	20,000	-	20,000
524020	Contracted Prof Svcs - Attorney & Legal	200,824	-	200,824
524040	Contracted Prof Svcs - Promotion & Public Relations	27,700	-	27,700
524050	Contracted Prof Svcs - Advertising	129,130	-	129,130
524060	Contracted Prof Svcs - Information Technology Services	25,500	-	25,500
524070	Contracted Prof Svcs - Management, Consulting & Communication Services	617,300	-	617,300
524075	Contracted Prof Svcs - Recruiting Services	6,850	-	6,850
524080	Contracted Prof Svcs - Architectural and Design (non-cap)	-	600,000	600,000
524510	Sales and Marketing Contract	3,100,000	-	3,100,000
524600	Sponsorship Expenditures	32,500	-	32,500
524700	Visitor Develop Marketing	463,702	-	463,702
525110	Utility Services - Internet	86,000	-	86,000
525120	Utility Services - Telecommunications	120,309	-	120,309
525130	Utility Services - Electricity	1,450,840	-	1,450,840
525140	Utility Services - Natural Gas	340,250	-	340,250
525150	Utility Services - Sanitation & Refuse Removal	100,775	-	100,775

Exhibit A
Resolution No. 14-4544

ACCT	DESCRIPTION	Current Budget	Revision	Amended Budget
MERC Fund				
MERC Fund				
Expenditures				
525160	Utility Services - Water & Sewer	399,324	-	399,324
525500	Cleaning Services	37,300	-	37,300
526000	Maintenance & Repair Services	6,515	-	6,515
526010	Maintenance & Repair Services - Building	421,600	-	421,600
526011	Maintenance & Repair Services - Painting	46,375	-	46,375
526012	Maintenance & Repair Services - Electricity	7,300	-	7,300
526013	Maintenance & Repair Services - Elevator & Escalator	233,100	-	233,100
526014	Maintenance & Repair Services - HVAC	105,400	-	105,400
526020	Maintenance & Repair Services - Equipment	108,990	-	108,990
526030	Maintenance & Repair Services - Grounds	77,570	-	77,570
526040	Maintenance & Repair Services - Technology	58,347	-	58,347
526050	Maintenance & Repair Services - Vehicles	3,560	-	3,560
526060	Maintenance & Repair Services - Safety	48,720	-	48,720
526100	Capital Maintenance - CIP	266,500	-	266,500
526300	Software Maintenance	172,877	-	172,877
526520	Rentals - Equipment	19,265	-	19,265
526530	Rentals - Office Equipment	41,870	-	41,870
526540	Rentals - Vehicle	13,070	-	13,070
526550	Rentals - Production	7,500	-	7,500
526555	Rentals - Air Space	217,174	-	217,174
526560	Rentals - Parking Space	11,620	-	11,620
526580	Rentals - Audio Visual	290,250	-	290,250
527000	Insurance	-	-	-
528000	Other Purchased Services	41,000	-	41,000
528030	Other Purchased Services - Delivery, Shipping & Courier	38,000	-	38,000
528060	Other Purchased Services - EMT & Medical	4,928	-	4,928
528070	Other Purchased Services - Trade Shows	15,000	-	15,000
528080	Other Purchased Services - Agency Fees	399,000	-	399,000
528091	Other Purchased Services - City Police	50,870	-	50,870
528092	Other Purchased Services - Traffic Control	14,671	-	14,671
528093	Other Purchased Services - Piano Tuning	3,000	-	3,000
528094	Other Purchased Services - Linens	16,500	-	16,500
528095	Other Purchased Services - Physical Capacity Testing	2,555	-	2,555
528099	Other Purchased Services - Sustainability	9,900	-	9,900
528110	Other Purch Services - Reimb - Show Services	3,500	-	3,500
528120	Other Purch Services - Reimb - Security	91,620	-	91,620
528130	Other Purch Services - Reimb - Stagehand	330,000	-	330,000
528140	Other Purch Services - Reimb - Talent & Entertainment	14,420	-	14,420
528150	Other Purch Services - Reimb - Audio Visual	39,500	-	39,500
528160	Other Purch Services - Reimb - Stage Equipment	-	-	-
528200	Banking Services	16,059	-	16,059
528210	Credit Card Fees	469,065	-	469,065
528220	ATM Fees and Services	515	-	515
528300	Other Purchased Services - Temporary Help Services	56,200	-	56,200
528400	Other Purchased Services - Printing & Graphics	53,895	-	53,895
529101	Food & Beverage Services - Advertising & Promotion	3,400	-	3,400
529102	Food & Beverage Services - Banking Fees	549	-	549
529104	Food & Beverage Services - Postage	800	-	800
529106	Food & Beverage Services - General Insurance	430,936	-	430,936
529107	Food & Beverage Services - Cash Over/Short	2,291	-	2,291
529108	Food & Beverage Services - Rental Exp - Vehicle	500	-	500

Exhibit A
Resolution No. 14-4544

ACCT	DESCRIPTION	Current Budget	Revision	Amended Budget
MERC Fund				
MERC Fund				
Expenditures				
529109	Food & Beverage Services - Services - Vehicles	1,587	-	1,587
529110	Food & Beverage Services - Freight Chargeouts	1,087	-	1,087
529111	Food & Beverage Services - Recruiting	3,287	-	3,287
529112	Food & Beverage Services - Other	20,154	-	20,154
529120	Food & Beverage Services - Food Cost	2,697,104	-	2,697,104
529121	Food & Beverage Services - Beverage Cost	302,710	-	302,710
529122	Food & Beverage Services - Liquor Cost	65,789	-	65,789
529123	Food & Beverage Services - Wine Cost	95,453	-	95,453
529124	Food & Beverage Services - Beer Cost	126,961	-	126,961
529127	Food & Beverage Services - National Vendor Rebate (contra)	(141,000)	-	(141,000)
529129	Food & Beverage Services - Other	2,800	-	2,800
529130	Food & Beverage Services - Direct Salary & Wage - Mgmt	1,618,280	-	1,618,280
529131	Food & Beverage Services - Direct Salary & Wage - Hourly	3,857,988	-	3,857,988
529132	Food & Beverage Services - Payroll Laundry	2,500	-	2,500
529133	Food & Beverage Services - Subcontractor Payout	222,086	-	222,086
529134	Food & Beverage Services - Rental Exp - Equipment	45,700	-	45,700
529135	Food & Beverage Services - Replacements	10,397	-	10,397
529136	Food & Beverage Services - Travel - Meals & Entertainment	3,200	-	3,200
529137	Food & Beverage Services - Travel - Lodging	3,500	-	3,500
529139	Food & Beverage Services - Other Labor & Related	1,643,316	-	1,643,316
529140	Food & Beverage Services - Employee Welfare	2,500	-	2,500
529150	Food & Beverage Services - Services - Software License Fees	3,000	-	3,000
529151	Food & Beverage Services - Services - Contract Cleaning	49,426	-	49,426
529152	Food & Beverage Services - Services - Consulting	1,800	-	1,800
529153	Food & Beverage Services - Services - Legal	5,600	-	5,600
529154	Food & Beverage Services - Services - Repair & Maintenance	10,600	-	10,600
529155	Food & Beverage Services - Services - Professional	15,500	-	15,500
529156	Food & Beverage Services - Services - Talent & Entertainment	-	-	-
529157	Food & Beverage Services - Services - Security	29,500	-	29,500
529158	Food & Beverage Services - Services - Technology R & M	11,500	-	11,500
529159	Food & Beverage Services - Services - Telecommunications	11,760	-	11,760
529160	Food & Beverage Services - Supplies- Custodial & Janitorial	7,700	-	7,700
529161	Food & Beverage Services - Supplies - Equipment	8,000	-	8,000
529169	Food & Beverage Services - Services - Other	600	-	600
529170	Food & Beverage Services - Supplies - Cafeteria	66,239	-	66,239
529171	Food & Beverage Services - Supplies - Flowers & Decoration	2,600	-	2,600
529172	Food & Beverage Services - Supplies - Linen, Uniform & Laundry	166,000	-	166,000
529173	Food & Beverage Services - Supplies - Misc.	2,708	-	2,708
529174	Food & Beverage Services - Supplies - Office	20,550	-	20,550
529179	Food & Beverage Services - Other	409	-	409
529186	Food & Bev Svcs Spent Mktg Res/F&B S M R	(55,482)	-	(55,482)
529190	Food & Beverage Services - Reserve Capital 2%	380,162	-	380,162
529191	Food & Beverage Services - Spent Capital Reserve 2%	(106,963)	-	(106,963)
529192	Food & Beverage Services - Reserve Maintenance 1%	194,082	-	194,082
529193	Food & Beverage Services - Spent Maintenance Reserve 1%	(55,482)	-	(55,482)
529194	Food & Beverage Services - Reserve Utilities 1%	194,082	-	194,082
529195	Food & Beverage Services - Spent Utility Reserve 1%	(55,482)	-	(55,482)
529196	Food & Beverage Services - Reserve Marketing 1%	194,082	-	194,082
529198	Food & Beverage Services - Net Gross Receipts Percent	494,096	-	494,096
529199	Food & Beverage Services - Percent of Net Profit	251,340	-	251,340
529210	Parking Services - Parking Lot Management	238,017	-	238,017

Exhibit A
Resolution No. 14-4544

ACCT	DESCRIPTION	Current Budget	Revision	Amended Budget
MERC Fund				
MERC Fund				
Expenditures				
530010	License & Permit Fees	119,395	-	119,395
531000	Taxes (Non-Payroll)	33,313	-	33,313
532000	Government Assessments	3,500	-	3,500
545100	Travel and Lodging	126,679	-	126,679
545200	Mileage, Taxi and Parking	13,111	-	13,111
545300	Meals & Entertainment	50,348	-	50,348
545500	Staff Development	85,350	-	85,350
545520	Conference Fees	44,325	-	44,325
549000	Miscellaneous Expenditures	62,679	-	62,679
549010	Tri-Met Transit Pass	77,837	-	77,837
Total Materials and Services		25,985,980	600,000	26,585,980
Total Capital Outlay		7,419,300	-	7,419,300
Total Interfund Transfers		5,680,018	-	5,680,018
<i>Contingency</i>				
701002	Contingency - Operating	2,645,000	-	2,645,000
701003	Contingency - New Capital-Business Strategy Reserve	6,152,144	(600,000)	5,552,144
706000	Contingency - Renew & Replacement	20,020,079	-	20,020,079
Total Contingency		28,817,223	(600,000)	28,217,223
TOTAL REQUIREMENTS		\$86,334,573	\$0	\$86,334,573
TOTAL FTE		182.35	0.00	182.35

Exhibit A
Resolution No. 14-4544

ACCT	DESCRIPTION	Current Budget	Revision	Amended Budget
Smith and Bybee Wetlands Fund				
Expenditures				
<i>Materials and Services</i>				
525000	Contracted Property Services	65,000	140,075	205,075
Total Materials and Services		65,000	140,075	205,075
<i>Interfund Transfers</i>				
582000	Transfer for Direct Costs	107,596	-	107,596
Total Interfund Transfers		107,596	-	107,596
<i>Contingency</i>				
700000	Contingency	1,200,000	(140,075)	1,059,925
Total Contingency		1,200,000	(140,075)	1,059,925
<i>Unappropriated Fund Balance</i>				
805000	Unapp FB - Reserves	2,077,372	-	2,077,372
Total Unappropriated Fund Balance		2,077,372	-	2,077,372
TOTAL REQUIREMENTS		\$3,449,968	\$0	\$3,449,968

Exhibit B
Resolution 14-4544
Schedule of Appropriations

	Current Appropriation	Revision	Revised Appropriation
MERC FUND			
MERC	51,837,332	600,000	52,437,332
Non-Departmental			
Interfund Transfers	5,680,018	-	5,680,018
Contingency	28,817,223	(600,000)	28,217,223
	<i>Total Appropriations</i>		86,334,573
Unappropriated Balance	-	-	-
Total Fund Requirements	\$86,334,573	\$0	\$86,334,573
SMITH AND BYBEE WETLANDS FUND			
Parks and Environmental Services	65,000	140,075	205,075
Non-Departmental			
Interfund Transfers	107,596	-	107,596
Contingency	1,200,000	(140,075)	1,059,925
	<i>Total Appropriations</i>		1,372,596
Unappropriated Balance	2,077,372	-	2,077,372
Total Fund Requirements	\$3,449,968	\$0	\$3,449,968

All Other Appropriations Remain as Previously Adopted

STAFF REPORT

FOR THE PURPOSE OF AMENDING THE FY 2014-15 BUDGET AND APPROPRIATIONS SCHEDULE TO PROVIDE FOR A CHANGE IN OPERATIONS

Date: July 5, 2014

Prepared by: Kathy Rutkowski 503-797-1630

BACKGROUND

Several items have been identified that necessitate amendment to the budget.

Oregon Convention Center Hotel Pre-Development Costs

Due to continued opposition to the Oregon Convention Center Hotel project and the additional risk that it brings to the project, Metro has agreed to share pre-development costs with Mortenson. This contribution to pre-development costs is in an amount not to exceed \$600,000, made available as a reimbursement to Mortenson for select pre-development costs on a 40/60 pro-rata basis. These funds will be an advance on the Metro Grant of \$4.0 million. Sharing these costs provides a path for the project to move forth despite the opposition. These funds were not budgeted as a line item for the 2014-15 budget, as we were waiting for Council to approve the Development and Financing Agreement, which they did with Resolution 14-4520 on June 26, 2014. This budget amendment requests the transfer of \$600,000 from the Oregon Convention Center contingency to contracted professional services.

Oregon Zoo Staffing Needs

The Oregon Zoo continues its on-going analysis of temporary and seasonal staff usage and has identified additional work that should be shifted to regular staffing in two areas. This amendment proposes an additional 1.0 FTE of regular staff, consisting of one 0.5 FTE Animal Keeper to support the Condor program and one 0.5 FTE late-routine keeper. These positions will perform duties previously handled by temporary employees and will be funded by an equivalent reduction in temporary staff budget. Adding consistent, year-round staff to these areas will provide better animal care and further a culture of organizational excellence.

Smith & Bybee Restoration Projects

Three natural area restoration projects were identified for FY 2014-15 in the Smith & Bybee Wetlands Fund after the budget was approved. These projects are:

1. Smith & Bybee St. Johns Prairie LR400 (\$7,000) - This project is restoring regionally rare prairie habitat on the former St. Johns Landfill site, including habitat for the federally threatened Streaked Horned Lark and regionally rare Western Meadowlark.
2. Smith & Bybee Emergent Wetland LR401 (\$35,875) - This project aims to enhance regional rare Columbia sedge meadows. Tasks include a variety of vegetation management and adaptive management effectiveness monitoring. The Smith & Bybee Conservation and Natural Resources Plan (CNRP) specifically calls for monitoring to occur 2 out of every 5 years and 2014 is one of the years the monitoring is required. The work is contingent on drawdown in Smith Lake.
3. Smith & Bybee Forested Wetland LR402 (\$97,200) - This project protects and enhances Oregon Ash Wetlands bottomland hardwood forest. Project goals include protecting "old-growth" ash

trees by caging, suppressing invasive species and planting natives in order to increase the acres of forest habitat.

This action requests a transfer of \$140,075 from the Smith and Bybee Wetlands Fund contingency to material and services to fund these projects.

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 – providing for a cost sharing of Oregon Convention Center hotel pre-development costs in an amount not to exceed \$600,000; converting temporary staffing to regular positions at the Oregon Zoo; and funding three restoration projects at Smith & Bybee Wetlands.
4. **Budget Impacts:** This action has the following impact on the FY 2014-15 budget:
 - Transfers \$600,000 from the Oregon Convention Center contingency to provide for pre-development costs associated with the hotel project. Pre-development costs will be shared with the developer on a 40/60 pro-rata basis, will not exceed \$600,000, and will be an advance on the Metro Grant of \$4.0 million.
 - Converts temporary staffing to regular positions requesting the addition of two 0.50 FTE Animal Keepers.
 - Transfers \$140,075 from the Smith and Bybee Wetlands Fund contingency to fund several projects identified after the budget was approved.

RECOMMENDED ACTION

The Chief Operating Office recommends adoption of this Resolution.