

BEFORE THE METRO COUNCIL

FOR THE PURPOSE OF AMENDING THE FY	)	ORDINANCE NO. 04-1062
2004-05 BUDGET AND APPROPRIATIONS	)	
SCHEDULE RECOGNIZING \$1,586,918 IN	)	Introduced by Mike Jordan, Chief Operating
GRANT FUNDS AND PRIVATE	)	Officer, with the concurrence of the Council
CONTRIBUTIONS FOR A SERIES OF SPECIFIC	)	President
PROJECTS IN THE REGIONAL PARKS	)	
OPERATING FUND; TRANSFERRING \$19,765	)	
FROM CONTINGENCY TO OPERATING	)	
EXPENSES IN THE REGIONAL PARKS	)	
OPERATING FUND; AMENDING THE FY 2004-	)	
05 THROUGH FY 2008-09 CAPITAL	)	
IMPROVEMENT PLAN; AND DECLARING AN	)	
EMERGENCY	)	

WHEREAS, the Metro Council has reviewed and considered the need to transfer appropriations within the FY 2004-05 Budget; and

WHEREAS, Oregon Budget Law ORS 294.326(3) allows for the expenditure in the year of receipt of grants, gifts, bequests, and other devices received by a municipal corporation in trust for a specific purpose; and

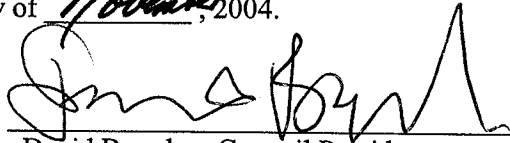
WHEREAS, the need for the transfer of appropriation has been justified; and

WHEREAS, adequate funds exist for other identified needs; now, therefore,

THE METRO COUNCIL ORDAINS AS FOLLOWS:

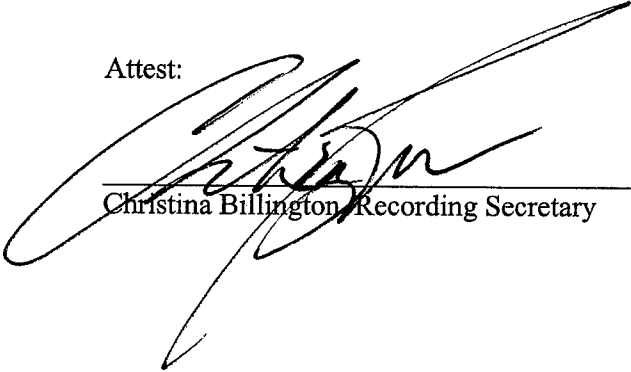
1. That the FY 2004-05 Budget and Schedule of Appropriations are hereby amended as shown in the column entitled "Revision" of Exhibits A and B to this Ordinance for the purpose of recognizing \$1,586,918 in grant funds and private contributions for a series of specific projects and transferring \$19,765 from contingency to operating expenses in the Regional Parks Operating Fund.
2. That the FY 2004-05 through FY 2008-09 Capital Improvement Plan is hereby amended to include the projects shown in Exhibit C to this Ordinance.
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 18<sup>th</sup> day of November, 2004.

  
\_\_\_\_\_  
David Bragdon, Council President

Attest:

Approved as to Form:

  
\_\_\_\_\_  
Christina Billington, Recording Secretary

  
\_\_\_\_\_  
Daniel B. Cooper, Metro Attorney



**Exhibit A**  
**Ordinance No. 04-1062**

ACCT	DESCRIPTION	Current Budget		Revision		Amended Budget	
		FTE	Amount	FTE	Amount	FTE	Amount
<b>Regional Parks Operating Fund</b>							
<b><u>Resources</u></b>							
<i>BEGBAL</i>	<i>Beginning Fund Balance</i>		3,700,311		0		3,700,311
<i>GRANTS</i>	<i>Grants</i>						
4100	Federal Grants - Direct		196,200		108,443		304,643
4110	State Grants - Direct		0		149,475		149,475
<i>LGSHRE</i>	<i>Local Gov't Share Revenues</i>						
4135	Marine Board Fuel Tax		115,000		0		115,000
4139	Other Local Govt Shared Rev.		288,975		0		288,975
<i>GVCNTB</i>	<i>Gov't Contributions</i>						
4145	Government Contributions		40,300		0		40,300
<i>CHGSVC</i>	<i>Charges for Service</i>						
4165	Boat Launch Fees		167,495		0		167,495
4230	Product Sales		1,500		0		1,500
4280	Grave Openings		175,000		0		175,000
4285	Grave Sales		128,100		0		128,100
4500	Admission Fees		638,600		0		638,600
4510	Rentals		480,380		0		480,380
4550	Food Service Revenue		19,207		0		19,207
4560	Retail Sales		3,000		0		3,000
4580	Utility Services		750		0		750
4610	Contract Revenue		947,303		0		947,303
4650	Miscellaneous Charges for Svc		31,000		0		31,000
<i>INTRST</i>	<i>Interest Earnings</i>						
4700	Interest on Investments		60,000		0		60,000
<i>DONAT</i>	<i>Contributions from Private Sources</i>						
4750	Donations and Bequests		22,000		1,329,000		1,351,000
<i>MISCRV</i>	<i>Miscellaneous Revenue</i>						
4890	Miscellaneous Revenue		11,500		0		11,500
<i>INTSRV</i>	<i>Internal Service Transfers</i>						
4980	Transfer for Direct Costs						
	* from Solid Waste Revenue Fund		3,150		0		3,150
<i>EQTREV</i>	<i>Fund Equity Transfers</i>						
4970	Transfer of Resources						
	* from General Fund (general allocation)		476,847		0		476,847
	* from General Fund (1% on SW revenues)		730,198		0		730,198
	* from General Fund (\$1 per ton)		1,235,149		0		1,235,149
	* from General Fund (\$1.50 per ton)		1,512,917		0		1,512,917
	* from General Fund (landbanking)		231,008		0		231,008
<b>TOTAL RESOURCES</b>			<b>\$11,215,890</b>		<b>\$1,586,918</b>		<b>\$12,802,808</b>

**Exhibit A  
Ordinance No. 04-1062**

ACCT	DESCRIPTION	Current Budget		Revision		Amended Budget	
		FTE	Amount	FTE	Amount	FTE	Amount
<b>Regional Parks Operating Fund</b>							
<b><u>Personal Services</u></b>							
<i>SALWGE Salaries &amp; Wages</i>							
5010	Reg Employees-Full Time-Exempt						
	Director II	1.00	99,470	-	0	1.00	99,470
	Manager II	2.00	168,105	-	0	2.00	168,105
	Program Analyst IV	1.00	57,364	-	0	1.00	57,364
	Service Supervisor IV	2.00	118,002	-	0	2.00	118,002
	Administrative Assistant	1.00	36,217	-	0	1.00	36,217
	Associate Management Analyst	0.75	42,148	-	0	0.75	42,148
	Assistant Management Analyst	1.00	48,568	-	0	1.00	48,568
	Associate Regional Planner	2.00	112,536	-	0	2.00	112,536
	Education Coordinator II	1.00	50,971	-	0	1.00	50,971
	Manager I	2.50	183,097	-	0	2.50	183,097
	Program Analyst III	1.00	48,886	-	0	1.00	48,886
	Senior Regional Planner	2.00	136,604	-	0	2.00	136,604
5015	Reg Empl-Full Time-Non-Exempt						
	Arborist	1.00	47,544	-	0	1.00	47,544
	Park Ranger	12.00	503,124	-	0	12.00	503,124
	Program Assistant 2	1.00	39,964	-	0	1.00	39,964
	Education Coordinator I	1.50	64,712	-	0	1.50	64,712
	Secretary	3.00	93,026	-	0	3.00	93,026
	Senior Gardener	1.00	41,927	-	0	1.00	41,927
5020	Reg Empl-Part Time-Exempt						
	Senior Regional Planner	0.80	54,641	-	5,840	0.80	60,481
	Associate Regional Planner	1.30	66,214	-	0	1.30	66,214
	Volunteer Coordinator II	1.00	56,196	-	0	1.00	56,196
	Asst. Public Affairs Specialist	0.50	23,110	-	0	0.50	23,110
5030	Temporary Employees		319,614		50,464		370,078
5080	Overtime		15,420		0		15,420
	Salary Adjustments						
	Adjustment Pool (Non-Rep/AFSCME)		71,532		0		71,532
	COLA (all other employee groups)		11,852		0		11,852
<i>FRINGE Fringe Benefits</i>							
5100	Fringe Benefits						
	Base Fringe		823,625		19,113		842,738
<b>Total Personal Services</b>		<b>40.35</b>	<b>\$3,334,469</b>	<b>0.00</b>	<b>\$75,417</b>	<b>40.35</b>	<b>\$3,409,886</b>

**Exhibit A  
Ordinance No. 04-1062**

ACCT	DESCRIPTION	Current Budget		Revision		Amended Budget	
		FTE	Amount	FTE	Amount	FTE	Amount
<b>Regional Parks Operating Fund</b>							
<b><u>Materials &amp; Services</u></b>							
<i>GOODS Goods</i>							
5201	Office Supplies		39,587		4,733		44,320
5205	Operating Supplies		48,880		12,400		61,280
5210	Subscriptions and Dues		2,450		0		2,450
5215	Maintenance & Repairs Supplies		84,210		0		84,210
5225	Retail		10,900		0		10,900
<i>SVCS Services</i>							
5240	Contracted Professional Svcs		616,200		1,496,058		2,112,258
5250	Contracted Property Svcs		26,148		0		26,148
5251	Utility Services		108,865		0		108,865
5255	Cleaning Services		250		0		250
5260	Maintenance & Repair Services		57,915		0		57,915
5265	Rentals		34,630		0		34,630
5270	Insurance		18,000		0		18,000
5280	Other Purchased Services		41,235		0		41,235
5290	Operations Contracts		1,600		0		1,600
<i>IGEXP Intergov't Expenditures</i>							
5300	Payments to Other Agencies		264,540		8,800		273,340
5310	Taxes (Non-Payroll)		158,100		0		158,100
<i>OTHEXP Other Expenditures</i>							
5450	Travel		3,110		0		3,110
5455	Staff Development		10,800		0		10,800
5490	Miscellaneous Expenditures		17,971		0		17,971
<b>Total Materials &amp; Services</b>			<b>\$1,545,391</b>		<b>\$1,521,991</b>		<b>\$3,067,382</b>
<b>Total Interfund Transfers</b>			<b>\$2,902,040</b>		<b>\$0</b>		<b>\$2,902,040</b>
<b><u>Contingency and Ending Balance</u></b>							
<i>CONT Contingency</i>							
5999	Contingency						
	* General contingency		205,192		(19,765)		185,427
	* Prior Year PERS Reserve		143,000		0		143,000
	* Current Year PERS Reserve		145,716		0		145,716
<i>UNAPP Unappropriated Fund Balance</i>							
5990	Unappropriated Fund Balance						
	* Undesignated		946,422		9,275		955,697
	* Cash Flow Reserve		961,000		0		961,000
	* Renew, Replacement & Capital Imp		1,032,660		0		1,032,660
<b>Total Contingency and Ending Balance</b>			<b>\$3,433,990</b>		<b>(\$10,490)</b>		<b>\$3,423,500</b>
<b>TOTAL REQUIREMENTS</b>		<b>40.35</b>	<b>\$11,215,890</b>	<b>0.00</b>	<b>\$1,586,918</b>	<b>40.35</b>	<b>\$12,802,808</b>

**Exhibit B**  
**Ordinance No. 04-1062**  
**FY 2004-05 SCHEDULE OF APPROPRIATIONS**

	<u>Current</u> <u>Appropriation</u>	<u>Revision</u>	<u>Amended</u> <u>Appropriation</u>
<b>REGIONAL PARKS OPERATING FUND</b>			
Operating Expenses (PS & M&S)	\$4,879,860	\$1,597,408	\$6,477,268
Interfund Transfers	2,902,040	0	2,902,040
Contingency	493,908	(19,765)	474,143
Unappropriated Balance	2,940,082	9,275	2,949,357
<b>Total Fund Requirements</b>	<b>\$11,215,890</b>	<b>\$1,586,918</b>	<b>\$12,802,808</b>

*All Other Appropriations Remain as Previously Adopted*

**EXHIBIT C  
Ordinance 04-1062**

**Capital Project Request - Project Detail**

**Project Title:**  **Fund:**   
**Project Status:**  **Funding Status:**  **FY First Authorized:**  **Department:**   
**Project Number:**  **Active:**  **Dept. Priority:**  **Facility:**  **Division:**   
**Source Of Estimate:**  **Source:**  **Start Date:**  **Date:**   
**Type of Project:**  **Request Type:**  **Completion Date:**  **Prepared By:**

Project Estimates	Actual	Budget/Est	Prior						
Capital Cost:	Expend	2003-2004	Years	2004-2005	2005-2006	2006-2007	2007-2008	2008-2009	Total
Restoration	\$0	\$0	\$0	\$1,200,000	\$0	\$0	\$0	\$0	\$1,200,000
<b>Total:</b>	\$0	\$0	\$0	\$1,200,000	\$0	\$0	\$0	\$0	\$1,200,000

**Funding Source:**

Donations	\$0	\$0	\$0	\$1,200,000	\$0	\$0	\$0	\$0	\$1,200,000
<b>Total:</b>	\$0	\$0	\$0	\$1,200,000	\$0	\$0	\$0	\$0	\$1,200,000

**Annual Operating Budget Impact:**

**Project Description / Justification:**  **Estimated Useful Life (yrs)**  **First Full Fiscal Year of Operation:**

This project was approved through resolution 04-3474 on July 8, 2004. The focus of the project is to re-establish and create side channels off the Clackamas River to restore valuable rearing, forage and refuge habitat for juvenile salmon and steelhead.

**EXHIBIT C  
Ordinance 04-1062**

**Capital Project Request - Project Detail**

**Project Title:**  **Fund:**   
**Project Status:**  **Funding Status:**  **FY First Authorized:**  **Department:**   
**Project Number:**  **Active:**  **Dept. Priority:**  **Facility:**  **Division:**   
**Source Of Estimate**  **Source:**  **Start Date:**  **Date:**   
**Type of Project:**  **Request Type**  **Completion Date:**  **Prepared By:**

Project Estimates	Actual	Budget/Est	Prior						
Capital Cost:	Expend	2003-2004	Years	2004-2005	2005-2006	2006-2007	2007-2008	2008-2009	Total
Restoration	\$0	\$0	\$0	\$68,000	\$0	\$0	\$0	\$0	\$68,000
<b>Total:</b>	\$0	\$0	\$0	\$68,000	\$0	\$0	\$0	\$0	\$68,000
<b>Funding Source:</b>									
Donations	\$0	\$0	\$0	\$68,000	\$0	\$0	\$0	\$0	\$68,000
<b>Total:</b>	\$0	\$0	\$0	\$68,000	\$0	\$0	\$0	\$0	\$68,000

**Annual Operating Budget Impact:**

**Project Description / Justification:**  **Estimated Useful Life (yrs)**  **First Full Fiscal Year of Operation:**

This project is to improve rearing and refugia habitat for juvenile salmonids that use the lower Columbia Slough and Smith-Bybee's wetlands. Large woody debris will be installed at strategic locations and anchored as appropriate.



## STAFF REPORT

IN CONSIDERATION OF [ORDINANCE NO. 04-1062](#), FOR THE PURPOSE OF AMENDING THE FY 2004-05 BUDGET AND APPROPRIATIONS SCHEDULE RECOGNIZING \$1,586,918 IN GRANT FUNDS AND PRIVATE CONTRIBUTIONS FOR A SERIES OF SPECIFIC PROJECTS IN THE REGIONAL PARKS OPERATING FUND; TRANSFERRING \$19,765 FROM CONTINGENCY TO OPERATING EXPENSES IN THE REGIONAL PARKS OPERATING FUND; AMENDING THE FY 2004-05 THROUGH FY 2008-09 CAPITAL IMPROVEMENT PLAN; AND DECLARING AN EMERGENCY

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Date: [October 14, 2004](#)

Prepared by: [Jeff Tucker](#)

### BACKGROUND

The FY 2004-05 budget was presented including only those grants and contributions that the department already had been awarded. During the first quarter of FY 2004-05, the Regional Parks and Greenspaces Department has been awarded several state & federal grants and contributions from private sources that it was not aware it would get when the budget was presented and adopted. This Ordinance recognizes these new revenues and increases expenditure authority to carry out the requirements under the grants.

#### **Clackamas River Fish Channel Project**

This project was presented to Council in work session and approved through Resolution 04-3474 on July 8, 2004. The focus of the project is to re-establish and create side channels off the Clackamas River to restore valuable rearing, forage and refuge habitat for juvenile salmon and steelhead. Total channel length to be restored is 8650 feet, including the placement of logjams, vegetation, boulders, streambed substrate, large woody debris, with constructed pools and riffles. This project is completely on Metro-owned property. For this project, Metro has partnered with the Oregon Wildlife Heritage Foundation, Portland General Electric, and the Oregon Department of Fish and Wildlife. The contract work is being overseen by the Foundation. Metro does not have any financial obligations under this partnership. The increase in budget is necessary to record the improvements in the General Ledger, upon completion. Although this project will not be capitalized on an accounting basis, it will be included in the capital improvement plan as a major capital maintenance project. This action will also amend the CIP for this project.

#### ***Regional Parks Operating Fund***

Revenues - Contributions (Private): \$1,200,000

Expenditures - Contracted Services: \$1,200,000

#### **Turtle Nesting Habitat and Salmon Habitat Improvement Projects – Smith & Bybee Lakes Wildlife Area**

As part of a settlement with the Oregon Department of Environmental Quality from a diesel fuel spill at the Port of Portland Terminal 6, Metro has been awarded proceeds for 2 projects. The first project is to improve nesting habitat for painted turtles and other wildlife at Smith and Bybee Lakes Wildlife Area. Project tasks include removal of sandy dredge spoils, importing topsoil, and establishing appropriate native plants. Total project area is approximately 0.47 acres. The second project is to improve rearing and refugia habitat for juvenile salmonids (primarily Coho and Chinook) that use the lower Columbia

Slough and Smith-Bybee's wetlands. Large woody debris will be installed at strategic locations and anchored as appropriate. Although this project will not be capitalized on an accounting basis, it will be included in the capital improvement plan as a major capital maintenance project. This action will also amend the CIP for this project

<b><i>Regional Parks Operating Fund</i></b>	<u>Project 1</u>	<u>Project 2</u>
Revenues - Contributions (Private):	\$46,000	\$68,000
Expenditures - Contracted Services:	\$46,000	\$68,000

**Knotweed Crew Continuation (OWEB Grant)**

In October 2003, Metro applied for its 3<sup>rd</sup> Oregon Watershed Enhancement Board (OWEB) grant addressing an ongoing Japanese knotweed (*Polygonum cuspidatum*) control project in the Clackamas Watershed. OWEB provided funding for prior phases of this project through grants submitted in 2001 and 2002. This project has been very successful and helped develop a strong partnership between Metro and other groups and agencies in the Clackamas Basin.

This grant covers a 2-year period beginning August 2004 and ending December 2005. In this grant Metro partnered with, among other groups, the Clackamas River Basin Council (CRBC). This partnership will lead to a transfer of leadership responsibility for the knotweed project from Metro to the CRBC in early 2005. Metro will administer the entire grant and subcontract with the CRBC for part of the project's costs. Metro will perform monitoring required by the grant through 2009 as part of its regular maintenance of open space properties purchased along the Clackamas River.

Metro is providing the required 25% match through donated volunteer time and through staff oversight and overhead contributions that are already included as part of the FY 2004-05 budget.

<b><i>Regional Parks Operating Fund</i></b>	
Revenues - State Direct Grant:	\$149,475
Expenditures - Temporary Employees:	\$50,464
Fringe:	\$17,198
Contracted Services:	\$61,338
Payments to other Agencies:	\$8,800
Other M&S:	\$2,400
Regional Parks Ending Fund Balance	\$9,275

(This grant pays for some salary & benefits of permanent employees, thus positively contributing to the ending fund balance of the Regional Parks Fund.)

**Regional Mitigation Banking Study (EPA Grant)**

EPA awarded a grant to Metro in August 2004 for 3 projects. The first project is designed to research the biological feasibility, market demand, economic feasibility and policy ramifications of developing a regional wetland mitigation bank in the Metro region. The second project will evaluate the effectiveness of the Smith-Bybee water control structure at achieving multiple objectives: providing off-channel habitat for juvenile salmon, controlling reed canarygrass, and supporting native plant communities in the wetlands. Project tasks include monitoring plants and fish, and integrating the results for adaptive management. The third project, not included in this amendment, is a partnership between EPA, Metro

and PSU on a transportation modeling project in the Damascus area. This portion of the grant is for \$12,000 and will be recorded in the Planning Fund. The Planning Department currently has sufficient expenditure authority in its budget and has not requested an amendment at this time.

***Regional Parks Operating Fund***

	<u>Project 1</u>	<u>Project 2</u>
Revenues - Federal Direct Grant:	\$37,755	\$55,000
Expenditures - Salary:	\$5,840	
Fringe:	\$1,915	
Contracted Services:	\$29,500	\$41,767
<u>Other M&amp;S:</u>	<u>\$500</u>	<u>\$13,233</u>
Total Expenditures	\$37,755	\$55,000

**Forest Service improvements on Metro Properties (USDA Grant)**

The USDA-US Forest Service-Mount Hood National Forest has contracted with Metro to restore in-stream hiding cover for juvenile and possibly adult salmonids on Lower Richardson Creek (a tributary of the Clackamas River). The project will be procured and managed by the US Forest Service. The project consists of the placement of 7-9 large woody debris structures in the stream and willow planting on the banks. The budget increase for both the revenue and expenditure are necessary to record the work in Metro’s General Ledger. There is no impact on current staff work plans, as well as no impact on future maintenance costs of Metro properties on the Clackamas River as a result of this project.

***Regional Parks Operating Fund***

Revenues - Federal Direct Grant:	\$15,688	(part of the “Payments to Counties, title II program)
Expenditures - Contracted Services:	\$15,688	

There are no matching requirements for the grant.

**Smith & Bybee Lakes Trail Alignment Study**

The purpose of the study is to provide an objective and factual analysis of potential trail alignments and trail design parameters to provide future connections between the Smith and Bybee Lakes Wildlife Area and nearby existing local and regional trails, parks and neighborhoods. The study will involve several tasks including establishing evaluation criteria and measures, conducting a land inventory, performing an alternative alignment analysis, identifying trail design parameters, estimating project costs and phasing. We are working with a group of stakeholders throughout the process and will bring results of the study to the Metro Council and City of Portland for consideration and action. Metro Solid Waste and Recycling Department has budgeted \$15,000 toward this project.

***Regional Parks Operating Fund***

Resources - Gov’t Contributions	\$15,000	(City of Portland Parks & Recreation)
Regional Parks Operating Fund	<u>\$19,765</u>	(move from contingency to Contracted Services)
	<b>\$34,765</b>	
Expenditures - Contracted Services:	\$33,765	
Other M&S:	<u>\$1,000</u>	
	<b>\$34,765</b>	

## ANALYSIS/INFORMATION

1. **Known Opposition** None known
2. **Legal Antecedents** ORS 294.326(3) provides an exemption to Oregon Budget Law allowing for the expenditure in the year of receipt of grants, gifts and bequests received by a municipal corporation in trust for a specific purpose. ORS 294.450 provides for transfers of appropriations within a fund, including transfers from contingency, if such transfers are authorized by official resolution or ordinance of the governing body for the local jurisdiction.
3. **Anticipated Effects** This action allows the department to recognize the grants dedicated to the projects described in this staff report and either make expenditures to fulfill the terms of the grant or to make accounting entries to record the improvements and expenditures made on Metro property by other entities.
4. **Budget Impacts** This action requests the recognition of \$1,586,918 in Federal Direct Grants, State Direct Grants, and private contributions, according to Exhibit A. This action also increases appropriation authority in the Regional Parks Fund Operating Expenditures by \$1,597,408 as described in Exhibit B Schedule of Appropriations.

## RECOMMENDED ACTION

The Chief Operating Officer, in concurrence with the Council President, recommends adoption of this Ordinance.