

BEFORE THE METRO COUNCIL

FOR THE PURPOSE OF AMENDING THE FY 2015-16 BUDGET AND APPROPRIATIONS SCHEDULE AND FY 2015-16 THROUGH FY 2019-20 CAPITAL IMPROVEMENT PLAN TO PROVIDE FOR A CHANGE IN OPERATIONS)

RESOLUTION NO 16-4687

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 2015-16 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,

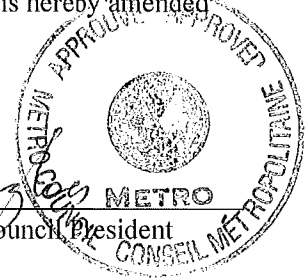
BE IT RESOLVED,

- 1. That the FY 2015-16 Budget and Schedule of Appropriations are hereby amended as shown in the column entitled "Revision" of Exhibits A and B to this Resolution for the purpose of recognizing new grant funds, approving new FTE, and transferring funds from contingency to provide for increased appropriations.
2. That the FY 2015-16 through FY 2019-20 Capital Improvement Plan is hereby amended accordingly.

ADOPTED by the Metro Council this 17th day of March, 2016.

Handwritten signature of Tom Hughes

Tom Hughes, Council President



APPROVED AS TO FORM:

Handwritten signature of Alison Kean

Alison Kean, Metro Attorney

Exhibit A
Resolution No. 16-4687

ACCT	DESCRIPTION	Current Budget	Revision	Amended Budget
General Fund				
General Fund - Finance and Regulatory Services				
<i>Personnel Services</i>				
501000	Reg Employees-Full Time-Exempt	2,196,873	1,089	2,197,962
501500	Reg Empl-Full Time-Non-Exempt	603,479	-	603,479
502000	Reg Employees-Part Time-Exempt	69,354	-	69,354
502500	Reg Empl-Part Time-Non-Exempt	40,732	4,764	45,496
508000	Overtime	1,000	11,642	12,642
508600	Mobile Comm Allowance	600	-	600
511000	Fringe - Payroll Taxes	245,865	1,462	247,327
512000	Fringe - Retirement PERS	425,859	1,398	427,257
513000	Fringe - Health & Welfare	590,976	-	590,976
514000	Fringe - Unemployment	3,228	-	3,228
515000	Fringe - Other Benefits	11,635	-	11,635
519000	Pension Oblig Bonds Contrib	43,851	224	44,075
Total Personnel Services		4,233,452	20,579	4,254,031
Total Materials and Services		688,460	-	688,460
TOTAL REQUIREMENTS		\$4,921,912	\$20,579	\$4,942,491
FTE		37.80	0.00	37.80

Exhibit A
Resolution No. 16-4687

ACCT	DESCRIPTION	Current Budget	Revision	Amended Budget
General Fund				
General Fund - Information Services				
<i>Personnel Services</i>				
501000	Reg Employees-Full Time-Exempt	1,947,110	7,645	1,954,755
501500	Reg Empl-Full Time-Non-Exempt	324,766	-	324,766
502000	Reg Employees-Part Time-Exempt	26,956	-	26,956
511000	Fringe - Payroll Taxes	194,110	640	194,750
512000	Fringe - Retirement PERS	337,665	735	338,400
513000	Fringe - Health & Welfare	427,680	-	427,680
514000	Fringe - Unemployment	4,904	-	4,904
515000	Fringe - Other Benefits	9,039	-	9,039
519000	Pension Oblig Bonds Contrib	34,634	115	34,749
Total Personnel Services		3,306,864	9,135	3,315,999
<i>Materials and Services</i>				
520100	Office Supplies	31,816	-	31,816
520130	Postage	100	-	100
521000	Subscriptions and Dues	5,250	-	5,250
521500	Maintenance & Repairs Supplies	7,000	-	7,000
524000	Contracted Professional Svcs	248,292	52,500	300,792
525100	Utility Services	65,400	60,000	125,400
526000	Maintenance & Repair Services	825,674	-	825,674
545000	Travel	12,100	-	12,100
545500	Staff Development	22,500	-	22,500
545520	Conference Fees	6,000	-	6,000
Total Materials and Services		1,224,132	112,500	1,336,632
<i>Capital Outlay</i>				
575000	Office Furn & Equip	-	-	-
Total Capital Outlay		-	-	-
TOTAL REQUIREMENTS		\$4,530,996	\$121,635	\$4,652,631
FTE		27.50	0.00	27.50

Exhibit A
Resolution No. 16-4687

ACCT	DESCRIPTION	Current Budget	Revision	Amended Budget
General Fund				
General Fund - Parks and Nature				
<i>Personnel Services</i>				
501000	Reg Employees-Full Time-Exempt	1,719,219	6,469	1,725,688
501500	Reg Empl-Full Time-Non-Exempt	1,136,393	-	1,136,393
502000	Reg Employees-Part Time-Exempt	18,720	-	18,720
502500	Reg Empl-Part Time-Non-Exempt	59,910	-	59,910
503000	Temporary Employees - Hourly	148,369	-	148,369
504000	Seasonal Employees	292,423	72,400	364,823
508000	Overtime	23,381	11,189	34,570
511000	Fringe - Payroll Taxes	247,269	1,479	248,748
512000	Fringe - Retirement PERS	385,182	2,543	387,725
513000	Fringe - Health & Welfare	583,979	-	583,979
514000	Fringe - Unemployment	35,330	-	35,330
515000	Fringe - Other Benefits	11,663	-	11,663
519000	Pension Oblig Bonds Contrib	44,105	254	44,359
Total Personnel Services		4,705,943	94,334	4,800,277
<i>Materials and Services</i>				
520100	Office Supplies	58,684	-	58,684
520110	Computer Equipment	2,053	-	2,053
520120	Meetings Expenditures	4,620	-	4,620
520130	Postage	257	-	257
520500	Operating Supplies	89,966	-	89,966
520510	Operating Supplies - Small Tools, Equip	22,070	-	22,070
520550	Operating Supplies - Telecommunications	6,159	-	6,159
520580	Operating Supplies - Uniforms	4,763	-	4,763
521000	Subscriptions and Dues	6,185	-	6,185
521100	Membership & Professional Dues	770	-	770
521200	Publications & Subscriptions	770	-	770
521400	Fuels and Lubricants - General	73,094	-	73,094
521500	Maintenance & Repairs Supplies	136,428	-	136,428
522500	Retail	13,345	-	13,345
524000	Contracted Professional Svcs	704,476	55,000	759,476
524600	Sponsorship Expenditures	15,805	-	15,805
525000	Contracted Property Services	319,884	-	319,884
525100	Utility Services	209,802	-	209,802
525500	Cleaning Services	15,683	-	15,683
526000	Maintenance & Repair Services	253,814	-	253,814
526010	Maintenance & Repair Services - Building	12,318	-	12,318
526050	Maintenance & Repair Services - Vehicles	21,557	-	21,557
526500	Rentals	17,976	-	17,976
528000	Other Purchased Services	65,544	25,000	90,544
528500	Cemetery Services Expenditures	111,375	-	111,375
529800	Glendoveer Golf Ops Contract	2,724,618	-	2,724,618
530000	Payments to Other Agencies	50,672	-	50,672
530010	License & Permit Fees	513	-	513
531000	Taxes (Non-Payroll)	164,676	-	164,676
545000	Travel	16,369	-	16,369
545500	Staff Development	54,929	-	54,929
545520	Conference Fees	3,080	-	3,080
548000	Fee Reimbursements	50,000	-	50,000
Total Materials and Services		5,232,255	80,000	5,312,255
TOTAL REQUIREMENTS		\$9,938,198	\$174,334	\$10,112,532
FTE		37.55	0.00	37.55

Exhibit A
Resolution No. 16-4687

ACCT	DESCRIPTION	Current Budget	Revision	Amended Budget
General Fund				
General Fund - Planning and Development Department				
<i>Personnel Services</i>				
501000	Reg Employees-Full Time-Exempt	3,680,577	-	3,680,577
501500	Reg Empl-Full Time-Non-Exempt	211,570	750	212,320
502000	Reg Employees-Part Time-Exempt	278,609	-	278,609
502500	Reg Empl-Part Time-Non-Exempt	36,663	-	36,663
503000	Temporary Employees - Hourly	191,487	-	191,487
508000	Overtime	-	1,187	1,187
511000	Fringe - Payroll Taxes	353,661	162	353,823
512000	Fringe - Retirement PERS	593,445	212	593,657
513000	Fringe - Health & Welfare	740,276	-	740,276
514000	Fringe - Unemployment	26,530	-	26,530
515000	Fringe - Other Benefits	16,320	-	16,320
519000	Pension Oblig Bonds Contrib	63,112	18	63,130
Total Personnel Services		6,192,250	2,329	6,194,579
Total Materials and Services		11,992,570	-	11,992,570
TOTAL REQUIREMENTS		\$18,184,820	\$2,329	\$18,187,149
FTE		48.30	0.00	48.30

Exhibit A
Resolution No. 16-4687

ACCT	DESCRIPTION	Current Budget	Revision	Amended Budget
General Fund				
General Fund - Property and Environmental Services				
<i>Personnel Services</i>				
501000	Reg Employees-Full Time-Exempt	792,637	-	792,637
501500	Reg Empl-Full Time-Non-Exempt	298,804	825	299,629
502500	Reg Empl-Part Time-Non-Exempt	65,220	-	65,220
503000	Temporary Employees - Hourly	28,652	-	28,652
508000	Overtime	21,417	10,299	31,716
511000	Fringe - Payroll Taxes	98,541	929	99,470
512000	Fringe - Retirement PERS	160,155	1,240	161,395
513000	Fringe - Health & Welfare	304,819	-	304,819
515000	Fringe - Other Benefits	4,924	-	4,924
519000	Pension Oblig Bonds Contrib	17,558	154	17,712
Total Personnel Services		1,792,727	13,447	1,806,174
<i>Materials and Services</i>				
520100	Office Supplies	38,731	-	38,731
520110	Computer Equipment	257	-	257
520120	Meetings Expenditures	1,540	-	1,540
520500	Operating Supplies	54,040	-	54,040
520580	Operating Supplies - Uniforms	308	-	308
521000	Subscriptions and Dues	4,210	-	4,210
521100	Membership & Professional Dues	180	-	180
521400	Fuels and Lubricants - General	5,133	-	5,133
521500	Maintenance & Repairs Supplies	25,663	-	25,663
521560	Maintenance & Repairs Supplies - Equipment	10,070	-	10,070
524000	Contracted Professional Svcs	46,690	(36,200)	10,490
524070	Contracted Prof Svcs - Mgmt, Consulting & Comm Services	2,566	-	2,566
524600	Sponsorship Expenditures	10,000	-	10,000
525000	Contracted Property Services	122,302	(36,200)	86,102
525100	Utility Services	254,316	-	254,316
525500	Cleaning Services	25,663	-	25,663
526000	Maintenance & Repair Services	205,660	-	205,660
526500	Rentals	29,211	-	29,211
526540	Rentals - Vehicle	4,619	-	4,619
528000	Other Purchased Services	22,944	-	22,944
530000	Payments to Other Agencies	1,540	-	1,540
545000	Travel	7,516	-	7,516
545100	Travel and Lodging	2,566	-	2,566
545200	Mileage, Taxi and Parking	103	-	103
545300	Meals & Entertainment	513	-	513
545500	Staff Development	38,687	-	38,687
545520	Conference Fees	1,437	-	1,437
Total Materials and Services		916,465	(72,400)	844,065
TOTAL REQUIREMENTS		\$2,709,192	(\$58,953)	\$2,650,239
FTE		19.60	0.00	19.60

Exhibit A
Resolution No. 16-4687

ACCT	DESCRIPTION	Current Budget	Revision	Amended Budget
General Fund				
General Fund - General Expenses				
<i>Interfund Transfers</i>				
580000	Transfer for Indirect Costs	374,341	-	374,341
581000	Transfer of Resources	19,426,563	25,000	19,451,563
582000	Transfer for Direct Costs	194,000	-	194,000
Total Interfund Transfers		19,994,904	25,000	20,019,904
<i>Contingency</i>				
701001	Contingency - Opportunity Account	274,000	(80,000)	194,000
701002	Contingency - Operating	2,163,830	(204,924)	1,958,906
701004	Contingency - Rsv One Time Exp	1,133,907	-	1,133,907
709000	Contingency - All Other	254,800	-	254,800
Total Contingency		3,826,537	(284,924)	3,541,613
<i>Unappropriated Fund Balance</i>				
801002	Unapp FB - Restricted CET	4,673,924	-	4,673,924
801003	Unapp FB - Restricted TOD	5,139,218	-	5,139,218
805100	Unapp FB - Stabilization Reserve	1,751,520	-	1,751,520
805400	Unapp FB - Reserve for Future Debt Service	1,223,990	-	1,223,990
805450	Unapp FB - PERS Reserve	1,925,587	-	1,925,587
805900	Unapp FB - Other Reserves & Designations	1,594,911	-	1,594,911
Total Unappropriated Fund Balance		16,309,150	-	16,309,150
TOTAL REQUIREMENTS		\$40,130,591	(\$259,924)	\$39,870,667

Exhibit A
Resolution No. 16-4687

ACCT	DESCRIPTION	Current Budget	Revision	Amended Budget
Community Enhancement Fund				
Expenditures				
<i>Materials and Services</i>				
520100	Office Supplies	900	-	900
520120	Meetings Expenditures	-	-	-
520500	Operating Supplies	-	-	-
521000	Subscriptions and Dues	-	-	-
521100	Membership & Professional Dues	-	-	-
524000	Contracted Professional Svcs	-	-	-
524050	Contracted Prof Svcs - Advertising	-	-	-
524600	Sponsorship Expenditures	-	-	-
526510	Rentals - Building	-	-	-
528000	Other Purchased Services	3,000	-	3,000
528030	Other Purchased Services - Delivery, Shipping & Courier	-	-	-
530000	Payments to Other Agencies	693,302	-	693,302
544500	Grants & Loans	628,000	50,000	678,000
545000	Travel	250	-	250
545100	Travel and Lodging	-	-	-
545300	Meals & Entertainment	-	-	-
545500	Staff Development	500	-	500
545520	Conference Fees	-	-	-
Total Materials and Services		1,325,952	50,000	1,325,952
<i>Interfund Transfers</i>				
582000	Transfer for Direct Costs	60,514	-	60,514
Total Interfund Transfers		60,514	-	60,514
<i>Contingency</i>				
700000	Contingency	340,000	(50,000)	290,000
Total Contingency		340,000	(50,000)	340,000
<i>Unappropriated Fund Balance</i>				
805000	Unapp FB - Reserves	1,008,036	-	1,008,036
Total Unappropriated Fund Balance		1,008,036	-	1,008,036
TOTAL REQUIREMENTS		\$2,734,502	\$0	\$2,734,502

Exhibit A
Resolution No. 16-4687

ACCT	DESCRIPTION	Current Budget	Revision	Amended Budget
General Asset Management Fund				
General Renewal and Replacement Account				
Revenues				
<i>Beginning Fund Balance</i>				
340000	Fund Bal-Unassigned/Undesignated	3,608,800	-	3,608,800
Total Beginning Fund Balance		3,608,800	-	3,608,800
<i>Current Revenue</i>				
412000	Local Grants - Direct	109,000	-	109,000
470000	Interest on Investments	24,165	-	24,165
Total Current Revenue		133,165	-	133,165
<i>Interfund Transfers</i>				
497000	Transfer of Resources	1,356,801	25,000	1,381,801
498000	Transfer for Direct Costs	181,908	-	181,908
Total Interfund Transfers		1,538,709	25,000	1,563,709
TOTAL RESOURCES		\$5,280,674	\$25,000	\$5,305,674
Expenditures				
<i>Materials and Services</i>				
520100	Office Supplies	9,937	-	9,937
520110	Computer Equipment	28,983	25,000	53,983
526100	Capital Maintenance - CIP	216,800	-	216,800
526200	Capital Maintenance - Non-CIP	68,000	-	68,000
Total Materials and Services		323,720	25,000	348,720
Total Capital Outlay		2,067,440	-	2,067,440
<i>Interfund Transfers</i>				
581000	Transfer of Resources	1,163,000	-	1,163,000
Total Interfund Transfers		1,163,000	-	1,163,000
<i>Contingency</i>				
700000	Contingency	1,726,514	-	1,726,514
Total Contingency		1,726,514	-	1,726,514
TOTAL REQUIREMENTS		\$5,280,674	\$25,000	\$5,305,674

Exhibit A
Resolution No. 16-4687

ACCT	DESCRIPTION	Current Budget	Revision	Amended Budget
General Asset Management Fund				
Willamette Falls Capital Account				
Revenues				
<i>Beginning Fund Balance</i>				
350000	Fund Balance-Assigned	55,000	-	55,000
Total Beginning Fund Balance		55,000	-	55,000
<i>Interfund Transfers</i>				
497000	Transfer of Resources	80,000	-	80,000
498000	Transfer for Direct Costs	1,000,000	-	1,000,000
Total Interfund Transfers		1,080,000	-	1,080,000
TOTAL RESOURCES		\$1,135,000	\$0	\$1,135,000
Expenditures				
<i>Personnel Services</i>				
502000	Reg Employees-Part Time-Exempt	-	13,262	13,262
511000	Fringe - Payroll Taxes	-	1,116	1,116
512000	Fringe - Retirement PERS	-	1,273	1,273
513000	Fringe - Health & Welfare	-	3,110	3,110
515000	Fringe - Other Benefits	-	54	54
519000	Pension Oblig Bonds Contrib	-	199	199
Total Personnel Services		-	19,014	19,014
<i>Materials and Services</i>				
524000	Contracted Professional Svcs	1,135,000	(19,014)	1,115,986
Total Materials and Services		1,135,000	(19,014)	1,115,986
TOTAL REQUIREMENTS		\$1,135,000	(\$19,014)	\$1,115,986
FTE		0.00	0.50	0.50

Exhibit A
Resolution No. 16-4687

ACCT	DESCRIPTION	Current Budget	Revision	Amended Budget
Parks and Natural Areas Local Option Levy Fund				
Revenues				
<i>Beginning Fund Balance</i>				
349000	Fund Balance-Unassigned/Reserved	2,547,000	-	2,547,000
350000	Fund Balance-Assigned	3,149,220	-	3,149,220
Total Beginning Fund Balance		5,696,220	-	5,696,220
<i>Current Revenue</i>				
401000	Real Property Taxes-Current Yr	11,919,982	-	11,919,982
401500	Real Property Taxes-Prior Yrs	247,500	-	247,500
411000	State Grants - Direct	65,000	54,000	119,000
470000	Interest on Investments	36,010	-	36,010
Total Current Revenue		12,268,492	54,000	12,268,492
<i>Interfund Transfers</i>				
497000	Transfer of Resources	148,500	-	148,500
Total Interfund Transfers		148,500	-	148,500
TOTAL RESOURCES		\$18,113,212	\$54,000	\$18,113,212
Expenditures				
<i>Personnel Services</i>				
501000	Reg Employees-Full Time-Exempt	1,443,273	1,161	1,444,434
501500	Reg Empl-Full Time-Non-Exempt	546,577	1,500	548,077
502000	Reg Employees-Part Time-Exempt	132,547	-	132,547
502500	Reg Empl-Part Time-Non-Exempt	62,222	-	62,222
508000	Overtime	-	15,489	15,489
511000	Fringe - Payroll Taxes	183,868	1,513	185,381
512000	Fringe - Retirement PERS	233,057	974	234,031
513000	Fringe - Health & Welfare	525,658	-	525,658
515000	Fringe - Other Benefits	9,020	-	9,020
519000	Pension Oblig Bonds Contrib	32,769	232	33,001
Total Personnel Services		3,168,991	20,869	3,189,860
Total Materials and Services		6,073,392	-	6,073,392
<i>Capital Outlay</i>				
571000	Improve-Other than Bldg	2,707,971	64,000	2,771,971
572000	Buildings & Related	1,400,000	-	1,400,000
578800	Art and Collections	30,000	-	30,000
Total Capital Outlay		4,137,971	64,000	4,201,971
Total Interfund Transfers		3,950,019	-	3,950,019
<i>Contingency</i>				
701002	Contingency - Operating	782,839	(30,869)	751,970
Total Contingency		782,839	(30,869)	751,970
<i>Unappropriated Fund Balance</i>				
801000	Unapp FB - Restricted	-	-	-
Total Unappropriated Fund Balance		-	-	-
TOTAL REQUIREMENTS		\$18,113,212	\$54,000	\$18,167,212
FTE		33.80	0.00	33.80

Exhibit A
Resolution No. 16-4687

ACCT	DESCRIPTION	Current Budget	Revision	Amended Budget
Risk Management Fund				
Expenditures				
<i>Materials and Services</i>				
520500	Operating Supplies	2,110	-	2,110
524000	Contracted Professional Svcs	54,920	-	54,920
527000	Insurance	1,033,280	-	1,033,280
528000	Other Purchased Services	5,150	-	5,150
547500	Claims Paid	554,000	431,000	985,000
547600	Actuarial Claims Expense	400,000	-	400,000
549000	Miscellaneous Expenditures	520	-	520
Total Materials and Services		2,049,980	431,000	2,049,980
<i>Interfund Transfers</i>				
581000	Transfer of Resources	324,892	-	324,892
Total Interfund Transfers		324,892	-	324,892
<i>Contingency</i>				
700000	Contingency	500,000	(431,000)	69,000
Total Contingency		500,000	(431,000)	500,000
<i>Unappropriated Fund Balance</i>				
805000	Unapp FB - Reserves	788,290	-	788,290
805900	Unapp FB - Other Reserves & Designations	313,560	-	313,560
Total Unappropriated Fund Balance		1,101,850	-	1,101,850
TOTAL REQUIREMENTS		\$3,976,722	\$0	\$3,976,722

Exhibit A
Resolution No. 16-4687

ACCT	DESCRIPTION	Current Budget	Revision	Amended Budget
Solid Waste Revenue Fund				
Solid Waste Operating Account - Property and Environmental Services				
<i>Personnel Services</i>				
501000	Reg Employees-Full Time-Exempt	4,961,200	-	4,961,200
501500	Reg Empl-Full Time-Non-Exempt	2,314,869	-	2,314,869
502000	Reg Employees-Part Time-Exempt	140,078	-	140,078
502500	Reg Empl-Part Time-Non-Exempt	473,031	-	473,031
503000	Temporary Employees - Hourly	392,123	-	392,123
508000	Overtime	167,405	-	167,405
511000	Fringe - Payroll Taxes	653,209	-	653,209
512000	Fringe - Retirement PERS	1,139,755	-	1,139,755
513000	Fringe - Health & Welfare	1,629,030	-	1,629,030
514000	Fringe - Unemployment	16,415	-	16,415
515000	Fringe - Other Benefits	31,141	-	31,141
519000	Pension Oblig Bonds Contrib	116,503	-	116,503
Total Personnel Services		12,034,759	-	12,034,759
Total Materials and Services		45,559,882	-	45,559,882
TOTAL REQUIREMENTS		\$57,594,641	\$0	\$57,594,641
FTE		104.75	0.20	104.95

Exhibit B
Resolution 16-4687
Schedule of Appropriations

	<u>Current Appropriation</u>	<u>Revision</u>	<u>Revised Appropriation</u>
GENERAL FUND			
Council	4,965,840	-	4,965,840
Office of the Auditor	771,000	-	771,000
Office of Metro Attorney	2,391,040	-	2,391,040
Information Services	4,530,996	121,635	4,652,631
Communications	3,144,618	-	3,144,618
Finance and Regulatory Services	4,921,912	20,579	4,942,491
Human Resources	2,731,331	-	2,731,331
Property and Environmental Services	2,709,192	(58,953)	2,650,239
Parks and Nature	9,938,198	174,334	10,112,532
Planning and Development	18,184,820	2,329	18,187,149
Research Center	4,633,285	-	4,633,285
Special Appropriations	4,743,062	-	4,743,062
Non-Departmental			
Debt Service	1,861,882	-	1,861,882
Interfund Transfers	19,994,904	25,000	20,019,904
Contingency	3,826,537	(284,924)	3,541,613
<i>Total Appropriations</i>	89,348,617	-	89,348,617
Unappropriated Balance	16,309,150	-	16,309,150
Total Fund Requirements	\$105,657,767	\$0	\$105,657,767
COMMUNITY ENHANCEMENT FUND			
Property and Environmental Services	1,325,952	50,000	1,375,952
Non-Departmental			
Interfund Transfers	60,514	-	60,514
Contingency	340,000	(50,000)	290,000
<i>Total Appropriations</i>	1,726,466	-	1,726,466
Unappropriated Balance	1,008,036	-	1,008,036
Total Fund Requirements	\$2,734,502	\$0	\$2,734,502
GENERAL ASSET MANAGEMENT FUND			
Asset Management Program	4,591,310	25,000	4,616,310
Non-Departmental			
Interfund Transfers	1,311,500	-	1,311,500
Contingency	2,167,468	-	2,167,468
<i>Total Appropriations</i>	8,070,278	25,000	8,095,278
Total Fund Requirements	\$8,070,278	\$25,000	\$8,095,278
PARKS AND NATURAL AREAS LOCAL OPTION LEVY FUND			
Parks and Nature	11,880,354	84,869	11,965,223
Special Appropriations	1,500,000	-	1,500,000
Non-Departmental			
Interfund Transfers	3,950,019	-	3,950,019
Contingency	782,839	(30,869)	751,970
<i>Total Appropriations</i>	18,113,212	54,000	18,167,212
Total Fund Requirements	\$18,113,212	\$54,000	\$18,167,212
RISK MANAGEMENT			
Finance and Regulatory Services	2,049,980	431,000	2,480,980
Non-Departmental			
Interfund Transfers	324,892	-	324,892
Contingency	500,000	(431,000)	69,000
<i>Total Appropriations</i>	2,874,872	-	2,874,872
Unappropriated Balance	1,101,850	-	1,101,850
Total Fund Requirements	\$3,976,722	\$0	\$3,976,722

All Other Appropriations Remain as Previously Adopted

STAFF REPORT

FOR THE PURPOSE OF AMENDING THE FY 2015-16 BUDGET AND APPROPRIATIONS SCHEDULE AND FY 2015-16 THROUGH FY 2019-20 CAPITAL IMPROVEMENT PLAN TO PROVIDE FOR A CHANGE IN OPERATIONS

Date: March 17, 2016

Presented by: Kathy Rutkowski 503-797-1630

BACKGROUND

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

FLSA Status Review, Phase II

In the first half of FY 2015-16, Human Resources and OMA performed a review of job classifications within the AFSCME 3580 bargaining unit and ultimately recommended changes to the overtime exemption status of some. For the classifications whose status was changing, managers were asked to estimate the overtime hours they thought employees worked. Employees then reviewed and/or augmented those estimates based on their records and recollection. Once hours were finalized by employees, they were provided to Human Resources, and HR staff calculated the value of overtime based on the salaries of the employees over a two-year period. Overtime was paid to the impacted employees.

The total budget impact of this Phase II study is about \$160,000. Costs are spread across most funds and departments with the majority in either the General Fund or the Natural Areas Levy Fund. This action provides additional appropriation for the General Fund departments and the Natural Areas Levy Fund. The other funds currently have sufficient appropriation to absorb the additional cost. This action requests the transfer of \$67,424 from the General Fund contingency and \$20,869 from the Natural Areas Levy to the departments listed below.

<u>Fund / Department</u>	<u>Amount</u>
General Fund	
Finance and Regulatory Services	20,580
Information Services	9,134
Parks & Nature	21,933
Planning & Development	2,329
Property & Environmental Services	13,447
Natural Areas Levy Fund	
Parks and Nature	20,869
Total Impact	\$88,293

Utility Expense Related to Relocated Information Services Servers

The agency's servers were successfully relocated from Metro Regional Center to the Oregon Convention Center FY 2015-16. There is now has a designated electrical meter that tracks usage specifically associated with the server. Previously, electrical usage at Metro Regional Center was not specifically identifiable and was therefore paid through the Metro Regional Center Operating budget. Now that the cost can be specifically identified with the Server Room and separate from the rest of the Convention

Center, this cost will be paid by the Information Service Department. The estimated cost for FY 2015-16 is approximately \$60,000. There is the possibility of future savings in electrical costs when OCC's solar power grid is fully operational. This amendment requests the transfer of \$60,000 from the General Fund contingency to the Information Services operating appropriation to pay for the electrical usage of the consolidated server room in FY 2015-16. In future fiscal years, this cost will be allocated through the cost allocation plan.

Risk Management Claims Expense

In FY 2015-16, the Risk Management Fund is experiencing substantially higher than normal claims expense. Through the first six months of the fiscal year, the Risk Management Fund has expended or committed all but \$70,000 of the existing appropriations. The Fund still has two additional quarters of liability and unemployment claims expense outstanding. This action requests the transfer of \$431,000 from the Risk Management Fund contingency to provide additional appropriation authority for the remainder of the year. The amount requested is the maximum amount that can be transferred from contingency in this fund this year without the benefit of a supplemental budget.

Chinook Landing Boarding Dock Disposal and Installation

In FY 2014-15 Metro was awarded a \$510,900 grant from the Oregon State Marine Board (OSMB) for the purchase of replacement boarding docks at the Chinook Landing Marine Facility. Metro awarded a contract for the fabrication, storage, and delivery of the aluminum boarding docks to Topper Industries. In September 2015 Metro was awarded an additional grant from OSMB for up to \$60,000 for the installation of the aluminum docks fabricated with the \$510,900 grant. The \$60,000 grant award was based on an initial anticipated cost of \$70,000 for the installation of the aluminum dock and assumed a Metro match amount of no less than \$10,000. The installation of the docks is nearly complete and the project is expected to end up costing \$64,000. The cost for the dock installation was not budgeted in FY 2015-16 nor was this project included in the Capital Improvement Plan.

This amendment requests the recognition of \$54,000 in grant revenue based on the recent project cost estimate and a transfer of \$10,000 from the Natural Areas Local Option Levy Fund Contingency. I also provide for an additional appropriation of \$64,000 in the Levy Fund for the installation of the Chinook Landing aluminum docks. This action also amends the FY 2015-16 through FY 2019-20 Capital Improvement Plan.

MRC Master Plan Contribution

During the preparation of the FY 2015-16 Budget, the Chief Operating Officer approved Phase I of the MRC Master Plan Space Project. The funding sources for this project included a one-time contribution of \$72,400 through expenditure reductions from the General Fund Metro Regional Center Operating Budget. At the time the decision was made this budget was included under the former Parks and Environmental Services Department. The specific expenditure reductions were made from the Parks Operating Budget rather than the MRC Operating Budget. At that time, both budgets were part of the Parks and Property Stewardship Division under former Parks and Environmental Services Department. Following approval of the budget, which included these changes, the COO announced the reorganization of the Parks and Environmental Services and the Sustainability Departments.

The reorganization removed the MRC Operating Budget from the Parks and Nature portfolio of responsibilities and moved it to the new Property and Environmental Services department. Due to an oversight in the midst of the department reorganizations, the expenditure reductions that provided the funding source for the contribution to the project remained with the Parks Operating Budget rather than moving with the MRC Operating budget to the new Property and Environmental Services Department.

This amendment request will correct this error by adding \$72,400 back to the Parks Operating Budget under the Parks and Nature department and reducing the MRC Operating Budget in the Property and Environmental Services Department by the same amount. The net impact on the overall budget is zero.

Scalehouse Technician FTE Increase

Staff has identified a need for more flexibility when developing work schedules and assigning shifts for Transfer Station Scalehouse operations. Metro's transfer stations must be staffed for up to 12 hours per day, seven days per week. In order to provide more schedule flexibility, two 0.50 FTE Scalehouse Technician positions are needed. To implement the change, a vacant, budgeted 0.80 FTE Scalehouse Technician position has been reduced to 0.50 FTE, leaving 0.3 FTE available. This amendment requests the addition of 0.20 FTE in the Solid Waste Operations Program to create a second 0.50 FTE Scalehouse Technician position. The hiring process for these two 0.50 FTE positions has been initiated; until this budget amendment is approved, Solid Waste Operations will borrow 0.20 FTE from a separate vacant position. The two new Scalehouse Technician Positions will be filled by mid-February.

The estimated annual cost of the requested addition of 0.20 FTE Scalehouse Technician for FY 2015-16, including salary and fringe benefits is approximately \$11,300. The estimated cost of this position from mid-February 2016 through June 2016 is \$4,232. No additional appropriation is requested for the FY 2015-16 Budget as the costs associated with this position can be covered from savings resulting from vacancies and delays in hiring. This action only requests the 0.20 FTE increase for a part-time Scalehouse Technician.

Metro Central Enhancement Grants

The Solid Waste Administrative Procedure "Administration of Metro Code Chapter 5.06 Solid Waste Community Enhancement Program" directs community enhancement committees to select projects for funding from the Enhancement Program.

In December 2015, the Metro Central Enhancement Grant Committee, chaired by Metro Councilor Sam Chase, approved a slate of grantees by majority vote for the 2016 calendar year (see A). The committee opted to utilize the \$278,000 appropriated in the Metro Central Enhancement fund for FY 2015-16 and an additional \$100,000 from the Metro Central Enhancement Fund reserves awarding a total of \$378,000.

The committee's grant award in the amount of \$100,000 to Friends of Trees is contingent on Metro Council approval of a transfer in FY 2015-16 of \$50,000 from the Metro Central Enhancement Program Contingency Account to the Materials & Services – Grants and Loans account through this requested budget amendment. The remaining \$50,000 is included in the requested FY 2016-17 Metro Budget proposal for the Metro Central Enhancement Program. These actions will reduce the available reserve in the Metro Central Enhancement Program but the reserve still remains at a financially sound level.

Parks and Natural Areas Levy Renewal Preparation

In September 2015, the Metro Council reviewed general public opinion research regarding awareness of Metro and overall support for Metro's major programs. After reviewing that research, the Council directed staff to conduct more specific public opinion research evaluating the referring the Parks and Natural Areas Local Option Levy to voters in November 2016 or November 2017. After receiving the results of that research, in February 2016, Council directed staff to continue working on a potential renewal of the local option levy in November 2016.

The department is requesting \$80,000 to cover expenses related to public outreach and engagement (including the potential use of the Opt In on-line survey tool), public opinion research, and associated expenses necessary for the exploration work. This amendment will provide the Metro Council with the information necessary to make a decision about whether or not to refer a measure to the ballot in November 2016.

Anticipated costs for the Parks and Nature Levy renewal preparation include \$25,000 for public outreach and engagement expenses and \$55,000 for public opinion and survey research expenses, of which \$20,000 has already been incurred.

This amendment requests the transfer of \$80,000 from the General Fund, Council Opportunity Account to the General Fund Parks and Nature Department.

RLIS Database Conversion

In 2009, Metro Information Services began standardizing the majority of its databases on the Microsoft SQL Server platform. This was done to save on licensing costs, ensure licensing compliance and reduce the load on Metro's database administrator, while providing flexibility and growth potential for its applications. The SQL Server platform also provides better interoperability with the rest of Metro's Windows-based applications. The RLIS (Regional Land Information Service) software in the Research Center is one of the last systems on an Oracle database. The structure of the environment is limited and provides little development and testing capability. The database requires a special UNIX environment, which is separate and apart from our other Windows environments and requires the database administrator to keep abreast of a unique set of patches and upgrades. There is a \$40,000 annual cost in maintaining the Oracle database licensing that will need to be added to the Information Services budget, should Metro choose to keep RLIS on Oracle.

The Research Center has created a test environment to determine the feasibility of using RLIS in a Microsoft SQL Server database. Not only did the test provide positive results, but the new environment allows the opportunity to create an overall system that follows database and application best practices. The system will be more secure, provide better development and test environments, give better failover and disaster recovery options, pave the way towards future cloud hosting options, and offer new dashboard and mobile application tool capabilities.

This action is requesting a total of \$77,500 from the General Fund Contingency to complete the project. The request includes \$25,000 to provide sufficient hardware resources for the database and \$52,500 to engage a consultant to help configure the environment for development, testing and production, to convert the database, and revise and update language for scripts and triggers from Oracle to SQL Server. This action will also amend the FY 2015-16 through FY 2019-20 capital improvement plan, as needed

Willamette Falls Communications Specialist

This action requests the addition of a 0.50 FTE senior public affairs specialist to serve as communications lead for the Willamette Falls Legacy Project in a limited-duration position from February, 2016 through Dec. 31, 2017. This position fills a range of communications needs for the project, including strategy, community engagement, media outreach, branding, contract management, and stakeholder relationship management.

Willamette Falls communications work was previously cobbled together, with communications staff meeting the most pressing needs as capacity allowed and program staff taking on some communications work. As the project moved into a significant new phase, an analysis of existing and upcoming work priorities demonstrated the need for half-time communications support. Meanwhile, as Metro's Parks and

Natural Areas Levy ramped up, communications staff supporting the Parks and Nature Department faced increasing public engagement needs on complex, high-priority projects such as planning for the future of Chehalem Ridge, East Buttes, Newell Creek Canyon, River Island, and Blue Lake.

The project team, along with key department directors, determined that creating this limited-duration, half-time communications position was a strategic use of existing project budget. As a complex public policy project with many external partners, Willamette Falls needs adequate, proactive communications support to ensure success and build trust for Metro.

This amendment requests the addition a Limited Duration 0.50 FTE Senior Public Affairs Specialist in the Willamette Falls Capital Sub-Fund. The total annual cost of this position for FY 2015-16, which includes salary and fringe benefits is approximately \$48,000. The estimated cost of this position from February 2016 through June 2016 is \$19,014. This budget amendment transfers current appropriation authority from the Willamette Falls Sub-Fund Materials and Services category to the Personnel Services category in order to cover the costs associated with the addition of 0.50 FTE effective February 2016.

Oregon Zoo Capital Projects (CIP amendment only)

The Oregon Zoo is proposing to update the Capital Improvement Plan to allocate budgets for new capital projects. Failing coatings and flaking paint in the Penguin Habitat requires extensive repair work. The \$275,000 cost is funded from savings from similar work in the Steller Cove exhibit and unrestricted fund balance. In concert with new construction for the education center, a new train platform with covered roof is being constructed. The \$450,000 budget will be funded from the Train Renovation loan approved for the zoo in fiscal year 2014-15.

In addition, this amendment reflects substantive changes to the project budget for the Polar Bear Habitat. At the February 4, 2016 Council Meeting, staff from the Oregon Zoo Bond Program presented the results of construction escalation in the Portland market. Due to these changing market conditions, it was recommended to add resources in order to retain the project vision. This amendment reflects a total project budget of \$22,707,853.

No additional budget authority in the current year is needed to implement the changes. This action only amends the FY 2015-16 through FY 2019-20 capital improvement plan. Attachment 2 to the staff report outlines the Capital Project Detail changes requested in this amendment by the Oregon Zoo.

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 – Adds 0.50 FTE Senior Public Affairs Specialist; Increases Scalehouse Technician position by 0.20 FTE; recognizes \$54,000 in new grant funds from the Oregon State Marine Board; transfers about \$285,000 from the General Fund Contingency, \$431,000 from the Risk Management Fund contingency and \$10,000 from the Parks and Natural Areas Local Option Levy Fund contingency to fund the changes to operations as discussed in the staff report.
4. **Budget Impacts:** This action has the following impact on the FY 2015-16 budget:
 - Implements Phase II of the FLSA Status Review with additional appropriation of about \$88,000
 - Transfers \$60,000 from the General Fund contingency to provide for utility expenses related to the relocated server room at the Oregon Convention Center.
 - Provides for higher than anticipated Risk Management claims transferring \$431,000 from the Risk Management Fund contingency
 - Recognizes a \$54,000 grant and additional appropriation authority install the boarding docks at the Chinook Landing boat ramp.
 - Corrects a technical error between the Parks and Nature and Property and Environmental Services Departments that occurred when implementing the reorganization prior to adoption of the budget.
 - Provides for an additional 0.20 FTE Scalehouse Technician
 - Transfers \$50,000 from contingency in the Community Enhancement Fund to implement the Metro Central Enhancement grants awarded by the Committee in December 2015
 - Provides \$80,000 from the Council Opportunity Account contingency in the General Fund to cover expenses related to exploratory work in preparation of the Local Option Levy renewal
 - Transfers \$77,500 from the General Fund Contingency to allow for conversion of the Regional Land Information System from Oracle to SQL Server database
 - Add 0.50 FTE senior public affairs specialist to serve a communications lead for the Willamette Falls Legacy project
 - Amends the Capital Improvement Plan implementing changes to several projects most notably the changes to the bond funded Polar Bear Habitat reviewed by the Council at its February 4, 2106 Council Meeting.

RECOMMENDED ACTION

The Chief Operating Office recommends adoption of this Resolution.



Date: Tuesday, Dec. 8, 2015
 To: Metro Council
 From: Metro Councilor Sam Chase, Chair, Metro Central Enhancement Committee
 Subject: Metro Central Enhancement Committee 2016 Grant Awards

For more than 20 years enhancement fees collected at the Metro Central Transfer Station have been used to support neighborhoods and community assets in Northwest Portland. The Central Enhancement Committee is comprised of representatives from four neighborhood associations and two other representatives from the community. The Metro Councilor from District 5 serves as chair.

The committee met on Dec. 3, 2015 and reviewed this year's group of applications. The committee approved funding for 11 projects, awarding a total of \$377,406.44 this year. See list below.

The committee's award to Friends of Trees is contingent on Metro Council approval of transfer of \$100,000 from the Metro Central Enhancement Fund balance. The unappropriated balance in the Metro Central Enhancement Fund as of the adopted FY15-16 budget is \$387,266. \$50,000 would come through a budget amendment this fiscal year, and \$50,000 would be included in the FY16-17 Metro Budget proposal.

Organization Name	Proposal Title	Length of project	Requested Amount
Chapman PTA	Olivia's Bench	1 year	\$13,200.00
Forest Park Conservancy	Forest Park Community and Ecosystem Enhancement Grant	2 years	\$73,700.00
Friendly House	Recreational & Educational Equipment	1 year	\$30,686.44
Friendly House	Health & Wellness Initiative	2 years	\$29,300.00
Friends of Trees	Getting Green to Work	2 years	\$100,000.00
Linnton Community Center	Community Teaching Kitchen	1 year	\$64,344.00
Meals on Wheels People	Hot Meals for Northwest Portland Seniors	1 year	\$10,000.00
Neighbors for Clean Air	Understanding Air Pollution in NW Portland	2 years	\$28,500.00
Portland Harbor Community Advisory Group	Superfund Decision-Year Outreach Campaign	1 year	\$11,173.00
Sauvie Island Center	Farm to School and Back Again	1 year	\$6,503.00
Store to Door	Volunteer & Outreach Manager	1 year	\$10,000.00
Total Requested			\$377,406.44

Oregon Zoo Capital Project Detail

New? Y/N	Project ID	Project Title	Est. End Date	Revised Project Budget					5-Year Total	Source/s of Funding (Carry Fwd, Grant, etc.)
				2016	2017	2018	2019	2020		
Y	ZO051	Train Platform Design and Construction	4/30/2016	\$450,000					\$450,000	SW Loan for Train Renovation
Y	ZO056	Penguinarium Coating	4/30/2016	\$275,000					\$275,000	SW Loan for Steller Cove/Unrestricted Fund Balance
N	TBD	Steller/Living Collections Projects		\$0					\$0	
N	TBD	Zoo Train Renovation		\$906,812					\$906,812	SW Loan for Train Renovation
N	ZIP004	Polar Bear Habitat	3/14/2019	\$1,713,872	\$9,450,694	\$11,543,287			\$22,707,853	