

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 16-4709

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

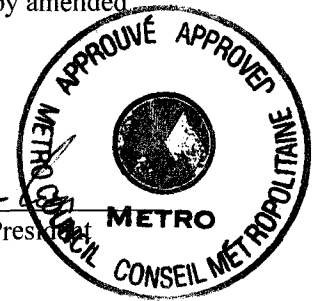
WHEREAS, ORS 294.463(3) provides for transfers of appropriations or of appropriations and a like amount of budget resources between funds of the municipal corporation when authorized by an official resolution or ordinance of the governing body stating the need for the transfer, now, therefore,

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 providing 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 23rd day of June, 2016.

Tom Hughes, Council President



APPROVED AS TO FORM:

Alison Kean, Metro Attorney

Exhibit A
Resolution No. 16-4709

ACCT	DESCRIPTION	Current Budget	Revision	Amended Budget
General Fund				
General Fund - Council				
Total Personnel Services		3,924,529	-	3,924,529
<i>Materials and Services</i>				
520100	Office Supplies	59,629	-	59,629
520500	Operating Supplies	905	-	905
521000	Subscriptions and Dues	2,382	-	2,382
524000	Contracted Professional Svcs	755,307	(52,000)	703,307
524600	Sponsorship Expenditures	35,000	-	35,000
525100	Utility Services	1,780	-	1,780
526000	Maintenance & Repair Services	31,047	-	31,047
526500	Rentals	942	-	942
528000	Other Purchased Services	19,894	-	19,894
545000	Travel	55,831	-	55,831
545500	Staff Development	45,861	-	45,861
547000	Council Costs	25,655	-	25,655
549000	Miscellaneous Expenditures	7,078	-	7,078
Total Materials and Services		1,041,311	(52,000)	989,311
TOTAL REQUIREMENTS		\$4,965,840	(\$52,000)	\$4,913,840
FTE		31.50	0.00	31.50

Exhibit A
Resolution No. 16-4709

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	19,451,563	52,000	19,503,563
582000	Transfer for Direct Costs	194,000	-	194,000
586900	Internal Loan Advances	-	-	-
Total Interfund Transfers		20,019,904	52,000	20,071,904
<i>Contingency</i>				
701001	Contingency - Opportunity Account	194,000	-	194,000
701002	Contingency - Operating	1,958,906	-	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		3,541,613	-	3,541,613
<i>Unappropriated Fund Balance</i>				
800000	Unappropriated Fund Balance	-	-	-
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		\$39,870,667	\$52,000	\$39,922,667

Exhibit A
Resolution No. 16-4709

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	392,582	472,582
498000	Transfer for Direct Costs	1,000,000	-	1,000,000
Total Interfund Transfers		1,080,000	392,582	1,472,582
TOTAL RESOURCES		\$1,135,000	\$392,582	\$1,527,582
Expenditures				
Total Personnel Services		19,014	-	19,014
<i>Materials and Services</i>				
524000	Contracted Professional Svcs	1,115,986	52,000	1,167,986
Total Materials and Services		1,115,986	52,000	1,167,986
<i>Unappropriated Fund Balance</i>				
801000	Unapp FB - Restricted	-	340,582	340,582
Total Unappropriated Fund Balance		-	340,582	340,582
TOTAL REQUIREMENTS		\$1,135,000	\$392,582	\$1,527,582
FTE		0.50	0.00	0.50

Exhibit A
Resolution No. 16-4709

ACCT	DESCRIPTION	Current Budget	Revision	Amended Budget
MERC Fund				
MERC Fund				
Revenues				
	Total Beginning Fund Balance	33,134,960	-	33,134,960
	Total Current Revenue	56,597,111	-	56,597,111
	<i>Interfund Transfers</i>			
498000	Transfer of Direct Costs	-	39,300	39,300
496900	Internal Loan Proceeds	-	-	-
497000	Transfer of Resources	1,125,132	-	1,125,132
	Total Interfund Transfers	1,125,132	39,300	1,164,432
	TOTAL RESOURCES	\$90,857,203	\$39,300	\$90,896,503
Expenditures				
	Total Personnel Services	19,860,619	-	19,860,619
	Total Materials and Services	29,652,204	-	29,652,204
	Total Capital Outlay	8,483,500	-	8,483,500
	Total Interfund Transfers	9,001,335	-	9,001,335
	<i>Contingency</i>			
701002	Contingency - Operating	2,515,000	39,300	2,554,300
701003	Contingency - New Capital-Business Strategy Reserve	5,272,853	-	5,272,853
706000	Contingency - Renew & Replacement	13,458,027	-	13,458,027
709000	Contingency - All Other	2,613,665	-	2,613,665
	Total Contingency	23,859,545	39,300	23,898,845
	TOTAL REQUIREMENTS	\$90,857,203	\$39,300	\$90,896,503
	FTE	186.35	0.00	186.35

Exhibit A
Resolution No. 16-4709

ACCT	DESCRIPTION	Current Budget	Revision	Amended Budget
Natural Areas Fund				
Expenditures				
	Total Personnel Services	2,413,251	-	2,413,251
	<i>Materials and Services</i>			
530000	Payments to Other Agencies	5,000,000	(340,582)	4,659,418
544500	Grants & Loans	2,150,000	-	2,150,000
	Total Materials and Services	7,150,000	(340,582)	6,809,418
	<i>Capital Outlay</i>			
570000	Land	19,000,000	-	19,000,000
571000	Improve-Other than Bldg	1,010,000	-	1,010,000
	Total Capital Outlay	20,010,000	-	20,010,000
	<i>Interfund Transfers</i>			
580000	Transfer for Indirect Costs	1,403,485	-	1,403,485
581000	Transfer of Resources	-	340,582	340,582
582000	Transfer for Direct Costs	1,349,239	-	1,349,239
	Total Interfund Transfers	2,752,724	340,582	3,093,306
	<i>Contingency</i>			
700000	Contingency	10,000,000	-	10,000,000
	Total Contingency	10,000,000	-	10,000,000
	<i>Unappropriated Fund Balance</i>			
801000	Unapp FB - Restricted	3,101,335	-	3,101,335
	Total Unappropriated Fund Balance	3,101,335	-	3,101,335
TOTAL REQUIREMENTS		\$45,427,310	\$0	\$45,427,310
FTE		20.25	0.00	20.25

Exhibit A
Resolution No. 16-4709

ACCT	DESCRIPTION	Current Budget	Revision	Amended Budget
Oregon Zoo Operating Fund				
Expenditures				
	Total Personnel Services	21,131,303	-	21,131,303
	Total Materials and Services	13,371,979	-	13,371,979
	Total Capital Outlay	20,000	-	20,000
	<i>Interfund Transfers</i>			
580000	Transfer for Indirect Costs	3,362,634	-	3,362,634
581000	Transfer of Resources	403,650	-	403,650
582000	Transfer for Direct Costs	135,164	39,300	174,464
586500	Interfund Loan - Interest	16,140	-	16,140
	Total Interfund Transfers	3,917,588	39,300	3,956,888
	<i>Contingency</i>			
701002	Contingency - Operating	950,000	(39,300)	910,700
	Total Contingency	950,000	(39,300)	910,700
	TOTAL REQUIREMENTS	\$39,390,870	\$0	\$39,390,870
	FTE	192.65	0.00	192.65

Exhibit B
Resolution 16-4709
Schedule of Appropriations

	<u>Current Appropriation</u>	<u>Revision</u>	<u>Revised Appropriation</u>
GENERAL FUND			
Council	4,965,840	(52,000)	4,913,840
Office of the Auditor	771,000	-	771,000
Office of Metro Attorney	2,391,040	-	2,391,040
Information Services	4,652,631	-	4,652,631
Communications	3,144,618	-	3,144,618
Finance and Regulatory Services	4,942,491	-	4,942,491
Human Resources	2,731,331	-	2,731,331
Property and Environmental Services	2,650,239	-	2,650,239
Parks and Nature	10,112,532	-	10,112,532
Planning and Development	18,187,149	-	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	20,019,904	52,000	20,071,904
Contingency	3,541,613	-	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
GENERAL ASSET MANAGEMENT FUND			
Asset Management Program	4,616,310	52,000	4,668,310
Non-Departmental			
Interfund Transfers	1,311,500	-	1,311,500
Contingency	2,167,468	-	2,167,468
<i>Total Appropriations</i>	8,095,278	52,000	8,147,278
Unappropriated Balance	-	340,582	340,582
Total Fund Requirements	\$8,095,278	\$392,582	\$8,487,860
MERC FUND			
MERC	57,996,323	-	57,996,323
Non-Departmental			
Interfund Transfers	9,001,335	-	9,001,335
Contingency	23,859,545	39,300	23,898,845
<i>Total Appropriations</i>	90,857,203	39,300	90,896,503
Total Fund Requirements	\$90,857,203	\$39,300	\$90,896,503
NATURAL AREAS FUND			
Parks and Nature	29,573,251	(340,582)	29,232,669
Non-Departmental			
Interfund Transfers	2,752,724	340,582	3,093,306
Contingency	10,000,000	-	10,000,000
<i>Total Appropriations</i>	42,325,975	-	42,325,975
Unappropriated Balance	3,101,335	-	3,101,335
Total Fund Requirements	\$45,427,310	\$0	\$45,427,310
OREGON ZOO OPERATING FUND			
Visitor Venues - Oregon Zoo	34,523,282	-	34,523,282
Non-Departmental			
Interfund Transfers	3,917,588	39,300	3,956,888
Contingency	950,000	(39,300)	910,700
<i>Total Appropriations</i>	39,390,870	-	39,390,870
Total Fund Requirements	\$39,390,870	\$0	\$39,390,870

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: June 2, 2016

Presented by: Kathy Rutkowski 503-797-1630

BACKGROUND

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

MERC Director of Communications and Strategic Development

During FY 2015-16, the Director of MERC Communications and Strategic Development served in an interim capacity at the Oregon Zoo, working on special projects. She spent approximately 25% of her time at the Oregon Zoo. This service was not included in the budget for FY 2015-16 because her role and duties were unknown at the time the FY 2015-16 Budget was developed. This amendment requests a transfer from the Oregon Zoo Operating Fund to the MERC Fund (MERC Administration subfund) of \$39,300 to reimburse MERC for the time spent working on Oregon Zoo projects.

Willamette Falls Project

When the FY 2015-16 budget was developed the Willamette Falls project was in the very early concept form. A small amount of funding was provided in the RISE program budget of the General Fund as well as the Parks Capital Account of the General Asset Management Fund. About mid-way through the fiscal year, it became apparent that a separate accounting structure was needed to provide transparency and management of all aspects of the project. A separate sub-fund was created under the General Asset Management Fund specifically for the Willamette Falls project. All items that were budgeted under the Parks Capital Account in the General Asset Management Fund were moved to the new Willamette Falls subfund. This action requests the authority to transfer \$52,000 of funding set aside in the RISE budget in the General Fund to the Willamette Falls subfund in the General Asset Management Fund. Implementation of this request will provide consistency in the management of the project across fiscal years.

Oregon City Local Share Contribution to the Willamette Falls Riverwalk Project

The City of Oregon City has requested that their remaining 2006 Natural Areas Local Share funds from Metro Contract No. 927844 be utilized for the Willamette Falls Riverwalk project. This amendment reflects the transfer of \$340,582 from the Natural Areas Bond to the Willamette Falls Sub-Fund to implement this request. The funding will be placed in the unappropriated balance in the Willamette Falls subfund in FY 2015-16 and carried forward to FY 2016-17. A companion technical amendment will be prepared for next year to recognize the additional beginning fund balance.

Oregon Zoo Steller Cove Capital Project (Capital Improvement Plan change only)

The Oregon Zoo is proposing to update the Capital Improvement Plan to allocate budget for a new capital project. The main chilling unit for the Steller Cove habitat has reached its end-of-life. The estimated cost for the entire project is \$500,000 and will be funded from available dollars in the Zoo Capital Fund. No additional budget authority is needed. This request is a CIP amendment only.

Parks and Nature Capital Projects (Capital Improvement Plan change only)

During FY 2015-16, a number of capital projects were identified that had not been included in the CIP. This action amends the FY 2015-16 through FY 2019-20 Capital Improve Plan to add the following projects:

- River Island Stream Restoration: This project was identified in Resolution 14-4583 as a Natural Areas Bond Investment project. The project is a large scale restoration project which will restore natural channel function to provide habitat for native fish, remove impediments for the establishment of natural habitat, treat invasive species, and protect restore native turtle habitat.
- Sellwood Gap: Council approved Resolution 15-4645 which exempts Metro from competitively bidding the relocation of Oregon Pacific Railroad's tracks for future trail use within the unimproved public right of way of SE Ochoco Street.
- The Terramet Database is a tool being developed and used for the Natural Areas program to track acquisition of properties, restoration work, conservation plans, rental properties and natural area management agreements among other things. The costs for development of the database are split between the general fund, levy fund and natural areas bond fund.

In addition, the following capital projects already included in the CIP have been amended:

- Orenco Woods Nature Park: The project budget is being increased to accommodate scope approved by Metro and the City of Hillsboro.
- Blue Lake Office Renovation: Metro has contracted with Sargent Design Works for the office redesign work at Blue Lake. This work was originally budgeted as part of projects LI211 Blue Lake Solar Power Installation. This amendment changes the appropriation from project LI211 to LI212.

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 –provides for consistency across budget years for the Willamette Falls Project; implements policy change in local share funding as directed by Oregon City; reimburses the MERC Fund to employee time spent working on Oregon Zoo projects; and amends the Capital Improvement Plan for various Oregon Zoo and Parks and Nature capital projects.
4. **Budget Impacts:** This action has the following impact on the FY 2015-16 budget:
 - Transfers \$39,300 from the Oregon Zoo Fund to the MERC Fund to reimburse MERC for employee time spent working on Oregon Zoo projects
 - Transfers \$52,000 from the RISE budget in the General Fund to the Willamette Falls subfund in the General Asset Management Fund to provide consistency in the management of the project budget and costs across fiscal years

- Implements a requested change by Oregon City to transfer the remaining \$340,582 of Natural Areas Local Share funding for Oregon City to the Willamette Falls Riverwalk Project
- Amends the Capital Improvement Plan to recognize changes in capital projects as discussed above and reflected in the attached Capital Project Detail Worksheets.

RECOMMENDED ACTION

The Chief Operating Office recommends adoption of this Resolution.

**Attachment 1 - Resolution #16-4709
Oregon Zoo Capital Project Detail**

New? Y/N	Project ID	Project Title	GL Acct	Fund ID	Dept ID	Est. End Date	Revised Project Budget					Source/s of Funding (Carry Fwd, Grant, etc.)	Other Project Comments
							2016	2017	2018	2019	2020		
Y	ZRW096	Steller Cove Chiller Replacement	573000	325	27000	10/31/2016	100,000	400,000				SW Loan for Train Renovation	

**Attachment 2 - Resolution #16-4709
Parks and Nature Capital Project Detail**

New? Y/N	Project ID	Project Title	GL Acct	Fund ID	Dept ID	Est. End Date	Revised Project Budget					Source/s of Funding (Carry Fwd, Grant, etc.)	Other Project Comments
							2016	2017	2018	2019	2020		
Y	BA030	River Island Restoration	570000	351	03430	6/30/2018	1,607,000	5,290,000	130,000			NA Bond	NA Bond Investment project identified in Resolution 14-4583 but not added to CIP, project needs to be recognized in CIP Budget
Y	G24010	Sellwood Gap	571000	351	03430	12/31/2017	150,000	848,858				NA Bond	Council approved Resolution 15-4645 which allows Metro to contract directly with Oregon Pacific Railroad (OPRR). OPRR will relocate tracks to allow for a future trail within the unimproved public right of way.
N	52004	Terramet Database Improvements	579000	351	02710	6/30/2017	86,385	100,000				NA Bond	This project's expenses are split between a couple department id's including 03100, 03210, 02710
N	LS010	Terramet Database Improvements	57000	165	03100	6/30/2017	103,740	50,000				Levy	This project's expenses are split between a couple department id's including 03100, 03210, 02710
N	LS010	Terramet Database Improvements	570000	010	03210	6/30/2017	69,225	50,000				General Fund	This project's expenses are split between a couple department id's including 03100, 03210, 02710
N	G13052	Orenco Woods Nature Park	571000	351	03430	6/30/2017	400,000	1,670,000				NA Bond	Project budget for FY16 increasing from \$200,00 to \$400,000
N	LI213	Blue Lake Office Renovation	572000	165	03430	6/30/2019	80,000	180,000	500,000			Levy	Project budget of \$80,000 moved from project LI211 Blue Lake Solar Panels to Blue Lake Office Renovation.