

BEFORE THE METRO COUNCIL

AN ORDINANCE AMENDING THE FY)
1996-97 BUDGET AND APPROPRIATIONS)
SCHEDULE BY TRANSFERRING \$223,718)
FROM CONTINGENCY TO PERSONAL)
SERVICES AND CAPITAL OUTLAY OF)
THE ZOO OPERATING FUND)
)

ORDINANCE NO. 97-686

Introduced by
Mike Burton, Executive Officer

WHEREAS, The Metro Council has reviewed and considered the need to transfer appropriations within the FY 1996-97 Budget; and

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

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

THE METRO COUNCIL HEREBY ORDAINS;

1. That the FY 1996-97 Budget and Schedule of Appropriations are hereby amended as shown in Exhibit A for the purpose of transferring \$223,718 from the Zoo Operating Fund Contingency to various Personal Services and Capital Outlay accounts in the Zoo Operating Fund to meet unanticipated expenses, including costs associated with flood and storm repair, overtime associated with elephant surgery and recovery, and replacement of the HVAC system in the Center for Species Survival.


2. 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 1st day of May, 1997.



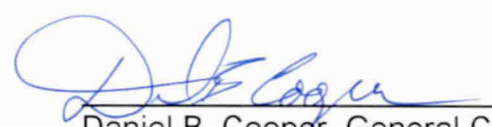
Jon Kvistad, Presiding Officer

ATTEST:



Recording Secretary

Approved as to Form:



Daniel B. Cooper, General Counsel

STAFF REPORT

IN CONSIDERATION OF ORDINANCE NO. 97-686, AMENDING THE FY 1996-97 BUDGET AND APPROPRIATIONS SCHEDULE FOR THE PURPOSE OF TRANSFERRING \$223,718 FROM CONTINGENCY TO PERSONAL SERVICES AND CAPITAL OUTLAY OF THE ZOO OPERATING FUND; AND DECLARING AN EMERGENCY

Date: March 25, 1997

Presented by: Kathy Kiaunis

FACTUAL BACKGROUND AND ANALYSIS

This action requests adjustments to the Zoo Operating Fund for the following purposes:

1. Transfer \$223,718 from Contingency as follows:

A.) \$155,718 to Personal Services to fund unanticipated costs associated with flood and storm repair, family leave, completion of a painting project and overtime associated with elephant surgery and recovery.

B.) \$68,000 to Capital Outlay to fund the unanticipated replacement of HVAC system in the Center for Species Survival.

Personal Services

Several unanticipated personal services expenditures have occurred that require a budget adjustment. Family leaves have required the back-filling of positions in several Zoo divisions. Flood recovery that carried over into FY 1996-97, other storm repairs, and in-house completion of a painting project abandoned by the contractor required additional temporary staff.

The Zoo also had a senior engineer on loan from Regional Environmental Department to assist with the slide wall project and other projects for a few months. The engineer's salary and benefits were direct charged to the Zoo Operating Fund.

Overtime costs will also exceed budgeted amounts because of vacancies and storm repairs. It is anticipated additional overtime will be needed in the Animal Management division to assist with elephant recovery.

Capital Outlay

The HVAC system in the Center for Species Survival unexpectedly required replacement at a cost of \$68,000 due to noise and emission problems.

EXECUTIVE OFFICER RECOMMENDATION

The Executive Officer recommends approval of Ordinance No. 97-686.

DS:rs

Exhibit A
Ordinance No. 97-686

Zoo Operating Fund

FISCAL YEAR 1996-97		CURRENT BUDGET		REVISION		PROPOSED BUDGET	
ACCT #	DESCRIPTION	FTE	AMOUNT	FTE	AMOUNT	FTE	AMOUNT
<u>Personal Services</u>							
511121	SALARIES-REGULAR EMPLOYEES (full time)						
	Senior Director	1.00	97,557		0	1.00	97,557
	Assistant Director	1.00	69,462		0	1.00	69,462
	Managers	3.00	185,171		0	3.00	185,171
	Senior Program Supervisor	2.00	119,896		0	2.00	119,896
	Program Supervisor	2.00	105,872		0	2.00	105,872
	Associate Program Supervisor	2.00	108,290		0	2.00	108,290
	Senior Service Supervisor	2.00	97,260		0	2.00	97,260
	Service Supervisor	1.00	42,945		0	1.00	42,945
	Senior Public Affairs Specialist	1.00	45,117		0	1.00	45,117
	Associate Service Supervisor	8.00	283,653		0	8.00	283,653
	Principal Administrative Service Analyst	1.00	45,166		0	1.00	45,166
	Senior Administrative Service Analyst	1.00	57,075		0	1.00	57,075
	Research Coordinator	1.00	57,075		0	1.00	57,075
	Program Coordinator	2.00	74,658		0	2.00	74,658
	Senior Engineer	0.00	0	0.48	26,275	0.48	26,275
	Senior Service Supervisor	1.00	49,448		0	1.00	49,448
	Asst. Pub. Affairs Specialist	1.00	45,131		0	1.00	45,131
	Associate Management Analyst	1.00	41,416		0	1.00	41,416
	Graphics/Exhibit Designer	1.00	39,840		0	1.00	39,840
	Event Technician	1.00	38,404		0	1.00	38,404
	Catering Coordinator	1.00	37,205		0	1.00	37,205
	Veterinarian	2.00	107,715		0	2.00	107,715
	Assistant Research Coordinator	1.00	36,714		0	1.00	36,714
	Administrative Assistant	1.00	37,108		0	1.00	37,108
511125	SALARIES-REGULAR EMPLOYEES (part time)						
	Graphics/Exhibit Designer	1.00	40,927		0	1.00	40,927
	Catering Coordinator	0.90	28,343		0	0.90	28,343
	Associate Service Supervisor	0.75	22,503		0	0.75	22,503
511221	WAGES-REGULAR EMPLOYEES (full time)						
	Administrative Support Assistant C	2.00	60,400		0	2.00	60,400
	Administrative Secretary	3.00	81,623		0	3.00	81,623
	Program Assistant 2	2.00	69,008		0	2.00	69,008
	Receptionist	1.00	20,026		0	1.00	20,026
	Program Assistant 2-Graphics	1.00	35,345		0	1.00	35,345
	Office Assistant	1.00	18,164		0	1.00	18,164
	Retail Specialist	1.00	29,144		0	1.00	29,144
	Program Assistant 1	1.00	28,787		0	1.00	28,787
	Security Officer 1	3.00	72,824		0	3.00	72,824
511225	WAGES-REGULAR EMPLOYEES (part time)						
	Administrative Secretary	1.75	56,355		0	1.75	56,355
	Security Officer 1-reg	0.50	10,324		0	0.50	10,324
	Program Assistant 1	1.77	46,382		0	1.77	46,382
	Animal Hospital Attendant	1.00	22,254		0	1.00	22,254
	Office Assistant	0.85	14,749		0	0.85	14,749
	Program Assistant 2-Graphics	0.50	15,229		0	0.50	15,229

Exhibit A
Ordinance No. 97-686

Zoo Operating Fund

FISCAL YEAR 1996-97		CURRENT BUDGET		REVISION		PROPOSED BUDGET	
ACCT #	DESCRIPTION	FTE	AMOUNT	FTE	AMOUNT	FTE	AMOUNT
	Visitor Service Worker 3-reg	4.50	88,250		0	4.50	88,250
511235	WAGES-TEMPORARY EMPLOYEES (part time)						
	Security Officer 1-temp	1.00	18,249		0	1.00	18,249
	Education Service Aide I	8.42	142,907		0	8.42	142,907
	Education Service Aide II	1.81	36,185		0	1.81	36,185
	Staff Assistant	0.41	864		0	0.41	864
	Office Assistant	0.20	3,303		0	0.20	3,303
	Management Intern	1.23	24,219		0	1.23	24,219
511241	WAGES-SEASONAL EMPLOYEES						
	Visitor Service Worker 3-temp	3.25	53,067		0	3.25	53,067
	Visitor Service Worker 2-temp	10.50	197,316		0	10.50	197,316
	Visitor Service Worker 1-temp	20.00	244,714		0	20.00	244,714
511321	REPRESENTED 483-REGULAR EMPLOYEES (full time)						
	Veterinary Technician	1.00	34,160		0	1.00	34,160
	Nutrition Technician	1.00	34,160		0	1.00	34,160
	Typist/Receptionist-reg	1.00	24,659		0	1.00	24,659
	Maintenance Technician	1.00	40,632		0	1.00	40,632
	Maintenance Worker 2	7.00	246,156		0	7.00	246,156
	Maintenance Worker 1	2.00	64,477		0	2.00	64,477
	Senior Gardener	1.00	39,213		0	1.00	39,213
	Gardener 2	1.00	34,848		0	1.00	34,848
	Gardener 1	6.00	197,065		0	6.00	197,065
	Custodian	4.00	126,366		0	4.00	126,366
	Senior Animal Keeper	7.00	252,564		0	7.00	252,564
	Animal Keeper	25.50	874,940		0	25.50	874,940
	Maintenance Lead	1.00	42,470		0	1.00	42,470
	Master Mechanic	1.00	42,470		0	1.00	42,470
	Maintenance Electrician	1.00	48,964		0	1.00	48,964
511325	REPRESENTED 483-REGULAR EMPLOYEES (part time)						
	Animal Keeper-PT	2.00	68,319		0	2.00	68,319
	Typist/Receptionist Reg. (Part Time)	2.25	55,483		0	2.25	55,483
	Custodian	2.80	91,146		0	2.80	91,146
	Clerk/Bookkeeper	1.50	39,495		0	1.50	39,495
	Maintenance Worker 2-PT	2.22	78,915		0	2.22	78,915
	Maintenance Worker 1-PT	0.35	11,284		0	0.35	11,284
511331	REPRESENTED 483-TEMPORARY EMPLOYEES(Full Time)						
	Laborer	0.90	23,376		0	0.90	23,376
511335	REPRESENTED 483-TEMPORARY EMPLOYEES (Part-Time)						
	Typist/Receptionist-temp	1.60	33,341		0	1.60	33,341
	Stationmaster-temp	2.20	56,915		0	2.20	56,915
	Animal Keeper	0.45	12,515		0	0.45	12,515
	Custodian	0.72	19,733		0	0.72	19,733
	Laborer	1.24	29,231	1.31	30,000	2.55	59,231
	Clerk/Bookkeeper	0.60	13,167		0	0.60	13,167
	Maintenance Worker 3	1.24	38,448		0	1.24	38,448
	Maintenance Worker 1	0.28	7,489		0	0.28	7,489
511400	OVERTIME		174,082		60,000		234,082

Exhibit A
Ordinance No. 97-686

Zoo Operating Fund

FISCAL YEAR 1996-97		CURRENT BUDGET		REVISION		PROPOSED BUDGET	
ACCT #	DESCRIPTION	FTE	AMOUNT	FTE	AMOUNT	FTE	AMOUNT
512000	FRINGE		1,819,008		23,443		1,842,451
	Total Personal Services	194.19	7,978,730	2.49	155,718	196.68	8,134,448
	Total Materials & Services		4,741,429				4,741,429
	<u>Capital Outlay</u>						
571200	Purchases-Improvements Other than Buildings		13,600		0		13,600
571350	Purchases-Exhibits & Related		75,485		0		75,485
571400	Purchases-Equipment & Vehicles		79,885		0		79,885
571500	Purchases-Office Furniture & Equipment		67,000		0		67,000
571600	Purchases-Railroad Equipment & Facilities		41,000		0		41,000
574120	Architectural Services		5,000		0		5,000
574130	Engineering Services		5,000		0		5,000
574510	Cnstrn Wrk/Mtrl-Improvement Other Than Building		95,000		0		95,000
574500	Cnstrn Wrk/Mtrl-Exhibit, Related		0		68,000		68,000
	Total Capital Outlay		710,470		68,000		778,470
	Total Interfund Transfers		1,481,012				1,481,012
	<u>Contingency and Unappropriated Balance</u>						
599999	Contingency		658,026		(223,718)		434,308
599990	Unappropriated Balance						
	* Unrestricted		4,846,561				4,846,561
	* Renewal & Replacement		1,250,000				1,250,000
	Total Contingency and Unappropriated Balance		6,754,587		(223,718)		6,530,869
TOTAL FUND REQUIREMENTS		194.19	21,666,228		0	196.68	21,666,228

Exhibit B
Ordinance No. 97-686
FY 1996-97 SCHEDULE OF APPROPRIATIONS

	Current Budget	Revision	Proposed Budget
ZOO OPERATING FUND			
Personal Services	\$7,978,730	\$155,718	\$8,134,448
Materials & Services	4,741,429	0	4,741,429
Capital Outlay	710,470	68,000	778,470
Interfund Transfers	1,481,012	0	1,481,012
Contingency	658,026	(223,718)	434,308
Unappropriated Balance	6,096,561	0	6,096,561
Total Fund Requirements	\$21,666,228	\$0	\$21,666,228

ALL OTHER APPROPRIATIONS REMAIN AS ADOPTED