

BEFORE THE METRO COUNCIL

AMENDING THE FY 1996-97 BUDGET AND)	ORDINANCE NO. 97-693
APPROPRIATIONS TO ADJUST THE)	
GROWTH MANAGEMENT SERVICES)	
DEPARTMENT BUDGET IN THE PLANNING)	Introduced by Mike Burton
FUND TO TRANSFER APPROPRIATIONS)	Executive Officer
FROM MATERIALS AND SERVICES TO)	
PERSONAL SERVICES TO COMPLETE)	
APPROVED PROJECTS; AND DECLARING)	
AN EMERGENCY.)	

WHEREAS, the Growth management Services Department has experienced changes in its budget which were not anticipated at the time the budget was adopted; and

WHEREAS, the department has used in-house staff or interns rather than miscellaneous professional services for several projects; and

WHEREAS, the department has a need to pay in-house staff out of class pay for doing this work, and

WHEREAS, the department has a experienced several vacancies which were filled at a higher point in the pay range than budgeted, and

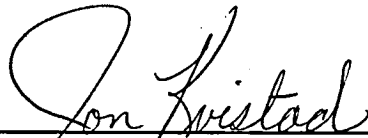
WHEREAS, savings in Miscellaneous Professional Services exist to cover these additional Personal Services costs; now, therefore,

THE METRO COUNCIL ORDAINS AS FOLLOWS;

1. That the FY 1996-97 Budget and Schedule of Appropriations are hereby amended as shown in the column titled "Revision" of Exhibits A and B to this Ordinance for the purpose of transferring \$21,118 from Miscellaneous Professional Services to Personal Services in the Growth Management Services Department

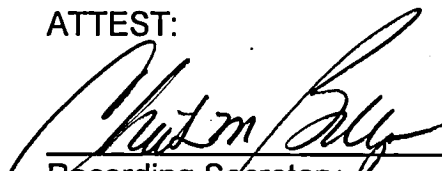
2. This Ordinance being necessary for the immediate preservation of the public health, safety or welfare of the Metro area in order to meet obligations and comply with Oregon Budget Law, an emergency is declared to exist, and this Ordinance takes effect upon passage.

ADOPTED by the Metro Council this 26th day of June, 1997.



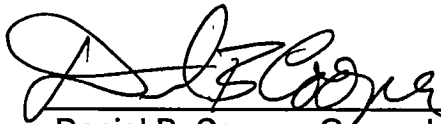
Jon Kvistad, Presiding Officer

ATTEST:



Recording Secretary

Approved as to Form:



Daniel B. Cooper, General Counsel

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April 23, 1997

Planning Fund

ACCT #	DESCRIPTION	Current Budget		Revision		Proposed Budget	
		FTE	AMOUNT	FTE	AMOUNT	FTE	AMOUNT
FISCAL YEAR 1996-97							
Growth Management Services Department							
<u>Personal Services</u>							
511121	SALARIES-REGULAR EMPLOYEES (full time)	32.65	1,550,948	0.00	7,236	32.65	1,558,184
511221	WAGES-REGULAR EMPLOYEES (full time)	3.50	104,591	0.00	4,973	3.50	109,564
511231	WAGES - TEMPORARY EMPLOYEES (Full-time)	0.00	0	0.52	7,160	0.52	7,160
511400	OVERTIME		2,645	0.00	0		2,645
512000	FRINGE		490,368	0.00	1,749		492,117
Total Personal Services		36.15	2,148,552	0.52	21,118	36.67	2,169,670
<u>Materials & Services</u>							
521100	Office Supplies		12,250		0		12,250
521110	Computer Software		39,382		0		39,382
521111	Computer Supplies		12,950		0		12,950
521240	Graphics/Reprographic Supplies		21,390		0		21,390
521260	Printing Supplies		1,560		0		1,560
521310	Subscriptions		2,764		0		2,764
521320	Dues		1,445		0		1,445
524190	Misc. Professional Services		904,620		(21,118)		883,502
525640	Maint. & Repairs Services-Equipment		51,870		0		51,870
525710	Equipment Rental		0		0		0
525740	Capital Leases (FY 92)		158,800		0		158,800
526200	Ads & Legal Notices		9,460		0		9,460
526310	Printing Services		144,700		0		144,700
526320	Typesetting & Reprographics Services		12,182		0		12,182
526410	Telephone		8,500		0		8,500
526420	Postage		108,500		0		108,500
526440	Delivery Services		1,850		0		1,850
526500	Travel		15,334		0		15,334
526510	Mileage Reimbursement		1,061		0		1,061
526700	Temporary Help Services		0		0		0
526800	Training, Tuition, Conferences		15,512		0		15,512
528100	License, Permits, Payments to Other Agencies		250,000		0		250,000
529500	Meetings		3,000		0		3,000
529800	Miscellaneous		0		0		0
Total Materials & Services			1,777,130		(21,118)		1,756,012
Total Capital Outlay			90,903		0		90,903
Total Interfund Transfers			730,827		0		730,827
Total Contingency and Unappropriated Balance			127,827		0		127,827
TOTAL REQUIREMENTS		36.15	4,875,239	0.52	0	36.67	4,875,239

Exhibit B
Ordinance No. 97-693

FY 1996-97 SCHEDULE OF APPROPRIATIONS

	<u>Current</u> <u>Appropriation</u>	<u>Revision</u>	<u>Proposed</u> <u>Appropriation</u>
PLANNING FUND			
Transportation Planning			
Personal Services	3,613,210		3,613,210
Materials & Services	11,313,538		11,313,538
Capital Outlay	2,469,000		2,469,000
Subtotal	17,395,748	0	17,395,748
Growth Management Services			
Personal Services	2,148,552	21,118	2,169,670
Materials & Services	1,777,130	(21,118)	1,756,012
Capital Outlay	90,903		90,903
Subtotal	4,016,585	0	4,016,585
General Expenses			
Interfund Transfers	1,997,772		1,997,772
Contingency	534,252		534,252
Subtotal	2,532,024	0	2,532,024
Unappropriated Balance	44,262		44,262
Total Fund Requirements	\$23,988,619	\$0	\$23,988,619

STAFF REPORT

IN CONSIDERATION OF ORDINANCE NO. 97-693 AMENDING THE FY 1996-97 BUDGET AND APPROPRIATIONS SCHEDULE FOR THE PURPOSE OF ADJUSTING THE PLANNING FUND BUDGET IN THE GROWTH MANAGEMENT SERVICES DEPARTMENT; DECLARING AN EMERGENCY.

Date: April 22, 1997

Presented by John Fregonese

FACTUAL BACKGROUND AND ANALYSIS

During the current 1996-97 fiscal year, the Growth Management Services Department has experienced changes in its budget that were not anticipated at the time the budget was prepared. In particular, Personal Services costs have increased due to using in-house staff or interns rather than contracted miscellaneous professional services and paying existing staff for out-of-class work which is required by Metro's contract with AFSCME Local 3588. In addition, a number of job vacancies have occurred this year and filling these positions with the best qualified people has resulted in starting salaries above the first step of the pay range.

The department requests moving \$21,118 from Materials and Services (Miscellaneous Professional Services) to Personal Services. In one case, a consultant we contracted with was unable due to health reasons to complete the project. The department then requested assistance from staff in another department to complete the project with staff time paid by the Growth Management Services Department. In addition, the department determined that it would be cost effective to hire temporary interns to conduct research rather than hiring consultants. These projects include the Regional Framework Plan, Urban Growth Management Functional Plan, and Martin Luther King Main Street. Due to the technical nature of recent public inquiries on urban reserves, support personnel have worked and been paid for out-of-class work.

BUDGET IMPACT

This ordinance transfers funds within the Growth management Services Department from M&S to Personal Services. It does not increase the overall size of the budget. It recognizes an increase of .52 FTE for temporary interns for FY 1996-97. These temporary positions are not carried over into FY 1997-98.

EXECUTIVE OFFICER'S RECOMMENDATION

The Executive Officer recommends adoption of Ordinance No. 97-693.