

BEFORE THE METRO COUNCIL

AN ORDINANCE AMENDING THE FY 1996-97)	ORDINANCE NO. 97-698A
BUDGET AND APPROPRIATIONS)	
SCHEDULE BY TRANSFERRING \$88,601)	
FROM CONTINGENCY AND \$80,000 FROM)	
MATERIALS AND SERVICES TO CAPITAL)	
OUTLAY IN THE EXPO CENTER PORTION)	Introduced by Councilor
OF THE REGIONAL PARKS AND EXPO FUND)	Ruth McFarland
TO PROVIDE FOR UNANTICIPATED CAPITAL)	
OUTLAY EXPENDITURES , AND DECLARING)	
AN EMERGENCY)	

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

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

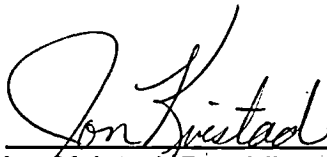
WHEREAS, Adequate funds exist for other identified needs; now, therefore,

THE METRO COUNCIL ORDAINS AS FOLLOWS:

1. That the FY 1996-97 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 transferring \$88,601 from contingency and \$80,000 from materials and services of the Expo Center budget within the Regional Parks and Expo Fund to capital outlay for the purpose of providing funds to purchase furniture, fixtures and equipment for the new exhibition hall.

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.



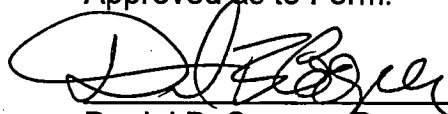
Jon Kvistad, Presiding Officer

ATTEST:



Recording Secretary

Approved as to Form:



Daniel B. Cooper, General Counsel

**Exhibit A
Ordinance No. 97-698A**

Regional Parks and Expo Fund

ACCT #	DESCRIPTION	FISCAL YEAR 1996-97		CURRENT		REVISION		PROPOSED	
		FTE	AMOUNT	FTE	AMOUNT	FTE	AMOUNT	FTE	AMOUNT
Regional Parks and Greenspaces									
TOTAL EXPENDITURES		49.73	5,441,126	0.00	0	49.73	5,441,126		

Expo Center

Total Personal Services		21.03	836,787	0.00	0	21.03	836,787		
<u>Materials & Services</u>									
521100	Office Supplies		2,150	0.00	0		2,150		
521111	Computer Supplies		3,000	0.00	0		3,000		
521210	Landscape Supplies		4,000	0.00	0		4,000		
521220	Custodial Supplies		20,940	0.00	0		20,940		
521230	Medical Supplies		1,000	0.00	0		1,000		
521240	Graphics/Reprographic Supplies		200	0.00	0		200		
521260	Printing Supplies		400	0.00	0		400		
521290	Other Operating Supplies		11,000	0.00	0		11,000		
521292	Small Tools		3,000	0.00	0		3,000		
521293	Promotional Supplies		10,500	0.00	0		10,500		
521310	Subscriptions		100	0.00	0		100		
521320	Dues		1,350	0.00	0		1,350		
521400	Fuels & Lubricants		3,900	0.00	0		3,900		
521510	Maintenance & Repairs Supplies-Building		10,100	0.00	0		10,100		
521520	Maintenance & Repairs Supplies-Grounds		4,000	0.00	0		4,000		
521530	Maintenance & Repairs Supplies-Vehicles		1,750	0.00	0		1,750		
521540	Maintenance & Repairs Supplies-Equipment		2,700	0.00	0		2,700		
524130	Promotion/Public Relation Services		15,000	0.00	0		15,000		
524190	Miscellaneous Professional Services		60,000	0.00	0		60,000		
525100	Utilities		0	0.00	0		0		
525110	Utilities-Electricity		155,300	0.00	0		155,300		
525120	Utilities-Water & Sewer Charges		24,800	0.00	0		24,800		
525130	Utilities-Natural Gas		38,280	0.00	0		38,280		
525150	Utilities-Sanitation Service		47,015	0.00	0		47,015		
525200	Cleaning Services		81,500	0.00	0		81,500		
525610	Maintenance & Repair Services-Building		3,500	0.00	0		3,500		
525620	Maintenance & Repairs Services-Grounds		12,000	0.00	0		12,000		
525630	Maintenance & Repairs Services-Vehicles		1,000	0.00	0		1,000		
525640	Maintenance & Repairs Services-Equipment		11,900	0.00	0		11,900		
525710	Equipment Rental		137,000	0.00	0		137,000		
525732	Leases-Vehicles		5,138	0.00	0		5,138		
525740	Capital Lease Payments		81,760	0.00	0		81,760		
526200	Ads & Legal Notices		15,000	0.00	0		15,000		
526310	Printing Services		7,660	0.00	0		7,660		
526320	Typesetting & Reprographics Services		3,000	0.00	0		3,000		
526410	Telephone		13,500	0.00	0		13,500		
526420	Postage		500	0.00	0		500		
526430	Catalogues & Brochures		1,000	0.00	0		1,000		
526440	Delivery Services		500	0.00	0		500		
526500	Travel		5,500	0.00	0		5,500		
526690	Concessions/Catering Contract		1,228,463	0.00	(80,000)		1,148,463		
526691	Parking Contract		135,000	0.00	0		135,000		
526700	Temporary Help Services		23,500	0.00	0		23,500		

Exhibit A
Ordinance No. 97-698A

Regional Parks and Expo Fund

FISCAL YEAR 1996-97		CURRENT BUDGET		REVISION		PROPOSED BUDGET	
ACCT #	DESCRIPTION	FTE	AMOUNT	FTE	AMOUNT	FTE	AMOUNT
526800	Training, Tuition, Conferences		3,495	0.00	0		3,495
528100	License, Permits, Payments to other Agencies		500	0.00	0		500
529800	Miscellaneous Expenditures		0	0.00	0		0
526910	Uniform Supply		4,550	0.00	0		4,550
526900	Miscellaneous Other Purchased Services		0	0.00	0		0
529500	Meetings		250	0.00	0		250
529835	External Promotion		400	0.00	0		400
Total Materials & Services			2,197,101		(80,000)		2,117,101
Total Debt Service			150,000		0		150,000
<u>Capital Outlay</u>							
571200	Purchases-Improvements		45,000	0.00	0		45,000
571300	Buildings, Exhibits & Related		95,000	0.00	168,601		263,601
571400	Equipment and Vehicles		262,116	0.00	0		262,116
571500	Purchases-Office Furniture & Equipment		21,000	0.00	0		21,000
574110	Construction Management		393,000	0.00	0		393,000
574120	Construction - Architectural Services		214,650	0.00	0		214,650
574130	Construction - Engineering Services		22,995	0.00	0		22,995
574190	Construction - Other Constr. Services		89,500	0.00	0		89,500
574510	Construction - Improve. other than Bldgs		0	0.00	0		0
574520	Construction Work/Materials-Buildings		11,353,045	0.00	0		11,353,045
Total Capital Outlay			12,496,306	0.00	168,601		12,664,907
TOTAL EXPENDITURES		21.03	15,680,194	0.00	88,601	21.03	15,768,795

General Expenses

Total Interfund Transfers			763,415		0		763,415
<u>Contingency and Unappropriated Balance</u>							
599999	Contingency						
	* Undesignated		237,722		(88,601)		149,121
	* Open Spaces Bonds		0		0		0
599990	Unappropriated Balance		0		0		0
	* Undesignated		835,822		0		835,822
	* Restricted (Natural Areas Fund)		1,032,660		0		1,032,660
Total Contingency and Unappropriated Balance			2,106,204		(88,601)		2,017,603
TOTAL FUND REQUIREMENTS		70.76	\$23,990,939	0.00	\$0	70.76	\$23,990,939

Exhibit B
Ordinance No. 97-698A
FY 1996-97 SCHEDULE OF APPROPRIATIONS

	Current Budget	Revision	Proposed Budget
REGIONAL PARKS AND EXPO FUND			
Regional Parks and Greenspaces			
Personal Services	\$2,044,403	0	\$2,044,403
Materials & Services	1,498,623	0	1,498,623
Capital Outlay	1,898,100	0	1,898,100
Subtotal	<u>5,441,126</u>	<u>0</u>	<u>5,441,126</u>
Expo Center			
Personal Services	836,787	0	836,787
Materials & Services	2,197,101	(80,000)	2,117,101
Debt Service	150,000	0	150,000
Capital Outlay	12,496,306	168,601	12,664,907
Subtotal	<u>15,680,194</u>	<u>88,601</u>	<u>15,768,795</u>
General Expenses			
Interfund Transfers	763,415	0	763,415
Contingency	237,722	(88,601)	149,121
Subtotal	<u>1,001,137</u>	<u>(88,601)</u>	<u>912,536</u>
Unappropriated Balance	1,868,482	0	1,868,482
Total Fund Requirements	<u>\$23,990,939</u>	<u>\$0</u>	<u>\$23,990,939</u>

ALL OTHER APPROPRIATIONS REMAIN AS ADOPTED

METROPLOITAN EXPOSITION RECREATION COMMISSION
Resolution 97-31


Authorizing a budget amendment to the FY 1996-97 Amended Budget for the Expo Center (Regional Parks and Expo) Fund related to anticipated over-expenditure of Capital Outlay expenditures.

The Metropolitan Exposition Recreation Commission finds that the following budget amendment is necessary:

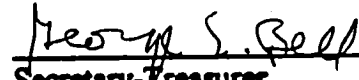
	<u>Amended Budget</u>	<u>Amendment</u>	<u>Revised Budget</u>
Material & Services	2,197,101	(80,000)	2,117,101
Capital Outlay	12,584,907	80,000	12,664,907

BE IT THEREFORE RESOLVED that the Metropolitan Exposition-Recreation Commission hereby approves the above budget amendment and submits it to the Metro Council under the Metro Code.

Passed by the Commission on June 11, 1997.

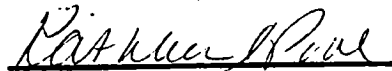


Chair



Secretary-Treasurer

Approved as to Form:
Daniel B. Cooper, General Counsel

By: 

Kathleen Pool, Senior Assistant Counsel

MERC STAFF REPORT

Agenda Item/Issue: Approval of amendment to the FY 1996-97 budget for the Expo Center

Resolution No. 97-31

Date: May 25, 1997

Presented by: Norman Kraft

Background and Analysis: This \$80,000 budget amendment is anticipated to be necessary to prevent an over-expenditure of Capital Outlay appropriations by year-end. The over-expenditure is due to the following reasons:

- The FF&E needs and requirements of the new building project never were part of the project costs. The original estimated costs were estimated to be approximately \$221,000. Actual costs appear to now be about \$224,000. This amount was to be provided for out of a combination of the Capital equipment budget, project savings and Contingency funds.
- \$285,806 of Contingency funds (Res. 97-06) were transferred to Capital Outlay previously which significantly reduced funding availability. \$73,190 was due to FY 95-96 project costs being lower than budgeted and \$212,616 was due to an accounting and audit issue related to the Fine Host investment. The last item was not made known until November 1996 which affects Capital Outlay expenditures in FY 96-97.
- There still remain one to two months to complete the project and true and final costs are not known nor can they be projected with complete accuracy. In addition, we were not able to delay spending for all of the expected operating equipment needs.

Based on the above factors it is necessary to move \$80,000 from Material & Services to Capital Outlay to prevent an over-expenditure. The specific line-item to be decreased in Material & Services is the Concession's appropriations, as the primary need and cause for the problem arises from Concessions equipment needs.

Fiscal Impact: The movement of \$80,000 of Materials & Services to Capital Outlay has no impact on the total appropriations. It is necessary to move this appropriation to avoid potential over-expenditure of budget, which is a violation of Oregon Budget Law.

<u>Expenditures</u>	<u>Amended Budget</u>	<u>Amendment</u>	<u>Revised Budget</u>
Materials & Services	2,197,101	(80,000)	2,117,101
Capital Outlay	12,584,907	80,000	12,664,907

Recommendation: Staff recommends that the Commission approve the revised and amended FY 1996-1997 Budget for the Expo Center.



METROPOLITAN EXPOSITION-RECREATION COMMISSION

DATE : June 17, 1997
TO : Councilor McCaig, Chair - Metro Finance Committee
FROM : Norman Kraft, Acting Director of MERC Fiscal Operations
SUBJECT : Amendment of Ordinance 97-698

After submission of MERC Resolution 97-18 and the drafting of Metro Ordinance 97-698, two things occurred which prompted us to draft a revised Metro Ordinance 97-698A. These two items are as follows:

- Metro Ordinance 96-661 had been overlooked and not taken into account. This Ordinance transferred \$5,810 in Expo Center Contingency funds. The revised amount of Contingency funds that are available to the Expo Center is \$88,601.
- After first reading of Metro Ordinance 97-698 we performed another review of Expo Center's Capital Outlay expenditures and revised our forecast. Some Operational equipment that we were going to defer needed to be purchased and costs of equipment for the new building were upgraded. The MERC Commission approved Resolution 97-31 transferring \$80,000 from Material & Services to Capital Outlay on June 11, 1997 and has also been added to this ordinance.

We ask for your consideration and indulgence in replacing Ordinance 97-698 with 97-698A.

cc. Councilor McFarland, Chair - Regional Facilities

BEFORE THE METRO COUNCIL

AN ORDINANCE AMENDING THE FY 1996-97)	ORDINANCE NO. 97-698
BUDGET AND APPROPRIATIONS)	
SCHEDULE BY TRANSFERRING \$94,411)	
FROM CONTINGENCY TO CAPITAL OUTLAY)	
IN THE EXPO CENTER PORTION OF THE)	
REGIONAL PARKS AND EXPO FUND TO)	Introduced by Councilor
PROVIDE FOR UNANTICIPATED CAPITAL)	Ruth McFarland
OUTLAY EXPENDITURES , AND DECLARING)	
AN EMERGENCY)	
)	

WHEREAS, The Metro Council has reviewed and considered the need to transfer appropriations with 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 ORDAINS AS FOLLOWS:

1. That the FY 1996-97 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 transferring \$94,411 from the contingency portion of the Expo Center budget within the Regional Parks and Expo Fund to capital outlay for the purpose of providing funds to purchase furniture, fixtures and equipment for the new exhibition hall.

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 _____ day of _____, 1997.

Jon Kvistad, Presiding Officer

ATTEST:

Approved as to Form:

Recording Secretary

Daniel B. Cooper, General Counsel

Exhibit A
Ordinance No. 97-698

Regional Parks and Expo Fund

ACCT #	DESCRIPTION	FISCAL YEAR, 1996-97		CURRENT BUDGET		REVISION		PROPOSED BUDGET	
		FTE	AMOUNT	FTE	AMOUNT	FTE	AMOUNT	FTE	AMOUNT
Regional Parks and Greenspaces									
TOTAL EXPENDITURES		49.73	5,441,126	0.00	0	49.73	5,441,126		
Expo Center									
Total Personal Services		21.03	836,787	0.00	0	21.03	836,787		
Total Materials & Services			2,197,101		0		2,197,101		
Total Debt Service			150,000		0		150,000		
<u>Capital Outlay</u>									
571200	Purchases-Improvements		45,000	0.00	0		45,000		
571300	Buildings, Exhibits & Related		95,000	0.00	94,411		189,411		
571400	Equipment and Vehicles		262,116	0.00	0		262,116		
571500	Purchases-Office Furniture & Equipment		21,000	0.00	0		21,000		
574110	Construction Management		393,000	0.00	0		393,000		
574120	Construction - Architectural Services		214,650	0.00	0		214,650		
574130	Construction - Engineering Services		22,995	0.00	0		22,995		
574190	Construction - Other Constr. Services		89,500	0.00	0		89,500		
574510	Construction - Improve. other than Bldgs		0	0.00	0		0		
574520	Construction Work/Materials-Buildings		11,353,045	0.00	0		11,353,045		
Total Capital Outlay			12,496,306	0.00	94,411		12,590,717		
TOTAL EXPENDITURES		21.03	15,680,194	0.00	94,411	21.03	15,774,605		
General Expenses									
Total Interfund Transfers			763,415		0		763,415		
<u>Contingency and Unappropriated Balance</u>									
599999	Contingency								
	* Undesignated		237,722		(94,411)		143,311		
	* Open Spaces Bonds		0		0		0		
599990	Unappropriated Balance		0		0		0		
	* Undesignated		835,822		0		835,822		
	* Restricted (Natural Areas Fund)		1,032,660		0		1,032,660		
Total Contingency and Unappropriated Balance			2,106,204		(94,411)		2,011,793		
TOTAL FUND REQUIREMENTS		70.76	\$23,990,939	0.00	\$0	70.76	\$23,990,939		

Exhibit B
Ordinance No. 97-698
FY 1996-97 SCHEDULE OF APPROPRIATIONS

	Current Budget	Revision	Proposed Budget
REGIONAL PARKS AND EXPO FUND			
Regional Parks and Greenspaces			
Personal Services	\$2,044,403	0	\$2,044,403
Materials & Services	1,498,623	0	1,498,623
Capital Outlay	1,898,100	0	1,898,100
Subtotal	5,441,126	0	5,441,126
Expo Center			
Personal Services	836,787	0	836,787
Materials & Services	2,197,101	0	2,197,101
Debt Service	150,000	0	150,000
Capital Outlay	12,496,306	94,411	12,590,717
Subtotal	15,680,194	94,411	15,774,605
General Expenses			
Interfund Transfers	763,415	0	763,415
Contingency	237,722	(94,411)	143,311
Subtotal	1,001,137	(94,411)	906,726
Unappropriated Balance	1,868,482	0	1,868,482
Total Fund Requirements	\$23,990,939	\$0	\$23,990,939

ALL OTHER APPROPRIATIONS REMAIN AS ADOPTED

METROPOLITAN EXPOSITION RECREATION COMMISSION
Resolution 97-18


Authorizing a budget amendment to the FY 1996-97 Amended Budget for the Expo Center (regional Parks and Expo Fund) related to anticipated over-expenditure of Capital Outlay expenditures.

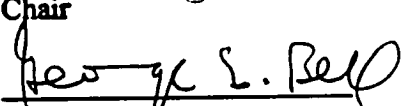
The Metropolitan Exposition Recreation Commission finds that the following budget amendment is necessary:

	<u>Amended Budget</u>	<u>Amendment</u>	<u>Revised Budget</u>
Capital Outlay	12,283,690	94,411	12,378,101
Contingency	94,411	(94,411)	0

BE IT THEREFORE RESOLVED that the Metropolitan Exposition-Recreation Commission here-by approves the above budget amendment and submits it to the Metro Council under the Metro Code applicable to FY 1996-97.

Passed by the Commission on April 9, 1997.



Chair


Secretary-Treasurer

Approved as to Form:
Daniel B. Cooper, General Counsel

By: 

Kathleen Pool, Assistant Counsel

MERC STAFF REPORT

Agenda Item/Issue: Approval of amendment to the FY 1996-97 budget for the Expo Center (Regional Parks and Expo Fund).

Resolution No. 97-18

Date: April 4, 1997

Presented by: Norman Kraft

Background and Analysis: This \$94,411 budget amendment is anticipated to be necessary to prevent an over-expenditure of Capital Outlay appropriations by year-end. The new building construction project is near completion but final costs will not be fully known for another month. The original project budget of \$13,500,000 did not include much money for furniture, fixtures and equipment (FF& E.). Thus the provision for the additional \$500,000 loan from OCC, however staff has concluded that necessary FF&E. can be funded within the existing appropriations of the Expo Center. This accommodation is achieved by the utilization of the following:

- Recognize the appropriation savings of \$95,000 from the project for this fiscal year which is shown below through an analysis of the funding plan:

<u>Original Funding Plan</u>		<u>Revised Funding Plan</u>	
Intel Loan	\$ 2,500,000	Intel Loan	\$ 2,500,000
OCC Fund Balance	\$ 9,000,000	OCC Fund Balance	\$ 9,000,000
Expo Fund Balance	\$ 1,500,000	Expo Fund Balance	\$ 1,500,000
OCC Loan	\$ 500,000	Add'l Expo Funds	\$ 285,000
		Interest Earned on funds	\$ 215,000
			\$ 13,500,000
	<u>\$13,500,000</u>	Estimated Total Costs	<u>\$(13,405,000)</u>
		Available Appropriations	\$ 95,000

- Presently the non-project capital outlay budget is \$210,500 of which \$72,126 has not been either spent or encumbered. However most of the expended or encumbered amounts are part of the FF&E and are not just operational items.
- There are sufficient items from the potential list of operation and or FF&E list that can be put on hold until the new fiscal year such as a \$50,000 roof repair to the South Hall, a \$40,000 Manlift, \$10,000 for a Bailer and or a \$4,000 Kronos time keeping system.

Moving remaining Contingency funds of \$94,411 will provide for the immediate capital needs both from an operational and the FF&E needs of the new building per the following:

Potential Operation Capital	\$ 161,975
Potential FF&E	\$ <u>293,900</u>
Potential Capital Outlay	\$ 455,875
Less: Budgeted Appropriations	\$(210,500)
Less: Remaining Project Budget	\$(95,000)
Less: Contingency Transfer	\$(<u>94,411</u>)
Amount to be put on hold	\$ 55,964

MERC STAF REPORT

Resolution 97-18

Page 2

Fiscal Impact: The movement of \$94,411 in Contingency appropriations to Capital Outlay has no impact on the total appropriations. The utilization of project appropriation savings, re-appraisal of current operation needs and the application of Contingency negates the need to borrow. Thus by avoiding further borrowing the Expo Center can concentrate on the payoff of the Intel loan. It is necessary to move this appropriation to avoid an over-expenditure of budget, which is a violation of Oregon Budget Law.

	<u>Balance</u> <u>Prior to Change</u>	<u>Additions</u>	<u>Deletions</u>	<u>Balance</u> <u>Adjusted</u>
<u>Expenditures</u>				
Capital Outlay:	12,283,690	94,411	0	12,378,101
Equipment	49,500	94,411	0	143,911
Contingency:	94,411	0	(94,411)	0

Recommendation: Staff recommends that the Commission approve the revised and amended FY 1996-1997 Budget for the Expo Center (Regional Parks and Expo fund).

STAFF REPORT

IN CONSIDERATION OF ORDINANCE 97-698 AMENDING THE FY 1996-97 BUDGET AND APPROPRIATIONS SCHEDULE BY TRANSFERRING \$94,411 FROM CONTINGENCY TO CAPITAL OUTLAY IN THE EXPO CENTER PORTION OF THE REGIONAL PARKS AND EXPO FUND TO PROVIDE FOR UNANTICIPATED CAPITAL OUTLAY EXPENDITURES, AND DECLARING AN EMERGENCY.

Date: May 2, 1997

Presented by: Mark Williams

FACTUAL BACKGROUND AND ANALYSIS

The Metropolitan Exposition-Recreation Commission (MERC) has passed Resolution No. 97-18 authorizing adjustments to the budget appropriations of the Expo portion of the Regional Parks and Expo Fund. The adjustments are necessary to cover unanticipated capital outlay expenditures. A copy of the resolution is attached for reference.

The original budget for the construction of the new exhibition hall at Expo was very lean and included only a small amount for furniture, fixtures and equipment. These items were planned to be purchased utilizing appropriations that were offset by the revenue coming from the budgeted interfund loan between Oregon Convention Center Operating Fund and the Regional Parks and Expo Fund. MERC staff has determined that the project can be completed without the interfund loan and that sufficient revenues exist within the fund to support expenditure of the full budget appropriations for this fund.

This budget adjustment results in the transfer of the entire fund contingency earmarked for the Expo Center. The portion of the fund contingency set aside for Regional Parks remains intact.