

BEFORE THE METRO COUNCIL

FOR THE PURPOSE OF AMENDING THE FY 2020-21 BUDGET AND APPROPRIATIONS SCHEDULE AND FY 2020-21 THROUGH FY 2024-25 CAPITAL IMPROVEMENT PLAN TO PROVIDE FOR CHANGES IN OPERATIONS)

RESOLUTION NO 21-5180

Introduced by Marissa Madrigal, Chief Operating Officer, with the concurrence of Council President Lynn Peterson

WHEREAS, the Metro Council has reviewed and considered the need to change appropriations within the FY 2020-21 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 change of appropriations 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, 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, and

WHEREAS, ORS 294.338(2) allows an increase in appropriations due to specific purpose grants or gifts when authorized by an official resolution or ordinance of the governing body stating the need for the recognition, and

WHEREAS, ORS 294.338(3) allows an increase in appropriations when a request for services, the cost of which is supplied by another entity, necessitates a greater expenditure of public money for any specific purpose in order to provide the services when authorized by an official resolution or ordinance of the governing body stating the need for the recognition, and

BE IT RESOLVED,

- 1. That the FY 2020-21 Budget and Schedule of Appropriations are hereby amended as shown in the column entitled "Revision" of Exhibits A to this Resolution for the purpose of modifying expenditures, and transferring funds to from contingency.
2. That the FY 2020-21 through FY 2024-25 Capital Improvement Plan is hereby amended accordingly.

ADOPTED by the Metro Council this 17th day of June, 2021.

[Handwritten signature of Lynn Peterson]

Lynn Peterson, Council President

APPROVED AS TO FORM:

[Handwritten signature of Carrie MacLaren]

Carrie MacLaren, Metro Attorney

Exhibit A**Resolution 21-5180
Schedule of Appropriations**

	Current Appropriations	Revisions	Adopted Budget
GENERAL FUND			
Council	6,361,790	-	6,361,790
Office of the Auditor	825,955	-	825,955
Office of Metro Attorney	2,872,303	-	2,872,303
Information Services	5,956,614	-	5,956,614
Communications	1,951,150	-	1,951,150
Finance and Regulatory Services	4,905,068	125,000	5,030,068
Human Resources	3,570,805	-	3,570,805
Capital Asset Management	3,071,368	-	3,071,368
Planning and Development Department	29,557,631	-	29,557,631
Research Center	4,582,760	-	4,582,760
Waste Prevention and Environmental Services	-	-	-
Parks and Nature	3,146,500	-	3,146,500
Special Appropriations	3,486,067	-	3,486,067
Non-Departmental			
Debt Service	8,263,627	-	8,263,627
Interfund Transfers	27,814,460	-	27,814,460
Contingency	9,582,171	(125,000)	9,457,171
<i>Total Appropriations</i>	115,948,269	-	115,948,269
Unappropriated Balance	23,664,678	-	23,664,678
Total Fund Requirements	139,612,947	-	139,612,947
Total Appropriations	810,200,785	-	810,200,785
Total Unappropriated Balance	670,047,318	-	670,047,318
TOTAL BUDGET	1,480,248,103	-	1,480,248,103

STAFF REPORT

IN CONSIDERATION OF RESOLUTION 20-5158 FOR THE PURPOSE OF AMENDING THE FY 2020-21 BUDGET AND APPROPRIATIONS SCHEDULE AND FY 2020-21 THROUGH FY 2024-25 CAPITAL IMPROVEMENT PLAN TO PROVIDE FOR CHANGES IN OPERATIONS

Date: May 25, 2021

Prepared by:
Jessica Eden, Budget Coordinator

Department: Finance and Regulatory Services

Presented by:
Cinnamon Williams, Financial Planning Director

Meeting date: June 17, 2021

ISSUE STATEMENT

This resolution will authorize changes in appropriations in the FY 2020-21 Budget and approve changes to the FY 2020-21 through FY 2024-25 Capital Improvement Plan.

ACTION REQUESTED

Council adoption of Resolution 21-5158.

IDENTIFIED POLICY OUTCOMES

Council approval will authorize changes in appropriations requested by departments for FY 2020-21 and approve requested changes to the FY 2020-21 through FY 2024-25 Capital Improvement Plan.

POLICY QUESTION

Council should consider whether the changes in appropriations have been justified, that adequate funds exist for identified needs and that proposed changes to the Capital Improvement Plan appear appropriate.

POLICY OPTIONS FOR COUNCIL TO CONSIDER

Adoption of the Resolution will provide sufficient appropriations to accommodate the changes in operations outlined by the departments. Adoption will also allow for changes to capital projects, again due to operational factors.

Disapproval of the Resolution will require departments to reevaluate their proposed changes to operational and capital plans due to the denied requests for additional resources and changes in capital projects.

STAFF RECOMMENDATIONS

The Chief Operating Officer recommends adoption of Resolution 21-5180.

STRATEGIC CONTEXT & FRAMING COUNCIL DISCUSSION

Known Opposition: None known.

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. 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. ORS 294.338(2) allows an increase in appropriations due to specific purpose grants or gifts when authorized by an official resolution or ordinance of the governing body stating the need for the recognition. ORS 294.338(3) allows an increase in appropriations when a request for services, the cost of which is supplied by another entity, necessitates a greater expenditure of public money for any specific purpose in order to provide the services when authorized by an official resolution or ordinance of the governing body stating the need for the recognition. 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.

Anticipated Effects: This action provides for changes in operations as described above, provides additional appropriations authority, and changes Capital Improvement Plan.

Budget Impacts: This action has the following impacts on the FY 2020-21 budget:

- **General Fund:** reduces General Fund contingency and increases appropriation in Finance and Regulatory services by \$125,000 in personnel services. This resource will support the effort to centralize finance staff and is related to costs incurred prior to July 1, 2021.
- **Waste Planning and Environmental Services Operating Fund:** no change to appropriations; however, there are changes to the Capital Plan- outlined below.
- **Zoo Operating Fund:** reduces the general roof contingency budget by \$185,000 and allocates resources to two specific roofing projects for the Oregon Zoo. One is the Animal Nutrition Center (ANC) roof estimated at \$150,000 and the other is for the Stellar Cove roof estimated at \$35,000. Only one of these projects exceeds the \$100,000 threshold and is listed below.

BACKGROUND

The following amendments have been proposed for Council review and action:

Financial and Regulatory Services (FRS) request for additional General Fund resources

For efficiency and to align with best practices, Metro made a decision to centralize Finance personnel. This change is effective 7/1/2021, however due to staffing needs and changes, FRS will incur some costs of centralized personnel prior to that date. FRS is requesting \$125,000 from the General Fund contingency for personnel services costs as well as technology related purchases to effectively implement this change.

Waste Prevention and Environmental Services - Capital Improvement Plan Changes

The department is requesting to make Solid Waste Fund capital project adjustments to the Solid Waste Capital Improvement Plan (CIP) due to lower than expected Land Acquisition costs resulting in the ability to increase investment in the current year for other projects.

- **SWTBD08 Land Acquisition** – Request to reduce this project by \$940k, as the land acquisition for the West property occurred in April 2021, and appraisal/purchase price was lower than budgeted.
- **SMS011 MSS Restroom/Showers Renovation** – Request to increase budget by \$300k. The project was budgeted for FY20-21 but primarily included design and engineering. The increase of \$300,000 to the budget for this project covers the additional expenses for construction. The Department decided to take \$300,000 from the FY20-21 appropriations for land acquisition (SWTBD08) to fund this project as the appraisal and purchase price for land was lower than budgeted.

- **SMC010 MCS Replace Storage Tank** – Request to increase budget by \$180k. The project was originally budgeted in FY19-20 but delayed due to permits and approvals. The project was re-started and completed in FY20-21. The Department decided to take \$180,000 from the FY20-21 appropriations for land acquisition (SWTBD08) to fund this project as the appraisal and purchase price for land was lower than budgeted.
- **SMC016 MCS Stormwater Pipe Routing** – Request to increase budget by \$110k. This project is related to but separate from the Stormwater Upgrade project. This project was not originally budgeted in FY20-21. Most of this work will be completed in FY20-21 but there may be minor expenditures in FY21-22. The Department decided to take \$110,000 from the FY20-21 appropriations for land acquisition (SWTBD08) to fund this project as the appraisal and purchase price for land was lower than budgeted.
- **SMC012 MCS Wi-fi Network** – Request to increase budget by \$190k. The project was not originally budgeted in FY20-21 but was identified as a priority project. This project/installation provides wi-fi access throughout the facility. The Department decided to move \$190,000 from the FY20-21 appropriations for land acquisition (SWTBD08) to fund this project as the appraisal and purchase price for land was lower than budgeted.
- **SMS012 MCS Wi-fi Network** – Request to increase budget by \$160k. The project was not originally budgeted in FY20-21 but was identified as a priority project. This project/installation provides wi-fi access throughout the facility. The Department decided to move \$160,000 from the FY20-21 appropriations for land acquisition (SWTBD08) to fund this project as the appraisal and purchase price for land was lower than budgeted.

This action amends the FY 2020-21 through 2024-25 Capital Improvement Plan and does not require any Solid Waste Fund's contingency. Attachment 1 outlines the Capital Projects changes requested.

Oregon Zoo - Capital Improvement Plan Changes

The following Capital Improvement Projects require revision as outlined below:

- **ZRW500 Zoo Animal Nutrition Center (ANC) Roof - R&R Roof Projects** – Request to allocate \$150,000 of resources from the general roof contingency to the ANC roof.

This action amends the FY 2020-21 through 2024-25 Capital Improvement Plan and does not require any of the Zoo's general contingency. Attachment 2 outlines the Capital Projects changes requested.

ATTACHMENTS

- Resolution 21-5180
- Exhibit A - Schedule of Appropriations
- Attachments 1-2 Capital Project Details

**Mid Year Amendment FY 2020-21 Budget
Capital Improvement Plan (CIP) Detail Changes
Waste Prevention & Environ. Services**

Financial Planning Use

Attachment 1

Resolution 21-5180

New? Y/N	Project ID	Project Title	GL Acct	Fund ID	Dept ID	FY 2020-21			FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25	Notes (i.e delay/cancel other projects, contingency)
						CIP	Change Request*	CIP Amended	CIP Amended	CIP Amended	CIP Amended	CIP Amended	
N	SWTBD08	Land Acquisition	570000	536	34100	6,750,000	(940,000)	5,810,000	-	-	-	-	
N	SMS011	MSS Restroom/Showers Renovation	571000	534	34100	350,000	300,000	650,000	-	-	-	-	
N	SMC010	MCS Replace Storage Tank	574000	534	34100	-	180,000	180,000	-	-	-	-	
N	SMC016	MCS Stormwater Pipe Routing	524000	530	32550	-	110,000	110,000	-	-	-	-	
N	SMC012	MCS Wi-Fi Network	574000	536	34100	-	190,000	190,000	-	-	-	-	
N	SMS012	MSS Wi-Fi Network	574000	536	34100	-	160,000	160,000	-	-	-	-	
						-		-	-	-	-	-	
								-	-	-	-	-	

* Change Request Column for current FY should agree to changes to projects on Operating changes on Tab

**Mid Year Amendment FY 2020-21 Budget
Capital Improvement Plan (CIP) Detail Changes
Visitor Venue - Oregon Zoo**

Financial Planning Use
Attachment 2
Resolution 21-5180

New? Y/N	Project ID	Project Title	GL Acct	Fund ID	Dept ID	FY 2020-21			FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25	Notes (i.e delay/cancel other projects, contingency)
						CIP	Change Request*	CIP Amended	CIP Amended	CIP Amended	CIP Amended	CIP Amended	
Y	ZRW500	Zoo ANC Roof - R&R Roof Projects	526100	326	20000		150,000	150,000	-	-	-	-	
								-	-	-	-	-	
								-	-	-	-	-	
								-	-	-	-	-	
								-	-	-	-	-	

* Change Request Column for current FY should agree to changes to projects on Operating changes on Tab