

BEFORE THE METRO COUNCIL

AN ORDINANCE AMENDING THE FY 1994-95)	ORDINANCE NO. 94-572A
BUDGET AND APPROPRIATIONS)	
SCHEDULE BY TRANSFERRING \$45,850)	Introduced by Rena Cusma,
FROM THE REGIONAL PARKS AND EXPO)	Executive Officer
FUND CONTINGENCY TO MATERIALS AND)	
SERVICES IN THE REGIONAL PARKS AND)	
GREENSPACES DEPARTMENT FOR THE)	
PURPOSE OF UPDATING AND REPRINTING)	
PUBLIC INFORMATION MATERIALS FOR)	
THE METROPOLITAN GREENSPACES)	
PROGRAM; AND DECLARING AN)	
EMERGENCY)	

WHEREAS, The Metro Council has reviewed and considered the need to transfer appropriations within the FY 1994-95 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;

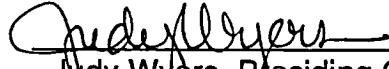
1. That the FY 1994-95 Budget and Schedule of Appropriations are hereby amended as shown in the column titled "Revision" of Exhibits A and B to this Ordinance for the purpose of transferring \$45,850 from the Regional Parks and Expo Fund Contingency to the Planning & Capital Development Division, Greenspaces Program for the purpose of updating and reprinting public information materials for the Metropolitan Greenspaces Program.

2. This Ordinance being necessary for the immediate preservation of the public health, safety and welfare, 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 13th day of October, 1994.

ATTEST:


Clerk of Council



Judy Wyers, Presiding Officer

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**Exhibit A
Ordinance No. 94-572A**

FISCAL YEAR 1993-94		CURRENT BUDGET		REVISION		PROPOSED BUDGET	
ACCT #	DESCRIPTION	FTE	AMOUNT	FTE	AMOUNT	FTE	AMOUNT
Total Personal Services		44.85	1,701,637	0.00	0	44.85	1,701,637
<u>Materials & Services</u>							
521100	Office Supplies		5,060		0		5,060
521110	Computer Software		7,835		0		7,835
521111	Computer Supplies		720		0		720
521210	Landscape Supplies		9,443		0		9,443
521220	Custodial Supplies		7,245		0		7,245
521240	Graphics/Reprographic Supplies		600		500		1,100
521250	Tableware Supplies		1,100		0		1,100
521260	Printing Supplies		735		0		735
521270	Animal Food		100		0		100
521290	Other Operating Supplies		16,931		0		16,931
521292	Small Tools		2,889		0		2,889
521293	Promotional Supplies		1,625		0		1,625
521310	Subscriptions		900		0		900
521320	Dues		475		0		475
521510	Maintenance & Repairs Supplies-Building		12,930		0		12,930
521520	Maintenance & Repairs Supplies-Grounds		28,733		0		28,733
521540	Maintenance & Repairs Supplies-Equipment		10,360		0		10,360
523100	Merchandise for Resale-Food		9,775		0		9,775
523200	Merchandise for Resale-Retail		2,750		0		2,750
524110	Accounting & Auditing Services		4,200		0		4,200
524120	Legal Fees		0		0		0
524130	Promotion/Public Relation Services		0		0		0
524190	Miscellaneous Professional Services		1,134,124		11,260		1,145,384
525110	Utilities-Electricity		26,795		0		26,795
525120	Utilities-Water & Sewer Charges		10,030		0		10,030
525140	Utilities-Heating Fuel		3,750		0		3,750
525150	Utilities-Sanitation Service		17,305		0		17,305
525190	UtilitiesOther		2,000		0		2,000
525610	Maintenance & Repair Services-Building		825		0		825
525620	Maintenance & Repairs Services-Grounds		0		0		0
525640	Maintenance & Repairs Services-Equipment		4,659		0		4,659
525710	Equipment Rental		30,933		0		30,933
525740	Capital Lease		2,750		0		2,750
526200	Ads & Legal Notices		1,525		9,600		11,125
526310	Printing Services		66,825		14,740		81,565
526320	Typesetting & Reprographics Services		3,400		2,250		5,650
526410	Telephone		8,152		0		8,152
526420	Postage		16,245		7,500		23,745
526440	Delivery Services		575		0		575
526500	Travel		3,850		0		3,850
526510	Mileage Reimbursement		1,675		0		1,675
526690	Concessions/Catering Contract		26,950		0		26,950
526700	Temporary Help Services		1,000		0		1,000
526800	Training, Tuition, Conferences		7,065		0		7,065
529910	Uniform Supply		6,950		0		6,950
528100	License, Permits, Payment to Agencies		216,915		0		216,915
526900	Miscellaneous Other Purchased Services		220		0		220
528310	Real Property Taxes		82,500		0		82,500
529500	Meetings		1,450		0		1,450
529835	External Promotion		29,188		0		29,188
Total Materials & Services			1,832,062		45,850		1,877,912

**Exhibit A
Ordinance No. 94-572A**

FISCAL YEAR 1993-94		CURRENT BUDGET		REVISION		PROPOSED BUDGET	
ACCT #	DESCRIPTION	FTE	AMOUNT	FTE	AMOUNT	FTE	AMOUNT
Regional Parks and Greenspaces Department							
<u>Capital Outlay</u>							
571100	Land		368,418		0		368,418
571200	Purchases-Improvements		3,000		0		3,000
571400	Equipment and Vehicles		3,525		0		3,525
571500	Purchases-Office Furniture & Equipment		7,293		0		7,293
574510	Construction Work/Materials-Improvements		25,000		0		25,000
574520	Construction Work/Materials-Buildings		10,000		0		10,000
Total Capital Outlay			417,236		0		417,236
TOTAL EXPENDITURES		44.85	3,950,935	0.00	45,850	44.85	3,996,785

**Exhibit A
Ordinance No. 94-572A**

FISCAL YEAR 1993-94		CURRENT BUDGET		REVISION		PROPOSED BUDGET	
ACCT #	DESCRIPTION	FTE	AMOUNT	FTE	AMOUNT	FTE	AMOUNT

** For Information Only **

Regional Parks and Greenspaces Department (Administration)

TOTAL EXPENDITURES		4.00	216,720	0	4.00	216,720
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Regional Parks and Greenspaces Department (Operations and Maintenance)

TOTAL EXPENDITURES		32.35	1,696,067	0	32.35	1,696,067
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Regional Parks and Greenspaces Department (Planning and Capital Development)

Total Personal Services		8.50	456,379	0.00	0	8.50	456,379
Materials & Services							
521100	Office Supplies		3,450		0		3,450
521110	Computer Software		2,585		0		2,585
521111	Computer Supplies		500		0		500
521210	Landscape Supplies		4,943		0		4,943
521240	Graphics/Reprographic Supplies		450		500		950
521250	Tableware Supplies		1,100		0		1,100
521260	Printing Supplies		550		0		550
521290	Other Operating Supplies		2,050		0		2,050
521292	Small Tools		500		0		500
521293	Promotional Supplies		1,625		0		1,625
521310	Subscriptions		900		0		900
521320	Dues		175		0		175
523100	Merchandise for Resale-Food		4,975		0		4,975
523200	Merchandise for Resale-Retail		2,750		0		2,750
524190	Miscellaneous Professional Services		1,026,954		11,260		1,038,214
525640	Maintenance & Repairs Services-Equipment		2,000		0		2,000
525710	Equipment Rental		19,883		0		19,883
525740	Capital Lease		2,750		0		2,750
526200	Ads & Legal Notices		500		9,600		10,100
526310	Printing Services		63,200		14,740		77,940
526320	Typesetting & Reprographics Services		3,400		2,250		5,650
526410	Telephone		2,500		0		2,500
526420	Postage		16,245		7,500		23,745
526440	Delivery Services		575		0		575
526500	Travel		3,850		0		3,850
526510	Mileage Reimbursement		1,675		0		1,675
526700	Temporary Help Services		1,000		0		1,000
526800	Training, Tuition, Conferences		2,500		0		2,500
529910	Uniform Supply		500		0		500
528100	License, Permits, Payment to Agencies		300		0		300
529500	Meetings		1,450		0		1,450
529835	External Promotion		29,188		0		29,188
Total Materials & Services			1,205,023		45,850		1,250,873
Total Capital Outlay			376,746		0		376,746
TOTAL EXPENDITURES		8.50	2,038,148	0.00	45,850	8.50	2,083,998

**Exhibit A
Ordinance No. 94-572A**

FISCAL YEAR 1993-94		CURRENT BUDGET		REVISION		PROPOSED BUDGET	
ACCT #	DESCRIPTION	FTE	AMOUNT	FTE	AMOUNT	FTE	AMOUNT
Expo Center							
TOTAL EXPENDITURES		11.70	1,410,794	0	0	11.70	1,410,794
Regional Parks and Expo Fund General Expenses							
<u>Interfund Transfers</u>							
581610	Trans. Indirect Costs to Supp. Svcs. Fun		405,977		0		405,977
581615	Trans. Indirect Costs to Risk Mgmt Fund-Liability		76,392		0		76,392
581615	Trans. Indirect Costs to Risk Mgmt Fund-Worker Comp		14,467		0		14,467
581513	Trans. Indirect Costs to Bldg Mmgt Fund-Metro Center		0		0		0
581513	Trans. Indirect Costs to Bldg Mmgt Fund-Reg. Center		81,584		0		81,584
583751	Transfer Direct Costs to Metro ERC Admin. Fund		73,500		0		73,500
Total Interfund Transfers			651,920		0		651,920
<u>Contingency and Unappropriated Balance</u>							
599999	Contingency		429,849		(45,850)		383,999
599990	Unappropriated Balance		53,254		0		53,254
Total Contingency and Unappropriated Balance			483,103		(45,850)		437,253
TOTAL EXPENDITURES		56.55	6,496,752	0.00	0	56.55	6,496,752

Exhibit B
Ordinance No. 94-572A
FY 1994-95 SCHEDULE OF APPROPRIATIONS

	Current Appropriation	Revision	Proposed Appropriation
REGIONAL PARKS AND EXPO FUND			
Regional Parks and Greenspaces			
Personal Services	1,701,637	0	1,701,637
Materials & Services	1,832,062	45,850	1,877,912
Capital Outlay	417,236	0	417,236
Subtotal	3,950,935	45,850	3,996,785
Expo Center			
Personal Services	476,444	0	476,444
Materials & Services	541,350	0	541,350
Capital Outlay	393,000	0	393,000
Subtotal	1,410,794	0	1,410,794
General Expenses			
Interfund Transfers	651,920	0	651,920
Contingency	429,849	(45,850)	383,999
Subtotal	1,081,769	(45,850)	1,035,919
Unappropriated Balance	53,254	0	53,254
Total Fund Requirements	6,496,752	0	6,496,752

ALL OTHER APPROPRIATIONS REMAIN AS PREVIOUSLY ADOPTED

FINANCE COMMITTEE REPORT

ORDINANCE NO. 94-572A AMENDING THE FY 1994-95 BUDGET AND SCHEDULE OF APPROPRIATIONS TO FUND THE UPDATING AND REPRINTING PUBLIC INFORMATION MATERIALS FOR THE METROPOLITAN GREENSPACES PROGRAM

Date: October 6, 1994

Presented By: Councilor Devlin

COMMITTEE RECOMMENDATION: At its September 28, 1994 meeting the Committee voted unanimously to recommend Council adoption of Ordinance No. 94-572 as amended. Committee members present and voting were Councilors Buchanan, Devlin, Gardner, Kvistad, Monroe, Van Bergen and Washington. Councilor McLain was absent.

COMMITTEE DISCUSSION/ISSUES: Pat Lee, Planning and Capital Development Manager, and Ron Klein, Senior Regional Planner, gave the Staff Report. Mr. Lee stated the ordinance does the following: 1) it transfers \$45,850 from the General Fund Contingency to the Regional Parks and Greenspaces Department Planning and Capital Development Division Materials and Services budget to pay for the update and reprinting of various public information materials regarding the Greenspaces Master Plan and Greenspaces Program; and 2) it transfers \$10,600 from the Regional Parks and Expo Fund Contingency to the Planning and Capital Development Division Personal Services budget to pay for the costs of a new temporary Program Assistant I position at a 0.5 FTE level to assist in the production and dissemination of the public information materials.

Mr. Klein pointed out that the public interest and demand for information regarding the Metropolitan Greenspaces Master Plan has increased as a result of the Council's recent decision to refer a bond measure to the voters in 1995. He stated that the Department is running low on current stocks of informational materials and that some are out of date and must be revised. He referred the Committee to the list of proposed public information materials included as an attachment to the written Staff Report.

Don Carlson, Council Administrator, presented a memo dated September 28, 1994 to the Committee which included several questions and an option to funding the request (See Attachment 1 to this Committee Report). He stated the primary motivation for the recommended option is the need to preserve the General Fund Contingency given the uncertainty of the proposed Construction Tax and the need to have adequate resources for FY1995-96 to meet anticipated General Fund needs and Planning program needs. He stated the recommended option is to delete the request for the new temporary Program Assistant I position (\$10,600) and to pay for the entire public information materials request (\$45,850) out of a transfer from the Regional Parks and Expo Fund Contingency. In regard to the deletion of the position, Mr. Carlson stated there appears to be sufficient personnel in the Department particularly in the Planning and Capital Development Division to carry out the production and dissemination of the public information materials.

In response to Mr. Carlsons questions, Mr. Lee stated the Department did not include this request in the FY 1994-95 budget because the question of whether or not to place a bond measure before the voters was not resolved when the original budget was proposed and nor during the budget deliberations held early in 1994. In regard to the need for the additional position, Mr. Klein stated existing staff is very busy doing the various outreach and education programs identified in the budget and expressed concern that the materials may be produced but not disseminated.

Another option to funding the request proposed by Councilor Devlin was to pay for the cost of the Master Plan Tabloid and its distribution (\$25,600) from the General Fund Contingency and all other costs (\$30,850) from the Regional Parks and Expo Fund Contingency. Councilor Gardner was supportive of this approach with the deletion of the new position.

Jennifer Sims, Finance Director, provided additional information on the details of the Regional Parks and Expo Fund Contingency (See Attachment 2 to this Committee Report) and requested clarification of what specific part of the Contingency would be used to fund this request. Mr. Carlson stated that his recommendation was to use \$23,151 identified as Excise Tax-Greenspaces Planning and \$22,699 identified as Excise Tax-Earned from County Facilities. This totals \$45,850 from the Contingency category.

The Committee approved the Council Staff recommendation.



METRO

Date: September 28, 1994

To: Finance Committee

From: Donald E. Carlson, Council Administrator *DEC*

Re: Ordinance No. 94-572 Amending the FY 94-95 Budget and Appropriations Schedule to Update and Reprint Public Information Materials for the Metropolitan Greenspaces Program

This ordinance provides \$56,450 of additional expenditure authority to the Regional Parks and Greenspaces Department. Of this amount \$45,850 is requested to be transferred from the General Fund Contingency to various Materials and Services line items and \$10,600 is requested to be transferred from the Regional Parks and Expo Fund Contingency to the Personal Services category. The money to be transferred from the General Fund Contingency is proposed to be spent on the publication of various public information materials relating to the Greenspaces Master Plan and the Greenspaces program in general (See the Staff Report for a specific list of publications). The money from the Regional Parks and Expo Contingency is proposed to be spent on a new part time temporary Program Assistant I position to assist in the production and dissemination of the material.

This is a substantial program enhancement made shortly after the start of the current fiscal year. Council Staff has several questions and a suggested option for Committee consideration as follows:

1. **Why wasn't this request made during the deliberations on the FY 94-95 Budget?** The Staff Report implies that Council adoption of Resolution No. 94-2011A in late July was the motivating factor for the request. However, the process which led to the adoption of the resolution was well under way during the budget deliberations. Why didn't the Department anticipate this need at that time?
2. **What is the reason for the split in funding between the General and Regional Park and Expo Fund Contingencies?** The General Fund has the major part of the request compared to the Regional Park and Expo Fund. The latter Fund Contingency is \$429,849. Information provided by the Finance Department during deliberations on the FY 94-95 Budget identified certain portions of the Contingency (See Attachment 1 which is an excerpt from a June 20, 1994 Jennifer Sims memo). Specifically, \$50,947 has been identified as additional Ending Fund Balance and was placed in the Contingency and \$195,040 was similarly identified as additional "undesignated" Ending Fund Balance and placed in the Contingency. The IGA with Multnomah County restricts the use of funds generated from the County Facilities to "...the operation, management,

marketing, maintenance, and improvement of the County Facilities, which shall include any overhead or central service charges which METRO attributes to the County Facilities. . ." (See Attachment 2 which is an excerpt from the IGA). It is clear that the above amounts totaling \$245,987 are restricted by the IGA to be used for the County Facilities. The question is what part of the remaining Contingency (\$183,862) can be used for the Greenspaces program. The Resources part of the FY 94-95 Budget for the Regional Parks and Expo Fund shows a transfer from the General Fund of \$84,474 (See Attachment 3). This is the amount of money projected to be collected from the imposition of the Metro excise tax on the County Facilities. It is reasonable to assume that this money is part of the Contingency since it is collected as the year progresses and is passed back to the Regional Parks and Expo Fund. Since it is a transfer from the General Fund it is a discretionary resource which can be used for any purpose of the Fund including the Greenspaces program.

3. Can the program be accomplished without the additional part time position? If so, what other work will not be accomplished? It should be noted that the FY 94-95 Budget note book identifies the following Objective for the Out Reach and Education Program in the Planning and Capital Development Division: "Continue efforts to increase public awareness, understanding and support for the Regional Parks and Greenspaces Department, its mission, objectives, facilities and programs, and implementation of the Greenspaces Master Plan through news releases, public service announcements and presentations to civic organizations". The Planning and Capital Development Division's Outreach and Education Program is funded at a 4.5 FTE level to carry out the Objective quoted above and five others. It appears that the production and dissemination of the public information materials in this request ought to be able to be accomplished within the current staffing levels.

An option to consider for Ordinance No. 94-572 is an amendment to eliminate the proposed temporary Program Assistant position and fund the entire Public Information materials request (\$45,850) from a transfer from the Regional Parks and Expo Fund Contingency as part of the \$84,474 of discretionary resources. This would be a net increase of \$35,250 in the proposed use of the Contingency since the original request was for \$10,600 from the Regional Parks and Expo Fund Contingency. This option would help preserve the General Fund Contingency for other potential uses but would reduce the amount of funds available for support of the County Facilities and related programs.

cc: Metro Council
Dick Engstrom
Jennifer Sims
Charlie Ciecko
Pat LaCrosse



METRO

ATTACHMENT 1
(CouStf Memo 94-572)

DATE: June 20, 1994

TO: Council Finance Committee

FROM: Jennifer Sims, Director of Finance and Management Information *J.S. by J.S.*

RE: FINAL ADJUSTMENTS TO THE FY 1994-95 BUDGET

Several departments have requested final adjustments to their FY 1994-95 budget. The requests are arranged by Technical Changes and Policy Changes, and by fund. Technical Changes consist of carry-over of uncompleted projects from FY 1993-94, implementation of changes approved by Council, and corrections of technical mistakes. Policy Changes consist of new requests, new grants, or changes not yet reviewed by Council. Carry-over of FY 1993-94 projects is accomplished by increasing the Beginning Fund Balance by the amount of the carry-over, and by increasing the appropriate line item.

TECHNICAL CHANGES

REGIONAL PARKS AND EXPO FUND

<u>Resources</u>		
305000	Fund Balance	
	• Expo Center Capital	\$243,000
	• <u>Parks Development</u>	<u>50,947</u>
	• Parks Department (additional revenues)	57,482
	• Greenspaces (excise tax carry-over)	30,600
	• <u>Undesignated</u>	<u>195,040</u>
331110	Federal Grants - Fish & Wildlife (year 1 and 2)	<u>8,931</u>
		\$586,000

Regional Parks and Greenspaces Department:

A number of contracts originally estimated to be completed in FY 1993-94 or authorized by the Metro Council since action on the approved budget need to be carried forward into FY 1994-95.

Operations and Maintenance Division:

Requirements

Materials & Services

524190	Misc. Professional Services	\$ 9,600
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Contracts carried forward are:

Marine Facilities Parking/Kiosk Construction	5,000
Marine Facilities Beak Report	1,600
Henton and Company	<u>3,000</u>
	\$ 9,600

Please refer to Page 1 of EXHIBIT A for more detail of contracts.

Planning and Capital Development Division:

Requirements

Materials & Services

524190	Misc. Professional Services	\$ 70,980
526310	Printing Services	5,250
529835	External Promotion	<u>11,183</u>
		\$ 87,413

Contracts carried forward are:

Portland Audubon Society	\$ 500
Conkling, Fiskum and McCormick	14,100
Pacific Meridian Resources	11,000
Forty Mile Loop Land Trust	2,500
The Wetlands Conservancy Urban Streams Council	7,431
Oregon Graduate Institutes Saturday Academy	1,500
Blue Lake Summer Concert Series	9,490
Especially for Kids Program	5,959
Regional Parks and Greenspaces Brochures and Marketing	32,433
City of Sherwood	<u>2,500</u>
	\$ 87,413

Please refer to Exhibit A for more detail of contracts.

Parks Development Fund Balance:

In FY 1993-94, budget Ordinance No. 94-550 amending the Regional Parks and Expo Fund identified an additional \$50,947 in ending Parks Development Fund balance. The department requests the recognition of this added fund balance. The amount will be placed in Contingency pending development of a capital plan for these funds.

Requirements

599999	Contingency – Parks Department	\$ 50,947
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Expo Center:

Multnomah County started several Capital projects at the Expo Center before it was transferred to Metro. Those projects will be completed by Metro, using funds provided by Multnomah County in FY 1993-94. This request carries-over appropriations for projects which are not yet completed.

Requirements

<u>Capital Outlay</u>		
574520	Construction Work/Materials - Buildings	\$243,000

Those projects are:

1.	ADA compliance	\$100,000
2.	Painting	50,000
3.	Interior, exterior lighting	43,000
4.	Environmental assessment	50,000
		<u>\$243,000</u>

Undesignated Fund Balance:

Ordinance No. 94.550 amending the FY 1993-94 Regional Parks and Expo Fund budget identified an additional \$224,000 of undesignated ending balance for the fund. Due to Oregon Budget Law restrictions, only \$195,040 can be recognized for FY 1994-95. This amount will be placed in Contingency.

Requirements

59999	Contingency	\$195,040
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Acquisition and Protection Fund shall be maintained for its stated purpose, in accordance with Multnomah County Resolution No. 93-338 (attached as Exhibit 2). It is agreed by the parties that the proceeds from any further sales of the property known generically as "the Edgefield property" or "Edgefield Manor" shall be placed within the Natural Areas Acquisition and Protection Fund, consistent with Multnomah County Resolution No. 93-338.

3. Expenditures from Natural Areas Acquisition and Protection Fund. The COUNTY and METRO will cooperate to develop an annual budget proposal for the Natural Areas Fund, to be presented and adopted by the Board of County Commissioners in their annual budget process. The budget approved by the Board of County Commissioners for the Natural Areas Fund shall be consistent with purposes and priorities as identified in the Multnomah County Natural Areas Protection and Management Plan. The COUNTY shall fully reimburse METRO for expenses incurred by METRO for those portions of the Natural Areas Fund budget to be implemented by METRO, including compensation and benefits for COUNTY personnel transferred to METRO whose compensation is currently budgeted out of the fund. Prior to the expenditure of funds for acquisition of land or other easements, METRO shall consult with the COUNTY and receive Board of County Commissioners approval of the acquisition. The Board of County Commissioners shall not withhold approval of acquisitions and expenditures which are consistent with the purposes contained in the Natural Areas Protection and Management Plan.

4. Capital Improvements/ADA Compliance. The parties agree that the COUNTY shall complete and carry out any currently budgeted capital improvements and/or ADA compliance projects planned for the COUNTY facilities, regardless of whether funds for such improvements/projects are budgeted in the Multnomah County Recreation Fund or elsewhere in the COUNTY's budget. COUNTY shall complete these improvements/projects by transferring the appropriate budgeted funds to Metro upon the effective date of this Agreement, unless the Transition Team agrees upon an alternative method of completion.

F. Metro Regional Parks/Expo Fund

1. Effective no later than January 1, 1994, METRO shall establish a new recreation fund as part of the METRO budget, known as the Metro Regional Parks/Expo Fund. All funds formerly in the Multnomah County Recreation Fund shall be transferred to the Metro Regional Parks/Expo Fund. All revenues attributable to the County Facilities, from whatever source, shall be placed within the Metro Regional Parks/Expo Fund. The Metro Regional Parks/Expo Fund shall be spent only on the operation, management, marketing, maintenance, and improvement of the County Facilities, which shall include any overhead or central services charges which METRO attributes to the County Facilities for provision of services by METRO or Metro ERC.

2. In no event shall METRO be required to fund and/or subsidize the County Facilities or the Metro Regional Parks/Expo Fund with funds from any other METRO program, activity, or fund, provided, however, that METRO may, in its sole discretion, and,

Regional Parks and Expo Fund

ATTACHMENT 3
(CouStaff Memo 94-572)

HISTORICAL DATA ACTUAL \$		FY 1993-94 ADOPTED BUDGET		FISCAL YEAR 1994-95		PROPOSED		APPROVED		ADOPTED	
FY 1991-92	FY 1992-93	FTE	AMOUNT	ACCT #	DESCRIPTION	FTE	AMOUNT	FTE	AMOUNT	FTE	AMOUNT
Resources											
					<u>Resources</u>						
0	0		1,012,420	305000	Fund Balance - general (Intergov't Rev)		300,000		300,000		495,040
0	0		0	391010	Trans. of Resources from General Fund		85,328		70,236		84,474
					REGIONAL PARKS & GREENSPACES						
0	0		0	305000	Fund Balance - restricted		29,965		117,465		256,494
0	0		0	322000	Boat Ramp Use Permit		400		400		400
0	0			331110	Federal Grants-Operating-Direct						
0	0		25,000		National Parks Service		0		0		0
0	0		870,100		U.S. Fish & Wildlife Service (Years 1 & 2)		323,997		353,650		362,581
0	0				U.S. Fish & Wildlife Service (Year 3)		218,000		218,000		218,000
0	0				U.S. Fish & Wildlife Service (Year 4)		228,000		228,000		228,000
0	0		125,000	331120	Federal Grants-Operating-Indirect						
0	0		0		NSF/Saturday Academy		14,346		14,346		14,346
0	0		0		FHWA/CMAQ		20,340		20,340		20,340
0	0		0	331300	Federal Grants-Capital		10,000		10,000		10,000
0	0		0	334110	State Grants-Operating-Direct						
0	0		0		Oregon State Parks		15,000		15,000		15,000
0	0		0	337210	Local Grants-Operating-Direct						
0	0		27,500		City of Portland, IPA/EPA		27,500		27,500		27,500
0	0		20,000		Local governments		16,500		26,500		26,500
0	0				Bybee-Howell		0		15,000		15,000
0	0		52,030	338000	Local Gov't Shared Revenues-R.V. Registration Fees		271,000		271,000		271,000
0	0		54,816	338200	Local Gov't Shared Revenues/Marine Fuel Tax		135,000		135,000		135,000
0	0		0	339200	Intergovernmental Revenue (County transfer)		10,300		10,300		10,300
0	0		30,659	339200	Contract Services		465,979		465,979		465,979
0	0		23,243	341700	Cemetery Services		93,523		93,523		93,523
0	0		9,000	341710	Cemetery Sales		42,736		42,736		42,736
0	0		65,073	347100	Admissions		325,000		325,000		325,000
0	0		43,438	347110	User Fees		0		0		0
0	0		57,908	347120	Reservation Fees		100,244		100,244		100,244
0	0		33,257	347220	Rental-Buildings		50,000		50,000		50,000
0	0		7,133	347300	Food Service		5,850		5,850		5,850
0	0		286,000	347830	Contract Revenue		699,188		699,188		699,188
0	0		37,945	347900	Other Miscellaneous Revenue		20,900		20,900		20,900
0	0		4,500	347960	Boat Launch Fees		110,000		110,000		110,000
0	0		1,686	361100	Interest Earned		26,726		26,726		26,726
0	0		5,600	365100	Donations & Bequests		0		0		0
0	0		0	373500	Sale of Proprietary Assets		15,277		15,277		15,277
0	0		589,172	391010	Trans. of Resources from General Fund		462,000		513,327		496,435
0	0		114,500	391140	Trans. Resources from Planning Fund		0		0		0
0	0		18,700	393761	Trans. Direct Costs from Smith & Bybee Lakes Fund		25,429		25,429		25,429
0	0		0	39376X	Trans. Direct Costs from Regional Parks Trust Fund		3,960		3,960		3,960

**FY 1994-95 Regional Parks and Expo Fund
 Detail Components of Contingency**

Contingency	\$429,849
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		<u>Funding Source</u>
Expo Center	\$56,587	Expo Revenues
Regional Parks - Administration Division	\$685	Excise Tax
Regional Parks - Operations & Maintenance Division	\$5,305	Parks Revenues
Regional Parks - Parks Development	\$50,947	Multnomah County Carryover
Regional Parks - Planning & Capital Development		
Management Support	\$3,205	Excise Tax
Acquisition	\$1,659	County Transfer
Master Planning	\$319	Excise Tax
Trails & Greenways	\$3,351	Excise Tax
Restoration	\$2,125	Grants
Government Coordination/Land Use	\$2,621	Excise Tax
Outreach & Education	\$12,970	Excise Tax
Outreach & Education	\$10,561	Grants
Regional Parks and Expo Fund - Balance of undesignated beginning fund balance for Regional Parks and Expo facilities	\$195,040	Multnomah County Carryover
Regional Parks and Expo Center - Excise tax generated from former Multnomah County facilities (Expo Center), dedicated back to the operations of the facilities	\$84,474	Excise Tax

Table by Source of Revenue

Expo Revenues		\$56,587
Parks Revenues		\$5,305
Multnomah County Carryover/Transfer		\$247,646
Grants		\$12,686
Excise Tax - Greenspaces Planning		\$23,151
Excise Tax - Earned from County Facilities (Expo Center)		\$84,474
Total Contingency		\$429,849

BEFORE THE METRO COUNCIL

AN ORDINANCE AMENDING THE FY 1994-95)	ORDINANCE NO. 94-572A
BUDGET AND APPROPRIATIONS)	
SCHEDULE BY TRANSFERRING \$45,850)	Introduced by Rena Cusma,
FROM THE [GENERAL FUND] <u>REGIONAL</u>)	Executive Officer
<u>PARKS AND EXPO FUND</u> CONTINGENCY TO)	
MATERIALS AND SERVICES IN THE)	
REGIONAL PARKS AND GREENSPACES)	
DEPARTMENT FOR THE PURPOSE OF)	
UPDATING AND REPRINTING PUBLIC)	
INFORMATION MATERIALS FOR THE)	
METROPOLITAN GREENSPACES)	
PROGRAM; AND DECLARING AN)	
EMERGENCY)	

WHEREAS, The Metro Council has reviewed and considered the need to transfer appropriations within the FY 1994-95 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 1994-95 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 \$45,850 from the ~~[General Fund]~~ Regional Parks and Expo Fund Contingency to the ~~[Regional Parks and Expo Fund]~~ Planning & Capital Development Division, Greenspaces Program for the purpose of updating and reprinting public information materials for the Metropolitan Greenspaces Program.

2. This Ordinance being necessary for the immediate preservation of the public health, safety and welfare, 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 _____, 1994.

ATTEST:

Judy Wyers, Presiding Officer

Clerk of Council

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KR:

STAFF REPORT

CONSIDERATION OF ORDINANCE NO. 94-572, FOR THE PURPOSE OF AMENDING THE FY 1994-95 BUDGET BY TRANSFERRING \$45,850 FROM THE GENERAL FUND CONTINGENCY TO MATERIALS AND SERVICES IN THE REGIONAL PARKS AND GREENSPACES DEPARTMENT FOR THE PURPOSE OF UPDATING AND REPRINTING PUBLIC INFORMATION MATERIALS FOR THE METROPOLITAN GREENSPACES PROGRAM

Date: 1 September 1994

Presented by: Pat Lee

BACKGROUND AND ANALYSIS

In July 1992, the Metro Council adopted the Metropolitan Greenspaces Master Plan (Resolution No. 92-1637) that set policies, goals, and objectives to establish a cooperative, regional system of parks, natural areas, open space, trails and greenways for wildlife and people. A Metropolitan Greenspaces brochure, master plan summary, information tabloid, and fact sheets were among the materials produced to inform and build public awareness of the efforts to implement the master plan.

On July 28, 1994, the Metro Council passed Resolution No. 94-2011A, referring a \$138.8 million bond measure to acquire land for a regional system of greenspaces. Public interest and demand for information regarding the Metropolitan Greenspaces Master Plan has increased as a result of the Metro Council bond measure referral in addition to increased public concerns about population growth in the region. Citizens are becoming increasingly aware of greenspace and growth issues through the Region 2040 program, related stories in the media, and other Metro Regional Parks and Greenspaces Department public education efforts (i.e. Metro GreenScene, greenspace grants program, Green City Data Project).

Updating and reprinting the materials identified in Attachment 1 (i.e. brochure, tabloid, master plan summary, fact sheets, maps, folders, photos) will meet the anticipated need to provide timely and accurate public information about the Metropolitan Greenspaces Master Plan. These materials will require additional funding not identified in the FY 1994-95 Regional Parks and Greenspaces Department budget. The current department budget does not allow for the increased demand for public information materials in the event of a bond measure referral by the Metro Council.

BUDGET IMPACT

Total estimated cost of updating, reprinting, and disseminating greenspaces materials is \$69,450 (Attachment 1, Table 1). Additional staff time will be required to assist in the production of the materials, disseminate information, and to adequately respond to requests for information in a timely manner. A temporary Program Assistant I position (0.5 FTE) will be needed through the end of FY 94-95. The position is budgeted at \$9.13 per hour, plus benefits, totaling \$10,600. This position will be funded from department contingency funds.

Some of the other costs are also identified in the FY 1994-95 department budget (i.e. greenspaces program brochure, photo supplies) totaling \$13,000. However, full implementation of the work will require a \$45,850 General Contingency Fund transfer to the Regional Parks and Greenspaces Department budget. These funds would be used for the production of many of the greenspaces public information materials.

EXECUTIVE OFFICER RECOMMENDATION

The Executive Officer recommends adoption of Ordinance No. 94-572.

**UPDATING & REPRINTING
PUBLIC INFORMATION MATERIALS
for the
METROPOLITAN GREENSPACES PROGRAM**



**Metro Regional Parks and Greenspaces
September 1994**

I. Introduction

The purpose of updating and reprinting public information materials for the Metropolitan Greenspaces Program is to provide consistent and accurate information to citizens related to the Metropolitan Greenspaces Master Plan. The Metropolitan Greenspaces Master Plan, adopted by the Metro Council in 1992, describes the elements and mechanisms to establish a regional system of natural areas, parks, open space, greenways, and trails for wildlife and people. The plan identifies Metro as the primary coordinator of the program, working in cooperation with governments, nonprofit organizations, land trusts, businesses, and citizens to provide long-term protection to natural areas in the metropolitan area. The primary goal of the Metropolitan Greenspaces Master Plan is to include natural areas as a feature of the urban landscape, now and in the future.

Effective public communications about the Metropolitan Greenspaces Master Plan are vital to establishing a regional greenspace and trails system. Providing information to local government cooperators, businesses, and citizens about the greenspaces program will help in their understanding of the attributes and goals of the greenspaces master plan, and how the greenspaces system will contribute to growth management efforts in the region. Increased public awareness of the Metropolitan Greenspaces Master Plan will lead to greater cooperation and involvement in the development and management of a regional greenspaces and trail system.

This document describes the materials, implementation schedule, and budget necessary to provide timely and accurate public information about the Metropolitan Greenspaces Master Plan.

II. Public Information Materials

The following identifies the primary greenspaces materials needed to provide adequate information to citizens about the Metropolitan Greenspaces Master Plan. With the exception of the Greenspaces Information Sheets and Oblique Aerial Photos, all the other materials are existing low inventory or out of date materials that require revision and reprinting.

- Produce a general *Metropolitan Greenspaces Program Brochure* (30,000 copies) describing the general goals and elements of the Metropolitan Greenspaces Master Plan.
- Produce a 4-page, "11"x17" *Metropolitan Greenspaces Master Plan Tabloid* (400,000 copies). The tabloid would be distributed through This Week Magazine, community events, local government offices, businesses, environmental groups, civic organizations, libraries, and individual requests.
- Reprint *Metropolitan Greenspaces Master Plan Summary* (2,500 copies).
- Update and reprint *Metropolitan Greenspaces Master Plan Map* (4,000 copies).
- Develop a series of *Metropolitan Greenspaces Information Sheets* answering frequently asked questions or reviewing important greenspace issues

- Produce a *Metro Regional Parks and Greenspaces Information Folder* (pee-chee style, 2,500 copies) for greenspaces public information materials.
- Establish a comprehensive *slide file* of key Metropolitan Greenspaces, education activities, and recreational activities.
- Obtain *oblique aerial photos and slides* of the urban/greenspace interface, urban growth boundary, regional metropolitan perspectives, and key metropolitan greenspaces.

III. Implementation Schedule

The public information materials described in this document would require approval and funding by the Metro Council by means of a Resolution and an Ordinance amending the Metro budget. The resolution would go before the Metro Regional Facilities Committee on September 7 and to full Metro Council on September 22, 1994. The budget amendment ordinance would be first read at the Metro Council meeting on September 22, go to the Metro Finance Committee on September 28, and return to the full Metro Council for approval consideration on October 13, 1994.

Other scheduled items include:

- The Metropolitan Greenspaces brochure to be completed by December 31, 1994.
- The Metropolitan Greenspaces Master Plan tabloid to be completed by January 31, 1995.

IV. Budget

The estimated costs of updating and reprinting greenspaces public information materials is shown in Table 1. The budget will cover the costs of designing and producing the printed material, photographic supplies, stationery supplies, and Metro staff labor associated with material production and dissemination. The materials will be produced pending Metro Council approval of an ordinance amending the FY 94-95 budget.

Table 1

Estimated budget associated with the revision, production and dissemination of public information materials for the Metropolitan Greenspaces Program.

Product Description	Quantity	Unit Cost	Total Cost
Greenspaces Brochure	30,000; 4-color	30 cents	\$10,000 (\$3,000 for design; \$7,000 for printing)
Master Plan Tabloid	400,000; 11" x 17" 4-page	4 cents	\$16,000 (\$5,760 for design; \$10,240 for printing.
Tabloid Insert in This Week	300,000	\$32 per 1,000	\$9,600
Master Plan Summary	2,500	\$1.80	\$4,500
Master Plan Map	4,000	88 cents	\$3,500 (\$3,000 for printing; \$500 for supplies)
Greenspaces Info Sheets	5 sheet; 5,000 copies each	5 cents	\$2,500
Dept Information Folders	2,500 pee-chee style	90 cents	\$2,250
Slide File Supplies/Processing			\$500
Oblique Aerial Photos	true color; 25 sites; 2- 8" x 10" photos per site	\$100 per site	\$2,500
Postage	10,000 pieces	75 cents per mailing	\$7,500
0.5 FTE Program Assistant I			\$10,600
TOTAL			\$69,450

BEFORE THE METRO COUNCIL

AN ORDINANCE AMENDING THE FY 1994-95)	ORDINANCE NO. 94-572
BUDGET AND APPROPRIATIONS)	
SCHEDULE BY TRANSFERRING \$45,850)	Introduced by Rena Cusma,
FROM THE GENERAL FUND CONTINGENCY)	Executive Officer
TO MATERIALS AND SERVICES IN THE)	
REGIONAL PARKS AND GREENSPACES)	
DEPARTMENT FOR THE PURPOSE OF)	
UPDATING AND REPRINTING PUBLIC)	
INFORMATION MATERIALS FOR THE)	
METROPOLITAN GREENSPACES)	
PROGRAM; AND DECLARING AN)	
EMERGENCY)	

WHEREAS, The Metro Council has reviewed and considered the need to transfer appropriations within the FY 1994-95 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 1994-95 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 \$45,850 from the General Fund to the Regional Parks and Expo Fund, Greenspaces Program for the purpose of updating and reprinting public information materials for the Metropolitan Greenspaces Program.

2. This Ordinance being necessary for the immediate preservation of the public health, safety and welfare, 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 _____, 1994.

ATTEST:

Ed Washington, Deputy Presiding Officer

Clerk of Council

**Exhibit A
Ordinance No. 94-572**

FISCAL YEAR 1994-95		CURRENT BUDGET		REVISION		PROPOSED BUDGET	
ACCT #	DESCRIPTION	FTE	AMOUNT	FTE	AMOUNT	FTE	AMOUNT
GENERAL FUND:General Expenses							
<u>Interfund Transfers</u>							
581513	Trans. Indirect Costs to Bldg. Fund-Regional Center		303,807		0		303,807
581610	Trans. Indirect Costs to Support Srvs. Fund		519,495		0		519,495
581615	Trans. Indirect Costs to Risk Mgmt. Fund-Gen'l		3,244		0		3,244
581615	Trans. Indirect Costs to Risk Mgmt. Fund-Workers' Comp		6,008		0		6,008
583610	Trans.Direct Costs to Support Srvs. Fund		28,130		0		28,130
583615	Trans.Direct Costs to Risk Management Fund		15,758		0		15,758
	Excise Tax Transfers				0		
582140	Trans. Resources to Planning Fund		2,676,264		0		2,676,264
582513	Trans. Resources to Building Mgmt. Fund		55,984		0		55,984
582610	Trans. Resources to Support Srvs. Fund		100,000		0		100,000
582160	Trans. Resources to Reg. Parks/Expo Fund		496,435		45,850		542,285
582160	Trans. Resources to Reg. Parks/Expo Fund (contingency)		84,474		0		84,474
Total Interfund Transfers			4,289,599		45,850		4,335,449
<u>Contingency and Unappropriated Balance</u>							
599999	Contingency		463,475		(45,850)		417,625
599990	Unappropriated Fund Balance		200,000		0		200,000
Total Contingency and Unappropriated Balance			663,475		(45,850)		617,625
TOTAL EXPENDITURES		13.50	6,664,018	0.00	0	13.50	6,664,018

Note: This action assumes adoption of Ordinances No. 94-569, Auditor's Office and No. 94-570, implementation of the Construction Excise Tax

**Exhibit A
Ordinance No. 94-572**

FISCAL YEAR 1993-94		CURRENT BUDGET		REVISION		PROPOSED BUDGET	
ACCT #	DESCRIPTION	FTE	AMOUNT	FTE	AMOUNT	FTE	AMOUNT
Regional Parks and Expo Fund Resources							
<u>Resources</u>							
305000	Fund Balance - general (Intergov't Rev)		495,040		0		495,040
391010	Trans. of Resources from General Fund		84,474		0		84,474
REGIONAL PARKS & GREENSPACES							
305000	Fund Balance - restricted		256,494		0		256,494
322000	Boat Ramp Use Permit		400		0		400
331110	Federal Grants-Operating-Direct						
	U.S. Fish & Wildlife Service (Years 1 & 2)		362,581		0		362,581
	U.S. Fish & Wildlife Service (Year 3)		218,000		0		218,000
	U.S. Fish & Wildlife Service (Year 4)		228,000		0		228,000
331120	Federal Grants-Operating-Indirect						
	NSF/Saturday Academy		14,346		0		14,346
	FHWA/CMAQ		20,340		0		20,340
331300	Federal Grants-Capital		10,000		0		10,000
334110	State Grants-Operating-Direct						
	Oregon State Parks		15,000		0		15,000
337210	Local Grants-Operating-Direct				0		
	City of Portland, IPA/EPA		27,500		0		27,500
	Local governments		26,500		0		26,500
	Bybee-Howell		15,000		0		15,000
338000	Local Gov't Shared Revenues-R.V. Registration Fees		271,000		0		271,000
338200	Local Gov't Shared Revenues-Marine Fuel Tax		135,000		0		135,000
339200	Intergovernmental Revenue (County transfer)		10,300		0		10,300
339200	Contract Services		465,979		0		465,979
341700	Cemetery Services		93,523		0		93,523
341710	Cemetery Sales		42,736		0		42,736
347100	Admissions		325,000		0		325,000
347120	Reservation Fees		100,244		0		100,244
347220	Rental-Buildings		50,000		0		50,000
347300	Food Service		5,850		0		5,850
347830	Contract Revenue		699,188		0		699,188
347900	Other Miscellaneous Revenue		20,900		0		20,900
347960	Boat Launch Fees		110,000		0		110,000
361100	Interest Earned		26,726		0		26,726
365100	Donations & Bequests		0		0		0
373500	Sale of Proprietary Assets		15,277		0		15,277
391010	Trans. of Resources from General Fund		496,435		45,850		542,285
391140	Trans. Resources from Planning Fund		0		0		0
393761	Trans. Direct Costs from Smith & Bybee Lakes Fund		25,429		0		25,429
39376X	Trans. Direct Costs from Regional Parks Trust Fund		3,960		0		3,960
EXPO CENTER							
305000	Fund Balance - restricted		243,000		0		243,000
347220	Rental-Buildings		518,620		0		518,620
347300	Food Service		443,560		0		443,560
347900	Other Miscellaneous Revenue		78,460		0		78,460
374000	Parking Fees		541,890		0		541,890
TOTAL RESOURCES			6,496,752		45,850		6,542,602

**Exhibit A
Ordinance No. 94-572**

FISCAL YEAR 1993-94		CURRENT BUDGET		REVISION		PROPOSED BUDGET	
ACCT #	DESCRIPTION	FTE	AMOUNT	FTE	AMOUNT	FTE	AMOUNT
Regional Parks and Greenspaces Department							
<u>Personal Services</u>							
511121	SALARIES-REGULAR EMPLOYEES (full time)						
	Director	1.00	59,367	0	0	1.00	59,367
	Manager	1.00	58,403	0	0	1.00	58,403
	Senior Service Supervisor	2.00	77,134	0	0	2.00	77,134
	Program Supervisor	1.00	40,559	0	0	1.00	40,559
	Senior Regional Planner	2.50	120,975	0	0	2.50	120,975
	Associate Regional Planner	2.00	74,048	0	0	2.00	74,048
	Assistant Management Analyst	1.00	31,034	0	0	1.00	31,034
	Program Coordinator	2.00	67,158	0	0	2.00	67,158
511221	WAGES-REGULAR EMPLOYEES (full time)						
	Administrative Secretary	1.00	29,019	0	0	1.00	29,019
	Secretary	1.00	23,858	0	0	1.00	23,858
	Program Assistant 2	1.00	23,162	0	0	1.00	23,162
511231	WAGES-TEMPORARY EMPLOYEES (full time)						
	Temporary Support		0	0.50	9,532	0.50	9,532
511235	WAGES-TEMPORARY EMPLOYEES (part time)						
	Temporary Support	0.25	2,703	0	0	0.25	2,703
	Park Workers	13.35	189,094	0	0	13.35	189,094
	Park Rangers	1.50	22,707	0	0	1.50	22,707
	Clerical Assistance	0.50	7,047	0	0	0.50	7,047
	Program Assistance	0.50	8,387	0	0	0.50	8,387
	Rafting guides	0.25	5,377	0	0	0.25	5,377
511321	WAGES-REGULAR EMPLOYEES-REPRESENTED 483 (full time)						
	Arborist	1.00	33,980	0	0	1.00	33,980
	Senior Gardener	1.00	33,980	0	0	1.00	33,980
	Gardener 1	1.00	28,130	0	0	1.00	28,130
	Park Ranger	10.00	303,673	0	0	10.00	303,673
511400	OVERTIME		10,176		0		10,176
511500	PREMIUM PAY		2,535		0		2,535
512000	FRINGE		449,131		1,068		450,199
Total Personal Services		44.85	1,701,637	0.50	10,600	45.35	1,712,237
<u>Materials & Services</u>							
521100	Office Supplies		5,060		0		5,060
521110	Computer Software		7,835		0		7,835
521111	Computer Supplies		720		0		720
521210	Landscape Supplies		9,443		0		9,443
521220	Custodial Supplies		7,245		0		7,245
521240	Graphics/Reprographic Supplies		600		500		1,100
521250	Tableware Supplies		1,100		0		1,100
521260	Printing Supplies		735		0		735
521270	Animal Food		100		0		100
521290	Other Operating Supplies		16,931		0		16,931
521292	Small Tools		2,889		0		2,889
521293	Promotional Supplies		1,625		0		1,625
521310	Subscriptions		900		0		900
521320	Dues		475		0		475
521510	Maintenance & Repairs Supplies-Building		12,930		0		12,930
521520	Maintenance & Repairs Supplies-Grounds		28,733		0		28,733
521540	Maintenance & Repairs Supplies-Equipment		10,360		0		10,360
523100	Merchandise for Resale-Food		9,775		0		9,775
523200	Merchandise for Resale-Retail		2,750		0		2,750
524110	Accounting & Auditing Services		4,200		0		4,200
524120	Legal Fees		0		0		0
524130	Promotion/Public Relation Services		0		0		0
524190	Miscellaneous Professional Services		1,134,124		11,260		1,145,384

**Exhibit A
Ordinance No. 94-572**

FISCAL YEAR 1993-94		CURRENT BUDGET		REVISION		PROPOSED BUDGET	
ACCT #	DESCRIPTION	FTE	AMOUNT	FTE	AMOUNT	FTE	AMOUNT
Regional Parks and Greenspaces Department (continued)							
525110	Utilities-Electricity		26,795		0		26,795
525120	Utilities-Water & Sewer Charges		10,030		0		10,030
525140	Utilities-Heating Fuel		3,750		0		3,750
525150	Utilities-Sanitation Service		17,305		0		17,305
525190	UtilitiesOther		2,000		0		2,000
525610	Maintenance & Repair Services-Building		825		0		825
525620	Maintenance & Repairs Services-Grounds		0		0		0
525640	Maintenance & Repairs Services-Equipment		4,659		0		4,659
525710	Equipment Rental		30,933		0		30,933
525740	Capital Lease		2,750		0		2,750
526200	Ads & Legal Notices		1,525		9,600		11,125
526310	Printing Services		66,825		14,740		81,565
526320	Typesetting & Reprographics Services		3,400		2,250		5,650
526410	Telephone		8,152		0		8,152
526420	Postage		16,245		7,500		23,745
526440	Delivery Services		575		0		575
526500	Travel		3,850		0		3,850
526510	Mileage Reimbursement		1,675		0		1,675
526690	Concessions/Catering Contract		26,950		0		26,950
526700	Temporary Help Services		1,000		0		1,000
526800	Training, Tuition, Conferences		7,065		0		7,065
529910	Uniform Supply		6,950		0		6,950
528100	License, Permits, Payment to Agencies		216,915		0		216,915
526900	Miscellaneous Other Purchased Services		220		0		220
528310	Real Property Taxes		82,500		0		82,500
529500	Meetings		1,450		0		1,450
529835	External Promotion		29,188		0		29,188
Total Materials & Services			1,832,062		45,850		1,877,912
<u>Capital Outlay</u>							
571100	Land		368,418		0		368,418
571200	Purchases-Improvements		3,000		0		3,000
571400	Equipment and Vehicles		3,525		0		3,525
571500	Purchases-Office Furniture & Equipment		7,293		0		7,293
574510	Construction Work/Materials-Improvements		25,000		0		25,000
574520	Construction Work/Materials-Buildings		10,000		0		10,000
Total Capital Outlay			417,236		0		417,236
TOTAL EXPENDITURES		44.85	3,950,935	0.50	56,450	45.35	4,007,385

**Exhibit A
Ordinance No. 94-572**

FISCAL YEAR 1993-94		CURRENT BUDGET		REVISION		PROPOSED BUDGET	
ACCT #	DESCRIPTION	FTE	AMOUNT	FTE	AMOUNT	FTE	AMOUNT
** For Information Only **							

Regional Parks and Greenspaces Department (Administration)

TOTAL EXPENDITURES		4.00	216,720	0	4.00	216,720	
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Regional Parks and Greenspaces Department (Operations and Maintenance)

TOTAL EXPENDITURES		32.35	1,696,067	0	32.35	1,696,067	
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Regional Parks and Greenspaces Department (Planning and Capital Development)

<u>Personal Services</u>							
511121	SALARIES-REGULAR EMPLOYEES (full time)						
	Manager	1.00	58,403		0	1.00	58,403
	Senior Regional Planner	2.50	120,975		0	2.50	120,975
	Associate Regional Planner	2.00	74,048		0	2.00	74,048
	Program Coordinator	1.00	31,230		0	1.00	31,230
511221	WAGES-REGULAR EMPLOYEES (full time)						
	Program Assistant 2	1.00	23,162		0	1.00	23,162
511231	WAGES-TEMPORARY EMPLOYEES (full time)						
	Temporary Support		0	0.50	9,532	0.50	9,532
511235	WAGES-TEMPORARY EMPLOYEES (part time)						
	Temporary Support	0.25	2,703		0	0.25	2,703
	Program Assistance	0.50	8,387		0	0.50	8,387
	Rafting guides	0.25	5,377		0	0.25	5,377
511400	OVERTIME		999		0		999
512000	FRINGE		131,095		1,068		132,163
Total Personal Services		8.50	456,379	0.50	10,600	9.00	466,979

<u>Materials & Services</u>							
521100	Office Supplies		3,450		0		3,450
521110	Computer Software		2,585		0		2,585
521111	Computer Supplies		500		0		500
521210	Landscape Supplies		4,943		0		4,943
521240	Graphics/Reprographic Supplies		450		500		950
521250	Tableware Supplies		1,100		0		1,100
521260	Printing Supplies		550		0		550
521290	Other Operating Supplies		2,050		0		2,050
521292	Small Tools		500		0		500
521293	Promotional Supplies		1,625		0		1,625
521310	Subscriptions		900		0		900
521320	Dues		175		0		175
523100	Merchandise for Resale-Food		4,975		0		4,975
523200	Merchandise for Resale-Retail		2,750		0		2,750
524190	Miscellaneous Professional Services		1,026,954		11,260		1,038,214
525640	Maintenance & Repairs Services-Equipment		2,000		0		2,000
525710	Equipment Rental		19,883		0		19,883
525740	Capital Lease		2,750		0		2,750
526200	Ads & Legal Notices		500		9,600		10,100
526310	Printing Services		63,200		14,740		77,940
526320	Typesetting & Reprographics Services		3,400		2,250		5,650
526410	Telephone		2,500		0		2,500
526420	Postage		16,245		7,500		23,745
526440	Delivery Services		575		0		575

**Exhibit A
Ordinance No. 94-572**

FISCAL YEAR 1993-94		CURRENT BUDGET		REVISION		PROPOSED BUDGET	
ACCT #	DESCRIPTION	FTE	AMOUNT	FTE	AMOUNT	FTE	AMOUNT
** For Information Only **							
Regional Parks and Greenspaces Department (Planning and Capital Development)							
526500	Travel		3,850		0		3,850
526510	Mileage Reimbursement		1,675		0		1,675
526700	Temporary Help Services		1,000		0		1,000
526800	Training, Tuition, Conferences		2,500		0		2,500
529910	Uniform Supply		500		0		500
528100	License, Permits, Payment to Agencies		300		0		300
529500	Meetings		1,450		0		1,450
529835	External Promotion		29,188		0		29,188
Total Materials & Services			1,205,023		45,850		1,250,873
Capital Outlay							
571100	Land		368,418		0		368,418
571200	Purchases-Improvements		3,000		0		3,000
571500	Purchases-Office Furniture & Equipment		5,328		0		5,328
Total Capital Outlay			376,746		0		376,746
TOTAL EXPENDITURES		8.50	2,038,148	0.50	56,450	9.00	2,094,598

**Exhibit A
Ordinance No. 94-572**

FISCAL YEAR 1993-94		CURRENT BUDGET		REVISION		PROPOSED BUDGET	
ACCT #	DESCRIPTION	FTE	AMOUNT	FTE	AMOUNT	FTE	AMOUNT
Expo Center							
TOTAL EXPENDITURES		11.70	1,410,794	0	11.70	1,410,794	
Regional Parks and Expo Fund General Expenses							
<u>Interfund Transfers</u>							
581610	Trans. Indirect Costs to Supp. Svcs. Fun		405,977		0		405,977
581615	Trans. Indirect Costs to Risk Mgmt Fund-Liability		76,392		0		76,392
581615	Trans. Indirect Costs to Risk Mgmt Fund-Worker Comp		14,467		0		14,467
581513	Trans. Indirect Costs to Bldg Mgmt Fund-Metro Center		0		0		0
581513	Trans. Indirect Costs to Bldg Mgmt Fund-Reg. Center		81,584		0		81,584
583751	Transfer Direct Costs to Metro ERC Admin. Fund		73,500		0		73,500
Total Interfund Transfers			651,920		0		651,920
<u>Contingency and Unappropriated Balance</u>							
599999	Contingency		429,849		(10,600)		419,249
599990	Unappropriated Balance		53,254		0		53,254
Total Contingency and Unappropriated Balance			483,103		(10,600)		472,503
TOTAL EXPENDITURES		56.55	6,496,752	0.50	45,850	56.55	6,542,602

Exhibit B
Ordinance No. 94-572
FY 1994-95 SCHEDULE OF APPROPRIATIONS

	Current Appropriation	Revision	Proposed Appropriation
GENERAL FUND			
Council			
Personal Services	888,891	0	888,891
Materials & Services	102,243	0	102,243
Capital Outlay	13,800	0	13,800
Subtotal	1,004,934	0	1,004,934
Executive Management			
Personal Services	314,656	0	314,656
Materials & Services	40,002	0	40,002
Capital Outlay	1,600	0	1,600
Subtotal	356,258	0	356,258
Office of the Auditor			
Personal Services	58,433	0	58,433
Materials & Services	14,000	0	14,000
Capital Outlay	12,319	0	12,319
Subtotal	84,752	0	84,752
Special Appropriations			
Materials & Services	265,000	0	265,000
Subtotal	265,000	0	265,000
General Expenses			
Interfund Transfers	4,289,599	45,850	4,335,449
Contingency	463,475	(45,850)	417,625
Subtotal	4,753,074	0	4,753,074
Unappropriated Balance	200,000	0	200,000
Total Fund Requirements	6,664,018	0	6,664,018
REGIONAL PARKS AND EXPO FUND			
Regional Parks and Greenspaces			
Personal Services	1,701,637	10,600	1,712,237
Materials & Services	1,832,062	45,850	1,877,912
Capital Outlay	417,236	0	417,236
Subtotal	3,950,935	56,450	4,007,385
Expo Center			
Personal Services	476,444	0	476,444
Materials & Services	541,350	0	541,350
Capital Outlay	393,000	0	393,000
Subtotal	1,410,794	0	1,410,794

Exhibit B
Ordinance No. 94-572
FY 1994-95 SCHEDULE OF APPROPRIATIONS

	Current Appropriation	Revision	Proposed Appropriation
REGIONAL PARKS AND EXPO FUND (continued)			
General Expenses			
Interfund Transfers	651,920	0	651,920
Contingency	429,849	(10,600)	419,249
<u>Subtotal</u>	<u>1,081,769</u>	<u>(10,600)</u>	<u>1,071,169</u>
Unappropriated Balance	53,254	0	53,254
Total Fund Requirements	6,496,752	45,850	6,542,602

NOTE: This Ordinance assumes adoption of Ordinances 94-569 and 94-570

ALL OTHER APPROPRIATIONS REMAIN AS PREVIOUSLY ADOPTED



METRO

DATE: October 17, 1994
TO: Rena Cusma, Executive Officer
FROM: Paulette Allen, Clerk of the Council
RE: TRANSMITTAL OF ORDINANCE NOS. 94-568, 94-571, 94-569, 94-572A AND 94-573

Attached for your consideration are true copies of the ordinances referenced above adopted by the Council on October 13, 1994.

If you wish to veto any of the ordinances referenced above, I must receive a signed and dated written veto message from you no later than 5:00 p.m., Thursday, October 20, 1994. The veto message, if submitted, will become part of the permanent record. If no veto message is received by the time and date stated above, these ordinances will be considered finally adopted.

I, Paulette Allen, received this memo and true copies of Ordinance Nos. 94-568, 94-571, 94-569, 94-572A and 94-573 from the Clerk of the Council on 10/17/94.