



METRO

DATE: June 30, 1994
MEETING: Metro Council
DAY: Thursday
TIME: 6:00 p.m.
PLACE: Metro Council Chamber

Approx.
Time*

Presented
By

6:00 **CALL TO ORDER/ROLL CALL**

1. ORDINANCES, SECOND READINGS

(Continued from June 29, 1994 Special Council Meeting)

- 1.1 Ordinance No. 94-535B**, For the Purpose of Adopting the Annual Budget for Fiscal Year 1994-95, Making Appropriations and Levying Ad Valorem Taxes; and Declaring an Emergency PUBLIC HEARING (Action Requested: Motion to Adopt the Ordinance)

Monroe

7:00 **ADJOURN**

Council
6/30/94

FINANCE COMMITTEE REPORT

ORDINANCE NO. 94-535B ADOPTING THE ANNUAL BUDGET FOR THE FISCAL YEAR 1994-95, MAKING APPROPRIATIONS AND LEVYING AD VALOREM TAXES; AND DECLARING AN EMERGENCY

Date: June 23, 1994

Presented By: Councilor Monroe

COMMITTEE RECOMMENDATION: At its June 22, 1994 meeting the Committee voted 3-2 to recommend Council adoption of Ordinance No. 94-535A as amended. Committee members voting yes were Councilors Buchanan, Devlin and Monroe. Councilors Kvistad and Van Bergen voted no and Councilors Gardner and McLain were absent.

COMMITTEE DISCUSSION/ISSUES: Don Carlson, Council Administrator, and Craig Prosser, Financial Planning Manager, gave the Staff Report. Mr. Carlson explained that the Council through adoption of Resolution No. 94-1910 amended the Proposed FY 1994-95 Budget and Appropriation Schedule and directed that it be filed with the Tax Supervising and Conservation Commission (TSCC). The TSCC held its public hearing on the Metro Budget on June 21, 1994 and the matter now before the Committee is Ordinance No. 94-535A which is the final action for the adoption of the FY 1994-95 Budget and Appropriations Schedule and related actions. Mr. Carlson stated that there are several amendments to Ordinance No. 94-535A to be considered by the Committee before final action on the ordinance. The amendments include changes to the Budget and Appropriations Schedule as well as changes in the text of the ordinance itself.

Mr. Craig Prosser presented a list of 16 "technical" and "policy" amendments to the Committee for their consideration (See Attachment 1 for a summary and Attachment 2 for the detailed explanation). The Committee approved 15 of the amendments mostly by a unanimous vote and did not approve Amendment No. 13 (See Attachment 1) which proposed various changes to the Funds affected by the Excise Tax. The amendment proposed to bring the Budget and Appropriations Schedule in line with the Council's decision to set the maximum Excise Tax rate at a flat 7.5% rather than a split rate of 6% and 7.7%. Councilors Van Bergen and Kvistad supported setting the tax rate at the 6% level and Councilor Buchanan abstained. Councilors Devlin and Monroe supported the proposed amendment at the 7.5% level.

Ms. Kathy Rutkowski, Financial Analyst, presented the amendments to the text of the ordinance. She explained the changes in Section 2 are necessary for the budget to comply with Ballot Measure 5 provisions; Section 4 was added to reflect the Budget Committee's recommendation to give the Parks program a year's grace before instituting the Metro Excise Tax on the users of those facilities; and Section 5 is necessary to establish the Rate Stabilization Account in the Solid Wasted Revenue Fund.

Council Staff proposed a new Section 6 to assure that the decision to acquire the pelletizer equipment at Metro Central must be approved by the Council prior to execution by the Executive Officer (See Attachment 3).

Chairman Monroe stated that he had been advised by outside legal counsel that it was not necessary to amend the Budget to reverse the Council previous action on the FY 1994-95 Budget to budget for Amendment No. 4 of the Oregon Waste Systems (OWS) Contract with Metro. He went on to state that the record should clearly reflect that in approving this budget, the Council is not ratifying -- and does not intend to ratify -- Contract Amendment No. 4 to Metro's Solid Waste Disposal Contract with OWS. The Council is proceeding cautiously because the status of Contract Amendment No. 4 currently is unsettled.

Budget Adjustments FY 1994-95

Item # Vote	Fund	Department	Amount	Source	Positions	Memo Page/ Exhibit #
Technical Changes						
1 Pass (5-0)	Regional Parks & Expo Fund	Parks	\$147,960	Fund Balance	0.00	2/A
		Expo	\$243,000	Fund Balance	0.00	3/-
		Fund	\$195,040	Fund Balance	0.00	3/-
		Total	\$586,000		0.00	
Parks -- Contract carry-overs & development fund balance. Expo -- Completion of Multnomah County Capital projects. Fund -- Recognition of undesignated Fund Balance.						
2 Pass (5-0)	Smith & Bybee Lakes Trust Fund	Smith & Bybee	\$51,403	Fund Balance	0.00	4/A
		Completion of 3 projects.				
3 Pass (5-0)	OCC Operating Fund	OCC	\$68,161		0.60	4/-
		Personal Services adjustments to implement Union agreements plus part time.				
4 Pass (4-1)	Support Services Fund	FMI	\$17,500	Fund Balance	0.00	5/-
		Carry-over of Information Systems Plan consulting.				
5 Pass (5-0)		General Services	\$0		0.00	5/B
		Reallocation of charges for Developmental Services Div.				
6 Pass (5-0)	Building Management Fund	Metro Center	\$80,000	Fund Balance	0.00	6/C
		Carry over of Metro Center settlement agreement payment.				
7 Pass (5-0)		Various	(\$394,000)		0.00	6/-
		Adjustments to seven funds to repay General Fund for \$394,000 Metro Center settlement payment made in FY 93-94.				
8 Pass (4-1)	General Revenue Bond Fund	Metro Regional Center Construction	\$141,232	Fund Balance	0.00	8/-
		Carry over of construction completion.				
9 Pass (5-0)	Zoo Operating Fund	Zoo	\$373,355	Fund Balance	0.00	9/-
		Recognition of additional fund balance due to higher attendance.				

10 Pass (5-0)	Solid Waste Revenue Fund	Solid Waste	\$88,760	Fund Balance	1.00 Reclass	10/H
		Carry-over of 7 projects.				
11 Pass (5-0)	Rehab & Enhancement Fund	North Portland	\$35,000	Fund Balance	0.00	11/-
		Carry-over of one project.				
12 Pass (4-1)	Planning Fund	Planning	\$608,719	Fund Balance	1.00 Reclass	12/D
		Carry-over of Professional Services contracts and payments to other agencies.				
13 Fail (2-2-1)	Excise Tax (Various Funds)	Various	Various		0.00	13/-
		Change from 6%/7.7% Excise Tax to 7.5% Excise tax				
Total Technical Adjustments			\$1,656,130		0.60	

Policy Changes

14 Pass (5-0)	MERC Admin. Fund	MERC Admin.	\$9,158	Internal Transfer	0.14	15/F
		Share of Development Project Manager.				
	Spectator Facilities Fund	PCPA	\$23,054	Contingency	0.38	15/F
		Share of Development Project Manager.				
	OCC Operating Fund	OCC	\$25,576	Contingency	0.38	15/F
		Share of Development Project Manager.				
	OCC Capital Projects Fund	OCC Capital Projects	\$6,731	Contingency	0.10	15/F
		Share of Development Project Manager.				
15 Pass (4-1)	Planning Fund	Planning	\$314,000	Grants	2.00	16/D & E
		Transportation Growth Mgt. Grant award.				
16 Pass (4-1)	Solid Waste Revenue Fund	Solid Waste	\$75,000	Fund Balance & Unappropriated	0.00	17/-
		Outside legal counsel for OWS Contract issue.				
Total Policy Adjustments			\$453,519		3.00	

MEMO
Regional Parks and Greenspaces

DATE: June 9, 1994
TO: Jennifer Sims, Director of Finance and Management Information
FROM: Charlie Ciecko, Director of Regional Parks and Greenspaces
SUBJECT: Technical Adjustments to the Approved FY 1994-95 Budget

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. Following is a list of contracts, respective revenue and expenditure adjustments:

Regional Parks and Expo Fund - Regional Parks and Greenspaces Department

Operations and Maintenance Division

1. *Marine Facilities Parking/Kiosk Construction* -- Increase Miscellaneous Professional Services by \$5,000 (Cost Center 211300). This IGA was transferred to Metro from Multnomah County, the Marine Board is coordinating this project which is not completed.
2. *Marine Facilities Beak Report* -- Increase Miscellaneous Professional Services by \$1,600 (Cost Center 211300). This IGA was transferred to Metro from Multnomah County, the Marine Board is coordinating this project which is not completed.
3. *Henton and Company* -- Increase Miscellaneous Professional Services by \$3,000 (Cost Center 211410). This contract is for the financial audit of the Glendoveer Golf Course which will not be completed this fiscal year.

Planning and Capital Development Division

1. *Portland Audubon Society* -- Increase Fund Balance and Miscellaneous Professional Services by \$500 to allow completion of final Goal 5 Case Study Report.
2. *Conkling, Fiskum and McCormick* -- Increase Fund Balance and Miscellaneous Professional Services by \$14,100 for continuing work with Greenspaces Bond Measure Blue Ribbon Committee and preparation of final report.
3. *Pacific Meridian Resources* -- Increase Fund Balance and Materials and Services \$11,000 to develop local government and regional composite Goal 5 data layers for the RLIS.
4. *Forty Mile Loop Land Trust* -- Increase Fund Balance and Miscellaneous Professional Services \$2,500 to initiate a Peninsula Crossing Trail Feasibility Study.
5. *The Wetlands Conservancy Urban Streams Council* -- Increase U.S. Fish and Wildlife Service Grant, years 1 and 2, and Miscellaneous Professional Services by \$7,431 for continuing assistance with the Restoration Grants Program.
6. *Oregon Graduate Institute's Saturday Academy* -- Increase U.S. Fish and Wildlife Service Grant, years 1 and 2, and Miscellaneous Professional Services by \$1,500 to allow completion of GreenCity Data Project 1993-94 final report.
7. *Blue Lake Summer Concert Series* -- Increase Fund Balance and Miscellaneous Professional Services by \$9,490 to cover a variety of expenses associated with the production of the 1994 Concert Series.
8. *Especially for Kids Program* -- Increase Fund Balance and Miscellaneous Professional Services by \$5,959 to cover a variety of expenses associated with production of the Summer 1994 Program.
9. *Regional Parks and Greenspaces Brochures and Marketing* -- Increase Fund Balance revenue by \$32,433 to complete development of a Regional Parks and Greenspaces Brochure, complete updates of Oxbow Regional Park and Beggars Tick Regional Wildlife Refuge brochures and to complete a Department marketing and advertising program. Increase Miscellaneous Professional Services expenditures by \$16,000, Printing Services expenditures by \$5,250 and External Promotion expenditures by \$11,183.
10. *City of Sherwood* -- Increase Fund Balance and Miscellaneous Professional Services by \$2,500 to complete a pamphlet for the Tualatin River National Wildlife Refuge.

Smith and Bybee Lakes Trust Fund

1. *E & S Environmental Services* -- Increase Fund Balance and Miscellaneous Professional Services by \$10,000 to complete paleo-limnological investigations of the Lakes.
2. *Very Sirius Productions* -- Increase Fund Balance and Miscellaneous Professional Services by \$10,000 to complete a documentary video of the Smith and Bybee Lakes Management Area.
3. *City of Portland Parks Bureau* -- Increase Fund Balance and Miscellaneous Professional Services by \$31,403 to complete phase I implementation of the Recreation Master Plan.

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FY 1994-95 Cost Allocation Plan Summary

Approved Budget

DESCRIPTION	PLANNING DEPARTMENT	SOLID WASTE OPERATIONS FUND	ZOO OPERATIONS FUND	GENERAL FUND	MERC FUND	REGIONAL PARKS & EXPO FUND	CONVENTION CENTER CAPITAL PROJECT	DIRECT	TOTAL COST
Development Services	0	4,025	36,228	0	12,076	28,177	0	0	80,507
SUPPORT SERVICES FUND TRANSFER	\$1,578,219	\$2,363,807	\$1,193,491	\$575,161	\$706,218	\$398,783	\$29,151	\$188,358	\$7,033,188
Percent of Total	22.44%	33.61%	16.97%	8.18%	10.04%	5.67%	0.41%	2.68%	100.00%
BUILDING MGMT TRANSFER - Metro Center	\$7,402	\$4,581	\$0	\$2,466	\$0	\$1,003	\$0	\$0	\$15,452
BUILDING MGMT TRANSFER - Metro Regional Center	\$463,300	\$341,070	\$0	\$303,730	\$0	\$81,564	\$0	\$0	\$1,189,663
RISK MANAGEMENT TRANSFER - Liability	\$15,508	\$52,489	\$70,378	\$3,244	\$158,301	\$76,392	\$0	\$15,758	\$392,070
RISK MANAGEMENT TRANSFER - Workers' Comp	\$18,542	\$30,580	\$107,101	\$6,008	\$78,402	\$14,467	\$0	\$0	\$255,100
TOTAL TRANSFERS	\$2,082,972	\$2,792,526	\$1,370,970	\$890,608	\$942,921	\$572,209	\$29,151	\$204,116	\$8,885,473


Technical Change

Development Services	0	0	24,150	0	0	36,225	20,132	0	80,507
SUPPORT SERVICES FUND TRANSFER	\$1,578,219	\$2,359,782	\$1,181,413	\$575,161	\$694,142	\$406,831	\$49,283	\$188,358	\$7,033,188
Percent of Total	22.44%	33.55%	16.80%	8.18%	9.87%	5.78%	0.70%	2.68%	100.00%
BUILDING MGMT TRANSFER - Metro Center	\$7,402	\$4,581	\$0	\$2,466	\$0	\$1,003	\$0	\$0	\$15,452
BUILDING MGMT TRANSFER - Metro Regional Center	\$463,300	\$341,070	\$0	\$303,730	\$0	\$81,564	\$0	\$0	\$1,189,663
RISK MANAGEMENT TRANSFER - Liability	\$15,508	\$52,489	\$70,378	\$3,244	\$158,301	\$76,392	\$0	\$15,758	\$392,070
RISK MANAGEMENT TRANSFER - Workers' Comp	\$18,542	\$30,580	\$107,101	\$6,008	\$78,402	\$14,467	\$0	\$0	\$255,100
TOTAL TRANSFERS	\$2,082,972	\$2,788,501	\$1,358,892	\$890,608	\$930,845	\$580,256	\$49,283	\$204,116	\$8,885,473
Change Amount	\$0	(\$4,025)	(\$12,078)	\$0	(\$12,078)	\$8,048	\$20,132	\$0	\$0



METRO

EXHIBIT C

Date: June 16, 1994
To: Craig Prosser
From:  Doug Butler
Subject: Building Management Fund
Metro Center Carryforward

As you know, Metro has executed an agreement for the early termination of our lease of Metro Center at 2000 SW First Avenue. As provided in that agreement, METRO has made the settlement payment called for in that agreement.

One final provision of that agreement states that, "On or before June 3, 1994, the Lessor [AMCO] shall submit to the Lessee [METRO] a written statement of the maintenance, repair work, or other work which must be performed by Lessee [METRO] under the terms of the lease." As of this date, we have been unable to obtain this written statement from AMCO. In a letter dated June 10th, AMCO states that, "AMCO-Portland, Inc. is relying upon Cushman & Wakefield to review the condition of the building and compare it to the requirements of the lease. Unfortunately, Cushman & Wakefield has not been able to get their report to AMCO as quickly as we thought might be possible. Accordingly, the time frames in Section 4.2 of the Agreement are not feasible." In subsequent conversations with both their attorney and with AMCO principals, we have been assured that everything possible is being done to prepare and submit the required written statement expeditiously. They have been unable to provide us with a specific date for providing this written statement, however.

The resources (dollars and staff) for completing any required work are included in the budget for this fiscal year. Nothing has been budget for next fiscal year. As a contingency, we will, therefore, need to carryforward funds from this year's budget to complete this work. Since we do not know the extent or cost of the work which may be required, we are proposing to carryforward \$80,000, the projected balance as of June 30, 1994, for the Building Management Fund, Metro Center cost center. This amount should be carried forward as Materials and Services.

Please let me know if you have questions or concerns or if there is any further information you require.

cc: Dick Engstrom

PLANNING FUND

95 PLG FND
June 13, 1994
01:52 PM

FY 1992-93	FY 1993-94 ADOPTED BUDGET		ACCT #	DESCRIPTION	FISCAL YEAR 1994-95		APPROVED		CHANGE		TOTAL	
	FTE	AMOUNT			FTE	AMOUNT	FTE	AMOUNT	FTE	AMOUNT		
				<u>Resources</u>								
175,517		335,000	305000	Fund Balance			92,663		42,870			135,533
1,000,786			331110	Federal Grants-Operating-Categorical-Direct								
		0		FY 94 FTA S/N AA/DEIS (OR-29-9201)			498,000		0			498,000
		0		FY 94 FTA S/N AA/DEIS (OR-29-9022)			996,000		0			996,000
		312,800		FY 93 FTA I-205/Milwaukee			0		0			0
		1,265,600		FY 94 FTA South AA/DEIS			0		0			0
		258,500		FEMA (Mapping)			200,000		0			200,000
		38,000		FEMA (OEM)			0		0			0
		296,000		Water Quality			0		0			0
23,908			331120	Federal Grants-Operating-Categorical Indirect								
		0		FY 95 PI/ODOT			687,481		(30,474)			657,007
		694,313		FY 94 PI/ODOT			0		0			0
		0		FY 95 Sec 8 - ODOT			217,000		(8,637)			208,363
				FY 95 Metro STP			0		762,386			762,386
		217,000		FY 94 Sec 8 - ODOT			0		0			0
		30,000		FY 93 Sec 8 - ODOT			0		0			0
		0		FY 94 Metro/STP - ODOT/FHWA			633,334		(633,334)			0
		300,000		FY 94 STP - ODOT/FHWA			0		0			0
		808,665		FY 93 STP - ODOT/FHWA			0		0			0
		0		FY 95 ODOT/STP			333,333		225,000			558,333
		117,382		FY 94 HPR - FHWA			0		0			0
		280,000		FY 93 FHWA (Trans/Land Use Model)			22,000		0			22,000
		110,000		FY 93 FHWA (LUTRAC)			0		0			0
		715,501		FY 93 STP			273,126		(25,920)			247,206
		1,000,000		FY 93 Transit Station Area Planning Grant			0		0			0
		391,000		FY 93 Hillsboro PE/FEIS (Tri-Met)			0		0			0
		0		FY 95 Fed Grant (Travel Modeling)			430,000		(130,000)			300,000
				FY 95 ODOT TGM Grant			0		314,000			314,000
		70,000		FHWA 1000 Friends Grant			75,500		0			75,500
1,428,482			334110	State Grants-Operating-Categorical-Direct								
		0		FY 95 Oregon State Lottery			1,079,000		0			1,079,000
		0		FY 95 ODOT Supplemental			225,000		(225,000)			0
		225,000		FY 94 ODOT Supplemental			120,000		0			120,000
		685,416		FY 93 ODOT Supplemental			57,500		68,000			145,500

PLANNING FUND

95 PLG FND
June 13, 1994
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FY 1992-93	FY 1993-94 ADOPTED BUDGET		FISCAL YEAR 1994-95		APPROVED		CHANGE		TOTAL	
	FTE	AMOUNT	ACCT #	DESCRIPTION	FTE	AMOUNT	FTE	AMOUNT	FTE	AMOUNT
		95,093		FY 93 ODOT STP		0		553,960		553,960
		61,600		DEQ (Emission Reduction)		80,600		(31,000)		59,600
		20,000		ODOT - Western Bypass		10,000		0		10,000
		0		FY 95 ODOT Match for 95 Metro STP		36,244		7,385		43,629
		0		ODOT Match for 93 Metro STP		10,937		13,480		24,417
0		439,200	334120	State Grants-Operating-Categorical-Indirect C-TRAN I/5-Vancouver (WSDOT)		0		0		0
2,000		0	334210	State Grants-Operating-Non-Categorical-Direct DEQ (Fairview Creek)		0		0		0
		15,000		DLCD		0		0		0
		6,500		C-TRAN S/N AA/DEIS (WSDOT)		1,577,000		0		1,577,000
670,601		0	337110	Local Grants-Operating-Categorical-Direct FY 95 Tri-Met General Planning		333,333		0		333,333
		0		FY 95 Tri-supplemental		225,000		0		225,000
		0		FY 95 Tri-Met - PE/FEIS		47,000		0		47,000
		0		FY 95 Tri-Met - Westside LRT		14,500		0		14,500
		0		FY 95 Tri-Met RHCT		25,217		0		25,217
		262,500		FY94 Tri-Met General Planning		200,000		0		200,000
		78,600		FY93 Tri-Met General Planning		0		0		0
		77,500		Portland HTC Study		24,961		0		24,961
		112,500		C-TRAN - HCT Study		36,096		0		36,096
		316,400		FY 94 South AA/DEIS Match		0		0		0
		46,000		I205/Milwaukee AA match-various jurisdictions		0		0		0
		24,400		I-5 Portland/Vancouver Pre-AA local match		0		0		0
		155,000		FY 90 Westside from Tri-Met		0		0		0
22,155		30,000	337210	Local Grants-Operating-Non-Categorical-Direct Northwest Area Foundation Grant		0		0		0
583,847		597,563	339100	Local Government Service Fee		550,000		0		550,000
622,581		130,000	339200	Contract Services DRC Storefront Memberships		165,000		0		165,000
0		0		Systems Forecasting Sales		5,000		0		5,000
0		0		Misc. DRC Sales - Maps & Data		19,000		0		19,000
0		0		Various Jurisdictions - Technical Asst.		10,500		0		10,500
0		5,000	341310	UGB Fees		0		0		0
15,974		75,000	341500	Documents & Publications		15,000		0		15,000
6,137		37,500	341600	Conferences & Workshops		20,000		0		20,000
0		15,000	381100	Interest on Investments		0		0		0
1,500		50,000	365100	Donations and Bequests		25,000		0		25,000
991		56,000	379000	Other Miscellaneous Revenue		50,000		0		50,000
1,910,189		1,786,271	391010	Trans. Resources from Gen'l Fund-Excise Tax		2,811,498		0		2,811,498
0		0	391142	Trans. Resources from Planning & Develop.Fund		0		0		0
0		0	391160	Trans. Resources from Regional Parks & Expo		0		0		0

EXHIBIT D, p. 2

PLANNING FUND

96 PLG END
June 13, 1994
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FY 1992-93	FY 1993-94 ADOPTED BUDGET		ACCT #	DESCRIPTION	FISCAL YEAR 1994-95		APPROVED		CHANGE		TOTAL	
	FTE	AMOUNT			FTE	AMOUNT	FTE	AMOUNT	FTE	AMOUNT	FTE	AMOUNT
244,646		324,125	391530	Trans. Resources from S.W. Revenue Fund				348,952		0		348,952
5,000		0	393761	Trans. Direct Costs from Lakes Trust Fund				0		0		0
6,714,314		12,966,929		TOTAL RESOURCES				12,588,775		922,716		13,511,491
				<u>Personal Services</u>								0
				511121 SALARIES-REGULAR EMPLOYEES (full time)								0
73,642	1.00	75,395		Senior Director	1.00	77,660						77,660
126,353	2.00	130,292		Assistant Director	2.00	134,200						134,200
0		0		Senior Manager	1.00	65,681						65,681
329,652	5.00	278,802		Manager	4.00	231,602						231,602
0	3.00	157,327		Senior Program Supervisor	3.00	154,868						154,868
45,080	1.00	49,228		Program Supervisor	3.00	154,524						154,524
44,600	1.00	48,685		Senior Administrative Services Analyst	1.00	47,776						47,776
39,746	1.00	35,027		Assoc. Management Analyst	1.00	40,031						40,031
36,630	2.00	85,555		Senior Public Affairs Specialist	1.00	51,843						51,843
263,962	6.00	255,697		Senior Regional Planner	6.00	278,634						278,634
41,576	1.00	46,108		Senior Management Analyst	1.00	47,306						47,306
402,566	11.00	488,224		Senior Trans. Planner	10.00	471,085						471,085
25,260	1.00	36,340		Assoc Public Affairs Specialist	3.00	110,051						110,051
26,002	1.00	36,538		DP Operations Analyst	1.00	43,345						43,345
182,804	7.00	263,281		Assoc. Trans. Planner	7.00	268,810	1.00		35,488			302,098
176,054	6.90	251,778		Assoc. Regional Planner	6.00	231,452	1.00		35,935			267,387
95,067	4.50	145,928		Asst. Trans. Planner	6.00	184,495						184,495
18,970	1.70	65,680		Asst. Management Analyst	3.00	111,876						111,876
69,897	1.00	25,179		Management Technician								
95,253	7.00	220,996		Asst. Regional Planner	8.00	261,071						261,071
0		0		Administrative Assistant								
20,241	1.00	31,574		Assistant Administrative Services Analyst								
0		0		Assistant Public Affairs Specialist	1.00	33,419						33,419
0	0.50	15,885		511125 SALARIES-REGULAR EMPLOYEES (part time)								
				Assistant Regional Planner								
29,256	2.00	55,005		511221 WAGES-REGULAR EMPLOYEES (full time)								
66,843	2.00	49,513		Administrative Secretary	2.00	58,858						58,858
31,063		0		Secretary	3.00	73,944						73,944
16,864	1.00	21,321		Planning Technician								
18,991		0		Office Assistant	1.00	21,861	(1.00)		(21,861)			
				Program Assistant 1		0	1.00		21,861			21,861
38,168	0.50	9,284		511231 WAGES - TEMPORARY EMPLOYEES (Full-time)								
3,311		0		Temporary Assistance	0.50	9,500						9,500
692,506		1,102,045		511400 OVERTIME		1,200						1,200
				512000 FRINGE		1,233,551			27,855			1,261,406
3,010,355	71.10	3,980,685		Total Personal Services	75.50	4,396,503	2.00		99,278	77.50		4,495,781

PLANNING FUND

96 PLQ FND

June 13, 1994

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FY 1993-94
ADOPTED BUDGET

FISCAL YEAR 1994-95

APPROVED

CHANGE

TOTAL

FY 1992-93	FTE	AMOUNT	ACCT #	DESCRIPTION	FTE	AMOUNT	FTE	AMOUNT	FTE	AMOUNT
				<u>Materials & Services</u>				0		
47,350		44,116	521100	Office Supplies		20,700		0		20,700
70,467		62,915	521110	Computer Software		65,990		0		65,990
6,250		8,767	521111	Computer Supplies		25,744		0		25,744
10,422		21,794	521240	Graphics/Reprographic Supplies		36,940		0		36,940
145		2,700	521260	Printing Supplies		2,000		0		2,000
3,834		5,112	521310	Subscriptions		4,944		0		4,944
1,615		6,381	521320	Dues		8,157		0		8,157
0		10,000	524110	Accounting & Auditing Services		0		0		0
698		0	524120	Legal Fees		0		0		0
1,065,586		3,203,145	524190	Misc. Professional Services		2,047,500		389,390		2,436,890
41,634		84,600	525640	Maint. & Repairs Services-Equipment		76,800		0		76,800
12,015		1,500	525710	Equipment Rental		5,500		0		5,500
1,500		0	525732	Operating Lease-Vehicles		0		0		0
51,344		135,335	526200	Ads & Legal Notices		29,500		0		29,500
98,792		246,800	526310	Printing Services		268,200		0		268,200
29,750		51,000	526320	Typesetting & Reprographics Services		54,500		0		54,500
10,950		12,000	526410	Telephone		18,000		0		18,000
31,437		36,365	526420	Postage		67,500		0		67,500
7,390		6,200	526440	Delivery Services		10,300		0		10,300
44,916		52,565	526500	Travel		41,430		0		41,430
24		2,000	526510	Mileage Reimbursement		2,900		0		2,900
10,205		14,500	526700	Temporary Help Services		5,000		0		5,000
21,109		41,235	526800	Training, Tuition, Conferences		43,235		9,900		53,135
520,927		2,585,940	528100	License, Permits, Payments to Other Agencies		2,487,000		383,000		2,870,000
17,336		20,160	529500	Meetings		23,440		0		23,440
4,924		750	529800	Miscellaneous		750		0		750
220,216		267,122	525740	Capital Lease-Furniture & Equipment		255,471		0		255,471
2,330,836		6,923,002		Total Materials & Services		5,601,501		782,290		6,383,791
				<u>Capital Outlay</u>						
51,732		39,500	571500	Purchases-Office Furniture & Equipment		11,000		15,750		26,750
51,732		39,500		Total Capital Outlay		11,000		15,750		26,750
				<u>Interfund Transfers</u>						
183,398		0	581513	Trans. Indirect Costs to Bldg. Fund-Metro Center		7,402		0		7,402
44,180		275,152	581513	Trans. Indirect Costs to Bldg. Fund-Regional Center		463,300		0		463,300

PLANNING FUND

95 PLO FND
June 13, 1994
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FY 1992-93	FY 1993-94 ADOPTED BUDGET		ACCT #	DESCRIPTION	FISCAL YEAR 1994-95		APPROVED		CHANGE		TOTAL	
	FTE	AMOUNT			FTE	AMOUNT	FTE	AMOUNT	FTE	AMOUNT	FTE	AMOUNT
777,041		1,005,862	581610	Trans. Indirect Costs to Support Svcs. Fund			1,578,219		0			1,578,219
5,309		9,014	581615	Trans. Indirect Costs to Risk Mgmt. Fund-Gen'l			15,508		0			15,508
20,117		33,039	581615	Trans. Indirect Costs to Risk Mgmt. Fund-Workers' Comp			18,542		0			18,542
0		114,500	582160	Trans. Resources to Regional Parks/Expo Fund			0		0			0
31,639		0	583610	Trans. Direct Costs to Support Svcs. Fund			0		0			0
1,061,684		1,437,567		Total Interfund Transfers			2,082,971		0			2,082,971
				<u>Contingency and Unappropriated Balance</u>								
0		485,175	599999	Contingency			496,800		25,401			522,201
259,707		101,000	599990	Unappropriated Fund Balance			0		0			0
259,707		586,175		Total Contingency and Unappropriated Balance			496,800		25,401			522,201
6,714,314	71.10	12,966,929		TOTAL EXPENDITURES			75.50	12,588,775	2.00	922,719	77.50	13,511,494

Program Narrative**Fiscal Year 1994-95**

History of the Program (prior to FY 1993-94)

As required in the State Transportation Planning Rule (TPR), the Metro regional transportation system plan (RTP) must include methods to reduce per capita parking in the region by 10 percent over the next 30 years. The requirement is one aspect of the rule's overall objective to reduce single-occupant vehicle travel, promote alternative modes and encourage pedestrian friendly urban areas in order to reduce vehicle miles traveled (VMT).

In anticipation of the TPR requirement, the 1993 Oregon Legislature approved a joint Oregon Department of Transportation (ODOT) and Oregon Department of Land Conservation and Development (DLCDD) program called the "Urban Mobility/Urban Growth Management Program," the Transportation and Growth Management Program." The ODOT/DLCDD Transportation and Growth Management (TGM) Program provides grants for regional and local governments for planning work related to implementation of the TPR. One of the approved grants is the RTP Regional Parking Management Program (RPMP).

In order to meet the TPR requirement, the RPMP will provide an assessment of the region's current parking per capita. This work plan will be carried out by Metro on behalf of the City of Portland and Multnomah, Clackamas, and Washington Counties. The RPMP will outline a method to estimate regional parking, as well as develop strategies to achieve the desired 10 percent reduction in non-residential parking spaces per capita. All work elements are scheduled to be completed by May 1995.

Current Year's Program - FY 1993-94

The current year's program has focused on coordination with ODOT in preparing the consultant scope of work, budget, and time line for conducting the parking area inventory. The parking inventory will be oriented toward cataloguing non-residential parking *area* as opposed to spaces.

The Regional Parking Management Study is considered a component of Metro's RTP Update and will be subject to the public involvement process being developed for that effort. The public involvement process, as required by ISTEA, will be a comprehensive and responsive effort focusing on grass-roots and citizen committee activities.

The study is being conducted in conjunction with the Department of Environmental Quality's (DEQ) development of a regional Parking Ratio Rule. In addition, the study is being coordinated with the City of Portland's Central city Transportation Management Plan and a similar City of Portland TGM grant to focus on city efforts to reduce parking. Strategies identified for the City will be folded in for consideration in the strategy development stage of the Regional Parking Management Study.

Next Year's Program - FY 1994-95 (Base Budget)

The major activities include:

- Establish a baseiine inventory of parking by type and location.
- Establish a forecast target of future parking by type and location (prior to application of management strategies).

Program Narrative

Fiscal Year 1994-95

- Develop a list of parking management strategies oriented towards achieving the 10 percent per capita reduction from the forecast target.
- Adopt as part of the RTP at a policy level, those strategies necessary and appropriate to achieve the required reduction.

FY 1994-95 Budget Summary (Base Budget)

EXPENDITURES

RESOURCES

	<u>Amount</u>	<u>FTE</u>		<u>Amount</u>
Personal Services	\$ 29,183	0.485	TGM Grant	\$ 80,000
Transfers	10,506		Transfer from General Fund	12,500
Contingency	311		Regional Planning Service Fee	<u>12,500</u>
Materials & Services	65,000		Total	\$105,000
Capital	<u>0</u>			
Total	\$105,000			

Planning Department

June 15, 1994

Transportation Planning Division, RTP Section
Regional Bicycle and Pedestrian Program

Page 1 of 2

Program Narrative**Fiscal Year 1994-95**

History of the Program (prior to FY 1993-94)

The Regional Bicycle and Pedestrian Program in part responds to State Rule 12 and ISTEA directives to develop balanced, multi-modal systems plans which de-emphasize reliance on the single-occupant-vehicle. Through the program, Metro will be the lead agency for developing bicycle and pedestrian-related plans and/or policies, objectives and standards which can be incorporated into the RTP. From a system level, Metro will then work with local jurisdictions and the public to identify regional bicycle and pedestrian needs. Further, Metro will define pedestrian-and bicycle-related criteria for project selection and funding for inclusion in the TIP. The program represents a greater agency emphasis in these two areas consistent with the federal and state directives.

The program will also be responsible for coordination with local jurisdictions and the public to ensure regional consistency with the RTP in local bicycle and pedestrian planning, programming and project development. The program will also coordinate with Regional Framework Activities in Metro's Growth Management Section, particularly in regard to transit and pedestrian friendly development programs.

Current Year's Program - FY 1993-94

The program is essentially new, however, through other planning and programming activities Metro has participated in the following activities:

- Development of the Regional Bike Route Network and related bicycle and pedestrian objectives in the RTP.
- Identification and prioritization of regional bicycle and pedestrian projects through the Transportation Enhancement and CMAQ funding programs.
- Provision of regional coordination in the ODOT bicycle grant program.
- Development and periodic updates and printing of "Getting There By Bike," Metro's regional guide to bicycle riding.

Next Year's Program - FY 1994-95 (Base Budget)

The FY 1994-95 program will focus on defining bicycle and pedestrian elements for inclusion into Metro's updated RTP by 1995, and into the TIP either through the next update or as amended. Specific activities include:

- Develop regionally significant bicycle and pedestrian elements for inclusion in the RTP, including policies, objectives, performance measures and criteria; evaluate alternative system elements; and adoption of preferred policies, system and system needs.
- Develop regionally significant bicycle and pedestrian elements for inclusion in the TIP, including project solicitation process; project evaluation and ranking criteria; and adoption of recommended projects for funding.
- Establish regional bicycle and pedestrian roles and responsibilities for planning, programming and

Program Narrative**Fiscal Year 1994-95**

construction, including a public process incorporating input from the general public as well as the established bicycle and pedestrian community.

- Coordinate with regional pedestrian and transit friendly activities related to station area planning, transit-oriented development, 10-minute corridors and development of local transportation system plans consistent with Oregon's Transportation Planning Rule 12.
- Update and reprint "Getting There By Bike" to better incorporate recent planning and programming activities.
- Participate in local project development activities related to bicycle and pedestrian projects.

The FY 1994-95 work program establishes a regional framework for bicycle and pedestrian activities in the Portland metropolitan area and allows for more thoughtful and innovative planning and programming for those modes of transportation. The activities are consistent with agency and RTP objectives to provide for enhanced non-single occupant vehicle transportation and mobility opportunities. Those objectives are also implicit within ISTEA and Rule 12.

FY 1994-95 Budget Summary (Base Budget)**EXPENDITURES**

	<u>Amount</u>	<u>FTE</u>
Personal Services	\$58,885	1.150
Transfers	21,198	
Contingency	417	
Materials & Services	0	
Capital	0	
Total	\$80,500	

RESOURCES

	<u>Amount</u>
TGM Grant	\$50,000
Transfer from General Fund	5,601
Regional Planning Service Fee	<u>24,899</u>
Total	\$80,500

Planning Department

June 15, 1994

Growth Management Division
Main Streets Program

Page 1 of 1

Program Narrative**Fiscal Year 1994-95****Introduction**

This program will build on the Region 2040 project by further defining and allocating growth to multi-modal corridors in the region. This program is designed to work in tandem with the Primary Transit Network plan, the Regional Bicycle Plan, the Regional Parking Area Study and the Regional Pedestrian Network to provide an integrated land use and transportation system that will be implemented in the Regional Transportation Plan and the Regional Framework Plan.

Next Year's Program - FY 1994-95 (Base Budget)

The proposed work plan includes three phases: Research, Application and Implementation. In the research phase, case studies and literature are analyzed to provide staff with a working knowledge of state of the art mixed-use and multi-modal planning and design. In the application phase, a series of performance standards are developed and refined. These standards will define a hierarchy of mixed-use corridors and nodes by their densities, design types and transportation infrastructure. The refinement of these performance standards will be finalized in the implementation phase, when they form recommendations for the Land Use and Transit standards for the RTP, and the Urban Design and Housing Density elements for the RFP.

FY 1994-95 Budget Summary (Base Budget)**EXPENDITURES****RESOURCES**

	<u>Amount</u>	<u>FTE</u>		<u>Amount</u>
Personal Services	\$ 53,124	0.985	TGM Grant	\$75,000
Transfers	19,125		Transfer from General Fund	<u>32,500</u>
Contingency	251		Total	\$107,500
Materials & Services	35,000			
Capital	<u>0</u>			
Total	\$107,500			

Program Narrative**Fiscal Year 1994-95****Introduction**

This program will help implement the Transportation Planning Rule by providing the pedestrian elements to the Regional Transportation Plan. This program is designed to work in tandem with the Regional Bicycle Plan and the Main Streets Program. These three projects together will provide an integrated land use and transportation system.

Next Year's Program - FY 1994-95 (Base Budget)

The Regional Pedestrian Network work program begins by identifying regionally significant pedestrian corridors. These corridors will not be limited to linear transit corridors (e.g., Hawthorne, Burnside), but will include pedestrian nodes (such as Hollywood, downtown Gresham or Northwest Portland). These corridors will include the Primary Transit Network and Region 2040 defined activity centers. After the corridors have been identified, an inventory of existing amenities and conditions will be conducted. This will lead to a categorization of conditions that will reflect the level of existing pedestrian facilities. Using existing LUTRAQ, Calthorpe and other reports done for the region, a minimum set of pedestrian standards will be developed. These standards will be applied to the existing conditions to create a minimum set of pedestrian improvements for the region. This will allow us to establish a need, a cost estimate and priorities for pedestrian improvements. These criteria will be used to create a Regional Pedestrian Network Plan which will include urban design standards, phasing and implementation strategies for the Regional Transportation Plan.

FY 1994-95 Budget Summary (Base Budget)**EXPENDITURES**

	<u>Amount</u>	<u>FTE</u>
Personal Services	\$36,141	0.645
Transfers	13,011	
Contingency	348	
Materials & Services	0	
Capital	0	
Total	\$49,500	

RESOURCES

	<u>Amount</u>
TGM Grant	\$31,000
Transfer from General Fund	<u>18,500</u>
Total	\$49,500

Program Narrative**Fiscal Year 1994-95**Introduction

The Region 2040 planning process has exposed many questions relating to the growth pattern and urban growth boundaries of neighboring communities. In the process, it has become clear that any of the potential decisions made by Metro Council in regard to the Portland Metropolitan Urban Growth Boundary will effect neighboring communities like Sandy, Canby and North Plains. In recognition of shared growth management issues, Sandy, Canby, North Plains, Clackamas County and Metro are undertaking a planning project to explore the impacts that neighboring communities' UGB and growth management strategies will have on surrounding communities. This project is funded by an ODOT and DLCD Transportation and Growth Management grant. The duration of the project is the FY 1994-95. The project has three basic components: 1) a joint component, the exploration of multi-jurisdictional tools needed to coordinate growth management efforts; 2) Sandy will be assessing specific land use changes and transportation changes need to accommodate part of the region's growth, this work also includes a 20- and a 50-year Transportation System Plan; and 3) Canby will take a general look and evaluate the impacts of the 2040 Preferred Alternative as it applies to Canby. The City of North Plains will participate in this project, but no specific analysis will be done for the city. Clackamas County will also take part in the discussion, but they are not a grantee.

Next Year's Program - FY 1994-95 (Base Budget)

Metro's role in this project is twofold: 1) we will provide technical assistance on population and employment forecast and travel forecast modeling for the transportation links between the Portland metropolitan region, Canby and Sandy. Additionally, GIS services for Sandy's projects will be provided; and 2) we will participate in the joint work elements, specifically the exploration of multi-jurisdictional growth management tools. The discussion most likely will cover, data and UGB coordination, transportation planning coordination, greenbelt policy and density standards.

FY 1994-95 Budget Summary (Base Budget)

EXPENDITURES			RESOURCES	
	<u>Amount</u>	<u>FTE</u>		<u>Amount</u>
Personal Services	\$17,296	0.285	TGM Grant	\$18,000
Transfers	6,226		Transfer from General Fund	<u>10,000</u>
Contingency	478		Total	\$28,000
Materials & Services	0			
Capital	<u>4,000</u>			
Total	\$28,000			

Program Narrative

Fiscal Year 1994-95

Introduction

The State and the Portland region are increasingly aware of the value that Transit Oriented Developments (TOD) may play in reducing vehicle congestion, improving air quality, maintaining orderly growth and improving the efficiency of the transit system. This project will lead to a program which will establish a regional revolving fund to acquire property at key areas immediately adjacent to a transit station for the purpose of TOD implementation.

Next Year's Program - FY 1994-95 (Base Budget)

This project is funded by an ODOT and DLCD Transportation and Growth Management grant. The time frame is FY 1994-95. Specific products of this project are: an analysis of TOD implementation entity options, site selection analysis, environmental scoping on selected sites and draft resolutions for creation of TOD Implementation Program. Andrew C. Cotugno, Planning Director, will have overall responsibility for the project and will provide policy framework coordination with JPACT, Metro Council and the Oregon Transportation Commission. Phil Whitmore, Tri-Met's Joint Development Manager, will be on administrative loan to Metro for the purpose of managing this project.

FY 1994-95 Budget Summary (Base Budget)

EXPENDITURES			RESOURCES	
	<u>Amount</u>	<u>FTE</u>		<u>Amount</u>
Personal Services	\$ 0	0.0	TGM Grant	<u>\$60,000</u>
Transfers	0		Total	<u>\$60,000</u>
Contingency	0			
Materials & Services	60,000			
Capital	<u>0</u>			
Total	<u>\$60,000</u>			

Agenda/Item Issue: Approval of The Addition Of A Development Project Manager Position.

Resolution No. 94-33

Date: June 8, 1994

Presented by: Pat LaCrosse

Background:

As the Business Planning process went into action in July of '93, MERC was able to utilize the services of a "Development Project Manager" on loan from Metro Government. She was able to assist in organizing the work effort, scheduling all of the meetings, researching many of the issues and producing a large number of the products. Since then, we have added the Expo Center to our portfolio and have completed the Business Plan itself. The Business Plan outlines many additional work items that need completion; many of which, if successful, will result in substantial additional revenue to our facilities.

In the case of the PCPA, we had anticipated that the non-profit arts community would help on some of the work, and indeed they are to a limited extent, but we underestimated the sheer amount of work to be performed and underestimated the amount of effort needed to run the PCPA itself.

The following is a general statement of the items that the "Development Project Manager" would manage:

PCPA 1. With PSU assistance, analyze rent rates at comparable theater facilities for comparison with the PCPA with an eye to adjusting rents as might be warranted. (Manage the gathering and analysis of a great deal of data and manage review process over several months with interested resident companies).

2. Assess resident companies' status. The number, rates they pay, requirements (if any), common traits, etc; and then lead discussions with interested parties as to what requirements should there be, and whether MERC should limit the number and type of resident companies.

3. Review comp ticket policies for consistency and conformity.

4. Assess and review with staff list of charges for reimbursement costs for consistency and adequacy with a direction to recoup all direct charge costs related to a show's direct production.

5. Review event mix and develop data on distribution of days for events; assist in developing policy that leads to better (more efficient use of time and space) utilization. propose formal written policies for MERC.

6. Review PCPA merchandizing policies. Determine past practice and propose consistent rate schedule and policy leading to greater revenue opportunities.

7. Examine attendance numbers by venue, event, and price. Recommend any changes to MERC, PCPA, or resident policies that could lead to increased attendance at events.

MERC
 Technical Adjustments
 to FY 94-95 budget
 Prepared 6/10/94

FUND	APPROPRIATION CATEGORY	ACCT #	DESCRIPTION	FTE (REVISED)	APPROVED BUDGET	TECHNICAL ADJUSTMENT	REVISED BUDGET
MERC Admin	Personal Services	511121	Salaries-Reg Emp (full time) Development Project Manager (new job classification)	0.14	\$0	\$7,500	\$7,500
		512000	Fringe		\$134,229	\$2,850	\$137,079
	Materials & Services	524190	Misc. Professional Services		\$32,000	(\$10,350)	\$21,650
OCC Operating	Personal Services	511121	Salaries-Reg Emp (full time) Development Project Manager (new job classification)	0.43	\$0	\$22,382	\$22,382
		511221	Wages-Reg Emp (full time) Utility Worker I Utility Worker II Utility Lead Operating Engineer Utility Technician		\$228,028 \$109,885 \$142,512 \$146,437 \$100,658	\$20,277 \$4,120 \$7,950 \$1,790 \$1,236	\$248,305 \$114,005 \$150,462 \$148,227 \$101,894
		511225	Wages-Reg Emp (part time) Event Reception/Secretarial (add .60FTE)	1.7	\$19,409	\$12,628	\$32,037
		512000	Fringe		\$1,053,244	\$29,560	\$1,082,804
PCPA (Spectator Facilities Op)	Personal Services	511121	Salaries-Reg Emp (full time) Development Project Manager (new job classification)	0.43	\$0	\$22,381	\$22,381
		512000	Fringe		\$721,791	\$6,267	\$728,058
Expo Center (Regional Parks & Expo Fund)	Capital Outlay	574520	Construction Work/Mat'ls-Blgs.		\$150,000	\$243,000	\$393,000

8. Act as MERC principal contact with the Arts groups who are testing a model of non-profit operation of the PCPA. Research and analyze proposals as needed from these groups; and as necessary, cooperate in helping to develop background information with these groups.

9. Working with the MERC staff, and resident groups, lead the staff effort in examining the potential for raising significant capital funds from the opportunities for "Naming" features of the PCPA. Lead the effort to put such a program together.

10. Working with PCPA Director and staff, examine the opportunities for private sector funding for marketing the PCPA; and for replacement funding for the quarterly calendar.

12. Working with PCPA Director and staff, participate as needed in other projects including revisions to the space permit agreement, catering agreements, booking policies, etc.

OCC

1. Working with the General Manager and OCC Director, manage the data gathering, organization, and presentations for the formal review of the first 4 years of the Convention Center leading to examination of the feasibility of expansion. In Phase 2, assist on all phases of planning for the marketing and funding of a \$60,000,000 expansion of the OCC over the next 2 years.

- Establish economic impact model and organize for repetition on an annual basis.
- Assess calendar and develop materials to demonstrate level of utilization for the facility.
- Assist in establishing public review process and help manage it.

MERC General:

1. Advertising revenue – research, organize and manage RFP public process to obtain an advertising contractor to place advertising in all eligible MERC facilities as a new revenue source.

2. Assist as needed on the following MERC committees involving staff, Commissioners, and public over the next year:

- Concessions assessment leading to review of combining all MERC concession contracts via a major RFP process.
- Ticketing assessment leading to an RFP for ticketing services.

Other: Development Project Manager may be called on from time to time to assist/manage other projects at the Stadium, Expo Center, and other duties/projects.

Fiscal Impact:

Based on the projected work items necessary to complete the Business Plan, the Development Project Manager's salary distribution would be 14% MERC Administrative, 43% OCC AND 43% PCPA. In order to accomplish this additional position in the FY 94-95 budget, the MERC Administrative portion would be paid simply by a shift from miscellaneous professional services (included in the materials and services appropriation level) to personal services. As you will recall, miscellaneous professional services included \$27,000 earmarked for anticipated consultant/contract work to assist in completing the work programs in the MERC Business Plans. For the OCC and PCPA funds, the funding of this new position would require additional allocation of monies.

At the appropriation level, the specific dollars necessary to accomplish the Development Project Manager position at Range 56 Step 6 are as follows:

<u>Fund</u>	<u>Personal Salary</u>	<u>Services Fringe</u>	<u>Materials & Services</u>	<u>Net Effect to the Fund</u>
MERC Admin	\$ 7,500	\$ 2,850 (38%)	(\$10,350)	\$0
OCC	\$22,382	\$ 9,400 (42%)	-	\$31,782
PCPA	\$22,381	\$ 6,267 (28%)	-	\$28,648

DRAFT

Class Number:

Class Title: Development Project Manager

Salary Range:

Position Summary:

Manages highly complex and sensitive planning and development projects for all MERC facilities.

Position Duties:

Under the direction of the MERC General Manager, manages planning and development projects for all MERC facilities including the Oregon Convention Center, the Portland Center for the Performing Arts, the Civic Stadium, and the Exposition Center. Requires consultation and coordination within MERC, with Metro, as well as with other agencies and interests; balances these multiple interests and motivates them toward a common goal; has responsibility for project design, work schedule, management as well as supervision of any consultants or project employees needed to complete the project; conducts research and fiscal analysis using accepted scientific research methodology; prepares written reports and summaries of findings in readable fashion; prepares and delivers oral presentations; designs methods for citizen participation in project development, identifies interests to be represented, recommends citizen members, staffs and manages citizen committees.

Qualifications:

Considerable knowledge of principles and practices regarding public project development and implementation; issues surrounding siting, financing, operating and the planning of major public facilities.

Experience in conducting studies that require a high level of citizen participation.

Ability to synthesize opinion and ideas and form a course of action based on those opinions and ideas. Knowledge of political processes, local political issues and maintains a high degree of sensitivity when dealing with political issues.

analytical skills in public policy evaluation, finance, planning, management.

Skills in effective oral and written communication.

Experience/Education

Bachelors degree in political science, public administration, business administration, urban/regional planning and a minimum of 5 years experience working in the Public Sector, including a

METROPOLITAN EXPOSITION-RECREATION COMMISSION

RESOLUTION NO. 94-33

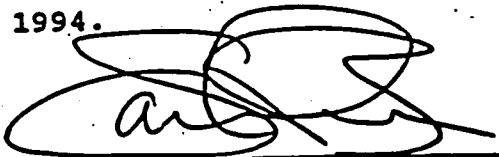
Approval of the addition of a Development Project Manager position, funded in FY 94-95.

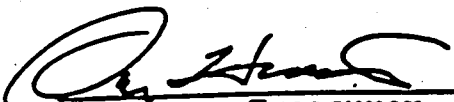
The Metropolitan Exposition-Recreation Commission finds:

1. That the Business Plan resulted in a substantial number of work items;
2. That the number and magnitude of these work items necessitate an additional position to be named Development Project Manager;
3. That the Development Project Manager position shall be established at Range 56 within the MERC Non-Represented Employees Pay Schedule;
4. That the Development Project Manager position shall be as set forth in the attached job description;
5. That this position shall be funded through the MERC Admin (14%), OCC (42%) and PCPA (28%) funds in the FY 94-95 budget;
6. That the funding for this position requires an increase to the FY 94-95 budget for OCC and PCPA, as detailed in the attached staff report;

BE IT THEREFORE RESOLVED that the Commission approves the addition of a Development Project Manager position and approves the funding for such in the FY 94-95 budget.

Passed by the Commission June 8, 1994.


Chairman


Secretary-Treasurer

Approved As To Form:
Daniel B. Cooper, General Counsel

By: 
Mark B. Williams
Senior Assistant Counsel

minimum of 2 years supervisory and 2 years in a project management setting, or any combination of education and experience which would provide the candidate with the knowledge, skill and ability required to perform the job. Master's degree in a related field highly desirable.

Solid Waste Revenue Fund

FISCAL YEAR 1994-95		APPROVED		CHANGE to 7.5% Excise Tax Sept 1, 1994	Technical Changes	OUTSIDE LEGAL SERVICES	APPROVED BUDGET WITH ALL CHANGES
ACCT #	DESCRIPTION	FTE	AMOUNT	AMOUNT	FTE	AMOUNT	AMOUNT
Resources							
<u>Resources</u>							
305000	Fund Balance						
	* General Account (unrestricted)		8,938,927			88,760	(30,000)
	* All Other Fund Balance		17,694,267				17,694,267
341500	Documents & Publications		4,931		7		4,938
343110	Disposal/Transfer Fees Forest Grove		2,294,912				2,294,912
343111	Disposal Fees-Credit		26,973,399	41,101			27,014,500
343121	User Fees-Credit		23,543,603	36,533			23,580,136
343131	Regional Transfer Charge-Credit		4,962,639	7,562			4,970,201
343185	Tire Disposal Fee-Cash		53,871		82		53,953
343195	Yard Debris Disposal Fee-Cash		79,878		121		79,999
343200	Franchise Fees		2,615		4		2,619
343211	DEQ - Orphan Site Account - Credit		98,976				98,976
343221	DEQ - Promotional Program - Credit		766,630				766,630
343230	Refrigeration Unit Disposal Fee		29,668		45		29,713
343245	Household Hazardous Waste Fees - Cash		115,058		176		115,234
343300	Salvage Revenue		58,135		89		58,224
343800	Sublease Income		2,257		4		2,261
343900	Tarp Sales		922		2		924
	All Other Resources		22,479,099				22,479,099
TOTAL RESOURCES			90,405,521	85,726		88,760	(30,000)
						90,550,007	

EXHIBIT G, P. 1

Solid Waste Revenue Fund

EXHIBIT G, P. 2

FISCAL YEAR 1994-95		1 APPROVED		2 CHANGE to 7.5% Excise Tax Sept 1, 1994		3 Technical Changes		4 OUTSIDE LEGAL SERVICES		5 APPROVED BUDGET WITH ALL CHANGES	
ACCT #	DESCRIPTION	FTE	AMOUNT	AMOUNT	FTE	AMOUNT	AMOUNT	AMOUNT	AMOUNT		
Operating Account (Administration)											
	Total Personal Services	10.50	552,982	0		0		0	552,982		
	<u>Materials & Services</u>										
524190	Misc. Professional Services		0				45,000		45,000		
	All Other Materials & Services		92,489				0		92,489		
	Total Materials & Services		92,489	0		0	45,000		137,489		
	TOTAL EXPENDITURES	10.50	645,471	0		0		0	645,471		
Operating Account (Budget and Finance)											
	TOTAL EXPENDITURES	8.00	1,567,815	0		0		0	1,567,815		
Operating Account (Operations)											
	TOTAL EXPENDITURES	48.15	45,423,261	0		0		0	45,423,261		
Operating Account (Engineering & Analysis)											
	Total Personal Services	10.50	723,405	0		0		0	723,405		
	<u>Materials & Services</u>										
524190	Misc. Professional Services		176,000			5,000			181,000		
	All Other Materials & Services		43,751						43,751		
	<i>Remove Line Added Above</i>		(43,751)						(43,751)		
	Total Materials & Services		219,751	0		5,000		0	224,751		
	TOTAL EXPENDITURES	10.50	943,156	0		5,000		0	948,156		

Solid Waste Revenue Fund

FISCAL YEAR 1994-95		1 APPROVED		2 CHANGE to 7.5% Excise Tax Sept 1, 1994	3 Technical Changes		4 OUTSIDE LEGAL SERVICES	5 APPROVED BUDGET WITH ALL CHANGES
ACCT #	DESCRIPTION	FTE	AMOUNT	AMOUNT	FTE	AMOUNT	AMOUNT	AMOUNT
Operating Account (Waste Reduction)								
	Total Personal Services	9.00	557,059	0		0	0	557,059
	<u>Materials & Services</u>							
524190	Misc. Professional Services		340,000			60,000		400,000
	All Other Materials & Services		778,421					778,421
	Total Materials & Services		1,118,421	0		60,000	0	1,178,421
	TOTAL EXPENDITURES	9.00	1,675,480	0		60,000	0	1,735,480
Operating Account (Planning and Technical Services)								
	<u>Personal Services</u>							
511121	SALARIES-REGULAR EMPLOYEES (full time)							
	Program Supervisor		0		1.00	47,246		47,246
	Service Supervisor	1.00	47,246		-1.00	-47,246		0
	All Other Personal Services		501,138					501,138
	Total Personal Services	9.15	548,384	0		0	0	548,384
	<u>Materials & Services</u>							
524190	Misc. Professional Services		284,000			20,000		304,000
	All Other Materials & Services		73,033					73,033
	Total Materials & Services		357,033	0		20,000	0	377,033
	TOTAL EXPENDITURES	9.15	905,417	0		20,000	0	925,417

EXHIBIT G, p. 3

Solid Waste Revenue Fund

EXHIBIT G, p. 4

FISCAL YEAR 1994-95		1 APPROVED		2 CHANGE to 7.5% Excise Tax Sept 1, 1994	3 Technical Changes		4 OUTSIDE LEGAL SERVICES	5 APPROVED BUDGET WITH ALL CHANGES
ACCT #	DESCRIPTION	FTE	AMOUNT	AMOUNT	FTE	AMOUNT	AMOUNT	AMOUNT
Operating Account (Recycling Information and Education)								
	Total Personal Services	7.65	377,608	0		0	0	377,608
	<u>Materials & Services</u>							
524210	Data Processing Services		10,000			3,760		13,760
	All Other Materials & Services		203,758			0		203,758
	Total Materials & Services		213,758	0		3,760	0	217,518
	TOTAL EXPENDITURES	7.65	591,366	0		3,760	0	595,126
Debt Service Account								
	Total Requirements		2,879,579	0		0	0	2,879,579
Landfill Closure Account								
	Total Materials & Services		6,344,000	0		0	0	6,344,000
Construction Account								
	Total Capital Outlay		1,650,000	0		0	0	1,650,000

Solid Waste Revenue Fund

FISCAL YEAR 1994-95		1 APPROVED		2 CHANGE to 7.5% Excise Tax Sept 1, 1994	3 Technical Changes		4 OUTSIDE LEGAL SERVICES	5 APPROVED BUDGET WITH ALL CHANGES
ACCT #	DESCRIPTION	FTE	AMOUNT	AMOUNT	FTE	AMOUNT	AMOUNT	AMOUNT
Renewal & Replacement Account								
	<u>Requirements</u>							
574130	Engineering Services		15,000					15,000
574520	Const. Work/Materials-Bldg., Exhibits & Rel.		134,000					134,000
	Total Requirements		149,000	0		0	0	149,000
General Account								
	Total Materials & Services		0			0		
	Total Capital Outlay		661,670	0		0	0	661,670
	Total Requirements		661,670	0		0	0	661,670
Master Project Account								
	Total Requirements		350,000	0		0	0	350,000
General Expenses								
	Total Interfund Transfers		3,618,925	0		0	0	3,618,925
599999	Contingency		8,364,423	0		0	0	8,364,423
	GENERAL ACCOUNT		3,712,798	85,726			(75,000)	3,723,524
	Other Unappropriated Fund Balance		10,923,159					10,923,160
599990	Unappropriated Fund Balance		14,635,958	85,726			(75,000)	14,646,685
	Total Contingency and Unappropriated Balance		23,000,381	85,726			(75,000)	23,011,108
TOTAL REVENUE FUND EXPENDITURES								
	Total	102.95	90,405,521	85,728		88,760	(30,000)	90,550,008

EXHIBIT G, p. 5

SOLID WASTE DEPARTMENT**Waste Reduction Division****1. Compost Bins Contract**

This contract was added to the Waste Reduction Division's FY 1993-94 Budget at the request of the Metro Council. The funding of \$50,000 for this project was approved through a budget amendment (Ordinance No 94-528) approved by the Council on February 10, 1994. The contract was awarded to Pac-West Distributing who are the local representatives for the Toro home composting bin. This contract includes purchase, distribution, promotion and education of the home composting bins.

Metro's Contract Review Board approved the home compost bin program as a multi-year contract on March 17, 1994. Because of the number of the procedural matters that had to be addressed per the Metro Code in order to begin the project, the Request for Proposals was not released until April 15, 1994. Contract negotiations could not begin until the second week in May. The contract for this project is anticipated to be executed by mid- June.

It is necessary to carry-over the entire \$50,000 to FY 1994-95, so that Metro can tie contract payments to actual services rendered and minimize the risk of the contractor violating some portion of the contractual agreement. Without the carry-over, Metro will be obligated to purchase all bins and services by the end of the fiscal year, before the program has actually started.

Requirements (Waste Reduction Division)

524190	Misc. Professional Services	\$ 50,000
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2. Construction Industry Waste Reduction Curriculum Contract

Metro contracted with O'Brien & Associates to develop a construction industry waste reduction curriculum. The FY 1993-94 budget amount for this contract is \$30,000. This contract requires extensive coordination and cooperation of building industry associations, schools and training personnel to develop materials about construction recycling that fit into existing training programs. The largest portion of this is a video (Task 4) which is complete and has been received. Tasks 1 through 3 involve the background, research and the development of curriculum materials. It is expected that this will be substantially complete by June 30th. Task 5 and 6 involve the presentation of the curriculum at regularly scheduled training sessions. The contractor has no control over scheduling training sessions when the presentations could be made. A number of the sessions cannot be scheduled before June 30th. Therefore, it is necessary that \$1,300, half the value of Task 5,

plus \$200, the value of Task 6 for a written summary be held over into Fiscal Year 1994-95. Total carry-over will be \$1,500.

Requirements (Waste Reduction Division)

524190 Misc. Professional Services \$ 1,500

3. Construction Waste Reduction Case Studies Contract

Metro contracted with O'Brien & Associates to develop construction waste reduction case studies. The FY 1993-94 budget amount for this contract is \$10,000. This contract involved developing a format for all case studies, then supplying finished case studies on 15 different construction demolition and renovation projects. Task 1 for development of the case study format has been completed. Task 2 requires close coordination with 15 general contractors on construction projects to obtain data about their waste management practices. Acquiring the data is dependent upon the project schedule. Since construction projects inherently cover many months and schedules change constantly, it is expected that 7 of the 15 case studies will not be completed by June 30, through no fault of our contractor. Therefore, it is necessary that \$3,500 of the contract be held over to FY 1994-95.

Requirements (Waste Reduction Division)

524190 Misc. Professional Services \$ 3,500

4. Resource Efficient Hotel Project Contract

Metro contracted with Palermini & Associates to develop and implement waste reduction, recycling, and buying recycled products programs with targeted hotels. The FY 1993-94 budget amount for this contract is \$30,000. During the course of identifying hotels to participate in this contract, several were found which will be providing lodging for participants in the National Recycling Congress Exposition to be held at Oregon Convention Center from September 25 through 28, 1994. This was recognized to be an exceptional opportunity to showcase new and advanced waste reduction programs at a national event of industry peers. In order to adequately prepare a program at these hotels, work will need to continue beyond the fiscal year-end. The expected holdover amount will be \$5,000. The same tasks will be accomplished as were included in the original contract but the schedule will be adjusted in recognition of the conference and to stage appropriate open houses, events and publicity during that time. Therefore, it is necessary to carry-over \$5,000 into FY 1994-95.

Requirements (Waste Reduction Division)

524190 Misc. Professional Services \$ 5,000

Recycling Information and Education Division**GIS Software Application Development Services Contract**

In FY 1992-93 Metro contracted with David Evans & Associates for GIS application development services. The FY 1993-94 budget amount for this contract is \$10,000. The scope of work includes software development services for the Data Resource Center and for Metro Recycling Information. The contract has been extended by the Data Resource Center to September 30, 1994.

Due to staff changes, David Evans & Associates cannot complete the scope of work by June 30, 1994. It is expected that \$6,240 will be expended in FY 1993-94. Therefore, it is necessary to carry-over \$3,760 of the contract into FY 1994-95 to complete the project.

Requirements (Recycling Information and Education Division)

524210	Data Processing Services	\$ 3,760
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Engineering Division**Integrated Resource Management Plan for Solid Waste Facilities Contract**

Metro contracted with Sound Resource Management for assistance in developing an integrated resource management plan for solid waste facilities and waste reduction programs. The scope of work involves development of an analytical framework and collection of information regarding facilities and programs. The FY 1993-94 budget amount for this contract is \$25,000.

The evaluation process required more time for interviews and evaluation committee work than had been anticipated. The contract did not receive final Metro signature until May 31, 1994. It is expected that the scope of work of the contract will not be completed in FY 1993-94. Therefore, it is necessary to carry-over \$5,000 into FY 1994-95 to complete the project.

Requirements (Engineering Division)

524190	Misc. Professional Services	\$ 5,000
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Planning and Technical Services Division**1. Implementation of the GIS software ARCVIEW Contract**

Metro attempted to contract with Environmental Systems Research Institute to provide application support and on-site training for implementation of the GIS software ArcView. After approximately three months of non-responsiveness on their

part, we terminated negotiations and are in the process of negotiating a contract with the second place vendor, Economic Engineering Services (EES). We originally planned to have all work completed by June 30, 1994.

The FY 1993-94 budget amount for this contract is \$20,000. It is necessary to carry-over the entire \$20,000 amount into FY 1994-95 to complete this project.

Requirements (Planning and Technical Division)

524190	Misc. Professional Services	\$20,000
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METRO

ATTACHMENT 3
(Fin. Comm. Rpt/Ord. 94-535B)

To: Don Carlson, Council Administrator

From: John Houser, Senior Council Analyst

Date: June 22, 1994

Re: Budget Ordinance Amendment Related to the Purchase of Pelletizer Equipment

The potential Metro purchase of the fiber-based fuel system at Metro Central would most likely occur as a contract amendment or change order to the existing operations contract with Trans Industries. While Solid Waste staff has clearly indicated that they would bring any proposed purchase to the Council for approval, the amount of the purchase (\$1,650,000) would not automatically trigger existing Code provisions that would require Council approval. In addition, as a contract amendment or change order, the purchase could not be designated as a "A" contract requiring Council approval.

To insure that any purchase decision receives prior Council approval, Dan Cooper has indicated that the Council could amend the budget ordinance to set a generic legislative policy that the purchase of any pelletizing equipment at any Metro transfer station would require Council approval. I have drafted the following amendment language that would be added to the "be it Ordained" clauses in Ordinance No. 94-535A as a new Section 6 with the remaining section renumbered appropriately. This language has been reviewed by Mr. Cooper and Mr. James Mountain of Harrang, Long, Gary and Rudnick P.C..

Proposed Amendment:

" 6. Any contract amendment or change order to an existing contract for the purchase any fiber-based fuel or pelletizer equipment at any Metro operated or franchised transfer station will be subject to Council approval prior to execution by the Executive Officer, notwithstanding any other provision of the Metro Code."

Renumber existing sections 6 through 10 as Sections 7 through 11.

BEFORE THE METRO COUNCIL

FOR THE PURPOSE OF ADOPTING THE) ORDINANCE NO. 94-535B
ANNUAL BUDGET FOR FISCAL YEAR)
1994-95, MAKING APPROPRIATIONS) Introduced by
AND LEVYING AD VALOREM TAXES;) Rena Cusma, Executive Officer
AND DECLARING AN EMERGENCY)

WHEREAS, The Multnomah County Tax Supervising and Conservation Commission held its public hearing on the annual Metro budget for the fiscal year beginning July 1, 1994, and ending June 30, 1995; and

WHEREAS, Recommendations from the Multnomah County Tax Supervising and Conservation Commission have been received by Metro (attached as Exhibit A and made a part of the Ordinance) and considered; now, therefore,

THE METRO COUNCIL ORDAINS AS FOLLOWS:

1. The "Fiscal Year 1994-95 Metro Budget," attached hereto as Exhibit B, and the Schedule of Appropriations, attached hereto as Exhibit C, are hereby adopted.
2. The Metro Council does hereby levy ad valorem taxes, as provided in the budget adopted by Section 1 of this Ordinance, for a total amount of ELEVEN MILLION NINE HUNDRED THIRTY-TWO THOUSAND EIGHT HUNDRED TWENTY-NINE (\$11,932,829) DOLLARS to be levied upon taxable properties within the Metro District as of 1:00 a.m., July 1, 1994. The following allocation and categorization subject to the limits of Section 11b, Article XI of the Oregon Constitution constitute the above aggregate levy.

SIX MILLION FOUR HUNDRED THIRTY-EIGHT THOUSAND SIX HUNDRED THIRTY-THREE (\$6,438,633) DOLLARS shall be for the Zoo Operating Fund, said amount authorized in a tax base, said tax base approved by the voters of Metro at a general election held May 15, 1990, and subject to the General Government Limitation.

FIVE MILLION FOUR HUNDRED NINETY-FOUR THOUSAND ONE HUNDRED NINETY-SIX (\$5,494,196) DOLLARS shall be for the Convention Center Project Debt Service

Fund, said levy needed to repay a portion of the proceeds of General Obligation bonds as approved by the voters of Metro at a general election held November 4, 1986. Said levy is excluded from the General Government Limitation.

3. Pursuant to Metro code Section 7.01.020(b) pertaining to the Metro Excise Tax, the Council hereby confirms that the rate of tax shall be the maximum amount allowed under the Metro Code.

4. The provisions of Chapter 7.01 of the Metro Code shall not apply to any former Multnomah County Park or Pioneer Cemetery operated by Metro until July 1, 1995.

5. A Rate Stabilization Account is established within the Solid Waste Revenue Fund. The purpose of the Account is to minimize extraordinary solid waste disposal rate increases. At the time disposal rates are set, funds collected in excess of required expenditures may be placed in the Stabilization Account, but system disposal rates shall at no time be increased for the purpose of making a contribution to the Account. Funds deposited in the Rate Stabilization Account shall be available at the time disposal rates are set to offset increases in system disposal rates.

6. Any contract amendment or change order to an existing contract for the purchase of any fiber-based fuel or pelletizer equipment at any Metro operated or franchised transfer station will be subject to Council approval prior to execution by the Executive Officer, notwithstanding any other provision of the Metro Code.

4.7. The Regional Park and Expo Trust Fund is hereby created for the purpose of managing dedicated resources transferred from Multnomah County as part of the Intergovernmental Agreement. Sources of revenue shall be interest earnings, special event revenues, donations and contributions from other funds.

~~5.8.~~ The Zoo Revenue Bond Fund is hereby eliminated.

~~6.9.~~ In accordance with Section 2.02.125 of the Metro Code, the Metro Council hereby authorizes personnel positions and expenditures in accordance with the Annual Budget adopted by Section 1 of this Ordinance, and hereby appropriates funds

for the fiscal year beginning July 1, 1994, from the funds and for the purposes listed in the Schedule of Appropriations, Exhibit C.

7-10 The Executive Officer shall make the following filings as provided by ORS 294.555 and ORS 310.060:

- a. Multnomah County Assessor
 - 1) An original and one copy of the Notice of Levy marked Exhibit D, attached hereto and made a part of this Ordinance.
 - 2) Two copies of the budget document adopted by Section 2 of this Ordinance.
 - 3) A copy of the Notice of Publication required by ORS 294.421.
 - 4) Two copies of this Ordinance.

- b. Clackamas and Washington County Assessor and Clerk
 - 1) A copy of the Notice of Levy marked Exhibit D.
 - 2) A copy of the budget document adopted by Section 2 of this Ordinance.
 - 3) A copy of this Ordinance.
 - 4) A copy of the Notice of Publication required by ORS 294.421.

8-11 This ordinance being necessary for the health, safety, or welfare of the Metro area, for the reason that the new fiscal year begins July 1, 1994, and Oregon Budget Law requires the adoption of a budget prior to the beginning of the fiscal year, an emergency is declared to exist and the Ordinance takes effect upon passage.

ADOPTED by the Metro Council this 23rd day of June, 1994.

Judy Wyers, Presiding Officer

Attest:

Clerk of the Council

mgs1c:winword\94-535B.doc

EXHIBIT A

TAX SUPERVISING & CONSERVATION COMMISSION
MULTNOMAH COUNTY, OREGON

724 Mead Building 421 S.W. Fifth Avenue
Portland, Oregon 97204-2189 (503) 248-3054 FAX 248-3053

June 21, 1994

Councilors
Metro
600 NE Grand Avenue
Portland, Oregon 97232

Dear Council Members:

The Tax Supervising and Conservation Commission met on June 21, 1994 to review, discuss and conduct a public hearing on the Metro 1994-95 Annual Budget. This hearing was conducted pursuant to ORS 294.605-705 to confirm compliance with applicable laws and to determine the adequacy of estimates necessary to support efficient and economical administration of the district.

The 1994-95 budget, filed May 16, 1994, is hereby certified with the recommendations noted. Estimates were judged to be reasonable for the purpose shown and the document was found to be in substantial compliance with the law.

Recommendations:

1. It has been noted that two separate funds had exceeded appropriation authority during fiscal year 1992-93. We recommend that Metro closely monitor all funds to ensure no expenditures in the future.

2. Budget publication notices have been limited to the Daily Journal of Commerce, a trade paper. In order to solicit greater public involvement/interest we suggest that future publications be duplicated in the Oregonian or other local general circulation papers.

3. The budgeted property tax collection rate of 91% is conservative. It's likely that actual collections will be higher. Staff should continue to monitor these rates and budget accordingly.

Budget estimates and levy amounts certified are as follows:

Budget Estimates:

Zoo Operating Fund		\$ 17,988,722
Unappropriated Balance	\$ (3,359,128)	
Convention Center Debt Service Fund		8,324,479
Unappropriated Balance	(2,781,839)	
General Fund		6,915,331
Unappropriated Balance	(200,000)	
Support Services Fund		7,786,887
Unappropriated Balance	(407,625)	
Building Management Fund		2,747,040
Unappropriated Balance	(319,219)	
Risk Management Fund		7,652,149
Unappropriated Balance	(6,063,119)	
General Revenue Bond Fund		3,547,075
Unappropriated Balance	(1,805,705)	
Zoo Capital Fund		1,474,087
Solid Waste Revenue Fund		90,405,521
Unappropriated Balance	(14,635,958)	
Rehabilitation and Enhancement Fund		2,708,375
Unappropriated Balance	(1,384,716)	
Planning Fund		12,588,775
Regional Parks and Expo Fund		5,913,406
Unappropriated Balance	(53,254)	
Smith & Bybee Lakes Trust Fund		3,505,754
Unappropriated Balance	(2,991,726)	
Metropolitan Greenspaces Fund		1,000,000
Regional Parks Trust Fund		378,319
Unappropriated Balance	(308,371)	
Convention Center Project Capital Fund		1,419,255
Unappropriated Balance	(520,000)	
Metro ERC Administration Fund		624,712
Oregon Convention Center Operating Fund		19,676,577
Unappropriated Balance	(6,781,835)	
Spectator Facilities Operating Fund		8,060,759
Unappropriated Balance	(1,264,394)	
Oregon Convention Center Renewal & Replacement Fund		2,115,000
Unappropriated Balance	(2,115,000)	
Coliseum Operating Fund		<u>180,000</u>
Total Budget Estimates		\$205,012,223
Total Unappropriated Balance		(44,991,889)

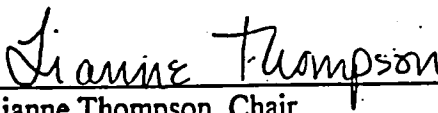
Tax Levy:

Zoo Operating - Tax Base	\$ 6,438,631
Debt Service - Not Subject to Limit	<u>5,494,196</u>
Total Tax Levy	\$ 11,932,827

Please file, with the Commission, a copy of the adopted budget and a written response to the recommendations contained in this certification within 15 days of adoption. This filing should also include a copy of each LB form, LB-50, proof of publications and the adopting resolution.

Yours very truly,

TAX SUPERVISING & CONSERVATION COMMISSION



Lianne Thompson, Chair



Clarence E. Parker, Commissioner



Charles W. Rosenthal, Commissioner



METRO

Date: June 22, 1994
To: Metro Council
From: Jennifer Sims, Director of Finance and Management Information *JS by CP*
Re: RESPONSE TO TSCC CERTIFICATION LETTER

Metro is in receipt of a letter dated June 21, 1994, from the Tax Supervising & Conservation Commission reporting the results of the Commission's review of metro's approved budget. This review was performed under the provisions of Oregon Revised Statutes 294.605 through 294.710. The law provides, in part, that the Commission must review Metro's approved budget prior to the date Metro adopts its budget.

The Commission has certified Metro's approved budget for the fiscal year 1994-95, and has made three recommendations regarding Metro's budget. Metro's responses to the Commission recommendations are as follows:

- 1. It has been noted that two separate funds exceeded appropriation authority during fiscal year 1992-93. We recommend that Metro closely monitor all funds to ensure no expenditures in the future.*

Response:

Metro closely monitors all funds for potential over-expenditure of authority. Detailed financial reports are distributed to all departments on a monthly basis. In addition, a report is made to the Council Finance Committee on a monthly basis. This report includes the current status of all appropriation categories and identifies major expenditure trends or problems. Budget adjustments are prepared for Council review as problems are identified. During FY 1993-94, twenty-six separate budget actions have been prepared. It is never Metro's intention to exceed appropriation authority, and we will continue to closely monitor all areas to ensure compliance.

- 2. Budget publication notices have been limited to the Daily Journal of Commerce, a trade paper. In order to solicit greater public involvement/interest we suggest that future publications be duplicated in the Oregonian or other local general circulation papers.*

Response:

The TSCC's suggestion is noted. All Metro Council and Council Committee meetings, including all budget meetings, are advertised in the Oregonian on a weekly basis. The budget notices for the presentation of the Proposed Budget to the Council and the TSCC public hearing, as required under Oregon Budget Law, are published in the Daily Journal of Commerce. Publication in the Oregonian of the presentation of the Proposed Budget to the Council would be a duplication of cost. However, beginning with the FY 1995-96 budget, Metro will advertise the TSCC public hearing in the Oregonian as well as the Daily Journal of Commerce.

3. *The budgeted property tax collection rate of 91% is conservative. It's likely that actual collections will be higher. Staff should continue to monitor these rates and budget accordingly.*

Response:

Prior to the preparation of the FY 1995-96 budget, the Finance and Management Information department will analyze property tax collection rates and will revise its uncollectable rate as needed.

Attachment

j:\budgetfy94-95:adopted:CERTTSCC.DOC

EXHIBIT B

FY 1994-95 Annual Budget

Includes the Approved Budget plus all adjustments approved by the Finance Committee On Wednesday, June 22, 1994, and contract designations as shown in the memo from Casey Short dated June 22, 1994, "Contract List Designations."

EXHIBIT C

FY 1994-95 Schedule of Appropriations

The Approved Schedule of Appropriations plus all adjustments approved by the Finance Committee On Wednesday, June 22, 1994, Including the Adjustment of the Building Management Fund Appropriations level to major object category by Fund. The Schedule will be completed following adoption of the FY 1994-95 budget and the reconciliation of the cost allocation plan.

Check here if this is an amended form.

1994-95 NOTICE OF PROPERTY TAX LEVY

Multnomah, Washington
To assessor of and Clackamas County

FORM
LB-50

File no later than JULY 15.

Be sure to read instructions in the 1994-95 Notice of Property Tax Levy Certification and Publication Forms and Instructions booklet.

On June 23, 1994, the Council Governing Body
of Metro, Multnomah, Washington and Clackamas County, Oregon, levied taxes as follows:
600 NE Grand Avenue Portland OR 97232-2736
Municipal Corporation City State ZIP
Jennifer Sims Director of Finance and (503) 797-1640 May 10, 1994
Contact Person Title Daytime Telephone Date
Management Information

PART I: TOTAL PROPERTY TAX LEVY

1. Levy within the tax base (cannot exceed box 11, Part II)	1. 6,438,631	
2. One-year levies (outside tax base) (itemize these levies in Part III)	2. -0-	
3. Continuing levies (millage and fixed) (itemize in Part III)	3. -0-	
4. Serial levies (itemize in Part III)	4. -0-	
5. Amount levied for payment of bonded indebtedness	5. 5,494,196	
6. TOTAL AMOUNT to be raised by taxation (add boxes 1 through 5)	6. 11,932,827	

<small>Department of Revenue Use Only</small>	
1.	
2.	
3.	
4.	
5.	
6.	

PART II: TAX BASE WORKSHEET (If an annexation occurred in the preceding fiscal year, complete Part IV first)

7. VOTED TAX BASE, if any May 15, 1990 Amount Voter Approved
7. \$5,100,000
Date of Voter Approved

8. CONSTITUTIONAL LIMITATION — Tax base portion of preceding three levies actually levied.

<small>Actual Amount Levied</small> 8a. 5,406,000	<small>Fiscal Year</small> 1991-92	<small>Actual Amount Levied</small> 8b. 5,730,360	<small>Fiscal Year</small> 1992-93	<small>Actual Amount Levied</small> 8c. 6,074,181	<small>Fiscal Year</small> 1993-94
--	---------------------------------------	--	---------------------------------------	--	---------------------------------------

9. Largest of 8a, 8b, or 8c 9a. 6,074,181 multiplied by 1.06 =

Note: This is a constitutional limitation and can NOT be rounded up.

10. Annexation increase (from Part IV, box 7, on back of form)

11. Adjusted tax base (largest of box 9b plus box 10; or box 7 plus box 10)

9b. 6,438,631
10. -0-
11. 6,438,631

PART III: SCHEDULE OF ALL SPECIAL LEVIES — Enter all special levies on this schedule. If there are more than three levies, attach a sheet showing the information for each.

Type of levy (one-year, serial, or continuing)	Purpose (operating, capital construction, or mixed)	Date voters approved ballot measure authorizing tax levy	First year levied	Final year to be levied	Total tax levy authorized per year by voters or rate if tax rate serial or millage levy	Amount of tax levied this year as a result of voter approval

PART IV: ANNEXATION WORKSHEET

1. Area	Effective Date of Annexation	Assessed Value of Annexed Area as of 7-1-93
A		
B		
C		
D		

If more than four annexations, attach sheet showing the above information for each annexation.

- 2. Total assessed value of annexed areas (sum of A through D)
- 3. Tax base levied by annexing entity for fiscal year 1993-94
- 4. Assessed value of annexing entity on July 1, 1993
- 5. Tax base rate of annexing entity (divide box 3 by box 4)
- 6. Annexation increase (multiply box 2 by box 5)
- 7. **TOTAL ANNEXATION INCREASE** (multiply box 6 by 1.06)
Enter this amount in box 10, Part II, on front of form

PART V: LIMITATIONS PER OREGON REVISED STATUTES

A. Certain Municipal Corporations — See the ORS chapter under which the municipal corporation was formed. **THIS SECTION DOES NOT APPLY TO ALL MUNICIPAL CORPORATIONS.** Does NOT apply to Bond Limitations.

- 1. Value of municipal corporation from most recent tax roll
- 2. Statutory limitation of municipal corporation per ORS Formation Chapter
- 3. Total dollar amount authorized by statutory limit (box 1 multiplied by box 2)
(Total of Part I, lines 1, 2, 3, and 4, cannot exceed this amount)

File with your assessor no later than **JULY 15**, unless granted an extension in writing.



METRO

ATTACHMENT 2
 (Fin. Comm. Rpt. / Ord. 94-535B)

DATE: June 23, 1994

TO: Council Finance Committee

FROM: Jennifer Sims, Director of Finance and Management Information *JS*

RE: FINAL ADJUSTMENTS TO THE FY 1994-95 BUDGET - INCLUDING FINANCE COMMITTEE RECOMMENDATIONS OF JUNE 22, 1994

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

1. REGIONAL PARKS AND EXPO FUND

Resources

305000	Fund Balance	
	• Expo Center Capital	\$243,000
	• Parks Development	50,947
	• Parks Department (additional revenues)	57,482
	• Greenspaces (excise tax carry-over)	30,600
	• Undesignated	195,040
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

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	<u>50,000</u>
		\$243,000

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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2. SMITH & BYBEE LAKES TRUST FUND

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

Resources

305000	Fund Balance	\$ 51,403
--------	--------------	-----------

Requirements

Materials & Services

524190	Misc. Professional Services	\$ 51,403
--------	-----------------------------	-----------

Contracts carried forward are:

- | | | |
|----|-------------------------------|-----------|
| 1. | E & S Environmental Services | \$ 10,000 |
| 2. | Very Sirius Productions | 10,000 |
| 3. | City of Portland Parks Bureau | \$ 31,403 |

Please refer to Page 3 of EXHIBIT A for more detail.

3. OCC OPERATING FUND

After further review of the OCC's Personal Services, certain adjustments in wages and associated fringe benefits are necessary. These adjustments primarily result from union contract negotiations for wages in FY 94-95 that were completed subsequent to the budget preparation and review process. Additionally, there is a need for additional part-time labor. This represents a .60 FTE increase. This adjustment will be accomplished by increasing Personal Services and decreasing the FY 1994-95 Unrestricted Unappropriated Balance.

Requirements

Personal Services

511221	Wages - Regular Employees (full-time)	\$ 35,373
511225	Wages - Regular Employees (part-time)	12,628
512000	Fringe	<u>20,160</u>
		\$ 68,161

Contingency and Unappropriated Balance

599990	Unappropriated Balance, Unrestricted	(\$ 68,161)
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SUPPORT SERVICES FUND

4. Finance and Management Information Department:

Information Services Division:

Resolution No. 94-1929 authorizes the Executive Officer to execute a multi-year contract with the most advantageous proposer and to carry forward into FY 1994-95 any remaining funds from FY 1993-94 not yet expended as of June 30, 1994. It is anticipated that \$5,000 will be paid out from FY 1993-94 from Management Consulting Services and \$17,500 will need to be carried forward to FY 1994-95 into Management Consulting Services.

Resources

305000	Fund Balance	\$ 17,500
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Requirements

Materials & Services

524310	Management Consulting Services	\$ 17,500
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5. General Services Department:

Development Services Division:

During budget deliberations, General Services' Development Services Division was requested by Council to provide a more detailed work plan. The new work plan was sent to the Council Administrator on June 1st, resulting in a needed shift in department charges. EXHIBIT B shows the original Cost Allocation Plan Summary Sheet as displayed in the Approved Budget for this division, and the proposed change in allocation by the new work plan.

In addition to the above revisions, these changes will slightly alter the share of pooled costs charged to all departments. These changes have not yet been identified, but will be minor and will be balanced to each affected fund's Unappropriated Balance or Contingency after the final run of the Cost Allocation Plan for inclusion in the Adopted Budget.

BUILDING MANAGEMENT FUND

6. AMCO Portland Settlement Agreement

The results of the final walk-through of Metro Center as required by the AMCO early termination agreement were not provided by the owner in time for complete response in FY 1993-94. Consequently, \$60,000 from Materials and Services and \$20,000 from Capital will be carried-over as \$80,000 in Materials and Services in FY 1994-95. Refer to EXHIBIT C for details.

Resources

305000	Beginning Fund Balance	\$ 80,000
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Requirements

Materials & Services

529800	Miscellaneous Expenditures	\$ 80,000
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7. Implementation of Early Lease Termination Agreement:

In May, 1994, the Council approved an agreement with AMCO Portland for the early termination of the lease agreement for Metro's former office building. The agreement called for a payment of \$394,000 during FY 1993-94. The payment of the termination agreement adjusts the FY 1994-95 budget as shown in the attachment to this memo.

The FY 1994-95 budget included expenditures in various categories for Metro Center. The adjustments shown below reflect the reductions in those various categories as a result of the early lease termination payment being made during FY 1993-94, and the re-payment by Solid Waste to the General Fund for the amount paid by the General Fund on the Solid Waste Fund's behalf during FY 1993-94.

GENERAL FUND

Resources

Beginning Fund Balance	(394,000)	
Transfers from Solid Waste Fund	124,258	
Total		(269,742)

Expenditures

Transfer to Support Services	(55,679)	
Transfer to Building Management Fund	(2,466)	
Transfer to Planning	(135,234)	
Transfer to Regional Parks	(16,904)	
Contingency	(59,459)	
Total		(269,742)

SUPPORT SERVICES FUND

Resources

Transfer from Planning	(29,900)	
Transfer from Solid Waste	(47,009)	
Transfer from General Fund	(55,679)	
Transfer from Regional Parks	(2,638)	
Transfer from Conv. Ctr. Capital	(648)	
Total		(135,874)

Expenditures

Transfer to Building Management Fund	(9,548)	
Contingency	(126,326)	
Total		(135,874)

BUILDING MANAGEMENT FUND

Resources

Transfer from Planning	(7,402)	
Transfer from Solid Waste	(4,581)	
Transfer from General Fund	(2,466)	
Transfer from Regional Parks	(1,003)	
Transfer from Support Services Fund	(9,548)	
Total		(25,000)

Expenditures

Miscellaneous	(25,000)	
Total		(25,000)

PLANNING FUND

Resources

Transfer from the General Fund	(135,234)	
Total		(135,234)

Expenditures

Transfer to Support Services Fund	(29,900)	
Transfer to Building Management Fund	(7,402)	
Contingency	(97,932)	
Total		(135,234)

SOLID WASTE REVENUE FUND

Expenditures

Transfer to Support Services Fund	(47,009)	
Transfer to Building Management Fund	(4,581)	
Transfer to the General Fund	124,258	
Contingency	(72,668)	
Total		0

REGIONAL PARKS AND EXPO FUND

Resources

Transfer from the General Fund	(16,904)	
Total		(16,904)

<u>Expenditures</u>	
Transfer to Support Services Fund	(2,638)
Transfer to Building Management Fund	(1,003)
Contingency	(13,263)
Total	(16,904)

CONVENTION CENTER PROJECT CAPITAL FUND

<u>Expenditures</u>	
Transfer to Support Services Fund	(648)
Contingency	648
Total	0

With the execution and payment of the early termination of the lease agreement with AMCO Portland, legal counsel has advised that it is no longer necessary to appropriate the Building Management Fund by facility. The Adopted Budget would appropriate the Building Management Fund by major object category (Personal Services, Materials and Services, Capital, etc.) for the whole fund.

8. GENERAL REVENUE BOND FUND

An adjustment is required to carry-over the funds remaining in the General Revenue Bond Fund Construction Account into FY 1994-95. This carry-over will allow completion of several projects which were reviewed and approved by the Finance Committee but were unable to be completed in this fiscal year. Those projects are:

- Exterior Signage – Design work is nearly complete; installation expected to be in place by mid-July 1994.
- Plaza Commercial Service – Design work complete; construction work expected to be complete by August 1, 1994.
- Plaza Commercial Tenant Improvement Allowance – Timing dependent on securing a tenant. Possible tenant has been identified; negotiations are proceeding.
- Council Chamber Cable Access Project – Provides the first of three Metro payments towards this project. It is anticipated that matching funds will be obtained from other sources.

Resources

305000 Fund Balance \$141,232

Requirements

Materials & Services

521290	Other Supplies	\$ 5,000
524190	Misc. Professional Services	10,000
526200	Ads and Legal Notices	2,000
526310	Printing Services	1,000
526440	Delivery Services	500
528100	Licenses, Permits, Payments to Other Agencies	5,000

Capital Outlay

571506	Purchases - Office Furniture and Equipment	30,000
574570	Construction Improvements	<u>87,732</u>
		\$141,232

9. ZOO OPERATING FUND

Zoo attendance has been better than anticipated, increasing the expected FY 1993-94 Ending Fund Balance and therefore beginning Fund Balance for FY 1994-95. This additional resource will be placed into Unappropriated Balance for use in future years.

Resources

305000	Fund Balance	\$373,355
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Requirements

599990	Unappropriated Balance	\$373,355
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10. SOLID WASTE REVENUE FUND

Solid Waste Department

Several Solid Waste contracts included in the FY 1993-94 Budget will not be completed by the end of June 30, 1994. It is necessary to carry-over these funds to FY 1994-95. This will result in the FY 1994-95 beginning fund balance increasing by \$88,760 for the following contracts:

• Compost Bins	\$ 50,000
• Construction Industry Waste Reduction Curriculum	1,500
• Construction Waste Reduction Case Studies	3,500
• Resource Efficient Hotel Project	5,000
• GIS Application Development Services for Metro Recycling Information	3,760
• Integrated Resource Management Plan for Solid Waste Facilities and Waste Reduction Program	5,000
• Implementation of the GIS Software ArcView	<u>20,000</u>
Total	\$ 88,760

This increase in the beginning fund balance will be expended in FY 1994-95 as follows (refer to EXHIBIT H for contract details):

Resources

305000	Fund Balance	
	General Account Unrestricted	\$ 88,760

Requirements

Waste Reduction Division

	<u>Materials and Services</u>	
524190	Misc. Professional Services	\$ 60,000

Recycling Information and Education Division

	<u>Materials and Services</u>	
524210	Data Processing Services	\$ 3,760

Engineering Division

	<u>Materials and Services</u>	
524190	Misc. Professional Services	\$ 5,000

Planning and Technical Services Division

Materials and Services

524190 Misc. Professional Services \$20,000

Correction of a Position Title

The correct title of the position shown as Service Supervisor in the budget is Program Supervisor. There are no changes in Personal Services costs.

Personal Services

		<u>FTE</u>	<u>Amount</u>
511121	Service Supervisor	(1.00)	(\$47,246)
511121	Program Supervisor	1.00	\$47,246

11. SOLID WASTE DEPARTMENT, REHABILITATION AND ENHANCEMENT FUND

One contract included in the FY 1993-94 budget will not be executed by the end of June 30, 1994. It is necessary to carry-over these funds to FY 1994-95. This will result in the FY 1994-95 beginning fund balance increasing by \$35,000.

This increase in the beginning fund balance will be expended in FY 1994-95 as follows:

North Portland and Enhancement Account

The expenditure for a contract with Multnomah Community Development Corporation was added to the North Portland Rehabilitation and Enhancement Fund FY 1993-94 budget at the request of the Metro Council. The funding of \$35,000 for this project was approved through a budget amendment (Ordinance No. 94-536) approved by the Council on April 14, 1994.

In consultation with General Counsel, it was advised that the North Portland Enhancement Committee wait to grant the \$35,000 to Multnomah Community Development Corporation upon completion of the economic feasibility study that will be performed by the Portland Development Commission. The Portland Development Commission is in the process now of going out for an RFP and anticipates that the economic feasibility study will be completed by early August 1994.

It is necessary to carry-over the entire \$35,000 to FY 1994-95 so that Metro will be able to enter into a contract if and when an economic feasibility study is completed.

Resources

305000 Fund Balance Unrestricted \$35,000

Requirements (North Portland Enhancement Committee)

Materials & Services

524190 Misc. Professional Services \$35,000

12. PLANNING FUND

The Planning Fund is requesting the increase to Resources of \$608,719 and corresponding Requirements as they are more accurately able to predict the carry-over for existing Professional Services contracts and Payments to Other Agencies. Please refer to EXHIBIT D for line item detail. (This Exhibit also includes the \$314,000 in new grant programs discussed under Policy Changes section.)

Resources

Various (detail on EXHIBIT D) \$608,719

Requirements

Various (detail on EXHIBIT D) \$608,719

13. EXCISE TAX

The changes below reflect the change to a uniform 7.5% Metro excise tax on revenues subject to this tax. Reductions in Revenues to the Building Management Fund will result in minor changes to departmental transfers. These changes will be balanced to each fund's Unappropriated Balance or Contingency after the final run of the Cost Allocation Plan for inclusion in the Adopted Budget.

EXCISE TAX TECHNICAL CHANGES

	RESOURCES	REQUIREMENTS
BUILDING MANAGEMENT FUND		
<u>Resource</u>		
347220 Sublease Income	(\$200)	
374000 Parking Fees Metro Regional Center	(\$1,295)	
374000 Parking Fees Metro Garage	(\$3,090)	
391010 Transfer from General Fund	\$1,545	
391550 Transfer from OCC	\$1,545	
392XXX Interfund Transfers per Cost Allocation Plan	\$1,495	
Subtotal	\$0	
 ZOO OPERATING FUND		
<u>Resource</u>		
347100 Admissions	(\$26,570)	
347210 Rental-Conveyances	(\$396)	
347220 Rentals-Building	(\$10)	
347311 Food Service-Regular/Food	(\$14,255)	
347312 Food Service-Regular/Beer&Wine	(\$792)	
347321 Food Service-Catering/Food	(\$4,209)	
347322 Food Service-Catering/Beer&Wine	(\$293)	
347400 Retail Sales	(\$7,128)	
347410 Retail Sales-Vending	(\$317)	
347910 Tuition & Lectures	(\$2,163)	
347920 Exhibit Shows/Zoo	(\$56)	
379000 Misc. Revenue	(\$464)	
347940 People Mover	(\$491)	
347930 Railroad Rides	(\$4,039)	
Subtotal	(\$61,182)	
 <u>Requirement</u>		
599990 Unappropriated Fund Balance		(\$61,182)

Technical Changes, FY 1994-95

June 23, 1994

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	RESOURCES	REQUIREMENTS
SOLID WASTE REVENUE FUND		
<u>Resource</u>		
341500 Documents & Publications	\$8	
343111 Disposal Fee-Commercial	\$41,102	
343121 User Fee-Commercial	\$36,533	
343131 Regional Transfer Charge	\$7,562	
343185 Tire Disposal Fee	\$82	
343195 Yard Debris Disposal Fee-Cash	\$122	
343200 Franchise Fee	\$4	
343245 Household Hazardous Waste Charges	\$175	
343230 Refrigeration Unit Disposal Fee	\$45	
343300 Salvage Revenue	\$89	
343900 Tarp Sale	\$1	
343800 Sublease Income	\$3	
Subtotal	\$85,726	
<u>Requirement</u>		
599990 Unappropriated Fund Balance		\$85,726
GENERAL FUND		
<u>Resource</u>		
312000 Excise Tax	\$18,429	
<u>Requirement</u>		
599999 Contingency/Transfers		\$18,429

POLICY CHANGES

**14. MERC ADMINISTRATION FUND
SPECTATOR FACILITIES FUND
OCC OPERATING FUND**

MERC is requesting the addition of a Development Project Manager to continue the MERC Business Plan Work Program. This action was approved by MERC Resolution No. 94-33 on June 8, 1994. The position will be split among four funds as shown below. Finance Committee Action on June 22, 1994, amended MERC Resolution No. 94-33 to budget the position at step 4 of the pay range, and to re-allocate 10% of the position to the OCC Capital Fund.

.14 FTE	MERC Administration
.38	Spectator Facilities (PCPA)
.38	OCC Operating
.10	OCC Capital
1.00	

MERC ADMINISTRATION FUND

Requirements

<u>Personal Services</u>			
511121	Salaries - Regular Employee (full-time) Development Project Manager	.14 FTE	\$ 6,636
512000	Fringe		<u>2,522</u>
			\$ 9,158

<u>Materials & Services</u>			
524190	Misc. Professional Services		(\$ 9,158)

SPECTATOR FACILITIES FUND

Requirements

<u>Personal Services</u>			
511121	Salaries - Regular Employee (full-time) Development Project Manager	.38 FTE	\$ 18,011
512000	Fringe		<u>5,043</u>
			\$ 23,054

Contingency & Unappropriated Balance (\$ 23,054)

OCC OPERATING FUND

Requirements

Personal Services

511121	Salaries - Regular Employee (full-time)	.38 FTE	\$ 18,011
	Development Project Manager		<u>7,565</u>
512000	Fringe		\$ 25,576

Contingency & Unappropriated Balance (\$ 25,576)

OCC CAPITAL FUND

Requirements

Personal Services

511121	Salaries - Regular Employee (full-time)	.10 FTE	\$ 4,740
	Development Project Manager		<u>1,991</u>
512000	Fringe		\$ 6,731

Contingency & Unappropriated Balance (\$ 6,731)

Please refer to the MERC Staff Report, EXHIBIT F, for further details.

15. PLANNING FUND

After the approval of the FY 1994-95 Budget by the Metro Council, Metro was notified by ODOT of their approval of \$314,000 in Transportation Growth Management grants. The implementation of these grants will require the addition of two new positions (an Assistant Transportation Planner and an Associate Regional Planner), the Capital Outlay to support these positions, and some Miscellaneous Professional Services contracts. The Council approved the resolution authorizing these grants.

The six programs that are funded, in part, by the Transportation Growth Management grants and the amount of the grant assigned to each program is:

<u>Program</u>	<u>Grant</u>	<u>Excise Tax</u>	<u>Regional Service Fee</u>
Regional Parking Mgmt. Program	\$80,000	\$12,500	\$12,500
Regional Bicycle & Pedestrian Program	50,000	5,601	24,899
Main Street Program	75,000	32,500	0
Pedestrian Program (GM)	31,000	18,500	0
Satellite City Program	18,000	10,000	0
Transit Oriented Development Pgm.	<u>60,000</u>	<u>0</u>	<u>0</u>
	\$314,000	\$79,101	\$37,399

The excise tax and regional service fee share of these programs are reallocated from other Planning programs.

EXHIBIT E (attached) shows the Planning Department program narratives that discuss each new program. EXHIBIT D shows the line item detail for this request, combined with the carry-over request shown under the Technical Changes section.

16. SOLID WASTE REVENUE FUND

Contract Powers Litigation

This change is the balance of \$75,000 to cover the cost of litigating the delineation of powers issue as adopted in Resolution No. 94-1973. Solid Waste will pay \$30,000 in FY 1993-94. This increased requirement in FY 1993-94 will reduce the FY 1994-95 Beginning Fund Balance by \$30,000. The final \$45,000 will be paid in FY 1994-95 from the Administration Division of the Solid Waste Fund. This requires a \$45,000 increase in the Solid Waste Revenue Fund's Operating Account (Administration), Miscellaneous Professional Services. The net effect of these two changes is a reduction of \$75,000 in the Solid Waste Unappropriated Fund Balance.

Resources

305000	Beginning Fund Balance	(\$ 30,000)
--------	------------------------	-------------

Requirements

<u>Operating Account (Administration)</u>		
524190	Misc. Professional Services	\$ 45,000

Policy Changes, FY 1994-95

June 23, 1994

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General Expenses

599990

Unappropriated Balance

(75,000)

Line Item detail shown in EXHIBIT G, column 3.

JS:KF:rs

Attachments

J:\Budget\FY94-95\Adopted\TechAdj.Doc