

BEFORE THE METRO COUNCIL

AN ORDINANCE AMENDING THE FY 1994-95)	ORDINANCE NO. 95-600
BUDGET AND APPROPRIATIONS)	
SCHEDULE BY TRANSFERRING \$12,000)	Introduced by Mike Burton,
FROM PERSONAL SERVICES TO CAPITAL)	Executive Officer
OUTLAY IN THE GENERAL FUND)	
EXECUTIVE OFFICE; AND DECLARING AN)	
EMERGENCY)	
)	

WHEREAS, With the creation of the new Office of the Metro Auditor and the temporary reduction in the number of authorized positions for the Executive Office in FY 1994-95, office space previously used by the Executive Office was allocated to the Office of the Auditor, and

WHEREAS, The position temporarily removed from the Executive Office will be reinstated starting July 1, 1995, and

WHEREAS, One workstation from the Executive Office was transferred to the Office of Public and Government Relations, and

WHEREAS, Construction of a new office, and provision of furniture and equipment for that office and other Executive Office offices are necessary for efficient operation, and

WHEREAS, A portion of the funds currently appropriated in the General Fund Executive Office Personal Services appropriation will not be expended, and

WHEREAS, The necessary construction and acquisition of furniture and equipment can be funded by the transfer of the projected savings from the Executive Office Personal Services category to Capital Outlay without increasing the Executive Office FY 1994-95 budget, and

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

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

THE METRO COUNCIL ORDAINS AS FOLLOWS;

1. That the FY 1994-95 Budget and Schedule of Appropriations are hereby amended as shown in the column titled "Revision" of Exhibits A and B to this Ordinance to transfer \$12,000 within the General Fund Executive Office from Personal Services to Capital Outlay.

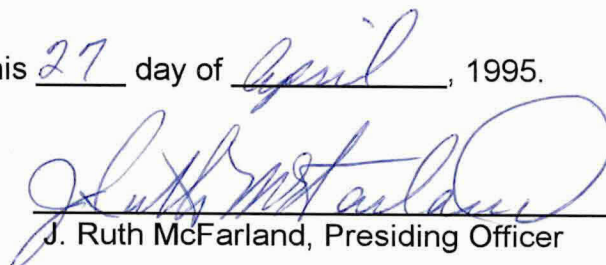
2. This Ordinance being necessary for the immediate preservation of the public health, safety and welfare, in order to meet obligations and comply with Oregon Budget Law, an emergency is declared to exist, and this Ordinance takes effect upon passage.

ADOPTED by the Metro Council this 27 day of April, 1995.

ATTEST:



Recording Secretary



J. Ruth McFarland, Presiding Officer

**Exhibit A
Ordinance No. 95-600**

FISCAL YEAR 1994-95		CURRENT BUDGET		REVISION		PROPOSED BUDGET	
ACCT #	DESCRIPTION	FTE	AMOUNT	FTE	AMOUNT	FTE	AMOUNT
GENERAL FUND							
Executive Office							
<u>Personal Services</u>							
511110	ELECTED OFFICIALS						
	Executive Officer	1.00	76,200	0	0	1.00	76,200
511121	SALARIES-REGULAR EMPLOYEES (full time)						
	Administrator	0.50	37,866	0	0	0.50	37,866
	Senior Administrative Services Analyst	0.50	26,309	0	0	0.50	26,309
	Administrative Support Assistant D	0.50	13,834	0	0	0.50	13,834
511131	SALARIES-TEMPORARY EMPLOYEES (full time)						
	Senior Administrative Services Analyst	0.50	22,359	0	0	0.50	22,359
	Administrative Support Assistant D	0.50	13,549	0	0	0.50	13,549
511221	WAGES-REGULAR EMPLOYEES (full time)						
	Administrative Support Assistant C	1.00	26,918	0	0	1.00	26,918
511400	OVERTIME		0	0	0		0
512000	FRINGE		126,821	0	(12,000)		114,821
	Total Personal Services	4.50	343,856	0	(12,000)	4.50	331,856
	Total Materials & Services		40,002				40,002
<u>Capital Outlay</u>							
571500	Purchases-Office Furniture & Equipment		1,600		12,000		13,600
	Total Capital Outlay		1,600		12,000		13,600
	TOTAL EXECUTIVE MANAGEMENT EXPENDITURES	4.50	385,458	0.00	0	4.50	385,458
	TOTAL GENERAL FUND EXPENDITURES	14.52	6,664,018	0.00	0	14.52	6,664,018

**Exhibit B
Ordinance No. 95-600**

FY 1994-95 SCHEDULE OF APPROPRIATIONS

	Current Appropriation	Revision	Proposed Appropriation
GENERAL FUND			
Council			
Personal Services	888,891		888,891
Materials & Services	102,243		102,243
Capital Outlay	13,800		13,800
	<u>1,004,934</u>	<u>0</u>	<u>1,004,934</u>
Executive Office			
Personal Services	343,856	(12,000)	331,856
Materials & Services	40,002		40,002
Capital Outlay	1,600	12,000	13,600
	<u>385,458</u>	<u>0</u>	<u>385,458</u>
Office of the Auditor			
Personal Services	76,373		76,373
Materials & Services	20,654		20,654
Capital Outlay	20,127		20,127
	<u>117,154</u>	<u>0</u>	<u>117,154</u>
Special Appropriations			
Materials & Services	265,000		265,000
	<u>265,000</u>	<u>0</u>	<u>265,000</u>
General Expenses			
Interfund Transfers	4,241,383		4,241,383
Contingency	450,089		450,089
	<u>4,691,472</u>	<u>0</u>	<u>4,691,472</u>
Unappropriated Balance	200,000		200,000
Total Fund Requirements	<u>6,664,018</u>	<u>0</u>	<u>6,664,018</u>

STAFF REPORT

IN CONSIDERATION OF ORDINANCE NO. 95-600 AMENDING THE FY 1994-95 BUDGET AND APPROPRIATIONS SCHEDULE BY TRANSFERRING \$12,000 FROM PERSONAL SERVICES TO CAPITAL OUTLAY IN THE GENERAL FUND EXECUTIVE OFFICE; AND DECLARING AN EMERGENCY.

Date: April 5, 1995

Presented by: Mike Burton

FACTUAL BACKGROUND AND ANALYSIS

Mike Burton was sworn in as Executive Officer of Metro on January 3, 1995. Effective that date, the budget provided for a staff reduction from 4 to 2. That resulted in a dollar reduction of \$79,062.

Executive Officer Burton's response to those budget constraints was to work within the existing funds.

Ordinance 95-584 was adopted by the Council on January 15, 1995 to allow the Executive Officer to create an additional position, but this position was funded within existing reduced resources.

In addition, office space and furniture were given to the newly elected Auditor and an Executive Management work station was given to the Office of Government and Public Relations.

Because of the significantly reduced Executive staff salaries and benefits, there will be unexpended funds in Personal Services. Effective July 1, 1995, the deleted position in the Executive Officer's budget will be restored. This position will require a work station and space.

The Executive Officer is requesting a transfer of \$12,000 from Personal Services to Capital to accommodate the needed space and to acquire the necessary work station and equipment. There is no budget impact. This is a transfer from Personal Services to Capital.

EXECUTIVE OFFICER'S RECOMMENDATION

The Executive Officer recommends adoption of Ordinance No. 95-600.

M E M O R A N D U M

600 NORTHEAST GRAND AVENUE | PORTLAND, OREGON 97232 2736
TEL 503 797 1700 | FAX 503 797 1797



METRO

DATE: April 10, 1995

TO: Presiding Officer Ruth McFarland
Councilor Patricia McCaig
Lindsey Ray
John Houser
Casey Short

FROM: Cathy Ross

RE: Ordinance No. 95-600 Amending the FY 1994-95 Budget And Appropriations
Schedule By Transferring \$12,000 From Personal Services to Capital Outlay in
The General Fund Executive Office; And Declaring An Emergency.

The attached ordinance has been filed with the Council office and will be set for first reading
April 20, 1995.

Thank you.

M E M O R A N D U M

800 NORTHEAST GRAND AVENUE | PORTLAND, OREGON 97232 2738
TEL 503 797 1700 | FAX 503 797 1797



METRO

RECEIVED

MAY 1 1995

EXECUTIVE OFFICER

DATE: April 28, 1995
TO: Mike Burton, Executive Officer
FROM: Cathy Ross, Assistant to the Presiding Officer
RE: Transmittal of Ordinance No. 95-600

Attached for your consideration is a true copy of the ordinance referenced above adopted by the Council on April 27., 1995.

If you wish to veto the ordinance, I must receive a signed and dated written veto message from you no later than 5:00 p.m., Thursday, May 4, 1995. The veto message, if submitted, will become part of the permanent record. If no veto message is received by the time and date stated above, this ordinance will be considered finally adopted.

Please complete the acknowledgment below and return to me.

Thank-you.

I, Philip Burton, received this memo and a true copy of Ordinance No. 95-600 from the Assistant to the Presiding Officer on May 1, 1995