

BEFORE THE METRO COUNCIL

AN ORDINANCE AMENDING THE FY 1995-96)	ORDINANCE NO. 96-628
BUDGET AND APPROPRIATIONS)	
SCHEDULE FOR THE PURPOSE OF)	Introduced by Mike Burton
CONDUCTING THE FHWA PRE-PROJECT)	Executive Officer
STUDY OF CONGESTION PRICING,)	
AUTHORIZING 2 NEW FTE, RECOGNIZING)	
FEDERAL GRANT FUNDS AND LOCAL)	
MATCH EXPENDITURES, AND PURCHASING)	
2 LAPTOP COMPUTERS; AND DECLARING)	
AN EMERGENCY)	

WHEREAS, The Metro Council has reviewed and considered the need to transfer appropriations with the FY 1995-96 Budget; and

WHEREAS, Oregon Budget Law ORS 294.326(2) allows the recognition and expenditure of certain grant funds in the year of receipt of said funds; and

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

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

THE METRO COUNCIL ORDAINS AS FOLLOWS;

1. That the FY 1995-96 Budget and Schedule of Appropriations are hereby amended as shown in the column titled "Revision" of Exhibits A and B to this Ordinance for the purposes of recognizing \$197,188 in new grants and a transfer of resource from the General Fund, authorizing two full time, limited duration FTE and other expenditures related to the FHWA pre-project study of congestion pricing, and transferring \$14,000 from Contingency to purchase computer and office furniture for the new staff as well as purchase two laptop computers for the department.

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

ADOPTED by the Metro Council this 15 day of May, 1996.



Jon Kvistad, Presiding Officer

ATTEST:

Approved as to Form:



Cathy Rose
Recording Secretary



Daniel B. Cooper, General Counsel

**Exhibit A
Ordinance No. 96-628**

FISCAL YEAR 1995-96		CURRENT BUDGET		REVISION		PROPOSED BUDGET	
ACCT #	DESCRIPTION	FTE	AMOUNT	FTE	AMOUNT	FTE	AMOUNT
General Fund							
General Expenses							
<u>Interfund Transfers</u>							
581513	Trans. Indirect Costs to Bldg. Fund-Regional Center		296,950		0		296,950
581610	Trans. Indirect Costs to Support Svcs. Fund		427,687		0		427,687
581615	Trans. Indirect Costs to Risk Mgmt. Fund-Gen'l		2,576		0		2,576
581615	Trans. Indirect Costs to Risk Mgmt. Fund-Workers' Comp		3,325		0		3,325
581615	Trans. Indirect Costs to Risk Mgmt. Fund (Open Spaces)		10,000		0		10,000
583615	Trans. Direct Costs to Risk Mgmt Fund (Open Spaces EIL)		10,000		0		10,000
<u>Excise Tax Transfers</u>							
582140	Trans. Res. to Planning Fund		3,415,068		12,616		3,427,684
582513	Trans. Res. to Building Mgmt. Fund		53,328		0		53,328
582554	Trans. Res. to Spectator Facilities fund		250,000		0		250,000
582160	Trans. Res. to Reg. Parks/Expo Fund (Green. Prgs)		620,889		0		620,889
582160	Trans. Res. to Reg. Parks/Expo Fund (earn'd on facilities)		213,329		0		213,329
Total Interfund Transfers			5,303,152		12,616		5,315,768
<u>Contingency and Unappropriated Balance</u>							
599999	Contingency		471,156		(12,616)		458,540
599990	Unappropriated Fund Balance		200,000		0		200,000
Total Contingency and Unappropriated Balance			671,156		(12,616)		658,540
TOTAL FUND REQUIREMENTS		19.55	7,379,395	0.00	0	19.55	7,379,395

Exhibit A
Ordinance No. 96-628

FISCAL YEAR 1995-96		CURRENT BUDGET		REVISION		PROPOSED BUDGET	
ACCT #	DESCRIPTION	FTE	AMOUNT	FTE	AMOUNT	FTE	AMOUNT
Planning Fund							
<u>Resources</u>							
305000	Fund Balance		33,420		0		33,420
331110	Federal Grants-Operating-Categorical-Direct						
	FY 95 103 e(4) (OR-26-9006)		5,436,491		0		5,436,491
	FY 94 FTA S/N AA/DEIS (OR-29-9021)		500,000		0		500,000
	FY 94 FTA S/N AA/DEIS (OR-29-9022)		1,600,000		0		1,600,000
	FEMA (OEM)		542,500		0		542,500
331120	Federal Grants-Operating-Categorical Indirect						
	FY 96 Congestion Pricing - FHWA		0		157,694		157,694
	FY 96 Congestion Pricing - ODOT		0		15,375		15,375
	FY 96 PL/ODOT		767,885		0		767,885
	FY 96 Sec 8 - ODOT		208,415		0		208,415
	FY 96 STP		779,000		0		779,000
	FY 96 STP/ODOT Mtc		26,897		0		26,897
	FY 96 Metro STP Dues Replacement		100,600		0		100,600
	FY 93 FHWA (Trans/Land Use Model)		50,000		0		50,000
	FY 93 STP		478,450		0		478,450
	FY 96 Other Federal Grants		542,000		0		542,000
	FHWA 1000 Friends Grant		50,000		0		50,000
334110	State Grants-Operating-Categorical-Direct						
	FY 96 ODOT Supplemental		534,000		0		534,000
	FY 96 DEQ Grants		105,000		0		105,000
334120	State Grants-Operating-Categorical-Indirect						
	ODOT S/N Lottery		2,235,658		0		2,235,658
334210	State Grants-Operating-Non-Categorical-Direct						
	C-TRAN S/N AA/DEIS/PE (WSDOT)		3,757,710		0		3,757,710
337110	Local Grants-Operating-Categorical-Direct						
	FY 96 Congestion Pricing - Port match		0		5,914		5,914
	FY 96 Congestion Pricing - local match		0		5,519		5,519
	FY 96 TM		684,000		0		684,000
	FY 95 Tri-Met - Westside LRT		70,000		0		70,000
	FY 96 Tri-Met TSAP		40,000		0		40,000
	PDOT Contract		120,300		0		120,300
339200	Contract Services		131,500		0		131,500
	DRC Subscriptions		100,000		0		100,000
	Travel Forecasting Sales		5,000		0		5,000
	Misc. DRC Sales - Maps & Data		50,000		0		50,000
	Various Jurisdictions - Technical Asst.		73,000		0		73,000
341310	UGB Fees		1,400		0		1,400
341500	Documents & Publications		18,000		0		18,000
341600	Conferences & Workshops		20,000		0		20,000
365100	Donations and Bequests		50,000		0		50,000
391010	Trans. Resources from Gen'l Fund-Excise Tax		3,415,068		12,616		3,427,684
391160	Trans. Resources from Reg. Parks/Expo Fund		14,900		0		14,900
391530	Trans. Resources from S.W. Revenue Fund		355,063		0		355,063
TOTAL RESOURCES			22,896,257		197,118		23,093,375

**Exhibit A
Ordinance No. 96-628**

FISCAL YEAR 1995-96		CURRENT BUDGET		REVISION		PROPOSED BUDGET	
ACCT #	DESCRIPTION	FTE	AMOUNT	FTE	AMOUNT	FTE	AMOUNT
Planning Fund							
<u>Personal Services</u>							
511121	SALARIES-REGULAR EMPLOYEES (full time)						
	Senior Director	1.00	89,143		0	1.00	89,143
	Assistant Director	2.00	154,433		0	2.00	154,433
	Senior Manager	1.00	75,177		0	1.00	75,177
	Manager	4.00	268,694		0	4.00	268,694
	Senior Program Supervisor	7.00	395,238		0	7.00	395,238
	Program Supervisor	1.00	55,533	0.50	22,340	1.50	77,873
	Assoc. Management Analyst	3.00	147,565		0	3.00	147,565
	Senior Public Affairs Specialist	1.00	54,992		0	1.00	54,992
	Senior Regional Planner	5.00	252,372		0	5.00	252,372
	Senior Accountant	1.00	49,873		0	1.00	49,873
	Senior Management Analyst	3.00	166,665		0	3.00	166,665
	Senior Trans. Planner	12.00	606,277		0	12.00	606,277
	Assoc Public Affairs Specialist	4.00	169,051	0.50	18,060	4.50	187,111
	DP Operations Analyst	1.00	49,483		0	1.00	49,483
	Assoc. Trans. Planner	9.00	391,045		0	9.00	391,045
	Assoc. Regional Planner	4.00	166,608		0	4.00	166,608
	Asst. Trans. Planner	6.00	206,994		0	6.00	206,994
	Asst. Regional Planner	9.00	314,234		0	9.00	314,234
511221	WAGES-REGULAR EMPLOYEES (full time)						
	Administrative Secretary	3.00	100,444		0	3.00	100,444
	Secretary	3.00	86,766		0	3.00	86,766
	Program Assistant 1	1.00	26,324		0	1.00	26,324
511231	WAGES - TEMPORARY EMPLOYEES (Full-time)						
	Temporary Assistance	1.90	38,140		0	1.90	38,140
511400	OVERTIME		1,200		0		1,200
512000	FRINGE		1,140,544		11,918		1,152,462
Total Personal Services		82.90	5,006,795	1.00	52,318	83.90	5,059,113
<u>Materials & Services</u>							
521100	Office Supplies		49,144		500		49,644
521110	Computer Software		69,600		700		70,300
521111	Computer Supplies		9,000		0		9,000
521240	Graphics/Reprographic Supplies		38,200		1,000		39,200
521260	Printing Supplies		2,000		0		2,000
521310	Subscriptions		5,539		0		5,539
521320	Dues		8,546		400		8,946
524110	Accounting & Auditing Services		5,000		0		5,000
524190	Misc. Professional Services		2,582,488		135,000		2,717,488
525640	Maint. & Repairs Services-Equipment		82,800		0		82,800
525710	Equipment Rental		11,000		0		11,000
525740	Capital Leases (FY 92)		276,750		0		276,750
526200	Ads & Legal Notices		37,800		1,500		39,300
526310	Printing Services		276,200		2,000		278,200
526320	Typesetting & Reprographics Services		64,000		0		64,000
526410	Telephone		19,500		0		19,500
526420	Postage		160,689		1,000		161,689
526440	Delivery Services		11,200		100		11,300
526500	Travel		50,560		1,200		51,760
526510	Mileage Reimbursement		2,900		0		2,900
526700	Temporary Help Services		28,800		0		28,800
526800	Training, Tuition, Conferences		52,220		400		52,620
528100	License, Permits, Payments to Other Agencies		11,333,261		0		11,333,261
529500	Meetings		33,211		1,000		34,211
529800	Miscellaneous		750		0		750
Total Materials & Services			15,211,158		144,800		15,355,958

**Exhibit A
Ordinance No. 96-628**

FISCAL YEAR 1995-96		CURRENT BUDGET		REVISION		PROPOSED BUDGET	
ACCT #	DESCRIPTION	FTE	AMOUNT	FTE	AMOUNT	FTE	AMOUNT
Planning Fund							
<u>Capital Outlay</u>							
571500	Purchases-Office Furniture & Equipment		69,300		14,000		83,300
Total Capital Outlay			69,300		14,000		83,300
<u>Interfund Transfers</u>							
581513	Trans. Indirect Costs to Bldg. Fund-Regional Center		422,451		0		422,451
581610	Trans. Indirect Costs to Support Srvs. Fund		1,435,684		0		1,435,684
581615	Trans. Indirect Costs to Risk Mgmt. Fund-Gen'l		11,255		0		11,255
581615	Trans. Indirect Costs to Risk Mgmt. Fund-Workers' Comp		14,197		0		14,197
Total Interfund Transfers			1,883,587		0		1,883,587
<u>Contingency and Unappropriated Balance</u>							
599999	Contingency		725,417		(14,000)		711,417
Total Contingency and Unappropriated Balance			725,417		(14,000)		711,417
TOTAL REQUIREMENTS		82.90	22,896,257	1.00	197,118	83.90	23,093,375

Exhibit B
Ordinance No. 96-628
FY 1995-96 SCHEDULE OF APPROPRIATIONS

	Current Appropriation	Revision	Proposed Appropriation
GENERAL FUND			
Council			
Personal Services	688,681	0	688,681
Materials & Services	84,320	0	84,320
Capital Outlay	19,500	0	19,500
Subtotal	792,501	0	792,501
Executive Management			
Personal Services	304,759	0	304,759
Materials & Services	33,827	0	33,827
Capital Outlay	0	0	0
Subtotal	338,586	0	338,586
Special Appropriations			
Materials & Services	274,000	0	274,000
Subtotal	274,000	0	274,000
General Expenses			
Interfund Transfers	5,303,152	12,616	5,315,768
Contingency	471,156	(12,616)	458,540
Subtotal	5,774,308	0	5,774,308
Unappropriated Balance	200,000	0	200,000
Total Fund Requirements	\$7,379,395	\$0	\$7,379,395
PLANNING FUND			
Personal Services	5,006,795	52,318	5,059,113
Materials & Services	15,211,158	144,800	15,355,958
Capital Outlay	69,300	14,000	83,300
Interfund Transfers	1,883,587	0	1,883,587
Contingency	725,417	(14,000)	711,417
Total Fund Requirements	\$22,896,257	\$197,118	\$23,093,375

All Other Appropriations Remain As Previously Adopted

STAFF REPORT

CONSIDERATION OF ORDINANCE NO. 96-628 FOR THE PURPOSE OF AMENDING THE FY 1995-96 BUDGET AND APPROPRIATIONS SCHEDULE FOR THE PURPOSE OF CONDUCTING THE FHWA PRE-PROJECT STUDY OF CONGESTION PRICING; AUTHORIZING 2 NEW FTE; RECOGNIZING FEDERAL GRANT FUNDS AND LOCAL MATCH EXPENDITURES; PURCHASE 2 LAPTOP COMPUTERS; AND DECLARING AN EMERGENCY

Date: January 11, 1996

Presented by: Andrew Cotugno

PROPOSED ACTION

This ordinance amends Metro's FY 95-96 budget to include the Congestion Pricing Pre-Project Study within the Transportation Department work program. The amendment authorizes initiation of the FY 95-96 portion of the \$1.290 million two-year study. This includes the hiring of and expenditures for two study staff and materials and services, including two study consultant contracts. The department's revised Planning fund is shown in Exhibit A.

FACTUAL BACKGROUND AND ANALYSIS

Prior History

Section 1012(b) of the Intermodal Surface Transportation Efficiency Act (ISTEA) of 1991 authorized the Secretary of Transportation to create a Congestion Pricing Pilot Program by entering into an agreement with up to five states or local governments or other public authorities to establish, maintain, and monitor a congestion pricing pilot project.

The department has also identified the need to purchase two Laptop/Notebook computers. These computers are required to assist the administrative staff and traveling members of the Transportation Department when they are required to attend meetings and take accurate notes, minutes and proceedings that are then revised and published for this agency and/or the public. This action would authorize the transfer of \$7,000 from Contingency to pay for these items.

Resolution No. 93-1743A

Resolution No. 93-1743A endorsed the region's application for a congestion pricing pilot project and directed Metro and ODOT staff to pursue ISTEA funds for this purpose.

The region's initial proposal (January 23, 1993) to participate in the congestion pricing pilot program was denied by the Federal Highway Administration (FHWA). The reasons cited were that the proposed approach was "too study oriented" and it needed a clearer intent to evaluate a pricing project within the life of ISTEA.

Resolution No. 93-1846

Due to a lack of qualifying proposals, FHWA revised the grant specifications and invited Metro and ODOT to re-apply.

The region's re-application to FHWA was endorsed by the Metro Council in Resolution No. 93-1846. The revised approach focused on the following in order to meet FHWA program guidelines:

- A comprehensive evaluation of the technical feasibility for and the effects of congestion pricing using "stated preference" survey techniques. The techniques allow for a comprehensive evaluation of congestion pricing alternatives in that they can better predict driver behavior;
- A public involvement and education process for congestion pricing that could be replicated in other parts of the country; and
- A commitment to implement a pilot congestion project pending the outcome of the study's Alternatives Analysis and regional selection of a recommended project.

FHWA Action

In March of 1994, ODOT was notified that the joint Metro/ODOT re-application was again turned down. However, FHWA did ask Metro and ODOT to consider a pre-project study of congestion pricing and a "first-phase" congestion pricing funding agreement. FHWA agreed to fund activities to promote pilot projects in areas deemed to have the best chance of advancing projects to the implementation stage. The Portland area was considered an appropriate place to fund such a study.

Pre-Project Study Approval

In August 1995, the Federal Highway Administration (FHWA), after negotiations with Metro and ODOT, approved a joint Metro/ODOT Portland area Congestion Pricing application for pre-project funding under the ISTEA Congestion Pricing demonstration program. FHWA approved a request for \$1,290,000 for the Portland region to conduct a two-year, two-phased study.

The pre-project study of congestion pricing will include substantial public involvement and numerous technical work tasks. The purpose of the two-year study is to investigate the technical and political feasibility of congestion pricing in the Portland region. The study is intended to answer many of the questions being raised across the country about the true benefits and costs of congestion pricing. The study includes the design of a public

process to inform and educate the public and governmental agencies about the concept of congestion pricing and to generate regional consensus on an implementation strategy.

Existing Metro Budget and Program

At the time the FY 95/96 budget for the Transportation Planning Section was prepared, final approval for the FHWA Congestion Pricing Pre-Project Study had not been obtained. Because funding was uncertain, the Metro budget was not changed to reflect grant revenues and staffing requirements to conduct the study.

Proposed Amendments to the FY 95-96 Metro Budget

With the final approval by FHWA for Metro to conduct the two-year pre-project study of congestion pricing in the Portland region, Metro must now amend its FY 95-96 budget for the Transportation Planning Department to be consistent with Metro budgetary authority and federal obligation authority for conducting the study. This proposed amendment would implement the following changes (see below) to the FY 95-96 budget and is consistent with the proposed budget for FY 96-97. The FY 97 budget submittal identifies study completion in FY 97-98.

Program Narrative

The budget amendment will be consistent with current year's pre-project start-up activities. These activities have included contracting with ODOT, who will serve as the pass-through agency for receipt of federal funds, the preparation of intergovernmental agreements between Metro and six participating agencies who will provide local match and receive federal funds to assist with the study, the hiring of project staff, and the contracting for consultant services for the technical and public involvement components of the study.

Staffing

The proposed budget amendment will add two staff positions for the second half of FY 95-96 for a total of 1.0 FTE. These positions are shown to carry over in the department's FY 96-97 submitted budget. First, a Project Supervisor will be added to oversee the entire project. This position will manage project staff, manage the consultant contracts for technical and public involvement assistance, prepare status reports to FHWA, prepare critical path schedules and budgets, staff study committees, and ensure the timely processing of study analysis and results. The supervisor will also be the liaison between the "Blue Ribbon" Project Steering Group and JPACT/Metro Council.

Second, an Associate Public Affairs Specialist will be hired to assist with public involvement activities as developed through a

staff/consultant partnership. This person will provide technical and administrative support for public outreach, education and consensus building throughout the two-year study. The duties will include meeting preparations and logistics, preparation of graphic materials and meeting reports, providing initial public contact, working with the media, and performing a variety of other public involvement duties.

Contracts List

The budget amendment will add six Intergovernmental Agreements for work to be performed for the study to the contract list.

Federal funds and obligation authority have been made available in the amount of \$1,032,000 (80 percent of 1,290,000 million). A minimum 80/20 (federal/state) funding match is required under the federal program, resulting in a state and local matching share of not less than \$258,000.

Attachment A to this staff report provides the match amounts for each participating agency.

Metro total match contribution for the two-year study is \$66,700 (25.8%). The budget amendment provides \$12,616 of this match for FY 95-96 and is provided through an internal transfer from Metro's General Fund contingency to the Planning fund.

The remainder of the two-year match will be distributed as follows: ODOT will contribute 50.5 percent (\$130,300) and the Port 9.7 percent (\$25,000) over the course of the project; local participating jurisdictions (Clackamas County, Multnomah County, Washington County, Tri-Met, and DEQ) will each pay \$6,000 (2.3 percent each) to complete the total match of \$258,000. Their FY 95-96 contributions are shown in Exhibit A to the resolution.

Materials and Services

In addition to the contract and IGA changes described above, the materials and services budget for the department would be increased by \$144,800. The majority (\$135,000) of the increase will be divided somewhat equally between two consultant contracts. The first contract will provide for technical work to modify the regional travel forecasting model and to analyze and rank congestion pricing alternatives. The second contract will be for public involvement activities to design a regional process for potentially gaining public consensus on a congestion pricing demonstration project in the Portland region. In addition, the amendment will add purchases for new software and office supplies for the two new employees. Finally, the amendment will add additional funds for the increased public involvement activities including costs for printing, mailings, advertisement fees, equipment rental, and postage.

Capital Outlay

Due to the increase in budgeted staff, the budget amendment would increase capital outlay for new computers and office furniture for two positions by \$7,000.

Conclusion

The proposed budget amendment will increase Transportation Department expenditures for FY 95-96 by \$197,118 funded by Federal Highway Administration grant funds of \$157,694, ODOT match funds of \$15,375, local match funds of \$5,519, and Port match funds of \$5,194, and Metro match of \$12,616. In addition, this action would transfer \$14,000 from Contingency to Capital Outlay to purchase computers and furniture for new staff as well as two laptop computers.

EXECUTIVE OFFICER'S RECOMMENDATION

The Executive Officer recommends approval of Ordinance No. 96-628.