

BEFORE THE METRO COUNCIL

AN ORDINANCE AMENDING THE FY 1996-97)	ORDINANCE NO. 96-668
BUDGET AND APPROPRIATIONS)	
SCHEDULE FOR THE PURPOSE OF)	Introduced by Mike Burton
TRANSFERRING \$39,100 FROM)	Executive Officer
CONTINGENCY TO PERSONAL SERVICES)	
WITHIN THE ZOO CAPITAL FUND FOR)	
FUNDING A LIMITED-TERM PROJECT)	
MANAGER POSITION FOR THE ZOO'S)	
OREGON PROJECT; AND DECLARING AN)	
EMERGENCY)	

WHEREAS, The Metro Council has reviewed and considered the need to transfer appropriations with the FY 1996-97 Budget; and

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

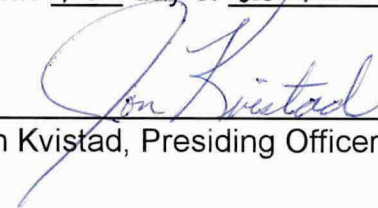
WHEREAS, Adequate funds exist for other identified needs; now, therefore,

THE METRO COUNCIL ORDAINS AS FOLLOWS;

1. That the FY 1996-97 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 transferring \$39,100 from Contingency to Personal Services within the Zoo Capital Fund for the purpose of funding a limited-term project manager position for the Zoo's Oregon Project.

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 19th day of December, 1996.



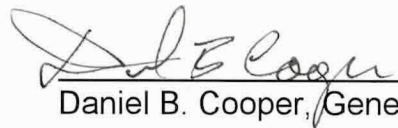
Jon Kvistad, Presiding Officer

ATTEST:



Recording Secretary

Approved as to Form:



Daniel B. Cooper, General Counsel

STAFF REPORT

CONSIDERATION OF ORDINANCE NO. 96-668 AMENDING THE FY 1996-97 BUDGET AND APPROPRIATIONS BY TRANSFERRING \$39,100 FROM CONTINGENCY TO PERSONAL SERVICES WITHIN THE ZOO CAPITAL BUDGET FOR THE PURPOSES OF FUNDING A LIMITED DURATION POSITION FOR PROJECT MANAGER FOR THE ZOO'S OREGON PROJECT

Meeting Date: December 1996

Presented By: Doug Butler

PROPOSED ACTION

This Ordinance would amend the FY 1996-97 Budget by transferring \$ 39,100 from contingency to personal services within the Zoo Capital Fund to fund the project manager position for the Zoo's Oregon Project. This limited duration position is expected to continue through the project's construction duration - spring of 1999.

FACTUAL BACKGROUND AND ANALYSIS

Voters of the region approved funding of a major capital project known as the Zoo's Oregon Project in September of this year. This project includes major new exhibits such as *Forests* and *Waters* along with a new entry and improved visitor circulation and services. With funding in place, project planning and mobilization activities have begun. These activities have included the modification of the project architect's contract to incorporate the entire scope of the project through construction and the issuance of RFPs for both construction manager/general contractor services and for an exhibit fabrication consultant. In addition, during this planning phase, Metro and Zoo staff have examined the various alternatives of internal project management and have determined that a new limited duration position is warranted. The working title of the new position would be project manager.

The Zoo's Oregon Project is a \$30.5 million project which will be constructed in several phases over a three year period. The scope and inherent complexities of the project will require a full-time skilled project manager to coordinate and direct the project resources, consultants and staff. Due to existing workloads of current Metro and Zoo staff, it is proposed that a new position be created. The position would be a non-represented senior manager position. The position's pay range is 24 which starts at \$52,207 and goes to \$72,471 per year. The limited duration position is expected to commence January 1997 and terminate May 1999.

The primary duties of the position include preparation and monitoring of the project's budget and schedule, coordination and management of the wide variety of project tasks related to both design and construction and acting as Metro's representative and contract manager for the project's major contracts with the architect, the exhibit fabrication consultant and the CM/GC. The project manager will report to the Director of the Administrative Services Department.

BUDGET IMPACT

It is anticipated that subject to approval, the position would be filled in January 1997. The estimated salary and fringe benefits for the remaining six months of FY 1996-97 is \$39,100. Because this position is dedicated to the Oregon Project, funding for this limited-term position would come from the project's bond proceeds. In the FY 1996-97 adopted budget, the Council included \$5,000,000 in contingency for the Oregon Project to cover costs related to project start-up.

EXECUTIVE OFFICER'S RECOMMENDATION

The Executive Officer recommends approval of Ordinance No. 96-668.

Exhibit A
Ordinance No. 96-668
Zoo Capital Fund

ACCT #	FISCAL YEAR 1996-97 DESCRIPTION	CURRENT BUDGET		REVISION		PROPOSED BUDGET	
		FTE	AMOUNT	FTE	AMOUNT	FTE	AMOUNT
<u>Personal Services</u>							
511121	SALARIES-REGULAR EMPLOYEES (full time)						
	Senior Manager		0	1.00	29,500	1.00	29,500
512000	FRINGE		0	0.00	9,600	0.00	9,600
	Total Personal Services	0.00	0	1.00	39,100	1.00	39,100
	Total Materials & Services	0.00	125,000	0.00	0	0.00	125,000
	Total Capital Projects		2,400,000		0		2,400,000
<u>Interfund Transfers</u>							
583610	Trans. of Direct Costs to Support Services Fund		40,000		0		40,000
	Total Interfund Transfers		40,000		0		40,000
<u>Contingency and Unappropriated Balance</u>							
599999	Contingency		5,000,000		(39,100)		4,960,900
599990	Unappropriated Balance		24,735,498		0		24,735,498
	Total Contingency and Unappropriated Balance		29,735,498		(39,100)		29,696,398
	TOTAL REQUIREMENTS	0.00	32,300,498	1.00	0		32,300,498

Exhibit B
Ordinance No. 96-668
FY 1996-97 SCHEDULE OF APPROPRIATIONS

	Current Budget	Revision	Proposed Budget
ZOO CAPITAL FUND			
Personal Services	\$0	\$39,100	\$39,100
Materials & Services	125,000		125,000
Capital Outlay	2,400,000		2,400,000
Subtotal	2,525,000	39,100	2,564,100
General Expenses			
Interfund Transfers	40,000		40,000
Contingency	5,000,000	(39,100)	4,960,900
Subtotal	5,040,000	(39,100)	5,000,900
Unappropriated Balance	24,735,498		24,735,498
Total Fund Requirements	\$32,300,498	\$0	\$32,300,498