BEFORE THE METRO COUNCIL

AN ORDINANCE AMENDING THE FY 1997-98)	ORDINANCE NO. 98-754A
BUDGET AND APPROPRIATIONS)	
SCHEDULE BY TRANSFERRING \$12,000)	Introduced by Mike Burton,
FROM CONTINGENCY TO THE OFFICE OF)	Executive Officer
GENERAL COUNSEL PORTION OF THE)	
SUPPORT SERVICES FUND FOR VARIOUS)	
FUNDING PURPOSES, AND DECLARING AN)	
EMERGENCY)	

WHEREAS, expenditures for Land Use Board of Appeals actions and office relocation costs that could not have been reasonably anticipated at the time the budget was developed are necessary in the current fiscal year to successfully meet the needs of the agency; and

WHEREAS, the Metro Council has reviewed and considered the need to transfer appropriations with the FY 1997-98 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 1997-98 Budget and Schedule of Appropriations is hereby amended as shown in the column entitled "Revision" of Exhibits A and B to this Ordinance for the purpose of transferring \$5,500 from contingency to materials and

services and \$6,500 from contingency to capital outlay in the Office of General Counsel portion of the Support Services Fund

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 11th day of June, 1998.

Jon Kvistad, Presiding Officer

ATTEST

Recording Secretary

Approved as to Form:

Daniel B. Cooper, General Counsel

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Exhibit A Ordinance No. 98-754A

Support Services Fund

_			MEION		
FTE	<u>udget</u> Amount	FTE	VISION Amount	FTE	<u>udget</u> Amount
				<u> - </u>	- Alloune
9.00	\$655,656	0.00	\$0	9.00	\$655,656
	8,379		0		8,379
	515		0		515
	19,423		2,000		21,423
	1,545		0		1,545
	2,627		3,000		5,627
	-		•		ŕ
	3,238		0		3,238
	4,320		0		4,320
	1,809		500		2,309
	\$41,856		\$5,500		\$47,356
			•		
	21,644		3,500		25,144
	0		3,000		3,000
	\$21,644		\$6,500		\$28,144
					•
	0		0		0
			-		_
	0		0		0
	\$0		\$0		\$0
9.00	\$719,156	0.00	\$12,000	9.00	\$731,156
	9.00	9.00 \$655,656 8,379 515 19,423 1,545 2,627 3,238 4,320 1,809 \$41,856 21,644 0 \$21,644 0 \$21,644	8,379 515 19,423 1,545 2,627 3,238 4,320 1,809 \$41,856 21,644 0 \$21,644 0 \$21,644	8,379 0 515 0 19,423 2,000 1,545 0 2,627 3,000 3,238 0 4,320 0 1,809 500 \$41,856 \$5,500 21,644 3,500 0 3,000 \$21,644 \$6,500 0 0 \$0 0 \$0 \$0 \$0 <td>9.00 \$655,656 0.00 \$0 9.00 8,379 0 515 0 19,423 2,000 1,545 0 2,627 3,000 3,238 0 0 0 1,809 500 \$41,856 \$5,500 21,644 3,500 0 3,000 \$21,644 \$6,500 0 0 \$0 \$0</td>	9.00 \$655,656 0.00 \$0 9.00 8,379 0 515 0 19,423 2,000 1,545 0 2,627 3,000 3,238 0 0 0 1,809 500 \$41,856 \$5,500 21,644 3,500 0 3,000 \$21,644 \$6,500 0 0 \$0 \$0

Exhibit B Ordinance No. 98-754A

Schedule of Appropriations

Administrative Services Personal Services Materials and Services Capital Outlay Debt Service Subtotal Office of General Counsel Personal Services Materials and Services Capital Outlay Subtotal Office of Public and Government Relations Personal Services Materials and Services Capital Outlay Subtotal Council Office of Public Outreach Personal Services Materials and Services Capital Outlay Subtotal Council Office of Public Outreach Personal Services Materials and Services Capital Outlay Subtotal Office of Citizen Involvement Personal Services Materials and Services Capital Outlay Subtotal Auditor's Office Personal Services Materials and Services Capital Outlay Subtotal Auditor's Office Personal Services Materials and Services Capital Outlay Subtotal General Expenses	4,367,424 1,126,419 1,088,547 28,432 6,610,822 655,656 41,856 21,644 719,156 75,758 60,427 1,750	0 0 0 0 0 0 5,500 6,500 12,000	4,367,424 1,126,419 1,088,547 28,432 6,610,822 655,656 47,356 28,144 731,156
Personal Services Materials and Services Capital Outlay Debt Service Subtotal Office of General Counsel Personal Services Materials and Services Capital Outlay Subtotal Office of Public and Government Relations Personal Services Materials and Services Capital Outlay Subtotal Council Office of Public Outreach Personal Services Materials and Services Capital Outlay Subtotal Office of Citizen Involvement Personal Services Capital Outlay Subtotal Office of Citizen Involvement Personal Services Capital Outlay Subtotal Auditor's Office Personal Services Materials and Services Capital Outlay Subtotal Auditor's Office Personal Services Materials and Services Capital Outlay Subtotal General Expenses	1,126,419 1,088,547 28,432 6,610,822 655,656 41,856 21,644 719,156 75,758 60,427 1,750	0 0 0 0 5,500 6,500 12,000	1,126,419 1,088,547 28,432 6,610,822 655,656 47,356 28,144 731,156
Materials and Services Capital Outlay Debt Service Subtotal Office of General Counsel Personal Services Materials and Services Capital Outlay Subtotal Office of Public and Government Relations Personal Services Materials and Services Capital Outlay Subtotal Council Office of Public Outreach Personal Services Materials and Services Capital Outlay Subtotal Office of Citizen Involvement Personal Services Materials and Services Capital Outlay Subtotal Office of Citizen Involvement Personal Services Materials and Services Capital Outlay Subtotal Auditor's Office Personal Services Materials and Services Capital Outlay Subtotal General Expenses	1,126,419 1,088,547 28,432 6,610,822 655,656 41,856 21,644 719,156 75,758 60,427 1,750	0 0 0 0 5,500 6,500 12,000	1,126,419 1,088,547 28,432 6,610,822 655,656 47,356 28,144 731,156
Capital Outlay Debt Service Subtotal Office of General Counsel Personal Services Materials and Services Capital Outlay Subtotal Office of Public and Government Relations Personal Services Materials and Services Capital Outlay Subtotal Council Office of Public Outreach Personal Services Materials and Services Capital Outlay Subtotal Office of Citizen Involvement Personal Services Materials and Services Capital Outlay Subtotal Office of Citizen Involvement Personal Services Capital Outlay Subtotal Auditor's Office Personal Services Materials and Services Capital Outlay Subtotal Auditor's Office Personal Services Capital Outlay Subtotal General Expenses	1,126,419 1,088,547 28,432 6,610,822 655,656 41,856 21,644 719,156 75,758 60,427 1,750	0 0 0 5,500 6,500 12,000	1,126,419 1,088,547 28,432 6,610,822 655,656 47,356 28,144 731,156
Office of General Counsel Personal Services Materials and Services Capital Outlay Subtotal Office of Public and Government Relations Personal Services Materials and Services Capital Outlay Subtotal Council Office of Public Outreach Personal Services Materials and Services Capital Outlay Subtotal Office of Citizen Involvement Personal Services Materials and Services Capital Outlay Subtotal Office of Citizen Involvement Personal Services Capital Outlay Subtotal Auditor's Office Personal Services Materials and Services Capital Outlay Subtotal Auditor's Office Personal Services Capital Outlay Subtotal General Expenses	1,088,547 28,432 6,610,822 655,656 41,856 21,644 719,156 75,758 60,427 1,750	0 0 5,500 6,500 12,000	1,088,547 28,432 6,610,822 655,656 47,356 28,144 731,156
Subtotal Office of General Counsel Personal Services Materials and Services Capital Outlay Subtotal Office of Public and Government Relations Personal Services Materials and Services Capital Outlay Subtotal Council Office of Public Outreach Personal Services Materials and Services Capital Outlay Subtotal Office of Citizen Involvement Personal Services Materials and Services Capital Outlay Subtotal Auditor's Office Personal Services Materials and Services Capital Outlay Subtotal Auditor's Office Personal Services Capital Outlay Subtotal General Expenses	6,610,822 655,656 41,856 21,644 719,156 75,758 60,427 1,750	0 5,500 6,500 12,000	28,432 6,610,822 655,656 47,356 28,144 731,156
Office of General Counsel Personal Services Materials and Services Capital Outlay Subtotal Office of Public and Government Relations Personal Services Materials and Services Capital Outlay Subtotal Council Office of Public Outreach Personal Services Materials and Services Capital Outlay Subtotal Office of Citizen Involvement Personal Services Materials and Services Capital Outlay Subtotal Auditor's Office Personal Services Materials and Services Capital Outlay Subtotal Auditor's Office Personal Services Capital Outlay Subtotal General Expenses	6,610,822 655,656 41,856 21,644 719,156 75,758 60,427 1,750	0 5,500 6,500 12,000	6,610,822 655,656 47,356 28,144 731,156
Personal Services Materials and Services Capital Outlay Subtotal Office of Public and Government Relations Personal Services Materials and Services Capital Outlay Subtotal Council Office of Public Outreach Personal Services Materials and Services Capital Outlay Subtotal Office of Citizen Involvement Personal Services Materials and Services Capital Outlay Subtotal Auditor's Office Personal Services Materials and Services Capital Outlay Subtotal Auditoria Office Personal Services Materials and Services Capital Outlay Subtotal General Expenses	41,856 21,644 719,156 75,758 60,427 1,750	5,500 6,500 12,000 0	47,356 28,144 731,156 75,758
Materials and Services Capital Outlay Subtotal Office of Public and Government Relations Personal Services Materials and Services Capital Outlay Subtotal Council Office of Public Outreach Personal Services Materials and Services Capital Outlay Subtotal Office of Citizen Involvement Personal Services Materials and Services Capital Outlay Subtotal Auditor's Office Personal Services Materials and Services Capital Outlay Subtotal Auditor's Office Personal Services Capital Outlay Subtotal General Expenses	41,856 21,644 719,156 75,758 60,427 1,750	5,500 6,500 12,000 0	47,356 28,144 731,156 75,758
Capital Outlay Subtotal Office of Public and Government Relations Personal Services Materials and Services Capital Outlay Subtotal Council Office of Public Outreach Personal Services Materials and Services Capital Outlay Subtotal Office of Citizen Involvement Personal Services Materials and Services Capital Outlay Subtotal Auditor's Office Personal Services Materials and Services Capital Outlay Subtotal Auditor's Office Personal Services Capital Outlay Subtotal General Expenses	41,856 21,644 719,156 75,758 60,427 1,750	6,500 12,000 0	47,356 28,144 731,156 75,758
Subtotal Office of Public and Government Relations Personal Services Materials and Services Capital Outlay Subtotal Council Office of Public Outreach Personal Services Materials and Services Capital Outlay Subtotal Office of Citizen Involvement Personal Services Materials and Services Capital Outlay Subtotal Auditor's Office Personal Services Materials and Services Capital Outlay Subtotal Auditor's Office Personal Services Capital Outlay Subtotal General Expenses	21,644 719,156 75,758 60,427 1,750	6,500 12,000 0	28,144 731,156 75,758
Office of Public and Government Relations Personal Services Materials and Services Capital Outlay Subtotal Council Office of Public Outreach Personal Services Materials and Services Capital Outlay Subtotal Office of Citizen Involvement Personal Services Materials and Services Capital Outlay Subtotal Auditor's Office Personal Services Materials and Services Capital Outlay Subtotal Auditor's Office Personal Services Capital Outlay Subtotal General Expenses	719,156 75,758 60,427 1,750	12,000 0 0	731,156 75,758
Personal Services Materials and Services Capital Outlay Subtotal Council Office of Public Outreach Personal Services Materials and Services Capital Outlay Subtotal Office of Citizen Involvement Personal Services Materials and Services Capital Outlay Subtotal Auditor's Office Personal Services Materials and Services Capital Outlay Subtotal Auditor's Office Personal Services Capital Outlay Subtotal General Expenses	60,427 1,750	0	
Personal Services Materials and Services Capital Outlay Subtotal Council Office of Public Outreach Personal Services Materials and Services Capital Outlay Subtotal Office of Citizen Involvement Personal Services Materials and Services Capital Outlay Subtotal Auditor's Office Personal Services Materials and Services Capital Outlay Subtotal Auditor's Office Personal Services Capital Outlay Subtotal General Expenses	60,427 1,750	0	
Council Office of Public Outreach Personal Services Materials and Services Capital Outlay Subtotal Office of Citizen Involvement Personal Services Materials and Services Capital Outlay Subtotal Auditor's Office Personal Services Materials and Services Capital Outlay Subtotal Auditor's Office Personal Services Capital Outlay Subtotal General Expenses	60,427 1,750	0	
Council Office of Public Outreach Personal Services Materials and Services Capital Outlay Subtotal Office of Citizen Involvement Personal Services Materials and Services Capital Outlay Subtotal Auditor's Office Personal Services Materials and Services Capital Outlay Subtotal General Expenses	1,750		
Council Office of Public Outreach Personal Services Materials and Services Capital Outlay Subtotal Office of Citizen Involvement Personal Services Materials and Services Capital Outlay Subtotal Auditor's Office Personal Services Materials and Services Capital Outlay Subtotal General Expenses	· · · · · · · · · · · · · · · · · · ·		1,750
Personal Services Materials and Services Capital Outlay Subtotal Office of Citizen Involvement Personal Services Materials and Services Capital Outlay Subtotal Auditor's Office Personal Services Materials and Services Capital Outlay Subtotal General Expenses	137,935	0	137,935
Office of Citizen Involvement Personal Services Materials and Services Capital Outlay Subtotal Auditor's Office Personal Services Materials and Services Capital Outlay Subtotal General Expenses	100,049 31,185 8,033	0 0 0	100,049 31,185 8,033
Personal Services Materials and Services Capital Outlay Subtotal Auditor's Office Personal Services Materials and Services Capital Outlay Subtotal General Expenses	139,267	. 0	139,267
Materials and Services Capital Outlay Subtotal Auditor's Office Personal Services Materials and Services Capital Outlay Subtotal General Expenses			
Auditor's Office Personal Services Materials and Services Capital Outlay Subtotal General Expenses	61,631	0	61,631
Auditor's Office Personal Services Materials and Services Capital Outlay Subtotal General Expenses	22,480	0	22,480
Auditor's Office Personal Services Materials and Services Capital Outlay Subtotal General Expenses	0	0	0
Personal Services Materials and Services Capital Outlay Subtotal General Expenses	84,111	0	84,111
Materials and Services Capital Outlay Subtotal General Expenses			
Capital Outlay Subtotal General Expenses	394,617	0	394,617
Subtotal General Expenses	161,013	0	161,013
General Expenses		0	4,006
	4,006	0	559,636
	4,006 559,636		
Interfund Transfers			826,762
Contingency	559,636 826,762	0	
Subtotal	559,636	0 (12,000)	297,634
Unappropriated Ending Fund Balance	559,636 826,762		297,634 1,124,396
otal Fund Requirements	559,636 826,762 309,634	(12,000)	

All other appropriations remain as previously adopted

STAFF REPORT

CONSIDERATION OF AN ORDINANCE AMENDING THE FY 1997-98 BUDGET AND APPROPRIATIONS SCHEDULE BY TRANSFERRING \$12,000 FROM CONTINGENCY TO THE OFFICE OF GENERAL COUNSEL PORTION OF THE SUPPORT SERVICES FUND FOR VARIOUS FUNDING PURPOSES, AND DECLARING AN EMERGENCY.

Date: June 3, 1998

Presented by: Daniel B. Cooper

FACTUAL BACKGROUND AND ANALYSIS

This ordinance contains actions on two separate items. Each of the actions is described below.

1. Materials and Services

A transfer from contingency to materials and services is required to prevent this department from exceeding appropriations in this classification. There has been an increase in expenditures in several accounts due to the increased costs associated with Land Use Board of Appeals (LUBA) actions. These costs include conference calls with various parties, increased printing costs, on-line research, etc. Although additional funds were budgeted to cover these expenses, the actual costs have exceeded the planned expenditures. The amount needed to be transferred is \$5,500.

2. Capital Outlay

Costs related to the relocation of the Office of General Counsel (OGC) from the third floor to the first floor exceeded the planned expenditures. These costs included adjustments to the construction plans to provide a more usable space for OGC staff, and higher than anticipated expenditures for new office furniture. The amount needed to be transferred is \$6,500

BUDGET IMPACT

Sufficient appropriations exist within the Support Services Fund contingency to provide for the changes outlined above.

EXECUTIVE OFFICER RECOMMENDATION

The Executive Officer recommends approval of Ordinance No. 98-754A.

STAFF REPORT

CONSIDERATION OF AN ORDINANCE AMENDING THE FY 1997-98 BUDGET AND APPROPRIATIONS SCHEDULE BY TRANSFERRING \$10,000 FROM CONTINGENCY TO THE OFFICE OF GENERAL COUNSEL PORTION OF THE SUPPORT SERVICES FUND FOR VARIOUS FUNDING PURPOSES, AND DECLARING AN EMERGENCY.

Date: May 7, 1998

Presented by: Daniel B. Cooper

FACTUAL BACKGROUND AND ANALYSIS

This ordinance contains actions on two separate items. Each of the actions is described below.

Materials and Services

A transfer from contingency to materials and services is required to prevent this department from exceeding appropriations in this classification. There has been an increase in expenditures in several accounts due to the increased costs associated with Land Use Board of Appeals (LUBA) actions. These costs include conference calls with various parties, increased printing costs, etc. Although additional funds were budgeted to cover these expenses, the actual costs have exceeded the planned expenditures. The amount needed to be transferred is \$3,500.

2. Capital Outlay

Costs related to the relocation of the Office of General Counsel (OGC) from the third floor to the first floor exceeded the planned expenditures. These costs included adjustments to the construction plans to provide a more usable space for OGC staff, and higher than anticipated expenditures for new office furniture. The amount needed to be transferred is \$6,500

BUDGET IMPACT

Sufficient appropriations exist within the Support Services Fund contingency to provide for the changes outlined above.

EXECUTIVE OFFICER RECOMMENDATION

The Executive Officer recommends approval of Ordinance No. 98-754.

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Staff Report Ordinance No. 98-754

BEFORE THE METRO COUNCIL

AN ORDINANCE AMENDING THE FY 1997-98)	ORDINANCE NO. 98-754
BUDGET AND APPROPRIATIONS)	
SCHEDULE BY TRANSFERRING \$10,000)	Introduced by Mike Burton,
FROM CONTINGENCY TO THE OFFICE OF)	Executive Officer
GENERAL COUNSEL PORTION OF THE)	
SUPPORT SERVICES FUND FOR VARIOUS)	
FUNDING PURPOSES, AND DECLARING AN)	
EMERGENCY)	

WHEREAS, expenditures for Land Use Board of Appeals actions and office relocation costs that could not have been reasonably anticipated at the time the budget was developed are necessary in the current fiscal year to successfully meet the needs of the agency; and

WHEREAS, the Metro Council has reviewed and considered the need to transfer appropriations with the FY 1997-98 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 1997-98 Budget and Schedule of Appropriations is hereby amended as shown in the column entitled "Revision" of Exhibits A and B to this Ordinance for the purpose of transferring \$3,500 from contingency to materials and services and \$6,500 from contingency to capital outlay in the Office of General Counsel portion of the Support Services Fund.

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 _____ day of _____, 1998. Jon Kvistad, Presiding Officer ATTEST: Approved as to Form: Recording Secretary Daniel B. Cooper, General Counsel DBC:CY:rs i\budget\fy97-98\budord\98-***.doc

This Ordinance being necessary for the immediate preservation of

2.

Exhibit A Ordinance No. 98-754

Support Services Fund

	R	udget	RE	VISION		posed udaet
ACCT DESCRIPTION	FTE	Amount	FTE	Amount	FTE	Amount
Office of the General Cour	nsel					
Total Personal Services	9.00	\$655,656	0.00	\$0	9.00	\$655,656
Materials & Services						
GOODS Goods						
5201 Office Supplies		8,379		0		8,379
5205 Operating Supplies		515		0		515
5210 Subscriptions and Dues		19,423		0		19,423
SVCS Services						
5260 Maintenance & Repair Services		1,545		0		1,545
5280 Other Purchased Services		2,627		3,000		5,627
OTHEXP Other Expenditures						
5450 Travel		3,238		0		3,238
5455 Training and Conference Fees		4,320		0		4,320
5490 Miscellaneous Expenditures		1,809		500		2,309
Total Materials & Services		\$41,856		\$3,500		\$45,356
Capital Outlay						
CAPNON Capital Outlay (Non-CIP Projects)						
5750 Office Furn & Equip (non-CIP)		21,644		3,500		25,144
5725 Buildings & Related (CIP)		. 0		3,000		3,000
Total Capital Outlay		\$21,644		\$6,500		\$28,144
Contingency and Ending Balance						
CONT Contingency						
5999 Contingency		0		0		0
UNAPP Unappropriated Fund Balance		_		<u>-</u>		•
5990 Unappropriated Fund Balance		0		0		0
Total Contingency and Ending Balance		\$0		\$0		\$0
TOTAL REQUIREMENTS	9.00	\$719,156	0.00	\$10,000	9.00	\$729,156

Exhibit B Ordinance No. 98-754

Schedule of Appropriations

	Current <u>Budget</u>	Revision	Proposed <u>Budget</u>
SUPPORT SERVICES FUND			
Administrative Services			
Personal Services	4,367,424	0	4,367,424
Materials and Services	1,126,419	0	1,126,419
Capital Outlay	1,088,547	0	1,088,547
Debt Service	28,432	0	28,432
Subtotal	6,610,822	0	6,610,822
Office of General Counsel		·	
Personal Services	655,656	0	655,656
Materials and Services	41,856	3,500	45,356
Capital Outlay	21,644	6,500	28,144
Subtotal	719,156	10,000	729,156
Office of Public and Government Relations			
Personal Services	75,758	0	75,758
Materials and Services	60,427	0	60,427
Capital Outlay	1,750	0	1,750
Subtotal	137,935	0	137,935
Council Office of Public Outreach Personal Services	100,049	0	100,049
Materials and Services	31,185	0	31,185
Capital Outlay	8,033	0	8,033
Subtotal	139,267	0	139,267
Office of Citizen Involvement			
Personal Services	61,631	0	61,631
Materials and Services	22,480	0	22,480
Capital Outlay	0	0	0
Subtotal	84,111	. 0	84,111
Auditor's Office			
Personal Services	394,617	0	394,617
Materials and Services	161,013	0	161,013
Cap <u>ital Outlay</u>	4,006	0	4,006
Subtotal	559,636	0	559,636
General Expenses			
Interfund Transfers	826,762	0	826,762
Contingency	309,634	(10,000)	299,634
Subtotal	1,136,396	(10,000)	1,126,396
Unappropriated Ending Fund Balance	306,414	0	306,414
Total Fund Requirements	\$9,693,737	\$0	\$9,693,737

All other appropriations remain as previously adopted