

BEFORE THE COUNCIL OF THE
METROPOLITAN SERVICE DISTRICT

AN ORDINANCE AMENDING ORDINANCE NO.)
89-294A REVISING THE FY 1989-90)
BUDGET AND APPROPRIATIONS SCHEDULE)
FOR INCREASED ZOO OPERATIONS)

ORDINANCE NO. 90-343
Introduced by Rena Cusma,
Executive Officer

WHEREAS, The Council of the Metropolitan Service District has reviewed and considered the need to modify the FY 1989-90 Budget; and

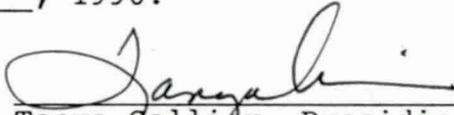
WHEREAS, The need for a modified budget plan has been justified; and

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

THE COUNCIL OF THE METROPOLITAN SERVICE DISTRICT HEREBY ORDAINS:

That Ordinance No. 89-294A, Exhibit B, FY 1989-90 Budget, and Exhibit C, Schedule of Appropriations, are hereby amended as shown in Exhibits A and B to this Ordinance for the purposes of increased Zoo Operations.

ADOPTED by the Council of the Metropolitan Service District this
26th day of April, 1990.



Tanya Collier, Presiding Officer

ATTEST:

Clerk of the Council

kr:ord89-90:zoo:ord
3/13/90

EXHIBIT A
ORDINANCE NO. 90-343

FISCAL YEAR 1989-90		CURRENT BUDGET		REVISION		PROPOSED BUDGET	
ACCOUNT #	DESCRIPTION	FTE	AMOUNT	FTE	AMOUNT	FTE	AMOUNT
ZOO OPERATING: Administration							
Personal Services							

511121	SALARIES-REGULAR EMPLOYEES (full time)						
	Director	1.00	70,142		976	1.00	71,118
	Assistant Director	1.00	56,449		1,833	1.00	58,282
	Sr. Management Analyst	1.00	32,299		1,422	1.00	33,721
	Development Officer	1.00	38,476			1.00	38,476
511221	WAGES-REGULAR EMPLOYEES (full time)						
	Administrative Secretary	2.00	44,970		1,801	2.00	46,771
	Program Assistant 2	1.00	20,819		453	1.00	21,272
511235	WAGES-TEMPORARY EMPLOYEES (part time)						
	Management Intern	0.50	8,561			0.50	8,561
511325	REPRESENTED 483-REGULAR EMPLOYEES (part time)						
	Cashroom Clerk	1.50	29,517			1.50	29,517
511335	REPRESENTED 483-TEMPORARY EMPLOYEES (part time)						
	Cashroom Clerk	0.75	14,759			0.75	14,759
511400	OVERTIME		1,177				1,177
512000	FRINGE		89,519		1,816		91,335
Total Personal Services		9.75	406,688	0.00	8,301	9.75	414,989
Materials & Services							

521100	Office Supplies		16,000				16,000
521110	Computer Supplies		500		1,000		1,500
521260	Printing Supplies		4,090		2,310		6,400
521290	Other Supplies		700		4,800		5,500
521310	Subscriptions & Publications		1,664				1,664
521320	Dues		7,280				7,280
524120	Legal Fees		4,000				4,000
524190	Misc. Professional Services		2,500		9,500		12,000
524300	Management Consultant Services		10,000				10,000
525640	M&R-Equipment(Contract/Agreement)		15,478				15,478
526200	Ads & Legal Notices		9,382				9,382
526310	Printing Services		11,120				11,120
526320	Typesetting & Reprographics Services		200		600		800
526420	Postage		19,280		8,720		28,000
526440	Delivery Service		500				500
526500	Travel		10,252				10,252
526700	Temporary Help Services		400		2,600		3,000
526800	Training, Tuition, Conferences		4,278				4,278
528200	Election Expense		55,000				55,000
529500	Meetings		4,500				4,500
529800	Miscellaneous		1,000				1,000
Total Materials & Services			178,124		29,530		207,654

EXHIBIT A
ORDINANCE NO. 90-343

FISCAL YEAR 1989-90		CURRENT BUDGET		REVISION		PROPOSED BUDGET	
ACCOUNT #	DESCRIPTION	FTE	AMOUNT	FTE	AMOUNT	FTE	AMOUNT
ZOO OPERATING-Administration (cont'd)							
	Capital Outlay						

571500	Purchases-Office Furniture & Equipment		3,737				3,737
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	Total Capital Outlay		3,737		0		3,737
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	TOTAL EXPENDITURES	9.75	588,549	0.00	37,831	9.75	626,380

EXHIBIT A
ORDINANCE NO. 90-343

FISCAL YEAR 1989-90		CURRENT BUDGET		REVISION		PROPOSED BUDGET	
ACCOUNT #	DESCRIPTION	FTE	AMOUNT	FTE	AMOUNT	FTE	AMOUNT
ZOO OPERATING: Animal Management							
Personal Services							
511121	SALARIES-REGULAR EMPLOYEES (full time)						
	Curator	1.00	40,908		2,500	1.00	43,408
	Veterinarian	1.00	46,283		8,500	1.00	54,783
	Research Coordinator	1.00	38,087		2,000	1.00	40,087
	Assistant Curator	1.00	38,087		2,000	1.00	40,087
511125	SALARIES-REGULAR EMPLOYEES (part time)						
	Assist. Research Coordinator	0.50	12,087			0.50	12,087
511221	WAGES-REGULAR EMPLOYEES (full time)						
	Administrative Secretary	1.00	23,519			1.00	23,519
	Veterinary/Research Assistant	1.00	31,204			1.00	31,204
	Records Specialist	1.00	21,769			1.00	21,769
511225	WAGES-REGULAR EMPLOYEES (part time)						
	Animal Hospital Attendant	0.70	11,424			0.70	11,424
511235	WAGES-TEMPORARY EMPLOYEES (Part Time)						
	Staff Assistant	0.50	5,846			0.50	5,846
511321	REPRESENTED 483-REGULAR EMPLOYEES (full time)						
	Nutrition Technician	1.00	25,442			1.00	25,442
	Senior Animal Keeper	7.00	188,225			7.00	188,225
	Animal Keeper	22.00	563,449			22.00	563,449
511325	REPRESENTED 483-REGULAR EMPLOYEES (part time)						
	Animal Keeper-PT	0.50	12,721			0.50	12,721
511335	REPRESENTED 483-TEMPORARY EMPLOYEES (part time)						
	Temporary Keeper/Support	0.72	15,729	0.28	10,000	1.00	25,729
511400	OVERTIME		44,117				44,117
512000	FRINGE		400,272		5,400		405,672
	Total Personal Services	39.92	1,519,169	0.28	30,400	40.20	1,549,569
Materials & Services							
521100	Office Supplies		624				624
521110	Computer Supplies		1,400				1,400
521230	Vet & Medical Supplies		28,600				28,600
521270	Animal Food		114,620				114,620
521290	Other Supplies		42,200				42,200
521310	Subscriptions & Publications		2,020				2,020
521320	Dues		580				580
521590	Maintenance & Repairs Supplies-Other		6,000				6,000
524210	Data Processing Services		10,502				10,502
525640	M&R-Equipment(Contract/Agreement)		2,000				2,000
526500	Travel		12,660				12,660
526800	Training, Tuition, Conferences		2,945				2,945
526910	Uniform Supply & Cleaning		13,000				13,000
528100	License, Permits, Payments to Other Agencies		1,500				1,500
529700	Animal Purchases		75,000		(25,000)		50,000
	Total Materials & Services		313,651		(25,000)		288,651

EXHIBIT A
ORDINANCE NO. 90-343

FISCAL YEAR 1989-90		CURRENT BUDGET		REVISION		PROPOSED BUDGET	
ACCOUNT #	DESCRIPTION	FTE	AMOUNT	FTE	AMOUNT	FTE	AMOUNT
ZOO OPERATING: Animal Management (cont'd)							
Capital Outlay							
571400	Purchases-Equipment & Vehicles		18,150				18,150
571500	Purchases-Office Furniture & Equipment		6,925				6,925
Total Capital Outlay			25,075		0		25,075
TOTAL EXPENDITURES		39.92	1,857,895	0.28	5,400	40.20	1,863,295

EXHIBIT A
ORDINANCE NO. 90-343

FISCAL YEAR 1989-90		CURRENT BUDGET		REVISION		PROPOSED BUDGET	
ACCOUNT #	DESCRIPTION	FTE	AMOUNT	FTE	AMOUNT	FTE	AMOUNT
ZOO OPERATING:Visitor Services							
Personal Services							
51121	SALARIES-REGULAR EMPLOYEES (full time)						
	Managers (B&G, Const, VS, Ed, PR)	1.00	44,244			1.00	44,244
	Food Service Supervisor	1.00	39,463		(2,963)	1.00	36,500
	Retail Supervisor	1.00	34,404		(4,604)	1.00	29,800
	Safety/Security Supervisor	1.00	26,566			1.00	26,566
	Food Service Coordinator	3.75	81,993	0.25	4,907	4.00	86,900
	Retail Coordinator	1.00	21,866		(11,666)	1.00	10,200
511221	WAGES-REGULAR EMPLOYEES (full time)						
	Administrative Secretary	1.00	24,515		(2,515)	1.00	22,000
	Storekeeper	1.00	21,866		(666)	1.00	21,200
	Security 2	1.00	17,984		(8,984)	1.00	9,000
511225	WAGES-REGULAR EMPLOYEES (part time)						
	Security 1-reg	2.75	42,766		11,234	2.75	54,000
	Office Assistant	0.50	10,571			0.50	10,571
	Visitor Service Worker 3-reg	5.50	72,005		(53,735)	5.50	18,270
	Visitor Service Worker 2-reg	0.35	4,073		(2,873)	0.35	1,200
	Visitor Service Worker 1-reg	1.30	15,126		(4,626)	1.30	10,500
511235	WAGES-TEMPORARY EMPLOYEES (part time)						
	Security 1-temp	1.35	20,981	0.15	1,019	1.50	22,000
511241	WAGES-SEASONAL EMPLOYEES						
	Visitor Service Worker 3-temp	0.50	6,546		2,454	0.50	9,000
	Visitor Service Worker 2-temp	4.00	42,929			4.00	42,929
	Visitor Service Worker 1-temp	23.35	214,025	4.90	105,975	28.25	320,000
511321	REPRESENTED 483-REGULAR EMPLOYEES (full time)						
	Typist/Receptionist-reg	1.00	16,933		1,458	1.00	18,391
511325	REPRESENTED 483-REGULAR EMPLOYEES (part time)						
	Typist/Receptionist Reg. (part time)	2.25	38,100		3,146	2.25	41,246
511335	REPRESENTED 483-TEMPORARY EMPLOYEES (part time)						
	Typist/Receptionist-temp	1.50	22,395		4,104	1.50	26,499
	Stationmaster-temp	2.00	40,660			2.00	40,660
511400	OVERTIME		14,706		4,240		18,946
512000	FRINGE		236,968		12,394		249,362
	Total Personal Services	58.10	1,111,685	5.30	58,299	63.40	1,169,984
Materials & Services							
521100	Office Supplies		600		2,200		2,800
521110	Computer Supplies		1,095		5		1,100
521250	Tableware Supplies		91,660				91,660
521290	Other Supplies		55,960		8,040		64,000
521310	Subscriptions/Publications		250				250
521320	Dues		555				555
523100	Merchandise for Resale-Food		451,438		58,562		510,000
523200	Merchandise for Resale-Retail		251,940		28,060		280,000

EXHIBIT A
ORDINANCE NO. 90-343

FISCAL YEAR 1989-90		CURRENT BUDGET		REVISION		PROPOSED BUDGET	
ACCOUNT #	DESCRIPTION	FTE	AMOUNT	FTE	AMOUNT	FTE	AMOUNT
ZOO OPERATING-Visitor Services (cont'd)							
524190	Misc. Professional Services		10,700				10,700
524300	Management Consultant Services		2,200				2,200
525640	M&R-Equipment(Contract/Agreement)		30,000		(2,000)		28,000
525710	Equipment Rental		600		3,200		3,800
526310	Printing Services		24,000		4,000		28,000
526500	Travel		3,900		300		4,200
526800	Training, Tuition, Conferences		3,283		(483)		2,800
526910	Uniform Supply & Cleaning		7,200		800		8,000
528100	License, Permits, Payments to Other Agencies		12,000				12,000
529500	Meetings		200				200
	Total Materials & Services		947,581		102,684		1,050,265
	Capital Outlay						
571400	Purchases-Equipment & Vehicles		10,000				10,000
571500	Purchases-Office Furniture & Equipment		40,995				40,995
	Total Capital Outlay		50,995		0		50,995
	TOTAL EXPENDITURES	58.10	2,110,261	5.30	160,983	63.40	2,271,244

EXHIBIT A
ORDINANCE NO. 90-343

FISCAL YEAR 1989-90		CURRENT BUDGET		REVISION		PROPOSED BUDGET	
ACCOUNT #	DESCRIPTION	FTE	AMOUNT	FTE	AMOUNT	FTE	AMOUNT
ZOO OPERATING:General Expenses							
Interfund Transfers							
581010	Trans. Indirect Costs to Gen'l Fund		699,927				699,927
581615	Trans. Indirect Cost to Insur. Fund		174,748				174,748
582325	Trans. Resources to Zoo Cap. Fund		1,809,794				1,809,794
Total Interfund Transfers			2,684,469		0		2,684,469
Contingency and Unappropriated Balance							
599999	Contingency		328,252		(204,214)		124,038
999999	Unappropriated Balance		957,268				957,268
Total Contingency and Unappropriated Balance			1,285,520		(204,214)		1,081,306
TOTAL EXPENDITURES		166.72	12,598,051	0.25	0	166.72	12,598,051

EXHIBIT B
 ORDINANCE NO. 90-343
 SCHEDULE OF APPROPRIATIONS FY 1989-90

	CURRENT APPROPRIATION	REVISION	REVISED APPROPRIATION
ZOO OPERATING FUND			
Administration			
Personal Services	406,688	8,301	414,989
Materials & Services:	178,124	29,530	207,654
Capital Outlay:	3,737	0	3,737
Subtotal	588,549	37,831	626,380
Animal Management			
Personal Services	1,519,169	30,400	1,549,569
Materials & Services:	313,651	(25,000)	288,651
Capital Outlay:	25,075	0	25,075
Subtotal	1,857,895	5,400	1,863,295
Facilities Management			
Personal Services	1,289,466	0	1,289,466
Materials & Services:	1,222,869	0	1,222,869
Capital Outlay:	425,828	0	425,828
Subtotal	2,938,163	0	2,938,163
Education Services			
Personal Services	543,113	0	543,113
Materials & Services:	221,403	0	221,403
Capital Outlay:	13,904	0	13,904
Subtotal	778,420	0	778,420
Marketing			
Personal Services	145,192	0	145,192
Materials & Services:	205,967	0	205,967
Capital Outlay:	3,615	0	3,615
Subtotal	354,774	0	354,774
Visitor Services			
Personal Services	1,111,685	58,299	1,169,984
Materials & Services:	947,581	102,684	1,050,265
Capital Outlay:	50,995	0	50,995
Subtotal	2,110,261	160,983	2,271,244

EXHIBIT B
ORDINANCE NO. 90-343
SCHEDULE OF APPROPRIATIONS FY 1989-90

	CURRENT APPROPRIATION	REVISION	REVISED APPROPRIATION
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General Expenses			
Contingency	328,252	(204,214)	124,038
Transfers	2,684,469	0	2,684,469
	<hr/>	<hr/>	<hr/>
Subtotal	3,012,721	(204,214)	2,808,507
Unappropriated Balance	957,268	0	957,268
Total Zoo Operating Fund Requirements	12,598,051	0	12,598,051

ALL OTHER APPROPRIATIONS REMAIN AS PREVIOUSLY ADOPTED

STAFF REPORT

CONSIDERATION OF ORDINANCE NO. 90-343 AMENDING ORDINANCE NO.
89-294A REVISING THE FY 1989-90 BUDGET AND APPROPRIATIONS
SCHEDULE FOR INCREASED ZOO OPERATIONS

Date: March 12, 1990

Presented by: McKay Rich

FACTUAL BACKGROUND AND ANALYSIS

Several situations have occurred within the Zoo Operating Fund that require budget changes. Substantial increases have been experienced in Admissions, Food Service and Retail Services directly attributable to an increase in attendance of about twenty percent above projections. In addition changes in the non-represented pay plan and the minimum wage structure have resulted in unanticipated increases in personal services for retro pay and higher pay rates. Finally, the Administration and the Animal Management divisions have experienced an increased demand for the use of temporary help because of extended illnesses and a high ratio of jury duty service. The requested increases in Administration and Visitor Services will be more than offset by increases in enterprise earnings. Savings in the Animal Purchase line item will be used to fund the requested increase in the Animal Management Division. The Animals originally planned to be purchased will instead be received on loan.

The FY 1989-90 adopted budget approved a .75 FTE Food Service Coordinator position to provide catering services for special events. The frequency and popularity of these events is necessitating the increase of this position to 1.0 FTE. The additional cost of this position will be more than offset by the earnings received from the events.

This amendment requests the transfer of \$204,214 from the Zoo Operating Contingency to various operating categories for the net increase in Zoo Operations.

EXECUTIVE OFFICER'S RECOMMENDATION

The Executive Officer recommends adoption of Ordinance No. 90-343.

kr:ord89-90:zoo:sr
3/13/90

ZOO COMMITTEE REPORT

ORDINANCE NO. 90-343, AMENDING ORDINANCE NO. 89-294A REVISING
THE FY1989-90 BUDGET AND APPROPRIATIONS SCHEDULE FOR INCREASED
ZOO OPERATIONS

Date: April 5, 1990

Presented by: Councilor Gardner

COMMITTEE RECOMMENDATION: At the April 5, 1990, Zoo Committee meeting, Councilors McFarland, Ragsdale and myself voted unanimously to recommend Council adopt Ordinance No. 90-343. Councilors DeJardin and Knowles were excused.

COMMITTEE DISCUSSION/ISSUES: Assistant Zoo Director Kay Rich presented the ordinance which transfers \$204,214 from the Zoo Operating Contingency to various operating categories. During the last 3 fiscal years, the Zoo has come to the Council for mid-year budget adjustments due to attendance increases. According to Dr. Rich, this year's adjustment results from better than anticipated attendance plus unanticipated pay adjustments, additional animal keeper costs due to some problems in the Elephant area, and increased service activities to support communication with the public.

In response to Committee questions, Dr. Rich noted FY89-90 visitor attendance is running about 10 percent ahead of the Zoo's best past attendance figures. Revenue generated from this year's increased attendance is projected to exceed targeted revenue by over \$500,000. The net increase in funds will be reflected in a higher fund balance for the Zoo when it begins FY90-91.

jpmfour
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METRO

2000 S.W. First Avenue
Portland, OR 97201-5398
503/221-1646

Memorandum

Date: May 1, 1990
To: Rena Cusma, Executive Officer
From: Gwen Ware-Barrett, Clerk of the Council
Regarding: TRANSMITTAL OF ORDINANCE NO. 90-343

Attached for your consideration is a true copy of Ordinance No. 90-343 adopted by the Council on April 26, 1990.

If you wish to veto this ordinance, I must receive a signed and dated written veto message from you no later than 5:00 p.m., Friday, May 4, 1990. 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.

I, Uretta Harley, received this memo and a true copy of Ordinance No. 90-343 from the Council Clerk on May 1, 1990.

Dated: 5/1/90

GWPB:lc
\MEM.ORD