

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 ADDITIONAL INCREASES IN ZOO )  
OPERATIONS )

ORDINANCE NO. 90-349  
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 additional increases in Zoo Operations.

ADOPTED by the Council of the Metropolitan Service District this

28th day of June, 1990.

  
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Tanya Collier, Presiding Officer

ATTEST:

  
\_\_\_\_\_  
Clerk of the Council

kr:ord89-90:zoofin:ord  
5/11/90

## FINANCE COMMITTEE REPORT

ORDINANCE NO. 90-349, AMENDING ORDINANCE NO. 89-292A REVISING  
FY 1989-90 BUDGET AND APPROPRIATIONS SCHEDULE FOR ADDITIONAL  
INCREASES IN ZOO OPERATIONS

Date: June 9, 1990

Presented by: Councilor Van Bergen

COMMITTEE RECOMMENDATION: At the June 7, 1990, Finance Committee meeting, all members were present and voted unanimously to recommend Council adopt Ordinance No. 90-349.

COMMITTEE DISCUSSION/ISSUES: Assistant Zoo Director McKay Rich presented the ordinance which results in a net change of \$44,892 being transferred out of Zoo Contingency to the Marketing and Visitor Services Divisions. Mr. Rich summarized the changes outlined in the attached Staff Report:

- o The Animal Management Division would move \$6,500 from Capital Outlay to Veterinarian Supplies to address elephant foot care problems; no net change to the budget;
- o The Facilities Management Division would transfer \$122,000 from Capital Outlay (due to deferred capital projects) to Personal Services (\$19,000) and Materials and Services (\$103,000); no net change to budget;
- o The Marketing Division would receive \$4,292 from Zoo Contingency to increase the Education Service Aide position from .35 FTE to .50 FTE, eliminating the un-utilized .11 FTE Program Assistant position, consistent with the FY90-91 Approved Budget staffing. The net budget change reduces Zoo Contingency by \$4,292;
- o The Visitor Services Division would receive \$40,600 from Contingency to increase merchandise for resale to meet current demand. The net budget change reduces Zoo Contingency by \$4,292 now but future sales will offset this cost.

Councilor Gardner, Zoo Committee Chair, recalled a Zoo budget adjustment approved by Council in April to meet increased costs of higher than anticipated Zoo attendance. However, he said this adjustment seemed fine given Zoo staff's thorough explanation and clear justification for the changes.

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## STAFF REPORT

### CONSIDERATION OF ORDINANCE NO. 90-349 AMENDING ORDINANCE NO. 89-294A REVISING THE FY 1989-90 BUDGET AND APPROPRIATIONS SCHEDULE FOR ADDITIONAL INCREASES IN ZOO OPERATIONS

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Date: May 11, 1990

Presented by: McKay Rich

#### FACTUAL BACKGROUND AND ANALYSIS

Several situations have occurred within the Zoo Operating Fund that require budget changes.

##### Animal Management Division

The Animal Management Division is experiencing higher than projected expenses for veterinary supplies. This is due primarily to continuing elephant foot care problems. This cost will be offset by savings in Capital Outlay, Equipment and Vehicles.

##### Facilities Management Division

The Facilities Management Division is experiencing increased service costs in the areas of fringe benefits, supplies, electricity, landscaping needs, and maintenance and repairs of buildings and equipment. This is due primarily to unanticipated increases in Workers' Compensation and Unemployment Compensation, as well as an increase in the number of work orders processed. These additional costs will be offset by a savings in Capital Outlay from projects which have been deferred until next fiscal year.

##### Marketing Division

The Marketing Division is experiencing increased Personal Services costs because of salary adjustments in response to the revised salary and wage plan adopted by the Council last fall. In addition, the Division is requesting to increase the Education Service Aide position from .35 FTE to .50 FTE and to delete the .11 FTE Program Assistant position that has not been utilized. This action is consistent with the staffing approved for fiscal year 1990-91.

##### Visitor Services Division

Retail business sales are exceeding even the mid-year projections anticipated in the latest budget amendment. To assure the Zoo's ability to stock the gift outlets adequately, the Visitor Services's Division is requesting an increase of \$40,600 in the Merchandise for Resale line item.

Staff Report  
Ordinance No. 90-349  
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In addition to the cost savings realized in the various Capital Outlay items listed above, this amendment requests the transfer of \$44,892 from Contingency to the Marketing and Visitor Services Divisions. This transfer from Contingency will be more than offset by increases in revenues. Zoo Enterprise Revenues are running approximately 18 percent over the budgeted projections. The added revenue will be part of the next fiscal year's fund balance.

EXECUTIVE OFFICER'S RECOMMENDATION

The Executive Officer recommends adoption of Ordinance No. 90-349.

kr:ord89-90:zoofin:sr  
5/11/90

EXHIBIT A  
ORDINANCE NO. 90-349

FISCAL YEAR 1989-90		CURRENT BUDGET		REVISION		PROPOSED BUDGET	
ACCOUNT #	DESCRIPTION	FTE	AMOUNT	FTE	AMOUNT	FTE	AMOUNT
<b>ZOO OPERATING FUND:Animal Management</b>							
	Total Personal Services	40.20	1,549,569	0.00	0	40.20	1,549,569
	<u>Materials &amp; Services</u>						
521100	Office Supplies		624				624
521110	Computer Supplies		1,400				1,400
521230	Vet & Medical Supplies		28,600		6,500		35,100
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		50,000				50,000
	Total Materials & Services		288,651		6,500		295,151
	<u>Capital Outlay</u>						
571400	Purchases-Equipment & Vehicles		18,150		(6,500)		11,650
571500	Purchases-Office Furniture & Equipment		6,925				6,925
	Total Capital Outlay		25,075		(6,500)		18,575
	<b>TOTAL EXPENDITURES</b>	<b>40.20</b>	<b>1,863,295</b>	<b>0.00</b>	<b>0</b>	<b>40.20</b>	<b>1,863,295</b>



EXHIBIT A  
ORDINANCE NO. 90-349

FISCAL YEAR 1989-90		CURRENT BUDGET		REVISION		PROPOSED BUDGET	
ACCOUNT #	DESCRIPTION	FTE	AMOUNT	FTE	AMOUNT	FTE	AMOUNT
<b>ZOO OPERATING FUND:Facilities Management</b>							
<u>Personal Services</u>							
511121	SALARIES-REGULAR EMPLOYEES (full time)						
	Managers (B&G, Const, VS, Ed, PR)	1.00	44,192			1.00	44,192
	Maintenance Supervisor	1.00	32,299			1.00	32,299
511221	WAGES-REGULAR EMPLOYEES (full time)						
	Administrative Secretary	1.00	19,822			1.00	19,822
511225	WAGES-REGULAR EMPLOYEES (part time)						
	Secretary (Temporary)	0.60	10,274			0.60	10,274
511321	REPRESENTED 483-REGULAR EMPLOYEES (full time)						
	Maintenance Worker 3	2.00	54,393			2.00	54,393
	Maintenance Technician	1.00	26,151			1.00	26,151
	Maintenance Worker 2	7.00	180,391			7.00	180,391
	Maintenance Worker 1	7.00	164,394			7.00	164,394
	Senior Gardener	1.00	29,170			1.00	29,170
	Gardener 2	1.00	24,016			1.00	24,016
	Gardener 1	5.00	115,673			5.00	115,673
	Maintenance Mechanic	1.00	28,359			1.00	28,359
	Master Mechanic	1.00	28,293			1.00	28,293
	Maintenance Electrician	1.00	34,719			1.00	34,719
511325	REPRESENTED 483-REGULAR EMPLOYEES (part time)						
	Maintenance Worker 3-PT	0.42	10,225			0.42	10,225
	Maintenance Worker 2-PT	0.50	12,008			0.50	12,008
	Maintenance Worker 1-PT	0.50	10,516			0.50	10,516
511331	REPRESENTED 483-TEMPORARY EMPLOYEES(Full Time)						
	Laborer	1.21	22,441			1.21	22,441
	Maintenance Worker 3-PT	1.22	29,700			1.22	29,700
	Maintenance Worker 2-PT	0.70	16,029			0.70	16,029
	Maintenance Worker 1-PT	1.05	22,086			1.05	22,086
511400	OVERTIME		27,036				27,036
512000	FRINGE		347,279		19,000		366,279
	<b>Total Personal Services</b>	<b>36.20</b>	<b>1,289,466</b>	<b>0.00</b>	<b>19,000</b>	<b>36.20</b>	<b>1,308,466</b>
<u>Materials &amp; Services</u>							
521100	Office Supplies		1,650		3,000		4,650
521210	Landscape Supplies		27,800		30,000		57,800
521220	Custodial Supplies		39,872				39,872
521260	Printing Supplies		775				775
521290	Other Supplies		19,765				19,765
521300	Small Tools		9,820				9,820
521310	Subscriptions & Publications		160				160
521320	Dues		770				770
521400	Fuels & Lubricants		23,920				23,920
521510	Maintenance & Repairs Supplies-Building		98,760		35,000		133,760
521520	Maintenance & Repairs Supplies-Grounds		12,670				12,670
521530	Maintenance & Repairs Supplies-Vehicles		18,824				18,824
521540	Maintenance & Repairs Supplies-Equipment		9,040				9,040
521550	Maintenance & Repairs Supplies-Railroad		25,500		25,000		50,500
524190	Misc. Professional Services		24,746				24,746
524210	Data Processing Services		150				150
525110	Utilities-Electricity		211,000		10,000		221,000
525120	Utilities-Water & Sewer		336,440				336,440
525130	Utilities-Natural Gas		120,000				120,000
525190	Utilities-Other		24,000				24,000
525200	Cleaning Services		16,300				16,300
525610	M&R-Bldg(Contract/Agreement)		67,400				67,400
525620	M&R-Grnds(Contract/Agreement)		31,200				31,200
525630	M&R-Vehicles(Contract/Agreement)		2,000				2,000

**EXHIBIT A**  
**ORDINANCE NO. 90-349**

FISCAL YEAR 1989-90		CURRENT BUDGET		REVISION		PROPOSED BUDGET	
ACCOUNT #	DESCRIPTION	FTE	AMOUNT	FTE	AMOUNT	FTE	AMOUNT
<b>ZOO OPERATING FUND:Facilities Management (continued)</b>							
525640	M&R-Equipment(Contract/Agreement)		1,670				1,670
525690	M&R-Other(Contracts/Agreements)		900				900
525710	Equipment Rental		3,000				3,000
525731	Operating Lease Payments-Buildings		1,000				1,000
525732	Operating Lease Payments-Vehicles		2,040				2,040
526310	Printing Services		350				350
526410	Telephone		43,372				43,372
526500	Travel		3,230				3,230
526800	Training, Tuition, Conferences		4,485				4,485
526900	Miscellaneous Other Purchased Services		24,285				24,285
526910	Uniform Supply/Cleaning Services		13,800				13,800
528100	License, Permits, Payments to Other Agencies		1,425				1,425
529500	Meetings		250				250
529800	Miscellaneous		500				500
	<b>Total Materials &amp; Services</b>		<b>1,222,869</b>		<b>103,000</b>		<b>1,325,869</b>
	<b>Capital Outlay</b>						
571200	Purchases-Improvements Other than Buildings		2,198				2,198
571400	Purchases-Equipment & Vehicles		86,630				86,630
571500	Purchases-Office Furniture & Equipment		4,000				4,000
571600	Purchases-Railroad Equipment & Facilities		10,000				10,000
574120	Architectural Services		7,800				7,800
574130	Engineering Services		4,700				4,700
574510	CnstrnWrk/Mtrl-Improvement Other Than Building		104,400		(22,000)		82,400
574520	CnstrnWrk/Mtrl-Building, Exhibit, Related		191,100		(100,000)		91,100
574560	CnstrnWrk/Mtrl-Railroad Equipment/Facilities		15,000				15,000
	<b>Total Capital Outlay</b>		<b>425,828</b>		<b>(122,000)</b>		<b>303,828</b>
<b>TOTAL EXPENDITURES</b>		<b>36.20</b>	<b>2,938,163</b>	<b>0.00</b>	<b>0</b>	<b>36.20</b>	<b>2,938,163</b>

EXHIBIT A  
ORDINANCE NO. 90-349

FISCAL YEAR 1989-90		CURRENT BUDGET		REVISION		PROPOSED BUDGET	
ACCOUNT #	DESCRIPTION	FTE	AMOUNT	FTE	AMOUNT	FTE	AMOUNT
<b>ZOO OPERATING FUND:Marketing</b>							
<u>Personal Services</u>							
511121	SALARIES-REGULAR EMPLOYEES (full time)						
	Managers (B&G, Const, VS, Ed, PR)	1.00	38,715		1,187	1.00	39,902
	Assoc. Pub. Affairs Specialist	1.00	29,188		733	1.00	29,921
	Asst. Pub. Affairs Specialist	1.00	26,555		589	1.00	27,144
511225	WAGES-REGULAR EMPLOYEES (part time)						
	Program Assistant I/Photographer	0.50	10,902		269	0.50	11,171
	Educational Service Aide	0.35	4,827	0.15	2,023	0.50	6,850
511235	WAGES-TEMPORARY EMPLOYEES (part time)						
	Program Assistant I	0.11	1,499	(0.11)	(1,499)	0.00	0
512000	FRINGE		33,506		990		34,496
	<b>Total Personal Services</b>	<b>3.96</b>	<b>145,192</b>	<b>0.04</b>	<b>4,292</b>	<b>4.00</b>	<b>149,484</b>
	<b>Total Materials &amp; Services</b>		<b>205,967</b>		<b>0</b>		<b>205,967</b>
	<b>Total Capital Outlay</b>		<b>3,615</b>		<b>0</b>		<b>3,615</b>
	<b>TOTAL EXPENDITURES</b>	<b>3.96</b>	<b>354,774</b>	<b>0.04</b>	<b>4,292</b>	<b>4.00</b>	<b>359,066</b>



**EXHIBIT A**  
**ORDINANCE NO. 90-349**

FISCAL YEAR 1989-90		CURRENT BUDGET		REVISION		PROPOSED BUDGET	
ACCOUNT #	DESCRIPTION	PTE	AMOUNT	PTE	AMOUNT	PTE	AMOUNT
<b>ZOO OPERATING FUND:Visitor Services</b>							
	<b>Total Personal Services</b>	63.40	1,169,984	0.00	0	63.40	1,169,984
	<b>Materials &amp; Services</b>						
521100	Office Supplies		2,800				2,800
521110	Computer Supplies		1,100				1,100
521250	Tableware Supplies		91,660				91,660
521290	Other Supplies		64,000				64,000
521310	Subscriptions/Publications		250				250
521320	Dues		555				555
523100	Merchandise for Resale-Food		510,000				510,000
523200	Merchandise for Resale-Retail		280,000		40,600		320,600
524190	Misc. Professional Services		10,700				10,700
524300	Management Consultant Services		2,200				2,200
525640	M&R-Equipment(Contract/Agreement)		28,000				28,000
525710	Equipment Rental		3,800				3,800
526310	Printing Services		28,000				28,000
526500	Travel		4,200				4,200
526800	Training, Tuition, Conferences		2,800				2,800
526910	Uniform Supply & Cleaning		8,000				8,000
528100	License, Permits, Payments to Other Agencies		12,000				12,000
529500	Meetings		200				200
	<b>Total Materials &amp; Services</b>		1,050,265		40,600		1,090,865
	<b>Total Capital Outlay</b>		50,995		0		50,995
	<b>TOTAL EXPENDITURES</b>	63.40	2,271,244	0.00	40,600	63.40	2,311,844

EXHIBIT A  
ORDINANCE NO. 90-349

FISCAL YEAR 1989-90		CURRENT BUDGET		REVISION		PROPOSED BUDGET	
ACCOUNT #	DESCRIPTION	FTE	AMOUNT	FTE	AMOUNT	FTE	AMOUNT
<b>ZOO OPERATING FUND:General Expenses</b>							
<u>Interfund Transfers</u>							
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
	<b>Total Interfund Transfers</b>		<b>2,684,469</b>		<b>0</b>		<b>2,684,469</b>
<u>Contingency and Unappropriated Balance</u>							
599999	Contingency		124,038		(44,892)		79,146
999999	Unappropriated Balance		957,268				957,268
	<b>Total Contingency and Unappropriated Balance</b>		<b>1,081,306</b>		<b>(44,892)</b>		<b>1,036,414</b>
<b>TOTAL EXPENDITURES</b>		<b>172.30</b>	<b>12,598,051</b>	<b>0.04</b>	<b>0</b>	<b>172.34</b>	<b>12,598,051</b>

**EXHIBIT B**  
**ORDINANCE NO. 90-349**  
**SCHEDULE OF APPROPRIATIONS FY 1989-90**

	CURRENT APPROPRIATION	REVISION	REVISED APPROPRIATION
<b>ZOO OPERATING FUND</b>			
<b>Administration</b>			
Personal Services	414,989	0	414,989
Materials & Services:	207,654	0	207,654
Capital Outlay:	3,737	0	3,737
Subtotal	626,380	0	626,380
<b>Animal Management</b>			
Personal Services	1,549,569	0	1,549,569
Materials & Services:	288,651	6,500	295,151
Capital Outlay:	25,075	(6,500)	18,575
Subtotal	1,863,295	0	1,863,295
<b>Facilities Management</b>			
Personal Services	1,289,466	19,000	1,308,466
Materials & Services:	1,222,869	103,000	1,325,869
Capital Outlay:	425,828	(122,000)	303,828
Subtotal	2,938,163	0	2,938,163
<b>Education Services</b>			
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
<b>Marketing</b>			
Personal Services	145,192	4,292	149,484
Materials & Services:	205,967	0	205,967
Capital Outlay:	3,615	0	3,615
Subtotal	354,774	4,292	359,066
<b>Visitor Services</b>			
Personal Services	1,169,984	0	1,169,984
Materials & Services:	1,050,265	40,600	1,090,865
Capital Outlay:	50,995	0	50,995
Subtotal	2,271,244	40,600	2,311,844
<b>General Expenses</b>			
Contingency	124,038	(44,892)	79,146
Transfers	2,684,469	0	2,684,469
Subtotal	2,808,507	(44,892)	2,763,615
<b>Unappropriated Balance</b>	957,268	0	957,268
<b>Total Zoo Operating Fund Requirements</b>	12,598,051	0	12,598,051

**ALL OTHER APPROPRIATIONS REMAIN AS PREVIOUSLY ADOPTED**