

BEFORE THE COUNCIL OF THE
METROPOLITAN SERVICE DISTRICT

AN ORDINANCE AMENDING ORDINANCE NO.)
90-340A REVISING THE FY 1990-91)
BUDGET AND APPROPRIATIONS SCHEDULE)
FOR THE PURPOSE OF FUNDING)
INCREASED EXPENSES IN THE INSURANCE)
FUND)

ORDINANCE NO. 91-396

Introduced by Rena Cusma,
Executive Officer

WHEREAS, The Council of the Metropolitan Service District has reviewed and considered the need to transfer appropriations within the FY 1990-91 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 COUNCIL OF THE METROPOLITAN SERVICE DISTRICT HEREBY ORDAINS:

That Ordinance No. 90-340A, Exhibit B, FY 1990-91 Budget, and Exhibit C, Schedule of Appropriations, are hereby amended as shown in the column titled "Revision" of Exhibits A and B to this Ordinance for the purpose of transferring \$55,000 from the Insurance Fund Contingency to fund increased expenses related to premiums and claims.

ADOPTED by the Council of the Metropolitan Service District this

9th day of May, 1991.



Tanya Collier, Presiding Officer

ATTEST:



Clerk of the Council

EXHIBIT A
ORDINANCE NO. 91-396

FISCAL YEAR 1990-91		CURRENT BUDGET		REVISION		PROPOSED BUDGET	
ACCOUNT #	DESCRIPTION	FTE	AMOUNT	FTE	AMOUNT	FTE	AMOUNT
INSURANCE FUND							
Materials & Services							

LIABILITY/PROPERTY PROGRAM							
521320	Dues		1,600				1,600
524190	Misc. Professional Services		20,000		5,000		25,000
526100	Insurance		382,000		45,000		427,000
529810	Claims Paid		50,000		5,000		55,000
Workers Compensation Program							
529810	Claims Paid		374,930				374,930
		-----		-----		-----	
Total Materials & Services			828,530		55,000		883,530
Contingency & Unappropriated Balance							

599999	Contingency		529,769		(55,000)		474,769
599990	Unappropriated Balance		3,206,421				3,206,421
		-----		-----		-----	
Total Contingency & Unapp. Balance			3,736,190		(55,000)		3,681,190
		-----		-----		-----	
TOTAL EXPENDITURES			4,564,720		0		4,564,720

EXHIBIT B
ORDINANCE NO. 91-396
SCHEDULE OF APPROPRIATIONS

	CURRENT APPROPRIATION	REVISION	PROPOSED APPROPRIATION
<hr style="border-top: 1px dashed black;"/>			
INSURANCE FUND			
<hr style="border-top: 1px dashed black;"/>			
Materials & Services	828,530	55,000	883,530
Contingency	529,769	(55,000)	474,769
Unappropriated Balance	3,206,421	0	3,206,421
	<hr style="border-top: 1px dashed black;"/>	<hr style="border-top: 1px dashed black;"/>	<hr style="border-top: 1px dashed black;"/>
Total Insurance Fund Requirements	4,564,720	0	4,564,720

ALL OTHER APPROPRIATIONS REMAIN AS PREVIOUSLY ADOPTED

STAFF REPORT

CONSIDERATION OF ORDINANCE NO. 91-396 AMENDING ORDINANCE NO. 90-340A REVISING THE FY 1990-91 BUDGET AND APPROPRIATIONS SCHEDULE FOR THE PURPOSE OF FUNDING INCREASED EXPENSES IN THE INSURANCE FUND

Date: April 11, 1991

Presented by: Jennifer Sims

FACTUAL BACKGROUND AND ANALYSIS

Fiscal Year 1990-91 is the first full year of insuring the Metro ERC facilities. At the time the budget was developed, preliminary estimates were made with the assistance of our Broker to determine the cost of insuring these facilities. Our liability carrier at the time indicated that our premiums at the January 1, 1991 renewal date would not exceed \$200,000. Unfortunately, due to an administrative change in the Special Districts Program, this insurance carrier was no longer available. The quotes received were triple the amount paid in 1990 and over twice the amount estimated for 1991. Through aggressive marketing of Metro's program, we were able to keep the cost of liability renewals to \$360,000. However, this is still considerably more than was estimated.

In addition to the change in insurance carriers, with the change in liability programs we also gave up claims handling and adjusting services which had previously been included in the program. These services are now contracted separately. An interim contract has been entered into with Corroon & Black to provide minimum claims adjusting services. The cost of these services is \$2,500 per quarter for one year with a maximum of 25 claims. This contract is to provide the basic minimum service required until the Risk Manager identified in the proposed budget can analyze and determine the level of claims administration and loss control services needed in the future.

Prior to FY 1990-91, the agency's claims losses have historically been under \$15,000 per year. With the addition of the Metro ERC facilities, it was anticipated this amount would increase significantly. As a result, \$50,000 was budgeted for claims losses for the year. In the first six months of the fiscal year, the agency has incurred losses of approximately \$30,000. It is anticipated this trend will continue for the remaining of the year.

This ordinance requests the transfer of \$55,000 from the Insurance Fund Contingency to fund the additional costs of premiums, claims adjusting services and claim losses. This action will maintain a self-insured retention reserve balance of approximately \$475,000. Attachment A provides a forecast of the costs incurred or estimated.

Staff Report
Ordinance No. 91-396
Page 2

EXECUTIVE OFFICER'S RECOMMENDATION

The Executive Officer recommends adoption of Ordinance 91-396, transferring \$55,000 from the Insurance Fund Contingency to fund increased expenditures related to premiums and claims.

kr:ord90-91:insur:ar
April 12, 1991

ATTACHMENT A
Ordinance No. 91-396
Forecast of FY 1990-91 Insurance Fund

	<u>Adopted Budget</u>	<u>Incurred to date</u>	<u>Projected Remaining Year</u>	<u>Balance Remaining</u>
Dues/Miscellaneous	1,600	1,838	0	(238)
Insurance Premiums				
Property/Boiler	138,500	125,307	5,000	8,193
Liability (1)	200,000	274,353	5,000	(79,353)
Liquor Liability	8,000	0	0	8,000
Crime/Employee Bonds	20,500	17,433	0	3,067
Misc. coverage	15,000	0	0	15,000
Subtotal Premiums	382,000	417,093	10,000	(45,093)
Claims Paid	50,000	29,600	25,000	(4,600)
Professional Services				
Actuarial Study	20,000	20,000	0	0
Claims Adjusting	0	2,500	2,500	(5,000)
Subtotal Services	20,000	22,500	2,500	(5,000)
TOTAL MATERIALS & SERVICES	453,600	471,031	37,500	(54,931)

(1) Liability premiums are for the period of January 1 through December 31. Proper accounting methods require that half of the premium be charged to each fiscal year with receives the benefit. The amount incurred to date reflects half of last years premiums (\$88,555) plus half of this years premiums (\$185,708)

FINANCE COMMITTEE REPORT

ORDINANCE NO. 91-396, REVISING THE FY 1990-91 BUDGET AND
APPROPRIATION SCHEDULE TO FUND INCREASED EXPENSES IN THE
INSURANCE FUND

Date: May 6, 1991

Presented by: Councilor Devlin

COMMITTEE RECOMMENDATION: The Committee at its May 2, 1991 meeting voted unanimously to recommend Council adoption of Ordinance No. 91-396.

COMMITTEE DISCUSSION / ISSUES: Ms. Jennifer Sims, Director of Finance and Management Information, presented the staff report. She indicated the ordinance transfers \$55,000 from the Contingency account in the Insurance Fund to the Materials & Services category to pay for additional costs of premiums, claims adjusting services and claims losses. She pointed out that the self insured retention reserve balance would remain at approximately \$475,000.



METRO

2000 SW First Avenue
Portland, OR 97201-5398
(503) 221-1646
Fax 241-7417

91-396

August 16, 1991

Clerk of the Board
Multnomah County Courthouse
1021 S.W. Fourth Avenue
Portland, OR 97204

Dear Clerk of the Board:

Enclosed are true copies of the following ordinances adopted by the Metro Council. Please file these ordinances in the Metro file maintained by your County.

1. Ordinance No. 91-382, Amending the FY 1990-91 Budget and Appropriations Schedule to Increase the Convention Center Capital Fund Personal Services Appropriations
2. Ordinance No. 91-376B, Revising Admission Fees and Policies at the Metro Washington Park Zoo
3. Ordinance No. 91-387A, An Ordinance Amending Ordinance No. 90-340A Revising the FY 1990-91 Budget and Appropriations Schedule for the Purpose of Funding Initial Financing and Purchase Costs of the Hanna Property
4. Ordinance No. 91-386C, For the Purpose of Amending Metro Chapter Code 5.02, Establishing Solid Waste Disposal Rates for FY 1991-92
5. Ordinance No. 91-389, For the Purpose of Exempting the Oregon Convention Center Grand Opening from the Provisions of Metro Code Chapter 7.01 Excise Tax
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Ruth McFarland
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Sandi Hansen
District 12

METRO ORDINANCES

August 20, 1991

Page 2

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METRO ORDINANCES
August 20, 1991
Page 3

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26. Ordinance No. 91-417, An Ordinance for the Purpose of Amending and Renewing the Franchise Agreement with East County Recycling, Inc.; and Declaring an Emergency

Sincerely,



Paulette Allen
Clerk of the Council



METRO

2000 SW First Avenue
Portland, OR 97201-5398
(503) 221-1646
Fax 241-7417

August 16, 1991

Charles D. Cameron
County Administrator
150 N. First Avenue
Hillsboro, OR 97124

Dear Mr. Kauffman:

Enclosed are true copies of the following ordinances adopted by the Metro Council. Please file these ordinances in the Metro file maintained by your County.

Executive Officer
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Metro Council

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District 3

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METRO ORDINANCES

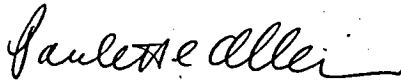
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Page 2

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August 16, 1991

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County Clerk
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METRO ORDINANCES

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Page 2

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