

BEFORE THE COUNCIL OF THE  
METROPOLITAN SERVICE DISTRICT

AN ORDINANCE AMENDING ORDINANCE )  
NO. 91-390A REVISING THE FY 1991-92 )  
BUDGET AND APPROPRIATIONS )  
SCHEDULE FOR THE PURPOSE OF )  
TRANSFERRING APPROPRIATION WITHIN )  
THE COUNCIL DEPARTMENT AND )  
FUNDING ADDITIONAL ELECTION COSTS )

ORDINANCE NO. 92-463A

Introduced by Jim Gardner,  
Presiding Officer

WHEREAS, The Council of the Metropolitan Service District has reviewed and considered the need to transfer appropriations within the FY 1991-92 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:

1. That Ordinance No. 91-390A, Exhibit B, FY 1991-92 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 \$640 from the Council Department's materials & services appropriation to capital outlay to fund costs associated with the STRAP network project and transferring \$106,000 from the General Fund Contingency to the Council Department's materials & services appropriation to fund additional election costs.

2. This Ordinance being necessary for the immediate preservation of the public health, safety and welfare, an emergency is declared to exist, and this Ordinance takes effect upon passage.

ADOPTED by the Council of the Metropolitan Service District this 25<sup>th</sup> day of  
June, 1992.

  
\_\_\_\_\_  
Jim Gardner, Presiding Officer

ATTEST:

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

**EXHIBIT A**  
**ORDINANCE NO. 92-463A**

ACCT #	DESCRIPTION	CURRENT		REVISION		PROPOSED	
		FTE	AMOUNT	FTE	AMOUNT	FTE	AMOUNT
<b>GENERAL FUND: Council</b>							
<b>Total Personal Services</b>		9.05	418,470	0.00	0	9.05	418,470
<b>Materials &amp; Services</b>							
521100	Office Supplies		6,860		0		6,860
521320	Dues		500		0		500
524110	Accounting & Auditing Services		62,000		0		62,000
524190	Misc. Professional Services		43,000		(640)		42,360
525640	Maintenance & Repairs Services-Equipment		1,000		0		1,000
525710	Equipment Rental		500		0		500
526200	Ads & Legal Notices		600		0		600
526310	Printing Services		1,200		0		1,200
526410	Telephone		400		0		400
526440	Delivery Services		200		0		200
526500	Travel		11,000		0		11,000
526800	Training, Tuition, Conferences		4,500		0		4,500
528100	License, Permits, Payments to Other Agencies		7,500		0		7,500
528200	Election Expense		100,000		106,000		206,000
529110	Council Per Diem		96,768		0		96,768
529120	Councilor Expenses		27,800		0		27,800
529500	Meetings		9,000		0		9,000
<b>Total Materials &amp; Services</b>			<b>372,828</b>		<b>105,360</b>		<b>478,188</b>
<b>Capital Outlay</b>							
571500	Purchases-Office Furniture & Equipment		8,000		640		8,640
<b>Total Capital Outlay</b>			<b>8,000</b>		<b>640</b>		<b>8,640</b>
<b>TOTAL EXPENDITURES</b>		<b>9.05</b>	<b>799,298</b>	<b>0.00</b>	<b>106,000</b>	<b>9.05</b>	<b>905,298</b>

**EXHIBIT A**  
**ORDINANCE NO. 92-463A**

ACCT #	DESCRIPTION	CURRENT		REVISION		PROPOSED	
		FTE	AMOUNT	FTE	AMOUNT	FTE	AMOUNT
<b>GENERAL FUND:General Expenses</b>							
<b>Interfund Transfers</b>							
581513	Trans. Indirect Costs to Bldg. Fund		51,217		0		51,217
581610	Trans. Indirect Costs to Support Svs. Fund		463,144		0		463,144
581615	Trans. Indirect Costs to Insur. Fund-Gen'l		103,997		0		103,997
581615	Trans. Indirect Costs to Insur. Fund-Workers' Comp		16,816		0		16,816
582140	Trans. Resources to Transportation Fund		552,857		0		552,857
582142	Trans. Resources to Plan. & Dev. Fund		1,419,476		0		1,419,476
582513	Trans. Resources to Building Mgmt. Fund		100,000		0		100,000
582550	Trans. Resources to Oregon Conv. Ctr. Oper. Fund		281,663		0		281,663
<b>Total Interfund Transfers</b>			<b>2,989,170</b>		<b>0</b>		<b>2,989,170</b>
<b>Contingency and Unappropriated Balance</b>							
599999	Contingency		366,321		(106,000)		260,321
<b>Total Contingency and Unapp. Balance</b>			<b>366,321</b>		<b>(106,000)</b>		<b>260,321</b>
<b>TOTAL EXPENDITURES</b>		<b>18.75</b>	<b>5,016,718</b>	<b>0.00</b>	<b>0</b>	<b>18.75</b>	<b>5,016,718</b>

**EXHIBIT B**  
**ORDINANCE NO. 92-463A**  
**SCHEDULE OF APPROPRIATIONS**

	Current Appropriation	Revision	Proposed Appropriation
<b>GENERAL FUND</b>			
<b>Council</b>			
Personal Services	418,470	0	418,470
Materials & Services	372,828	105,360	478,188
Capital Outlay	8,000	640	8,640
<b>Subtotal</b>	<b>799,298</b>	<b>106,000</b>	<b>905,298</b>
<b>Executive Management</b>			
Personal Services	358,020	0	358,020
Materials & Services	60,963	0	60,963
Capital Outlay	6,000	0	6,000
<b>Subtotal</b>	<b>424,983</b>	<b>0</b>	<b>424,983</b>
<b>Office of Government Relations</b>			
Personal Services	84,035	0	84,035
Materials & Services	165,920	0	165,920
Capital Outlay	4,000	0	4,000
<b>Subtotal</b>	<b>253,955</b>	<b>0</b>	<b>253,955</b>
<b>Regional Facilities</b>			
Personal Services	159,871	0	159,871
Materials & Services	23,120	0	23,120
Capital Outlay	0	0	0
<b>Subtotal</b>	<b>182,991</b>	<b>0</b>	<b>182,991</b>
<b>General Expenses</b>			
Interfund Transfers	2,989,170	0	2,989,170
Contingency	366,321	(106,000)	260,321
<b>Subtotal</b>	<b>3,355,491</b>	<b>(106,000)</b>	<b>3,249,491</b>
<b>Total General Fund Requirements</b>	<b>5,016,718</b>	<b>0</b>	<b>5,016,718</b>

**ALL OTHER APPROPRIATIONS REMAIN AS PREVIOUSLY ADOPTED**

FINANCE COMMITTEE REPORT

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**ORDINANCE NO. 92-463 REVISING THE FY 1991-92 BUDGET AND APPROPRIATION SCHEDULE FOR THE COUNCIL DEPARTMENT**

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Date: June 23, 1992

Presented By: Councilor Devlin

**COMMITTEE RECOMMENDATION:** At it's June 18, 1992 meeting the Committee approved unanimously a motion to recommend Council adoption of Ordinance No. 92-463 as amended. All members were present and voting.

**COMMITTEE DISCUSSION/ISSUES:** Don Carlson, Council Administrator presented the Staff Report. He reminded the Committee that this ordinance had been referred back to the Committee from the June 11, 1992 Council meeting to consider revised estimates for costs of the May Primary Election. Mr. Carlson presented a memo to the Committee which included an A-Draft of the Ordinance (See Attachment 1 to this Committee Report). The A-Draft includes the prior budget and appropriations change to handle the costs of the computer network connection and includes the transfer of \$106,000 from the Contingency category to the Elections Expense line item in the Materials and Services category to pay for the estimated costs of the election.

Committee members requested that Staff investigate the reasons for the significant increases in the projected costs and report back to the Committee. Council Staff indicated it would do so once the final costs are known and suggested that an amendment to the statute exempting the District from paying election costs, similar to the situation with cities, might be an appropriate subject for the Districts legislative agenda.



**METRO**

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

# Memorandum

Date: June 18, 1992  
To: Finance Committee  
From: Donald E. Carlson, *DE* Council Administrator  
Re: Ordinance No. 92-463A

Please find attached a copy of Ordinance No. 92-463A. The original ordinance amended the FY 1991-92 Council Department Budget to cover costs for the Department's connection to the Metro Computer Network. The A-Draft includes an amendment to transfer \$106,000 from the General Fund Contingency to the Election Expense line item in the Materials and Services category to cover estimated costs for the recent May Primary Election. At that election 8 council districts were contested. The additional funds are based on estimates provided by the election officials in Clackamas, Multnomah and Washington Counties.

cc: Jennifer Sims  
Dick Engstrom

H:\OR92-463A.MMO



# METRO

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

# Memorandum

Ordinance No. 92-463A Committee Report  
Attachment 1

DATE: June 18, 1992

TO: Jennifer Sims, Director of Finance and Management Information

FROM: *KF* Karen Feher, Budget Analyst

RE: Updated Election Costs

Updated election cost estimates by county are as follows:

	<u>Updated</u>	<u>Original</u>
Multnomah County	\$158,000	\$158,000
Washington County	32,500	8,000
Clackamas County	<u>16,000</u>	<u>16,000</u>
Total	\$206,500	\$182,000

The total election cost estimate has been revised by \$24,500. Washington County has increased their original estimate from \$8,000 to \$32,500.

BEFORE THE COUNCIL OF THE  
METROPOLITAN SERVICE DISTRICT

AN ORDINANCE AMENDING ORDINANCE )	ORDINANCE NO. 92-463A
NO. 91-390A REVISING THE FY 1991-92 )	
BUDGET AND APPROPRIATIONS )	Introduced by Jim Gardner,
SCHEDULE FOR THE PURPOSE OF )	Presiding Officer
TRANSFERRING APPROPRIATION WITHIN )	
THE COUNCIL DEPARTMENT <u>AND</u> )	
<u>FUNDING ADDITIONAL ELECTION COSTS</u> )	

WHEREAS, The Council of the Metropolitan Service District has reviewed and considered the need to transfer appropriations within the FY 1991-92 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:

1. That Ordinance No. 91-390A, Exhibit B, FY 1991-92 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 \$640 from the Council Department's materials & services appropriation to capital outlay to fund costs associated with the STRAP network project and transferring \$106,000 from the General Fund Contingency to the Council Department's materials & services appropriation to fund additional election costs.

2. This Ordinance being necessary for the immediate preservation of the public health, safety and welfare, an emergency is declared to exist, and this Ordinance takes effect upon passage.

ADOPTED by the Council of the Metropolitan Service District this \_\_\_\_\_ day of \_\_\_\_\_, 1992.

\_\_\_\_\_  
Jim Gardner, Presiding Officer

ATTEST:

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





**METRO**

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

# Memorandum

METRO COUNCIL  
June 11, 1992  
Agenda Item No. 6.7

**DATE:** June 11, 1992  
**TO:** Councilor Devlin  
**FROM:** Donald E. Carlson, *D.E.C.* Council Administrator,  
**RE:** Referral of Ordinance No. 92-463 back to the Finance Committee

This is a request that you move to refer the Ordinance No. 92=463 back to the Finance Committee for additional consideration. During the deliberations on the FY 1992-93 Budget information was presented that the election costs for the District would be higher than is budgeted during the fiscal year.

The Finance Department had estimated that the total of the May 8th primary election to be approximately \$187,000. The Council budget has \$100,000 in it for the May election. This additional time will enable us to get more complete information from the District's election officer as to the actual costs. With that information if we need to amend the Council budget, the Committee can do so and send the ordinance to the Council for action at its June 25th meeting.



**METRO**

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

# Memorandum

Date: May 20, 1992  
To: Metro Council  
From: Jim Gardner, <sup>JG</sup> Presiding Officer  
Re: Ordinance No. 92-463

Please find attached a copy of Ordinance No. 92-463 which I have introduced at the request of Don Carlson, Council Administrator. The proposed ordinance transfers \$640 from the Miscellaneous Professional Services line item in the Materials and Services Category to the Capital Outlay Category to cover the Council Department share of the costs to establish the Metro Computer Network. As indicated in the attached memo from the Council Administrator to the Finance Office (Attachment 1) this expenditure resulted from the Council's decisions on the current year budget to create the STRAP Computer Network which has been renamed the MetNet. At the time the original budget was adopted the exact figures on the network costs and each participating departments share was not known. This amendment is necessary to avoid the Council Department from over expending its appropriation for Capital Outlay.

ord.92-463 staff.rpt



**METRO**

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

# Memorandum

ATTACHMENT 1  
(Proposed Ord. 92-463)

Date: May 20, 1992  
To: Kathy Rutkowski, Senior Management Analyst  
From: Donald E. Carlson, Council Administrator  
Re: Council Share of STRAP Costs for FY 1991-92

I do recall that the Council Department is supposed to pay a certain amount of the costs for connecting to the STRAP Network. Please find attached a copy of the Council Department expenditure report for the month ending April 30, 1992. There is \$5,360 remaining in our Capital Outlay category which I recall is the place where the Council portion is to be expensed. Two questions to the person who I recall worked out the financial arrangements: 1) do I have sufficient funds in the Capital Outlay category to meet the Council portion of the cost for FY 1991-92; and 2) who is supposed to trigger the expenditure?

Your earliest response would be greatly appreciated since I may need a Budget amendment if the cost exceeds the amount remaining in the Capital Outlay category. Thanks for your help.

cc: George Van Bergen  
Dick Engstrom  
Jennifer Sims

Council Network.exp

*D Paulson*

MAY 15, 1992  
REPORT 460-300

METROPOLITAN SERVICE DISTRICT  
FUND ACCOUNTING INFORMATION SYSTEM

GENERAL FUND LINE-TIME SUMMARY BY MAJOR COST CTR -04/30/92

		FUND 010 GENERAL FUND		DEPARTMENT 01XXXX COUNCIL					
OBJECT	TITLE	PRIOR YEAR EXPENDITURE	CURR Y-T-D BUDGET	CURR M-T-D EXPENDITURE	YTD ENCUM	CURR Y-T-D EXPENDITURE	BUDG REMAIN	% REMAIN	
MAJOR OBJECT 51XXXX PERSONAL SERVICES									
511121	REGULAR EMPLOYEES - FULL TIME	179,401	225,007	15,856	0	153,423	71,583	31.81	
511135	SALARIES - TEMPORARY EMPLOYEES-PART-TIME	0	0	0	0	680	680	<<<<<<	
511221	WAGES - REGULAR EMPLOYEES - FULL-TIME	47,426	88,769	4,401	0	43,366	45,402	51.15	
511225	WAGES - REGULAR EMPLOYEE - PART-TIME	29,815	0	5,341	0	51,536	51,536	<<<<<<	
511231	WAGES - TEMPORARY EMPLOYEES - FULL-TIME	12,555	0	0	0	0	0	0.00	
511235	WAGES - TEMPORARY EMPLOYEES - PART-TIME	10,965	4,176	0	0	1,724	2,451	58.71	
511400	OVERTIME	3,281	0	704	0	3,423	3,423	<<<<<<	
512000	EMPLOYEE ASSISTANCE PROGRAM	76,551	100,518	8,318	0	82,013	18,504	18.41	
	TOTAL: MAJOR OBJECT 51XXXX	359,996	418,470	34,623	0	336,168	82,301	19.67	
MAJOR OBJECT 52XXXX MATERIALS AND SERVICES									
521100	OFFICE SUPPLIES	5,422	6,860	275	74	4,624	2,161	31.50	
521110	OFFICE SUPPLIES - COMPUTER SOFTWARE	3,145	0	104	0	95	95	<<<<<<	
521310	SUBSCRIPTIONS	0	0	0	0	133	133	<<<<<<	
521320	DUES	1,490	500	0	0	435	65	13.00	
524110	ACCOUNTING AND AUDITING SERVICES	42,575	62,000	0	0	37,931	24,069	38.82	
524190	MISC PURCHASED PROFESSIONAL SERVICES	51,816	43,000	0	0	4,999	38,000	88.37	
525640	MAINTENANCE & REPAIR SERVICE - EQUIPMENT	438	1,000	0	90	307	602	60.22	
525710	RENTALS - EQUIPMENT	443	500	0	0	0	500	100.00	
526200	ADVERTISING AND LEGAL NOTICES	221	600	76	121	856	377	62.95	
526310	PRINTING SERVICES	1,360	1,200	0	0	19	1,180	98.38	
526410	COMMUNICATIONS - TELEPHONE	571	400	0	0	663	263	65.79	
526420	COMMUNICATIONS - POSTAGE	1	0	0	0	0	0	0.00	
526440	COMMUNICATIONS - DELIVERY SERVICES	170	200	0	0	361	161	80.75	
526500	TRAVEL	8,151	11,000	0	0	3,678	7,321	66.56	
526700	TEMPORARY HELP SERVICES	477	0	0	0	342	342	<<<<<<	
526800	TRAINING, TUITION & CONFERENCE FEES	4,384	4,500	206	0	3,278	1,221	27.14	
528100	LICENSES, PERMITS & PYMTS TO AGENCIES	7,500	7,500	0	0	8,270	770	10.27	
528200	ELECTION EXPENDITURES	17,976	100,000	0	0	0	100,000	100.00	
529110	COUNCIL PER DIEM	68,004	95,118	5,320	0	53,760	41,358	43.48	
529120	COUNCILOR EXPENSE	20,109	29,450	634	0	11,492	17,957	60.98	
529500	MEETING EXPENDITURES	11,765	9,000	2,130	102	10,327	1,430	15.89	
	TOTAL: MAJOR OBJECT 52XXXX	246,027	372,828	8,539	388	141,576	230,862	61.92	
MAJOR OBJECT 57XXXX CAPITAL OUTLAY									
571500	PURCHASED OFFICE FURNITURE & EQUIPMENT	14,655	8,000	0	0	2,640	5,360	67.00	
	TOTAL: MAJOR OBJECT 57XXXX	14,655	8,000	0	0	2,640	5,360	67.00	
	TOTAL: DEPARTMENT 01XXXX	620,680	799,298	43,162	388	480,384	318,524	39.85	

5,360  
5,360

BEFORE THE COUNCIL OF THE  
METROPOLITAN SERVICE DISTRICT

AN ORDINANCE AMENDING ORDINANCE )  
NO. 91-390A REVISING THE FY 1991-92 )  
BUDGET AND APPROPRIATIONS )  
SCHEDULE FOR THE PURPOSE OF )  
TRANSFERRING APPROPRIATION WITHIN )  
THE COUNCIL DEPARTMENT )

ORDINANCE NO. 92-463

Introduced by Jim Gardner,  
Presiding Officer

WHEREAS, The Council of the Metropolitan Service District has reviewed and considered the need to transfer appropriations within the FY 1991-92 Budget; and

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

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

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ADOPTED by the Council of the Metropolitan Service District this \_\_\_\_\_ day of \_\_\_\_\_, 1992.

\_\_\_\_\_  
Jim Gardner, Presiding Officer

ATTEST:

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

kr:ord91-92:92-463:ord.doc  
May 20, 1992

**EXHIBIT A**  
**ORDINANCE NO. 92-463**

ACCT #	DESCRIPTION	CURRENT		REVISION		PROPOSED	
		FTE	AMOUNT	FTE	AMOUNT	FTE	AMOUNT
<b>GENERAL FUND: Council</b>							
<b>Total Personal Services</b>		9.05	418,470	0.00	0	9.05	418,470
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524190	Misc. Professional Services		43,000		(640)		42,360
525640	Maintenance & Repairs Services-Equipment		1,000		0		1,000
525710	Equipment Rental		500		0		500
526200	Ads & Legal Notices		600		0		600
526310	Printing Services		1,200		0		1,200
526410	Telephone		400		0		400
526440	Delivery Services		200		0		200
526500	Travel		11,000		0		11,000
526800	Training, Tuition, Conferences		4,500		0		4,500
528100	License, Permits, Payments to Other Agencies		7,500		0		7,500
528200	Election Expense		100,000		0		100,000
529110	Council Per Diem		96,768		0		96,768
529120	Councilor Expenses		27,800		0		27,800
529500	Meetings		9,000		0		9,000
<b>Total Materials &amp; Services</b>			<b>372,828</b>		<b>(640)</b>		<b>372,188</b>
<b>Capital Outlay</b>							
571500	Purchases-Office Furniture & Equipment		8,000		640		8,640
<b>Total Capital Outlay</b>			<b>8,000</b>		<b>640</b>		<b>8,640</b>
<b>TOTAL EXPENDITURES</b>		<b>9.05</b>	<b>799,298</b>	<b>0.00</b>	<b>0</b>	<b>9.05</b>	<b>799,298</b>

**EXHIBIT B**  
**ORDINANCE NO. 92-463**  
**SCHEDULE OF APPROPRIATIONS**

	Current Appropriation	Revision	Proposed Appropriation
<b>GENERAL FUND</b>			
<b>Council</b>			
Personal Services	418,470	0	418,470
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Capital Outlay	8,000	640	8,640
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<b>Executive Management</b>			
Personal Services	358,020	0	358,020
Materials & Services	60,963	0	60,963
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<b>Office of Government Relations</b>			
Personal Services	84,035	0	84,035
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<b>Subtotal</b>	<b>253,955</b>	<b>0</b>	<b>253,955</b>
<b>Regional Facilities</b>			
Personal Services	159,871	0	159,871
Materials & Services	23,120	0	23,120
Capital Outlay	0	0	0
<b>Subtotal</b>	<b>182,991</b>	<b>0</b>	<b>182,991</b>
<b>General Expenses</b>			
Interfund Transfers	2,989,170	0	2,989,170
Contingency	366,321	0	366,321
<b>Subtotal</b>	<b>3,355,491</b>	<b>0</b>	<b>3,355,491</b>
<b>Total General Fund Requirements</b>	<b>5,016,718</b>	<b>0</b>	<b>5,016,718</b>

**ALL OTHER APPROPRIATIONS REMAIN AS PREVIOUSLY ADOPTED**



**METRO**

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

# Memorandum

DATE: June 29, 1992

TO: Rena Cusma, Executive Officer

FROM: Paulette Allen, Clerk of the Council *PA*

RE: TRANSMITTAL OF ORDINANCE NOS. 92-449B, 92-463A, 92-456, AND 92-464

Attached for your consideration are true copies of the ordinances referenced above adopted by the Council on June 25, 1992.

If you wish to veto any of the ordinances referenced above, I must receive a signed and dated written veto message from you no later than 5:00 p.m., Thursday, July 2, 1992. 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, these ordinances will be considered finally adopted.

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I, *Unette Sharley*, received this memo and true copies of Ordinance Nos. 92-449B, 92-463A, 92-456 and 92-464 from the Clerk of the Council on *6-29-92*.