

**METROPOLITAN EXPOSITION RECREATION COMMISSION**

**Resolution No. 13-25**

For the purpose of approving and transmitting to the Metro Council a budget amendment to the MERC Fund for the fiscal year 2013-14 annual Capital Plan.

**WHEREAS**, Metro Code 6.01.050 provides that the Commission shall annually prepare and approve an annual budget which shall, to the maximum extent permitted by law, consist of one commission-wide series of appropriations; and

**WHEREAS**, Metro Code 6.01.050(d) further provides that once the Commission's budget has been adopted by the Metro Council, any changes in the adopted appropriations must be ratified in advance by the Metro Council; and

**WHEREAS**, the Commission previously approved and transmitted to the Metro Council the fiscal year 2013-14 budget and 2013-14 Capital Plan for the MERC Fund; and

**WHEREAS**, MERC staff request amendments to the current budget and Capital Plan for the reasons described in the attached Staff Report.

**BE IT THEREFORE RESOLVED**, that the Metropolitan Exposition Recreation Commission approves a budget amendment to the MERC Fund and annual Capital Plan as described in the attached Staff Report for the fiscal year beginning July 1, 2013 and ending June 30, 2014 for inclusion as part of the total Metro budget for this period and requests that the Metro COO present this to the Metro Council for ratification.

Passed by the Commission on September 4, 2013.

Approved as to Form:  
Alison R. Kean, Metro Attorney

By:   
Nathan A. S. Sykes, Deputy Metro Attorney

  
Chair

  
Secretary/Treasurer

## MERC Staff Report

### Agenda Item/Issue:

For the purpose of approving and transmitting to the Metro Council a budget amendment to the MERC Fund for the fiscal year 2013-14 annual Capital Plan.

Resolution No: 13-25

Presented By: Tim Collier/Cynthia Hill

Date: September 4, 2013

### Background and Analysis:

#### General Manager - Administration

- 1) Establish budget for new limited duration position, venues policy coordinator, reporting to the Visitor Venues General Manager. The first project for this position is to work on an Expo Center project to address financial sustainability, including funding issues, business model, capital investments (Halls A,B,C, and Master Plan), storm water and levee fee impacts, and the Columbia River Crossing Project. The second major project will be a similar body of work with PCPA to analyze long term funding issues related to the resident company subsidy model, Schnitz / Main Street project, and how all those conversations tie together for political and stakeholder audiences. Additional projects will be determined following an evaluation of project priorities. This is a three year limited duration position. This proposal request \$83,962 for year one of the three years funded from the MERC Operating Contingency. Future year funding will be identified through the budget development process and be included in the MERC Administration cost. The MERC Fund Operating Contingency will be replenished from the Renewal & Replacement Reserve the following year.
- 2) Metro is embarking on a project to review and update the current First Opportunity Target Area (FOTA) program. This review will include an opportunity to engage the historic community within the FOTA, younger generations of FOTA families, and other community stakeholders. The outcome of this project will be a set of key recommendations for the MERC Commission to consider in their deliberations on how to be most effective with the FOTA 23 years after its creation. This proposal is requesting \$100,000 for contracted professional services funded from the MERC Fund Operating Contingency. The Operating contingency will be replenished from the Renewal & Replacement Reserve the following year.
- 3) In 2013-14, the Information Service Department will commence a major upgrade to all Metro computers to move to the new standard of Windows 8.x and Office 2013. While it will take multiple months, this will be the standard work environment for ALL areas of the Agency from DRC to the Zoo to OCC to PCPA to Exec offices. This will for the first time, have a target reference user computing environment for the WHOLE Agency. To accomplish this move, we will need to purchase new software licenses for OCC, Expo and PCPA. (The Zoo and the rest of Metro has already prepaid for these advance licenses). As a budget estimate, we believe there are 300 computers that are actively in use at OCC, Expo and PCPA. \$200,000 was included in the adopted budget in an appropriated reserve for an Information Technology project to be determined. The cost and the scope of work are now finalized and a budget amendment to establish the specific project as well as a Capital Improvement Plan amendment is required. This proposed amendment requests the transfer of \$200,000 currently in a renewal and replacement contingency to Capital Equipment, It also amends the FY 2013-14 through 2017-18 5- year capital improvement plan.

**BUDGET DETAIL:**

<b>Fund:</b>	<b>MERC Administration</b>
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<i>Line Item Title</i>	<i>Account</i>	<i>Fund</i>	<i>Dept</i>	<i>Prog</i>	<i>Class</i>	<i>Proj</i>	<i>Amount</i>
<i>Resources:</i>							
<i>Total Resources</i>							\$0

<i>Requirements:</i>							
Regular Employee – Full Time	50100	558	55000	55000	0000		60,000
Exempt							
Fringe - Payroll Taxes	511000	558	55000	55000	0000		5,051
Fringe - Retirement PERS	512000	558	55000	55000	0000		7,560
Fringe - Health & Welfare	513000	558	55000	55000	0000		11,096
Fringe - Other Benefits	515000	558	55000	55000	0000		255
Management Consulting	524070	558	55000	55000	0000		100,000
Equipment	57500	558	55099	55950	0000		200,000
Operating Contingency	701002	558	55100	55990	0000		(83,962)
Operating Contingency	701002	558	55100	55990	0000		(100,000)
Renewal & Replacement Contingency	706000	558	55010	55990	0000		(200,000)
<i>Total Requirements</i>							\$0

**Oregon Convention Center**

- 1) Capital investments in the Food & Beverage program are funded from two major sources, (1) the Capital investment contribution received at contract signing and (2) a 5 percent reserve established each year based on actual sales. Food and beverage sales were strong in FY 2012-13 allowing the 5 percent reserve to pay a larger portion of the Kitchen Cooler Project. This change in project funding increased the balance available in the Aramark Capital Investment Account by \$193,274. This action amends both the MERC Five Year Plan and the Metro FY 2013-14 through FY 2017-18 5 year Capital Improvement Plan (CIP).

<b>Fund:</b>	<b>Oregon Convention Center</b>
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<i>Line Item Title</i>	<i>Account</i>	<i>Fund</i>	<i>Dept</i>	<i>Prog</i>	<i>Class</i>	<i>Proj</i>	<i>Amount</i>
<i>Resources:</i>							
<i>Total Resources</i>							\$0

<i>Requirements:</i>							
Concession Upgrade – Building Improvement	572000	550	55999	55950	0000	850920	193,274
Operating Contingency	701002	550	55100	55990	0000		(193,274)
<i>Total Requirements</i>							\$0

**Expo Center**

- 1) The City of Portland, Bureau of Environmental Services (BES) is awarding to the Expo Center a grant for \$100,000 to build a Green Storm Water Wall at the Expo Center. This is an EPA Grant through the City of Portland, Innovative Wet Weather Program (IWWP)

Green walls are an emerging approach to integrate vegetation into urban areas. Green walls provide many benefits such as: improving environmental and human health, managing stormwater, providing space for food production, providing habitat for insects, and providing aesthetic feature especially in dense urban environments.

The City of Portland, Bureau of Environmental Services (BES) is especially interested in the stormwater management aspects of green walls. Very little data exists that shows how well green walls manage stormwater, and there is no Portland-specific data on this subject. BES will monitor the Expo green wall to determine how well it manages stormwater. The Expo green wall will be one of the only green walls world-wide that is monitored for stormwater management. The site location is adjacent to the West Delta Bar and Grill and will enhance an indoor/outdoor “food court” atmosphere for the area known as the “Connector” between Expo Halls D and E.

Green walls can be found in many different settings and with widely varying designs. Examples of numerous construction approaches and structures are available including “shelves” of soil and vegetation, vegetation planted in pockets of felt-type fabric, pre-planted trays, and vegetation growing up from the ground. Some green walls are attached to a building and others are free standing. Green wall maintenance may be similar to ecoroof maintenance.

This proposed amendment recognizes the Innovative Wet Weather Program (IWWP) Grant and an additional contribution from the City of Portland paid directly to GreenWorks for design of the green stormwater wall. It also provides additional appropriation authority for the expenditure of the project. Finally, it amends the FY 2013-14 through 2017-18 5-year capital improvement plan. The grant requires a minimum cash or in-kind contribution of 10 percent of the total project cost (design and construction) which equals \$13,000. The in kind contribution will be provided from existing appropriations for project management services.

Line Item Title	Account	Fund	Dept	Prog	Class	Proj	Amount
<b>Fund: Expo Center Center</b>							
<i>Resources:</i>							
Federal Grant Indirect	410500	556	56999	55900	0000	N	100,000
Design Contribution	412500	556	56999	55900	0000	N	30,000
<i>Total Resources</i>							\$130,000
<i>Requirements:</i>							
Capital – Buildings & Related	572000	550	55999	55950	0000	N	130,000
<i>Total Requirements</i>							\$130,000