

METROPOLITAN EXPOSITION RECREATION COMMISSION

Resolution No. 10-04

For the purpose of approving and transmitting the budget for the MERC Fund for Fiscal Year 2010-2011.

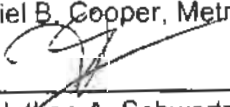
WHEREAS, Metro Code, 6.01.050(b) (c) & (d) provide that the Commission shall annually prepare and approve an annual budget which shall, to the maximum extent permitted by law, consist of one Commission-wide series of appropriations; and

WHEREAS, the MERC Budget Committee has reviewed the proposed budget for the MERC Fund and presented the proposed budget to MERC.

BE IT THEREFORE RESOLVED that the Metropolitan Exposition Recreation Commission approves and transmits to the Metro Chief Operating Officer, for submission to the Metro Council, the following budget attached as Exhibit A, for the fiscal year beginning July 1, 2010 and ending June 30, 2011, for inclusion as part of the total Metro budget for this period.

Passed by the Commission on March 3, 2010.

Approved as to Form:
Daniel B. Cooper, Metro Attorney

By: 
Nathan A. Schwartz Sykes
Senior Attorney


Chair


Secretary-Treasurer

To: Metropolitan Exposition Recreation Commission

From: Elisa Dozono, Budget Committee Chair, and Cheryl Twete, MERC Interim General Manager

Date: March 3, 2010

Re: Transmittal of Proposed FY 2010-11 Metropolitan Exposition Recreation Commission Budget

Attached with this report is the Proposed FY 2010-11 Metropolitan Exposition Recreation Commission (MERC) Budget as prepared and recommended by the MERC Budget Committee. During the months of January and February, the Budget Committee met to fully review and guide the budget preparation for the organization. We held lengthy meetings to delve deeply into both the financial assumptions underpinning the budget as well as to carefully review the detailed proposed expenditures on a venue by venue basis. Most of our work focused on the three venues. We anticipate that as part of the MERC/Metro Business Practices Study that there may be adjustments to the Administration Budget in the coming months, however, at this time, those potential changes are not yet fully identified.

This year, again, MERC faced a very challenging budget process because of a variety of external conditions – a weak economy with flickers of improvement, a continued strong convention business but poorer performing consumer shows, and reductions in transit lodging tax (TLT) collections relative to two years ago. While the difficulties and uncertainties were prevalent, we believe that we have developed a solid budget that will 1) meet our client's needs and customer service standards; 2) continue to maintain and enhance our venues, and 3) fairly compensate our staff. The Commission's tradition of sound financial management has enabled the organization to create a strategic operating reserve and reserves for specified use that will assist the organization through this difficult next year.

Some of the key considerations driving our budget preparations were:

Process

- This year the MERC budget process was fully integrated into the Metro budget process. Our draft budget was reviewed internally by the Metro COO and Finance Director and our schedule coincided with the Metro budget development schedule. Notwithstanding, the Commission's Budget Committee continued to serve as the main budget review body for the organization.
- The Committee's recommended budget is being presented to the Commission on March 3, 2010, for approval and will be forwarded to the Metro Council for its review and approval with a process beginning on April 1, 2010. If any amendments are proposed, they will be brought back to the Commission in April or May for the Commission's approval and recommendation back to the Metro Council.

Economic Climate

- The current economic climate influenced all of our decisions as we prepared the budget for FY 2010-11, meaning that our revenue projections are based on the reality of our booked events and reasonable expectations regarding attendance and food and beverage sales. We believe that in FY 09-10 the market will experience the “bottom” of the recession and that we will slowly begin improving beginning in 2011 and beyond.
- Overall, a strong book of events in FY 10-11 is anticipated to result in a solid financial performance, relatively speaking, due to a significant number of conventions (39) coupled with a strong year for Broadway performances at PCPA. Expo’s consumer show business (particularly in the number of event days/attendees) may experience continued reductions through FY 10-11.
- One of our major funding sources is transient lodging tax (TLT) and, based on both national industry data and Travel Portland’s survey of local industry officials, we believe that after two years of decline, we will stabilize and see a gradual upswing in TLT revenues in 2011.
- Portland’s strong book of association meetings and consumer shows is actually a benefit during this downturn. Unlike many other convention centers that rely heavily on corporate business meetings, our core business - association meetings and consumer shows – consists of events that historically do not get cancelled during a downturn. We expect that revenues derived from lower food and beverage sales and on-site services will continue next year.

Budget Trends FY 09-10 to FY 10-11

- Our capital budget for next year is heavier than normal. We are undertaking several major projects funded largely from designated funds for capital investments. The new Aramark contract includes a \$2 million capital expenditure for kitchen and food service-related improvements; the bulk of these dollars will be expended in FY 10-11. We are also utilizing funding from TLT Capital Reserves, Friends of PCPA and our venues’ strategic fund balances.
- Each of the venues is proposed to have an operating deficit for FY 10-11, as they did in FY 09-10. This is not unusual, given the mission of the venues and the economic climate, and is made possible because of the wise investments made over the last several years to build our strategic fund balances for such tough economic times and unanticipated costs. Directors were asked to prepare break-even budgets for the Budget Committee, however, after careful consideration, the Committee decided that for the health of the venues, it was a wiser business decision to dip into fund balances rather than make cuts that could impact quality of our services and facilities. Obviously, this is a trend that cannot continue indefinitely.
- For FY 10-11, the proposed budget shows an overall operating deficit of \$412,446 which will be covered from our fund balance. Fortunately, the organization is in a solid financial position because of several strong financial years in the past providing MERC with a projected fund balance of \$24.3 million dollars at the end of FY 09-10. As part of the budget development process over the last few months, all directors have also been directed to focus on minimizing expenses. We have maintained, or slightly reduced, operating costs due to the dampened revenue picture. Two vacant positions were eliminated at OCC and a hiring freeze for certain positions throughout the organization was implemented last fall.
- We are proposing salary and wage adjustments for represented employees in accordance with contract provisions, and, for non-represented employees, we have budgeted a 3% merit adjustment. This budget

does not include a Targeted Achievement Program (TAP) incentive payment. Note that non-represented employees did not receive any salary adjustment in FY 08-09 (either merit or cost of living), nor payment from the TAP program.

- This budget proposes no expenditures or resources for the Headquarter Hotel project, but does include proposals for new OCC client amenities, such as the Sizzler Block project to convert this key site into an outdoor exhibition/plaza space for OCC- and community-related events.
- OCC and Expo will be exploring parking management options, including new electronic technologies to provide more efficient customer entry and exit, as well as potentially lower our service costs.
- The budget includes \$3 million for the national sales contract with Travel Portland, which reflects no increase from the FY 09-10 contract.

The Budget Committee is recommending that the Commission address two key budget policy issues in the coming months:

- The financial operating model for Expo Center needs to be modified, because it does not provide for future sustained growth and operations. The Expo Center is a self-sufficient enterprise, relying solely on operating revenues to cover operating expenses while bearing the burden of a significant annual debt service payment (\$1.2M/year). (OCC and The PCPA receive non-operating revenue support, primarily through TLT.)
- The Commission's policies on 1) renewal and replacement, 2) strategic operating fund balances and 3) other capital and dedicated reserves need to be overhauled on a holistic basis. Working closely with Metro in the coming months, these policy issues needed to be addressed and criteria for how and when these reserves should be accessed defined. Metro has also indicated an interest in exploring how the fund balance/reserves can be leveraged more efficiently with Metro's reserves.

Finally, the Budget Committee did not consider, but staff has subsequently brought forward three additional budget changes for Commission consideration. Two of the changes are additional funding requests. In addition to the other expenditures previously discussed by Commission, OCC is requesting \$35,000 funding to commemorate the building's 20th anniversary in September 2010 and PCPA is requesting an additional \$150,000 of maintenance funding to replace recently discovered damage to the parapet of the Arlene Schnitzler Concert Hall. Previously, \$20,000 had been allocated for this work, bringing the new total amount for parapet repair to \$150,000. Expo Center and PCPA have requested carryover of the food and beverage capital investment resources in the FY 09-10 budget to complete the projects in FY2010-11.

We would like to again thank the finance teams of both MERC and Metro, and our venues directors for their diligence and creativity in making the most of scarce dollars in these still uncertain times. We believe this is a sound and sensible budget that will ensure our venues continue to have strong economic impact on the region, while providing residents with a higher quality of life, culture and entertainment, and giving tourists and conventioners from around the country a reason to come back again and again. We would also like to extend our gratitude to Commissioners Judie Hammerstad and Cynthia Haruyama for their participation in the Budget Committee. Their insights, observations and recommendations are key to the proposed budget before the Commission today.

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FY 2010-11 Budget Overview
MERC Commission Meeting March 3, 2010

Issues & Opportunities

- Transient Lodging Tax (TLT)
 - Difficult to project FY 2010-11 TLT Revenues
 - Year to date as of January, TLT receipts are slightly less than \$16,951 or (.530%) less than January 2009.
 - January 2010 \$3,180,890
 - January 2009 \$3,197,841
 - Regional stakeholders are forecasting the current fiscal year to decline an additional 6 percent to 15 percent down overall compared to FY 2008-09.
 - The Outlook for fiscal year 2010-11 ranges from a 0 percent to 4 percent increase.
- Attendance at Consumer Shows
 - Attendance at consumer shows continues to be an area of concern as attendee spending impacts other revenues
 - Admission and User fees – an amount charged per ticket
 - Parking Fees
 - Food & Beverage Revenue
- Number of Events
 - Conventions & Trade Show bookings are strong with 39 conventions booked at OCC for 2010-11
 - PCPA will have 13 weeks of Broadway with a very strong line up
 - The number of consumer shows is stable at Expo and down at OCC, however size and attendance are not consistent.
- VDI Bucket 4 - OCC Operations
 - 2010-11 Request \$960 thousand (\$300 thousand funding for operating deficit)
 - 2009-10 Request \$660 thousand
- Resources included in the FY2010-11 Budget for PSU Recommendations \$100 thousand
 - Staff will evaluate the observations and recommendations from the PSU report and come back to the Budget Committee with a plan to implement marketing and branding improvements at the Expo Center.
- Fourth year contribution to Renewal & Replacement Reserves total \$2.3 million
 - Expo
 - FY 2010-11 \$20,000
 - Accumulated Prior Years Designated \$60,000
 - OCC
 - FY 2010-11 \$250,000
 - Accumulated Prior Years Designated \$725,000
 - PCPA
 - FY 2010-11 \$1,000,000
 - Accumulated Prior Years Designated \$200,000

Revenue

Operating Revenue, excluding Food & Beverage, is \$18.5 million a 1.8% increase over FY 2009-10

- EXPO \$3.8 million operating revenue is 1.7% less than current year budget
 - Includes a 3% increase in building rental rates
 - Although rental rates increase, anticipated changes in the event schedule and space rental are expected to result in less revenue than the current year budget
 - The Portland Roadster show will move to Expo in March 2011 (from OCC)
 - Parking includes general public, exhibitor parking and the Tri-Met parking lot lease
 - Assumes 450,000 attendees
 - The attendee parking rate will increase one dollar generating \$182 thousand
 - Charges for services revenue has been adjusted to reflect the reduction in attendance using the 2008-09 FY Actuals
- OCC \$7.9 million operating revenue flat compared to FY 2009-10 year budget
 - Facility rental rates increase 7% for exhibit halls and 5% for meeting rooms - overall revenues projected to be down \$200 thousand
 - Conventions & Trade Show bookings remain strong with 39 conventions booked for FY 2010-11
 - The budget anticipates higher net revenues to OCC for telecom services with the non-renewal of the Smart City (CCPI) contract
 - Two part-time staff will be added to help with the Telecom/Wi-Fi/Internet connections with shows and maintenance of the system.
 - AV revenues should be similar to the 2009-2010 fiscal year with higher net revenues due to equipment capital purchases over the last two fiscal years to reduce our goods and services need for rental equipment
 - Increase the all day parking rates one dollar and change hourly charge schedule generating \$144 thousand
- PCPA \$6.8 million operating revenue is 10.4% greater than FY 2009-10 budget
 - Broadway and commercial rental rates increase 3%
 - Strong Broadway season with 13 weeks compared to 9 weeks in FY 2009-10
 - Merchandising increase of 24% or \$22 thousand based on 20% of gross sales
 - Broadway shows anticipated to have high merchandise sales
 - Revenue from ticket sales assumes an 18% increase due to Broadway series generating strong commissions and incentive bonus
 - Decrease of 25% for \$10 thousand as shows come in with their own cell phones and satellite computers-thus having less reliance on house lines
 - User Fee increase of 21% or \$321 thousand due to recapture of \$0.50 increase in resident company user fee (per 4 year agreement with resident companies)
 - Based on flat attendance of non-profit arts organizations and strong sales of 13 weeks of Broadway

Food & Beverage Revenues are 2.6% less than FY 2009-10 budget at \$11.8 M

- Food & Beverage Margin for Consolidated MERC is 20.2% which equals \$2.4 million net revenue. This is slightly less than the FY 2009-10 budget.
 - EXPO revenues \$1.9 million with a 23.9% margin
 - 2010-11 revenue is projected to be 9% less than FY 2009-10 budget with the margin down 2.5%
 - OCC revenue \$8.4 million with a 20.6% margin
 - Revenue is projected to be 1.6% decrease from with the margin down .50%.
 - PCPA revenue \$1.5 million with 13.4% margin
 - Revenue is projected 2% greater than the FY 2009-10 budget based on a strong Broadway series

Non - Operating Revenues

- Transient Lodging and Motor Vehicle Tax (TLT) \$10.6 million
 - TLT 3% Excise Tax budgeted same as 2008-09 actual
 - OCC - \$7.3 million
 - PCPA - \$1.3 million
 - VDI Enhanced Support budgeted same as 2008-09 actual with the exception of the OCC request, which increases by \$300 thousand
 - OCC operating deficit - \$960 thousand request from the Visitor Development Fund
 - PCPA enhanced support- \$596 thousand
 - Enhanced Marketing \$418 thousand (Pass through to Travel Portland)
- Contractual support is \$757 thousand
 - 50% dedicated to the upkeep of City owned facilities.
 - 50% dedicated to operations PCPA
- Investment earnings estimated at 1% of fund balance \$236 thousand which is \$351 thousand less than the FY 2009-10 budget

Expenditures

Personal Services

- Full time employee 192 FTE
- Part time employees 312 - direct labor that varies based on event requirements
- OCC Personal Services changes
 - Reduce 2.00 FTE vacant positions
 - 1.00 FTE Public Relations Manager, new position in 2009-10 budget, never implemented
 - 1.00 FTE Sales Manager, added in the 2006-07 budget in anticipation of the approval of a Headquarter hotel
 - .50 FTE vacant Event Manager positions reduced from OCC Budget
 - Part time FTE are not included in the 192 full time employee count

- OCC increased two part-time staff to help with the Telecom/Wi-Fi/Internet connections with shows and maintenance of the system \$50 thousand
 - There will be savings from the termination of the Smart City (CCPI) Telecom Sales and Marketing contract, cost to OCC was \$200 thousand in FY2008-09,
- OCC Operations Department re-organization (cost TBD)
- Salary and wage adjustments full-time non-represented
 - 3% merit pool
 - Target Achievement Pay (TAP) suspended
- Represented Labor Groups
 - 2% inflation factor

Materials and Services

- OCC 20th anniversary celebration \$35 thousand (one time)
- Saving on utility costs (natural gas)
- First of two year building maintenance repair to preserve the parapet exterior on the Arlene Schnitzer Concert Hall \$170 thousand
- Aramark food & beverage expenses \$9.4 million for consolidated MERC Fund
- National Marketing Contract remain flat at \$3 million for the second year
- VDI Enhanced Marketing \$418 thousand

MERC Administration and Metro Support

- MERC Administration decrease 5%
 - Allocation factor is based on total personal services
 - Anticipate additional changes resulting from the MERC/Metro Business Practices Study and reorganization
- Metro Indirect Cost/Support Services transfer is 1.7% less than the current year.
 - Allocation factor is based on total personal services
- Metro Risk Management Services are 2.2% greater than the current Budget.
 - Property Insurance based on property values
 - Liability allocated based on three year average losses
 - Workers' Compensation based on three year average losses

Transfers

- Interfund Transfers In
 - \$475 thousand incoming transfer from Metro Tourism Opportunity and Competitiveness Account (MTOCA). Three proposed capital projects included in the OCC Five Year Capital Plan are proposed to be funded by this source.
- Debt Service transfer to Metro Bond Fund
 - EXPO transfers the annual bond payment for Hall D Replacement (\$1.2 million) funded from operating revenue and unrestricted fund balance

Capital Projects

- Projects funding sources
 - Food & Beverage Capital Investment – revenue received in FY 2009-10
 - Transient Lodging Tax Capital Reserve – revenue received in prior years and accumulated in reserve account required to be spent on capital investment
 - Aramark 5% Capital Reserve FY 2010-11 revenue
 - Friends of PCPA annual donation
 - MTOCA Transfer from Metro General Fund
 - Unrestricted Fund Balance
 - Grant applications

Five Year Capital Plan

- The five year Capital plan includes all projects and capital purchases over \$10 thousand
 - Five Year Plan attached (see pages 53-58)
- FY 2010-11 projects \$100 thousand and greater

• OCC Kitchen Remodel and Upgrade	\$525,000
• OCC food & beverage small wares	300,000
• OCC food & beverage "Leg Up Program"	150,000
• OCC Construction costs for kitchen remodel	100,000
• OCC Hand Dryers	150,000
• OCC Phase II Movable Air Walls retrofit	220,000
• OCC VAV Controls and CO2 Sensor	105,000
• OCC Signage Upgrade	150,000
• OCC Parking Management System Equipment Replacement	130,000
• OCC Sizzler Block Plaza	660,000
• Arlene Schnitzer Concert Hall Roof Repair	100,000
• Keller Auditorium Boiler Replacement	100,000
• PCPA food & beverage Capital Investment Carry-over	325,000
• Expo food & beverage Capital Investment Carry-over	325,000

Fund Balance

Results and Fund Balance

- Total MERC Fund Net decrease to fund balance is \$3.5 million
 - EXPO net decrease to fund balance \$844 thousand
 - Operating Deficit \$353 thousand
 - Master Plan Consultant \$100 thousand
 - The operating deficit Includes Debt Payment Hall D \$1.2 million
 - Capital Outlay – One time projects \$167 thousand
 - Restricted Fund Balance F & B Capital Investment \$325 thousand
 - OCC net decrease to fund balance \$2.2 million
 - Operating Deficit \$93 thousand
 - Unrestricted Fund Balance – Sizzler Block \$660 thousand expenditure
 - TLT Capital Reserve (designated for capital only) \$501 thousand
 - Restricted Fund Balance F & B Capital Investment \$975 thousand

- PCPA net decrease to fund balance \$394 thousand
 - Operating Deficit \$68 thousand
 - Restricted Fund Balance F & B Capital Investment \$325 thousand
- Funds Restricted and Designated
 - PERS Reserves, current and prior are restricted by Metro Council
 - TLT Capital restricted by intergovernmental agreement \$139 K
 - Designated User Fees for Expo Phase 3 construction estimated to be 1.2 million (includes fees collected through 6/30/10) These funds are restricted by the Commission

Strategic Goal is \$14.9 million

- The Strategic Goal Calculation
 - OCC 3 months operating expense
 - EXPO 6 months operating expense
 - Annual debt service payment for Hall D replacement
 - PCPA 6 months operating expense
 - MERC 6 months operating expense
- Fund balance available to meet the goal is \$15.7 million
- The excess gap is \$716 thousand

General Contingency (Metro policy)

- Minimum of 4% of total operating expenditures and capital outlay

FY 2010-11 Recommended Budget

Changes since the February 1, 2010 Budget Committee Meeting

Facility	Department	Item	Operating Net	Expense	Revenue	Revised Operating Net
OPERATIONS						
Expo	940	Metro Support		(32,759)		
	860	Health & Welfare	600 per FTE	(7,980)		
	940	MERC Support		(1,188)		
	860	PSU Priorities		100,000		
	725	Parking	Increase Rate	-	207,127	
		Total Expo Operating	(501,888)	58,073	207,127	(352,834)
OCC	940	Metro Support		(38,660)		
	860	Health & Welfare	600 per FTE	(66,180)		
	940	MERC Support		(7,392)		
	860	OCC 20 year Celebration		35,000		
	725	Parking	Increase Rate	-	144,390	
		Total OCC Operating	(314,342)	(77,232)	144,390	(92,720)
PCPA	940	Metro Support		(78,120)		
	860	Health & Welfare	600 per FTE	(28,440)		
	940	MERC Support			4,620	
	713	Repair ASCH Parapet		150,000		
		Rental Revenue		-	(21,163)	
		Total PCPA Operating	(8,909)	43,440	(16,543)	(68,892)
ADMIN	940	MERC Support		13,200		
	860	Health & Welfare	600 per FTE	(13,200)		
			102,000	-	-	102,000
		Net Operations	(723,135)	24,281	334,974	(412,446)
CAPITAL						
Expo	21	Carryover F& B Capital	(167,000)	325,000		(492,000)
OCC	31	Adjust the Sizzler Project Estimate	(2,226,460)	(90,000)		(2,136,460)
PCPA	41	Carryover F& B Capital		325,000		(325,000)
ADMIN	41	No change	(102,000)	-	-	(102,000)
		Net Capital	(2,495,460)	560,000	-	(3,055,460)
		Fund Balance Inc (Dec)	(3,218,599)	584,281	334,974	(3,467,906)
PERS RESERVE (Designated Fund Balance)						
Expo	990	PERS Reserve CY	Reduce from 6% to 3 %	60,112	(30,056)	30,056
OCC	990	PERS Reserve CY	Reduce from 6% to 3 %	362,332	(181,166)	181,166
PCPA	990	PERS Reserve CY	Reduce from 6% to 3 %	210,803	(105,401)	105,402
ADMIN	990	PERS Reserve CY	Reduce from 6% to 3 %	98,907	(49,453)	49,454
		Total Current Year PERS Reserve		732,154	(366,076)	366,078

Metropolitan Exposition Recreation Commission
Transient Lodging & Rental Car Taxes
February 01, 2010

Metro/MERC Distribution

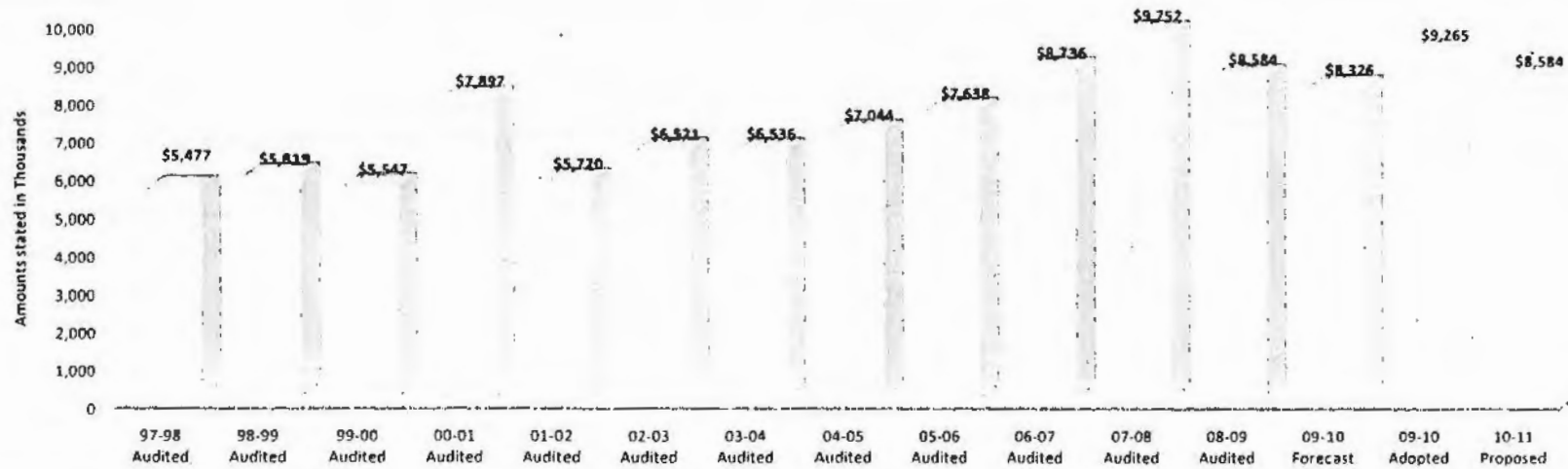
(stated in thousands)	Audited	Audited	Audited	Audited	Audited	Audited	Audited	Audited	Audited	Audited	Audited	Audited	Forecast	Adopted	Proposed
	97-98	98-99	99-00	00-01	01-02	02-03	03-04	04-05	05-06	06-07	07-08	08-09	09-10	09-10	10-11
Hotel/Motel Tax for OCC	3,800	4,056	4,286	4,586	4,462	5,016	5,098	5,494	6,629	6,729	7,838	7,322	7,102	7,903	7,322
Hotel/Motel Tax for PCPA	1,200	1,248	1,261	1,300	1,258	1,335	1,438	1,550	927	1,391	1,433	1,262	1,224	1,362	1,262
For OCC Pooled Capital	477	505	-	2,011	-	170	-	-	82	616	481				
Total Metro/MERC	5,477	5,819	5,547	7,897	5,720	6,521	6,536	7,044	7,638	8,736	9,752	8,584	8,326	9,265	8,584
Percent change		106%	95%	142%	72%	114%	100%	100%	108%	114%	112%	98%	97%	108%	97%

Total Metro/MERC VDI

(stated in thousands)	Audited	Audited	Audited	Audited	Audited	Audited	Audited	Audited	Audited	Audited	Audited	Forecast	Adopted	Proposed
	00-01	01-02	02-03	03-04	04-05	05-06	06-07	07-08	08-09	09-10	09-10	10-11		
VDI for OCC (2001-06)	5,740	600	950	1,000	250	300	300	400	1,060	660	660	960		
VDI Enhanced Marketing (POVA)	250	350	352	367	367	376	386	398	416	413	413	418		
PCPA Visitor Development Fund	250	500	504	-	24	537	554	563	597	593	593	597		
Total Metro/MERC VDI	6,240	1,450	1,806	1,357	641	1,213	1,240	1,361	2,075	1,666	1,666	1,975		

* FY 2005-06 includes a \$444,135 adjustment between OCC and PCPA reconciling PCPA to the annual CPI increase.

Transient Lodging Tax



**National Sales Contract
Travel Portland**

	<u>Budget 09-10</u>	<u>Budget 10-11</u>
Base Contract		
Travel Portland (POVA) 2008-09	2,066,103	2,066,103
Marketing	<u>81,557</u>	<u>81,557</u>
Total Base Contract	2,147,659	2,147,659
Additional Amounts Added to Base		
2% for Fam, Sales Trip, Marketing	41,702	41,702
Alternative Marketing Efforts	250,000	250,000
OCC Sales & Marketing Contribution	20,000	20,000
Additional Amount Approve June 6, 2008	<u>160,000</u>	<u>160,000</u>
New projects developed by OCC, Travel Portland, Tri-County Lodging to market the Portland destination for conventions and single hotel business		
Total Additions	471,702	471,702
Total Travel Portland Contract	2,619,361	2,619,361
VDI Enhanced Marketing	417,728	417,728
Total National Sales	3,037,089	3,037,089

Indirect Transfer Summary, preliminary as of 2/12/10				
	(A)	(B)	Compared to 09-10 Adopted	
DESCRIPTION	FY 2009-10 Adopted Budget	FY 2010-11 COO's Budget (Preliminary CAP)	\$ Change from FY 2009-10	% Change from FY 2009-10
TOTAL ALLOCATED TRANSFERS (including Risk Management)				
Planning and General Fund	4,070,664	4,077,679	\$7,015	0.2%
Solid Waste Revenue Fund	4,358,531	4,353,932	(4,599)	(0.1%)
Zoo Operating Fund	2,745,004	2,510,129	(234,875)	(8.6%)
MERC Operating Fund	2,516,226	2,492,499	(23,727)	(0.9%)
Regional Parks Fund	1,506,309	1,380,420	(125,889)	(8.4%)
Zoo Bond	0	190,278	190,278	n/a
Natural Areas Bond	870,756	883,646	12,890	1.5%
Total	\$16,067,490	\$15,888,582	(\$178,908)	(1.1%)
GENERAL FUND ALLOCATIONS				
Planning and General Fund	\$254,434	\$256,386	\$1,952	0.8%
Solid Waste Revenue Fund	379,865	\$490,820	110,955	29.2%
Zoo Operating Fund	164,113	\$215,771	51,658	31.5%
MERC Operating Fund	105,936	\$122,978	17,042	16.1%
Regional Parks Fund	121,168	\$96,701	(24,467)	(20.2%)
Zoo Bond	0	\$4,755	4,755	n/a
Natural Areas Bond	26,282	\$33,194	6,912	26.3%
Total	\$1,051,798	\$1,220,604	\$168,806	16.0%
SUPPORT SERVICES FUND ALLOCATIONS				
Planning and General Fund	\$2,697,971	\$2,740,783	\$42,812	1.6%
Solid Waste Revenue Fund	3,401,974	3,356,758	(45,216)	(1.3%)
Zoo Operating Fund	2,297,305	2,029,236	(268,069)	(11.7%)
MERC Operating Fund	1,921,718	1,870,208	(51,510)	(2.7%)
Regional Parks Fund	1,151,823	1,064,701	(87,122)	(7.6%)
Zoo Bond	0	183,329	183,329	n/a
Natural Areas Bond	799,330	803,867	4,537	0.6%
Total	\$12,270,121	\$12,048,881	(\$221,240)	(1.8%)
BUILDING MANAGEMENT FUND ALLOCATIONS				
Planning and General Fund	\$1,074,933	\$1,018,840	(\$56,093)	(5.2%)
Solid Waste Revenue Fund	384,516	364,451	(20,065)	(5.2%)
Zoo Operating Fund	0	0	0	n/a
MERC Operating Fund	0	0	0	n/a
Regional Parks Fund	122,538	116,144	(6,394)	(5.2%)
Zoo Bond	0	0	0	n/a
Natural Areas Bond	43,036	40,790	(2,246)	(5.2%)
Total	\$1,625,023	\$1,540,225	(\$84,798)	(5.2%)
RISK MANAGEMENT FUND ALLOCATIONS				
Planning and General Fund	\$43,326	\$61,670	\$18,344	42.3%
Solid Waste Revenue Fund	192,176	141,903	(50,273)	(26.2%)
Zoo Operating Fund	283,586	265,123	(18,463)	(6.5%)
MERC Operating Fund	488,572	499,313	10,741	2.2%
Regional Parks Fund	110,880	102,975	(7,905)	(7.1%)
Zoo Bond	0	2,194	2,194	n/a
Natural Areas Bond	2,108	5,795	3,687	174.9%
Total	\$1,120,648	\$1,078,972	(\$41,676)	(3.7%)

Metropolitan Exposition Recreation Commission
Performance Measures 2010-11 Budget

Performance Measure	Actual 2006-07	Actual 2007-08	Actual 2008-09	Actual 2009-10	Actual 2010-11	Actual 2006-07	Actual 2008-09	Target 2010-11
Oregon Convention Center								
1. Number of Events/Conventions/Trade Shows	91	148	123	150	152	150	160	150
a. Consumer/public shows		55	44	58	57	55	55	50
b. Convention/trade/miscellaneous		93	79	92	95	95	105	100
2. Estimated economic impact in metropolitan region	\$482 m	\$421 m	\$552 m	\$374 m	\$442 m	\$475 m	\$485 m	\$460 m
3. Attendance	668,911	700,360	633,575	608,673	614,900	625,000	625,000	600,000
4. Occupancy	37%	48%	44%	46%	47%	47%	48%	46%
5. Operating Revenues to Operating Expenditures Ratio				81%	82%	69%	72%	74%
6. Food and Beverage Margin	23.0%	29.0%	20.4%	24.0%	21.0%	14.6%	21.1%	20.6%
Portland Exposition Center								
1. Number of Events	92	100	102	99	107	110	100	105
a. Consumer/public shows	54	54	53	58	60	56	55	58
b. Convention/trade/miscellaneous	38	46	49	41	47	54	45	47
2. Estimated economic impact in metropolitan region					\$37 m			
3. Attendance at Events	501,670	469,943	470,984	477,082	510,100	454,005	470,000	450,000
a. Consumer/public shows	460,429	436,166	436,186	410,059	418,939	407,717	435,000	387,000
b. Convention/trade/miscellaneous	41,241	33,777	34,798	67,023	91,902	46,288	35,000	63,000
4. Operating Revenues to Operating Expenditures Ratio				145%	147%	136%	133%	129%
5. Food and Beverage Margin	18.0%	36.0%	30.2%	27.5%	25.8%	20.2%	26.4%	23.9%
Portland Center for the Performing Arts								
1. Number of Performances	978	937	980	1,113	827	975	865	1,000
2. Estimated economic impact in metropolitan region					\$56 m			
3. Attendance	910,619	797,752	953,863	862,897	817,637	1,000,000	850,000	900,000
4. Total Weeks of Broadway	10.0	7.0	8.0	9.0	9.0	14.0	9.0	13.0
5. Total Commercial Shows	99	84	200	348	200	125	200	250
6. Operating Revenues to Operating Expenditures Ratio				97%	91%	90%	88%	89%
7. Food and Beverage Margin	11.0%	-1.0%	14.3%	14.1%	10.3%	14.3%	12.3%	13.4%

MAJOR ACCOMPLISHMENTS IN FY 2009-10

Administration

- Actively participated in the MERC/Metro Business Practice Study and assisted with Metro Code Title VI amendments.
- Continued process improvement project for MERC Event Business Management System (EBMS).
- Completed external audit of MERC's third year of accounting activity on EBMS; no material weaknesses or significant deficiencies noted, contributing to Metro's unqualified opinion.
- Completed second MERC-wide economic and fiscal impact study.

Oregon Convention Center

- Secured, through an extensive RFP and interview process, a five-year Food and Beverage Management Services contract with the joint partnership of ARAMARK/Giacommetti Partners for all of the MERC venues.
- Secured, through RFP process, a contract with Sun Edison to erect 1.18 megawatt solar power plant on the southern roof of the Center and sell power to OCC for its operations at a guaranteed rate for 20 years, saving the operation an anticipated \$75,000 per year in operating costs for electricity.
- Replaced the kitchen dishwasher to improve efficiencies and determined major renovations to the kitchen to enhance performance and customer service satisfaction levels. \$900,000 project funded from the capital investment dollars obtained as part of the new food service agreement.
- Constructed and opened Stir cocktail lounge to offer clients, attendees, exhibitors and the area businesses a high quality, seasonal and innovative eating and drinking alternative.
- Performed community outreach with the Kinship House, a neighborhood non-profit organization dedicated to helping foster children, through an OCC all staff retreat at which employees repaired, cleaned, painted the interiors and exteriors of two houses and landscaped the property. It was a great team building experience and opportunity to give back to the community we work in daily.
- Completed the annual economic and fiscal impact study for OCC.

Portland Center for the Performing Arts

- Completed annual economic and fiscal impact study for PCPA.
- Participated in International Association of Assembly Managers performing arts center operations benchmark study.
- Obtained funding and launched schematic design development for improvements to the Arlene Schnitzer Concert Hall and the conceptual design for a new adjacent iconic structure on Main Street.
- Drastically lowered facility rental rates and user fees for all resident arts companies to provide financial assistance in a challenging economic downturn.
- Implemented new computer software to effectively schedule admissions staff.
- Collaborated with Handmade Northwest to create an artists market during the annual Summer Arts on Main series.

Portland Expo Center

- Participated in the Columbia River Crossing planning project, in partnership with Metro staff, and contributed to a successful resolution of the Marine Drive Alignment decision.
- Proposed an Urban Design Concept for the Expo Center Site.
- Completed a PSU Graduate School of Management study on the Future of the Exposition Industry called "A Plan for the Future" of Expo Center.
- Began the Expo Center Conditional Use Master Plan Process, working in coordination with Metro Planning staff.
- Completed annual economic and fiscal impact study for Expo.
- Unveiled more than 20 Clearstream Recycling Stations for all events.
- Designated by the City of Portland as "Recycling at Work Certified."

- Implemented the activation of three Social Media sites – MySpace, Facebook and Twitter.
- Implemented the distribution of Expo Newsletters and Postcards via eROI e-mail marketing campaigns.

SERVICE LEVEL CHANGES FROM FY 2009-10

Administration

- There is no change in proposed budget pending outcome of MERC/Metro Business Practice Study.

Oregon Convention Center

- Decreased staffing by 2.5 FTE reflecting no Headquarter Hotel project moving forward and the need to cut expenses due to the economic downturn in business, revenues and hotel/motel tax collections.
- Thirty nine national/regional conventions are booked for FY 2010-11, reflecting a decrease of two from the current year.

Portland Center for the Performing Arts

- Thirteen weeks of Broadway are booked for FY 2010-11, reflecting an increase from nine weeks booked in FY 2009-10. The Broadway Series is an important source of revenue for PCPA but also increases expenses in utilities and event labor. Some dates opened up by the ballet and opera increase the opportunity of booking more commercial shows which will have a positive financial impact on PCPA.

Portland Expo Center

- Update of the Expo Master Plan (\$100 k) funded from admission fees previously collected and designated for Phase 3.
- Design and begin implementation of new marketing and branding strategies for Expo Center (\$100 k) to enhance community events and increase revenue generation.

MAJOR OBJECTIVES FOR FY 2010-11

Administration

- Continue development and implementation of critical financial and administrative management policies, procedures and processes resulting from the MERC/Metro Business Practices Study.
- Emphasize training and business process improvement, especially for users of EBMS.
- Develop performance standards based on industry benchmarks.

Oregon Convention Center

- Increase recycling diversion rates with a goal of 60 percent for FY 2010-11.
- Finish new kitchen improvements to improve OCC's food and beverage capacity for all functions.
- Finish major re-lamping project expected to decrease the facility's electrical consumption by 15 percent.
- Complete the first year of a two-year project refurbishing all of the meeting room divider walls to enhance customer comfort and meet service needs.

Portland Center for the Performing Arts

- Complete the first year of a two-year project to repair the parapet wall at Arlene Schnitzer Concert Hall.
- Continue to seek opportunities to increase revenues in a soft economy and identify operational efficiencies while maintaining a high level of customer service and satisfaction.
- Work with the Friends of the Performing Arts Center on a fundraising plan for the Schnitzer/Main Street Project.

Portland Expo Center

- Continue to execute identified action items compatible with the American Red Cross/MERC SOU.
- Finalize updates to the Conditional Use Master Plan, in coordination with Metro Planning staff.
- Continue participation in the Columbia River Crossing planning project, in partnership with Metro staff.
- Recycling and diversion rates with a goal of 25 percent.
- Theatre, Oregon Children's Theatre, Oregon Symphony Orchestra, Portland Opera, Portland Youth Philharmonic, White Bird and Tears of Joy Puppet Theater.

ISSUES AND CHALLENGES FOR FY 2010-11

Arts & Culture (PCPA) Issues and challenges

- Aging facilities, specifically the Arlene Schnitzer Concert Hall, will require major refurbishing in the near future.
- Recent lodging industry occupancy and room rate data show declines in FY 2009-10. Regional stakeholders are forecasting a 2- 4 percent increase in FY 2010-11. Although the region has booked a greater number of room nights there are more rooms available with the recent addition of new hotels. The resulting competition has driven room rates down and may continue to do so over the next year, which may result in a decrease in transient lodging tax revenues for PCPA.
- The City of Portland has adopted a new policy requiring Green Building LEED Certification for all City-owned buildings; an assessment of the PCPA buildings will determine the financial impact.
- PCPA will seek opportunities to increase revenues in a soft economy and identify operational efficiencies while maintaining a high level of customer service and satisfaction.
- There is an opportunity to enhance Antoinette Hatfield Hall and Arlene Schnitzer Concert Hall with the Main Street Project, which is currently in the design phase and relies on major fundraising through the Friends of PCPA.

Conventions, Trade and Consumer Shows (OCC/EXPO) Issues and challenges

- Recent lodging industry occupancy and room rate data show declines in FY 2009-10. Regional stakeholders are forecasting a 2- 4 percent increase in FY 2010-11. Although the region has booked a greater number of room nights there are more rooms available with the recent addition of new hotels. The resulting competition has driven room rates down and may continue to do so over the next year, which may result in a decrease in transient lodging tax revenues for OCC.
- While OCC's booked business remains strong, there is concern that fewer people will attend, which could impact food and beverage revenue and margins.
- The Portland Expo Center is required use its operating revenue to fund \$1.2 million annual debt service payments for the construction and replacement of Hall D. The Expo Center continues to be fully self-supporting and receives no transient lodging tax revenues or other government support.
- Planning for Expo Center's Conditional Use Master Plan update is currently underway.

MERC Fund FY 2010-11 Summary of Recommended Budget

	Total	Expo	OCC	PCPA	Administration
Beginning Fund Balance 7-1-2010	\$ 24,297,515	\$ 5,389,115	\$ 9,646,768	\$ 8,303,245	\$ 958,387
MERC Operating					
Resources					
Operating Revenue	\$ 30,329,085	\$ 5,701,872	\$ 16,345,951	\$ 8,247,762	\$ 33,500
Non Operating Revenue	11,583,308	53,932	8,799,553	2,706,184	23,639
Intrafund Transfers (MERC)	-	(259,852)	(1,616,862)	(1,010,539)	2,887,253
Transfers	-	-	-	-	-
Subtotal Current Revenues	\$41,912,393	\$5,495,952	\$23,528,642	\$9,943,407	\$2,944,392
Requirements					
Operating Expenditures	\$ 38,643,210	\$ 4,405,229	\$ 22,221,557	\$ 9,174,032	\$ 2,842,392
Debt Service	1,189,132	1,189,132	-	-	-
Interfund Transfers (Metro)	2,492,497	254,425	1,399,805	838,267	-
Subtotal Current Expenditures	\$42,324,839	\$5,848,786	\$23,621,362	\$10,012,299	\$2,842,392
Net of Operations	-\$412,446	-\$352,834	-\$92,720	-\$68,892	\$102,000
<i>* Metro support allocation will be updated in February</i>					
MERC Capital					
Resources					
Non Operating Revenue	353,000	-	-	353,000	-
Transfers	475,000	-	475,000	-	-
Subtotal Revenues (Capital)	\$828,000	\$0	\$475,000	\$353,000	\$0
Requirements					
Capital Outlay	3,883,460	492,000	2,611,460	678,000	102,000
Subtotal Current Expenditures	\$3,883,460	\$492,000	\$2,611,460	\$678,000	\$102,000
Net of Capital	-\$3,055,460	-\$492,000	-\$2,136,460	-\$325,000	-\$102,000
Net decrease to Fund Balance	-\$3,467,906	-\$844,834	-\$2,229,180	-\$393,892	\$0
Ending Fund Balance 6-30-2011	\$ 20,829,609	\$ 4,544,281	\$ 7,417,588	\$ 7,909,353	\$ 958,387

MERC Fund 2010-11 FY Preliminary Budget

	Total	Expo	OCC	PCPA	Administration
Components of Fund Balance					
Contingency:					
General Contingency	1,913,463	250,000	1,066,623	471,840	125,000
Renewal & Replacement Current	470,000	20,000	250,000	200,000	
Total Contingency	2,383,463	270,000	1,316,623	671,840	125,000
Unrestricted Fund Balance	13,286,983	2,798,774	4,220,287	5,621,479	646,443
Designated Amounts:					
Expo Phase 3	1,237,232	1,237,232			
TLT Capital	139,310		139,310		
PERS Reserve Current Year	366,076	30,056	181,166	105,401	49,453
PERS Reserve Prior Year	1,631,545	148,219	835,202	510,633	137,491
Renewal & Replacement PY	1,785,000	60,000	725,000	1,000,000	
Total Designated Amounts	5,159,163	1,475,507	1,880,678	1,616,034	186,944
Strategic Goal (available unrestricted fund balance)					
Strategic Goal	14,954,098	3,391,747	5,555,389	4,585,766	1,421,196
Available for Strategic Goal:	15,670,446	3,068,774	5,536,910	6,293,319	771,443
Contingency					
Unrestricted Fund Balance					
Excess (GAP)	716,348	(322,973)	(18,479)	1,707,553	(649,753)

Metropolitan Exposition-Recreation Commission
MERC Budget Report
All Departments
March 3, 2010

	2007-08 Actual	2008-09 Actual	2009-10 Adopted Budget	2010-11 Proposed Budget
	Jun-08	Jun-09	Jun-10	Jun-11
Operating				
Revenue	17,780,211	18,458,800	17,866,339	18,515,369
Revenue - Food and Beverage	12,662,562	11,562,005	12,123,799	11,813,716
Total Operating Revenue	30,442,773	30,020,805	29,990,138	30,329,085
Costs - Food and Beverage	10,072,088	9,774,387	9,579,028	9,422,641
Personal Services	15,808,463	17,507,657	18,534,604	18,287,048
Goods & Services	10,211,046	10,455,451	11,910,790	10,931,021
Total Operating Expenses	36,091,597	37,737,494	40,024,422	38,640,710
Net Operating Results	(5,648,824)	(7,716,689)	(10,034,284)	(8,311,625)
Non Operating				
Transient, Lodging Tax	11,112,056	10,658,552	10,930,634	10,558,553
Government Support City of Portland	711,375	742,784	977,851	756,907
Non-Operating Revenue	1,109,105	912,769	2,227,618	620,848
Transfers In	669,720	758,083	692,490	475,000
Total Non Operating Revenue	13,602,256	13,072,188	14,828,593	12,411,308
Non-Operating Expense	20,852	20,054	154,758	2,500
MERC Administration	-	-	-	-
Metro Support Services	2,069,018	2,359,218	2,516,225	2,492,497
Capital Outlay	954,075	1,234,782	3,256,415	3,883,460
Transfers Out	1,189,932	1,192,232	1,188,632	1,189,132
Total Non Operating Expenses	4,233,877	4,806,286	7,116,030	7,567,589
Net Non Operating Results	9,368,379	8,265,903	7,712,563	4,843,719
Net Increase (Decrease)	3,719,555	549,214	(2,321,721)	(3,467,906)
Food and Beverage Gross Margin	2,590,474	1,787,618	2,544,771	2,391,075
Food and Beverage Gross Margin	20.5%	15.5%	21.0%	20.2%
Full Time Employees	178.9	191.0	194.0	192.0
Excise Tax	1,716,189	1,563,554	-	-
Transient Taxes as percent of revenue	25%	25%	24%	25%
National/Regional Conventions	40	35	41	39
Weeks of Broadway	9.0	14.5	9.0	13.0
Fund Balance				
Beginning Fund Balance, actual	22,350,467	26,070,022	26,619,236	24,297,515
Fund Balance Inc (Dec)	3,719,555	549,214	(2,321,721)	(3,467,906)
Ending Fund Balance	26,070,022	26,619,236	24,297,515	20,829,609
Unrestricted Fund Balance	21,504,695	23,155,336	11,803,895	13,286,983
Contingency:				
Contingency	-	-	1,325,708	1,913,463
Renewal & Replacement	-	-	970,000	470,000
PERS - Prior	-	-	1,486,398	-
HQH	-	-	3,700,000	-
Restricted by Agreement - TLT	1,180,311	1,180,311	640,310	139,310
Designated for Renewal & Replacement	-	-	815,000	1,785,000
Designated for Phase 3	-	-	1,339,841	1,237,232
Designated for Phase 3	944,840	1,025,231	-	-
Designated for PERS Reserve - Current	-	-	375,187	366,076
Designated for PERS Reserve - Prior	2,440,176	1,258,358	1,841,176	1,631,545
Designated for PERS Reserve - Prior	-	-	-	-
Restricted by Contract - Aramark	-	-	-	-
Ending Fund Balance	26,070,022	26,619,236	24,297,515	20,829,609
Strategic Goal	13,833,955	14,607,395	15,407,810	14,954,098
Available for Strategy Goal	21,504,695	23,155,336	15,586,001	15,670,446
Excess (Gap)	7,670,740	8,547,941	178,091	716,348

Metropolitan Exposition-Recreation Commission
MERC Budget Report
Portland Exposition Center
March 3, 2010

	2007-08 Actual	2008-09 Actual	2009-10 Adopted Budget	2010-11 Proposed Budget
	Jun-08	Jun-09	Jun-10	Jun-11
Operating				
Revenue	3,985,117	3,730,742	3,705,306	3,766,945
Revenue - Food and Beverage	<u>2,093,352</u>	<u>1,847,803</u>	<u>2,133,289</u>	<u>1,934,927</u>
Total Operating Revenue	6,078,469	5,578,546	5,838,595	5,701,872
Costs - Food and Beverage	1,552,665	1,475,214	1,570,435	1,473,430
Personal Services	1,436,762	1,483,747	1,545,827	1,501,164
Goods & Services	<u>1,144,938</u>	<u>1,151,306</u>	<u>1,280,421</u>	<u>1,430,635</u>
Total Operating Expenses	4,134,365	4,110,266	4,396,683	4,405,229
Net Operating Results	1,944,104	1,468,279	1,441,912	1,296,643
Non Operating				
Non-Operating Revenue	214,014	109,354	336,234	53,932
Transfers In	-	<u>1,194</u>	-	-
Total Non Operating Revenue	214,014	110,548	336,234	53,932
Non-Operating Expense	-	-	-	-
MERC Administration	250,578	291,027	304,707	259,852
Metro Support Services	220,755	245,820	273,509	254,425
Capital Outlay	9,049	173,682	367,500	492,000
Transfers Out	<u>1,189,932</u>	<u>1,192,232</u>	<u>1,188,632</u>	<u>1,189,132</u>
Total Non Operating Expenses	1,670,314	1,902,761	2,134,348	2,195,409
Net Non Operating Results	(1,456,300)	(1,792,213)	(1,798,114)	(2,141,477)
Net Increase (Decrease)	487,803	(323,934)	(356,202)	(844,834)
Food and Beverage Gross Margin	540,687	372,589	562,854	461,497
Food and Beverage Gross Margin	25.8%	20.2%	26.4%	23.9%
Full Time Employees	13.3	13.3	13.3	13.3
Excise Tax	451,126	415,209	-	-
Fund Balance				
Beginning Fund Balance	5,581,447	6,069,251	5,745,317	5,389,115
Fund Balance Inc (Dec)	<u>487,803</u>	<u>(323,934)</u>	<u>(356,202)</u>	<u>(844,834)</u>
Ending Fund Balance	6,069,251	5,745,317	5,389,115	4,544,281
Unrestricted Fund Balance	4,893,455	4,602,336	3,534,342	2,798,774
Contingencies				
Contingency	-	-	218,622	250,000
Renewal & Replacement	-	-	20,000	20,000
PERS - Prior	-	-	205,841	-
HQM				
Restricted by Agreement - TLT				
Designated for Renewal & Replacement	-	-	40,000	60,000
Designated for Phase 3	-	-	1,339,841	1,237,232
Designated for Phase 3	944,840	1,025,231	-	-
Designated for PERS Reserve - Current	-	-	30,469	30,056
Designated for PERS Reserve - Prior	230,956	117,750	-	148,219
Designated for PERS Reserve - Prior	-	-	-	-
Restricted by Contract - Aramark	-	-	-	-
Ending Fund Balance	6,069,251	5,745,317	5,389,115	4,544,281
Strategic Goal	3,257,115	3,247,365	3,386,974	3,391,747
Available for Strategy Goal	<u>4,893,455</u>	<u>4,602,336</u>	<u>3,978,805</u>	<u>3,068,774</u>
Excess (Gap)	1,636,340	1,354,971	591,831	(322,973)

Metropolitan Exposition-Recreation Commission
MERC Budget Report
Oregon Convention Center
March 3, 2010

	2007-08 Actual	2008-09 Actual	2009-10 Adopted Budget	2010-11 Proposed Budget
	Jun-08	Jun-09	Jun-10	Jun-11
Operating				
Revenue	7,869,606	7,347,664	7,980,117	7,933,801
Revenue - Food and Beverage	8,992,501	7,796,996	8,550,083	8,412,150
Total Operating Revenue	16,862,107	15,144,661	16,530,200	16,345,951
Costs - Food and Beverage	7,105,565	6,656,463	6,744,807	6,679,602
Personal Services	7,793,369	8,313,524	9,183,993	8,893,522
Goods & Services	6,708,167	6,844,348	7,242,931	6,648,433
Total Operating Expenses	21,607,102	21,814,335	23,171,731	22,221,557
Net Operating Results	(4,744,995)	(6,669,674)	(6,641,531)	(5,875,606)
Non Operating				
Transient, Lodging Tax	9,115,656	8,800,202	8,975,971	8,700,202
Non-Operating Revenue	406,956	273,558	1,187,336	99,351
Transfers In	669,720	752,592	692,490	475,000
Total Non Operating Revenue	10,192,332	9,826,352	10,855,797	9,274,553
Non-Operating Expense	18,352	17,554	152,258	-
MERC Administration	1,378,181	1,571,548	1,645,421	1,616,862
Metro Support Services	1,146,401	1,332,061	1,369,966	1,399,805
Capital Outlay	585,976	669,397	2,269,990	2,611,460
Transfers Out	-	-	-	-
Total Non Operating Expenses	3,128,910	3,590,560	5,437,635	5,628,127
Net Non Operating Results	7,063,423	6,235,792	5,418,162	3,646,426
Net Increase (Decrease)	2,318,428	(433,882)	(1,223,369)	(2,229,180)
Food and Beverage Gross Margin	1,886,936	1,140,534	1,805,276	1,732,548
Food and Beverage Gross Margin	21.0%	14.6%	21.1%	20.6%
Full Time Employees	104.3	110.3	112.3	110.3
Excise Tax	1,263,519	1,147,164	-	-
Transient Taxes as percent of revenue	34%	35%	33%	34%
National/Regional Conventions	41	34	41	39
Fund Balance				
Beginning Fund Balance	8,985,591	11,304,019	10,870,137	9,646,768
Fund Balance Inc (Dec)	2,318,428	(433,882)	(1,223,369)	(2,229,180)
Ending Fund Balance	11,304,019	10,870,137	9,646,768	7,417,588
Unrestricted Fund Balance	8,842,667	9,043,586	1,082,737	4,220,287
Contingencies	-	-	1,046,167	1,066,623
Contingency	-	-	250,000	250,000
Renewal & Replacement	-	-	1,131,796	-
PERS - Prior	-	-	3,700,000	-
HQH	-	-	-	-
Restricted by Agreement - TLT	1,180,311	1,180,311	640,310	139,310
Designated for Renewal & Replacement	-	-	475,000	725,000
Designated for PERS Reserve - Current	-	-	188,962	181,166
Designated for PERS Reserve - Prior	1,281,041	646,240	1,131,796	835,202
Designated for PERS Reserve - Prior	-	-	-	-
Restricted by Contract - Aramark	-	-	-	-
Ending Fund Balance	11,304,019	10,870,137	9,646,768	7,417,588
Strategic Goal	5,401,775	5,453,584	5,792,933	5,555,389
Available for Strategy Goal	8,842,667	9,043,586	3,510,700	5,536,910
Excess (Gap)	3,440,892	3,590,002	(2,282,233)	(18,480)

Metropolitan Exposition-Recreation Commission
MERC Budget Report
Portland Center for Performing Arts
March 3, 2010

	2007-08 Actual	2008-09 Actual	2009-10 Adopted Budget	2010-11 Proposed Budget
	Jun-08	Jun-09	Jun-10	Jun-11
Operating				
Revenue	5,885,022	7,345,035	6,142,416	6,781,123
Revenue - Food and Beverage	1,576,709	1,917,205	1,440,427	1,466,639
Total Operating Revenue	7,461,731	9,262,240	7,582,843	8,247,762
Costs - Food and Beverage	1,413,858	1,642,709	1,263,786	1,269,609
Personal Services	4,857,935	5,352,700	5,491,404	5,606,405
Goods & Services	1,914,971	2,032,996	2,735,243	2,295,518
Total Operating Expenses	8,186,764	9,028,405	9,490,433	9,171,532
Net Operating Results	(725,033)	233,834	(1,907,590)	(923,770)
Non Operating				
Transient, Lodging Tax	1,996,400	1,858,351	1,954,663	1,858,351
Government Support City of Portland	711,375	742,784	977,851	756,907
Non-Operating Revenue	448,224	485,767	674,048	443,926
Transfers In	-	4,297	-	-
Total Non Operating Revenue	3,155,999	3,091,199	3,606,562	3,059,184
Non-Operating Expense	2,500	2,500	2,500	2,500
MERC Administration	877,025	1,047,699	1,096,947	1,010,539
Metro Support Services	701,862	761,337	872,750	836,267
Capital Outlay	162,662	234,101	468,925	678,000
Transfers Out	-	-	-	-
Total Non Operating Expenses	1,744,049	2,065,637	2,441,122	2,529,306
Net Non Operating Results	1,411,950	1,025,562	1,165,440	529,878
Net Increase (Decrease)	686,917	1,259,396	(742,150)	(393,892)
Food and Beverage Gross Margin	162,851	274,496	176,641	197,030
Food and Beverage Gross Margin	10.3%	14.3%	12.3%	13.4%
Full Time Employees	43.3	46.4	46.4	46.4
Transient Taxes as percent of revenue	19%	15%	17%	16%
Weeks of Broadway	9.0	14.5	9.0	13.0
Fund Balance				
Beginning Fund Balance	7,099,083	7,785,999	9,045,395	8,303,245
Fund Balance Inc (Dec)	686,917	1,259,396	(742,150)	(393,892)
Ending Fund Balance	7,785,999	9,045,395	8,303,245	7,909,353
Unrestricted Fund Balance	7,034,003	8,639,143	6,561,895	5,621,479
Contingencies	-	-	-	-
Contingency	-	-	(72,411)	471,840
Renewal & Replacement	-	-	700,000	200,000
Designated for Renewal & Replacement	-	-	300,000	1,000,000
Designated for PERS Reserve - Current	-	-	104,381	105,401
Designated for PERS Reserve - Prior	751,996	406,252	709,380	510,633
Designated for PERS Reserve - Prior	-	-	-	-
Restricted by Contract - Aramark	-	-	-	-
Ending Fund Balance	7,785,999	9,045,395	8,303,245	7,909,353
Strategic Goal	4,093,382	4,514,203	4,745,217	4,585,766
Available for Strategy Goal	7,034,003	8,639,143	7,189,484	6,293,319
Excess (Gap)	2,940,621	4,124,941	2,444,268	1,707,553

Metropolitan Exposition-Recreation Commission
MERC Budget Report
MERC Administration
March 3, 2010

	2007-08 Actual	2008-09 Actual	2009-10 Adopted Budget	2010-11 Proposed Budget
	Jun-08	Jun-09	Jun-10	Jun-11
Operating				
Revenue	40,466	35,359	38,500	33,500
Total Operating Revenue	40,466	35,359	38,500	33,500
Personal Services	1,720,397	2,357,686	2,313,380	2,285,957
Goods & Services	442,969	426,801	652,195	556,435
Total Operating Expenses	2,163,366	2,784,487	2,965,575	2,842,392
Net Operating Results	(2,122,900)	(2,749,128)	(2,927,075)	(2,808,892)
Non Operating				
Transient, Lodging Tax	-	-	-	-
Government Support City of Portland	-	-	-	-
Non-Operating Revenue	39,911	44,089	30,000	23,639
Transfers In	-	-	-	-
Total Non Operating Revenue	39,911	44,089	30,000	23,639
Non-Operating Expense	-	-	-	-
MERC Administration	(2,505,784)	(2,910,274)	(3,047,075)	(2,887,253)
Metro Support Services	-	-	-	-
Capital Outlay	196,388	157,601	150,000	102,000
Transfers Out	-	-	-	-
Total Non Operating Expenses	(2,309,396)	(2,752,673)	(2,897,075)	(2,785,253)
Net Non Operating Results	2,349,307	2,796,762	2,927,075	2,808,892
Net Increase (Decrease)	226,407	47,634	-	-
Full Time Employees	18.0	21.0	22.0	22.0
Excise Tax	(1,542)	(1,181)	-	-
Fund Balance				
Beginning Fund Balance	684,347	910,754	958,387	958,387
Fund Balance Inc (Dec)	226,407	47,634	-	-
Ending Fund Balance	910,754	958,387	958,387	958,387
Unrestricted Fund Balance	734,571	870,271	624,921	646,443
Contingencies	-	-	-	-
Contingency	-	-	133,330	125,000
PERS - Prior	-	-	148,761	-
Designated for PERS Reserve - Current	-	-	51,375	49,453
Designated for PERS Reserve - Prior	176,183	88,116	-	137,491
Designated for PERS Reserve - Prior	-	-	-	-
Ending Fund Balance	910,754	958,387	958,387	958,387
Strategic Goal	1,081,683	1,392,244	1,482,788	1,421,196
Available for Strategy Goal	734,571	870,271	907,012	771,443
Excess (Gap)	(347,112)	(521,972)	(575,775)	(649,753)

MERC Fund Summary

	Audited FY 2007-08	Audited FY 2008-09	Adopted FY 2009-10	Amended FY 2009-10	Requested FY 2010-11	COO Rec FY 2010-11
Resources						
Beginning Fund Balance	\$22,350,467	\$26,070,021	\$26,074,761	\$26,074,761	\$24,297,515	\$24,297,515
Current Revenues						
Grants	0	8,075	0	216,925	0	0
Local Government Shared Revenue	11,156,012	10,702,509	10,974,589	10,974,589	10,602,508	10,602,508
Contributions from other Governmen	711,376	734,709	760,926	760,926	756,907	756,907
Enterprise Revenue	30,281,559	29,718,490	29,517,557	29,749,557	30,050,758	30,050,758
Interest Earnings	945,178	556,704	586,518	586,518	235,523	235,523
Donations	110,866	450,742	1,922,500	1,690,500	496,500	496,500
Other Misc. Revenue	170,318	163,682	122,226	147,226	123,197	123,197
Interfund Transfers:						
Fund Equity Transfers	669,720	758,083	692,490	692,490	475,000	475,000
Subtotal Current Revenues	44,045,029	43,092,994	44,576,806	44,818,731	42,740,393	42,740,393
Total Resources	\$66,395,496	\$69,163,015	\$70,651,567	\$70,893,492	\$67,037,908	\$67,037,908
Requirements						
Current Expenditures						
Personal Services	\$15,808,463	\$17,507,657	\$18,534,604	\$18,534,604	\$18,402,848	\$18,287,048
Materials and Services	20,213,636	20,230,591	20,776,654	21,343,218	\$20,256,162	20,256,162
Capital Outlay	1,028,477	1,236,534	3,424,490	3,406,415	\$3,983,460	3,983,460
Debt Service	18,349	17,548	17,258	152,258	\$0	0
Interfund Transfers:						
Interfund Reimbursements	2,066,618	2,359,218	2,516,225	2,516,225	\$2,642,036	2,492,498
Internal Service Transfers	0	0	0	0	\$0	0
Fund Equity Transfers	1,189,932	1,192,232	1,188,632	1,188,632	\$1,189,132	1,189,132
Contingency	0	0	8,805,905	8,122,416	\$2,522,773	2,522,773
Subtotal Current Expenditures	40,325,475	42,543,780	55,263,768	55,263,768	48,996,411	48,731,073
Ending Fund Balance	26,070,021	26,619,235	15,387,799	15,629,724	18,041,497	18,306,835
Total Requirements	\$66,395,496	\$69,163,015	\$70,651,567	\$70,893,492	\$67,037,908	\$67,037,908
Full-Time Equivalents (FTE)	186.00	191.00	194.00	194.00	192.00	192.00

Metro Exposition Recreation Commission Fund

FY 2007-08	FY 2008-09	FY 2009-10 <u>Adopted</u>		FY 2009-10 <u>Amended</u>				FY 2010-11 <u>Request</u>		<u>Revision</u>		FY 2010-11 <u>COO Rec</u>	
Actual	Actual	FTE	Amount	FTE	Amount	ACCT	DESCRIPTION	FTE	Amount	FTE	Amount	FTE	Amount
MERC Fund													
<i>Resources</i>													
<i>BEGBAL Beginning Fund Balance</i>													
22,350,467	26,070,021		25,702,261		25,702,261				24,297,515		0		24,297,515
0	0		325,000		325,000		* Prior year ending balance		0		0		0
0	0		47,500		47,500		* Oregon Convention Center		0		0		0
							* Portland Center for the Performing Arts		0		0		0
<i>GRANTS Grants</i>													
0	8,075		0		216,925	4125	Local Grants - Indirect		0		0		0
<i>LGSHRE Local Gov't Share Revenues</i>													
11,112,056	10,658,553		10,930,634		10,930,634	4130	Hotel/Motel Tax		10,558,553		0		10,558,553
43,956	43,956		43,955		43,955	4142	Intergovernment Misc. Revenue		43,955		0		43,955
<i>GVCNTB Contributions from Governments</i>													
711,376	734,709		760,926		760,926	4145	Government Contributions		756,907		0		756,907
<i>CHGSVC Charges for Service</i>													
1,648,735	2,130,705		1,439,332		1,619,332	4500	Admission Fees		1,700,500		0		1,700,500
7,427,948	7,428,389		7,201,549		7,253,549	4510	Rentals		7,454,086		0		7,454,086
12,662,562	11,562,004		12,123,799		12,123,799	4550	Food Service Revenue		11,813,716		0		11,813,716
11,780	19,802		22,000		22,000	4560	Retail Sales		5,000		0		5,000
0	0		0		0	4570	Merchandising		13,000		0		13,000
26,093	23,562		25,500		15,000	4575	Advertising		15,000		0		15,000
1,433,811	1,368,285		1,516,818		1,527,318	4580	Utility Services		1,598,360		0		1,598,360
642,259	1,266,015		682,300		682,300	4590	Commissions		1,135,000		0		1,135,000
2,728,692	2,538,446		2,603,350		2,603,350	4620	Parking Fees		2,838,899		0		2,838,899
2,883,841	2,569,700		3,152,282		3,152,282	4645	Reimbursed Services		2,688,825		0		2,688,825
495,392	472,469		460,747		460,747	4647	Reimbursed Services - Contract		486,142		0		486,142
320,446	339,113		289,880		289,880	4650	Miscellaneous Charges for Svc		302,230		0		302,230
<i>INTRST Interest Earnings</i>													
945,178	556,704		586,518		586,518	4700	Interest on Investments		235,523		0		235,523
<i>DONAT Contributions from Private Sources</i>													
92,366	257,665		307,000		307,000	4750	Donations and Bequests		353,000		0		353,000
0	0		1,250,000		1,250,000	4755	Capital Donations and Bequests		0		0		0
18,500	193,077		365,500		133,500	4760	Sponsorship Revenue		143,500		0		143,500
<i>MISCRV Miscellaneous Revenue</i>													
0	0		0		0	4170	Fine & Forfeitures		2,000		0		2,000
63,147	101,785		81,126		81,126	4805	Financing Transaction		82,372		0		82,372
67,660	45,633		36,100		61,100	4890	Miscellaneous Revenue		34,825		0		34,825
35,274	11,521		5,000		5,000	4891	Refunds and Reimbursements		4,000		0		4,000
<i>INFREQ Special Items-Infrequent Items</i>													
4,237	4,743		0		0	4810	Sale of Fixed Assets		0		0		0
<i>EQTREV Fund Equity Transfers</i>													

Metro Exposition Recreation Commission Fund

FY 2007-08	FY 2008-09	FY 2009-10 Adopted		FY 2009-10 Amended				FY 2010-11 Request		Revision		FY 2010-11 COO Rec	
Actual	Actual	FTE	Amount	FTE	Amount	ACCT	DESCRIPTION	FTE	Amount	FTE	Amount	FTE	Amount
MERC Fund													
669,720	758,083		692,490		692,490	4970	Transfer of Resources * from General Fund		475,000		0		475,000
						INTRA	Intra-Fund Clearing Transfer						
0	0		0		0	4990	Intra-Fund Clearing Transfer * to MERC Administration		0		0		0
\$66,395,496	\$69,163,015		\$70,651,567		\$70,893,492	TOTAL RESOURCES			\$67,037,908		\$0		\$67,037,908

<u>Personal Services</u>													
<u>SALWGE Salaries & Wages</u>													
4,652,108	5,448,465					5010	Reg Employees-Full Time-Exempt						
0	0	3.00	163,488	3.00	163,488		Account Executive	3.00	163,487	-	0	3.00	163,487
0	0	1.00	53,206	1.00	53,206		Accountant	1.00	43,493	-	0	1.00	43,493
0	0	2.00	106,369	2.00	106,369		Accountant Senior	2.00	109,117	-	0	2.00	109,117
0	0	1.00	78,229	1.00	78,229		Controller	1.00	78,229	-	0	1.00	78,229
0	0	1.00	49,109	1.00	49,109		Admissions Staffing Manager	1.00	49,109	-	0	1.00	49,109
0	0	1.00	47,174	1.00	47,174		Assistant Ticket Services Manager	1.00	47,174	-	0	1.00	47,174
0	0	1.00	73,445	1.00	73,445		Asst. Event Svcs Mgr. or Senior House Mg	1.00	73,445	-	0	1.00	73,445
0	0	2.00	197,767	2.00	197,767		Asst. Executive Director	2.00	197,767	-	0	2.00	197,767
0	0	2.00	120,973	2.00	120,973		Asst. Operations Mgr. (Asst. Tech Svcs. M)	2.00	120,993	-	0	2.00	120,993
0	0	1.00	58,032	1.00	58,032		Audio Visual Supervisor	1.00	58,032	-	0	1.00	58,032
0	0	1.00	46,800	1.00	46,800		Audio/Visual Technician Lead	1.00	46,800	-	0	1.00	46,800
0	0	1.00	49,109	1.00	49,109		Audio/Visual Sales	1.00	49,109	-	0	1.00	49,109
0	0	1.00	74,161	1.00	74,161		Budget Manager	1.00	74,152	-	0	1.00	74,152
0	0	-	0	-	0		Chief Engineer	1.00	69,098	-	0	1.00	69,098
0	0	1.00	63,170	1.00	63,170		Computer Systems Administrator	1.00	63,170	-	0	1.00	63,170
0	0	2.00	115,190	2.00	115,190		Business Systems Analyst	2.00	115,190	-	0	2.00	115,190
0	0	1.00	54,704	1.00	54,704		Construction Project Manager	1.00	56,888	-	0	1.00	56,888
0	0	1.00	85,363	1.00	85,363		Construction Division Manager	1.00	85,363	-	0	1.00	85,363
0	0	1.00	133,702	1.00	133,702		MERC Chief Operating Officer	1.00	133,702	-	0	1.00	133,702
0	0	1.00	110,000	1.00	110,000		Director of Business/Community Developm	1.00	110,000	-	0	1.00	110,000
0	0	1.00	94,994	1.00	94,994		Director of Communication/Strategic Devel	1.00	94,994	-	0	1.00	94,994
0	0	1.00	91,936	1.00	91,936		Director of Event Services	1.00	91,936	-	0	1.00	91,936
0	0	1.00	92,394	1.00	92,394		Director of Sales & Marketing	1.00	92,394	-	0	1.00	92,394
0	0	4.00	245,772	4.00	245,772		Event Manager	4.00	245,772	-	0	4.00	245,772
0	0	1.00	78,499	1.00	78,499		Event Services Manager	1.00	78,499	-	0	1.00	78,499
0	0	1.00	114,317	1.00	114,317		Director - Expo Center	1.00	114,317	-	0	1.00	114,317
0	0	1.00	184,371	1.00	184,371		MERC Chief Executive Officer	1.00	175,000	-	0	1.00	175,000
0	0	1.00	59,114	1.00	59,114		Graphic Designer II	1.00	59,114	-	0	1.00	59,114

Metro Exposition Recreation Commission Fund

FY 2007-08	FY 2008-09	FY 2009-10 <u>Adopted</u>		FY 2009-10 <u>Amended</u>				FY 2010-11 <u>Request</u>		<u>Revision</u>		FY 2010-11 <u>COO Rec</u>	
Actual	Actual	FTE	Amount	FTE	Amount	ACCT	DESCRIPTION	FTE	Amount	FTE	Amount	FTE	Amount
MERC Fund													
0	0	1.00	72,010	1.00	72,010		Human Resources Manager	1.00	74,880	-	0	1.00	74,880
0	0	1.00	83,200	1.00	83,200		Information Technology Manager	1.00	83,200	-	0	1.00	83,200
0	0	2.00	125,444	2.00	125,444		Maintenance Supervisor	1.00	61,734	-	0	1.00	61,734
0	0	1.00	70,554	1.00	70,554		Marketing & Web Services Manager	1.00	70,554	-	0	1.00	70,554
0	0	1.00	160,638	1.00	160,638		Executive Director - OCC	1.00	160,638	-	0	1.00	160,638
0	0	4.00	307,528	4.00	307,528		Operations Manager	4.00	307,590	-	0	4.00	307,590
0	0	1.00	95,035	1.00	95,035		Director of Operations	1.00	95,035	-	0	1.00	95,035
0	0	1.00	128,336	1.00	128,336		Executive Director - PCPA	1.00	128,336	-	0	1.00	128,336
0	0	1.00	54,995	1.00	54,995		Public Relations Manager	-	0	-	0	-	0
0	0	1.00	56,174	1.00	56,174		Procurement Analyst	1.00	56,181	-	0	1.00	56,181
0	0	1.00	76,440	1.00	76,440		Sales & Events Manager	1.00	76,440	-	0	1.00	76,440
0	0	1.00	71,656	1.00	71,656		Sales & Booking Manager	1.00	71,656	-	0	1.00	71,656
0	0	6.00	349,730	6.00	349,730		Sales Manager	5.00	293,300	-	0	5.00	293,300
0	0	1.00	71,023	1.00	71,023		Security Manager	1.00	71,023	-	0	1.00	71,023
0	0	1.00	69,909	1.00	69,909		Senior Event Manager	1.00	69,909	-	0	1.00	69,909
0	0	8.00	433,305	8.00	433,305		Set-up & Operations Supervisor	8.00	417,165	-	0	8.00	417,165
0	0	1.00	65,458	1.00	65,458		Senior Set-up Supervisor	1.00	65,458	-	0	1.00	65,458
0	0	1.00	57,699	1.00	57,699		Stage Supervisor	1.00	57,699	-	0	1.00	57,699
0	0	1.00	56,493	1.00	56,493		Sustainability Coordinator	1.00	56,493	-	0	1.00	56,493
0	0	1.00	69,098	1.00	69,098		Facility & Technical Services Supervisor	1.00	69,098	-	0	1.00	69,098
0	0	2.00	143,147	2.00	143,147		Ticketing/Parking Service Manager	2.00	143,147	-	0	2.00	143,147
0	0	1.00	63,523	1.00	63,523		Ticket Services Manager	1.00	63,523	-	0	1.00	63,523
0	0	1.00	50,378	1.00	50,378		Volunteer Services Coordinator	1.00	50,378	-	0	1.00	50,378
3,781,284	4,081,306	-	-	-	-	5015	Reg Empl-Full Time-Non-Exempt	-	-	-	-	-	-
0	0	2.00	77,277	2.00	77,277		Accounting Technician	2.00	71,452	-	0	2.00	71,452
0	0	12.00	473,757	12.00	473,757		Administrative Assistant	12.00	472,587	-	0	12.00	472,587
0	0	4.00	193,662	4.00	193,662		Executive Assistant	4.00	185,894	-	0	4.00	185,894
0	0	3.00	128,307	3.00	128,307		Audio Visual Technician	3.00	128,307	-	0	3.00	128,307
0	0	5.00	332,243	5.00	332,243		Electrician	5.00	335,529	-	0	5.00	335,529
0	0	8.00	285,076	8.00	285,076		Facility Security Agent	9.00	315,070	-	0	9.00	315,070
0	0	1.00	37,015	1.00	37,015		Lead Facility Security Agent	-	0	-	0	-	0
0	0	2.00	144,557	2.00	144,557		Lead Electrician	2.00	145,865	-	0	2.00	145,865
0	0	1.00	62,170	1.00	62,170		Lead Operating Engineer	1.00	65,660	-	0	1.00	65,660
0	0	7.00	428,963	7.00	428,963		Operating Engineer	7.00	430,533	-	0	7.00	430,533
0	0	2.00	78,050	2.00	78,050		Painter	2.00	78,050	-	0	2.00	78,050
0	0	1.00	28,710	1.00	28,710		Secretary II	1.00	29,232	-	0	1.00	29,232
0	0	1.00	48,316	1.00	48,316		Services Sales Coordinator	1.00	48,316	-	0	1.00	48,316
0	0	1.00	37,730	1.00	37,730		Lead Stagedoor Watchperson	1.00	37,730	-	0	1.00	37,730
0	0	1.00	48,462	1.00	48,462		Telecom & Information Systems Tech	1.00	48,462	-	0	1.00	48,462

Metro Exposition Recreation Commission Fund

FY 2007-08	FY 2008-09	FY 2009-10 Adopted		FY 2009-10 Amended				FY 2010-11 Request		Revision		FY 2010-11 COO Rec	
Actual	Actual	FTE	Amount	FTE	Amount	ACCT	DESCRIPTION	FTE	Amount	FTE	Amount	FTE	Amount
MERC Fund													
0	0	1.00	31,529	1.00	31,529		Box Office Coordinator	1.00	31,529	-	0	1.00	31,529
0	0	3.00	116,084	3.00	116,084		Utility Lead	3.00	111,946	-	0	3.00	111,946
0	0	3.00	132,310	3.00	132,310		Utility Maintenance	4.00	178,728	-	0	4.00	178,728
0	0	1.00	47,231	1.00	47,231		Utility Maint. Lead	-	0	-	0	-	0
0	0	3.00	136,609	3.00	136,609		Utility Maintenance Specialist	3.00	138,392	-	0	3.00	138,392
0	0	1.00	40,456	1.00	40,456		Utility Maintenance Technician	1.00	41,765	-	0	1.00	41,765
0	0	40.00	1,436,920	40.00	1,436,920		Utility Worker II	40.00	1,410,450	-	0	40.00	1,410,450
167,410	209,469		293,899		293,899	5025	Regular Employees Part Time Non-Exempt		211,554		0		211,554
106,981	110,790		39,918		39,918	5030	Temporary Employees		61,676		0		61,676
845,587	915,524		1,133,019		1,133,019	5043	Part-Time, Non-Reimbursed Labor		1,211,044		0		1,211,044
310,317	299,592	15.00	597,889	15.00	597,889	5045	Part-Time, Reimbursed Labor-Stagehands	15.00	737,922	-	0	15.00	737,922
1,357,259	1,483,054		1,015,297		1,015,297	5045	Part-Time, Reimbursed Labor-Other		934,846		0		934,846
332,364	335,706		406,993		406,993	5080	Overtime		394,172		0		394,172
						5089	Salary Adjustment						
0	0		429,068		429,068		Merit Adjustment Pool (non-represented)		226,984		0		226,984
FRINGE Fringe Benefits													
						5100	Fringe Benefits						
3,902,635	4,254,004		4,499,080		4,499,080		Base Fringe (variable & fixed)		4,714,911		(115,800)		4,599,111
352,518	369,747		400,846		400,846	5190	PERS Bond Recovery		364,461		0		364,461
\$15,808,463	\$17,507,657	194.00	\$18,534,604	194.00	\$18,534,604	Total Personal Services		192.00	\$18,402,848	0.00	(\$115,800)	192.00	\$18,287,048
Materials & Services													
GOODS Goods													
179,760	217,996		223,555		270,474	5201	Office Supplies		236,902		0		236,902
331,197	250,434		297,086		297,086	5205	Operating Supplies		265,947		0		265,947
77,155	85,160		90,896		69,290	5210	Subscriptions and Dues		63,005		0		63,005
16,063	14,834		17,970		17,970	5214	Fuels and Lubricants		16,820		0		16,820
402,560	464,053		584,175		572,102	5215	Maintenance & Repairs Supplies		544,340		0		544,340
8,023	8,701		9,000		9,000	5225	Retail		10,000		0		10,000
SVCS Services													
1,369,441	915,099		1,273,843		1,281,645	5240	Contracted Professional Svcs		704,120		5,500		709,620
2,225,594	2,619,360		2,619,362		2,644,362	5245	Marketing Expense		2,619,362		0		2,619,362
0	87,545		0		74,250	5246	Sponsorship Expenditures		59,050		(5,500)		53,550
396,403	417,728		412,681		412,681	5247	Visitor Development Marketing		417,728		0		417,728
2,329,093	2,375,054		2,584,520		2,584,520	5251	Utility Services		2,519,600		0		2,519,600
0	18,538		33,260		33,260	5255	Cleaning Services		33,800		0		33,800
524,716	774,700		836,943		989,891	5260	Maintenance & Repair Services		1,156,339		0		1,156,339
557,826	629,147		591,388		588,573	5265	Rentals		527,940		0		527,940
36,628	23,232		28,060		28,060	5270	Insurance		28,560		0		28,560
442,229	327,811		420,448		424,448	5280	Other Purchased Services		401,126		0		401,126

Metro Exposition Recreation Commission Fund

FY 2007-08	FY 2008-09	FY 2009-10 Adopted		FY 2009-10 Amended		ACCT	DESCRIPTION	FY 2010-11 Request		Revision		FY 2010-11 COO Rec	
Actual	Actual	FTE	Amount	FTE	Amount			FTE	Amount	FTE	Amount	FTE	Amount
MERC Fund													
439,790	435,602		390,913		393,413	5281	Other Purchased Services - Reimb	390,773		0		390,773	
10,005,707	9,772,634		9,431,528		9,429,028	5291	Food and Beverage Services	9,322,641		0		9,322,641	
273,393	282,135		292,357		288,357	5292	Parking Services	305,580		0		305,580	
						IGEXP Intergov't Expenditures							
215,410	231,989		235,379		230,379	5300	Payments to Other Agencies	275,258		0		275,258	
10,686	13,244		11,500		11,500	5310	Taxes (Non-Payroll)	16,500		0		16,500	
0	0		0		311,564	5320	Government Assessments	0		0		0	
						OTHEXP Other Expenditures							
166,239	150,206		164,625		218,146	5450	Travel	193,171		0		193,171	
92,747	88,095		221,665		157,719	5455	Staff Development	130,600		0		130,600	
9,123	27,294		5,500		5,500	5490	Miscellaneous Expenditures	17,000		0		17,000	
						GAAP GAAP Account							
3,853	0		0		0	5520	Bad Debt Expense	0		0		0	
\$20,213,636	\$20,230,591		\$20,776,654		\$21,343,218	Total Materials & Services		\$20,256,162		\$0		\$20,256,162	
Capital Outlay													
						CAPCIP Capital Outlay (CIP Projects)							
13,695	50,805		75,000		75,000	5710	Improve-Oth thn Bldg	690,000		0		690,000	
740,922	653,634		3,123,490		3,105,415	5720	Buildings & Related	2,765,460		0		2,765,460	
80,578	385,198		56,000		56,000	5740	Equipment & Vehicles	426,000		0		426,000	
193,282	146,897		170,000		170,000	5750	Office Furniture & Equip	102,000		0		102,000	
\$1,028,477	\$1,236,534		\$3,424,490		\$3,406,415	Total Capital Outlay		\$3,983,460		\$0		\$3,983,460	
Debt Service													
						LOAN Loan Payments							
10,280	10,279		10,280		145,280	5610	Loan Payments-Principal	0		0		0	
8,069	7,269		6,978		6,978	5615	Loan Payments-Interest	0		0		0	
\$18,349	\$17,548		\$17,258		\$152,258	Total Debt Service		\$0		\$0		\$0	
Interfund Transfers													
						INDTEX Interfund Reimbursements							
						5800 Transfer for Indirect Costs							
1,431,805	1,798,662		1,921,718		1,921,718	* to General Fund-Support Services		2,129,037		(258,829)		1,870,208	
89,507	0		105,936		105,936	* to General Fund		0		122,978		122,978	
376,166	386,356		360,362		360,362	* to Risk Management Fund - Liability		378,380		8,049		386,429	
169,140	174,200		128,209		128,209	* to Risk Management Fund - Workers Comp.		134,619		(21,736)		112,883	
EQTCHG Fund Equity Transfers													
						5810 Transfer of Resources							
1,189,932	1,192,232		1,188,632		1,188,632	* to General Revenue Bond Fund		1,189,132		0		1,189,132	
\$3,256,550	\$3,551,450		\$3,704,857		\$3,704,857	Total Interfund Transfers		\$3,831,168	0.00	(\$149,538)		\$3,681,630	

Metro Exposition Recreation Commission Fund

FY 2007-08	FY 2008-09	FY 2009-10 <u>Adopted</u>		FY 2009-10 <u>Amended</u>		FY 2010-11 <u>Request</u>		<u>Revision</u>		FY 2010-11 <u>COO Rec</u>	
Actual	Actual	FTE	Amount	FTE	Amount	ACCT	DESCRIPTION	FTE	Amount	FTE	Amount
MERC Fund											
<u>Contingency and Ending Balance</u>											
CONT Contingency											
5999 Contingency											
0	0		2,009,197		1,325,708		* General Contingency	1,913,463		0	1,913,463
0	0		970,000		970,000		* Renewal and Replacement	470,000		0	470,000
0	0		1,486,398		1,486,398		* Prior Year PERS Reserve	0		0	0
0	0		3,700,000		3,700,000		* Reimbursable HQH Contingency	0		0	0
0	0		640,310		640,310		* Contingency for Capital (TL TAX)	139,310		0	139,310
UNAPP Unappropriated Fund Balance											
5990 Unappropriated Fund Balance											
0	0		1,339,841		1,339,841		* Restricted Fund Balance (User Fees)	1,237,232		0	1,237,232
26,070,021	26,619,235		12,148,391		12,390,316		* Ending Balance	12,655,013		631,969	13,286,982
0	0		815,000		815,000		* Renewal & Replacement	1,785,000		0	1,785,000
0	0		375,187		375,187		* Current Year PERS Reserve	732,707		(366,631)	366,076
0	0		709,380		709,380		* Prior Year PERS Reserve	1,631,545		0	1,631,545
\$26,070,021	\$26,619,235		\$24,193,704		\$23,752,140		Total Contingency and Ending Balance	\$20,564,270		\$265,338	\$20,829,608
\$66,395,496	\$69,163,015	194.00	\$70,651,567	194.00	\$70,893,492		TOTAL REQUIREMENTS	192.00	\$67,037,908	0.00	\$0
										192.00	\$67,037,908

Metro Exposition Recreation Commission Fund

FY 2007-08	FY 2008-09	FY 2009-10 Adopted		FY 2009-10 Amended				FY 2010-11 Request		Revision		FY 2010-11 COO Rec	
Actual	Actual	FTE	Amount	FTE	Amount	ACCT	DESCRIPTION	FTE	Amount	FTE	Amount	FTE	Amount
Expo Center													
<u>Resources</u>													
<i>BEGBAL Beginning Fund Balance</i>													
5,581,446	6,069,250		5,949,353		5,949,353		* Prior year ending balance		5,389,115		0		5,389,115
0	0		0		0		* Oregon Convention Center		0		0		0
0	0		0		0		* Portland Center for the Performing Arts		0		0		0
<i>GRANTS Grants</i>													
0	0		0		0	4125	Local Grants - Indirect		0		0		0
0	0		0		0	LGSHRE	Local Gov't Share Revenues		0		0		0
0	0		0		0	4130	Hotel/Motel Tax		0		0		0
43,956	43,956		43,955		43,955	4142	Intergovernment Misc. Revenue		43,955		0		43,955
<i>GVCNTB Contributions from Governments</i>													
0	0		0		0	4145	Government Contributions		0		0		0
<i>CHGSVC Charges for Service</i>													
195,113	160,168		195,000		195,000	4500	Admission Fees		152,000		0		152,000
1,636,081	1,578,512		1,458,948		1,458,948	4510	Rentals		1,475,500		0		1,475,500
2,093,352	1,847,803		2,133,289		2,133,289	4550	Food Service Revenue		1,934,927		0		1,934,927
0	0		0		0	4560	Retail Sales		0		0		0
0	0		0		0	4570	Merchandising		0		0		0
0	0		0		0	4575	Advertising		0		0		0
218,160	204,087		210,000		210,000	4580	Utility Services		203,500		0		203,500
21,900	42,255		50,000		50,000	4590	Commissions		45,000		0		45,000
1,461,526	1,389,809		1,411,350		1,411,350	4620	Parking Fees		1,519,509		0		1,519,509
213,798	195,997		218,766		218,766	4645	Reimbursed Services		209,556		0		209,556
107,329	86,285		87,461		87,461	4647	Reimbursed Services - Contract		89,853		0		89,853
73,078	18,604		20,000		20,000	4650	Miscellaneous Charges for Svc		20,000		0		20,000
<i>INTRST Interest Earnings</i>													
209,377	109,354		148,734		148,734	4700	Interest on Investments		53,932		0		53,932
<i>DONAT Contributions from Private Sources</i>													
0	0		0		0	4750	Donations and Bequests		0		0		0
0	0		187,500		187,500	4755	Capital Donations and Bequests		0		0		0
0	0		0		0	4760	Sponsorship Revenue		0		0		0
<i>MISCRV Miscellaneous Revenue</i>													
0	0		0		0	4170	Fine & Forfeitures		0		0		0
9,196	10,218		9,826		9,826	4805	Financing Transaction		8,072		0		8,072
(294)	(452)		0		0	4890	Miscellaneous Revenue		0		0		0
7,074	1,305		0		0	4891	Refunds and Reimbursements		0		0		0
<i>INFREQ Special Items-Infrequent Items</i>													
2,837	0		0		0	4810	Sale of Fixed Assets		0		0		0
<i>EQTREV Fund Equity Transfers</i>													

Metro Exposition Recreation Commission Fund

FY 2007-08	FY 2008-09	FY 2009-10 <u>Adopted</u>		FY 2009-10 <u>Amended</u>				FY 2010-11 <u>Request</u>		<u>Revision</u>		FY 2010-11 <u>COO Rec</u>	
Actual	Actual	FTE	Amount	FTE	Amount	ACCT	DESCRIPTION	FTE	Amount	FTE	Amount	FTE	Amount
Expo Center													
0	1,194	0	0	0	0	4970	Transfer of Resources * from General Fund	0	0	0	0	0	0
						INTRA	Intra-Fund Clearing Transfer						
(250,578)	(291,027)		(304,707)		(304,707)	4990	Intra-Fund Clearing Transfer * to MERC Administration	(261,040)		1,188			(259,852)
\$11,523,351	\$11,467,318		\$11,819,475		\$11,819,475	TOTAL RESOURCES		\$10,883,879		\$1,188			\$10,885,067

Personal Services SALWGE Salaries & Wages

521,256	551,134					5010	Reg Employees-Full Time-Exempt						
0	0	-	0	-	0		Account Executive	-	0	-	0	-	0
0	0	-	0	-	0		Accountant	-	0	-	0	-	0
0	0	-	0	-	0		Accountant Senior	-	0	-	0	-	0
0	0	-	0	-	0		Controller	-	0	-	0	-	0
0	0	0.20	9,822	0.20	9,822		Admissions Staffing Manager	0.20	9,822	-	0	0.20	9,822
0	0	-	0	-	0		Assistant Ticket Services Manager	-	0	-	0	-	0
0	0	-	0	-	0		Asst. Event Svcs Mgr. or Senior House Mg	-	0	-	0	-	0
0	0	-	0	-	0		Asst. Executive Director	-	0	-	0	-	0
0	0	1.00	48,152	1.00	48,152		Asst. Operations Mgr. (Asst. Tech Svcs. M	1.00	48,172	-	0	1.00	48,172
0	0	-	0	-	0		Audio Visual Supervisor	-	0	-	0	-	0
0	0	-	0	-	0		Audio/Visual Technician Lead	-	0	-	0	-	0
0	0	-	0	-	0		Audio/Visual Sales	-	0	-	0	-	0
0	0	-	0	-	0		Budget Manager	-	0	-	0	-	0
0	0	-	0	-	0		Chief Engineer	-	0	-	0	-	0
0	0	-	0	-	0		Computer Systems Administrator	-	0	-	0	-	0
0	0	-	0	-	0		Business Systems Analyst	-	0	-	0	-	0
0	0	-	0	-	0		Construction Project Manager	-	0	-	0	-	0
0	0	-	0	-	0		Construction Division Manager	-	0	-	0	-	0
0	0	-	0	-	0		MERC Chief Operating Officer	-	0	-	0	-	0
0	0	-	0	-	0		Director of Business/Community Developm	-	0	-	0	-	0
0	0	-	0	-	0		Director of Communication/Strategic Devel	-	0	-	0	-	0
0	0	-	0	-	0		Director of Event Services	-	0	-	0	-	0
0	0	-	0	-	0		Director of Sales & Marketing	-	0	-	0	-	0
0	0	2.00	122,886	2.00	122,886		Event Manager	2.00	122,886	-	0	2.00	122,886
0	0	-	0	-	0		Event Services Manager	-	0	-	0	-	0
0	0	1.00	114,317	1.00	114,317		Director - Expo Center	1.00	114,317	-	0	1.00	114,317
0	0	-	0	-	0		MERC Chief Executive Officer	-	0	-	0	-	0
0	0	-	0	-	0		Graphic Designer II	-	0	-	0	-	0

Metro Exposition Recreation Commission Fund

FY 2007-08	FY 2008-09	FY 2009-10 <u>Adopted</u>		FY 2009-10 <u>Amended</u>				FY 2010-11 <u>Request</u>		<u>Revision</u>		FY 2010-11 <u>COO Rec</u>	
Actual	Actual	FTE	Amount	FTE	Amount	ACCT	DESCRIPTION	FTE	Amount	FTE	Amount	FTE	Amount
Expo Center													
0	0	-	0	-	0		Human Resources Manager	-	0	-	0	-	0
0	0	-	0	-	0		Information Technology Manager	-	0	-	0	-	0
0	0	-	0	-	0		Maintenance Supervisor	-	0	-	0	-	0
0	0	-	0	-	0		Marketing & Web Services Manager	-	0	-	0	-	0
0	0	-	0	-	0		Executive Director - OCC	-	0	-	0	-	0
0	0	1.00	70,200	1.00	70,200		Operations Manager	1.00	70,200	-	0	1.00	70,200
0	0	-	0	-	0		Director of Operations	-	0	-	0	-	0
0	0	-	0	-	0		Executive Director - PCPA	-	0	-	0	-	0
0	0	-	0	-	0		Public Relations Manager	-	0	-	0	-	0
0	0	-	0	-	0		Procurement Analyst	-	0	-	0	-	0
0	0	1.00	76,440	1.00	76,440		Sales & Events Manager	1.00	76,440	-	0	1.00	76,440
0	0	-	0	-	0		Sales & Booking Manager	-	0	-	0	-	0
0	0	-	0	-	0		Sales Manager	-	0	-	0	-	0
0	0	0.05	3,544	0.05	3,544		Security Manager	0.05	3,544	-	0	0.05	3,544
0	0	-	0	-	0		Senior Event Manager	-	0	-	0	-	0
0	0	-	0	-	0		Set-up & Operations Supervisor	-	0	-	0	-	0
0	0	-	0	-	0		Senior Set-up Supervisor	-	0	-	0	-	0
0	0	-	0	-	0		Stage Supervisor	-	0	-	0	-	0
0	0	-	0	-	0		Sustainability Coordinator	-	0	-	0	-	0
0	0	-	0	-	0		Facility & Technical Services Supervisor	-	0	-	0	-	0
0	0	1.00	72,093	1.00	72,093		Ticketing/Parking Service Manager	1.00	72,093	-	0	1.00	72,093
0	0	-	0	-	0		Ticket Services Manager	-	0	-	0	-	0
0	0	-	0	-	0		Volunteer Services Coordinator	-	0	-	0	-	0
248,680	252,383					5015	Reg Empl-Full Time-Non-Exempt						
0	0	-	0	-	0		Accounting Technician	-	0	-	0	-	0
0	0	0.05	1,819	0.05	1,819		Administrative Assistant	0.05	1,819	-	0	0.05	1,819
0	0	1.00	47,920	1.00	47,920		Executive Assistant	1.00	40,152	-	0	1.00	40,152
0	0	-	0	-	0		Audio Visual Technician	-	0	-	0	-	0
0	0	-	0	-	0		Electrician	-	0	-	0	-	0
0	0	-	0	-	0		Facility Security Agent	-	0	-	0	-	0
0	0	-	0	-	0		Lead Facility Security Agent	-	0	-	0	-	0
0	0	-	0	-	0		Lead Electrician	-	0	-	0	-	0
0	0	-	0	-	0		Lead Operating Engineer	-	0	-	0	-	0
0	0	-	0	-	0		Operating Engineer	-	0	-	0	-	0
0	0	-	0	-	0		Painter	-	0	-	0	-	0
0	0	-	0	-	0		Secretary II	-	0	-	0	-	0
0	0	-	0	-	0		Services Sales Coordinator	-	0	-	0	-	0
0	0	-	0	-	0		Lead Stagedoor Watchperson	-	0	-	0	-	0
0	0	-	0	-	0		Telecom & Information Systems Tech	-	0	-	0	-	0

Metro Exposition Recreation Commission Fund

FY 2007-08	FY 2008-09	FY 2009-10 <u>Adopted</u>		FY 2009-10 <u>Amended</u>				FY 2010-11 <u>Request</u>		<u>Revision</u>		FY 2010-11 <u>COO Rec</u>	
Actual	Actual	FTE	Amount	FTE	Amount	ACCT	DESCRIPTION	FTE	Amount	FTE	Amount	FTE	Amount
Expo Center													
0	0	-	0	-	0		Box Office Coordinator	-	0	-	0	-	0
0	0	2.00	73,414	2.00	73,414		Utility Lead	2.00	67,902	-	0	2.00	67,902
0	0	-	0	-	0		Utility Maintenance	-	0	-	0	-	0
0	0	-	0	-	0		Utility Maint. Lead	-	0	-	0	-	0
0	0	3.00	136,609	3.00	136,609		Utility Maintenance Specialist	3.00	138,392	-	0	3.00	138,392
0	0	-	0	-	0		Utility Maintenance Technician	-	0	-	0	-	0
0	0	-	0	-	0		Utility Worker II	-	0	-	0	-	0
36,049	74,328	-	85,114	-	85,114	5025	Regular Employees Part Time Non-Exempt	-	83,054	-	0	-	83,054
34,983	19,410	-	0	-	0	5030	Temporary Employees	-	0	-	0	-	0
86,239	95,470	-	121,924	-	121,924	5043	Part-Time, Non-Reimbursed Labor	-	112,487	-	0	-	112,487
127,088	122,280	-	0	-	0	5045	Part-Time, Reimbursed Labor-Stagehands	-	0	-	0	-	0
0	0	-	139,661	-	139,661	5045	Part-Time, Reimbursed Labor-Other	-	134,026	-	0	-	134,026
7,900	5,476	-	6,658	-	6,658	5080	Overtime	-	10,379	-	0	-	10,379
0	0	-	38,705	-	38,705	5089	Salary Adjustment	-	0	-	0	-	0
		-		-			Merit Adjustment Pool (non-represented)	-	18,932	-	0	-	18,932
FRINGE Fringe Benefits													
		-		-		5100	Fringe Benefits	-	0	-	0	-	0
342,666	332,870	-	343,319	-	343,319		Base Fringe (variable & fixed)	-	354,453	-	(7,980)	-	346,473
31,901	30,396	-	33,230	-	33,230	5190	PERS Bond Recovery	-	30,074	-	0	-	30,074
\$1,436,762	\$1,483,747	13.30	\$1,545,827	13.30	\$1,545,827	Total Personal Services		13.30	\$1,509,144	0.00	(\$7,980)	13.30	\$1,501,164

Materials & Services

GOODS Goods													
21,327	17,282	-	23,500	-	23,500	5201	Office Supplies	-	22,550	-	0	-	22,550
8,703	9,148	-	13,300	-	13,300	5205	Operating Supplies	-	15,325	-	0	-	15,325
2,379	5,301	-	5,765	-	5,765	5210	Subscriptions and Dues	-	4,150	-	0	-	4,150
7,917	6,879	-	7,150	-	7,150	5214	Fuels and Lubricants	-	7,000	-	0	-	7,000
63,917	64,643	-	72,075	-	72,075	5215	Maintenance & Repairs Supplies	-	75,100	-	0	-	75,100
0	0	-	0	-	0	5225	Retail	-	0	-	0	-	0
SVCS Services													
33,805	123,993	-	98,350	-	98,350	5240	Contracted Professional Svcs	-	246,850	-	0	-	246,850
0	0	-	0	-	0	5245	Marketing Expense	-	0	-	0	-	0
0	0	-	0	-	0	5246	Sponsorship Expenditures	-	0	-	0	-	0
0	0	-	0	-	0	5247	Visitor Development Marketing	-	0	-	0	-	0
585,627	567,067	-	622,300	-	622,300	5251	Utility Services	-	617,700	-	0	-	617,700
0	0	-	0	-	0	5255	Cleaning Services	-	0	-	0	-	0
49,202	33,642	-	75,881	-	75,881	5260	Maintenance & Repair Services	-	62,957	-	0	-	62,957
42,908	16,142	-	32,388	-	32,388	5265	Rentals	-	30,280	-	0	-	30,280
6,937	3,533	-	3,500	-	3,500	5270	Insurance	-	3,000	-	0	-	3,000

Metro Exposition Recreation Commission Fund

FY 2007-08	FY 2008-09	FY 2009-10 <u>Adopted</u>		FY 2009-10 <u>Amended</u>				FY 2010-11 <u>Request</u>		<u>Revision</u>		FY 2010-11 <u>COO Rec</u>	
Actual	Actual	FTE	Amount	FTE	Amount	ACCT	DESCRIPTION	FTE	Amount	FTE	Amount	FTE	Amount
Expo Center													
88,149	72,123		95,030		95,030	5280	Other Purchased Services		87,670		0		87,670
45,179	46,087		37,406		37,406	5281	Other Purchased Services - Reimb		36,315		0		36,315
1,552,665	1,475,215		1,570,435		1,570,435	5291	Food and Beverage Services		1,473,430		0		1,473,430
103,739	103,402		105,857		105,857	5292	Parking Services		115,640		0		115,640
						IGEXP	Intergov't Expenditures						
69,412	62,541		65,614		65,614	5300	Payments to Other Agencies		85,198		0		85,198
10,686	10,829		11,500		11,500	5310	Taxes (Non-Payroll)		11,500		0		11,500
0	0		0		0	5320	Government Assessments		0		0		0
						OTHEXP	Other Expenditures						
3,441	6,502		5,825		5,825	5450	Travel		5,500		0		5,500
4,283	2,190		4,980		4,980	5455	Staff Development		3,900		0		3,900
0	2		0		0	5490	Miscellaneous Expenditures		0		0		0
						GAAP	GAAP Account						
(273)	0		0		0	5520	Bad Debt Expense		0		0		0
\$2,700,003	\$2,626,521		\$2,850,856		\$2,850,856		Total Materials & Services		\$2,904,065		\$0		\$2,904,065
Capital Outlay													
						CAPCIP	Capital Outlay (CIP Projects)						
0	50,805		75,000		75,000	5710	Improve-Oth thn Bldg		30,000		0		30,000
4,931	122,877		292,500		292,500	5720	Buildings & Related		462,000		0		462,000
0	0		0		0	5740	Equipment & Vehicles		0		0		0
4,118	0		0		0	5750	Office Furniture & Equip		0		0		0
\$9,049	\$173,682		\$367,500		\$367,500		Total Capital Outlay		\$492,000		\$0		\$492,000
Debt Service													
						LOAN	Loan Payments						
0	0		0		0	5610	Loan Payments-Principal		0		0		0
0	0		0		0	5615	Loan Payments-Interest		0		0		0
\$0	\$0		\$0		\$0		Total Debt Service		\$0		\$0		\$0
Interfund Transfers													
						INDEX	Interfund Reimbursements						
						5800	Transfer for Indirect Costs						
143,180	169,466		192,172		192,172		* to General Fund-Support Services		212,904		(44,585)		168,319
8,951	0		10,594		10,594		* to General Fund		0		11,068		11,068
66,224	76,354		65,615		65,615		* to Risk Management Fund - Liability		68,896		1,627		70,523
0	0		5,128		5,128		* to Risk Management Fund - Workers Comp.		5,384		(869)		4,515
						EQTCHG	Fund Equity Transfers						
						5810	Transfer of Resources						
1,189,932	1,192,232		1,188,632		1,188,632		* to General Revenue Bond Fund		1,189,132		0		1,189,132
\$1,408,287	\$1,438,052		\$1,462,141		\$1,462,141		Total Interfund Transfers		\$1,476,316		0.00		(\$32,759)
													\$1,443,557

Metro Exposition Recreation Commission Fund

FY 2007-08	FY 2008-09	FY 2009-10 <u>Adopted</u>		FY 2009-10 <u>Amended</u>				FY 2010-11 <u>Request</u>		<u>Revision</u>		FY 2010-11 <u>COO Rec</u>	
Actual	Actual	FTE	Amount	FTE	Amount	ACCT	DESCRIPTION	FTE	Amount	FTE	Amount	FTE	Amount
Expo Center													
							<u>Contingency and Ending Balance</u>						
						CONT	Contingency						
						5999	Contingency						
0	0		218,622		218,622		* General Contingency		250,000		0		250,000
0	0		20,000		20,000		* Renewal and Replacement		20,000		0		20,000
0	0		205,841		205,841		* Prior Year PERS Reserve		0		0		0
0	0		0		0		* Reimbursable HQH Contingency		0		0		0
0	0		0		0		* Contingency for Capital (TL TAX)		0		0		0
						UNAPP	Unappropriated Fund Balance						
						5990	Unappropriated Fund Balance						
0	0		1,339,841		1,339,841		* Restricted Fund Balance (User Fees)		1,237,232		0		1,237,232
6,069,250	5,745,316		3,738,378		3,738,378		* Ending Balance		2,726,791		71,983		2,798,774
0	0		40,000		40,000		* Renewal & Replacement		60,000		0		60,000
0	0		30,469		30,469		* Current Year PERS Reserve		60,112		(30,056)		30,056
0	0		0		0		* Prior Year PERS Reserve		148,219		0		148,219
\$6,069,250	\$5,745,316		\$5,593,151		\$5,593,151		Total Contingency and Ending Balance		\$4,502,354		\$41,927		\$4,544,281
\$11,623,351	\$11,467,318	13.30	\$11,819,475	13.30	\$11,819,475		TOTAL REQUIREMENTS	13.30	\$10,883,879	0.00	\$1,188	13.30	\$10,885,067

Metro Exposition Recreation Commission Fund

FY 2007-08	FY 2008-09	FY 2009-10 <u>Adopted</u>		FY 2009-10 <u>Amended</u>				FY 2010-11 <u>Request</u>	<u>Revision</u>		FY 2010-11 <u>COO Rec</u>
Actual	Actual	FTE	Amount	FTE	Amount	ACCT	DESCRIPTION	FTE	Amount	FTE	Amount
Oregon Convention Center											
<u>Resources</u>											
<i>BEGBAL Beginning Fund Balance</i>											
8,985,592	11,304,020		10,833,435		10,833,435		* Prior year ending balance	9,646,768		0	9,646,768
0	0		325,000		325,000		* Oregon Convention Center	0		0	0
<i>LGSHRE Local Gov't Share Revenues</i>											
9,115,656	8,800,202		8,975,971		8,975,971	4130	Hotel/Motel Tax	8,700,202		0	8,700,202
<i>CHGSVC Charges for Service</i>											
0	7,384		4,000		184,000	4500	Admission Fees	2,000		0	2,000
4,544,766	4,244,078		4,448,468		4,500,468	4510	Rentals	4,451,726		0	4,451,726
8,992,501	7,796,996		8,550,083		8,550,083	4550	Food Service Revenue	8,412,150		0	8,412,150
7,341	7,517		10,000		10,000	4560	Retail Sales	5,000		0	5,000
26,093	23,562		25,500		15,000	4575	Advertising	15,000		0	15,000
1,229,058	1,123,177		1,263,318		1,273,818	4580	Utility Services	1,360,860		0	1,360,860
27,079	41,926		25,000		25,000	4590	Commissions	45,000		0	45,000
1,267,166	1,148,837		1,192,000		1,192,000	4620	Parking Fees	1,319,390		0	1,319,390
617,128	635,525		596,995		596,995	4645	Reimbursed Services	601,188		0	601,188
103,609	99,248		94,336		94,336	4647	Reimbursed Services - Contract	114,637		0	114,637
26,791	3,939		4,200		4,200	4650	Miscellaneous Charges for Svc	3,700		0	3,700
<i>INTRST Interest Earnings</i>											
370,033	219,088		248,836		248,836	4700	Interest on Investments	99,351		0	99,351
<i>DONAT Contributions from Private Sources</i>											
0	0		887,500		887,500	4755	Capital Donations and Bequests	0		0	0
0	49,577		333,000		101,000	4760	Sponsorship Revenue	0		0	0
<i>MISCRV Miscellaneous Revenue</i>											
0	0		0		0	4170	Fine & Forfeitures	2,000		0	2,000
735	6,938		9,300		9,300	4805	Financing Transaction	9,300		0	9,300
36,141	314		0		25,000	4890	Miscellaneous Revenue	0		0	0
19,222	5,570		0		0	4891	Refunds and Reimbursements	4,000		0	4,000
<i>INFREQ Special Items-Infrequent Items</i>											
1,400	4,743		0		0	4810	Sale of Fixed Assets	0		0	0
<i>EQTREV Fund Equity Transfers</i>											
669,720	752,592		692,490		692,490	4970	Transfer of Resources				
							* from General Fund	475,000		0	475,000
<i>INTRA Intra-Fund Clearing Transfer</i>											
(1,378,181)	(1,571,548)		(1,645,421)		(1,645,421)	4990	Intra-Fund Clearing Transfer				
							* to MERC Administration	(1,624,254)		7,392	(1,616,862)
\$34,661,850	\$34,703,485		\$36,874,011		\$36,899,011	TOTAL RESOURCES		\$33,643,018		\$7,392	\$33,650,410

Metro Exposition Recreation Commission Fund

FY 2007-08	FY 2008-09	FY 2009-10 <u>Adopted</u>		FY 2009-10 <u>Amended</u>				FY 2010-11 <u>Request</u>		<u>Revision</u>		FY 2010-11 <u>COO Rec</u>	
Actual	Actual	FTE	Amount	FTE	Amount	ACCT	DESCRIPTION	FTE	Amount	FTE	Amount	FTE	Amount
Oregon Convention Center													
<i>Personal Services</i>													
<i>SALWGE Salaries & Wages</i>													
1,961,671	2,214,135					5010	Reg Employees-Full Time-Exempt						
0	0	3.00	163,488	3.00	163,488		Account Executive	3.00	163,487	-	0	3.00	163,487
0	0	0.25	12,277	0.25	12,277		Admissions Staffing Manager	0.25	12,277	-	0	0.25	12,277
0	0	1.00	103,792	1.00	103,792		Asst. Executive Director	1.00	103,792	-	0	1.00	103,792
0	0	1.00	58,032	1.00	58,032		Audio Visual Supervisor	1.00	58,032	-	0	1.00	58,032
0	0	1.00	46,800	1.00	46,800		Audio/Visual Technician Lead	1.00	46,800	-	0	1.00	46,800
0	0	1.00	49,109	1.00	49,109		Audio/Visual Sales	1.00	49,109	-	0	1.00	49,109
0	0	-	0	-	0		Chief Engineer	1.00	69,098	-	0	1.00	69,098
0	0	1.00	91,936	1.00	91,936		Director of Event Services	1.00	91,936	-	0	1.00	91,936
0	0	1.00	92,394	1.00	92,394		Director of Sales & Marketing	1.00	92,394	-	0	1.00	92,394
0	0	2.00	122,886	2.00	122,886		Event Manager	2.00	122,886	-	0	2.00	122,886
0	0	1.00	59,114	1.00	59,114		Graphic Designer II	1.00	59,114	-	0	1.00	59,114
0	0	1.00	63,710	1.00	63,710		Maintenance Supervisor	-	0	-	0	-	0
0	0	1.00	70,554	1.00	70,554		Marketing & Web Services Manager	1.00	70,554	-	0	1.00	70,554
0	0	1.00	160,638	1.00	160,638		Executive Director - OCC	1.00	160,638	-	0	1.00	160,638
0	0	2.00	146,890	2.00	146,890		Operations Manager	2.00	146,890	-	0	2.00	146,890
0	0	1.00	95,035	1.00	95,035		Director of Operations	1.00	95,035	-	0	1.00	95,035
0	0	1.00	54,995	1.00	54,995		Public Relations Manager	-	0	-	0	-	0
0	0	4.00	240,946	4.00	240,946		Sales Manager	3.00	184,516	-	0	3.00	184,516
0	0	0.90	63,798	0.90	63,798		Security Manager	0.90	63,798	-	0	0.90	63,798
0	0	1.00	69,909	1.00	69,909		Senior Event Manager	1.00	69,909	-	0	1.00	69,909
0	0	5.00	260,624	5.00	260,624		Set-up & Operations Supervisor	5.00	244,484	-	0	5.00	244,484
0	0	1.00	65,458	1.00	65,458		Senior Set-up Supervisor	1.00	65,458	-	0	1.00	65,458
0	0	1.00	56,493	1.00	56,493		Sustainability Coordinator	1.00	56,493	-	0	1.00	56,493
0	0	1.00	69,098	1.00	69,098		Facility & Technical Services Supervisor	1.00	69,098	-	0	1.00	69,098
0	0	1.00	71,054	1.00	71,054		Ticketing/Parking Service Manager	1.00	71,054	-	0	1.00	71,054
2,851,994	2,986,161					5015	Reg Empl-Full Time-Non-Exempt						
0	0	7.15	287,333	7.15	287,333		Administrative Assistant	7.15	283,032	-	0	7.15	283,032
0	0	1.00	48,316	1.00	48,316		Executive Assistant	1.00	48,316	-	0	1.00	48,316
0	0	3.00	128,307	3.00	128,307		Audio Visual Technician	3.00	128,307	-	0	3.00	128,307
0	0	5.00	332,243	5.00	332,243		Electrician	5.00	335,529	-	0	5.00	335,529
0	0	8.00	285,076	8.00	285,076		Facility Security Agent	8.00	278,317	-	0	8.00	278,317
0	0	1.00	70,010	1.00	70,010		Lead Electrician	1.00	72,135	-	0	1.00	72,135
0	0	1.00	62,170	1.00	62,170		Lead Operating Engineer	1.00	65,660	-	0	1.00	65,660
0	0	5.00	303,144	5.00	303,144		Operating Engineer	5.00	306,138	-	0	5.00	306,138
0	0	1.00	28,710	1.00	28,710		Secretary II	1.00	29,232	-	0	1.00	29,232
0	0	1.00	48,316	1.00	48,316		Services Sales Coordinator	1.00	48,316	-	0	1.00	48,316

Metro Exposition Recreation Commission Fund

FY 2007-08	FY 2008-09	FY 2009-10 Adopted		FY 2009-10 Amended		ACCT	DESCRIPTION	FY 2010-11 Request		Revision		FY 2010-11 GOO Rec	
		FTE	Amount	FTE	Amount			FTE	Amount	FTE	Amount	FTE	Amount
Oregon Convention Center													
0	0	1.00	48,462	1.00	48,462		Telecom & Information Systems Tech	1.00	48,462	-	0	1.00	48,462
0	0	3.00	132,310	3.00	132,310		Utility Maintenance	4.00	178,728	-	0	4.00	178,728
0	0	1.00	47,231	1.00	47,231		Utility Maint. Lead			-	0		
0	0	40.00	1,436,920	40.00	1,436,920		Utility Worker II	40.00	1,410,450	-	0	40.00	1,410,450
84,233	88,625		119,376		119,376	5025	Regular Employees Part Time Non-Exempt		74,394		0		74,394
34,354	25,620		7,373		7,373	5030	Temporary Employees		4,686		0		4,686
394,301	387,817	-	433,996	-	433,996	5043	Part-Time, Non-Reimbursed Labor	-	452,940		0	-	452,940
183,229	177,312	-	0	-	0	5045	Part-Time, Reimbursed Labor-Stagehands	-	0	-	0	-	0
0	0	-	183,895	-	183,895	5045	Part-Time, Reimbursed Labor-Other	-	173,038		0	-	173,038
63,485	59,289		100,283		100,283	5080	Overtime		76,227		0		76,227
						5089	Salary Adjustment						
0	0		186,217		186,217		Merit Adjustment Pool (non-represented)		97,074		0		97,074
FRINGE Fringe Benefits													
						5100	Fringe Benefits						
2,047,937	2,189,787		2,403,801		2,403,801		Base Fringe (variable & fixed)		2,502,960		(66,180)		2,436,780
172,165	184,779		201,474		201,474	5190	PERS Bond Recovery		178,909		0		178,909
\$7,793,369	\$8,313,525	112.30	\$9,183,993	112.30	\$9,183,993	Total Personal Services		110.30	\$8,959,702	0.00	(\$66,180)	110.30	\$8,893,522
Materials & Services													
GOODS Goods													
63,148	99,589		87,155		105,354	5201	Office Supplies		101,002		0		101,002
225,318	176,711		214,616		214,616	5205	Operating Supplies		179,492		0		179,492
46,913	25,055		47,461		40,150	5210	Subscriptions and Dues		39,595		0		39,595
6,810	6,586		8,320		8,320	5214	Fuels and Lubricants		8,320		0		8,320
170,489	244,382		316,100		314,477	5215	Maintenance & Repairs Supplies		283,040		0		283,040
SVCS Services													
1,100,912	623,958		666,305		627,645	5240	Contracted Professional Svcs		188,695		0		188,695
2,225,594	2,619,360		2,619,362		2,644,362	5245	Marketing Expense		2,619,362		0		2,619,362
0	0		0		4,250	5246	Sponsorship Expenditures		3,550		0		3,550
396,403	417,728		412,681		412,681	5247	Visitor Development Marketing		417,728		0		417,728
1,148,332	1,163,867		1,305,220		1,305,220	5251	Utility Services		1,265,400		0		1,265,400
0	18,538		32,760		32,760	5255	Cleaning Services		32,600		0		32,600
337,007	408,973		446,210		455,620	5260	Maintenance & Repair Services		484,632		0		484,632
341,435	411,512		374,000		371,185	5265	Rentals		305,060		0		305,060
16,282	10,421		13,560		13,560	5270	Insurance		13,560		0		13,560
194,040	142,488		163,306		167,306	5280	Other Purchased Services		162,406		0		162,406
31,678	32,654		37,000		37,000	5281	Other Purchased Services - Reimb		37,000		0		37,000
7,049,719	6,654,255		6,594,807		6,594,807	5291	Food and Beverage Services		6,579,602		0		6,579,602
169,654	178,733		186,500		182,500	5292	Parking Services		189,940		0		189,940
IGEXP Intergov't Expenditures													

Metro Exposition Recreation Commission Fund

FY 2007-08	FY 2008-09	FY 2009-10 <u>Adopted</u>		FY 2009-10 <u>Amended</u>		FY 2010-11 <u>Request</u>		<u>Revision</u>		FY 2010-11 <u>COO Rec</u>	
Actual	Actual	FTE	Amount	FTE	Amount	ACCT	DESCRIPTION	FTE	Amount	FTE	Amount
Oregon Convention Center											
111,433	134,959		120,765		120,765	5300	Payments to Other Agencies		144,660		144,660
						OTHEXP	Other Expenditures				
63,292	62,749		79,700		104,046	5450	Travel		90,346		90,346
48,891	44,770		111,910		81,114	5455	Staff Development		70,045		70,045
6,416	21,322		0		0	5490	Miscellaneous Expenditures		12,000		12,000
						GAAP	GAAP Account				
4,124	0		0		0	5520	Bad Debt Expense		0		0
\$13,757,890	\$13,498,610		\$13,837,738		\$13,837,738		Total Materials & Services		\$13,228,035		\$13,228,035
Capital Outlay											
						CAPCIP	Capital Outlay (CIP Projects)				
13,695	0		0		0	5710	Improve-Oth (hn Bldg		660,000		660,000
559,474	312,032		2,368,990		2,393,990	5720	Buildings & Related		1,625,460		1,625,460
18,768	359,572		26,000		26,000	5740	Equipment & Vehicles		426,000		426,000
49,884	0		0		0	5750	Office Furniture & Equip		0		0
\$641,821	\$671,604		\$2,394,990		\$2,419,990		Total Capital Outlay		\$2,711,460		\$2,711,460
Debt Service											
						LOAN	Loan Payments				
10,280	10,279		10,280		145,280	5610	Loan Payments-Principal		0		0
8,069	7,269		6,978		6,978	5615	Loan Payments-Interest		0		0
\$18,349	\$17,548		\$17,258		\$152,258		Total Debt Service		\$0		\$0
Interfund Transfers											
						INDEX	Interfund Reimbursements				
						5800	Transfer for Indirect Costs				
787,493	1,019,117		1,037,728		1,037,728		* to General Fund-Support Services		1,149,680		(102,364)
49,228	0		57,205		57,205		* to General Fund		0		68,868
231,876	237,917		217,339		217,339		* to Risk Management Fund - Liability		228,206		4,618
77,804	75,027		57,694		57,694		* to Risk Management Fund - Workers Comp.		60,579		(9,781)
\$1,146,401	\$1,332,061		\$1,369,966		\$1,369,966		Total Interfund Transfers		\$1,438,465	0.00	(\$38,659)
Contingency and Ending Balance											
						CONT	Contingency				
						5999	Contingency				
0	0		1,206,167		1,046,167		* General Contingency		1,066,623		0
0	0		250,000		250,000		* Renewal and Replacement		250,000		0
0	0		1,131,796		1,131,796		* Prior Year PERS Reserve		0		0
0	0		3,700,000		3,700,000		* Reimbursable HQH Contingency		0		0
0	0		640,310		640,310		* Contingency for Capital (TL TAX)		139,310		0
						UNAPP	Unappropriated Fund Balance				

Metro Exposition Recreation Commission Fund

FY 2007-08	FY 2008-09	FY 2009-10 <u>Adopted</u>		FY 2009-10 <u>Amended</u>		ACCT	DESCRIPTION	FY 2010-11 <u>Request</u>		<u>Revision</u>		FY 2010-11 <u>COO Rec</u>	
Actual	Actual	FTE	Amount	FTE	Amount			FTE	Amount	FTE	Amount	FTE	Amount
Oregon Convention Center													
						5990	Unappropriated Fund Balance						
11,304,020	10,870,137		2,477,831		2,502,831		* Ending Balance	3,926,889		293,397		4,220,286	
0	0		475,000		475,000		* Renewal & Replacement	725,000		0		725,000	
0	0		188,962		188,962		* Current Year PERS Reserve	362,332		(181,166)		181,166	
0	0		0		0		* Prior Year PERS Reserve	835,202		0		835,202	
\$11,304,020	\$10,870,137		\$10,070,066		\$9,935,066		Total Contingency and Ending Balance	\$7,305,356		\$112,231		\$7,417,587	
\$34,661,850	\$34,703,485	112.30	\$36,874,011	112.30	\$36,899,011		TOTAL REQUIREMENTS	110.30	\$33,643,018	0.00	\$7,392	110.30	\$33,650,410

Metro Exposition-Recreation Commission Fund

FY 2007-08		FY 2008-09		FY 2009-10 <u>Adopted</u>		FY 2009-10 <u>Amended</u>		FY 2010-11 <u>Request</u>		FY 2010-11 <u>Revision</u>		FY 2010-11 <u>COO Rec</u>	
Actual	Actual	FTE	Amount	FTE	Amount	ACCT	DESCRIPTION	FTE	Amount	FTE	Amount	FTE	Amount
Portland Center for the Performing Arts													
<u>Resources</u>													
<i>BEGBAL Beginning Fund Balance</i>													
7,099,081	7,785,998		8,055,601		8,055,601		* Prior year ending balance		8,303,245		0		8,303,245
0	0		0		0		* Oregon Convention Center		0		0		0
0	0		47,500		47,500		* Portland Center for the Performing Arts		0		0		0
<i>GRANTS Grants</i>													
0	8,075		0		216,925	4125	Local Grants - Indirect		0		0		0
0	0		0		0	LGSHRE	Local Gov't Share Revenues		0		0		0
1,996,400	1,858,351		1,954,663		1,954,663	4130	Hotel/Motel Tax		1,858,351		0		1,858,351
0	0		0		0	4142	Intergovernment Misc. Revenue		0		0		0
<i>GVCNTB Contributions from Governments</i>													
711,376	734,709		760,926		760,926	4145	Government Contributions		756,907		0		756,907
<i>CHGSVC Charges for Service</i>													
1,453,622	1,963,153		1,240,332		1,240,332	4500	Admission Fees		1,546,500		0		1,546,500
1,247,101	1,605,799		1,294,133		1,294,133	4510	Rentals		1,526,860		0		1,526,860
1,576,709	1,917,205		1,440,427		1,440,427	4550	Food Service Revenue		1,466,639		0		1,466,639
4,439	12,285		12,000		12,000	4560	Retail Sales		0		0		0
0	0		0		0	4570	Merchandising		13,000		0		13,000
0	0		0		0	4575	Advertising		0		0		0
(13,407)	41,021		43,500		43,500	4580	Utility Services		34,000		0		34,000
572,172	1,165,557		587,300		587,300	4590	Commissions		1,030,000		0		1,030,000
0	0		0		0	4620	Parking Fees		0		0		0
2,052,915	1,738,178		2,336,521		2,336,521	4645	Reimbursed Services		1,878,081		0		1,878,081
284,454	286,936		278,950		278,950	4647	Reimbursed Services - Contract		281,652		0		281,652
220,553	316,570		265,680		265,680	4650	Miscellaneous Charges for Svc		278,530		0		278,530
<i>INTRST Interest Earnings</i>													
340,281	212,784		174,548		174,548	4700	Interest on Investments		73,601		0		73,601
<i>DONAT Contributions from Private Sources</i>													
92,366	257,665		307,000		307,000	4750	Donations and Bequests		353,000		0		353,000
0	0		175,000		175,000	4755	Capital Donations and Bequests		0		0		0
0	125,000		14,000		14,000	4760	Sponsorship Revenue		125,000		0		125,000
<i>MISCRV Miscellaneous Revenue</i>													
0			0		0	4170	Fine & Forfeitures		0		0		0
53,216	84,629		62,000		62,000	4805	Financing Transaction		65,000		0		65,000
17,389	17,160		20,500		20,500	4890	Miscellaneous Revenue		19,825		0		19,825
8,144	4,054		5,000		5,000	4891	Refunds and Reimbursements		0		0		0
<i>INFREQ Special Items-Infrequent Items</i>													
0	0		0		0	4810	Sale of Fixed Assets		0		0		0
<i>EQTREV Fund Equity Transfers</i>													

Metro Exposition-Recreation Commission Fund

FY 2007-08	FY 2008-09	FY 2009-10 <u>Adopted</u>		FY 2009-10 <u>Amended</u>				FY 2010-11 <u>Request</u>		<u>Revision</u>		FY 2010-11 <u>COO Rec</u>	
Actual	Actual	FTE	Amount	FTE	Amount	ACCT	DESCRIPTION	FTE	Amount	FTE	Amount	FTE	Amount
Portland Center for the Performing Arts													
0	4,297	0		0		4970	Transfer of Resources						
							* from General Fund	0		0		0	
						INTRA	Intra-Fund Clearing Transfer						
(877,025)	(1,047,699)		(1,096,947)		(1,096,947)	4990	Intra-Fund Clearing Transfer						
							* to MERC Administration	(1,015,159)		4,620		(1,010,539)	
\$16,839,786	\$19,091,737		\$17,978,634		\$18,195,559	TOTAL RESOURCES		\$18,595,032		\$4,620		\$18,599,652	

Personal Services SALWGE Salaries & Wages

1,132,722	1,221,321					5010	Reg Employees-Full Time-Exempt						
0	0	-	0	-	0		Account Executive	-	0	-	0	-	0
0	0	-	0	-	0		Accountant	-	0	-	0	-	0
0	0	-	0	-	0		Accountant Senior	-	0	-	0	-	0
0	0	-	0	-	0		Controller	-	0	-	0	-	0
0	0	0.55	27,010	0.55	27,010		Admissions Staffing Manager	0.55	27,010	-	0	0.55	27,010
0	0	1.00	47,174	1.00	47,174		Assistant Ticket Services Manager	1.00	47,174	-	0	1.00	47,174
0	0	1.00	73,445	1.00	73,445		Asst. Event Svcs Mgr. or Senior House Mg	1.00	73,445	-	0	1.00	73,445
0	0	1.00	93,975	1.00	93,975		Asst. Executive Director	1.00	93,975	-	0	1.00	93,975
0	0	1.00	72,821	1.00	72,821		Asst. Operations Mgr. (Asst. Tech Svcs. M	1.00	72,821	-	0	1.00	72,821
0	0	-	0	-	0		Audio Visual Supervisor	-	0	-	0	-	0
0	0	-	0	-	0		Audio/Visual Technician Lead	-	0	-	0	-	0
0	0	-	0	-	0		Audio/Visual Sales	-	0	-	0	-	0
0	0	-	0	-	0		Budget Manager	-	0	-	0	-	0
0	0	-	0	-	0		Chief Engineer	-	0	-	0	-	0
0	0	-	0	-	0		Computer Systems Administrator	-	0	-	0	-	0
0	0	-	0	-	0		Business Systems Analyst	-	0	-	0	-	0
0	0	-	0	-	0		Construction Project Manager	-	0	-	0	-	0
0	0	-	0	-	0		Construction Division Manager	-	0	-	0	-	0
0	0	-	0	-	0		MERC Chief Operating Officer	-	0	-	0	-	0
0	0	-	0	-	0		Director of Business/Community Developm	-	0	-	0	-	0
0	0	-	0	-	0		Director of Communication/Strategic Devel	-	0	-	0	-	0
0	0	-	0	-	0		Director of Event Services	-	0	-	0	-	0
0	0	-	0	-	0		Director of Sales & Marketing	-	0	-	0	-	0
0	0	-	0	-	0		Event Manager	-	0	-	0	-	0
0	0	1.00	78,499	1.00	78,499		Event Services Manager	1.00	78,499	-	0	1.00	78,499
0	0	-	0	-	0		Director - Expo Center	-	0	-	0	-	0
0	0	-	0	-	0		MERC Chief Executive Officer	-	0	-	0	-	0
0	0	-	0	-	0		Graphic Designer II	-	0	-	0	-	0

Metro Exposition-Recreation Commission Fund

FY 2007-08	FY 2008-09	FY 2009-10 <u>Adopted</u>		FY 2009-10 <u>Amended</u>				FY 2010-11 <u>Request</u>		<u>Revision</u>		FY 2010-11 <u>COO Rec</u>	
Actual	Actual	FTE	Amount	FTE	Amount	ACCT	DESCRIPTION	FTE	Amount	FTE	Amount	FTE	Amount
Portland Center for the Performing Arts													
0	0	-	0	-	0		Human Resources Manager	-	0	-	0	-	0
0	0	-	0	-	0		Information Technology Manager	-	0	-	0	-	0
0	0	1.00	61,734	1.00	61,734		Maintenance Supervisor	1.00	61,734	-	0	1.00	61,734
0	0	-	0	-	0		Marketing & Web Services Manager	-	0	-	0	-	0
0	0	-	0	-	0		Executive Director - OCC	-	0	-	0	-	0
0	0	1.00	90,438	1.00	90,438		Operations Manager	1.00	90,500	-	0	1.00	90,500
0	0	-	0	-	0		Director of Operations	-	0	-	0	-	0
0	0	1.00	128,336	1.00	128,336		Executive Director - PCPA	1.00	128,336	-	0	1.00	128,336
0	0	-	0	-	0		Public Relations Manager	-	0	-	0	-	0
0	0	-	0	-	0		Procurement Analyst	-	0	-	0	-	0
0	0	-	0	-	0		Sales & Events Manager	-	0	-	0	-	0
0	0	1.00	71,656	1.00	71,656		Sales & Booking Manager	1.00	71,656	-	0	1.00	71,656
0	0	2.00	108,784	2.00	108,784		Sales Manager	2.00	108,784	-	0	2.00	108,784
0	0	0.05	3,681	0.05	3,681		Security Manager	0.05	3,681	-	0	0.05	3,681
0	0	-	0	-	0		Senior Event Manager	-	0	-	0	-	0
0	0	3.00	172,681	3.00	172,681		Self-up & Operations Supervisor	3.00	172,681	-	0	3.00	172,681
0	0	-	0	-	0		Senior Set-up Supervisor	-	0	-	0	-	0
0	0	1.00	57,699	1.00	57,699		Stage Supervisor	1.00	57,699	-	0	1.00	57,699
0	0	-	0	-	0		Sustainability Coordinator	-	0	-	0	-	0
0	0	-	0	-	0		Facility & Technical Services Supervisor	-	0	-	0	-	0
0	0	-	0	-	0		Ticketing/Parking Service Manager	-	0	-	0	-	0
0	0	1.00	63,523	1.00	63,523		Ticket Services Manager	1.00	63,523	-	0	1.00	63,523
0	0	1.00	50,378	1.00	50,378		Volunteer Services Coordinator	1.00	50,378	-	0	1.00	50,378
513,904	613,207					5015	Reg Empl-Full Time-Non-Exempt						
0	0	-	0	-	0		Accounting Technician	-	0	-	0	-	0
0	0	2.80	113,529	2.80	113,529		Administrative Assistant	2.80	113,528	-	0	2.80	113,528
0	0	1.00	47,920	1.00	47,920		Executive Assistant	1.00	47,920	-	0	1.00	47,920
0	0	-	0	-	0		Audio Visual Technician	-	0	-	0	-	0
0	0	-	0	-	0		Electrician	-	0	-	0	-	0
0	0	-	0	-	0		Facility Security Agent	1.00	36,753	-	0	1.00	36,753
0	0	1.00	37,015	1.00	37,015		Lead Facility Security Agent	-	0	-	0	-	0
0	0	1.00	74,547	1.00	74,547		Lead Electrician	1.00	73,730	-	0	1.00	73,730
0	0	-	0	-	0		Lead Operating Engineer	-	0	-	0	-	0
0	0	2.00	125,819	2.00	125,819		Operating Engineer	2.00	124,395	-	0	2.00	124,395
0	0	2.00	78,050	2.00	78,050		Painter	2.00	78,050	-	0	2.00	78,050
0	0	-	0	-	0		Secretary II	-	0	-	0	-	0
0	0	-	0	-	0		Services Sales Coordinator	-	0	-	0	-	0
0	0	1.00	37,730	1.00	37,730		Lead Stagedoor Watchperson	1.00	37,730	-	0	1.00	37,730
0	0	-	0	-	0		Telecom & Information Systems Tech	-	0	-	0	-	0

Metro Exposition-Recreation Commission Fund

FY 2007-08	FY 2008-09	FY 2009-10 Adopted		FY 2009-10 Amended				FY 2010-11 Request		Revision		FY 2010-11 COO Rec	
Actual	Actual	FTE	Amount	FTE	Amount	ACCT	DESCRIPTION	FTE	Amount	FTE	Amount	FTE	Amount
Portland Center for the Performing Arts													
0	0	1.00	31,529	1.00	31,529		Box Office Coordinator	1.00	31,529	-	0	1.00	31,529
0	0	1.00	42,670	1.00	42,670		Utility Lead	1.00	44,044	-	0	1.00	44,044
0	0	-	0	-	0		Utility Maintenance	-	0	-	0	-	0
0	0	-	0	-	0		Utility Maint. Lead	-	0	-	0	-	0
0	0	-	0	-	0		Utility Maintenance Specialist	-	0	-	0	-	0
0	0	1.00	40,456	1.00	40,456		Utility Maintenance Technician	1.00	41,765	-	0	1.00	41,765
0	0	-	0	-	0		Utility Worker II	-	0	-	0	-	0
47,128	46,516		89,409		89,409	5025	Regular Employees Part Time Non-Exempt		54,106		0		54,106
0	0		0		0	5030	Temporary Employees		5,000		0		5,000
365,047	432,237		577,099		577,099	5043	Part-Time, Non-Reimbursed Labor		645,617		0		645,617
0	0	15.00	597,889	15.00	597,889	5045	Part-Time, Reimbursed Labor-Stagehands	15.00	737,922	-	0	15.00	737,922
1,357,259	1,483,054		691,741		691,741	5045	Part-Time, Reimbursed Labor-Other		627,782		0		627,782
245,916	262,076		293,907		293,907	5080	Overtime		304,432		0		304,432
						5089	Salary Adjustment						
0	0		93,062		93,062		Merit Adjustment Pool (non-represented)		47,799		0		47,799
FRINGE													
Fringe Benefits													
						5100	Fringe Benefits						
1,088,471	1,184,868		1,205,857		1,205,857		Base Fringe (variable & fixed)		1,275,443		(28,440)		1,247,003
107,488	109,422		111,341		111,341	5190	PERS Bond Recovery		105,404		0		105,404
\$4,857,935	\$5,352,701	46.40	\$5,491,404	46.40	\$5,491,404	Total Personal Services		46.40	\$5,634,845	0.00	(\$28,440)	46.40	\$5,606,405
Materials & Services													
GOODS													
Goods													
45,341	49,501		65,000		69,070	5201	Office Supplies		64,900		0		64,900
86,202	59,918		65,570		65,570	5205	Operating Supplies		67,530		0		67,530
13,166	7,276		8,370		8,275	5210	Subscriptions and Dues		7,575		0		7,575
1,336	1,369		2,500		2,500	5214	Fuels and Lubricants		1,500		0		1,500
157,163	155,028		185,050		185,050	5215	Maintenance & Repairs Supplies		185,700		0		185,700
8,023	8,701		9,000		9,000	5225	Retail		10,000		0		10,000
SVCS													
Services													
22,175	77,014		150,450		341,950	5240	Contracted Professional Svcs		99,825		0		99,825
0	0		0		0	5245	Marketing Expense		0		0		0
0	82,340		0		65,000	5246	Sponsorship Expenditures		50,000		0		50,000
0	0		0		0	5247	Visitor Development Marketing		0		0		0
588,709	628,879		645,000		645,000	5251	Utility Services		624,500		0		624,500
0	0		500		500	5255	Cleaning Services		1,200		0		1,200
208,344	226,706		271,152		274,652	5260	Maintenance & Repair Services		424,250		0		424,250
164,487	189,471		172,500		172,500	5265	Rentals		182,100		0		182,100
13,409	9,278		11,000		11,000	5270	Insurance		12,000		0		12,000
115,641	86,592		112,705		112,705	5280	Other Purchased Services		112,000		0		112,000

Metro Exposition-Recreation Commission Fund

FY 2007-08	FY 2008-09	FY 2009-10 <u>Adopted</u>		FY 2009-10 <u>Amended</u>		ACCT	DESCRIPTION	FY 2010-11 <u>Request</u>		<u>Revision</u>		FY 2010-11 <u>COO Rec</u>	
Actual	Actual	FTE	Amount	FTE	Amount			FTE	Amount	FTE	Amount	FTE	Amount
Portland Center for the Performing Arts													
362,933	356,861		316,507		319,007	5281	Other Purchased Services - Reimb		317,458		0		317,458
1,403,323	1,643,164		1,266,286		1,263,786	5291	Food and Beverage Services		1,269,609		0		1,269,609
0			0		0	5292	Parking Services		0		0		0
						IGEXP Intergov't Expenditures							
30,642	28,139		41,750		36,750	5300	Payments to Other Agencies		37,400		0		37,400
0	2,415		0		0	5310	Taxes (Non-Payroll)		5,000		0		5,000
0	0		0		311,564	5320	Government Assessments		0		0		0
						OTHEXP Other Expenditures							
70,354	42,115		38,850		68,025	5450	Travel		66,325		0		66,325
18,816	17,922		68,175		35,025	5455	Staff Development		23,755		0		23,755
2,707	5,970		5,500		5,500	5490	Miscellaneous Expenditures		5,000		0		5,000
						GAAP GAAP Account							
2	0		0		0	5520	Bad Debt Expense		0		0		0
\$3,312,773	\$3,678,659		\$3,435,865		\$4,002,429	Total Materials & Services			\$3,567,627		\$0		\$3,567,627
Capital Outlay													
						CAPCIP Capital Outlay (CIP Projects)							
0	0		0		0	5710	Improve-Oth thn Bldg		0		0		0
150,989	218,725		462,000		418,925	5720	Buildings & Related		678,000		0		678,000
30,229	14,922		30,000		30,000	5740	Equipment & Vehicles		0		0		0
0	0		20,000		20,000	5750	Office Furniture & Equip		0		0		0
\$181,218	\$233,647		\$512,000		\$468,925	Total Capital Outlay			\$678,000		\$0		\$678,000
Debt Service													
						LOAN Loan Payments							
0	0		0		0	5610	Loan Payments-Principal		0		0		0
0	0		0		0	5615	Loan Payments-Interest		0		0		0
\$0	\$0		\$0		\$0	Total Debt Service			\$0		\$0		\$0
Interfund Transfers													
						INDTEX Interfund Reimbursements							
						5800	Transfer for Indirect Costs						
501,132	610,079		691,818		691,818		* to General Fund-Support Services		766,453		(111,880)		654,573
31,328	0		38,137		38,137		* to General Fund		0		43,042		43,042
78,066	72,085		77,408		77,408		* to Risk Management Fund - Liability		81,278		1,804		83,082
91,336	99,173		65,387		65,387		* to Risk Management Fund - Workers Comp.		68,656		(11,086)		57,570
						EQTCHG Fund Equity Transfers							
						5810	Transfer of Resources						
0	0		0		0		* to General Revenue Bond Fund		0		0		0
\$701,862	\$781,337		\$872,750		\$872,750	Total Interfund Transfers			\$916,387		0.00		(\$78,120)
													\$838,267

Metro Exposition-Recreation Commission Fund

FY 2007-08	FY 2008-09	FY 2009-10 Adopted		FY 2009-10 Amended		ACCT	DESCRIPTION	FY 2010-11 Request		Revision		FY 2010-11 COO Rec	
Actual	Actual	FTE	Amount	FTE	Amount			FTE	Amount	FTE	Amount	FTE	Amount
Portland Center for the Performing Arts													
Contingency and Ending Balance													
CONT Contingency													
5999 Contingency													
0	0		451,078		(72,411)		* General Contingency	471,840		0		471,840	
0	0		700,000		700,000		* Renewal and Replacement	200,000		0		200,000	
0	0		0		0		* Prior Year PERS Reserve	0		0		0	
0	0		0		0		* Reimbursable HQH Contingency	0		0		0	
0	0		0		0		* Contingency for Capital (TL TAX)	0		0		0	
UNAPP Unappropriated Fund Balance													
5990 Unappropriated Fund Balance													
0	0		0		0		* Restricted Fund Balance (User Fees)	0		0		0	
7,785,998	9,045,393		5,401,776		5,618,701		* Ending Balance	5,404,344		217,135		5,621,479	
0	0		300,000		300,000		* Renewal & Replacement	1,000,000				1,000,000	
0	0		104,381		104,381		* Current Year PERS Reserve	211,356		(105,955)		105,401	
0	0		709,380		709,380		* Prior Year PERS Reserve	510,633		0		510,633	
\$7,785,998	\$9,045,393		\$7,666,615		\$7,360,051		Total Contingency and Ending Balance	\$7,798,173		\$111,180		\$7,909,353	
\$16,839,786	\$19,091,737	46.40	\$17,978,634	46.40	\$18,195,559		TOTAL REQUIREMENTS	46.40	\$18,595,032	0.00	\$4,620	46.40	\$18,599,652

FY 2007-08		FY 2008-09		FY 2009-10 <u>Adopted</u>		FY 2009-10 <u>Amended</u>		FY 2010-11 <u>Request</u>		FY 2010-11 <u>Revision</u>		FY 2010-11 <u>COO Rec</u>	
Actual	Actual	FTE	Amount	FTE	Amount	ACCT	DESCRIPTION	FTE	Amount	FTE	Amount	FTE	Amount
Administration													
<u>Resources</u>													
<i>BEGBAL Beginning Fund Balance</i>													
684,348	910,753		863,872		863,872		* Prior year ending balance		958,387		0		958,387
0	0		0		0		* Oregon Convention Center		0		0		0
0	0		0		0		* Portland Center for the Performing Arts		0		0		0
<i>GRANTS Grants</i>													
0	0		0		0		4125 Local Grants - Indirect		0		0		0
0	0		0		0		LGSHRE Local Gov't Share Revenues		0		0		0
0	0		0		0		4130 Hotel/Motel Tax		0		0		0
0	0		0		0		4142 Intergovernment Misc. Revenue		0		0		0
<i>GVCNTB Contributions from Governments</i>													
0	0		0		0		4145 Government Contributions		0		0		0
<i>CHGSVC Charges for Service</i>													
0	0		0		0		4500 Admission Fees		0		0		0
0	0		0		0		4510 Rentals		0		0		0
0	0		0		0		4550 Food Service Revenue		0		0		0
0	0		0		0		4560 Retail Sales		0		0		0
0	0		0		0		4570 Merchandising		0		0		0
0	0		0		0		4575 Advertising		0		0		0
0	0		0		0		4580 Utility Services		0		0		0
21,108	16,277		20,000		20,000		4590 Commissions		15,000		0		15,000
0	0		0		0		4620 Parking Fees		0		0		0
0	0		0		0		4645 Reimbursed Services		0		0		0
0	0		0		0		4647 Reimbursed Services - Contract		0		0		0
24	0		0		0		4650 Miscellaneous Charges for Svc		0		0		0
<i>INTRST Interest Earnings</i>													
25,487	15,478		14,400		14,400		4700 Interest on Investments		8,639		0		8,639
<i>DONAT Contributions from Private Sources</i>													
0	0		0		0		4750 Donations and Bequests		0		0		0
0	0		0		0		4755 Capital Donations and Bequests		0		0		0
18,500	18,500		18,500		18,500		4760 Sponsorship Revenue		18,500		0		18,500
<i>MISCRV Miscellaneous Revenue</i>													
0	0		0		0		4170 Fine & Forfeitures		0		0		0
0	0		0		0		4805 Financing Transaction		0		0		0
14,424	28,611		15,600		15,600		4890 Miscellaneous Revenue		15,000		0		15,000
834	582		0		0		4891 Refunds and Reimbursements				0		
<i>INFREQ Special Items-Infrequent Items</i>													
0	0		0		0		4810 Sale of Fixed Assets		0		0		0
<i>EQTREV Fund Equity Transfers</i>													

Metro Exposition Recreation Commission Fund

FY 2007-08	FY 2008-09	FY 2009-10 <u>Adopted</u>		FY 2009-10 <u>Amended</u>				FY 2010-11 <u>Request</u>		<u>Revision</u>		FY 2010-11 <u>COO Rec</u>	
Actual	Actual	FTE	Amount	FTE	Amount	ACCT	DESCRIPTION	FTE	Amount	FTE	Amount	FTE	Amount
Administration													
0	0	0	0	0	0	4970	Transfer of Resources * from General Fund	0	0	0	0	0	0
						INTRA	Intra-Fund Clearing Transfer						
2,505,784	2,910,274		3,047,075		3,047,075	4990	Intra-Fund Clearing Transfer * to MERC Administration	2,900,453		(13,200)		2,887,253	
\$3,270,509	\$3,900,475		\$3,979,447		\$3,979,447	TOTAL RESOURCES		\$3,915,979		(\$13,200)		\$3,902,779	

Personal Services

SALWGE Salaries & Wages

1,036,459	1,461,875					5010	Reg Employees-Full Time-Exempl						
0	0	-	0	-	0		Account Executive	-	0	-	0	-	0
0	0	1.00	53,206	1.00	53,206		Accountant	1.00	43,493	-	0	1.00	43,493
0	0	2.00	106,369	2.00	106,369		Accountant Senior	2.00	109,117	-	0	2.00	109,117
0	0	1.00	78,229	1.00	78,229		Controller	1.00	78,229	-	0	1.00	78,229
0	0	-	0	-	0		Admissions Staffing Manager	-	0	-	0	-	0
0	0	-	0	-	0		Assistant Ticket Services Manager	-	0	-	0	-	0
0	0	-	0	-	0		Asst. Event Svcs Mgr. or Senior House Mg	-	0	-	0	-	0
0	0	-	0	-	0		Asst. Executive Director	-	0	-	0	-	0
0	0	-	0	-	0		Asst. Operations Mgr. (Asst. Tech Svcs. M	-	0	-	0	-	0
0	0	-	0	-	0		Audio Visual Supervisor	-	0	-	0	-	0
0	0	-	0	-	0		Audio/Visual Technician Lead	-	0	-	0	-	0
0	0	-	0	-	0		Audio/Visual Sales	-	0	-	0	-	0
0	0	1.00	74,161	1.00	74,161		Budget Manager	1.00	74,152	-	0	1.00	74,152
0	0	-	0	-	0		Chief Engineer	-	0	-	0	-	0
0	0	1.00	63,170	1.00	63,170		Computer Systems Administrator	1.00	63,170	-	0	1.00	63,170
0	0	2.00	115,190	2.00	115,190		Business Systems Analyst	2.00	115,190	-	0	2.00	115,190
0	0	1.00	54,704	1.00	54,704		Construction Project Manager	1.00	56,888	-	0	1.00	56,888
0	0	1.00	85,363	1.00	85,363		Construction Division Manager	1.00	85,363	-	0	1.00	85,363
0	0	1.00	133,702	1.00	133,702		MERC Chief Operating Officer	1.00	133,702	-	0	1.00	133,702
0	0	1.00	110,000	1.00	110,000		Director of Business/Community Developpr	1.00	110,000	-		1.00	110,000
0	0	1.00	94,994	1.00	94,994		Director of Communication/Strategic Devel	1.00	94,994	-	0	1.00	94,994
0	0	-	0	-	0		Director of Event Services	-	0	-	0	-	0
0	0	-	0	-	0		Director of Sales & Marketing	-	0	-	0	-	0
0	0	-	0	-	0		Event Manager	-	0	-	0	-	0
0	0	-	0	-	0		Event Services Manager	-	0	-	0	-	0
0	0	-	0	-	0		Director - Expo Center	-	0	-	0	-	0
0	0	1.00	184,371	1.00	184,371		MERC Chief Executive Officer	1.00	175,000	-	0	1.00	175,000
0	0	-	0	-	0		Graphic Designer II	-	0	-	0	-	0

Metro Exposition Recreation Commission Fund

FY 2007-08	FY 2008-09	FY 2009-10 <u>Adopted</u>		FY 2009-10 <u>Amended</u>				FY 2010-11 <u>Request</u>		<u>Revision</u>		FY 2010-11 <u>COO Rec</u>	
Actual	Actual	FTE	Amount	FTE	Amount	ACCT	DESCRIPTION	FTE	Amount	FTE	Amount	FTE	Amount
Administration													
0	0	1.00	72,010	1.00	72,010		Human Resources Manager	1.00	74,880	-	0	1.00	74,880
0	0	1.00	83,200	1.00	83,200		Information Technology Manager	1.00	83,200	-	0	1.00	83,200
0	0	-	0	-	0		Maintenance Supervisor	-	0	-	0	-	0
0	0	-	0	-	0		Marketing & Web Services Manager	-	0	-	0	-	0
0	0	-	0	-	0		Executive Director - OCC	-	0	-	0	-	0
0	0	-	0	-	0		Operations Manager	-	0	-	0	-	0
0	0	-	0	-	0		Director of Operations	-	0	-	0	-	0
0	0	-	0	-	0		Executive Director - PCPA	-	0	-	0	-	0
0	0	-	0	-	0		Public Relations Manager	-	0	-	0	-	0
0	0	1.00	56,174	1.00	56,174		Procurement Analyst	1.00	56,181	-	0	1.00	56,181
0	0	-	0	-	0		Sales & Events Manager	-	0	-	0	-	0
0	0	-	0	-	0		Sales & Booking Manager	-	0	-	0	-	0
0	0	-	0	-	0		Sales Manager	-	0	-	0	-	0
0	0	-	0	-	0		Security Manager	-	0	-	0	-	0
0	0	-	0	-	0		Senior Event Manager	-	0	-	0	-	0
0	0	-	0	-	0		Set-up & Operations Supervisor	-	0	-	0	-	0
0	0	-	0	-	0		Senior Set-up Supervisor	-	0	-	0	-	0
0	0	-	0	-	0		Stage Supervisor	-	0	-	0	-	0
0	0	-	0	-	0		Sustainability Coordinator	-	0	-	0	-	0
0	0	-	0	-	0		Facility & Technical Services Supervisor	-	0	-	0	-	0
0	0	-	0	-	0		Ticketing/Parking Service Manager	-	0	-	0	-	0
0	0	-	0	-	0		Ticket Services Manager	-	0	-	0	-	0
0	0	-	0	-	0		Volunteer Services Coordinator	-	0	-	0	-	0
166,706	229,555					5015	Reg Empt-Full Time-Non-Exempt						
0	0	2.00	77,277	2.00	77,277		Accounting Technician	2.00	71,452	-	0	2.00	71,452
0	0	2.00	71,076	2.00	71,076		Administrative Assistant	2.00	74,208	-	0	2.00	74,208
0	0	1.00	49,506	1.00	49,506		Executive Assistant	1.00	49,506	-	0	1.00	49,506
0	0	-	0	-	0		Audio Visual Technician	-	0	-	0	-	0
0	0	-	0	-	0		Electrician	-	0	-	0	-	0
0	0	-	0	-	0		Facility Security Agent	-	0	-	0	-	0
0	0	-	0	-	0		Lead Facility Security Agent	-	0	-	0	-	0
0	0	-	0	-	0		Lead Electrician	-	0	-	0	-	0
0	0	-	0	-	0		Lead Operating Engineer	-	0	-	0	-	0
0	0	-	0	-	0		Operating Engineer	-	0	-	0	-	0
0	0	-	0	-	0		Painter	-	0	-	0	-	0
0	0	-	0	-	0		Secretary II	-	0	-	0	-	0
0	0	-	0	-	0		Services Sales Coordinator	-	0	-	0	-	0
0	0	-	0	-	0		Lead Stagedoor Watchperson	-	0	-	0	-	0
0	0	-	0	-	0		Telecom & Information Systems Tech	-	0	-	0	-	0

Metro Exposition Recreation Commission Fund

FY 2007-08	FY 2008-09	FY 2009-10 Adopted		FY 2009-10 Amended				FY 2010-11 Request		FY 2010-11 Revision		FY 2010-11 COO Rec	
Actual	Actual	FTE	Amount	FTE	Amount	ACCT	DESCRIPTION	FTE	Amount	FTE	Amount	FTE	Amount
Administration													
0	0	-	0	-	0		Box Office Coordinator	-	0	-	0	-	0
0	0	-	0	-	0		Utility Lead	-	0	-	0	-	0
0	0	-	0	-	0		Utility Maintenance	-	0	-	0	-	0
0	0	-	0	-	0		Utility Maint. Lead	-	0	-	0	-	0
0	0	-	0	-	0		Utility Maintenance Specialist	-	0	-	0	-	0
0	0	-	0	-	0		Utility Maintenance Technician	-	0	-	0	-	0
0	0	-	0	-	0		Utility Worker II	-	0	-	0	-	0
0	0		0		0	5025	Regular Employees Part Time Non-Exempt		0		0		0
37,644	65,760		32,545		32,545	5030	Temporary Employees		51,990		0		51,990
0	0		0		0	5043	Part-Time, Non-Reimbursed Labor		0		0		0
0	0	-	0	-	0	5045	Part-Time, Reimbursed Labor-Stagehands	-	0	-	0	-	0
0	0		0		0	5045	Part-Time, Reimbursed Labor-Other		0		0		0
15,063	8,865		6,145		6,145	5080	Overtime		3,134		0		3,134
						5089	Salary Adjustment						
0	0		111,084		111,084		Merit Adjustment Pool (non-represented)		63,179		0		63,179
FRINGE Fringe Benefits													
5100 Fringe Benefits													
423,561	546,479		546,103		546,103		Base Fringe (variable & fixed)		582,055		(13,200)		568,855
40,964	45,150		54,801		54,801	5190	PERS Bond Recovery		50,074		0		50,074
\$1,720,397	\$2,357,684	22.00	\$2,313,380	22.00	\$2,313,380	Total Personal Services			22.00	\$2,299,157	0.00	(\$13,200)	22.00 \$2,285,957
Materials & Services													
GOODS Goods													
49,944	51,624		47,900		72,550	5201	Office Supplies		48,450		0		48,450
10,974	4,657		3,600		3,600	5205	Operating Supplies		3,600		0		3,600
14,697	47,528		29,300		15,100	5210	Subscriptions and Dues		11,685		0		11,685
0	0		0		0	5214	Fuels and Lubricants		0		0		0
10,991	0		10,950		500	5215	Maintenance & Repairs Supplies		500		0		500
0	0		0		0	5225	Retail		0		0		0
SVCS Services													
212,549	90,134		358,738		213,700	5240	Contracted Professional Svcs		168,750		5,500		174,250
0	0		0		0	5245	Marketing Expense		0		0		0
0	5,205		0		5,000	5246	Sponsorship Expenditures		5,500		(5,500)		0
0	0		0		0	5247	Visitor Development Marketing		0		0		0
6,425	15,241		12,000		12,000	5251	Utility Services		12,000		0		12,000
0	0		0		0	5255	Cleaning Services		0		0		0
30,163	105,379		43,700		183,738	5260	Maintenance & Repair Services		184,500		0		184,500
8,996	12,022		12,500		12,500	5265	Rentals		10,500		0		10,500
0	0		0		0	5270	Insurance		0		0		0
44,399	26,608		49,407		49,407	5280	Other Purchased Services		39,050		0		39,050

Metro Exposition Recreation Commission Fund

FY 2007-08	FY 2008-09	FY 2009-10 <u>Adopted</u>		FY 2009-10 <u>Amended</u>		ACCT	DESCRIPTION	FY 2010-11 <u>Request</u>		<u>Revision</u>		FY 2010-11 <u>COO Rec</u>	
Actual	Actual	FTE	Amount	FTE	Amount			FTE	Amount	FTE	Amount	FTE	Amount
Administration													
0	0		0		0	5281	Other Purchased Services - Reimb	0		0		0	
0	0		0		0	5291	Food and Beverage Services	0		0		0	
0	0		0		0	5292	Parking Services	0		0		0	
						IGEXP Intergov't Expenditures							
3,923	6,350		7,250		7,250	5300	Payments to Other Agencies	8,000		0		8,000	
0	0		0		0	5310	Taxes (Non-Payroll)	0		0		0	
0	0		0		0	5320	Government Assessments	0		0		0	
						OTHEXP Other Expenditures							
29,152	38,840		40,250		40,250	5450	Travel	31,000		0		31,000	
20,757	23,213		36,600		36,600	5455	Staff Development	32,900		0		32,900	
0	0		0		0	5490	Miscellaneous Expenditures	0		0		0	
						GAAP GAAP Account							
0	0		0		0	5520	Bad Debt Expense	0		0		0	
\$442,970	\$426,801		\$652,195		\$652,195	Total Materials & Services		\$556,435		\$0		\$556,435	
						<u>Capital Outlay</u>		\$0				\$0	
						CAPCIP Capital Outlay (CIP Projects)							
0	0		0		0	5710	Improve-Old thn Bldg	0		0		0	
25,528	0		0		0	5720	Buildings & Related	0		0		0	
31,581	10,704		0		0	5740	Equipment & Vehicles	0		0		0	
139,280	146,897		150,000		150,000	5750	Office Furniture & Equip	102,000		0		102,000	
\$196,389	\$157,601		\$150,000		\$150,000	Total Capital Outlay		\$102,000		\$0		\$102,000	
						<u>Debt Service</u>							
						LOAN Loan Payments							
0	0		0		0	5610	Loan Payments-Principal	0		0		0	
0	0		0		0	5615	Loan Payments-Interest	0		0		0	
\$0	\$0		\$0		\$0	Total Debt Service		\$0		\$0		\$0	
						<u>Interfund Transfers</u>							
						INDTEX Interfund Reimbursements							
						5800	Transfer for Indirect Costs						
0	0		0		0		* to General Fund-Support Services	0		0		0	
0	0		0		0		* to General Fund	0		0		0	
0	0		0		0		* to Risk Management Fund - Liability	0		0		0	
0	0		0		0		* to Risk Management Fund - Workers Comp.	0		0		0	
						EQTCHG Fund Equity Transfers							
0	0		0		0	5810	Transfer of Resources						
							* to General Revenue Bond Fund	0		0		0	
\$0	\$0		\$0		\$0	Total Interfund Transfers		\$0	0.00	\$0		\$0	

Metro Exposition Recreation Commission Fund

FY 2007-08	FY 2008-09	FY 2009-10 <u>Adopted</u>		FY 2009-10 <u>Amended</u>				FY 2010-11 <u>Request</u>		<u>Revision</u>		FY 2010-11 <u>COO Rec</u>	
Actual	Actual	FTE	Amount	FTE	Amount	ACCT	DESCRIPTION	FTE	Amount	FTE	Amount	FTE	Amount
Administration													
							<u>Contingency and Ending Balance</u>						
						CONT	Contingency						
						5999	Contingency						
0	0		133,330		133,330		* General Contingency		125,000		0		125,000
0	0		0		0		* Renewal and Replacement		0		0		0
0	0		148,761		148,761		* Prior Year PERS Reserve		0		0		0
0	0		0		0		* Reimbursable HQH Contingency		0		0		0
0	0		0		0		* Contingency for Capital (TL TAX)		0		0		0
						UNAPP	Unappropriated Fund Balance						
						5990	Unappropriated Fund Balance						
0	0		0		0		* Restricted Fund Balance (User Fees)		0		0		0
910,753	958,389		530,406		530,406		* Ending Balance		596,989		49,454		646,443
			0		0		* Renewal & Replacement				0		
0	0		51,375		51,375		* Current Year PERS Reserve		98,907		(49,454)		49,453
0	0		0		0		* Prior Year PERS Reserve		137,491		0		137,491
\$910,753	\$958,389		\$863,872		\$863,872		Total Contingency and Ending Balance		\$958,387		\$0		\$958,387
\$3,270,509	\$3,900,475	22.00	\$3,979,447	22.00	\$3,979,447		TOTAL REQUIREMENTS	22.00	\$3,915,979	0.00	(\$13,200)	22.00	\$3,902,779

Metropolitan Exposition Recreation Commission
Five Year Capital Plan FY 2009-10 through FY 2014-15
 March 3, 2010

<u>Description</u>	<u>Funding Source</u>	<u>2009-10</u>	<u>2010-11</u>	<u>2011-12</u>	<u>2012-13</u>	<u>2013-14</u>	<u>2014-15</u>
OREGON CONVENTION CENTER (OCC)							
OCC FY 2009-10							
* Upgrade Kitchen Capacity & Storage for Efficiency (1)	F & B Contract Capital Investment carry over - Fund Balance & TLT Capital Reserve	1,000,000					
fund balance)	Food & Beverage Reserve	275,000					
Moveable Air Wall Repair and Retrofit	MTOCA proposal	340,000					
Lighting Fixture Replacement and Upgrade	MTOCA proposal	200,000					
Add Automatic Hand Dryers to all Restrooms	MTOCA proposal	150,000					
MTOCA Project - to be determined Contingency	MTOCA proposal	2,490					
Exhibit Hall Wi-Fi and Show Network Upgrade	TLT Capital Reserve	85,000					
VAV Controllers and CO2 Sensors Upgrade on AHUs (LEED)	TLT Capital Reserve	100,000					
Retro - Commissioning (RCX) (every year for LEED)	TLT Capital Reserve	65,000					
Elevators 1 & 3 Cab Retrofit	TLT Capital Reserve	37,500					
Gates for Exhibit Hall Rest Rooms	TLT Capital Reserve	25,000					
Garage Door at Dry Waste Compactor	TLT Capital Reserve	15,000					
Replace Riding Vacuum	TLT Capital Reserve	12,000					
Digital Signage Upgrade	TLT Capital Reserve	50,000					
3-Wheeled Security Vehicle (T3)	TLT Capital Reserve	14,000					
Renovate Pre-A & Pre-C Phone Bank	TLT Capital Reserve	24,000					
Kitchen remodel funded from F & B Capital 3067,500 & TLT Funds \$112,500 ** The line for capital on the Budget Statement is understated by the \$150,000 for the Kinko's remodel, which is budgeted in the Food & Beverage Costs							
OCC FY 2010-11							
Kitchen Remodel(Less Dishwasher/Scraper table installed last fiscal year)	F&B Contract Investment Fund		525,000				
Small wares Purchase	F&B Contract Investment Fund		300,000				
Leg Up Program Store Project	F&B Contract Investment Fund		150,000				
Construction costs with Kitchen Remodel	5% Reserve Account-Capital		100,000				
Hand Dryers Installation(carried over from last year)	MTOCA Funds		150,000				
Phase II Air-wall Retrofit Project	MTOCA Funds		220,000				
VAV Controllers and CO2 Sensors on AHUs LEED	MTOCA Funds		105,000				
Signage Upgrade	TLT Capital Funds		150,000				
Replace Stage Unit Steps	TLT Capital Funds		15,000				
Forklift Replacement	TLT Capital Funds		60,000				
Security Console Replacement	TLT Capital Funds		20,000				
Garage Door Dry Waste Area Replacement	TLT Capital Funds		15,000				
Riding Scrubber/Sweeper Replacement	TLT Capital Funds		35,000				
Parking Management System and Equipment Replacement	TLT Capital Funds		130,000				
Retro Commissioning(RXC) Annually for LEED Certification	TLT Capital Funds		65,000				

Metropolitan Exposition Recreation Commission
Five Year Capital Plan FY 2009-10 through FY 2014-15
March 3, 2010

<i>Description</i>	<i>Funding Source</i>	<i>2009-10</i>	<i>2010-11</i>	<i>2011-12</i>	<i>2012-13</i>	<i>2013-14</i>	<i>2014-15</i>
48" Tables & Carts	TLT Capital Funds		11,000				
Sizzler Block Plaza Construction Project	OCC Fund Balance		660,000				
OCC FY 2011-12							
Construct Operations Office and Add Additional Conference Meeting Space	Unfunded			1,350,000			
Electrical Sub Metering	Unfunded			200,000			
Plaza Issues	Unfunded			90,000			
Brew Pub Construction	Unfunded			600,000			
Original Building Roof Replacement	Unfunded			1,800,000			
Elevator #3 Hydraulic Cylinder Replacement	Unfunded			250,000			
Phone Bank Retrofit Project	Unfunded			32,000			
Handicap Lift Purchase	Unfunded			30,000			
Escalator Cleaning Machine	Unfunded			73,000			
Public Circulation Furniture (Lobby Areas)	Unfunded			250,000			
Genie Roundabout High Lift	Unfunded			21,000			
Retro - Commissioning (RCX) (every year for LEED)	Unfunded			65,000			
HVAC Unit for Capital Projects Office	Unfunded			12,000			
Recycling containers Purchase for Ex Halls	Unfunded			50,000			
Teledata Upgrade VOIP	Unfunded			90,000			
Cooling Tower-Process Loop Project	Unfunded			35,000			
OCC FY 2012-13							
Renovate Skyview Terrace & VIP B Suite	Unfunded				250,000		
Bleacher Replacement	Unfunded				2,000,000		
Riding Sweeper/Scrubber	Unfunded				35,000		
Upgrade all Meeting Room and Ballroom signage to Video Screens	Unfunded				250,000		
Retro - Commissioning (RCX) (every year for LEED)	Unfunded				65,000		
Exterior Security Bollards (or Planters)	Unfunded				60,000		
Rest Room Handicap Door Operators	Unfunded				40,000		
Replace 2 of the 4 Chiller Units	Unfunded				550,000		
Install Electronic Swipe Locking System for Meeting & Ballrooms	Unfunded				300,000		
Replace Tile Floor in All Restrooms in Original Bldg.	Unfunded				300,000		
OCC FY 2013-14							
Concrete Polishing	Unfunded					375,000	
Retro - Commissioning (RCX) (every year for LEED)	Unfunded					65,000	
Carpet Replacement	Unfunded					1,700,000	
Change out Radio system to Digital per the FCC Requirement	Unfunded					250,000	
Purchase AV Equipment	Unfunded					100,000	
Elevator 1B Car and Rail Rework	Unfunded					850,000	

Metropolitan Exposition Recreation Commission
Five Year Capital Plan FY 2009-10 through FY 2014-15
March 3, 2010

Description	Funding Source	2009-10	2010-11	2011-12	2012-13	2013-14	2014-15
OCC FY 2014-15							
Replace 2 out of three Boilers	Unfunded						425,000
Retro Commissioning	Unfunded						65,000
Cover MLK Plaza Area with Glass Canopy	Unfunded						5,000,000
LEED Project work for Re-Certification	Unfunded						300,000
Total Oregon Convention Center		2,394,990	2,711,000	4,948,000	3,850,000	3,340,000	5,790,000
PORTLAND CENTER FOR THE PERFORMING ARTS (PCPA)							
PCPA FY 2009-10							
Food & Beverage Capital Investment - New Contract (1)	F & B Contract Capital Investment	175,000					
ASCH Rigging	Friends of PCPA	52,000					
Hatfield Roof	Friends of PCPA	45,000					
Hatfield Risers	Friends of PCPA	15,000					
Keller Rigging	Friends of PCPA	65,000					
Hatfield 18" Tables	Friends of PCPA	10,000					
Smart Maintenance Upgrade (BigFoot)	Friends of PCPA	20,000					
Keller Follow Spot Lighting	Friends of PCPA	30,000					
Keller Generator Replacement	Friends of PCPA	70,000					
Orchestra Pit Chairs (Carry over PY Friends Donation)	PY Friends of PCPA	30,000					
PCPA FY 2010-11							
Arlene Schnitzer Concert Hall Boiler Upgrade & Complete Inspection	Friends of PCPA		10,000				
Winningstad Dimmer System	Friends of PCPA		80,000				
Arlene Schnitzer Concert Hall - Roof Renewal and Replacement	Friends of PCPA		180,000				
Keller Auditorium Boiler Replacement	Friends of PCPA		100,000				
Keller Lighting Console	Friends of PCPA		40,000				
Newmark Sound Console	Friends of PCPA		23,000				
Food & Beverage Capital Investment - New Contract (1)	F & B Contract Capital Investment carry over - Fund Balance		325,000				
Hatfield Lighting Retrofit (3)	Energy Trust, BETC, ENACT			129,070			
Hatfield Chiller Replacement (3)				337,000			
* Hatfield Projects that call for grant funding will only be done if grants received total the entire project amount.							

Metropolitan Exposition Recreation Commission
Five Year Capital Plan FY 2009-10 through FY 2014-15
March 3, 2010

Description	Funding Source	2009-10	2010-11	2011-12	2012-13	2013-14	2014-15
PCPA FY 2011-12							
Hatfield Hall Trash Compactor	Friends of PCPA			50,000			
Newmark Theater Main Curtain	Friends of PCPA			20,000			
Winningsstad Theater Main Curtain	Friends of PCPA			10,000			
Arlene Schnitzer Concert Hall Follow Spots	Friends of PCPA			20,000			
Newmark Dimmer System	Friends of PCPA			140,000			
Arlene Schnitzer Concert Hall Boiler Replacement	Friends of PCPA			100,000			
Keller Paneling Project	Friends of PCPA			TBD			
Hatfield Cultural Video Project	Multiple Grants TBD			522,188			
PCPA FY 2012-13							
Hatfield Hall Chiller	Friends of PCPA				250,000		
Keller Auditorium Clear Com	Friends of PCPA				15,000		
Keller Auditorium Masking	Friends of PCPA				26,000		
Hatfield Hall ADA FM Listening Systems	Friends of PCPA				40,000		
Keller Stage Floor	Friends of PCPA				100,000		
PCPA FY 2013-14							
Newmark Fore Stage Lift	Friends of PCPA					85,000	
Arlene Schnitzer Cooling Tower	Friends of PCPA					110,000	
Arlene Schnitzer Chiller	Friends of PCPA					250,000	
Arlene Schnitzer Concert Hall Masking	Friends of PCPA					25,000	
Hatfield Hall ADA Upgrades	Friends of PCPA					15,000	
Keller ADA Upgrades	Friends of PCPA					15,000	
Newmark Stage Floor	Friends of PCPA					100,000	
PCPA FY 2014-15							
Keller Dimmer System	Friends of PCPA						275,000
Winningsstad Orchestra Seating Floor	Friends of PCPA						150,000
Hatfield Passenger Elevators	Friends of PCPA						300,000
ASCH Passenger Elevators	Friends of PCPA						300,000
ASCH Lighting System	Friends of PCPA						300,000
ASCH Masking Draperies	Friends of PCPA						25,000
Hatfield Symphony Chairs							10,000
Total Portland Center for the Performing Arts		512,000	678,000	1,328,258	431,000	600,000	1,360,000

Metropolitan Exposition Recreation Commission
Five Year Capital Plan FY 2009-10 through FY 2014-15
March 3, 2010

Description	Funding Source	2009-10	2010-11	2011-12	2012-13	2013-14	2014-15
Portland Expo Center (EXPO)							
EXPO FY 2009-10							
Parking Lot Asphalt maintenance and/or removal/replacement	EXPO Fund Balance	75,000					
Hall "A" - "B" Relamp	EXPO Fund Balance	15,000					
Hall C Heating System	EXPO Fund Balance	70,000					
Halls D (18 units) & E (15 units) emergency lighting battery backups	EXPO Fund Balance	20,000					
(**)Food & Beverage Capital Investment - New Contract (1)	F & B Contract Capital Investment	187,000					
Hall E, South wall boring		15,000					
EXPO FY 2010-11							
Seismic Gas Valves	EXPO Fund Balance		10,000				
Alerton DCC Global Controller	EXPO Fund Balance		22,000				
Electronic signage at parking lot entrance	EXPO Fund Balance		30,000				
Halls DE Wi-Fi	EXPO Fund Balance		25,000				
Halls D relamp	EXPO Fund Balance		30,000				
Unknown impact of Hall E boring	EXPO Fund Balance		50,000				
Food & Beverage Capital Investment - New Contract (1)	F & B Contract Capital Investment carry over - Fund Balance		325,000				
EXPO FY 2011-12 thru FY 2014-15							
Halls E relamp				35,000			
Hall E lobby and meeting room carpet replacement				30,000			
Portable bleacher replacement (2)				80,000	80,000	80,000	80,000
Parking Lot Asphalt maintenance and/or removal/replacement (2)				50,000	50,000	50,000	50,000
UNFUNDED PROJECTS PORTLAND EXPO CENTER (Cost to be determined)							
South Access Drive Repair							
Hall E Tower paint							
American Lincoln (estimate \$35,000)							
Full site electronic way finding (estimate \$300,000)							
Phase III							
SW parking lot & South Access Drive realignment							
Replace/renovate Halls A, B and C							
North walkway canopy and electronic sign							
Covered/enclosed exhibit hall connector							
SE meeting rooms							
Total Portland Expo Center		382,000	492,000	195,000	130,000	130,000	130,000

Metropolitan Exposition Recreation Commission
Five Year Capital Plan FY 2009-10 through FY 2014-15
March 3, 2010

Description	Funding Source	2009-10	2010-11	2011-12	2012-13	2013-14	2014-15
MERC Administration (MERC)							
MERC FY 2009-10							
SharePoint ExtraNET Server	MERC Support Costs	60,000					
Advance Scheduling System	MERC Support Costs	60,000					
Server Virtualization	MERC Support Costs	30,000					
MERC FY 2010-11							
Add Disk Storage space to Virtual server environment	MERC Support Costs		25,000				
Add two additional application servers to Virtual environment	MERC Support Costs		30,000				
Citrix XEN Essentials Software - administrator	Is this related to something else		5,000				
Server operating system upgrades - software, license, setup	MERC Support Costs		10,000				
Citrix "test" environment - new server, license, setup	MERC Support Costs		20,000				
Project Contingency	MERC Support Costs		20,000				
MERC FY 2011-12 thru FY20014-15				100,000	100,000	100,000	100,000
Total MERC Administration		150,000	110,000	100,000	100,000	100,000	100,000
Grand Total MERC		3,438,990	3,991,000	6,571,258	4,511,000	4,170,000	7,380,000

- (1) Food & Beverage Capital Investment is based on original Adopted Budget
- (2) Multi Year projects
- (3) Grants not included in the budget until funding secured
- (4) All future year project are considered unfunded

Metropolitan Exposition Recreation Commission
BUDGET DEVELOPMENT CALENDAR
FY 2010-11

		Date
	NOVEMBER	
Metro	Budget Preparation Materials - Metro Council Work Session	November 10
Holiday	Veterans Day	November 11
MERC	Budget Assumptions distributed to MERC Venues	November 18
Holiday	Thanksgiving	November 26
	DECEMBER	
MERC	Commission Meeting - Budget Overview Budget Calendar & Assumptions (in lieu of first Budget Committee Meeting)	December 2
MERC	Facility Directors and Operations Managers meet with MERC Capital & Construction Manager	November/December
MERC	Venue Budgets Due (meet with General Manager & Budget Manager)	December 15
Holiday	Christmas Day	December 25
	JANUARY	
Holiday	New Years Day	January 1
MERC	Draft Budget Numbers to Metro Financial Planning	January 4
MERC	Present Draft Budget to Metro COO and Financial Planning Staff	January 7
MERC	Distribute Budget Committee Materials	January 8
MERC	Budget Committee Meeting	January 11
Holiday	Martin Luther King Jr. Day	January 18
PCPA	Present Proposed Capital Projects to the Friends of PCPA for approval	January
	FEBRUARY	
MERC	Commission Meeting - Budget Chair Reports on The Proposed Budget	February 3
MERC	Distribute Budget Committee Materials	
MERC	Budget Committee Meeting - Approve Budget Proposal for submission to Commission	TBD
MERC	Distribute Commission Materials	
MERC	MERC Budget Due to Metro Financial Planning in final form	February 12
MERC	Draft Program and Organizational Narratives to Metro Financial Planning	February 12

**Metropolitan Exposition Recreation Commission
BUDGET DEVELOPMENT CALENDAR**

FY 2010-11

		Date
	MARCH	
MERC	Commission Meeting - Approve Proposed Budget for submission to Metro Council	March 3
Metro	Release Proposed Budget to Council	March 18
MERC	Budget Committee Meeting - as needed	TBD
	APRIL	
Metro	Council Meeting: Metro COO presents the Proposed Budget and Budget Message	April 1
MERC	Commission Meeting - Amendments to FY 2010-11 Proposed Budget	April 7
MERC	Budget Committee Meeting - as needed	TBD
Metro	Council Meeting: Council consideration and vote on amendments to the budget and Council approves budget for transmittal to TSCC	April 30
	MAY	
MERC	Commission Meeting - Amendments to FY 2010-11 Approved Budget	May 5
MERC	Budget Committee Meeting - as needed	May
Metro	Deadline to submit budget to TSCC	May 14
	JUNE	
MERC	Commission Meeting - Final Amendments to FY 2009-10 current year budget	June 2
Metro	TSCC Public Hearing - 12:30 PM Council Annex	June 3
Metro	Council Meeting: Council considers and votes on final amendments to budget	June 10
Metro	Council Meeting: Council adopts budget	June 17
MERC	Send MERC Budget Resolution to Multnomah County - VDF Request Attention: Bill Moravic -Mindi Harris - Harry Morton	June 25
MERC	Commission Meeting	July 7
MERC	MTOCA Resolution July Commission Meeting not done for 2010-11 to date	

Budget Committee Meetings

Commission Meetings

MERC Budget Numbers to Metro Financial Planning

Metro Council Meetings

Holidays

* Council and Metro Dates are estimates and subject to change