

METROPOLITAN EXPOSITION RECREATION COMMISSION

Resolution No. 10-09


For the purpose of approving and transmitting budget amendments to the MERC Fund for fiscal year 2010-11.

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

WHEREAS, the Commission previously approved and transmitted to the Metro Council the fiscal year 2010-11 budgets for the MERC Fund; and


BE IT THEREFORE RESOLVED that the Metropolitan Exposition Recreation Commission approves and transmits to the Metro Council the following budget amendments, attached as Exhibit A, for the fiscal year beginning July 1, 2010 and ending June 30, 2011 to be included in the total Metro budget.

Passed by the Commission on May 5, 2010



Chair

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


By: _____
Nathan A. Schwartz Sykes
Senior Attorney



Secretary-Treasurer

MERC Staff Report

Agenda Item/Issue: For the purpose of approving and transmitting budget amendments to the MERC Fund for fiscal year 2010-11.

Resolution No.: 10-09

Presented By: Cynthia Hill

Date: May 5, 2009

Background and Analysis:

The MERC Budget was approved by Metro Council on April 29th and submitted to Tax Supervising and Conservation Commission (TSCC). Metro Council will adopt a final budget on June 17th. The attached amendments request carry over funding for capital projects; the reinstatement of .40 fte Event Manager position at the Oregon Convention Center (OCC) with hour determined by the event schedule and funding for a proposed reorganization of the OCC operations department.

Summary of Exhibit A

Revenue

• OCC reduce revenue City Lease for the DA Office	(33,500)
• OCC Grant Revenue Lighting Project (ARRA Federal)	235,063
• OCC BETC Credits Lighting Project	259,500
• OCC ETO Rebates Lighting Project	131,728
• PCPA Friends of PCPA Donation	<u>89,000</u>
Total Revenue	<u>681,791</u>
Beginning Fund Balance increase for OCC Capital Carry-over	<u>530,354</u>
Ending Balance Unappropriated for OCC Priorities (decrease)	<u>60,446</u>
<u>Total Resources</u>	<u>1,272,591</u>

Expenditures

• OCC Operations proposed reorganization (subject to HR review)	17,008
• Reinstated part time Event Manager (hourly as event schedule requires)	14,949
• Reduce Event Services Goods & Services	(5,000)
• Carry over projects:	
○ OCC Lighting Project	751,645
○ OCC Moveable Air Wall Project	340,000
○ Oregon Convention Center Retro Commissioning	65,000
○ PCPA Chiller Replacement at Hatfield Hall	<u>89,000</u>
Total Expenditures	<u>1,272,591</u>

Fiscal Impact:

Decrease Ending Fund Balance	60,446
Increase Beginning Fund Balance	530,354

Attachments to Resolution and/or Staff Report:

“Exhibit A” budget amendment documents for submission to Metro Council for inclusion in the FY 2010-11 Adopted Budget.

Recommendation: Staff recommends that the Metropolitan Exposition-Recreation Commission adopt Resolution No. 10-09 **For the purpose of approving and transmitting budget amendments to the MERC Fund for fiscal year 2010-11.**

Carry-over for FP Use Only	
Org Unit	#

AMENDMENT TO FY 2010-11 BUDGET

CENTER/SERVICE: Visitor Venues MERC Fund

DATE: May 5, 2010

DRAFTED BY : Cynthia Hill

Type of Amendment:	Amendment to:	Purpose:
Technical <input type="checkbox"/>	Proposed Budget <input type="checkbox"/>	Operating <input checked="" type="checkbox"/>
Substantive <input checked="" type="checkbox"/>	Approved Budget <input checked="" type="checkbox"/>	Capital Project <input type="checkbox"/>
		Renewal & Replacement <input type="checkbox"/>

PROPOSED AMENDMENT:

- 1) The Oregon Convention Center (OCC) proposes a decrease of \$33,500 rental revenue. The City of Portland District Attorneys Office will not extend office space lease beyond June 30, 2010.
- 2) OCC Event Services department proposes to reinstate a part-time event manager position to provide appropriate service levels based on the event schedule. The total cost of \$14,938 is funded by a \$5,000 reduction of expenditures in the Event Services department with the remaining \$9,938 coming from unappropriated fund balance.
- 3) This request proposes the reclassification of four positions at the Oregon Convention Center to better align work related areas to the proper management need and recognize a change in duties. Estimated cost is \$17,009 with total from the Unappropriated Fund Balance.

Org Unit	Fund	Line Items		
		Acct #	Account Title	Amount
Resources	MERC Fund (555)			
		4510	Rentals	(33,500)
Requirements	MERC Fund (555)	5010	Regular Full Time Employee	13,027
		5025	Regular Part Time Employee	12,385
		5030	Temporary Employee	(600)
		5089	Salary Adjustment	391
		5100	Fringe Benefits	4,474
		5190	PERS Bond Recovery	757
		5201	Office Supplies	(4,500)
		5280	Other Purchased Services	(500)
		5990	PERS Reserve	1,512
			Total Requirements	26,946
	MERC Fund (555)	5990	Ending Fund Balance	(60,446)

PROGRAM/STAFFING IMPACTS:

This amendment adjusts revenue to reflect the loss of office space lease and the reinstatement of Event Services Regular Part time hours to staff the event schedule. Increase personal services for potential salary adjustments resulting from the OCC Operation department re-organization pending review by Metro HR.

ARGUMENTS IN FAVOR OF THE PROPOSED AMENDMENT

This amendment represents new information since the proposed budget.

OPTIONS FOR FUNDING THIS AMENDMENT

This amendment is funded from unappropriated ending fund balance \$60,446

**Carry-over for FP Use
Only**

Org Unit	#

AMENDMENT TO FY 2010-11 BUDGET

CENTER/SERVICE: MERC Fund Venues

DATE: May 5, 2010

DRAFTED BY : Cynthia Hill

Type of Amendment:	Amendment to:	Purpose:
Technical <input checked="" type="checkbox"/>	Proposed Budget <input type="checkbox"/>	Operating <input type="checkbox"/>
Substantive <input type="checkbox"/>	Approved Budget <input checked="" type="checkbox"/>	Capital Project <input checked="" type="checkbox"/>
		Renewal & Replacement <input type="checkbox"/>

PROPOSED AMENDMENT: Capital Carry-over

This amendment requests carry-over for four capital projects with

Org Unit	Fund	Line Items		
		Acct #	Account Title	Amount
Resources	MERC Fund (555)	3500	Beginning Fund Balance	\$530,354
		4105	Federal Grant Indirect (SEP Grant)	235,063
		4110	State Grant - Direct (Business Energy Tax Credits)	259,500
		4115	State Grant Indirect - (Energy Trust of Oregon)	131,728
		4750	Donations & Bequests	89,000
Requirements	MERC Fund (555)			
		5720	Building and Related	\$1,245,645

PROGRAM/STAFFING IMPACTS: Continuation of four capital projects

PROJECT	DESCRIPTION	AMOUNT
OCC Lighting	The lighting project replaces higher wattage light fixtures and ballasts with energy efficient fixtures and ballasts that will save OCC about \$75,000-\$80,000 a year on the electric bill, reduce labor to replace fixtures as the new fixture have a longer life and will leverage a \$235,000 grant OCC received from the Oregon Department of Energy which allows for this entire \$751,645 project to be done in one year instead of over two fiscal years. The Oregon Convention Center will apply for additional funding from the Business Energy Tax Credit (BETC) program and Utility Incentives (ETO). Scope of work development and solicitation in process.	\$751,645
OCC Air Walls Retrofit	This is year one of a two year project. Repair all rollers, track mechanisms, bearings, foot closures and wall coverings to make sure all walls operate properly and efficiently as designed. We are targeting the original side of the facility Air Wall systems that include Exhibit Halls A and A1, Oregon Ballroom, A,B,C Meeting Rooms. Contract executed in April 2010.	340,000
OCC Retro Commissioning (LEED)	LEED requirements to re-commission all mechanical systems in a five year period. Increased equipment efficiency and energy cost reduction by fine tuning all mechanical systems. Contract executed in April 2010.	65,000
Antoinette Hatfield Hall Chiller Replacement	The chiller is experiencing minor failures with the potential it may suffer a catastrophic failure during the summer event season. Project funded from a donation from the Friends of the Portland Center for Performing Arts. Chiller Assessment in process.	89,000
Total Carry over projects		\$1,245,645

ARGUMENTS IN FAVOR OF THE PROPOSED AMENDMENT

N/A

OPTIONS FOR FUNDING THIS AMENDMENT

N/A