

METROPOLITAN EXPOSITION-RECREATION COMMISSION

RESOLUTION NO. 93-6

Approving budget adjustments for fiscal year 1993-94 for Admissions and Security and transfer of monies from each MERC fund for this purpose, payment method for the OCC LID Assessment and the re-establishment of the Receptionist position for the MERC Administration.

The Metropolitan Exposition-Recreation Commission finds:

1. That the Commission approved two new job classifications, a transfer of funds from Civic Stadium to PCPA, and the reclassification of an existing PCPA position of House Manager 1 to Admissions/Security Scheduling Coordinator at its July 14, 1993 meeting.
2. That it has been apprised of the City Local Improvement District Assessment of approximately \$722,000 to be charged to the Oregon Convention Center.
3. That the re-establishment of the Receptionist position for the MERC Administrative Department is necessary.
4. That the following budget adjustments are necessary to accomplish the items noted in 1, 2, & 3 above:

Admission/Security Scheduling Coordinator:

\$23,038 plus benefits to be budgeted as

PCPA: \$10,367

OCC: 5,760

Stadium: 6,911

Office Clerk:

\$17,559 plus benefits to be budgeted as

PCPA: \$ 7,902

OCC: 4,390

Stadium: 5,267

Security Supervisor:

\$27,381 plus benefits to be budgeted as

PCPA: \$ 2,738

OCC: 21,905

Stadium: 2,738

OCC LID Assessment:

OCC Project Capital Fund \$500,000

OCC Renewal & Replacement Fund \$221,689.84


MERC Receptionist:


\$25,995 plus benefits to be budgeted to the MERC Administration Fund.

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BE IT THEREFORE RESOLVED that the Commission authorizes the budget adjustments as stated above, subject to the approval of the Council of the Metropolitan Service District, for the purposes as stated above.

Passed by the Commission on August 11, 1993.


Chairman


Secretary/Treasurer

APPROVED AS TO FORM:
Daniel B. Cooper, General Counsel

By: 

Mark B. Williams
Senior Assistant Counsel

MERC STAFF REPORT

Agenda/Item Issue: 1993-1994 FISCAL YEAR BUDGET ADJUSTMENT

Resolution No. 93.6

Date: August 11, 1993 **Presented by:** Jeffrey A. Blosser

Background and Analysis: Due to the changes in staffing for MERC as a result of the Coliseum transition, restructuring of the MERC Administrative Staff and the City LID Assessment a budget adjustment is necessary to correctly reflect such changes. At the July 14 MERC meeting, the Commission approved two new job classifications, a transfer of funds from Civic Stadium to PCPA, and the reclassification of an existing PCPA position of House Manager I to Admissions/Security Scheduling Coordinator. The Commission was also apprised of the City Local Improvement District Assessment of \$722,000 to be charged to the Oregon Convention Center. Lastly the re-establishment of the Receptionist position for the MERC Administrative Department. It has been determined by the General Manager that this position is necessary for the operation of the MERC Administrative Staff.

Fiscal Impact: The overall impact for each of these areas is as follows:

A. **Security/Admissions:** Overall impact to MERC as a whole is a savings of \$1788. All positions will be housed at PCPA and the allocation of time should be as follows:

| | |
|--|---|
| Admission/Security Scheduling Coordinator: \$23,038 plus benefits | PCPA: 45%-\$10,367 OCC: 25%-\$ 5,760 Stadium: 30%-\$6,911 |
| Office Clerk: \$17,559 plus benefits | PCPA: 45%-\$7,902 OCC: 25%-\$4,390 Stadium: 30%-\$5,267 |
| Facility Security Supervisor: \$27,381 plus benefits | PCPA: 10%-\$2,738 OCC: 80%-\$21,905 Stadium: 10%-\$2,738 |

Total amount with benefits is \$91,770 to be allocated as stated above.

B. LID Assessment to be paid from two OCC funds as outlined below:

-- \$500,000 from OCC Project Capital Fund
-- \$222,000 from OCC Renewal & Replacement Fund
Total amount to be \$722,000.

C. Establishment of MERC Administrative Receptionist Position at a salary of \$25,995 plus benefits for a total of \$35,095, which is the salary of the current employee in that position.

Discussion with Commission Liaison: At the July meeting of the MERC Commission all items were discussed relative to Budget Adjustments that would be presented at the August meeting.

Recommendation: Staff recommends that the Metropolitan Exposition-Recreation Commission approve the above stated Budget Adjustments for fiscal year 1993-1994 for Admissions and Security and transfer of monies from each MERC fund for this area; payment method for the OCC LID Assessment and the re-establishment of the Receptionist position for the MERC Administration.