

METROPOLITAN EXPOSITION-RECREATION COMMISSION

Resolution No. 94-13

Authorizing amendments to the FY 1993-94 Adopted Budget for certain MERC-managed funds.

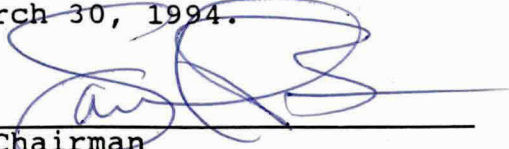
The Metropolitan Exposition-Recreation Commission finds that the following budget amendments are necessary:

	<u>Adopted Budget</u>	<u>Amendment</u>	<u>Revised Budget</u>
Civic Stadium:			
Total Resources	\$2,370,000	\$(959,650)	\$1,410,350
Personal Services	\$ 654,861	\$(81,659)	\$ 573,202
Mat'ls & Services	\$1,399,435	\$(473,010)	\$ 926,425
Capital Outlay	\$ 350,000	\$(166,340)	\$ 183,660
Transfers	\$ 225,219	\$ 4,235	\$ 229,454
Contingency	\$ 100,000	\$(36,235)	\$ 63,765
PCPA:			
Transfers	\$ 422,938	\$ 8,645	\$ 431,583
Contingency	\$ 205,037	\$(8,645)	\$ 196,392
OCC-Operating:			
Personal Services	\$3,126,813	\$ 141,000	\$3,267,813
Mat'ls & Services	\$6,142,647	\$ 250,000	\$6,382,647
Contingency	\$ 500,000	\$(391,000)	\$ 109,000
OCC-Proj. Capital:			
Personal Services	\$ 33,240	\$ 7,260	\$ 40,500
Mat'ls & Services	\$ 39,500	\$(7,260)	\$ 32,240
MERC Administration:			
Personal Services	\$ 500,240	\$(18,500)	\$ 481,740
Mat'ls & Services	\$ 47,500	\$ 57,500	\$ 105,000
Capital Outlay	\$ 0	\$ 6,000	\$ 6,000
Contingency	\$ 80,000	\$(45,000)	\$ 35,000


BE IT THEREFORE RESOLVED:

That the Metropolitan Exposition-Recreation Commission approves the above budget amendments (details attached) and submits them to the Metro Council.

Passed by the Commission on March 30, 1994.



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: Approval of the amendment to the FY 93-94 budget.

Resolution No. 94-13

Date: March 30, 1994

Presented By: Heather Teed

BACKGROUND AND ANALYSIS:

Budget law requires that an entity not over-expend an adopted budget authority. An over-expenditure is a violation of budget law. Therefore, it is necessary to prepare a budget amendment to move monies among the budget authority levels so that an over-expenditure does not occur. At this time, staff has determined that there is a need to cover projected over-expenditures of budget and those that have already occurred.

FISCAL IMPACT:

With the exception of the Civic Stadium, the effect of the attached budget amendments does not alter the bottom-line net cash flow. They simply move budgeted expenditures from one approved budget authority level to another. As for the Stadium, because of the loss of baseball and other key assumptions in the original budget that have changed, there is a net effect to the bottom line of increasing the projected negative cash flow to approximately \$(570,000) from the original budget of \$(360,000). This means that for the current year, the Stadium will use more of its Fund Balance than was originally anticipated.

Explanations for the individual line item amendments/adjustments are included in the attached exhibits.

RECOMMENDATION:

Staff recommends that the MERC Commission approve the 1993-94 budget amendments and forward them to Metro Council for their consideration and approval.

MERC
 BUDGET AMENDMENT FOR
 CIVIC STADIUM FOR
 FISCAL YEAR 1993-94
 PREPARED MARCH 25, 1994

ACCOUNT #	DESCRIPTION	ADOPTED BUDGET FY 93-94	ADJUSTMENT	REVISED BUDGET FY 93-94	EXPLANATION
REVENUES					
347220	RENTALS	\$275,000	(\$132,900)	\$142,100	All changes in budgeted line items are due to two key revenue assumptions in the budget which have changed--namely no baseball and no concerts. Additionally, due to these major changes, staff has been reduced and major cost cutting measures have been implemented.
372100	REIMBURSEMENTS	175,000	(112,300)	62,700	
347311	CONCESSIONS	1,500,000	(467,400)	1,032,600	
347500	MERCHANDISING	50,000	(49,000)	1,000	
347110	USER FEES	215,000	(109,250)	105,750	
347700	SALES COMMISSION	65,000	(58,600)	6,400	
	MISCELLANEOUS	40,000	(25,900)	14,100	
	TOTAL OPERATING REV.	\$2,320,000	(\$955,350)	\$1,364,650	
361100	INTEREST	\$50,000	(\$4,300)	\$45,700	
	TOTAL REVENUE/RESOURCES	\$2,370,000	(\$959,650)	\$1,410,350	
PERSONAL SERVICES					
511121	SALARIES - REG. - FULL-TIME	\$214,091	\$8,833	\$222,924	
511221	WAGES - REG. - FULL-TIME	124,656	(53,793)	70,863	
511225	WAGES - PART-TIME	160,862	(34,982)	125,880	
511400	OVERTIME	2,200	1,699	3,899	
512000	FRINGES	153,052	(3,416)	149,636	
	TOTAL PERSONAL SERVICES	\$654,861	(\$81,659)	\$573,202	
MATERIAL & SERVICES					
521100	OFFICE SUPPLIES	\$4,000	(\$1,400)	\$2,600	
521290	OTHER SUPPLIES	21,000	(8,300)	12,700	
521292	SMALL TOOLS	2,500	(1,675)	825	
521310	SUBSCRIPTIONS	0	600	600	
521320	DUES	0	260	260	
521400	FUELS	360	1,120	1,480	
521510	MAINT & REPAIR SUPPLIES - BUILDING	7,500	3,830	11,330	
521540	MAINT & REPAIR - SUPPLIES EQUIPMENT	9,300	(6,210)	3,090	
521541	MAINT & REPAIR - SUPPLIES EQUIP/SHOW	0	1,580	1,580	
524130	PROMOTION/PUBLIC RELATIONS	57,100	(30,660)	26,440	
524190	MISC PROFESSIONAL SERVICES	8,500	(4,955)	3,545	
525110	UTILITIES - ELECTRICITY	85,000	(6,525)	78,475	
525120	UTILITIES - WATER & SEWER	20,000	(5,480)	14,520	
525130	UTILITIES - NATURAL GAS	0	0	0	
525150	UTILITIES - SANITATION	15,500	(2,500)	13,000	
525190	UTILITIES - OTHER	0	0	0	
525610	MAINT & REPAIR SERVICES - BUILDING	6,000	(1,385)	4,615	
525640	MAINT & REPAIR SERVICES - EQUIPMENT	5,700	1,200	6,900	
525710	EQUIPMENT RENTAL	3,775	1,445	5,220	
526310	PRINTING SERVICES	6,500	(1,450)	5,050	
526320	TYPESETTING & REPROGRAPHICS	6,500	(5,950)	550	
526410	TELEPHONE	9,000	(2,200)	6,800	
526420	POSTAGE	3,500	(3,100)	400	
526430	CATALOGUES & BROCHURES	0	350	350	
526440	DELIVERY SERVICES	0	565	565	
526500	TRAVEL	8,300	(3,300)	5,000	
526690	CONCESSIONS	990,000	(339,835)	650,165	
526700	TEMPORARY/PURCHASED LABOR	115,000	(51,500)	63,500	
526800	TRAINING - TUITION - CONFERENCE	7,000	(5,275)	1,725	
526910	UNIFORMS	5,000	(2,350)	2,650	
528100	PYMTS TO OTHER AGENCIES	0	770	770	
529500	MEETINGS	0	500	500	
529835	EXTERNAL PROMOTION EXPENSE	0	200	200	
529930	BAD DEBT EXPENSE	0	0	0	
529800	MISCELLANEOUS	2,400	(1,380)	1,020	
	TOTAL MATERIALS & SERVICES	\$1,399,435	(\$473,010)	\$926,425	
CAPITAL OUTLAY					
571200	IMPROVEMENTS OTHER THAN BUILDING	\$0	\$15,500	\$15,500	
571300	BUILDINGS AND RELATED	37,000	(27,000)	10,000	
571400	EQUIPMENT & VEHICLES	313,000	(154,840)	158,160	
571500	OFFICE FURNITURES & EQUIPMENT	0	0	0	
	TOTAL CAPITAL OUTLAY	\$350,000	(\$166,340)	\$183,660	
INTERFUND TRANSFERS					
581610	METRO - SUPPORT SERVICES	\$97,416	\$4,235	\$101,651	
581615	METRO - INSURANCE	45,067	0	45,067	
582751	TRANSFERS - MERC ADMIN	82,736	0	82,736	
583XXX	TRANSFERS - RENEWAL & REPLACEMENT	0	0	0	
	TOTAL TRANSFERS	\$225,219	\$4,235	\$229,454	
599999	CONTINGENCY	\$100,000	(\$36,235)	\$63,765	
	TOTAL REQUIREMENTS	\$2,729,515	(\$753,009)	\$1,976,506	
	ESTIMATED NET CASH FLOW	(\$359,515)	(\$206,641)	(\$566,156)	

MERC
 BUDGET AMENDMENTS FOR
 FISCAL YEAR 1993-94
 PREPARED MARCH 25, 1994

FUND	ACCOUNT #	DESCRIPTION	ADOPTED BUDGET FY 93-94	ADJUSTMENT	REVISED BUDGET FY 93-94	EXPLANATION
PCPA Fund #554	583610	Metro Support Services	\$192,770	\$8,645	\$201,415	Increase due to PCPA's share of staff time needed to complete the Business Plan and related work program. Will be a direct support service charge.
	599999	Contingency	\$205,037	(\$8,645)	\$196,392	To cover the increased expenditure noted above in Direct Support Services.
OCC Operating Fund #550	511225	Wages-Part Time	\$336,737	\$52,000	\$388,737	Increase due to increased events & catered functions as well as incorrect budgeting of event coordination and security staff.
	511400	Overtime	\$61,413	\$4,000	\$65,413	Same as above.
	512000	Fringe	\$819,202	\$85,000	\$904,202	Due to 1) increase in Part Time wages noted above and 2) actual fringe benefits higher than budgeted.
	524190	Misc. Professional Svcs	\$1,432,450	\$150,000	\$1,582,450	Increase due to contract with Oregon Convention Services Network for minority marketing of the OCC.
	526690	Concessions	\$2,492,000	\$100,000	\$2,592,000	Increase due to increased business and associated revenues.
	599999	Contingency	\$500,000	(\$391,000)	\$109,000	To cover above noted expenditures.
OCC Project Cap Fund #559	511121	Salaries-Reg Full Time	\$24,000	\$4,000	\$28,000	Increase due to wages incorrectly budgeted.
	512000	Fringes	\$9,240	\$3,260	\$12,500	Increase due to change in wages noted above and increase in actual fringe rate over budgeted rate.
	528100	Parts to Other Agencies	\$15,000	(\$7,260)	\$7,740	Decrease due to \$0 projected expenditures for the year. Propose using this savings to offset Personal Services increases noted above.

MERC Admin Fund #731

511121	Salaries-Reg Full Time	\$351,607	(\$18,500)	\$333,107	Decrease in projected expenditures due to position vacancies during the year. Propose using this savings to offset M&S over-expenditures.
524190	Misc. Professional Svcs	\$0	\$12,500	\$12,500	Increase due to insufficient budgeting. Expenditures have been mostly consulting work for MERC re-organization and Business Plan.
526310	Printing Services	\$0	\$6,000	\$6,000	Increase due to insufficient budgeting. Expenditures have been mostly for bulk stationary, envelopes, etc.
526440	Delivery Services	\$0	\$10,000	\$10,000	Increase due to insufficient budgeting. Expenditures have been for courier service mail delivery among MERC facilities and delivery service to Commissioners.
526700	Temp/Purchased Labor	\$6,000	\$25,000	\$31,000 \$0	Increase due to insufficient budgeting and increased use of temporary labor due to unanticipated position vacancies and assistance with the Business Plan.
529500	Meetings	\$0	\$4,000	\$4,000	Increase due to insufficient budgeting. Expenditures have been for monthly Commission meetings and other meetings (e.g. Business Plan).
571400	Capital-Equip & Vehicles	\$0	\$6,000	\$6,000	Increase due to insufficient budgeting. Purchases have been for computer upgrade and fax machine replacement.
599999	Contingency	\$80,000	(\$45,000)	\$35,000	Decrease due to two factors: 1) when originally budgeted, \$70,000 was earmarked for the "unknown" of a full years' operation of Expo. Since we will operate Expo for only half the year, we anticipate needing only \$35,000 of the original \$70,000 to cover MERC Admin expenditures. 2) the additional \$10,000, which is the MERC Admin. contingency, is needed to cover the remaining projected over-expenditures.