

METROPOLITAN EXPOSITION-RECREATION COMMISSION

Resolution No. 95-12

Authorizing supplemental amendments to the FY 1994-1995 Adopted Budget for the Spectator Facilities - PCPA Fund.

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

	<u>Adopted Budget</u>	<u>Amendment</u>	<u>Revised Budget</u>
Total Resources	\$3,725,058	\$1,369,000	\$5,094,058
Personal Services	\$3,401,462	\$ 633,600	\$4,035,062
Mat'l & Services	\$ 743,630	\$ 30,000	\$ 773,630
Capital Outlay	\$ 110,000	\$ 12,000	\$ 122,000

**BE IT THEREFORE RESOLVED:**

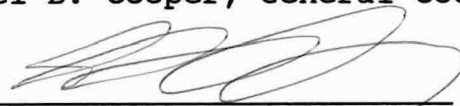
That the Metropolitan Exposition-Recreation Commission approves the above supplemental budget amendments (details attached and submits them to the Metro council.

Passed by the Commission on March 16, 1994.

  
Chairman

  
Secretary-Treasurer

Approved as to Form:  
Daniel B. Cooper, General Counsel

By:   
Mark B. Williams  
Senior Assistant Counsel

**STAFF REPORT**

Agenda/Item Issue: Approval of the Supplemental Amendment to the FY 94-95 budget.

Resolution No. 95-12

Date March 16, 1995

Presented By: Norman Kraft

**BACKGROUND AND ANALYSIS:**

Oregon 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 that recognizes previously unanticipated revenues and related expenditures among the budget authority levels so that an over-expenditure does not occur. Three events have occurred that we were not able to incorporate into the drafting of the FY 94-95 budget. One was the addition of four weeks of performances of Miss Saigon which starts on June 6, 1995. The contract was not signed until September 1994 with the promoter Alan Wasser. The second was the signing of a contract with Dan Bean Presents for a five week Broadway Series. The contract was signed in late March of 1994 but the actual dates and their requirements were not known until much later. The third event was the re-allocation of a portion of OCC Hotel/Motel Tax revenues in late May by Multnomah County. There was not enough time nor information to prepare the technical changes to the FY 94-95 budget during the Metro Council process. At this time, staff has determined that there is a need to cover projected over-expenditures of budget due to these additional nine weeks of performances.

**FISCAL IMPACT :**

This resolution recognizes an additional \$769,000 of revenues due to operational activities and a related \$675,600 of expenditures for a net positive cash flow of \$93,400. This positive cash flow combined with the \$600,000 in Hotel/Motel Tax revenues will cause a reduction of the budgeted/projected negative cash from \$1,006,772 to \$313,372. This means the PCPA will use less of its Fund Balance than was anticipated.

Explanation for the individual line item amendments are included in the attached exhibits.

**RECOMMENDATION:**

Staff recommends that the MERC Commission approve the 1994-1995 supplemental budget amendments and forward them to the Metro Council for their consideration and approval.

PCPA  
SUPPLEMENTAL BUDGET FY 94-95

ACCT #	DESCRIPTION	ADOPTED FY 94-95	ADJUSTMENT	REVISED BUDGET FY 94-95
<b>REVENUES:</b>				
347200	RENTALS (BLDG & EQUIPMENT)	695,000	0	695,000
347100	USER FEES	810,000	135,000	945,000
347311	CONCESSIONS/CATERING	150,000	0	150,000
347500	MERCHANDISING	50,000	0	50,000
347600	UTILITY SERVICES (ALL)	0	0	0
347700	COMMISSIONS	170,000	0	170,000
372100	REIMBURSED - LABOR	1,695,058	619,000	2,314,058
374000	PARKING	0	0	0
379000	MISC. REVENUE	80,000	0	80,000
<b>TOTAL OPERATING REVENUES</b>		<b>3,650,058</b>	<b>754,000</b>	<b>4,404,058</b>
338100	HOTEL/MOTEL TAX	0	600,000	600,000
361100	INTEREST ON INVESTMENTS	75,000	15,000	90,000
<b>TOTAL OTHER RESOURCES</b>		<b>75,000</b>	<b>615,000</b>	<b>690,000</b>
<b>TOTAL REVENUES/RESORCES</b>		<b>3,725,058</b>	<b>1,369,000</b>	<b>5,094,058</b>
<b>PERSONAL SERVICES</b>				
511121	SALARIES - FULL-TIME	519,676	0	519,676
511221	WAGES - FULL-TIME	366,364	0	366,364
511225	WAGES - PART-TIME	1,762,588	485,000	2,247,588
511400	OVERTIME	26,000	10,000	36,000
512000	FRINGES	726,834	138,600	865,434
<b>TOTAL PERSONAL SERVICES</b>		<b>3,401,462</b>	<b>633,600</b>	<b>4,035,062</b>
<b>MATERIAL &amp; SERVICES</b>				
521100	OFFICE SUPPLIES	17,000	0	17,000
521200	OPERATING SUPPLIES	0	0	0
521210	LANDSCAPE SUPPLIES	0	0	0
521220	CUSTODIAL SUPPLIES	0	0	0
521290	OTHER SUPPLIES	59,864	0	59,864
521292	SMALL TOOLS	3,662	0	3,662
521293	PROMOTION SUPPLIES	1,170	0	1,170
521310	SUBSCRIPTIONS	340	0	340
521320	DUES	975	0	975
521400	FUELS	0	0	0
521510	MAINT & REPAIR SUPPLIES - BLDG	7,000	0	7,000
521520	MAINT & REPAIR SUPPLIES-GROUNDS	0	0	0
521530	MAINT & REPAIR SUPPLIES-VEHICLE	0	0	0
521540	MAINT & REPAIR -SUPPLIES EQUIP	19,440	0	19,440
521541	MAINT & REPAIR-SUPPLIES - SHOWS	0	0	0
523200	MERCHANDISE FOR RESALE	8,500	0	8,500
524130	PROMOTION/PUBLIC RELATIONS	3,371	0	3,371
524190	MISC PROFESSIONAL SERVICES	15,000	0	15,000
525110	UTILITIES - ELECTRICITY	164,800	20,000	184,800
525120	UTILITIES - WATER & SEWER	31,250	0	31,250
525130	UTILITIES - NATURAL GAS	43,230	5,000	48,230
525150	UTILITIES - SANITATION	10,300	0	10,300
525190	UTILITIES - OTHER	0	0	0
525610	MAINT & REPAIR SERVICES - BLDG	41,200	0	41,200
525620	MAINT & REPAIR SERVICES-GROUNDS	50,633	0	50,633
525640	MAINT & REPAIR SERVICES -EQUIP	0	0	0
525641	MAINT & REPAIR-SERVICES-SHOWS	0	0	0
525690	MAINT & REPAIR-SERVICES-OTHER	0	0	0
525710	RENTAL - EQUIPMENT	10,284	0	10,284
525720	RENTAL - LAND & BUILDING	95,000	0	95,000
525740	CAPITAL LEASES	9,170	0	9,170
526100	INSURANCE	0	0	0
526200	ADVERTISING	1,592	0	1,592
526310	PRINTING SERVICES	7,420	0	7,420
526320	TYPESETTING & REPROGRAPHIC	750	0	750
526410	TELEPHONE	39,000	5,000	44,000
526430	CATALOGUES & BROCHURES	3,600	0	3,600
526440	DELIVERY SERVICES	1,275	0	1,275
526420	POSTAGE	15,750	0	15,750
526500	TRAVEL	844	0	844
526690	CONCESSIONS	0	0	0
526700	TEMP/PURCHASED LABOR	31,410	0	31,410
526800	TRAINING/TUITION/CONFERENCE	3,200	0	3,200
526910	UNIFORMS	12,500	0	12,500
528100	PYMTS TO OTHER AGENCIES	28,500	0	28,500
528500	GOVERNMENT ASSESSMENTS	0	0	0
529500	MEETING EXPENDITURES	1,100	0	1,100
529800	MISCELLANEOUS	3,750	0	3,750
529835	EXTERNAL PROMOTIONS	750	0	750
529930	BAD DEBT EXPENSE	0	0	0
<b>TOTAL MATERIALS &amp; SERVICES</b>		<b>743,630</b>	<b>30,000</b>	<b>773,630</b>
<b>CAPITAL OUTLAY</b>				
571200	IMPROVEMENTS OTHER THAN BLDG	0	0	0
571300	BUILDINGS AND RELATED	110,000	0	110,000
571400	EQUIPMENT & VEHICLES	0	0	0
571500	OFFICE FURNITURES & EQUIPMENT	0	12,000	12,000
574100	CONSTRUCTION SERVICES	0	0	0
<b>TOTAL CAPITAL OUTLAY</b>		<b>110,000</b>	<b>12,000</b>	<b>122,000</b>
<b>SUPPORT SERVICE TRANSFERS</b>				
581610	METRO - SUPPORT SERVICE	247,862	0	247,862
581615	METRO - INSURANCE	69,330	0	69,330
582751	MERC - SUPPORT SERVICE	159,546	0	159,546
583XXX	TRANSFER - RENEWAL&REPLACEMENT	0	0	0
583513	TRANSFER-BUILDING MGMT	0	0	0
<b>TOTAL TRANSFERS</b>		<b>476,738</b>	<b>0</b>	<b>476,738</b>
599999	CONTINGENCY	0	0	0
<b>TOTAL EXPENDITURES</b>		<b>4,731,830</b>	<b>675,600</b>	<b>5,407,430</b>
<b>ESTIMATED NET CASH FLOW</b>		<b>(1,006,772)</b>	<b>693,400</b>	<b>(313,372)</b>

Per. Svrcs:  
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Stagehand/Utility \$385,000  
Usher/Gate Attend \$100,000  
Fringes @ 28%

MERC  
 Supplemental Budget Amendments  
 Fiscal Year 1994-1995

Fund	Account No.	Description	Adopted Budget FY 94-95	Adjustment	Revised Budget FY 94-95	Explanation
PCPA #554	338100	Hotel/Motel Tax (Mult. Co)	0	600,000	600,000	Increase due to the 3 year splitting of Hotel/Motel Tax revenues between OCC and the PCPA which was approved by Mult. County in late May of 1994.
	347110	Admission - User Fee	810,000	135,000	945,000	Increase due to the addition of the Broadway Series, (ie: 5 weeks/shows signed in March of 1994) and Miss Saigon (4 weeks signed in September 1994). Details of which were not available during the budget process.
	372100	Reimbursement - Labor	1,695,058	619,000	2,314,058	Increase due to the related stagehand, admissions' labor and security labor for those nine weeks.
	361100	Interest on Investments	75,000	15,000	90,000	Increase due to more ticket sales proceeds being held during the year in part to the additional shows.
	511225	Wages-Reg. Employee - P.T.	1,762,568	485,000	2,247,568	Increase due to the related Reimbursed Labor numbers (ie: stagehands, admissions and security staff)
	511400	Overtime	26,000	10,000	36,000	Increase due to a combination of the aforementioned nine weeks of shows and a Personnel wage adjustment.
	512000	Fringes	726,834	138,600	865,434	Increase same as above.
	525110	Utilities - Electricity	164,800	20,000	184,800	Increase due to the nine weeks of shows.
	525130	Utilities - Natural Gas	43,230	5,000	48,230	Same as above.
	526410	Cummuications - Telephone	39,000	5,000	44,000	Same as above.
	571500	C.O. - Office Equipment	0	12,000	12,000	Due to a reduction in staff this fiscal year with the increase in the number of calls due to the nine weeks, we have received many complaints from the public about our phone system. Therefore this money will be used to upgrade our phone system with "Voice Mail".