

**Metropolitan Exposition-Recreation Commission**  
**Resolution No. 97-10**

**Authorizing the immediate filling of the full-time Senior Event Coordinator position at Civic Stadium that was approved by the Commission for fiscal year 1997/98.**

The Metropolitan Exposition-Recreation Commission Finds:

1. That the workload at Civic Stadium requires a full-time Senior Event Coordinator position.
2. That the Commission approved that full time position in the fiscal year 1997/98 budget.
3. That the current part-time Senior Event Coordinator position has become vacant (as of March 15) and needs to be filled immediately.
4. That to ensure continuity and to avoid the disruption that would be caused by a second recruitment process and turnover in staff on July 1, the full time Senior Event Coordinator position authorized for fiscal year 1997/98 should be filled at the present time.
5. That the fiscal impact for the remaining three months of fiscal year 1996/97 is negligible and budgeting authority exists in personal services to cover the additional costs due to vacant positions.

**BE IT THEREFORE RESOLVED** that the Metropolitan Exposition-Recreation Commission authorizes hiring a full-time Senior Event Coordinator at Civic Stadium.

Passed by the Commission on March 22, 1997

  
Chair

  
Secretary-Treasurer

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

By:   
Kathleen Pool, Senior Assistant Counsel

## MERC STAFF REPORT

**Agenda Item/Issue:** Agenda item no. IV. 2. approving the immediate filling of the full-time senior event coordinator position at Civic Stadium that was authorized by the Commission for fiscal year 1997/98.

**Resolution No.** 97-10

**Date:** March 22, 1997

**Presented by:** Candy Cavanagh

### **Background Analysis:**

The Commission approved a full-time senior event coordinator position, at pay range 44, step 3, for the Civic Stadium in the fiscal year 1997/78 budget.

The Senior Event Coordinator position, currently a part-time position, is vacant. It is recommended that the full-time position be filled now for the following reasons:

- To ensure continuity and avoid the disruption that would be caused by a second recruitment process and turnover in staff on July 1, when Commission authorization for the full time position officially begins.
- To have the new staff member fully trained and ready for the summer season, Stadium's busiest of the year.
- To enable the new full time event coordinator benefit from a short period of transition time and training by the incumbent, who is available for a limited time only.

### **Net Fiscal Impact:**

The net fiscal impact for 1996-97 is: \$4859.31. This figure represents the difference in pay for 3 (three) months, April-June 1997, between a full-time senior event coordinator at salary range level 44, step 3 (\$3090.77 /month) and a part time senior event coordinator at salary range level 44, step 3 (\$1471/month). There are adequate funds available in personal services to cover the fiscal impact for fiscal year 1997-98 due to vacant positions.

### **Recommendation:**

Staff recommends that the Metropolitan Exposition-Recreation Commission approve Resolution No. 97-10 authorizing the immediate filling of the full-time senior event coordinator position at Civic Stadium that was authorized by the Commission for fiscal year 1997/98.