

METROPOLITAN EXPOSITION RECREATION COMMISSION

Resolution No. 00-43

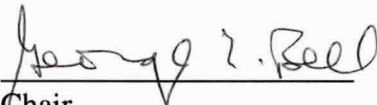
Approving a new personnel classification of Construction Coordinator.

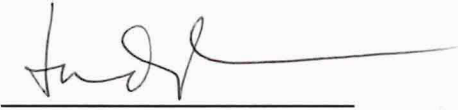
The Metropolitan Exposition Recreation Commission finds:

1. The Commission has the authority to create new positions necessary to manage and administer the operations of its facilities.
2. The Commission does not currently have a position classification with the duties and responsibilities of the Construction Coordinator in the operation of MERC facilities.
3. Human Resources has appropriately classified this position of Construction Coordinator at a salary range of 053.
4. That the current MERC FY 2000-2001 budget is sufficient to encompass the pay range for the Construction Coordinator.

BE IT THEREFORE RESOLVED, that the Metropolitan Exposition Recreation Commission approves the new classification of Construction Coordinator per the attached Job Description; Exhibit A, effective November 15, 2000.

Passed by the Commission on November 15, 2000.


Chair


Secretary-Treasurer

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

By: 
Senior Assistant Counsel

MERC STAFF REPORT

Agenda Item: Approval of new Job Classification of Construction Coordinator

Resolution No: 00-43

Date: November 15, 2000

Presented by: Karl Schulz

Background Analysis:

With the implementation of the Oregon Convention Center (OCC) expansion program and the subsequent increase in construction related activities it is essential to add a Construction Coordinator to provide expertise in overseeing and/or managing various aspects of this program.

This position is responsible for providing construction coordination including supervision and inspection services between the OCC Expansion Project Team and contractors operating on the OCC Expansion project; maintains internal record-keeping systems; provides design and project management recommendation; and performs administrative services.

The duties assigned to this position warrant a new classification title and salary range. The proposed new classification is Construction Coordinator and the recommended salary range is 053. This new classification and the defined job duties have been reviewed and approved by the General Manager and Human Resources.

Fiscal Impact:

Fiscal impact does not apply at this time. The increase will be covered by the 2000-2001 budget.

Recommendation:

Staff recommends that the Metropolitan Exposition Recreation Commission approve the creation of the Construction Coordinator to handle the responsibilities as outlined in the Background Analysis.