

METROPOLITAN EXPOSITION-RECREATION COMMISSION

Resolution No. 02-06

For the Purpose of Setting Ancillary Rates and Primary Rates.

WHEREAS, pursuant to Metro Code 6.01.040(f) the Commission has authority to fix fees and charges for the facilities; and

WHEREAS, the Commission wishes to retain responsibility for the setting of Primary Rates; and,

WHEREAS, the Commission wishes to delegate responsibility for the setting of Ancillary Rates; and,

WHEREAS, the Commission wishes to retain sufficient flexibility for its staff to negotiate Rental Rates when such action is necessary or desirable for the successful operation of the facility; now, therefore,

BE IT THEREFORE RESOLVED:

1. Definitions

For the purposes of this resolution the following definitions shall apply:

- A. "Ancillary Rates" means all MERC rates, fees, and charges other than "Rental Rates" and "User Fees". By way of example and not as a limitation, "Ancillary Rates" shall include, but is not limited to, food and beverage prices, utility charges, labor charges, equipment rental charges, parking fees, advertising rates, other reimbursable charges, etc.
- B. "Primary Rates" means "Rental Rates" and "User Fees".
- C. "Rental Rates" means the rental rates for MERC facilities established by Commission resolutions, including any applicable percentage rental rates.
- D. "User Fees" means the MERC fees attached to or charged to ticket prices, not including ticket service charges.

2. Delegation The Commission delegates to the General Manager the authority to set all Ancillary Rates.

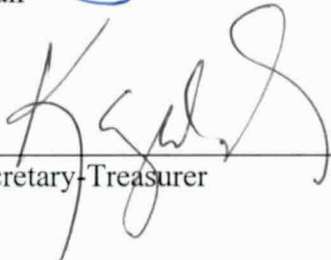
3. Negotiation Authorized The Commission delegates to the General Manager the authority to negotiate all fees and charges with the exception of User Fees, whenever the General Manager determines that such action is necessary or desirable from a business perspective.

4. Sub-delegation Approved The General Manager may sub-delegate his authority pursuant to this resolution in writing.

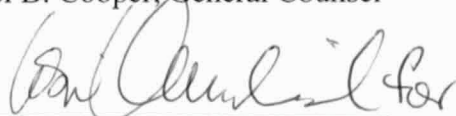
5. Direction to General Manager. The Commission shall annually set targets for revenue generation in areas such as food and beverage, parking, etc. in accordance with Oregon budget laws and Metro Code provisions requiring public hearings on budget matters. The General Manager shall exercise the authority and discretion given under this Resolution so as to achieve or exceed the revenue targets set by the Commission in the budget.

Passed by the Commission on February 27, 2002.


Chair


Secretary-Treasurer

Approved As To Form:
Daniel B. Cooper, General Counsel

By: 
Kathleen A. Pool
Senior Assistant Counsel

MERC Staff Report

Agenda Item/Issue: Resolution 02-06 would do two things: (1) clarify and formalize long standing existing practices, and (2) delegate to staff the authority to set ancillary rates such as food prices, labor reimbursement charges, etc.

Resolution No.: 02-06

Presented By: Mark B. Williams

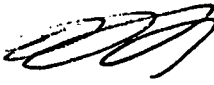
Date: February 27, 2002

Background and Analysis:

Fiscal Impact: Passage of this resolution should allow MERC staff to move quicker to set charges at market rates and recoup the full cost of reimbursable charge increases, thus improving revenue generation and achievement of strategic plan goals.

Recommendation: Staff recommends that the Metropolitan Exposition Recreation Commission approve Resolution 02-06.

MEMORANDUM

From: Mark B. Williams, MERC General Manager 

To: Chris Bailey, Expo Manager

Re: Setting Ancillary Rates at Expo Center

Date: July 10, 2002

Pursuant to the authority delegated to me by Commission Resolution 02-06 I hereby approve the ancillary rates in the attached document, to be effective immediately.

Tony
(For your
book)

Rates - Equipment / Services / Labor - Portland Metropolitan Exposition Center

Rates - Equipment & Services	FY02	FY03	FY04	FY05	FY06
Audio-Visual					
<i>Video</i>					
19" Monitor w/ VCR Combo, cart		100.00			
20" Monitor w/ VCR Combo, cart		100.00			
27" Monitor w/ cart		75.00			
36" Monitor w/ cart		100.00			
4 Head VCR		75.00			
DVD		90.00			
<i>Audio</i>					
Powered Speaker (Booth)		100.00			
Small Sound System (100 pp)*		300.00			
Large Sound System (250 pp)*		500.00			
Wired Microphone - Handheld	20.00	23.00			
Wired Microphone - Lapel*		23.00			
Wireless System (HH/Lapel)		115.00			
Mic Stand		20.00			
6 Channel Mixer	30.00	40.00			
Direct In Box		30.00			
5 disc CD Player		75.00			
<i>Projection</i>					
Data (LCD - 2000 lumens) w/ cart		400.00			
Overhead		32.00			
Slide		32.00			
Addtl. Carousel		10.00			
Clear Sheets and Pens*		12.00			
9' x 12' Screen w/ stand		57.00			
8' x 8' Screen w/ tripod		28.00			
10.5 x 14 Fastfold Screen w/ Drape*		250.00			
Laser Pointer*		15.00			
<i>Stands/Carts</i>					
A/V Cart w/ electric, drape		20.00			
Project-O-Stand		18.00			
<i>Miscellaneous - AV</i>					
Audio Feed - Exhibit Halls		35.00			
Audio Feed - Meeting Rooms		30.00			
Meeting Room Package - Traditional		250.00			
Meeting Room Package - Data/LCD		500.00			
Box Office					
<i>Ticket Printing</i>					
Computer Ticket Printing .08	0.08	0.08			
Computer Ticket Printing .12	0.12	0.12			
Roll Tickets - \$30 per 1000	0.025	0.03			
<i>Miscellaneous - Box Office</i>					
User Fee @ 6%*					
Credit Card Charges - 3%	0.03	0.03			

* Contact the Event Services Department for further information

Rates - Equipment / Services / Labor - Portland Metropolitan Exposition Center

Rates - Equipment & Services	FY02	FY03	FY04	FY05	FY06
Parking					
Exhibitor Parking Passes	4.00	5.00			
Standard Parking Space(s)	5.00	6.00			
Parking Space(s) - Carpool Disc.		5.00			
Utilities					
<i>Refuse</i>					
Dumpster Removal	25.00	30.00			
Pallet Removal	10.00	12.00			
Tire / Rim Removal	10.00	12.00			
10 Yard Box*		Market			
20 Yard Box*		Market			
Manure Box*		Market			
Cardboard Box		Market			
<i>Telephones</i>					
Analog Telephone Line (Exhibitor)		195.00			
Analog Telephone Line (Licensee)	100.00	100.00			
Multi-Telephone Line*		150.00			
<i>Gas / Water / Air</i>					
Natural Gas - First Connection	139.00	166.00			
Natural Gas - Addtl. Connection(s)		81.00			
Portable Sink Rental*		250.00			
Equipment					
<i>Chairs</i>					
Chair (folding pad)	2.50	3.00			
Chair (folding plastic) per 100	0.50	0.50			
Chair (stacking)	2.50	2.50			
<i>Tables</i>					
Table (6x30)	7.50	7.50			
Table (72" round)	10.00	10.00			
Table Linen	8.00	8.00			
Table (6' x 30") - w/ linen & skirt		15.00			
<i>Displays</i>					
Easel		15.00			
Flip Chart w/ standard pad & pens		20.00			
Additional Standard Pad		15.00			
3M Pad		30.00			
Bulletin Board		20.00			
<i>Miscellaneous Equipment</i>					
Bleachers	200.00	225.00			
Tensabarrier (Rope & Stancion)		10.00			
Meeting Room Stage - per section*		15.00			
Concrete Jersey Barriers		10.00			
Outdoor Canopy (10x20, 15x15)		125.00			

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Rates - Equipment / Services / Labor - Portland Metropolitan Exposition Center

Rates - Equipment & Services	FY02	FY03	FY04	FY05	FY06
Equipment cont.					
<i>Miscellaneous Services / Fees</i>					
Forklift	50.00	75.00			
Manlift		125.00			
Key (Loss)	10.00	100.00			
Key (Recore)		50.00			
Key (Recore / Loss)		250.00			
Photocopies	0.15	0.15			
Room Turn Fee - Meeting Rooms*		50.00			
Labor					
<i>Admissions</i>					
Adms Supervisor	17.00	17.50			
Adms Staff	13.00	13.25			
Adms Coat Check	13.00	13.25			
Adms Usher	11.25	11.50			
<i>Box Office</i>					
BO Supervisor	22.00	22.75			
BO Seller	15.75	16.25			
<i>Security / Medical</i>					
Medical Technician	23.00	23.75			
Peer Security Supervisor	14.30	14.50			
Peer Traffic Services	14.30	14.50			
Peer Security	13.50	13.75			
Portland Police Sergeant	58.27	Market			
Portland Police Officer	50.72	Market			
<i>Operations</i>					
Operations	34.00	35.00			
Temporary Labor	9.72	12.00			
Telecommunications*		46.00			
<i>Audio Visual</i>					
AV Labor - Set-up/Standby per hr.*		35.00			
AV Labor - Technician Time*		42.00			
Rigging Inspection*		42.00			
<i>Events</i>					
CAD Drawing Specialist		35.00			

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