

BEFORE THE METRO COUNCIL

AN ORDINANCE AMENDING THE FY 1996-97)	ORDINANCE NO. 96-661
BUDGET AND APPROPRIATIONS)	
SCHEDULE IN VARIOUS FUNDS TO HIRE A)	Introduced by Councilor
CAPITAL PROJECTS ASSISTANT FOR)	Ruth McFarland
MERC, AND DECLARING AN EMERGENCY)	

WHEREAS, The Metro Council has reviewed and considered the need to transfer appropriations with the FY 1996-97 Budget; and

WHEREAS, The need for a transfer of appropriation has been justified; and

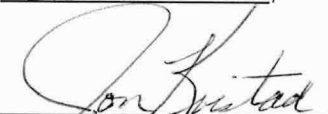
WHEREAS, Adequate funds exist for other identified needs; now, therefore,

THE METRO COUNCIL ORDAINS AS FOLLOWS:

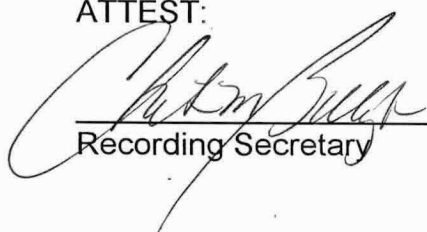
1. That the FY 1995-96 Budget and Schedule of Appropriations are hereby amended as shown in the column entitled "Revision" of Exhibits A and B to this Ordinance for the purpose of transferring \$1,964 from the Spectator Facilities Fund Contingency to the Performing Arts Center personal services, transferring \$1,964 from the Spectator Facilities Fund Contingency to the Civic Stadium personal services, transferring \$9,817 from the Oregon Convention Center Operating Fund Contingency to personal services, and transferring \$5,810 from the Regional Parks and Expo Fund Contingency to Expo Center personal services for the purpose of providing funds to hire a Capital Projects Assistant for a limited duration ending on June 30, 1997.

2. This Ordinance being necessary for the immediate preservation of the public health, safety or welfare of the Metro area in order to meet obligations and comply with Oregon Budget Law, an emergency is declared to exist, and this Ordinance takes effect upon passage.

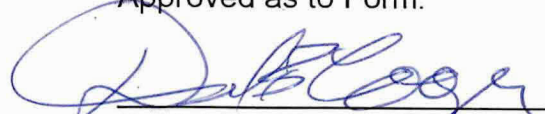
ADOPTED by the Metro Council this 12th day of December, 1996.


Jon Kvistad, Presiding Officer

ATTEST:


Recording Secretary

Approved as to Form:


Daniel B. Cooper, General Counsel

STAFF REPORT

CONSIDERATION OF AN ORDINANCE AMENDING THE FY 1996-97 BUDGET AND APPROPRIATIONS SCHEDULE IN VARIOUS FUNDS TO HIRE A CAPITAL PROJECTS ASSISTANT FOR MERC; AND DECLARING AN EMERGENCY.

Date: October 24, 1996

Presented by: Heather Teed

FACTUAL BACKGROUND AND ANALYSIS

On October 9, 1996, the Metropolitan Exposition-Recreation Commission (MERC) passed Resolution No. 96-55 authorizing adjustments to the budget appropriations for various funds within the MERC system. The adjustments are necessary to fund a new Capital Projects Assistant position.

In presenting this item to the Commission, MERC staff noted that for a number of years the Construction/Capital Projects Manager has completed his duties without permanent support staff. Administrative and project support has been provided by temporary personnel. At the same time, the number and complexity of capital projects undertaken by MERC has increased. Based upon the projects currently in process as well as those planned in the forthcoming Capital Improvements Plan, the workload supports the need for this position.

The Capital Projects Assistant will perform administrative duties and coordinate the bid process and documents for smaller capital projects. The new position has not been fully reviewed by Human Resources but it is expected that the position will begin at \$30,442 annually.

FISCAL IMPACT

It is anticipated that this position would be approved and the new employee begin work in January, 1997. The estimated salary plus fringe benefits for FY 1996-97 would be \$19,635 for the remainder of fiscal year 1996-97. Because this position, like that of the Capital Projects Manager, would be funded proportionally by all of the facilities the adjustments are requested in each fund. The breakdown of that funding would be 50% Oregon Convention Center, 30% Expo, 10% Stadium, and 10% Portland Center for the Performing Arts. The numerical impact is shown in summary in the table on the following page and in detail in Exhibits A and B.

	Current Budget	Adjustment	Revised Budget
Spectator Facilities Fund:			
PCPA - Contingency *	\$ 73,000	(1,964)	\$ 71,036
PCPA - Personal Services	\$ 4,754,609	1,964	\$ 4,756,573
Stadium - Contingency	\$ 113,910	(1,964)	\$ 111,946
Stadium - Personal Services	\$ 737,561	1,964	\$ 739,525
Oregon Convention Center Operating Fund			
Contingency	\$ 667,467	(9,817)	\$ 657,650
Personal Services	\$ 4,122,154	9,817	\$ 4,131,971
Regional Parks and Expo Fund			
Expo - Contingency	\$ 380,217	(5,810)	\$ 374,407
Expo - Personal Services	\$ 830,977	5,810	\$ 836,787

* Assumes adoption of Ordinance No. 96-660

Exhibit A
Ordinance No. 96-661
Oregon Convention Center Operating Fund

ACCT #	DESCRIPTION	CURRENT BUDGET		REVISION		PROPOSED BUDGET	
		FTE	AMOUNT	FTE	AMOUNT	FTE	AMOUNT
<u>Personal Services</u>							
511121	SALARIES-REGULAR EMPLOYEES (full time)						
	Sales/Marketing Manager	1.00	55,271	0.00	0	1.00	55,271
	Sales Representative	2.00	81,144	0.00	0	2.00	81,144
	OCC Director	1.00	87,983	0.00	0	1.00	87,983
	Event Coordinator II	3.00	103,145	0.00	0	3.00	103,145
	Senior Event Coordinator	1.00	37,593	0.00	0	1.00	37,593
	Event Services Manager	1.00	45,443	0.00	0	1.00	45,443
	Operations Manager	1.00	56,691	0.00	0	1.00	56,691
	Audio Visual Coordinator	1.00	42,153	0.00	0	1.00	42,153
	Audio Visual Technician	1.00	34,625	0.00	0	1.00	34,625
	Set-up Supervisor	4.00	142,309	0.00	0	4.00	142,309
	Telephone System Coordinator	1.00	44,282	0.00	0	1.00	44,282
	Security Services Supervisor	0.75	24,743	0.00	0	0.75	24,743
	Development Project Manager	0.90	54,848	0.00	0	0.90	54,848
	Assistant Security Services Supervisor	0.75	21,340	0.00	0	0.75	21,340
	Multi-Media Manager (Graphics Coordinator)	1.00	45,443	0.00	0	1.00	45,443
	Box Office Manager	0.45	16,914	0.00	0	0.45	16,914
	Ticket Service Supervisor II	0.45	15,588	0.00	0	0.45	15,588
	Admissions Scheduling Coordinator	0.20	6,425	0.00	0	0.20	6,425
	Construction/Capital Projects Manager	0.50	30,765	0.00	0	0.50	30,765
	Senior Set-Up Supervisor	1.00	43,228	0.00	0	1.00	43,228
	Asst. Manager Operation Tech. Services	1.00	42,239	0.00	0	1.00	42,239
511221	WAGES-REGULAR EMPLOYEES (full time)						
	Administrative Secretary	1.00	33,162	0.00	0	1.00	33,162
	Capital Projects Assistant	0.00	0	0.50	9,817	0.50	9,817
	Secretary (Administration)	2.00	55,530	0.00	0	2.00	55,530
	Secretary (Operations)	2.00	52,863	0.00	0	2.00	52,863
	Secretary (Sales)	1.00	31,593	0.00	0	1.00	31,593
	Secretary (Event Services)	2.00	57,465	0.00	0	2.00	57,465
	Receptionist	1.00	24,539	0.00	0	1.00	24,539
	Bookkeeper	0.60	15,872	0.00	0	0.60	15,872
	Utility Worker I	8.00	186,331	0.00	0	8.00	186,331
	Utility Worker II	12.00	307,888	0.00	0	12.00	307,888
	Utility Lead	7.00	197,515	0.00	0	7.00	197,515
	Facility Security Agent Supervisor	3.00	89,616	0.00	0	3.00	89,616
	Facility Security Agent	5.00	132,200	0.00	0	5.00	132,200
	Utility Maintenance Lead	1.00	30,647	0.00	0	1.00	30,647
	Utility Maintenance	2.00	58,154	0.00	0	2.00	58,154
	Utility-Grounds	2.00	53,723	0.00	0	2.00	53,723
	Electrician	1.00	46,312	0.00	0	1.00	46,312
	Operating Engineer	4.00	167,792	0.00	0	4.00	167,792
	Utility Technician	3.00	115,446	0.00	0	3.00	115,446
	Lead Engineer	1.00	43,994	0.00	0	1.00	43,994
	Event Services Clerk	0.20	4,441	0.00	0	0.20	4,441
	Multi-Media Assistant	1.00	25,786	0.00	0	1.00	25,786
511225	WAGES-REGULAR EMPLOYEES (part time)						
	Volunteer Coordinator	0.50	13,495	0.00	0	0.50	13,495
	Event Coordinator 1	0.50	13,893	0.00	0	0.50	13,893
	Event Custodians	2.30	45,089	0.00	0	2.30	45,089
	Event Receptionist	0.94	17,962	0.00	0	0.94	17,962
511255	WAGES-REGULAR EMP REIMBURSED (part-time)						
	Security/Medical	4.57	120,844	0.00	0	4.57	120,844
	Ushers/Sellers/Gate Attendants/Supervisors	5.29	99,233	0.00	0	5.29	99,233
	Audio/Visual Assistance	1.64	31,619	0.00	0	1.64	31,619
511400	OVERTIME		65,318	0.00	0		65,318
512000	FRINGE		951,660	0.00	0		951,660
Total Personal Services		99.54	4,122,154	0.50	9,817	100.04	4,131,971
Total Materials & Services			6,992,746		0		6,992,746

Exhibit A
Ordinance No. 96-661
Oregon Convention Center Operating Fund

FISCAL YEAR 1996-97		CURRENT BUDGET		REVISION		PROPOSED BUDGET	
ACCT #	DESCRIPTION	FTE	AMOUNT	FTE	AMOUNT	FTE	AMOUNT
	Total Capital Outlay		785,736		0		785,736
	Total Interfund Transfers		10,605,059		0		10,605,059
	<u>Contingency and Unappropriated Balance</u>						
599999	Contingency						
	* Unrestricted		667,467		(9,817)		657,650
	* Facilities Planning Account		0		0		0
599990	Unappropriated Balance				0		
	* Unrestricted		723,540		0		723,540
	Total Contingency and Unappropriated Balance		1,391,007		(9,817)		1,381,190
	TOTAL EXPENDITURES	99.54	\$ 23,896,702	0.50	\$0	100.04	\$ 23,896,702

Exhibit A
Ordinance No. 96-661
Regional Parks and Expo Fund

FISCAL YEAR 1996-97		CURRENT BUDGET		REVISION		PROPOSED BUDGET	
ACCT #	DESCRIPTION	FTE	AMOUNT	FTE	AMOUNT	FTE	AMOUNT
Regional Parks and Greenspaces							
TOTAL EXPENDITURES		49.73	5,376,467	0.00	0	49.73	5,376,467
Expo Center							
<u>Personal Services</u>							
51121	SALARIES-REGULAR EMPLOYEES (full time)						
	Expo Manager	1.00	58,046	0.00	0	1.00	58,046
	Operations Manager	1.00	53,981	0.00	0	1.00	53,981
	Admissions Staffing Manager	0.05	1,618	0.00	0	0.05	1,618
	Asst. Security Services Supervisor	0.10	2,848	0.00	0	0.10	2,848
	Box Office Manager	0.10	3,761	0.00	0	0.10	3,761
	Event Coordinator II	1.00	35,486	0.00	0	1.00	35,486
	Construction Projects Manager	0.30	18,447	0.00	0	0.30	18,447
	Security Services Supervisor	0.10	3,302	0.00	0	0.10	3,302
	Ticketing Services Supervisor	0.10	3,466	0.00	0	0.10	3,466
51221	WAGES-REGULAR EMPLOYEES (full time)						
	Administrative Secretary	1.00	28,474	0.00	0	1.00	28,474
	Capital Projects Assistant	0.00	0	0.30	5,810	0.30	5,810
	Admissions Office Clerk	0.05	1,118	0.00	0	0.05	1,118
	Utility Maintenance Specialist	4.00	119,563	0.00	0	4.00	119,563
	Utility Worker II	2.00	51,315	0.00	0	2.00	51,315
	Electrician	0.50	23,156	0.00	0	0.50	23,156
	Operating Engineer	0.50	20,974	0.00	0	0.50	20,974
	Bookkeeper	0.20	5,296	0.00	0	0.20	5,296
	Facility Security Agent	1.00	23,937	0.00	0	1.00	23,937
51225	WAGES-REGULAR EMPLOYEES (part-time)						
	Receptionist	0.50	9,775	0.00	0	0.50	9,775
	Event Coordinator I	0.50	13,173	0.00	0	0.50	13,173
511235	WAGES-TEMPORARY EMPLOYEES (part-time)						
	Expo Custodian	0.50	8,065	0.00	0	0.50	8,065
511255	WAGES-REGULAR EMP. REIMBURSED (part-time)						
	Admission Lead	0.38	8,789	0.00	0	0.38	8,789
	Box Office Supervisor	0.06	1,918	0.00	0	0.06	1,918
	Event Security Agent	2.98	70,499	0.00	0	2.98	70,499
	Gate Attendant	1.85	33,521	0.00	0	1.85	33,521
	Intergovernmental Revenue	0.20	5,771	0.00	0	0.20	5,771
	Medical Technician	0.48	15,337	0.00	0	0.48	15,337
	Show Seller	0.11	2,350	0.00	0	0.11	2,350
	Usher	0.17	2,370	0.00	0	0.17	2,370
511231	WAGES-TEMPORARY EMPLOYEES (full time)						
	Temporary Support		0	0.00	0		0
511400	OVERTIME		7,978	0.00	0		7,978
512000	FRINGE		196,643	0.00	0		196,643
Total Personal Services		20.73	830,977	0.30	5,810	21.03	836,787
Total Materials & Services			2,197,101		0		2,197,101
Total Debt Service			150,000		0		150,000

Exhibit A
Ordinance No. 96-661
Regional Parks and Expo Fund

ACCT #	DESCRIPTION	CURRENT BUDGET		REVISION		PROPOSED BUDGET	
		FTE	AMOUNT	FTE	AMOUNT	FTE	AMOUNT
<u>Capital Outlay</u>							
571100	Land		0	0.00	0		0
571200	Purchases-Improvements		45,000	0.00	0		45,000
571300	Buildings, Exhibits & Related		95,000	0.00	0		95,000
571400	Equipment and Vehicles		49,500	0.00	0		49,500
571500	Purchases-Office Furniture & Equipment		21,000	0.00	0		21,000
574110	Construction Management		393,000	0.00	0		393,000
574120	Construction - Architectural Services		214,650	0.00	0		214,650
574130	Construction - Engineering Services		22,995	0.00	0		22,995
574190	Construction - Other Constr. Services		89,500	0.00	0		89,500
574510	Construction - Improve. other than Bldgs		0	0.00	0		0
574520	Construction Work/Materials-Buildings		11,279,855	0.00	0		11,279,855
	Total Capital Outlay		12,210,500	0.00	0		12,210,500
TOTAL EXPENDITURES		20.73	15,388,578	0.30	5,810	21.03	15,394,388
 General Expenses							
	Total Interfund Transfers		763,415		0		763,415
<u>Contingency and Unappropriated Balance</u>							
599999	Contingency						
	* Undesignated		568,997		0		568,997
	* Undesignated		835,822		(5,810)		830,012
	* Restricted (Natural Areas Fund)		1,032,660		0		1,032,660
	Total Contingency and Unappropriated Balance		2,437,479		(5,810)		2,431,669
TOTAL FUND REQUIREMENTS		70.46	\$23,965,939	0.30	\$0	70.76	\$23,965,939

Exhibit A
Ordinance No. 96-661
Spectator Facilities Fund

ACCT #	DESCRIPTION	CURRENT BUDGET		REVISION		PROPOSED BUDGET	
		FTE	AMOUNT	FTE	AMOUNT	FTE	AMOUNT
Civic Stadium							
<u>Personal Services</u>							
511121	SALARIES-REGULAR EMPLOYEES (full time)						
	Stadium Manager	1.00	61,358	0	0	1.00	61,358
	Building Maintenance Supervisor	1.00	33,830	0	0	1.00	33,830
	Ticker Service Supervisor II	0.45	15,585	0	0	0.45	15,585
	Technical Services Manager	1.00	43,593	0	0	1.00	43,593
	Box Office Manager	0.45	16,911	0	0	0.45	16,911
	Admissions Scheduling Coordinator	0.15	4,823	0	0	0.15	4,823
	Construction/Capital Projects Manager	0.10	6,159	0	0	0.10	6,159
	Security Services Supervisor	0.10	3,299	0	0	0.10	3,299
	Assistant Security Services Supervisor	0.10	2,845	0	0	0.10	2,845
511221	WAGES-REGULAR EMPLOYEES (full time)						
	Operations Lead II	3.00	86,907	0	0	3.00	86,907
	Administrative Secretary	1.00	28,474	0	0	1.00	28,474
	Capital Projects Assistant	0.00	0	0.10	1,964	0.10	1,964
	Bookkeeper	0.20	5,291	0	0	0.20	5,291
	Event Services Clerk	0.15	3,334	0	0	0.15	3,334
511225	WAGES-REGULAR EMPLOYEES (part time)						
	Merchandising Vendors	0.03	450	0	0	0.03	450
	Event Custodian	1.52	29,843	0	0	1.52	29,843
	Event Coordinators	1.00	32,324	0	0	1.00	32,324
511255	WAGES-REGULAR EMP REIMBURSED (part-time)						
	Stagehands	0.95	49,728	0	0	0.95	49,728
	Admissions	5.13	87,608	0	0	5.13	87,608
	Scoreboard Operators	0.23	5,005	0	0	0.23	5,005
	Event Receptionist	0.18	3,191	0	0	0.18	3,191
	Security/Medical	1.40	35,056	0	0	1.40	35,056
	Ticket Services	0.92	22,188	0	0	0.92	22,188
511400	OVERTIME		7,564	0	0		7,564
512000	FRINGE		152,195	0	0		152,195
	Total Personal Services	20.06	737,561	0.10	1,964	20.16	739,525
	Total Materials & Services		1,315,382		0		1,315,382
	Total Capital Outlay		211,917		0		211,917
	TOTAL EXPENDITURES	20.06	2,264,860	0.10	1,964	20.16	2,266,824

Exhibit A
Ordinance No. 96-661
Spectator Facilities Fund

ACCT #	DESCRIPTION	FISCAL YEAR 1996-97		CURRENT BUDGET		REVISION		PROPOSED BUDGET	
		FTE	AMOUNT	FTE	AMOUNT	FTE	AMOUNT	FTE	AMOUNT
Portland Center for the Performing Arts									
<u>Personal Services</u>									
511121	SALARIES-REGULAR EMPLOYEES (full time)								
	PCPA Director	1.00	73,165	0.00	0	1.00	73,165		
	Sales Representative	1.00	41,400	0.00	0	1.00	41,400		
	Event Services Manager	1.00	45,443	0.00	0	1.00	45,443		
	Asst Operations Manager (Asst Tech Serv Mgr)	1.00	46,561	0.00	0	1.00	46,561		
	Building Maintenance Supervisor	1.00	33,829	0.00	0	1.00	33,829		
	Ticket Service Manager	1.00	43,529	0.00	0	1.00	43,529		
	Ticket Service Supervisor II	5.00	161,620	0.00	0	5.00	161,620		
	Volunteer Coordinator	1.00	34,604	0.00	0	1.00	34,604		
	Admissions Scheduling Coordinator	0.60	19,292	0.00	0	0.60	19,292		
	Stage Manager	1.00	37,335	0.00	0	1.00	37,335		
	Operations Systems Assistant	1.00	29,894	0.00	0	1.00	29,894		
	Operations Manager (Technical Services Mgr)	1.00	57,014	0.00	0	1.00	57,014		
	Asst Event Services Mgr or Senior House Mgr	1.00	37,572	0.00	0	1.00	37,572		
	Construction/Capital Projects Manager	0.10	6,153	0.00	0	0.10	6,153		
	Security Services Supervisor	0.05	1,659	0.00	0	0.05	1,659		
	Assistant Security Services Supervisor	0.05	1,431	0.00	0	0.05	1,431		
511221	WAGES-REGULAR EMPLOYEES (full time)								
	Utility Lead	3.00	91,551	0.00	0	3.00	91,551		
	Receptionist	1.00	27,077	0.00	0	1.00	27,077		
	Administrative Secretary	1.00	29,894	0.00	0	1.00	29,894		
	Capital Projects Assistant	0.00	0	0.10	1,964	0.10	1,964		
	Secretary	2.00	55,530	0.00	0	2.00	55,530		
	Facility Security Agent	2.00	53,186	0.00	0	2.00	53,186		
	Operating Engineer	3.00	126,533	0.00	0	3.00	126,533		
	Bookkeeper	1.00	27,743	0.00	0	1.00	27,743		
	Event Services Clerk	0.60	13,334	0.00	0	0.60	13,334		
	Booking Coordinator	1.00	32,174	0.00	0	1.00	32,174		
511225	WAGES-REGULAR EMPLOYEES (part time)								
	Ticket Sellers/Supervisors	5.49	130,125	0.00	0	5.49	130,125		
	House Managers/Coat Check/Elevator Op	2.70	97,971	0.00	0	2.70	97,971		
	Event Custodians	7.14	140,552	0.00	0	7.14	140,552		
	Engineers	1.20	47,930	0.00	0	1.20	47,930		
511255	WAGES-REGULAR EMP REIMBURSED (part-time)								
	Stagehands	38.90	1,498,913	0.00	0	38.90	1,498,913		
	Security/Medical	5.34	134,330	0.00	0	5.34	134,330		
	Elevator Operators	1.76	30,750	0.00	0	1.76	30,750		
	Admissions Supervisors	1.40	33,115	0.00	0	1.40	33,115		
	Gate Attendants	5.05	91,655	0.00	0	5.05	91,655		
	Checkroom Attendants	1.91	37,236	0.00	0	1.91	37,236		
	Ushers	28.72	410,667	0.00	0	28.72	410,667		
511400	OVERTIME		69,119	0.00	0		69,119		
512000	FRINGE		904,723	0.00	0		904,723		
	Total Personal Services	131.01	4,754,609	0.10	1,964	131.11	4,756,573		
	Total Materials & Services		1,725,623		0		1,725,623		
	Total Capital Outlay		499,700		0		499,700		
	TOTAL EXPENDITURES	131.01	6,979,932	0.10	1,964	131.11	6,981,896		

Exhibit A
Ordinance No. 96-661
Spectator Facilities Fund

FISCAL YEAR 1996-97		CURRENT BUDGET		REVISION		PROPOSED BUDGET	
ACCT #	DESCRIPTION	FTE	AMOUNT	FTE	AMOUNT	FTE	AMOUNT
General Expenses							
	Total Interfund Transfers		813,157		0		813,157
	<u>Contingency and Unappropriated Balance</u>						
599999	Contingency		186,910		(3,928)		182,982
599990	Unappropriated Balance		2,333,722		0		2,333,722
	Total Contingency and Unappropriated Balance		2,520,632		(3,928)		2,516,704
TOTAL FUND REQUIREMENTS		151.07	\$12,578,581	0.20	0	151.27	\$12,578,581

Exhibit B
Ordinance No. 96-661
FY 1996-97 SCHEDULE OF APPROPRIATIONS

	Current Budget	Revision	Proposed Budget
SPECTATOR FACILITIES FUND *			
Personal Services	\$5,492,170	\$3,928	\$5,496,098
Materials & Services	3,041,005	0	3,041,005
Capital Outlay	711,617	0	711,617
Subtotal	9,244,792	3,928	9,248,720
General Expenses			
Interfund Transfers	813,157	0	813,157
Contingency	186,910	(3,928)	182,982
Subtotal	1,000,067	(3,928)	996,139
Unappropriated Balance	2,333,722	0	2,333,722
Total Fund Requirements	\$12,578,581	\$0	\$12,578,581
REGIONAL PARKS AND EXPO FUND			
Regional Parks and Greenspaces			
Personal Services	\$2,004,744	0	\$2,004,744
Materials & Services	1,473,623	0	1,473,623
Capital Outlay	1,898,100	0	1,898,100
Subtotal	5,376,467	0	5,376,467
Expo Center			
Personal Services	830,977	5,810	836,787
Materials & Services	2,197,101	0	2,197,101
Debt Service	150,000	0	150,000
Capital Outlay	12,210,500	0	12,210,500
Subtotal	15,388,578	5,810	15,394,388
General Expenses			
Interfund Transfers	763,415	0	763,415
Contingency	568,997	(5,810)	563,187
Subtotal	1,332,412	(5,810)	1,326,602
Unappropriated Balance	1,868,482	0	1,868,482
Total Fund Requirements	\$23,965,939	\$0	\$23,965,939

Ordinance No. 96-661
FY 1996-97 SCHEDULE OF APPROPRIATIONS

OREGON CONVENTION CENTER OPERATING FUND

Personal Services	\$4,122,154	9,817	\$4,131,971
Materials & Services	6,992,746	0	6,992,746
Capital Outlay	785,736	0	785,736
Interfund Transfers	10,605,059	0	10,605,059
Contingency	667,467	(9,817)	657,650
Unappropriated Balance	723,540	0	723,540
Total Fund Requirements	\$23,896,702	\$0	\$23,896,702

* Assumes adoption of Ordinance No. 96-660

ALL OTHER APPROPRIATIONS REMAIN AS ADOPTED

METROPOLITAN EXPOSITION-RECREATION COMMISSION

Resolution No. 96-55

Authorizing a budget amendment to the FY 1996-97 Adopted Budget for the MERC facilities related to a new Capital Projects Assistant position.

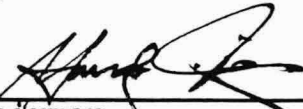
The Metropolitan Exposition-Recreation Commission finds that the following budget amendment is necessary:

	<u>Adopted Budget</u>	<u>Amendment</u>	<u>Revised Budget</u>
Civic Stadium:			
Personal Services	\$ 737,561	\$1,964	\$ 739,525
Contingency	\$ 113,910	(\$1,964)	\$ 111,946
PCPA:			
Personal Services	\$4,754,609	\$1,964	\$4,756,573
Contingency*	\$ 373,000	(\$1,964)	\$ 371,036
OCC:			
Personal Services	\$4,122,154	\$9,817	\$4,131,971
Contingency	\$ 667,467	(\$9,817)	\$ 657,650
Expo:			
Personal Services	\$ 830,977	\$5,810	\$ 836,787
Contingency	\$ 380,217	(\$5,810)	\$ 374,407


*Subject to Commission decision on Resolution 96-54, Contingency available may be \$300,000 less than shown here.

BE IT THEREFORE RESOLVED that the Metropolitan Exposition-Recreation Commission hereby approves the above budget amendment and submits it to the Metro Council.

Passed by the Commission on October 9, 1996.



 Chairman

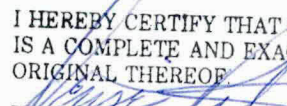


 Secretary-Treasurer

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

By: 
 Mark B. Williams, Sr. Assistant Counsel

I HEREBY CERTIFY THAT THE FOREGOING IS A COMPLETE AND EXACT COPY OF THE ORIGINAL THEREOF



 EXECUTIVE SECRETARY,
 METROPOLITAN E-R COMMISSION

MERC STAFF REPORT

Agenda Item/Issue: Approval of amendment to the FY 1996-97 budget for the MERC facilities related to a new Capital Projects Assistant position.

Resolution No. 96-55

Date: October 4, 1996

Presented by: Heather Teed

Background and Analysis: For a number of years, the Construction/Capital Projects Manager has not had any permanent support staff. Administrative and project support has been obtained through the use of temporary service personnel.

In the past 1-2 years, we have experienced a continual and growing need for capital projects in the MERC facilities. Examples of recent projects, some of which are currently in progress, are:

- Civic Auditorium restroom remodel
- Oregon Convention Center concession stands remodel
- Expo Center new building project
- Stadium building painting project
- Oregon Convention Center Business/Information Center remodel
- Oregon Convention Center Operations office remodel

Based on the projects currently in progress as well as those budgeted for FY 1996-97 and beyond (reference Resolution 96-54 and the Capital Improvement Plan), we believe the work load for the Capital Projects Manager supports the need for a permanent, full-time support staff position.

While the actual job description for this position, tentatively titled Capital Projects Assistant, has not yet been finalized, we envision that this position would perform not only administrative duties but also coordinate the bid process and documents for smaller capital projects.

For budget purposes, we are estimating this position at Range 36, step 3, which equates to \$30,440 per year.

Fiscal Impact: We expect this position to be hired in January, 1997. Therefore the impact on FY 96-97 would be one-half the estimated salary plus fringe benefits at 29% or \$19,635.

Consistent with the Capital Project Manager position, we propose budgeting this position as 50% (\$9,817) to OCC, 30% (\$5,890) to Expo, 10% (\$1,964) to Stadium and 10% (\$1,964) to PCPA. For each of the facility budgets, the funds would be moved from Contingency.

Recommendation: Staff recommends that the Commission approve the FY 1996-97 budget amendment for the MERC facilities related to the Capital Projects Assistant position.