

BEFORE THE BOARD OF COMMISSIONERS OF LANE COUNTY, OREGON

ORDER NO: 13-06-18-05

IN THE MATTER OF AMENDING
CHAPTER 60 OF THE LANE MANUAL
TO MAKE ADMINISTRATIVE
CHANGES TO THE LANE EVENTS
CENTER SECTION OF THE LANE
MANUAL, EFFECTIVE JULY 1, 2013
(LM 60.885)

WHEREAS, the Lane County Board of Commissioners has the authority to approve amendments to the Lane Manual;

WHEREAS, certain changes to Lane Manual Chapter 60 are desired to make administrative changes to the Lane Events Center section of the Lane Manual (60.885);

NOW, THEREFORE, IT IS HEREBY ORDERED, that Lane Manual Chapter 60 is amended by removing, substituting and adding the following sections:

REMOVE THESE SECTIONS

60.885

INSERT THESE SECTIONS

60.885

Amended section 60.885 is attached hereto and incorporated herein by reference.

ADOPTED this 18th day of June, 2013.

acting for Jay Bjornst, Vice Chair
Sid Leiken, Chair, Lane County Board of Commissioners

APPROVED AS TO FORM

Date 6/11/13 Lane County

[Signature]
OFFICE OF LEGAL COUNSEL

At left margin indicates changes
 Bold indicates material being added
 Strikethrough indicates material being deleted

**LEGISLATIVE
 FORMAT**

60.880

Lane Manual

60.880

60.880 Department of Youth Services.

Pursuant to ORS Chapter 419C, this section establishes a fee schedule for the following services subject to Department Director waiver or reduction for indigency:

- (1) Diversion cases \$20.00/referral
- (2) Formal Accountability Agreements \$25.00/month
- (3) Formal probation cases \$30.00/per month *(Revised by Order No. 05-7-27-1, Effective 7.27.05)*

60.885 Public Works Lane Events Center Division.

The following fees are established for the use of the Lane Events Center facilities and equipment specified below. Alternatively, in order to provide the flexibility needed to maintain existing vendors and clients, and to encourage new vendors or clients to do business with the Lane Events Center facility and Lane County, the Lane Events Center Manager is authorized to negotiate the payment of the fees on a lump sum or flat rate basis in lieu of the established fee schedule, subject to the delegation limitations of Lane Manual Chapter 21.

- (1) Convention Center Building (fees are per day):
 - (a) Gleason Atrium \$1,540.00
 - (i) Move-In/Move-Out \$460.00
 - (b) Exhibit Hall (rental includes Meeting Room #3) \$4,350.00
 - (i) Move-In/Move-Out \$1,490.00
 - (c) Performance Hall (rental includes Meeting Room #2)
 - \$2,400.00
 - (i) Move-In/Move-Out \$800.00
 - (d) Meeting Rooms #1 and #4 \$550.00
 - (i) Move-In/Move-Out \$165.00
 - (ii) Mid-week Discount- 1 day/month \$260.00
 - (e) Meeting Rooms #2 and #3 \$280.00
 - (i) Move-In/Move-Out \$80.00
 - (f) Gleason Atrium, Exhibit Hall, Performance Hall, and Meeting Rooms #1-#4 \$9,950.00
 - (g) Discounted Rate for Full Convention Center Rental \$7,900.00
 - (h) Gleason Atrium, Exhibit Hall, Performance Hall, and Meeting Rooms #1-#4, Move-In/Move-Out \$3,240.00
 - (i) Discount Rate for Full Convention Center Rental - Discounted Move-In/Move-Out Rate \$2,630.00
- (2) Additional Facilities (fees are per day):
 - (a) Auditorium \$790.00
 - (i) Move-In/Move-Out \$290.00
 - (b) Auditorium Courtyard (any partial use) \$.10/sq. ft.
 - (c) Wheeler Pavilion \$970.00
 - (i) Move-In/Move-Out \$340.00
 - (d) Expo Halls (cost per section) \$680.00
 - (i) Move-In/Move-Out \$230.00
 - (e) Parking Lot (full use) \$1,800.00

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**LEGISLATIVE
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60.880

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	(i)	Move-In/Move-Out	\$900.00
	(f)	Parking Lot (any partial use)	\$.10/sq.ft.
	(g)	Livestock Arena	\$680.00
	(i)	Move-In/Move-Out	\$295.00
(3)		Gleason Atrium Rental Rate with Contracted Catering Order:	
	(a)	Order of \$7,500.00 +	\$790.00
	(b)	Order of \$6,000.00 +	\$940.00
	(c)	Order of \$4,500.00 +	\$1,090.00
	(d)	Order of \$3,000.00 +	\$1,240.00
	(e)	Order of \$1,500.00 +	\$1,390.00
	(f)	No Catering	\$1,540.00
(4)		Wheeler Pavilion Rental Rate with Contracted Catering Order:	
	(a)	Order of \$7,500.00 +	\$520.00
	(b)	Order of \$6,000.00 +	\$520.00
	(c)	Order of \$4,500.00 +	\$520.00
	(d)	Order of \$3,000.00 +	\$670.00
	(e)	Order of \$1,500.00 +	\$820.00
	(f)	No Catering	\$970.00
(5)		Overtime Charges (outside 8:00am-Midnight; Rate billed in 1 hour increments:	
	(a)	Pre-Scheduled Overtime (all facilities)	\$250.00 + staffing
	(b)	Unscheduled Overtime (all facilities)	\$400.00 + staffing
(6)		Miscellaneous (fee is per item)	
	(a)	Chairs	\$1.30
	(b)	Tables:	
	(i)	8' Rectangular Tables (Includes Cloth)	\$10.00
	(ii)	6' Rounds Tables (Includes Cloth)	\$11.50
	(aa)	Additional Cloth	\$3.00
	(c)	Curtain dividers (limited availability):	
	(i)	30" Tall Drape (Per Linear Foot)	\$2.00/ft.
	(ii)	8' Tall Linear Foot Drape (Per)	\$3.00/ft.
	(d)	Public address systems:	
	(i)	Convention Center	\$200.00
	(ii)	Meeting Rooms	\$50.00
	(iii)	Expo Hall #2, Auditorium, Wheeler Pavilion	\$130.00
	(iv)	Additional Microphones/Wireless Microphones	\$33.00
	(v)	Portable PA System	\$160.00
	(vi)	Lecterns (Podium with Built-In PA system)	\$65.00
	(vii)	Podiums (Standing & Table Top)	\$35.00
	(e)	Coat Racks	\$9.00
	(f)	Platforms (Limited Availability) 4' X 8'- 7" High (Carpeted)	\$20.00
	(g)	Piano	\$130.00
	(h)	Bleachers	\$185.00
	(i)	Pegboard Easels	\$9.50
	(j)	Display Cases	\$30.00
	(k)	Aluminum Benches	\$25.00

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**LEGISLATIVE
FORMAT**

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Lane Manual

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	(l)	Portable Ticket Booth:	
		(i) 2 Window - 4'x5'	\$95.00
		(ii) 3 Window - 4'x10'	\$140.00
	(m)	General Labor (1 Hour Minimum)	\$53/person/hr
	(n)	High Lift (with Operator 5 hour Minimum)	\$75/person/hr
	(o)	Forklift (With Operator 5 Hour Minimum)	\$75/person/hr
	(p)	Excessive Clean-Up Labor	\$60/person/hr
	(q)	8' Metal Barricades	
		(i) With set up	\$20.00
		(ii) Without setup	\$10.00
	(r)	Fire Extinguisher with Stand	\$25.00
	(s)	Cattle Panels/Powder River Panels (Stacked Only, without set	
up)			\$5.50
	(t)	Tensabarrier Belt Barrier	\$8.50
	(u)	Phone Line Installation	\$75.00
(7)		Electrical Services with 7 day advance order:	
	(a)	120 Volt 60 Cycle A.C.	
outlets)		(i) Standard Configuration of one circuit or (4-500 watt	\$75.00
		(ii) Single circuit over 2000 watts-20 amp & higher	\$90.00
	(b)	208 Volt Single or 3 Phase	
		(i) One Outlet up to 3000 watts 15 amps or less	\$100.00
		(ii) One Outlet 4000-6000 watts 30 amps or less	\$150.00
		(iii) Over 6000 watts-30 amps up to 100 amps	
		(aa) Without cord	\$200.00
		(bb) With cord rental	\$220.00
		(iv) Over 100 amps	Call for quote
	(c)	Cable Ramps	\$15.00
	(d)	Electrician	Prevailing Wage
(8)		Electrical Services: Floor Order	
	(a)	120 Volt 60 Cycle A.C.	
outlets)		(i) Standard Configuration of one circuit or (4-500 watt	\$90.00
		(ii) Single circuit over 2000 watts-20 amp & higher	\$110.00
	(b)	208 Volt Single or 3 Phase	
		(i) One Outlet up to 3000 watts 15 amps or less	\$125.00
		(ii) One Outlet 4000-6000 watts 30 amps or less	\$190.00
		(iii) Over 6000 watts-30 amps up to 100 amps	
		(aa) Without cord	\$250.00
		(bb) With cord rental	\$275.00
		(iv) Over 100 amps	Call for quote
	(c)	Cable Ramps	\$20.00
	(d)	Electrician	Prevailing Wage
(9)		RV Camping Rates	
	(a)	RV's electric Only	\$20.00
	(b)	RV's no power	\$20.00
	(c)	Tents	\$20.00

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**LEGISLATIVE
FORMAT**

60.905 Lane Manual 60.905

(Revised by Order No. 13- - - , Effective 7.01.13)

PUBLIC MEETINGS

60.905 Smoking

In addition to the Board's own prohibition set forth in LM 50.005(14), it is the declared policy of the Board to discourage smoking at County sponsored public meetings.

The Chairman or person conducting any County sponsored Public meeting is encouraged to carry out the County no smoking policy as he or she deems appropriate.

The General Administrator is directed to communicate the policy set forth in this section to all appropriate persons. *(Revised by Order No. 75-1-22-2, Effective 1.22.75 [Errata 4.1.76])*

60.880 Department of Youth Services.

Pursuant to ORS Chapter 419C, this section establishes a fee schedule for the following services subject to Department Director waiver or reduction for indigency:

- | | |
|--|-----------------------------------|
| (1) Diversion cases | \$20.00/referral |
| (2) Formal Accountability Agreements | \$25.00/month |
| (3) Formal probation cases | \$30.00/per month <i>(Revised</i> |

by Order No. 05-7-27-1, Effective 7.27.05)

60.885 Public Works Lane Events Center Division.

The following fees are established for the use of the Lane Events Center facilities and equipment specified below. Alternatively, in order to provide the flexibility needed to maintain existing vendors and clients, and to encourage new vendors or clients to do business with the Lane Events Center facility and Lane County, the Lane Events Center Manager is authorized to negotiate the payment of the fees on a lump sum or flat rate basis in lieu of the established fee schedule, subject to the delegation limitations of Lane Manual Chapter 21.

- | | |
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ADOPTED this ____ day of _____, 2013.

Sid Leiken, Chair, Lane County Board of Commissioners

APPROVED AS TO FORM

Date _____ Lane County

OFFICE OF LEGAL COUNSEL