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# **MERC Commission Meeting**

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March 6, 2024  
12:30 pm

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Oregon Convention Center  
Room C125-126

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# Metro respects civil rights

Metro fully complies with Title VI of the Civil Rights Act of 1964 and related statutes that ban discrimination. If any person believes they have been discriminated against regarding the receipt of benefits or services because of race, color, national origin, sex, age or disability, they have the right to file a complaint with Metro. For information on Metro’s civil rights program, or to obtain a discrimination complaint form, visit [www.oregonmetro.gov/civilrights](http://www.oregonmetro.gov/civilrights) or call 503-813-7514. Metro provides services or accommodations upon request to persons with disabilities and people who need an interpreter at public meetings. If you need a sign language interpreter, communication aid or language assistance, call 503-797-1890 or TDD/TTY 503-797-1804 (8 a.m. to 5 p.m. weekdays) 5 business days before the meeting. All Metro meetings are wheelchair accessible. For up-to-date public transportation information, visit TriMet’s website at [www.trimet.org](http://www.trimet.org).

Thông báo về sự Metro không kỳ thị của Metro tôn trọng dân quyền. Muốn biết thêm thông tin về chương trình dân quyền của Metro, hoặc muốn lấy đơn khiếu nại về sự kỳ thị, xin xem trong [www.oregonmetro.gov/civilrights](http://www.oregonmetro.gov/civilrights). Nếu quý vị cần thông dịch viên ra dấu bằng tay, trợ giúp về tiếp xúc hay ngôn ngữ, xin gọi số 503-797-1890 (từ 8 giờ sáng đến 5 giờ chiều vào những ngày thường) trước buổi họp 5 ngày làm việc.

Повідомлення Metro про заборону дискримінації Metro з повагою ставиться до громадянських прав. Для отримання інформації про програму Metro із захисту громадянських прав або форми скарги про дискримінацію відвідайте сайт [www.oregonmetro.gov/civilrights](http://www.oregonmetro.gov/civilrights) або Якщо вам потрібен перекладач на зборах, для задоволення вашого запиту зателефонуйте за номером 503-797-1890 з 8.00 до 17.00 у робочі дні за п'ять робочих днів до зборів.

Metro 的不歧视公告 尊重民權。欲瞭解Metro民權計畫的詳情，或獲取歧視投訴表，請瀏覽網站 [www.oregonmetro.gov/civilrights](http://www.oregonmetro.gov/civilrights)。如果您需要口譯方可參加公共會議，請在會議召開前5個營業日撥打503-797-1890（工作日上午8點至下午5點），以便我們滿足您的要求。

Ogeysiiska takooris la’aanta ee Metro Metro waxay ixtiraamtaa xuquuqda madaniga. Si aad u heshid macluumaad ku saabsan barnaamijka xuquuqda madaniga ee Metro, ama aad u heshid warqadda ka cabashada takoorista, booqo [www.oregonmetro.gov/civilrights](http://www.oregonmetro.gov/civilrights). Haddii aad u baahan tahay turjubaan si aad uga qaybqaadatid kullamada dadweynaha, wac 503-797-1890 (8 gallinka hore illaa 5 gallinka dambe maalmaha shaqada) shan maalmo shaqa kullanka si loo tixgaliyo codsashadaada.

Metro의 차별 금지 관련 통지서 Metro의 시민권 프로그램에 대한 정보 또는 차별 항의서 양식을 얻으려면, 또는 차별에 대한 불만을 신고 할 수 [www.oregonmetro.gov/civilrights](http://www.oregonmetro.gov/civilrights). 당신의 언어 지원이 필요한 경우, 회의에 앞서 5 영업일 (오후 5시 주중에 오전 8시) 503-797-1890를 호출합니다.

Metroの差別禁止通知 Metroでは公民権を尊重しています。Metroの公民権プログラムに関する情報について、または差別苦情フォームを入手するには、[www.oregonmetro.gov/civilrights](http://www.oregonmetro.gov/civilrights)。までお電話ください公開会議で言語通訳を必要とされる方は、Metroがご要望に対応できるよう、公開会議の5営業日前までに503-797-1890（平日午前8時～午後5時）までお電話ください。

ការអោយដឹងពីការគោរពសិទ្ធិរបស់អ្នក ការគោរពសិទ្ធិរបស់អ្នក ។ សំរាប់ព័ត៌មានអំពីកម្មវិធីសិទ្ធិរបស់អ្នក Metro ឬដើម្បីទទួលបានការបណ្តឹងស្នើសុំសេវាបំប៉នសិទ្ធិរបស់អ្នក [www.oregonmetro.gov/civilrights](http://www.oregonmetro.gov/civilrights)។ បើសិនជាអ្នកត្រូវការការបកប្រែភាសានៅពេលអង្គប្រជុំសាធារណៈ សូមទូរស័ព្ទមកលេខ 503-797-1890 (ម៉ោង 8 រឺក្នុងម៉ោង 5 ល្ងាច ថ្ងៃអាទិត្យ) ប្រាំពីរថ្ងៃមុនថ្ងៃដែលអ្នកចង់ចូលរួម។

Metro إشعار بحقوقكم في Metro إن كان أحدكم يعتقد أنه قد تعرض للتمييز من قبل خدمات Metro حول برنامج Metro للحصول على خدمات أو لإبداء شكوى ضد موظفيها، يرجى زيارة الموقع الإلكتروني [www.oregonmetro.gov/civilrights](http://www.oregonmetro.gov/civilrights). إن كنت بحاجة إلى مساعدة في اللغة، يرجى الاتصال بخدمات الترجمة الهاتفية 503-797-1890 من الساعة 8 صباحاً حتى الساعة 5 مساءً، أيام الاثنين إلى الجمعة قبل خمسة ( 5 ) أيام عمل من موعد الاجتماع.

Paunawa ng Metro sa kawalan ng diskriminasyon Iginagalang ng Metro ang mga karapatang sibil. Para sa impormasyon tungkol sa programa ng Metro sa mga karapatang sibil, o upang makakuha ng porma ng reklamo sa diskriminasyon, bisitahin ang [www.oregonmetro.gov/civilrights](http://www.oregonmetro.gov/civilrights). Kung kailangan ninyo ng interpreter ng wika sa isang pampublikong pulong, tumawag sa 503-797-1890 (8 a.m. hanggang 5 p.m. Lunes hanggang Biyernes) lima araw ng trabaho bago ang pulong upang mapagbigyan ang inyong kahilingan. Notificación de no discriminación de Metro.

Notificación de no discriminación de Metro Metro respeta los derechos civiles. Para obtener información sobre el programa de derechos civiles de Metro o para obtener un formulario de reclamo por discriminación, ingrese a [www.oregonmetro.gov/civilrights](http://www.oregonmetro.gov/civilrights). Si necesita asistencia con el idioma, llame al 503-797-1890 (de 8:00 a. m. a 5:00 p. m. los días de semana) 5 días laborales antes de la asamblea.

Уведомление о недопущении дискриминации от Metro Metro уважает гражданские права. Узнать о программе Metro по соблюдению гражданских прав и получить форму жалобы о дискриминации можно на веб-сайте [www.oregonmetro.gov/civilrights](http://www.oregonmetro.gov/civilrights). Если вам нужен переводчик на общественном собрании, оставьте свой запрос, позвонив по номеру 503-797-1890 в рабочие дни с 8:00 до 17:00 и за пять рабочих дней до даты собрания.

Avizul Metro privind nediscriminarea Metro respectă drepturile civile. Pentru informații cu privire la programul Metro pentru drepturi civile sau pentru a obține un formular de reclamație împotriva discriminării, vizitați [www.oregonmetro.gov/civilrights](http://www.oregonmetro.gov/civilrights). Dacă aveți nevoie de un interpret de limbă la o ședință publică, sunați la 503-797-1890 (între orele 8 și 5, în timpul zilelor lucrătoare) cu cinci zile lucrătoare înainte de ședință, pentru a putea să vă răspunde în mod favorabil la cerere.

Metro txoj kev ntxub ntxaug daim ntawv ceeb toom Metro tributes cai. Rau cov lus qhia txog Metro txoj cai kev pab, los yog kom sau ib daim ntawv tsis txaus siab, mus saib [www.oregonmetro.gov/civilrights](http://www.oregonmetro.gov/civilrights). Yog hais tias koj xav tau lus kev pab, hu rau 503-797-1890 (8 teev sawv ntxov txog 5 teev tsaus ntuj weekdays) 5 hnub ua hauj lwm ua ntej ntawm lub rooj sib tham.



Karis Stoudamire-Phillips  
Chair

Damien Hall  
Vice chair

Deidra Krys-Rusoff  
Secretary-treasurer

Dañel Malán

Deanna Palm

David Penilton

## Metropolitan Exposition Recreation Commission

### Meeting Agenda

March 6, 2024

12:30 to 2:30 p.m.

Oregon Convention Center Room C125-126

Zoom | Webinar ID: 876 0728 2304

**12:30 p.m. Call to Order and Roll Call**

**12:35 Citizen Communication**

**12:40 Commission / Council Liaison Communications**

**12:45 General Manager Communications**  
Steve Faulstick

**12:50 p.m. Consent Agenda**

- Record of MERC Actions, February 7, 2024

**12:55 Expo Future Project Update**  
Stephanie Redman, Renee King, Megan Conway,  
Hanako Wakatsuki-Chong

**1:15 FY24-25 Proposed Budget Presentation**  
Ashley Sloan

**2:20 p.m. Action Agenda**  
For the purpose of approving the Metropolitan  
Exposition Recreation Commission ("MERC") Fiscal  
Year (FY) 2024-25 Proposed Budget and FY2024-25  
through FY2028-29 Capital Improvement Plan.  
Ashely Sloan

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# **MERC Commission Meeting**

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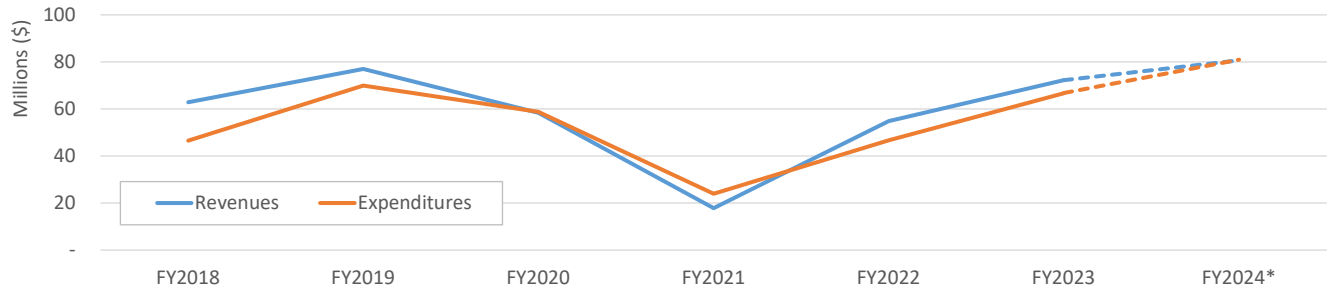
March 6, 2024  
12:30 pm

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Financial Report

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## Metropolitan Exposition Recreation Commission Venues



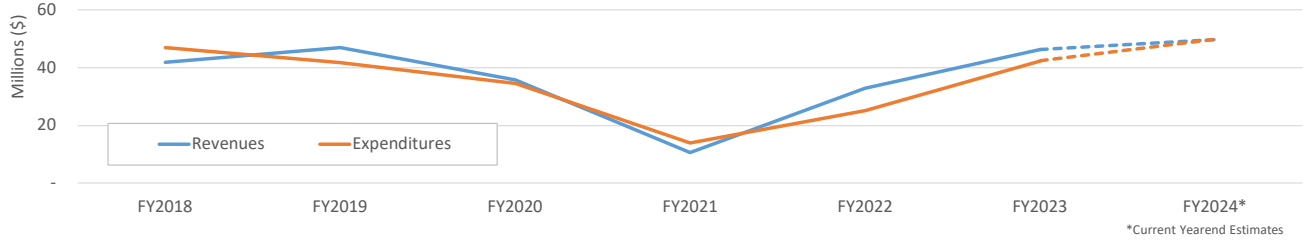
\*Current Yearend Estimates, One-time Pandemic Aid Excluded

OPERATIONS	Current Fiscal Year 2023-24					Prior Fiscal Year	
	Adopted Budget	Actual thru Jan. 2024 (58.3% of the Fiscal Year)	Year-End Estimate	Estimate Over/(Under) Budget	Percent of Budget thru Jan. 2024	Actual thru Jan. 2023	Year-End Actual
<b>REVENUES</b>							
Charges for Services	51,608,931	30,263,481	58,392,413	6,783,482	59%	23,778,002	50,450,538
Local Government Shared Revenues	19,347,671	6,926,234	19,347,671	-	36%	6,989,928	11,918,782
Contributions from Governments	1,119,400	559,700	1,119,400	-	50%	526,792	1,053,584
Contributions from Private Sources	190,955	-	190,955	-	0%	10,000	10,000
Grants	-	15,391	15,391	15,391	-	120,496	323,052
Interest Earnings	640,887	860,737	1,453,177	812,290	134%	338,724	958,637
Miscellaneous Revenue	158,396	76,365	156,529	(1,867)	48%	99,778	159,581
Transfers-R	-	-	-	-	-	480,000	480,000
<b>REVENUE TOTAL</b>	<b>73,066,240</b>	<b>38,701,908</b>	<b>80,675,536</b>	<b>7,609,296</b>	<b>53%</b>	<b>32,343,720</b>	<b>65,354,174</b>
<b>EXPENDITURES</b>							
Personnel Services	30,050,465	14,719,562	30,050,465	-	49%	11,973,673	22,417,771
Materials and Services	36,664,250	20,189,438	39,411,975	2,747,725	55%	14,506,218	28,755,269
Transfers-E	10,801,221	6,708,323	11,886,448	1,085,227	62%	6,080,794	9,750,358
<b>EXPENDITURE TOTAL</b>	<b>77,515,936</b>	<b>41,617,323</b>	<b>81,348,888</b>	<b>3,832,952</b>	<b>54%</b>	<b>32,560,685</b>	<b>60,923,398</b>
<b>Operating Margin</b>				(673,352)		<b>Operating Margin</b>	
Amount (\$)	(4,449,696)	(2,915,415)	(673,352)	(4,449,696)	105%	(216,965)	4,430,776
Percent (%)	-6.1%	-7.5%	-0.8%	3241695		-0.7%	6.8%

CAPITAL PROJECTS	Current Fiscal Year 2023-24					Prior Fiscal Year	
	Adopted Budget	Actual thru Jan. 2024 (58.3% of the Fiscal Year)	Year-End Estimate	Estimate Over/(Under) Budget	Percent of Budget thru Jan. 2024	Actual thru Jan. 2023	Year-End Actual
<b>REVENUES</b>							
Contributions from Private Sources	1,465,000	-	1,465,000	-	0%	-	40,000
Local Government Shared Revenues	1,453,359	-	1,453,359	-	0%	-	-
Contributions from Governments	-	-	-	-	-	700,000	850,000
Transfers-R	300,000	-	300,000	-	0%	200,000	200,000
<b>REVENUE TOTAL</b>	<b>3,218,359</b>	<b>-</b>	<b>3,218,359</b>	<b>-</b>	<b>0%</b>	<b>900,000</b>	<b>1,090,000</b>
<b>EXPENDITURES</b>							
Oregon Convention Center	8,434,843	1,768,847	8,434,843	-	21%	634,054	1,337,450
Portland's	3,220,685	3,060,881	3,220,685	-	95%	1,063,384	1,722,805
Portland Expo	1,962,500	69,836	1,962,500	-	4%	23,279	39,212
<b>EXPENDITURE TOTAL</b>	<b>13,618,028</b>	<b>4,899,564</b>	<b>13,618,028</b>	<b>-</b>	<b>36%</b>	<b>1,720,717</b>	<b>3,099,467</b>

FY2022-23 Beginning Fund Balance	43,926,575
Projected Change in Fund Balance	(11,073,021)
Projected Ending Fund Balance	32,853,553

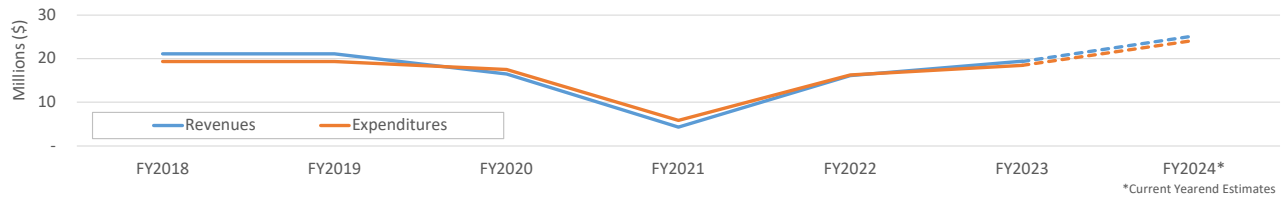
# OREGON CONVENTION CENTER



Current Fiscal Year 2023-24						Prior Fiscal Year		Year over Year	
OPERATIONS	Adopted Budget	Actual thru Jan. 2024 (58.3% of the Fiscal Year)	Year-End Estimate	Estimate Over/(Under) Budget	Percent of Budget thru Jan. 2024	Actual thru Jan. 2023	Year-End Actual	% Change	\$ Change
<b>REVENUES</b>									
<b>Charges for Services</b>									
Food & Beverage	13,104,532	9,983,541	14,382,332	1,277,800	76%	6,414,006	15,441,444	36%	3,569,535
Facility Rentals	5,759,734	2,845,997	6,000,000	240,266	49%	2,231,529	5,123,481	22%	614,468
Parking Revenue	2,312,500	1,146,172	2,789,838	477,338	50%	785,652	1,656,752	31%	360,520
All Other (AV, Utility Svcs. Etc.)	7,249,914	3,970,587	9,116,254	1,866,340	55%	2,732,763	7,192,998	31%	1,237,824
<b>Local Government Shared Revenues</b>									
Lodging Excise Tax	14,901,200	6,243,993	14,901,200	-	42%	6,304,868	10,750,661	-1%	(60,875)
Visitor Facilities Trust Account	1,841,250	-	1,841,250	-	0%	-	-	-	-
<b>Contributions from Private Sources</b>									
Grants	-	15,391	15,391	15,391		120,496	316,052	-683%	(105,105)
Interest Earnings	403,360	344,552	668,821	265,461	85%	150,587	435,670	56%	193,966
Miscellaneous Revenue	17,001	35,492	46,182	29,181	209%	46,370	66,094	-31%	(10,878)
<b>REVENUE TOTAL</b>	<b>45,589,491</b>	<b>24,585,725</b>	<b>49,761,268</b>	<b>4,171,777</b>	<b>54%</b>	<b>18,786,269</b>	<b>40,983,151</b>	<b>24%</b>	<b>5,799,456</b>
<b>EXPENDITURES</b>									
<b>Administration</b>	<b>1,852,143</b>	<b>954,363</b>	<b>2,079,694</b>	<b>227,551</b>	<b>52%</b>	<b>702,996</b>	<b>1,197,026</b>	<b>26%</b>	<b>251,368</b>
<b>Strategy &amp; Business Development</b>									
Marketing & Sales	6,583,516	3,926,588	7,303,281	719,765	60%	3,714,971	6,034,764	5%	211,617
Admissions	369,878	161,689	370,681	803	44%	94,769	239,974	41%	66,920
Ticket Services	69,617	7,257	15,012	(54,605)	10%	11,016	24,348	-52%	(3,758)
Guest Experience	682,357	354,778	819,397	137,040	52%	152,126	304,044	57%	202,652
Parking	1,634,743	392,967	921,456	(713,287)	24%	165,745	505,053	58%	227,221
<b>Facilities &amp; Operations</b>									
Facility Management	6,131,119	2,713,956	6,321,333	190,214	44%	2,041,349	4,904,968	25%	672,607
Utility Services	1,108,350	600,737	1,378,164	269,814	54%	459,125	1,456,164	24%	141,612
Audio Visual	2,879,543	1,243,861	2,805,464	(74,079)	43%	970,829	1,500,216	22%	273,032
Telecommunications	729,284	327,093	715,060	(14,224)	45%	268,007	467,829	18%	59,086
<b>Event Services</b>									
Setup	4,323,569	2,325,303	4,634,238	310,669	54%	1,590,535	3,122,978	32%	734,767
Event Operations	1,453,200	644,411	1,351,186	(102,014)	44%	563,032	1,064,376	13%	81,380
<b>Public Safety</b>	<b>2,340,121</b>	<b>1,323,469</b>	<b>2,606,740</b>	<b>266,619</b>	<b>57%</b>	<b>829,907</b>	<b>1,719,447</b>	<b>37%</b>	<b>493,562</b>
<b>Food &amp; Beverage</b>	<b>10,562,515</b>	<b>7,252,816</b>	<b>11,448,394</b>	<b>885,879</b>	<b>69%</b>	<b>4,565,885</b>	<b>8,988,900</b>	<b>37%</b>	<b>2,686,931</b>
<b>Non-Dept. (Ctrl Svcs. &amp; VFTA Exp.)</b>	<b>6,279,786</b>	<b>3,402,889</b>	<b>7,050,898</b>	<b>771,112</b>	<b>54%</b>	<b>3,295,439</b>	<b>5,691,574</b>	<b>3%</b>	<b>107,450</b>
<b>EXPENDITURE TOTAL</b>	<b>46,999,741</b>	<b>25,632,177</b>	<b>49,820,999</b>	<b>2,821,258</b>	<b>55%</b>	<b>19,425,730</b>	<b>37,221,662</b>	<b>24%</b>	<b>6,206,447</b>

FY2023-24 Capital Projects						FY2023 Capital Projects	
	Adopted Budget	Actual thru Jan. 2024	Year-End Estimate	Over / (Under) Budget	% Budget thru Jan. 2024	Actual thru Jan. 2023	Year-End Actual
REVENUES	1,660,355	-	1,660,355	-	0%	-	-
EXPENSES	8,434,843	1,768,847	8,434,843	-	21%	634,054	1,337,450
<b>NET</b>	<b>(6,774,488)</b>	<b>(1,768,847)</b>	<b>(6,774,488)</b>			<b>(634,054)</b>	<b>(1,337,450)</b>
FY2022-23 Beginning Fund Balance			22,934,551				
Projected Change in Fund Balance			(6,834,219)				
Projected Ending Fund Balance			16,100,332				

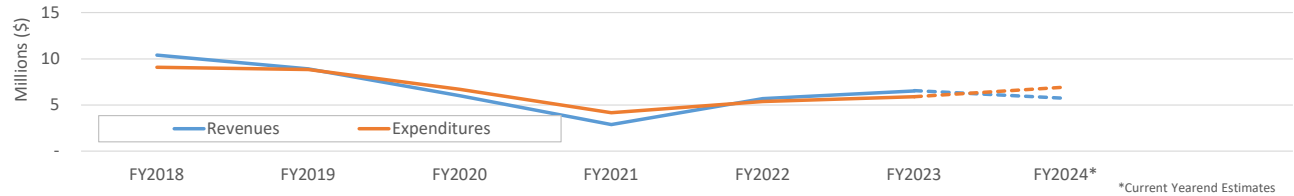
PORTLAND'S PERFORMING ARTS VENUES



Current Fiscal Year 2023-24						Prior Fiscal Year		Year over Year	
OPERATIONS	Adopted Budget	Actual thru Jan. 2024 (58.3% of the Fiscal Year)	Year-End Estimate	Estimate Over/(Under) Budget	Percent of Budget thru Jan. 2024	Actual thru Jan. 2023	Year-End Actual	% Change	\$ Change
<b>REVENUES</b>									
<b>Charges for Services</b>									
Ticket Services	6,402,534	3,897,928	7,399,852	997,318	61%	3,721,514	6,138,272	5%	176,413
Production Services	3,348,000	1,305,049	2,878,302	(469,698)	39%	1,346,496	2,658,091	-3%	(41,446)
Booking & Sales	2,200,000	1,376,734	2,820,623	620,623	63%	1,132,852	1,973,980	18%	243,882
Promoted Shows (P5 Presents)	1,532,500	586,961	1,770,327	237,827	38%	291,941	739,537	50%	295,021
Admissions	2,427,088	803,937	2,109,872	(317,216)	33%	663,288	1,229,317	17%	140,649
Food & Beverage	1,497,160	1,021,663	2,092,757	595,597	68%	755,393	1,270,714	26%	266,270
All Other	816,485	1,045,213	1,897,338	1,080,853	128%	831,566	1,604,109	20%	213,647
<b>Local Government Shared Revenues</b>									
Lodging Excise Tax	1,603,971	682,241	1,603,971	-	43%	685,060	1,168,121	0%	(2,819)
Visitor Facilities Trust Account	570,000	-	570,000	-	0%	-	-	-	-
Contributions from Governments	1,119,400	559,700	1,119,400	-	50%	526,792	1,053,584	6%	32,908
Contributions from Private Sources	190,955	-	190,955	-	0%	10,000	10,000	-	(10,000)
Grants	-	-	-	-	-	-	7,000	-	-
Interest Earnings	176,000	469,759	702,811	526,811	267%	165,047	457,634	65%	304,713
Miscellaneous Revenue	63,895	23,598	34,087	(29,808)	37%	1,421	(3,924)	94%	22,177
<b>REVENUE TOTAL</b>	<b>21,947,988</b>	<b>11,772,784</b>	<b>25,190,296</b>	<b>3,242,308</b>	<b>54%</b>	<b>10,131,370</b>	<b>18,306,435</b>	<b>14%</b>	<b>1,641,414</b>
<b>EXPENDITURES</b>									
<b>Administration</b>	<b>1,311,678</b>	<b>746,047</b>	<b>1,429,794</b>	<b>118,116</b>	<b>57%</b>	<b>717,284</b>	<b>1,209,868</b>	<b>4%</b>	<b>28,763</b>
<b>Sales &amp; Promotion</b>									
Booking & Sales	494,770	250,899	534,360	39,590	51%	211,247	414,825	16%	39,652
Marketing & Advertisement	419,046	182,873	425,407	6,361	44%	220,432	391,914	-21%	(37,559)
Promoted Shows (P5 Presents)	1,348,008	599,574	1,414,508	66,500	44%	383,587	730,766	36%	215,987
Culture & Community	684,829	274,861	638,557	(46,272)	40%	134,365	291,208	51%	140,497
<b>Facility Operations</b>									
Maintenance & Custodial	4,929,245	2,820,458	5,443,929	514,684	57%	2,222,914	4,516,994	21%	597,544
Security	1,287,644	505,550	1,089,163	(198,481)	39%	432,128	677,178	15%	73,422
<b>Event Services</b>									
Event Coordination	1,275,835	464,862	938,050	(337,785)	36%	327,351	637,842	30%	137,511
Production Services	3,451,503	1,780,189	3,642,321	190,818	52%	1,527,712	3,015,986	14%	252,477
Front of House	2,227,853	987,270	2,260,167	32,314	44%	651,558	1,322,747	34%	335,712
Volunteer Services	143,778	67,066	148,181	4,403	47%	58,517	103,691	13%	8,549
Ticket Services	2,582,571	1,610,932	2,853,028	270,457	62%	1,300,977	2,156,271	19%	309,955
Food & Beverage	100,000	22,968	44,259	(55,741)	23%	10,228	12,771	55%	12,741
Non-Dept. (Ctrl Svcs. & VFTA Exp.)	3,353,963	1,956,479	3,353,963	-	58%	1,456,254	2,492,855	26%	500,225
<b>EXPENDITURE TOTAL</b>	<b>23,610,723</b>	<b>12,270,028</b>	<b>24,215,688</b>	<b>604,965</b>	<b>52%</b>	<b>9,654,554</b>	<b>17,974,916</b>	<b>21%</b>	<b>2,615,474</b>

FY2023-24 Capital Projects						FY2023 Capital Projects	
	Adopted Budget	Actual thru Jan. 2024 (58.3% of the Fiscal Year)	Year-End Estimate	Over / (Under) Budget	% Budget thru Jan. 2024	Actual thru Jan. 2023	Year-End Actual
REVENUES	500,000	-	500,000	-	0%	700,000	850,000
EXPENSES	3,220,685	3,060,881	3,220,685	-	95%	1,063,384	1,722,805
<b>NET</b>	<b>(2,720,685)</b>	<b>(3,060,881)</b>	<b>(2,720,685)</b>			<b>(363,384)</b>	<b>(872,805)</b>
FY2022-23 Beginning Fund Balance						14,274,666	
Projected Change in Fund Balance						(1,746,078)	
Projected Ending Fund Balance						12,528,588	

# PORTLAND EXPO CENTER



Current Fiscal Year 2023-24						Prior Fiscal Year		Year over Year	
OPERATIONS	Adopted Budget	Actual thru Jan. 2024 (58.3% of the Fiscal Year)	Year-End Estimate	Estimate Over/(Under) Budget	Percent of Budget thru Jan. 2024	Actual thru Jan. 2023	Year-End Actual	% Change	\$ Change
<b>REVENUES</b>									
<b>Charges for Services</b>									
Food & Beverage	494,240	154,293	468,204	(26,036)	31%	224,383	487,861	-45%	(70,090)
Facility Rentals	1,793,982	957,085	2,026,586	232,604	53%	1,118,361	2,062,015	-17%	(161,276)
Parking Revenue	1,504,606	599,160	1,495,094	(9,512)	40%	877,802	1,699,268	-47%	(278,642)
All Other	1,165,656	569,161	1,145,033	(20,623)	49%	650,458	1,172,699	-14%	(81,297)
<b>Local Government Shared Revenues</b>									
Visitor Facilities Trust Account	431,250	-	431,250	-	0%	-	-	-	-
<b>Interest Earnings</b>	61,527	46,426	81,545	20,018	75%	23,091	65,334	50%	23,334
<b>Miscellaneous Revenue</b>	77,500	17,275	76,259	(1,241)	22%	51,987	97,411	-201%	(34,712)
<b>Transfers-R</b>	-	-	-	-	-	480,000	480,000	-	(480,000)
<b>REVENUE TOTAL</b>	<b>5,528,761</b>	<b>2,343,400</b>	<b>5,723,972</b>	<b>195,211</b>	<b>42%</b>	<b>3,426,082</b>	<b>6,064,588</b>	<b>-46%</b>	<b>(1,082,682)</b>
<b>EXPENDITURES</b>									
<b>Administration</b>	596,056	308,330	610,828	14,772	52%	282,081	467,914	9%	26,249
<b>Sales &amp; Marketing</b>	367,630	180,538	370,386	2,756	49%	140,304	267,475	22%	40,234
<b>Facility Operations</b>	2,387,823	908,500	1,990,273	(397,550)	38%	841,559	1,799,579	7%	66,941
<b>Special Services</b>	551,847	255,962	591,632	39,785	46%	240,861	421,832	6%	15,101
<b>Event Coordination</b>	442,416	241,805	486,172	43,756	55%	227,676	402,230	6%	14,128
<b>Admissions</b>	82,865	29,383	70,515	(12,350)	35%	31,775	71,707	-8%	(2,392)
<b>Ticket Services</b>	180,305	175,374	453,487	273,182	97%	85,240	146,299	51%	90,133
<b>Food &amp; Beverage</b>	41,000	2,969	5,952	(35,048)	7%	3,040	3,040	-2%	(71)
<b>Parking</b>	349,308	131,326	320,333	(28,975)	38%	145,887	280,066	-11%	(14,561)
<b>Non-Dept. (Central Svcs. &amp; Debt)</b>	1,906,222	1,519,580	2,016,913	110,691	80%	1,481,976	1,866,679	2%	37,604
<b>EXPENDITURE TOTAL</b>	<b>6,905,472</b>	<b>3,753,765</b>	<b>6,916,492</b>	<b>11,020</b>	<b>54%</b>	<b>3,480,401</b>	<b>5,726,821</b>	<b>7%</b>	<b>273,365</b>

FY2023-24 Capital Projects						FY2023 Capital Projects	
	Adopted Budget	Actual thru Jan. 2024	Year-End Estimate	Over / (Under) Budget	% Budget thru Jan. 2024	Actual thru Jan. 2023	Year-End Actual
REVENUES	1,058,004	-	1,058,004	-	0%	200,000	240,000
EXPENSES	1,962,500	69,836	1,962,500	-	4%	23,279	39,212
<b>NET</b>	<b>(904,496)</b>	<b>(69,836)</b>	<b>(904,496)</b>			<b>176,721</b>	<b>200,788</b>
FY2022-23 Beginning Fund Balance						3,303,758	
Projected Change in Fund Balance						(2,097,016)	
Projected Ending Fund Balance						1,206,742	



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# **MERC Commission Meeting**

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March 6, 2024  
12:30 pm

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Consent Agenda

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**Metropolitan Exposition Recreation Commission**  
**Record of MERC Commission Actions**  
February 7, 2024  
Virtual Zoom Meeting

<b>Present:</b>	Karis Stoudamire-Phillips, Damien Hall, Deidra Krys-Rusoff, Dañel Malán, David Penilton
<b>Absent:</b>	Deanna Palm
	A regular meeting of the Metropolitan Exposition Recreation Commission was called to order by Chair Stoudamire-Phillips at 12:31.
<b>1.0</b>	<b>Quorum Confirmed</b> A quorum of Commissioners was present.
<b>2.0</b>	<b>Opportunity for Public Comment on Agenda and Non-Agenda items</b> <ul style="list-style-type: none"> <li>N/A</li> </ul>
<b>3.0</b>	<b>Commission and Council Communications</b> <ul style="list-style-type: none"> <li>Commissioner Krys-Rusoff acknowledged the challenging year and thanked the finance team and directors for their work on the FY24-25 capital and operations budget presentations.</li> <li>Commissioner Penilton attended the Japanese American Museum of Oregon tour with Expo Future project staff. The committees work on prioritizing community and access was complimented. The Expo Future project team were thanked for the informative monthly newsletter and asked that the distribution list be expanded.</li> <li>Councilor Rosenthal shared that the recent resolution on the zoo bond was passed. He attended a Chinese New Year performance at the Keller last Friday and highlighted the venues needs.</li> </ul>
<b>4.0</b>	<b>GM Communications</b> Steve Faulstick provided the following updates: <ul style="list-style-type: none"> <li>The Keller project presented at the Metro work session yesterday. The city continues their work with RFEI submitters on two proposed alternate sites.</li> <li>We are close to confirming our new MERC commissioner and hope to have them join the next meeting.</li> <li>Portland's 2023 revenue per available room market is at 80% of 2019 numbers. Downtown Portland's numbers are at 69% compared to 2019. We currently have 26% more convention rooms than 2019.</li> <li>Multnomah county has agreed to return their portion of the VFIGA funds that had been recently earmarked for homeless services. Those funds will be directed to support safety and security around OCC, downtown hotels and P5.</li> <li>Thanked the Directors and their teams for navigating the inclement weather last month.</li> </ul>
<b>5.0</b>	<b>Financial Report</b> Ashley Sloan presented a financial update: <ul style="list-style-type: none"> <li>Commissioner Krys-Rusoff asked if we need to make any mid-year budget adjustments due to flat TLT numbers. Sloan responded no, the projection is 2% less than year over year vs the budget so not really material to budgets at this time.</li> <li>Commissioner Krys-Rusoff noted interest earning were much higher than expected. Sloan responded all venues ended up with a higher fund than expected, and that larger number is earning more interest.</li> </ul>
<b>6.0</b>	<b>Venue Business Reports</b> Matthew P. Rotchford, Craig Stroud and Robyn Williams reported on business at the venues during the past month. <ul style="list-style-type: none"> <li>Councilor Rosenthal noted that there will be a 100 million legislative request for diking improvements that will protect Expo and surrounding areas.</li> <li>Commissioner Krys-Rusoff thanked the venues teams for all their work to navigate the recent inclement weather.</li> </ul>

	<ul style="list-style-type: none"> <li>• Commissioner Malan noted that businesses are legally required to keep sidewalks clear.</li> <li>• Commissioner Penilton echoed the concern around legal action for injury due to obstructed sidewalks.</li> </ul>
<b>7.0</b>	<p><b>Consent Agenda</b></p> <ul style="list-style-type: none"> <li>• <b>Record of MERC Actions, January 3, 2024</b></li> </ul> <p><b>A motion was made by Commissioner Malán and seconded by Commissioner Kryz-Rusoff, to approve the Consent Agenda.</b></p> <p><b>VOTING:    AYE: 5 (Stoudamire-Phillips, Hall, Kryz-Rusoff, Malán, and Penilton)</b>  <b>              NAY: 0</b></p> <p><b>MOTION PASSED</b></p>
<b>8.0</b>	<p><b>Moss Adams Finance Audit Report</b>  Auditor Brian Evans, Caleb Ford, Ashley Osten</p> <ul style="list-style-type: none"> <li>• Chair Stoudamire thanked the group for the report</li> </ul>
<b>9.0</b>	<p><b>P5 Department of Culture and Community Update</b>  Ruby Joy White and Lillyanne Pham</p> <ul style="list-style-type: none"> <li>• Commissioner Kryz-Rusoff was pleased with the energy and collaboration of the work.</li> <li>• Councilor Rosenthal asked for clarification of community in this work. Pham noted they are both cultural workers and are always considering who has been historically underrepresented on and off the stage and behind the stage. Communities who have been displaced in Portland are also considered.</li> <li>• White noted they consider past data and history of the city to determine the folks who have not had access.</li> <li>• Commissioner Penilton was pleased with the presentation and noted the framework appears system driven with strong collaboration.</li> <li>• Chair Stoudamire-Phillips thanked the presenters and was thankful for welcoming all, including houseless or incarcerated youth that would likely not have had access.</li> </ul>
<b>10.0</b>	<p><b>Expo Future Update</b>  Paul Slyman, Stephanie Redman</p> <ul style="list-style-type: none"> <li>• Chair Stoudamire-Phillips and Commissioner Penilton shared their personal experiences after touring the Japanese American Museum of Oregon as part of their roles on the Expo Future committees.</li> <li>• Commissioner Kryz-Rusoff is excited about the project's progress.</li> <li>• Commissioner Penilton is pleased with the progress and noted the passion of the project team.</li> </ul>
	<p>As there was no further business to come before the Commission, the meeting was adjourned at 2:30 p.m.</p>

Minutes submitted by Amy Nelson.

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# **MERC Commission Meeting**

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March 6, 2024  
12:30 pm

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Expo Future Project Update

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# PROGRAM STATUS REPORT

## Expo Future Project

February 2024

### Project Executive Sponsor

Marissa Madrigal

### Project Sponsor

Paul Slyman

### Project Manager

Stephanie Redman

**Status Legend** To color status row, click in cell, choose design: shading, and select color.

	<b>ON TRACK.</b> Moving along nicely, no significant concerns at this time.
	<b>CAUTION.</b> Must be addressed or may be escalated to off-track mode. Project Manager has implemented corrective action.
	<b>OFF TRACK.</b> Causing significant impact to the project. Project manager needs assistance from Sponsor or others to correct.

### Steering Committee

Marissa Madrigal, Kristin Dennis, Steve Faulstick, Brian Kennedy, Katie McDonald, Sebrina Owens-Wilson, Andrew Scott, Craig Stroud, Nathan Sykes, Lia Waiwaiole

### Project Team

Jovian Davis—Project Administrator, Jaime Mathis – Strategic Communications, Amy Nelson—Project Administrator, Matthew Rotchford/Chuck Dills—Expo, Katie McDonald—GAPD, Nathan Sykes—OMA, Robyn Stowers—Council, Jon Deveau—Procurement, Josh Harwood—Economic Impact, Finance

Objective 01 - Honor the Historical and Cultural Significance of the site	Objective 02 - Pivot operations toward a sports-centered facility
SCHEDULE	SCHEDULE
On track. Contractor developed an engagement timeline, HSM committee reviewed; engagement work expected to occur throughout summer.	Status of 2 <sup>nd</sup> deliverable set delayed ~2 to 3 weeks due to slow response to requests for local data. <ul style="list-style-type: none"> <li>Sports market demand:</li> <li>Analysis of comparable campuses: on track</li> <li>Demand/promoter interviews: underway, ~2 week delay from holidays</li> </ul> Delivery now expected late Feb. Awaiting updated deliverable timeline from consultant.
BUDGET/COST	BUDGET/COST
First invoice received; engagement contract will align with anticipated cost of \$100K. Community stipends may exceed the budgeted amount of \$12K.  Engagement carry-forward to FY2024-25 planned as work will spans this and next FYs.	Hunden third invoice delivered 2.1.24, no concerns. Original scope for sports feasibility contract expected to be as budgeted: \$170K.  Additional funds may be required to study/create additional scenarios based on potential incursions from IBR-Marine Drive, Trimet Overnight Facility, and/or BES sewage pumping station.

SCOPE/DELIVERABLES	SCOPE/DELIVERABLES
Engagement plan and milestones established in February. Planning for storytelling event underway with subcommittee.	Consultant working primarily on market analysis and interviews with show promoters, facility operators, sports/entertainment planners. Expect market analysis, site constraints report late Feb.

## SCHEDULE VARIANCE

Deliverable	Start Date		Completion Date	
	Baseline	Revised	Baseline	Revised
Governance structure approved	03/01/23		05/01/23	Complete
Project management plan	05/01/23		06/01/23	10/30/23(pend final review)
Objective 1 community engagement	08/01/23	12/11/23	09/30/24	10/30/24
Objective 1 funding analysis	09/01/23		6/30/24	
Objective 2 market and financial feasibility study	07/01/23	11/2/23	03/31/24	5/30/24
Identify how redevelopment concept will align with the project's community-driven Guiding Principles	10/01/23		08/30/24	
Redevelopment concept and branding	02/01/24		08/30/24	
Third party vs. Metro as operator analysis	03/01/24		09/30/24	
Capital needs assessment	04/01/24		09/30/25	
Funding strategy and business plan to support redevelopment	04/01/24		09/30/24	
Final COO recommendations on redevelopment plan			11/30/24	

## BUDGET\*/COST VARIANCE

Line Item	Budget Baseline	Cost to Date	Estimate at Completion	Variance
Market, financial feasibility, and funding studies	\$200,000	\$85,680	\$169,000	\$31,000
Community engagement	\$120,000	\$10,355	\$99,000	\$21,000
Strategic communications	\$120,000	\$26,100	\$55,000	\$65,000
Project concept marketing and branding	\$75,000	\$0	\$75,000	
Community and Tribal government stipends	\$20,500		\$20,500	
Misc. travel expenses	\$12,500		\$12,500	

## CRITICAL ISSUES NEEDING CORRECTIVE ACTION

ISSUE AND PROJECT IMPACT	CORRECTIVE ACTION	RESPONSIBLE PARTY	ANTICIPATED RESOLUTION DATE
Understanding the breadth of the IBR, Tri-met, and BES site requests and impacts.	Work with agency partners to provide clarity on the request.	Paul/ Marissa	IBR: ongoing Trimet: 3/30/24 BES: 6/16/24

## ACCOMPLISHMENTS SINCE LAST MEETING

- The Historical Significance and Memorialization Committee (HSM) activity included:
  - Reviewing, giving feedback on consultant's proposed engagement plan/timeline
  - First brainstorming session on memorialization concepts
  - Storytelling subcommittee meeting every two weeks to frame, plan storytelling event
- The Sports and Facility Committee (SFC) activity included:
  - Update on Expo sports-related bookings and revised Expo booking policy
  - Review of Hunden Partners' work on site constraints, market analysis, and comparable sites/case studies
  - Continued development of statement on public/community use of Expo Future.
- Start Consulting engagement consultants toured Expo to gain familiarity with site, learn its history.
- Expo, Expo Future, and Planning staff met to discuss Trimet's request to build a MAX train overnight facility, staff amenities, and system support facilities at Expo. Staff identified the southwest corner and levee parcel as the *least disruptive* to Expo current and future operations. Facility access, vehicle and pedestrian flow, and noise and odor intrusions continue to be significant concerns with any expansion of Trimet's presence onsite.
- The funder for University of Oregon's spring urban design studio clarified that funding is contingent on the studio being focused only on housing. They will not fund work on Expo Future objectives. Steering Committee is asked to provide direction about Metro's involvement in this studio.
- Expo Future Funding Task Force met to begin to identify ways to fund the project. Chaired by Andrew Scott, MERC and Councilors will join the task force after internal staff phase is completed.
- Hunden Partners continues interviews with reps of sports teams, facility operators, tournament organizers, show promoters, and event planners as part of its market analysis for Expo Future.
- Staff reviewed Hunden Partners' list of 25 comparable facilities for Hunden to profile. Staff narrowed the list to five facilities that are 1) mostly publicly owned and/or operated and 2) suggested by partners as models:
  - MidAmerican Energy Company RecPlex, West Des Moines IA
  - Spooky Nook, Manheim PA
  - Rocky Top, Gatlinburg TN
  - Memphis Sport & Event Center, Memphis TN
  - Hoover Met Plex, Hoover AL
- Staff met with Metro Placemaking grant staff to discuss the Japanese American Museum of Oregon (JAMO) funded project. Staff discussed how to ensure engagement coordination and clarity with the

JAMO project, which includes a community engagement process at roughly the same time as the Expo Future community engagement process will occur.

- Staff met with Columbia Corridor Association, and (separately) City of Portland Bureau of Planning and Sustainability (BPS) to continue conversations about conditional uses or zoning changes that will need to be made to support Expo Future development. Conversations will continue.
- Jovian organized four tours of the Japanese American Museum of Oregon. Thirty committee members, staff, and consultants attended to learn about the Japanese American experience.
- Staff reviewed and considered application to EPA Community Change Grant. Grant/project completion timeline does not align with Expo Future. No EF project will be proposed in this round.
- Expo Future committee members were invited to attend a Portland Winterhawks hockey match on Feb. 28, courtesy of the Winterhawks. OMA provided direction on the event re: state ethics law.
- Staff is preparing the staff report for the March 12 Metro Council worksession.
- Staff met with Metro Strategic Communications team to discuss project communications and will develop communications goals and methods for the remainder of Phase 2.
- Jaime sought and received a proposal from on-call Finn Partners for communications outreach. Proposal is under consideration. (Budget includes funding for strategic communications.)
- Monthly newsletter distributed; Paul's monthly office hours continue to support community discussion.

## **PLANNED MILESTONES/DELIVERABLES FOR THE NEXT REPORTING PERIOD**

- Monthly HSM, SFC, and Steering Committee meetings
- Executive Advisory Committee meeting (March 27)
- One-year project update presentations by committee chairs and staff to MERC (March 6) and Metro Council (March 12)
- Progress/completion of plans for storytelling event
- Final statement from SFC about community use at Expo Future
- Hunden Partners to deliver draft memo of unmet needs, growth markets, potential demand, and site constraints
- Community engagement planning completed
- Planning for Expo-related event/session at April Sports ETA (sports tourism) symposium at OCC
- Progress report to MERC
- Monthly newsletter distribution and Paul's open office hours

## **NEXT STEERING COMMITTEE MEETING: March 27, 2024**

### ***Suggested Topics***

- Funding Study Task Force
- Trimet Overnight Facility
- Storytelling event



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# **MERC Commission Meeting**

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March 6, 2024  
12:30 pm

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FY2024-25 Proposed  
Budget Presentation

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# **MERC Commission Meeting**

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March 6, 2024  
12:30 pm

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Action Agenda

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## Resolution 24-02 pending

For the purpose of approving the Metropolitan Exposition Recreation Commission (“MERC”) Fiscal Year (FY) 2024-25 Proposed Budget and FY2024-25 through FY2028-29 Capital Improvement Plan.