
MERC Commission Meeting

August 5, 2020
12:30 pm

Zoom Virtual Meeting

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 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.

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. 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 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。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. Haddii aad u baahan tahay turjubaan si aad uga qaybqaadatid kullaan dadweyne, wac 503-797-1890 (8 gallinka hore illaa 5 gallinka dambe maalmaha shaqada) shan maalmo shaqa ka hor kullanka si loo tixgaliyo codsashadaada.

Metro 의 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. 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。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。

ការប្រកាសពីការគោរពសិទ្ធិស្មើគ្នា Metro
ការគោរពសិទ្ធិស្មើគ្នា របស់ ។ សំរាប់ព័ត៌មានអំពីកម្មវិធីសិទ្ធិស្មើគ្នា របស់ Metro ឬដើម្បីទទួលបានការប្រកាសសិទ្ធិស្មើគ្នា សូមទូរស័ព្ទទៅលេខ 503-797-1890 ។
www.oregonmetro.gov/civilrights
បើសិនជាអ្នកត្រូវការការបកប្រែភាសានៅពេលអង្គប្រជុំសាធារណៈ សូមទូរស័ព្ទទៅលេខ 503-797-1890 (ម៉ោង 8 ព្រឹកដល់ម៉ោង 5 ល្ងាច ថ្ងៃច័ន្ទ-ព្រហស្បតិ៍) ។
ថ្ងៃច័ន្ទ-ព្រហស្បតិ៍ មុនថ្ងៃប្រជុំដើម្បីអាចឲ្យគេសម្រួលតាមសំណើរបស់លោកអ្នក

Metro إشعار بامتثال Metro من
تحتزم Metro الحقوق المدنية للمزيد من المعلومات حول برنامج Metro للحد من التمييز أو لإبداء شكوى ضالته ميديزي رجي زيارة الموقع الإلكتروني www.oregonmetro.gov/civilrights. إن كنت بحاجة إلى مساعدة في اللغة، ي ج ب على ك الاتصال مقدم برقم الهاتف 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. 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. 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. 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. 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. 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 lwu ua ntej ntawm lub rooj sib tham.



Karis Stoudamire-Phillips
Chair

John Erickson
Vice chair

Deidra Krys-Rusoff
Secretary-treasurer

Damien Hall

Ray Leary

Dañel Malán

Deanna Palm

Meeting Agenda

August 5, 2020

12:30 to 2:30 p.m.

Zoom | Webinar ID: 871 2236 2125

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 Scott Cruickshank
12:50	Financial Report Rachael Lembo
12:55	Venues Business Reports Matthew P. Rotchford, Robyn Williams, Craig Stroud
1:05	Consent Agenda <ul style="list-style-type: none">Record of MERC Actions, June 3, 2020
1:10	Action Agenda <ul style="list-style-type: none">Resolution 20-06 - For the purpose of approving the Metropolitan Exposition Recreation Commission (MERC) Updated Unscheduled Activities Policy.
1:20	Outcomes of Oregon Convention Center Plaza & Renovation Project Workforce and Contracting Equity Plan Nate McCoy, NAMC and Andrew Colas, Colas Construction

MERC Commission Meeting

August 5, 2020
12:30 pm

Financial Report

Memorandum

Date: August 5, 2020
To: Commissioner Karis Stoudamire-Phillips, Chair
Commissioner John Erickson, Vice Chair
Commissioner Deidra Kryz-Rusoff, Secretary-Treasurer
Commissioner Damien Hall
Commissioner Ray Leary
Commissioner Dañel Malán
Commissioner Deanna Palm
Councilor Christine Lewis
From: Rachael Lembo – MERC Finance Manager
Subject: June 2020 first close Financial Update

Since our June meeting, the MERC venues and Metro have taken multiple actions which will reduce costs and bolster fund balance. This includes a 20% schedule reduction implemented across most of Metro through July and extended through December at Portland'5, a wage freeze for non-represented staff, and transfer of \$3 million in TLT pooled capital from MERC Admin to OCC to offset reduced TLT pooled capital collections this year. In addition, the venues received CARES Act funding from the State to cover unemployment costs, estimated to be \$2.4 million, and the City of Portland allocated \$1.6 million to Portland'5. As a result, each venue has a higher projected ending fund balance in September 2020 than in the last update.

The venues continue to plan for how to safely reopen, and update financial scenarios as more is known.

The charts below show the dramatic difference between our annual budgets and year-end estimates.

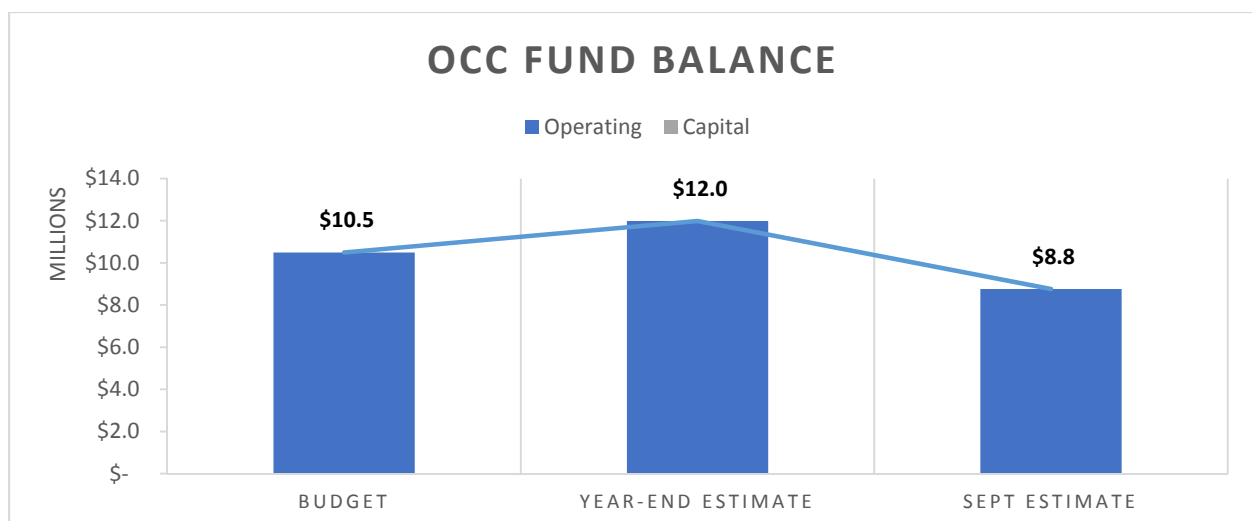
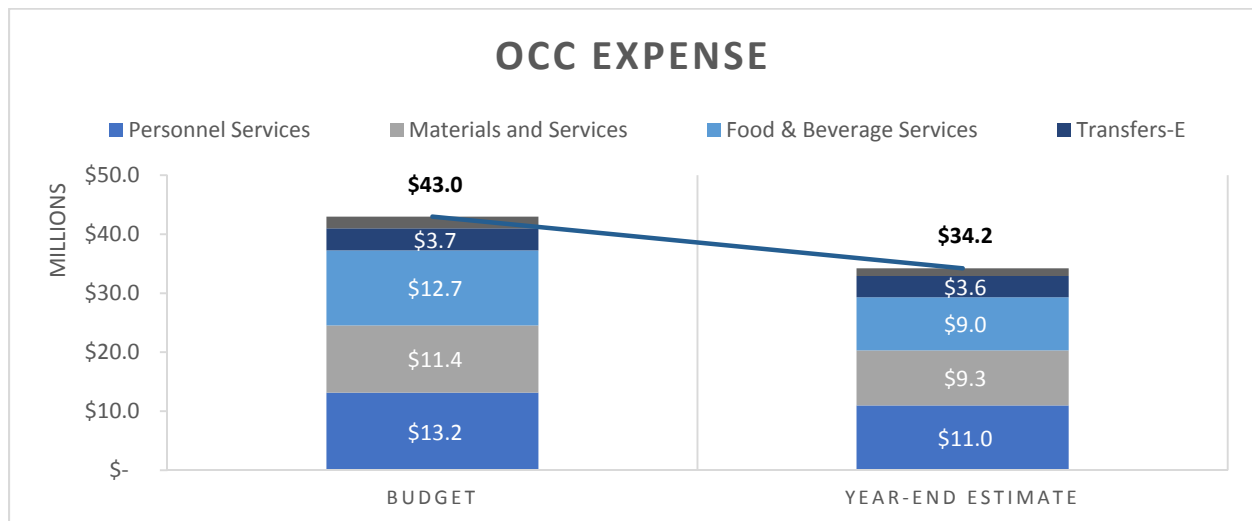
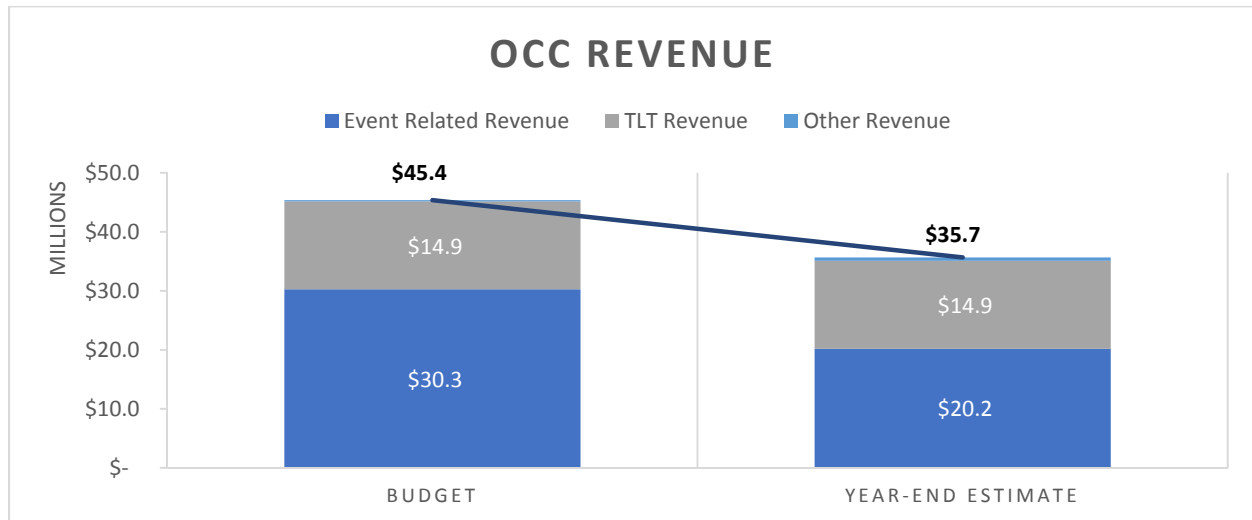


PORTLAND'S
CENTERS FOR THE ARTS

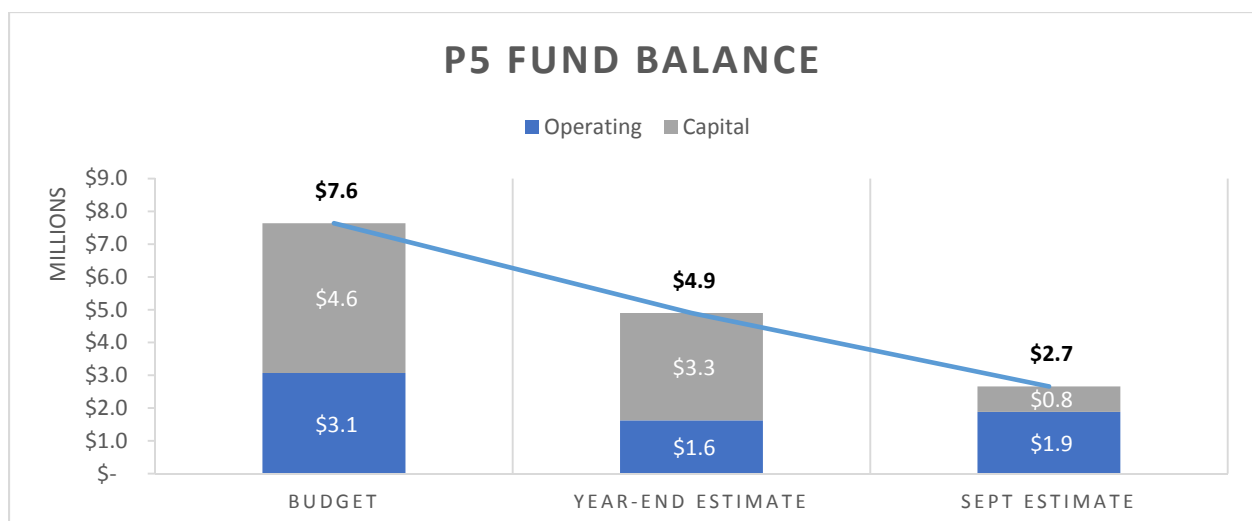
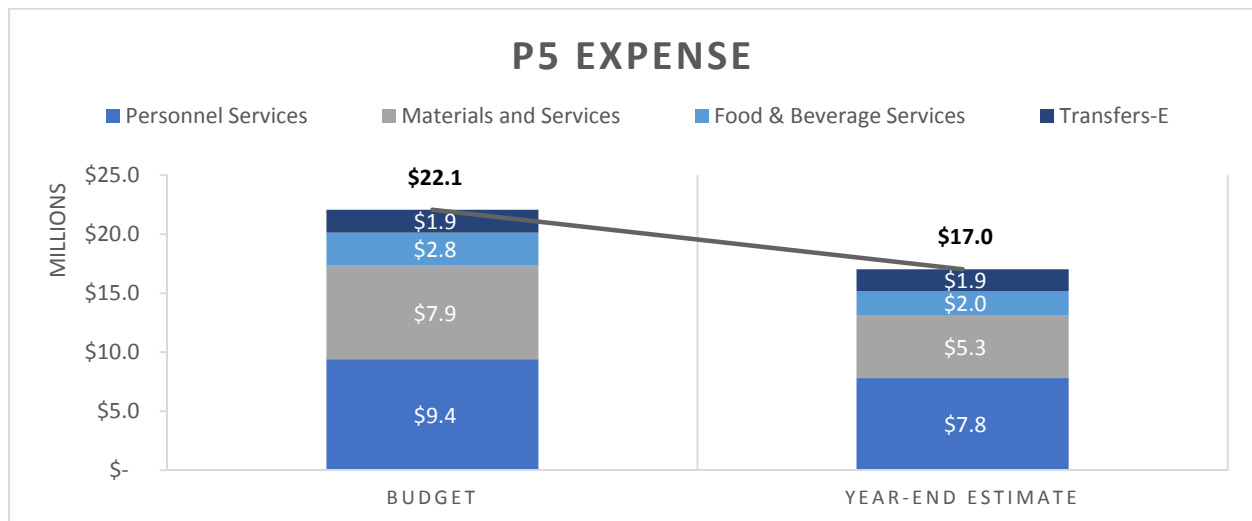
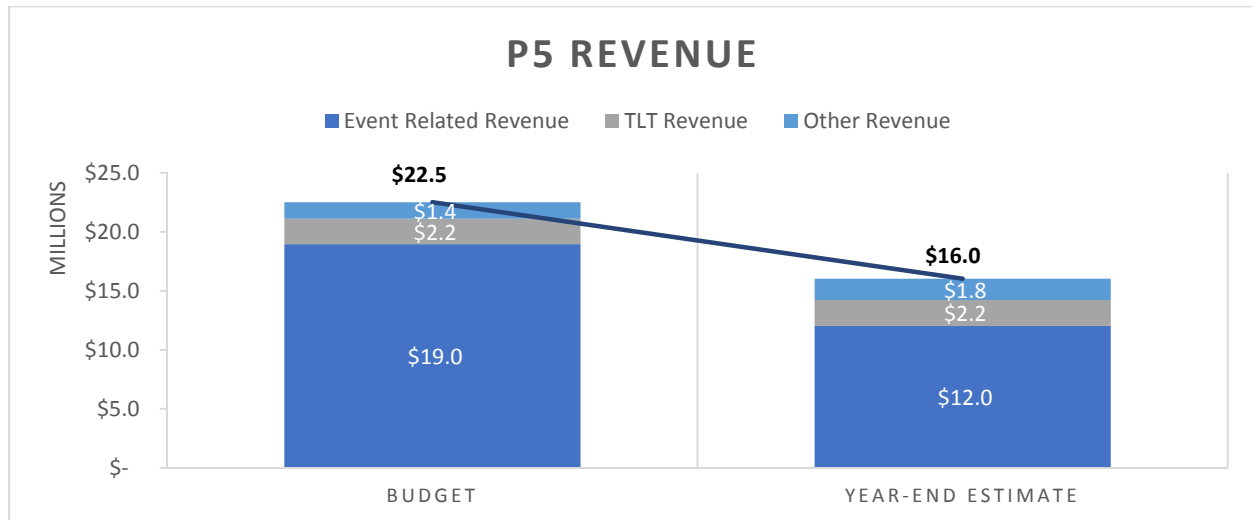


Oregon
Convention
Center

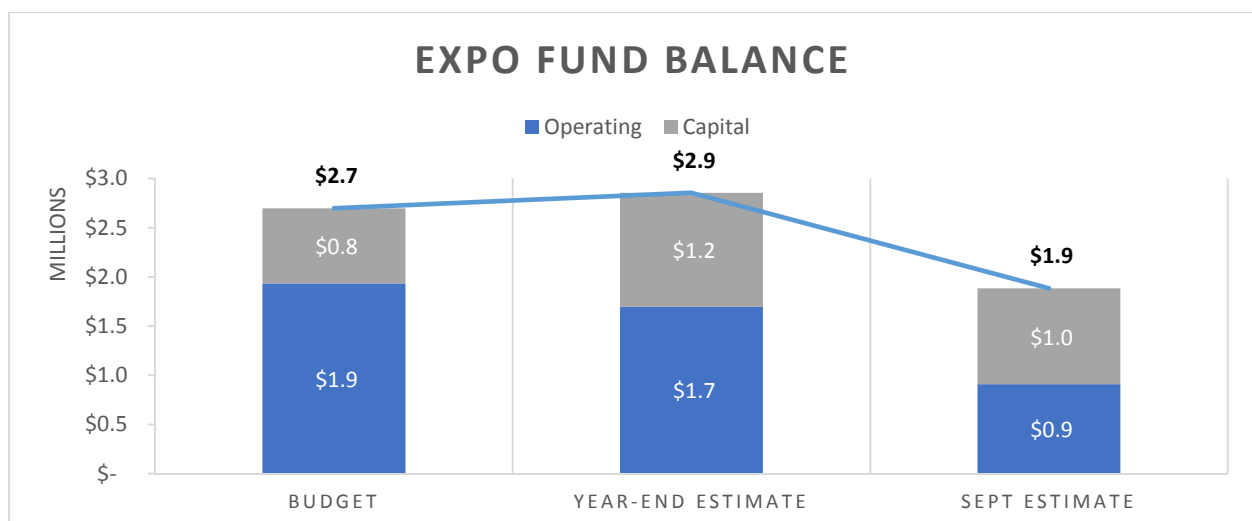
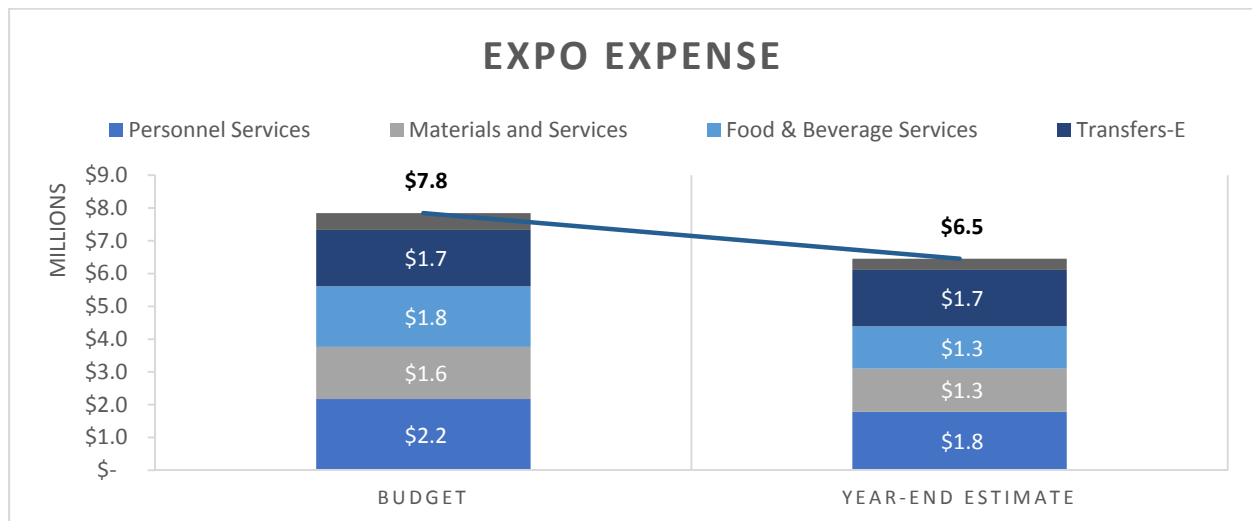
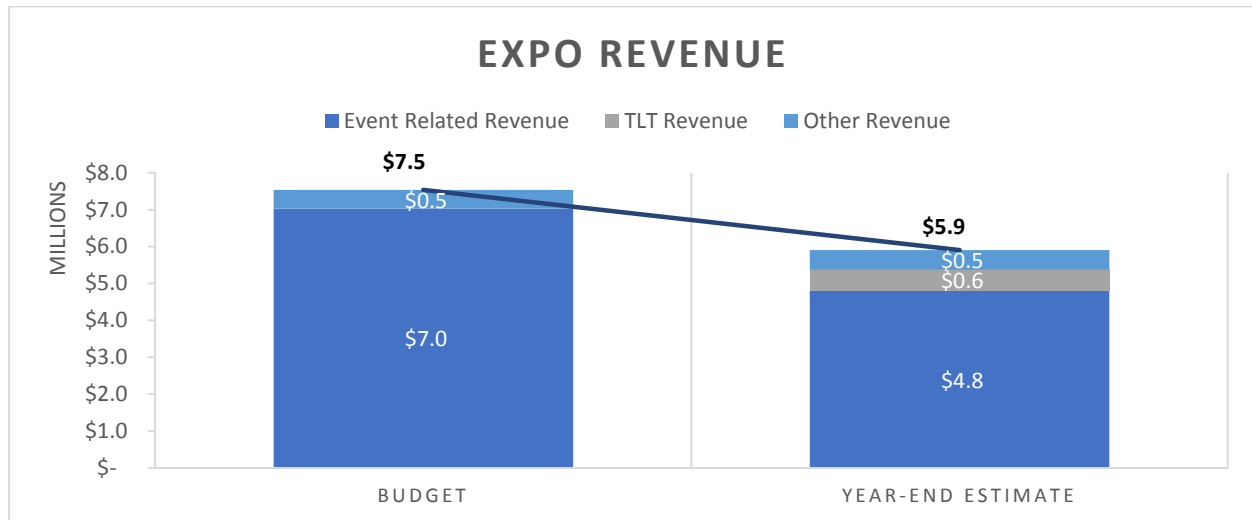


Oregon Convention Center

Portland's 5 Centers for the Arts



Portland Expo Center



MERC Statement of Activity with Annual Budget

Metropolitan Exposition-Recreation Commission

All Venues

June 2020 - 1st Close

	Current Month Actual	Current Year Budget	Current Year to Date Actuals	% of Annual Budget
Operations				
Charges for Services	134,383	33,858,179	22,782,588	67.3%
Food and Beverage Revenue	(1,156)	22,397,170	14,369,791	64.2%
Local Government Shared Revenues	3,790,000	17,037,835	17,665,624	103.7%
Contributions from Governments	-	948,786	-	0.0%
Contributions from Private Sources	-	125,000	-	0.0%
Grants	16,535	-	73,401	
Interest Earnings	14,057	660,000	856,270	129.7%
Miscellaneous Revenue	43,861	140,478	176,385	125.6%
Transfers-R	33,337	1,329,685	1,520,916	114.4%
Total Revenues	4,031,017	76,497,133	57,444,975	75.1%
Personnel Services	1,061,066	25,437,867	21,023,474	82.6%
Materials and Services	1,213,540	21,442,878	16,429,234	76.6%
Food & Beverage Services	152,088	17,365,031	12,335,483	71.0%
Management Fee	-	2,481,407	1,314,456	53.0%
Transfers-E	3,465,358	7,534,520	10,725,751	142.4%
Total Expenditures	5,892,052	74,261,703	61,828,398	83.3%
Net Operations	(1,861,035)	2,235,430	(4,383,423)	
Food & Beverage Margin \$	(153,244)	5,032,139	2,034,308	
Food & Beverage Margin %	13256%	22%	14%	
Capital				
Total Revenues	6,790,005	11,434,540	8,030,723	70.2%
Total Expenditures	1,644,821	29,910,862	22,773,724	76.1%
Net Capital	5,145,184	(18,476,322)	(14,743,001)	
Change in Fund Balance	3,284,149	(16,240,892)	(19,126,424)	
Beginning Fund Balance			43,323,264	
Ending Fund Balance			24,196,840	

MERC Statement of Activity with Annual Budget

Metropolitan Exposition-Recreation Commission

Oregon Convention Center

June 2020 - 1st Close

	Current Month Actual	Current Year Budget	Current Year to Date Actuals	% of Annual Budget
Operations				
Charges for Services	166,966	13,932,018	9,902,483	71.1%
Food and Beverage Revenue	(1,096)	16,341,351	10,288,538	63.0%
Local Government Shared Revenues	2,455,000	14,877,000	14,903,532	100.2%
Grants	13,890	-	70,755	
Interest Earnings	3,363	200,000	299,729	149.9%
Miscellaneous Revenue	3,199	17,828	58,085	325.8%
Transfers-R	-	-	123,052	
Total Revenues	2,641,322	45,368,197	35,646,174	78.6%
Personnel Services	589,538	13,151,217	10,849,566	82.5%
Materials and Services	1,069,734	11,397,440	9,217,846	80.9%
Food & Beverage Services	128,914	12,712,317	9,015,360	70.9%
Management Fee	-	1,971,684	1,314,456	66.7%
Transfers-E	259,868	3,738,349	3,583,402	95.9%
Total Expenditures	2,048,054	42,971,007	33,980,630	79.1%
Net Operations	593,267	2,397,190	1,665,545	
Food & Beverage Margin \$	(130,010)	3,629,034	1,273,178	
Food & Beverage Margin %	11862%	22%	12%	
Capital				
Total Revenues	4,099,298	6,759,359	5,126,865	75.8%
Total Expenditures	391,125	19,089,350	14,783,630	77.4%
Net Capital	3,708,174	(12,329,991)	(9,656,765)	
Change in Fund Balance	4,301,441	(9,932,801)	(7,991,220)	
Ending Fund Balance		10,492,446	12,434,027	

MERC Statement of Activity with Annual Budget

Metropolitan Exposition-Recreation Commission

Portland's Centers for the Arts

June 2020 - 1st Close

	Current Month Actual	Current Year Budget	Current Year to Date Actuals	% of Annual Budget
Operations				
Charges for Services	(33,772)	15,148,714	9,511,649	62.8%
Food and Beverage Revenue	(60)	3,803,468	2,671,917	70.2%
Local Government Shared Revenues	760,000	2,160,835	2,187,092	101.2%
Contributions from Governments	-	948,786	-	0.0%
Contributions from Private Sources	-	125,000	-	0.0%
Grants	992	-	992	
Interest Earnings	7,702	237,500	355,015	149.5%
Miscellaneous Revenue	40,612	80,650	79,936	99.1%
Transfers-R	-	-	276,570	
Total Revenues	775,474	22,504,953	15,083,171	67.0%
Personnel Services	338,539	9,416,654	7,767,757	82.5%
Materials and Services	64,734	7,917,509	5,287,943	66.8%
Food & Beverage Services	12,585	2,803,246	2,026,953	72.3%
Transfers-E	135,040	1,930,419	1,852,945	96.0%
Total Expenditures	550,897	22,067,828	16,935,598	76.7%
Net Operations	224,576	437,125	(1,852,427)	
Food & Beverage Margin \$	(12,645)	1,000,222	644,963	
Food & Beverage Margin %	21075%	26%	24%	
Capital				
Total Revenues	2,500,000	3,500,000	2,500,000	71.4%
Total Expenditures	1,246,676	9,331,338	7,760,046	83.2%
Net Capital	1,253,324	(5,831,338)	(5,260,046)	
Change in Fund Balance	1,477,900	(5,394,213)	(7,112,472)	
Ending Fund Balance - Operating		3,068,771	779,219	
Ending Fund Balance - Capital		4,568,662	5,139,954	

MERC Statement of Activity with Annual Budget

Metropolitan Exposition-Recreation Commission

Portland Expo Center

June 2020 - 1st Close

	Current Month Actual	Current Year Budget	Current Year to Date Actuals	% of Annual Budget
Operations				
Charges for Services	1,188	4,777,447	3,368,456	70.5%
Food and Beverage Revenue	-	2,252,351	1,409,337	62.6%
Local Government Shared Revenues	575,000	-	575,000	
Grants	1,654	-	1,654	
Interest Earnings	968	62,500	65,117	104.2%
Miscellaneous Revenue	51	42,000	38,364	91.3%
Transfers-R	33,337	400,000	424,030	106.0%
Total Revenues	612,198	7,534,298	5,881,957	78.1%
Personnel Services	56,318	2,174,718	1,753,110	80.6%
Materials and Services	76,010	1,590,904	1,617,162	101.7%
Food & Beverage Services	10,589	1,849,468	1,293,169	69.9%
Management Fee	-	509,723	-	0.0%
Transfers-E	58,027	1,716,121	1,716,121	100.0%
Total Expenditures	200,944	7,840,934	6,379,562	81.4%
Net Operations	411,254	(306,636)	(497,605)	
Food & Beverage Margin \$	(10,589)	402,883	116,167	
Food & Beverage Margin %	#DIV/0!	18%	8%	
Capital				
Total Revenues	190,707	1,175,181	403,858	34.4%
Total Expenditures	7,020	1,490,174	230,048	15.4%
Net Capital	183,687	(314,993)	173,810	
Change in Fund Balance	594,941	(621,629)	(323,796)	
Ending Fund Balance - Operating		1,933,613	1,742,644	
Ending Fund Balance - Capital		763,610	1,252,413	

MERC Statement of Activity with Annual Budget

Metropolitan Exposition-Recreation Commission

MERC Administration

June 2020 - 1st Close

	Current Month Actual	Current Year Budget	Current Year to Date Actuals	% of Annual Budget
Operations				
Interest Earnings	2,024	160,000	136,409	85.3%
Transfers-R	-	929,685	697,264	75.0%
Total Revenues	2,024	1,089,685	833,673	76.5%
Personnel Services	76,671	695,278	653,042	93.9%
Materials and Services	3,063	537,025	306,283	57.0%
Transfers-E	3,012,423	149,631	3,573,283	2388.1%
Total Expenditures	3,092,156	1,381,934	4,532,608	328.0%
Net Operations	(3,090,133)	(292,249)	(3,698,935)	
Change in Fund Balance	(3,090,133)	(292,249)	(3,698,935)	
Ending Fund Balance			2,848,584	

MERC Commission Meeting

August 5, 2020
12:30 pm

Venue Business Reports

PORTLAND'5

CENTERS FOR THE ARTS



Portland'5 Centers for the Arts Business Report July 2020

- Venues are still in minimal operations mode. We work to regularly stay in touch with both working and non-working staff and volunteers.
- Staff continue to be involved in industry conversations on all things COVID. These include:
 - Front and back of house operations
 - Sanitation supplies, techniques, new products and best practices
 - Re-opening protocols, messaging, etc.
 - Refunds and ticketing
 - CDC and Health updates
 - Food and beverage issues
 - Best practices for event and non-event staff
 - PPE guidelines
 - Job hazard analysis
 - Update of emergency procedures that will be broadened to include pandemic situations
- P5 is participating in ISSA's GBAC (Global Bio-risk Advisory Council) Star accreditation program. Below are our four certified Microbe Warriors. From left to right-and practicing physical distancing-are Paul Scherzinger, Operations Manager and Utility Leads Benhard Wandugu, Melody Isom and Brenda Stovall. Benhard and Brenda are holding electrostatic sprayers that are used to disinfect large areas.



PORTLAND'5

CENTERS FOR THE ARTS



- A few capital projects that were committed to prior to the pandemic continue to move forward. The chiller at the Keller has started commissioning and Hatfield Hall roof is in the stages of closing out final punch list items. That project should be wrapped up in the next 2-3 weeks. The Schnitz marquee replacement is underway. It has been stripped down to a basic frame. It will be wrapped with a statement from P5 and will showcase the logos of all our major tenants. Here is a mock up:



The ends of the marquee will have this message:

**WE CAN'T WAIT
TO GO TO A SHOW
WHEN THIS IS OVER!**

- P5 continues to work with Metro on advocating for relief funds for the venues. P5 is also working with the International Association of Venue Managers to get funding packages to allow eligible venues to include governmentally owned venues. We have been busy advocating for the Save Our Stages bill. It is a bill that establishes a \$10 Billion grant program specifically for live venue operators and talent representatives was introduced by Senators Cornyn (TX) and Klobuchar (MN).

PORTLAND'5

CENTERS FOR THE ARTS



It will not be enacted into law in its entirety, but the bill sponsors hope that it will be included in the next COVID-19 package currently being negotiated in Congress. The grant program, to be administered by the Small Business Administration, applies to venues that employ no more than 500 employees. It DOES include government owned venues and nonprofits (defined broadly). At least 70 percent of the operations must be related to live concerts, comedy shows, theatrical productions, or other events by performing artists (i.e. not sports).

We are working with both Metro and IAVM lobbyists on advocacy efforts to push this forward. This could be a critical piece in assisting P5 hanging on till opening.

- Music on Main streaming now! Since we had to cancel our outdoor free concert series we are posting a session from one of the artists who have previously played at Music on Main. There will be a new artist featured every Wed. and each has a link for "tips". Support a local artist!! Go to www.facebook.com/MusicOnMainStreetPDX and check it out.
- And now a little video that I think really sums up who we are. Watch for a number of photos from the Keller!

<https://www.facebook.com/107676100934928/posts/143459964023208/>

MERC Monthly Business Report - OCC Report

August 5, 2020

1. Events Update

Our sales team, working closely with Travel Portland, continues to do their best to rebook events into future months and years. Given what we're observing locally and nationally with virus surges and states moving back into prior activity phases, clients that were booked in the first half of next year have increased their contact with our sales team and are posing questions around cancellations or event modifications. It is highly likely meetings and events in the center will continue to decline next year without a vaccine or effective treatment in place.

2. My People's Market

We've been approached by Prosper Portland about developing a COVID-19-conscious model to support Black, Indigenous and people of color businesses this summer and into the fall. The concept is to use OCC plaza and sidewalk frontage along MLK Jr Blvd. for a one-way guest flow pop-up market. It would not be a full traditional My People's Market but one that allows both vendors and customers to safely engage, transact, and celebrate the rich diversity of our city's small businesses in a time where they need more visibility and business activity to survive. The market would take place over a series of days and manage attendance with pre-RSVP windows to shop to maintain safe attendance levels. No decisions have been made about whether the event will happen.

3. OCC Reimagined: Opening & Innovation Strategy

We continue to refine and seek approval for opening and operating in the future. See last month's report for specifics. Work is progressing and I'm proud to report that all remaining OCC staff have been engaged in the planning and risk mitigation work.

4. Travel Portland's FY21 Program of Work and Funding

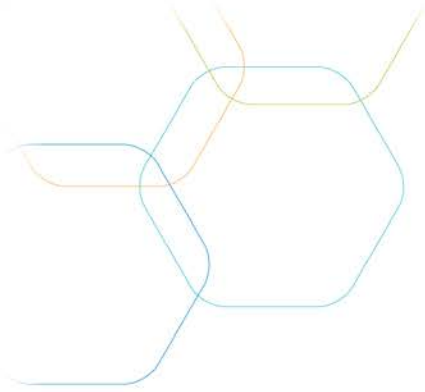
The current COVID-19 pandemic has drastically impacted OCC, Travel Portland and the convention industry nationwide. In response, OCC and Travel Portland have agreed to reduce the annual Program of Work and associated payments for the work. OCC's commitment to Travel Portland for FY21 is approximately \$1.4 million, 32 percent of the FY20 amount. The OCC funds cover the direct costs of the remaining Travel Portland staff dedicated to convention sales, and significant portions of convention services and research staff. Travel Portland is funding from other sources costs typically borne or shared by OCC for sales events, leadership, marketing, public relations, communications, and community engagement. Note that Travel Portland has also reduced staff levels by about 40 percent and reduced salaries between 5-20 percent for remaining staff, depending upon organizational level. We continue to meet monthly to discuss the evolving situation, impacts to the Program of Work and the financial health of each organization. We appreciate the open and honest conversations with our partners at Travel Portland to reach this agreement.

5. Financial Forecasting

Rachael Lembo is supporting continued refinements to OCC's financial forecasts as we experience minimal revenue and reduced but fixed levels of expenditures. Some decisions have been made and new information received that improves the duration we can fund existing staff and operations from fund balance. For example, our commitment for Travel Portland's program of work has been reduced. The State of Oregon Emergency Board approved funding last month to cover an estimated \$1.1 million of unemployment costs for laid off OCC staff. The County Shelter continues to operate and OCC will receive some revenue for services provided. Refinement will be ongoing as we learn more.

6. County Shelter

OCC received an update recently that the County is still working on options for the shelter guests and will likely continue the shelter at OCC through August. County staff informs us they are in the process of trying to secure an additional motel/hotel sites and are planning to begin moving some guests from OCC to those locations in mid to late August. We will keep the commission updated if the status changes.



MERC Commission Written Report August 5, 2020
Portland Expo Center – Matthew P. Rotchford, Executive Director

Events / Sales Awareness

- Amazon will be returning to the Portland Expo Center for a month of training. The company utilizes a classroom and parking lot for Driver Training. This has been a positive relationship that we look forward to continuing.
- Staff continues to explore short and longer-term rentals to supplement our income until we are able to safely host indoor consumer events again.

Building / Department Awareness

- Thank you to Cary Stacey and the entire Risk Assessment Team, as well as so many others that had a hand in our approval process and review for our reopening efforts. There is much to do, but we are confident that we have safe policies and procedures in place for our staff, contractors and guests.
- The Drive-In effort has allowed for some departmental partnerships and strategic hiring that is variable hour and event based. We are so happy to welcome back a few familiar faces that are willing and able to support these event efforts.

Capital Project Updates

- CPMO team will be departing from the Expo Center, but before they finish up, that team will continue to assist us in wrapping up the LP1 Lot Project and finalizing a minimal solution for the Expo Lighting Project. Each project will be re-opened and addressed at a later time. The Expo is extremely grateful for the support and efforts of Rachael Lembo, John Lindenthal and Jesse Flores. Thanks team!
- The Expo Hall E Flat Roof project is being put out for bid and advantages materials already in owner possession. All other capital projects are considered on hold.

Partnerships / Community

- We received approval from Metro COO, Marissa Madrigal to move forward with the *6th Annual PDX Drive-in Movie Spectacular!*, opening August 6th, 2020. We are co-promoting the event with Hollywood Theatre and have expanded the series from a week to a month and our line-up includes: *Aliens (1986)*, *Beetlejuice (1988)*, *Queer Horror Presents: Death Becomes Her (1992)*, *Portland Black Film Festival Presents: Get Out (2017)*, *Girlfight (2000)* – *Introduction by Joaquin Lopez*, *Invasion of Astro-Monster (1965)*, *Jurassic Park (1993)*, *Mad Max: Fury Road(2015)*, *Raising Arizona*



(1987), #OregonMadePresents: Stand By Me (1986), The Lost Boys (1987), The Thing (1982)

- We shared our line-up with our internal DEI partners, Commissioners and Advisory Committee via survey to make sure we were providing films that foster a safe and welcoming environment that is inclusive. We had positive responses and feel that we have a strong line-up.
- To date, we have raised over \$40,000 in sponsorship dollars and are looking forward to generating positive revenue, for the Expo Center and the Hollywood Theatre as well as a much-needed positive event for our community.
- Aramark and their teams, including Starlight Concessions and Sizzle Pie will all be a part of this year's event. Thank you all for your support!

MERC Commission Meeting

August 5, 2020
12:30 pm

Consent Agenda

Metropolitan Exposition Recreation Commission
Record of MERC Commission Actions
June 3, 2020
Virtual Zoom Meeting

Present:	Karis Stoudamire-Phillips, John Erickson, Damien Hall, Deidra Krys-Rusoff, Ray Leary, Dañel Malán,
Absent:	Deanna Palm
	A regular meeting of the Metropolitan Exposition Recreation Commission was called to order Chair Stoudamire-Phillips at 12:34 p.m.
1.0	Quorum Confirmed A quorum of Commissioners was present.
2.0	Opportunity for Public Comment on Agenda and Non-Agenda items <ul style="list-style-type: none"> None
3.0	Commission and Council Communications <ul style="list-style-type: none"> Commissioner Leary thanked leadership for their support during the ongoing challenges due to COVID - 19 impacts. Councilors Lewis shared that Council is working through budget season and engaging with staff during this challenging time. Regional investment strategy work includes a recent victory for homeless services and current work on implementing the measure. Council is moving forward with a potential ballot measure for transportation infrastructure in November. Commissioner Leary asked how large will the bond be. Councilor Lewis responded they are working within the framework of needing to raise 350 million per year leveraged with federal funds.
4.0	GM Communications Scott Cruickshank provided the following updates: <ul style="list-style-type: none"> Requested a moment of silence to acknowledge the injustices to our Black community. Attending the Governor’s Council on economic impacts due to COVID-19 and current work includes the venues sector. Thank you to Commissioners and Council for sending letters of support for venue funding requests. Commissioner Leary asked if a financial need figure has been determined. Cruickshank responded that finance managers calculated 20.7 million is needed through the end of the year. Commissioner Erickson asked when the Hyatt and other large hotels are planning on reopening. Cruickshank responded July 1 for the Hyatt. Jesse responded that the dates range and will be covered in the presentation.
5.0	Metro COO Communications Marissa Madrigal provided an update on the Work Share program and reopening planning. <ul style="list-style-type: none"> Commissioners thanked Marissa for her work.
6.0	Financial Report Rachael Lembo presented a financial update. <ul style="list-style-type: none"> Commissioner Krys-Rusoff commented on the sobering content and thanked Lembo for her work. Malan asked if there were plans for events at any of the venues after September. Lembo responded that we currently have events scheduled and we may see small or modified events and OCC and Expo.
7.0	Venue Business Reports Matthew P. Rotchford, Craig Stroud and Robyn Williams reported on business at the venues during the past month. <ul style="list-style-type: none"> Commissioner Krys-Rusoff asked about a modified Music on Main event. Williams responded that there is currently not enough staff or resources available to host events.

	<ul style="list-style-type: none"> Commissioner Malan inquired about the possibility of hosting digital events. Williams responded that they don't have the equipment and resources needed but they can amplify other streaming content on their social media.
8.0	<p>Consent Agenda</p> <ul style="list-style-type: none"> Record of MERC Actions, April 8, 2020 <p>A motion was made by Commissioner Erickson and seconded by Commissioner Leary to approve the Consent Agenda.</p> <p>VOTING: AYE: 6 (Stoudamire-Phillips, Erickson, Krys-Rusoff. Hall, Leary and Malán) NAY: 0 MOTION PASSED</p>
9.0	<p>Action Agenda</p> <ul style="list-style-type: none"> Resolution 20-03 - For the purpose of electing Metropolitan Exposition Recreation Commission Officers for fiscal year 2020-21. <p>A motion was made by Commissioner Leary and seconded by Commissioner Erickson to approve Resolution 20-03.</p> <p>VOTING: AYE: 6 (Stoudamire-Phillips, Erickson, Krys-Rusoff. Hall, Leary and Malán) NAY: 0 MOTION PASSED</p> <ul style="list-style-type: none"> Resolution 20-04 - For the purpose of approving and transmitting to the Metro Council budget amendments to the Metropolitan Exposition Recreation Commission (MERC) Fund Budget for FY2020-21, and requesting amendment of the FY 2020-21 through FY 2024-25 Capital Improvement Plan (CIP). <p>A motion was made by Commissioner Krys-Rusoff and seconded by Commissioner Hall to approve Resolution 20-04.</p> <p>VOTING: AYE: 6 (Stoudamire-Phillips, Erickson, Krys-Rusoff. Hall, Leary and Malán) NAY: 0 MOTION PASSED</p> <ul style="list-style-type: none"> Resolution 20-05 - For the purpose of freezing rental rates for non-profit and resident companies for Portland's Centers for the Arts beginning in fiscal year, 2020-2021. Commissioner Erickson asked about the status of non-profit and resident companies. Williams responded that we don't know but our arts groups are in an extremely precarious situation. <p>A motion was made by Commissioner Malán and seconded by Commissioner Erickson to approve Resolution 20-05.</p> <p>VOTING: AYE: 6 (Stoudamire-Phillips, Erickson, Krys-Rusoff. Hall, Leary and Malán) NAY: 0 MOTION PASSED</p>
7.0	<p>Travel Portland Update Jeff Miller and James Jesse</p> <ul style="list-style-type: none"> Commissioner Leary thanked Travel Portland leadership and commented on their creativity in navigating challenges.

	<ul style="list-style-type: none"> • Erickson asked about general tourism and if additional bus tours are being considered as an alternative to the cruise industry. Miller responded they their focus is on regional leisure messaging with the goal of booking room nights. • Krys-Rusoff commented that the future numbers appear positive compared to 5 years ago. Miller responded they will be breaking records again once we move past social distancing. • Krys-Rusoff asked if we can expect increased hybrid meetings and fewer events in the future. Miller responded not necessarily, as much of our business is association driven and meetings are how they make money, but there will be virtual components. • Councilor Lewis asked if any of our local work force folks are involved with future readiness planning. Jesse responded that yes, decorator/set-up staff are involved in the discussions.
8.0	Chair Stoudamire–Phillips shared a personal message in response to injustices to our Black community.
	As there was no further business to come before the Commission, the meeting was adjourned at 2:44. p.m.

Minutes submitted by Amy Nelson.

MERC Commission Meeting

August 5, 2020
12:30 pm

Action Agenda

METROPOLITAN EXPOSITION RECREATION COMMISSION

Resolution No. 20-06

For the purpose of approving the the Metropolitan Exposition Recreation Commission (MERC) Updated
Unscheduled Activities Policy.

WHEREAS, the Metropolitan Exposition Recreation Commission (MERC) approves Unscheduled
Activities Policy updates, and;

WHEREAS, renovations completed in 2019 at the Oregon Convention Center necessitate an update to
the diagrams noting free speech areas, and;

WHEREAS, additional edits further clarify restricting facility access by the public to ensure safety during
potential reopening activities during the the 2020 COVID-19 pandemic, and;

WHEREAS, additional edits allow Executive Directors to provide exemptions for performers or dancers
who may need to move through a facility without shoes during the course of their work at a facility, and;

BE IT THEREFORE RESOLVED, that the Metropolitan Exposition Recreation Commission:

1. Approves the the Metropolitan Exposition Recreation Commission (MERC) Updated
Unscheduled Activities Policy.

Passed by the Commission on August 5, 2020.

Approved as to form:

Carrie MacLaren, Metro Attorney

Chair

By: _____

Nathan A. S. Sykes, Deputy Metro Attorney

Secretary/Treasurer

MERC Staff Report

Agenda Item/Issue: For the purpose of approving the the Metropolitan Exposition Recreation Commission (MERC) Updated Unscheduled Activities Policy.

Resolution No.: 20-06

Presented By: Craig Stroud

Date:

August 5, 2020

Background and Analysis:

The renovations completed in 2019 at the Oregon Convention Center necessitate an update to the diagrams noting free speech areas. Additional policy edits have been made to further clarify restricting facility access by the public to ensure safety during potential reopening activities during the 2020 COVID-19 pandemic. One edit was made to allow Executive Directors to provide exemptions for performers or dancers who may need to move through a facility without shoes during the course of their work at a facility.

Edits have been provided and reviewed by MERC Administration, venue Executive Directors, and Office of the Metro Attorney.

Fiscal Impact:

None

Attachments to Resolution and/or Staff Report:

Attachment A shows the proposed red-line edits to the Unscheduled Activities Policy as well as updated diagrams for all MERC venues.

Recommendation: Staff recommends that the Metropolitan Exposition-Recreation Commission adopt Resolution 20-06, the Metropolitan Exposition Recreation Commission (MERC) Updated Unscheduled Activities Policy.

REGULATION OF UNSCHEDULED ACTIVITIES AT METROPOLITAN EXPOSITION-RECREATION COMMISSION FACILITIES

I. Purpose

To establish regulations that provide for the safety, welfare, convenience, and enjoyment of patrons of Metropolitan Exposition-Recreation Commission Facilities by regulating and controlling activities on Commission premises.

II. Enforcement

A. Any person who violates any of the following regulations may be required to leave Commission premises immediately upon request of Commission staff. Persons not leaving the premises when requested to do so will be subject to arrest on charges of Criminal Trespass.

B. In addition to the provisions of the preceding paragraph, any police officer, MERC security agent, facility director, general manager, or his/her designate, or any individual providing security services under contract with MERC may exclude from Commission Facilities for a period of not more than one (1) year, any person who violates any provision of the following regulations, or any of the laws or ordinances of the City of Portland, Multnomah County, Metro, or the State of Oregon.

1. Written notice shall be given to any person excluded from Commission Facilities. The notice shall specify the violation of Commission regulations, or laws or ordinances which is the basis for the exclusion and shall specify the dates covered by the exclusion. The notice shall be signed by the issuing party. Warning of the consequences for failure to comply with the exclusion shall be prominently displayed on the notice.
2. A person receiving a notice may appeal by filing a written appeal with the Executive Director of the facility where the violation occurred. The appeal must be received within seven (7) days of the date of notice in order to be considered. The Executive Director shall issue a written decision on the appeal within 30 days of the date that the appeal is received. If the person receiving the notice is unsatisfied with the Executive Director's decision, he/she may file a written request for a hearing before MERC. The hearing request must be received by MERC within seven (7) days of the date of the Executive Director's decision in order to be considered. MERC may, at its discretion, hold the hearing itself or designate a hearings officer to conduct the hearing, and make a recommended decision to MERC.
3. At any time within the period of exclusion, a person receiving an exclusion notice may apply in writing to the General Manager of Visitor Venues for a temporary waiver from the exclusion. The general manager may grant a temporary waiver of an exclusion upon a showing of good cause for said waiver.

III. Definitions

- A. “Commission” means the Metropolitan Exposition-Recreation Commission (“MERC”).
- B. “Commission Facilities” means the Oregon Convention Center (“OCC”), Portland’s 5 Centers for the Arts (“P5”), and the Portland Metropolitan Exposition Center (“Expo Center”).
- C. “Distribution” means handing out, giving away, selling, disseminating, or otherwise making available token tickets, products, buttons, leaflets, pamphlets, coupons, newspapers, flyers, written or printed material, communications, samples, items, or objects of any nature.
- D. “Executive Director” means a MERC employee who is designated as a representative by the General Manager of Visitor Venues to manage a Commission facility.
- E. “License Agreement” means a written and fully executed agreement between the Commission and a person or business licensing the use of Commission Facilities.
- F. “MERC” means the Metropolitan Exposition-Recreation Commission.
- G. “Scheduled activity” means activities arranged by and through Commission Facilities staff for the purpose of providing events or activities for which the facility was intended to be utilized. Those activities include, but are not restricted to:
 - 1. An event, performance, exhibition or meeting that is open to the public and may or may not require an admission fee for entry.
 - 2. A convention, trade show or meeting that is not open to the general public and may or may not require a registration process for entry.
 - 3. Attendance as a guest of a private function.
 - 4. Sale of event tickets at the box office.
 - 5. Use of the restaurant, where applicable.
 - 6. Participation in a guided tour.
 - 7. Limited viewing of the art and architecture in the main lobby areas of the Oregon Convention Center and the P5 Antoinette Hatfield Hall.
 - 8. Utilization of chairs, settees, and sofas in the lobbies by event patrons, tenants, and employees.
- H. “Solicitation” means giving or making, either verbally or otherwise, a request for money, credit, property, financial assistance, or other thing of value whether for charitable purposes or otherwise, and whether or not for profit.

IV. Regulations

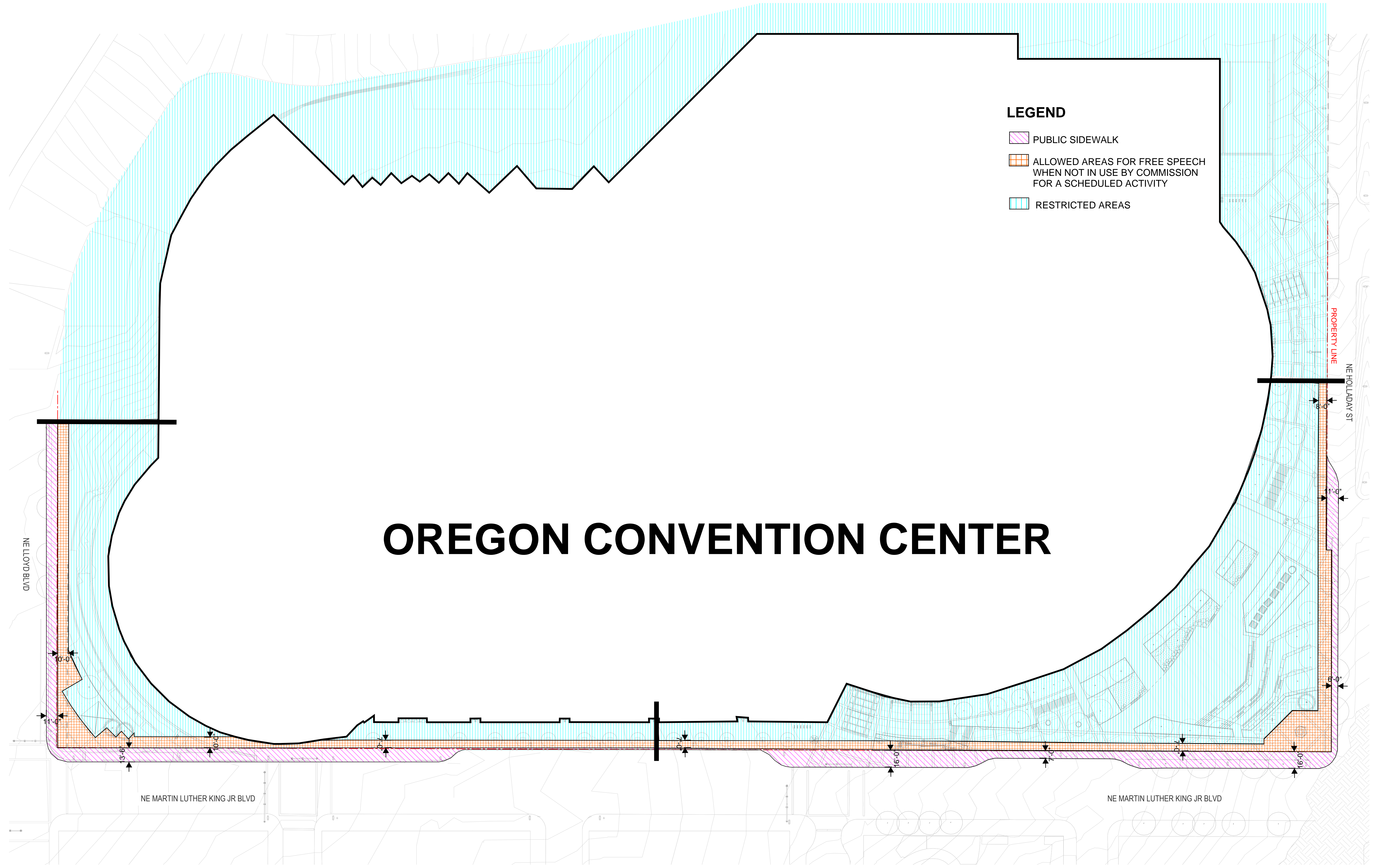
Failure to comply with the following regulations will result in violator being directed to leave the premises, and the violator will be subject to arrest for Criminal Trespass for failure to do so.

- A. No person shall engage in any activity on any portion of the premises of Commission Facilities which shall impede or interfere with the safe ingress to or egress from those portions of the Commission Facilities which are then in use for scheduled activities, or which shall create a risk of injury to any person or damage to property.
- B. All persons on Commission premises shall abide by all applicable federal and state laws, administrative rules and orders, city and county codes and ordinances, and all rules and regulations of the Commission.
- C. In the event of any emergency, all persons shall comply with any instruction of Commission staff and leave the premises immediately when instructed to do so.
- D. No person shall enter the facility building or structure, or any area to which entry is prohibited by the Commission staff, for any purpose not related to scheduled activities. This includes, but is not limited to, sleeping on the premises, and ~~improper~~ use of the restrooms by for members of the public not authorized for entry into the Commission Facilities and/ or for bathing, shaving, and washing hair.
- E. No person shall enter or remain within a facility building or structure without being fully clothed including shoes and shirt. The Executive Director for a facility may exempt performers or dancers from this regulation.
- F. No person shall set up on Commission premises any solid object such as, but not limited to, a table or chair, or restrict passage with bicycles, skateboards, carts, large backpacks, or anything that creates obstacles, takes up seating, or creates a risk of injury to any person or damage to property.
- G. No person shall under any circumstances obstruct, restrict, or hinder any tenant, patron, or other person attempting to enter or leave the Commission premises.
- H. No person shall utilize any form of entertainment or electronic device to promote any activity on the Commission premises without prior facility approval. Neither shall any electronic device be utilized in such a manner that it disrupts or hinders business or events in progress.
- I. Engaging in disorderly conduct, harassment, abusive language, or any activity likely to disturb, disrupt, or interfere with performances and other activities conducted at Commission Facilities is prohibited.




- J. No person shall post, stick, or place upon, or within any motor vehicle on Commission premises any card, notice, handbill, leaflet, pamphlet, or similar matter without the consent of the owner or operator.
- K. No person shall be allowed entry into any area of Commission Facilities for which conditions of entry have been established by the licensee for the event then being conducted, unless the person has satisfied the conditions of entry.
- L. No speaker or distributor shall falsely state or misleadingly indicate in any manner that the Commission supports or is in any way involved in his/her particular activity.
- M. The resale of admission tickets to events being held at Commission Facilities is prohibited on Commission premises.
- N. The sale of admission tickets to events, whether charitable or otherwise, not being held at Commission Facilities is not permitted on Commission premises without the written authorization of the Executive Director. When approval is granted it shall be conditioned upon compliance with these regulations and any conditions established by the Commission.
- O. The sale of novelties and other items is governed by the Commission's Facility License Agreement and/or applicable Facility rules and regulations. No person, firm, or corporation shall sell or offer for sale any item on Commission premises without first obtaining the written approval of the Commission's Executive Director to do so.
- P. Bringing or consuming alcoholic beverages on Commission premises is prohibited, unless that beverage is purchased from an authorized/concessionaire and consumed in the areas designated for this purpose.
- Q. The Commission has exclusive food and beverage contracts with certain catering/concessionaire companies. No food or beverage of any kind is permitted within Commission Facilities unless provided by the contract concessionaire or without first obtaining the written approval of the Commission's Executive Director to do so.
- R. Smoking is prohibited within all Commission Facilities except in specified areas designated for that purpose and at the specified times established by the Executive Director. Eating and drinking may be prohibited in specified areas of Commission Facilities as determined by the Executive Director.
- S. Events at Commission Facilities are subject to written license agreements with event licensees. At all licensed events, solicitors and distributors must have

written approval from the event licensee and Executive Director to solicit or distribute inside the event.

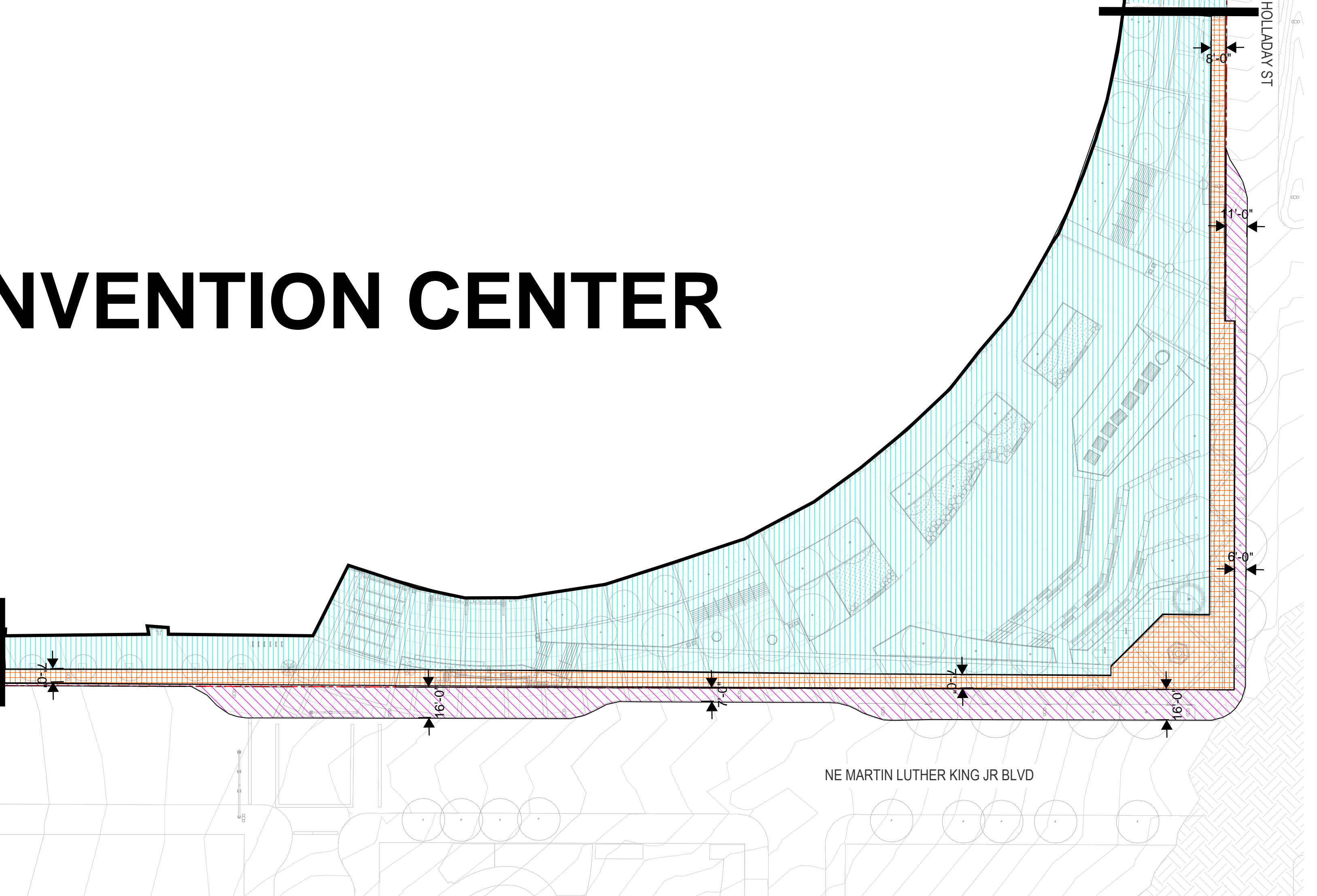
- T. In order to protect public safety, and allow ingress and egress to the building, any activity which may impede the free flow of traffic is prohibited in those areas of the Commission Facility premises, as depicted in the attached diagrams.



LEGEND

-  PUBLIC SIDEWALK
-  ALLOWED AREAS FOR FREE SPEECH
WHEN NOT IN USE BY COMMISSION
FOR A SCHEDULED ACTIVITY
-  RESTRICTED AREAS

CONVENTION CENTER



OREGON COM

NE LLOYD BLVD

NE MARTIN LUTHER KING JR BLVD

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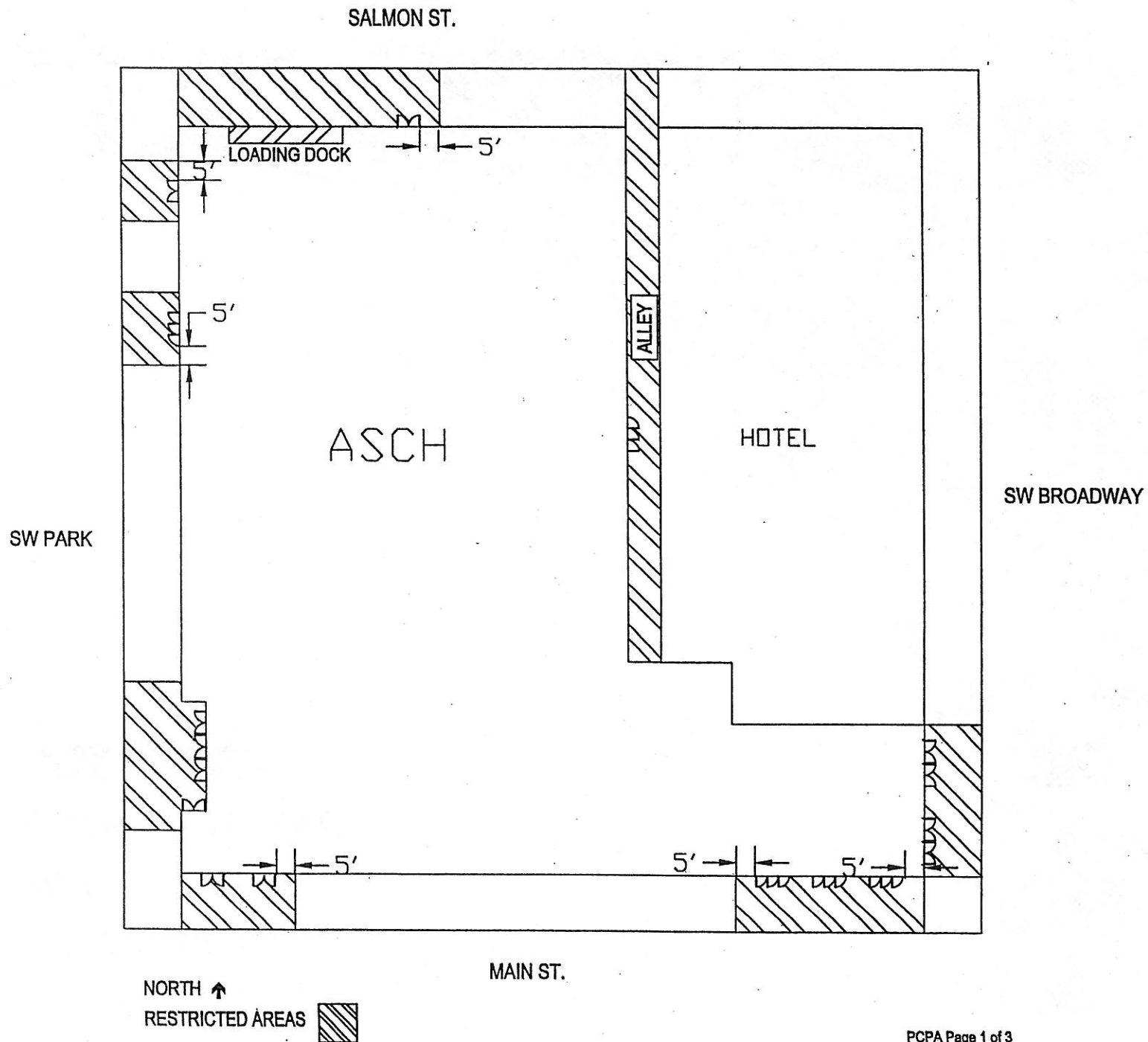
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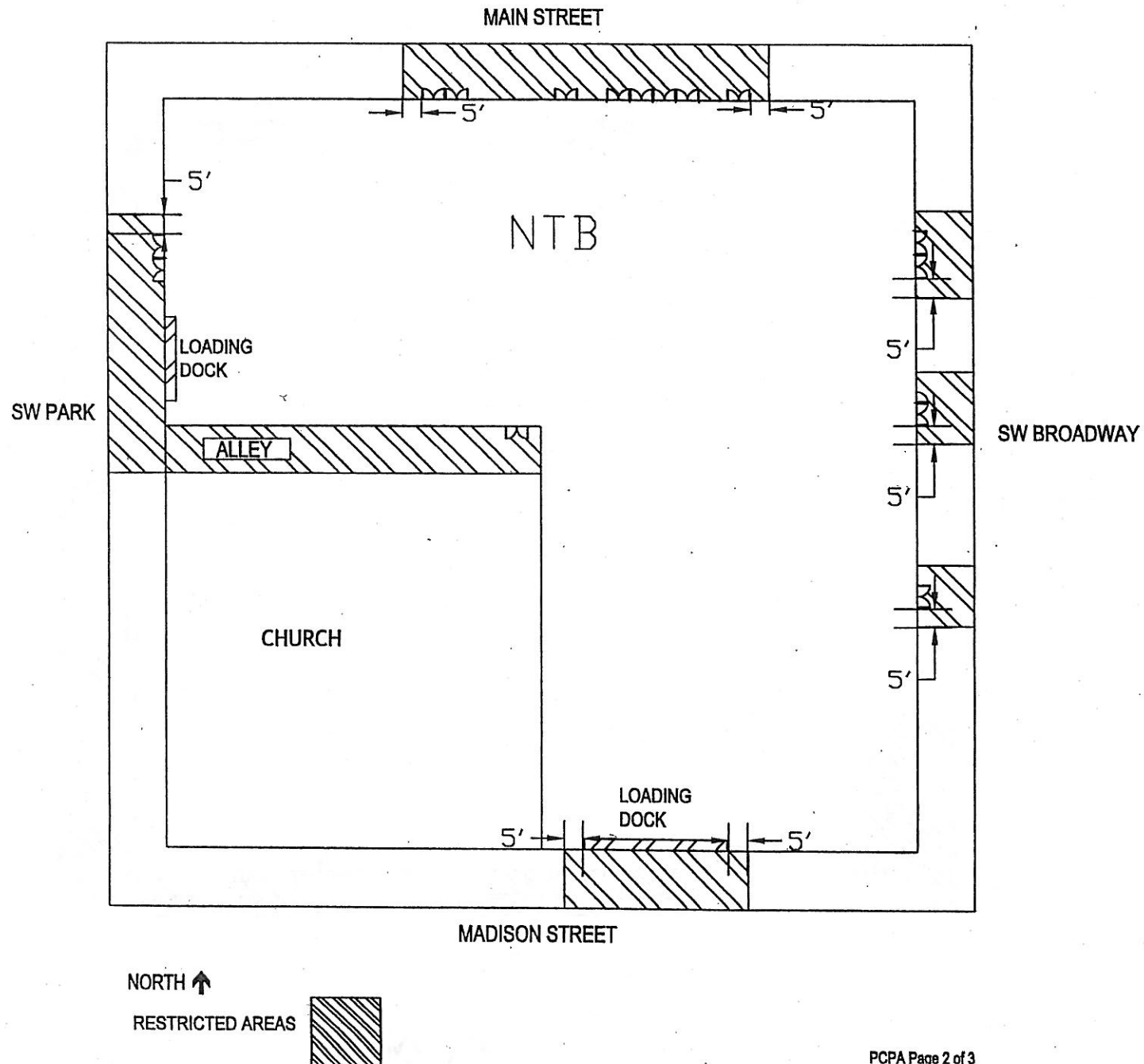
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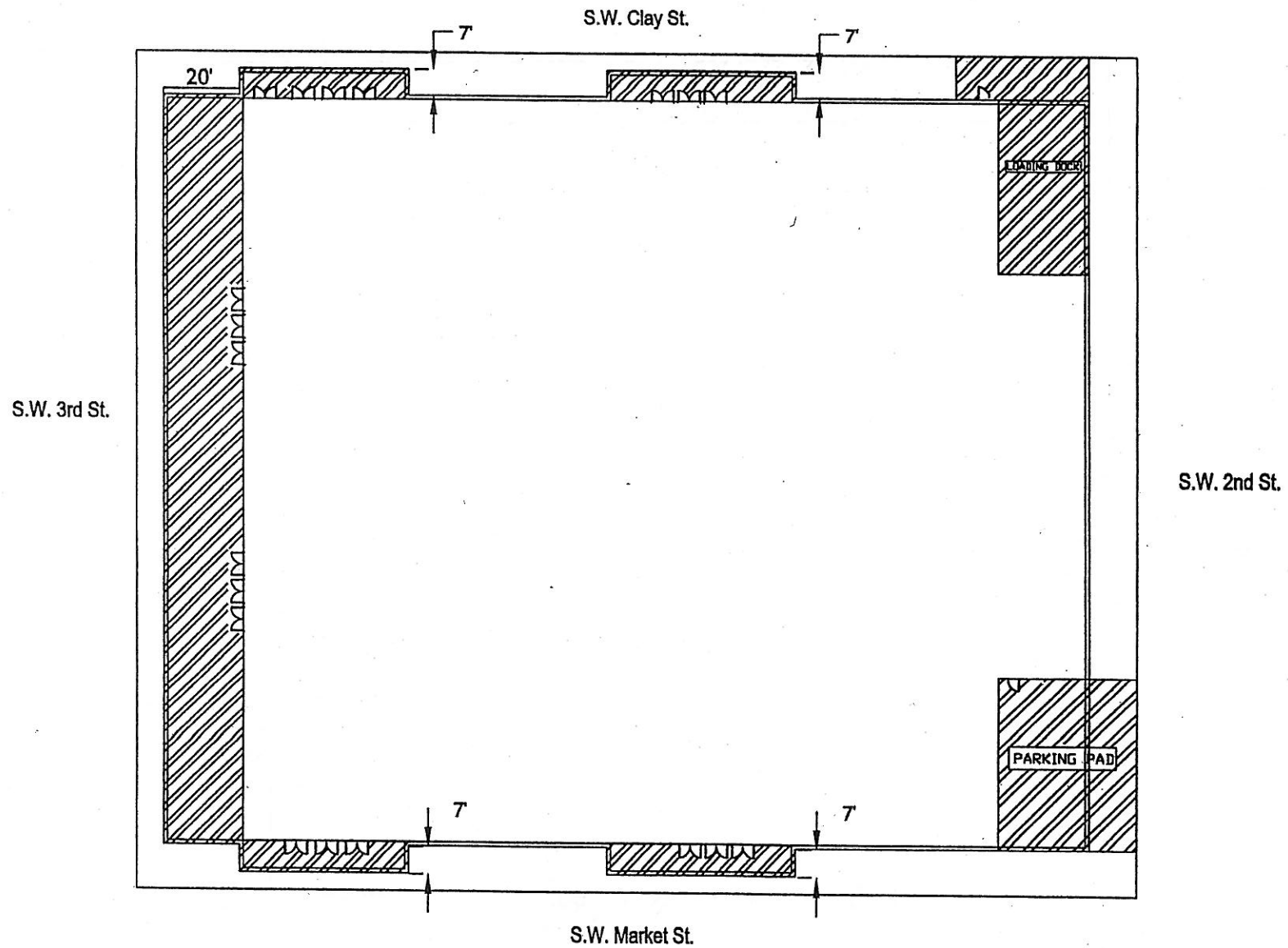
ARLENE SCHNITZER CONCERT HALL



PERFORMING ARTS CENTER NEW THEATRE BUILDING



Keller Auditorium

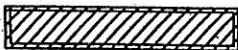


NORTH ↑

RESTRICTED AREAS

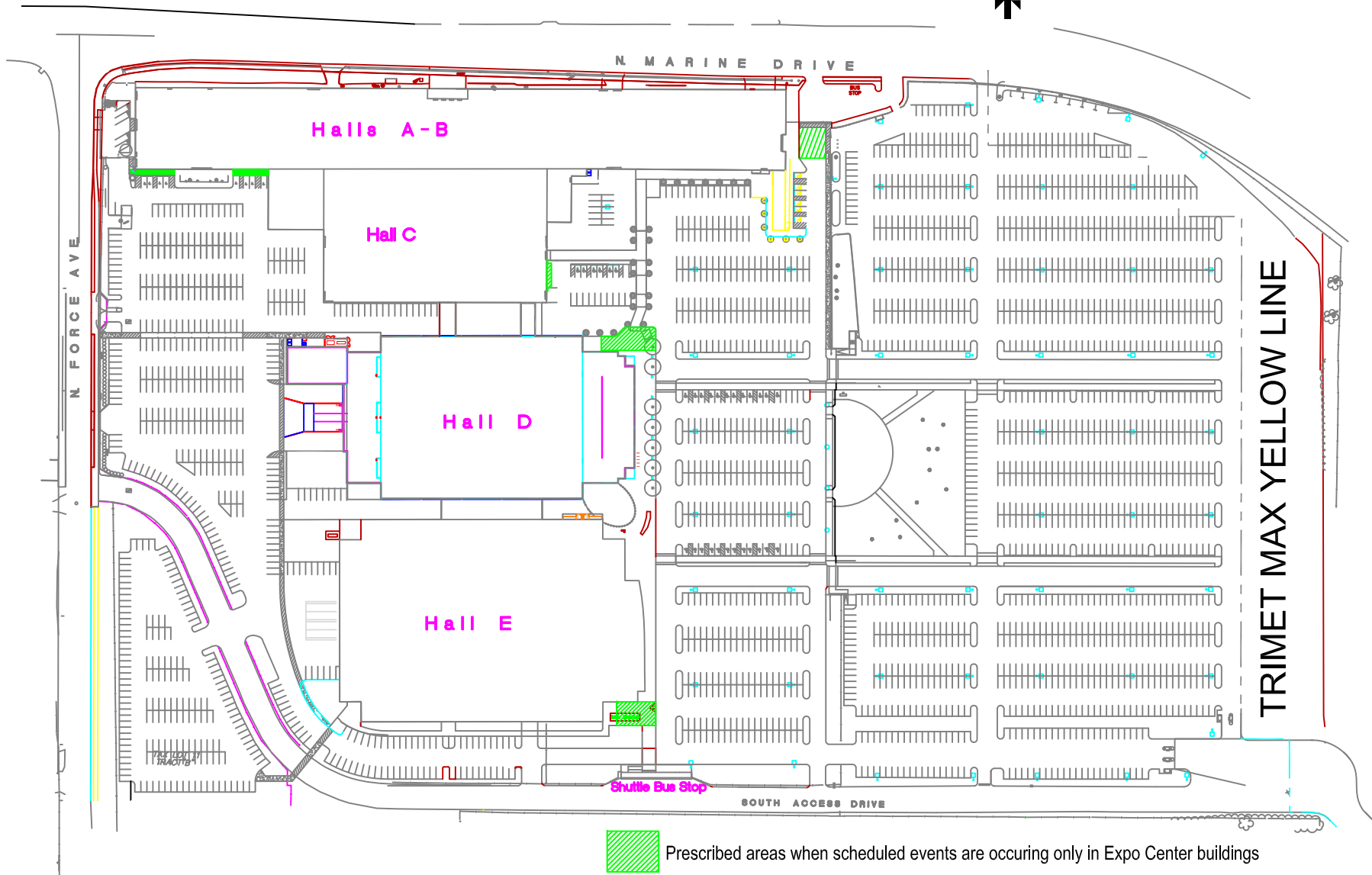


EXISTING COVER
RESTRICTED AREAS

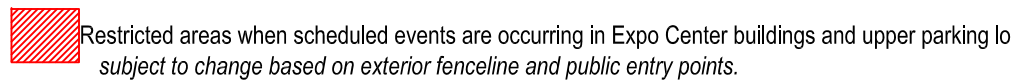


UNSCHEDULED ACTIVITIES

PORTLAND EXPO CENTER



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MERC Commission Meeting

August 5, 2020
12:30 pm

Outcomes of Oregon
Convention Center Plaza &
Renovation Project Workforce
and Contracting Equity Plan
Nate McCoy, NAMC and
Andrew Colas, Colas
Construction
