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# **MERC Commission Meeting**

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February 3, 2021  
12:30 pm

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Zoom Virtual Meeting

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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。

ការ​គោរព​សិទ្ធិ​ពលរដ្ឋ​របស់​ ។​ សំរាប់​ព័ត៌មាន​អំពី​កម្មវិធី​សិទ្ធិ​ពលរដ្ឋ​របស់​ Metro ឬ​ដើម្បី​ទទួល​ពាក្យ​បណ្តឹង​រឿង​អំពី​សូម​ចូល​ទស្សនា​គេហទំព័រ [www.oregonmetro.gov/civilrights](http://www.oregonmetro.gov/civilrights)។ បើ​លោក​អ្នក​ត្រូវ​ការ​អនុបកប្រែ​ភាសា​នៅ​ពេល​អង្គបុគ្គលិក​ណា​មួយ​សូម​ទូរស័ព្ទ​មក​លេខ 503-797-1890 (ម៉ោង 8 រឺ​ក្នុង​ម៉ោង 5 ល្ងាច ថ្ងៃ​អង្គារ​រហូត​ដល់​ថ្ងៃ​ច័ន្ទ) ប្រាំ​ពីរ​ថ្ងៃ​មុន​ថ្ងៃ​អង្គារ​មុន​ថ្ងៃ​អង្គារ​ដើម្បី​អាច​ឲ្យ​គេ​សម្រួល​តាម​សំណើ​របស់​លោក​អ្នក

إشعار بحقوق مدني من Metro الحقوق والمدنية للمزيد من المعلومات حول برنامج Metro للحقوق والمدنية أو لإبداء شكوى ضد تمييزي زجى زيارة الموقع الإلكتروني [www.oregonmetro.gov/civilrights](http://www.oregonmetro.gov/civilrights). إن كنت بحاجة إلى مساعدة في اللغة، ي ج ب ع ل ي 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](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

John Erickson  
Vice chair

Deidra Krys-Rusoff  
Secretary-treasurer

Damien Hall

Ray Leary

Dañel Malán

Deanna Palm

## Meeting Agenda

February 3, 2021

12:30 to 2:30 p.m.

Zoom | Webinar ID: 899 5156 1451

- |                   |   |
|-------------------|---|
| <b>12:30 p.m.</b> | <b>Call to Order and Roll Call</b>  |
| <b>12:35</b>      | <b>Citizen Communication</b>  |
| <b>12:40</b>      | <b>Commission / Council Liaison Communications</b>  |
| <b>12:45</b>      | <b>General Manager Communications</b><br>Scott Cruickshank  |
| <b>12:50</b>      | <b>Financial Report</b><br>Rachael Lembo  |
| <b>12:55</b>      | <b>Venues Business Reports</b><br>Matthew P. Rotchford, Robyn Williams, Craig Stroud                                  |
| <b>1:05</b>       | <b>Consent Agenda</b> <ul style="list-style-type: none"><li>• Record of MERC Actions, January 6, 2020</li></ul>       |
| <b>1:10</b>       | <b>Metro External Audit Presentation</b><br>Ashley Osten, Moss-Adams, Auditor Brian Evans and<br>Brian Kennedy, Metro |

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# **MERC Commission Meeting**

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February 3, 2021  
12:30 pm

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Financial Report

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# Memorandum

Date: February 3, 2021  
To: Commissioner Karis Stoudamire-Phillips, Chair  
Commissioner John Erickson, Vice Chair  
Commissioner Deidra Krys-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: December 2020 Financial Update

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This is the final report for calendar year 2020, and things are looking up for the venues in 2021. The Oregon Convention Center and Portland Expo Center are hosting COVID-19 vaccination super centers, helping speed up the distribution of vaccines. As Marissa Madrigal, Metro COO, stated, “Saying it’s a difficult year for OCC and Expo is an understatement. We lost hundreds of colleagues in layoffs. It’s particularly meaningful to be a part of making reopening a reality. The path to reopening is through vaccines and it means so much to be a part of that.”

The Shuttered Venue Operators Grant funded by the recent COVID-19 relief bill will provide much needed support to Portland’s. The maximum grant per venue is \$10 million. Portland’s is awaiting release of the rules by the Small Business Administration and is ready to apply as soon the application portal is open. This grant is not yet included in the Portland’s projected reserves.

In addition to these new revenues, spending at all three venues has been below budget, which results in higher projected year-end reserves.

Another important piece in the venues’ financial picture is the recovery of the hotel and tourism industry. The charts below show Portland hotel revenue and occupancy change year-over-year in the City of Portland+ (includes central city, airport, jantzen beach and eastside).

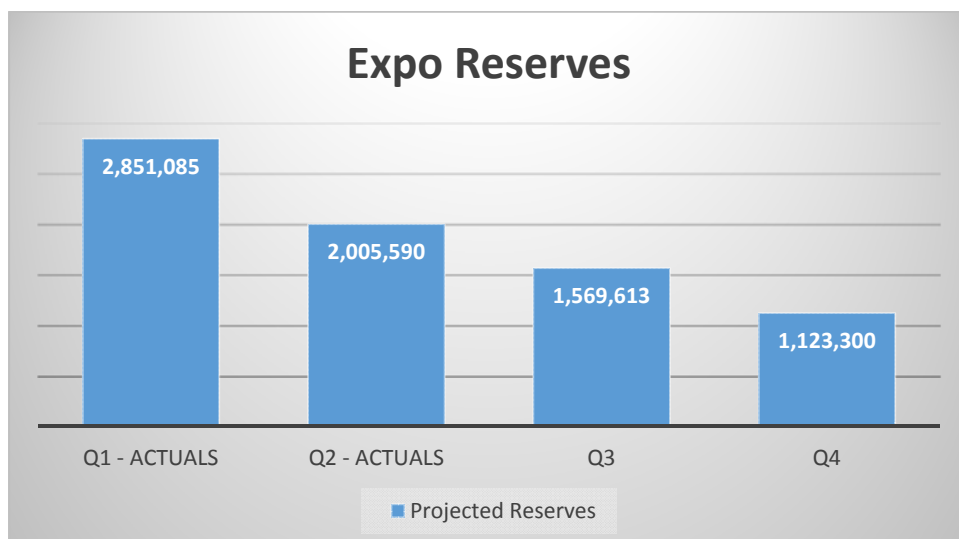
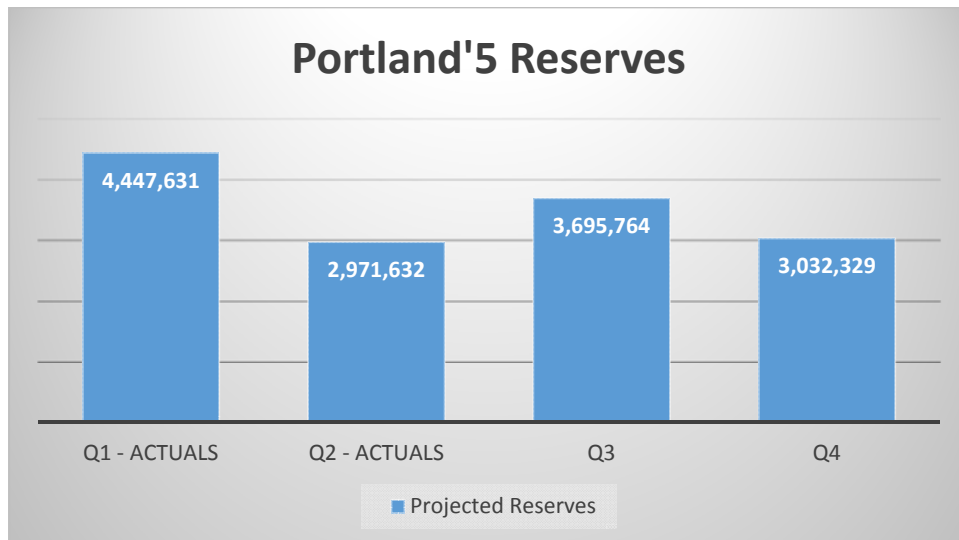
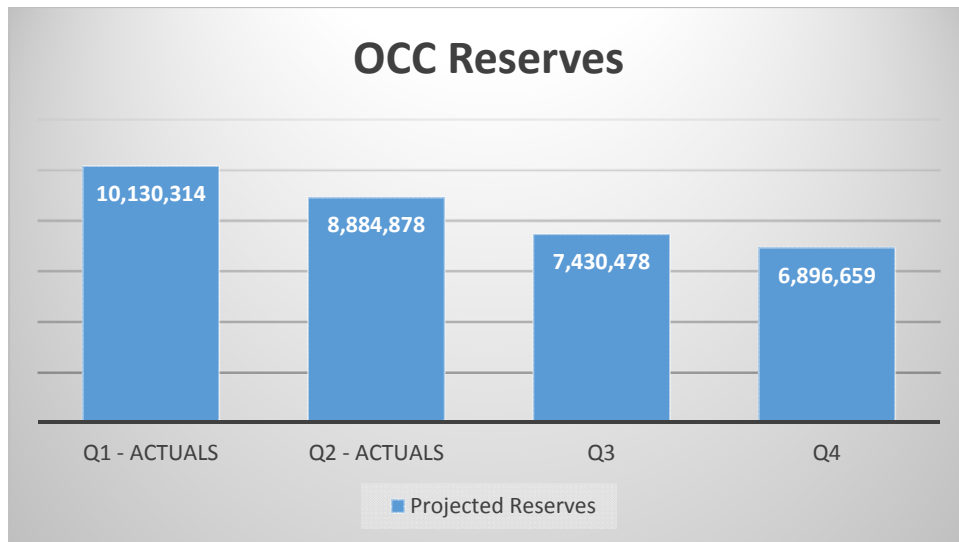


PORTLAND'S  
CENTERS FOR THE ARTS

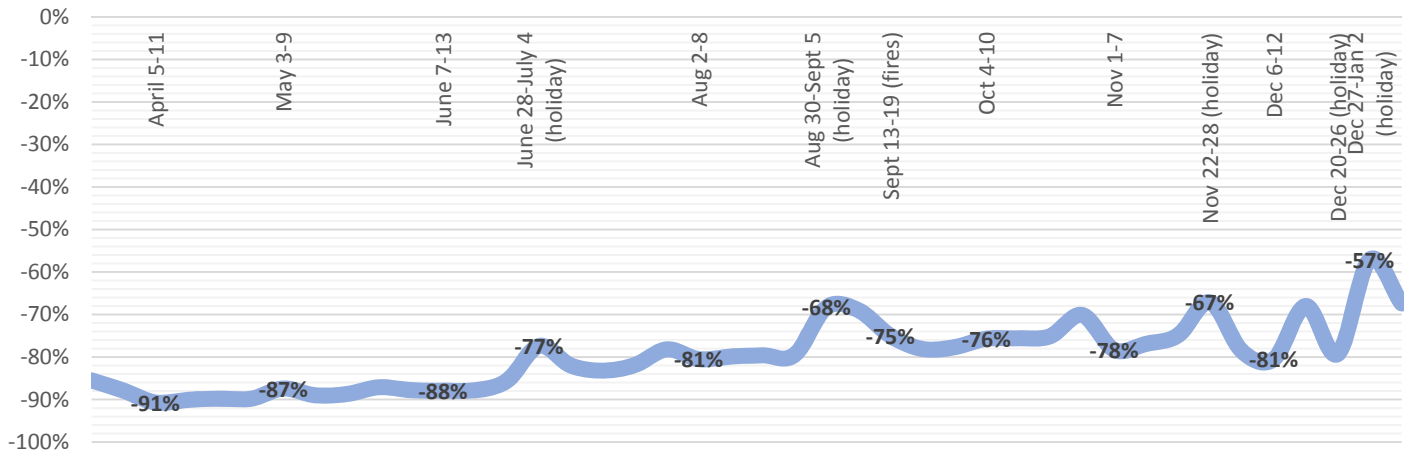


Oregon  
Convention  
Center

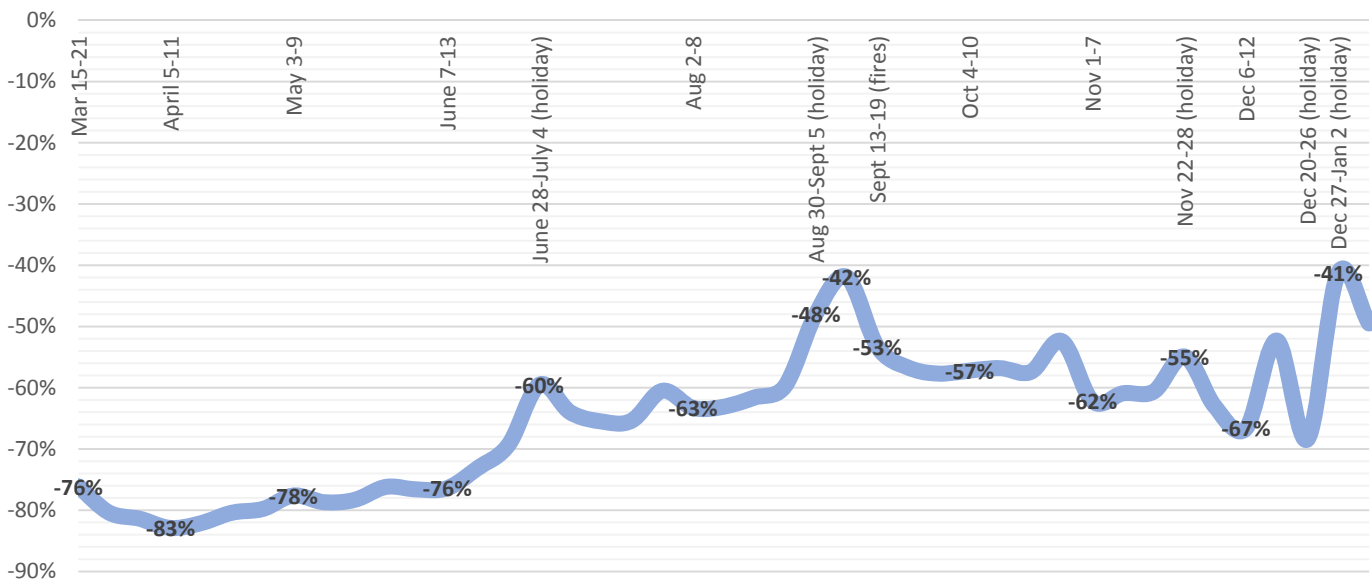




## Revenue change from prior year City of Portland+ hotels



## Occupancy change from prior year City of Portland+ hotels



# MERC Statement of Activity with Annual Budget

Metropolitan Exposition-Recreation Commission

Oregon Convention Center

December 2020

December 2020		Annual Budget	Year-End Projection				Variance
		Q1 - Actuals	Q2 - Actuals	Q3	Q4	Full Year	
Operations							
Charges for Services	5,498,000	426,313	503,202	34,917	-	964,432	(4,533,568)
Local Government Shared Revenues	3,338,000	-	944,906	626,340	2,085,320	3,656,566	318,566
Grants	735,000	(177,957)	90,925	823,032	-	736,000	1,000
Interest Earnings	162,322	50,569	58,770	40,000	30,000	179,339	17,017
Miscellaneous Revenue	-	2,872	8,257	-	-	11,129	11,129
Transfers-R	3,296,669	294,843	624,781	1,188,523	1,188,523	3,296,669	-
Total Revenues	13,029,991	596,640	2,230,841	2,712,811	3,303,843	8,844,135	(4,185,856)
Personnel Services	4,340,153	1,062,045	1,224,060	1,086,126	1,182,826	4,555,057	214,904
Materials and Services	10,998,500	717,330	1,152,456	2,023,500	1,597,250	5,490,536	(5,507,964)
Transfers-E	4,377,113	1,138,681	1,123,261	1,057,586	1,057,586	4,377,113	-
Total Expenditures	19,715,766	2,918,056	3,499,778	4,167,212	3,837,662	14,422,706	(5,293,060)
Net Operations	(6,685,775)	(2,321,416)	(1,268,937)	(1,454,400)	(533,819)	(5,578,572)	1,107,203
Capital							
Total Revenues	-	19,227	(19,227)	-	-	-	-
Total Expenditures	-	64,824	(42,728)	-	-	22,096	22,096
Net Capital	-	(45,597)	23,501	-	-	(22,096)	(22,096)
Change in Fund Balance	(6,685,775)	(2,367,013)	(1,245,436)	(1,454,400)	(533,819)	(5,600,668)	1,085,107
Ending Fund Balance	5,811,552	10,130,314	8,884,878	7,430,478	6,896,659	6,896,659	



# MERC Statement of Activity with Annual Budget

Metropolitan Exposition-Recreation Commission

Portland's Centers for the Arts

December 2020

December 2020	Annual Budget	Year-End Projection					Variance
		Q1 - Actuals	Q2 - Actuals	Q3	Q4	Full Year	
Operations							
Charges for Services	2,852,779	(61,726)	14,124	(89,455)	55,545	(81,512)	(2,934,291)
Local Government Shared Revenues	402,000	-	81,787	55,000	292,000	428,787	26,787
Contributions from Governments	2,581,313	-	-	2,581,313	1,600,000	4,181,313	1,600,000
Grants	735,000	(167,732)	7,944	894,788	-	735,000	(0)
Interest Earnings	78,623	34,445	21,314	10,000	10,000	75,759	(2,864)
Miscellaneous Revenue	40,756	43,410	(3,501)	-	-	39,910	(846)
Transfers-R	1,636,310	143,346	295,193	598,887	598,887	1,636,313	3
Total Revenues	8,326,781	(8,257)	416,861	4,050,533	2,556,432	7,015,569	(1,311,212)
Personnel Services	2,349,913	598,321	635,228	549,769	579,264	2,362,583	12,670
Materials and Services	4,989,000	(127,289)	387,568	1,100,445	424,945	1,785,670	(3,203,330)
Transfers-E	1,981,820	555,759	470,421	477,825	477,825	1,981,830	10
Total Expenditures	9,320,733	1,026,792	1,493,218	2,128,039	1,482,034	6,130,082	(3,190,651)
Net Operations	(993,952)	(1,035,048)	(1,076,356)	1,922,494	1,074,398	885,487	1,879,439
Capital							
Total Revenues	4,390,353	2,003,837	878,838	1,503,837	3,837	4,390,349	(4)
Total Expenditures	8,566,127	2,496,120	1,278,481	2,702,198	1,741,670	8,218,470	(347,657)
Net Capital	(4,175,774)	(492,283)	(399,643)	(1,198,361)	(1,737,833)	(3,828,121)	347,653
Change in Fund Balance	(5,169,726)	(1,527,332)	(1,475,999)	724,132	(663,435)	(2,942,634)	2,227,092
Total Ending Fund Balance	804,549	4,447,631	2,971,632	3,695,764	3,032,329	3,032,329	

# MERC Statement of Activity with Annual Budget

Metropolitan Exposition-Recreation Commission

Portland Expo Center

December 2020

December 2020		Annual Budget	Year-End Projection				Variance	
			Q1 - Actuals	Q2 - Actuals	Q3	Q4		Full Year
Operations								
Charges for Services		1,878,572	367,187	619,005	10,000	15,000	1,011,193	(867,379)
Local Government Shared Revenues		115,000	-	-	-	115,000	115,000	-
Grants		145,000	(53,418)	23,672	174,745	-	145,000	(0)
Interest Earnings		28,500	12,467	16,407	5,833	4,167	38,874	10,374
Miscellaneous Revenue		-	79	11,356	-	-	11,436	11,436
Transfers-R		483,068	56,361	96,130	165,288	165,288	483,067	(1)
	Total Revenues	2,650,140	382,677	766,571	355,866	299,455	1,804,569	(845,571)
Personnel Services		517,357	123,358	176,356	144,150	162,175	606,039	88,682
Materials and Services		2,840,000	307,109	321,933	427,900	328,900	1,385,842	(1,454,158)
Transfers-E		1,795,653	187,872	1,158,295	194,793	254,693	1,795,653	-
	Total Expenditures	5,153,010	618,339	1,656,584	766,843	745,768	3,787,534	(1,365,476)
Net Operations		(2,502,870)	(235,662)	(890,013)	(410,977)	(446,313)	(1,982,965)	519,905
Capital								
	Total Revenues	-	2,076	37,924	-	-	40,000	40,000
	Total Expenditures	11,000	19,814	(6,594)	25,000	-	38,220	27,220
Net Capital		(11,000)	(17,738)	44,518	(25,000)	-	1,780	12,780
Change in Fund Balance		(2,513,870)	(253,400)	(845,495)	(435,977)	(446,313)	(1,981,185)	532,685
Ending Fund Balance		590,615	2,851,085	2,005,590	1,569,613	1,123,300	1,123,300	

# MERC Statement of Activity with Annual Budget

Metropolitan Exposition-Recreation Commission

MERC Administration

December 2020

	Annual Budget	Year-End Projection					Variance
		Q1 - Actuals	Q2 - Actuals	Q3	Q4	Full Year	
<b>Operations</b>							
Interest Earnings	18,000	10,979	14,337	12,501	12,501	50,317	32,317
Transfers-R	304,238	244,855	37,277	11,052	11,052	304,236	(2)
<b>Total Revenues</b>	<b>322,238</b>	<b>255,833</b>	<b>51,614</b>	<b>23,553</b>	<b>23,553</b>	<b>354,553</b>	<b>32,315</b>
Personnel Services	512,253	120,602	140,733	127,200	148,400	536,935	24,682
Materials and Services	359,083	20,745	183,056	77,727	77,727	359,256	173
Transfers-E	147,362	36,840	36,840	36,840	36,840	147,360	(2)
<b>Total Expenditures</b>	<b>1,018,698</b>	<b>178,188</b>	<b>360,629</b>	<b>241,767</b>	<b>262,967</b>	<b>1,043,551</b>	<b>24,853</b>
<b>Net Operations</b>	<b>(696,460)</b>	<b>77,645</b>	<b>(309,015)</b>	<b>(218,214)</b>	<b>(239,414)</b>	<b>(688,998)</b>	<b>7,462</b>
<b>Change in Fund Balance</b>	<b>(696,460)</b>	<b>77,645</b>	<b>(309,015)</b>	<b>(218,214)</b>	<b>(239,414)</b>	<b>(688,998)</b>	<b>7,462</b>
<b>Ending Fund Balance</b>	<b>2,150,397</b>	<b>2,924,499</b>	<b>2,615,484</b>	<b>2,397,270</b>	<b>2,157,856</b>	<b>2,157,856</b>	

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# **MERC Commission Meeting**

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February 3, 2021  
12:30 pm

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Venue Business Reports

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**MERC Commission Business Report for February 3, 2021 Meeting**  
**Portland Expo Center – Matthew P. Rotchford, Executive Director**

**Events / Sales Awareness**

- OHSU plans to return to the Expo to provide the community with COVID-19 testing with the potential to shift the operation to a drive-thru vaccine clinic once additional vaccines are available. During their original residency at the Expo Center, over 24,000 tests were administered from April – September. If we move forward, OHSU would move into Lower Lot One as early as February 1.
- Kaiser Permanente toured our facility and while our site was ideal for their operation, they ultimately decided not to open a mass vaccination site at the Expo due to the limited supply of COVID-19 vaccines available. Future holds are placed.
- Three events reviewed reopening efforts for spring tradeshows under the revised indoor retail guidelines. Ultimately two of those events opted to cancel/reschedule. The Sportsmen's/Boat Show scheduled for March 24-28, 2021 is still scheduled as planned with numerous modifications made for a safe retail event.
- CEVA volleyball practice gym and Power League await changes to the Governor's policy regarding gyms/fitness centers/sport courts. As of January 26<sup>th</sup>, there was a change at the state level allowing gyms to re-open on a limited basis. Volleyball courts are pre-set in Hall D should our CEVA partners be allowed to proceed.

**Building / Department Awareness**

- Expo staff completed all risk mitigation forms for reopening and are currently refining the reopening planning documents and subsequent policy, materials and staff safety measures required by Metro.
- Metro Paint expanded their agreement for storage to include January and February, 2021. We will again review availability of space starting back on April 1<sup>st</sup> (*No foolin'...*).

**Capital Project Updates**

- Repairs to a damaged column in Hall B will move forward this week by Multnomah County. Additionally, the Hall C Structural repairs that remained as a vital repair for the campus will also be underway with final engineering design coming from Multnomah Co. Bridge Repair teams.
- The Hall E fire suppression/notification systems are in need of update and repair. Inspections revealed that the original systems from 1996 cannot be updated and must be replaced. There is a stop-gap measure that may mitigate cost impacts.

**Staff / Partners**

- Following our successful run in 2020, the Expo meets with Hollywood Theatre this week to focus on an early return to an expanded option for our Drive-In Movie series as well as sponsors and partnerships that proved successful both financially and as a positive, COVID-safe community event.
- Staff continue the planning and work in partnership with Metro HR and finance for a successful reopening hiring that includes full COVID safety training.
- Work on the Expo DOS continues daily with varied reviews, meetings and input from staff.



# PORTLAND'5

## CENTERS FOR THE ARTS



### Portland'5 Centers for the Arts Business Report February 3<sup>rd</sup>, 2021



*Bernie waiting for the day P5 can open*

With the start of the New Year staff are busy with planning for a fall reopening. Meetings with HR are happening so we can understand the process and timeline for rehiring staff. A survey is being developed for laid off staff and volunteers to see how many are planning to return so we can determine if we need to do a recruitment. Training procedures are being laid out as well as a time line for retraining all event staff. Department heads have been participating in training on building inclusive teams as they prepare to bring back staff.

By the way, our Bernie posts on social media were well received and received 3 to 4 times the usual impressions we generally get for event-related posts!!

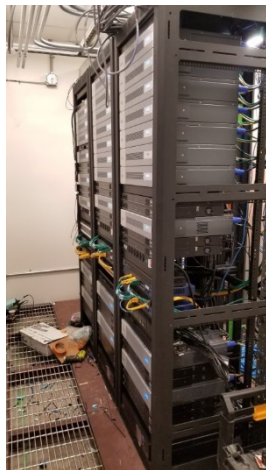
We are extremely happy that due to the leadership of Senator Chuck Shumer, funding for venues was included in the stimulus package recently passed by congress. The Shuttered Venue Operators Grant will provide for up to 45% of gross revenues up to \$10 million for qualifying venues. From everything we've seen P5 qualifies. We are anxiously awaiting for the Small Business Administration to open up for applications. They have been busy finalizing details of this grant. This is very good news for P5. We have been starting to collect data we think will be needed for the grant application so we can jump on this as soon as possible.

# PORTLAND'5

## CENTERS FOR THE ARTS



P5 participated in the National Memorial for COVID victims. Venues were asked to turn on and flash their lights and/or ring bells. The Portland sign was turned on at the same time as the memorial was taking place in Washington DC.

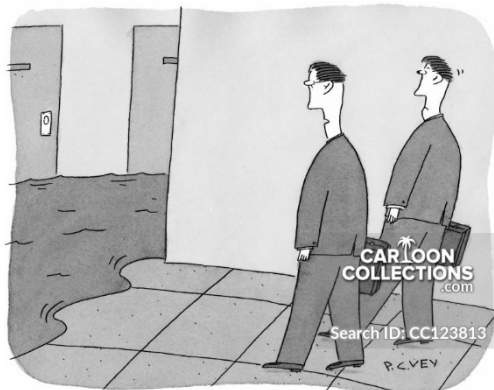


Schnitzer stagehands are using this time to train on how the constellation acoustic components work as well as how to maintain them. Programming the various settings won't be able to happen until we can bring a full orchestra and other types of performances onstage.



# PORTLAND'5

## CENTERS FOR THE ARTS



*"Let's not panic till we know whether it's coming in or going out."*

In a bit of bad news, a large leak was found in a room backstage at the Keller. We aren't sure exactly when this happened as due to the fact there are not people in these areas every day it may have gone un-noticed for as long as 30 days-when an engineer was there inspecting fire extinguishers. Water appears to have gotten into some audio equipment. It is still unknown as to how the water got into that room. A restoration company has been onsite drying things out and disinfecting. Our theater consultant for the Schnitz project has offered to help assess equipment damage. This is one of the hazards of operating venues with

few staff and a lot of space to keep an eye on. We have a bit of a learning curve in operating vacant venues.



We are thrilled that the virtual education programming that we are providing has been able to reach so many students. Hip Hop Nutcracker had 11, 148 students from Title I schools view their performance. Black Violin is currently running Jan. 11<sup>th</sup> through Feb 20<sup>th</sup> and we were able to offer it to as many schools in the tri-county area as we could. In the first four days of it being offered, 11,367 students participated.



# PORTLAND'5

## CENTERS FOR THE ARTS



We continue to stream no risk shows to keep P5 in the public eye and make a bit of cash. Our National Geographic Live series has 108 subscribers for our 6 show series that runs through Apr. 14<sup>th</sup>. We are pretty thrilled with the loyalty of this group. Our recent showing of Life on Other Worlds sold 114 tickets and we made a whopping \$463! These shows are streamed live. We also partnered with the Tobin Center in San Antonio to show Evil Dead with Bruce Campbell narrating. Bruce was the star of this film and lives in Medford. We are waiting on sales numbers from the Tobin Center to see how it did.



Last but not least.... Yep. Still....

## MERC Monthly Business Report - OCC Report

### February 3, 2021

#### **1. Mass Vaccination Site**

OCC is now supporting a mass vaccination location for Kaiser Permanente, Legacy, OHSU and Providence to offer appointment only COVID-19 vaccinations. OHSU closed their drive-thru COVID-19 testing operation in mid-January and the full 800 vehicle parking garage is now available to support free parking for individuals arriving for vaccinations. I would like to recognize the OCC team for quickly and effectively planning and supporting the opening of the center to the public for vaccinations. We're fewer in number, but a mighty team. This activity has resulted in the rehire of one laid off staff and offering hours to others to service the client's needs. I can tell you that seeing large numbers of masked and physically distanced individuals efficiently moving through the center has been a beacon of light after months of closure to events, meetings and conventions.

#### **2. Deeper Discussions: Awakening to Action**

To honor and celebrate Black History Month in February, Commission Chair Stoudamire-Phillips and Commissioners Hall and Leary will support a **Deeper Discussions** conversation with OCC staff on centering Black experiences and Black Leadership as an intentional act of reaching true belonging and illuminating the power of our interconnection. This event is scheduled for February 24 from 2-3pm and the speakers will share what they've experienced and learned about leadership in our region, shedding light on actionable steps we, as venue employees, can take as allies and advocates to dismantle systemic racism as well as advance racial equity. Thank you, Commission Chair and Commissioners for your support of this engagement.

**Deeper Discussions: Awakening to Action** is a one-hour monthly event created and curated by Oregon Convention Center, with an audience of about 40-50 staff, which takes place via video call. We come together to truthfully confront the history of racial injustice and ways to help repair its painful legacy so that an equitable and racially diverse organization can be reimagined through learning and engagement sessions to provoke conversations that matter and affect change.

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# **MERC Commission Meeting**

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February 3, 2021  
12:30 pm

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Consent Agenda

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**Metropolitan Exposition Recreation Commission**  
**Record of MERC Commission Actions**  
January 6, 2021 Virtual Zoom Meeting

<b>Present:</b>	Karis Stoudamire-Phillips, John Erickson, Deidra Krys-Rusoff, Damien Hall, Ray Leary, Dañel Malán, Deanna Palm
<b>Absent:</b>	none
	A regular meeting of the Metropolitan Exposition Recreation Commission was called to order Chair Stoudamire-Phillips at 12:34 p.m.
<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>None</li> </ul>
<b>3.0</b>	<b>Commission and Council Communications</b> <ul style="list-style-type: none"> <li>Commissioner Malan shared that the Milagro Theater is offering free performances in schools thanks to a generous donation.</li> <li>Commissioner Krys-Rusoff shared that last night's Metro Council inauguration was a beautiful event.</li> <li>Councilor Lewis noted Council recently passed a resolution for solid waste rates, set taxing mechanism in the work plan for the homeless services program and continues to track the pending 1.5 bil in venue funding through the US treasury. Commissioner Lewis introduced new Metro Councilor and MERC liaison alternate Gerritt Rosenthal.</li> </ul>
<b>4.0</b>	<b>GM Communications</b> Scott Cruickshank provided the following updates: <ul style="list-style-type: none"> <li>New state guidance around COVID-19 could potentially allow Expo and OCC to operate as retail space.</li> <li>The Zoo had another closure under new guidelines but our team was able to come to agreement with the state to reopen the passageways with appropriate signage.</li> <li>We are working with our legal and legislative team to understand Metro's eligibility for the \$15 billion for venues that was recently passed.</li> <li>Leary asked what the request would be for funding for the venues. Cruickshank answered an entity is eligible for up to 10 million and we would request to total amount if we are eligible.</li> <li>Krys-Rusoff asked if these are grants or would payback be necessary. Cruickshank answered it would potentially cover payroll, operating expenses etc.</li> </ul>
<b>5.0</b>	<b>Financial Report</b> Rachael Lembo presented a financial update. <ul style="list-style-type: none"> <li>Commissioner Krys-Rusoff asked if there are any changes to hotel occupancy rates this month. Lembo clarified that occupancy rates data is in flux partly due to hotel closures. She confirmed we are still roughly at 80% below normal for hotel revenue.</li> <li>Commissioner Leary asked if 10 million in funding was secured what would be the venues status. Lembo responded it would be a "game changer" particularly for P5.</li> <li>Commissioner Erickson asked if P5 was the only venue eligible. Lembo responded that we feel certain P5 is eligible but we are still researching if OCC and Expo's eligibility.</li> <li>Commissioner Krys-Rusoff asked if we have the resources and support to ensure eligibly and develop reporting. Lembo noted that the Metro Finance team has been very supportive in the work.</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>Commissioner Erickson shared his excitement to see and hear the updates to the Schnitz.</li> </ul>

	<ul style="list-style-type: none"> <li>• Commissioner Leary is pleased at the focus on staff development in this downtime.</li> <li>• Commissioner Krys-Rusoff asked if there has been time to rethink processes. Williams responded that they are spending a lot of time reviewing what is essential, restructuring, etc.</li> <li>• Commissioner Leary asked if there is a revenue opportunity with streaming services. Williams noted that it is currently cost prohibitive as we do not currently own any of the streaming equipment but we are looking at future opportunities.</li> </ul>
<b>7.0</b>	<p><b>Consent Agenda</b></p> <ul style="list-style-type: none"> <li>• Record of MERC Actions, December 2, 2020</li> </ul> <p>A motion was made by Commissioner Erickson and seconded by Commissioner Malan to approve the Consent Agenda.</p> <p>VOTING: AYE: 7 (Stoudamire-Phillips, Erickson, Krys-Rusoff, Hall, Leary, Malán and Palm) NAY: 0 MOTION PASSED</p>
<b>8.0</b>	<p><b>Action Agenda</b></p> <ul style="list-style-type: none"> <li>• <b>Resolution 21-01</b> – For the purpose of ratifying the collective bargaining agreement with the Custodial and Utility Employees of the International Union of Operating Engineers, Local 701-1. Elizabeth Arnott, Metro</li> </ul> <p>A motion was made by Commissioner Malan and seconded by Commissioner Erickson to approve Resolution 21-01.</p> <p>VOTING: AYE: 7 (Stoudamire-Phillips, Erickson, Krys-Rusoff, Hall, Leary, Malán and Palm) NAY: 0 MOTION PASSED</p>
<b>9.0</b>	<p><b>Travel Portland Quarterly Report</b> Jeff Miller and James Jesse, Travel Portland</p> <ul style="list-style-type: none"> <li>• Commissioner Krys-Rusoff shared her appreciation of the continued promotion of our local businesses especially during the holidays.</li> </ul>
<b>10.0</b>	<p><b>Expo Development Opportunity Study update</b> Hillary Wilton, Metro</p> <ul style="list-style-type: none"> <li>• Commissioner Leary voiced his concern about not including economic impact in the current work. Wilton responded that the plan is to do a deeper dive into community benefit during the next phase of the project.</li> <li>• Commissioner Erickson voiced his concern about the project’s direction, as economics is one of the major drivers for why the project was requested.</li> <li>• Councilor Lewis noted that a more advanced set of numbers will be evaluated once we have narrowed the scenarios down from 12 to 5.</li> <li>• Commissioner Erickson encouraged the group to consider how potential changes would affect the hospitality sector surrounding the Expo Center. It is a major driver for total income and total employment in the region.</li> <li>• Commissioner Leary noted the challenge of seeking public engagement over a sustained amount of time without a clear indication of who benefits. We use economic impact for storytelling and sharing our needs.</li> <li>• Commissioner Palm stated that any decision derived without economic impact would have little to no credibility and encouraged finding a way to include it in the evaluation.</li> </ul>

	<ul style="list-style-type: none"> <li>• Chair Stoudamire-Phillips voiced that what was presented today is not adequate and requests to see more information around economic impact.</li> <li>• Commissioner Hall noted that we should be clear on what the next phase is prior to eliminating potential scenarios.</li> <li>• Scott Cruickshank offered that maintaining the current model will require an investment in the facility in which we don't currently have identified funding. This is part of the reason for this project.</li> </ul>
	As there was no further business to come before the Commission, the meeting was adjourned at 2:28 p.m.

Minutes submitted by Amy Nelson.

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# **MERC Commission Meeting**

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February 3, 2021  
12:30 pm

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Metro External Audit  
Presentation

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MOSSADAMS

# Audit Results

## Better Together: Moss Adams & MERC

[illegible]





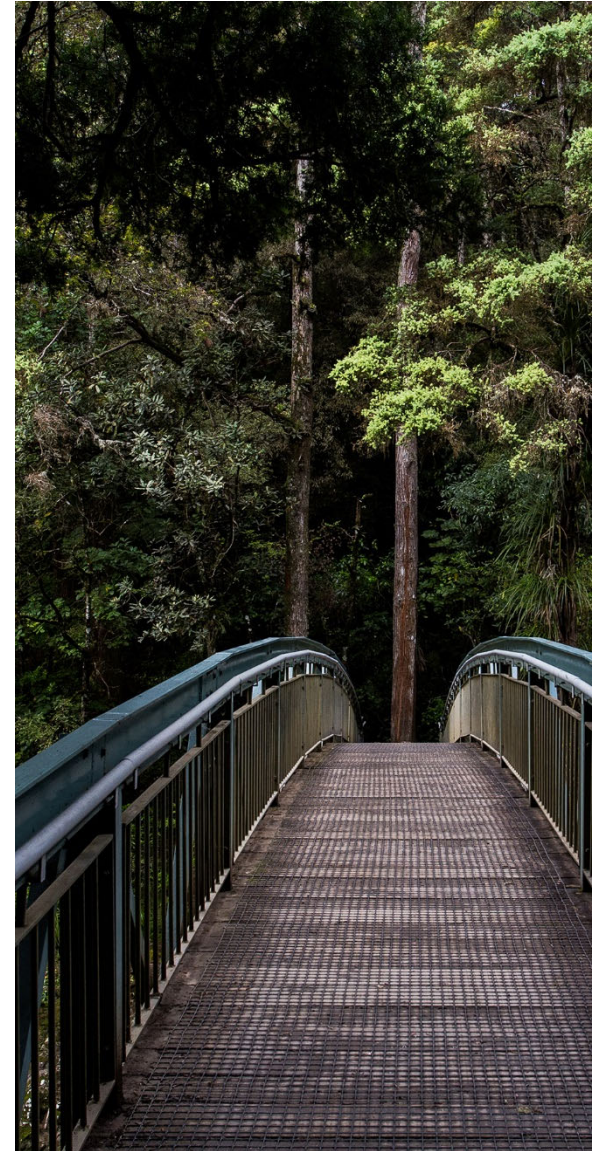
# Agenda

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1. Auditor Opinions and Reports
2. Required Communication with Those Charged with Governance
3. Other Information



# Auditor Opinions & Reports



# Auditor Report on the Financial Statement

## Report of Independent Auditors

- Unmodified opinion
- Financial statements are presented fairly in accordance with US GAAP

# Other Auditor Reports – Single Audit

GAGAS Report on Internal Control Over Financial Reporting and on Compliance and Other Matters

- No control findings
- No compliance findings

Report on Compliance with Requirements that could have a Direct and Material Effect on the Major Federal Program and on Internal Control Over Compliance in accordance with the Uniform Guidance for Federal Awards (2 CFR Part 200)

- No control findings
- No compliance findings

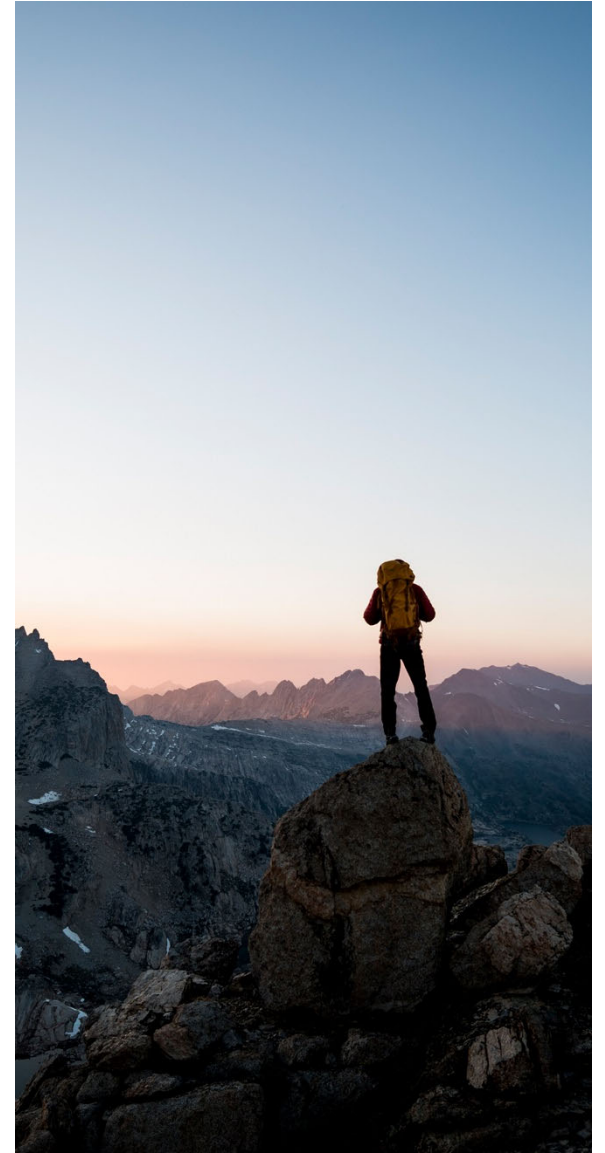
# Other Auditor Reports – Oregon Minimum Standards

Report on Compliance and on Internal Control over Financial Reporting Based on an Audit of Financial Statements in Accordance with Oregon Municipal Auditing Standards

- No control findings
- No instances of non-compliance



# Communication with Those Charged with Governance



# Deficiencies in Internal Control

Any material weaknesses and significant deficiencies in the design or operation of internal control that came to the auditor's attention during the audit must be reported to the Audit Committee.

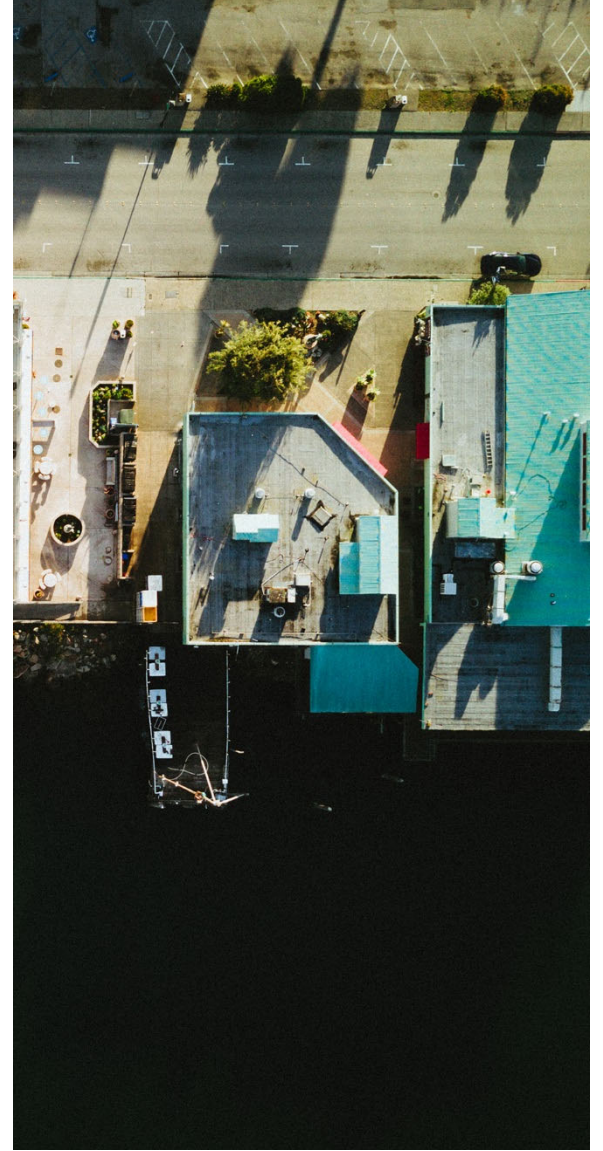
## Our Comments

- **Material weakness**
  - None noted
- **Significant deficiencies & non-compliance**
  - None noted
- **Current year best practice recommendations**
  - Expenditure approval
  - User access
- **Prior year best practice recommendations**
  - Expenditure approval – not resolved
  - Capital assets – resolved
  - Payroll – resolved
  - Expenses – resolved





# Accounting Update

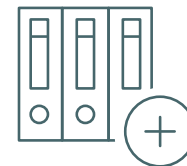






# New Standards

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*GASB 96, Subscription-Based Information Technology Arrangements*

*GASB 97, Certain Component Unit Criteria, and Accounting and Financial Reporting for Internal Revenue Code Section 457 Deferred Compensation Plans*





# Contact Us



+ Ashley Osten



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THANK  
YOU