



**RECORDS & INFORMATION MANAGEMENT (RIM) PROGRAM  
RECORDS LIST**

**RECORDS FORMAT:** Hard Copy  Electronic \_\_\_\_\_ Other Media: \_\_\_\_\_  
**PURPOSE:** Records for On-Site Storage \_\_\_\_\_ Records for Off-Site Storage  Records for Destruction \_\_\_\_\_

**DEPARTMENT:** MERC Commission      **PROGRAM:** MERC Commission      **PREPARED BY:** Becky Shoemaker  
**RECORD SERIES TITLE:** MERC Resolutions  
**RECORD SERIES NO:** M20-01-04  
**MINIMUM RETENTION:** Permanent  
**DATE RANGE/FROM:** 01/26/1988  
**DATE RANGE/TO:** 12/17/1991

If you checked Records for Storage, complete the following information:  
**METRO BOX NO:** MERC00041  
**ARCHIVE SYSTEMS BOX NO:** JU2581  
**BOX TITLE:** Metropolitan Exposition Recreation Commission (MERC) Resolutions 88-1 to 160

Complete the following section or attach an existing electronic list:

Folder No.	Resolution No. and Title	Date Adopted
	See Attached List	

MERC RESOLUTIONS

Book 1  
page 1

<u>NO</u>	<u>DATE</u>	<u>DESCRIPTION</u>
1	1/26/88	Adopting Bylaws.
2	1/26/88	Approving Short Term Operating Budget.
3	3/8/88	Approving Intergovernmental Agreement with ERC.
4	4/5/88	Approving FY 1988-89 Budget.
5	5/24/88	Approving Scheduling Policies and Mission Statement for OCC.
6	5/24/88	Approving OCC Rental Rates.
7	6/14/88	Authorizing Marketing Services Agreement with GPCVA for 1988-89.
8	6/28/88	Approving Personnel Policies. <i>(revised by Matters Council)</i>
9	7/12/88	Approving Policy Statement titled, "Policy on Alcohol and Drugs in the Workplace".
10	9/13/88	Authorizing Intergovernmental Agreement with ERC for event spacing booking policy.
11	10/11/88	Authorizing agreement with Borders, Perrin & Norrandar for advertising of Oregon Convention Center. <i>revised 11/14</i>
12	11/22/88	Approving MERC Purchasing Policies.
13	11/22/88	Authorizing Letter of Understanding with Jeffrey A. Blosser, OCC Manager.
14	11/22/88	Authorizing revised agreement with Borders, Perrin & Norrandar. <i>see #11</i>
15	11/22/88	Supporting headquarters hotel.
16	12/22/88	Personal Services Agreement with Miller, Nash, Wiener & Hager (Cliff Carlsen). <i>see #13</i>
17	1/10/89	\$3,000 to Government Finance Assoc., to select consultant for financial analysis of facility consolidation; approving RFP.

MERC RESOLUTIONS

Book 1

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<u>NO.</u>	<u>DATE</u>	<u>DESCRIPTION</u>
18	1/28/89	OCC Skyview Terraces.
19	2/7/89	Laventhol & Horwath-financial analysis of facility consolidation.
20	2/14/89	Laventhol & Horwath-financial analysis of facility consolidation.
21	2/14/89	Government Finance Associates-financial analysis of facility consolidation.
22	2/14/89	Budget FY 1989-90.
23	3/14/89	Amendment No. 1 - Carlsen Contract. <i>see 4/10</i>
24	4/11/89	Budget Adjustment - FY 1989-90, for computer equipment.
25	7/11/89	Authorizing \$15,000 for pilot program-community crime.
26	4/11/89	Requesting Metro Council exemption from Ord.88-271, relating to contract extension for personal services.
27	4/26/89	Approving RFP for Concessions/Catering.
28	6/13/89	Approving RFP for Computer System for OCC.
29	6/13/89	Authorizing Marketing Services Agreement with P/OVA for FY 1989-90.
30	2/14/90	4% adjustment to MERC OCC non-rep employees, retroactive to 7/1/89.
31	7/11/89	One year extension for Borders, Perrin & Norrande.
32	8/9/89	Selecting Fine Host Corp. for OCC concessions/catering--10/1/89 thru 6/30/95.
33	8/9/89	Authorizing Automated Teller Agreement with First Interstate Bank.
34	8/9/89	Approving License Agreement for OCC.
35	9/12/89	Intergovernmental Agreement with ERC--management services--\$100,000 for 7/1/89 to 6/30/90.
36	10/11/89	Authorizing Automated Teller Agreement with U. S. Bank.

<u>NO.</u>	<u>DATE</u>	<u>DESCRIPTION</u>
37	10/11/89	Approving Ticket/Box Office Policies for the Oregon Convention Center.
38	12/19/89	Approving recommendations of Advisory Committee on Development of Economic Opportunities.
39	12/19/89	Authorizing agreement with Riccorp for OCC computer system.
40	12/19/89	Authorizing Personal Services Agreement with Convention Exhibits Co. for OCC grand opening trade show.
41	12/19/89	Establishing policy regarding compensation for employees transferred from ERC.
42	1/17/90	Authorizing contract with POVA for three year agreement for national sales and marketing of OCC.
43	1/17/90	Approving agreement with Northwest Strategies/Ewe-Me & Co. for OCC grand opening event planner services.
44	1/17/90	Authorizing legal proceedings related to automated ticketing agreement with Oregon Ticket Co./Double Tee (Fastixx).
45	2/14/90	Endorsing Headquarters Hotel Advisory Committee 1/16/90 report to PDC.
46	2/14/90	FY 1990-91 Budgets: MERC Central Mgmt., OCC, Coliseum, Stadium, PCPA, PCPA Construction.
47	2/14/90	Revision to MERC personnel policies to include promotional and first opportunity hiring.
48	2/14/90	\$15,000 to Northeast Workforce Center.
49	2/14/90	Approving agreement with IATSE Local 28.
50	2/14/90	Special committee to review procedures and policies.
51	2/14/90	Adjusting annual salaries of OCC Manager and MERC Asst. General Manager-Finance & Administration.

<u>NO.</u>	<u>DATE</u>	<u>DESCRIPTION</u>
52	3/14/90	Feasibility study for Stadium & Arena.
53	3/14/90	OCC in-house utility services.
54	3/14/90	OCC artwork.
55	3/14/90	Revisions to personnel policies.
56	3/14/90	RFP Peer Group Security.
57	3/14/90	MERC organizational structure.
58	4/11/90	Approving RFP for salary compensation study for non-represented employees.
59	4/11/90	Adopting schedule of utility, labor, and equipment rates for OCC.
60	4/11/90	Approving funds for audit and inventory in connection with Consolidation Agreement.
61	4/11/90	Approving Extension Agreement for Coliseum Parking with City Center Parking through 6/30/90.
62	4/11/90	RFP for Coliseum & OCC Parking.
63	5/9/90	Automated Teller Machines, Memorial Coliseum.
64	4/11/90	Requesting City Council to remove or modify ticket service charge limitation.
65	5/9/90	Oregon Tourism Alliance-two year grant.
66	5/9/90	Bid specs for Auditorium Attic Asbestos Abatement project.
67	5/9/90	Extension to contract with Hollywood Lights, to 9/7/90.
68	6/13/90	One percent <sup>benefit</sup> adjustment to base wages of full-time non-represented <sup>transferring</sup> employees.
69	6/13/90	Ralph Anderson & Associates for Classification and Compensation Study.
70	6/13/90	POVA Marketing Agreement 7/1/90 through 6/30/93.

<u>NO.</u>	<u>DATE</u>	<u>DESCRIPTION</u>
71	6/13/90	City Center Parking for Memorial Coliseum and Oregon Convention Center 7/1/90 through 6/30/93.
72	6/13/90	Power Master Inc. for Civic Auditorium Asbestos Abatement project.
73	6/13/90	Cash Management System.
74	6/13/90	RFP for Temporary Electrical Services for OCC, Coliseum & Stadium.
75	6/13/90	RFP for Audio-Visual Services for OCC, Coliseum, Stadium, and PCPA.
76	6/13/90	Appreciation of Earle M. Chiles.
77	6/13/90	Appreciation of Barbara Klein.
78	6/13/90	Appreciation of Greg Smith.
79	6/13/90	Appreciation of Lamont Smith.
80	7/11/90	Agreement with Coast to Coast Event Services--one year with two one-year options.
81	7/11/90	Agreement with Local 28, IATSE.
82	7/11/90	Agreement with Local B-20, IATSE.
83	7/11/90	Letter of Understanding with IUOE, Local 87.
84	8/8/90	Agreement with Hollywood Lights, 9/1/90 to 6/30/91.
85	8/8/90	Audio-Visual Services Agreement, Photo & Sound, 9/1/90 to 6/30/91.
86	8/8/90	Three year marketing plan for MERC.
87	8/8/90	Authorizing expenditure of \$30,000 to address community crime problems.
88	8/30/90	IATSE Local 28-utility workers at OCC.
89	8/30/90	IATSE Local 20-admissions employees at OCC.
90	8/30/90	5.5% adjustment to non-rep salaries under \$30,000.

**MERC RESOLUTIONS**

Book 1 (1/88 to 12/31/90)

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<u>NO.</u>	<u>DATE</u>	<u>DESCRIPTION</u>
91	9/19/90	Revision to Ticket/Box Office Policies, Section F, Charges.
92	9/19/90	Agreement with Fastixx for OCC.
93	9/19/90	Commission complimentary ticket policy.
94	9/19/90	Commission special permit parking policy .
95	9/19/90	PCPA capital expenditure budget for purchase of new boiler.
96	11/14/90	Bank loan for acquisition of Hanna property.
97	11/14/90	90/91 Supplemental Budgets for OCC and PCPA.
98	11/14/90	T.E.A.M. Policies.
99	11/14/90	Bank signature cards.
100	12/12/90	Northwest Strategies contract amendment.
101	12/12/90	Arts Plan 2000 Plus Grant.
102	12/12/90	Extension of ticket agency agreements.
103	12/12/90	1-year no smoking policy for Civic Stadium.
104	12/12/90	Redefine MERC's role re: concession prices.
105	1/9/91	Spacing policy.
106	1/9/91	Vintage Trolley Amendment
107	1/9/91	FY 91/92 Budget
108	1/9/91	Exception to OLCC Area Beverage Policy.
109	1/9/91	Fine Host Price Changes (Tax).
110	1/9/91	McCormick & Schmick's Price Changes (Tax).
111	1/9/91	McCormick & Schmick's New Concession Products.

**MERC Resolutions**  
**01/09/91 - 08/7/91**

105	1/9/91	Spacing policy.
106	1/9/91	Vintage Trolley Amendment
107	1/9/91	FY 91/92 Budget
108	1/9/91	Exception to OLCC Area Beverage Policy.
109	1/9/91	Fine Host Price Changes (Tax).
110	1/9/91	McCormick & Schmick's Price Changes (Tax).
111	1/9/91	McCormick & Schmick's New Concession Products.
112	2/13/91	Grand Opening Excise Tax
113	2/13/91	Unscheduled Activity at Commission
114	2/13/91	Spacing Policy
115	2/27/91	FY 90-91 Budget Amendment Spectator Facilities.
116	3/12/91	FY 91-92 Budget Adjustment
117	3/12/91	Donations of Artwork
118	3/12/91	Salary Survey
119	3/12/91	BPN Contract Extension
120	4/10/91	Amend No-Smoking Civic Stadium Policy
121	4/10/91	Local 49 Contract Resolution
122	4/10/91	Marketing RFP - MERC Facilities
123	5/08/91	Economic Improvement District (EID)
124	4/10/91	Personnel Rules
125	5/08/91	Purchasing Policy and Guidelines
126	5/08/91	Personnel Administrative Procedures
127	5/08/91	Budget Adjustment FY 90-91
128	6/19/91	Hollywood Lights Contract Extension
129	6/19/91	Photo & Sound Contract Extension
130	6/19/91	Coast to Coast Contract Extension
131	6/19/91	Automated Ticketing Contracts Extension
132	6/19/91	Marketing Contract Award
133	6/19/91	Schedule of Extra Charges
134	6/19/91	Local 87 Contract



**MERC Resolutions**  
**Page 2 6/19/91 - 8/7/91**

135	6/19/91	<i>General Manager Employment Agreement</i>
136	8/7/91	<i>Contract Labor - Contract Award</i>
137	8/7/91	<i>Salary Study Modifications</i>
138	8/7/91	<i>Coliseum Boiler Conversion RFB</i>
139	8/7/91	<i>Portland Beaver Baseball Agreement</i>
140	8/7/91	<i>Oregon Shakespeare Festival Contract Approval</i>
141	8/7/91	<i>Jake's Catering Menu/Price Changes</i>
142	8/7/91	<i>Fine Host Skyview Terrace Menu/Prices</i>
143	8/7/91	<i>Request for Bids for Temporary Industrial Labor for Memorial Coliseum &amp; Civic Stadium</i>

**MERC Resolutions**  
**9/11/91 - 7/8/92**

144	9/11/91	<i>Smoking Policy - Coliseum/Schnitzer Concert Hall</i>
145	9/11/91	<i>Temporary Industrial Labor Contract</i>
146	9/11/91	<i>Concession Menu Adjustments (Coliseum-Oregon Convention Center)</i>
147	9/11/91	<i>Staff Benefits Policy</i>
148	9/11/91	<i>Extension Modified Agreement for Automated Ticket Sales Service</i>
149	10/9/91	<i>Checking Account Signers</i>
150	10/21/91	<i>Memorandum of Understanding the endorsement of a Memorial Coliseum Renovation</i>
151*	12/17/91	<i>Automated Ticketing Agreement (Ori. 11/13/91)</i>
152	11/13/91	<i>Personnel Policies Amendment</i>
153	11/13/91	<i>ODOT Air Space Lease</i>
154	11/13/91	<i>Public Safety Pilot Project Holladay District</i>
155	11/13/91	<i>Automated Ticketing Agreement Extension</i>
151*	11/21/91	<i>Automated Ticketing Services Agreement</i>
156	12/17/91	<i>Staff Benefits Policy Amendment (On Hold)</i>
157	04/08/92	<i>Oregon Convention Center Rental Rates</i>
158	12/17/91	<i>Cascadia Mariners Study</i>
159	12/17/91	<i>Professional Spring Football League</i>
160	12/17/91	<i>Advisory Committee on Economic Opportunity Report Approval</i>