

METROPOLITAN EXPOSITION-RECREATION COMMISSION

RESOLUTION NO. 332

Authorizing signatures for Metropolitan Exposition-Recreation Commission, Oregon Convention Center and Spectator Facilities bank accounts.

THE COMMISSION FINDS:

That due to the appointment of a new General Manager, effective June 1, 1993, it is necessary to make a name designation of persons authorized to sign, on behalf of the Commission, orders for payment or withdrawals, when drawn against its checking accounts.

BE IT THEREFORE RESOLVED:

1. That First Interstate Bank of Oregon, at any one or more of its offices, is hereby designated bank depository of the Metropolitan Exposition-Recreation Commission, Oregon Convention Center and Spectator Facilities and the individual whose names appear below:

Samuel Brooks, Chair  
Ben L. Middleton, Secretary/Treasurer  
Patrick LaCrosse, General Manager  
Betty Curtis, Ticket Services Manager  
D. Buffetta, Director, Finance & Administration

are hereby authorized to sign, on behalf of the Metropolitan Exposition-Recreation Commission, orders for payment or withdrawals of money, when drawn against its checking accounts.

Such authority shall be signed by any two (2) of the individuals named. Such authority shall remain in force until revoked by written notice of said Bank of the action taken by the Commission.


2. Provided, however, that one of the above named signers, Betty Curtis, Ticket Services Manager, is an authorized signer only through June 30, 1993 at which time she will be leaving Metro ER Commission employment.

PASSED by the Commission on June 9, 1993.

  
\_\_\_\_\_  
Chair

  
\_\_\_\_\_  
Secretary/Treasurer

APPROVED AS TO FORM:  
Daniel B. Cooper, General Counsel

By:   
\_\_\_\_\_  
Mark B. Williams  
Senior Assistant Counsel

# Metropolitan Exposition-Recreation Commission

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DATE: June 2, 1993

TO: Pat LaCrosse, General Manager

FROM: *D* Dominic Buffetta

SUBJECT: Checking Account Signers

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**BACKGROUND**  
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Metro Exposition-Recreation Commission Resolution No. 73, passed by the Commission on June 13, 1990, established a Cash Management System for the Commission as recommended by Peat Marwick, report dated May 3, 1990. The Cash Management System was reviewed by Metro and MERC staff, along with Peat Marwick, and all recommended the Metro ERC approve this system.

The System set up checking accounts at First Interstate Bank, Lloyd Center Branch, as follows: a General Account of \$3,000 for the Convention Center and a General Account of \$4,000 for the Spectator Facilities; A Special Deposit Account for the Convention Center and the same for the Spectator Facilities. The General Accounts are used for relatively small emergency items, i.e. operating supplies, postage, etc. The Special Deposit Accounts are "third party" accounts set up to receive and disburse all event-related funds. Deposits to these accounts consist of box office receipts, outside ticketing agencies (Ticketmaster and Faxtixx) ticket sales, advance event rental and insurance deposits, etc. (a full explanation of how these accounts work was included in the June, 1990, memorandum to the Commission).

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**UPDATE/RECOMMENDATION**  
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Due to the appointment of a General Manager, effective June 1, 1993, it is necessary to make new designations of persons authorized to sign on behalf of the Commission, making the current authorized signers as follows:

- Samuel Brook, Chair
- Ben L. Middleton, Secretary/Treasurer
- Patrick LaCrosse, General Manager
- Betty Curtis, Ticket Services Manager
- D. Buffetta, Director of Finance and Administration

The Commission's approval of Resolution No. \_\_\_\_ will generate this change.