

METROPOLITAN EXPOSITION RECREATION COMMISSION

Resolution 02-35

For the purpose of setting rental rates at Brunish Hall.

WHEREAS, the Metropolitan Exposition-Recreation Commission periodically reviews and sets rental rates at the Portland Center for the Performing Arts.

WHEREAS, there have been no changes to the original rental rates for Brunish Hall that were created when the hall first opened in February, 2000.

WHEREAS, although the staff had no history of use on which to base the original rates, which were established in mid-1999, the guidelines created along with the original rental rates have provided staff with proper procedures when renting the hall to tenants and other users.

WHEREAS, the proposed new rate structure has been streamlined to better serve staff, tenants and other users.


WHEREAS, the proposed increase in rates is minimal at 2.7%, the same percentage of increase recently made to rates for Portland Center for the Performing Arts' other venues.

BE IT THEREFORE RESOLVED:


1. That the Metropolitan Exposition-Recreation Commission hereby adopts new Brunish Hall rental rates for the Portland Center for the Performing Arts, effective November 1, 2002, as shown on attached Exhibit "A."

Passed by the Commission on October 23, 2002.


Chair


Secretary-Treasurer

Approved As To Form:


Daniel B. Cooper
General Counsel

MERC STAFF REPORT

Agenda Item: Approving revised rate structure for Brunish Hall rentals, effective through June 30, 2003.

Resolution No.: 02-35

Presented by: Lori Kramer

Date: October 23, 2002

Background

In February, 2000, the PCPA, with a generous donation from Corey Brunish, finished the Rehearsal Hall located in the New Theatre Building and renamed the space Brunish Hall. When the space opened, staff had no history of use in determining rental rates for the hall. Research was done by staff to establish a baseline of rates for similar spaces in the downtown Portland area: Meeting and reception spaces, rehearsal halls and informal performance venues were contacted for current rental rates. Rental policies for these spaces were also reviewed. This data was helpful in establishing rates, charges and guidelines for booking and scheduling the hall. These booking and scheduling guidelines have worked well and continue to provide staff with proper procedures when renting the space to both resident tenants and other users. However, the rate structure put in place almost two years ago, has proved cumbersome for staff and difficult to understand for new users. A majority of new users are local non-profit community arts organizations, unaccustomed to performing or presenting in professional venues.

The proposed new rate structure has been streamlined to better serve both staff and clients. There are no longer separate rates for use of the hall during the week versus weekend days. Equipment included in the rent is easily distinguished from those items which are extra and carry additional fees. The actual rates were increased at the same percentage – 2.7% - as rates for PCPA's other venues. This is the CPI for the Portland metropolitan area.

Fiscal Impact:

Minimal. Due to water damage, the flooring is not scheduled to be replaced until March, 2003, therefore the hall will not be available for rent until replacement is complete.

Recommendation:

Staff recommends Commission approval of resolution 02-35 To establish the new rate structure for Brunish Hall effective through June 30, 2003.

PORTLAND CENTER FOR THE PERFORMING ARTS
BRUNISH HALL
2002-03 RENTAL RATES

COMMERCIAL RATES

Performance - Evening	\$675	Rehearsal - Per Day	\$350
Performance - Matinee	\$475	Performance - Non-Ticketed	\$775
		\$100 each add'l hour	

NON-PROFIT RATES

Performance - Evening	\$310	Rehearsal - Per Day	\$150
Performance - Matinee	\$310	Performance - Non-Ticketed	\$450
One Week - Monday - Sunday	\$1,130	\$75 each add'l hour	

LOBBY EVENTS

4 Hours - Meetings & Receptions - includes tables, chairs	\$225
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PERFORMANCE EVENTS

Capacity: 150, depending on staging

Includes the following:

- Eight Portable Stage Units - 6' x 8'
- 100 Banquet Chairs
- Sound and Lighting Equipment, max. 36 lighting instruments
- One Table and two chairs in lobby
- Portable Water Station
- Coat Rack
- Staff - House Manager, Volunteer Ushers, Greeters

NON-TICKETED EVENTS

Meetings - Maximum Capacity 180

Includes 10 Round Tables and 100 Banquet Chairs

Receptions - Maximum Capacity - 150

Includes 15 Round Tables and 150 Banquet Chairs

There will be an additional charge for the following:

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|------------------------------|------------------------------|
| Chairs, if more are required | Piano - Upright |
| Dance Floor | PA System & Microphone |
| Lectern | Sound System |
| Lighting Instruments | Tables, if more are required |
| Microphone - Wireless | Tablecloths |
| Trash Removal (Excessive) | Cleaning (Excessive) |

Please see Schedule of Extra Charges for additional equipment and service fees.

Effective: November 1, 2002