
MERC Commission Meeting

November 3, 2021
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 kullan dadweyne, wac 503-797-1890 (8 gallinka hore illaa 5 gallinka dambe maalmaha shaqada) shan maalmo shaqa ka hor 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. 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がご要請に対応できるよう、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。

ការម Metro
ការគោរពសិទ្ធិពលរដ្ឋរបស់ ១ សំរាប់ព័ត៌មានអំពីកម្មវិធីសិទ្ធិពលរដ្ឋរបស់ Metro
ឬដើម្បីទទួលបានក្បួនបណ្តឹងរើសអើងសូមចូលទស្សនាគេហទំព័រ
www.oregonmetro.gov/civilrights
បើលោកអ្នកត្រូវការអនុបកប្រែភាសានៅពេលអង្គ
បុណ្យសាធារណៈ សូមទូរស័ព្ទលេខ 503-797-1890 (ម៉ោង 8 រឺក្នុងម៉ោង 5 ល្ងាច
ថ្ងៃអាទិត្យ) ប្រាំពីរថ្ងៃ
ថ្ងៃមុន មុនថ្ងៃបុណ្យសាធារណៈឲ្យគេសម្រួលតាមសំណើរបស់លោកអ្នក

إشعار بحقوق مدني من Metro

تحتزم Metro الحقوق والمدنية للمزيد من المعلومات حول برنامج Metro لحقوق والمدنية أو لإبداء شكوى خذات مديري رجي زيارة الموقع الإلكتروني www.oregonmetro.gov/civilrights. إن كنت بحاجة إلى مساعدة في اللغة، ي ج ب على ك الاتصال مقدم ب ر ق ل ه ات ف 503-797-1890 من الساعة 8 صباحاً حتى الساعة 5 مساءً، أيام الاثنين إلى الجمعة قبل خمسة () 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 lw m ua nte 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

November 3, 2021

12:30 to 2:30 p.m.

Zoom | Webinar ID: 899 5156 1451

- | | |
|-------------------|--|
| 12:30 p.m. | Call to Order and Roll Call |
| 12:35 | Citizen Communication |
| 12:40 | Commission / Council Liaison Communications |
| 12:45 | COO Communication
Marissa Madrigal |
| 12:55 | General Manager Communication
Steve Faulstick |
| 1:00 p.m. | Financial Update
Katie Shifley |
| 1:05 | Venue Business Reports
Matthew P. Rotchford, Craig Stroud, Brian Wilson |
| 1:15 | Consent Agenda <ul style="list-style-type: none">Record of MERC Actions, October 6, 2021 |
| 1:20 | Action Agenda <ul style="list-style-type: none">Resolution 21-07 - For the purpose of approving and transmitting to the Metro Council an amendment to the FY 2021-22 MERC Fund budget. The proposed amendment is specific to 1) the Portland 5' capital improvement plan and funding and 2) the conversion of variable hour event custodians to positioned employment with Metro. |
| 1:30 | Expo Development Opportunity Study Update
Paul Slyman and Chuck Gallagher |

MERC Commission Meeting

November 3, 2021
12:30 pm

Financial Report

Metropolitan Exposition Recreation Commission

Memorandum

Date: November 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: Katie Shifley – MERC Finance Manager
Subject: September 2021 Financial Update

First quarter close data and low-confidence year-end projections are provided by venue, below. As anticipated, all venues experienced net operating losses during the first quarter, relying on available fund balance and non-event revenues to support operations.

At this point, low confidence projections suggest that total draws on operating fund balance during FY 2021-22 are generally in alignment with budget. There are multiple factors challenging revenue and expense forecasts, including: inflationary impacts that increase operating costs, continued COVID-19 large event attendee hesitancy, event cancellations, COVID and city safety impacts hotel occupancy and average daily rates, and hiring challenges being experienced in all sectors and position types.

Activities in third quarter will be particularly important to monitor. Venues plan to increase personnel expenditures to support event operations through the second half of the fiscal year, and the impact of decreased attendance or event cancellations on revenues would be more challenging to offset.

Other notes:

- P'5 Shuttered Venue Operators Grant (SVOG) – P'5's submitted a supplemental application for the SVOG, which is currently under consideration. An additional \$1.5 million may be awarded, and the grant timeline would likely be extended through June 30, 2022. The recognition of grant revenue is not currently reflected in year-end projections, but will substantially improve the outlook when applied.
- Transient Lodging Tax – Excise Tax Fund collections will play a critical role in financial planning for the venues. The chart below shows a projected timeline for a return to FY 2018-19 baseline collections, which early estimates suggests may occur in FY 2026-27.



MERC Statement of Activity with Annual Budget

Metropolitan Exposition-Recreation Commission

Portland's 5 Centers for the Arts

September 2021

	YTD Actuals		Annual Budget	Year-End by QTR				
	September 2021	Year to Date		Q1 - Actuals	Q2 Projection	Q3 - Projection	Q4 - Projection	Full Year
Operations								
Charges for Services	308,203	419,233	10,292,646	419,233	2,923,221	3,112,651	3,647,995	10,103,100
Local Government Shared Revenues	111,722	111,722	1,332,846	111,722	476,423	357,317	380,000	1,325,462
Contributions from Governments	-	-	1,006,827	-	-	-	1,006,827	1,006,827
Contributions from Private Sources	-	-	139,350	-	-	-	-	-
Grants	-	-	-	-	-	-	-	-
Interest Earnings	17,200	23,285	71,000	23,285	15,000	15,000	15,000	68,285
Miscellaneous Revenue	324	4,117	21,523	4,117	-	-	-	-
Transfers-R	24,166	72,498	290,000	72,498	72,498	72,498	72,498	289,992
Total Revenues	461,615	630,855	13,154,192	630,855	3,487,142	3,557,466	5,122,320	12,793,665
Personnel Services	441,318	1,104,430	7,526,833	1,104,430	1,917,752	1,869,086	1,928,314	6,819,582
Materials and Services	358,493	1,101,337	4,893,947	1,101,337	1,570,973	1,254,043	1,502,666	5,429,020
Transfers-E	210,830	632,490	2,529,964	632,490	632,490	632,490	632,490	2,529,960
Total Expenditures	1,010,641	2,838,257	14,950,744	2,838,257	4,121,215	3,755,619	4,063,470	14,778,562
Net Operations	(549,026)	(2,207,403)	(1,796,552)	(2,207,403)	(634,073)	(198,153)	1,058,850	(1,984,897)
Capital								
Total Revenues	310	310	500,000	310	500,000	-	-	500,310
Total Expenditures	163,628	310,569	800,000	310,569	910,000	650,000	-	1,870,569
Net Capital	(163,318)	(310,259)	(300,000)	(310,259)	(410,000)	(650,000)	-	(1,370,259)
Change in Fund Balance	(712,344)	(2,517,661)	(2,096,552)	(2,517,661)	(1,044,073)	(848,153)	1,058,850	(3,355,155)
Beginning Fund Balance - Operating		3,546,281	2,601,901	3,546,281	1,338,878	704,805	506,652	3,546,281
Beginning Fund Balance - Capital		2,156,787	300,000	2,156,787	1,846,528	1,436,528	786,528	2,156,787
Ending Fund Balance - Operating		1,338,878	805,349	1,338,878	704,805	506,652	1,565,502	1,561,384
Ending Fund Balance - Capital		1,846,528	-	1,846,528	1,436,528	786,528	786,528	786,528
Total Ending Fund Balance		3,185,407	805,349	3,185,407	2,141,334	1,293,181	2,352,030	2,347,913

MERC Statement of Activity with Annual Budget

Metropolitan Exposition-Recreation Commission

Oregon Convention Center

September 2021

	YTD Actuals		Annual Budget	Year-End by QTR				
	September 2021	Year to Date		Q1 - Actuals	Q2 Projection	Q3 - Projection	Q4 - Projection	Full Year
Operations								
Charges for Services	847,716	1,346,268	14,162,411	1,346,268	3,061,559	4,846,987	4,822,292	14,077,106
Local Government Shared Revenues	1,018,918	1,018,918	9,991,245	1,018,918	3,169,635	2,122,686	4,296,575	10,607,815
Grants	-	1,000	-	1,000	-	-	-	1,000
Interest Earnings	12,896	20,660	160,000	20,660	20,660	20,660	20,660	82,641
Miscellaneous Revenue	172	69,641	9,331	69,641	-	-	-	69,641
Transfers-R	-	-	-	-	-	-	-	-
Total Revenues	1,879,702	2,456,486	24,322,987	2,456,486	6,251,855	6,990,333	9,139,528	24,838,202
Personnel Services	557,350	1,452,202	9,380,055	1,452,202	1,570,041	2,752,478	2,822,349	8,597,070
Materials and Services	409,464	1,429,566	14,321,726	1,429,566	3,055,148	3,900,101	4,488,044	12,872,860
Transfers-E	444,961	1,334,883	5,339,565	1,334,883	1,334,883	1,334,883	1,334,883	5,339,532
Total Expenditures	1,411,775	4,216,650	29,041,346	4,216,650	5,960,073	7,987,462	8,645,276	26,809,461
Net Operations	467,927	(1,760,164)	(4,718,359)	(1,760,164)	291,782	(997,129)	494,252	(1,971,259)
Capital								
Total Revenues	-	-	2,250,000	-	-	2,250,000	-	2,250,000
Total Expenditures	-	-	410,000	-	-	102,500	307,500	410,000
Net Capital	-	-	1,840,000	-	-	2,147,500	(307,500)	1,840,000
Change in Fund Balance	467,927	(1,760,164)	(2,878,359)	(1,760,164)	291,782	1,150,371	186,752	(131,259)
Beginning Fund Balance - Operating		11,097,327	8,721,708	11,097,327	9,337,163	9,628,945	10,779,316	11,097,327
Ending Fund Balance - Operating		9,337,163	4,003,349	9,337,163	9,628,945	8,631,816	9,126,068	9,126,068
Ending Fund Balance - Capital		-	1,840,000	-	-	2,147,500	1,840,000	1,840,000
Ending Fund Balance		9,337,163	5,843,349	9,337,163	9,628,945	10,779,316	10,966,068	10,966,068

MERC Statement of Activity with Annual Budget

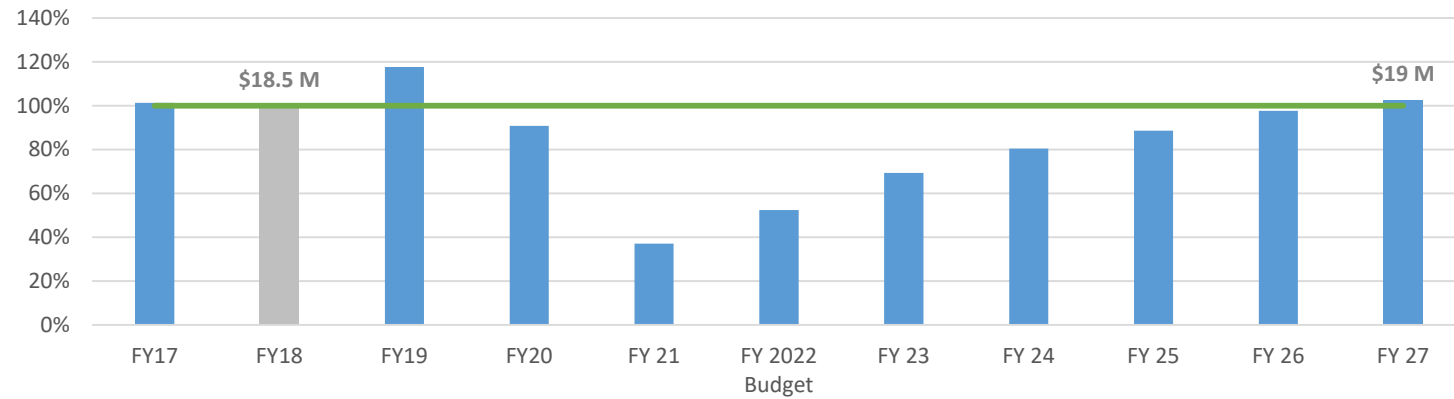
Metropolitan Exposition-Recreation Commission

Portland Expo Center

September 2021

	YTD Actuals		Annual Budget	Year-End by QTR				
	September 2021	Year to Date		Q1 - Actuals	Q2 Projection	Q3 - Projection	Q4 - Projection	Full Year
Operations								
Charges for Services	111,257	380,393	3,475,557	380,393	480,250	1,762,900	390,359	3,013,902
Local Government Shared Revenues	-	-	287,500	-	-	-	287,500	287,500
Grants	-	-	-	-	-	-	-	-
Interest Earnings	2,364	3,704	10,000	3,704	3,704	3,704	3,704	14,818
Miscellaneous Revenue	447	(608)	24,946	(608)	6,237	6,237	6,237	18,102
Transfers-R	54,166	332,498	820,000	332,498	162,498	162,498	162,498	819,992
Total Revenues	168,235	715,988	4,618,003	715,988	652,689	1,935,339	850,298	4,154,313
Personnel Services	81,630	226,408	1,858,270	226,408	371,315	416,292	365,326	1,379,341
Materials and Services	112,818	334,100	1,790,218	334,100	480,000	750,000	480,000	2,044,100
Transfers-E	67,513	202,539	1,831,562	202,539	1,223,939	202,539	202,539	1,831,556
Total Expenditures	261,961	763,047	5,480,050	763,047	2,075,254	1,368,831	1,047,865	5,254,997
Net Operations	(93,726)	(47,059)	(862,047)	(47,059)	(1,422,565)	566,508	(197,567)	(1,100,684)
Capital								
Total Revenues	-	-	540,000	-	540,000	-	-	540,000
Total Expenditures	-	-	350,000	-	-	-	-	-
Net Capital	-	-	190,000	-	540,000	-	-	540,000
Change in Fund Balance	(93,726)	(47,059)	(672,047)	(47,059)	(882,565)	566,508	(197,567)	(560,684)
Beginning Fund Balance - Operating		1,830,570	1,067,561	1,830,570	1,783,511	900,946	1,467,454	1,830,570
Ending Fund Balance - Operating		1,783,511	205,514	1,783,511	360,946	927,454	729,886	729,886
Ending Fund Balance - Capital		-	190,000	-	540,000	540,000	540,000	540,000
Ending Fund Balance		1,783,511	395,514	1,783,511	900,946	1,467,454	1,269,886	1,269,886

Estimated Change in Excise Tax Fund collections (3% of TLT) relative to FY 17-18 baseline



MERC Commission Meeting

November 3, 2021
12:30 pm

Venue Business Reports



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

Events / Sales Awareness

- The Expo Center continues to host both the OHSU COVID-19 Testing and Vaccination site in Lower Lot 1, Amazon Training in the Upper lots and lobbies, as well as an active Film Shoot in Hall C that has grown in scope and detail. Additionally, Expo also hosted the Fall Home and Garden Show, the Portland Feis (Irish Dance) and Portland Bridal and Wedding Expo. All events did steady business, but COVID impacts certainly impacted their traditional attendance results. Bridal Expo however, was a strong market leader.
- Closing the month and active throughout the calendar for FY22, are electronic dance music concerts booked by Red Cube Presents and Disco Donnie Productions. Multiple email details/reminders are being sent to ticket holders to meet COVID-19 policy requirements as well as numerous safety requirements for attendees. Staff call for these events include large security and medical presence to ensure patron safety.
- Coming this holiday season will be the inaugural Portland Holiday Marketplace on November 18-21, 2021 replacing the traditional America's Largest Christmas Bazaar. We look forward to this event leading our November returns and seasonal business.

Building / Department Awareness

- Staff are full speed ahead for budget assumption work for FY23 having already met with Katie Shifley, MERC Finance Manager, and working on reviewing all details to meet our business goals for both operations and capital budget reviews.
- Outreach and discussions continue with a wide-variety of clients expressing concerns regarding the recent news media stories. Communications planning, and media advisories are being discussed internally to encourage continued business sales, and quell rumors without substance of fact. Meetings direct with clients have noted various business impacts where exhibitor or sponsorship sales are being impacted.

Capital Project Updates

- The Lighting project at the Expo Center moved from the completed exhibit halls to the lobby spaces of Halls D and E. The control system is 90% complete, with all lighting transitioning to new and energy efficient LED lighting in all areas.

Staff / Partners

- Dan McNeeley, a 20 year employee of the Portland Expo Center as both Event Manager and Asst. Operations Manager, has given his retirement notice through the end of the month. Dan's exemplary customer service and attention to detail has served countless events and community groups. We wish Dan all the very best in retirement.
- Staff welcomed Chuck Gallagher to the Expo Development Opportunity Study group. Chuck has already digested a number of reports and is actively learning all things Expo.



MERC Monthly Business Report - OCC Report

November 2021

1. Renewed Client Discussions about Future Events

November 2021 through January 2022 have fewer and smaller events than historic pre-COVID levels. Beginning February 2022, the remainder of the fiscal year has increased business levels compared to the first four months of this fiscal year, but significantly below historic levels. The OCC sales and event teams continue to support client inquiries about COVID-19 safety and we should expect reductions in forecast event attendance numbers and some cancellations as we move into the new year. I will continue to provide updates in future reports.

2. National Conference on Race and Ethnicity 2022

The National Conference on Race and Ethnicity in American Higher Education (NCORE) is an annual conference which serves as the leading national forum on issues of race and ethnicity in American higher education. The conference is a major program of The Southwest Center, a department within the Public and Community Services Division of the College of Continuing Education at the University of Oklahoma. Formed in 1961, the Southwest Center is devoted to the study, understanding, and resolution of human conflict and to promoting understanding and cooperation among people of different racial, ethnic, religious, and economic backgrounds.

As you may recall, Portland hosted NCORE in June 2019 with record breaking attendance of around 5,000 attendees. Following the success of NCORE 2019, the team worked to secure a future conference date and scheduled NCORE 2022. NCORE 2020 in New York City was cancelled due to COVID-19 and Puerto Rico 2021 evolved into a virtual conference.

Portland 2022 will be NCORE's first in-person convention in three years. Conference planners forecast attendance at around 2,500 with fewer attendees due to COVID-19 safety concerns, travel budget constraints or even restrictions in place at some universities, as well as concerns about the safety of Portland as a destination. We are excited to support the diverse attendee delegation and purpose of the conference and will be doing all we can to support their convention success.

3. Digital Devices for Frontline Staff

OCC is strongly positioned to create a more inclusive and efficient workplace for frontline staff by putting a digital device connected to Metro's enterprise network into the hands of each worker. In the past, these staff members relied on paper resources and verbal instructions to perform much of their work throughout the day. Resources provided to desk workers via computers for agility and collaboration did not translate to the mobile team members who moved throughout the center supporting events. This gap hampered the digital dexterity of frontline workers and reduced their ability to collaborate with each other and access information.

During OCC's Reimagine and Reopening planning, the team recognized the opportunities presented by providing digital solutions to all team members. Now that we have larger numbers of staff returned to the workplace, we are proudly launching an action plan to implement digital devices. Software deployed in response to the pandemic, such as Microsoft Teams, has made video conferencing and message chat features robust and easily deployed on tablet devices connected to Metro's enterprise network. Our objective is to deploy these devices and then ensure team members are trained in their use to efficiently execute work assignments, effectively communicate with individuals and groups within and outside of OCC, and fully engage with and contribute to OCC's culture and mission.

With many pieces of this plan already in motion, we expect this initiative to be fully operational early 2022. Once deployed, we expect to achieve the following positive outcomes:

- Improved communication at all levels
- Improved engagement with OCC as an organization
- Enhanced work experience for frontline workers
- Technology hardware and software skills development for workers at all levels
- Improved document viewing, versioning and storage (environmental and efficiency benefits)
- Work assignment tracking and reporting for improved effectiveness and efficiency

We look forward to updating you on future progress and successes of this plan.

PORTLAND'5 CENTERS FOR THE ARTS



Portland'5 Centers for the Arts MERC Business Report November 2021



Sorry to miss the Commission meeting but at the time you are reading this I hope to be eating this!! A tlayuda from Oaxaca-one of my favorite foods from this amazing city. Brian Wilson, Director of Events and Production Services will be there to update you on what has been happening at P5.



On Tuesday, Oct. 19th, P5 hosted stakeholders to come learn about the technology behind the Constellation acoustic system. Tim Boot with Meyer Sound was present and took participants through a variety of settings to demonstrate how the acoustic properties of the Schnitz can be changed at the push of a button. Redray Frazier played an acoustic guitar and sang and Farnell Newton played a trumpet piece. The flexibility of the system and how all Schnitzer users will benefit from it was impressive.



In addition to opening the venues and ramping up events, staff have been busy with budget preparations. Working with our wonderful new budget analyst Katie Shifley, we have been working on a yearend forecast for a year that still has a number of unknown factors, a 5 year forecast where we are polishing our crystal balls in an attempt to predict the future as well as updating our 5 year capital plan. We are looking forward to preparing a line item budget with our best guesses on what our business will look like next fiscal year so we have some basic assumptions to help us monitor our business and better forecast where we are and how we're doing.

PORTLAND'S CENTERS FOR THE ARTS



Shows are running smoothly and feedback from patrons say they feel safe and welcome at the performances. Our biggest challenge has been with recruitments for event personnel-especially engineers, admission staff and custodians. While we came back with 10 fewer positions due to lower than normal number of fall events, we have learned that the COVID requirements that staff need to gather and enforce with shows has added tremendously to staff workloads so we are looking at bringing a few positions back. Some staff are working around the clock to keep up and this is not sustainable nor is it healthy.



P5 presents has a busy November and December. First up on Nov. 7th is AK Dan Gwang Chil (ADG7) and Joe Kye a Korean folk-pop group. They feature 3 amazing singers with music inspired by Korea's sacred, shamanic ritual music and folk songs. Come check them out!

MERC Commission Meeting

November 3, 2021
12:30 pm

Consent Agenda

Metropolitan Exposition Recreation Commission

Record of MERC Commission Actions

October 6, 2021

Virtual Zoom Meeting

Present:	Karis Stoudamire-Phillips, John Erickson, Deidra Krys-Rusoff, Damien Hall, Ray Leary, Dañel Malan, Deanna Palm
Absent:	N/A
	A regular meeting of the Metropolitan Exposition Recreation Commission was called to order Chair Stoudamire-Phillips at 12:34.
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">N/A
3.0	Commission and Council Communications <ul style="list-style-type: none">Commissioner Leary commented on what he thought was an unfair burden placed on MERC with the premature public announcement of Expo being considered as a potential site for the safe park program.Chair Stoudamire-Phillips agreed with Leary and noted Commissioners were caught off guard by the announcement.Commissioner Krys-Rusoff shared she attended a show at P5 recently and complimented Robyn and her staff on how well the event was run while adhering to COVID policies.Commissioner Malan shared there will be a series of free concerts at Milagro during Día de Muertos and invited all to attend.Councilor Rosenthal shared his surprise at the recent media attention around Expo as a safe park site. Metro RID patrol has increased its capacity and has decreased its response time from 60+ days to around 11 days, with the goal of getting to a 3 day response. Council is currently working on redistricting, and appointing a replacement for the vacant Council seat left after Councilor Stacey's retirement.
4.0	GM Communications Andrew Scott provided the following updates: <ul style="list-style-type: none">Shared the names of some key new hires from Levy and introduced Ed Strong as the new Levy Vice President of Hospitality & StrategyCommissioner Leary shared his excitement to see Ed and other familiar faces return to the venues' food and beverage team.Hiring challenges were noted, and Levy is still actively recruiting as well as identifying short term backfill support from other local Levy properties.We expect to have an announcement on the new interim visitor venues GM by the end of the week.
5.0	Financial Report Katie Shifley presented a financial update. <ul style="list-style-type: none">Brian Kennedy introduced the new MERC Finance Manager, Katie Shifley.Commissioner Erickson requested the inclusion of year-to-date budget expectations in the monthly reports.Commissioner Krys-Rusoff shared she recently met with Katie and is very impressed and noted she will be a great asset.Commissioner Krys-Rusoff asked about any additional forecasting expectations that could be shared around whether Portland will return to its pre-pandemic numbers or somewhere short of that. She did not request an answer today but noted any information provided will assist with budget forecasting.

	<ul style="list-style-type: none"> • Commissioner Erickson referred to a recent study with meeting planners around security concerns and noted these issues are not exclusive to Portland, and that larger cities are working through similar issues.
<p>6.0</p>	<p>Venue Business Reports Matthew P. Rotchford, Craig Stroud and Robyn Williams reported on business at the venues during the past month.</p> <ul style="list-style-type: none"> • Commissioner Erickson shared he was happy to see the wedding expo return as it means a lot to the community and industry. • Commissioner Leary praised Matthew’s professionalism and is grateful for his leadership. • Chair Stoudamire-Phillips echoed Leary’s sentiments and shared Matthew has the Commission’s full support. • Stroud introduced James Jesse and Jeff Miller from Travel Portland to speak to the industry security research noted by Erickson earlier in the meeting. • Commissioner Leary appreciates the direct approach with the survey questions as this will be important information as we plan for the future. • Commissioner Erickson asked what Commissioners can do to help address current concerns of potential meeting planners. Miller responded that Travel Portland is hosting a livability meeting with regional leaders on Oct 29 to discuss what steps are being taken to improve livability issues. Metro can help by ensuring there is a visible change on the ground related to the two bond measures. • James added that being able to communicate solutions to potential clients would be very helpful in the near term. • Chair Stoudamire-Phillips requested a copy of the report from Travel Portland. Stroud will work on distributing. • Commissioner Krys-Rusoff took a moment to applaud the staff at the venues who have continued to work on-site throughout the pandemic. • Commissioner Krys-Rusoff commented on the level of graffiti present when entering Portland and asked how we might work with Metro and other local governments around clean-up. • Councilor Rosenthal noted that WPES is increasing capacity to respond and giving out paint kits to provide more people the ability to help clean-up. • Marissa Madrigal shared that she is happy to share an overview of Metro’s efforts to address clean-up at our next meeting but noted one positive step is that Metro paint has been donating recycled paint to the City with anti-graffiti kits. • Chair Stoudamire-Phillips asked Travel Portland to share about the work that our partner staff in Washington DC and Chicago are doing to help maintain relationships and share their good work.
<p>7.0</p>	<p>Consent Agenda</p> <ul style="list-style-type: none"> • Record of MERC Actions, September 1, 2021 • Commissioner Erickson noted several typos in the posted minutes and requested that they be corrected. <p>A motion was made by Commissioner Malan and seconded by Commissioner Krys-Rusoff to approve the Consent Agenda with corrections.</p> <p>VOTING: AYE: 7 (Stoudamire-Phillips, Erickson, Krys-Rusoff, Hall, Leary, Malan and Palm) NAY: 0</p> <p>MOTION PASSED</p>
<p>8.0</p>	<p>Action Agenda</p> <ul style="list-style-type: none"> • Resolution 21-06 - For the purpose of ratifying the collective bargaining agreement with the Employees of the International Union of Operating Engineers, Local 701.

	<p>Elizabeth Arnott presented</p> <ul style="list-style-type: none"> • Commissioner Erickson questioned why the language has changed to Metro/Metropolitan Exposition Recreation Commission on the header page of the collective bargaining agreement. Erickson requested to make the change to reflect Nathan Sykes recommended title of Metropolitan Exposition Recreation Commission, appointed Commission of Metro. Arnott agreed. • Commissioner Krys-Rusoff commented on her concern of wage increases creating hardships for venues as our profit margins are shrinking. However, she recognizes that given the current climate with hiring challenges we don't have other alternatives on the matter. • Erickson noted we are an enterprise Commission and we are charged with the responsibilities of covering our costs. We need to be vigilant in any negotiations moving forward. <p>A motion was made by Commissioner Erickson and seconded by Commissioner Krys-Rusoff to approve Resolution 21-06.</p> <p>VOTING: AYE: 7 (Stoudamire-Phillips, Erickson, Krys-Rusoff, Hall, Leary, Malan and Palm) NAY: 0</p> <p>MOTION PASSED</p>
<p>9.0</p>	<p>Expo Safe Park Update Kristin Dennis presented</p> <ul style="list-style-type: none"> • Chair Stoudamire-Phillips thanked Kristin for the update and reiterated that this is a MERC decision. The Commissioners have been put in charge of decision making that benefits the venues productivity and ability to be economically prosperous for the region. She acknowledged the pressure put on Council and Expo staff and hopes we can move forward in tandem. • Chair Stoudamire-Phillips highlighted the importance of understanding downstream economic impacts for our local small businesses. • Commissioner Erickson shared he has learned of some confusion around MERC being listed as an advisory board on the Metro website. He requested that MERC have its own page with clearly outlined roles and responsibilities. • Andrew Scott agreed to follow up on the request. • Commissioner Malan shared her experience with a safe rest site near her business and cautioned that the site attracts additional tents around the site as well, making it difficult to manage. • Commissioner Palm asked if MERC should send a letter to Expo vendors to help provide some information, stability, and reassurance. • Chair Stoudamire-Phillips agreed with the suggestion and offered to work with Matthew on the letter distribution. • Commissioner Leary commented on the term limits for a project like this and noted it can be difficult to end the partnership once on site.
<p>10.0</p>	<p>Expo Development Opportunity Study Update Paul Slyman presented</p> <ul style="list-style-type: none"> • Chair Stoudamire-Phillips thanked Paul for his update and his responsiveness.
	<p>As there was no further business to come before the Commission, the meeting was adjourned at 2:21 p.m. p.m.</p>

Minutes submitted by Amy Nelson.

MERC Commission Meeting

November 3, 2021
12:30 pm

Action Agenda

METROPOLITAN EXPOSITION RECREATION COMMISSION

Resolution No. 21-07

For the purpose of approving and transmitting to the Metro Council budget amendments to the Metropolitan Exposition Recreation Commission (MERC) Fund Budget for FY2021-22.

WHEREAS, Metro Code 6.01.050 provides that MERC shall annually prepare and approve an annual budget which shall, to the maximum extent permitted by law, consist of one commission-wide series of appropriations; and

WHEREAS, MERC previously approved and transmitted to the Metro Council the fiscal year 2021-22 budget for the MERC Fund; and

WHEREAS, MERC staff request certain budget amendments to the Amended Budget for fiscal year 2021-22 for the reasons described in the attached Staff Report.

BE IT THEREFORE RESOLVED THAT,

1. MERC approves the budget amendments to the MERC Fund for the fiscal year beginning July 1, 2021 and ending June 30, 2022 for inclusion as part of the total Metro budget for this period as described in the attached Staff Report.
2. MERC requests that the Metro COO present these amendments to the amended budget to the Metro Council for approval.

Passed by the Commission on November 3, 2021.

Chair

Approved as to Form:

Carrie MacLaren, Metro Attorney

Secretary/Treasurer

By:

Nathan A. S. Sykes, Deputy Metro Attorney

MERC Staff Report

Agenda Item/Issue: For the purpose of approving and transmitting to the Metro Council an amendment to the FY 2021-22 MERC Fund budget. The proposed amendment is specific to 1) the Portland 5’ capital improvement plan and funding and 2) the conversion of variable hour event custodians to positioned employment with Metro.

Resolution No: 21-07

Presented By: Katie Shifley, MERC Finance Manager

Date: November 3, 2021

Background and Analysis:

1) Portland 5’ Capital Improvement Plan

The FY 2020-21 MERC Fund budget included \$8.29 million in Portland 5’ capital spending across five projects. As is common for large capital projects, actual spending on a subset of these projects will span fiscal years into FY 2021-22. An amendment to the FY 2021-22 budget is required to true-up appropriation levels across fiscal years to match planned spending. These projects include the Keller Cafe, Broadway and Park Marquees, and the Schnitzer Acoustical Enhancement project.

In addition, an increase to the project budget for the Schnitzer Sewer Line project is required. Per Capital Asset Management staff, the City of Portland is performing major sewer line work that will require the installation of a tank and pump in the sub-basement of the Schnitzer to re-route the sewer line to intercept the City’s system. The current estimate for FY 2021-22 project spending is \$1 million. A request for City resources to support the project is planned for the spring of FY 2021-22, given the City’s instigation of the project and shared responsibility for building capital needs.

The chart below shows the FY 2021-22 budget and related actual spending, as well as the proposed increase to the FY 2021-22 capital spending to complete these projects.

Project	FY 2020-21			FY 2021-22		
	Budget	Actual	Difference	Budget	Change Request	Amended Total
P5 Keller Cafe	\$ 225,000	\$ 60,102	\$ (164,898)	\$ -	\$ 150,000	\$ 150,000
Schnitzer Acoustical Enhancements	\$6,235,000	\$5,294,938	\$ (940,062)	\$ 300,000	\$ 700,000	\$ 1,000,000
P5 ASCH Broadway and Park Marquees	\$1,250,000	\$ 668,938	\$ (581,062)	\$ -	\$ 60,000	\$ 60,000
ASCH sewer line replacement	\$ -	\$ -	\$ -	\$ 350,000	\$ 650,000	\$ 1,000,000

FY 2020-21 capital ending fund balance was \$2.16 million (unaudited). Only a portion of that amount - \$300,000 - was originally budgeted in FY 2021-22 as beginning fund balance, given the heightened uncertainty around venue financial needs during the prior year. This amendment would recognize an additional \$1.56 million in beginning fund balance in FY 2021-22, offset with capital project expenses noted above.

Fiscal Impact: This action will amend the FY 2021-22 Amended Budget for P’5 by increasing capital expenditures by \$1.56 million across four capital projects. Resources will be increased by \$1.56 million, recognizing available fund balance from the prior year.

Recommendation: Staff recommends the Metropolitan Exposition Recreation Commission adopt Resolution 21-07.

2) Conversion of Variable Hour Event Custodians to Full Time Employment

The proposed amendment is specifically establish 8.0 additional full time equivalent Event Custodian positions in Portland 5'.

P'5 is beginning its re-opening process, and as part of that work the approach to budgeting for Event Custodian work is being re-examined. Event custodians are lower-wage employees (\$17.69/hour under existing labor agreement) that were previously budgeted as variable hour employees. Under the previous CBA with IUOE-701-1, 8 event custodians were guaranteed a 32 hour work week.

As part of reopening, P'5 is interested in providing these near-full time employees with the stability and assurances of full time positioned employment with Metro. Upon rehiring, P'5's intent is to establish the near-full time event custodians in full time budgeted positions.

This amendment will establish 8.0 FTE event custodians, and reduce equivalent staff time previously accounted for as variable hour staffing. P'5 will continue to hire variable hour event custodians on a demand basis, in addition to these 8.0 FTE.

No additional appropriation is needed, as event custodian hours are currently budgeted as variable hour staffing.

Fiscal Impact: The fiscal impact is considered minimal, as the P'5 budget is already inclusive of planned spending for variable hour event custodians. For the event custodians previously working 32-hour guaranteed schedules, health and welfare and PERS expenses were included in the annual budget. Additional costs for PERS pick-up and vacation accrual are considered manageable.

Recommendation: Staff recommends the Metropolitan Exposition Recreation Commission adopt Resolution 21-07.

MERC Commission Meeting

November 3, 2021
12:30 pm

Expo Development Opportunity
Study Update

**Materials following this page are
attachments to the public record.**



Expo DOS

MERC Meeting

Nov 3, 2021



Topics

1. Project Team
2. Project Timeline
 1. Engagement
 2. Proposals
 3. Evaluation
3. “Downstream” Economic Benefits



Expo DOS RFEI & Engagement Timeline

Draft
10/26/21

2021

2022

2023

N

D

J

F

M

A

M

J

J

A

S

O

N

D

J

F

M

A

Community Engagement Prep

Communitywide Engagement: Digital and In-Person

June 2022: MERC / Council Briefing

Sept/Nov 2022: Project Team Check Ins

Jan 2023: MERC / Council Briefing

Apr 2023: MERC / Council Briefing

ENGAGE

Proposal Planning

RFEI Advertised: Marketing, CBO Support, Technical Assistance

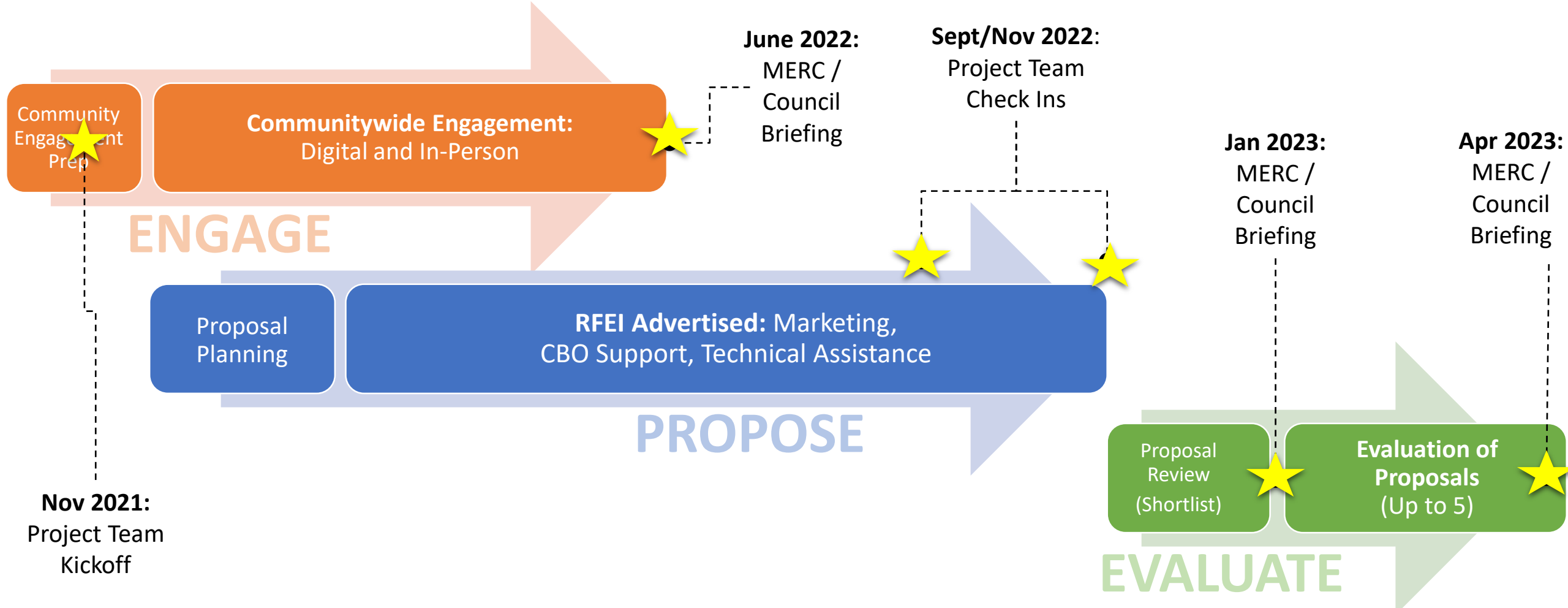
PROPOSE

Proposal Review (Shortlist)

Evaluation of Proposals (Up to 5)

EVALUATE

Nov 2021: Project Team Kickoff



Engagement Highlights

- Strategy & Communications Plan
- Project website Information hub
- Survey through **Social Pinpoint**
- Educational video storyboard and script
- Project Factsheet and Social Media content
- Stakeholder/community meeting/Q&A





Downstream Economic Benefits

Proposal Received

- Scope
- Schedule
- Limitations and Challenges

Next Steps



Metro's Visitor Venues

	Spending	Taxes	Jobs	Earnings
Oregon Convention Center	\$655 million	\$23.2 million	5,980	\$264.7 million
Oregon Zoo	\$92.5 million	\$1.8 million	810	\$39.3 million
Portland's Center for the Performing Arts	\$82.4 million	\$1.8 million	790	\$33.8 million
Portland Expo Center	\$47 million	\$1.1 million	470	\$18.9 million
ESTIMATED TOTALS	\$876.9 million	\$27.9 million	8,050	\$356.7 million

Direct, indirect and induced spending; State and county income, excise and transient lodging taxes and county vehicle rental taxes; jobs supported by venue operations; earnings of employees of businesses supported by venue operations.

Scope

- Answer Key Questions:
 - Determine Survey Methodology
 - Determine Sample Pool
 - Agree upon timeline & schedule

THEN

- administer survey
- Monitor responses & tabulate data
- Summarize Results



Limitations and challenges:

- Reliance on show organizers to share exhibitor lists
 - Willingness of exhibitors to complete survey
 - Time period for capturing desired data could span multiple years
 - Accuracy of survey results/estimating sales directly attributable to participating in Expo event
-
- The goal is not to gain a “statistically valid” study but rather to be better informed regarding downstream benefits.

A photograph of a modern, multi-story building with a large glass facade, illuminated at dusk. A tall, thin tower structure to the left of the building features a vertical sign with the word "expo" in colorful, stylized letters. The sky is a deep blue, and the building's interior lights are visible through the glass windows.

Questions?

MERC Meeting

Nov 3, 2021