

MINUTES OF THE COUNCIL CONVENTION AND VISITOR FACILITIES COMMITTEE
OF THE METROPOLITAN SERVICE DISTRICT

March 21, 1990
Regular Meeting

Committee members present: Councilors David Knowles (Chair),
Roger Buchanan (Vice Chair), Ruth
McFarland and George Van Bergen

Committee members absent: Councilor Gary Hansen (Vice Chair)

Also present: Lee Fehrenkamp, General Manager, Exposition-
Recreation Commission; Ben Middleton, Metro E-R
Commissioner; Dominic Buffetta, Assistant Manager,
Memorial Coliseum Complex; and Jeff Blosser, Manager
Oregon Convention Center

Chair Knowles called the meeting to order at 4:05 p.m.

1. Discussion on Metro ERC Budget Issues

Councilor Knowles explained that the Committee would proceed with
the discussion in the following manner:

- 1) Receive an overview of the Metro ERC budget outlining revenue
and expenditures;
- 2) Identify key policy issues e.g. how to structure support
services provided to the Metro ERC; should they be centralized
or decentralized; what are the staffing requirements for the
different options;
- 3) Assess status of long-range projections made by Laventhol and
Howarth and their effect on cash reserves; and
- 4) Discuss facilities' capital needs facilities and how they are
addressed in the current budget.

Councilor Knowles noted that the Metro ERC had prepared a budget
and the Executive Officer had prepared a budget and were in the
process of meeting to resolve differences.

Key Issues

1. Revenue for all facilities has been forecasted at \$22.5
million and expenditures \$24 million.
2. User fee will be increased July 1, and is expected to generate
\$1.2 million.

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3. Management pool consisting of 16 positions is proposed to operate all facilities with expense for personnel and material and services cost to be charged directly to Metro ERC budget and allocated back to each facility.
4. Revenues shown in Executive Officer's budget should be reduced by \$57,000 to reflect exemption approved by Council after budget was printed.
5. There is a difference of approximately \$220,000 between the Executive Officer's estimate for overhead/support services cost and the Metro ERC's estimate.
6. Councilor Van Bergen requested assurance that no hotel/motel tax money would be used for the future facilities study.
7. The Metro ERC feels very strongly that a human resources division should be housed at one of their facilities.
8. Metro staff feel strongly that personnel functions and purchasing for the Metro ERC should be consolidated.
9. Some capital projects have been deferred to future fiscal years, and other sources of revenue should be sought to accomplish some of the projects.
10. Councilor Van Bergen requested a future discussion of whether insurance in the food service area was adequate.

Councilor Knowles announced that the Committee would hold a special meeting, if necessary, on Wednesday, April 4 at 4:00 p.m. There was no other business, and the meeting was adjourned at 5:15 p.m.

Respectfully submitted,

Gwen Ware-Barrett

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Clerk of the Council

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