

MINUTES OF THE COUNCIL REGIONAL FACILITIES COMMITTEE

Council Chamber

June 16, 1993

Committee Members Present: Ruth McFarland (Chair), Sandi Hansen, Jim Gardner and Ed Washington

Committee Members Excused: Susan McLain (Vice Chair)

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

1. Consideration of Resolution No. 93-1809A, Extending the Funding Task Force for Regional Facilities and Programs and Associated Planning Efforts

Neil Saling, Director of Regional Facilities, and Pam Erickson, Project Manager, gave staff's report.

Main Motion: Councilor Hansen moved to recommend Resolution No. 93-1809A to the full Council for adoption.

The Committee discussed whether to send the resolution to the Finance Committee. The Committee discussed Mr. Saling's June 10 memorandum in response to Council Analyst Casey Short's memorandum.

David Knowles, Oregon Trail Foundation president, discussed issues related to the End of the Oregon Trail Project.

Chair McFarland said Metro could potentially manage facilities such as the Expo Center, but said she was unhappy with results of the project to-date. She said she supported funding planning efforts for six more months and then reevaluating study results after six months. Councilor Gardner asked if there were any results on funding on-going operations. Mr. Knowles said funding determined thus far was for capital costs only, and that donations would support operations for the Foundation.

Councilor Gardner discussed funding for the Task Force after the six-month time period elapsed. He supported Option 1 as proposed by Mr. Short.

The Committee discussed the issues further. Chair McFarland said Executive Officer Cusma should come back in six months with definitive answers on how to handle the Expo Center and the End of the Oregon Trail Project.

Mr. Saling said he would return in September with funding options for the planning position requested and other financial issues. Councilor Hansen said after September, Metro should

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assess how to integrate the parks system with the End of the Oregon Trail Project and a time line on planning/recreational goals.

Motion: Councilor Washington moved to favorably recommend the Finance Committee consider Option 1 as recommended by Council staff.

Vote: Councilors Gardner, Hansen, McFarland and Washington voted aye. Councilor McLain was absent. The vote was unanimous and the motion passed.

Vote on Main Motion: Councilors Gardner, Hansen, McFarland and Washington voted aye. Councilor McLain was absent. The vote was unanimous and Resolution No. 93-1809A was recommended to the full Council for adoption.

2. Status Report on Establishment of Public Policy Objectives for MERC

Don Rocks, Executive Assistant, gave the status report on establishment of public policy objectives for MERC, and stated the Executive Officer would defer further work on this issue pending completion of MERC's business plan. Mr. Short asked if that plan meant there was no work anticipated on resolving consolidation issues. Mr. Rocks said Mr. Short was correct.

3. Status Report on Metro Regional Center Project

Berit Stevenson, Project Manager, distributed Project Briefing Report No. 32 and briefed the Committee on same. She discussed construction activity; the new MetroKids Center; parking and transportation issues; said the project budget had an estimated contingency of \$413,863 with the inclusion of Change Order No. 16; the Request for Qualifications (RFQ) for the plaza retail space and negotiations with the City of Portland police and area district attorney on the use of Metro street level space. Mr. Saling said the contingency fund could be placed in a renewal and replacement fund. He noted furniture brought from the old building could be replaced, but said the money should be put to best use in the new building or at the old building. Ms. Stevenson said the current renewal and replacement account contained \$193,000. She said the money could be used to improve the plaza retail space.

The Committee and staff discussed the Transportation Demand Management Program and related issues. Councilor Hansen asked when parking fees for Councilors would be deducted from their paychecks. Mr. Saling said he would report back to the Committee after researching the issue. Mr. Short said parking fees com

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5. Consideration of Contract List Designations for FY 1993-94 Budget

Mr. Short reviewed the Regional Facilities Department contract list designations, specifically the Regional Facilities Department contract designations.

Chair McFarland said the plaza and parking lot management projects should be designated "A" contracts.

Ms. Stevenson noted a typographical error on a contract designation for exterior signage for Metro Regional Center's parking structure.

Motion: Councilor Hansen moved to recommend the Regional Facilities Department contract list to the full Council for approval via its inclusion as an exhibit to Ordinance No. 93-487A.

Vote: Councilors Gardner, Hansen, McFarland and Washington voted aye. Councilor McLain was absent. The vote was unanimous and the motion passed.

4. Briefing on Metro Regional Center Parking Garage

Mr. Saling gave the status report on the Metro Regional Center Parking garage.

The Committee and Mr. Saling discussed related issues. Mr. Saling said staff was working on getting Metro Regional Center and the Oregon Convention Center within the parameters of Tri-Met's Fareless Square. Councilor Washington asked if bicycle riders were charged for bike storage. Mr. Saling said they were not. Councilor Washington asked if the \$60.00 parking fee covered working hours only. Mr. Saling said it did and said for special events, employees were issued a pass to avoid paying a fee.

6. Review of MERC Resolutions Adopted at the June 9, 1993 MERC Meeting

Pat LaCrosse, MERC General Manager, briefed the Committee on MERC's June 9 meeting. Distributed to the Committee were: MERC Resolution Nos. 330, Revised "Schedule of Facility Charges" for use of PCPA facilities, effective July 1, 1993; No. 331, MERC contract option of one year to extend contracts for temporary personnel services for light industrial labor and clerical/administrative services; No. 332, Authorizing signatures for MERC, OCC and spectator facilities bank accounts; No. 333, Accepting a bid from SICO Incorporated and authorizing the chairman and secretary/treasurer to enter into a contract with same in the amount of \$129,850 to purchase a portable concert stage in accordance with

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bids; and No. 334, Rejecting bids received for "Portable Canopied Grid System" for use at the Portland Civic Stadium because bid amounts exceeds the anticipated budget amount.

The Committee and Mr. LaCrosse briefly discussed the MERC resolutions as presented.

7. Review of MERC Resolution Nos. 226 and 227

Mr. LaCrosse distributed his June 16, 1993, memorandum, "Follow-up from June 10th Metro Council/Portland Oregon Visitors Association Contract Discussion on Minority Marketing."

Mr. Short explained at its June 10 meeting, the Metro Council instructed the Regional Facilities Committee to review Resolution Nos. 226 and 227. Mr. Short explained discussion by the involved parties to achieve resolution of the issues to-date.

Mr. LaCrosse said MERC proposed to appoint a committee charged with the goal of increasing minority conventions and conferences in the region and establish/develop a process to reinforce the marketing effort. He said a Metro Councilor appointed by the Presiding Officer, a MERC Commissioner, Oregon Convention Center Director Jeff Blosser, and two professionals in the industry from the community would serve on the committee. He outlined study areas achieved from the Metro Council's June 10 public hearing including: 1) Identification of additional minority/ethnic organizations for presentation including women's groups; 2) How to respond positively to inquiries by minority/ethnic groups interested in Portland as a convention site; 3) How to improve coordination of services for groups who visit Portland and who select Portland as their destination; 4) How to establish an ongoing method designed to reinforce Portland's niche marketing effort and related local support; and 5) How to improve coordination with POVA.

Mr. LaCrosse hoped to present the above work plan to the Council at its June 24 meeting.

Chair McFarland said inclusion of numeric goals should be removed.

Councilor Washington asked Mr. LaCrosse to delete numeric references; to delete the term "set aside" under No. 7 of his memo, and said the time line should take no longer than 60 days.

Mr. LaCrosse said "numeric" actually referred to the actual number of conventions booked. Chair McFarland said MERC should use "percentages of the total" rather than "numeric."

Councilor Gardner said missing was a process how to evaluate effectiveness of the work plan once it was implemented. Mr. LaCrosse suggested moving the next to last paragraph on

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page 2 of his memo further up to be incorporated as an (F) clause under No. 3: "An extensive annual review process will be undertaken with goals set and performance evaluated." The Committee and Mr. LaCrosse discussed evaluation time periods further. Mr. Blosser said POVA provided MERC with quarterly updates and could do the same with performance goals in this area.

Councilor Washington asked if the contract with POVA would be approved. Mr. Short said Council action on the resolutions on June 24 would make the resolutions effective on that date. Mr. Short suggested the Council set a date of August 12 to receive a report. Mr. LaCrosse said the 60 day time line was meant for the committee to finish its work and report back to MERC. Mr. Blosser said an RFP process required time also. He said the Committee could report back at the August 12 Council on results achieved at that time. The Committee and Mr. LaCrosse discussed time lines further.

Councilor Hansen said MERC should hold a public hearing at one of its meetings before it reported back to the Council and then report back to the Council with results of the report and the public hearing.

Chair McFarland suggested MERC make its report to the Regional Facilities Committee on August 18. Mr. Short said a resolution could accompany the report for recommendation to the Council on August 26.

Motion: Councilor Gardner moved to recommend Council approval of MERC Resolution No. 226 subject to the following condition: That MERC shall follow a process to reach the goal of increasing minority conventions and conferences booked at the Oregon Convention Center as outlined in the June 16 memorandum from Mr. LaCrosse and Mr. Blosser as amended by the Regional Facilities Committee at this meeting, and that MERC shall report to the Regional Facilities Committee on August 18 on the outcome of the committee's work.

Vote: Councilors Gardner, Hansen, McFarland and Washington voted aye. Councilor McLain was absent. The vote was unanimous and the motion passed.

Mr. LaCrosse said MERC would begin the process immediately. Chair McFarland said the Council would provide its nominee as soon as possible.

Motion: Councilor Gardner moved to recommend that the Council approve MERC Resolution No. 227.

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Vote: Councilors Gardner, Hansen, McFarland and Washington voted aye. Councilor McLain was absent. The vote was unanimous and the motion passed.

5. Consideration of Contract List Designations for FY 1993-94 Budget (Continued)

Mr. Short explained the previous contract designations considered and approved applied to the Regional Facilities Department only and that the Committee still needed to review Metro Washington Park Zoo contract designations and reviewed same. He corrected a typographical error in the date of a warehouse lease and said it should remain a "B" designation.

Chair McFarland said the Design and Production Elephant contact should be designated "A;" the RFP for Remodel of Elephant Yard Design and Specifications "A;" and to correct the error in the amount for the contract for Design of Entrance/Oregon I Exhibit.

Motion: Councilor Washington moved to recommend the Metro Washington Park Zoo contract list to the full Council for approval via its inclusion as an exhibit to Ordinance No. 93-487A.

Vote: Councilors Gardner, Hansen, McFarland and Washington voted aye. Councilor McLain was absent. The vote was unanimous and the motion passed.

To Councilor Gardner's question, Mr. Short said Mr. Saling would explain the "Marketing Report for Metro Center: Period Ending June 15, 1993" distributed to the Committee at this meeting at a future meeting.

All business having been attended to, Chair McFarland adjourned the regular meeting at 6:10 p.m.

Respectfully submitted,



Paulette Allen
Clerk of the Council

APPROVED
Date 7-7-93