

RECORDS & INFORMATION MANAGEMENT (RIM) PROGRAM

 **TEMPORARY RECORDS LIST**

**Records Format**: Hard Copy **X** Electronic \_\_\_\_\_ Other Media: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Purpose**: Records for Storage **X** Records for Destruction \_\_\_\_\_

**DEPARTMENT**: **MERC** **PROGRAM**: **Oregon Convention Center (OCC)** **PREPARED BY**: **Becky Shoemaker**

**RECORD SERIES TITLE**: **Metro Archives and Special Collections Records**

**RECORD SERIES NO**: **05.02.04**

**MINIMUM RETENTION**: **Permanent**

**DATE RANGE/FROM**: **05/01/1986**

**DATE RANGE/TO**: **12/31/1989**

**METRO BOX NO**: **MERC00192**

**ACCESS, INC. BOX NO**: **OREG343966**

**BOX TITLE**: **Metro: Oregon Convention Center Project Special Collection** [*Note: This box needs to be processed for permanent retention/digitization/ entry into CM and incorporated into the larger Oregon Convention Center Project Special Collection*]

Complete the following section or attach an existing electronic list:

|  |  |  |
| --- | --- | --- |
| **Folder No.** | Description: | Date Range From/To: |
| 1 | Oregon Convention Center Project – Report – *Regional Convention, Trade & Spectator Facilities Master Plan* (Metro, May 1986) | 05/01/1986 |

|  |  |  |
| --- | --- | --- |
| **Folder No.** | Description: | Date Range From/To: |
| 2 | Oregon Convention Center Project – Report – *Convention and Trade Show Center General Obligation Bond Measure – Financing Report* (Government Finance Associates, Inc., July 9, 1986) | 07/09/1986 |
| 3 | Oregon Convention Center Project – *A Proposal for Construction Management Services – Convention and Trade Show Center, Portland, Oregon* (Turner Construction Company, August 6, 1986) | 08/06/1986 |
| 4 | Oregon Convention Center Project – Report – *Marketing the Oregon Convention Center – A Preliminary Overview* (Greater Portland Convention & Visitors Association, September 1986) | 09/01/1986 |
| 5 | Oregon Convention Center Project – Report – *Oregon Convention Center Schematic Design Report – A Summary* (Metro, July 1987) | 07/01/1987 |
| 6 | Oregon Convention Center Project – Report – *Schematic Design – The Oregon Convention Center, Portland, Oregon* (ZGF/DMJM, July 2, 1987) | 07/02/1987 |
| 7 | Oregon Convention Center Project – Publication – *Oregon Convention Center - Fully Funded* (Metro, July 15, 1987) | 07/15/1987 |
| 8 | Oregon Convention Center Project – Report – *Operating Plan for the Proposed Oregon Convention Center prepared for the Metropolitan Service District* (Laventhol & Horwath CPA, September 1987) | 09/01/1987 |
| 9 | Oregon Convention Center Project – Report – *Oregon Convention Center Design Development Summary Report* (Metro, November 24, 1987) | 11/24/1987 |
| 10 | Oregon Convention Center Project – Report – *Proposed Oregon Convention Center Area Development Strategy prepared for the Metropolitan Service District* (Portland Development Commission, January 1988) | 01/01/1988 |
| 11 | Oregon Convention Center Project – Report – *Metropolitan Exposition-Recreation Commission Briefing Book* (Metro, July 8, 1988) | 07/08/1988 |
| 12 | Oregon Convention Center Project – Report – *Oregon Convention Center Project* – *Status Report to Metropolitan Area Legislators* (Metro, September 14, 1988) | 09/14/1988 |
| 13 | Oregon Convention Center Project – Report – *Draft Report on Financing Strategies and Sources for Exposition-Recreation Consolidation* (Public Financial Management, Inc., August 1989) | 08/01/1989 |
|  14 | Oregon Convention Center Project – Publication – *The Lloyd District Project – A World-Class Development Complex for Oregon and Its Guests* (Pacific Development, Inc. - A PacificCorp Company, undated) | Undated |
| 15 | Oregon Convention Center Project – Publication - *This is the perfect spot for your event* (Metro, undated) | Undated |
| 16 | Oregon Convention Center Project – Presentation – *Convention Center Project Budget Notebook* (Metro, undated) | Undated |
| 17 | Oregon Convention Center Project – Metro Council Committee on the Convention CenterDocument(s) include: Memos, meeting agendas, minutes, and meeting materials. | 03/18/1987 to 04/18/1988 |

|  |  |  |
| --- | --- | --- |
|  | **Correspondence**  |  |
| 18 | Oregon Convention Center Project – Metro Consolidation Task ForceDocument(s) include: Memos, meeting agendas, minutes, and meeting materials. | 09/16/1988 to 05/23/1989 |
| 19 | Oregon Convention Center Project - Correspondence Document(s) include: Memos, letters, and documents from Metro staff, regional partners and stakeholders, vendors, and media outlets regarding the Oregon Convention Center project. | 01/08/1987 to 05/30/1987 |
| 20 | Oregon Convention Center Project - Correspondence Document(s) include: Memos, letters, and documents from Metro staff, regional partners and stakeholders, vendors, and media outlets regarding the Oregon Convention Center project. | 06/03/1987 to 06/30/1987 |
| 21 | Oregon Convention Center Project - Correspondence Document(s) include: Memos, letters, and documents from Metro staff, regional partners and stakeholders, vendors, and media outlets regarding the Oregon Convention Center project. | 07/02/1987 to 08/31/1987 |
| 22 | Oregon Convention Center Project - Correspondence Document(s) include: Memos, letters, and documents from Metro staff, regional partners and stakeholders, vendors, and media outlets regarding the Oregon Convention Center project. | 09/01/1987 to 09/30/1987 |
| 23 | Oregon Convention Center Project - Correspondence Document(s) include: Memos, letters, and documents from Metro staff, regional partners and stakeholders, vendors, and media outlets regarding the Oregon Convention Center project. | 10/01/1987 to 10/29/1987 |
| 24 | Oregon Convention Center Project - Correspondence Document(s) include: Memos, letters, and documents from Metro staff, regional partners and stakeholders, vendors, and media outlets regarding the Oregon Convention Center project. | 11/03/1987 to 12/31/1987;undated |