



**RECORDS & INFORMATION MANAGEMENT (RIM) PROGRAM**  
**TEMPORARY RECORDS LIST**

<b>RECORDS FORMAT:</b>	Hard Copy <input checked="" type="checkbox"/>	Electronic _____	Other Media: _____
<b>PURPOSE:</b>	Records for Storage <input checked="" type="checkbox"/>	Records for Destruction _____	

<b>DEPARTMENT:</b> MERC	<b>PROGRAM:</b> MERC Venues	<b>PREPARED BY:</b> Becky Shoemaker
<b>RECORD SERIES TITLE:</b> Metro Archives and Special Collections Records		
<b>RECORD SERIES NO:</b> 05.02.04		
<b>MINIMUM RETENTION:</b> Permanent		
<b>DATE RANGE/FROM:</b> 05/01/1986		
<b>DATE RANGE/TO:</b> 07/26/1995		

<b>METRO BOX NO:</b> MERC00195
<b>ACCESS, INC. BOX NO:</b> OREG372337
<b>BOX TITLE:</b> MERC Regional Facilities Special Collection <i>[Note: This box needs to be processed for permanent retention/digitization/ entry into CM and incorporated into the larger MERC Special Collection]</i>

Complete the following section or attach an existing electronic list:

Folder No.	Description:	Date Range From/To:
1	MERC Regional Facilities – Subject File – Public Policy Advisory Committee for Regional Convention, Trade, Performing Arts, and Spectator Facilities (“Regional Facilities Committee”) Formation Document(s) include: Memos, letters, legislation, membership list, and committee work plan related to the formation of the Regional Facilities Committee by action of the Metro Council.	06/19/1990 to 10/08/1990; undated
2	MERC Regional Facilities – Correspondence – Public Policy Advisory Committee for Regional Convention, Trade, Performing Arts, and Spectator Facilities (“Regional Facilities Committee”) Document(s) include: Memos, letters, and documents from Metro staff, regional partners and stakeholders regarding the activities of the “Regional Facilities Committee”.	05/23/1991 to 01/28/1992
3	MERC Regional Facilities – Meeting Records – Public Policy Advisory Committee for Regional Convention, Trade, Performing Arts, and Spectator Facilities (“Regional Facilities Committee”) Meeting Notes Document(s) include: Meeting notes from the “Regional Facilities Committee”.	03/14/1991 to 11/18/1991
4	MERC Regional Facilities – News Articles – Public Policy Advisory Committee for Regional Convention, Trade, Performing Arts, and Spectator Facilities (“Regional Facilities Committee”).	04/19/1991 to 07/01/1991
5	MERC Regional Facilities – Correspondence – Finance Subcommittee Document(s) include: Memos, letters, and documents from Metro staff, regional partners and stakeholders, vendors, and media outlets to members of the MERC Finance Subcommittee regarding MERC regional facilities.	01/29/1991 to 11/06/1991; undated
6	MERC Regional Facilities – Meeting Records – Finance Subcommittee Meeting Notes Document(s) include: Meeting notes, membership roster, and work program outline related to MERC regional facilities.	11/16/1990 to 09/15/1991; undated
7	MERC Regional Facilities – Correspondence – Dome Stadium Document(s) include: Outgoing letters related to the proposed construction of a domed stadium.	05/30/1991
8	MERC Regional Facilities – Meeting Records – Dome Subcommittee Meeting Notes Document(s) include: Meeting notes, subcommittee roster, and work plan related to the proposed construction of a domed stadium.	11/26/1990 to 04/30/1991; undated
9	MERC Regional Facilities – Reports – Subcommittee Reports and drafts on dome stadium Document(s) include: Reports related to the siting of a new stadium and potential impacts on the Civic Stadium (Arena, Stadium and Dome Subcommittees, 1991)	04/08/1991 to 05/16/1991; undated
10	MERC Regional Facilities – Subject File – Oregon Dome Team Siting Visits Document(s) include: Memos and letters, site visits itinerary and participants list, site information, news articles, site visit notes, and promotional materials (including brochures)	03/23/1987 to 10/03/1990; undated
11	MERC Regional Facilities – News Articles – Dome Stadium	04/12/1990 to 10/18/1991; undated
12	MERC Regional Facilities – Correspondence – Convention/Exposition Subcommittee Document(s) include: Letters related to the activities of the Convention/Exposition Subcommittee.	04/24/1991 to 05/17/1991
13	MERC Regional Facilities – Meeting Records – Convention/Exposition Subcommittee Meeting Notes Document(s) include: Meeting notes, membership roster, and work program outline of the Convention/Exposition Subcommittee.	11/11/1990 to 04/08/1991; undated

Folder No.	Description:	Date Range From/To:
14	MERC Regional Facilities – Reports – Convention/Exposition Subcommittee Reports Document(s) include: Reports containing issue analysis and recommendations for the Convention Center/Memorial Coliseum Exhibit/Meeting Space and the EXPO Center (1991)	01/01/1991
15	MERC Regional Facilities – News Articles – Convention/Exposition	05/22/1990 to 11/22/1992; undated
16	MERC Regional Facilities – Correspondence – Arena Subcommittee Document(s) include: Memos, letters, and documents related to the activities of the Arena Subcommittee.	02/02/1990 to 07/01/1991
17	MERC Regional Facilities – Meeting Records – Arena Subcommittee Meeting Notes Document(s) include: Meeting notes, subcommittee roster, and work plan outline of the Arena Subcommittee.	11/06/1990 to 04/16/1991; undated
18	MERC Regional Facilities – Reports – Arena Subcommittee Reports Document(s) include: Reports containing findings and recommendations for a proposed sports arena.	05/01/1986 to 04/16/1991
19	MERC Regional Facilities – News Articles – Sports Arena	12/06/1989 to 10/28/1991; undated
20	MERC Regional Facilities – Correspondence – Sports Commission Development Group Document(s) include: Memos, letters, Metro legislation, and documents related to the activities of the Sports Commission Development Group.	09/10/1991 to 06/22/1992; undated
21	MERC Regional Facilities – Meeting Records – Sports Commission Development Group Meeting Notes Document(s) include: Meeting notes and membership roster related to the activities of the Sports Commission Development Group.	09/12/1991 to 12/05/1991
22	MERC Regional Facilities – Subject File – Sports Authority Formation Document(s) include: Articles of incorporation, legislation, membership list, and work plan related to the formation of the Sports Authority by action of the Metro Council.	11/09/1992 to 04/09/1993; undated
23	MERC Regional Facilities – Correspondence – Sports Authority Document(s) include: Memos, letters, legislation, membership list, and work plan related to the activities of the Sports Authority.	01/14/1992 to 04/12/1993; undated
24	MERC Regional Facilities – Meeting Records – Sports Authority Meeting Notes Document(s) include: Meeting notes and membership roster related to the work of the Sports Authority.	11/24/1992 to 02/17/1993; undated
25	MERC Regional Facilities – Meeting Records – Sports Authority Task Force Meeting Notes Document(s) include: Meeting notes and membership roster related to the work of the Sports Authority Task Force.	04/28/1992 to 06/26/1992; undated
26	MERC Regional Facilities – Meeting Records – Sports Authority Task Force Structure Subcommittee Meeting Notes Document(s): Meeting notes and membership roster related to the work of the Sports Authority Task Force Structure Subcommittee.	05/14/1992 to 05/29/1992

Folder No.	Description:	Date Range From/To:
27	MERC Regional Facilities – Meeting Records – Sports Authority Task Force Operations and Resources Subcommittee Meeting Notes Document(s): Meeting notes and membership roster related to the work of the Sports Authority Task Force Operations and Resources Subcommittee.	05/12/1992 to 06/08/1992; undated
28	MERC Regional Facilities – Meeting Records – Board of Directors of the Portland Metropolitan Sports Authority Meeting Minutes	05/05/1993
29	MERC Regional Facilities – Publications and Presentations – Sports Authority Development Group	10/02/1989 to 06/01/1992; undated
30	MERC Regional Facilities – News Articles – Sports Authority	02/01/1991 to 12/06/1992
31	MERC Regional Facilities – Correspondence – Portland Center for the Performing Arts (PCPA) Subcommittee Document(s) include: Letters related to the activities of the PCPA Subcommittee.	05/20/1991 to 12/03/1991
32	MERC Regional Facilities – Meeting Records – Portland Center for the Performing Arts (PCPA) Subcommittee Meeting Notes Document(s) include: Meeting records related to the activities of the PCPA Subcommittee.	11/07/1990 to 05/22/1991; undated
33	MERC Regional Facilities – Reports – Portland Center for the Performing Arts (PCPA) Subcommittee Reports	Undated
34	MERC Regional Facilities – News Articles – Portland Center for the Performing Arts (PCPA)	11/15/1991 to 03/20/1992
35	MERC Regional Facilities – Meeting Records – Regional Funding Task Force Meeting Notes Document(s) include: Meeting records related to the activities of the Regional Funding Task Force.	05/19/1992 to 02/04/1993; undated
36	MERC Regional Facilities – Meeting Records – Regional Funding Task Force: Funding Needs Subcommittee Meeting Notes Document(s) include: Meeting records related to the activities of the Funding Needs Subcommittee.	6/25/1992 to 11/19/1992
37	MERC Regional Facilities – Correspondence – Regional Funding Task Force: Public Information Subcommittee Document(s) include: Letters and documents related to the activities of the Public Information Subcommittee.	07/29/1991 to 02/17/1992; undated
38	MERC Regional Facilities – Meeting Records – Regional Funding Task Force: Public Information Subcommittee Meeting Notes Document(s) include: Meeting records related to the activities of the Public Information Subcommittee.	07/14/1992 to 12/15/1992
39	MERC Regional Facilities – Subject File – MERC Revenue Strategy Subcommittee Recommendations	08/13/1992 to 01/29/1993
40	MERC Regional Facilities – News Articles – Funding of the Arts	09/22/1991 to 07/26/1995; undated