

# **Grand Rapids - Kent County Convention/Arena Authority**

*Wednesday, April 25, 2001*

*7:30a.m. – 9:30a.m.*

*County Administration Building Board Room, 3<sup>rd</sup> Floor  
Grand Rapids, Michigan 49503*

## **A G E N D A**

- |       |  |             |
|-------|--|-------------|
| I.    | Call to Order  |             |
| II.   | Review and Approval of the Minutes of the March 28, 2001 Meeting of the CAA                        | Action      |
| III.  | Public Comment   |             |
| IV.   | Presentation<br>Grand Rapids Symphony – Bill Ryberg, President                                     | Information |
| V.    | Grand Center Parking Advisory – Ted Perez  | Information |
| VI.   | Update on Permanent Staffing – Chair Heacock   | Information |
| VII.  | Approval of Amendment to Construction Manager Agreement on Wrap-up Insurance Coverage – Dick Wendt | Action      |
| VIII. | Finance Committee Agenda   |             |
|       | a. Review and Approval of Minutes of the March 15, 2001 Finance Committee Meeting                  |             |
|       | b. Approval of SMG March Financial Reports   | Action      |
|       | c. Approval of Paid Invoices   | Action      |
|       | d. Approval of CAA March Financial Report  | Action      |
| IX.   | Committee Reports  |             |
|       | a. Building Committee  |             |
|       | b. Operations Committee  |             |
|       | c. Finance Committee   |             |
| X.    | SMG Report<br>-Facilities Calendar<br>-Hoops Update  | Information |

**XI. Other Business**

**XII. Future Business**

- a. Competitive Bidding - Operations
- b. Competitive Bidding - Construction
- c. Establish Change Order Approval Process
- d. Conflict of Interest Policy
- e. Audit RFP
- f. Parking Lease CAA/City
- g. Formal SMG Agreement
- h. Approval of Operating Budgets
- i. Bookkeeping Services
- j. Memorandum of Understanding – Grand Action

**XIII. Next Meeting Date – May 23, 2001**

**XIV. Adjournment**

**Distribution:**

**Convention/Arena Authority:**

Steve Heacock, Chair  
David Frey, Vice-Chair  
Birgit Klohs, Secretary/Treasurer  
Mayor John Logie  
Joe Tomaselli  
Lew Chamberlin  
Clif Charles

**Staff:**

Kurt Kimball, City of Grand Rapids  
Eric DeLong, City of Grand Rapids  
Robert White, City of Grand Rapids  
Bill Cole, City of Grand Rapids  
Dianette Hight, City of Grand Rapids  
Daryl Delabbio, Kent County  
Al Vanderberg, Kent County  
Dave Waichum, Kent County

Jim Leach, Kent County  
Dick Wendt, Legal Counsel  
Dale Sommers, Contracted Owner's Rep  
Jim Knack, DDA  
Rich MacKeigan, SMG  
Jim Day, Kent County

**Committee Members:**

John Canepa  
Milt Rohwer  
Robert Herr  
Tom Carnegie  
Robert Hooker  
Don Maine

**Other:**

Ingrid Scott-Weekley	Marty Allen
Tim Wondergem	Peter Ross
Don Hunt	Jon Nunn
Media	Ellen James
Jack Naudi	
Steve Wilson	

**MINUTES OF THE GRAND RAPIDS-KENT COUNTY  
CONVENTION/ARENA AUTHORITY  
BOARD OF DIRECTORS MEETING  
Wednesday, March 28, 2001**

I. Call to Order

The meeting was called to order by Chair Steve Heacock at 7:35 a.m., at the County Administration Building. Mr. Heacock presided and Ms. Birgit Klohs, Secretary/Treasurer, recorded.

Attendance

Members Present: Steve Heacock, Chair  
David Frey, Vice-Chair  
Birgit Klohs, Secretary/Treasurer  
Joe Tomaselli  
Mayor John Logie

Members Absent: Lew Chamberlin  
Clif Charles

Staff/Others: Authority  
Dale Sommers, CAA Representative  
Dick Wendt, Legal Counsel from Dickinson - Wright

<u>Grand Rapids</u>	<u>Kent County</u>	<u>SMG</u>
Kurt Kimball	Daryl Delabbio	Richard MacKeigan
Robert White	Jim Day	Chris Machuta
Bill Cole		
Eileen Pierce		

Grand Rapids Rampage  
Bob Sack, Senior Vice President, Sales and Marketing  
Scott Gorsline, Chief Operation Officer

Volume Services America  
Steve Denny, Regional Vice President  
Pat O'Toole, General Manager  
Jon Muscalo, Vice President – Facilities  
Wayne Tolleson, Vice President Sales and Marketing

Other  
Jon Nunn  
Jack Naudi  
Steve Wilson

II. Agenda

No changes were made to the agenda.

III. Minutes of Prior Meeting

*Motion: Director Frey, supported by Director Klohs, moved to approve the minutes of the February 28, 2001 meeting of the Authority. Motion carried unanimously.*

IV. Public Comment - None

V. Presentations

Grand Rapids Rampage

Mr. Bob Sack and Mr. Scott Gorsline presented an overview of the team and played a promotional video.

Volume Services America

Messrs. Steve Denny, John Muscalo, Pat O'Toole and Wayne Tolleson presented, and gave the Authority a proposal for the Van Andel Arena.

VI. Update on Permanent Staffing

Mr. Daryl Delabbio reported that of the 40 applicants for the Administrative Manager position, 9 were interviewed, and 5 candidates were recommended for the Authority's consideration.

VII. Reconstruction of Monroe Avenue, Increase in Scope of Work for Black & Veatch

*Motion: Director Tomaselli, supported by Director Klohs, moved*

- a) that the Chair of the Convention Arena Authority be authorized to execute the contract documents for the power resupply to the City/County Building in connection with the new convention center; and*
- b) that Geotech be authorized to provide construction inspection services for this project under its term contract with the City; and*
- c) that the City Engineer be authorized to negotiate any necessary change order(s) in connection with the scope of work, and execute the same upon approval of said change order(s) by the City Engineer and the CAA Project Manager.*

*Motion carried unanimously.*

VIII. Committee Reports



#### Building Committee

Director Frey reported that the Grand Rapids Planning Commission gave approval for the site plan on March 8, 2001. Phase 1A temporary work in DeVos Hall has been completed and the demo work and construction of DeVos Hall Lobby will begin on April 16. The parking ramp demolition will begin April 30. The Contract Manager selection for preconstruction services were Andy J. Egan, Inc. (Mechanical) and Electech (Electrical).

#### Operations Committee

*Motion: Director Tomaselli, supported by Director Klohs moved to approve the resolution delegating review and approval of vendor/service agreements to the operations committee of the Authority as presented. Motion carried unanimously.*

#### Finance Committee

*Director Klohs, supported by Mayor Logie, moved to approve the February 2001 Convention/Arena Authority financial statements for the Van Andel Arena and Grand Center as presented. Motion carried unanimously.*

*Director Klohs, supported by Mayor Logie, moved to approve payment of invoices totaling \$868,133.63 as presented. Motion carried unanimously.*

*Director Klohs, supported by Director Tomaselli, moved to approve the Convention/Arena Authority Interim Financial Statements dated from inception June 20, 2000 to February 28, 2001 as presented by Beene, Garter LLP. Motion carried unanimously.*

It was requested that SMG report to the Authority at the next meeting on the impact of the loss of the Hoops to the budget and to pursue remedies.

In April there will be no quorum for the Finance Committee, therefore the agenda will be forwarded for inclusion with the April CAA meeting agenda.

### IX. SMG Report

#### Facilities Calendar

Rich MacKeigan reported that the Rampage season would begin soon. Several successful events for March included the Don Henley concert, the Big 10 basketball event, and the NCAA hockey tournament. Future events include a boxing event, skating shows, and a Bon Jovi concert. Mr. MacKeigan further stated that 3 of the 4 public shows held during the first quarter of the year were up double digits from last year.

### X. Other Business

Chair Heacock mentioned that there was an information item regarding owner representative duties.

XI. Future Business

- a. Competitive Bidding – Operations
- b. Competitive Bidding – Construction
- c. Establish Change Order Approval Process
- d. Conflict of Interest Policy
- e. Appointment of Administrative Manager

XII. Next Meeting Date

The next meeting date will be April 25, 2001. The location will be in the County Administration Building, Commissioners' Board Room.

XIII. Adjournment

There being no other business, the meeting was adjourned at 9:30 a.m.

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Birgit Klohs  
Secretary/Treasurer

/elp



PARKING  
SERVICES



## CITY OF GRAND RAPIDS SERVICE ADVISORY

April 4, 2001

Dear Parking Customer,

Erhardt Construction, contractor for the expanded Convention Center, informs us that effective April 23, 2001, the **Grand Center Ramp will close** in anticipation of demolition and subsequent construction of the expanded Convention Center. There will be no replacement parking on that site until January 2004.

Consequently, we anticipate the Government Center ramp will experience frequent full capacity days. There may be lengthy lines to enter and exit the ramp. Finding an empty space may also be more time consuming.

As a service response, we are offering and encouraging use of the DASH shuttle from DASH area 8. Parking is available for 4 quarters (\$1.00) per entry. The DASH shuttle is free and hours are as follows:

<u>MONDAY-FRIDAY</u>	
<u>TIMES</u>	<u>FREQUENCY</u>
7 a.m. to 9 a.m.	Every 3 minutes
9 a.m. to 4 p.m.	Every 6 minutes
4 p.m. to 6 p.m.	Every 3 minutes

Parking Services also encourages car-pooling and using the bus system **THE RAPID**. Their car-pooling telephone number is 458-SAVE (458-7283). The general information number is 776-1100. Routes and schedules are available on their web site at [www.ridetherapid.org](http://www.ridetherapid.org).

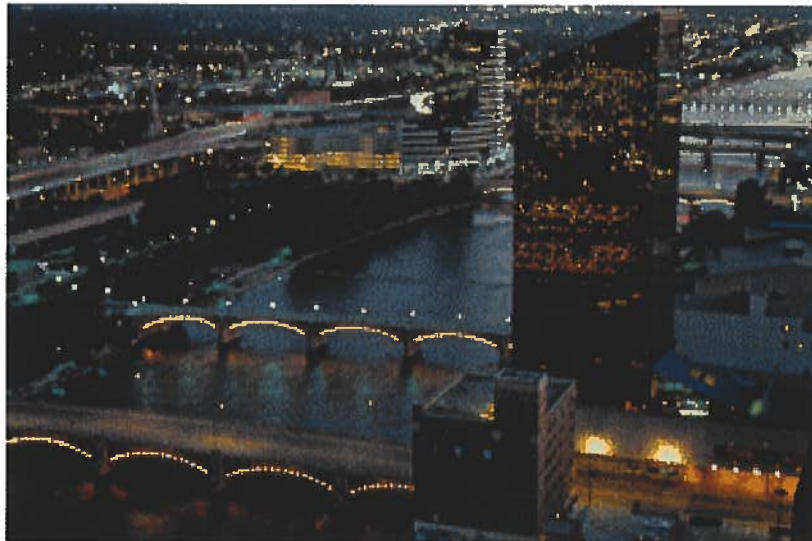
Please refer to the map on the back for DASH 8 parking and shuttle information.

# Executive Summary

## Contractor Controlled Insurance Program

For

## Grand Rapids/Kent County Convention Center







Erhardt Hunt is pleased to present the Owners of the Grand Rapids Convention Center with an overview of a Wrap-Up Insurance Program sponsored by Erhardt Hunt as a Contractor Controlled Insurance Program (CCIP).

Under this program, Erhardt Hunt will directly purchase a Risk Management Program including Insurance Coverage, Loss Control/Safety, and Claims Management Services on behalf of themselves, the Owner, and the subcontractors performing work at the Convention Center. In turn, the subcontractors will be required to remove the cost of insurance from their contracts, bids, and hourly rates. The result is more efficient and cost effective risk management program covering the project.

The insurance provided under the CCIP will protect the interest of the Owner, Erhardt Hunt, and the subcontractors performing physical work at the project only and any activities incidental thereto. No "off-site" exposures would be covered under the program. The insurance coverages provided under the CCIP are:

1. Workers Compensation and Employers Liability (Injury to Employees)
2. General Liability/Completed Operations (Injury to Third Parties or Third Party Property Damage)
3. Excess/Umbrella Liability (Provides high limits of insurance)
4. Environmental Liability (Covers liability arising out of environmental impacts)

There are many wide-ranging benefits to be captured under these programs. Coupled together, the most important benefit that Erhardt Hunt hopes to provide to the project by utilizing the CCIP is to deliver a safe project that is on time and within budget. The many benefits are summarized below:

#### Financial

- No financial risk to the Owner
- Owner does not have to purchase Owners Contractor Protective (OCP) policy
- Provides more insurance for the same amount of money
- Limited delays from claims and litigation

#### Risk Management

- Eliminates un-insured and under-insured contractors
- Consistent insurance coverage
- Standard procedures for loss control and safety management
- Single insurance company representing the interest of the Owner, Construction Manager and all subcontractors
- All claims are known about immediately

#### Asset Protection

- \$75,000,000 limit of insurance
- Limits are dedicated to this project only
- Broader Coverage than usual

#### Public Relations

- Greater latitude in hiring local and MBE/WBE subcontractors
- Increase focus on safety
- Active role in contractor safety mitigates "bad press" criticism
- Active role in how injured workers are treated
- Claims are handled immediately and quickly

Erhardt Hunt firmly believes that by taking an active role in the insurance, safety and claims management of the project that costly delays can be avoided and a safe project can be delivered on time.

**CONVENTION/ARENA AUTHORITY  
FINANCE COMMITTEE**

**AGENDA**

- a. Review and Approval of Minutes of the March 15, 2001 Finance Committee Meeting**
- b. SMG March Financial Reports – Van Andel Arena and Grand Center**
- c. Report of Invoices Paid March 14, March 28, and April 13, 2001**
- d. C/AA March Financial Report**

VIII A.

## Meeting of the C/AA Finance Committee

March 15, 2001

DRAFT

1. Call to Order - The meeting was called to order at 7:40 a.m. by Chair Birgit Klohs.

2. Attendance

Present: Mr. Robert Herr, Ms. Birgit Klohs, Mayor John Logie, Mr. David Waichum

Others Present: Richard MacKeigan, Chris Machuta (SMG), Dale Sommers (Convention Center Expansion Owners Representative), Jana Wallace (City of G.R. Fiscal Services), Karen Mendez (Recording Secretary)

3. Review and Approval of Minutes of February 15, 2001 C/AA Finance Committee Meeting  
There were no corrections or comments.

*Motion: Mayor Logie, supported by Robert Herr, moved to approve the minutes of the February 15, 2001 C/AA Finance Committee Meeting as presented. Motion carried.*

4. Comments from Audience Regarding Agenda Items/Requests for Additional Agenda Items—None.

5. SMG Monthly Financial Reports – Van Andel Arena and Grand Center

Mr. Machuta reported the net income above expenses for the Van Andel Arena was slightly below their original budget, but was above the revised budget that was produced in December. This shortfall was caused in part by the fact that no concerts were held in February and the Hoops did not play any February games prior to their move to the DeltaPlex. Mayor Logie suggested a document be produced to determine the financial impact of the loss of the Hoops games and that this document then be used to determine if the Van Andel Arena budget needs adjustment. Mr. MacKeigan pointed out the fact that there were many event-related expenses associated with the Hoops games that no longer exist, such as the changeover from ice required after the Griffins play a game. This expense will no longer exist and accordingly will make the Griffins more profitable to the Arena. Mayor Logie stated his point is to make sure the savings are enough to cover the loss of revenue generated. Mr. MacKeigan stated that if just three of the vacant twenty-eight Hoops game dates can be filled with concerts, the economic bottom line will not be impacted. Mayor Logie asked if any of the vacant dates have yet been filled. They have not. Mr. MacKeigan stated he will produce the requested document and will present it at the next meeting of the C/AA Finance Committee.

Mayor Logie then asked if legal counsel have determined the best course of action to recover monies owed to the Van Andel Arena due to the breach of contract by the Hoops owners. Mr. MacKeigan responded it is his understanding that from a legal perspective it appears there is little that can be done to recover monies owed by the Isaiah Thomas blind trust. Mayor Logie disagrees. He believes the fact that Mr. Thomas created a blind trust after the Hoops contract was signed does not excuse him from his contractual liabilities, and that this action is illegal. If legal counsel does not agree, Mayor Logie believes a second opinion is needed. A determination also needs to be made as to the legal expenses that may be incurred by the pursuit

of the contractual obligations, and whether it is worth the expense. Mr. MacKeigan stated he will investigate this matter further and will ask legal counsel to contact Mayor Logie.

Mr. Machuta stated the NCAA Western Regional tournament tickets are selling well. There appears to be a good chance Michigan State will play at the Arena and possibly University of Michigan as well. Ms. Klohs asked how the Women's Basketball event turned out. Mr. MacKeigan is proud to report he received excellent comments about the City, the facility and the staff from the Big Ten representatives. The financial results of an event of this nature normally take several weeks to finalize, and Mr. MacKeigan has not yet received this information. However, he is aware of the fact that the corporate sponsorship did not meet their financial goals. Attendance at the event was very good, with a record setting 7900 attending Saturday's event. Next year this event will take place in Indianapolis, Indiana. Mr. MacKeigan has reserved dates for this event in 2003 in the hopes it will return to Grand Rapids.

Mr. Machuta reviewed the February financial report for the Grand Center, noting this month did well. Events included the Auto Show and the Boat Show. Boat Show attendance was down but dealers have informed they were nevertheless pleased with their sales. The Super Show, which was not a budgeted event, had exceptional attendance of 15,000 over the course of three days. Mr. MacKeigan noted in the past the facility has hosted events of this nature and following the event he has received complaints from attendees, which were then referred to the event promoter. He is pleased to say in this case the promoter, who has never promoted this type of event before, handled all complaints received during the event. Mr. MacKeigan did not receive any complaints at all after the event. Mr. Machuta reported this weekend the Sports Show will take place.

Ms. Klohs asked for confirmation of the fact that the Grand Center parking ramp demolition has been delayed. Mayor Logie stated it has, since at the time the Women's Expo and Spartan events were booked, the demolition date was slated for June 2001. In order to honor the original conditions of the bookings, the demolition date has been pushed back from April 9 to April 23.

Mr. MacKeigan took the opportunity to point out the fact that this is a good example of the excellent cooperation and communication taking place between SMG, the City and all persons involved in this construction project. Mayor Logie stated another example is the excellent work that has been done in arranging for convention attendees to park in the Gus West lot across the river and reach the front door of the Grand Center via shuttle bus in five minutes time. Mayor Logie stated this particular fact needs to be communicated to convention planners who may worry about parking. Mr. MacKeigan did warn, however, that at some point the project will be fully underway and will be an inconvenience, and to expect some displeasure to be expressed by facility users.

*Motion: Robert Herr, supported by Mayor Logie, moved to recommend to the full Board of the Convention/Arena Authority that the February 2001 financial statements for the Van Andel Arena and Grand Center be approved as presented. Motion carried.*

6. Report of Invoices Paid February 14 and February 28, 2001

*Motion: Dave Waichum, supported by Robert Herr, moved to recommend to the full Board of the Convention/Arena Authority that the request for payment of invoices totaling \$868,133.63 be approved as presented. Motion carried.*

Mr. Herr asked if the utility expenses are shown on the C/AA Financial Report. Ms. Wallace responded yes, in the Operating column.

Mr. Herr asked for clarification on invoice submission. Ms. Wallace explained that Mr. Sommers submits the invoices. Mr. Herr asked if there is a control system in place to determine if the invoices are valid and that the work listed is actually being completed. Mr. Sommers stated yes, he makes sure the work is actually completed. The City Engineer's office also submits invoices, each having two and sometimes three signatures confirming the work has been completed and that the charges are within the specifications of the contracts. As a final internal control, Ms. Wallace pointed out that two signatures are needed on each check issued by the C/AA.

7. C/AA February 2001 Financial Report

*Motion: Robert Herr, supported by Dave Waichum, moved to recommend to the full Board of the Convention/Arena Authority approval of the Convention/Arena Authority Interim Financial Statement dated from inception June 20, 2000 to February 28, 2001 as presented by Beene, Garter LLP. Motion carried.*

8. General Comments

Ms. Klohs stated she will be unavailable to Chair the next scheduled C/AA Finance Committee meeting on April 19<sup>th</sup>. Mayor Logie and Mr. Herr will also be unavailable for the April meeting, so no quorum is expected. The April meeting is therefore cancelled.

Mayor Logie suggested the C/AA Finance Committee agenda for April be forwarded directly to the full Board. Mayor Logie will be present at the C/AA Board meeting scheduled for April 25<sup>th</sup> and will present the Finance Committee agenda at that time. Ms. Klohs agreed and stated she will notify Mr. Heacock, Chair of the C/AA Board. Mayor Logie asked that he be provided with the April Finance Committee agenda prior to the 25<sup>th</sup> of April.

9. Adjournment - The meeting was adjourned at 8:09 a.m.





# **VAN ANDEL ARENA**

## **FINANCIAL STATEMENT FOR THE PERIOD ENDED MARCH 31, 2001**

### **Distribution:**

Richard MacKeigan  
Kurt Kimball  
Jim Knack  
Bob White  
Cheryl McConomy  
Dave Waichum  
Steve Heacock  
Glen Mon  
Harry Cann  
Gary McAneney  
Chris Wright



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*An SMG Managed Facility*

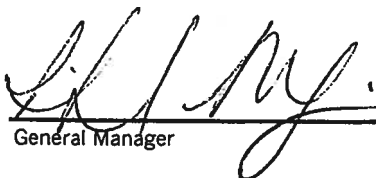
**VAN ANDEL ARENA  
ROLLING FORECAST - YE 6/30/00  
SUMMARY**

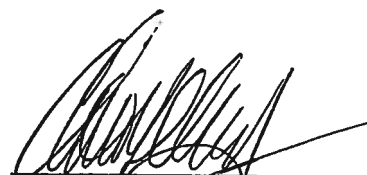
	YTD	ROLL	TOTAL FYE	BUDGET FYE	VARIANCE
NO. EVENTS	120	30	150	163	(13)
ATTENDANCE	623,629	199,612	823,241	889,750	(66,509)
DIRECT EVENT INCOME	1,220,803	199,612	1,420,415	1,303,223	117,192
ANCILLARY INCOME	1,239,226	210,745	1,449,971	1,429,308	20,663
<b>TOTAL EVENT INCOME</b>	<b>2,460,029</b>	<b>410,357</b>	<b>2,870,386</b>	<b>2,732,531</b>	<b>137,855</b>
TOTAL OTHER INCOME	1,170,215	401,390	1,571,605	1,605,559	(33,954)
<b>TOTAL INCOME</b>	<b>3,630,244</b>	<b>811,747</b>	<b>4,441,991</b>	<b>4,338,090</b>	<b>103,901</b>
INDIRECT EXPENSES					
EXECUTIVE	71,359	24,482	95,841	99,061	3,220
FINANCE	94,239	36,473	130,712	141,461	10,749
MARKETING	115,072	48,097	163,169	152,070	(11,099)
OPERATIONS	813,748	240,809	1,054,557	1,043,202	(11,355)
BOX OFFICE	65,720	35,119	100,839	125,614	24,775
LUXURY SEATING	78,612	28,177	106,789	104,707	(2,082)
SKYWALK ADMIN	27,905	8,224	36,129	32,895	(3,234)
OVERHEAD	1,032,680	348,901	1,381,581	1,382,858	1,277
<b>TOTAL INDIRECT EXP.</b>	<b>2,299,332</b>	<b>770,280</b>	<b>3,069,617</b>	<b>3,081,868</b>	<b>12,251</b>
<b>NET REVENUE ABOVE EXPENSES</b>	<b>1,330,909</b>	<b>41,467</b>	<b>1,372,374</b>	<b>1,256,222</b>	<b>116,152</b>
LESS ALLOCATION FOR CAPITAL REPLACEMENT	25,428	211,000	236,428	226,265	.
<b>NET REVENUE ABOVE EXPENSES AFTER CAPITAL</b>	<b>1,305,481</b>	<b>(169,533)</b>	<b>1,135,946</b>	<b>1,029,957</b>	<b>116,152</b>

Benchmark revenues	4,077,585
Final Statement revenues	4,441,991
Projected excess	<u>364,406</u>
20% of first \$500,000 excess	72,881
25% of \$500,000 and above	-
Total Incentive Fee	72,881
2001 Base Fee	260,981
Total Fee for FY 2001	<u>333,862</u>

Comments:

March concludes the 3rd quarter of the fiscal year for the Arena. The forecast shows a slight decrease (\$30K) due to hosting one less concert than what was included in the December forecast. However, potential gains in expected ancillary income for the two remaining concerts and boxing could bring the Arena back to the \$1.4 million net revenue before capital replacement.

  
General Manager

  
Director of Finance

EVENTS	***** YTD *****						*****REMAINING PROJECTION*****										ROLL		BUDGET	
	NO.	EVENT TYPE	ATTND.	DIR. EYT.	ANCILL.	TOTAL EYT. INC.	NO.	ATTND.	RENT	SERV. INC. (EXP.)	TOTAL DIR. INC.	REFR.	CATER	NOVEL	TOTAL ANCILL.	TOTAL EYT. INC.	EVT. INC. FYE 6/30	BUDGET FYE 6/30	VARIANCE	
HOOP'S BASKETBALL	12		14,167	32,339	16,419	48,758											48,758	124,768	(76,010)	
HOOP'S PLAYOFF GAMES																				
GRIFFINS PRESEASON	2		8,312	5,245	8,680	13,925											13,925	19,914	(5,989)	
GRIFFINS REGULAR SEASON	40		243,241	35,468	305,710	341,178											350,518	408,237	(57,719)	
GRIFFINS PLAYOFF																	17,350	17,350		
RAMPAGE PRESEASON																	1,744	2,458	(714)	
RAMPAGE REGULAR SEASON	1		7,132	(1,445)	841	(604)											9,860	17,206	(7,346)	
NHL PRESEASON	1		10,570	734	31,773	32,507											32,507	36,496	(3,989)	
WRESTLING	1		6,793	21,358	25,224	46,582											46,582	122,852	(76,270)	
BASKETBALL TOURNAMENT	6		24,694	61,121	46,805	107,926											107,926	22,382	85,544	
VOLLEYBALL																	11,950		11,950	
PROFESSIONAL BOXING																				
COLLEGE HOCKEY	2		14,789	74,382	35,462	109,844											109,844	71,646	38,198	
COLLEGE BASKETBALL	1		3,398	8,784	6,771	15,555											15,555	14,585	970	
TOTAL SPORTS	66		333,096	237,986	477,685	715,671	12	95,000	110,290	(60,089)	23,951	41,560	3,177	1,150	45,887	50,848	766,519	840,544	(74,025)	
RBBB CIRCUS	7		30,750	19,286	37,805	57,091											57,091	62,916	(5,825)	
GLOBETROTTERS	1		5,738	15,210	11,352	26,562											26,562	16,987	9,575	
DISNEY ON ICE																	25,783	57,801	(32,018)	
SUPEROOGS	2		2,928	(282)	3,547	3,265											3,265	12,114	(8,849)	
ICE CAPADES																		60,796	(60,796)	
TOM COLLINS ICE SHOW	1		8,638	47,800	13,093	60,893											60,893	58,920	1,973	
STARS ON ICE	1		9,634	62,489	16,237	78,726											78,726	70,427	8,299	
RODEO	2		10,517	25,237	22,770	48,007											48,007	50,495	(2,488)	
LIPIZZANER STALLIONS	1		4,126	11,614	6,371	17,985											17,985	14,608	3,377	
ARENACROSS	3		17,174	32,931	51,490	84,421											84,421	88,066	(3,645)	
CARMEN																		38,296	(38,296)	
PROFESSIONAL BULL RIDING																	62,000		62,000	
MONSTER TRUCKS	3		15,049	24,603	29,256	53,859											53,859	71,686	(17,827)	
TOTAL FAMILY SHOWS	21		104,554	238,888	191,921	430,809	9	38,000	136,682	(97,574)	39,108	43,800	2,375	2,500	48,675	87,783	518,592	603,112	(84,520)	
ROCK	11		91,415	387,280	365,411	752,691											900,641	1,026,285	(125,644)	
COUNTRY	3		22,201	84,803	59,217	144,020											144,020		144,020	
RHYTHM & BLUES																				
CHRISTIAN	3		20,207	45,089	21,835	66,924											66,924		66,924	
MIDDLE OF THE ROAD	1		3,322	14,317	3,917	18,234											18,234		18,234	
VARIETY																				
TOTAL CONCERTS	18		137,145	531,489	450,380	981,869	3	27,000	54,000	7,300	61,300	48,438	2,302	35,910	86,650	147,950	1,129,819	1,026,285	103,534	
OTHER MISC	15		48,834	212,432	119,224	331,656	5	23,850	40,500	8,503	49,003	6,500	6,475		12,975	61,978	393,634	262,590	131,044	
TOTAL OTHER	15		48,834	212,432	119,224	331,656	5	23,850	40,500	8,503	49,003	6,500	6,475		12,975	61,978	393,634	262,590	131,044	
GRAND TOTALS	120		623,629	1,220,795	1,239,210	2,460,005	29	183,850	341,472	(141,860)	173,362	140,298	14,329	39,560	194,187	348,559	2,808,564	2,732,531	76,033	

**VAN ANDEL ARENA  
GRAND RAPIDS  
FINANCIAL STATEMENT HIGHLIGHTS**

	March Actual	March Budget	March Last Year	YTD 6/30/01 Actual	YTD 6/30/01 Budget
Number of Events	17	22	16	120	127
Attendance	99,118	117,600	92,035	623,629	684,900
Direct Event Income	\$257,659	\$220,987	\$141,900	\$1,220,803	\$1,100,854
Ancillary Income	180,288	222,429	138,357	1,239,226	1,244,640
Other Income	135,102	133,798	130,829	1,170,215	1,204,182
Indirect Expenses	(253,836)	(256,821)	(260,456)	(2,299,335)	(2,311,389)
Net Revenue above Expenses	\$319,213	\$320,393	\$150,630	\$1,330,909	\$1,238,287
Less Capital Replacement				(\$25,428)	(\$25,428)
Net After Capital Replacement	\$319,213	\$320,393	\$150,630	\$1,305,481	\$1,212,859

**COMMENTS:**

**\*\*\* EVENT INCOME \*\*\***

Direct Event income came in above expected levels for the month due to the very successful Big Ten Women's Basketball Tournament, Men's NCAA Western Regional Hockey Tournament, and the Target Stars on Ice events. This helped make up for the loss of the Hoops, Wrestling, and Concert that was budgeted for the month.

**\*\*\* ANCILLARY INCOME \*\*\***

Ancillary income came in below expected levels for the month. The events hosted performed very well, however, college sports do not draw the per caps that we would have gotten with the Wrestling and Concert. Overall, event income came in at expected levels, the number was simply achieved differently than we had budgeted.

**\*\*\* INDIRECT EXPENSES \*\*\***

Indirect expenses came in at expected levels. Operations supplies and repairs came in well below expectations, however, that was offset by the continued rise in utility costs.

\*\*\*\*\* \*\* \*\*\*\*\* \*\*\*\*\* \*\*\*\*\* \*\*\*\*\* \*\*\*\*\* \*\*\*\*\* \*\*\*\*\* \*\*\*\*\*

VAN ANDEL ARENA  
FACILITY STATEMENT OF INCOME  
PERIOD ENDING 03/31/01

	-----CURRENT-----			-----YTD-----		
	ACTUAL	BUDGET	LAST YEAR	ACTUAL	BUDGET	LAST YEAR
EVENT INCOME						
-----						
DIRECT EVENT INCOME						
RENTAL INCOME	388,366	385,576	224,437	1,625,539	1,572,281	1,241,312
SERVICES INCOME	<130,707>	<164,589>	<82,537>	<404,736>	<471,427>	<365,433>
TOTAL DIRECT EVENT INCOME	257,659	220,987	141,900	1,220,803	1,100,854	875,879
ANCILLARY INCOME						
-----						
FOOD & BEVERAGE	165,834	185,440	107,222	1,036,948	1,044,468	899,552
NOVELTY	15,975	32,705	26,445	175,578	168,977	155,081
OTHER ANCILLARY	<1,521>	4,284	4,690	26,701	31,195	32,412
TOTAL ANCILLARY INCOME	180,288	222,429	138,357	1,239,226	1,244,640	1,087,045
TOTAL EVENT INCOME	437,947	443,416	280,257	2,460,030	2,345,494	1,962,924
OTHER OPERATING INCOME	135,102	133,798	130,829	1,170,215	1,204,182	1,162,636
ADJUSTED GROSS INCOME	573,049	577,214	411,086	3,630,244	3,549,676	3,125,560
INDIRECT EXPENSES						
EXECUTIVE	6,568	8,255	8,516	71,359	74,295	67,671
FINANCE	12,807	11,788	7,101	94,239	106,092	80,622
MARKETING	14,199	12,672	10,199	115,072	114,048	114,916
LUXURY SEATING	8,869	8,725	9,724	78,612	78,525	69,483
OPERATIONS	77,380	86,934	97,508	813,748	782,406	793,197
BOX OFFICE	7,251	10,468	10,199	65,720	94,212	63,651
SKYWALK ADMINISTRATION	3,367	2,741	3,864	27,905	24,669	27,296
OVERHEAD	123,394	115,238	113,346	1,032,680	1,037,142	1,040,682
INDIRECT EXPENSES	253,836	256,821	260,456	2,299,335	2,311,389	2,257,518
NET OPERATING INCOME	319,213	320,393	150,630	1,330,909	1,238,287	868,042
OTHER EXPENSES						
OTHER EXPENSE (INCOME)	0	0	0	25,428	0	0
OTHER EXPENSES	0	0	0	25,428	0	0
NET INCOME (LOSS)	319,213	320,393	150,630	1,305,481	1,238,287	868,042
=====	=====	=====	=====	=====	=====	=====



VAN ANDEL ARENA  
STATEMENT OF SERVICES INCOME  
PERIOD ENDING 03/31/01

	CURRENT			YEAR TO DATE		
	ACTUAL	BUDGET	LAST YEAR	ACTUAL	BUDGET	LAST YEAR
Advertising Billed	2,282	10,000	26,346	169,485	83,000	151,101
Sponsorship Income	0	0	0	43,248	0	15,120
Labor Billed	3,060	2,440	1,800	20,994	46,890	29,638
Changeover Setup Billed	9,537	10,850	9,690	130,501	99,800	104,849
Stagehands Billed	22,803	36,490	23,707	331,013	374,391	384,329
Security Billed	16,671	12,150	8,813	124,236	114,335	113,738
Ushers & Tix Takers Billed	21,330	13,664	10,065	128,330	122,816	104,237
Box Office Billed	10,774	3,774	645	20,449	11,322	8,830
Ticketing Service Billed	14,193	26,300	14,990	124,636	149,100	120,345
Utilities Billed	0	0	0	0	0	3,000
City Police Fire Billed	280	560	280	8,823	9,560	9,884
EMT Medical Billed	1,375	1,440	975	16,948	13,940	13,880
Cleaning Billed	18,770	12,250	10,614	107,703	125,687	111,529
Insurance Billed	0	0	0	2,240	0	0
Group Sales Commissions Billed	1,222	3,175	1,893	7,502	7,750	6,731
Telephone Billed	1,445	3,130	2,320	15,777	18,770	20,377
Equipment Rental Billed	2,900	0	0	2,975	0	0
Damages Billed	0	0	0	350	0	0
Other Production Billed	45,483	12,100	14,170	292,609	98,700	247,431
<b>TOTAL SERVICE INCOME</b>	<b>172,125</b>	<b>148,323</b>	<b>126,307</b>	<b>1,547,819</b>	<b>1,276,061</b>	<b>1,445,020</b>
Advertising Expense	46,693	45,000	22,746	219,619	116,750	142,713
Sponsorship Expenses	0	0	0	13,118	0	13,340
Labor Wages	2,601	3,256	1,530	17,845	19,721	25,192
Contracted Changeover Setup Expense	21,840	36,650	25,341	194,531	203,715	179,829
Stagehand Wages	24,880	37,890	25,101	321,527	378,575	384,507
Contracted Security Expense	28,309	29,520	39,180	188,566	180,260	162,593
Contracted Ushers & T/T Expense	44,715	15,370	29,173	249,056	59,910	220,675
Ticket Sellers Wages	329	658	573	8,553	5,922	6,824
Contracted Ticket Seller	0	28,800	0	0	194,850	0
Ticket Service Charge Expense	22,881	32,260	16,191	135,687	144,285	112,941
City Police Fire Expense	280	560	0	6,660	6,240	7,392
EMT Medical Expense	3,367	2,558	4,882	10,385	13,885	14,227
Contracted Cleaning Expense	40,507	44,110	30,641	254,329	269,160	244,581
Insurance Expense	3,549	3,360	0	13,593	12,960	7,860
Allocated Telephone Expense	225	1,220	285	3,610	5,555	2,016
Equipment Rental Expense	967	0	0	967	0	0
Damage Expense	0	0	0	387	0	0
Other Production Expense	61,690	31,700	13,200	314,123	135,700	285,763
<b>TOTAL SERVICE EXPENSE</b>	<b>302,832</b>	<b>312,912</b>	<b>208,844</b>	<b>1,952,555</b>	<b>1,747,488</b>	<b>1,810,453</b>
<b>NET SERVICE INCOME</b>	<b>&lt;130,707&gt;</b>	<b>&lt;164,589&gt;</b>	<b>&lt;82,537&gt;</b>	<b>&lt;404,736&gt;</b>	<b>&lt;471,427&gt;</b>	<b>&lt;365,433&gt;</b>
	=====	=====	=====	=====	=====	=====

VAN ANDEL ARENA  
STATEMENT OF FINANCIAL POSITION  
PERIOD ENDING 03/31/01

ASSETS

CURRENT ASSETS

CASH	3,512,086
ACCOUNTS RECEIVABLE	1,811,644
PREPAID EXPENSES	137,494
	-----
TOTAL CURRENT ASSETS	5,461,224
	-----

FIXED ASSETS

INTANGIBLE ASSETS	11,627
	-----
TOTAL OTHER ASSETS	11,627
	-----

TOTAL ASSETS	5,472,852
	=====

LIABILITIES & EQUITY

CURRENT LIABILITIES

ACCOUNTS PAYABLE	1,146,564
ACCRUED EXPENSES	929,219
DEFERRED INCOME	582,960
ADVANCED TIX SALES & DEPOSITS	1,129,599
	-----
TOTAL CURRENT LIABILITIES	3,788,342
	-----

EQUITY

FUNDS REMITTED	<1,250,000>
FUNDING RECEIVED	319,866
RETAINED EARNINGS	1,309,161
NET INCOME (LOSS)	1,305,482
	-----
TOTAL EQUITY	1,684,510
	-----

TOTAL LIABILITIES & EQUITY	5,472,852
	=====

VAN ANDEL ARENA  
INDIRECT EXPENSE SUMMARY  
PERIOD ENDING 03/31/01

	-----CURRENT-----			-----YTD-----		
	ACTUAL	BUDGET	LAST YEAR	ACTUAL	BUDGET	LAST YEAR
Salaries Administration	31,639	41,358	31,408	304,398	372,222	304,807
Part-Time	12,519	2,500	8,233	67,789	22,500	46,279
Wages-Trade	51,038	76,018	59,266	555,311	684,162	604,381
Auto Expense	531	831	831	5,379	7,479	6,978
Taxes & Benefits	21,447	24,920	22,394	193,559	224,280	198,645
Less: Allocation/Reimbursement	<32,374>	<64,112>	<30,774>	<373,087>	<577,008>	<448,488>
<b>TOTAL LABOR COSTS</b>	<b>84,800</b>	<b>81,515</b>	<b>91,358</b>	<b>753,349</b>	<b>733,635</b>	<b>712,602</b>
Contracted Security	10,198	15,833	16,993	144,200	142,497	142,590
Contracted Cleaning	2,017	2,000	2,017	16,139	18,000	18,097
Other Contracted Services	249	300	249	2,368	2,700	2,181
Travel & Entertainment	117	500	473	10,290	4,500	3,605
Corporate Travel	0	833	0	3,617	7,497	2,278
Meetings & Conventions	1,829	833	2,323	2,064	7,497	4,607
Dues & Subscriptions	186	283	0	1,590	2,547	2,039
Employee Training	298	833	0	2,033	7,497	748
Miscellaneous Expense	0	833	0	0	7,497	0
Computer Expense	1,655	2,083	4,375	25,585	18,747	17,481
Professional Fees	1,500	1,917	1,417	13,500	17,253	13,283
Marketing & Advertising	6,793	6,249	5,994	59,779	56,241	47,946
Box Office Expenses	188	0	0	<1,634>	0	<828>
Small Equipment	0	267	0	2,143	2,403	1,378
Vehicle Maintenance	0	50	0	0	450	0
Trash Removal	1,250	1,167	1,168	12,817	10,503	9,983
Equipment Rental	1,279	967	1,093	13,675	8,703	13,547
Landscaping	0	208	0	2,130	1,872	0
Snow Removal	0	63	0	0	567	333
Exterminating	0	300	495	2,408	2,700	2,228
Cleaning	0	625	0	1,060	5,625	2,530
Repairs & Maintenance	6,213	10,708	10,424	82,003	96,372	83,551
Supplies	14,331	15,682	13,564	157,434	141,138	153,184
Bank Service Charges	988	500	10,023	9,834	4,500	13,045
Insurance	10,982	21,120	1,656	88,007	190,080	183,929
Other Taxes	0	500	0	3,062	4,500	1,441
Printing & Stationary	0	1,667	0	11,230	15,003	10,911
Office Supplies	317	1,000	1,345	7,725	9,000	8,450
Postage	139	1,000	338	6,080	9,000	5,112
Parking Expense	2,920	1,333	1,425	14,600	11,997	11,592
Telephone Long Distance	4,422	4,333	9,947	35,869	38,997	40,626
Utilities	65,719	55,001	64,158	553,168	495,009	515,761
Base Fee	22,732	21,748	21,245	194,177	195,732	191,203
Incentive Fee	14,927	5,824	0	72,927	52,416	51,687
Amortization	1,963	1,963	1,963	17,670	17,667	17,670
Common Area Expense	<2,986>	<3,217>	<3,301>	<16,986>	<28,953>	<25,256>
Less: Allocated/Reimbursement	<1,192>	0	<285>	<4,577>	0	<2,016>
<b>TOTAL MATERIAL AND SERVICES</b>	<b>169,035</b>	<b>175,306</b>	<b>169,099</b>	<b>1,545,986</b>	<b>1,577,754</b>	<b>1,544,916</b>
<b>TOTAL INDIRECT EXPENSES</b>	<b>253,836</b>	<b>256,821</b>	<b>260,456</b>	<b>2,299,335</b>	<b>2,311,389</b>	<b>2,257,518</b>



## **GRAND CENTER**

**FINANCIAL STATEMENT  
FOR THE PERIOD ENDED MARCH 31, 2001**

**Distribution:**

Richard MacKeigan  
Kurt Kimball  
Jim Knack  
Bob White  
Cheryl McConomy  
Dave Waichum  
Steve Heacock  
Glen Mon  
Harry Cann  
Gary McAneney  
Chris Wright



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*An SMG Managed Facility*

**GRAND CENTER  
ROLLING FORECAST - YE 6/30/01  
SUMMARY**

	YTD Actual	Roll	TOTAL FYE	BUDGET FYE	VARIANCE
NO. EVENTS	288	74	362	404	(42)
ATTENDANCE	405,438	86,150	491,588	554,790	(63,202)
DIRECT EVENT REVENUE	1,120,433	256,813	1,377,246	1,466,636	(89,390)
ANCILLARY REVENUE	501,803	124,915	626,718	731,527	(104,809)
TOTAL EVENT REVENUE	1,622,235	381,728	2,003,964	2,198,163	(194,199)
TOTAL OTHER REVENUE	89,387	30,250	119,637	89,000	30,637
TOTAL OPERATING REVENUE	1,711,622	411,978	2,123,601	2,287,163	(163,562)
INDIRECT EXPENSES					
EXECUTIVE	29,456	14,663	44,119	52,745	8,626
FINANCE	96,678	34,656	131,334	132,653	1,319
MARKETING	69,115	30,507	99,622	118,529	18,907
OPERATIONS	545,686	220,456	766,142	810,822	44,680
BOX OFFICE	27,638	19,570	47,208	70,979	23,771
OVERHEAD	772,766	249,646	1,022,412	1,014,655	(7,757)
TOTAL OPERATING EXP.	1,541,339	569,498	2,110,837	2,200,378	89,541
NET OPERATING REVENUE OVER OPERATING EXPENSES	170,284	(157,520)	12,764	86,785	(74,021)

**\*\*ESTIMATED\*\***

**MANAGEMENT FEE CALCULATION**

BENCHMARK REVENUES (Est.)	\$ 2,056,403
PROJECTED REVENUES	\$ 2,123,601
PROJECTED INCREASE	<u>\$ 67,198</u>
20% OF FIRST \$500,000	\$ 13,440
25% OF \$500,000 AND ABOVE	\$ .
TOTAL INCENTIVE FEE	<u>\$ 13,440</u>
TOTAL BASE 00/01	\$ 174,005
TOTAL FEE FOR FYE 00/01	<u><u>\$ 187,445</u></u>

**Comments:**

March concludes the 3rd quarter of the fiscal year, and the public show season for the Grand Center. The public shows this year overall performed stronger than last year. The 4th quarter is forecasted to fall short of budgeted expectations, however, the Grand Center should still be able to finish the year with revenue ahead of expenses.

  
General Manager

  
Finance Director



**GRAND CENTER  
FINANCIAL STATEMENT HIGHLIGHTS  
FOR MONTH ENDED MARCH 31, 2001**

The following schedule summarizes operating results for the month ending and the YTD ending March 31, 2001, compared to budget and to the prior year:

<b>MONTH</b>	<b>March Actual</b>	<b>March Budget</b>	<b>March FY 2000</b>
Number of Events	35	37	39
Attendance	83,459	84,700	93,402
Direct Event Income	\$218,766	\$195,065	\$214,238
Ancillary Income	82,525	94,505	85,535
Other Income	11,019	7,417	19,111
Indirect Expenses	(202,260)	(183,370)	(192,176)
Net Income	<u>\$110,050</u>	<u>\$113,617</u>	<u>\$126,708</u>

<b>YTD</b>	<b>YTD 2001 Actual</b>	<b>YTD 2001 Budget</b>	<b>YTD 2000 Prior Year</b>
Number of Events	288	297	317
Attendance	405,438	430,940	452,274
Direct Event Income	\$1,120,433	\$1,137,195	\$1,213,910
Ancillary Income	501,803	577,022	557,624
Other Income	89,387	66,753	88,017
Indirect Expenses	(1,541,340)	(1,650,330)	(1,467,887)
Net Income	<u>\$170,283</u>	<u>\$130,640</u>	<u>\$391,663</u>

**EVENT INCOME**

Event income came in above expected levels for the month. The two Showspan shows (Sport, Fishing, and Travel Show and the Home and Garden Show), performed better than expected.

**ANCILLARY INCOME**

Ancillary income came in slightly below expected levels for the month. The Grand Center did not host as many catered events during the month than was planned. However, the public shows held during the month did perform strong.

**INDIRECT EXPENSES**

Indirect expenses came in above expected levels for the month due to higher than expected utility charges for the month.

GRAND CENTER  
FACILITY STATEMENT OF INCOME  
PERIOD ENDING 03/31/01

	-----CURRENT-----			-----YTD-----		
	ACTUAL	BUDGET	LAST YEAR	ACTUAL	BUDGET	LAST YEAR
<hr/>						
EVENT INCOME						
-----						
DIRECT EVENT INCOME						
RENTAL INCOME	212,900	190,163	212,732	1,108,461	1,107,009	1,161,259
SERVICES INCOME	5,867	4,902	1,506	11,971	30,186	52,650
	<hr/>					
TOTAL DIRECT EVENT INCOME	218,766	195,065	214,238	1,120,433	1,137,195	1,213,910
	<hr/>					
ANCILLARY INCOME						
-----						
FOOD & BEVERAGE	36,427	45,305	39,947	218,205	263,302	221,517
NOVELTY	1,903	2,140	5,558	8,345	18,150	23,705
OTHER ANCILLARY	44,195	47,060	40,031	275,253	295,570	312,402
	<hr/>					
TOTAL ANCILLARY INCOME	82,525	94,505	85,535	501,803	577,022	557,624
	<hr/>					
TOTAL EVENT INCOME	301,292	289,570	299,773	1,622,236	1,714,217	1,771,533
	<hr/>					
OTHER OPERATING INCOME	11,019	7,417	19,111	89,387	66,753	88,017
	<hr/>					
ADJUSTED GROSS INCOME	312,311	296,987	318,884	1,711,623	1,780,970	1,859,550
	<hr/>					
INDIRECT EXPENSES						
EXECUTIVE	6,937	4,395	6,800	29,456	39,555	40,856
FINANCE	13,611	11,053	11,999	96,678	99,477	103,119
MARKETING	9,688	9,879	10,306	69,115	88,911	79,540
OPERATIONS	73,859	67,571	61,216	545,686	608,139	476,423
BOX OFFICE	2,849	5,917	5,706	27,638	53,253	43,411
OVERHEAD	95,316	84,555	96,148	772,766	760,995	724,538
	<hr/>					
INDIRECT EXPENSES	202,260	183,370	192,176	1,541,340	1,650,330	1,467,887
	<hr/>					
NET OPERATING INCOME	110,051	113,617	126,708	170,283	130,640	391,663
	<hr/>					
OTHER EXPENSES						
	<hr/>					
NET INCOME (LOSS)	110,051	113,617	126,708	170,283	130,640	391,663
	<hr/>					
	=====	=====	=====	=====	=====	=====

CURRENT			YEAR TO DATE		
ACTUAL	BUDGET	LAST YEAR	ACTUAL	BUDGET	LAST YEAR
0	0	0	3,577	6,200	76,659
57,310	63,800	60,204	514,562	549,087	708,251
12,900	13,020	14,697	71,975	64,560	82,210
12,981	15,020	16,854	97,793	101,755	116,059
2,100	2,300	2,800	13,650	14,100	16,050
22,529	22,330	26,346	103,252	103,985	120,857
2,115	0	0	9,315	6,300	16,900
4,883	1,025	1,767	18,600	12,245	17,407
5,943	4,360	6,288	9,893	23,760	27,856
2,914	2,700	3,927	14,804	16,209	18,722
0	0	<204>	1,065	3,300	9,661
0	0	25	1,961	206	2,340
0	0	0	0	0	2,616
1,145	1,730	1,920	3,590	8,210	8,524
0	0	<1,000>	0	0	<65>
1,747	1,295	1,018	19,739	8,185	38,661
126,565	127,580	134,640	883,774	918,102	1,262,709
0	0	613	6,114	4,200	72,921
51,934	61,887	55,885	482,535	532,349	656,236
12,900	13,020	17,039	73,036	64,560	84,594
9,086	12,012	11,942	68,455	67,271	86,442
4,750	3,975	6,700	22,651	22,769	29,558
1,553	1,020	2,187	24,228	17,555	30,939
4,883	711	1,767	18,600	11,533	17,407
9,397	4,820	10,472	25,246	30,217	45,969
2,215	1,700	2,868	11,092	10,784	10,164
22,191	23,533	19,071	120,120	125,082	131,416
0	0	2,727	0	0	14,323
0	0	<223>	1,609	0	1,605
0	0	0	0	0	1,565
420	0	0	420	0	441
1,369	0	2,086	17,697	1,596	26,477
120,699	122,678	133,135	871,803	887,916	1,210,059
5,867	4,902	1,506	11,971	30,186	52,650

GRAND CENTER  
STATEMENT OF FINANCIAL POSITION  
PERIOD ENDING 03/31/01

ASSETS

CURRENT ASSETS

CASH	1,327,051
ACCOUNTS RECEIVABLE	395,901
PREPAID EXPENSES	86,972

TOTAL CURRENT ASSETS	1,809,924
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FIXED ASSETS

TOTAL ASSETS	1,809,924
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LIABILITIES & EQUITY

CURRENT LIABILITIES

ACCOUNTS PAYABLE	723,674
ACCRUED EXPENSES	<118,952>
ADVANCED TIX SALES & DEPOSITS	593,248

TOTAL CURRENT LIABILITIES	1,197,969
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EQUITY

FUNDS REMITTED	<425,000>
FUNDING RECEIVED	434,912
RETAINED EARNINGS	444,270
NET INCOME (LOSS)	157,773

TOTAL EQUITY	611,955
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TOTAL LIABILITIES & EQUITY	1,809,924
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GRAND CENTER  
YTD Event Summary Report  
07/01/2000 - 03/31/2001

Event Type	Nbr Events		Attendance		Direct Event Income		Ancillary Event Income		Total Income	
	Act	Bud	Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget
<hr/>										
Agriculture & Farming	3	3	4,000	4,200	23,241	32,745	7,722	7,500	30,963	40,245
Associations	6	6	5,700	4,700	21,112	16,800	20,422	12,250	41,534	29,050
Banking	0	0	0	0	-662	0	0	0	-662	0
Beauty & Hair Care	3	3	3,100	3,100	16,045	12,150	8,476	10,182	24,521	22,332
Building & Construction	5	4	2,000	6,500	22,626	24,275	10,362	9,395	32,988	33,670
Dental	1	1	450	200	3,267	4,671	2,496	1,825	5,763	6,496
Education	11	11	20,100	13,000	92,865	75,067	38,030	34,850	130,895	109,917
Floriculture & Horticultu	3	3	3,000	3,000	28,279	30,565	6,592	7,600	34,871	38,165
Food Processing & Distrib	0	3	0	2,100	0	11,975	0	6,000	0	17,975
Government	0	2	0	800	0	2,350	0	7,100	0	9,450
Home Furnishings & Interi	0	2	0	1,000	0	7,210	0	18,000	0	25,210
Political	2	2	2,000	1,500	6,425	8,800	3,872	3,850	10,297	12,650
Real Estate	2	2	1,300	1,200	5,993	4,175	6,250	4,500	12,243	8,675
Religious	7	6	3,300	5,400	29,073	33,315	27,326	24,300	56,399	57,615
Toys & Hobbies	3	4	1,800	5,200	12,051	12,671	1,898	1,870	13,949	14,541
Water	3	3	600	1,500	9,423	8,650	8,763	6,000	18,186	14,650
Woodworking	3	2	3,000	6,000	37,459	50,910	31,717	50,050	69,176	100,960
Local Business	2	2	4,700	6,800	34,248	36,852	25,482	23,800	59,730	60,652
Other Minor	1	0	160	0	884	0	2,408	0	3,292	0
Miscellaneous	5	2	779	2,000	6,385	4,210	375	2,200	6,760	6,410
<hr/>										
TRADE SHOWS	60	61	55,989	68,200	348,714	377,391	202,191	231,272	550,905	608,663
<hr/>										
Automotive & Trucking	4	4	30,402	26,000	51,256	47,348	39,591	33,950	90,847	81,298
Boats	6	6	15,713	17,000	67,319	66,558	17,403	15,750	84,722	82,308
Craft Show	2	2	1,200	600	2,230	2,220	907	350	3,137	2,570
Custom Car Show	1	0	361	0	2,641	0	272	0	2,913	0
Medical & Health Care	3	0	998	0	13,310	0	923	0	14,233	0
Motorcycles	2	0	5,103	0	7,351	0	3,070	0	10,421	0
Science	2	0	3,000	0	10,570	0	4,329	0	14,899	0
Sporting Goods & Recreati	4	4	22,812	27,000	40,848	42,410	22,928	22,350	63,776	64,760
Supersale	6	3	17,371	6,500	24,154	8,163	580	1,700	24,734	9,863
Toys & Hobbies	2	2	1,337	3,000	4,734	4,875	339	3,200	5,073	8,075
Wedding Show	3	3	5,885	4,180	9,253	6,446	3,619	3,550	12,872	9,996
Minor Consumer	1	8	1,000	11,500	1,861	40,269	810	5,350	2,671	45,619
Home & Garden	4	4	24,703	24,000	46,340	38,967	17,300	16,350	63,640	55,317
<hr/>										
PUBLIC/GATED	40	36	129,885	119,780	281,867	257,256	112,071	102,550	393,938	359,806
<hr/>										
Performing Arts Other 2	4	18	10,731	28,700	15,093	57,010	10,369	19,920	25,462	76,930
Ballet	14	14	19,464	16,300	61,418	56,481	11,765	9,590	73,183	66,071
Opera	4	4	7,432	7,200	27,026	23,740	5,027	4,500	32,053	28,240
Symphony	47	35	82,951	53,000	150,309	127,984	24,452	20,650	174,761	148,634
Broadway	28	32	41,861	48,000	91,713	91,572	9,841	10,280	101,554	101,852
Performing Arts Other	6	14	8,349	25,800	26,881	46,410	4,999	14,100	31,880	60,510
<hr/>										
PERFORMING ARTS	103	117	170,788	179,000	372,440	403,197	66,453	79,040	438,893	482,237
<hr/>										
Meetings	0	0	0	0	-741	0	238	0	-503	0
Meetings Seminars Other	0	0	0	0	-1,768	0	2,540	0	772	0
Meetings	12	12	2,737	6,600	10,611	13,325	18,889	10,150	29,500	23,475
Seminars	29	41	2,789	15,760	15,534	22,055	10,638	15,630	26,172	37,685
Meetings Seminars Other	27	10	21,000	9,800	47,727	20,590	25,258	11,500	72,985	32,090



MEETINGS / SEMINARS	68	63	26,526	32,160	71,363	55,970	57,563	37,280	128,926	93,233
Banquets < 1000	1	0	500	0	1,207	0	1,765	0	2,972	-
Banquets > 1000	2	14	2,350	23,800	1,779	22,386	6,720	77,840	8,499	100,233
Banquets < 1000	3	0	2,470	0	2,098	0	4,546	0	6,644	-
Corporate	6	4	6,410	7,800	20,656	16,982	44,329	49,040	64,985	66,022
BANQUETS / FOOD	12	18	11,730	31,600	25,740	39,368	57,360	126,880	83,100	166,243
CPA	2	2	500	200	3,786	4,013	0	0	3,786	4,022
TESTING	2	2	500	200	3,786	4,013	0	0	3,786	4,022
Dance Other	2	0	5,020	0	12,269	0	4,357	0	16,626	-
DANCE	2	0	5,020	0	12,269	0	4,357	0	16,626	-
Miscellaneous	1	0	5,000	0	4,232	0	1,784	0	6,016	-
MISCELLANEOUS	1	0	5,000	0	4,232	0	1,784	0	6,016	-
GRAND TOTALS	288	297	405,438	430,940	1,120,411	1,137,195	501,779	577,022	1,622,190	1,714,222

GRAND CENTER  
INDIRECT EXPENSE SUMMARY  
PERIOD ENDING 03/31/01

	-----CURRENT-----			-----YTD-----		
	ACTUAL	BUDGET	LAST YEAR	ACTUAL	BUDGET	LAST YEAR
Salaries Administration	41,494	37,015	36,864	266,633	333,135	325,819
Part-Time	17,710	12,500	23,824	109,622	112,500	130,856
Wages-Trade	84,753	96,048	89,179	709,796	864,432	851,123
Auto Expense	1,321	1,021	721	10,087	9,189	8,287
Taxes & Benefits	24,891	26,644	25,919	210,565	239,796	246,089
Less: Allocation/Reimbursement	<96,035>	<108,497>	<103,725>	<773,924>	<976,473>	<1,026,319>
<b>TOTAL LABOR COSTS</b>	<b>74,135</b>	<b>64,731</b>	<b>72,783</b>	<b>532,779</b>	<b>582,579</b>	<b>535,856</b>
Contracted Security	3,982	4,583	3,872	33,797	41,247	47,026
Other Contracted Services	147	167	183	1,383	1,503	1,542
Travel & Entertainment	117	205	3,567	2,657	1,845	4,333
Corporate Travel	0	250	364	3,331	2,250	364
Meetings & Conventions	713	508	0	3,005	4,572	1,672
Dues & Subscriptions	791	208	0	1,565	1,872	917
Employee Training	99	833	80	124	7,497	1,623
Miscellaneous Expense	0	0	0	110	0	246
Computer Expense	2,170	5,000	3,552	32,757	45,000	34,826
Professional Fees	1,125	1,458	1,125	10,125	13,122	10,959
Marketing & Advertising	50	1,041	0	6,759	9,369	5,911
Box Office Expenses	<117>	0	598	270	0	804
Small Equipment	0	0	0	813	0	<4,974>
Trash Removal	2,317	2,667	386	9,975	24,003	16,638
Equipment Rental	0	208	1,501	4,440	1,872	4,620
Landscaping	0	150	94	4,045	1,350	289
Snow Removal	0	250	0	1,751	2,250	333
Exterminating	375	200	125	4,885	1,800	1,338
Cleaning	0	625	161	5,572	5,625	4,405
Construction Costs	800	0	0	800	0	0
Repairs & Maintenance	10,464	8,834	6,715	44,715	79,506	67,082
Supplies	14,206	12,334	7,129	102,135	111,006	41,998
Bad Debt Expense	0	42	0	0	378	0
Bank Service Charges	1,272	625	847	11,698	5,625	7,114
Insurance	8,020	14,583	14,690	85,654	131,247	129,754
Other Taxes	0	292	557	2,535	2,628	3,710
Printing & Stationary	0	292	227	2,753	2,628	1,531
Office Supplies	1,409	625	836	7,131	5,625	3,511
Postage	10	208	198	1,100	1,872	1,355
Parking Expense	2,666	1,167	1,086	15,761	10,503	11,381
Telephone Long Distance	133	2,917	4,235	38,503	26,253	28,140
Utilities	62,182	39,500	49,461	434,912	355,500	342,807
Base Fee	14,658	14,500	14,163	118,753	130,500	127,469
Incentive Fee	535	3,846	3,301	14,748	34,614	29,711
Municipal Indirect Charges	0	500	486	0	4,500	4,322
Less: Allocated/Reimbursement	0	21	<146>	0	189	<724>
<b>TOTAL MATERIAL AND SERVICES</b>	<b>128,126</b>	<b>118,639</b>	<b>119,393</b>	<b>1,008,561</b>	<b>1,067,751</b>	<b>932,031</b>
<b>TOTAL INDIRECT EXPENSES</b>	<b>202,260</b>	<b>183,370</b>	<b>192,176</b>	<b>1,541,340</b>	<b>1,650,330</b>	<b>1,467,887</b>



# CITY OF GRAND RAPIDS

DATE: April 13, 2001

TO: Birgit Klohs  
Secretary / Treasurer

FROM: Jana M. Wallace *JMW*  
Fiscal Services Administrative Analyst

**SUBJECT: Invoices Processed for Payment**

Attached for your review are lists of invoices processed for payment during the most recent period. Below is the summary of Grand Rapids - Kent County Convention / Arena Authority expenditures by fund.

<b>Date checks were issued</b>	<b>Operating Fund</b>	<b>Construction Fund</b>
March 14, 2001	\$113,138.75	\$ 19,860.00
March 28, 2001	32,274.45	545,987.98
April 13, 2001	<u>104,871.30</u>	<u>25,874.85</u>
<b>Expenditures by Fund</b>	<b>\$250,284.50</b>	<b>\$591,722.83</b>

Total funds expended by the Grand Rapids - Kent County Convention / Arena Authority during the period March 14 through April 13, 2001, were \$842,007.33.

Please call me at 456-4514 if you need additional information.

Attachments

MEMORANDUM

VIII C.

# GRAND RAPIDS - KENT COUNTY CONVENTION / ARENA AUTHORITY

List of Invoices Processed for Payment on March 14, 2001, as Authorized by the Current Bookkeeping Policy

	Payee	Amount	Invoice Date	Description of materials acquired / services received
<b>Invoices Submitted by Project Manager</b>				
C	J P Gray Consulting Inc	7,980.00	03/05/2001	Project management services - February 2001
C	Sommers, Dale H	11,880.00	02/28/2001	Project management services - February 2001
		<b>\$ 19,860.00</b>	<b>Sub-Total - Invoices Submitted by Project Manager</b>	
<b>Invoices Submitted by City Fiscal Services</b>				
O	Consumers Energy	29,908.83	02/26/2001	Electrical services for Arena - February 2001
O	Consumers Energy	985.29	02/23/2001	Electrical services for Skywalk - February 2001
O	Grand Rapids City Treasurer	2,526.07	03/01/2001	Water and sewer services for Arena - February 2001
O	Grand Rapids City Treasurer	30.25	03/06/2001	Fire protection water line for Grand Center - Mar - May 2001
O	Grand Rapids City Treasurer	30.25	03/06/2001	Fire protection water line for Grand Center - Mar - May 2001
O	Grand Rapids City Treasurer	48.39	03/06/2001	Fire protection water line for Grand Center - Mar - May 2001
O	Grand Rapids City Treasurer	48.39	03/06/2001	Fire protection water line for Grand Center - Mar - May 2001
O	Grand Rapids City Treasurer	48.39	03/06/2001	Fire protection water line for Grand Center - Mar - May 2001
O	Kent County Dept of Public Works	3,295.97	02/28/2001	Skywalk steam services - February 2001
O	Kent County Dept of Public Works	39,592.02	02/28/2001	Grand Center steam services - February 2001
O	Kent County Dept of Public Works	36,624.90	02/28/2001	Arena steam services - February 2001
		<b>\$ 113,138.75</b>	<b>Sub-Total Invoices - Invoices Submitted by City Fiscal Services</b>	
		<b>\$ 19,860.00</b>	<b>Total Invoices Submitted for Payment from Construction Account</b>	
		<b>\$ 113,138.75</b>	<b>Total Invoices Submitted for Payment from Operating Account</b>	
		<b>\$ 132,998.75</b>	<b>Total Invoices Processed for Payment</b>	

C = Convention Center construction related expenses

O = Non-construction / operating expenses

# GRAND RAPIDS - KENT COUNTY CONVENTION / ARENA AUTHORITY

List of Invoices Processed for Payment on March 28, 2001, as Authorized by the Current Bookkeeping Policy

Payee	Amount	Invoice Date	Description of materials acquired / services received
<b>Invoices Submitted by Project Manager</b>			
C Calder Plaza Office Condo. Assoc	32,478.00	03/07/2001	Calder Plaza Building modifications - January 2001
C Materials Testing Consultants	17,938.71	03/13/2001	Environmental, geotechnical, and & other site testing - Feb 2001
C Nextel Communications	107.76	03/08/2001	Owner's representatives cellular phone charges thru 3/7/2001
C Progressive AE	477,962.05	03/15/2001	Architectural design services - February 2001
C Progressive AE	3,306.06	03/13/2001	Architectural design services re change order - February 2001
	<b>531,792.58</b>		<b>Sub-Total - Invoices Submitted by Project Manager</b>
<b>Invoices Submitted by City Engineer</b>			
C Geotech Inc	1,889.00	02/09/2001	Engineering services - generated power source replacement
C Law Weathers & Richardson	12.50	02/23/2001	Legal services related to site acquisition - December 2000
	<b>1,901.50</b>		<b>Sub-Total - Invoices Submitted by Project Manager</b>
<b>Invoices Submitted by City Fiscal Services</b>			
O Consumers Energy	24,435.76	03/07/2001	Electrical services for Grand Center - February 2001
C Dickinson Wright PLLC	1,036.00	02/28/2001	Legal services re Arena skywalk - January 2001
O Dickinson Wright PLLC	65.00	02/28/2001	Legal services re CBA lease - January 2001
C Dickinson Wright PLLC	7,600.50	02/28/2001	Legal services re construction issues and preparation - Jan 2001
O Dickinson Wright PLLC	3,942.80	02/28/2001	Legal services re facilities management agreement - Jan 2001
C Dickinson Wright PLLC	148.90	02/28/2001	Legal services re bldg technology / communications - Jan 2001
C Dickinson Wright PLLC	148.50	02/28/2001	Legal services re fire / safety consultants - Jan 2001
C Dickinson Wright PLLC	3,360.00	02/28/2001	Legal services re construction manager's agreement - Jan 2001
O Dickinson Wright PLLC	229.50	02/28/2001	Legal services - C/AA new administrator preparation - Jan 2001
O Grand Rapids City Treasurer	3,601.39	03/22/2001	Water and sewer services for Grand Center - March 2001
	<b>\$ 44,568.35</b>		<b>Sub-Total Invoices - Invoices Submitted by City Fiscal Services</b>
<b>Total Invoices Submitted for Payment from Construction Account</b>			
	<b>\$ 545,987.98</b>		
<b>Total Invoices Submitted for Payment from Operating Account</b>			
	<b>\$ 32,274.45</b>		
<b>Total Invoices Processed for Payment</b>			
	<b>\$ 578,262.43</b>		

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C = Construction related expenses

O = Operating / non-construction expenses

# GRAND RAPIDS - KENT COUNTY CONVENTION / ARENA AUTHORITY

List of Invoices Processed for Payment on April 13, 2001, as Authorized by the Current Bookkeeping Policy

	Payee	Amount	Invoice Date	Description of materials acquired / services received
<b>Invoices Submitted by Project Manager</b>				
C	J P Gray Consulting Inc	12,065.00	03/31/2001	Project management services - March 2001
C	Sommers, Dale H	9,920.00	03/31/2001	Project management services - March 2001
		<b>\$ 21,985.00</b>	<b>Sub-Total - Invoices Submitted by Project Manager</b>	
<b>Invoices Submitted by City Fiscal Services</b>				
O	Beene Garter LLP	566.00	03/23/2001	Bookkeeping services for period ending February 15, 2001
O	Consumers Energy	30,845.78	03/27/2001	Electrical services for Arena - March 2001
O	Consumers Energy	1,029.54	03/27/2001	Electrical services for Skywalk - March 2001
C	Dickinson Wright	1,654.80	02/28/2001	Legal services re construction issues / preparation - Jan 2001 bal
O	Dickinson Wright	116.00	03/28/2001	Legal services re Arena skywalk - February 2001
C	Dickinson Wright	806.50	03/28/2001	Legal services re construction issues / preparation - Feb 2001
O	Dickinson Wright	2,293.84	03/28/2001	Legal services re facilities management agreement - Feb 2001
C	Dickinson Wright	1,344.75	03/28/2001	Legal services re construction manager's agreement - Feb 2001
C	Dickinson Wright	40.50	03/28/2001	Legal services re consulting agreement - January 2001
C	Dickinson Wright	43.30	03/28/2001	Legal services re consulting agreement - February 2001
O	Gaines + Associates Inc	2,500.00	03/08/2001	Candidate recruitment for Administrative Manager position
O	Grand Rapids City Treasurer	29.92	04/10/2001	Fire protection water line for Skywalk - April - July 2001
O	Grand Rapids City Treasurer	43.54	04/10/2001	Water and sewer services for Skywalk - Jan - March 2001
O	Grand Rapids City Treasurer	3,637.95	04/05/2001	Water and sewer services for Arena - March 2001
O	Grand Rapids City Treasurer	107.70	04/10/2001	Fire protection water line for Arena - April - July 2001
O	Kent County Dept of Public Works	2,428.28	03/31/2001	Skywalk steam services - March 2001
O	Kent County Dept of Public Works	34,373.12	03/31/2001	Grand Center steam services - March 2001
O	Kent County Dept of Public Works	26,899.63	03/31/2001	Arena steam services - March 2001
		<b>\$ 108,761.15</b>	<b>Sub-Total Invoices - Invoices Submitted by City Fiscal Services</b>	
<b>Total Invoices Submitted for Payment from Construction Account</b>				
		<b>\$ 25,874.85</b>		
<b>Total Invoices Submitted for Payment from Operating Account</b>				
		<b>\$ 104,871.30</b>		
<b>Total Invoices Processed for Payment</b>				
		<b>\$ 130,746.15</b>		

C = Convention Center construction related expenses

O = Non-construction / operating expenses

**GRAND RAPIDS - KENT COUNTY  
CONVENTION / ARENA AUTHORITY**

***INTERIM FINANCIAL STATEMENTS***

***From Inception (June 20, 2000) to March 31, 2001***



## ACCOUNTANTS' REPORT

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To the Board of Directors  
Grand Rapids - Kent County Convention / Arena Authority  
Grand Rapids, Michigan

We have compiled the accompanying statements of cash receipts and disbursements and cash receipts and disbursements - budget to actual for the operating account and construction account of the Grand Rapids - Kent County Convention / Arena Authority for the period from inception (June 28, 2000) to March 31, 2001, in accordance with Statements on Standards for Accounting and Review Services issued by the American Institute of Certified Public Accountants. These statements do not include the cash receipts and disbursements of the Van Andel Arena and Grand Center which are operated by the Authority. The financial statements presented have been prepared on the cash basis of accounting, which is a comprehensive basis of accounting other than generally accepted accounting principles.

A compilation is limited to presenting in the form of financial statements information that is the representation of management. We have not audited or reviewed the accompanying financial statements and, accordingly, do not express an opinion or any other form of assurance on them.

Management has elected to omit substantially all of the disclosures ordinarily included in financial statements prepared on the cash basis of accounting. If the omitted disclosures were included in the financial statements, they might influence the user's conclusions about the Authority's cash receipts and disbursements. Accordingly, these financial statements are not designed for those who are not informed about such matters.

*Beene Marter LLP*

April 16, 2001  
Grand Rapids, Michigan

BEENE GARTER LLP  
50 MONROE NW  
SUITE 600  
GRAND RAPIDS  
MICHIGAN  
49503-2679

BUSINESS ADVISORS ► CPAs ► FINANCIAL SERVICES  
INTERNATIONALLY KNOWN AS MOORE STEPHENS BEENE GARTER PLC

T 616.235.5200  
F 616.235.5285  
1.800.824.7882  
[www.beenegarter.com](http://www.beenegarter.com)



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**INTERIM FINANCIAL STATEMENTS**

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## Statement A

### GRAND RAPIDS - KENT COUNTY CONVENTION / ARENA AUTHORITY Statement of Cash Receipts and Disbursements From Inception (June 20, 2000) to March 31, 2001

	<u>Operating Account</u>	<u>Construction Account</u>
<b>RECEIPTS</b>		
State of Michigan	\$ -	\$ 20,000,000.00
Downtown Development Authority	2,302,121.00	-
In-kind Support	665.00	-
Interest Deposits	52,333.40	635,142.94
Facility Operations	1,696,000.00	-
<b>Total Cash Receipts</b>	<u>4,051,119.40</u>	<u>20,635,142.94</u>
 <b>DISBURSEMENTS</b>		
Checks issued prior months	876,253.56	10,751,435.80
Checks issued 03/14/01	113,138.75	19,860.00
Checks issued 03/28/01	32,274.45	545,987.98
In-kind Expense	665.00	-
Expense Reimbursement	(6,694.92)	-
Bank fees	-	127.52
<b>Total Cash Disbursements</b>	<u>1,015,636.84</u>	<u>11,317,411.30</u>
 <b>Net Pooled Cash and Investments</b>	<u><u>\$ 3,035,482.56</u></u>	<u><u>\$ 9,317,731.64</u></u>



## Statement B

### GRAND RAPIDS - KENT COUNTY CONVENTION / ARENA AUTHORITY Statement of Cash Receipts and Disbursements - Budget to Actual (Operations) From Inception (June 20, 2000) to March 31, 2001

	OPERATING ACCOUNT			
	Facilities Operations		Capital Replacement	
	Budget	Actual	Budget	Actual
<b>RECEIPTS</b>				
Downtown Development Authority	\$ 3,000,000	\$ 1,246,659	\$ 975,000	\$ 1,055,462
In-kind Support	-	665	-	-
Interest on Investments	-	21,427	-	30,906
Facility Operations	2,350,035	1,696,000	243,007	-
<b>TOTAL RECEIPTS</b>	<b>5,350,035</b>	<b>2,964,751</b>	<b>1,218,007</b>	<b>1,086,368</b>
<b>DISBURSEMENTS</b>				
Accounting / Auditing Services	4,000	7,195	-	-
Bank Fees	585	-	-	-
Insurance - Property and Liability	13,500	14,638	-	-
Legal Services	36,000	84,071	-	-
Other Services - Staff Services	36,500	-	-	-
Other Services - Miscellaneous Services	9,415	-	-	-
Arena Management Fee	116,035	-	-	-
Transfer to Construction Account	1,000,000	-	-	-
<b>Sub-total Service Disbursements</b>	<b>1,216,035</b>	<b>105,904</b>	<b>-</b>	<b>-</b>
Advertising / Promotion / Publicity	-	715	-	-
Electricity	763,523	465,062	-	-
Steam	306,642	391,802	-	-
Water and Sewer	63,835	51,488	-	-
<b>Sub-total Utility Disbursements</b>	<b>1,134,000</b>	<b>908,352</b>	<b>-</b>	<b>-</b>
Building Additions and Improvements	-	-	226,000	-
Facility Equipment Acquisition	-	-	60,265	-
Facility Furniture Acquisition	-	-	43,000	-
<b>Sub-total Capital Disbursements</b>	<b>-</b>	<b>-</b>	<b>329,265</b>	<b>-</b>
In-kind Expense	-	665	-	-
<b>Sub-total In-kind Expense</b>	<b>-</b>	<b>665</b>	<b>-</b>	<b>-</b>
<b>TOTAL DISBURSEMENTS</b>	<b>2,350,035</b>	<b>1,015,636</b>	<b>329,265</b>	<b>-</b>
<b>NET CASH</b>	<b>\$ 3,000,000</b>	<b>\$ 1,949,115</b>	<b>\$ 888,742</b>	<b>\$ 1,086,368</b>
	See Comments		See Comments	
	1 and 2		1 and 2	

**Comment 1:** Facilities Operations and Capital Replacement budgets were approved by the GR-KC Convention / Arena Authority at its regularly scheduled meeting on May 24, 2000, except for the \$60,265 Facility Equipment Acquisition budget which was approved by the C/AA Finance Committee on June 26, 2000.

**Comment 2:** Facilities Operations and Capital Replacement columns include receipts and disbursements processed by C/AA. SMG receipts and disbursements are reported separately in the Van Andel Arena and Grand Center financial statements prepared by SMG.

# Statement C

## GRAND RAPIDS - KENT COUNTY CONVENTION / ARENA AUTHORITY Statement of Cash Receipts and Disbursements - Budget to Actual (Construction) From Inception (June 20, 2000) to March 31, 2001

	CONSTRUCTION ACCOUNT			
	Monroe Ave Relocation Budget	Actual	Convention Center Construction Budget	Actual
<b>RECEIPTS</b>				
State of Michigan	\$ 8,539,277	\$ 8,539,277	\$ 26,460,723	\$ 11,460,723
Downtown Development Authority	-	-	1,000,000	-
Interest on Investments	-	265,942	-	369,200
<b>TOTAL RECEIPTS</b>	<b>8,539,277</b>	<b>8,805,219</b>	<b>27,460,723</b>	<b>11,829,923</b>
<b>DISBURSEMENTS</b>				
Architectural and Engineering Services	1,512,492	1,128,728	-	5,259,659
Construction Material Testing	3,000	-	-	303,500
Construction in Progress - GMP	7,012,285	3,515,663	27,460,723	275,000
<b>Sub-total Construction Disbursements</b>	<b>8,527,777</b>	<b>4,644,391</b>	<b>27,460,723</b>	<b>5,838,159</b>
Bank Fees	-	-	-	128
Computer Services	-	-	-	-
Legal Services	-	22,102	-	26,220
Project Manager / Owner's Representative	-	-	-	272,745
Other Contractual Services	-	7,210	-	441,362
<b>Sub-total Service Disbursements</b>	<b>-</b>	<b>29,312</b>	<b>-</b>	<b>740,455</b>
Advertising / Promotion / Publicity	11,500	-	-	2,522
Meeting Expense	-	-	-	-
Office Supplies	-	-	-	450
Postage / Express	-	-	-	-
Printing and Binding	-	-	-	32
Project - Related Travel	-	389	-	-
Telephone	-	-	-	1,701
<b>Sub-total Supplies Disbursements</b>	<b>11,500</b>	<b>389</b>	<b>-</b>	<b>4,705</b>
Land Acquisition	-	-	-	60,000
Land Improvements	-	-	-	-
Buildings and Facilities	-	-	-	-
<b>Sub-total Capital Disbursements</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>60,000</b>
<b>TOTAL DISBURSEMENTS</b>	<b>8,539,277</b>	<b>4,674,092</b>	<b>27,460,723</b>	<b>6,643,319</b>
<b>Net Pooled Cash and Investments</b>	<b>\$ -</b>	<b>\$ 4,131,127</b>	<b>\$ -</b>	<b>\$ 5,186,604</b>
			See Comment	

**Comment:** Convention Center Construction budget was approved by the GR-KC Convention / Arena Authority at its regularly scheduled meeting on May 24, 2000.

Rich MacKeigan - Re: CAA Agenda

Page 1

**From:** Rich MacKeigan  
**To:** SMGCORP\_DOM:"epierce@ci.grand-rapids.mi.us"@SMGINT...  
**Date:** Mon, Apr 16, 2001 2:24 PM  
**Subject:** Re: CAA Agenda

Eileen:

The Symphony will present at the April 25 meeting. Sherri will get them off a fax with the Agenda (once received) and the time/location details. Presenting will be Bill Ryberg, he is the President of the GR Symphony. I will let you know if he needs any technical support.

Thanks

Rich

>>> "Pierce, Eileen" <epierce@ci.grand-rapids.mi.us> 04/16 12:32 PM >>>  
Rich, just checking if the symphony was going to do a presentation in April.  
I'll be sending out the agenda on Wednesday (possibly Thursday).

Eileen L. Pierce  
Administrative Analyst  
Community Development Dept.  
456-3764

**CC:** Sherri Billington; Steve.heacock@priority-health....

*Sherri:  
Please fax to  
Eileen at the City.  
Steve  
456-4619*

**Van Andel Arena**  
**130 Fulton West**  
**Grand Rapids, MI 49503**  
 Fax: (616) 742-6197

**Phone: (616) 742-6600**

**Grand Center**  
**245 Monroe N. W.**  
**Grand Rapids, MI 49503**  
 Fax: (616) 742-8599



Private Management for Public Facilities



**FAX TRANSMISSION**

<b>Date:</b>	4/18/01	<b>Pages to Follow:</b>	1
<b>To:</b>	Eileen Pierce	<b>Company:</b>	City Community Development
<b>Fax:</b>	456-4619	<b>Phone:</b>	

**From:** Sherri Billington

**E-Mail:** sbillington@smgr.com

**Phone #:** (616) 742-6190

**Message:**

This is what Rich tried to e-mail you, but you did not receive. If you have any questions, please let me know.

<b>April 19-22</b>	<b>Women's Expo</b>	<b>May 4-6</b>	<b>Grand Rapids Symphony -</b>
<b>April 20-21</b>	<b>Grand Rapids Symphony -</b>		<b>Dionne Warwick</b>
	<b>Beethoven &amp; Brahms</b>	<b>May 8</b>	<b>Bon Jovi</b>
<b>April 22</b>	<b>Lori Linn</b>	<b>May 19</b>	<b>Grand Rapids Opera - Carmen</b>
<b>May 2</b>	<b>Women's Pro Volleyball</b>		<b>Mayweather vs. Hernandez</b>
<b>May 4-5</b>	<b>Professional Bull Riders</b>	<b>May 26</b>	

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 Grand Center (AA)

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Private Management for Public Facilities

**SMG MANAGED FACILITIES**



Private Management for Public Facilities

<ul style="list-style-type: none"> <li>*Alltel Arena</li> <li>*Alltel Stadium</li> <li>*The Arena in Oakland</li> <li>*Auradine</li> <li>*Atlanta City Convention Center</li> <li>*Atlanta City Convention Hall</li> <li>*Augusta-Richmond County Civic Center</li> <li>*Baltimore Arena</li> <li>*Boston Plunge Riverside Centropolis</li> <li>*Bridgman Civic Amphitheater</li> <li>*Bridgman City Center</li> <li>*Brown County Convention Center</li> <li>*Charlotte Expo Center</li> <li>*Cleveland State Convention Center</li> <li>*Colonial Stadium</li> <li>*Copper Center</li> <li>*De Vries Hall</li> <li>*Denver Convention Complex</li> <li>*Dismal Arena</li> <li>*Hawaii Convention Center</li> <li>*Hill Park Theatre</li> </ul>	<ul style="list-style-type: none"> <li>*Florence Civic Center</li> <li>*Gaylord Entertainment Center</li> <li>*Georgia International and Maritime</li> <li>*Hank Center</li> <li>*Grand Rapids Grand Center</li> <li>*Greenville Spartan Convention Center</li> <li>*Greenwood Civic Center</li> <li>*Jackie Gleason Theatre</li> <li>*Jacksonville Veterans Memorial Coliseum</li> <li>*Kansas Exposition</li> <li>*Lakeland Stadium</li> <li>*Landon Arena</li> <li>*Long Beach Aquatics and the Pacific</li> <li>*Paul and Patricia</li> <li>*Long Beach Convention Center</li> <li>*Louisiana Superdome</li> <li>*Madison Arena</li> <li>*Memphis Cook Convention Center</li> <li>*Miami Arena</li> <li>*New Orleans Civic Arena</li> <li>*Miami Beach Convention Center</li> </ul>	<ul style="list-style-type: none"> <li>*Mile High Stadium</li> <li>*Millennium Youth Entertainment Center</li> <li>*Mobile Civic Center Arena</li> <li>*Mobile Civic Center Theatre</li> <li>*Mobile Convention Center</li> <li>*Monterey Civic Center</li> <li>*Newark Convention Center Complex</li> <li>*Nassau Veterans Memorial Coliseum</li> <li>*National Car Rental Center</li> <li>*National Trade Center</li> <li>*Nottingham Arena</li> <li>*Newark Association Coliseum</li> <li>*New Haven Veterans Memorial Coliseum</li> <li>*New Orleans Arena</li> <li>*New Jersey Arena</li> <li>*Philadelphia City Convention Center</li> <li>*And Myriad Arena</li> <li>*Omaha Convention Center</li> <li>*Orlando Spectrum</li> <li>*Palm Springs Convention Center</li> <li>*Palm Springs Tourism Department</li> </ul>	<ul style="list-style-type: none"> <li>*Paul D. Doering Arena</li> <li>*Pawnee Civic Center</li> <li>*Pepsi Arena</li> <li>*Pepsi Arena Center</li> <li>*Princess E. Gibson III Convention Center</li> <li>*Princess E. Gibson III Convention Center</li> <li>*Riverside Arena</li> <li>*Warwick Convention Center Rhode Island</li> <li>*San Antonio Center</li> <li>*San Antonio Coliseum</li> <li>*Salt Palace Convention Center</li> <li>*Soldier Field</li> <li>*South Texas Expo Center</li> <li>*Savannah Center</li> <li>*Tempe Civic Palace</li> <li>*Tennis Theatre</li> <li>*Three Rivers Stadium</li> <li>*Times Union Center</li> <li>*University of North Carolina South Center</li> <li>*Van Andel Arena</li> <li>*Wellman Park</li> </ul>
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**GRAND RAPIDS – KENT COUNTY CONVENTION/ARENA AUTHORITY  
TRANSITION TEAM**

Wednesday, April 11, 2001

9:00 – 10:00 a.m.

County Administration Building – Board Room

**AGENDA**

**1. Review of CAA 3/28/01 Meeting Minutes ✓**

**2. CAA Staffing – (Update)**

**3. Future CAA Agenda Items**

- a) Change Order Approval Process
- b) Competitive bidding – operational , construction
- c) Conflict of Interest Policy
- d) Appointment of Administrative Manager — X

e) parking lease CAA/~~SMG~~ CITY  
f) Bookkeeping services -  
g) MOU / Grand Action

**4. Agenda Items for the April 25 CAA Meeting**

- ok a) Approval of 3/28/01 Meeting Minutes
- ok b) Finance Committee Agenda Items
- H c) Audit RFP - check w/ Bob White - not most likely / May
- H d) Formal SMG Agreement - check w/ O'dick - not likely / May
- ok e) Approval of Operating Budgets - May / Fi adoption June  
presented in May
- f) Committee Reports
  - 1. Building Committee
  - 2. Operations Committee
  - 3. Finance Committee
- g) SMG Reports
  - Facilities Calendar
  - Report on Hoops (financial impact, remedies)

**5. Other**

**6. Next Meeting: May 9, 2001**

(next CAA Meeting: May 23, 2001)

TEP work - CAA

# VAN ANDEL ARENA WEEKLY

Item X

DATE	EVENT	EC	ROOM	TIME	FUNCTION
Tue, Apr 17	Available				
Wed, Apr 18	Available				
Thurs, Apr 19	Available				
Fri, Apr 20	Griffins	AH	Arena	7:30P-10:30P	Playoff game
Sat, Apr 21	Griffins	MS	Arena	7:30P-10:30P	Playoff game
Sun, Apr 22	Available				
Mon, Apr 23	Available				
Tue, Apr 24	Available				
Wed, Apr 25	Available				
Thurs, Apr 26	Griffins	MS	Arena	7:30p-10:30P	Playoff game if needed
Fri, Apr 27	American Heart Association	AH	Arena	6P-12P	Heart Ball
Sat, Apr 28	GVSU	MS	Arena	10A-1P	Graduation
Sun, Apr 29	Rampage vs Milwaukee	AH	Arena	3P-6P	Football season opener
Mon, Apr 30	Griffins	MS	Arena	7:30P-10:30P	Playoff game if needed
Tue, May 1	Available				
Wed, May 2	United States Volleyball Assn.	MS	Arena	7:00 PM	Women's volleyball game
Thurs, May 3	Griffins		Arena		Possible playoff game
Fri, May 4	Professional Bull Riders	MS	Arena	8:00 PM	Performance
Sat, May 5	Professional Bull Riders	MS	Arena	8:00 PM	Performance
Sun, May 6	Available				
Mon, May 7	Griffins		Arena		Possible playoff game
Tue, May 8	Bon Jovi	AH	Arena	7:30 PM	Performance
Wed, May 9	Griffins		Arena		Possible playoff game
Thur, May 10	Griffins		Arena		Possible playoff game
Fri, May 11	Rampage vs Carolina	MS	Arena	7:30P-10:30P	Football game
Sat, May 12	East Kentwood High School	JS	Banquet All		Prom
Sun, May 13	Carmen	AH	Arena	8A-5P	Load-in



# GRAND CENTER WEEKLY - YEAR 2001

ITEM X

DATE	EVENT	CONSTRUCTION	ROOM	TIME	FUNCTION	EC
MON. APRIL 16	SPARTAN STORES	DEVOS LOBBY ELECTRICAL RELOCATION. DEVOS LOBBY IS CLOSED. HARD HAT AREA. DEVOS DEMOLITION BEGINS.	WA,GH/ KR,BL/ BR/	7A-5P	MOVE IN	MF
TUES. APRIL 17	CITY TEST SPARTAN STORES		BR/ WA,GH/ KR,BL/	8A-NOON 7A-4P	TEST MOVE IN	TM MF
	GRSO CLASSICAL IX		DV/	8A-1P 8:30A-12:30P 7:30P-10P	MOVE IN PETTING ZOO REHEARSAL	ST
WED. APRIL 18	WOMEN'S SHOW SPARTAN STORES		EH SHOW OFFICE/ WA,GH/ KR,BL,MR/	2P-8P 8A-5P	SHOW OFFICE SHOW	DS MF
	WOMEN'S SHOW		EH,WH/	8A-9P	MOVE IN	DS
	GRSO CLASSICAL IX		DV/	8:30A-12:30P 3:30P-6P 7:30P-10P	PETTING ZOO REHEARSAL REHEARSAL	ST
THURS. APRIL 19	SPARTAN STORES		WA,GH/ KR,BL,MR/	8A-4P	SHOW	MF
	WOMEN'S SHOW		EH,WH/	4P-8P 8A-NOON 3P-8P	MOVE OUT MOVE IN-CARRY IN ONLY SHOW	DS
	GRSO CLASSICAL IX	OPEN REHEARSAL FOR GRSO MAKE SURE LOBBY IS CLEAN BY 6:00PM.	DV/	8:30A-12:30P 4:30P-7:30P 6P-7:30P 7:30P-10P	PETTING ZOO MIC HANG RECEPTION ON STAGE OPEN REHEARSAL	ST
FRI. APRIL 20	GRABILL ENTERPRISES WOMEN'S SHOW		WA/ EH,WH/	9P-1A 10A 11A-8P	STAGEHAND MOVE IN EXHIBITORS IN SHOW	ST DS
	GRSO CLASSICAL IX	GRSO UPBEAT MOVED TO 1/3 GH.	DV/	6:45P 7P-7:30P 8P-10:30P	OPEN TO UPBEAT UPBEAT PERFORMANCE	ST
	GRABILL ENTERPRISES		WA/ BL/ EH,WH/	10A-5P 7P-12:30A 8A-1A 9A 10A-8P	CONTINUE MOVE IN SESSION VIP AREA EXHIBITORS IN SHOW	ST DS
SAT. APRIL 21	WOMEN'S SHOW		DV/	6:45P 7P-7:30P 8P-10:30P	OPEN TO UPBEAT UPBEAT PERFORMANCE	ST
	GRSO CLASSICAL IX		KR/	10P-NOON 6:30P-8P 8P-11:30P	DECORATE PHOTOGRAPHER, DJ PROM	DS
	CRESTON HS PROM		WA/ GH/ WA/ BL/ EH,WH/	10A 10:30A-3P 3P-6P 6P-7:30P 7P 8P-1A 8A-1A 9A 10A-5P 5:30P-MID	DOORS OPEN MAIN SESSION BREAK OUT SESSION DINNER DOORS OPEN MAIN SESSION VIP AREA EXHIBITORS IN SHOW MOVE OUT	ST DS
SUN. APRIL 22	WOMEN'S SHOW		WA/	9A 10A-5P 5:30P-MID	EXHIBITORS IN SHOW MOVE OUT	DS
	GRABILL ENTERPRISES		WA/	9A 10A-NOON	DOORS OPEN WORSHIP SERVICE	ST

DATE	EVENT	CONSTRUCTION	ROOM	TIME	FUNCTION	EC
				NOON-4P	MOVE OUT	
	LORIE LINE		BL/ DV/	8A-5P 8A-12:30P 12:30P 1P 1:30P 2:30P 3P-5:15P 5P-8P	VIP AREA MOVE IN PIANO TUNING SOUND CHECK DOORS OPEN TO KEELER DOORS OPEN TO SEATING CONCERT MOVE OUT	ST
MON. APRIL 23	PADGETT THOMPSON	PARKING RAMP CLOSES.	BL/	6:30A-8A 8:30A-4P 4P-5P	MOVE IN SEMINAR MOVE OUT	TM
TUES. APRIL 24	MI SCHOOL BUSINESS OFFICIALS PADGETT THOMPSON		GH,WA,KR/	NOON-5P	MOVE IN	MF
			BL/	6:30A-8A 8:30A-4P 4P-5P	MOVE IN SEMINAR MOVE OUT	TM
WED. APRIL 25	MI SCHOOL BUSINESS OFFICIALS COUNCIL ON EDUCATIONAL MANAGEMENT KOREAN AMWAY		GH,WA,KR/	8A-12:30P 2P-5P	MOVE IN SHOW	MF
			BL/		MOVE IN MEETING	
			MR/	10A-NOON	MEETING	MF
THURS. APRIL 26	MI SCHOOL BUSINESS OFFICIALS COUNCIL ON EDUCATION MANAGEMENT		GH,WA,KR/	11A-2P 2P-MID	SHOW MOVE OUT	MF
			BL/		MEETING MOVE OUT	
FRI. APRIL 27	MI SCHOOL BUSINESS OFFICIALS		WA/	8A-NOON	MOVE OUT	MF
			GH/	2P-7P	MOVE IN	DS
SAT. APRIL 28	MI SCHOOL FOOD SERVICE ASSOCIATION MI SCHOOL FOOD SERVICE ASSOCIATION		GH/	8A-10A 10:30A-2:30P 2:30P-6P	MOVE IN SHOW MOVE OUT	DS
SUN. APRIL 29	HAIR WARS		2/3 GH/	8A-5P 5P 6:05P-10P	MOVE IN DOORS OPEN FASHION SHOW	DS
MON. APRIL 30	PADGETT THOMPSON	PARKING RAMP DEMOLITION BEGINS.	BL/	6:30A-8A 8:30A-4P 4P-5P	MOVE IN SEMINAR MOVE OUT	TM
TUES. MAY 1						
WED. MAY 2	ALLADIN		DV/	8A-9:30A 9:30A 10A-11:15A 11A-NOON	MOVE IN DOORS PERFORMANCE MOVE OUT	ST
THURS. MAY 3	GRSO POPS VI		DV/	8A-5P 7P-10:30P	MOVE IN REHEARSAL	ST
	SWEET ADELINES REGION 2		WA SHOW OFFICE/	8A-5P	MOVE IN	DS
FRI. MAY 4	SWEET ADELINES REGION 2		WA/ BR/ 1/3 GH/	6A-11A 10A-NOON 5P 6P-10:30P MID	MOVE IN JUDGES INSPECTION DOORS COMPETITION OUT OF BUILDING	DS
	GRSO POPS VI		DV/	8P-10:15P	PERFORMANCE	ST
SAT. MAY 5	SWEET ADELINES REGION 2		WA/ BR/ 1/3 GH/	9A 11:30A-3:30P 11:30A 12:30P-6:30P	PHOTO/RIERS SET CHORUS PHOTO DOORS COMPETITION	DS

DATE	EVENT	CONSTRUCTION	ROOM	TIME	FUNCTION	EC
				5P 6:30P	JUDGES MEETING MOVE OUT	
	LOWELL PROM		MR/		DECORATE PROM MOVE OUT	MF
	GRSO POPS VI		DV/	8P-10:15P	PERFORMANCE	ST
SUN. MAY 6	GRSO POPS VI		DV/	3P-5:15P	PERFORMANCE	ST
MON. MAY 7	MI ASSOC. FOR HOMES & SERVICES FOR THE AGING PADGETT THOMPSON		WA/	7A-10P	MOVE IN	MF
			BL/	6:30A-8A 8:30A-4P 4P-5P	MOVE IN SEMINAR MOVE OUT	TM
TUES. MAY 8	MI ASSOC. FOR HOMES & SERVICES FOR THE AGING		WA/	7A-11:30A 11:30A-2:30A 2:30A-5:30P	MOVE IN EXHIBITS MOVE OUT	MF
	GRSO CLASSICAL X		DV/	10A-1P 7:30P-	MOVE IN REHEARSAL	ST
	MI FUNERAL DIRECTORS		GH/	6A-NOON 7P-9P	MOVE IN CONVENTION	MF
WED. MAY 9	GRSO CLASSICAL X		DV/	3:30P-6P 7:30P-10P	REHEARSAL REHEARSAL	ST
	MI FUNERAL DIRECTORS		GH/	2P-6P	CONVENTION	MF
THURS. MAY 10	GRSO CLASSICAL X		DV/	7P-10P	OPEN REHEARSAL	ST
	MI FUNERAL DIRECTORS		GH/	10A-NOON NOON-4P	CONVENTION MOVE OUT	MF
FRI. MAY 11	CITY MEETING		BR/	8A-NOON	MEETING	TM
	SWEET ADELINES REGION 3		WA/	6A 11A 5:30P-10:30P	MOVE IN TEST CHORUS COMPETITION	ST
	GRSO CLASSICAL X		DV/	8P-10:30P	PERFORMANCE	ST
	OLD KENT RIVER BANK RUN		GH/	6A-NOON NOON-8P 8P-MID	REGISTRATION EXPO MOVE OUT	MF
SAT. MAY 12	SWEET ADELINES REGION 3		WA, 1/3 GH/	NOON-5:30P 6:30P-10:30P	COMPETITION MOVE OUT	ST
	GRSO CLASSICAL X		DV/	8P-10:30P	PERFORMANCE	ST
	UNION HIGH PROM		KR/		DECORATE PROM MOVE OUT	
	OLD KENT RIVER BANK RUN		2/3 GH/	6A-9A 9A-NOON	REGISTRATION MOVE OUT	MF
SUN. MAY 13	KCI & JOJO		DV/		MOVE IN DOORS PERFORMANCE MOVE OUT	ST
	WHY DO I DO THE THINGS I DO		WA/		MOVE IN DOORS PERFORMANCE MOVE OUT	ST
MON. MAY 14						
TUES. MAY 15	MEIJER SERVICE AWARDS BANQUET		GH/	8A-3P 7P-10P 10P-MID	MOVE IN BANQUET MOVE OUT	MF
	COUNCIL OF EDUCATIONAL MANAGEMENT		BR/	8A-4P 4P-5P	MEETING MOVE OUT	TM

DATE	EVENT	CONSTRUCTION	ROOM	TIME	FUNCTION	EC
WED. MAY 16						
THURS. MAY 17	PADGETT THOMPSON		BL/	6:30A-8A 8:30A-4P 4P-5P	MOVE IN SEMINAR MOVE OUT	TM
SAT. MAY 18	MI ASSOCIATION OF AMBULANCE SERVICES		GH/ WA/ GH/ WA LBBY/ WA/ KR/	8A-3P NOON-6P 3P-8P 5P-11P 6P-10P 8P-MID	MOVE IN MOVE IN EXHIBITS TEAM SEQUESTERING COMPETITION PARTY	DS
SUN. MAY 19	MI ASSOCIATION OF AMBULANCE SERVICES		WA LOBBY/ WA/ GH/  KR/ GH/ KR/	7A-3P 8A-3P 10:30A-3:30P 3:30P-4:30P 3:30P-7P 7P-7:30P 7:30P-10P 10P-MID	TEAM SEQUESTERING COMPETITION EXHIBITS MOVE OUT QUICK CHANGE OVER RECEPTION BANQUET PARTY	DS
SUN. MAY 20	GRSO YOUTH		DV/	8A-1P 3P-5P 5P-8P	MOVE IN PERFORMANCE MOVE OUT	ST
MON. MAY 21	RAGTIME - BTG		DV/	1P-11P	MOVE IN	ST
TUES. MAY 22	GRSO ACCESS CONCERT		WA/	8A-NOON 1P-4:30P	MOVE IN REHEARSAL	ST
	RAGTIME - BTG		DV/	8A-5P 7:30P-10:30P	MOVE IN PERFORMANCE	ST
	EXCELLENCE IN BUSINESS DINNER		GH/		MOVE IN RECEPTION DINNER MOVE OUT	
WED. MAY 23	GRSO ACCESS CONCERT		WA/	10:45A-12:30P	PERFORMANCE	ST
	RAGTIME - BTG		DV/	7:30P-10:30P	PERFORMANCE	ST
THURS. MAY 24	RAGTIME - BTG		DV/	2P-5P 7:30P-10:30P	PERFORMANCE PERFORMANCE	ST
FRI. MAY 25	RAGTIME - BTG		DV/	8P-11P	PERFORMANCE	ST
SAT. MAY 26	RAGTIME - BTG		DV/	2P-5P 8P-11P	PERFORMANCE PERFORMANCE	ST
SUN. MAY 27	RAGTIME - BTG		DV/	3P-6P 6P-11P	PERFORMANCE MOVE OUT	ST
MON. MAY 28						
TUES. MAY 29						
WED. MAY 30						
THURS. MAY 31						