

Meeting of Board of Directors

Wednesday, April 23, 2003
7:30 a.m. – 9:30 a.m.
County Administration Building Board Room, 3rd Floor
Grand Rapids, Michigan 49503

AGENDA

Convention	I.	Call to Order					
Arena	II.	Approval of March 26, 2003 Minutes	Action				
Authority	III.	DeVos Place Construction Update – Erhardt/Hunt	Information				
John Logie, Chairman	IV.	Committee Reports					
Lew Chamberlin Clif Charles		a. Building Committee	Information				
David Frey Steven Heacock Birgit Klohs Joseph Tomaselli		b. Operations Committee- CVB Update	Information				
·		c. Finance Committee					
		 i. Approval of Disbursements ii. Approval of SMG March 2003 Financial Reports iii. Approval of CAA March Financial Report iv. Approval of Directors & Officers Liability Insurance Renewal 	Action Action Action Action				
	V.	SMG Report - Facilities Calendar	Information				
	VI.	Other Business					
	VII.	Public Comment					
	VIII.	Adjournment					





Grand Center 245 Monroe Ave. NW Grand Rapids, MI 49503 616.742.6600 Fax 616.742.6590

Item II

MINUTES OF THE GRAND RAPIDS-KENT COUNTY CONVENTION/ARENA AUTHORITY BOARD OF DIRECTORS MEETING Wednesday, March 26, 2003

I. Call to Order

Chairman John Logie called the meeting to order at 7:35 a.m. Chairman Logie presided and Secretary/Treasurer Birgit Klohs recorded.

Attendance

Members Present:

John Logie, Chairman

Lew Chamberlin Clif Charles Steve Heacock Birgit Klohs Joseph Tomaselli

Members Absent:

David Frey

Staff/Others:

Greg Alkema

David Bellamy Grand Rapids Ballet Company

Laura Berman Edith Blodgett

Henri Boucher ShowSpan
Gaylen Byker Calvin College

Cheryl Coutcher

David Czurak Grand Rapids Business Journal

Jim Day Kent County
Daryl Delabbio Kent County
Robert DuHadway DK Security

Kate Eberhard Louise Edison

Joe Erhardt Erhardt/Hunt Joint Venture

Paul Farr

Melissa Dietz Fojek Harvey A. Gainey Angela Galassi

Jim Gray CAA Owner Representative

Iliana Ordaz-Jeffries John Peter Jeffries Scott Kearsy Sheila Kinney

Chris Knape The Grand Rapids Press

Misty Kolk

Chris Machuta SMG Rich MacKeigan SMG

Sandy Mackey Broadway Theater Guild

Steve Miller SMG

Chuck Royce Stella Royce

William Ryberg Grand Rapids Symphony

Gordon Peirce Schmidt

Bill Sewall Erhardt/Hunt Joint Venture

Dale Sommers CAA Owner Representative

John Steensma Marilyn Titche Melia Tourangeau Norma Van Kuiken

Dawn Veltman Broadway Theater Guild

Susan Waddell CAA

Jana Wallace City of Grand Rapids

Sue Clara Warmels

Jim Watt SMG

Richard Wendt Dickinson Wright
Robert White Kent County

Steve Wilson CVB

Tim Wondergem Wondergem Consulting

II. Minutes of Prior Meetings

Motion: Ms. Klohs, supported by Mr. Charles, moved to approve the Minutes of the February 26, 2003, meetings of the Authority. Motion carried unanimously.

III. Appeal of the Calvin College Oratorio Society from the Decision of the Operations Committee

Motion: Ms. Klohs, supported by Mr. Chamberlin, moved to take this item from the table. Motion carried unanimously.

Mayor Logie stated that he was impressed with the efforts of the Calvin College Oratorio Society and the four arts groups to resolve this matter. Despite good faith negotiations, the parties have not arrived at a settlement. A representative from each side will be allowed to address the Board to clarify his or her position, after which the Board will make a decision.

Calvin College Oratorio Society

President Gaylen Byker stated that Calvin and the four user groups met several times in March and reached an agreement for December 2003, but discussions broke down over dates in 2004. Calvin offered different scenarios and novel ideas, such as a 10-year long-term arrangement. The parties were scheduled to meet March 24 to finalize a scheduling agreement. However, the user groups sent Calvin a letter indicating they were not interested in a long-term arrangement.

Mr. Byker distributed a proposed schedule. The schedule includes a Sunday night performance, a night on which the Oratorio Society has never performed. While there is no consistency in the dates, Calvin is willing to live with the "hodge-podge," experimental schedule. Mr. Byker passed out his previous recommended revisions to the booking policy.

Arts Groups

Sheila Kinney spoke on behalf of the four arts groups. The four arts groups are specifically identified in the CAA's adopted booking policy as being responsible for coordinating the DeVos Performance Hall schedule. Ms. Kinney distributed a letter that set forth the background of the dispute, the process used by the frequent users and Calvin to try to resolve the issues, and the consequences of adopting Calvin's proposed amendment. Affording the Oratorio Society a booking priority over all others will adversely impact the arts group, the schedule, and agenda of the CAA. Once the precedent is set, the CAA will have opened a potential "Pandora's box" of similar requests for special treatment by other users, frequent

or infrequent. The CAA's existing policy already provides a process for resolving the DeVos Performance Hall calendar, and for doing so with consideration of all competing interests. The frequent users remain willing to entertain requests and considerations such as those voiced by Calvin and strive toward achieving the best resolution for all. No policy change is required to ensure that. Ms. Kinney referred to a proposed performance schedule outlined in Exhibit G of her documentation and requested that the CAA adopt that schedule. Ms. Kinney petitioned the CAA to maintain the current booking policy.

Mayor Logie thanked both groups for their good faith efforts in attempting to settle the matter. Substantial agreement has been made on three of the five years (years 2004 and 2007 unresolved). Concessions have been made and both parties appear willing to compromise. Mayor Logie opened the floor to other Board members for general discussion.

Mr. Heacock stated that year-round control of DeVos Performance Hall is an exceptional privilege that the CAA has allowed the arts groups even if there might be more lucrative events or art organizations. With control and privilege there should be flexibility shown so that control isn't used or misused. Calvin had a history of Friday-Saturday performances, but relinquished for Thursday-Friday. Now Calvin is willing to go to Sunday. Mr. Heacock stated the CAA should go a step further and accept the Calvin schedule without formally changing the booking policy. Since the year 2007 has five weekends, Calvin could be restricted to an early weekend.

If we go in that direction, inquired Mr. Tomaselli, where does that put us next year when we look at year 2008 and beyond? Mayor Logie responded there is no policy that prevents the organizations to begin addressing the future schedule.

Ms. Klohs stated that she does not support changing the current booking policy. She asked SMG General Manager Richard MacKeigan if the 5-year schedule could work. Mr. MacKeigan stated it was irrelevant as it relates to DeVos, and "does not impact our ability to book other business." Having the arts groups and Calvin all playing in DeVos Performance Hall is in the best interest of the facility.

Mr. Charles voiced his support for Mr. Heacock's proposal to accept the Calvin schedule and maintain the current booking policy. Mr. Charles suggested the groups begin addressing year 2008 now.

Mr. Chamberlin wondered how adopting the schedule would square with the booking policy. Mayor Logie stated that it would be an exception to the policy but does not change it. Mr. Chamberlin remarked that making an exception opens the door for having to micromanage the policy for any other group and erodes the policy we all agree we do not want to change. Priorities were granted to recognize frequent use of the facility. The arts tenants work out their schedules according to the booking policy.

Ms. Klohs stated the CAA would be "cutting this baby in half," and wondered how to prevent other organizations interested in changing the policy. Mayor Logie responded that he is not interested in a formal change to the policy but is looking for flexibility. It would be easier to say that we made an exception for a user of 70 years.

Mayor Logie suggested that the Board appeared to be ready to adopt the 5-year Calvin schedule, but he recommended we give the arts tenants first pick at the specific dates offered by Calvin in four of the years in question. Mr. Chamberlin preferred to narrow the exception and adopt a 4-year schedule. Mr. Charles and Mr. Heacock would like to adopt the Calvin schedule, resolving as much as possible.

Motion: Mr. Heacock, supported by Ms. Klohs, moved to approve an exception to booking policy and adopt the following schedule for DeVos Performance Hall:

2003	Sunday evening	December 7	Symphony week
2004	Wednesday-Thursday (Oratorio Society to pay 50% o	December 1 & 2 or 8 & 9* f net extra cost which is estimated at \$5,0	Ballet weeks 100 to \$6,000)
2005	Sunday evening	December 4 or 11*	Symphony week
2006	Friday-Saturday	December 1 & 2 or 8 & 9*	5 weekends
2007	Friday-Saturday	November 30 & December 1 or December 7 & 8*	5 weekends

^{*}The specific date will be determined by the frequent users.

A brief discussion followed. Ms. Kinney stated that year 2004 is a critical issue since Thursday is a dance day. Mayor Logie responded that the vote today does not resolve some minor issues and the parties should work with SMG to iron them out. Mr. Chamberlin stated that he could support the proposal if it is the will of the CAA but is concerned for the priorities outlined in the booking policy.

Motion approved unanimously.

IV. <u>DeVos Place Construction Update</u>

Mr. Erhardt and Mr. Sewell reported that the flooring subcontractor is laying out terrazzo strips in the Grand Gallery. The concrete floor temperatures have stabilized to begin placing the terrazzo mix. Drywall finishing, painting, and ceiling grid installation continues in the meeting rooms. The acoustic wall panel installation is also beginning. The subcontractor has completed framing and hanging most restroom areas and is working on elevator lobbies, corridors, and back of house support areas. The concrete subcontractor has only one section of Exhibit Hall floor slab to place. The mechanical subcontractor has set cooling towers, chillers, and is setting air handling units that serve the Exhibit Hall. Piping of these units is ongoing. The high ductwork is being installed along with lighting and fire

protection. All but a few floor utility boxes have been set and cast into the floor. These units house power, water, compressed air, telephone and data ports. The site contractor has submitted pavers, site equipment, etc. for approval and procurement this month. Work is planned to begin with the arrival of the spring weather. The CM has conducted an extensive review of all remaining work activities required to complete the phase 2 work by November 25. Lyon Square and the Gillette Bridge will be closed on June 1 to begin work on the Welsh Auditorium.

V. Committee Reports

Building Committee

Mr. Sommers stated that the Committee discussed the project budget and reviewed finish boards that displayed approved finishes for the Grand Gallery, meeting rooms, and the ball room: carpet, wood, paint, fabric, granite, and etched glass.

Operations Committee

Mr. Chamberlin reported that the Committee met on March 18, 2003, and received information from SMG Marketing Director Lynne Ike about a new promotional program to enhance patrons' experience at the Van Andel Arena. SMG has partnered with Pepsi and Ticketmaster to sponsor a ticket give-away. Patrons can register to win a "family four" pack of tickets through Pepsi and Ticketmaster.com. Mr. MacKeigan will take the lead and put together a committee to look at displaying artwork in the new convention center. The Committee would like to pursue planning a public celebration that would give the

community and taxpayers an opportunity to see the new convention center. The Committee will be coordinating with Grand Action to plan the event. The American Red Cross has asked to use the Van Andel Arena and convention center as possible shelters or service centers in times of disaster. Many area churches, school, and facilities offer this service and the Red Cross would like to include the CAA venues in their formal data bank and formalize an agreement. SMG would still retain control of access to the building. The agreement would not provide the Red Cross with any priority rights if the buildings were not available when the Red Cross wants to use them. Mr. MacKeigan recommended approval of the agreement, pending review by Attorney Dick Wendt.

Motion: Mr. Chamberlin, supported by Mr. Heacock, moved to authorize an agreement with Red Cross to use the Van Andel Arena and convention center as shelters/service centers in times of disaster, subject to review and approval by Attorney Richard Wendt. Motion approved unanimously.

Mr. Chamberlin extended his congratulations to Steve Miller who has been tapped as the new SMG Director of Sales, effective April 1, 2003.

Regarding a public grand opening celebration, Mr. Wilson stated that Keith Edson of the Woodworkers Expo is willing to open the event to the public in the afternoon. Mr. Edson has volunteered to serve on the planning subcommittee. Mr. Wilson announced that the new convention center would host the National Association of County Engineers in April 2006. Two additional state groups booked are: the Business Professionals Association-Michigan Chapter that has met at the Renaissance Center since 1980 and the Michigan Horticultural Society that will be moving in the day after the Woodworkers move out. Immediately following this convention, Gordon Food Service has booked the facility for its December 2003 event. The CVB just kicked off it major marketing efforts. Advertising will be placed in eight specialty publications that are nationally focused. The CVB sales team will be traveling to Washington, D.C. in May for a two-day sales blitz to blanket prospects and make follow-up sales calls. A direct mail piece will be sent to 15,000 meeting planners nationwide. Steve Miller leads a team that is working o business retention. Last Wednesday, David Frey opened the first meting of the customer service task force. A wide variety of stakeholders were represented. The task force is putting together a curricular and creating a communication for downtown office workers. Ms. Klohs inquired whether the task force is providing in-service training for the airport taxi cab drivers. Mr. Wilson is working with the local cab companies and Terry Hegerty to educate the cab drivers. Ms. Klohs added that the curriculum should include information on the economy of the area since not all travelers are convention goers.

Finance Committee

Mr. Heacock presented the Finance Committee report.

a. Approval of Disbursements and Payroll for the Period February 21 - March 14, 2003

Motion: Mr. Heacock, supported by Ms. Klohs, moved to approve payment of disbursements and payroll totaling \$431,095.70, as presented. Motion carried unanimously.

b. Approval of SMG Financial Statements for the Grand Center and Van Andel Arena

Motion: Mr. Heacock, supported by Ms. Klohs, moved to approve the SMG Financial Statements for the Van Andel Arena and Grand Center for the period ended February 28, 2003. Motion carried unanimously

c. Approval of CAA Preliminary Financial Statements Prepared by Beene Garter LLP

Motion: Mr. Heacock, supported by Mr. Tomaselli, moved to approve the Grand Rapids – Kent County Convention/Arena Authority Financial Statements for the period ended February 28, 2003. Motion carried unanimously.

d. Adoption of Revised DeVos Place Capital Improvement Project Budget

Mr. White explained that the original project budget adopted on February 28, 2001 was established at \$219.5 million. While periodic updates of changes have been provided to the various committees of the CAA Board, no comprehensive update has been submitted for consideration and approval by the full CAA Board. Mr. White explained the significant changes in the sources and uses of funds. The most significant change in the sources of funds relates to the federal grant for the Monroe Avenue reconstruction project. The original overall project budget envisioned \$8.7 of federal funding. A lesser amount, \$7 million, is available in federal funds awarded to the City of Grand Rapids to support project related expenses. The City will reimburse the CAA \$3.5 million for costs previously incurred and apply the remaining \$3.5 million to offset additional Monroe Avenue relocation costs incurred by the City. The County agreed to provide an additional \$5 million in cash financing. The County paid \$1 million directly to the CVB for marketing services related to the convention center. The difference between the two changes generates a net \$4 million increase to the construction project. The original project budget envisioned \$1 million in annual transfers from the CAA operating income to the capital budget over a 10year fiscal period. Given the time frame for project completion, the CAA will transfer \$4 million to the capital improvement account. Interest earnings will add almost \$3.7 million of capital financing monies to the project as this source of revenue was not included in the originally adopted budget. Regarding the uses of funds, the original construction manager allowance of \$169 million remains relatively unchanged. The original budget provided \$9.189 million for project contingencies. With over 99% of project construction items bid, the project contingency remains at \$839,453. Mr. Heacock recommended approval of the revised budget established at \$211,254,709.

Motion: Mr. Heacock, supported by Ms. Klohs, moved to adopt the revised DeVos Place Capital Improvement Project Budget and to confirm that all contingencies remain in the total Project Budget until completion of all phases of the Project, at which time such funds, if any, will be transferred to the CAA reserves.

In response to a question from Mayor Logie, Owner's Representative Dale Sommers stated that he was comfortable with the contingency of \$839,453. Mr. Sommers added that the contingency remains uncommitted and contingencies for construction and soil had been built into the budget previously.

Motion approved unanimously.

VI. SMG Report

Facilities Calendar

Mr. MacKeigan reported that activity has increased at both venues. Upcoming events at the Grand Center include the Women's Show, Live Lawrence Welk, Alison Krauss, Blue Clues, Classical Symphony, and the Opera. Last night, Archbishop Desmond Tutu drew an extraordinary turnout of 6,500 patrons. The Griffins have secured a spot in the playoffs and should have home ice advantages. Upcoming events include Yanni, Def Leppard, Red Hot Chili Peppers, Barney, Rampage games, U.S. Women's -v- China Volleyball, and the Mormon Tabernacle Choir. On May 16, the Arena will host the CAA's first charitable event, Big Daddy's Doo Wop Sh'Bop, a 50's and 60's musical revenue. Net proceeds from the event will be split between Gilda's Club and Hope on the Hill. The CAA will recognize Mr. Heacock as the recipient of its first-ever Community Leadership Award.

VII. Other Business

None.

VIII. Public Comments

Marilyn Titche, Grand Rapids, inquired whether the new Welsh Auditorium ballroom would be able to accommodate groups like the Calvin College Oratorio Society. Mr. MacKeigan responded possibly, but not in a traditional environment. Perhaps the seating arrangements could be flat-style, not tiered or cabaret style. This idea was broached with Calvin, but acoustically it was not an option.

IX. Adjournment

There being no other	business, th	he meeting ad	journed	at 9:35	a.m.

Birgit Klohs,	Recording	Secretary

BUILDING COMMITTEE REPORT

To Grand Rapids-Kent County Convention/Arena Authority April 23, 2003

Following is a summary of each of the major zones, areas and phases of the project with a narrative of the major work activities in each.

GRAND GALLERY

Bay Area Interiors, our subcontractor continues to lay-out terrazzo strips and has begun to place the epoxy terrazzo system. They have completed the intricate layout throughout the space. Painting of the overhead exposed structure is complete along with the installation of the snake light.

In the Meeting Rooms, drywall finishing, painting and ceiling grid installations are complete. The acoustic wall panel installation is also underway.

Operable partitions have been installed on two levels, in Meeting Room throughout the Grand Gallery.

H & H, the painting sub continues to paint miscellaneous offices, corridors, stairwells, communication closets and bulkheads on all levels including the lower parking area offices, and will be starting finish coats and vinyl wall coverings soon.

Sobie Company has mobilized for the first of the floor-covering task. They are placing the static guard vinyl tile in communication closets/rooms.

Cleveland Construction, Inc., in addition to the Meeting Room grid and drywall work, has completed framing and hanging most restroom areas and is working on elevator lobbies, corridors and back of house support spaces. Andy J. Egan Mechanical Co. and ElecTech are very nearly complete with the HVAC systems that serve most of the Grand Gallery. Testing of the equipment is under way.

Overall the Grand Gallery and Meeting spaces remain on track for completion as scheduled.

EXHIBIT HALL

Steel Service Corporation has completed the structural steel erection and detailing and punch list items except touch up paint.

Kent/Tillman LLC, the concrete subcontractor completed the Exhibit Hall floor slab on 3/25/03. They are now working on the truck dock area slab on grade.

Andy J. Egan Mechanical has set cooling towers, chillers and is setting air handling units that serve the Exhibit Hall. Piping of these units is ongoing. Target Sheet Metal, Inc. is installing the high ductwork in the Exhibit Hall along with the lighting and fire protection subcontractors.

The enclosure of the Exhibit Box is complete on the East side, and West sides. Soffits, trim and column covers will continue on the East and West, while studs and metal panels continue on the North. The north elevation is approximately 80% enclosed. Roofing and brick at the dock have begun.

SITE WORK

Work is planned to begin with the arrival of spring weather along Michigan street in May, and in front of DeVos Hall in June. These areas, along with the Monroe drop off lane are to be completed the fall of 2003.

The site logistics plan for the next phase of work, which commences on June 1, 2003 has been prepared by Erhardt/Hunt and received approval from the adjacent properties (Amway Hotel) and city officials. Implementation of this plan is being carried out as needed

PHASE 3

The "buy-out" of the balance of the project continued through this month with the award of the Phase 3 Electrical Package. The Phase 2 & 3 Signage Package and the proposed River Walk extension remain yet to bid. The work that has been awarded to date is compliant with the overall project budget including the electrical award to Allied Electric.

In the Welsh Auditorium, which is to be fully demolished this summer, asbestos abatement continued this month and appears to be progressing well. Selective demo and salvage activities are being planned ahead of mass demo.



DATE:

April 14, 2003

TO:

Steve Heacock

Grand Rapids - Kent County Convention / Arena Authority

Finance Committee Chair

FROM:

Jana M. Wallace

Fiscal Services Analyst

SUBJECT: Monthly Disbursements Report

Attached for your review are the lists of invoices processed for payment during the most recent period. Expenditures for the period are summarized below.

Dates checks were issued	Operating Fund	Construction Fur
March 28, 2003	\$ 33,780.60	\$ 3,557,846.81
April 14, 2003	112,518.69	4,545,012.67
Payroll - 03/21/2003	1,920.76	~=
Payroll - 04/04/2003	2,033.96	
Disbursements from C/AA Fund	ds \$ 150,254.01	\$8,102,859.48

Payments from Retained Funds \$393,282.00

Total disbursements for the Grand Rapids - Kent County Convention / Arena Authority during the period March 21 through April 14, 2003, were \$8,646,395.49.

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

Attachments

GRAND RAPIDS - KENT COUNTY CONVENTION / ARENA AUTHORITY

List of Invoices Processed for Payment on April 14, 2003, as Authorized by the Current Bookkeeping Policy

00000000000000

Description of materials acquired / services received	03/31/2003 Progress pmt # 28: Construction - general / masonry / electrical 03/31/2003 Retainage for progress payment # 28 03/11/2003 Infrastructure cabling project - copper / fiber cabling 03/29/2003 Project management services - March 2003 Project management services - March 2003 O4/01/2003 Security system consulting / meetings - March 2003 Multiple security systems for Convention Center - payment # 4 03/14/2003 Multiple security systems for Convention Center - payment # 4 03/13/2003 F F& E design services - February 2003 O4/02/2003 Architectural design services - March 2003 On-site architect's representative - March 2003 On-site architect's representative - March 2003 On-site anditorium asbestos abatement - thru March 21, 2003 Communications systems consulting - 10/01/02 thru 12/31/02 Sub-Total - Invoices Submitted by Project Manager	03/26/2003 Electrical services for Skywalk - March 2003 03/27/2003 Electrical services for Arena - March 2003 02/28/2003 Legal services re early opening of DeVos Place - January 2003 03/31/2003 Legal services re CBA Lease - February 2003 Legal services re roof warranty & fireworks - February 2003 03/31/2003 Legal services re roof warranty & fireworks - February 2003 03/31/2003 Legal services re roof warranty & fireworks - February 2003 03/31/2003 Legal services re roof warranty & fireworks - February 2003 03/31/2003 Legal services re customer injury claim - February 2003 04/08/2003 Water and sewer services for Skywalk - January - March 2003 04/08/2003 Fire protection water line for Skywalk - April - June 2003 04/08/2003 Mater and sewer services for Arena - April - June 2003 04/08/2003 Admin manager's 457 - employee contrib for 04/04/03 payroll 04/04/2003 Admin manager's 457 - employee contrib for 04/04/03 payroll 04/01/2003 Admin manager's 457 - employee contrib for 04/04/03 payroll 04/01/2003 Arena steam services - March 2003 04/01/2003 Arena steam services - March 2003 04/01/2003 Beverages / snacks for March 26, 2003 meeting 03/28/2003 Legal services re DeVos Place trademark - thru 02/28/2003 03/28/2003 Legal services submitted for Payment from Construction Account Total Invoices Submitted for Payment
Invoice Date	03/31/2003 03/31/2003 03/31/2003 03/11/2003 03/31/2003 03/31/2003 04/02/2003 04/02/2003 03/21/2003 03/21/2003	03/26/2003 03/27/2003 02/28/2003 03/31/2003 03/31/2003 03/31/2003 03/31/2003 04/08/2003 04/08/2003 04/18/2003 04/11/2003 04/01/2003 03/26/2003 03/28/2003 03/28/2003 03/28/2003
Amount	\$4,050,910.00 287,391.00 2,862.00 9,785.00 1,300.00 7,200.00 4,625.06 8,424.50 92,837.39 11,610.00 11,447.50 12,640.00 12,640.00 12,640.00	\$ 1,559.47 31,289.80 42.00 155.20 2,819.60 84.00 70.00 1,068.20 4,113.73 107.70 240.00 160.00 2,126.80 35,145.80 35,145.80 31,736.80 35,145.80 35,145.80 35,145.80 35,145.80 35,145.80 35,145.80 35,145.80 35,145.80 35,145.80 35,145.80 35,145.80 35,145.80 35,145.80 35,145.80 35,145.80 35,145.80 35,145.80
Payee	Invoices Submitted by Project Manager Erhardt - Hunt: A Joint Venture GR-KC C/AA Retainage Account Feyen-Zylstra Inc J P Gray Consulting Inc Jerry G Fellinger, Fire / Secur Systs Midstate Security Ottawa County Landfill Progressive AE Progressive AE Progressive AE Progressive AE Progressive AE Progressive AE Sommers, Dale H Sommers, Dale H	Invoices Submitted by City Fiscal Services Consumers Energy Consumers Energy Consumers Energy Dickinson Wright PLLC Consumer Rapids City Treasurer Grand Rapids City Treasurer Gra

00000000000000000000

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, 2003, as Authorized by the Current Bookkeeping Policy

~

000000000

	Payee	Amount	Invoice Date	Description of materials acquired / services received
	Erhardt - Hunt: A Joint Venture	\$ 393,282.00	02/28/2003	Draw on retainage account per agreement - Draw #4
_	Invoices Submitted by Project Manager Erhardt - Hunt: A Joint Venture	\$ 3.308.007.00	02/28/2003	Progress pmt # 27: Construction - general / masonry / electrical
45.	GR-KC C/AA Retainage Account		02/28/2003	Retainage for progress payment # 27
	ottawa County Landfill	811.56	03/17/2003	Contaminated soil dumping - March 11, 2003
	Progressive AE	100,195.92	03/11/2003	Architectural design services - February 2003
	Progressive AE	28.29	03/11/2003	Environmental graphics - February 2003
	Progressive AE	13,905.00	03/11/2003	On-site architect's representative - February 2003
	Progressive AE	3,225.00	03/11/2003	Owner requested changes - February 2003
	Veenstra Reproductions	48.60 \$ 3,557,846.81	02/14/2003 Sub-Total - Inv	02/14/2003 Several prints and half size prints Sub-Total - Invoices Submitted by Project Manager
	Invoices Submitted by City Fiscal Services			
_	Beene Garter LLP	\$ 592.00	03/19/2003	Bookkeeping services through March 18, 2003
_	Consumers Energy	27,669.19	03/07/2003	Electrical services for Grand Center - February 2003
_	Dickinson Wright PLLC	42.00	02/28/2003	Legal services re CBA Lease - January 2003
_	Dickinson Wright PLLC	714.00	02/28/2003	Legal services re football lease - January 2003
_	Dickinson Wright PLLC	574.00	02/28/2003	Legal services re EPA STAG grant funds - January 2003
_	Dickinson Wright PLLC	588.00	02/28/2003	Legal services re general matters - January 2003
_	Grand Rapids City Treasurer	2,816.36	03/20/2003	Water and sewer services for Grand Center - February 2003
_	ICMA Retirement Corporation - 401A	240.00	03/21/2003	Admin mgr's 401A - employer/employee contribs for 03/21/03 payroll
_	ICMA Retirement Corporation - 457	160.00	03/21/2003	Admin manager's 457 - employee contrib for 03/21/03 payroll
_	Priority Health	278.05	03/14/2003	Insurance benefits for administrative manager - April 2003
_	Rick Van Sweden DDS PC	107.00 \$ 33,780.60	03/18/2003 Sub-Total - Inv	03/18/2003 Dental services for administrative manager - March 2003 Sub-Total - Invoices Submitted by City Fiscal Services
		\$ 393,282.00 \$ 3,557,846.81 \$ 33,780.60	Total Invoices Total Invoices Total Invoices	Total Invoices Submitted for Payment from Retainage Account Total Invoices Submitted for Payment from Construction Account Total Invoices Submitted for Payment from Operating Account
		\$ 3,984,909.41	Total Invoices	Total Invoices Processed for Payment
Ì	Control of the local control of the			caainvstopay03.xls jmw 03252003

0000000000

C = Construction related expenses

O = Operating / non-construction expenses R = Retainage funds for which the Authority serves as fiduciary



VAN ANDEL ARENA

FINANCIAL STATEMENT FOR THE PERIOD ENDED MARCH 31, 2003

Distribution:

Grand Rapids – Kent County Convention / Arena Authority Robert White
Glen Mon
Bob Johnson
Gary McAneney
John Szudzik
Richard MacKeigan
Chris Machuta



VAN ANDEL ARENA ROLLING FORECAST FISCAL YEAR ENDING JUNE 30, 2003

	YTD	ROLL	TOTAL FYE	BUDGET FYE	VARIANCE
NO. EVENTS	119	26	145	126	19
ATTENDANCE	619,549	158,350	777,899	772,050	5,849
DIRECT EVENT INCOME	990,301	300,164	1,290,465	1,124,723	165,742
ANCILLARY INCOME	1,191,374	277,689	1,469,063	1,302,948	166,115
TOTAL EVENT INCOME	2,181,675	577,853	2,759,528	2,427,671	331,857
TOTAL OTHER INCOME	1,425,446	425,000	1,850,446	1,915,000	(64,554)
TOTAL INCOME	3,607,121	1,002,853	4,609,974	4,342,671	267,303
INDIRECT EXPENSES					
EXECUTIVE	81,461	22,431	103,892	91,525	(12,367)
FINANCE	107,565	37,419	144,984	166,900	21,916
MARKETING	147,141	46,350	193,491	173,800	(19,691)
OPERATIONS	856,381	279,237	1,135,618	1,081,652	(53,966)
BOX OFFICE	89,148	24,600	113,748	118,100	4,352
LUXURY SEATING	97,307	24,390	121,697	116,530	(5,167)
SKYWALK ADMIN	26,457	7,250	33,707	36,700	2,993
OVERHEAD	951,506	307,730	1,259,236	1,317,317	58,081
TOTAL INDIRECT EXP.	2,356,966	749,407	3,106,373	3,102,524	(3,849)
NET REVENUE ABOVE EXPENSES	1,250,155	253,446	1,503,601	1,240,147	263,454
LESS ALLOCATION FOR CAPITAL REPLACEMENT	203,271	74,400	277,671	368,700	91,029
NET REVENUE ABOVE EXPENSES AFTER CAPITAL	1,046,884	179,046	1,225,930	871,447	354,483

Comments:

March concludes the third quarter of the fiscal year for the Arena. The Arena has performed comparable to budgeted expecations thus far into the fiscal year. Concerts continue to the the main economic stimulus for the Arena, and the final quarter of the fiscal year will perform well ahead of expected levels due to the six concerts that are expected to be hosted over the final three months of the fiscal year.

General Manager

William of Finance

VAN ANDEL ARENA FINANCIAL STATEMENT HIGHLIGHTS FOR MONTH ENDED MARCH 31, 2003

The following schedule summarizes operating results for the current month ending and the YTD ending June 30, 2003, compared to budget and to the prior year:

MONTH	March	March	March
	Actual	Budget	FY 2002
Number of Events	20	19	13
Attendance	115,774	125,500	88,894
Direct Event Income	\$227,858	\$147,604	\$167,997
Ancillary Income	253,008	197,938	193,897
Other Income	182,927	159,584	171,399
Indirect Expenses	(320,359)	(258,679)	(244,947)
Net Income	\$343,434	\$246,447	\$288,346

YTD	YTD 2003	YTD 2003	YTD 2002	
	Actual	Budget	Prior Year	
Number of Events	119	109	114	
Attendance	619,549	658,200	631,220	
Direct Event Income	\$990,301	\$950,957	\$976,831	
Ancillary Income	1,191,374	1,149,328	1,213,008	
Other Income	1,425,446	1,436,256	1,367,657	
Indirect Expenses	(2,356,966)	(2,328,616)	(2,313,396)	
Net Income	\$1,250,155	\$1,207,925	\$1,244,100	
Less Capital	(\$203,271)	(\$235,700)	(\$69,215)	
Net Income after Capital	\$1,453,426	\$1,443,625	\$1,313,315	

EVENT INCOME

Event income came in ahead of budgeted expectations due to the Arena hosting the sold out Kenny Chesney concert in addition to very strong shows in Freestyle Motocross and concerts by Yanni and Whitesnake/Scorpions.

ANCILLARY INCOME

Ancillary income came in ahead of expectations for the month. Food & Beverage spending for the Freestyle Motocross event was 25% higher than last years event, and the Whitesnake/ Scorpions concert set a new Concessions per cap record at \$10.70/per head.

INDIRECT EXPENSES

Indirect expenses came in higher than budget for three main reasons: First, purchasing of gift for the Premium Seat and Suite holders, second, a large expense in repairing of the ice melt system that runs underneath the bricks in front of the Arena, and finally, utilities higher than anticipated including a trueup from an under accrual in February.

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

		CURRENT			YTD	
	ACTUAL	BUDGET	LAST YEAR	ACTUAL	BUDGET	LAST YEAR
EVENT INCOME						
DIRECT EVENT INCOME						
RENTAL INCOME	316,078	266,782	249,552	1,550,498	1,490,263	1,505,247
SERVICES INCOME	<88,220>	<119,178>	<81,555>	<560,196>	<539,306>	<528,416>
TOTAL DIRECT EVENT INCOME	227,858	147,604	167,997	990,301	950,957	976,831
ANCILLARY INCOME						
FOOD & BEVERAGE	206,140	157,274	148,225	984,598	908,896	958,612
NOVELTY	37,493	31,710	40,852	168,812	203,750	217,671
OTHER ANCILLARY	9,375	8,954	4,820	37,964	36,682	36,725
TOTAL ANCILLARY INCOME	253,008	197,938	193,897	1,191,374	1,149,328	1,213,008
TOTAL EVENT INCOME	480,866	345,542	361,894	2,181,675	2,100,285	2,189,839
OTHER OPERATING INCOME	182,927	159,584	171,399	1,425,446	1,436,256	1,367,657
ADJUSTED GROSS INCOME	663,793	505,126	533,293	3,607,121	3,536,541	3,557,496
INDIRECT EXPENSES						
EXECUTIVE	10 024	7 626	r 025	01 461	<i></i>	
FINANCE	10,024	7,626	5,925	81,461	68,634	67,475
MARKETING	12,083 13,415	13,908	12,375	107,565	125,172	120,980
LUXURY SEATING	22,305	14,624 9,710	15,609	147,141	132,121	145,481
OPERATIONS	110,941	90,135	8,527 78,232	97,307	87,390	79,115
BOX OFFICE	7,844	9,842	5,265	856,381 89,148	811,215	803,468
SKYWALK ADMINISTRATION	3,672	3,058	3,026	26,457	88,578 27,522	84,432
OVERHEAD	140,075	109,776		951,506		25,824 986,622
INDIRECT EXPENSES	320,359	258,679	244,947	2,356,966	2,328,616	2,313,396
NET OPERATING INCOME				1,250,155	1,207,925	1,244,099
OTHER EXPENSES						
OTHER EXPENSE (INCOME)	60,902	0		203,271	0	69,215
OTHER EXPENSES	60,902		22,500		0	69,215
NET INCOME (LOSS)	282,532	246,447	265,846	1,046,884	1,207,925	1,174,884
		***********		==========	******	============

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

		CURRENT		·	-YEAR TO DATE	
	ACTUAL	BUDGET	LAST YEAR	ACTUAL	BUDGET	LAST YEAR
Advertising Billed	60,351	0	8,404	280,100	0	272,156
Sponsorship Income	00,331	0	0	280,100	0	•
Labor Billed	2,397	4,470	810	14,872	16,510	37,000 17,348
Changeover Setup Billed	13,422	9,450	8,058	97,745	86,050	108,910
Stagehands Billed	58,760	38,200	34,677	396,796	304,000	353,996
Security Billed	22,269	13,650	15,586	129,124	104,050	156,533
Ushers & Tix Takers Billed	18,273	14,900	11,919	104,404	94,100	120,788
Box Office Billed	1,290	4,000	1,425	8,493	11,550	11,507
Ticketing Service Billed	29,013	24,100	19,624	139,691	145,750	183,581
City Police Fire Billed	2,710	1,680	1,036	10,668	8,064	10,272
EMT Medical Billed	3,938	875	2,713	21,205	8,225	20,898
Production Materials Billed	. 0	0	0	0	0	205
Cleaning Billed	13,441	12,800	9,049	87,766	89,600	101,433
Insurance Billed	0	0	0	455	. 0	2,592
Group Sales Commissions Billed	2,222	0	1,493	5,160	0	2,891
Telephone Billed	3,905	2,350	1,935	25,920	19,110	21,660
Equipment Rental Billed	0	0	0	770	0	0
Damages Billed	0	0	0	150	0	0
Other Production Billed	28,732	13,000	20,945	311,299	169,250	247,898
TOTAL SERVICE INCOME	260,722	139,475	137,673	1,634,617	1,056,259	1,669,667
Advertising Expense	58,295	0	9,032	271,412	0	300,794
Sponsorship Expenses	0	0	0	0	0	2,800
Labor Wages	2,037	1,166	689	12,641	14,708	14,745
Contracted Changeover Setup Expense	45,428	40,445	30,073	226,476	189,209	224,357
Stagehand Wages	60,279	45,409	34,571	422,086	352,633	383,923
Contracted Security Expense	39,551	28,860	26,331	229,799	166,530	222,992
Contracted Ushers & T/T Expense	44,689	46,750	29,984	260,237	231,190	238,571
Ticket Sellers Wages	1,097	0	935	7,219	0	9,504
Ticket Service Charge Expense	24,286	25,350	16,495	132,043	170,500	172,114
City Police Fire Expense	3,486	1,680	1,036	11,444	10,814	8,872
EMT Medical Expense	5,878	3,310	5,019	28,047	19,819	38,645
Contracted Cleaning Expense	45,379	52,237	36,768	269,564	266,261	258,487
Insurance Expense	0	0	6,444	11,797	0	9,219
Allocated Telephone Expense	1,302	446	645	7,644	4,871	5,345
Production Expense	17,234	13,000	21,207	304,403		307,714
TOTAL SERVICE EXPENSE	348,942	258,653	219,227	2,194,813		2,198,083
NOW CODITION THROWS						
NET SERVICE INCOME	<88,220>	<119,178>			<539,306>	

VAN ANDEL ARENA

STATEMENT OF FINANCIAL POSITION PERIOD ENDING 03/31/03

ASSETS	
CURRENT ASSETS	
CASH	3,749,932
ACCOUNTS RECEIVABLE	1,638,704
PREPAID EXPENSES	87,196
¥	
TOTAL CURRENT ASSETS	5,475,833
FIXED ASSETS	
TOTAL ASSETS	5,475,833

LIABILITIES & EQUITY	
CURRENT LIABILITIES	
ACCOUNTS PAYABLE	732,895
ACCRUED EXPENSES	565,442
DEFERRED INCOME	647,353
ADVANCED TIX SALES & DEPOSITS	1,380,747
ADVANCED IIA SADES & DEPOSIIS	1,300,747
TOTAL CURRENT LIABILITIES	3,326,437
TOTAL CONTRACT STEEDS	3,320,437
EQUITY	
FUNDS REMITTED	<1,099,704>
FUNDING RECEIVED	378,107
RETAINED EARNINGS	1,824,109
NET INCOME (LOSS)	1,046,884
TOTAL EQUITY	2,149,396
TOTAL LIABILITIES & EQUITY	E 47E 033
TOTAL DIUDIDITIES & DOLLE	5,475,833

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

					VTD		
	ACTUAL	BUDGET	LAST YEAR	ACTUAL	BUDGET	LAST YEAR	
Salaries Administration	45,393	47,841	38,367	421,478	430,569	386,074	
Part-Time	8,190	2,848	9,701	57,913	26,137	56,251	
Wages-Trade	81,406	75,285	58,901	633,043	677,565	591,654	
Auto Allowance	777	0	0	3,108	0	0	
Auto Expense	0	810	777	3,885	7,290	6,748	
Taxes & Benefits	36,808	31,364	24,531	272,514	282,276	219,249	
Less: Allocation/Reimbursement	<81,473>	<71,668>	<50,234>	<576,014>	<645,012>	<490,202>	
TOTAL LABOR COSTS	91,101	86,480	82,043	815,927	778,825	769,774	
Contracted Security	18,361	17,083	15,247	163,779	153,747	147,007	
Contracted Cleaning	2,098	2,167	2,017	18,882	19,503	18,156	
Other Contracted Services	314	300	314	2,926	2,700	3,036	
Travel & Entertainment	1,320	442	383	8,258	3,978	8,448	
Corporate Travel	0	625	1,281	3,395	5,625	1,884	
Meetings & Conventions	43	1,083	264	6,149	9,747	8,056	
Dues & Subscriptions	0	108	0	3,053	972	2,945	
Employee Training	1,534	1,000	0	1,464	9,000	2,501	
Miscellaneous Expense	0	0	0	62	0	0	
Computer Expense	2,294	5,417	2,872	32,807	48,753	76,697	
Professional Fees	1,858	2,167	1,969	22,710	19,503	21,741	
Marketing & Advertising	18,199	8,250	7,136	89,907	74,250	79,586	
Box Office Expenses	<213>	0	380	769	0	1,636	
Small Equipment	0	0	1,687	972	0	1,687	
Trash Removal	2,310	1,250	1,574	16,607	11,250	12,255	
Equipment Rental	215	1,300	1,495	13,212	11,700	13,034	
Landscaping	0	292	0	0	2,628	3,561	
Exterminating	248	333	248	1,980	2,997	2,228	
Cleaning	0	450	0	8,739	4,050	2,810	
Safety Equipment	0	0	248	0	0	248	
Repairs & Maintenance	31,278	10,666	1,052	88,079	95,994	61,323	
Supplies	10,044	15,091	14,819	143,810	135,819	166,688	
Bank Service Charges	601	1,000	1,373	6,890	9,000	10,431	
Insurance	20,806	11,967	11,674	111,728	107,703	100,243	
Licenses & Fees	0	. 0	0	69	0	0	
Other Taxes	0	300	0	0	2,700	69	
Printing & Stationary	0	1,917	42	5,406	17,253	5,254	
Office Supplies	296	1,000	1,269	10,982	9,000	12,829	
Postage	26	1,000	133	8,058	9,000	5,648	
Parking Expense	2,022	1,592	4,530	16,302	14,328	16,584	
Telephone Long Distance	6,189	4,583	7,357	41,470	41,247	40,817	
Utilities	95,018	64,566	68,121	573,637	581,094	569,980	
Base Fee	18,956	19,500	18,750	170,606	175,500	168,750	
Amortization	0	0	0	0	175,500		
Common Area Expense	<3,257>	<2,875>	<2,684>		_	5,737	
Less: Allocated/Reimbursement	<1,302>	<375>	<645>	<8,211>	<25,875> <3,375>	<22,901> <5,345>	
TOTAL MATERIAL AND SERVICES	229,258	172,199	162,904				
ISAMINSIAN ININ UMINTALIAN		•	-		1,549,791	* *	
TOTAL INDIRECT EXPENSES	320,359	258,679	244,947	2,356,966		2,313,396	

SMG - Van Andel Arena & Grand Center Grand Rapids - Kent County Convention/Arena Authority Capital Expenditures & Management Fee Summary Fiscal Year Ending June 30, 2003

	Budget	Expended	Balance	Project Status
Arena -				
Skywalk Ice Melt System	42,000	20,610	21,390	Closed
Terazzo Floor Repair	38,000		38,000	Delay to F/Y 05
Banquet Room Refurbishment	25,000		25,000	Open
Hydralic Seating Section	70,000		70,000	Delay to F/Y 05
Hockey Glass	20,000	16,750	3,250	Closed
Safety Nets		67,056	(67,056)	Closed
Floor Maintenance Equipment	18,500	13,992	4,508	Closed
Lobby Duct Painting	35,000	14,140	20,860	Closed
Security Gate System _	120,200	70,723	49,477	Closed
otal Arena	368,700	203,271	165,429	
rand Center				
Refinish DeVos Stage Floor	50,000		50,000	Delay to F/Y 05
Cyclorama for DeVos Stage House	12,000	4,528	7,472	Closed
Total Grand Center	62,000	4,528	57,472	
Grand Total Capital Improvements	430,700	207,798	222,902	

MANAGEMENT FEE SUMMARY

	Arena Estimate	Grand Center Estimate	Total Estimate	FY 2002 Act/Est
Net Revenue above Expenses	1,552,014	(245,335)	1,306,679	1,642,788
Benchmark	1,550,000	(359,972)	1,190,028	1,043,839
Excess	2,014	114,637	116,651	598,949

Incentive Fee Calculation (Only if above greater than zero)

Base Fee	Arena Estimate 227,475	Grand Center Estimate 227,475	Total Estimate 454,950	FY 2002 Act/Est 450,000
Incentive Fee				
Revenue	4,609,974	2,086,002	6,695,976	6,993,519
Benchmark Revenue	4,367,910	1,991,859	6,359,769	5,969,444
Revenue Excess	242,064	94,143	336,207	1,024,075
Incentive Fee **	48,413	18,829	67,241	206,019
Total SMG Management Fee	275,888	246,304	522,191	656,019

^{**} Incentive fee is 20% of the first \$1 million in excess, 25% of remaining capped at base fee amount.



GRAND CENTER

FINANCIAL STATEMENT FOR THE PERIOD ENDED MARCH 31, 2003

Distribution:

Grand Rapids – Kent County Convention / Arena Authority Robert White Glen Mon Bob Johnson Gary McAneney John Szudzik Richard MacKeigan Chris Machuta



GRAND CENTER ROLLING FORECAST FISCAL YEAR ENDING JUNE 30, 2003

	YTD Actual	Roll	TOTAL FYE	BUDGET FYE	VARIANCE
NO. EVENTS ATTENDANCE	276 385,896	52 71,400	328 457,296	305 449,307	23 7,989
DIRECT EVENT REVENUE ANCILLARY REVENUE	1,166,153 417,032	302,512 78,809	1,468,665 495,841	1,297,805 491,054	170,860 4,787
TOTAL EVENT REVENUE	1,583,185	381,321	1,964,506	1,788,859	175,647
TOTAL OTHER REVENUE	82,066	39,430	121,496	203,000	(81,504)
TOTAL OPERATING REVENUE	1,665,251	420,751	2,086,002	1,991,859	94,143
INDIRECT EXPENSES	00.540		×		
EXECUTIVE	80,540	20,937	101,477	86,064	(15,413)
FINANCE	118,280	39,587	157,867	142,850	(15,017)
MARKETING	33,044	11,691	44,735	146,847	102,112
OPERATIONS	301,709	114,234	415,943	480,979	65,036
EVENT SERVICES	331,136	102,577	433,713	447,613	13,900
BOX OFFICE OVERHEAD	55,287 788,934	18,744 333,466	74,031 1,122,400	57,425 990,049	(16,606) (132,351)
TOTAL OPERATING EXP.	1,708,931	641,236	2,350,166	2,351,831	1,661
NET REVENUE ABOVE EXPENSES	(43,680)	(220,485)	(264,164)	(359,972)	95,804
CAPITAL	4,528		4,528	62,000	(57,472)
NET OPERATING REVENUE OVER OPERATING EXPENSES	(48,208)	(220,485)	(268,692)	(421,972)	153,276

Comments:

The Grand Center has performed at expected levels for the first three quarters of the fiscal year with the exception of the Airport hiring/training event that has contributed all of the excess revenue thus far. The final quarter of the fiscal year looks to hold consistent with the budget, and we are anticipating the Grand Center to exceed budget by \$100 - 120 thousand.

General Manager

1

GRAND CENTER FINANCIAL STATEMENT HIGHLIGHTS FOR MONTH ENDED MARCH 31, 2003

The following schedule summarizes operating results for the current month ending and the YTD ending June 30, 2003, compared to budget and to the prior year:

MONTH	March Actual	March Budget	March FY 2002
Number of Events	40	40	59
Attendance	90,343	80,250	116,188
Direct Event Income	\$247,152	\$225,411	\$284,091
Ancillary Income	97,708	85,650	101,684
Other Income	13,276	16,917	19,091
Indirect Expenses	(208,138)	(196,511)	(194,245)
Net Income	\$149,997	\$131,467	\$210,622

YTD	YTD 2003	YTD 2003	YTD 2002
	Actual	Budget	Prior Year
Number of Events	276	242	297
Attendance	385,896	360,307	404,646
Direct Event Income	\$1,166,153	\$1,010,197	\$1,165,653
Ancillary Income	417,032	380,451	460,297
Other Income	82,066	152,253	98,866
Indirect Expenses	(1,708,931)	(1,768,599)	(1,573,618)
Net Income	(\$43,680)	(\$225,698)	\$151,198
Less Capital	(\$4,528)		(\$47,841)
Net Income after Capital	(\$48,208)	(\$225,698)	\$103,357

EVENT INCOME

Event income came in above budget for the month. This was mainly due to Women's Show and Opera events being held in March versus the original expectation of April, and the Broadway event being held in January.

ANCILLARY INCOME

Ancillary income came in higher than expected for the month due to the event shift. The events hosted during the month all performed at expected levels for the month.

INDIRECT EXPENSES

Indirect expenses came in above budget due to Utilities. This expense item should level back off for the final quarter of the fiscal year with nicer weather.

GRAND CENTER

FACILITY STATEMENT OF INCOME PERIOD ENDING 03/31/03

		CURRENT			YTD	
	ACTUAL	BUDGET	LAST YEAR	ACTUAL	BUDGET	LAST YEAR
EVENT INCOME						
DIRECT EVENT INCOME						
RENTAL INCOME	241,605	218,100	260,471	1,133,840	963,505	1,118,243
SERVICES INCOME	5,546	7,311	23,620	32,313		47,410
TOTAL DIRECT EVENT INCOME	247,152	225,411		1,166,153		1,165,653
ANCILLARY INCOME						
FOOD & BEVERAGE					147,782	152,221
NOVELTY	3,391	2,000	9,682	14,561	11,500	30,166
TELECOMMUNICATIONS	0	0	5,122	1,747	0	7,276
ELECTRICAL	•				·	25,468
OTHER ANCILLARY	57,704	44,645 	48,374	236,566	205,819	245,165
TOTAL ANCILLARY INCOME	97,708	85,650	101,684	417,032	380,451	460,297
TOTAL EVENT INCOME	344,860	311,061	385,775	1,583,185		1,625,950
OTHER OPERATING INCOME	13,276	16,917	19,091	82,066	152,253	98,866
ADJUSTED GROSS INCOME	358,135	327,978	404,867	1,665,251	1,542,901	1,724,816
INDIRECT EXPENSES						
EXECUTIVE	8,726	7,172	7,424	80,540	64,548	62,390
FINANCE					107,136	95,216
MARKETING	6,587		2,409	33,044	110,124	30,712
OPERATIONS	35,042	40,083	42,492	301,709	360,747	384,467
EVENT MANAGEMENT	33,202	37,826	19,200	331,136	340,434	240,740
BOX OFFICE	6,199	4,785	4,549	55,287	43,065	33,254
OVERHEAD	104,859	-	107,973		742,545	
INDIRECT EXPENSES	208,138	196,511		1,708,931		
ET OPERATING INCOME		131,467		<43,680>		
THER EXPENSES						
OTHER EXPENSE (INCOME)	4,528			4,528		
THER EXPENSES	4,528			4,528		47,841
T INCOME (LOSS)		131,467	226,120	<48,208>	<225,698>	103,357
••••						

GRAND CENTER
STATEMENT OF SERVICES INCOME
PERIOD ENDING 03/31/03

				YEAR TO DATE		
	ACTUAL BUDGET	LAST YEAR	ACTUAL	BUDGET	LAST YEAR	
			<u></u>			
Advertising Billed	1,808	0	67,549	13,163	0	100,215
Stagehands Billed	93,896	98,600	148,061	530,854	606,400	675,436
Security Billed	17,917	16,245	16,296	68,328	88,530	91,950
Ushers & Tix Takers Billed	16,299	18,330	25,507	102,674	108,945	119,959
Box Office Billed	2,500	2,800	9,060	15,350	19,000	22,160
Ticketing Service Billed	24,235	26,300	42,323	112,395	126,550	159,088
Utilities Billed	0	0	0	2,200	0	5,470
City Police Fire Billed	3,581	2,150	4,170	14,764	6,274	19,515
Traffic Control Billed	4,738	7,550	7,195	10,885	16,220	17,632
EMT Medical Billed	3,765	2,950	4,348	17,233	16,545	19,524
Cleaning Billed	54	0	0	378	0	2,474
Insurance Billed	0	0	0	2,049	0	1,042
Group Sales Commissions Billed	0	0	889	0	0	889
Telephone Billed	4,701	1,805	2,420	20,328	9,295	10,604
Damages Billed	193	0	71	193	0	71
Other Production Billed	4,393	0	15,446	27,114	0	59,108
TOTAL SERVICE INCOME	178,078	176,730	343,334	937,908	997,759	1,305,136
Advertising Expense	1,808	0	59,966	13,183	0	91,057
Stagehand Wages	92,216	95,644	147,307	512,532	588,216	671,122
Security Wages	0	0	0	. 0	0	7,722
Contracted Security Expense	17,917	16,245	16,296	68,334	88,530	84,393
Ushers & T/T Wages	11,409	12,831	17,855	71,872	76,262	83,971
Ticket Sellers Wages	4,430	3,690	5,148	17,191	15,105	15,506
Ticket Service Charge Expense	3,351	6,284	11,718	29,915	37,185	53,220
City Police Fire Expense	3,568	2,150	4,170	14,458	4,974	19,515
Traffic Control Expense	8,601	11,600	10,545	24,614	29,760	32,862
EMT Medical Expense	3,014	2,950	3,507	12,922	16,545	14,339
Cleaning Wages	21,627	18,025	25,168	110,443	94,490	123,992
Contracted Cleaning Expense	0	0	2,083	0	0	2,083
Insurance Expense	0	0	0	1,113	0	844
Allocated Telephone Expense	1,175	0	0	3,906	0	0
Production Expense	3,415	0	15,952	25,111	0	57,100
TOTAL SERVICE EXPENSE	172,532	169,419	319,714	905,595	951,067	1,257,726
NET SERVICE INCOME	5,546	7,311	23,620	32,313	46,692	47,410

GRAND CENTER

STATEMENT OF FINANCIAL POSITION PERIOD ENDING 03/31/03

ASSETS	
CURRENT ASSETS	
CASH	1,857,607
ACCOUNTS RECEIVABLE	419,020
PREPAID EXPENSES	68,084
TOTAL CURRENT ASSETS	2,344,712
FIXED ASSETS	
TOTAL ASSETS	2,344,712

LIABILITIES & EQUITY	
CURRENT LIABILITIES	
ACCOUNTS PAYABLE	307,835
ACCRUED EXPENSES	104,672
ADVANCED TIX SALES & DEPOSITS	582,883
TOTAL CURRENT LIABILITIES	995,391
EQUITY	
FUNDING RECEIVED	444,680
RETAINED EARNINGS	952,849
NET INCOME (LOSS)	<48,208>
TOTAL EQUITY	1,349,321
TOTAL LIABILITIES & EQUITY	2,344,712
	833555555555

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

45,371 17,046 112,436 1,521 0 40,760 <143,969> 73,165 5,450 186	#6,990 11,275 95,565 1,816 0 30,108 <110,163>	40,510 20,436 159,462 0 1,521 41,830 <206,208>	423,813 116,437 699,653 13,687 0 270,505 <840,452>	#22,910 101,475 860,085 16,344 0 270,972 <991,467>	18,224 118,284 839,906 0 13,337 250,195 <995,451>
17,046 112,436 1,521 0 40,760 <143,969> 73,165	11,275 95,565 1,816 0 30,108 <110,163>	20,436 159,462 0 1,521 41,830 <206,208>	116,437 699,653 13,687 0 270,505 <840,452>	101,475 860,085 16,344 0 270,972 <991,467>	118,284 839,906 0 13,337 250,195
17,046 112,436 1,521 0 40,760 <143,969> 73,165	95,565 1,816 0 30,108 <110,163> 75,591	159,462 0 1,521 41,830 <206,208>	699,653 13,687 0 270,505 <840,452>	860,085 16,344 0 270,972 <991,467>	839,906 0 13,337 250,195
112,436 1,521 0 40,760 <143,969> 73,165	95,565 1,816 0 30,108 <110,163> 75,591	159,462 0 1,521 41,830 <206,208>	13,687 0 270,505 <840,452>	16,344 0 270,972 <991,467>	839,906 0 13,337 250,195
1,521 0 40,760 <143,969> 	1,816 0 30,108 <110,163> 75,591	1,521 41,830 <206,208>	0 270,505 <840,452>	0 270,972 <991,467>	13,337 250,195
0 40,760 <143,969> 	0 30,108 <110,163> 	41,830 <206,208>	270,505 <840,452>	270,972 <991,467>	250,195
<143,969> 73,165 5,450	<110,163> 	41,830 <206,208>	<840,452>	<991,467>	•
73,165 5,450	75,591				<995,451>
5,450	·	57,551	683,644		
-	5.000			680,319	594,495
186	-,	2,006	48,646	45,000	40,544
	183	226	1,718	1,647	1,483
286	792	949	3,524	7,128	4,831
0	333	1,281	651	2,997	1,884
101	1,613	264	9,864	14,517	9,181
0	160	0	846	1,440	537
0	833	0	430	7,497	459
0	0	0	0	0	66
2,426	5,417	3,136	31,797	48,753	27,940
3,355	1,730	1,125	25,288	15,570	12,507
4,190	1,094	21	10,191	9,846	9,333
207	0	327	551	0	. 495
2,123	2,800	1,611	11,079	25,200	10,441
482	375	656	4,837	3,375	2,551
0	0	0	0	0	169
375	368	375	3,300	3,312	3,683
0	1,250	0	0	11,250	613
0	0	0	2,511	0	1,350
10,871	9,013	13,606	59,616	81,117	88,582
2,787	13,098	7,822	57,054	117,882	68,594
877	750	1,212	6,969	6,750	9,997
15,072	8,380	20,274	90,407	75,420	90,141
0	300	0	0	2,700	0
0	731	0	0	6,579	1,008
734	500	442	4,898	4,500	5,631
34	200	225	493	1,800	934
2	0	0	2	0	0
1,321	1,500	1,810	13,081	13,500	16,591
2,768	2,000	3,081	26,737	18,000	20,735
63,546	43,000	56,959	444,680	387,000	375,279
18,956	19,500	18,750	170,606	175,500	168,750
0	0	535	0	0	4,815
<1,175>	0	0	<4,488>	0	0
134,974	120,920	136,694	1,025,287	1,088,280	979,123
208,138	196,511	194,245	1,708,931	1,768,599	1,573,618
	0 101 0 0 0 2,426 3,355 4,190 207 2,123 482 0 375 0 0 10,871 2,787 877 15,072 0 0 734 34 2 1,321 2,768 63,546 18,956 0 <1,175> 134,974	0 333 101 1,613 0 160 0 833 0 0 2,426 5,417 3,355 1,730 4,190 1,094 207 0 2,123 2,800 482 375 0 0 0 375 368 0 1,250 0 0 10,871 9,013 2,787 13,098 877 750 15,072 8,380 0 300 0 731 734 500 34 200 2 0 1,321 1,500 2,768 2,000 63,546 43,000 18,956 19,500 0 0 <1,175> 0 134,974 120,920	0 333 1,281 101 1,613 264 0 160 0 0 833 0 0 0 0 0 2,426 5,417 3,136 3,355 1,730 1,125 4,190 1,094 21 207 0 327 2,123 2,800 1,611 482 375 656 0 0 0 0 375 368 375 0 1,250 0 0 0 0 10,871 9,013 13,606 2,787 13,098 7,822 877 750 1,212 15,072 8,380 20,274 0 300 0 0 731 0 0 731 0 0 734 500 442 34 200 225 2 0 0 1,321 1,500 1,810 2,768 2,000 3,081 63,546 43,000 56,959 18,956 19,500 18,750 0 0 535 <1,175> 0 0 134,974 120,920 136,694	0 333 1,281 651 101 1,613 264 9,864 0 160 0 846 0 833 0 430 0 0 0 0 0 2,426 5,417 3,136 31,797 3,355 1,730 1,125 25,288 4,190 1,094 21 10,191 207 0 327 551 2,123 2,800 1,611 11,079 482 375 656 4,837 0 0 0 0 0 0 375 368 375 3,300 0 1,250 0 0 0 0 2,511 10,871 9,013 13,606 59,616 2,787 13,098 7,822 57,054 877 750 1,212 6,969 15,072 8,380 20,274 90,407 0 300 0 0 0 731 0 0 0 734 500 442 4,898 34 200 225 493 2 0 0 2 1,321 1,500 1,810 13,081 2,768 2,000 3,081 26,737 63,546 43,000 56,959 444,680 18,956 19,500 18,750 170,606 0 0 535 0 <134,974 120,920 136,694 1,025,287	0 333 1,281 651 2,997 101 1,613 264 9,864 14,517 0 160 0 846 1,440 0 833 0 430 7,497 0 0 0 0 0 2,426 5,417 3,136 31,797 48,753 3,355 1,730 1,125 25,288 15,570 4,190 1,094 21 10,191 9,846 207 0 327 551 0 2,123 2,800 1,611 11,079 25,200 482 375 656 4,837 3,375 0 0 0 0 0 375 368 375 3,300 3,312 0 1,250 0 0 11,250 0 0 2,511 0 10,871 9,013 13,606 59,616 81,117 2,787

SMG - Van Andel Arena & Grand Center Grand Rapids - Kent County Convention/Arena Authority Capital Expenditures & Management Fee Summary Fiscal Year Ending June 30, 2003

CAPITAL IMPROVEMENTS				
	Budget	Expended	Balance	Project Status
Arena				
Skywalk Ice Melt System	42,000	20,610	21,390	Closed
Terazzo Floor Repair	38,000		38,000	Delay to F/Y 05
Banquet Room Refurbishment	25,000		25,000	Open
Hydralic Seating Section	70,000		70,000	Delay to F/Y 05
Hockey Glass	20,000	16,750	3,250	Closed
Safety Nets		67,056	(67,056)	Closed
Floor Maintenance Equipment	18,500	13,992	4,508	Closed
Lobby Duct Painting	35,000	14,140	20,860	Closed
Security Gate System	120,200	70,723	49,477	Closed
Total Arena	368,700	203,271	165,429	
Grand Center				
Refinish DeVos Stage Floor	50,000		50,000	Delay to F/Y 05
Cyclorama for DeVos Stage House	12,000	4,528	7,472	Closed
Total Grand Center	62,000	4,528	57,472	
Grand Total Capital Improvements	430,700	207,798	222,902	

MANAGEMENT FEE SUMMARY

	Arena	Grand Center	Total	FY 2002		
	Estimate	Estimate	Estimate	Act/Est		
Net Revenue above Expenses Benchmark	1,552,014	(245,335)	1,306,679	1,642,788		
Excess	1,550,000	(359,972)	1,190,028	1,043,839		
	2,014	114,637	116,651	598,949		
Transfer For C. I. M. (C. I. 16.1)						

Incentive Fee Calculation (Only if above greater than zero)

Base Fee	Arena Estimate 227,475	Grand Center Estimate 227,475	Total Estimate 454,950	FY 2002 Act/Est 450,000
Incentive Fee		•	,	,
Revenue	4,609,974	2,086,002	6,695,976	6,993,519
Benchmark Revenue	4,367,910	1,991,859	6,359,769	5,969,444
Revenue Excess Incentive Fee **	242,064	94,143	336,207	1,024,075
incentive Fee ***	48,413	18,829	67,241	206,019
Total SMG Management Fee	275,888	246,304	522,191	656,019

^{**} Incentive fee is 20% of the first \$1 million in excess, 25% of remaining capped at base fee amount.

GRAND RAPIDS - KENT COUNTY CONVENTION / ARENA AUTHORITY

INTERIM FINANCIAL STATEMENTS

Nine Months Ended March 31, 2003





ACCOUNTANTS' REPORT

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

Beene Darter ZZP

We have compiled the accompanying statements of net assets and cash receipts and disbursements - budget to actual for the operating account and construction accounts of the Grand Rapids - Kent County Convention / Arena Authority for the nine months ended March 31, 2003, 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 U.S. 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.

April 1, 2003 Grand Rapids, Michigan

BEENE GARTER LLP
5 0 M O N R O E N W
S U I T E 6 0 0
G R A N D R A P I D S
M I C H I G A N
4 9 5 0 3 - 2 6 7 9

T 616.235.5200 F 616.235.5285

1.800.824.7882

INTERIM FINANCIAL STATEMENTS

Statement A

GRAND RAPIDS - KENT COUNTY CONVENTION / ARENA AUTHORITY Statement of Net Assets

March 31, 2003

ASSETS	CO	NSTRUCTION		OPERATING	TOTAL
Current Assets:					
Cash and Equivalents - Authority	\$	41,219,576	\$	1,179,223	\$ 42,398,799
Cash and Equivalents - Facility		-		3,620,013	3,620,013
Receivables, Net		-		1,232,040	1,232,040
Prepaid Expenses		-		117,750	117,750
Contract Rights				5,737	 5,737
Total Current Assets		41,219,576		6,154,763	47,374,339
Noncurrent Assets:					
Capital Assets:					
Construction in Progress		56,229,162	_	3,507	 56,232,669
Total Noncurrent Assets		56,229,162	_	3,507	 56,232,669
TOTAL ASSETS		97,448,738	_	6,158,270	 103,607,008
LIABILITIES					
Current Liabilities:					
Accounts Payable		_		643,033	643,033
Accrued Expenses		-		418,296	418,296
Advance Ticket Sales		-		1,079,206	1,079,206
Advance Deposits				202,952	202,952
Deferred Facility Income		-		441,506	 441,506
TOTAL LIABILITIES		-		2,784,993	2,784,993
NET ASSETS					
Invested in Capital Assets		56,229,162		3,507	56,232,669
Fund Balance		41,219,576		3,369,770	 44,589,346
TOTAL NET ASSETS	\$	97,448,738	\$	3,373,277	\$ 100,822,015

Statement B

GRAND RAPIDS - KENT COUNTY CONVENTION / ARENA AUTHORITY Statement of Cash Receipts and Disbursements - Budget to Actual (Operations) From July 1, 2002 to March 31, 2003

	OPERATING ACCOUNT								
			Operations				Replacement		
		Budget		Actual		Budget		Actual	
RECEIPTS	_								
Facility Operations	\$	2,170,975	\$	1,099,704	\$	-	\$	-	
Land Lease		107,772		321,768				-	
Interest on investments		34,880		16,141		25,120		9,480	
Capital Replacement Reserve Transfer Miscellaneous Revenue		184,418		•		(184,418)		-	
		-		6,000					
TOTAL RECEIPTS		2,498,045		1,443,613		(159,298)		9,480	
DISBURSEMENTS									
Accounting / Auditing Services		25,635		14,468					
Insurance - Property and Liability		33,050		3,999		•		-	
Legal Services		33,550		18,768		•		•	
Other Contractual Services		43,000		36,984		-		•	
Facility Management Fees		40,000		224,228		-		-	
Meeting Expense		890		551		•		-	
Supplies		1,350		221		-		-	
Transfer to Construction Account		1,000,000		1,000,000		-		-	
Sub-total Service Disbursements		1,137,475	_	1,299,219					
		1,101,410		1,200,210		-		-	
Electricity		727,000		543,787		_		_	
Steam		471,000		370,192		-		-	
Water and Sewer		92,800		52,791		-		-	
Sub-total Utility Disbursements		1,290,800		966,770		-		-	
Building Additions and Improvements									
Facility Equipment Acquisition		-		-		380,200		-	
Sub-total Capital Disbursements						50,500			
Sub-total Capital Disbutsements		-		-		430,700		-	
Employee Wages		52,240		38,000		_		_	
Employee Benefits		17,530		11,896		-		-	
Sub-total Payroll Disbursements		69,770	12	49,896		•		-	
TOTAL DISBURSEMENTS		2,498,045		2,315,886		430,700			
		2,400,040		2,313,000		430,700		-	
Excess / (Deficit) of Funds	\$		\$	(872,272)	\$	(589,998)	\$	9,480	
Total Net Assets - Beginning of Year		3,000,000		2,418,567		1,236,069		1,817,502	
Total Net Assets - End of Period	\$	3,000,000	\$	1,546,295	\$	646,071	\$	1,826,982	
•	Se	e 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 June 26, 2002.



Comment 2: Facilities Operations and Capital Replacement columns include receipts and disbursements processed by the 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 July 1, 2002 to March 31, 2003

	CONSTRUCTION ACCOUNT								
	Monroe Ave Relocation					Convention Center Construction			
		Budget		Actual		Budget	Actual		
RECEIPTS									
State of Michigan	\$	-	\$	-	\$	2,138,974	\$	-	
City / County Bldg Authority Capital Contrib.		3,071,036		14,574		52,381,302	•	47,780,426	
Transfer from Operating Fund		-		· <u>-</u>		1,000,000		1,000,000	
Interest on Investments		55,000		41,876		698,455		643,111	
TOTAL RECEIPTS		3,126,036		56,450		56,218,731	-	49,423,537	
DISBURSEMENTS									
Architectural and Engineering Services		1,744,046		-		4,000,000		1,949,769	
Construction Material Testing		-		-		600,000		245,393	
Construction - GMP Contractor		1,133,925		14,560		47,063,549		48,532,970	
Sub-total Contractor Disbursements		2,877,971		14,560	_	51,663,549		50,728,132	
Insurance - Property / Liability		-		_		53,338		77,660	
Legal Services		10,000		202		10,000		6,207	
Owner's Representatives		-		-		270,870		202.928	
Other Contractual Services		238,065		_		4,215,724		309,955	
Sub-total Service Disbursements		248,065		202		4,549,932		596,750	
Advertising / Promotion / Publicity		_		-		2,500			
Supplies		-		-		500		_	
Postage / Express		-		-		150		_	
Telephone		-		-		2,100		1.676	
Sub-total Supplies Disbursements		•		-		5,250	·	1,676	
TOTAL DISBURSEMENTS		3,126,036		14,762		56,218,731		51,326,557	
Excess / (Deficit) of Funds	\$	-	\$	41.687	\$	_	\$	(1 903 021)	
Excess / (Deficit) of Funds	\$	<u>-</u>	_\$_	41,687	_\$_	-	\$_	(1,903,021	
Total Net Assets - Beginning of Year		9,206,790		9,206,790		90,103,282		90,103,282	
Total Net Assets - End of Period	\$	9,206,790	\$	9,248,477	\$	90,103,282	\$	88,200,261	
	See	Comment			Se	ee Comment			

Comment: Convention Center Construction budget was approved by the Grand Rapids - Kent County Convention / Arena Authority at its regularly scheduled meeting on June 26, 2002.

Item IV.c.iv.



April 14, 2003

Mr. Bob White Finance Director County of Kent

RE: Convention/Arena Authority

Directors & Officers Liability Insurance Renewal

Effective Date: April 25, 2003

FISCAL SERVICES

County Administration Building 300 Monroe Avenue, N.W. Grand Rapids, Michigan 49503-2221

Phone (616) 336-2517

Fax (616) 336-3598

Enclosed is the renewal proposal for the Directors and Officers liability insurance. Federal Insurance Co. is the only insurer that quoted on the primary coverage layer.

Policy History

Year 2000 - \$10,000,000 limit, \$5,000 deductible, \$13,500 premium

Year 2001 - \$10,000.000 limit, \$5,000 deductible, \$14,850 premium

Year 2002 - \$10,000,000 limit, \$15,000 deductible, \$22,000 premium

Renewal - \$ 7,000,000 limit, \$15,000 deductible, \$17,600 premium

The renewal proposal is \$398/\$1M but the expiring is \$485/\$1M

Marketing + +% 2,514

2,200

Federal Insurance Company - quoted with only \$7M in limits

Travelers - declined

AXIS (Formerly Kemper) - declined

Travelers - declined

St.Paul - declined

Great American - declined to quote on the primary \$7M, but may quote on the \$3M excess the \$7M.

Recommendation

It is recommended to approve the purchase of the renewal by Federal Insurance Company with the \$7M limit for a premium of \$17,600.

When it is received, it is also recommended to review quote for the excess \$3M if a total of \$10M in limits is desired..

Finance Meeting

It is my understanding that the Authority's Finance Committee next meeting is May 17.

Let me know if you have any questions.

Phil Van Dyke

Risk Coordinator 336-2519

cc Steve Duarte

Deputy Director of Fiscal Services

Robert J. White

Director



Kent County-Grand Rapids Convention / Area Authority

RENEWAL QUOTATION

Not-For-Profit Directors & Officers Liability

APRIL 3, 2003



CONTENTS

SECTION	PAGE
Premium Quotation Table	3
Summary of General Terms and Conditions	3
A. M. Best's Rating	4

Please Note

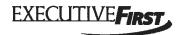
The descriptions of coverage provided herein are summaries and are intended for discussion purposes only. Actual policy terms and conditions must be consulted for a definitive evaluation of coverage terms and conditions.

Arthur J. Gallagher & Co. uses A.M. Best Company's rating service to evaluate the financial condition of insurers whose policies we propose to deliver. Arthur J. Gallagher & Company makes no representation or warranty concerning the solvency of any carrier, nor does it make any representation or warranty concerning the rating of the carrier, which may change.

The offer of coverage and premium quotations are conditioned upon there being no material change in the risk proposed to be insured under the policy between the date of proposal and the Inception Date of the policy. If such change in risk occurs, the Insurers may, at their sole discretion modify and/or withdraw their quotations.

Additional Broker/Insurer Compensation Disclaimer

Certain insurance companies represented by Arthur J. Gallagher & Co. will, from time to time, enter into agreements that provide additional contingent compensation to AJG, generally with respect to overall premium volume of insurance coverage placed by AJG with the carrier.



Renewal Quotation Table

	Limit of Liability	RETENTION	ANNUAL PREMIUM
Current Policy	\$10,000,000	\$15,000	\$22,000
Renewal Option 1	\$5,000,000	\$15,000	\$15,400
Renewal Option 2	\$7,000,000	\$15,000	\$17,600

SUMMARY OF TERMS AND CONDITIONS

INSURER:

Federal Insurance Company

INSURED:

Kent County-Grand Rapids Convention / Arena

Authority

POLICY PERIOD:

April 25, 2003 to April 25, 2004

LIMITS OF LIABILITY:

See premium table

PRIOR /PENDING LITIGATION DATE: April 25, 2000

POLICY FORM:

Claims Made 14-02-2009 (Ed 5/96)

EXTENDED REPORTING PERIOD:

One Year @ 75% Additional Premium

ENDORSEMENTS:

1. Breach of Written Employment Contract

NEW

2. Antitrust Exclusion

Binding Conditions: The above quotation is subject to receipt, review and acceptance of the following information, prior to binding:

Nothing is required.

PROPOSED CARRIER RATINGS AND ADMITTED STATUS

Proposed Carriers	A. M. Best's Rating 04/03/03	Admitted / Non- Admitted
Federal Insurance Company	A ++XV Superior	Admitted

If the above indicates coverage is placed with a Non-Admitted Carrier, the carrier is doing business in the state as a surplus lines or non-admitted carrier. As such, this carrier is not subject to the same regulations that apply to admitted carriers, nor do they participate in the insurance guarantee fund applicable in that state.

GUIDE TO BEST RATINGS

RATING LEVELS AND CATEGORIES

<u>Level</u>	Category	<u>Level</u>	Category	Level	<u>Category</u>
A++, A+	Superior	B, B-	Fair	D	Poor
A, A-	Excellent	C++, C+	Marginal	E	Under Regulatory Supervision
B++, B+	Very Good	C, C-	Weak	s	Rating Suspended

FINANCIAL SIZE CATEGORIES

	(In \$000 c	f Repo	rted Policyh	noiders' Surplus Plus C	onditional Res	erve	Funds)
FSC I		Up to	1,000	FSC IX	250,000	to	500,000
FSC II	1,000	to	2,000	FSC X	500,000	to	750,000
FSC III	2,000	to	5,000	FSC XI	750,000	to	1,000,000
FSC IV	5,000	to	10,000	FSC XII	1,000,000	to	1,250,000
FSC V	10,000	to	25,000	FSC XIII	1,250,000	to	1,500,000
FSC VI	25,000	to	50,000	FSC XIV	1,500,000	to	2,000,000
FSC VII	50,000	to	100,000	FSC XV	2,000,000	or r	more
FSC VIII	100,000	to	250,000				

<u>Best's Insurance Reports</u>, published annually by A.M. Best Company, Inc., presents comprehensive reports on the financial position, history, and transactions of insurance companies operating in the United States and Canada. Companies licensed to do business in the United States are assigned a Best's Rating which attempts to measure the comparative position of the company or association against industry averages.

Copies of the <u>Best's Insurance Reports</u> on the insurance companies are available upon your request.

Arthur J. Gallagher & Co. uses A.M. Best & Co.'s rating services to evaluate the financial condition of insurers whose policies we propose to deliver. The rating of the carrier and the year of publication of that rating are indicated. Arthur J. Gallagher & Co. makes no representations and warranties concerning the solvency of any carrier.



MARKET SUMMARY

Due to current market conditions, and new underwriting guidelines, Chubbl could not provide us with a renewal quote at the expiring limit of \$10,000,000. Per the underwriter, the Kent County-Grand Rapids Convention/Arena Authority's assets/revenues size did not meet Federals guidelines.

However, we did approach the following markets to quote at the \$10,000,000 limit.

Travelers:

Declined

AIG:

Declined

AXIS (formerly Kemper):

Declined

St.:Paul:

Declined

Great American:

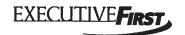
Declined

But are looking at excess over \$7M, waiting

for quote or definite declination.

PREMIUM PAYMENT OPTIONS

Premium is payable in full at inception date of coverage



Kent County-Grand Rapids Convention/Arena Authority

CLIENT AUTHORIZATION TO BIND COVERAGE

After careful consideration of your proposal of program subject to the following exceptions/ch	· · · · · · · · · · · · · · · · · · ·
Exceptions	
It is understood this proposal provides only a contain the actual coverages.	summary of the details; the policies will
We confirm the values, schedules, and other our records and acknowledge it is our response accurately.	
Please provide us with a binder(s) and invoice earliest convenience.	(s) for the coverages agreed upon at your
Agent Signature	Client Signature

Dated

Dated

Effective date of this endorsement: >

Company: >

Endorsement No. <EN>

To be attached to and form a part of Policy No. >

Issued to: >

ANTITRUST EXCLUSION ENDORSEMENT

In consideration of the premium charged, it is agreed that the Exclusions applicable to all Insuring Clauses are amended by adding the following:

(>) based upon, arising from, or in consequence of any actual or alleged violation of *The Interstate Commerce Act of 1887*, *The Sherman Antitrust Act of 1890*, *The Clayton Act of 1914*, *The Robinson-Patman Act of 1936*, *The Cellar-Kefauver Act of 1950*, *The Federal Trade Commission Act of 1914*, amendments thereto, or any other provincial, common, statutory or case law designed to prevent monopoly, preclude price fixing, or otherwise protect competition.

The title and any headings in this endorsement are solely for convenience and form no part of the terms and conditions of coverage.

All other terms, conditions and limitations of this policy shall remain unchanged.

Authorized Representative

GRAND RAPIDS-KENT COUNTY CONVENTION/ARENA AUTHORITY

RESOLUTION APPROVING AND AUTHORIZING THE EXECUTION OF A MEMORANDUM OF UNDERSTANDING WITH THE GRAND ACTION COMMITTEE

Boardmember,	supported by	Boardmember	
moved the adoption of the following resolution	n:		

WHEREAS, the Grand Rapids-Kent County Convention/Arena Authority (the "CAA") has undertaken the construction, improvement, enlargement and equipping of the new DeVos Place convention center (the "New Convention Center"); and

WHEREAS, the financing of the cost of the New Convention Center, currently estimated at \$211,254.709, consists of a combination of State of Michigan and Federal grants; proceeds of bonds to be repaid from the Kent County (the "County") hotel/motel tax; proceeds of bonds to be repaid from tax increments of the Downtown Development Authority of the City of Grand Rapids (the "DDA"); cash and in kind contribution from the County; a cash contribution from the DDA, a contribution of existing real and personal property by the County and the City of Grand Rapids; CAA operating reserves; investment earnings and cash and in kind contributions by the Grand Action Committee ("Grand Action"), a community organization formed for civic purposes including gaining private and public support for the New Convention Center (the "Grand Action Contribution"); and

WHEREAS, the Grand Action Contribution totals \$33,000,000 consisting of a cash contribution of \$30,938,961 and in kind contributions totaling \$2,061,039; and

WHEREAS, the CAA and Grand Action desire to set forth in a Memorandum of Understanding between them presented at this meeting (the "Memorandum") a timetable for

payment of the Grand Action Contribution to the CAA for completion of the New Convention Center.

RESOLVED:

- 1. That the Memorandum is being approved in the form presented at this meeting and the Chairman is authorized and directed to execute the Memorandum for and on behalf of the CAA.
- 2. That all resolutions or parts of resolutions in conflict herewith shall be, and the same are hereby, rescinded to the extent of such conflict.

YEAS:	Boardmembers	
NAYS:	Boardmembers	
ABSTAIN:	Boardmembers	
ABSENT:	Boardmembers	
RESOLUTIO	ON DECLARED AI	OOPTED.
Dated: April	23, 2003	
•		Susan M. Waddell
		Administrative Manager/Recording Secretary

CERTIFICATION

I, the undersigned duly qualified and acting Administrative Manager/Recording Secretary of the Grand Rapids-Kent County Convention/Arena Authority (the "CAA"), do hereby certify that the foregoing is a true and complete copy of a resolution adopted by the CAA Board at a regular meeting held on April 23, 2003, and that public notice of said meeting was given pursuant to, and in compliance with, Act 267 of the Public Acts of Michigan of 1976, as amended.

Dated: April 23, 2003	
•	Susan M. Waddell
	Administrative Manager/Recording Secretary

MEMORANDUM OF UNDERSTANDING

THIS MEMORANDUM OF UNDERSTANDING (the "Memorandum") is entered into between the GRAND RAPIDS-KENT COUNTY CONVENTION/ARENA AUTHORITY (the "CAA") and the GRAND ACTION COMMITTEE ("Grand Action").

RECITALS

- A. The CAA is an authority created by the City of Grand Rapids (the "City") and the County of Kent (the "County") pursuant to the Convention Facility Authority Act, Act 203 of the Public Acts of Michigan of 1999, for the purpose, in part, of constructing, improving, enlarging, equipping, financing and operating convention facilities including specifically the new DeVos Place convention center, including DeVos Hall (collectively, the "New Convention Center").
- B. Grand Action is a community organization formed by its co-chairs, Richard M. DeVos, Jr., David G. Frey and John Canepa, for civic purposes including gaining private and public support for the New Convention Center.
- C. Construction, improvement, enlarging and equipping of the New Convention Center is well underway and the Exhibition Hall is anticipated to be completed by November 29, 2003, and the Ballroom by January 31, 2005.
- D. The financing of the cost of the New Convention Center, currently estimated at \$211,254,709, consists of a combination of State of Michigan and Federal grants; proceeds of bonds to be repaid from the County hotel/motel tax; proceeds of bonds to be repaid from tax increments of the Downtown Development Authority of the City of Grand Rapids (the "DDA"); cash and in kind contributions from the County; a cash contribution from the DDA, a contribution of existing real and personal property by the City and the County; CAA operating reserves; investment earnings and cash and in kind contributions by Grand Action (the "Grand Action Contribution").
- E. The Grand Action Contribution consists of a cash contribution of \$30,938,961 and in kind contributions totaling \$2,061,039 or a total contribution of \$33,000,000.
- F. The CAA and Grand Action desire to set forth in this Memorandum an agreed upon timetable for the payment of the Grand Action Contribution to the CAA for completion of the New Convention Center.

UNDERSTANDING

The CAA and Grand Action acknowledge and agree with respect to the Grand Action Contribution that:

1. Grand Action previously made an in kind contribution of \$951,039 representing the cost of the preliminary design of the New Convention Center.

- 2. Grand Action will make an in kind contribution to the CAA for the New Convention Center valued at \$1,110,000 to be provided by Steelcase, The Grand Rapids Press, Bay Area Interiors, Inc., and S. A. Morman on or about October 1, 2003.
- 3. Grand Action will make cash contributions to the CAA for the New Convention Center in accordance with the following schedule:

Payment Date	Amount
October 1, 2003 November 1, 2003 December 1, 2003 January 1, 2004 February 1, 2004 March 1, 2004 April 1, 2004	\$ 1,938,961 4,000,000 4,000,000 4,000,000 4,000,000
May 1, 2004	\$30,938,961

GRAND RAPIDS-KENT COUNTY CONVEYTION ARENA AUTHORITY

GRAND ACTION COMMITTEE

hairman

Num, Executive Director

John H. Lo

Jon D

Dated: 4/23, 2003

Dated: **4//**, 2003

APPROVED AS TO FORM

Legal Counsel for the \
Convention/Arena Authority

-2-

By:

DATE	EVENT	EC	ROOM	TIME	FUNCTION
	Available				
	Available				
	Griffins	MS	Arena	10A-12:30P 6:00 PM	Team practice Doors
				7P-9:30P	Playoff hockey game
Thur, Apr 17	Available				
Fri, Apr 18	Available	AH	Arena	10A-12:30P 6:30 PM 7:30P-10P	Team practice Doors Playoff hockey game
Sat, Apr 19	Rampage vs Arizona	MS	Arena	6:30 PM 7:30 PM	Doors Football game
Sun, Apr 20	Available				
Mon, Apr 21	Available				
Tue, Apr 22	Available				
Wed, Apr 23	Available	MS	Arena	10A-12:30P 6:00 PM 7P-9:30P	Team practice Doors Playoff hockey game
Thur, Apr 24	Available				
Fri, Apr 25	Heart Ball	AH	Arena	6P-12A	Dinner/Reception
Sat, Apr 26	GVSU	MS	Arena	8A-1P	Commencement ceremony
	Zeeland Classis Church	MS/AH	Arena	1:00 PM	Changeover/Load-in
Sun, Apr 27	Zeeland Classis Church	AH	Arena	10:00 AM	Worship service
Mon, Apr 28	Available				
Tue, Apr 29	Available		<u> </u>		
Wed, Apr 30	Available				
Thur, May 1	Available				
Fri, May 2	USA vs China	AH	Arena	7:30 PM	Volleyball game
Sat, May 3	Brooks & Dunn	MS	Arena	4:00 PM 6:00 PM	Street party begins/Doors Performance
Sun, May 4	Available				
Mon, May 5	Available				
Tue, May 6	Available				
Wed, May 7	Available				
Thur, May 8	Available				
Fri, May 9	Available				
Sat, May 10	Red Hot Chili Peppers	AH	Arena	7:30 PM	Performance
Sun, May 11	Rampage vs Indiana	MS	Arena	2:00 PM 3:00 PM	Doors Football game
Mon, May 12	Available				
Tue, May 13	Available				
Wed, May 14	Available				
Thur, May 15	Available				
Fri, May 16	Big Daddy's Doo Wop SH'Bop	AH	Arena	8:00 PM	Performance
Sat, May 17	Available				
Sun, May 18	Rampage vs Dallas	MS	Arena	2:00 PM 3:00 PM	Doors Football game

	٤	REHEARSAL	8A-5P 7:30P-11:30P	DV,BL/	THE MARRIAGE OF FIGARO – OPERA	MON. APRIL 28
	2	MOVE OUT	SP-MID	EH/	WORLD DISCOUNT CLUB	
	XI S	REHEARSAL	6:30P-11P	DV,BL/	THE MARRIAGE OF FIGARO – OPERA	SUN. APRIL 27
	TS	SHOW	10A-9P	EH/	WORLD DISCOUNT CLUB	
	ă	MOVE IN	8A-10A ALL DAY	DOCKS 6,7/	THE MANAGEMENT OF CALL	SAL AFRIL 20
AC SET WA SPARTAN STORES	TS	MOVE IN	8A-7P	DV,BL/	THE MARRIAGE OF FIGARO - OPERA	CAT ABBII 76
	MF	MOVE IN	8A-NOON	EH/	WORLD DISCOUNT CLUB	
		MOVE OUT	7P-8:30P 9P-10P			
		VOLUNTEERS ARRIVE STUDENTS ARRIVE	5P 5:30P		COMMENCEMENT	
	Ä	MOVEIN	3P	WA/	CYCLI EDITO ATION DEPART	
AC TEAK DOWN AC SET GH SPARTAN STORES	ΜF	MOVE OUT	8A-NOON	WA,GH/	MI SCHOOL BUSINESS OFFICIALS	FRI. APRIL 25
1000	_ ₹	MOVE IN	8A-6P	EH/	WORLD DISCOUNT CLUB	
			10A-11:10A 11A-12:30P			
	o I	DOORS	9:30A	DV/	PINNOCHIO	
AC TEAR DOWN WA OUT THURSDAY	2 3	MOVE OUT	11A-2P 2P-6P	WA,GH/ KR/	MI SCHOOL BUSINESS OFFICIALS	THURS. APRIL 24
ACCIEAN ACCIEAN	1	EXHIBITS EXHIBITS	8A-12:30P 2P-5P	WA,GH/ KR/	MI SCHOOL BUSINESS OFFICIALS	WED. APRIL 23
AC MOVE IN	ME	MOVE OUT	10P-MID	DV/		
		CONCERT ALTTOGRAPHS IN LOBBY	8P-10P			
		DOORS TO KEELER DOORS TO SEATING	7P 7:30P			
	<u>v</u>	SOUND CHECK	1P-SP 6P	DV/	JUDY COLLINS	
AC MOVE IN	Ž,	MOVE IN SET UP	NOON-SP SP-8P	WA,GH/ KR/	MI SCHOOL BUSINESS OFFICIALS	TUES. APRIL 22
MONDAY						MON. APRIL 21
FINISH MSBO (SET KR) LYON STREET BOOTH ON						SUN. APRIL 20
		CHOIR ROOM	11A-10P	BI/		
		PERFORMANCE MOVE OUT	7:30P-9:30P		-	
		OPEN REHEARSAL (40-50)	1:30P 2:30P-5:30P	:	UN30 - SEECIAL	SAT. APKIL 19
	ST	WORK CALL	11A	DV/	Cheo carcial	
	,	REHEARSAL CHOIR ROOM	8A-5P 7P-10P 8A-10P	DV/ BI/	GRSO - SPECIAL	FRI. APRIL 18
AC SET GH MSBO	TYL	WALK THRU DEVUS	9:30A-NOON	DV/	DEVOS TOUR	
DC OFF WITHOUT	3 3	MEELING	11A-1P	BR/	FREQUENT USERS MEETING	THURS. APRIL 17
AC SET WA MSBO	S S					WED. APRIL 16
						TUES. APRIL 15
OFERALIONS/CONSTRUCTION	EC	FUNCTION	TIME	ROOM	EVENT	DATE
Chan thiome/Construction	;	- YEAR 2003	ER WEEKLY	GRAND CENTER WEEKLY		

	t		11:001	OT/	MI FUNERAL DIRECTORS	
	ЪE	EXHIBITS	11-30A-3-30P	CEI		
	<u>v</u>	PERFORMANCE MOVE OUT	10:45A-12:30P	WA	GRSO – ACCESS	WED. MAY 7
	-	DOORS PERFORMANCE	6P 7P-8:30P		BEAK AND THE BIO BLOE HOUSE	
	TS	MOVE IN	7P-10P	DW/	MILCHENDE DIRECTOR	
	표	MOVE IN	3:30P-6P 6A-5P	GH/	MI SINISBAI DIBECTORS	
	ST	MOVEIN	8A-NOON	WA	GRSO - ACCESS	TUES, MAY 6
		BANQUET MOVE OUT	7P-10P 10P-1A			
	i	PRIVATE RECEPTION GENERAL RECEPTION	9:30A 5:30P-6:30P 6P-7P	GH,DV LOBBY/	EXCELLENCE IN BUSINESS DINNER	MON. MAY 5
	H H	MOVE OUT	10A-5P 5P-10P	WH,GOLD ROOM/	GRAND RAPIDS SWAP MEET AND BIKE SHOW	
	H H	MOVE IN	8A-7P	GH/	EXCELLENCE IN BUSINESS DINNER	
	1	MOVE OUT	5P-5P			
		REHEARSAL	1P-2:30P	DV/	GRSO - YOUTH	SUN. MAY 4
	ZI E	SHOW	10A-8P	WH,GOLD ROOM/	GRAND RAPIDS SWAP MEET AND BIKE SHOW	
	Fi	MOVE OUT	11P-3A			
		OPEN TO SEATING PERFORMANCE	7P 7:30P-10:45P	DV,BL/		
	ST	OPEN TO ORCH. LEVEL	6:15P	ORCH. LEVEL/	THE MARRIAGE OF FIGARO - OPERA	
	MI	DINNER MOVE OUT	7A-3:30P 7P-MID 3P-5P	GH/	MI ASSOC. OF AMBULANCE SERVICES	SAT. MAY 3
	in in	MOVE IN	11A-8P	WH,GOLD ROOM/	GRAND RAPIDS SWAP MEET AND BIKE SHOW	
	B .		3P-MID	WA,GH/	MI ASSOC. OF AMBULANCE SERVICES	
	₹	PERFORMANCE	7:30P-10:45P			
		OPEN TO SEATING	6:30P-7P 7P	DV.BL/	THE MARKLAGE OF FIGURE - OF LIVE	FRI. MAY 2
	TS	OPEN TO ORCH. LEVEL	6:15P	EH/	MI ASSOC. OF AMBULANCE SERVICES	
	ME 3	MOVE OUT	NOON-4P	GH,WA/ KR/	SPARTAN SHOW	
	Z 2	DARK DAY	DARK DAY	DV/	THE MARRIAGE OF FIGARO - OPERA	THURS. MAY 1
TV CLEAR CO.	2	SHOW	8A-5P	GH,WA/ KR/	SPARTAN STORES	
AC CI FAN SHOW	NE SI	OPEN REHEARSAL (600)	8A-5P 7:30P-10:30P	DV,BL/	THE MARRIAGE OF FIGARO - OPERA	WED. APRIL 30
	SH N	SHOW	7A-NOON NOON-5P	GH,WA/ KR/	SPARTAN STORES	
	2	WORK CALL REHEARSAL	8A-5P 7:30P-10:30P	DV,BL/	THE MARRIAGE OF FIGARO - OPERA	TUES. APRIL 29
AC MOVE IN SECURITION OF COME	3	MOVEIN	7A-5P	GH,WA/ KR/	SPARTAN STORES	
AC MOVE IN SPARTAN STORES	5	FUNCTION	TIME	ROOM	EVENT	DATE
OPERATIONS/CONSTRUCTION	3	- YEAR 2003	ER WEEKLY	GRAND CENTER WEEKLY		

DATE THURS. MAY 8 FRI MAY 9	EVENT BEAR AND THE BIG BLUE HOUSE	ROOM TIME DV/ 9:30A 10:30A-NOON 6P 7P-8:30P	71ME 9:30A 10:30A-NOON 6P	FUNCTION DOORS PERFORMANCE	EC ST	OPERATIONS/CONSTRUCTION
THURS. MAY 8	BEAR AND THE BIG BLUE HOUSE	עע	9:30A 10:30A-NOON 6P	DOORS PERFORMANCE	TS	
THURS, MAY 8			٤	DOORS		
THURS. MAY 8			7P-8:30P 8:30P-11:30P	PERFORMANCE MOVE OUT		
FRI MAY 9	GRSO - POPS VI	DV/	8A-5P 7P-10P	MOVE IN REHEARSAL	ST	
FRI MAY 9	MI FUNERAL DIRECTORS	GH/	10A-NOON NOON-5P	MOVE OUT	Œ	
	GRSO – POPS VI	DV/	7:30P 8P-10:30P	DOORS TO SEATING PERFORMANCE	ST	
	SWEET ADELINES REGION 3	WA/ KR/	8A 10:30A 10:30A 11A-12:30P	CREW IN SOUND CHECK CHORUS WARM UP JUDGE INSPECTION	Ħ	
			1:30P-2P 2:30P 4:30P 4:30P 5:30P-10P	SOUND CHECK QUARTETS WALK THRU C & J MEETING DOORS COMPETITION MEETING		
	5/3 RIVER BANK RUN	GH/	6A-NOON NOON-8P	MOVE IN EXHIBITS MOVE OUT	MF	
	CITY MEETING	BR/	8A-NOON	MEETING	RS.	
SAT. MAY 10	GRSO - POPS VI	DV/	7:30P 8P-10:30P	PERFORMANCE	TS	
	SWEET ADELINES REGION 3	WA/ KR/	10A 11A	PITURE SET UP CREW CALL DOORS	H.	
			NOON-6P 6P	COMPETITION MOVE-OUT		
	5/3 RIVER BANK RUN	2/3 GH/	7A-8A	REGISTRATION	MF	
	GRAND RAPIDS CHORUS	KR/		MOVE IN MEETING MOVE OUT	<u> </u>	
SUN. MAY 11	GRSO – POPS VI	DV/	2:30P 3P-5:30P 5:30P-7:30P	DOORS TO SEATING PERFORMANCE MINIMAL MOVE OUT	ST	
MON. MAY 12					ST.	
TUES. MAY 13	GRSO – CLASSICAL X	DV/	1P-5P 7:30P-10P	MOVE IN REHEARSAL	; <u>v</u>	
		WA,GH/	MOVEIN	MOVE IN - CLIENT ONLY	21 F	
WED. MAY 14	GRSO – CLASSICAL X	DV/	3:30P-6P 7:30P-10P	REHEARSAL REHEARSAL	1 2	
	MI DENTAL ASSOC.	WA,GH/	7A-8P 8A-5P	REGISTRATION	Ū.	
THURS. MAY 15	GRSO – CLASSICAL X	DV/	4P-7P 7:30P-10P	OPEN REHEARSAL (600)	TS	
	MI DENTAL ASSOC.	WA,GH/	9A-6P 7:30A-6P	REGISTRATION	1 E	
FRI. MAY 16	GRSO - CLASSICAL X	ORCH. LEVEL	6:45P 7P-7:30P	UPBEAT	01	3

		MOAEOOI				
		DINNER	7P-11P			
	MF	MEETING	1:30-3:30P	WA/	MI CREDIT UNION	SAT. MAY 31
	Mr	GENERAL SESSION	2P-5P 10A-11:30A	WA/	MI CREDIT UNION	FRI. MAY 30
	i	MOVEIN	8A-NOON	WA/		
	JIAI	EXHIBITS	3P-8P	GH,	MI CREDIT UNION	THURS. MAY 29
	X X	MOVE IN	NOON-5P	GH/	MI CREDIT UNION	WED. MAY 28
		MOVE OUT	3:30P - 5:30P	WAV	GR CVB ANNUAL MEETING	TUES. MAY 27
						MON. MAY 26
	2	MOVE OUT	3P-5:30P 5:30P-9:30P	DV/	RIVERDANCE – BTG	SUN. MAY 25
	S		2P-4:30P 8P-10:30P	DV/	RIVERDANCE - BTG	SAT. MAY 24
	TS	PERFORMANCE	8P-10:30P	DV/	RIVERDANCE - BTG	FRI. MAY 23
	ST	PERFORMANCE PERFORMANCE	2P-4:30P 7:30P-10P	DV/	RIVERDANCE - BTG	THURS. MAY 22
	TS	PERFORMANCE	7:30P-10P	DV/	RIVERDANCE - BTG	WED. MAY 21
	ST	MOVE IN CONTINUED PERFORMANCE	8A-5P 7:30P-10P	DV/	RIVERDANCE - BTG	TUES. MAY 20
	ST	HOUSE STRIP MOVE IN	1P-5P 6P-11P	DV/	RIVERDANCE - BTG	
	Œ	MOVEOUT	8A-NOON	WA,GH/	MI DENTAL ASSOC.	MON. MAY 19
	Æ	MOVE OUT	8A-NOON	WA,GH/	MI DENTAL ASSOC.	SUN. MAY 18
	JE	CONVENTION REGISTRATION MOVE OUT	9A-3P 8A-3P 3P-9P	WA,GH/	MI DENTAL ASSOC.	
		PERFORMANCE MOVE OUT	8P-10:30P 10:30P-12:30A	DV/		
	ST	OPEN TO UPBEAT	6:45P	ORCH. LEVEL/	GRSO - CLASSICAL X	SAT. MAY 17
	Æ	CONVENTION REGISTRATION	9A-6P 7A-6P	WA,GH/	MI DENTAL ASSOC.	
		PERFORMANCE	8P-10:30P	DV/		
OPERATIONS/CONSTRUCTION	EC	FUNCTION	TIME	ROOM	EVENT	DATE
		I 77 BY 2000	THE VICTOR AND NOT	OVAIND CENTER WEEKLY		