

Board of Directors

Wednesday, August 26, 2009
8:00 a.m. – 9:30 a.m.
Kent County Commission Chambers
300 Monroe, NW – Grand Rapids, MI

Convention

Arena

Authority

A G E N D A

Steven Heacock,

Chairman

Birgit Klohs

Clif Charles

Gary McInerney

George Heartwell

Joseph Tomaselli

Lew Chamberlin

I. Call to Order

II. Approval of June 24, 2009, Minutes

Action

III. Committee Reports

A. Operations Committee

Information

i. CVB Report

Information

B. Finance Committee

**i. SMG June 2009 Financial Statements -
DeVos Place® and Van Andel Arena®**

Action

**ii. SMG July 2009 Financial Statements -
DeVos Place® and Van Andel Arena®**

Action

iii. CAA June & July 2009 Financial Statements

Action

iv. Insurance Renewal

Action

v. Audit Planning Communication

Information

IV. SMG Report and Facilities Calendars

Information

V. Public Comment

VI. Adjournment

VII. Next Meeting Date: Wednesday, September 23, 2009



Van Andel Arena®
130 Fulton West
Grand Rapids, MI 49503-2601
616.742.6600
Fax 616.742.6197

DEVOS PLACE

DeVos Place®
303 Monroe Ave. NW
Grand Rapids, MI 49503-2233
616.742.6500
Fax 616.742.6590



**MINUTES OF THE GRAND RAPIDS-KENT COUNTY
CONVENTION/ARENA AUTHORITY
BOARD OF DIRECTORS MEETING
Wednesday, June 24, 2009**

I. Call to Order

Steven R. Heacock, Chairperson, called the meeting to order at 8:05 a.m. Secretary/Treasurer, Birgit Klohs, recorded the meeting minutes.

Attendance

Members Present: Steve Heacock, Chairperson
George Heartwell
Birgit Klohs
Gary McInerney

Members Absent: Lew Chamberlin
Clif Charles
Joe Tomaselli

Staff/Others:	David Czurak	<i>Grand Rapids Business Journal</i>
	Daryl Delabbio	Kent County
	Eric DeLong	City of Grand Rapids
	George Helmstead	CVB
	Chris Knappe	<i>The Grand Rapids Press</i>
	Chris Machuta	SMG
	Rich MacKeigan	SMG
	Eddie Tadlock	SMG
	Jim Talen	Kent County
	Susan Waddell	CAA
	Jana Wallace	City of Grand Rapids
	Jim Watt	SMG
	Richard Wendt	Dickinson Wright
	Robert White	Kent County

II. Ratify Board Actions Taken on May 27, 2009

Motion: Mr. Heartwell, supported by Ms. Klohs, moved to ratify any and all actions taken by the Board of Directors at its meeting held May 27, 2009. The motion carried unanimously.

III. Minutes of Prior Meeting

Motion: Mr. Heartwell, supported by Ms. Klohs, moved to approve the Minutes of the May 27, 2009, meeting of the Grand Rapids-Kent County Convention/Arena Authority. The motion carried unanimously.

IV. Committee Reports

a. Operations Committee

Mr. MacKeigan presented the Operations Committee report in the absence of Lew Chamberlin and Joe Tomaselli. The Committee reviewed the capital request a second time and recommended approval of the FY 2010 capital replacement budget, subject to final approval on ROI for the ribbon board by all appropriate committees and the CAA Board. Concerns had been expressed over the cost of the Arena ribbon board estimated at \$1.2 million and the expected ROI of 10 years. Installing a ribbon board could increase revenue from permanent advertising and enhance patron experience. Mr. MacKeigan has approached DP Fox Sports about a number of possible options, including a cost-sharing plan. In addition to repairs and maintenance, the capital reserves are used for life safety projects and investments that bring a financial return to the buildings. Mr. Heacock stated the CAA is blessed to have the reserves but the CAA is not fat and will expend the reserves in the next 10-12 years. The landscaping item is a carryover project from FY 2009, when a green audit revealed that landscaping proposals submitted did not meet SMG's green initiative. Ms. Klohs inquired whether SMG was using sustainability techniques at the buildings. Mr. MacKeigan responded that high-efficiency lights have been installed, environmentally safe cleaning products are being used, recycle bins have been placed throughout the buildings, energy utilization techniques are being utilized, and composting has been initiated. Mr. Heartwell stated that the CAA has an opportunity to embrace green practices and obtain a "green globe" certification.

Mr. Helmstead stated that the CVB's pace continues to be strong and is 95% of its YTD booking goal. Mr. Helmstead provided a brief overview of recent sales activities, marketing efforts, and major bid presentations. Today and tomorrow Grand Rapids will welcome more than 3,500 delegates from United Church of Christ congregations and regional bodies around the country for the denomination's bi-annual general synod meeting at DeVos Place®. UCC delegates are expected to fill more than 8,500 hotel room nights – the city's highest number to date – over the course of the four-day conference, resulting in an estimated economic impact of \$3 million.

b. Finance Committee.

i. SMG Financial Statements for DeVos Place® and Van Andel Arena®

Motion: Ms. Klohs, supported by Mr. Heartwell, moved to approve the SMG Financial Statements for DeVos Place® and the Van Andel Arena® for the period ended May 31, 2009. After review and discussion, the motion carried unanimously.

ii. CAA Financial Statements

Motion: Ms. Klohs, supported by Mr. McInerney, moved to approve the CAA Financial Statements for the periods ended May 31, 2009. After review and discussion, the motion carried unanimously.

iii. Fiscal Year 2010 Budgets

Mr. Machuta stated that there were no changes in the proposed FY 2010 DeVos Place® budget that was presented to the Board last month. There was one change in the Arena budget. The proposed FY 2010 Van Andel Arena® budget was scaled back to reflect a reduction in the number of Rockettes' shows.

Motion: Ms. Klohs, supported by Mr. .McInerney, moved to approve the Fiscal Year 2010 DeVos Place® and Van Andel Arena® Operating Budgets. The motion carried unanimously.

Ms. Klohs stated that the Finance Committee had a lengthy discussion regarding the CAA's administrative/capital budgets, especially as it related to the ribbon board. The creation of a 'negative budget' for the CAA became a significant topic for discussion. Committee members expressed concern about approving a negative budget and whether to allocate funds for what some felt was a discretionary item. The Finance Committee approved the CAA's administrative/capital budgets, provided that no contract is awarded for the ribbon board project until such time as an appropriate cost-benefit analysis is approved.

Mr. White summarized the CAA operating/capital budgets. Table A is a summary of the SMG budgets, Table B is the CAA administrative-operating/capital replacement budget, Table C is a consolidated income statement, and the new Table D is a "cost center" accounting summary.

Motion: Ms. Klohs, supported by Mr. .McInerney, moved to approve the Fiscal Year 2010 Consolidated CAA Operating/Capital Budgets. The motion carried unanimously.

iv. Fiscal Year 2010 DeVos Place® Five-Year Rate Sheets

Mr. MacKeigan presented SMG's five-year rate sheet recommendations, effective July 2010 through June 2014, and stated that we may be looking at a seven-year rate sheet in a couple of years.

Motion: Ms. Klohs, supported by Mr. .McInerney, moved to approve the Fiscal Year 2010 Consolidated CAA Operating/Capital Budgets. The motion carried unanimously.

V. SMG Report and Facilities Calendar

Mr. MacKeigan presented a summary of the upcoming events that will be held at DeVos Place® and the Van Andel Arena®.

VI. Public Comment

None.

VII. Next Meeting Date

The date for next CAA Board meeting is Wednesday, August 26, 2009, in the Kent County Commission Chambers, Kent County Administration Building, 300 Monroe Avenue, NW. The July meeting is cancelled.

IX. Adjournment

There being no other business, the meeting adjourned at 8:45 a.m.

Birgit M. Klohs, Recording Secretary

DEVOS PLACE

DE VOS PLACE

**FINANCIAL STATEMENT
FOR THE PERIOD ENDED JUNE 30, 2009**

Distribution:

Grand Rapids – Kent County Convention / Arena Authority

Robert White

Bob McClintock

Lewis Dawley

Gary McAneney

Howard Feldman

Richard MacKeigan

Chris Machuta




An SMG Managed Facility


**DE VOS PLACE
ROLLING FORECAST
FISCAL YEAR ENDING JUNE 30, 2009**

	YTD Actual	Roll	TOTAL FYE	BUDGET FYE	VARIANCE
NO. EVENTS			0	569	(569)
ATTENDANCE			0	668,975	(668,975)
DIRECT EVENT REVENUE	2,376,311		2,376,311	2,640,634	(264,323)
ANCILLARY REVENUE	1,922,287		1,922,287	2,386,332	(464,045)
TOTAL EVENT REVENUE	4,298,598	-	4,298,598	5,026,966	(728,368)
TOTAL OTHER REVENUE	216,713		216,713	210,500	6,213
TOTAL OPERATING REVENUE	4,515,311	-	4,515,311	5,237,466	(722,155)
INDIRECT EXPENSES					
EXECUTIVE	150,067		150,067	175,762	25,695
FINANCE	213,619		213,619	222,301	8,682
MARKETING	56,087		56,087	105,811	49,724
OPERATIONS	1,310,674		1,310,674	1,468,414	157,740
EVENT SERVICES	986,978		986,978	965,170	(21,808)
BOX OFFICE	75,939		75,939	77,626	1,687
SALES	294,911		294,911	347,026	52,115
OVERHEAD	1,948,271		1,948,271	2,254,332	306,061
TOTAL OPERATING EXP.	5,036,546	-	5,036,546	5,616,442	579,896
NET REVENUE ABOVE EXPENSES	(521,235)	-	(521,235)	(378,976)	(142,259)
INCENTIVE FEE		158,672	158,672	157,899	773
NET OPERATING REVENUE OVER OPERATING EXPENSES	(521,235)	(158,672)	(679,907)	(536,875)	(143,032)

Comments:

June marks the end of another fiscal year for DeVos Place. While the bottom-line ended up well below budget, it held fairly constant (with a slight decrease) from last years performance. Ancillary income fell below budgeted expectations spending in most area's saw some contraction which we are attributing to a combination of tightening budgets and National events not using some or all of our in house service providers.


General Manager


Finance Director

**DE VOS PLACE
FINANCIAL STATEMENT HIGHLIGHTS
FOR MONTH ENDED JUNE 30, 2009**

The following schedule summarizes operating results for the current month ending June 30, 2009 and the YTD ending June 30, 2009, compared to budget and to the prior year:

MONTH	June Actual	June Budget	June FY 2008
Number of Events	22	12	32
Attendance	7,977	9,050	18,406
Direct Event Income	\$50,684	\$42,049	\$77,108
Ancillary Income	95,752	44,007	86,007
Other Income	79,045	17,541	7,610
Indirect Expenses	(438,823)	(395,965)	(467,203)
Net Income	(\$213,341)	(\$292,367)	(\$296,477)

YTD	YTD 2009 Actual	YTD 2009 Budget	YTD 2008 Prior Year
Number of Events	532	569	595
Attendance	538,973	668,975	648,478
Direct Event Income	\$2,376,311	\$2,640,634	\$2,601,415
Ancillary Income	1,922,286	2,386,332	2,135,821
Other Income	216,713	210,500	173,847
Indirect Expenses	(5,036,545)	(5,616,442)	(5,374,839)
Net Income	(\$521,235)	(\$378,976)	(\$463,757)

EVENT INCOME

Event income came in at budgeted levels for the month.

ANCILLARY INCOME

Ancillary income came in ahead of budget for the month as spending on the Econ Club and GVSU dinners was very strong.

INDIRECT EXPENSES

Indirect expenses were consistent with budget.

DeVos Place
Income Statement
For the Twelve Months Ending June 30, 2009

	Current Month Actual	Current Month Budget	Variance	Current Month Prior Year	Year to Date Actual	Year to Date Budget	Variance	Year to Date Prior Year
Event Income								
Direct Event Income								
Rental Income	\$66,643	\$46,950	\$19,693	\$93,651	\$2,569,896	\$2,807,000	(\$237,104)	\$2,793,674
Service Revenue	59,938	20,350	39,588	42,623	1,910,576	429,719	1,480,857	2,024,863
Service Expenses	(75,897)	(25,251)	(50,646)	(59,165)	(2,104,161)	(599,686)	(1,504,475)	(2,217,122)
Total Direct Event Income	50,684	42,049	8,635	77,109	2,376,311	2,637,033	(260,722)	2,601,415
Ancillary Income								
F&B Concession	3,098	1,250	1,848	7,785	136,388	161,402	(25,014)	164,546
F&B Catering	64,725	17,919	46,806	46,268	673,799	757,883	(84,084)	680,935
Novelty Sales	0	376	(376)	0	12,798	22,464	(9,666)	13,866
Booth Cleaning	1,078	7,024	(5,946)	385	232,317	419,923	(187,606)	341,364
Telephone/Long Distance	113	300	(187)	0	25,749	3,600	22,149	0
Electrical Services	6,280	8,217	(1,937)	4,480	395,052	491,352	(96,300)	468,555
Audio Visual	17,012	5,868	11,144	15,948	282,174	350,813	(68,639)	268,636
Internet Services	713	0	713	4,000	22,323	0	22,323	43,800
Equipment Rental	2,734	3,053	(319)	7,141	141,687	182,495	(40,808)	154,118
Total Ancillary Income	95,753	44,007	51,746	86,007	1,922,287	2,389,932	(467,645)	2,135,820
Other Event Income								
Ticket Rebates(Per Event)	2,265	12,083	(9,818)	3,586	106,249	145,000	(38,751)	121,354
Total Other Event Income	2,265	12,083	(9,818)	3,586	106,249	145,000	(38,751)	121,354
Total Event Income	148,702	98,139	50,563	166,702	4,404,847	5,171,965	(767,118)	4,858,589
Other Operating Income								
Luxury Box Agreements	1,733	3,167	(1,434)	2,910	26,000	38,000	(12,000)	33,600
Other Income	75,047	2,292	72,755	1,114	84,464	27,500	56,964	18,893
Total Other Operating Income	76,780	5,459	71,321	4,024	110,464	65,500	44,964	52,493
Adjusted Gross Income	225,482	103,598	121,884	170,726	4,515,311	5,237,465	(722,154)	4,911,082
Operating Expenses								
Salaries and Wages	203,230	223,208	(19,978)	179,688	2,712,027	2,678,490	33,537	2,639,432
Payroll Taxes and Benefits	38,097	57,600	(19,503)	51,182	754,676	691,204	63,472	792,348
Labor Allocations to Events	(58,282)	(115,821)	57,539	(44,948)	(1,493,049)	(1,389,855)	(103,194)	(1,564,550)
Net Salaries and Benefits	183,045	164,987	18,058	185,922	1,973,654	1,979,839	(6,185)	1,867,230
Contracted Services	21,385	21,200	185	25,222	323,180	254,400	68,780	338,481
General and Administrative	14,377	27,100	(12,723)	22,251	280,968	333,700	(52,732)	252,148
Operations	25,352	17,555	7,797	27,900	94,552	141,880	(47,328)	115,863
Repair and Maintenance	50,413	41,941	8,472	58,177	492,774	503,291	(10,517)	580,676
Operational Supplies	2,351	26,333	(23,982)	39,625	132,741	316,000	(183,259)	230,982
Insurance	10,971	11,191	(220)	12,730	209,316	231,233	(21,917)	225,052
Utilities	117,706	72,500	45,206	82,442	1,364,932	1,698,200	(333,268)	1,603,099
Other	0	0	0	96	5,757	0	5,757	7,258
SMG Management Fees	13,223	13,158	65	12,838	158,672	157,899	773	154,050
Total Operating Expenses	438,823	395,965	42,858	467,203	5,036,546	5,616,442	(579,896)	5,374,839
Net Income(Loss) From Operations	(213,341)	(292,367)	79,026	(296,477)	(521,235)	(378,977)	(142,258)	(463,757)
Other Non-Operating Expenses								
Adjusted Net Income(Loss)	(213,341)	(292,367)	79,026	(296,477)	(521,235)	(378,977)	(142,258)	(463,757)

SMG DeVos Place
Grand Rapids - Kent County Convention/Arena Authority
Year to Date Event Summary Report
For Month Ended June 30, 2009

Event Type	Events/Days		Attendance		Total Event Income	
	Actual	Budget	Actual	Budget	Actual	Budget
Convention/Trade Shows	130	141	111,725	175,450	1,523,061	1,908,494
Consumer/Gated Shows	51	73	163,532	206,425	956,636	1,262,574
Devos Performance Hall	140	148	158,405	183,900	856,315	895,956
Banquets	41	54	28,063	48,600	310,207	407,029
Meetings	118	137	25,944	39,100	324,803	330,808
Other	52	16	51,304	15,500	433,823	367,105
GRAND TOTALS	532	569	538,973	668,975	4,404,845	5,171,966

As Percentage of Overall

Convention/Trade Shows	24.44%	24.78%	20.73%	26.23%	34.58%	36.90%
Consumer/Gated Shows	9.59%	12.83%	30.34%	30.86%	21.72%	24.41%
Devos Performance Hall	26.32%	26.01%	29.39%	27.49%	19.44%	17.32%
Ballroom Exclusive	7.71%	9.49%	5.21%	7.26%	7.04%	7.87%
Meetings	22.18%	24.08%	4.81%	5.84%	7.37%	6.40%
Other	9.77%	2.81%	9.52%	2.32%	9.85%	7.10%

SMG - DeVos Place
Grand Rapids - Kent County Convention/Arena Authority
Summary of Accounts Receivable
For Month Ended June 30, 2009

Current - Under 30 Days	
Food & Beverage	67,902
Ticketing	3,932
Merchandise	-
Decorating	1,078
Audio/Visual	13,724
Van Andel Arena	(43,375)
Operating	317,439
 Over 30 Days	 42,964
 Over 60 Days	 32,960
 Over 90 Days	
Donnell Productions	5,736
Paragon Leather	2,110
Saigon Entertainment	5,002
Grinder Promotions	2,286
 Total Accounts Receivable	 451,758

DeVos Place
Balance Sheet
For the Twelve Months Ending June 30, 2009

ASSETS

Current Assets

Cash	950,741
Account Receivable	482,384
Prepaid Expenses	53,540

Total Current Assets		\$1,486,666
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Total Assets		\$1,486,666
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LIABILITIES AND EQUITY

Current Liabilities

Accounts Payable	(104,599)
Accrued Expenses	334,577
Deferred Income	57,632
Advanced Ticket Sales & Deposits	481,758

Total Current Liabilities		\$769,368
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Other Liabilities

Equity

CY Funds Remitted to CAA	(350,000)
CY Exp. Paid Directly by CAA	1,279,660
Beginning Balance Equity	313,539
Current Year Equity	(525,902)

Total Equity		\$717,297
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Total Liabilities and Equity		\$1,486,665
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**SMG - Van Andel Arena & DeVos Place
Grand Rapids - Kent County Convention/Arena Authority
Management Fee Summary
Fiscal Year Ending June 30, 2009**

MANAGEMENT FEE SUMMARY

	Arena Estimate	DeVos Place Estimate	Total Estimate	FY 2008 Actual
Net Revenue above Expenses	1,356,656	(521,235)	835,421	1,104,394
Benchmark			700,000	700,000
Excess	1,356,656	(521,235)	135,421	404,394

Incentive Fee Calculation (Only if above greater than zero)

	Arena Estimate	DeVos Place Estimate	Total Estimate	Total Estimate
Base Fee	158,672	158,672	317,343	308,100
Incentive Fee				
Revenue	5,075,802	4,515,311	9,591,113	10,589,568
Benchmark Revenue	4,700,000	4,100,000	8,800,000	8,700,000
Revenue Excess	375,802	415,311	791,113	1,889,568
Incentive Fee **			212,334	308,100
Total SMG Management Fee	158,672	158,672	529,677	616,200

** Incentive fee is 25% of the first \$500,000 in excess, 30% of remaining capped at base fee amount.



VAN ANDEL ARENA

**FINANCIAL STATEMENT
FOR THE PERIOD ENDED JUNE 30, 2009**

Distribution:

Grand Rapids – Kent County Convention / Arena Authority
Robert White
Bob McClintock
Lewis Dawley
Gary McAneney
Howard Feldman
Richard MacKeigan
Chris Machuta




An SMG Managed Facility

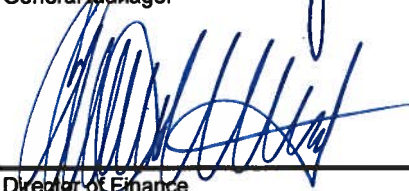
VAN ANDEL ARENA
ROLLING FORECAST
FISCAL YEAR ENDING JUNE 30, 2009

	YTD	ROLL	TOTAL FYE	BUDGET FYE	VARIANCE
NO. EVENTS	115		115	118	(3)
ATTENDANCE	594,528		594,528	666,000	(71,472)
DIRECT EVENT INCOME	1,216,232		1,216,232	1,279,191	(62,959)
ANCILLARY INCOME	1,251,108		1,251,108	1,598,019	(346,911)
TOTAL EVENT INCOME	2,467,340	-	2,467,340	2,877,210	(409,870)
TOTAL OTHER INCOME	2,608,462		2,608,462	2,450,000	158,462
TOTAL INCOME	5,075,802	-	5,075,802	5,327,210	(251,408)
INDIRECT EXPENSES					
EXECUTIVE	194,196		194,196	171,498	(22,698)
FINANCE	199,010		199,010	212,561	13,551
MARKETING	234,368		234,368	275,958	41,590
OPERATIONS	1,519,473		1,519,473	1,573,301	53,828
BOX OFFICE	133,655		133,655	120,377	(13,278)
LUXURY SEATING	80,898		80,898	117,298	36,400
SKYWALK ADMIN	37,969		37,969	39,856	1,887
OVERHEAD	1,319,578		1,319,578	1,402,650	83,072
TOTAL INDIRECT EXP.	3,719,146	-	3,719,147	3,913,499	194,352
NET REVENUE ABOVE EXPENSES	1,356,656	-	1,356,655	1,413,711	(57,056)
LESS INCENTIVE FEE		158,672	158,672	157,899	(773)
NET REVENUE ABOVE EXPENSES AFTER INCENTIVE	1,356,656	(158,672)	1,197,983	1,255,812	(57,829)

Comments:

June ends the 13th Fiscal Year of the Arena on a quiet note with only one event hosted. The Yanni concert performed well below traditional concert averages in both ticket sales and ancillary income. The shortfall of budget on event income is mainly due to 18 concerts hosted versus the budgeted 23. A portion of the lost revenue was offset by higher Other Income related to the Rampage not playing their 2009 scheduled season.


General Manager


Director of Finance

**VAN ANDEL ARENA
FINANCIAL STATEMENT HIGHLIGHTS
FOR MONTH ENDED JUNE 30, 2009**

The following schedule summarizes operating results for the current month ending June 30, 2009 and the YTD ending June 30, 2009 compared to budget and to the prior year:

MONTH	June Actual	June Budget	June FY 2008
Number of Events	1	3	3
Attendance	3,096	24,000	15,576
Direct Event Income	\$9,872	\$41,255	81,944
Ancillary Income	9,140	18,246	1,270
Other Income	298,721	201,000	228,144
Indirect Expenses	(264,983)	(288,850)	(352,703)
Net Income	\$52,750	(\$28,349)	(\$41,345)

YTD	YTD 2009 Actual	YTD 2009 Budget	YTD 2008 Prior Year
Number of Events	115	118	118
Attendance	597,628	666,000	664,317
Direct Event Income	\$1,216,232	\$1,279,191	\$1,590,799
Ancillary Income	1,251,108	1,598,019	1,435,974
Other Income	2,608,462	2,450,000	2,532,661
Indirect Expenses	(3,719,148)	(3,913,499)	(3,935,601)
Net Income	\$1,356,654	\$1,413,711	\$1,623,833

EVENT INCOME

Event income fell well short of budget due to the hosting of only one concert (Yanni), and it not selling very strong.

ANCILLARY INCOME

Ancillary income fell below budget due to both a smaller crowd for Yanni, and Yanni not being a traditionally strong ancillary income crowd.

INDIRECT EXPENSES

Indirect expenses came in a little ahead of budget overall, most of the savings in operational supplies as a result of low event activity.

Van Andel Arena
Income Statement
For the Twelve Months Ending June 30, 2009

	Current Month Actual	Current Month Budget	Variance	Current Month Prior Year	Year to Date Actual	Year to Date Budget	Variance	Year to Date Prior Year
Event Income								
Direct Event Income								
Rental Income	\$2,613	\$51,600	(\$45,982)	100,264	\$2,047,006	\$2,023,400	\$398,912	\$2,216,665
Service Revenue	47,494	49,748	(2,254)	82,014	1,879,317	1,430,715	448,602	2,098,150
Service Expenses	(40,235)	(60,093)	19,858	(100,333)	(2,710,091)	(2,174,924)	(535,167)	(2,724,016)
Total Direct Event Income	9,872	41,255	(31,383)	81,945	1,216,232	1,279,191	(62,959)	1,590,799
Ancillary Income								
F&B Concession	7,442	2,520	4,922	(11,519)	1,005,684	1,182,575	(176,891)	1,103,784
F&B Catering	354	5,598	(5,244)	5,615	91,279	129,397	(38,118)	97,990
Novelty Sales	1,344	8,500	(7,156)	6,133	118,702	254,235	(135,533)	191,015
Booth Cleaning	0	0	0	0	614	0	614	428
Audio Visual	0	0	0	0	2,479	0	2,479	0
Other Ancillary	0	1,628	(1,628)	1,040	32,350	31,812	538	39,208
Total Ancillary Income	9,140	18,246	(9,106)	1,269	1,251,108	1,598,019	(346,911)	1,432,425
Other Event Income								
Ticket Rebates(Per Event)	3,706	42,083	(38,377)	29,584	326,984	505,000	(178,016)	514,908
Total Other Event Income	3,706	42,083	(38,377)	29,584	326,984	505,000	(178,016)	514,908
Total Event Income	22,718	101,584	(78,866)	112,798	2,794,324	3,382,210	(587,886)	3,538,132
Other Operating Income								
Luxury Box Agreements	169,305	96,833	72,472	171,802	1,534,613	1,162,000	372,613	1,235,090
Advertising	121,500	51,667	69,833	0	663,125	620,000	43,125	582,125
Other Income	4,210	10,417	(6,207)	26,121	83,740	125,000	(41,260)	153,671
Total Other Operating Income	295,015	158,917	136,098	197,923	2,281,478	1,907,000	374,478	1,970,886
Adjusted Gross Income	317,733	260,501	57,232	310,721	5,075,802	5,289,210	(213,408)	5,509,018
Operating Expenses								
Salaries and Wages	133,799	150,447	(16,648)	151,398	1,927,588	1,805,367	122,221	1,925,892
Payroll Taxes and Benefits	20,481	44,858	(24,377)	25,046	505,328	538,255	(32,927)	453,338
Labor Allocations to Events	(31,009)	(72,240)	41,231	(38,444)	(854,313)	(866,841)	12,528	(1,017,587)
Net Salaries and Benefits	123,271	123,065	206	138,000	1,578,603	1,476,781	101,822	1,361,643
Contracted Services	17,863	23,800	(5,937)	40,489	272,846	285,600	(12,754)	339,902
General and Administrative	26,667	28,750	(2,083)	54,323	321,881	352,500	(30,619)	322,802
Operations	12,016	2,933	9,083	3,409	69,158	62,200	6,958	52,477
Repair and Maintenance	16,478	18,667	(2,189)	33,429	193,128	224,000	(30,872)	183,969
Operational Supplies	901	18,342	(17,441)	12,308	112,943	220,100	(107,157)	199,378
Insurance	3,264	6,819	(3,555)	5,420	122,249	147,219	(24,970)	143,772
Utilities	51,300	53,313	(2,013)	31,235	889,668	949,200	(59,532)	954,293
SMG Management Fees	13,223	13,161	62	12,838	158,672	157,899	773	154,050
Total Operating Expenses	264,983	288,850	(23,867)	331,451	3,719,148	3,875,499	(156,351)	3,712,286
Net Income(Loss) From Operations	52,750	(28,349)	81,099	(20,730)	1,356,654	1,413,711	(57,057)	1,796,732
Other Non-Operating Expenses								
Adjusted Net Income(Loss)	52,750	(28,349)	81,099	(20,730)	1,356,654	1,413,711	(57,057)	1,796,732

SMG - Van Andel Arena
Grand Rapids - Kent County Convention/Arena Authority
Event Summary
Month Ending June 30, 2009

Event Type	Events/Days		Attendance		Total Event Income	
	Actual	Budget	Actual	Budget	Actual	Budget
Family Show	24	18	90,696	63,500	505,272	188,840
Sporting Event	16	18	64,116	97,500	422,822	536,594
Concert	19	23	128,595	188,000	1,237,392	2,127,613
Team Home Games	45	48	256,132	264,000	626,248	428,284
Other	11	8	54,989	37,000	293,632	100,879
GRAND TOTALS	115	115	594,528	650,000	3,085,366	3,382,210

As Percentage of Overall

Family Show	20.87%	15.65%	15.26%	9.77%	16.38%	5.58%
Sporting Event	13.91%	15.65%	10.78%	15.00%	13.70%	15.87%
Concert	16.52%	20.00%	21.63%	28.92%	40.11%	62.91%
Team Home Games	39.13%	41.74%	43.08%	40.62%	20.30%	12.66%
Other	9.57%	6.96%	9.25%	5.69%	9.52%	2.98%

Van Andel Arena
Balance Sheet
For the Twelve Months Ending June 30, 2009

ASSETS

Current Assets

Cash	4,325,401
Account Receivable	503,475
Prepaid Expenses	135,392

Total Current Assets	\$4,964,268
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Total Assets	\$4,964,268
	=====

LIABILITIES AND EQUITY

Current Liabilities

Accounts Payable	144,027
Accrued Expenses	855,743
Deferred Income	598,786
Advanced Ticket Sales & Deposits	2,905,102

Total Current Liabilities	\$4,503,658
----------------------------------	--------------------

Other Liabilities

Equity

CY Funds Remitted to CAA	(2,116,913)
CY Exp. Paid Directly by CAA	822,392
Beginning Balance Equity	398,478
Current Year Equity	1,356,654

Total Equity	\$460,611
---------------------	------------------

Total Liabilities and Equity	\$4,964,269
	=====

SMG - Van Andel Arena
Grand Rapids - Kent County Convention/Arena Authority
Summary of Accounts Receivable
Month Ending June 30, 2009

Current - Under 30 Days	
Food & Beverage	3,172
Ticketing	22,037
Merchandise	-
Permanent Advertising	-
DeVos Place	43,375
Operating	227,693
 Over 30 Days	 138,698
 Over 60 Days	 68,500
 Over 90 Days	
 Total Accounts Receivable	 503,475

**SMG - Van Andel Arena & DeVos Place
Grand Rapids - Kent County Convention/Arena Authority
Management Fee Summary
Fiscal Year Ending June 30, 2009**

MANAGEMENT FEE SUMMARY

	Arena Estimate	DeVos Place Estimate	Total Estimate	FY 2008 Actual
Net Revenue above Expenses	1,356,656	(521,235)	835,421	1,104,394
Benchmark			700,000	700,000
Excess	1,356,656	(521,235)	135,421	404,394

Incentive Fee Calculation (Only if above greater than zero)

	Arena Estimate	DeVos Place Estimate	Total Estimate	Total Estimate
Base Fee	158,672	158,672	317,343	308,100
Incentive Fee				
Revenue	5,075,802	4,515,311	9,591,113	10,589,568
Benchmark Revenue	4,700,000	4,100,000	8,800,000	8,700,000
Revenue Excess	375,802	415,311	791,113	1,889,568
Incentive Fee **			212,334	308,100
Total SMG Management Fee	158,672	158,672	529,677	616,200

** Incentive fee is 25% of the first \$500,000 in excess, 30% of remaining capped at base fee amount.

DEVOS PLACE

DE VOS PLACE

FINANCIAL STATEMENT
FOR THE PERIOD ENDED JULY 31, 2009

Distribution:

Grand Rapids – Kent County Convention / Arena Authority

Robert White

Bob McClintock

Lewis Dawley

Gary McAneney

Howard Feldman

Richard MacKeigan

Chris Machuta




An SMG Managed Facility

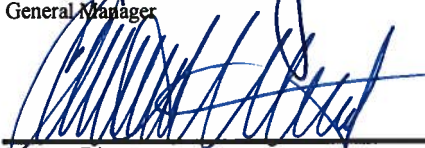
**DE VOS PLACE
ROLLING FORECAST
FISCAL YEAR ENDING JUNE 30, 2010**

	YTD Actual	Roll	TOTAL FYE	BUDGET FYE	VARIANCE
NO. EVENTS	30	534	564	564	-
ATTENDANCE	28,183	525,117	553,300	553,300	-
DIRECT EVENT REVENUE	190,608	2,072,392	2,263,000	2,263,000	-
ANCILLARY REVENUE	101,818	2,175,437	2,277,255	2,277,255	-
TOTAL EVENT REVENUE	292,426	4,247,829	4,540,255	4,540,255	-
TOTAL OTHER REVENUE	3,509	168,991	172,500	172,500	-
TOTAL OPERATING REVENUE	295,935	4,416,820	4,712,755	4,712,755	-
INDIRECT EXPENSES					
EXECUTIVE	7,932	165,372	173,304	173,304	-
FINANCE	19,051	205,245	224,296	224,296	-
MARKETING	600	107,126	107,726	107,726	-
OPERATIONS	78,693	1,450,557	1,529,250	1,529,250	-
EVENT SERVICES	59,424	829,723	889,147	889,147	-
BOX OFFICE	6,173	66,397	72,570	72,570	-
SALES	30,972	315,648	346,620	346,620	-
OVERHEAD	163,618	2,045,814	2,209,432	2,209,432	-
TOTAL OPERATING EXP.	366,463	5,185,882	5,552,345	5,552,345	-
NET REVENUE ABOVE EXPENSES	(70,528)	(769,062)	(839,590)	(839,590)	-
INCENTIVE FEE			-	158,672	(158,672)
NET OPERATING REVENUE OVER OPERATING EXPENSES	(70,528)	(769,062)	(839,590)	(998,262)	158,672

Comments:

DeVos Place starts a new fiscal year off with a fairly solid month of activity. Direct event income was well ahead of expectations while Ancillary lagged behind a little. Indirect expenses continue to be monitored very tightly during this slower stretch that the facility is currently in.


General Manager


Finance Director

**DE VOS PLACE
FINANCIAL STATEMENT HIGHLIGHTS
FOR MONTH ENDED JUNE 30, 2010**

The following schedule summarizes operating results for the current month ending July 31, 2009 and the YTD ending June 30, 2009, compared to budget and to the prior year:

MONTH	July Actual	July Budget	July FY 2009
Number of Events	30	33	26
Attendance	28,183	24,492	9,625
Direct Event Income	\$190,608	\$144,107	\$37,868
Ancillary Income	101,818	141,253	33,315
Other Income	3,509	10,833	12,922
Indirect Expenses	(366,463)	(462,698)	(405,490)
Net Income	(\$70,528)	(\$166,505)	(\$321,385)

YTD	YTD 2010 Actual	YTD 2010 Budget	YTD 2009 Prior Year
Number of Events	30	33	26
Attendance	28,183	24,492	9,625
Direct Event Income	\$190,608	\$144,107	\$37,868
Ancillary Income	101,818	141,253	33,315
Other Income	3,509	10,833	12,922
Indirect Expenses	(366,463)	(462,698)	(405,490)
Net Income	(\$70,528)	(\$166,505)	(\$321,385)

EVENT INCOME

Event income came in higher than budget for the month on the strength of the United Church of Christ and Rob Bell Pastor's Conference held during the month.

ANCILLARY INCOME

Ancillary income fell short of budget for the month as UCC did not have as many meal functions in the facility as was originally expected.

INDIRECT EXPENSES

Indirect expenses came in under budget for the month as we continue to monitor expenses very tightly.

DeVos Place
Income Statement
For the Month Ending July 31, 2009

	Current Month Actual	Current Month Budget	Variance	Current Month Prior Year	Year to Date Actual	Year to Date Budget	Variance	Year to Date Prior Year
Event Income								
Direct Event Income								
Rental Income	\$193,060	\$170,913	\$22,147	\$50,556	\$193,060	\$170,913	\$22,147	\$50,556
Service Revenue	95,929	125,194	(29,265)	29,760	95,929	125,194	(29,265)	29,760
Service Expenses	(98,381)	(152,000)	53,619	(42,448)	(98,381)	(152,000)	53,619	(42,448)
Total Direct Event Income	190,608	144,107	46,501	37,868	190,608	144,107	46,501	37,868
Ancillary Income								
F&B Concession	8,198	10,144	(1,946)	3,997	8,198	10,144	(1,946)	3,997
F&B Catering	35,257	48,613	(13,356)	16,731	35,257	48,613	(13,356)	16,731
Novelty	0	844	(844)	0	0	844	(844)	0
Booth Cleaning	5,549	7,602	(2,053)	3,000	5,549	7,602	(2,053)	3,000
Telephone/Long Distance	563	2,472	(1,909)	0	563	2,472	(1,909)	0
Electrical Services	16,648	25,000	(8,352)	6,208	16,648	25,000	(8,352)	6,208
Audio Visual	15,953	27,909	(11,956)	2,703	15,953	27,909	(11,956)	2,703
Internet Services	11,400	9,150	2,250	(4,489)	11,400	9,150	2,250	(4,489)
Equipment Rental	8,250	9,519	(1,269)	5,165	8,250	9,519	(1,269)	5,165
Total Ancillary Income	101,818	141,253	(39,435)	33,315	101,818	141,253	(39,435)	33,315
Other Event Income								
Ticket Rebates(Per Event)	1,381	6,000	(4,619)	9,885	1,381	6,000	(4,619)	9,885
Total Other Event Income	1,381	6,000	(4,619)	9,885	1,381	6,000	(4,619)	9,885
Total Event Income	293,807	291,360	2,447	81,068	293,807	291,360	2,447	81,068
Other Operating Income								
Luxury Box Agreements	1,733	2,000	(267)	2,600	1,733	2,000	(267)	2,600
Other Income	395	2,833	(2,438)	437	395	2,833	(2,438)	437
Total Other Operating Income	2,128	4,833	(2,705)	3,037	2,128	4,833	(2,705)	3,037
Adjusted Gross Income	295,935	296,193	(258)	84,105	295,935	296,193	(258)	84,105
Operating Expenses								
Salaries and Wages	186,878	223,027	(36,149)	152,798	186,878	223,027	(36,149)	152,798
Payroll Taxes and Benefits	41,097	61,340	(20,243)	36,076	41,097	61,340	(20,243)	36,076
Labor Allocations to Events	(89,579)	(119,103)	29,524	(40,779)	(89,579)	(119,103)	29,524	(40,779)
Net Salaries and Benefits	138,396	165,264	(26,868)	148,095	138,396	165,264	(26,868)	148,095
Contracted Services	20,645	21,200	(555)	31,402	20,645	21,200	(555)	31,402
General and Administrative	17,588	28,768	(11,180)	19,612	17,588	28,768	(11,180)	19,612
Operations	1,749	11,823	(10,074)	3,446	1,749	11,823	(10,074)	3,446
Repair and Maintenance	36,079	41,941	(5,862)	43,548	36,079	41,941	(5,862)	43,548
Operational Supplies	1,197	21,500	(20,303)	49,654	1,197	21,500	(20,303)	49,654
Insurance	14,458	17,463	(3,005)	11,192	14,458	17,463	(3,005)	11,192
Utilities	123,128	141,516	(18,388)	85,318	123,128	141,516	(18,388)	85,318
SMG Management Fees	13,223	13,223	0	13,223	13,223	13,223	0	13,223
Total Operating Expenses	366,463	462,698	(96,235)	405,490	366,463	462,698	(96,235)	405,490
Net Income(Loss) From Operations	(70,528)	(166,505)	95,977	(321,385)	(70,528)	(166,505)	95,977	(321,385)
Other Non-Operating Expenses								
Adjusted Net Income(Loss)	(70,528)	(166,505)	95,977	(321,385)	(70,528)	(166,505)	95,977	(321,385)

SMG DeVos Place
Grand Rapids - Kent County Convention/Arena Authority
Year to Date Event Summary Report
For Month Ended July 31, 2009

Event Type	Events/Days		Attendance		Total Event Income	
	Actual	Budget	Actual	Budget	Actual	Budget
Convention/Trade Shows	12	18	21,000	16,992	198,603	216,566
Consumer/Gated Shows	-	-	-	-	-	-
Devos Performance Hall	10	3	1,908	4,500	32,861	41,242
Banquets	-	-	-	-	-	-
Meetings	8	12	5,275	3,000	62,343	33,552
Other	-	-	-	-	-	-
GRAND TOTALS	30	33	28,183	24,492	293,807	291,360

As Percentage of Overall

Convention/Trade Shows	40.00%	54.55%	74.51%	69.38%	67.60%	74.33%
Consumer/Gated Shows	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
Devos Performance Hall	33.33%	9.09%	6.77%	18.37%	11.18%	14.15%
Ballroom Exclusive	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
Meetings	26.67%	36.36%	18.72%	12.25%	21.22%	11.52%
Other	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%

DeVos Place
Balance Sheet
For the Month Ending July 31, 2009

ASSETS

Current Assets

Cash	770,007
Account Receivable	448,758
Prepaid Expenses	80,611

Total Current Assets

\$1,299,375

Total Assets

\$1,299,375

LIABILITIES AND EQUITY

Current Liabilities

Accounts Payable	2,462
Accrued Expenses	273,057
Deferred Income	55,899
Advanced Ticket Sales & Deposits	354,514

Total Current Liabilities

\$685,932

Other Liabilities

Equity

CY Funds Remitted to CAA	(150,000)
CY Exp. Paid Directly by CAA	116,674
Beginning Balance Equity	717,297
Current Year Equity	(70,528)

Total Equity

\$613,443

Total Liabilities and Equity

\$1,299,375

5

SMG - DeVos Place
Grand Rapids - Kent County Convention/Arena Authority
Summary of Accounts Receivable
For Month Ended July 31, 2009

Current - Under 30 Days	
Food & Beverage	21,705
Ticketing	3,291
Merchandise	-
Decorating	6,627
Audio/Visual	2,141
Van Andel Arena	10,059
Operating	290,990
 Over 30 Days	 65,851
 Over 60 Days	 32,960
 Over 90 Days	
Donnell Productions	5,736
Paragon Leather	2,110
Saigon Entertainment	5,002
Grinder Promotions	2,286
 Total Accounts Receivable	 448,758

**SMG - Van Andel Arena & DeVos Place
Grand Rapids - Kent County Convention/Arena Authority
Management Fee Summary
Fiscal Year Ending June 30, 2010**

MANAGEMENT FEE SUMMARY

	Arena Estimate	DeVos Place Estimate	Total Estimate	FY 2009 Actual
Net Revenue above Expenses	1,162,673	(839,590)	323,083	835,421
Benchmark			700,000	700,000
Excess	1,162,673	(839,590)	(376,917)	135,421

Incentive Fee Calculation (Only if above greater than zero)

	Arena Estimate	DeVos Place Estimate	Total Estimate	Total Estimate
Base Fee	158,672	158,671	317,343	317,343
Incentive Fee				
Revenue	5,004,712	4,712,755	9,717,467	9,591,113
Benchmark Revenue	4,750,000	4,150,000	8,900,000	8,800,000
Revenue Excess	254,712	562,755	817,467	791,113
Incentive Fee **	-	-	-	212,334
Total SMG Management Fee	158,672	158,671	317,343	529,677

** Incentive fee is 25% of the first \$500,000 in excess, 30% of remaining capped at base fee amount.



VAN ANDEL ARENA

FINANCIAL STATEMENT FOR THE PERIOD ENDED JULY 31, 2009

Distribution:

Grand Rapids – Kent County Convention / Arena Authority
Robert White
Bob McClintock
Lewis Dawley
Gary McAneney
Howard Feldman
Richard MacKeigan
Chris Machuta



An SMG Managed Facility

VAN ANDEL ARENA
ROLLING FORECAST
FISCAL YEAR ENDING JUNE 30, 2010

	YTD	ROLL	TOTAL FYE	BUDGET FYE	VARIANCE
NO. EVENTS	1	104	105	105	-
ATTENDANCE	8,393	551,257	559,650	559,650	-
DIRECT EVENT INCOME	16,550	1,407,195	1,423,745	1,423,745	-
ANCILLARY INCOME	12,178	1,101,399	1,113,577	1,113,577	-
TOTAL EVENT INCOME	28,728	2,508,594	2,537,322	2,537,322	-
TOTAL OTHER INCOME	144,285	2,323,105	2,467,390	2,467,390	-
TOTAL INCOME	173,013	4,831,699	5,004,712	5,004,712	-
INDIRECT EXPENSES					
EXECUTIVE	14,791	172,283	187,074	187,074	-
FINANCE	11,876	222,049	233,925	233,925	-
MARKETING	19,297	255,983	275,280	275,280	-
OPERATIONS	91,076	1,553,768	1,644,844	1,644,844	-
BOX OFFICE	7,545	136,593	144,138	144,138	-
LUXURY SEATING	6,221	80,530	86,751	86,751	-
SKYWALK ADMIN	1,812	22,144	23,956	23,956	-
OVERHEAD	74,727	1,171,344	1,246,071	1,246,071	-
TOTAL INDIRECT EXP.	227,346	3,614,694	3,842,039	3,842,039	-
NET REVENUE ABOVE EXPENSES	(54,333)	1,217,005	1,162,673	1,162,673	-
LESS INCENTIVE FEE			0	158,672	158,672
NET REVENUE ABOVE EXPENSES AFTER INCENTIVE	(54,333)	1,217,005	1,162,673	1,004,001	158,672

Comments:

The Arena started the fiscal year a little slow, however, successfully with a National Cheerleading tournament. Concert activity will pick up during the next few months of the fiscal year.


General Manager


Director of Finance

**VAN ANDEL ARENA
FINANCIAL STATEMENT HIGHLIGHTS
FOR MONTH ENDED JULY 31, 2009**

The following schedule summarizes operating results for the current month ending July 31, 2009 and the YTD ending June 30, 2009 compared to budget and to the prior year:

MONTH

	July Actual	July Budget	July FY 2009
Number of Events	1	1	1
Attendance	8,393	1,500	6,954
Direct Event Income	\$16,550	\$8,610	19,270
Ancillary Income	12,178	3,015	24,679
Other Income	144,285	154,480	153,837
Indirect Expenses	(227,346)	(320,171)	(285,757)
Net Income	(\$54,333)	(\$154,066)	(\$87,971)

YTD

	YTD 2010 Actual	YTD 2010 Budget	YTD 2009 Prior Year
Number of Events	1	1	1
Attendance	8,393	1,500	6,954
Direct Event Income	\$16,550	\$8,610	19,270
Ancillary Income	12,178	3,015	24,679
Other Income	144,285	154,480	153,837
Indirect Expenses	(227,346)	(320,171)	(285,757)
Net Income	(\$54,333)	(\$154,066)	(\$87,971)

EVENT INCOME

Event income came in a little ahead of budget overall as the Cheerleading event positively changed their event from what was originally expected.

ANCILLARY INCOME

Ancillary income came in ahead of budget as attendance for the Cheerleading event far exceeded original expectations.

INDIRECT EXPENSES

Indirect expenses came in under budget for the month as we continue to monitor expenses.

Van Andel Arena
Income Statement
For the Month Ending July 31, 2009

	Current Month Actual	Current Month Budget	Variance	Current Month Prior Year	Year to Date Actual	Year to Date Budget	Variance	Year to Date Prior Year
Event Income								
Direct Event Income								
Rental Income	\$19,000	\$7,500	11,500	(\$7,587)	\$19,000	\$50,253	(31,253)	\$12,413
Service Revenue	3,929	11,050	(7,121)	50,138	3,929	60,426	(56,497)	50,138
Service Expenses	(6,379)	(9,940)	3,561	(43,281)	(6,379)	(55,348)	48,969	(43,281)
Total Direct Event Income	16,550	8,610	7,940	(730)	16,550	55,331	(38,781)	19,270
Ancillary Income								
F&B Concession	11,678	3,015	8,663	19,606	11,678	17,855	(6,177)	19,606
F&B Catering	0	0	0	1,638	0	(24,702)	24,702	1,638
Novelty Sales	500	0	500	3,435	500	5,667	(5,167)	3,435
Total Ancillary Income	12,178	3,015	9,163	24,679	12,178	(1,180)	13,358	24,679
Other Event Income								
Ticket Rebates(Per Event)	0	0	0	11,781	0	0	0	11,781
Total Other Event Income	0	0	0	11,781	0	0	0	11,781
Total Event Income	28,728	11,625	17,103	35,730	28,728	54,151	(25,423)	55,730
Other Operating Income								
Luxury Box Agreements	94,010	66,896	27,114	102,536	94,010	66,896	27,114	82,536
Club Seat Agreements	0	26,500	(26,500)	0	0	26,500	(26,500)	0
Advertising	46,500	54,167	(7,667)	52,500	46,500	54,167	(7,667)	52,500
Other Income	3,775	6,917	(3,142)	7,020	3,775	6,917	(3,142)	7,020
Total Other Operating Income	144,285	154,480	(10,195)	162,056	144,285	154,480	(10,195)	142,056
Adjusted Gross Income	173,013	166,105	6,908	197,786	173,013	208,631	(35,618)	197,786
Operating Expenses								
Salaries and Wages	105,330	158,969	(53,639)	117,429	105,330	158,969	(53,639)	117,429
Payroll Taxes and Benefits	27,781	46,429	(18,648)	26,018	27,781	46,429	(18,648)	26,018
Labor Allocations to Events	(21,093)	(71,669)	50,576	(32,938)	(21,093)	(71,669)	50,576	(32,938)
Net Salaries and Benefits	112,018	133,729	(21,711)	110,509	112,018	133,729	(21,711)	110,509
Contracted Services	18,367	21,300	(2,933)	35,834	18,367	21,300	(2,933)	35,834
General and Administrative	14,033	27,965	(13,932)	20,199	14,033	27,965	(13,932)	20,199
Operations	760	5,183	(4,423)	5,524	760	5,183	(4,423)	5,524
Repair and Maintenance	11,713	18,662	(6,949)	16,577	11,713	18,662	(6,949)	16,577
Operational Supplies	797	18,342	(17,545)	22,357	797	18,342	(17,545)	22,357
Insurance	4,223	2,667	1,556	3,855	4,223	2,667	1,556	3,855
Utilities	52,212	79,100	(26,888)	57,679	52,212	79,100	(26,888)	57,679
SMG Management Fees	13,223	13,223	0	13,223	13,223	13,223	0	13,223
Total Operating Expenses	227,346	320,171	(92,825)	285,757	227,346	320,171	(92,825)	285,757
Net Income(Loss) From Operations	(54,333)	(154,066)	99,733	(87,971)	(54,333)	(111,540)	57,207	(87,971)
Other Non-Operating Expenses								
Adjusted Net Income(Loss)	(54,333)	(154,066)	99,733	(87,971)	(54,333)	(111,540)	57,207	(87,971)

SMG - Van Andel Arena
Grand Rapids - Kent County Convention/Arena Authority
Event Summary
Month Ending July 31, 2009

Event Type	Events/Days		Attendance		Total Event Income	
	Actual	Budget	Actual	Budget	Actual	Budget
Family Show						
Sporting Event	1	1	8,393	1,500	28,760	11,625
Concert						
Team Home Games						
Other	-	-	-	-	-	-
GRAND TOTALS	1	1	8,393	1,500	28,760	11,625

As Percentage of Overall

Family Show	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
Sporting Event	#####	#####	100.00%	100.00%	100.00%	100.00%
Concert	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
Team Home Games	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
Other	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%

Van Andel Arena
Balance Sheet
For the Month Ending July 31, 2009

ASSETS

Current Assets

Cash	4,533,629
Account Receivable	1,338,140
Prepaid Expenses	139,444

Total Current Assets		\$6,011,214
-----------------------------	--	--------------------

Total Assets		\$6,011,214
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LIABILITIES AND EQUITY

Current Liabilities

Accounts Payable	(445,681)
Accrued Expenses	853,573
Deferred Income	2,053,473
Advanced Ticket Sales & Deposits	3,097,611

Total Current Liabilities		\$5,558,976
----------------------------------	--	--------------------

Other Liabilities

Equity

CY Funds Remitted to SEA	0
CY Exp. Paid Directly by City	47,306
Beginning Balance Equity	460,611
Current Year Equity	(54,334)

Total Equity		\$452,237
---------------------	--	------------------

Total Liabilities and Equity		\$6,011,213
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5

SMG - Van Andel Arena
Grand Rapids - Kent County Convention/Arena Authority
Summary of Accounts Receivable
Month Ending July 31, 2009

Current - Under 30 Days	
Food & Beverage	21,705
Ticketing	3,291
Merchandise	-
Permanent Advertising	-
DeVos Place	(10,059)
Operating	1,153,829
 Over 30 Days	 100,874
 Over 60 Days	 68,500
 Over 90 Days	
 Total Accounts Receivable	 1,338,140

**SMG - Van Andel Arena & DeVos Place
Grand Rapids - Kent County Convention/Arena Authority
Management Fee Summary
Fiscal Year Ending June 30, 2010**

MANAGEMENT FEE SUMMARY

	Arena Estimate	DeVos Place Estimate	Total Estimate	FY 2009 Actual
Net Revenue above Expenses	1,162,673	(839,590)	323,083	835,421
Benchmark			700,000	700,000
Excess	1,162,673	(839,590)	(376,917)	135,421

Incentive Fee Calculation (Only if above greater than zero)

	Arena Estimate	DeVos Place Estimate	Total Estimate	Total Estimate
Base Fee	158,672	158,671	317,343	317,343
Incentive Fee				
Revenue	5,004,712	4,712,755	9,717,467	9,591,113
Benchmark Revenue	4,750,000	4,150,000	8,900,000	8,800,000
Revenue Excess	254,712	562,755	817,467	791,113
Incentive Fee **	-	-	-	212,334
Total SMG Management Fee	158,672	158,671	317,343	529,677

** Incentive fee is 25% of the first \$500,000 in excess, 30% of remaining capped at base fee amount.



Memorandum

To: CAA Board Members

From: Susan Waddell, Administrative Manager

Date: August 19, 2009

Re: CAA Financial Statements

The following is a summary of financial activity in the two operating accounts as of June 30, 2009:

	<i>1050: Operations</i>	<i>1070: Kent County Operating</i>
Beginning Balance	\$ 329,320.09	\$22,718,401.73
Cleared Transactions	- -246,126.90	<u>47,390.76</u>
Cleared Balance	83,193.19	22,765,792.49
Uncleared Transactions	<u>460.89</u>	<u>-000.00</u>
Register Balance	<u>\$ 83,654.08</u>	<u>\$22,765,792.49</u>

1. Both parking revenues and interest ended the fiscal year lower than projected.
2. Several capital projects were deferred, resulting in a significant reduction in capital replacement projects.
3. Other contractual services are lower than budgeted due to deferral of the landscaping project and lower-than-expected expenses for the diversity initiative.
4. The personal services line item is under budget because the expense reimbursement from the Kent County Parks Foundation for administrative services is not considered.

If you have any questions or would like additional information, please contact me at 742-6594 or swaddell@smggr.com. Thank you.



Van Andel Arena®
130 Fulton West
Grand Rapids, MI 49503-2601
616.742.6600
Fax 616.742.6197

DEVOS PLACE

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303 Monroe Ave. NW
Grand Rapids, MI 49503-2233
616.742.6500
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9:38 AM

07/27/09

Accrual Basis

Grand Rapids-Kent County Convention/Arena Authority

Balance Sheet

As of June 30, 2009

	Jun 30, 09
ASSETS	
Current Assets	
Checking/Savings	
1040 · Cash - Operations - SMG	4,319,835.10
1050 · Operations - Cash	83,654.08
Total Checking/Savings	4,403,489.18
Other Current Assets	
1070 · Kent County - Operating	22,765,792.49
1200 · Accounts Receivable	1,227,456.17
1300 · Prepaid Expenses	189,100.35
1600 · Advances/Deposits Receivable	-2,250,000.07
Total Other Current Assets	21,932,348.94
Total Current Assets	26,335,838.12
Fixed Assets	
Buildings & Structures	
Depreciation	-83,557.38
Original Cost	322,431.00
Total Buildings & Structures	238,873.62
Equip	
Depreciation	-682,930.97
Original Cost	1,063,917.04
Total Equip	380,986.07
Vehicles	43,914.30
Total Fixed Assets	663,773.99
TOTAL ASSETS	26,999,612.11
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
2000 · Accounts Payable	113,494.32
2005 · Accounts payable - SMG	665,803.17
Total Accounts Payable	779,297.49
Other Current Liabilities	
2200 · Accrued Expenses	1,097,477.61
2210 · Advance Ticket Sales	1,882,333.73
2220 · Advance deposits	291,472.00
2500 · Deferred facility income	1,077,282.74
Total Other Current Liabilities	4,348,566.08
Total Current Liabilities	5,127,863.57
Total Liabilities	5,127,863.57
Equity	
3000 · Opening Bal Equity	37,035,584.45
3900 · Retained Earnings	-13,430,836.02
Net Income	-1,732,999.89
Total Equity	21,871,748.54
TOTAL LIABILITIES & EQUITY	26,999,612.11

9:41 AM

Grand Rapids-Kent County Convention/Arena Authority

Profit & Loss Budget vs. Actual

07/27/09

Accrual Basis

July 2008 through June 2009

	Jul '08 - Jun 09	Budget	\$ Over Budget	% of Budget
Income				
4500 • Interest on Investments	560,859.79	742,000.00	-181,140.21	75.6%
4540 • Land Lease	140,681.35	141,216.00	-534.65	99.6%
4545 • Parking Revenues	801,409.55	928,200.00	-126,790.45	86.3%
4550 • Miscellaneous Revenue	112,293.00	80,000.00	32,293.00	140.4%
Total Income	1,615,243.69	1,891,416.00	-276,172.31	85.4%
Expense				
6000 • Professional Services				
6001 • Accounting/Auditing Services	28,433.32	38,000.00	-9,566.68	74.8%
6040 • Legal Services	-100,531.54	35,000.00	-135,531.54	-287.2%
Total 6000 • Professional Services	-72,098.22	73,000.00	-145,098.22	-98.8%
6060 • Other Contractual Services	150,695.51	289,000.00	-138,304.49	52.1%
6065 • Pedestrian Safety	76,978.06	87,234.00	-10,255.94	88.2%
6068 • Parking Management	211,482.00	281,495.00	-70,013.00	75.1%
6100 • Other Supplies & Expenses				
6010 • Bank Fees	694.07			
6020 • Computer Services	295.98			
6030 • Insurance-Property/Liability	20,673.00	22,000.00	-1,327.00	94.0%
6101 • Advertising/Promo/Publicity	1,790.00			
6110 • Meeting Expense	8,421.58	10,000.00	-1,578.42	84.2%
6120 • Supplies	5,450.68	5,000.00	450.68	109.0%
Total 6100 • Other Supplies & Expenses	37,325.31	37,000.00	325.31	100.9%
6160 • Facility Repair and Maintenance	0.00	25,000.00	-25,000.00	0.0%
6200 • Capital Replacement Projects	456,092.74	1,844,100.00	-1,388,007.26	24.7%
6210 • F&B Repair & Maintenance	22,219.20	45,000.00	-22,780.80	49.4%
6300 • Utilities Expense				
6301 • Electricity	1,190,775.60	1,232,000.00	-41,224.40	96.7%
6310 • Natural Gas	22,941.11	18,000.00	4,941.11	127.5%
6320 • Steam	713,325.11	1,128,900.00	-415,574.89	63.2%
6340 • Water & Sewer	102,643.32	112,500.00	-9,856.68	91.2%
Total 6300 • Utilities Expense	2,029,685.14	2,491,400.00	-461,714.86	81.5%
6500 • DID Assessment	53,138.59	52,900.00	238.59	100.5%
6600 • SMG Incentive Fees	308,100.00	315,798.00	-7,698.00	97.6%
8000 • Personal Services				
8001 • Employee Wages	58,014.11	40,595.00	17,419.11	142.9%
8030 • Employee Benefits	16,611.14	20,467.00	-3,855.86	81.2%
Total 8000 • Personal Services	74,625.25	61,062.00	13,563.25	122.2%
Total Expense	3,348,243.58	5,602,989.00	-2,254,745.42	59.8%
Net Income	-1,732,999.89	-3,711,573.00	1,978,573.11	46.7%

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07/27/09

Accrual Basis

Grand Rapids-Kent County Convention/Arena Authority
Profit & Loss Prev Year Comparison
July 2008 through June 2009

	Jul '08 - Jun 09	Jul '07 - Jun 08	\$ Change	% Change
Income				
4040 · Private Support	0.00	80,000.00	-80,000.00	-100.0%
4500 · Interest on Investments	560,859.79	1,079,803.67	-518,943.88	-48.1%
4530 · Facility Operations	0.00	9,727,144.00	-9,727,144.00	-100.0%
4540 · Land Lease	140,681.35	114,620.65	26,060.70	22.7%
4545 · Parking Revenues	801,409.55	911,459.00	-110,049.45	-12.1%
4550 · Miscellaneous Revenue	112,293.00	758,252.50	-645,959.50	-85.2%
Total Income	1,615,243.69	12,671,279.82	-11,056,036.13	-87.3%
Expense				
6000 · Professional Services				
6001 · Accounting/Auditing Services	28,433.32	32,484.54	-4,051.22	-12.5%
6040 · Legal Services	-100,531.54	42,092.60	-142,624.14	-338.8%
Total 6000 · Professional Services	-72,098.22	74,577.14	-146,675.36	-196.7%
6060 · Other Contractual Services	150,695.51	2,216,128.40	-2,065,432.89	-93.2%
6065 · Pedestrian Safety	76,978.06	95,492.91	-18,514.85	-19.4%
6068 · Parking Management	211,482.00	327,042.43	-115,560.43	-35.3%
6070 · Facility Management Fees	0.00	316,196.00	-316,196.00	-100.0%
6100 · Other Supplies & Expenses				
6010 · Bank Fees	694.07	499.09	194.98	39.1%
6020 · Computer Services	295.98	634.90	-338.92	-53.4%
6030 · Insurance-Property/Liability	20,673.00	20,258.00	415.00	2.1%
6101 · Advertising/Promo/Publicity	1,790.00	0.00	1,790.00	100.0%
6110 · Meeting Expense	8,421.58	422.24	7,999.34	1,894.5%
6120 · Supplies	5,450.68	430,549.34	-425,098.66	-98.7%
Total 6100 · Other Supplies & Expenses	37,325.31	452,363.57	-415,038.26	-91.8%
6160 · Facility Repair and Maintenance	0.00	888,839.20	-888,839.20	-100.0%
6200 · Capital Replacement Projects	456,092.74	227,915.64	228,177.10	100.1%
6210 · F&B Repair & Maintenance	22,219.20	28,059.47	-5,840.27	-20.8%
6300 · Utilities Expense				
6301 · Electricity	1,190,775.60	1,236,623.45	-45,847.85	-3.7%
6310 · Natural Gas	22,941.11	12,940.87	10,000.24	77.3%
6320 · Steam	713,325.11	1,035,116.55	-321,791.44	-31.1%
6340 · Water & Sewer	102,643.32	122,445.44	-19,802.12	-16.2%
Total 6300 · Utilities Expense	2,029,685.14	2,407,126.31	-377,441.17	-15.7%
6500 · DID Assessment	53,138.59	51,350.58	1,788.01	3.5%
6570 · Depreciation Expense	0.00	135,413.58	-135,413.58	-100.0%
6600 · SMG Incentive Fees	308,100.00	300,000.00	8,100.00	2.7%
7100 · Transfers Out	0.00	223,023.09	-223,023.09	-100.0%
8000 · Personal Services				
8001 · Employee Wages	58,014.11	3,402,206.14	-3,344,192.03	-98.3%
8030 · Employee Benefits	16,611.14	25,237.68	-8,626.54	-34.2%
Total 8000 · Personal Services	74,625.25	3,427,443.82	-3,352,818.57	-97.8%
Total Expense	3,348,243.58	11,170,972.14	-7,822,728.56	-70.0%
Net Income	-1,732,999.89	1,500,307.68	-3,233,307.57	-215.5%



Memorandum

To: CAA Board Members

From: Susan Waddell, Administrative Manager

Date: August 19, 2009

Re: CAA Financial Statements

The following is a summary of financial activity in the two operating accounts as of July 31, 2009:

	<i>1050: Operations</i>	<i>1070: Kent County Operating</i>
Beginning Balance	\$ 83,193.19	\$22,765,792.49
Cleared Transactions	- 32,581.83	44,456.68
Cleared Balance	115,775.02	22,810,379.17
Uncleared Transactions	-89,708.31	-000.00
Register Balance	<u>\$ 26,066.71</u>	<u>\$22,810,379.17</u>

July 1 was the beginning of the new fiscal year and many expense categories have not had activity yet.

1. The electricity expense is higher than anticipated, while the steam expense continues to be lower than projected.
2. Parking revenues are down due to the slow summer season.
3. The actual amount for employee wages will exceed the budget amount because the line item has been credited \$25,000 for the Kent County Parks Foundation reimbursement.

If you have any questions or would like additional information, please contact me at 742-6594 or swaddell@smggr.com. Thank you.



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130 Fulton West
Grand Rapids, MI 49503-2601
616.742.6600
Fax 616.742.6197

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11:32 AM
08/06/09
Accrual Basis

Grand Rapids-Kent County Convention/Arena Authority

Balance Sheet

As of July 31, 2009

	Jul 31, 09
ASSETS	
Current Assets	
Checking/Savings	
1040 · Cash - Operations - SMG	4,319,835.10
1050 · Operations - Cash	26,066.71
Total Checking/Savings	4,345,901.81
Other Current Assets	
1070 · Kent County - Operating	22,810,379.17
1200 · Accounts Receivable	1,227,456.17
1300 · Prepaid Expenses	189,100.35
1600 · Advances/Deposits Receivable	-2,400,000.07
Total Other Current Assets	21,826,935.62
Total Current Assets	26,172,837.43
Fixed Assets	
Buildings & Structures	
Depreciation	-83,557.38
Original Cost	322,431.00
Total Buildings & Structures	238,873.62
Equip	
Depreciation	-682,930.97
Original Cost	1,063,917.04
Total Equip	380,986.07
Vehicles	43,914.30
Total Fixed Assets	663,773.99
TOTAL ASSETS	26,836,611.42
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
2000 · Accounts Payable	178,722.71
2005 · Accounts payable - SMG	665,803.17
Total Accounts Payable	844,525.88
Other Current Liabilities	
2200 · Accrued Expenses	1,097,477.61
2210 · Advance Ticket Sales	1,882,333.73
2220 · Advance deposits	291,472.00
2500 · Deferred facility income	1,077,282.74
Total Other Current Liabilities	4,348,566.08
Total Current Liabilities	5,193,091.96
Total Liabilities	5,193,091.96
Equity	
3000 · Opening Bal Equity	37,035,584.45
3900 · Retained Earnings	-15,119,249.23
Net Income	-272,815.76
Total Equity	21,643,519.46
TOTAL LIABILITIES & EQUITY	26,836,611.42

11:38 AM

Grand Rapids-Kent County Convention/Arena Authority

Profit & Loss Budget vs. Actual

July 2009

08/06/09

Accrual Basis

	Jul 09	Budget	\$ Over Budget	% of Budget
Income				
4500 · Interest on Investments	0.00	56,250.00	-56,250.00	0.0%
4540 · Land Lease	0.00	11,229.25	-11,229.25	0.0%
4545 · Parking Revenues	6,085.00	71,467.75	-65,382.75	8.5%
4550 · Miscellaneous Revenue	0.00	0.00	0.00	0.0%
Total Income	6,085.00	138,947.00	-132,862.00	4.4%
Expense				
6000 · Professional Services				
6001 · Accounting/Auditing Services	286.70	3,166.74	-2,880.04	9.1%
6040 · Legal Services	9,508.70	2,916.74	6,591.96	326.0%
Total 6000 · Professional Services	9,795.40	6,083.48	3,711.92	161.0%
6060 · Other Contractual Services	0.00	30,750.00	-30,750.00	0.0%
6065 · Pedestrian Safety	0.00	8,000.00	-8,000.00	0.0%
6068 · Parking Management	0.00	22,387.62	-22,387.62	0.0%
6100 · Other Supplies & Expenses				
6010 · Bank Fees	64.27	0.00	64.27	100.0%
6020 · Computer Services	279.99	0.00	279.99	100.0%
6101 · Advertising/Promo/Publicity	0.00	0.00	0.00	0.0%
6110 · Meeting Expense	28.12	833.37	-805.25	3.4%
6120 · Supplies	0.00	416.74	-416.74	0.0%
Total 6100 · Other Supplies & Expenses	372.38	1,250.11	-877.73	29.8%
6160 · Facility Repair and Maintenance	0.00	833.37	-833.37	0.0%
6200 · Capital Replacement Projects	94,681.00	162,100.00	-67,419.00	58.4%
6210 · F&B Repair & Maintenance	0.00	1,666.74	-1,666.74	0.0%
6300 · Utilities Expense				
6301 · Electricity	109,849.00	102,666.74	7,182.26	107.0%
6310 · Natural Gas	0.00	1,500.00	-1,500.00	0.0%
6320 · Steam	45,352.43	94,075.00	-48,722.57	48.2%
6340 · Water & Sewer	7,032.36	9,375.00	-2,342.64	75.0%
Total 6300 · Utilities Expense	162,233.79	207,616.74	-45,382.95	78.1%
8000 · Personal Services				
8001 · Employee Wages	10,290.52	5,485.49	4,805.03	187.6%
8030 · Employee Benefits	1,527.67	1,768.12	-240.45	86.4%
Total 8000 · Personal Services	11,818.19	7,253.61	4,564.58	162.9%
Total Expense	278,900.76	447,941.67	-169,040.91	62.3%
Net Income	-272,815.76	-308,994.67	36,178.91	88.3%

11:36 AM

Grand Rapids-Kent County Convention/Arena Authority Profit & Loss Prev Year Comparison

08/06/09

Accrual Basis

July 2009

	Jul 09	Jul 08	\$ Change	% Change
Income				
4500 · Interest on Investments	0.00	379.66	-379.66	-100.0%
4540 · Land Lease	0.00	8,740.35	-8,740.35	-100.0%
4545 · Parking Revenues	6,085.00	-10,077.50	16,162.50	160.4%
4550 · Miscellaneous Revenue	0.00	220.00	-220.00	-100.0%
Total Income	6,085.00	-737.49	6,822.49	925.1%
Expense				
6000 · Professional Services				
6001 · Accounting/Auditing Services	286.70	1,025.00	-738.30	-72.0%
6040 · Legal Services	9,508.70	0.00	9,508.70	100.0%
Total 6000 · Professional Services	9,795.40	1,025.00	8,770.40	855.7%
6060 · Other Contractual Services	0.00	25,000.00	-25,000.00	-100.0%
6065 · Pedestrian Safety	0.00	-3,186.59	3,186.59	100.0%
6068 · Parking Management	0.00	-22,165.00	22,165.00	100.0%
6100 · Other Supplies & Expenses				
6010 · Bank Fees	64.27	0.00	64.27	100.0%
6020 · Computer Services	279.99	0.00	279.99	100.0%
6110 · Meeting Expense	28.12	0.00	28.12	100.0%
Total 6100 · Other Supplies & Expenses	372.38	0.00	372.38	100.0%
6200 · Capital Replacement Projects	94,681.00	48,012.10	46,668.90	97.2%
6210 · F&B Repair & Maintenance	0.00	-26,324.00	26,324.00	100.0%
6300 · Utilities Expense				
6301 · Electricity	109,849.00	49,370.67	60,478.33	122.5%
6310 · Natural Gas	0.00	309.19	-309.19	-100.0%
6320 · Steam	45,352.43	14,738.36	30,614.07	207.7%
6340 · Water & Sewer	7,032.36	5,683.62	1,348.74	23.7%
Total 6300 · Utilities Expense	162,233.79	70,101.84	92,131.95	131.4%
8000 · Personal Services				
8001 · Employee Wages	10,290.52	1,374.99	8,915.53	648.4%
8030 · Employee Benefits	1,527.67	-3,607.93	5,135.60	142.3%
Total 8000 · Personal Services	11,818.19	-2,232.94	14,051.13	629.3%
Total Expense	278,900.76	90,230.41	188,670.35	209.1%
Net Income	-272,815.76	-90,967.90	-181,847.86	-199.9%



FISCAL SERVICES DEPARTMENT

Phil Van Dyke, Risk Coordinator

Kent County Administration Building, 300 Monroe Avenue, N.W. Grand Rapids, Michigan 49503-2289
 Phone: (616) 623-7668 • Fax: (616) 632-7675 • e-mail: Phil.VanDyke@kentcounty.org

August 12, 2009

Mr. Bob White
 Finance Director
 Kent County Fiscal Services

RE: Convention/Arena Authority
 Insurance Renewal Proposal
 Insurer: Michigan Municipal Risk Management Authority (MMRMA)
 Effective Date: 8-23-09

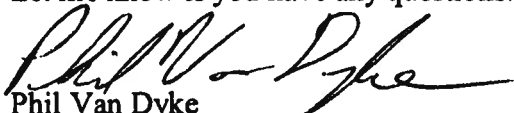
The insurance policy for the Convention/Arena Authority is set to expire on August 23, 2009.
 The renewal quote from IBEX Insurance Agency is \$22,853.

2007 premium \$20,258
 2008 premium \$20,623
 2009 premium \$22,853 - renewal

<u>Coverages</u>	<u>Limit</u>	<u>Deductible</u>
General liability	\$15,000,000	\$0
Public Officials Liability - E & O	\$15,000,000	\$0
Crime/ Faithful Performance	\$ 1,000,000	\$0
Auto physical damage	ACV	\$250
Auto liability - No-Fault	per statute	\$0
Property insurance	\$ 10,300	\$0
Limited Terrorism Liability	\$ 5,000,000	\$0

Please let me know if the CAA approves this renewal proposal. I will then notify the IBEX Insurance Agency to bind coverage.

Let me know if you have any questions.


 Phil Van Dyke
 Risk Coordinator

cc Steve Duarte
 Deputy Director of Fiscal Services

Susan Waddell
 Convention/Arena Authority

Grand Rapids - Kent County Convention/Arena Authority

Report to the Finance Committee

Audit Plan for the Year Ended June 30, 2009



BDO Feldman, LLP
Accountants and Consultants

August 20, 2009



BDO Seldman, LLP
Accountants and Consultants

99 Monroe Avenue N.W., Suite 800
Grand Rapids, Michigan 49503-2654
Telephone: (616) 774-7000
Fax: (616) 776-3680

Members of the Finance Committee:

This document is provided in accordance with Statement on Auditing Standards No. 114, *The Auditor's Communication With Those Charged With Governance*. The term "those charged with governance" refers to those with responsibility for overseeing the strategic direction of the Grand Rapids - Kent County Convention/Arena Authority (the CAA) and the financial reporting process. In our professional judgment, we believe the Finance Committee is the appropriate governing body to receive these communications.

In connection with our audit of the CAA's financial statements as of and for the year ended June 30, 2009, we are required to communicate the following to the Finance Committee:

- ✓ Our responsibilities under generally accepted auditing standards;
- ✓ An overview of the planned scope and timing of the audit; and
- ✓ Significant findings from the audit.

This communication is intended to assist the Finance Committee in better understanding the consequences of our work for your oversight activities, discussing with us issues of risk and materiality and identifying any areas in which the Finance Committee may request us to undertake additional procedures. In addition, we will also ensure that the Finance Committee is kept appropriately informed of the CAA's financial reporting matters, and have included for your information an update of current financial reporting and regulatory activities that we believe are relevant to the CAA.

We are pleased to be of service to the CAA. Please contact Patricia Duperron or John LaFramboise at (616)774-7000 if you have any questions.

Very truly yours,

BDO Seldman, LLP

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Financial Reporting and Auditing Update	10-15

This communication was prepared as part of our audit, has consequential limitations and is intended solely for the information and use of the Finance Committee and management and is not intended and should not be used by anyone other than these specified parties.



BDO Seidman, LLP
Accountants and Consultants

Management's Responsibilities

- Prepare the financial statements and disclosures in conformity with accounting principles generally accepted in the United States of America
 - ✓ Establish and maintain effective internal control over financial reporting and proper accounting records
 - ✓ Comply with relevant laws and regulations
 - ✓ Safeguard CAA assets
 - ✓ Select appropriate accounting principles
 - ✓ Use reasonable judgments and accounting estimates
 - ✓ Make all financial records and related information available to BDO Seidman
 - ✓ Record material audit adjustments and affirm to BDO Seidman that the impact of unrecorded audit adjustments is immaterial
 - ✓ Provide BDO Seidman with a letter confirming representations made during the audit



BDO Seidman, LLP
Accountants and Consultants

BDO Seidman's Responsibilities

- Audit, in accordance with auditing standards generally accepted in the United States of America, the 2009 financial statements and form an opinion about whether the financial statements are presented fairly, in all material respects, in conformity with generally accepted accounting principles
 - ✓ Audit is designed to focus on higher risk areas and to provide reasonable, rather than absolute, assurance of detecting material errors or fraud
 - ✓ Examine, on a test basis, evidence supporting the amounts and disclosures in the financial statements; no guaranty of the accuracy of the financial statements
 - ✓ Assess the reasonableness of accounting principles used and significant judgments and accounting estimates made by management
 - ✓ Evaluate overall financial statement presentation
 - ✓ The audit includes consideration of the CAA's internal control over financial reporting as a basis for planning the audit and designing audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of internal control over financial reporting, and we will express no such opinion



BDO Seidman, LLP
Accountants and Consultants

BDO Seidman's Responsibilities (continued)

- Upon completion, communicate significant matters related to the audit that are, in our professional judgment, relevant to the responsibilities of the Finance Committee in overseeing the financial reporting process, including (as applicable):
 - ✓ Our views about the qualitative aspects of the CAA's significant accounting practices, including accounting policies, accounting estimates and financial statement disclosures
 - ✓ Significant difficulties encountered during the audit or disagreements with management
 - ✓ Material corrected and uncorrected misstatements that were brought to management's attention as a result of our audit procedures
 - ✓ Written representations we are requesting from management
 - ✓ Significant issues arising from the audit that were discussed, or the subject of correspondence, with management
 - ✓ Management's consultations with other accountants
 - ✓ Illegal acts, fraud involving senior management and fraud that causes a material misstatement of the financial statements whether caused by senior management or other employees
 - ✓ Significant deficiencies and material weaknesses in internal control over financial reporting identified in the audit
- Maintain our independence with respect to the CAA



BDO Seidman, LLP
Accountants and Consultants



BDO Seidman, LLP
Accountants and Consultants

99 Monroe Avenue N.W., Suite 800
Grand Rapids, Michigan 49503-2654
Telephone: (616) 774-7000
Fax: (616) 776-3680

August 20, 2009

Members of the Finance Committee
Grand Rapids - Kent County Convention/Arena Authority

Re: Independence Confirmation

We have been engaged to audit the financial statements of the Grand Rapids - Kent County Convention/Arena Authority (the CAA) for the year ended June 30, 2009.

Our professional standards require that we communicate, at least annually, with you regarding all relationships between our Firm and the CAA that, in our professional judgment, may reasonably be thought to bear on our independence. We are not aware of any relationships between our Firm and the CAA that, in our professional judgment, may reasonably be thought to bear on our independence.

We hereby confirm that we are independent accountants with respect to the CAA, within the requirements of the American Institute of Certified Public Accountants.

This report is intended solely for the use of the Finance Committee, management and others within the CAA and should not be used for any other purposes.

Very truly yours,

BDO Seidman, LLP

Planned Scope and Timing of Audit

- Planning (June - August 2009)
 - ✓ Meet with management to update our understanding of business operations and identify areas affecting financial reporting and risk of material misstatement
 - ✓ Inquire of management's views about the risks of fraud and whether management has knowledge of any fraud or suspected fraud affecting the CAA
 - ✓ Hold internal brainstorming sessions to discuss audit and fraud risks
 - ✓ Develop and evaluate materiality thresholds based on consideration of qualitative and quantitative factors specific to the CAA
 - ✓ Update our understanding of internal controls, perform walkthroughs of significant cycles and perform preliminary analytical procedures
 - ✓ Develop audit plans based on our assessment of risk of material misstatement, whether due to error or fraud



BDO Seidman, LLP
Accountants and Consultants

Planned Scope and Timing of Audit (continued)

- Year-end procedures (October 2009), primarily focused on:
 - ✓ Cash and investments
 - ✓ Accounts receivable
 - ✓ Accounts payable, accrued expenses and deferred revenue
 - ✓ Revenues and expenses
 - ✓ Update analytical review procedures
 - ✓ Assist in preparation of the financial statements if requested; review draft with management
 - ✓ Issue financial statements and our report and review with the Finance Committee



BDO Seidman, LLP
Accountants and Consultants

BDO Seidman, LLP Engagement Team

- BDO Seidman Audit Service Team - Grand Rapids
 - ✓ Patricia Duperron - Engagement Director
 - ✓ John LaFramboise - Manager
 - ✓ Jacob Wolffis - In-Charge



BDO Seidman, LLP
Accountants and Consultants

Financial Reporting and Auditing Update



BDO Seidman, LLP
Accountants and Consultants

GASB Statement No. 49

Accounting and Financial Reporting for Pollution Remediation Obligations

- The pronouncement identifies **five** obligating events which will require a liability to be recorded:
 - ✓ The CAA is compelled to take pollution remediation action because of an imminent endangerment to public health
 - ✓ The CAA violates a pollution prevention-related permit or license
 - ✓ The CAA is named, or evidence indicates that it will be named, by a regulator as a responsible party or potentially responsible party for remediation, or as a government responsible for sharing costs
 - ✓ The CAA is named, or evidence indicates that it will be named, in a lawsuit to compel participation in pollution remediation
 - ✓ The CAA commences, or legally obligates itself to commence, pollution remediation



BDO Feldman, LLP
Accountants and Consultants

GASB Statement No. 49 (continued)

Accounting and Financial Reporting for Pollution Remediation Obligations

- Examples include water pollution and asbestos remediation
- Contrary to private sector guidance (EITF 89-13; 90-8), costs normally will be reported as an expense - not capitalized
- Effective date: Year ended June 30, 2009



BDO Beidman, LLP
Accountants and Consultants

GASB Statement No. 52

Land and Other Real Estate Held as Investments by Endowments

- Requires land held by endowments to be reported at fair value
- Changes in fair value are reported as investment income
- Effective for the year ended June 30, 2009 but will not have an effect on the CAA's financial statements as the CAA has no endowment



BDO Seidman, LLP
Accountants and Consultants

GASB Statement No. 55

The Hierarchy of Generally Accepted Accounting Principles for State and Local Governments

- Incorporates the hierarchy of GAAP as set forth by SAS No. 69 into the authoritative literature of GASB as follows:
 - ✓ GASB Statements and Interpretations
 - ✓ GASB Technical Bulletins, certain AICPA Audit Guides and SOPs
 - ✓ Certain AICPA Practice Bulletins
 - ✓ GASB Implementation Guides and industry practices
- Effective immediately



BDO Seidman, LLP
Accountants and Consultants

GASB Statement No. 56

Codification of Accounting and Financial Reporting Guidance Contained in the AICPA Statements on Auditing Standards

- Incorporates into authoritative literature of GASB the accounting related to sub-events, related party transactions and going concern considerations as promulgated by the AICPA
- Does not establish new accounting standards
- Effective immediately



BDO Seidman, LLP
Accountants and Consultants

Memorandum

To: CAA Board Members

From: Rich MacKeigan, Executive Director

Date: August 24, 2009

Re: Application to Liquor Control Commission for Special License

Convention
Arena
Authority

As we move forward with planning the operational aspects of the upcoming International Wine & Food Festival, the CAA will need to apply to the Michigan Liquor Control Commission for a Special (24-Hour) On-Premise License. This license allows nonprofit, religious, fraternal, civic, or patriotic organizations to obtain a one-day license to sell alcoholic beverages (beer, wine, and liquor) to the public for on-premise consumption.

Steven Heacock,
Chairman
Birgit Klohs
Clif Charles
Gary McInerney
George Heartwell
Joseph Tomaselli
Lew Chamberlin

Specific requirements for the Special On-Premise License include:

1. Profits from the sale of alcoholic beverages must go to the organization and not to any individual.
2. The chief local law enforcement officer in the governmental unit must approve the request where the event is to be held.
3. No more than 5 licenses are issued to individual organizations each calendar year.
4. Proof of nonprofit status must be provided with the application unless the applicant is a national organization or has obtained previous special licenses.

The license fee is \$25.00 for each separate, consecutive day of the event. If the event is held on a Sunday, an additional \$3.75 Sunday Sales fee is required – only if spirits are sold. This is the same process we went through last year and I am recommending we apply for this license as the cost is minimal, to allow for greater flexibility on the operational side.

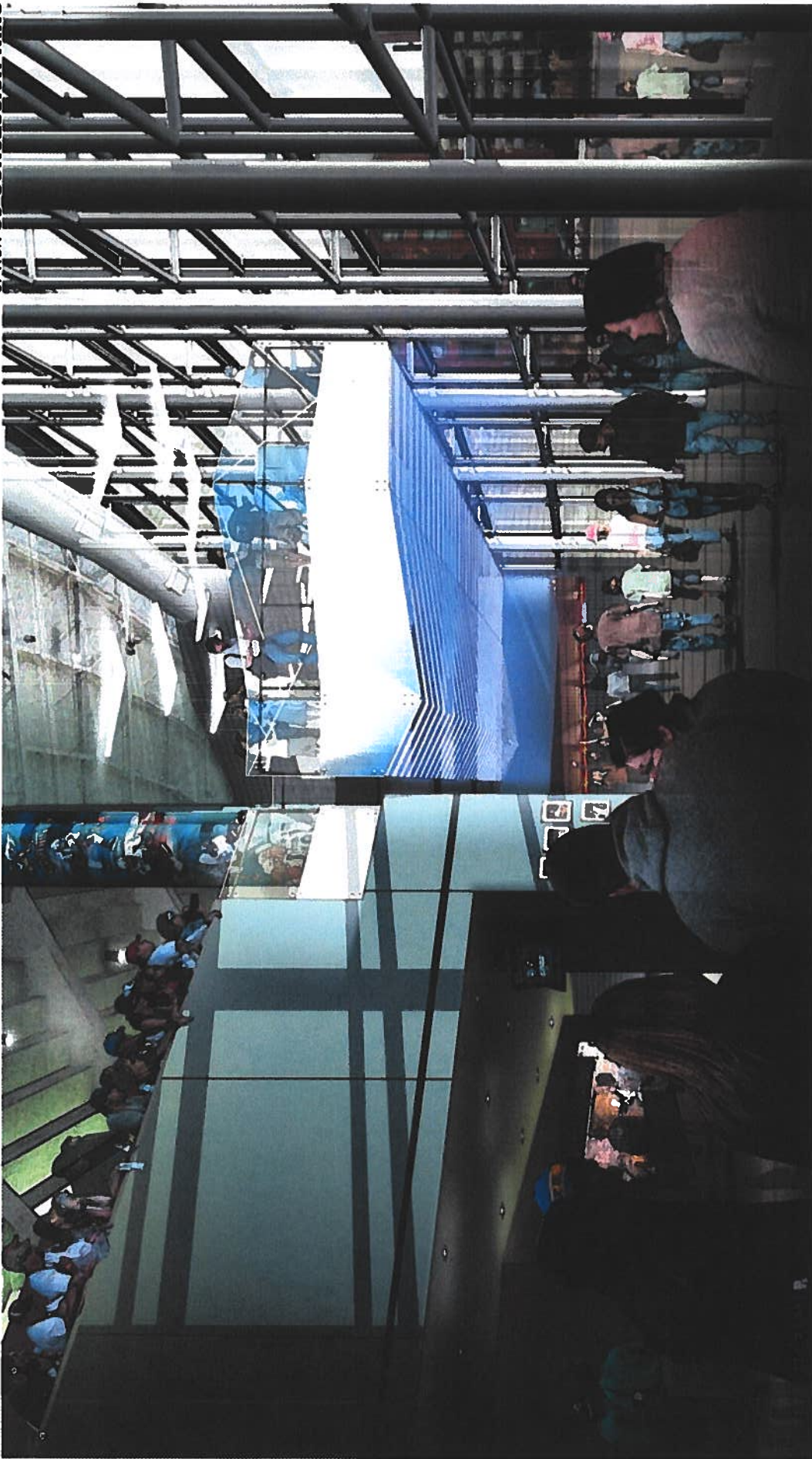
Action requested: Approval to submit an application to the Michigan Liquor Control Commission for a Special On-Premise License.



Van Andel Arena®
130 Fulton West
Grand Rapids, MI 49503-2601
616.742.6600
Fax 616.742.6197

DEVOS PLACE

DeVos Place®
303 Monroe Ave. NW
Grand Rapids, MI 49503-2233
616.742.6500
Fax 616.742.6590

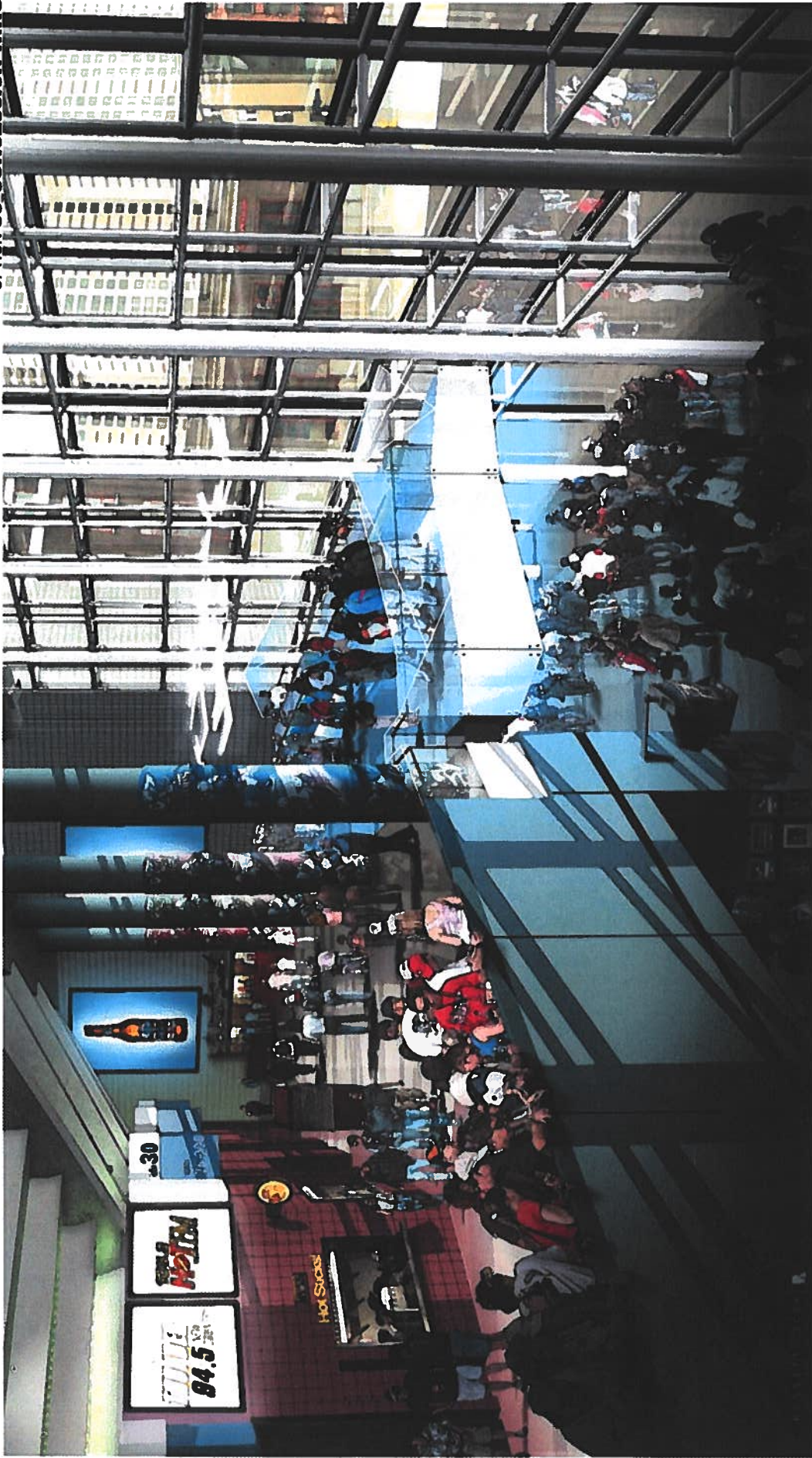


PAGE 1



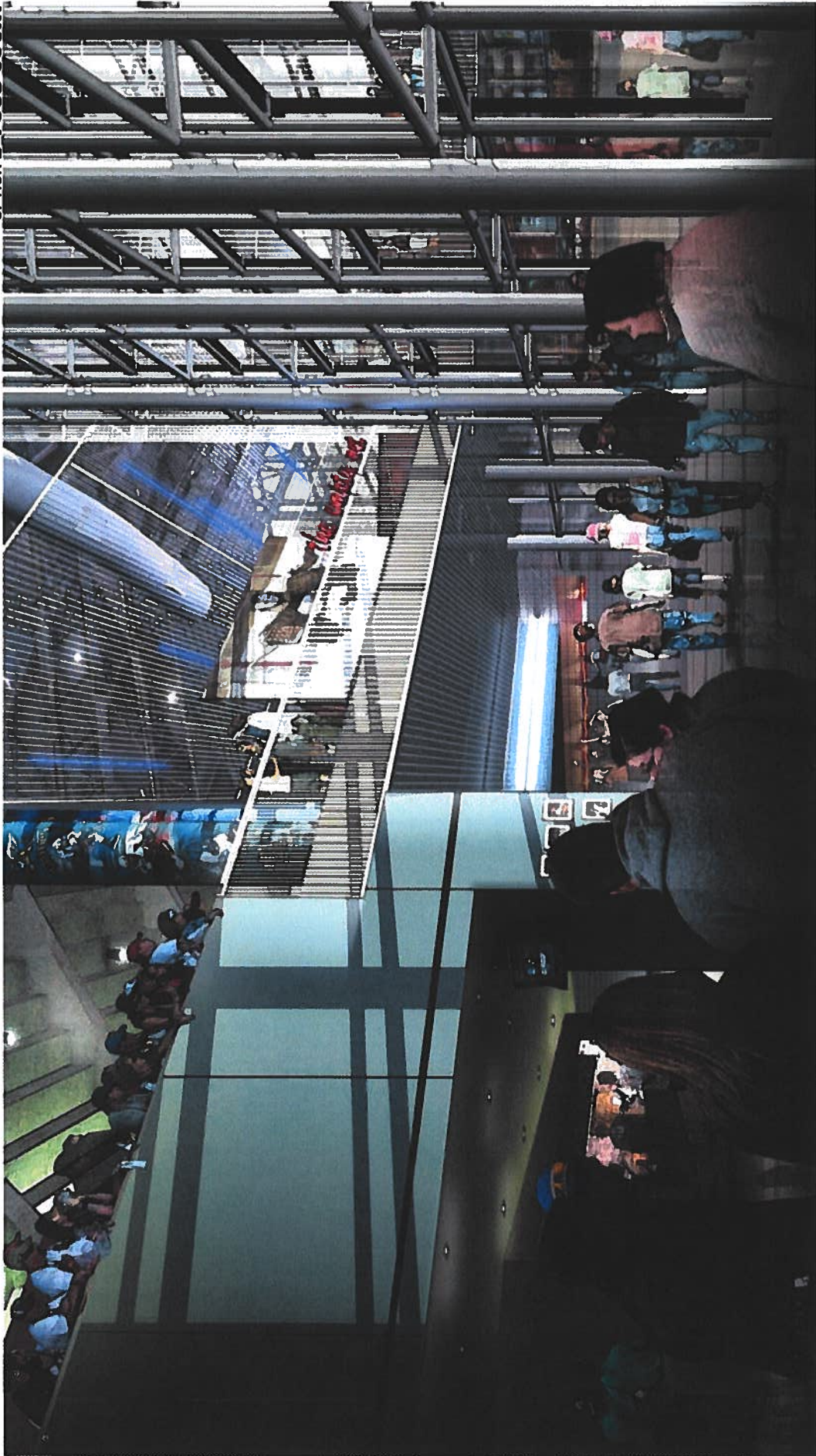
CONCOURSE STUDY

07.18.2009 © ROSSETTI 2009

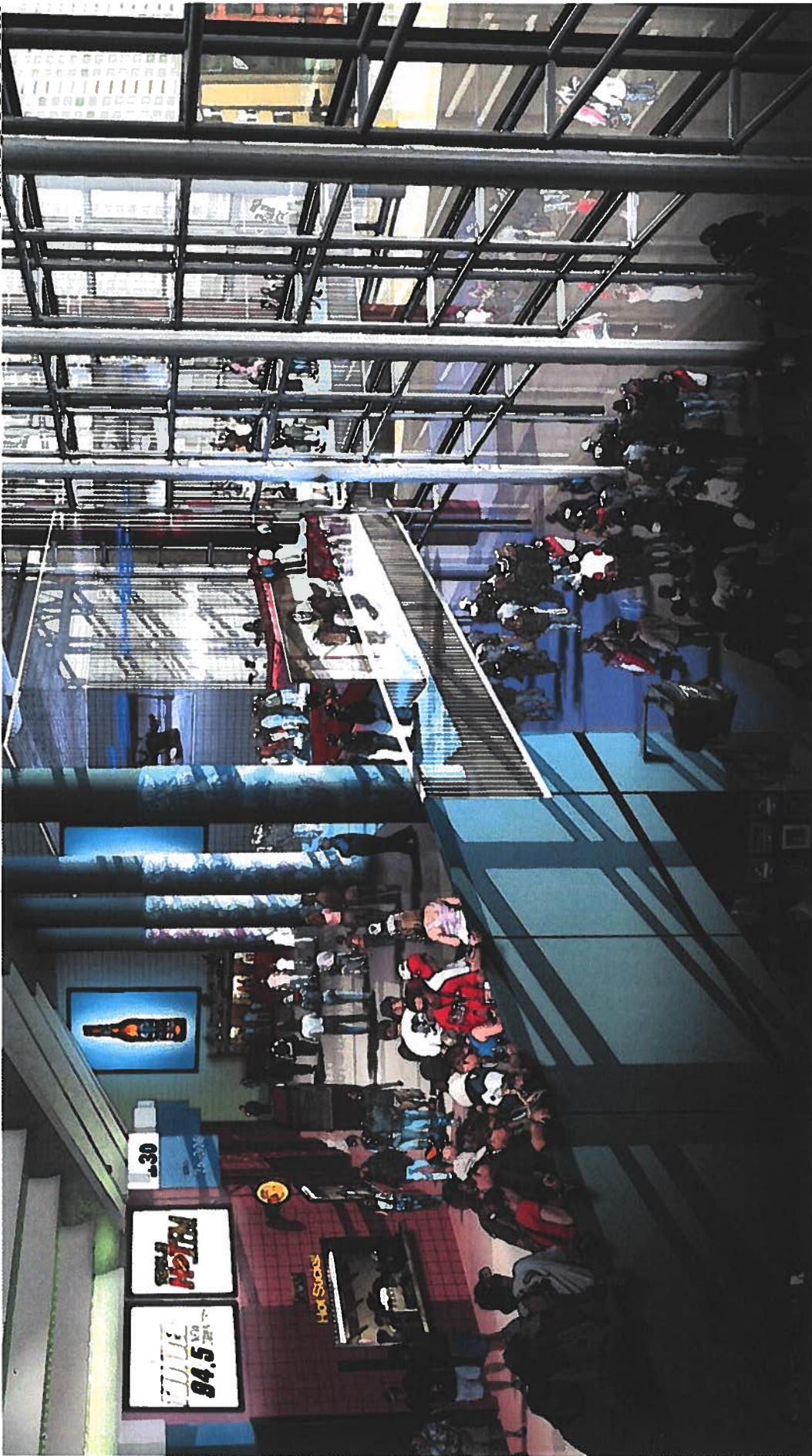


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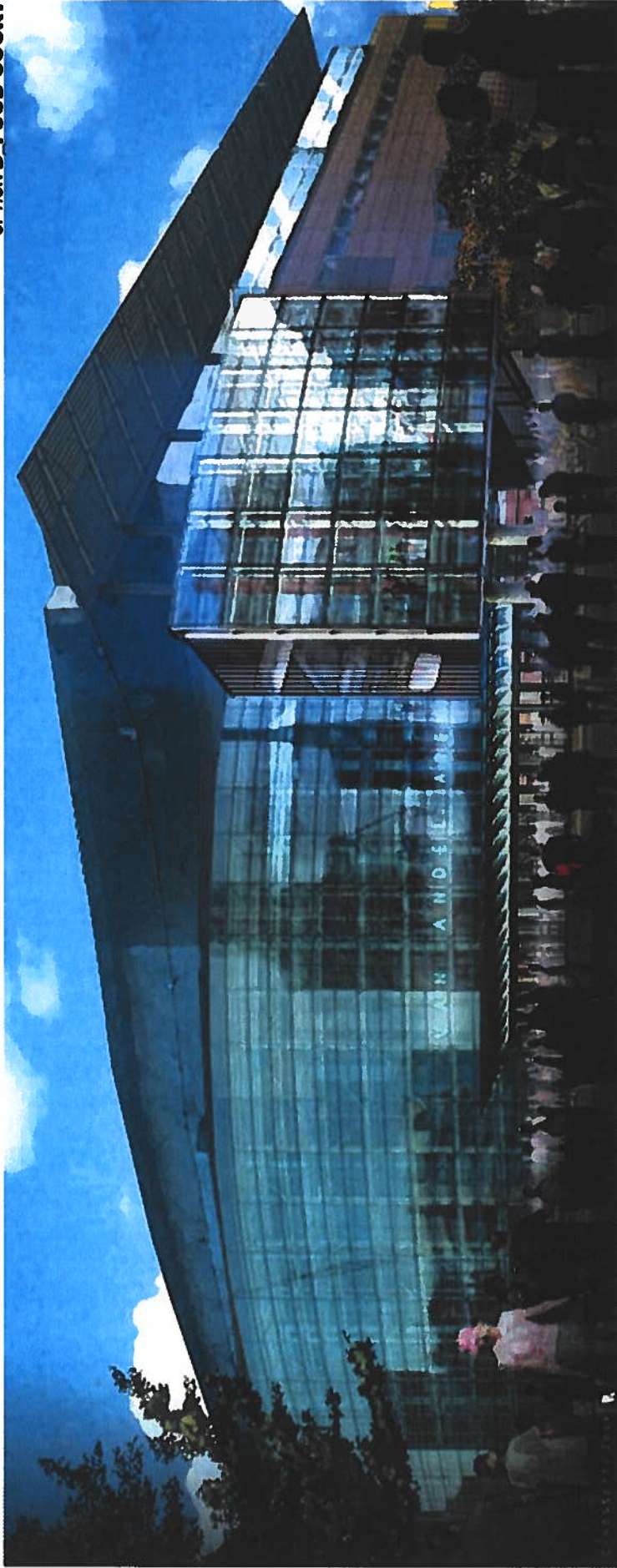




PAGE 3



OPTION D, FOOD COURT



PAGE 5



CONCOURSE STUDY

07.18.2009 © ROSSETTI 2009

OPTION D2 FOOD COURT



PAGE 6



[illegible]

05.19.09
CONCOURSE STUDY

© ROSSETTI 2009

BUDGET COST COMPARISON	
BASE BLDG 1940 SF @ \$150	\$291,000
FIT-UP 1940 SF @ \$50	\$97,000
TOTAL WITH CONTINGENCY	\$425,100

(food service equipment is not included)

PROS

LARGEST 'C' OPTION

**ROOM FOR STANDS WITH UP TO 12 POINTS OF SALE
PROVIDES SPACE TO REMOVE UP TO 3 PORTABLE
STANDS FROM CONCOURSE**

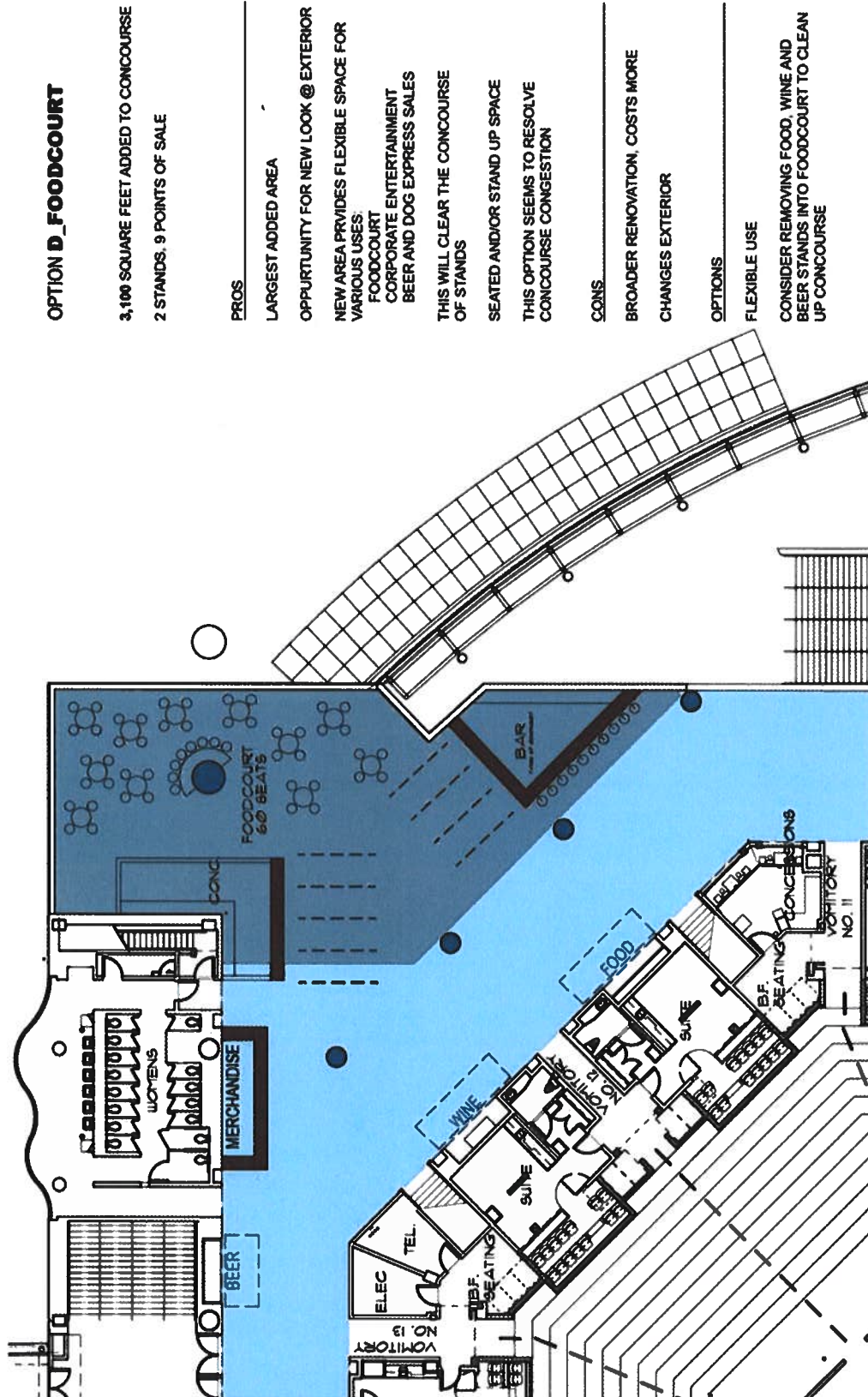
THIS OPTION SEEMS TO RESOLVE CONCOURSE CONGESTION

CONS

**BUILT TO THE CURTAIN WALL, REDUCING VERTICAL
OPEN SPACE**

OPTION

CLEAR PORTABLE STANDS FROM CONCOURSE



1/16" = 1'-0"

OPTION D FOODCOURT

3,100 SQUARE FEET ADDED TO CONCOURSE
2 STANDS, 9 POINTS OF SALE

- PROS**

 - LARGEST ADDED AREA
 - OPPORTUNITY FOR NEW LOOK @ EXTERIOR
 - NEW AREA PROVIDES FLEXIBLE SPACE FOR VARIOUS USES
 - FOODCOURT
 - CORPORATE ENTERTAINMENT
 - BEER AND DOG EXPRESS SALES
 - THIS WILL CLEAR THE CONCOURSE OF STANDS
 - SEATED AND/OR STAND UP SPACE
 - THIS OPTION SEEMS TO RESOLVE CONCOURSE CONGESTION
- CONS**

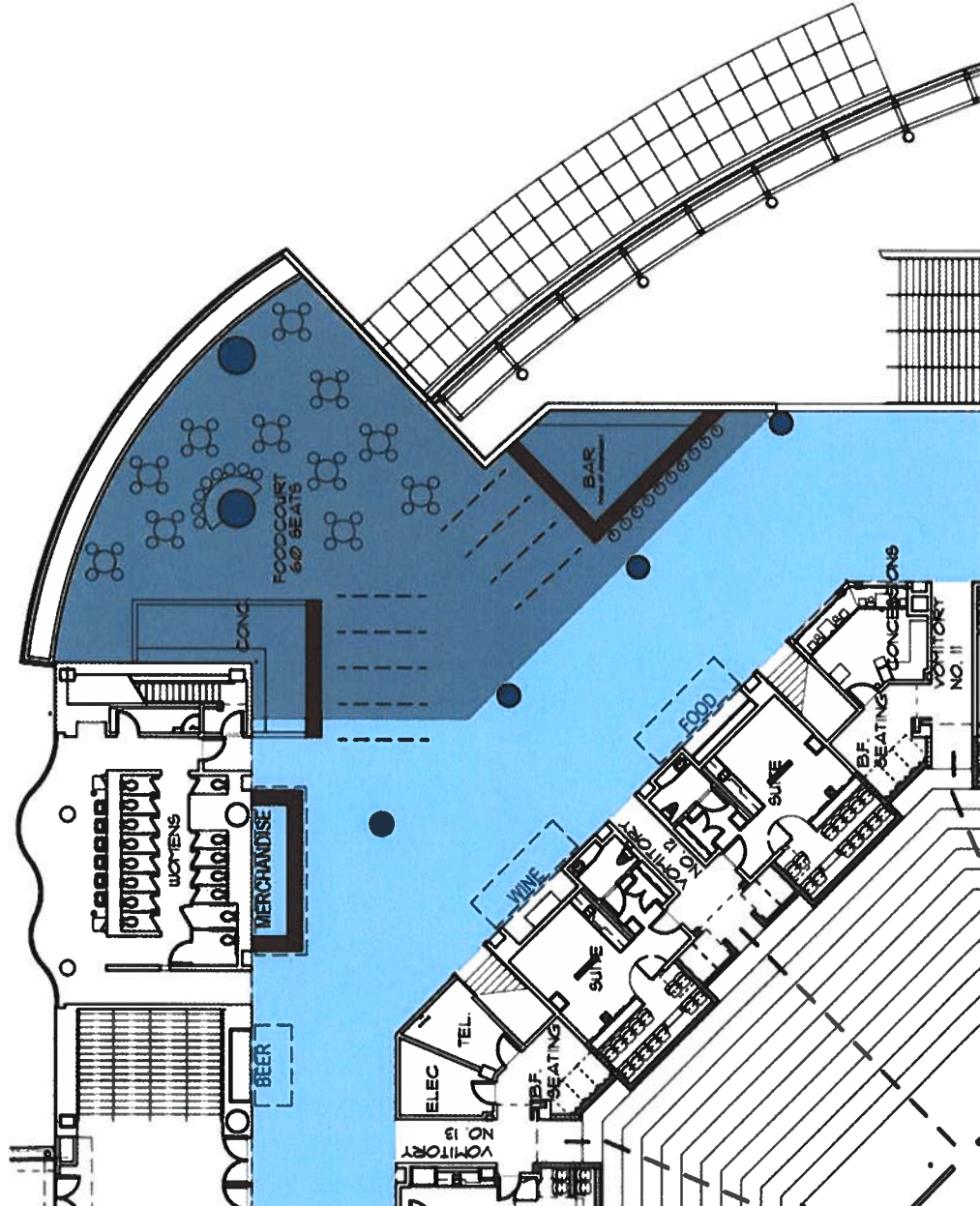
 - BROADER RENOVATION, COSTS MORE
 - CHANGES EXTERIOR
- OPTIONS**

 - FLEXIBLE USE
 - CONSIDER REMOVING FOOD, WINE AND BEER STANDS INTO FOODCOURT TO CLEAN UP CONCOURSE

BUDGET COST COMPARISON		
BASE BLDG.	3,100 SF @ \$125	\$387,500
CURTAIN WALL	2,000 SF @ \$75	\$147,500
FIT-UP	3,100 SF @ \$75	\$232,500
TABLES AND CHAIRS		\$30,000
TOTAL WITH CONTINGENCY		\$875,000

(food service equipment in not included)





BUDGET COST COMPARISON		
BASE BLDG. 3,100 SF @ \$125		\$387,500
CURTAIN WALL 2,000 SF @ \$75		\$147,500
FIT-UP 3,100 SF @ \$75		\$232,500
TABLES AND CHAIRS		\$30,000
TOTAL WITH CONTINGENCY		\$875,000

(food service equipment in not included)

OPTION D2_FOODCOURT

3,100 SQUARE FEET ADDED TO CONCOURSE
2 STANDS, 9 POINTS OF SALE

PROS

LARGEST ADDED AREA
OPPORTUNITY FOR NEW LOOK @ EXTERIOR
NEW AREA PROVIDES FLEXIBLE SPACE FOR VARIOUS USES:
FOODCOURT
CORPORATE ENTERTAINMENT
BEER AND DOG EXPRESS SALES
THIS WILL CLEAR THE CONCOURSE OF STANDS
SEATED AND/OR STAND UP SPACE
THIS OPTION SEEMS TO RESOLVE CONCOURSE CONGESTION

CONS

BROADER RENOVATION, COSTS MORE
CHANGES EXTERIOR

OPTIONS

FLEXIBLE USE
CONSIDER REMOVING FOOD, WINE AND BEER STANDS INTO FOODCOURT TO CLEAN UP CONCOURSE



1/16" = 1'-0"

DATE	EVENT	EC	MOD	ROOM	TIME	FUNCTION
Wed, Aug 19	Available					
Thur, Aug 20	Available					
Fri, Aug 21	Available					
Sat, Aug 22	Available					
Sun, Aug 23	Available					
Mon, Aug 24	Deloitte & Touche	CM		Board Room	8A-5P	Audit
Tue, Aug 25	Journey/Heart	GC	CHRIS	Arena	7:30 PM	Performance
		MJD		Banquet B/C	7A-9:30P	Backstage catering
	ILAA			Banquet D	6:30 PM	Banquet
	Deloitte & Touche	CM		Board Room	8A-5P	Audit
Wed, Aug 26	Deloitte & Touche	CM		Board Room	8A-5P	Audit
Thur, Aug 27	G.R. Sports Hall of Fame	MJD		Banquet All	8:00 AM	Load-in/Set-up
Fri, Aug 28	G.R. Sports Hall of Fame	MJD		Banquet All	6:00 PM	Induction ceremony
Sat, Aug 29	Available					
Sun, Aug 30	Available					
Mon, Aug 31	Deloitte & Touche	CM		Board Room	8A-5P	Audit
Tue, Sep 1	Deloitte & Touche	CM		Board Room	8A-5P	Audit
Wed, Sep 2	Deloitte & Touche	CM		Board Room	8A-5P	Audit
Thur, Sep 3	Deloitte & Touche	CM		Board Room	8A-5P	Audit
Fri, Sep 4	Deloitte & Touche	CM		Board Room	8A-5P	Audit
Sat, Sep 5	Available					
Sun, Sep 6	American Idols	RS		Arena	7:00 PM	Performance
		MJD		Arbor Mort Club	5:30P-10:30P	Contest winner's banquet
Mon, Sep 7	Closed – Labor Day					
Tue, Sep 8	Deloitte & Touche	CM		Board Room	8A-5P	Audit
Wed, Sep 9	Deloitte & Touche	CM		Board Room	8A-5P	Audit
Thur, Sep 10	SMG	DG		Huntington Club	12P-1:30P	Group sales luncheon
	Deloitte & Touche	CM		Board Room	8A-5P	Audit
Fri, Sep 11	Deloitte & Touche	CM		Board Room	8A-5P	Audit
Sat, Sep 12	Deloitte & Touche	CM		Board Room	8A-5P	Audit
Sun, Sep 13	Deloitte & Touche	CM		Board Room	8A-5P	Audit
Mon, Sep 14	Deloitte & Touche	CM		Board Room	8A-5P	Audit
Tue, Sep 15	Deloitte & Touche	CM		Board Room	8A-5P	Audit
Wed, Sep 16	Deloitte & Touche	CM		Board Room	8A-5P	Audit
Thur, Sep 17	SMG	DG		Huntington Club	1P-2:30P	Suite administrator's luncheon
	Deloitte & Touche	CM		Board Room	8A-5P	Audit
Fri, Sep 18	Deloitte & Touche	CM		Board Room	8A-5P	Audit
Sat, Sep 19	Deloitte & Touche	CM		Board Room	8A-5P	Audit
Sun, Sep 20	Deloitte & Touche	CM		Board Room	8A-5P	Audit

Revised September 2009

DATE	EVENT	ROOM	TIME	FUNCTION	EC	HOUSE STAFF	EMT'S	POLICE	SECURITY
TUES. SEPT 1	THE HON COMPANY PHOTO SHOOT	EH C BOARDROOM	8:00AM-11:59PM 8:00AM-11:59PM	PHOTO SHOOT PHOTO SHOOT					
WED. SEPT 2	THE HON COMPANY PHOTO SHOOT	EH C BOARDROOM	8:00AM-11:59PM	PHOTO SHOOT					
THURS. SEPT 3	THE HON COMPANY PHOTO SHOOT	EH C BOARDROOM	8:00AM-11:59PM 8:00AM-11:59PM	PHOTO SHOOT PHOTO SHOOT					
FRI. SEPT 4	THE HON COMPANY PHOTO SHOOT	EH C BOARDROOM	8:00AM-11:59PM 8:00AM-11:59PM	PHOTO SHOOT PHOTO SHOOT					
SAT. SEPT 5									
SUN. SEPT 6									
MON. SEPT 7									
TUES. SEPT 8									
WED. SEPT 9	SHERMAN - ANDRES WEDDING RECEPTION	BALL C	8:00AM-11:59PM	RECEPTION	RC	None	None	None	Welsh Office
THURS. SEPT 10									
FRI. SEPT 11									
	METRO HEALTH HOSPITAL DINNER	BALL A-D		SETUP	RC	None	None	None	Welsh Lyons/Roamer Office
SAT. SEPT 12									
	METRO HEALTH HOSPITAL DINNER	BALL A-D RO P-FUNC RO A-B GG F	8:00AM - 2:00PM 2:00PM-11:59PM 4:00PM-11:59PM 4:00PM-11:59PM 3:00PM-11:59PM	SETUP DINNER RECEPTION RECEPTION BREAKOUT ROOM	RC	None	None	None	Welsh Office Fire Watch
SUN. SEPT 13									
MON. SEPT 14									
TUES. SEPT 15	GRAND RAPIDS SYMPHONY CLASSICAL 1: 80 TH SEASON OPENING NIGHT	DPH	8:00AM - 12:00PM 3:30PM - 6:00PM 7:30PM - 10:00PM	MOVE IN REHEARSAL REHEARSAL	AK	0	0	0	1 STAGE DOOR
WED. SEPT 16	GRAND RAPIDS SYMPHONY CLASSICAL 1: 80 TH SEASON OPENING NIGHT	DPH	3:30PM - 6:00PM 7:30PM - 10:00PM	REHEARSAL REHEARSAL	AK	0	0	0	1 STAGE DOOR
THURS. SEPT 17	GRAND RAPIDS SYMPHONY CLASSICAL 1: 80 TH SEASON OPENING NIGHT	DPH	7:30PM - 10:00PM	REHEARSAL	AK	0	0	0	1 STAGE DOOR
FRI. SEPT 18	GRAND RAPIDS SYMPHONY CLASSICAL 1: 80 TH SEASON OPENING NIGHT	RECITAL HALL DPH	7:00PM - 7:30PM 8:00PM - 10:00PM	UPBEAT PERFORMANCE	AK	AS NEEDED 6:30PM-10:30PM	2 EMT 6:30PM-10:30PM	2 TRAFFIC 7PM-10:30PM	1 FOH, STAGE DOOR
SAT. SEPT 19	GRAND RAPIDS SYMPHONY CLASSICAL 1: 80 TH SEASON OPENING NIGHT	RECITAL HALL DPH	7:00PM - 7:30PM 8:00PM - 10:00PM	UPBEAT PERFORMANCE	AK	AS NEEDED 6:30PM-10:30PM	2 EMT 6:30PM-10:30PM	2 TRAFFIC 7PM-10:30PM	1 FOH, STAGE DOOR
	BRIDAL SHOW OF WEST MICHIGAN	EH A	8:00AM-3:30PM 3:00PM-11:59PM	SETUP EXHIBIT					
	ALTICOR CORPORATION RECOGNITION BANQUET	BALL A-B BALL C-D	8:00AM-11:59PM	DINNER					
SUN. SEPT 20	BRIDAL SHOW OF WEST MICHIGAN	EH A	8:00AM-5:00PM 5:00PM-11:59PM	EXHIBIT TEAR DOWN					

Revised September 2009

DATE	EVENT	ROOM	TIME	FUNCTION	EC	HOUSE STAFF	EMT'S	POLICE	SECURITY
MON. SEPT 21	MIC. DEPT. OF EDUCATION - OEAA	BALL C-D GO A-H RO A-F	8:00AM-11:59PM 8:00AM-11:59PM 8:00AM-11:59PM	GENERAL SESSION BREAKOUT ROOMS BREAKOUT ROOMS					
TUES. SEPT 22	ORTHOPEDIC RESEARCH AND PHYSICIAN CONFERENCE	RO P-FUNC RO A RO A	8:00AM-11:59PM 8:00AM-11:59PM 8:00AM-11:59PM	LUNCH MEETING SHOW OFFICE					
	KENT COUNTY PROPERTY AUCTION	GG A	8:00AM-11:59PM	MEETING					
	REAL ESTATE DISPOSITION CORPORATION	BALL C-D GG D-F	8:00AM-11:59PM 8:00AM-11:59PM	HOME AUCTION FINANCE OFFICE					
WED. SEPT 23									
THURS. SEPT 24	GRAND RAPIDS SYMPHONY POPS 1: JAMES BOND: SHAKEN NOT STIRRED	DPH	8:00AM - 1:00PM 7:00PM - 10:00PM	MOVE IN REHEARSAL	AK	0	0	0	1 STAGE DOOR
FRI. SEPT 25	GALACTIC MEETINGS & INCENTIVES	BALL B-C	12:00PM-8:00P	SETUP	RC	None	None	None	Welsh Office Lyon ?
	GRAND RAPIDS SYMPHONY POPS 1: JAMES BOND: SHAKEN NOT STIRRED	DPH	8:00PM - 10:00PM	PERFORMANCE	AK	AS NEEDED 6:30PM-10:30PM	2 EMT 6:30PM-10:30PM	2 TRAFFIC 7PM-10:30PM	1 FOH, STAGE DOOR
SAT. SEPT 26	GALACTIC MEETINGS & INCENTIVES	BALL B-C	6:00AM-4:00PM	EXHIBIT	RC	None	None	None	Welsh Office Lyon ?
	GRAND RAPIDS SYMPHONY POPS 1: JAMES BOND: SHAKEN NOT STIRRED	DPH	8:00PM - 10:00PM	PERFORMANCE	AK	AS NEEDED 6:30PM-10:30PM	2 EMT 6:30PM-10:30PM	2 TRAFFIC 7PM-10:30PM	1 FOH, STAGE DOOR
SUN. SEPT 27	GRAND RAPIDS SYMPHONY POPS 1: JAMES BOND: SHAKEN NOT STIRRED	DPH	3:00PM - 5:00PM 5:00PM - 8:00PM	PERFORMANCE MOVE OUT	AK	AS NEEDED 1:30PM-5:30PM	2 EMT 1:30PM-5:30PM	2 TRAFFIC 2PM-5:30PM	1 FOH, STAGE DOOR
MON. SEPT 28	BROADWAY GRAND RAPIDS PRESENTS: ETHEL MERMAN'S BROADWAY	DPH	10:00AM - 1:00PM	HOUSE STRIP	AK	0	0	0	0
TUES. SEPT 29	BROADWAY GRAND RAPIDS PRESENTS: ETHEL MERMAN'S BROADWAY	DPH	8:00AM - 5:00MP 7:30PM - 10:00PM	MOVE IN PERFORMANCE	AK	AS NEEDED 6:00 - 10:00PM	2 EMT 6:00PM-10:30PM	2 TRAFFIC 6:30PM- 10:30PM	DOCK AM 1 FOH, STAGE DOOR
WED. SEPT 30	BROADWAY GRAND RAPIDS PRESENTS: ETHEL MERMAN'S BROADWAY	DPH	7:30PM - 10:00PM	PERFORMANCE	AK	AS NEEDED 6:00 - 10:00PM	2 EMT 6:00PM-10:30PM	2 TRAFFIC 6:30PM- 10:30PM	1 FOH, STAGE DOOR