



Board of Directors

**Friday, February 4, 2011
Immediately Following
CAA Operations Committee Meeting
Kent County Commission Chambers
300 Monroe, NW – Grand Rapids, MI**

A G E N D A

Convention
Arena
Authority

Steven Heacock,
Chairman
Birgit Klohs
Floyd Wilson, Jr.
Gary McNerney
George Heartwell
Joseph Tomaselli
Lew Chamberlin

- | | |
|---|-------------|
| I. Call to Order | |
| II. Wine & Food Festival Wrap-Up – Henri Boucher | Information |
| III. Approve January 7, 2011, Meeting Minutes | Action |
| IV. Committee Reports | |
| A. Operations Committee | |
| i. Acquisition of ArtPrize Works | Action |
| ii. Report from Experience Grand Rapids | Information |
| B. Finance Committee | |
| i. SMG December 2010 Financial Statements -
DeVos Place® and Van Andel Arena® | Action |
| ii. CAA December 2010 Financial Statements | Action |
| V. Resolution Granting Extension of Notice of Renewal of Lease
Agreement with West Michigan Hockey, Inc. | Action |
| VI. Booking Policy Task Force Update | Information |
| VII. SMG Report and Facilities Calendars | Information |
| VIII. Public Comment | |
| IX. Adjournment | |

**Next Meeting Date: Friday, March 4, 2011, immediately following the
CAA Finance Committee meeting**



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



DeVos Place®
303 Monroe Ave. NW
Grand Rapids, MI 49503-2233
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MINUTES OF THE GRAND RAPIDS-KENT COUNTY CONVENTION/ARENA AUTHORITY BOARD OF DIRECTORS MEETING Friday, January 7, 2011

I. Call to Order

Steve Heacock, Chairperson, called the meeting to order at 8:45 a.m. Secretary/Treasurer Birgit Klohs recorded the meeting minutes. Chair Heacock added an agenda item, LaughFest Presentation.

Chair Heacock asked for continued thoughts and prayers as Gary McInerney recovers from his accident. Gary is an asset to the organization, playing a major role in identifying new revenue sources such as the wine and food festival and premium seating in the performance hall.

Attendance

Members Present: Steve Heacock, Chair
Lew Chamberlin
George Heartwell
Birgit Klohs
Joe Tomaselli
Floyd Wilson, Jr.

Members Absent: Gary McInerney

Staff/Others:	Leann Arkema	Gilda's Club
	Daryl Delabbio	Kent County
	Tim Gortsema	Grand Rapids Griffins
	George Helmstead	Experience Grand Rapids
	Chris Knappe	<i>The Grand Rapids Press</i>
	Chris Machuta	SMG
	Rich MacKeigan	SMG
	Doug Small	Experience Grand Rapids
	Greg Sundstrom	City of Grand Rapids
	Rebecca Steketee	Gilda's Club
	Eddie Tadlock	SMG
	Susan Waddell	CAA
	Jana Wallace	City of Grand Rapids

II. Oath of Office

The Kent County Clerk's office performed the oaths of office for Steven Heacock, Birgit Klohs, and Floyd Wilson, Jr., who were reappointed to four-year terms expiring on December 31, 2014.

III. LaughFest Presentation

Leann Arkema, Executive Director of Gilda's Club Grand Rapids, announced that Gilda's LaughFest will take place from March 10 through March 20 in a variety of venue around town, including DeVos Performance Hall. LaughFest will feature comedy, performance, file, and a variety of "seriously funny stuff." LaughFest will increase awareness of Gilda's Club, generate income for its various programs, and

celebrate its 10th year anniversary. 100% of the proceeds will directly benefit families in the Grand Rapids area who utilize the programs offered through Gilda's Club.

IV. Minutes of Prior Meeting

Motion: Mr. Heartwell, supported by Mr. Chamberlin, moved to approve the Minutes of the December 3, 2010 meetings of the Grand Rapids-Kent County Convention/Arena Authority. The motion carried unanimously.

V. Committee Reports

a. Operations Committee

Mr. Chamberlin stated that the Committee met in December and there is nothing new to report. The CAA Operations Committee will meet next on Friday, February 4, 2011.

Mr. Small stated that the Experience Grand Rapids Board enthusiastically supported Floyd Wilson's reappointment. The CVB has hired Sean Huddleston to replace Joyce Flowers as sales representative for the multi-cultural and religious markets. CAA Board members will receive an invitation to the CVB's annual meeting on March 23. Special guest speaker will be Doc Henley whose organization, Wine to Water, provides clean water to people in developing countries through funds raised at wine tasting events. Mr. Helmstead provided a brief overview of recent sales activities, marketing efforts, and major bid presentations.

b. Finance Committee.

Motion: Ms. Klohs, supported by Mr. Tomaselli, moved to approve all items that were recommended by the Finance Committee. The motion carried unanimously.

VI. Booking Policy Task Force Update

Mr. MacKeigan reported that the task force includes Chair Heacock, Joe Tomaselli, Lew Chamberlin, and Milt Rohwer. Mr. MacKeigan, Chris Machuta, and Susan Waddell act as staff for the task force. The task force met initially to look at the task, parameters, and desired outcomes. From that meeting, a questionnaire was developed and sent to the four arts groups. At the next meeting, the task force will review the responses and the language of the booking policy. A second questionnaire will be sent to the arts groups if additional information is required. A third meeting will be held to determine if any booking policy changes are needed.

VII. 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®.

VIII. Public Comment

None.

IX. Next Meeting Date

The date for next CAA Board meeting is Friday, February 4, 2011, in the Kent County Commission Chambers, Kent County Administration Building, 300 Monroe Avenue, NW, immediately following the CAA Operations Committee meeting.

X. Adjournment

There being no other business, the meeting adjourned at 9:25 a.m.

Birgit M. Klohs, Recording Secretary

DEVOS PLACE

DE VOS PLACE

**FINANCIAL STATEMENT
FOR THE PERIOD ENDED DECEMBER 31, 2010**

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, 2011**

	YTD Actual	Roll	TOTAL FYE	BUDGET FYE	VARIANCE
NO. EVENTS	235	265	500	494	6
ATTENDANCE	180,503	366,400	546,903	531,500	15,403
DIRECT EVENT REVENUE	942,674	1,524,895	2,467,569	2,409,380	58,189
ANCILLARY REVENUE	932,973	1,030,847	1,963,820	1,907,266	56,554
TOTAL EVENT REVENUE	1,875,647	2,555,742	4,431,389	4,316,646	114,743
TOTAL OTHER REVENUE	91,439	101,360	192,799	190,950	1,849
TOTAL OPERATING REVENUE	1,967,086	2,657,102	4,624,188	4,507,596	116,592
INDIRECT EXPENSES					
EXECUTIVE	76,637	88,400	165,037	169,612	4,575
FINANCE	117,338	112,500	229,838	221,935	(7,903)
MARKETING	33,035	64,500	97,535	103,669	6,134
OPERATIONS	627,118	772,600	1,399,718	1,485,525	85,807
EVENT SERVICES	435,223	445,100	880,323	866,676	(13,647)
BOX OFFICE	43,493	48,600	92,093	79,211	(12,882)
SALES	168,587	177,540	346,127	355,664	9,537
OVERHEAD	983,053	1,050,487	2,033,540	1,936,247	(97,293)
TOTAL OPERATING EXP.	2,484,483	2,759,727	5,244,211	5,218,539	(25,672)
NET REVENUE ABOVE EXPENSES	(517,397)	(102,625)	(620,023)	(710,943)	90,920
INCENTIVE FEE			-	0	-
NET OPERATING REVENUE OVER OPERATING EXPENSES	(517,397)	(102,625)	(620,023)	(710,943)	90,920

Comments:

DeVos Place continues to perform well when compared to both budget and to prior fiscal year. The forecast for the balance of the year shows activity to continue ahead of budget, however, the 3rd quarter will ultimately be dependant upon consumer shows drawing expected attendance.


General Manager


Finance Director

**DE VOS PLACE
FINANCIAL STATEMENT HIGHLIGHTS
FOR MONTH ENDED DECEMBER 31, 2010**

The following schedule summarizes operating results for both the current month and Year to Date as compared to budget and prior year:

MONTH	December Actual	December Budget	December FY 2010
Number of Events	36	36	38
Attendance	42,150	36,050	45,905
Direct Event Income	\$182,648	\$152,977	\$187,540
Ancillary Income	201,401	106,290	186,248
Other Income	27,099	20,791	19,544
Indirect Expenses	(506,273)	(434,879)	(485,586)
Net Income	(\$95,125)	(\$154,821)	(\$92,254)

YTD	YTD 2011 Actual	YTD 2011 Budget	YTD 2010 Prior Year
Number of Events	235	228	233
Attendance	180,503	204,751	185,461
Direct Event Income	\$942,674	\$906,409	\$950,055
Ancillary Income	932,973	854,561	780,928
Other Income	91,439	79,385	68,974
Indirect Expenses	(2,484,483)	(2,609,274)	(2,403,437)
Net Income	(\$517,397)	(\$768,919)	(\$603,480)

EVENT INCOME

Direct event income came in ahead of budget for the month led by Gymnastics, Gordon Food Services, and Bryan Adams in the Theater.

ANCILLARY INCOME

Ancillary income came in well ahead of budget for the month as spending in catering continues to show signs of coming back to prior levels.

INDIRECT EXPENSES

Indirect expenses came in higher than budget for the month. Labor was up with the mix of events and how they fell on the calendar leading to some overtime.

DeVos Place
Income Statement
For the Six Months Ending December 31, 2010

	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	\$177,589	\$146,114	\$31,475	\$169,906	\$1,013,391	\$928,847	\$84,544	\$931,099
Service Revenue	256,908	172,938	83,970	322,995	910,208	865,682	44,526	1,049,795
Service Expenses	(251,849)	(166,075)	(85,774)	(305,361)	(980,925)	(888,120)	(92,805)	(1,030,839)
Total Direct Event Income	182,648	152,977	29,671	187,540	942,674	906,409	36,265	950,055
Ancillary Income								
F&B Concession	11,789	5,472	6,317	7,285	43,740	35,141	8,599	33,841
F&B Catering	74,637	34,664	39,973	54,148	334,672	286,733	47,939	238,039
Novelty Sales	1,215	1,200	15	1,440	3,119	4,544	(1,425)	5,940
Booth Cleaning	19,640	8,122	11,518	16,089	83,528	85,774	(2,246)	65,255
Telephone/Long Distance	0	756	(756)	113	225	7,230	(7,005)	1,013
Electrical Services	39,884	22,828	17,056	54,368	188,430	193,300	(4,870)	187,198
Audio Visual	32,678	15,513	17,165	29,794	159,589	138,002	21,587	155,302
Internet Services	2,711	1,361	1,350	1,283	34,421	18,579	15,842	14,536
Equipment Rental	18,847	16,374	2,473	21,728	85,249	85,258	(9)	79,804
Total Ancillary Income	201,401	106,290	95,111	186,248	932,973	854,561	78,412	780,928
Other Event Income								
Ticket Rebates(Per Event)	23,051	15,958	7,093	15,948	67,102	50,387	16,715	53,952
Total Other Event Income	23,051	15,958	7,093	15,948	67,102	50,387	16,715	53,952
Total Event Income	407,100	275,225	131,875	389,736	1,942,749	1,811,357	131,392	1,784,935
Other Operating Income								
Luxury Box Agreements	1,802	2,000	(198)	2,333	10,811	12,000	(1,189)	11,000
Other Income	2,246	2,833	(587)	1,263	13,526	16,998	(3,472)	4,022
Total Other Operating Income	4,048	4,833	(785)	3,596	24,337	28,998	(4,661)	15,022
Adjusted Gross Income	411,148	280,058	131,090	393,332	1,967,086	1,840,355	126,731	1,799,957
Operating Expenses								
Salaries and Wages	330,831	225,288	105,543	307,081	1,372,892	1,351,728	21,164	1,376,790
Payroll Taxes and Benefits	79,690	58,848	20,842	84,479	343,437	353,088	(9,651)	348,053
Labor Allocations to Events	(197,342)	(122,456)	(74,886)	(175,649)	(755,919)	(734,736)	(21,183)	(770,313)
Net Salaries and Benefits	213,179	161,680	51,499	215,911	960,410	970,080	(9,670)	954,530
Contracted Services	28,534	21,200	7,334	29,888	148,833	127,200	21,633	151,705
General and Administrative	49,638	28,058	21,580	33,301	155,614	168,348	(12,734)	146,014
Operations	5,390	10,312	(4,922)	60	58,990	61,872	(2,882)	54,779
Repair and Maintenance	37,621	41,941	(4,320)	20,574	202,844	251,646	(48,802)	228,742
Operational Supplies	3,505	21,500	(17,995)	4,845	79,512	129,000	(49,488)	98,753
Insurance	15,307	17,465	(2,158)	35,244	97,842	104,790	(6,948)	107,292
Utilities	139,731	119,500	20,231	132,540	700,230	717,000	(16,770)	582,286
SMG Management Fees	13,368	13,223	145	13,223	80,208	79,338	870	79,336
Total Operating Expenses	506,273	434,879	71,394	485,586	2,484,483	2,609,274	(124,791)	2,403,437
Net Income(Loss) From Operations	(95,125)	(154,821)	59,696	(92,254)	(517,397)	(768,919)	251,522	(603,480)
Other Non-Operating Expenses								
Adjusted Net Income(Loss)	(95,125)	(154,821)	59,696	(92,254)	(517,397)	(768,919)	251,522	(603,480)

SMG DeVos Place
Grand Rapids - Kent County Convention/Arena Authority
Year to Date Event Summary Report
For the Six Months ending December 31, 2010

Event Type	Events/Days		Attendance		Total Event Income	
	Actual	Budget	Actual	Budget	Actual	Budget
Convention/Trade Shows	60	60	51,450	75,000	859,022	853,440
Consumer/Gated Shows	10	10	14,976	21,501	87,275	141,828
Devos Performance Hall	68	61	66,885	70,400	417,841	353,912
Banquets	20	20	12,008	13,000	142,443	142,763
Meetings	49	49	13,776	12,250	231,975	144,501
Other	28	28	21,408	12,600	204,191	174,916
GRAND TOTALS	235	228	180,503	204,751	1,942,749	1,811,357

As Percentage of Overall

Convention/Trade Shows	25.53%	26.32%	28.50%	36.63%	44.22%	47.12%
Consumer/Gated Shows	4.26%	4.39%	8.30%	10.50%	4.49%	7.83%
Devos Performance Hall	28.94%	26.75%	37.05%	34.38%	21.51%	19.54%
Ballroom Exclusive	8.51%	8.77%	6.65%	6.35%	7.33%	7.88%
Meetings	20.85%	21.49%	7.63%	5.98%	11.94%	7.98%
Other	11.91%	12.28%	11.86%	6.15%	10.51%	9.66%

DeVos Place
Balance Sheet
As of December 31, 2010

ASSETS

Current Assets

Cash	380,855
Account Receivable	561,876
Prepaid Expenses	173,535

Total Current Assets	<hr/>	\$1,116,266
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Total Assets

<hr/>	\$1,116,266
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LIABILITIES AND EQUITY

Current Liabilities

Accounts Payable	(164,561)
Accrued Expenses	230,568
Deferred Income	37,914
Advanced Ticket Sales & Deposits	708,397

Total Current Liabilities	<hr/>	\$812,318
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Other Liabilities

Equity

Funds Remitted to CAA	(400,000)
Expenses Paid Direct by CAA	661,616
Beginning Balance Equity	559,729
Current Year Equity	(517,398)

Total Equity	<hr/>	\$303,948
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Total Liabilities and Equity	<hr/>	\$1,116,266
	=====	

§13 A TIMING ISSUE LED TO
THIS BEING A NEGATIVE
BALANCE.

SMG - DeVos Place
Grand Rapids - Kent County Convention/Arena Authority
Summary of Accounts Receivable
As of December 31, 2010

Current - Under 30 Days	
Food & Beverage	83,654
Ticketing	23,277
Merchandise	1,276
Decorating	19,640
Audio/Visual	32,678
Van Andel Arena	(106,071)
Operating	284,278
 Over 30 Days	 125,463
 Over 60 Days	 82,547
 Over 90 Days	
Donnell Productions	5,736
Paragon Leather	2,110
Saigon Entertainment	5,002
Grinder Promotions	2,286
 Total Accounts Receivable	 561,876

**SMG - Van Andel Arena & DeVos Place
Grand Rapids - Kent County Convention/Arena Authority
Management Fee Summary
Fiscal Year Ending June 30, 2011**

MANAGEMENT FEE SUMMARY

	Arena Estimate	DeVos Place Estimate	Total Estimate	FY 2010 Actual
Net Revenue above Expenses	1,045,426	(620,023)	425,403	916,360
Benchmark			700,000	700,000
Excess	1,045,426	(620,023)	(274,597)	216,360

Incentive Fee Calculation (Only if above greater than zero)

	Arena Estimate	DeVos Place Estimate	Total Estimate	Total Actual
Base Fee	160,417	160,417	320,834	317,343
Incentive Fee				
Revenue	4,792,607	4,624,188	9,416,795	9,777,929
Benchmark Revenue	4,800,000	4,200,000	9,000,000	8,900,000
Revenue Excess	(7,393)	424,188	416,795	877,929
Incentive Fee **	-	-	-	238,379
Total SMG Management Fee	160,417	160,417	320,834	555,722

** 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 DECEMBER 31, 2010

Distribution:

Grand Rapids – Kent County Convention / Arena Authority

Robert White

Bob McClintock

Lewis Dawley

Gary McAneney

Howard Feldman

Richard MacKeigan

Chris Machuta



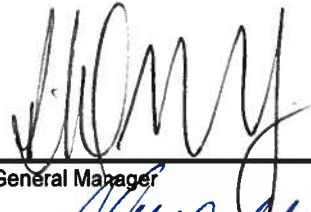
An SMG Managed Facility


VAN ANDEL ARENA
ROLLING FORECAST
FISCAL YEAR ENDING JUNE 30, 2011

	YTD	ROLL	TOTAL FYE	BUDGET FYE	VARIANCE
NO. EVENTS	47	53	100	111	(11)
ATTENDANCE	217,384	290,000	507,384	591,650	(84,266)
DIRECT EVENT INCOME	394,692	846,500	1,241,192	1,460,958	(219,766)
ANCILLARY INCOME	381,278	776,500	1,157,778	1,230,438	(72,660)
TOTAL EVENT INCOME	775,970	1,623,000	2,398,970	2,691,396	(292,426)
TOTAL OTHER INCOME	1,003,037	1,390,600	2,393,637	2,444,775	(51,138)
TOTAL INCOME	1,779,007	3,013,600	4,792,607	5,136,171	(343,564)
INDIRECT EXPENSES					
EXECUTIVE	86,018	76,400	162,418	191,113	28,695
FINANCE	99,211	109,540	208,751	226,903	18,152
MARKETING	146,694	136,700	283,394	289,229	5,835
OPERATIONS	732,461	784,600	1,517,061	1,607,955	90,894
BOX OFFICE	47,356	75,600	122,956	133,630	10,674
LUXURY SEATING	32,287	42,570	74,857	87,276	12,419
SKYWALK ADMIN	9,043	11,100	20,143	23,956	3,813
OVERHEAD	658,801	698,800	1,357,601	1,366,494	8,893
TOTAL INDIRECT EXP.	1,811,870	1,935,310	3,747,181	3,926,556	179,375
NET REVENUE ABOVE EXPENSES	(32,863)	1,078,290	1,045,426	1,209,615	(164,189)
LESS INCENTIVE FEE			0	-	-
NET REVENUE ABOVE EXPENSES AFTER INCENTIVE	(32,863)	1,078,290	1,045,426	1,209,615	(164,189)

Comments:

Van Andel Arena continues to perform below expected levels through the first 6 months of the fiscal year. Concerts hosted during December were strong selling when compared to other dates, however, were not high revenue producing events overall.


General Manager


Director of Finance

**VAN ANDEL ARENA
FINANCIAL STATEMENT HIGHLIGHTS
FOR MONTH ENDED DECEMBER 31, 2010**

The following schedule summarizes operating results for both the current month and Year to Date as compared to budget and prior year:

MONTH	December Actual	December Budget	December FY 2010
Number of Events	15	16	9
Attendance	89,127	100,500	45,251
Direct Event Income	\$162,133	\$260,187	\$45,201
Ancillary Income	152,300	187,979	79,015
Other Income	258,000	223,337	131,546
Indirect Expenses	(364,229)	(327,214)	(391,323)
Net Income	<u>\$208,204</u>	<u>\$344,289</u>	<u>(\$135,561)</u>

YTD	YTD 2011 Actual	YTD 2011 Budget	YTD 2010 Prior Year
Number of Events	47	50	41
Attendance	217,384	268,000	224,954
Direct Event Income	\$394,692	\$648,459	\$363,904
Ancillary Income	381,278	507,768	530,653
Other Income	1,003,037	1,191,014	998,094
Indirect Expenses	(1,811,870)	(1,963,284)	(1,768,116)
Net Income	<u>(\$32,863)</u>	<u>\$383,957</u>	<u>\$124,535</u>

EVENT INCOME

Direct event income fell below expected levels for the month as one less concert was hosted and while Ozzy and TSO sold well, fell below traditional averages.

ANCILLARY INCOME

Ancillary income fell below expectations due to the one less concert being hosted. Per Cap spending on Buble' and Ozzy were well above expectations and TSO consistent with past years.

INDIRECT EXPENSES

Indirect expenses were a little higher than budget for the month, however, nothing out of the ordinary.

Van Andel Arena
Income Statement
For the Six Months Ending December 31, 2010

	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	\$205,166	\$331,211	(\$126,045)	\$83,314	\$619,877	\$871,759	(\$251,882)	\$518,752
Service Revenue	226,843	216,054	10,789	43,941	756,941	741,498	15,443	832,080
Service Expenses	(269,876)	(287,078)	17,202	(82,054)	(982,126)	(964,798)	(17,328)	(986,928)
Total Direct Event Income	162,133	260,187	(98,054)	45,201	394,692	648,459	(253,767)	363,904
Ancillary Income								
F&B Concession	123,998	154,757	(30,759)	64,974	326,168	425,748	(99,580)	442,202
F&B Catering	11,810	13,158	(1,348)	5,016	21,253	32,234	(10,981)	34,229
Novelty Sales	9,457	12,864	(3,407)	0	20,104	34,116	(14,012)	35,254
Booth Cleaning	355	0	355	265	355	0	355	265
Audio Visual	0	0	0	0	18	0	18	23
Other Ancillary	6,680	7,200	(520)	8,760	13,380	15,670	(2,290)	18,680
Total Ancillary Income	152,300	187,979	(35,679)	79,015	381,278	507,768	(126,490)	530,653
Other Event Income								
Ticket Rebates(Per Event)	66,397	79,730	(13,333)	0	106,886	158,370	(51,484)	123,644
Total Other Event Income	66,397	79,730	(13,333)	0	106,886	158,370	(51,484)	123,644
Total Event Income	380,830	527,896	(147,066)	124,216	882,856	1,314,597	(431,741)	1,018,201
Other Operating Income								
Luxury Box Agreements	134,475	84,607	49,868	80,694	584,309	678,644	(94,335)	540,518
Advertising	44,000	52,083	(8,083)	44,000	278,724	312,498	(33,774)	300,534
Other Income	13,128	6,917	6,211	6,852	33,118	41,502	(8,384)	33,398
Total Other Operating Income	191,603	143,607	47,996	131,546	896,151	1,032,644	(136,493)	874,450
Adjusted Gross Income	572,433	671,503	(99,070)	255,762	1,779,007	2,347,241	(568,234)	1,892,651
Operating Expenses								
Salaries and Wages	221,609	160,183	61,426	164,749	915,138	961,098	(45,960)	882,341
Payroll Taxes and Benefits	50,924	42,846	8,078	35,801	198,657	257,076	(58,419)	210,681
Labor Allocations to Events	(123,668)	(72,446)	(51,222)	(45,143)	(346,494)	(434,676)	88,182	(353,911)
Net Salaries and Benefits	148,865	130,583	18,282	155,407	767,301	783,498	(16,197)	739,111
Contracted Services	15,167	21,300	(6,133)	22,077	115,704	127,800	(12,096)	117,622
General and Administrative	33,917	30,742	3,175	41,719	166,198	184,452	(18,254)	160,455
Operations	2,965	4,996	(2,031)	2,240	11,001	29,976	(18,975)	12,328
Repair and Maintenance	33,744	17,943	15,801	10,323	70,539	107,658	(37,119)	78,117
Operational Supplies	17,381	19,883	(2,502)	29,174	91,367	119,298	(27,931)	81,271
Insurance	11,033	11,394	(361)	22,167	66,196	68,364	(2,168)	67,805
Utilities	87,789	77,150	10,639	94,993	443,356	462,900	(19,544)	432,071
SMG Management Fees	13,368	13,223	145	13,223	80,208	79,338	870	79,336
Total Operating Expenses	364,229	327,214	37,015	391,323	1,811,870	1,963,284	(151,414)	1,768,116
Net Income(Loss) From Operations	208,204	344,289	(136,085)	(135,561)	(32,863)	383,957	(416,820)	124,535
Other Non-Operating Expenses								
Adjusted Net Income(Loss)	208,204	344,289	(136,085)	(135,561)	(32,863)	383,957	(416,820)	124,535

SMG - Van Andel Arena
Grand Rapids - Kent County Convention/Arena Authority
Event Summary
For the Six Months Ended December 31, 2010

Event Type	Events/Days		Attendance		Total Event Income	
	Actual	Budget	Actual	Budget	Actual	Budget
Family Show	12	13	24,895	23,000	60,808	98,506
Sporting Event	3	2	3,578	14,000	119,315	141,475
Concert	6	9	40,587	71,000	296,255	675,800
Team Home Games	11	21	54,350	66,000	239,387	250,488
Other	4	5	26,908	29,000	167,091	148,328
GRAND TOTALS	36	50	150,318	203,000	882,856	1,314,597

As Percentage of Overall

Family Show	33.33%	26.00%	16.56%	11.33%	6.89%	7.49%
Sporting Event	8.33%	4.00%	2.38%	6.90%	13.51%	10.76%
Concert	16.67%	18.00%	27.00%	34.98%	33.56%	51.41%
Team Home Games	30.56%	42.00%	36.16%	32.51%	27.12%	19.05%
Other	11.11%	10.00%	17.90%	14.29%	18.93%	11.28%

Van Andel Arena
Balance Sheet
As of December 31, 2010

ASSETS

Current Assets

Cash	4,351,788
Account Receivable	929,403
Prepaid Expenses	223,574

Total Current Assets		\$5,504,765
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Total Assets		\$5,504,765
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LIABILITIES AND EQUITY

Current Liabilities

Accounts Payable	211,293
Accrued Expenses	562,707
Deferred Income	1,493,044
Advanced Ticket Sales & Deposits	2,580,664

Total Current Liabilities		\$4,847,708
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Other Liabilities

Equity

Funds Remitted to CAA	(750,000)
Expenses Paid Direct by CAA	412,039
Beginning Balance Equity	1,027,882
Current Year Equity	(32,864)

Total Equity		\$657,057
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Total Liabilities and Equity		\$5,504,765
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5

SMG - Van Andel Arena
Grand Rapids - Kent County Convention/Arena Authority
Summary of Accounts Receivable
As of December 31, 2010

Current - Under 30 Days	
Food & Beverage	279,458
Ticketing	265,514
Merchandise	-
Permanent Advertising	-
DeVos Place	107,321
Operating	211,608
 Over 30 Days	 32,502
 Over 60 Days	 33,000
 Over 90 Days	
 Total Accounts Receivable	 929,403

**SMG - Van Andel Arena & DeVos Place
Grand Rapids - Kent County Convention/Arena Authority
Management Fee Summary
Fiscal Year Ending June 30, 2011**

MANAGEMENT FEE SUMMARY

	Arena Estimate	DeVos Place Estimate	Total Estimate	FY 2010 Actual
Net Revenue above Expenses	1,045,426	(620,023)	425,403	916,360
Benchmark			700,000	700,000
Excess	1,045,426	(620,023)	(274,597)	216,360

Incentive Fee Calculation (Only if above greater than zero)

	Arena Estimate	DeVos Place Estimate	Total Estimate	Total Actual
Base Fee	160,417	160,417	320,834	317,343
Incentive Fee				
Revenue	4,792,607	4,624,188	9,416,795	9,777,929
Benchmark Revenue	4,800,000	4,200,000	9,000,000	8,900,000
Revenue Excess	(7,393)	424,188	416,795	877,929
Incentive Fee **	-	-	-	238,379
Total SMG Management Fee	160,417	160,417	320,834	555,722

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



Memorandum

To: CAA Board
CAA Finance Committee

From: Robert J. White

Subject: December 31, 2010, Administrative Financial Statements

Date: January 31, 2010

The attached Balance Sheet and Income Statement have been reformatted to provide additional information concerning the Convention/Arena Authority administrative account (unconsolidated) – excluding facility manager financial activity (separately reported).

The Balance Sheet includes a two-year comparative financial position at December 31 for fiscal years 2010 and 2011. The Income Statement provides a line item comparison of accounts for the first six months of the current fiscal year as compared to a similar period in the prior fiscal year. In addition, the Income Statement provides a comparison of current year budget to prior year (FY 2010) actual. It will allow the reader to compare interim expenditure trends with full-year budgetary allowances.

Items of interest in the two financial statements are explained as follows:

Balance Sheet (Unconsolidated):

- The cash and investments position decreased by \$1.4 million from December 31, 2009. Balance decreased by \$2.6 million from the June 30, 2010 position due to a quick start on several capital improvement projects.
- Fund balance decreased by \$1.35 million over the December 31, 2009 level.

Six-Month Revenue/Expense:

- Parking revenues have increased by 19.6%. During FY 2009, deposits were delayed. When comparing like periods, the increase over prior years is +13.6%. Revenues in this time period represent only 32% of total annual.
- Interest income was budgeted (2% rate est.) to increase by 35%, but has declined by 40% from actual experience in the first six months of the prior fiscal year. The County Investment Pool is currently paying 1% interest.

- The “Utilities” expenditure account includes electric, gas, steam, and water/sewer for the facilities. Electric represents 68% of the total. For the six-month comparable time period, this expense is increased by 45%.
- Parking management includes city staffing and equipment maintenance expense for the DeVos Place® facility. When adjusted for like billing periods, this expense is reduced by almost 30% from prior year. This reduction is a direct result of automation achieved in September 2009.
- Capital R/R/A spending is increased by 726% over prior year trend. Several major projects at the Arena got off to a quick start.
- Other significant expenditure account variances are primarily due to timing issues.

Hopefully, these reports provide a more on-point analysis of administrative activities over the course of the fiscal year. These reports will be updated on a monthly basis.

Grand Rapids-Kent County Convention/Arena Authority
Balance Sheet (Unconsolidated)
December 31, 2010

		<u>2009</u>	<u>2010</u>
<u>Assets</u>			
Cash	- Operating	\$ 90,537	\$ 251,642
Investments	- Kent County	22,092,026	20,571,889
Capital Assets (Net)		<u>659,549</u>	<u>788,841</u>
Total Assets		<u><u>\$ 22,842,112</u></u>	<u><u>\$ 21,612,372</u></u>
<u>Liabilities & Fund Balance</u>			
Accounts Payable		\$ 196,110	\$ 314,896
Fund Balance		<u>22,646,002</u>	<u>21,297,476</u>
Total Liabilities & Fund Balance		<u><u>\$ 22,842,112</u></u>	<u><u>\$ 21,612,372</u></u>

Grand Rapids-Kent County Convention/Arena Authority
Statement of Revenues, Expenditures and Changes in Fund Balance
For the Six Months Ended December 31, 2010

	Annual			Year-To-Date		
	FY 2010 Actual	FY 2011 Budget	Percentage Change	FY 2010 7/1 - 12/31	FY 2011 7/1 - 12/31	Percentage Change
Revenues:						
Transfers from SMG	\$ 2,806,184	\$ 2,686,472	(4.3)	\$ 950,000	\$ 1,400,000	47.4
Parking	903,979	982,616	8.7	287,903	344,443	19.6
Interest	322,422	435,000	34.9	185,504	111,845	(39.7)
Miscellaneous	95,217	30,000	(68.5)	8,237	5,474	(33.5)
Total Revenues	4,127,802	4,134,088	0.2	1,431,644	1,861,762	30.0
Expenditures:						
Operations						
- Utilities	2,366,582	2,197,800	(7.1)	743,813	1,001,422	34.6
- Parking Management	171,651	119,342	(30.5)	62,576	52,936	(15.4)
- Pedestrian Safety	85,348	85,000	(0.4)	24,687	15,285	(38.1)
- Landscaping	13,393	90,000	572.0	9,768	14,270	46.1
- DID Assessment	53,175	53,500	0.6	53,175	55,103	3.6
- Marketing	-	-	-	-	-	-
- Campaign	-	100,000	100.0	-	-	0.0
- CVB	75,000	75,000	0.0	-	-	0.0
- Sports Commission	25,000	25,000	0.0	25,000	25,000	0.0
Capital R/R/A ⁽¹⁾						
- Capital Projects	434,467	4,108,500	845.6	325,947	2,693,022	726.2
Administration						
- Wages/Benefits	105,529	131,484	24.6	50,382	61,474	22.0
- Professional Services	74,678	71,000	(4.9)	49,393	34,154	(30.9)
- Diversity Initiative	15,106	40,000	164.8	4,080	12,820	214.2
- Procurement of Art	-	25,000	100.0	-	-	0.0
- Insurance	22,903	24,000	4.8	22,903	23,561	2.9
- Supplies/Other	76,031	105,000 ⁽²⁾	38.1	21,557	16,497	(23.5)
Total Expenditures	3,518,863	7,250,626	106.1	1,393,281	4,005,544	187.5
Excess (Deficiency) of Revenues Over Expenditures	608,939	(3,116,538)		\$ 38,363	\$ (2,143,782)	5,688.2
Balance, beginning of period	24,119,455	24,728,394				
Balance, end of period	\$ 24,728,394	\$ 21,611,856				

NOTES:

(1)

R/R/A - Repair/Replacement/Additions

(2)

Includes an allowance of \$50,000 for an Arena long-term capital needs study

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

**RESOLUTION GRANTING EXTENSION OF NOTICE OF RENEWAL
OF LEASE AGREEMENT WITH WEST MICHIGAN HOCKEY, INC.
D/B/A THE GRAND RAPIDS GRIFFINS**

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

WHEREAS, West Michigan Hockey, Inc. d/b/a the Grand Rapids Griffins (the “Griffins”) and the Downtown Development Authority of the City of Grand Rapids (the “DDA”) entered into a Lease Agreement dated October 11, 1995 (the “Lease”), for use of the Van Andel Arena; and

WHEREAS, the DDA subsequently assigned its rights and obligations under the Lease to the Grand Rapids - Kent County Convention/Arena Authority (the “CAA”); and

WHEREAS, the Griffins have an option to renew the Lease for an additional five-year term to be effective September 1, 2011 upon notification of the exercise of such option by the Griffins to the CAA on or before 180 days prior to September 1, 2011; and

WHEREAS, the Griffins have requested an extension of the notification of the exercise of the renewal option to June 30, 2011, in order that discussions may be held regarding a longer term relationship; and

WHEREAS, the CAA is willing and believes it is in its best interest to grant such extension.

RESOLVED:

1. That the Griffins are granted an extension to June 30, 2011, to notify the CAA that it is exercising its option to renew the Lease for an additional five-year term commencing September 1, 2011.

VAN ANDEL ARENA® WEEKLY
(Revised)

Item VII

DATE	EVENT	EC	MOD	ROOM	TIME	FUNCTION
Fri, Jan 28	Griffins vs Rockford	GC	ROD	Arena	10A-12:30P 6:00 PM 7P-9:30P	Team practice Doors Hockey game
	Cross Creek Charter Academy	DG		Banquet B	6P-7P	Banquet
	GR Bar Young Lawyers Assn			Banquet C	6P-7P	Banquet
	One Communications			East/West Nests MOS Corner Office	6P-9:30P	Banquet
	Blue Cross Blue Shield			Suite 101A	6P-9:30P	Banquet
	Scott Doyle			Suite 120B	6P-9:30P	Banquet
	Rob Nichols			Suite 302	6P-9:30P	Banquet
Sat, Jan 29	131 Showdown	GC	ROD	Arena	9:00 AM 12P-4P 5:00 PM 6P-8P 8P-10P	GVSU Admin on-site/court in Approx. team shoot around Doors GVSU vs FSU Women's B-ball GVSU vs FSU Men's B-ball
	5/3 Bank Vault will be closed to the public due to this event taking place all day.	DG		5/3 Bank Vault	9:00 AM 10A-3P 1:00 PM 3:30 PM 5P-8P	Arrival of FSU Staff Board Meeting Lunch served Remove partition walls Alumni Reception
				Banquet All		
Sun, Jan 30	Available					
Mon, Jan 31	Available					
Tue, Feb 1	Available					
Wed, Feb 2	Available					
Thur, Feb 3	Available					
Fri, Feb 4	Griffins vs Hamilton	GC	TODD	Arena	10A-12:30P 6:00 PM 7P-9:30P	Team practice Doors Hockey game
	Creative Dining Services	DG		Banquet B/C	6P-7P	Banquet
	West Side Beer			East Nest	6P-9:30P	Banquet
	Hickey Combs			West Nest	6P-9:30P	Banquet
	Michigan Office Solutions			MOS Corner Office	6P-9:30P	Banquet
	Priority Health			Suite 101A	6P-9:30P	Banquet
Sat, Feb 5	Griffins vs Milwaukee	GC	CHRIS	Arena	10:30 AM 11:00 AM 6:00 PM 7P-9:30P 9:30P-9:50P 9:50P-10:10P	Doors Ice Jamboree Doors Hockey game Post-game skate Post-game autographs
		RM		Under the stairs	5:30P-7P	Travis Richards autographs
				Crease Club	6P-9:30P	Band performance
	Juvenile Diabetes Foundation	DG		Banquet B/C	6P-7P	Banquet
	Mark's Photo & Video			Banquet D	6P-7P	Banquet
	Milwaukee Admirals			Banquet C	9:30P-10:30P	Post-game meal
	Lake Michigan Credit Union			East Nest	6P-10:10P	Banquet
	Centennial Securities			West Nest	6P-10:10P	Banquet
	Van Andel-Flikkema			MOS Corner Office	6P-10:10P	
	Powell Relocation			Suite 101A	6P-10:10P	Banquet
	Action Mold & Machining			Suite 101B	6P-10:10P	Banquet
Sun, Feb 6	Lipizzaner Stallions	GC	KATHY	Arena	2:00 PM	Performance 5/3 Bank Vault will be closed
Mon, Feb 7	Available					
Tue, Feb 8	Available					
Wed, Feb 9	Available					

Thur, Feb 10	USHRA Thunder Nationals	GC		Arena	8:00 AM	Load-in
Fri, Feb 11	USHRA Thunder Nationals	GC	KATHY	Arena	7:30 PM	Performance 5/3 Bank Vault will be closed
Sat, Feb 12	USHRA Thunder Nationals	GC	EDDIE	Arena	2:00 PM 7:30 PM	Performance Performance
Sun, Feb 13	USHRA Thunder Nationals	GC	CHRIS	Arena	2:00 PM	Performance 5/3 Bank Vault will be closed
Mon, Feb 14	SMG	KA		Arena	8:00 AM	Make ice
Tue, Feb 15	SMG	KA		Arena	8:00 AM	Make ice
Wed, Feb 16	Griffins vs Hamilton	GC	TODD	Arena	10A-12:30P 6:00 PM 7P-9:30P	Team practice Doors Hockey game
	Big-L Lumber	DG		Banquet B	5P-7P	Banquet
	Enterprise Holding			Banquet C	9:30A-5P	Staff training
	Northwood University			Banquet D	5P-7P	Banquet
	Hovingh Concrete			East Nest	6P-9:30P	Banquet
	The Printery			West Nest	6P-9:30P	Banquet
	Vibration Research Company			MOS Corner Office	6P-9:30P	Banquet
	Priority Health			Crease Club	6P-9:30P	Banquet
	Van Andel-Flikkema			Suite 101A	6P-9:30P	Banquet
	Fed Ex			Suite 101B	6P-9:30P	Banquet
	Scott's			Suite 120B	6P-9:30P	Banquet
	Thur, Feb 17			Available		
Fri, Feb 18	Griffins vs Texas	GC	ROD	Arena	10A-12:30P 6:00 PM 7P-9:30P	Team practice Doors Hockey game
	W.E. Dance Academy	DG		Crease Club	6P-8P	Dance team staging area
	West Side Beer			East Nest	6P-9:30P	Banquet
	ASPE W. Mich Chapter			West Nest	6P-9:30P	Banquet
	Bissell Homecare			MOS Corner Office	6P-9:30P	Banquet
	Bruce Heys			Suite 101A	6P-9:30P	Banquet
	Allissia Byle			Suite 302	6P-9:30P	Banquet
Sat, Feb 19	Available					
Sun, Feb 20	Griffins vs Peoria	GC	TODD	Arena	10A-12:30P 12:30 PM 1P-2P 3:00 PM 4P-6:30P 6:30P-6:50P 6:50P-7:10P	Team practice Doors for youth hockey Pre-game youth hockey Doors Hockey game Post-game skate Post-game autographs
				Crease Club	3P-5P	Band performance
	Metro Health	DG		East Nest	4P-7:10P	Banquet
	One Communications			Suite 101A	4P-7:10P	Banquet
Mon, Feb 21	Available					
Tue, Feb 22	Available					
Wed, Feb 23	Available					
Thur, Feb 24	Available					
Fri, Feb 25	Griffins vs Lake Erie	GC	EDDIE	Arena	10A-12:30P 6:00 PM 7P-9:30P	Team practice Doors Hockey game
	Golf Association of Michigan	DG		Banquet B	6P-7P	Banquet
	Ally Financial			East Nest	6P-9:30P	Banquet
	Jack Link's Beef Jerky			West Nest	6P-9:30P	Banquet
	Blue Cross/Blue Shield			MOS Corner Office	6P-9:30P	Banquet
	New Horizons-Great Lakes			Crease Club	6P-9:30P	Banquet
	Van Andel-Flikkema			Suite 101A	6P-9:30P	Banquet
Sat, Feb 26	Available					
Sun, Feb 27	Available					

REVISÉD WEEKLY - 2011

G A-F = Grand Gallery Meeting Rooms A-F
GG = Grand Gallery Area
RO A-F = River Overlook A-F

DEVOSPLACE

REVISED WEEKLY - 2011

				7:00pm - 7:30pm 7:30pm - 8:00pm 8:00pm - 10:05pm	Upbeat Seating Open Performance			
SAT. FEB 5	MI INT'L AUTO SHOW		Exhibit Hall A-C, Grand Gallery A-F, GG Overlook A-H	9:00am	Exhibitors Allowed Access to exhibit halls	DA	EST ATTENDANCE 50,000	
	STATE OF THE CITY ADDRESS		Ballroom A	10:00am-10:00pm	AV Load In	RC	EST. ATTENDANCE 500	
			Welsh Lobby Ballroom A	6:00AM 7:15AM 8:30AM 9:00AM	Client Arrival Registration Breakfast			
	2011 CITY HIGH SCHOOL SWIRL		Ballroom C	9:30AM - 11:00AM	State of the City	DA	EST. ATTENDANCE 350-450	
	GRSO CLASSICAL V: BEETHOVEN THE REVOLUTIONARY		Recital Hall DeVos Performance Hall	12:00pm-3:00pm 6:00pm-6:30pm 6:30pm	Set Up DJ Set Up Teacher Arrival	JH	EST. ATTENDANCE 1,200 PER SHOW	
			Recital Hall DeVos Performance Hall	7:00pm-10:30pm 1:00pm - 4:00pm 6:30pm 6:45pm 7:00pm - 7:30pm 7:30pm 8:00pm - 10:05pm 10:00pm- 12:00am	Student Arrival/Dance Opera Rehearsal Outside Doors Open Lobby Open/Upbeat Open Upbeat Seating Open Performance Move Out			
SUN. FEB 6	MI INT'L AUTO SHOW		Exhibit Hall A-C, Grand Gallery A-F, GG Overlook A-H	9:00am	Exhibitors Allowed Access to exhibit halls	DA	EST ATTENDANCE 50,000	
	OPERA GR: MANON LESCAUT		DVPH	10:00am-6:00pm 6:30pm-10:00pm 8:00AM-11:59PM	Show Open Vehicle Move Out SETUP	AK		
MON. FEB 7	MI INT'L AUTO SHOW		Exhibit Hall A-C, Grand Gallery A-F, GG Overlook A-H	8:00am-5:00pm 1:00pm	Final Tear Down Hyatt Lighting Load Out	DA		
	OPERA GR: MANON LESCAUT		DVPH	8:00AM-11:59PM	SETUP	AK		
TUE. FEB 8	OPERA GR: MANON LESCAUT		DVPH	8:00AM-11:59PM	SETUP	AK		
WED. FEB 9	WEST MI GOLF SHOW		Exhibit Hall AB Exhibit Hall B Storage	7:00am-10:00pm 6:00pm-10:00pm	Par 3 Feature Construction Show Office Setup	RC		
	GRAND RAPIDS FIRE FIGHTERS EXAM		BALL A	8:30 AM 1:30PM ?????	TEST #1 TEST #2 POSSIBLE TEST #3	SM		

G A-F = Grand Gallery Meeting Rooms A-F
GG = Grand Gallery Area
RO A-F = River Overlook A-F

O A-H = Overlook Meeting Rooms A-H
MON A-D = Monroe Meeting Rooms

EH A-C = Exhibit Halls A-C
DV = DeVos Performance Hall
BALL A-D = Ballroom A-D

DEVOS-PLACE

REVISED WEEKLY - 2011

	OPERA GR: MANON LESCAUT	DVPH	8:00AM-11:59PM	SETUP	AK	
THU. FEB 10	WEST MI GOLF SHOW	Exhibit Hall AB	7:00am 7:00am-10:00pm 8:00am-6:00pm	Client Arrival Par 3 Feature Construction Drive-in Access for Equipment Dealers/Features Large Exhibitor Load-in SET UP SET UP SET UP SET UP SET UP	RC	
	AUTO-WARES	EH C GG A-F GGO A-H RO A-F CHASE DVPH	8:00AM-11:59PM 8:00AM-11:59PM 8:00AM-11:59PM 8:00AM-11:59PM 8:00AM-11:59PM 8:00AM-11:59PM	SET UP SET UP SET UP SET UP SET UP	JL	
	OPERA GR: MANON LESCAUT			SETUP	AK	
FRI. FEB 11	WEST MI GOLF SHOW	Exhibit Hall AB	6:00am 8:00am-2:00pm 1:00pm 4:00pm-9:00pm	Client Arrival Exhibitor Move-in Fire Marshall Walkthrough Show Open EXHIBIT MEALS GENERAL SESSION BREAKOUT ROOM BREAKOUT ROOM BREAKOUT ROOM BREAKOUT ROOM PERFORMANCE	RC	EST. ATTENDANCE 10,000
	AUTO-WARES	EH C BALL AB BALL CD GG A-F GGO A-H RO A-F CHASE DVPH	8:00AM-11:59PM 8:00AM-11:59PM 8:00AM-11:59PM 8:00AM-11:59PM 8:00AM-11:59PM 8:00AM-11:59PM 8:00AM-11:59PM	EXHIBIT MEALS GENERAL SESSION BREAKOUT ROOM BREAKOUT ROOM BREAKOUT ROOM BREAKOUT ROOM	JL	
	OPERA GR: MANON LESCAUT			PERFORMANCE	AK	
SAT. FEB 12	WEST MI GOLF SHOW	Exhibit Hall AB Exhibit Hall B EH A Pre-function/GG Exhibit Hall AB	8:00am 8:00am - 3:00pm 9:00am-11:00am 9:00am-10:00am 10:00am-7:00pm 7:00pm - 9:00pm	Client Arrival MIGCA Golf Conference Pancake Breakfast Exhibitors Allowed in Exhibit Hall Show Open Exhibitor Party EXHIBIT MEALS GENERAL SESSION BREAKOUT ROOM BREAKOUT ROOM BREAKOUT ROOM BREAKOUT ROOM MEETING SPACE PERFORMANCE	RC	EST. ATTENDANCE 10,000
	AUTO-WARES	EH C BALL AB BALL CD GG A-F GGO A-H RO A-F CHASE MONROE ABCD DVPH	8:00AM-11:59PM 8:00AM-11:59PM 8:00AM-11:59PM 8:00AM-11:59PM 8:00AM-11:59PM 8:00AM-11:59PM 8:00AM-11:59PM 8:00AM-11:59PM	EXHIBIT MEALS GENERAL SESSION BREAKOUT ROOM BREAKOUT ROOM BREAKOUT ROOM BREAKOUT ROOM MEETING SPACE PERFORMANCE	JL	
	OPERA GR: MANON LESCAUT			PERFORMANCE	AK	

G A-F = Grand Gallery Meeting Rooms A-F
GG = Grand Gallery Area
RO A-F = River Overlook A-F

O A-H = Overlook Meeting Rooms A-H
MON A-D = Monroe Meeting Rooms

EH A-C = Exhibit Halls A-C
DV = DeVos Performance Hall
BALL A-D = Ballroom A-D

DEVOS-PLACE

REVISED WEEKLY - 2011

SUN. FEB 13	WEST MI GOLF SHOW	Exhibit Hall AB	8:00am 9:00am-10:00am 10:00am-5:00pm 5:00pm-8:00pm 8:00pm-4:00am	Client Arrival Exhibitors Allowed in Exhibit Hall Show Open Booth Load Out Par 3 Deconstruction and Load Out	RC	EST. ATTENDANCE 10,000
	GR BOAT SHOW	EH ABC GGO AB DVPH	8:00AM-11:59PM 8:00AM-11:59PM 8:00AM-7:PM 7:00PM-900PM 9:00PM-11:59PM	SET UP SET UP SET UP PERFORMANCE TEARDOWN	DA AK	
	RIVERDANCE					
	GR BOAT SHOW	EH A-C GG GG A-F GGO A-H	8:00AM-11:59PM 8:00AM-11:59PM 8:00AM-11:59PM 8:00AM-11:59PM	SETUP SETUP SETUP SETUP	DA	
	CHURCH GIRL	DVPH/ LYON DOCK DVPH DVPH/ LYON DOCK	8AM-5PM 7:30P-10PM 10PM-1AM	MOVE IN PERFORMANCE MOVE OUT	AK	
	GR BOAT SHOW					
TUE. FEB 15	GR BOAT SHOW	EH A-C GG A-F GGO A-H	8:00AM-11:59PM 8:00AM-11:59PM 8:00AM-11:59PM	SETUP SETUP SETUP	DA	
	GRS CLASSICAL VI: PASSION AND ROMANCE	RECITAL	8:00AM-11:00PM	REHEARSAL	AK	
	BGR-NEW SHANGHAI CIRCUS	DVPH	8:00AM-11:00PM	PERFORMANCE	AK	
	GR BOAT SHOW					
WED. FEB 16	GR BOAT SHOW	EH A-C GG A-F GGO A-H DVPH	8:00AM-11:59PM 8:00AM-11:59PM 8:00AM-11:59PM 8:00AM-11:59PM	EXHIBIT EXHIBIT BREAKOUT ROOMS SET UP	DA AK	
	GRS CLASSICAL VI: PASSION AND ROMANCE					
	GR BOAT SHOW	EH A-C GG A-F GGO A-H DVPH	8:00AM-11:59PM 8:00AM-11:59PM 8:00AM-11:59PM 8:00AM-11:59PM	EXHIBIT EXHIBIT BREAKOUT ROOMS SET UP	DA AK	
THU. FEB 17	GRS CLASSICAL VI: PASSION AND ROMANCE					
	WMWA BRIDAL SHOW	BALL A-D	8:00AM-11:59PM	SETUP	JL	

G A-F = Grand Gallery Meeting Rooms A-F
 GG = Grand Gallery Area
 RO A-F = River Overlook A-F
 O A-H = Overlook Meeting Rooms A-H
 MON A-D = Monroe Meeting Rooms
 EH A-C = Exhibit Halls A-C
 DV = DeVos Performance Hall
 BALL A-D = Ballroom A-D

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	GR BOAT SHOW	EH A-C GG A-F GGO A-H DVPH	8:00AM-11:59PM 8:00AM-11:59PM 8:00AM-11:59PM 8:00AM-11:59PM	EXHIBIT EXHIBIT BREAKOUT ROOMS PERFORMANCE	DA AK
SAT. FEB 19	WMWA BRIDAL SHOW	BALL A-D	8:00AM-11:59PM	EXHIBIT	JL
	GR BOAT SHOW	EH A-C GG A-F GGO A-H DVPH	8:00AM-11:59PM 8:00AM-11:59PM 8:00AM-11:59PM 8:00AM-11:59PM	EXHIBIT EXHIBIT BREAKOUT ROOMS PERFORMANCE	DA AK
SUN. FEB 20	WMWA BRIDAL SHOW	BALL A-D	8:00AM-11:59PM	EXHIBIT	JL
	GR BOAT SHOW	EH A-C GG A-F GGO A-H DVPH	8:00AM-11:59PM 8:00AM-11:59PM 8:00AM-11:59PM 8:00AM-11:59PM	EXHIBIT EXHIBIT BREAKOUT ROOMS PERFORMANCE	DA AK
	BGR- THE ALUMINIUM SHOW				
MON. FEB 21	GR BOAT SHOW	EH A-C GG A-F GGO A-H DVPH	8:00AM-11:59PM 8:00AM-11:59PM 8:00AM-11:59PM 8:00AM-11:59PM	TEARDOWN TEARDOWN TEARDOWN PERFORMANCE	DA AK
TUE. FEB 22	GVSU CAREERFEST	BALL A-D	8:00AM-11:59PM	TRADESHOW	SM
	GRSO FIFTH GRADE CONCERTS	DVPH	8:00AM-11:59PM	PERFORMANCE	AK
WED. FEB 23	S. ABRAHAM & SONS	EH B-C	8:00AM-11:59PM	SETUP	RC
	GRSO FIFTH GRADE CONCERTS	DVPH	8:00AM-6:00PM	PERFORMANCE	AK
THU. FEB 24	MI SCIENCE TEACHERS ASSOC. ANNUAL CONFERENCE	BALL A-D BALL A-D EH B-C GG AB GG CDEF	8:00AM-7:00PM 7:00PM-11:59PM 8:00AM-11:59PM 8:00AM-11:59PM 8:00AM-11:59PM	SETUP EXHIBIT BREAKOUT BREAKOUT BREAKOUT	JL RC

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	GRSO FIFTH GRADE CONCERTS	DVPH	8:00AM-11:59PM	PERFORMANCE	AK
FRI. FEB 25	MI SCIENCE TEACHERS ASSOC. ANNUAL CONFERENCE	BALL A-D RO A-F BOARDROOM	8:00AM-11:59PM 8:00AM-11:59PM 8:00AM-11:59PM	EXHIBIT MEETING MEETING	JL
	S. ABRAHAM & SONS	EH B-C GG AB GG CDEF DVPH	8:00AM-11:59PM 8:00AM-11:59PM 8:00AM-11:59PM 8:00AM-11:59PM	BREAKOUT BREAKOUT BREAKOUT ROOM PERFORMANCE	RC AK
SAT. FEB 26	MI SCIENCE TEACHERS ASSOC. ANNUAL CONFERENCE	BALL ABCD CHASE RO A-F	8:00AM-11:59PM 8:00AM-11:59PM 8:00AM-11:59PM	EXHIBIT BREAKOUT ROOM BREAKOUT ROOM	JL
	S. ABRAHAM & SONS	EH B-C GG ABCDEF DVPH	8:00AM-11:59PM 8:00AM-11:59PM 8:00AM-11:59PM	EXHIBIT BREAKOUT PERFORMANCE	RC AK
SUN. FEB 27	GRSO YOUTH SYMPHONY	DVPH	8:00AM-11:59PM	PERFORMANCE	AK
MON. FEB 28	BROADWAY GRAND RAPIDS: GREASE	DVPH	8:00AM-11:59PM	SETUP	AK
	WEST MI HOME & GARDEN SHOW	EH AC GGO A-H GG A-F	8:00AM-11:59PM 8:00AM-11:59PM 8:00AM-11:59PM	SET UP SET UP SET UP	RC

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