



# Agenda

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## Board of Directors

**Friday, February 1, 2013**

**Following CAA Operations Committee Meeting**

**Kent County Commission Chambers**

**300 Monroe, NW – Grand Rapids, MI**

- |    |  |                   |
|----|--|-------------------|
| 1. | Call to Order  | Steve Heacock     |
| 2. | Appointment of New Member Richard A. Winn and<br>Reappointment of Member Mayor George K. Heartwell | Kent County Clerk |
| 3. | Broadway Grand Rapids Update   | Mike Lloyd        |
| 4. | Minutes of December 7, 2012  | Action            |
| 5. | Committee Reports  |                   |
|    | A. Operations Committee  | Information       |
|    | B. Finance Committee   |                   |
|    | i. Acceptance of CAA December 2012 Financial Statements  | Action            |
|    | ii. Acceptance of SMG December 2012 Financial Statements   | Action            |
| 6. | SMG Report and Facilities Calendars  | Information       |
| 7. | Public Comment   |                   |
| 8. | Adjournment  |                   |

**Next Meeting Date: Friday, March 1, 2013,  
Following the CAA Finance Committee Meeting**



Board of Commission Minutes  
January 3, 2013  
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Pension Board  
Stan Ponstein

Senior Millage Review Committee  
Harold Mast  
Nate Vriesman

The Right Place, Inc.  
Daryl Delabbio

VEBA Trust Board  
Matthew VanZetten



APPOINTMENTS TO BOARDS, COMMISSIONS AND COMMITTEES  
2013 BOARDS, COMMISSIONS, AND COMMITTEES

Agricultural Preservation Board  
Tom Antor  
Carlton Blough  
Michele VanHouten

Area Agency on Aging of Region VIII – Advisory Council  
Frederick Deane  
Harold Mast

Area Agency on Aging of Region VIII – Board of Directors  
Carol Hennessy  
Albert Page

Community Corrections Advisory Board  
Eva Aguirre Cooper  
Randy Demory  
Kristen Gietzen  
Shawn Harris  
Jeanine LaVille  
Alecia Lewis

Community Health Advisory Committee  
Shatawn Brigham  
Candace Chivis  
Eula Gaddis, Jr.  
Lori Pearl-Kraus

Savator Selden-Johnson  
Shana Shroll  
Mark Swan

Community Mental Health Authority Board

Thomas Dooley  
Joel Freeman  
BriAnne McKee  
William VerHulst

Concealed Weapons Licensing Board

Wallace Duffin

County Building Authority

Ross Leisman  
R. Hudson Miller

Fire Commission

Tom Antor  
Alex Arends  
Bonnie Blackledge  
Jennifer Christian  
Dennis Hoemke  
Mike Wawee

Foreign Trade Zone Board (Kent, Ottawa, Muskegon)

Daryl Delabbio

Friend of the Court Advisory Committee

James Kraayeveld  
Scott Nibbelink  
Lupe Ramos-Montigny

Gerald R. Ford International Airport Board

Richard Vander Molen

\* Grand Rapids – Kent County Convention/Arena Authority  
Richard Winn

John Ball Zoo Advisory Board

Carol Hennessy (filling unexpired term)  
Carole Pettijohn

## Item 2

~~82065~~ Com. Gutowski, supported by Com. Lumpkins, moved to suspend the rules in order to consider the following resolution.

Carried:            Yeas: -7            Nays: -0

Com. White, supported by Com. Bliss, moved to adopt the following resolution:

RESOLVED that the Mayor's appointment of Mayor George K. Heartwell to the Grand Rapids-Kent County Convention/Arena Authority for a four-year term ending December 31, 2016, be confirmed.

Adopted:            Yeas: -7            Nays: -0

I hereby certify that the foregoing is a true transcript of the action of the City Commission of the City of Grand Rapids, Michigan, in public session held December 18, 2012.



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Lauri S. Parks, City Clerk



**MINUTES OF THE GRAND RAPIDS-KENT COUNTY  
CONVENTION/ARENA AUTHORITY  
BOARD OF DIRECTORS MEETING  
Friday, December 7, 2012**

**1. Call to Order**

Steve Heacock, Chairperson, called the meeting to order at 8:30 a.m. Birgit Klohs, Secretary/Treasurer, recorded the meeting minutes. Chair Heacock removed item #6 from the agenda.

Attendance

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

**Members Absent:** Charlie Secchia  
Joe Tomaselli

<b>Staff/Others:</b>	Brian Dykema	Interested Citizen
	Scott Gorsline	Grand Rapids Griffins
	Tim Gortsema	Grand Rapids Griffins
	Erin Grover	Anderson Economic Group
	Jim Harger	<i>The Grand Rapids Press</i>
	George Helmstead	Experience Grand Rapids
	Chris Machuta	SMG
	Rich MacKeigan	SMG
	Alex Rosaen	Anderson Economic Group
	Doug Small	Experience Grand Rapids
	Susan Waddell	CAA
	Jana Wallace	City of Grand Rapids
	Jim Watt	SMG
	Richard Wendt	Dickinson Wright
	Robert White	CAA

**2. Economic Impact Analysis**

Erin Grover and Alex Rosaen of Anderson Economic Group (AEG) attended the meeting to present the economic impact study of DeVos Place®, DeVos Performance Hall, and the Van Andel Arena®. Ms. Grover explained that the analysis is a report card to investors and a vehicle to move forward. AEG is a consulting firm specializing in economics, financial valuation, market analysis, and public policy, with offices located in East Lansing and Chicago. Anderson Economic Group serves both public and private organizations including governments, corporations, nonprofit organizations, trade associations, and small businesses. AEG's clients include: the States of Michigan, North Carolina, Wisconsin; cities of Detroit, Cincinnati, Norfolk, and Fort Wayne; counties of Oakland, MI and Collier, FL; Meijer, Spartan Stores, General Motors, Ford, Delphi, Honda, Detroit Lions, PG&E Generating, Labatt USA, Nestle, InBev USA, Gambrinus; Experience Grand Rapids, MSU, U of M, Wayne State, Van Andel Institute, Michigan Manufacturers Association, United Ways of Michigan, and Automation Alley.

The CAA commissioned AEG to estimate the economic impact of the CAA venues on Kent County, quantify the new economic activity that the venues and their attendees generate for the local economy, and examine other long-term benefits of the venues and their events. AEG isolated Fiscal Year 2011 and for that year quantify new economic activity that each venue and their attendees generated for the local economy.

Ms. Grover explained the AEG's approach in reaching its conclusions. AEG first defined "net economic impact," which is new economic activity directly or indirectly created by the venues and activities of the CAA. Net economic impact included only economic activity from spending that would not have occurred without CAA venues and events and excluded any activity by venues or attendees that displaced other activity in Kent County. Expenditures made by the venues included payroll and health care expenditures; concessions, catering, and other expenditures to vendors. Expenditures by attendees and visiting performers included restaurants, accommodations, incidental expenses (gas, parking).

Three measures of economic impact included output (additional spending on goods and services); earnings (additional income to households); and employment (new jobs). AEG met with staff to discuss data needs and facility financial information, collected expenditure and attendance data from numerous reliable sources (CAA, SMG, Griffins Hockey team, TicketMaster, ESRI, Inc., Grand Action, Bureau of Labor Statistics, Senate Fiscal Agency, and *The Grand Rapids Press*), and from there developed a custom model to estimate each venue's economic impact on Kent County.

The economic impact analysis found that, for Fiscal Year 2011:

1. The three venues hosted over 1.1 million attendees in FY 2011, with nearly 540,000 coming from outside of Kent County.
  - Ticket purchasers for events at the Arena and Performance Hall in FY 2011 were from every state in the U.S. Over 10% of tickets purchased came from outside of Michigan, including 406 from Canada.
2. The venue operations and events contributed over \$32.7 million in net new spending within Kent County in FY 2011.
  - CAA venues spent over \$8.1 million with Kent County businesses and individuals for event operations and capital expenditures. Spending by attendees and visiting performers outside of the venues totaled over \$24.6 million (restaurants, accommodations, gas, parking, etc.)
3. The total economic impact from the venues, in FY 2011, was over \$58.4 million, generating nearly 700 jobs and \$16.6 million in new earnings for households in Kent County.
  - DeVos Place® generated \$26.1 million in output, \$6.8 million in earnings, and 314 jobs; Van Andel Arena® produced \$22.2 million in output, \$6 million in earnings, and 252 jobs; DeVos Performance Hall generated \$9.9 million in output, \$2.6 million in earnings, and 132 jobs.

### **3. Minutes of Prior Meeting**

*Motion by Mr. Wilson, support by Mr. Chamberlin, to approve the November 2, 2012, Minutes. Motion carried.*



#### **4. Committee Reports**

##### **a. Operations Committee**

Mr. Chamberlin stated that the Operations Committee met earlier this morning and he has nothing further to add.

##### **b. Finance Committee**

###### **i. CAA October 2012 Financial Statements**

*Motion: Ms. Klohs, supported by Mr. Heartwell, moved to accept the CAA Financial Statements for the period ended October 31, 2012. The motion carried unanimously.*

###### **ii. SMG October 2012 Financial Statements**

*Motion: Ms. Klohs, supported by Mr. Chamberlin, moved to accept the SMG Financial Statements for DeVos Place® and the Van Andel Arena® for the period ended October 31, 2012. The motion carried unanimously.*

Chair Heacock stated that two items were brought up at a recent Kent County Commission meeting, one being the public disclosure of CAA financials and financial support for Experience Grand Rapids and the West Michigan Sports Commission. Staff is looking into the possibility of posting the financial statements on the website. Mr. White stated that the financial statements are posted on the State of Michigan site already. Chair Heacock explained to the Commission that the CAA is very purposeful in maintaining a healthy reserve to keep the buildings viable. The CAA does contract with both the Sports Commission and Experience Grand Rapids for services.

#### **5. SMG Report and Facilities Calendars**

Mr. MacKeigan stated that Anderson Economic Group was great to work with, very cooperative, and available. Fiscal year 2011 was the base-level year, and possibly follow-up studies could be done every five or ten years.

#### **6. Public Comment**

None.

#### **7. Adjournment**

The meeting adjourned at 9:00 a.m.

The date for next CAA Board meeting is Friday, January 4, 2013, in the Kent County Commission Chambers, Kent County Administration Building, 300 Monroe Avenue, NW, immediately following the CAA Finance Committee meeting.

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Birgit M. Klohs, Recording Secretary





## Memorandum

**To:** CAA Finance Committee

**From:** Robert J. White

**Subject:** December 2012 Financial Statements

**Date:** January 28, 2013

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The attached interim Balance Sheet, Administrative Income Statement, and Consolidated Income Statement are formatted to provide information concerning the Convention/Arena Authority administrative accounts.

These statements are prepared on a cash basis. The Balance Sheet includes a two-year comparative financial position at December 31 for Fiscal Years 2012 and 2013. The Administrative Income Statement provides a line item comparison of accounts for the current fiscal year as compared to a similar period in the prior fiscal year. In addition, the Administrative Income Statement provides a comparison of current year budget to prior year (FY 2012). It will allow the reader to compare expenditure trends with full-year budgetary allowances. The Consolidated Income Statement is formatted by functional area. The columnar format is the same as in the Administrative Income Statement.

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

### Balance Sheet (Unconsolidated):

- The cash and investments position is up by \$120,000 from June 30, 2012. This is better than the budget forecast.
- Fund balance increased by \$75,000 from the December 31, 2011 level.

### December Administrative Revenue/Expense:

- Parking Revenues - continues a negative trend, at a decline of (7.2%), as the normal October monthly deposit was delayed.
- Parking Management Expense – is down by (66.1%), as the prior-year expense included a non-recurring \$57,715 for seal coating/stripping at the DeVos Place® ramp.

- DID Assessment – The FY2012 DID assessment was received and paid September 2011. Year-to-date (FY 2013), no invoices have been received from the City.
- Overall Expense. Operating expenses are budgeted at a 5.3% annual increase. For the current fiscal year, six months' actual operating expenses totaled a (4.4%) decrease from prior year. Year-to-date total overall operating expense (six months) comprises 38.6% of annual budget.

**Consolidated Income Statement (six months):**

- The Van Andel Arena® budget forecast a current year "Net Proceeds" increase of +12.9%. For the current fiscal year, "Net Proceeds," are reported at an increase of 31.6% from prior-year performance. This was a significant turnaround from the prior month. The November report, five months' activity, trended at a negative (1.7%) when compared to prior year.
- The DeVos Place® budget forecast a current year "Net Proceeds" decrease of (62.5%). For the current fiscal year, "Net Proceeds" are reported at 99.7% ahead of prior-year performance.
- Total operating "Net Proceeds" are up by +\$679,443 from a like period in the prior fiscal year. The full-year consolidated operating budget forecasted a full-year decline of (\$107,689) in "Net Proceeds." Actual performance is running significantly ahead of budget, driven primarily by the increased operating revenue at DeVos Place®.

These reports are intended to provide a summary analysis of administrative activities over the course of the fiscal year.

**Grand Rapids-Kent County Convention/Arena Authority**  
**Balance Sheet (Unconsolidated)**  
**December 31, 2012**

		<u>12/31/2011</u>	<u>12/31/2012</u>
<b><u>Assets</u></b>			
Cash	- Operating	\$ 351,370	\$ 153,213
Investments	- Kent County	20,715,011	21,094,458
Capital Assets (Net)		<u>1,611,131</u>	<u>1,587,656</u>
Total Assets		<u><u>\$ 22,677,512</u></u>	<u><u>\$ 22,835,327</u></u>
<b><u>Liabilities &amp; Fund Balance</u></b>			
Accounts Payable		\$ 185,725	\$ 268,507
Fund Balance		<u>22,491,787</u>	<u>22,566,820</u>
Total Liabilities & Fund Balance		<u><u>\$ 22,677,512</u></u>	<u><u>\$ 22,835,327</u></u>

**Grand Rapids-Kent County Convention/Arena Authority**  
**Statement of Revenues, Expenditures and Changes in Fund Balance**  
**For the Year Ending June 30, 2013**

	Annual			Year-To-Date		
	FY 2012	FY 2013	Percentage	FY 2012	FY 2013	Percentage
	<u>Final</u>	<u>Budget</u>	<u>Change</u>	<u>7/1 - 12/31</u>	<u>7/1 - 12/31</u>	<u>Change</u>
<b>Revenues:</b>						
Transfers from SMG	\$ 2,754,305	\$ 2,813,838	2.1	\$ 800,000	\$ 1,200,000	50.0
Parking	1,098,657	1,116,829	1.7	385,664	357,806	(7.2)
Interest	119,327	106,000	(11.2)	64,455	40,057	(37.9)
Miscellaneous	82,455	81,000	(1.8)	9,578	9,816	2.5
<b>Total Revenues</b>	<u>4,054,744</u>	<u>4,117,667</u>	<u>1.6</u>	<u>1,259,697</u>	<u>1,607,679</u>	<u>27.6</u>
<b>Expenditures:</b>						
<b>Operations</b>						
- Utilities	2,244,580	2,404,804	7.1	941,655	1,044,600	10.9
- Parking Management	236,056	198,000	(15.8)	117,432	39,777	(66.1)
- Pedestrian Safety	116,019	121,510	4.7	19,845	49,421	149.0
- Marketing - CVB/Sports	100,000	100,000	-	25,000	25,000	-
- DID Assessment	38,398	60,000	56.3	38,398	-	(100.0)
- Landscaping	20,608	30,000	45.6	16,367	20,003	22.2
- Food & Beverage Repairs	-	40,000	100+	-	-	-
<b>Administration</b>						
- Wages/Benefits	113,848	114,677	0.7	46,928	46,631	(0.6)
- Consulting Services	175,544	35,900	(79.5)	52,667	7,500	(85.6)
- Professional Services	51,357	72,000	40.2	34,991	17,146	(51.0)
- Diversity Initiative	62,078	100,000	61.1	28,256	13,282	(53.0)
- Procurement of Art	18,368	30,000	63.3	9,229	16,343	77.1
- Insurance	27,502	28,600	4.0	27,502	20,934	(23.9)
- Supplies/Other	20,313	60,000	195.4	13,560	10,333	(23.8)
<b>Operating Expenditures</b>	<u>3,224,671</u>	<u>3,395,491</u>	<u>5.3</u>	<u>1,371,830</u>	<u>1,310,970</u>	<u>(4.4)</u>
<b>Capital R/R/A<sup>(1)</sup></b>						
<b>Total Expenditures</b>	<u>662,230</u>	<u>1,903,000</u>	<u>187.4</u>	<u>285,440</u>	<u>377,484</u>	<u>32.2</u>
<b>Excess (Deficiency) of Revenues Over Expenditures</b>	<u>167,843</u>	<u>(1,180,824)</u>	<u>(803.7)</u>	<u>\$ (397,573)</u>	<u>\$ (80,775)</u>	<u>(79.7)</u>
<b>Balance, beginning of period</b>	<u>22,065,862</u>	<u>22,233,705</u>				
<b>Balance, end of period</b>	<u>\$ 22,233,705</u>	<u>\$ 21,052,881</u>				

NOTES:

(1) R/R/A - Repair/Replacement/Additions and Budget Amendment of 8/3/12

**Grand Rapids-Kent County Convention/Arena Authority**  
**Budget Summary by Facility/Other**  
**Five-Month Financial Trends for Period Ended December 31, 2012**

	Annual			Year-To-Date		
	FY 2012	FY 2013	Percentage	FY 2012	FY 2013	Percentage
	Final	Budget	Change	7/1 - 12/31	7/1 - 12/31	Change
<b>Van Andel Arena</b>						
Operating - Revenues	\$4,523,881	\$4,997,896	10.4	\$ 2,182,915	\$2,288,674	4.8
- Expenses - Facilities	(3,470,372)	(3,818,869)	10.0	(1,742,519)	(1,717,318)	(1.4)
- Base Management Fees	(162,500)	(167,375)	3.0	(81,424)	(82,631)	1.5
Net Operating Income (Loss)	891,009	1,011,652	13.5	358,972	488,725	36.1
Parking	156,538	166,829	6.6	71,950	78,778	9.5
Pedestrian Safety	(71,864)	(76,970)	7.1	(14,875)	(33,200)	123.2
<b>Net Proceeds (Cost) of VAA</b>	<b>975,683</b>	<b>1,101,511</b>	<b>12.9</b>	<b>416,047</b>	<b>534,303</b>	<b>31.6</b>
<b>DeVos Place Convention Center</b>						
Operating - Revenues	5,031,222	4,838,806	(3.8)	2,127,119	2,540,735	19.4
- Expenses - Facilities	(5,250,815)	(5,274,049)	0.4	(2,472,368)	(2,446,670)	(1.0)
- Base Management Fees	(162,501)	(167,375)	3.0	(81,250)	(82,632)	1.7
Net Operating Loss	(382,093)	(602,618)	(57.7)	(426,499)	11,433	102.7
Parking	706,064	752,000	6.5	196,281	239,251	21.9
Pedestrian Safety	(44,155)	(44,540)	0.9	(4,970)	(16,221)	226.4
<b>Net Proceeds (Cost) of DVP</b>	<b>279,816</b>	<b>104,842</b>	<b>(62.5)</b>	<b>(235,188)</b>	<b>234,463</b>	<b>99.7</b>
<b>Other</b>						
Revenues						
Interest	119,327	156,000		64,455	40,057	(37.9)
Miscellaneous	82,455	31,000		9,578	9,816	2.5
	201,782	187,000	(7.3)	74,033	49,873	(32.6)
Expenses						
Administration	(607,408)	(601,177)		(276,531)	(157,169)	(43.2)
Other Operating	(20,608)	(70,000)		(16,367)	(20,003)	22.2
	(628,016)	(671,177)	6.9	(292,898)	(177,172)	(39.5)
<b>Net Other</b>	<b>(426,234)</b>	<b>(484,177)</b>	<b>13.5</b>	<b>(218,865)</b>	<b>(127,299)</b>	<b>(41.8)</b>
<b>Total Net Proceeds/Operating</b>	<b>829,265</b>	<b>722,176</b>		<b>(38,006)</b>	<b>641,467</b>	
Capital Expenditures	(662,230)	(1,903,000)		(285,440)	(377,484)	
Results Net of Capital Expenditures	\$ 167,035	\$ (1,180,824)		\$ (323,446)	\$ 263,983	

# DEVOS PLACE

## DE VOS PLACE

**FINANCIAL STATEMENT  
FOR THE PERIOD ENDED DECEMBER 31, 2012**

**Distribution:**

Grand Rapids – Kent County Convention / Arena Authority  
Robert White  
Harry Cann  
Gary McAneney  
John Szudzik  
Richard MacKeigan  
Chris Machuta



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*An SMG Managed Facility*



**DE VOS PLACE  
ROLLING FORECAST  
FISCAL YEAR ENDING JUNE 30, 2013**

	<b>YTD Actual</b>	<b>Roll</b>	<b>TOTAL FYE</b>	<b>BUDGET FYE</b>	<b>VARIANCE</b>
<b>NO. EVENTS</b>	236	249	485	497	(12)
<b>ATTENDANCE</b>	214,312	310,500	524,812	513,000	11,812
<b>DIRECT EVENT REVENUE</b>	1,207,773	1,451,133	2,658,906	2,650,740	8,166
<b>ANCILLARY REVENUE</b>	1,192,535	943,237	2,135,772	1,974,616	161,156
<b>TOTAL EVENT REVENUE</b>	2,400,308	2,394,370	4,794,678	4,625,356	169,322
<b>TOTAL OTHER REVENUE</b>	140,427	81,855	222,282	213,450	8,832
<b>TOTAL OPERATING REVENUE</b>	2,540,735	2,476,225	5,016,960	4,838,806	178,154
<b>INDIRECT EXPENSES</b>					
<b>EXECUTIVE</b>	81,621	95,600	177,221	174,515	(2,706)
<b>FINANCE</b>	114,851	116,200	231,051	238,554	7,503
<b>MARKETING</b>	47,652	41,800	89,452	84,060	(5,392)
<b>OPERATIONS</b>	676,372	795,000	1,471,372	1,481,253	9,881
<b>EVENT SERVICES</b>	460,874	455,700	916,574	898,714	(17,860)
<b>BOX OFFICE</b>	45,289	48,300	93,589	86,221	(7,368)
<b>SALES</b>	182,903	192,300	375,203	380,186	4,983
<b>OVERHEAD</b>	919,738	1,155,700	2,075,438	2,097,921	22,483
<b>TOTAL OPERATING EXP.</b>	2,529,302	2,900,600	5,429,900	5,441,424	11,524
<b>NET REVENUE ABOVE EXPENSES</b>	11,433	(424,375)	(412,940)	(602,618)	189,678
<b>INCENTIVE FEE</b>			195,147	0	195,147
<b>NET OPERATING REVENUE OVER OPERATING EXPENSES</b>	11,433	(424,375)	(608,087)	(602,618)	(5,469)

**Comments:**

The first half of the fiscal year has proven to be a very successful one for DeVos Place with consistent activity throughout. The balance of the fiscal year looks to be very good, however, giving back some of the gains achieved during the first half. The first quarter does have potential upside depending on how the consumer show season plays out.

General Manager

Finance Director

**DE VOS PLACE  
FINANCIAL STATEMENT HIGHLIGHTS  
FOR MONTH ENDED DECEMBER 31, 2012**

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

<b>MONTH</b>	<b>December Actual</b>	<b>December Budget</b>	<b>December FY 2011</b>
Number of Events	39	41	46
Attendance	56,362	43,950	62,895
Direct Event Income	\$243,768	\$186,404	\$243,901
Ancillary Income	185,751	106,823	200,403
Other Income	50,211	30,860	33,054
Indirect Expenses	(400,443)	(453,452)	(470,603)
Net Income	<u>\$79,287</u>	<u>(\$129,365)</u>	<u>\$6,755</u>

<b>YTD</b>	<b>YTD 2013 Actual</b>	<b>YTD 2013 Budget</b>	<b>YTD 2012 Prior Year</b>
Number of Events	236	238	261
Attendance	214,312	221,091	208,538
Direct Event Income	\$1,207,773	\$1,177,015	\$1,020,430
Ancillary Income	1,192,535	1,078,313	969,824
Other Income	140,427	81,912	136,865
Indirect Expenses	(2,529,302)	(2,720,712)	(2,553,618)
Net Income	<u>\$11,433</u>	<u>(\$383,472)</u>	<u>(\$426,499)</u>

**EVENT INCOME**

Event income came in ahead of budget on the strength of a strong performances by the holiday arts group shows and a couple of large scale holiday parties.

**ANCILLARY INCOME**

Ancillary income came in well ahead of budget on the strength of spending for catering events hosted.

**INDIRECT EXPENSES**

Indirect expenses came in ahead of budget overall.

**DeVos Place**  
**Income Statement**  
**For the Six Months Ending December 31, 2012**

	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
<b>Event Income</b>								
<b>Direct Event Income</b>								
Rental Income	\$215,025	\$168,000	\$47,025	\$234,249	\$1,283,300	\$1,212,099	\$71,201	\$1,077,809
Service Revenue	320,695	237,177	83,518	448,745	1,114,189	961,830	152,359	1,296,458
Service Expenses	(291,952)	(218,773)	(73,179)	(439,093)	(1,189,716)	(996,914)	(192,802)	(1,353,837)
<b>Total Direct Event Income</b>	<b>243,768</b>	<b>186,404</b>	<b>57,364</b>	<b>243,901</b>	<b>1,207,773</b>	<b>1,177,015</b>	<b>30,758</b>	<b>1,020,430</b>
<b>Ancillary Income</b>								
F&B Concession	14,905	5,630	9,275	15,761	69,194	42,017	27,177	47,379
F&B Catering	66,760	37,526	29,234	61,880	410,168	353,614	56,554	353,137
Novelty Sales	1,990	704	1,286	1,738	6,196	3,108	3,088	4,901
Booth Cleaning	18,732	7,892	10,840	19,712	108,068	122,367	(14,299)	81,179
Telephone/Long Distance	0	0	0	0	0	0	0	113
Electrical Services	40,754	19,175	21,579	41,985	233,085	252,424	(19,339)	197,931
Audio Visual	23,444	16,763	6,681	35,074	216,148	182,676	33,472	168,319
Internet Services	3,536	2,088	1,448	4,298	57,186	30,327	26,859	26,859
Equipment Rental	15,630	17,045	(1,415)	19,955	92,490	91,780	710	90,006
<b>Total Ancillary Income</b>	<b>185,751</b>	<b>106,823</b>	<b>78,928</b>	<b>200,403</b>	<b>1,192,535</b>	<b>1,078,313</b>	<b>114,222</b>	<b>969,824</b>
<b>Other Event Income</b>								
Ticket Rebates(Per Event)	49,016	28,194	20,822	31,424	125,223	65,916	59,307	123,498
<b>Total Other Event Income</b>	<b>49,016</b>	<b>28,194</b>	<b>20,822</b>	<b>31,424</b>	<b>125,223</b>	<b>65,916</b>	<b>59,307</b>	<b>123,498</b>
<b>Total Event Income</b>	<b>478,535</b>	<b>321,421</b>	<b>157,114</b>	<b>475,728</b>	<b>2,525,531</b>	<b>2,321,244</b>	<b>204,287</b>	<b>2,113,752</b>
<b>Other Operating Income</b>								
Luxury Box Agreements	1,186	1,333	(147)	1,357	7,118	7,998	(880)	8,145
Other Income	9	1,333	(1,324)	273	8,086	7,998	88	5,222
<b>Total Other Operating Income</b>	<b>1,195</b>	<b>2,666</b>	<b>(1,471)</b>	<b>1,630</b>	<b>15,204</b>	<b>15,996</b>	<b>(792)</b>	<b>13,367</b>
<b>Adjusted Gross Income</b>	<b>479,730</b>	<b>324,087</b>	<b>155,643</b>	<b>477,358</b>	<b>2,540,735</b>	<b>2,337,240</b>	<b>203,495</b>	<b>2,127,119</b>
<b>Operating Expenses</b>								
Salaries and Wages	294,287	231,518	62,769	416,417	1,447,104	1,389,108	57,996	1,469,142
Payroll Taxes and Benefits	80,550	60,501	20,049	103,394	416,174	363,006	53,168	395,406
Labor Allocations to Events	(222,707)	(121,634)	(101,073)	(303,140)	(843,109)	(729,804)	(113,305)	(879,143)
<b>Net Salaries and Benefits</b>	<b>152,130</b>	<b>170,385</b>	<b>(18,255)</b>	<b>216,671</b>	<b>1,020,169</b>	<b>1,022,310</b>	<b>(2,141)</b>	<b>985,405</b>
Contracted Services	25,048	20,718	4,330	29,471	162,232	124,308	37,924	150,105
General and Administrative	29,200	26,952	2,248	33,230	163,780	161,712	2,068	155,916
Operations	5,329	9,905	(4,576)	2,202	61,513	59,430	2,083	62,712
Repair and Maintenance	36,772	43,417	(6,645)	35,999	213,306	280,502	(47,196)	249,299
Operational Supplies	10,567	21,242	(10,675)	2,414	99,679	127,452	(27,773)	86,431
Insurance	21,214	16,402	4,812	19,646	92,539	98,412	(5,873)	88,490
Utilities	108,411	130,483	(24,072)	117,428	633,452	782,898	(149,446)	694,010
SMG Management Fees	13,772	13,948	(176)	13,542	82,632	83,688	(1,056)	81,250
<b>Total Operating Expenses</b>	<b>400,443</b>	<b>453,452</b>	<b>(53,009)</b>	<b>470,603</b>	<b>2,529,302</b>	<b>2,720,712</b>	<b>(191,410)</b>	<b>2,553,618</b>
<b>Net Income(Loss) From Operations</b>	<b>79,287</b>	<b>(129,365)</b>	<b>208,652</b>	<b>6,755</b>	<b>11,433</b>	<b>(383,472)</b>	<b>394,905</b>	<b>(426,499)</b>
<b>Other Non-Operating Expenses</b>								
<b>Adjusted Net Income(Loss)</b>	<b>79,287</b>	<b>(129,365)</b>	<b>208,652</b>	<b>6,755</b>	<b>11,433</b>	<b>(383,472)</b>	<b>394,905</b>	<b>(426,499)</b>

**SMG DeVos Place**  
**Grand Rapids - Kent County Convention/Arena Authority**  
**Year to Date Event Summary Report**  
**For the Six Months Ended December 31, 2012**

Event Type	Events/Days		Attendance		Total Event Income	
	Actual	Budget	Actual	Budget	Actual	Budget
Convention/Trade Shows	88	88	87,938	102,080	1,381,142	1,256,464
Consumer/Gated Shows	8	8	14,294	18,501	86,603	128,165
DeVos Performance Hall	53	55	71,165	67,000	448,013	365,052
Banquets	18	18	13,072	11,700	142,561	137,250
Meetings	44	44	10,419	10,560	252,496	182,688
Other	25	25	17,424	11,250	214,717	251,625
GRAND TOTALS	236	238	214,312	221,091	2,525,531	2,321,244

**As Percentage of Overall**

Convention/Trade Shows	37.29%	36.97%	41.03%	46.17%	54.69%	54.13%
Consumer/Gated Shows	3.39%	3.36%	6.67%	8.37%	3.43%	5.52%
Devos Performance Hall	22.46%	23.11%	33.21%	30.30%	17.74%	15.73%
Ballroom Exclusive	7.63%	7.56%	6.10%	5.29%	5.64%	5.91%
Meetings	18.64%	18.49%	4.86%	4.78%	10.00%	7.87%
Other	10.59%	10.50%	8.13%	5.09%	8.50%	10.84%

**DeVos Place  
Balance Sheet  
As of December 31, 2012**

**ASSETS**

**Current Assets**

Cash	1,661,130
Account Receivable	992,068
Prepaid Expenses	52,498

**Total Current Assets**

-----  
**\$2,705,697**

**Total Assets**

-----  
**\$2,705,697**  
=====

**LIABILITIES AND EQUITY**

**Current Liabilities**

Accounts Payable	311,929
Accrued Expenses	186,198
Deferred Income	63,621
Advanced Ticket Sales & Deposits	839,242

**Total Current Liabilities**

-----  
**\$1,400,990**

**Other Liabilities**

**Equity**

Funds Remitted to CAA	(400,000)
Expenses Paid Direct by CAA	595,020
Beginning Balance Equity	1,098,251
Current Year Equity	11,436

**Total Equity**

-----  
**\$1,304,707**

**Total Liabilities and Equity**

-----  
**\$2,705,697**  
=====

**SMG - DeVos Place**  
**Grand Rapids - Kent County Convention/Arena Authority**  
**Summary of Accounts Receivable**  
**As of December 31, 2012**

---

Current - Under 30 Days	
Food & Beverage	81,664
Ticketing	4,493
Merchandise	1,990
Decorating	18,731
Audio/Visual	23,362
Van Andel Arena	201,353
Operating	468,391
 Over 30 Days	 123,588
 Over 60 Days	 68,496
 Over 90 Days	
 Total Accounts Receivable	 992,068

**SMG - Van Andel Arena & DeVos Place**  
**Grand Rapids - Kent County Convention/Arena Authority**  
**Management Fee Summary**  
**Fiscal Year Ending June 30, 2013**

---

**MANAGEMENT FEE SUMMARY**

	Arena Estimate	DeVos Place Estimate	Total Estimate	FY 2012 Estimate
Net Revenue above Expenses	1,179,835	(412,940)	766,895	508,916
Benchmark ++			750,000	750,000
Excess	1,179,835	(412,940)	16,895	(241,084)

Incentive Fee Calculation (Only if above greater than zero)

	Arena Estimate	DeVos Place Estimate	Total Estimate	Total Estimate
Base Fee	165,262	165,263	330,525	325,000
Incentive Fee				
Revenue	5,081,885	5,016,960	10,098,845	9,555,103
Benchmark Revenue	4,900,000	4,300,000	9,200,000	9,100,000
Revenue Excess	181,885	716,960	898,845	455,103
Incentive Fee **	49,507	195,147	244,654	-
Total SMG Management Fee	214,769	360,410	575,179	325,000

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

++ If net revenues above expenses exceeds \$700,000, SMG is eligible for 75% of the incentive fee.



# **VAN ANDEL ARENA**

## **FINANCIAL STATEMENT FOR THE PERIOD ENDED DECEMBER 31, 2012**

### **Distribution:**

Grand Rapids – Kent County Convention / Arena Authority  
Robert White  
Harry Cann  
Gary McAneney  
John Szudzik  
Richard MacKeigan  
Chris Machuta



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*An SMG Managed Facility*



**VAN ANDEL ARENA  
ROLLING FORECAST  
FISCAL YEAR ENDING JUNE 30, 2013**

	YTD	ROLL	TOTAL FYE	BUDGET FYE	VARIANCE
<b>NO. EVENTS</b>	54	52	106	101	5
<b>ATTENDANCE</b>	226,353	345,000	571,353	565,200	6,153
<b>DIRECT EVENT INCOME</b>	563,207	775,540	1,338,747	1,313,521	25,226
<b>ANCILLARY INCOME</b>	495,527	699,538	1,195,065	1,134,935	60,130
<b>TOTAL EVENT INCOME</b>	1,058,734	1,475,078	2,533,812	2,448,456	85,356
<b>TOTAL OTHER INCOME</b>	1,229,940	1,318,133	2,548,073	2,549,440	(1,367)
<b>TOTAL INCOME</b>	2,288,674	2,793,211	5,081,885	4,997,896	83,989
<b>INDIRECT EXPENSES</b>					
<b>EXECUTIVE</b>	90,495	94,500	184,995	169,516	(15,479)
<b>FINANCE</b>	101,217	122,600	223,817	240,634	16,817
<b>MARKETING</b>	120,292	148,900	269,192	288,108	18,916
<b>OPERATIONS</b>	769,110	855,000	1,624,110	1,609,899	(14,211)
<b>BOX OFFICE</b>	70,163	73,400	143,563	138,187	(5,376)
<b>LUXURY SEATING</b>	25,526	45,200	70,726	97,409	26,683
<b>SKYWALK ADMIN</b>	5,776	7,500	13,276	26,341	13,065
<b>OVERHEAD</b>	617,371	755,000	1,372,371	1,416,150	43,779
<b>TOTAL INDIRECT EXP.</b>	1,799,949	2,102,100	3,902,050	3,986,244	84,194
<b>NET REVENUE ABOVE EXPENSES</b>	488,725	691,111	1,179,835	1,011,652	168,183
<b>LESS INCENTIVE FEE</b>			49,507	-	(49,507)
<b>NET REVENUE ABOVE EXPENSES AFTER INCENTIVE</b>	488,725	691,111	1,130,328	1,011,652	118,676

**Comments:**

The first half of the fiscal year was a successful one for the Arena as concert activity and sales appear to be heading back in the right direction overall.

The strong second quarter of the fiscal year, along with an anticipated strong third quarter, should help the arena finish the year in excess of \$150,000 ahead of budget.

  
General Manager

  
Director of Finance

**VAN ANDEL ARENA  
FINANCIAL STATEMENT HIGHLIGHTS  
FOR MONTH ENDED DECEMBER 31, 2012**

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

<b>MONTH</b>	<b>December Actual</b>	<b>December Budget</b>	<b>December FY 2012</b>
Number of Events	13	13	10
Attendance	82,158	86,600	73,072
Direct Event Income	\$218,568	\$194,406	\$183,201
Ancillary Income	143,896	151,155	111,373
Other Income	242,635	221,278	240,695
Indirect Expenses	(295,370)	(332,188)	(347,010)
Net Income	<u>\$309,729</u>	<u>\$234,651</u>	<u>\$188,259</u>

<b>YTD</b>	<b>YTD 2013 Actual</b>	<b>YTD 2013 Budget</b>	<b>YTD 2012 Prior Year</b>
Number of Events	53	46	41
Attendance	226,353	245,300	217,856
Direct Event Income	\$563,207	\$655,603	\$521,373
Ancillary Income	495,527	470,503	451,214
Other Income	1,229,940	1,214,469	1,210,328
Indirect Expenses	(1,799,949)	(1,993,128)	(1,823,943)
Net Income	<u>\$488,725</u>	<u>\$347,447</u>	<u>\$358,972</u>

**EVENT INCOME**

Event income came in ahead of budget due to the strength of TSO which continues to sell very well and was up from last year.

**ANCILLARY INCOME**

Ancillary income was down overall as the Gaither Homecoming event, while performing well, is traditionally a below average ancillary concert.

**INDIRECT EXPENSES**

Indirect expenses continue to come in under budget with a major portion of that being savings in utilities.

**Van Andel Arena**  
**Income Statement**  
**For the Six Months Ending December 31, 2012**

	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
<b>Event Income</b>								
<b>Direct Event Income</b>								
Rental Income	\$270,084	\$251,037	19,047	\$203,017	\$801,076	\$804,796	(3,720)	\$627,886
Service Revenue	164,593	151,537	13,056	164,998	618,192	506,889	111,303	691,007
Service Expenses	(216,109)	(208,168)	(7,941)	(184,814)	(856,061)	(656,082)	(199,979)	(797,520)
<b>Total Direct Event Income</b>	<b>218,568</b>	<b>194,406</b>	<b>24,162</b>	<b>183,201</b>	<b>563,207</b>	<b>655,603</b>	<b>(92,396)</b>	<b>521,373</b>
<b>Ancillary Income</b>								
F&B Concession	127,656	136,219	(8,563)	93,092	425,246	412,482	12,764	369,842
F&B Catering	12,089	9,308	2,781	8,590	35,589	27,067	8,522	32,295
Novelty Sales	4,151	5,628	(1,477)	5,171	33,821	30,954	2,867	36,287
Booth Cleaning	0	0	0	0	871	0	871	0
Other Ancillary	0	0	0	4,520	0	0	0	12,790
<b>Total Ancillary Income</b>	<b>143,896</b>	<b>151,155</b>	<b>(7,259)</b>	<b>111,373</b>	<b>495,527</b>	<b>470,503</b>	<b>25,024</b>	<b>451,214</b>
<b>Other Event Income</b>								
Ticket Rebates(Per Event)	51,638	35,174	16,464	58,480	199,525	163,283	36,242	172,399
<b>Total Other Event Income</b>	<b>51,638</b>	<b>35,174</b>	<b>16,464</b>	<b>58,480</b>	<b>199,525</b>	<b>163,283</b>	<b>36,242</b>	<b>172,399</b>
<b>Total Event Income</b>	<b>414,102</b>	<b>380,735</b>	<b>33,367</b>	<b>353,054</b>	<b>1,258,259</b>	<b>1,289,389</b>	<b>(31,130)</b>	<b>1,144,986</b>
<b>Other Operating Income</b>								
Luxury Box Agreements	127,075	127,105	(30)	123,556	672,688	705,940	(33,252)	693,487
Advertising	54,000	52,083	1,917	54,000	324,000	312,498	11,502	317,133
Other Income	9,922	6,916	3,006	4,659	33,727	32,748	979	27,309
<b>Total Other Operating Income</b>	<b>190,997</b>	<b>186,104</b>	<b>4,893</b>	<b>182,215</b>	<b>1,030,415</b>	<b>1,051,186</b>	<b>(20,771)</b>	<b>1,037,929</b>
<b>Adjusted Gross Income</b>	<b>605,099</b>	<b>566,839</b>	<b>38,260</b>	<b>535,269</b>	<b>2,288,674</b>	<b>2,340,575</b>	<b>(51,901)</b>	<b>2,182,915</b>
<b>Operating Expenses</b>								
Salaries and Wages	163,211	163,268	(57)	199,414	977,410	979,608	(2,198)	949,497
Payroll Taxes and Benefits	50,147	44,551	5,596	46,464	244,179	267,306	(23,127)	235,708
Labor Allocations to Events	(91,001)	(67,454)	(23,547)	(87,278)	(430,821)	(404,724)	(26,097)	(433,146)
<b>Net Salaries and Benefits</b>	<b>122,357</b>	<b>140,365</b>	<b>(18,008)</b>	<b>158,600</b>	<b>790,768</b>	<b>842,190</b>	<b>(51,422)</b>	<b>752,059</b>
Contracted Services	19,228	20,928	(1,700)	21,402	111,366	125,568	(14,202)	115,429
General and Administrative	29,141	21,527	7,614	32,260	141,078	129,162	11,916	146,550
Operations	5,716	7,057	(1,341)	1,789	25,012	42,342	(17,330)	12,475
Repair and Maintenance	4,320	19,648	(15,328)	12,114	91,837	117,888	(26,051)	128,099
Operational Supplies	9,103	15,375	(6,272)	9,491	90,016	92,250	(2,234)	75,004
Insurance	20,314	10,573	9,741	15,663	60,528	63,438	(2,910)	55,187
Utilities	71,419	82,767	(11,348)	82,149	406,713	496,602	(89,889)	457,716
SMG Management Fees	13,772	13,948	(176)	13,542	82,631	83,688	(1,057)	81,424
<b>Total Operating Expenses</b>	<b>295,370</b>	<b>332,188</b>	<b>(36,818)</b>	<b>347,010</b>	<b>1,799,949</b>	<b>1,993,128</b>	<b>(193,179)</b>	<b>1,823,943</b>
<b>Net Income(Loss) From Operations</b>	<b>309,729</b>	<b>234,651</b>	<b>75,078</b>	<b>188,259</b>	<b>488,725</b>	<b>347,447</b>	<b>141,278</b>	<b>358,972</b>
<b>Other Non-Operating Expenses</b>								
<b>Adjusted Net Income(Loss)</b>	<b>309,729</b>	<b>234,651</b>	<b>75,078</b>	<b>188,259</b>	<b>488,725</b>	<b>347,447</b>	<b>141,278</b>	<b>358,972</b>

**SMG - Van Andel Arena**  
**Grand Rapids - Kent County Convention/Arena Authority**  
**Event Summary**  
**For the Six Months Ended December 31, 2012**

---

Event Type	Events/Days		Attendance		Total Event Income	
	Actual	Budget	Actual	Budget	Actual	Budget
Family Show	12	11	26,780	25,000	57,890	81,066
Sporting Event	1		5,221		79,830	
Concert	9	10	66,016	88,000	716,072	790,336
Team Home Games	17	17	94,569	100,300	221,435	234,787
Other	15	8	33,767	32,000	183,030	183,200
<b>GRAND TOTALS</b>	<b>54</b>	<b>46</b>	<b>226,353</b>	<b>245,300</b>	<b>1,258,259</b>	<b>1,289,389</b>

**As Percentage of Overall**

Family Show	22.22%	23.91%	11.83%	10.19%	4.60%	6.29%
Sporting Event	1.85%	0.00%	2.31%	0.00%	6.34%	0.00%
Concert	16.67%	21.74%	29.17%	35.87%	56.91%	61.30%
Team Home Games	31.48%	36.96%	41.78%	40.89%	17.60%	18.21%
Other	27.78%	17.39%	14.92%	13.05%	14.55%	14.21%

**Van Andel Arena  
Balance Sheet  
As of December 31, 2012**

**ASSETS**

**Current Assets**

Cash	2,943,389	
Account Receivable	635,834	
Prepaid Expenses	13,856	
	-----	
<b>Total Current Assets</b>		<b>\$3,593,078</b>

**Total Assets**

-----  
**\$3,593,078**  
=====

**LIABILITIES AND EQUITY**

**Current Liabilities**

Accounts Payable	4,899	
Accrued Expenses	237,437	
Deferred Income	1,864,983	
Advanced Ticket Sales & Deposits	1,050,001	
	-----	
<b>Total Current Liabilities</b>		<b>\$3,157,320</b>

**Other Liabilities**

**Equity**

Funds Remitted to CAA	(800,000)	
Expenses Paid Direct by CAA	362,867	
Beginning Balance Equity	384,166	
Current Year Equity	488,725	
	-----	
<b>Total Equity</b>		<b>\$435,758</b>

**Total Liabilities and Equity**

-----  
**\$3,593,078**  
=====

\$0

5

**SMG - Van Andel Arena**  
**Grand Rapids - Kent County Convention/Arena Authority**  
**Summary of Accounts Receivable**  
**As of December 31, 2012**

---

Current - Under 30 Days	
Food & Beverage	441,829
Ticketing	85,798
Merchandise	9,811
Permanent Advertising	-
DeVos Place	(201,353)
Operating	108,410
 Over 30 Days	 135,339
 Over 60 Days	 56,000
 Over 90 Days	
 Total Accounts Receivable	 635,834

**SMG - Van Andel Arena & DeVos Place  
Grand Rapids - Kent County Convention/Arena Authority  
Management Fee Summary  
Fiscal Year Ending June 30, 2013**

---

**MANAGEMENT FEE SUMMARY**

	Arena Estimate	DeVos Place Estimate	Total Estimate	FY 2012 Estimate
Net Revenue above Expenses	1,179,835	(412,940)	766,895	508,916
Benchmark ++			750,000	750,000
Excess	1,179,835	(412,940)	16,895	(241,084)

Incentive Fee Calculation (Only if above greater than zero)

	Arena Estimate	DeVos Place Estimate	Total Estimate	Total Estimate
Base Fee	165,262	165,263	330,525	325,000
Incentive Fee				
Revenue	5,081,885	5,016,960	10,098,845	9,555,103
Benchmark Revenue	4,900,000	4,300,000	9,200,000	9,100,000
Revenue Excess	181,885	716,960	898,845	455,103
Incentive Fee **	49,507	195,147	244,654	-
Total SMG Management Fee	214,769	360,410	575,179	325,000

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

++ If net revenues above expenses exceeds \$700,000, SMG is eligible for 75% of the incentive fee.

**VAN ANDEL ARENA® WEEKLY**  
(Revised)

**Item 6**

DATE '13	EVENT	EC	MOD	ROOM	TIME	FUNCTION
Fri, Feb 1	Fire Department	KA		Arena	1:00 PM	Fire rope training
Sat, Feb 2	Griffins vs Abbotsford	BF	EDDIE	Arena	10A-12:30P 6:00 PM 7P-9:30P 9:30P-10:10P	Team practice Doors Hockey game Post-game autographs
		LD		Banquet D	5:30P-8:30P	Nyquist Bobblehead giveaway
	Marks Photo and Video			Banquet B	6P-7P	Banquet
	Siegel Jewelers			Banquet C	6P-7P	Dudes & Diamonds
	Lake Michigan Credit Union	AK		West Nest	6P-10:10P	Banquet
	Hovingh Concrete			East Nest	6P-10:10P	Banquet
	Remembrance Reformed Church			MOS Corner Office	6P-10:10P	Banquet
	Summit Training Source			Crease Club	6P-10:10P	Banquet
	Auto Body Experts Carstar			Suite 101A	6P-10:10P	Banquet
				Suite 101B	6P-10:10P	Banquet
Sat, Feb 2 Continued	Consumers Energy		EDDIE	Suite 120A	6P-10:10P	Banquet
	Waterworks			Suite 120B	6P-10:10P	Banquet
	Williams and Company			Suite 304	6P-10:10P	Banquet
	Ben Grace					
Sun, Feb 3	Available					
Mon, Feb 4	Davenport University	JW		Arena	6P-7:30P	Building tour
Tue, Feb 5	Family Promise	LD		Banquet C	11A-3P	Luncheon
Wed, Feb 6	Griffins vs Houston	BF	CHRIS	Arena	10A-12:30P 6:00 PM 7P-9:30P	Team practice Doors Hockey game
	Versatex Trimboards	LD		Banquet C	6P-7P	Banquet
	The Printery	AK		West Nest	6P-9:30P	Banquet
	All Phase Electric			East Nest	6P-9:30P	Banquet
	IT Resource/Studio3Twenty			MOS Corner Office	6P-9:30P	Banquet
	Railside Golf			Crease Club	6P-9:30P	Banquet
	Blue Cross Blue Shield			Suite 101A	6P-9:30P	Banquet
	Stryker			Suite 101B	6P-9:30P	Banquet
	MPACT			Suite 120A	6P-9:30P	Banquet
	Aarons Restoration			Suite 120B	6P-9:30P	Banquet
	Chemical Bank			Suite 302	6P-9:30P	Banquet
	Securian			Suite 304	6P-9:30P	Banquet
Thur, Feb 7	Houston Aeros	KA		Arena	12:00 PM	Practice
Fri, Feb 8	Rock and Worship Roadshow	BF	CHRIS	Arena	6:00 PM	Performance
Sat, Feb 9	Journey	BF	LYNNE	Arena	7:00 PM	Performance
Sun, Feb 10	Jeff Dunham	BF	ROD	Arena	3:00 PM	Performance
Mon, Feb 11	Available					
Tue, Feb 12	Available					
Wed, Feb 13	Available					
Thur, Feb 14	Available					
Fri, Feb 15	Griffins vs Lake Erie	BF	KATHY	Arena	10A-12:30P 6:00 PM 7P-9:30P	Team practice Doors Hockey game
	Creative Dining Services	LD		Banquet B	6P-7P	Banquet
	West Michigan Office Interiors			Banquet C	6P-7P	Banquet
	Dance Network			Crease Club	6P-8:30P	Staging area
	Earthlink	AK		West/East Nest/ MOS Corner Office	6P-9:30P	Banquet
	Specialized Learning Dev Center			Suite 101A	6P-9:30P	Banquet
	Skytron			Suite 302	6P-9:30P	Banquet
	Lumbermen's, Inc.			Suite 304	6P-9:30P	Banquet



	RHD Tire			Suite 316	6P-9:30P	Banquet
Sat, Feb 16	Luke Bryan	BF	CHRIS	Arena	7:30 PM	Performance
Sun, Feb 17	Griffins vs Charlotte	BF	TODD	Arena	10A-12:30P 3:00 PM 4P-6:30P	Team practice Doors Hockey game
	Magna Mirrors	LD		Banquet B	3P-4P	Banquet
	Griffins Drumline	AK		Crease Club	3P-8:30P	Staging area
	Metro Health			West Nest	4P-6:30P	Banquet
	Gilson Graphics			East Nest	4P-6:30P	Banquet
	Bob Sack			MOS Corner Office	4P-6:30P	Banquet
	Reds, Whites & Brews Winner			Suite 101A	4P-6:30P	Banquet
Mon, Feb 18	Available					
Tue, Feb 19	Available					
Wed, Feb 20	Available					
Thur, Feb 21	Available					
Fri, Feb 22	Available					

Sat, Feb 23	Griffins vs San Antonio	BF	TODD	Arena	10A-12:30P 6:00 PM 7P-9:30P 9:30P-10:10P	Team practice Doors Hockey game Post-game skate
		MB		Banquet D	5:30P-8:30P	Pare Bobblehead giveaway
	My Trivia Live	LD		Banquet B	6P-7P	Championship game
	Sheila Verker			Banquet C	6P-7P	Banquet
	Custom Concrete	AK		West Nest	6P-10:10P	Banquet
	All Phase Electric			East Nest	6P-10:10P	Banquet
	Rodgers Printing			MOS Corner Office	6P-10:10P	Banquet
	Harold Zeigler Dodge			Crease Club	6P-10:10P	Banquet
	Action Mold & Machining			Suite 101A/B	6P-10:10P	Banquet
	Jay Englund			Suite 120B	6P-10:10P	Banquet
Sun, Feb 24	Griffins vs San Antonio	BF	LYNNE	Arena	10A-12:30P 3:00 PM 4P-6:30P	Team practice Doors Hockey game
				Crease Club	4P-8:30P	Staging area
	Kings Room Barbershop	AK		West Nest	4P-6:30P	Banquet
	Goog's Pub & Grub			East Nest	4P-6:30P	Banquet
	Election Source			MOS Corner Office	4P-6:30P	Banquet
	Tip A Griffin Winners			Suite 101A	4P-6:30P	Banquet

# DEVOS PLACE

## REVISED WEEKLY - 2013

DATE	EVENT NAME	ROOMS IN USE	TIME	DETAILS	EC	EST. ATTEND.
MON. JAN 28	MI INTERNATIONAL AUTOSHOW	Exhibit Hall A-C, Grand Gallery A-F, GG Overlook A-H	7:00am 8:00am-7:00pm 10:00am 10:00am	Client on site/Exhibitors allowed into halls Freight and Display Assembly Ferris Nut & Coffee Machine Deliver/Set Up Hyatt Lighting Exterior Lights Load In	DA	
	KENDALL COLLEGE FACULTY JURIED EXHIBITION	SKYWALK	10:00AM-6:30PM	EXHIBIT	ET	
TUES. JAN 29	MI INTERNATIONAL AUTOSHOW	Exhibit Hall A-C, Grand Gallery A-F, GG Overlook A-H	8:00am-7:00pm	Vehicle Delivery/Exhibitors in halls (Move In by assigned times)	DA	
	GRS SYMPHONIC BOOM II: PLAY! A VIDEO GAME SYMPHONY	DVPH	8AM - 1PM 2:30PM-5:30PM 7:30PM-9:30PM 9:30PM-12AM	MOVE IN REHEARSAL PERFORMANCE MOVE OUT	AK	
	KENDALL COLLEGE FACULTY JURIED EXHIBITION	SKYWALK	10:00AM-6:30PM	EXHIBIT	ET	
WED. JAN 30	MI INTERNATIONAL AUTOSHOW	Exhibit Hall A-C, Grand Gallery A-F, GG Overlook A-H	7:00am-12:00pm 8:00am-5:00pm 9:00am 10:00am-12:00pm 11:30am 1:00pm-3:00pm 3:00pm 5:30pm 6:00pm-10:00pm 7:00pm-8:00pm 8:15pm-8:50pm	Final Detailing (Full Lights) Production Load In/Rehearsals Amway Food Station/Table Set up/Wood TV Fire Marshall Inspection Piano Tuner Media Preview Gala Rehearsal VIP Reception Charity Gala Wood TV Live Broadcast Fashion Overdrive	DA	50000
	GRS CLASSICAL VI	DVPH	8AM-10AM 10AM - 12:30PM 2PM-4:30PM	MOVE IN REHEARSAL REHEARSAL	JH	
	KENDALL COLLEGE FACULTY JURIED EXHIBITION	SKYWALK	10:00AM-6:30PM	EXHIBIT	ET	
THURS. JAN 31	MI INTERNATIONAL AUTOSHOW	Exhibit Hall A-C, Grand Gallery A-F, GG Overlook A-H	8:00am-1:00pm 9:00am-1:00pm 3:00pm-10:00pm	Production Reset Reset/Hand Carry Move In Show Open	DA	50000
	GVSU PRESIDENT'S BALL	Ballroom A-D	5:00pm-10:00pm	Pre-Rig Operations strike air wall between Ball B and CD	CJ	
	GRS CLASSICAL VI	DVPH	5:00pm 10:00pm 7:30PM-10PM	Operations to set stage and some tables REHEARSAL	JH	
	KENDALL COLLEGE FACULTY JURIED EXHIBITION	SKYWALK	10:00AM-6:30PM	EXHIBIT	ET	

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MON A-D = Monroe Meeting Rooms

# DEVOSPLACE

## REVISED WEEKLY - 2013

FRI. FEB 1	MI INTERNATIONAL AUTOSHOW	Exhibit Hall A-C, Grand Gallery A-F, GG Overlook A-H	10:00am 11:00am-10:00pm	Exhibitors Allowed Access to exhibit halls Show Open	DA	50000		
	GVSU PRESIDENTS' BALL	Ballroom A-D Monroe D Ballroom A-D Secchia Lobby Ballroom A-D River Overlook Ballroom A-D	9:00am-4:00pm 10:00am-5:30pm 1:00pm-2:00pm 1:00pm 4:00pm 5:30pm-6:30p 6:30pm-8:00pm 8:00pm-8:30pm 8:00pm-8:30pm 8:30pm-12:30am 11:00pm 12:30am-2:30am	Production Load In continue Client/Committee Setup Crew Lunch Operations to finish Tables set DJ Load in/Sound check Reception/Cocktails Dinner Dessert Reception Changeover from Dinner to Dance Dance Doors Close to new guests Production Load Out	CJ	45000		
	GRS CLASSICAL VI - HOUGH PLAYS LISZT	DVPH	8:00AM-11:59PM	PERFORMANCE				
	KENDALL COLLEGE FACULTY JURIED EXHIBITION	SKYWALK	10:00AM-6:30PM	EXHIBIT	ET			
	SMG	DVPH	8:00AM-4:00PM	HEAR LOOP SERVICE				
SAT. FEB 2	MI INTERNATIONAL AUTOSHOW	Exhibit Hall A-C, Grand Gallery A-F, GG Overlook A-H	9:00am 10:00am-10:00pm	Exhibitors Allowed Access to exhibit halls Show Open	DA	50000		
	GRS CLASSICAL VI - HOUGH PLAYS LISZT	DVPH	8:00AM-11:59PM	PERFORMANCE				
	KENDALL COLLEGE FACULTY JURIED EXHIBITION	SKYWALK	10:00AM-6:30PM	EXHIBIT	ET			
SUN. FEB 3	MI INTERNATIONAL AUTOSHOW	Exhibit Hall A-C, Grand Gallery A-F, GG Overlook A-H	9:00am 10:00am-6:00pm 6:30pm-10:00pm	Exhibitors Allowed Access to exhibit halls Show Open Vehicle Move Out	DA	50000		
	KENDALL COLLEGE FACULTY JURIED EXHIBITION	SKYWALK	10:00AM-6:30PM	EXHIBIT	ET			
MON. FEB 4	MI INTERNATIONAL AUTOSHOW	Exhibit Hall A-C, Grand Gallery A-F, GG Overlook A-H	8:00am-5:00pm 10:00am-3:00pm 10:00am	Final Tear Down Production Load Out Hyatt Lighting Exterior Lights Partial Load Out	DA			
	NTO - WINTER	BALL CD CD PRE-FUNC	8:00AM-11:59PM 8:00AM-11:59PM	RECEPTION	RH			
	OPERA- DON GIOVANNI	DVPH	8:00AM-6:00PM 7:30PM - 11:30PM	MOVE IN REHEARSAL	AK			
	KENDALL COLLEGE FACULTY JURIED EXHIBITION	SKYWALK	10:00AM-6:30PM	EXHIBIT	ET			

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# DEVOSPLACE

## REVISED WEEKLY - 2013

TUES. FEB 5	OPERA- DON GIOVANNI	DVPH	8:00AM-6:00PM 7:30PM-10:45PM	MOVE IN REHEARSAL	AK				
	KENDALL COLLEGE FACULTY JURIED EXHIBITION	SKYWALK	10:00AM-6:30PM	EXHIBIT	ET				
WED. FEB 6	WEST MI GOLF SHOW	EH AB EH B STORAGE	8:00AM-11:59PM 8:00AM-11:59PM	MOVE IN MOVE IN	CJ				
	AUTO-WARES ANNUAL CUSTOMER OUTING	EH C	8:00AM-11:59PM	SETUP	DA				
	ASIAN PROFESSIONALS NETWORKING	GG ABC	4:30pm-5pm 5pm 6pm-8:30pm 8:30pm	Client Arrival Exhibitors Arrive Reception Event concludes	RH	100			
	OPERA- DON GIOVANNI	DVPH	8:00AM-6:00PM 7:30PM-10:45PM	MOVE IN OPEN REHEARSAL	AK				
	KENDALL COLLEGE FACULTY JURIED EXHIBITION	SKYWALK	10:00AM-6:30PM	EXHIBIT	ET				
THURS. FEB 7	WEST MI GOLF SHOW	EH AB EH B STORAGE	8:00AM-11:59PM 8:00AM-11:59PM	MOVE IN MOVE IN	CJ				
	AUTO-WARES ANNUAL CUSTOMER OUTING	EH C GG A-F GGO A-H CHASE	8:00AM-11:59PM 8:00AM-11:59PM 8:00AM-11:59PM 8:00AM-11:59PM	SETUP BREAKOUT BREAKOUT BREAKOUT	DA				
	SPARTAN WINTER TAILGATE	BALL CD BALL CD PRE-FUN BALL D COAT BUS CNTR RO A RO LOBBY	8:00AM-11:59PM 8:00AM-11:59PM 8:00AM-11:59PM 8:00AM-11:59PM 8:00AM-11:59PM 8:00AM-11:59PM	BANQUET RECEPTION STORAGE OFFICE MEETING VIP RECEPTION DARK	JD				
	OPERA- DON GIOVANNI	DVPH							
	KENDALL COLLEGE FACULTY JURIED EXHIBITION	SKYWALK	10:00AM-6:30PM	EXHIBIT	ET				
FRI. FEB 8	WEST MI GOLF SHOW	EH AB EH B STORAGE	8:00AM-11:59PM 8:00AM-11:59PM	PUBLIC SHOW OFFICE	CJ				
	AUTO-WARES ANNUAL CUSTOMER OUTING	EH C BALL AB BALL CD GG A-F GGO A-H RO A-F CHASE	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	EXHIBITS DINNER MEETING BREAKOUT BREAKOUT BREAKOUT BREAKOUT	DA				

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# DEVOS PLACE

## REVISED WEEKLY - 2013

	OPERA- DON GIOVANNI	DVPH	6:30PM-7:00PM 7:30PM-10:30PM	PRE OPERA TALK PERFORMANCE	AK	
	KENDALL COLLEGE FACULTY JURIED EXHIBITION	SKYWALK	10:00AM-6:30PM	EXHIBIT	ET	
SAT. FEB 9	WEST MI GOLF SHOW	EH AB EH B STORAGE	8:00AM-11:59PM 8:00AM-11:59PM	PUBLIC SHOW OFFICE	CJ	
	AUTO-WARES ANNUAL CUSTOMER OUTING	EH C BALL AB BALL CD GGO A-F GGO A-H RO A-F CHASE	8:00AM-11:59PM 8:00AM-11:59PM 8:00AM-11:59PM 8:00AM-11:59PM 8:00AM-11:59PM 8:00AM-11:59PM	EXHIBITS DINNER MEETING BREAKOUT BREAKOUT BREAKOUT	DA	
	OPERA- DON GIOVANNI	DVPH	6:30PM-7:00PM 7:30PM-10:30PM 10:30PM-2:30AM	PRE OPERA TALK PERFORMANCE MOVE OUT	AK	
	KENDALL COLLEGE FACULTY JURIED EXHIBITION	SKYWALK	10:00AM-6:30PM	EXHIBIT	ET	
SUN. FEB 10	WEST MI GOLF SHOW	EH AB EH B STORAGE	8:00AM-11:59PM 8:00AM-11:59PM	PUBLIC SHOW OFFICE	CJ	
	KENDALL COLLEGE FACULTY JURIED EXHIBITION	SKYWALK	10:00AM-6:30PM	EXHIBIT	ET	
MON. FEB 11	GRAND RAPIDS BOAT SHOW	EH ABC GG A-F GGO A-H BALL CD BALL AB	8:00AM-11:59PM 8:00AM-11:59PM 8:00AM-11:59PM 8:00AM-11:59PM 8:00AM-11:59PM	MOVE IN MOVE IN MOVE IN MOVE IN SETUP	JD	
	MULTI-LINE MARKETING	DVPH	1:00PM-5:00PM	MOVE IN	AK	
	GRS FIFTH GRADE CONCERTS	SKYWALK	10:00AM-6:30PM	EXHIBIT	ET	
	KENDALL COLLEGE FACULTY JURIED EXHIBITION					
TUES. FEB 12	GRAND RAPIDS BOAT SHOW	EH ABC GG A-F GGO A-H BALL CD BALL AB	8:00AM-11:59PM 8:00AM-11:59PM 8:00AM-11:59PM 8:00AM-11:59PM 8:00AM-11:59PM	MOVE IN MOVE IN MOVE IN MOVE IN SETUP	JD	
	MULTI-LINE MARKETING	DVPH DVPH MULTIPURPOSE ROOM	9:40AM-10:40AM 11:10AM-12:10PM 4:00PM-6:00PM	PERFORMANCE PERFORMANCE REHEARSAL	AK	

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# DEVOSPLACE

## REVISED WEEKLY - 2013

	KENDALL COLLEGE FACULTY JURIED EXHIBITION	SKYWALK	10:00AM-6:30PM	EXHIBIT	ET	
WED. FEB 13	GRAND RAPIDS BOAT SHOW	EH ABC GG A-F GGO A-H BALL CD	8:00AM-11:59PM 8:00AM-11:59PM 8:00AM-11:59PM 8:00AM-11:59PM	PUBLIC SHOW PUBLIC SHOW PUBLIC SHOW PUBLIC SHOW	JD	
	MULTI-LINE MARKETING	BALL A BALL B	8:00AM-11:59PM 8:00AM-11:59PM	CLASSROOM BANQUET	CJ	
	GRS FIFTH GRADE CONCERTS	DVPH MULTIPURPOSE ROOM	9:40AM-10:40AM 11:10AM-12:10PM 4:00PM-6:00PM	PERFORMANCE REHEARSAL	AK	
	KENDALL COLLEGE FACULTY JURIED EXHIBITION	SKYWALK	10:00AM-6:30PM	EXHIBIT	ET	
THURS. FEB 14	GRAND RAPIDS BOAT SHOW	EH ABC GG A-F GGO A-H BALL CD	8:00AM-11:59PM 8:00AM-11:59PM 8:00AM-11:59PM 8:00AM-11:59PM	PUBLIC SHOW PUBLIC SHOW PUBLIC SHOW PUBLIC SHOW	JD	
	MULTI-LINE MARKETING	BALL A BALL B RO A-F RO LOBBY	8:00AM-11:59PM 8:00AM-11:59PM 8:00AM-11:59PM 8:00AM-11:59PM	CLASSROOM BANQUET LUNCH	CJ	
	GRS FIFTH GRADE CONCERTS	DVPH MULTIPURPOSE ROOM	9:40AM-10:40AM 11:10AM-12:10PM 4:00PM-6:00PM	PERFORMANCE REHEARSAL	AK	
	KENDALL COLLEGE FACULTY JURIED EXHIBITION	SKYWALK	10:00AM-6:30PM	EXHIBIT	ET	
FRI. FEB 15	GRAND RAPIDS BOAT SHOW	EH ABC GG A-F GGO A-H BALL CD	8:00AM-11:59PM 8:00AM-11:59PM 8:00AM-11:59PM 8:00AM-11:59PM	PUBLIC SHOW PUBLIC SHOW PUBLIC SHOW PUBLIC SHOW	JD	
	MULTI-LINE MARKETING	BALL AB	8:00AM-11:59PM	CONVENTION	CJ	
	GRS FIFTH GRADE CONCERTS	DVPH	9:40AM-10:40AM 11:10AM-12:10PM	PERFORMANCE	AK	
	GRS SYMPHONY WITH SOUL	DVPH MULTIPURPOSE ROOM	4:00PM-6:00PM	REHEARSAL	AK	
	GRS SYMPHONY WITH SOUL	DVPH/LYON DOCK	12:00PM-5:00PM 7:30PM-10PM	CHANGEOVER REHEARSAL	AK	
	KENDALL COLLEGE FACULTY JURIED EXHIBITION	SKYWALK	10:00AM-6:30PM	EXHIBIT	ET	
SAT. FEB 16	GRAND RAPIDS BOAT SHOW	EH ABC GG A-F GGO A-H BALL CD	8:00AM-11:59PM 8:00AM-11:59PM 8:00AM-11:59PM 8:00AM-11:59PM	PUBLIC SHOW PUBLIC SHOW PUBLIC SHOW PUBLIC SHOW	JD	

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# DEVOSPLACE

## REVISED WEEKLY - 2013

	GRS SYMPHONY WITH SOUL	DVPH DVPH/LYON DOCK	3:30PM-6:00PM 8:00PM - 10:00PM 10:00PM - 12:00AM	REHEARSAL PERFORMANCE MOVE OUT	JH	
	GRS CELEBRATION OF SOUL	BALL A	5:00PM 5:30PM 7:00PM 10:00PM-12:00AM	RECEPTION DINNER PROGRAM RECEPTION	JH	
	KENDALL COLLEGE FACULTY JURIED EXHIBITION	SKYWALK	10:00AM-6:30PM	EXHIBIT	ET	
SUN. FEB 17	GRAND RAPIDS BOAT SHOW	EH ABC GG A-F GGO A-H BALL A-D	8:00AM-11:59PM 8:00AM-11:59PM 8:00AM-11:59PM 8:00AM-11:59PM	PUBLIC SHOW PUBLIC SHOW PUBLIC SHOW PUBLIC SHOW	JD	
	<i>RAIN: A TRIBUTE TO THE BEATLES</i>	DVPH/LYON DOCK DVPH DVPH/LYON DOCK	9AM-1PM 7:30PM-9:30PM 9:30PM-12AM	MOVE IN PERFORMANCE MOVE OUT	AK	
	KENDALL COLLEGE FACULTY JURIED EXHIBITION	SKYWALK	10:00AM-6:30PM	EXHIBIT	ET	

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