

Board of Directors

Wednesday, January 28, 2009

8:00 a.m. – 9:30 a.m.

Kent County Commission Chambers
300 Monroe, NW – Grand Rapids, MI

A G E N D A

Convention
Arena
Authority

I. Call to Order

II. Reappointment of Board Members

III. Approval of December 10, 2008, Minutes

Action

IV. Committee Reports

A. Operations Committee

Information

i. CVB Report

Information

B. Finance Committee

i. SMG November & December 2008 Financial

Action

Statements - DeVos Place® and Van Andel Arena®

ii. CAA November & December 2008 Financial Statements

Action

V. Diversity Initiative Update – Clif Charles

Action

VI. SMG Report and Facilities Calendars

Information

VII. Public Comment

VIII. Next Meeting Date: Wednesday, February 25, 2009

IX. Adjournment



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

DEVOS PLACE

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

MINUTES OF THE GRAND RAPIDS-KENT COUNTY CONVENTION/ARENA AUTHORITY BOARD OF DIRECTORS MEETING Wednesday, December 10, 2008

I. Call to Order

Steven R. Heacock, Chairperson, called the meeting to order at 8:20 a.m. Secretary/Treasurer Birgit Klohs recorded the meeting minutes.

Attendance

Members Present: Steve Heacock, Chairperson
Clif Charles
Birgit Klohs
Joseph Tomaselli

Members Absent: Lew Chamberlin
George Heartwell
Gary McInerney

Staff/Others:	Henri Boucher	ShowSpan
	David Czurak	Grand Rapids Business Journal
	Lynne Ike	SMG
	Kurt Kimball	City of Grand Rapids
	Chris Knappe	The Grand Rapids Press
	Janet Korn	CVB
	Cathleen MacDonald	ShowSpan
	Chris Machuta	SMG
	Rich MacKeigan	SMG
	Greg Sundstrom	City of Grand Rapids
	Eddie Tadlock	SMG
	Susan Waddell	CAA
	Jana Wallace	City of Grand Rapids
	Jim Watt	SMG
	Rod Weeber	SMG
	Richard Wendt	Dickinson Wright
	Robert White	Kent County

II. Minutes of Prior Meeting

Motion: Ms. Klohs, supported by Mr. Tomaselli, moved to approve the Minutes of the October 22, 2008, meeting of the Grand Rapids-Kent County Convention/Arena Authority. The motion carried unanimously.

III. Wine & Food Festival Report

Henri Boucher and Rich MacKeigan provided reports on the first-ever Grand Rapids International Wine & Food Festival held November 21-23 in the DeVos Place® Steelcase Ballrooms. Nearly four years in the making, the Festival was co-produced by the CAA and ShowSpan Inc. Planners had hoped the

Festival would draw 6,000-8,000 attendees, and attendance figures reached the top end of that range. The three-day event featured 600 wines, beers, and spirits from more than 100 wineries, breweries, and distilleries. The Festival also offered a full menu of workshops and seminars, featured restaurants, food pairings, and retailers who offered culinary-based goods and services. As they were leaving the event, Festival patrons were asked to take an on-line survey. Results of the survey revealed that 43% were between the ages of 21 and 44, with 25% 34 years old and younger. Sixty percent reported having earned a college degree, 35% were single, 85% owned homes, and 84% had toured wineries. Mr. Boucher stated that the Festival achieved its goal of attracting emerging wine enthusiasts.

Mr. MacKeigan reported that CAA and ShowSpan will split a loss of \$25,000, but that was to be expected in the first year. Mr. Boucher stated the real loss was about \$9,000 because \$16,000 worth of items that were purchased can be reused for future festivals. Next year's event will be held November 12-14 and will open on Thursday and close Saturday. Mr. MacKeigan stated that, given the success of the first year, he anticipates an increase in attendance and profitable second year. Mr. MacKeigan acknowledged the support of Ferris State University, which supplied the bulk of the volunteer servers. Exhibitors were so impressed with the work of the students that two of them were offered internships. Mr. MacKeigan commended SMG Finance Director Chris Machuta and his team, along with the box office, for their work.

IV. Committee Reports

a. Operations Committee

Mr. Tomaselli presented the Operations Committee report.

- Lynne Ike shared with the Committee an update on the marketing department's community outreach efforts as they relate to the upcoming Walking with Dinosaurs show. SMG has donated 185 tickets for students to attend the show with their respective school principals. WLAV and the Student Advancement Program are holding an essay contest for 5th graders. The winners receive tickets and a book authored by Paleo Joe. The book is donated to the schools' libraries in the students' names. The Grand Rapids Public Library and the Kent District Library will be distributing 35,000 bookmarks.
- Progressive AE is working on design plans and budgets for DeVos Place® artwork installation. These documents should be ready for the January 2009 meeting. The design plans will address themes and concepts but will not recommend specific artists. The Christmas tree in front of the Arena was donated by New Life Arboricultural Services.
- Kathy Bart is the new sales director at DeVos Place® and Kristy Roszkowski, a former event coordinator and sales assistant, has been promoted to sales manager.

Janet Korn reported that the CVB hosted seven site inspections last month, and two clients confirmed on the spot. Ms. Korn presented a sales video targeted to planners and exhibitors for the RCMA conference and distributed a packet with a series of four mailings sent to the RCMA members. The CVB hosted a Gather by the River Reunion which featured Harry Schmidt, Vice President of the RCMA Board of Directors. Mr. Schmidt spoke to the economic on a city hosting an RCMA conference. For example, Tampa had \$81 million in business as a result of hosting an RCMA conference, while Pittsburgh realized \$87 million and St. Louis \$17 million in the first 12 months. Last week, GVSU student volunteers made 1,100 phone calls to meeting planners across the country. The CVB created a streaming video invitation that was e-mailed to RCMA members and so far almost 1,000 meeting planners are registered.

b. Finance Committee.

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

Motion: Mr. Charles, supported by Ms. Klohs, moved to approve the SMG Financial Statements for DeVos Place® and the Van Andel Arena® for the period ended October 31, 2008. After review and discussion, the motion carried unanimously.

ii. CAA Financial Statements

Motion: Mr. Charles, supported by Ms. Klohs, moved to approve the CAA Financial Statements for the period ended October 31, 2008. After review and discussion, the motion carried unanimously.

iii. CAA Audited Financial Statements for Years Ended
June 30, 2008 and 2007

Mr. White presented the audit that was conducted by BDO Seidman LLP. BDO issued an unqualified opinion. BDO made tests of management's accounting estimates and deemed them to be appropriate. The CAA's significant accounting practices, estimates, and financial statement disclosures were determined to be in accordance with generally accepted accounting principles. BDO did not issue a letter of recommendations to management regarding internal controls. Mr. White stated that the unrestricted net assets grew by over \$1.5 million in 2008 and that operating income increased by approximately \$58,000. Mr. White explained that the "capital contributions transfers out" figure refers to capital improvements paid by the CAA with title transferred to the City-County Building Authority until the bonds are paid off. Mr. White stated that he and CAA accountant Cheri McConomy would be preparing a consolidated financial statement for the February 2009 meeting.

Motion: Mr. Charles, supported by Ms. Klohs, moved to accept the Financial Statements and Supplementary Information for Years Ended June 30, 2008 and 2007, prepared by BDO Seidman, LLP. The motion carried unanimously.

Mr. White presented a summary of the CAA's financial position that included a summary of revenues, expenses, and changes in net assets for fiscal year 2007, comparable status at intervals for fiscal year 2008, and the current status of the FY 2009 budget. Although investment income continues to decline, Mr. White concluded that the CAA should be able to maintain its net assets (unrestricted) balance at an amount adequate to cover anticipated capital expenses in coming years.

V. Resolution to Extend the term of the Management Agreement with SMG
for the Renewal Term to Commence on July 1, 2009, and end on June 30, 2011

This item was added to the agenda by Chair Heacock. Attorney Richard Wendt distributed and reviewed a resolution that would extend the SMG Management agreement for the Renewal Term to commence on July 1, 2009, and end at midnight on June 30, 2011. The resolution also provides for the CAA Board Chairperson to provide written notice to SMG on or before December 31, 2008, contingent upon clarification of the insurance and indemnification provisions of the Management Agreement.

Motion: Ms. Klohs, supported by Mr. Tomaselli, moved to approve the following resolution:

WHEREAS, the Grand Rapids-Kent County Convention/Arena Authority (the "CAA") operates the DeVos Place® convention center consisting of the Steelcase Ballroom, DeVos Performance Hall, exhibit space, and other meeting rooms and conference areas (the "Place") and Van Andel Arena® (the "Arena"); and

WHEREAS, SMG, a Pennsylvania general partnership, engaged in the business of providing management services, including operations and marketing services, for public assembly facilities, has provided such services to both the Place (including its predecessor the Grand Center) and the Arena since 1996; and

WHEREAS, the CAA has previously entered into a Management Agreement dated as of July 1, 2006, as amended by a First Amendment to Management Agreement dated as of July 1, 2006 (collectively the "Management Agreement"), with SMG to provide management services for the Place and the Arena, which Management Agreement terminates on June 30, 2009, unless the CAA elects to extend its term for the Renewal Term to commence on July 1, 2009, and end at midnight on June 30, 2011; and

WHEREAS, the CAA desires to extend the term of the existing Management Agreement for the Renewal Term as provided in Article III, Section 3.1(b) thereof and in this resolution.

RESOLVED:

1. That the term of the Management Agreement is extended for the Renewal Term commencing July 1, 2009 and ending at midnight on June 30, 2011, unless earlier terminated as provided in the Management Agreement, upon the CAA Board Chairperson providing written notice to SMG on or before December 31, 2008, that there has been clarification of the insurance and indemnification provisions of the Management Agreement to the satisfaction of the CAA legal counsel and the CAA Board Chairperson.

2. That all resolutions or parts of resolutions in conflict herewith shall be, and the same are hereby, rescinded to the extent of such conflict.

After review and discussion, the motion carried unanimously.

VI. 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®.

VII. Public Comment

None.

VIII. Next Meeting Date

The date for next CAA Board meeting is Wednesday, January 28, 2009, in the Kent County Commission Chambers, Kent County Administration Building, 300 Monroe Avenue, NW.

IX. Adjournment

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

X. Backstage Tour

Immediately following the business meeting, Board members enjoyed a backstage tour of the Walking with Dinosaurs show.

Birgit M. Klohs, Recording Secretary

DEVOS PLACE

DE VOS PLACE

**FINANCIAL STATEMENT
FOR THE PERIOD ENDED DECEMBER 31, 2008**

Distribution:

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



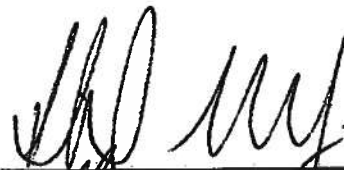
An SMG Managed Facility

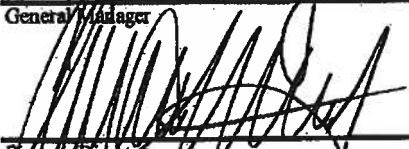
DE VOS PLACE
ROLLING FORECAST
FISCAL YEAR ENDING JUNE 30, 2009

	YTD Actual	Roll	TOTAL FYE	BUDGET FYE	VARIANCE
NO. EVENTS	273	279	552	569	(17)
ATTENDANCE	195,239	397,350	592,589	668,975	(76,386)
DIRECT EVENT REVENUE	865,417	1,633,725	2,499,142	2,640,634	(141,492)
ANCILLARY REVENUE	860,321	1,369,886	2,230,207	2,386,332	(156,125)
TOTAL EVENT REVENUE	1,725,738	3,003,611	4,729,349	5,026,966	(297,617)
TOTAL OTHER REVENUE	92,451	101,730	194,181	210,500	(16,319)
TOTAL OPERATING REVENUE	1,818,189	3,105,341	4,923,530	5,237,466	(313,936)
INDIRECT EXPENSES					
EXECUTIVE	70,741	84,889	155,630	175,762	20,132
FINANCE	108,325	109,457	217,782	222,301	4,519
MARKETING	31,599	43,410	75,009	105,811	30,802
OPERATIONS	668,834	802,247	1,471,081	1,468,414	(2,667)
EVENT SERVICES	484,459	502,642	987,101	965,170	(21,931)
BOX OFFICE	38,077	47,165	85,242	77,626	(7,616)
SALES	140,260	185,802	326,062	347,026	20,964
OVERHEAD	908,271	1,267,058	2,175,329	2,254,332	79,003
TOTAL OPERATING EXP.	2,450,566	3,042,670	5,493,236	5,616,442	123,206
NET REVENUE ABOVE EXPENSES	(632,377)	62,671	(569,706)	(378,976)	(190,730)
INCENTIVE FEE		158,672	158,672	157,899	773
NET OPERATING REVENUE OVER OPERATING EXPENSES	(632,377)	(96,001)	(728,378)	(536,875)	(191,503)

Comments:

December concludes the first half of the fiscal year with the bottomline performance consistent with budget overall. The trend of ancillary income falling short of budget looks to continue throughout the fiscal year, and while all expense categories are being looked at, it is not anticipated that the savings in indirect expenses will offset the shortfall in overall revenue.


General Manager


Finance Director

**DE VOS PLACE
FINANCIAL STATEMENT HIGHLIGHTS
FOR MONTH ENDED DECEMBER 31, 2008**

The following schedule summarizes operating results for the current month ending December 31, 2008 and the YTD ending June 30, 2009, compared to budget and to the prior year:

MONTH	December Actual	December Budget	December FY 2008
Number of Events	35	42	41
Attendance	44,132	39,625	51,155
Direct Event Income	\$179,549	\$165,689	\$186,012
Ancillary Income	175,163	200,092	150,301
Other Income	17,305	17,542	27,184
Indirect Expenses	(445,731)	(512,199)	(462,603)
Net Income	(\$73,714)	(\$128,876)	(\$99,106)

YTD	YTD 2009 Actual	YTD 2009 Budget	YTD 2008 Prior Year
Number of Events	273	278	286
Attendance	195,239	258,425	242,877
Direct Event Income	\$865,417	\$932,718	\$1,069,338
Ancillary Income	860,321	1,048,727	1,046,211
Other Income	92,451	105,250	97,164
Indirect Expenses	(2,450,566)	(2,677,252)	(2,491,385)
Net Income	(\$632,377)	(\$590,557)	(\$278,672)

EVENT INCOME

Event income came in ahead of budget for the month.

ANCILLARY INCOME

Ancillary income fell below budget yet again as has been the trend for the fiscal year as a whole.

INDIRECT EXPENSES

Indirect expenses came in under budget for the month. Most of the savings was due to a savings in utilities which is more of a result of a change in how steam is being billed than actual usage. A portion of the bill is being straight lined over the course of the year instead of the past when always based on usage. This will result in higher steam bills during summer months.

DeVos Place
Income Statement
For the Six Months Ending December 31, 2008

	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	\$182,175	\$189,875	(\$7,700)	\$191,380	\$929,934	\$1,055,400	(\$125,466)	\$1,187,185
Service Revenue	245,184	21,850	223,334	244,506	955,084	128,100	826,984	990,172
Service Expenses	(247,810)	(46,036)	(201,774)	(249,874)	(1,019,601)	(250,782)	(768,819)	(1,108,019)
Total Direct Event Income	179,549	165,689	13,860	186,012	865,417	932,718	(67,301)	1,069,338
Ancillary Income								
F&B Concession	7,147	4,954	2,193	7,271	26,046	41,098	(15,052)	39,840
F&B Catering	67,632	95,607	(27,975)	58,856	348,928	454,192	(105,264)	391,682
Novelty Sales	0	1,519	(1,519)	1,434	3,945	8,445	(4,500)	5,553
Booth Cleaning	14,575	28,405	(13,830)	12,942	63,364	157,884	(94,520)	113,782
Telephone/Long Distance	2,186	300	1,886	0	9,308	1,800	7,508	0
Electrical Services	47,560	33,230	14,330	42,184	182,466	184,806	(2,340)	224,309
Audio Visual	14,948	23,732	(8,784)	5,921	152,587	131,881	20,706	165,808
Internet Services	863	0	863	2,050	1,006	0	1,006	21,950
Equipment Rental	20,252	12,345	7,907	19,643	72,671	68,621	4,050	83,287
Total Ancillary Income	175,163	200,092	(24,929)	150,301	860,321	1,048,727	(188,406)	1,046,211
Other Event Income								
Ticket Rebates(Per Event)	14,507	12,083	2,424	22,956	71,833	72,500	(667)	67,360
Total Other Event Income	14,507	12,083	2,424	22,956	71,833	72,500	(667)	67,360
Total Event Income	369,219	377,864	(8,645)	359,269	1,797,571	2,053,945	(256,374)	2,182,909
Other Operating Income								
Luxury Box Agreements	2,600	3,167	(567)	2,998	15,600	19,000	(3,400)	18,000
Other Income	198	2,292	(2,094)	1,230	5,018	13,750	(8,732)	11,804
Total Other Operating Income	2,798	5,459	(2,661)	4,228	20,618	32,750	(12,132)	29,804
Adjusted Gross Income	372,017	383,323	(11,306)	363,497	1,818,189	2,086,695	(268,506)	2,212,713
Operating Expenses								
Salaries and Wages	274,439	223,208	51,231	261,065	1,348,545	1,339,245	9,300	1,298,245
Payroll Taxes and Benefits	86,907	57,600	29,307	80,048	388,201	345,602	40,599	387,319
Labor Allocations to Events	(195,631)	(115,821)	(79,810)	(195,166)	(801,154)	(694,927)	(106,227)	(819,403)
Net Salaries and Benefits	165,715	164,987	728	145,947	933,592	989,920	(56,328)	866,161
Contracted Services	31,663	21,200	10,463	25,021	173,488	127,200	46,288	161,870
General and Administrative	29,336	27,100	2,236	22,898	175,998	164,100	11,898	127,467
Operations	1,902	4,500	(2,598)	4,850	43,353	66,495	(23,142)	61,249
Repair and Maintenance	44,727	41,941	2,786	50,212	262,851	251,646	11,205	289,233
Operational Supplies	8,886	26,333	(17,447)	9,326	81,277	158,000	(76,723)	90,434
Insurance	17,229	16,480	749	18,089	91,445	104,741	(13,296)	97,451
Utilities	133,050	196,500	(63,450)	173,422	609,226	736,200	(126,974)	720,495
SMG Management Fees	13,223	13,158	65	12,838	79,336	78,950	386	77,025
Total Operating Expenses	445,731	512,199	(66,468)	462,603	2,450,566	2,677,252	(226,686)	2,491,385
Net Income(Loss) From Operatic	(73,714)	(128,876)	55,162	(99,106)	(632,377)	(590,557)	(41,820)	(278,672)
Other Non-Operating Expenses								
Adjusted Net Income(Loss)	(73,714)	(128,876)	55,162	(99,106)	(632,377)	(590,557)	(41,820)	(278,672)

SMG DeVos Place
Grand Rapids - Kent County Convention/Arena Authority
Year to Date Event Summary Report
For Month Ended December 31, 2008

Event Type	Events/Days		Attendance		Total Event Income	
	Actual	Budget	Actual	Budget	Actual	Budget
Convention/Trade Shows	68	78	59,625	87,100	768,969	958,478
Consumer/Gated Shows	9	23	76,785	30,575	78,685	213,911
Devos Performance Hall	73	55	75,037	67,350	378,582	343,718
Banquets	21	34	13,798	35,800	150,633	201,457
Meetings	81	79	18,284	29,000	203,110	228,226
Other	21	9	11,710	8,600	146,759	35,655
GRAND TOTALS	273	278	255,239	258,425	1,726,738	1,981,445

As Percentage of Overall

Convention/Trade Shows	24.91%	28.06%	23.36%	33.70%	44.53%	48.37%
Consumer/Gated Shows	3.30%	8.27%	30.08%	11.83%	4.56%	10.80%
Devos Performance Hall	26.74%	19.78%	29.40%	26.06%	21.92%	17.35%
Ballroom Exclusive	7.69%	12.23%	5.41%	13.85%	8.72%	10.17%
Meetings	29.67%	28.42%	7.16%	11.22%	11.76%	11.52%
Other	7.69%	3.24%	4.59%	3.33%	8.50%	1.80%

DeVos Place
Balance Sheet
For the Six Months Ending December 31, 2008

ASSETS

Current Assets

Cash	499,940
Account Receivable	740,902
Prepaid Expenses	125,963

Total Current Assets

\$1,366,806

Total Assets

\$1,366,806
=====

LIABILITIES AND EQUITY

Current Liabilities

Accounts Payable	172,750
Accrued Expenses	238,139
Deferred Income	70,032
Advanced Ticket Sales & Deposits	644,900

Total Current Liabilities

\$1,125,821

Other Liabilities

Equity

CY Exp. Paid Directly by City	564,490
Beginning Balance Equity	313,539
Current Year Equity	(637,045)

Total Equity

\$240,985

Total Liabilities and Equity

\$1,366,806
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SMG - DeVos Place
Grand Rapids - Kent County Convention/Arena Authority
Summary of Accounts Receivable
For Month Ended December 31, 2008

Current - Under 30 Days	
Food & Beverage	74,779
Ticketing	14,600
Merchandise	-
Decorating	14,575
Audio/Visual	16,263
Van Andel Arena	32,237
Operating	357,809
 Over 30 Days	 187,658
 Over 60 Days	 27,847
 Over 90 Days	
Donnell Productions	5,736
Paragon Leather	2,110
Saigon Entertainment	5,002
Grinder Promotions	2,286
 Total Accounts Receivable	 740,902

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

MANAGEMENT FEE SUMMARY

	Arena Estimate	DeVos Place Estimate	Total Estimate	FY 2008 Actual
Net Revenue above Expenses	1,332,926	(569,706)	763,220	1,104,394
Benchmark			700,000	700,000
Excess	1,332,926	(569,706)	63,220	404,394

Incentive Fee Calculation (Only if above greater than zero)

	Arena Estimate	DeVos Place Estimate	Total Estimate	Total Estimate
Base Fee	158,672	158,672	317,343	308,100
Incentive Fee				
Revenue	5,224,892	4,923,530	10,148,422	10,589,568
Benchmark Revenue	4,700,000	4,100,000	8,800,000	8,700,000
Revenue Excess	524,892	823,530	1,348,422	1,889,568
Incentive Fee **	158,672	158,672	317,343	308,100
Total SMG Management Fee	317,343	317,343	634,686	616,200

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



VAN ANDEL ARENA

**FINANCIAL STATEMENT
FOR THE PERIOD ENDED DECEMBER 31, 2008**

Distribution:

Grand Rapids – Kent County Convention / Arena Authority

Robert White

Bob McClintock

Lewis Dawley

Gary McAneney

Howard Feldman

Richard MacKeigan

Chris Machuta



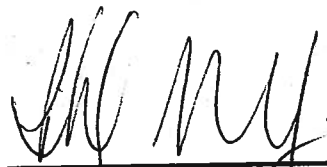
An SMG Managed Facility

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

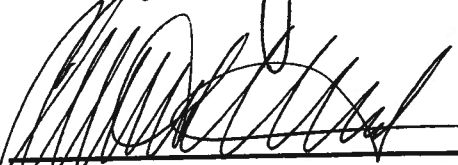
	YTD	ROLL	TOTAL FYE	BUDGET FYE	VARIANCE
NO. EVENTS	53	56	109	118	(9)
ATTENDANCE	265,058	272,500	537,558	666,000	(128,442)
DIRECT EVENT INCOME	910,138	303,957	1,214,095	1,279,191	(65,096)
ANCILLARY INCOME	533,680	908,418	1,442,098	1,598,019	(155,921)
TOTAL EVENT INCOME	1,443,818	1,212,375	2,656,193	2,877,210	(221,017)
TOTAL OTHER INCOME	1,159,570	1,409,129	2,568,699	2,450,000	118,699
TOTAL INCOME	2,603,388	2,621,504	5,224,892	5,327,210	(102,318)
INDIRECT EXPENSES					
EXECUTIVE	106,147	118,240	224,387	171,498	(52,889)
FINANCE	98,353	102,850	201,203	212,561	11,358
MARKETING	115,509	122,600	238,109	275,958	37,849
OPERATIONS	790,406	788,400	1,578,806	1,573,301	(5,505)
BOX OFFICE	63,552	58,200	121,752	120,377	(1,375)
LUXURY SEATING	37,932	52,600	90,532	117,298	26,766
SKYWALK ADMIN	23,430	22,400	45,830	39,856	(5,974)
OVERHEAD	645,447	745,900	1,391,347	1,402,650	11,303
TOTAL INDIRECT EXP.	1,880,776	2,011,190	3,891,966	3,913,499	21,533
NET REVENUE ABOVE EXPENSES	722,612	610,314	1,332,926	1,413,711	(80,785)
LESS INCENTIVE FEE		158,672	158,672	157,899	(773)
NET REVENUE ABOVE EXPENSES AFTER INCENTIVE	722,612	451,642	1,174,254	1,255,812	(81,558)

Comments:

December concludes the first half of the fiscal year which saw the facility performing consistent with budget overall, however, looking for that trend to not continue as the mix of events being hosted by the Arena will lead to lower than normal ancillary income overall. Some of the shortfall will be offset by a savings in indirect expenses and other income not paid to the Rampage with their cancellation, but will not be enough to offset the shortfall in event income.



General Manager



Director of Finance

**VAN ANDEL ARENA
FINANCIAL STATEMENT HIGHLIGHTS
FOR MONTH ENDED DECEMBER 31, 2008**

The following schedule summarizes operating results for the current month ending December, 31, 2008 and the YTD ending June 30, 2009 compared to budget and to the prior year:

MONTH	December Actual	December Budget	December FY 2008
Number of Events	19	15	14
Attendance	93,032	84,000	83,439
Direct Event Income	\$263,851	\$170,301	\$198,072
Ancillary Income	161,276	182,259	151,488
Other Income	205,177	201,000	222,579
Indirect Expenses	(357,448)	(341,918)	(299,924)
Net Income	<u>\$272,856</u>	<u>\$211,642</u>	<u>\$272,215</u>

YTD	YTD 2009 Actual	YTD 2009 Budget	YTD 2008 Prior Year
Number of Events	53	51	44
Attendance	265,058	276,000	234,714
Direct Event Income	\$910,138	\$632,970	\$577,509
Ancillary Income	533,680	755,633	613,106
Other Income	1,159,570	1,206,000	1,195,500
Indirect Expenses	(1,880,776)	(1,878,512)	(1,695,795)
Net Income	<u>\$722,612</u>	<u>\$716,091</u>	<u>\$690,320</u>

EVENT INCOME

Event income came in higher than budget for the month due to the Walking With Dinosaurs and the continued strong attendance for the Griffins and annual Trans-Siberian Orchestra concerts.

ANCILLARY INCOME

Ancillary income fell below expected levels for the month as per caps for the Dinosaurs and Amy Grant/Vince Gill concerts were below what was budgeted.

INDIRECT EXPENSES

Indirect expenses came in at expected levels for the month.

Van Andel Arena
Income Statement
For the Six Months Ending December 31, 2008

	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	\$412,685	\$268,700	\$302,006	\$249,550	\$1,177,716	\$940,600	\$702,043	\$766,864
Service Revenue	346,182	156,164	190,018	174,615	1,163,580	694,273	469,307	898,464
Service Expenses	(495,016)	(254,563)	(240,453)	(226,093)	(1,431,158)	(1,001,903)	(429,255)	(1,087,819)
Total Direct Event Income	263,851	170,301	93,550	198,072	910,138	632,970	277,168	577,509
Ancillary Income								
F&B Concession	132,742	138,200	(5,458)	111,460	411,569	562,750	(151,181)	462,091
F&B Catering	10,886	13,589	(2,703)	11,471	56,242	59,713	(3,471)	41,299
Novelty Sales	11,385	24,310	(12,925)	20,700	51,242	121,040	(69,798)	87,329
Booth Cleaning	153	0	153	157	247	0	247	157
Other Ancillary	6,110	6,160	(50)	7,700	14,380	12,130	2,250	22,230
Total Ancillary Income	161,276	182,259	(20,983)	151,488	533,680	755,633	(221,953)	613,106
Other Event Income								
Ticket Rebates(Per Event)	65,446	42,083	23,363	69,676	216,122	252,500	(36,378)	218,147
Total Other Event Income	65,446	42,083	23,363	69,676	216,122	252,500	(36,378)	218,147
Total Event Income	490,573	394,643	95,930	419,236	1,659,940	1,641,103	18,837	1,408,762
Other Operating Income								
Luxury Box Agreements	89,984	96,833	(6,849)	90,603	594,883	581,000	13,883	584,636
Advertising	46,500	51,667	(5,167)	52,500	309,125	310,000	(875)	319,625
Other Income	3,247	10,417	(7,170)	9,800	39,440	62,500	(23,060)	73,092
Total Other Operating Income	139,731	158,917	(19,186)	152,903	943,448	953,500	(10,052)	977,353
Adjusted Gross Income	630,304	553,560	76,744	572,139	2,603,388	2,594,603	8,785	2,386,115
Operating Expenses								
Salaries and Wages	199,140	150,447	48,693	172,075	993,933	902,684	91,249	909,254
Payroll Taxes and Benefits	64,670	44,854	19,816	34,740	270,301	269,126	1,175	203,319
Labor Allocations to Events	(112,175)	(72,236)	(39,939)	(98,315)	(484,314)	(433,419)	(50,895)	(470,919)
Net Salaries and Benefits	151,635	123,065	28,570	108,500	779,920	738,391	41,529	641,654
Contracted Services	25,747	23,800	1,947	24,533	161,268	142,800	18,468	179,526
General and Administrative	33,061	28,750	4,311	24,604	182,583	172,500	10,083	128,717
Operations	2,374	2,933	(559)	3,713	16,825	35,600	(18,775)	28,097
Repair and Maintenance	13,571	18,667	(5,096)	7,208	106,740	112,000	(5,260)	75,816
Operational Supplies	9,700	18,342	(8,642)	15,552	75,473	110,050	(34,577)	94,411
Insurance	16,039	20,486	(4,447)	17,186	54,699	63,921	(9,222)	52,968
Utilities	92,098	92,717	(619)	85,790	423,932	424,302	(370)	417,581
SMG Management Fees	13,223	13,158	65	12,838	79,336	78,948	388	77,025
Total Operating Expenses	357,448	341,918	15,530	299,924	1,880,776	1,878,512	2,264	1,695,795
Net Income(Loss) From Operatic	272,856	211,642	61,214	272,215	722,612	716,091	6,521	690,320
Other Non-Operating Expenses								
Adjusted Net Income(Loss)	272,856	211,642	61,214	272,215	722,612	716,091	6,521	690,320

SMG - Van Andel Arena
Grand Rapids - Kent County Convention/Arena Authority
Event Summary
Month Ending December 31, 2008

Event Type	Events/Days		Attendance		Total Event Income	
	Actual	Budget	Actual	Budget	Actual	Budget
Family Show	14	12	46,737	36,000	270,573	114,347
Sporting Event	4	4	22,397	29,000	232,569	190,112
Concert	11	12	77,610	100,000	746,429	1,072,927
Team Home Games	19	19	98,535	95,000	205,759	194,218
Other	5	5	19,779	16,000	204,610	69,499
GRAND TOTALS	53	52	265,058	276,000	1,659,940	1,641,103

As Percentage of Overall

Family Show	26.42%	23.08%	17.63%	13.04%	16.30%	6.97%
Sporting Event	7.55%	7.69%	8.45%	10.51%	14.01%	11.58%
Concert	20.75%	23.08%	29.28%	36.23%	44.97%	65.38%
Team Home Games	35.85%	36.54%	37.17%	34.42%	12.40%	11.83%
Other	9.43%	9.62%	7.46%	5.80%	12.33%	4.23%

Van Andel Arena
Balance Sheet
For the Six Months Ending December 31, 2008

ASSETS

Current Assets

Cash	3,481,888
Account Receivable	1,647,399
Prepaid Expenses	145,449

Total Current Assets	<hr/>	\$5,274,735
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Total Assets	<hr/>	\$5,274,735
	<hr/>	

LIABILITIES AND EQUITY

Current Liabilities

Accounts Payable	771,394
Accrued Expenses	868,959
Deferred Income	1,768,618
Advanced Ticket Sales & Deposits	1,206,558

Total Current Liabilities	<hr/>	\$4,615,528
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Other Liabilities

Equity

CY Funds Remitted to CAA	(850,000)
CY Exp. Paid Directly by CAA	388,119
Beginning Balance Equity	398,478
Current Year Equity	722,611

Total Equity	<hr/>	\$659,207
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Total Liabilities and Equity	<hr/>	\$5,274,735
	<hr/>	

SMG - Van Andel Arena
Grand Rapids - Kent County Convention/Arena Authority
Summary of Accounts Receivable
Month Ending December 31, 2008

Current - Under 30 Days	
Food & Beverage	269,132
Ticketing	917,863
Merchandise	4,921
Permanent Advertising	105,678
DeVos Place	(31,252)
Operating	280,657
 Over 30 Days	 68,000
 Over 60 Days	 32,400
 Over 90 Days	
 Total Accounts Receivable	 1,647,399

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

MANAGEMENT FEE SUMMARY

	Arena Estimate	DeVos Place Estimate	Total Estimate	FY 2008 Actual
Net Revenue above Expenses	1,332,926	(569,706)	763,220	1,104,394
Benchmark			700,000	700,000
Excess	1,332,926	(569,706)	63,220	404,394

Incentive Fee Calculation (Only if above greater than zero)

	Arena Estimate	DeVos Place Estimate	Total Estimate	Total Estimate
Base Fee	158,672	158,672	317,343	308,100
Incentive Fee				
Revenue	5,224,892	4,923,530	10,148,422	10,589,568
Benchmark Revenue	4,700,000	4,100,000	8,800,000	8,700,000
Revenue Excess	524,892	823,530	1,348,422	1,889,568
Incentive Fee **	158,672	158,672	317,343	308,100
Total SMG Management Fee	317,343	317,343	634,686	616,200

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

DEVOS PLACE

DE VOS PLACE

**FINANCIAL STATEMENT
FOR THE PERIOD ENDED NOVEMBER 30, 2008**

Distribution:

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



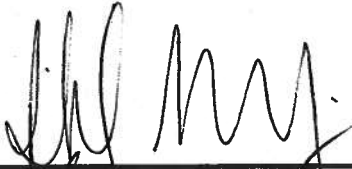
An SMG Managed Facility


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

	YTD Actual	Roll	TOTAL FYE	BUDGET FYE	VARIANCE
NO. EVENTS	238	328	566	569	(3)
ATTENDANCE	151,107	497,975	649,082	668,975	(19,893)
DIRECT EVENT REVENUE	685,866	1,922,614	2,608,480	2,640,634	(32,154)
ANCILLARY REVENUE	685,158	1,662,717	2,347,875	2,386,332	(38,457)
TOTAL EVENT REVENUE	1,371,024	3,585,331	4,956,355	5,026,966	(70,611)
TOTAL OTHER REVENUE	75,147	119,034	194,181	210,500	(16,319)
TOTAL OPERATING REVENUE	1,446,171	3,704,365	5,150,536	5,237,466	(86,930)
INDIRECT EXPENSES					
EXECUTIVE	58,943	116,819	175,762	175,762	-
FINANCE	90,587	131,714	222,301	222,301	-
MARKETING	26,405	79,406	105,811	105,811	-
OPERATIONS	563,184	905,230	1,468,414	1,468,414	-
EVENT SERVICES	394,896	570,274	965,170	965,170	-
BOX OFFICE	31,914	45,712	77,626	77,626	-
SALES	117,045	229,981	347,026	347,026	-
OVERHEAD	721,863	1,532,469	2,254,332	2,254,332	-
TOTAL OPERATING EXP.	2,004,837	3,611,605	5,616,442	5,616,442	-
NET REVENUE ABOVE EXPENSES	(558,666)	92,760	(465,906)	(378,976)	(86,930)
INCENTIVE FEE		157,899	157,899	157,899	-
NET OPERATING REVENUE OVER OPERATING EXPENSES	(558,666)	(65,139)	(623,805)	(536,875)	(86,930)

Comments:

The facility ended November fairly consistent with budget as it relates to the bottom line. However, event revenue continues to come in short of budget, which is being offset to some degree by lower indirect expenses.


General Manager


Finance Director

**DE VOS PLACE
FINANCIAL STATEMENT HIGHLIGHTS
FOR MONTH ENDED NOVEMBER 30, 2008**

The following schedule summarizes operating results for the current month ending November 30, 2008 and the YTD ending June 30, 2009, compared to budget and to the prior year:

MONTH	November Actual	November Budget	November FY 2008
Number of Events	46	52	57
Attendance	39,586	47,800	56,228
Direct Event Income	\$182,080	\$198,920	\$233,262
Ancillary Income	164,232	218,407	266,884
Other Income	24,101	17,542	23,482
Indirect Expenses	(425,403)	(479,168)	(447,774)
Net Income	(\$54,990)	(\$44,299)	\$75,854

YTD	YTD 2009 Actual	YTD 2009 Budget	YTD 2008 Prior Year
Number of Events	238	236	245
Attendance	151,107	218,800	191,722
Direct Event Income	\$685,867	\$767,029	\$883,326
Ancillary Income	685,157	848,635	895,911
Other Income	75,147	87,708	69,981
Indirect Expenses	(2,004,837)	(2,165,053)	(2,028,781)
Net Income	(\$558,666)	(\$461,681)	(\$179,563)

EVENT INCOME

Event income came in consistent with budget overall for the month.

ANCILLARY INCOME

Ancillary income fell below budgeted levels for the month as spending in all areas fell below expectation: which has been the trend throughout the fiscal year.

INDIRECT EXPENSES

Indirect expenses came in under budget for the month.

DeVos Place
Income Statement
For the Five Months Ending November 30, 2008

	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	\$196,431	\$228,075	(\$31,644)	\$256,647	\$747,759	\$865,525	(\$117,766)	\$995,805
Service Revenue	225,623	21,850	203,773	243,522	709,899	106,250	603,649	745,666
Service Expenses	(239,974)	(51,005)	(188,969)	(266,907)	(771,792)	(204,746)	(567,046)	(858,145)
Total Direct Event Income	182,080	198,920	(16,840)	233,262	685,866	767,029	(81,163)	883,326
Ancillary Income								
F&B Concession	3,231	8,369	(5,138)	11,286	18,899	36,144	(17,245)	32,569
F&B Catering	72,738	90,544	(17,806)	110,418	281,297	358,585	(77,288)	332,827
Novelty Sales	317	1,825	(1,508)	1,151	3,945	6,926	(2,981)	4,119
Booth Cleaning	6,575	34,120	(27,545)	27,797	48,789	129,479	(80,690)	100,840
Telephone/Long Distance	3,068	300	2,768	0	7,122	1,500	5,622	0
Electrical Services	18,802	39,916	(21,114)	40,179	134,906	151,576	(16,670)	182,125
Audio Visual	39,581	28,506	11,075	52,813	137,639	108,149	29,490	159,887
Internet Services	1,633	0	1,633	4,550	143	0	143	19,900
Equipment Rental	18,287	14,827	3,460	18,689	52,418	56,276	(3,858)	63,644
Total Ancillary Income	164,232	218,407	(54,175)	266,883	685,158	848,635	(163,477)	895,911
Other Event Income								
Ticket Rebates(Per Event)	19,814	12,083	7,731	18,908	57,326	60,417	(3,091)	44,404
Total Other Event Income	19,814	12,083	7,731	18,908	57,326	60,417	(3,091)	44,404
Total Event Income	366,126	429,410	(63,284)	519,053	1,428,350	1,676,081	(247,731)	1,823,641
Other Operating Income								
Luxury Box Agreements	2,600	3,167	(567)	2,998	13,000	15,833	(2,833)	15,002
Other Income	1,687	2,292	(605)	1,576	4,821	11,458	(6,637)	10,575
Total Other Operating Income	4,287	5,459	(1,172)	4,574	17,821	27,291	(9,470)	25,577
Adjusted Gross Income	370,413	434,869	(64,456)	523,627	1,446,171	1,703,372	(257,201)	1,849,218
Operating Expenses								
Salaries and Wages	261,231	223,208	38,023	280,574	1,074,107	1,116,038	(41,931)	1,037,180
Payroll Taxes and Benefits	76,721	57,600	19,121	91,509	299,294	288,002	11,292	307,271
Labor Allocations to Events	(176,516)	(115,821)	(60,695)	(201,505)	(605,523)	(579,106)	(26,417)	(624,238)
Net Salaries and Benefits	161,436	164,987	(3,551)	150,578	767,878	824,934	(57,056)	720,213
Contracted Services	20,994	21,200	(206)	31,112	141,825	106,000	35,825	136,849
General and Administrative	50,995	27,100	23,895	20,102	146,662	137,000	9,662	104,568
Operations	2,708	5,555	(2,847)	15,012	41,452	61,995	(20,543)	56,398
Repair and Maintenance	34,325	41,941	(7,616)	39,414	218,124	209,705	8,419	239,021
Operational Supplies	10,711	26,333	(15,622)	17,587	72,391	131,667	(59,276)	81,108
Insurance	16,596	17,894	(1,298)	18,966	74,216	88,261	(14,045)	79,363
Utilities	114,415	161,000	(46,585)	142,164	476,176	539,700	(63,524)	547,073
SMG Management Fees	13,223	13,158	65	12,838	66,113	65,791	322	64,188
Total Operating Expenses	425,403	479,168	(53,765)	447,773	2,004,837	2,165,053	(160,216)	2,028,781
Net Income(Loss) From Operati	(54,990)	(44,299)	(10,691)	75,854	(558,666)	(461,681)	(96,985)	(179,563)
Other Non-Operating Expenses								
Adjusted Net Income(Loss)	(54,990)	(44,299)	(10,691)	75,854	(558,666)	(461,681)	(96,985)	(179,563)

SMG DeVos Place
Grand Rapids - Kent County Convention/Arena Authority
Year to Date Event Summary Report
For Month Ended November 30, 2008

Event Type	Events/Days		Attendance		Total Event Income	
	Actual	Budget	Actual	Budget	Actual	Budget
Convention/Trade Shows	58	68	42,525	75,500	627,608	725,426
Consumer/Gated Shows	9	23	16,785	30,575	77,434	213,911
Devos Performance Hall	56	40	54,613	50,500	286,591	261,024
Banquets	19	29	12,678	28,200	137,868	169,710
Meetings	78	68	18,034	27,625	201,455	214,239
Other	18	8	6,472	6,400	40,067	31,354
GRAND TOTALS	238	236	151,107	218,800	1,371,023	1,615,664

As Percentage of Overall

Convention/Trade Shows	24.37%	28.81%	28.14%	34.51%	45.78%	44.90%
Consumer/Gated Shows	3.78%	9.75%	11.11%	13.97%	5.65%	13.24%
Devos Performance Hall	23.53%	16.95%	36.14%	23.08%	20.90%	16.16%
Ballroom Exclusive	7.98%	12.29%	8.39%	12.89%	10.06%	10.50%
Meetings	32.77%	28.81%	11.93%	12.63%	14.69%	13.26%
Other	7.56%	3.39%	4.28%	2.93%	2.92%	1.94%

DeVos Place
Balance Sheet
For the Five Months Ending November 30, 2008

ASSETS

Current Assets

Cash	507,830
Account Receivable	524,819
Prepaid Expenses	141,385

Total Current Assets

\$1,174,034

Total Assets

\$1,174,034

LIABILITIES AND EQUITY

Current Liabilities

Accounts Payable	(57,235)
Accrued Expenses	260,996
Deferred Income	73,032
Advanced Ticket Sales & Deposits	707,926

Total Current Liabilities

\$984,719

Other Liabilities

Equity

CY Exp. Paid Directly by City	439,108
Beginning Balance Equity	313,539
Current Year Equity	(563,332)

Total Equity

\$189,315

Total Liabilities and Equity

\$1,174,034

SMG - DeVos Place
Grand Rapids - Kent County Convention/Arena Authority
Summary of Accounts Receivable
For Month Ended October 31, 2008

Current - Under 30 Days	
Food & Beverage	75,969
Ticketing	-
Merchandise	-
Decorating	6,575
Audio/Visual	40,897
Van Andel Arena	(92,069)
Operating	363,101
 Over 30 Days	 87,365
 Over 60 Days	 27,847
 Over 90 Days	
Donnell Productions	5,736
Paragon Leather	2,110
Saigon Entertainment	5,002
Grinder Promotions	2,286
 Total Accounts Receivable	 524,819

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

MANAGEMENT FEE SUMMARY

	Arena Estimate	DeVos Place Estimate	Total Estimate	FY 2008 Actual
Net Revenue above Expenses	1,305,907	(465,906)	840,001	1,104,394
Benchmark			700,000	700,000
Excess	1,305,907	(465,906)	140,001	404,394

Incentive Fee Calculation (Only if above greater than zero)

	Arena Estimate	DeVos Place Estimate	Total Estimate	Total Estimate
Base Fee	158,672	158,672	317,343	308,100
Incentive Fee				
Revenue	5,219,406	5,150,536	10,369,942	10,589,568
Benchmark Revenue	4,700,000	4,100,000	8,800,000	8,700,000
Revenue Excess	519,406	1,050,536	1,569,942	1,889,568
Incentive Fee **	158,672	158,672	317,343	308,100
Total SMG Management Fee	317,343	317,343	634,686	616,200

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



VAN ANDEL ARENA

**FINANCIAL STATEMENT
FOR THE PERIOD ENDED NOVEMBER 30, 2008**

Distribution:

Grand Rapids – Kent County Convention / Arena Authority

Robert White

Bob McClintock

Lewis Dawley

Gary McAneney

Howard Feldman

Richard MacKeigan

Chris Machuta



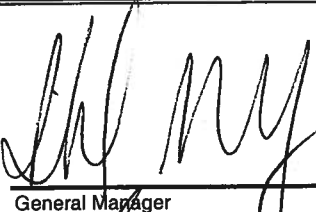
An SMG Managed Facility

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

	YTD	ROLL	TOTAL FYE	BUDGET FYE	VARIANCE
NO. EVENTS	34	78	112	118	(6)
ATTENDANCE	172,026	443,728	615,754	666,000	(50,246)
DIRECT EVENT INCOME	646,288	559,431	1,205,719	1,279,191	(73,472)
ANCILLARY INCOME	372,405	1,152,583	1,524,988	1,598,019	(73,031)
TOTAL EVENT INCOME	1,018,693	1,712,014	2,730,707	2,877,210	(146,503)
TOTAL OTHER INCOME	954,394	1,534,305	2,488,699	2,450,000	38,699
TOTAL INCOME	1,973,087	3,246,319	5,219,406	5,327,210	(107,804)
INDIRECT EXPENSES					
EXECUTIVE	92,436	79,062	171,498	171,498	-
FINANCE	81,933	130,628	212,561	212,561	-
MARKETING	94,242	181,716	275,958	275,958	-
OPERATIONS	650,866	922,435	1,573,301	1,573,301	-
BOX OFFICE	48,682	71,695	120,377	120,377	-
LUXURY SEATING	31,647	85,651	117,298	117,298	-
SKYWALK ADMIN	19,659	20,197	39,856	39,856	-
OVERHEAD	503,866	898,784	1,402,650	1,402,650	-
TOTAL INDIRECT EXP.	1,523,329	2,390,168	3,913,499	3,913,499	-
NET REVENUE ABOVE EXPENSES	449,758	856,151	1,305,907	1,413,711	(107,804)
LESS INCENTIVE FEE		158,672	158,672	157,899	(773)
NET REVENUE ABOVE EXPENSES AFTER INCENTIVE	449,758	697,479	1,147,235	1,255,812	(108,577)

Comments:

The Arena performed well during November on the strength of the Rockette's show and a very good start to the Griffins season in which their attendance is up over 25% from last year through the same amount of games.



General Manager



Director of Finance

**VAN ANDEL ARENA
FINANCIAL STATEMENT HIGHLIGHTS
FOR MONTH ENDED NOVEMBER 30, 2008**

The following schedule summarizes operating results for the current month ending November 30, 2008 and the YTD ending June 30, 2009 compared to budget and to the prior year:

MONTH	November Actual	November Budget	November FY 2008
Number of Events	13	15	11
Attendance	67,260	80,000	50,149
Direct Event Income	\$200,341	\$72,159	\$113,093
Ancillary Income	130,096	134,486	134,999
Other Income	198,876	201,000	210,640
Indirect Expenses	(262,707)	(334,425)	(298,929)
Net Income	<u>\$266,606</u>	<u>\$73,220</u>	<u>\$159,803</u>

YTD	YTD 2009 Actual	YTD 2009 Budget	YTD 2008 Prior Year
Number of Events	34	36	30
Attendance	172,026	192,000	151,275
Direct Event Income	\$646,288	\$401,731	\$379,437
Ancillary Income	372,405	506,058	461,618
Other Income	954,394	1,005,000	972,920
Indirect Expenses	(1,523,329)	(1,536,593)	(1,395,871)
Net Income	<u>\$449,758</u>	<u>\$376,196</u>	<u>\$418,104</u>

EVENT INCOME

Direct event income came in higher than budget due to the very successful Radio City Rockette's show that was hosted for the first time by the Arena. This number could have been stronger had load in logistists not forced the show to cancel one of their performances.

ANCILLARY INCOME

Anicllary income came in consistent with budget overall. Per caps for the Nine Inch Nails concert was well ahead of last visit, which helped offset very low per caps for the Rockette's.

INDIRECT EXPENSES

Indirect expenses came in lower than budget for the month, however, brings overall spending for the year back in line with budget.

Van Andel Arena
Income Statement
For the Five Months Ending November 30, 2008

	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	\$259,075	\$256,200	\$103,892	\$160,728	\$765,032	\$671,900	\$400,039	\$517,314
Service Revenue	331,205	150,752	180,453	209,815	817,398	538,109	279,289	723,849
Service Expenses	(389,939)	(273,855)	(116,084)	(257,450)	(936,142)	(747,340)	(188,802)	(861,726)
Total Direct Event Income	200,341	133,097	67,244	113,093	646,288	462,669	183,619	379,437
Ancillary Income								
F&B Concession	103,195	153,040	(49,845)	101,459	278,827	424,550	(145,723)	350,631
F&B Catering	12,489	16,382	(3,893)	7,136	45,356	46,124	(768)	29,828
Novelty Sales	8,352	28,220	(19,868)	21,784	39,858	96,730	(56,872)	66,629
Booth Cleaning	0	0	0	0	94	0	94	0
Other Ancillary	6,060	4,160	1,900	4,620	8,270	5,970	2,300	14,530
Total Ancillary Income	130,096	201,802	(71,706)	134,999	372,405	573,374	(200,969)	461,618
Other Event Income								
Ticket Rebates(Per Event)	49,181	42,083	7,098	48,791	150,676	210,417	(59,741)	148,471
Total Other Event Income	49,181	42,083	7,098	48,791	150,676	210,417	(59,741)	148,471
Total Event Income	379,618	376,982	2,636	296,883	1,169,369	1,246,460	(77,091)	989,526
Other Operating Income								
Luxury Box Agreements	94,884	96,833	(1,949)	92,481	504,900	484,167	20,733	494,033
Advertising	46,500	51,667	(5,167)	52,500	262,625	258,333	4,292	267,125
Other Income	8,311	10,417	(2,106)	16,868	36,193	52,083	(15,890)	63,291
Total Other Operating Income	149,695	158,917	(9,222)	161,849	803,718	794,583	9,135	824,449
Adjusted Gross Income	529,313	535,899	(6,586)	458,732	1,973,087	2,041,043	(67,956)	1,813,975
Operating Expenses								
Salaries and Wages	200,184	150,447	49,737	167,860	794,793	752,236	42,557	737,178
Payroll Taxes and Benefits	56,796	44,854	11,942	39,039	205,632	224,271	(18,639)	168,579
Labor Allocations to Events	(148,994)	(72,236)	(76,758)	(96,302)	(372,139)	(361,182)	(10,957)	(372,604)
Net Salaries and Benefits	107,986	123,065	(15,079)	110,597	628,286	615,325	12,961	533,153
Contracted Services	24,197	23,800	397	37,699	135,521	119,000	16,521	154,993
General and Administrative	32,751	28,750	4,001	22,955	149,522	143,750	5,772	104,113
Operations	2,682	11,933	(9,251)	3,789	14,451	32,667	(18,216)	24,385
Repair and Maintenance	6,880	18,667	(11,787)	10,568	93,169	93,333	(164)	68,608
Operational Supplies	8,533	18,342	(9,809)	15,086	65,773	91,708	(25,935)	78,859
Insurance	13,076	13,393	(317)	11,427	38,660	43,435	(4,775)	35,781
Utilities	53,379	83,317	(29,938)	73,970	331,834	331,585	249	331,791
SMG Management Fees	13,223	13,158	65	12,838	66,113	65,790	323	64,188
Total Operating Expenses	262,707	334,425	(71,718)	298,929	1,523,329	1,536,593	(13,264)	1,395,871
Net Income(Loss) From Operatic	266,606	201,474	65,132	159,803	449,758	504,450	(54,692)	418,104
Other Non-Operating Expenses								
Adjusted Net Income(Loss)	266,606	201,474	65,132	159,803	449,758	504,450	(54,692)	418,104

SMG - Van Andel Arena
Grand Rapids - Kent County Convention/Arena Authority
Summary of Accounts Receivable
Month Ending November 30, 2008

Event Type	Events/Days		Attendance		Total Event Income	
	Actual	Budget	Actual	Budget	Actual	Budget
Family Show	6	8	23,858	20,000	58,333	44,848
Sporting Event	4	4	22,397	29,000	232,569	190,112
Concert	6	9	51,696	72,000	511,276	829,559
Team Home Games	11	11	54,296	55,000	133,968	112,442
Other	5	4	19,779	16,000	233,223	69,499
GRAND TOTALS	32	36	172,026	192,000	1,169,369	1,246,460

As Percentage of Overall

Family Show	18.75%	22.22%	13.87%	10.42%	4.99%	3.60%
Sporting Event	12.50%	11.11%	13.02%	15.10%	19.89%	15.25%
Concert	18.75%	25.00%	30.05%	37.50%	43.72%	66.55%
Team Home Games	34.38%	30.56%	31.56%	28.65%	11.46%	9.02%
Other	15.63%	11.11%	11.50%	8.33%	19.94%	5.58%

Van Andel Arena
Balance Sheet
For the Five Months Ending November 30, 2008

ASSETS

Current Assets

Cash	5,094,615
Account Receivable	760,406
Prepaid Expenses	160,014

Total Current Assets

\$6,015,036

Total Assets

\$6,015,036
=====

LIABILITIES AND EQUITY

Current Liabilities

Accounts Payable	343,837
Accrued Expenses	855,325
Deferred Income	2,000,182
Advanced Ticket Sales & Deposits	2,014,734

Total Current Liabilities

\$5,214,077

Other Liabilities

Equity

CY Funds Remitted to CAA	(350,000)
CY Exp. Paid Directly by CAA	302,725
Beginning Balance Equity	398,478
Current Year Equity	449,756

Total Equity

\$800,959

Total Liabilities and Equity

\$6,015,036
=====

SMG - Van Andel Arena
Grand Rapids - Kent County Convention/Arena Authority
Summary of Accounts Receivable
Month Ending November 30, 2008

Current - Under 30 Days	
Food & Beverage	215,469
Ticketing	-
Merchandise	16,364
Permanent Advertising	105,678
DeVos Place	92,069
Operating	251,176
 Over 30 Days	 47,250
 Over 60 Days	 32,400
 Over 90 Days	
 Total Accounts Receivable	 760,406

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

MANAGEMENT FEE SUMMARY

	Arena Estimate	DeVos Place Estimate	Total Estimate	FY 2008 Actual
Net Revenue above Expenses	1,305,907	(465,906)	840,001	1,104,394
Benchmark			700,000	700,000
Excess	1,305,907	(465,906)	140,001	404,394

Incentive Fee Calculation (Only if above greater than zero)

	Arena Estimate	DeVos Place Estimate	Total Estimate	Total Estimate
Base Fee	158,672	158,672	317,343	308,100
Incentive Fee				
Revenue	5,219,406	5,150,536	10,369,942	10,589,568
Benchmark Revenue	4,700,000	4,100,000	8,800,000	8,700,000
Revenue Excess	519,406	1,050,536	1,569,942	1,889,568
Incentive Fee **	158,672	158,672	317,343	308,100
Total SMG Management Fee	317,343	317,343	634,686	616,200

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



Memorandum

To: CAA Board Members
From: Susan Waddell, Administrative Manager
Date: January 22, 2009
Re: CAA Financial Statements

The following is a summary of financial activity in the two operating accounts as of December 31, 2008:

	<i>1050: Operations</i>	<i>1070: Kent County Operating</i>
Beginning Balance	\$ 95,759.97	\$21,999,882.55
Cleared Transactions	- 5,599.54	64,130.97
Cleared Balance	90,160.43	22,064,013.52
Uncleared Transactions	2,060.27	-000.00
Register Balance	<u>\$ 92,220.70</u>	<u>\$22,064,013.52</u>

- Interest earnings and parking revenue are below budget. We have not received the County Treasurer's statement for December 2008 interest earnings yet.
- Legal expenses exceed the budget due to the Delta Turner matter.
- The steam expense is under budget. This may be due to the purchase of the steam plant by Veolia, Inc. Keith Oldewurterl of Veolia stated that bills will generally be lower in the colder months and higher in the warmer months, because Veolia uses a flat rate to recoup capital costs and the County had a different method.

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



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



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

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01/08/09
Accrual Basis

Grand Rapids-Kent County Convention/Arena Authority
Balance Sheet
As of December 31, 2008

Item IV.B.ii.

	<u>Dec 31, 08</u>
ASSETS	
Current Assets	
Checking/Savings	
1040 · Cash - Operations - SMG	4,319,835.10
1050 · Operations - Cash	92,220.70
Total Checking/Savings	4,412,055.80
Other Current Assets	
1070 · Kent County - Operating	22,064,013.52
1200 · Accounts Receivable	1,227,456.17
1300 · Prepaid Expenses	189,100.35
1600 · Advances/Deposits Receivable	-850,000.07
Total Other Current Assets	22,630,569.97
Total Current Assets	27,042,625.77
Fixed Assets	
Buildings & Structures	
Depreciation	-83,557.38
Original Cost	322,431.00
Total Buildings & Structures	238,873.62
Equip	
Depreciation	-682,930.97
Original Cost	1,063,917.04
Total Equip	380,986.07
Vehicles	43,914.30
Total Fixed Assets	663,773.99
TOTAL ASSETS	27,706,399.76
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
2000 · Accounts Payable	97,931.37
2005 · Accounts payable - SMG	665,803.17
Total Accounts Payable	763,734.54
Other Current Liabilities	
2200 · Accrued Expenses	1,097,477.61
2210 · Advance Ticket Sales	1,882,333.73
2220 · Advance deposits	291,472.00
2500 · Deferred facility income	1,077,282.74
Total Other Current Liabilities	4,348,566.08
Total Current Liabilities	5,112,300.62
Total Liabilities	5,112,300.62
Equity	
3000 · Opening Bal Equity	37,035,584.45
3900 · Retained Earnings	-13,430,836.02
Net Income	-1,010,649.29
Total Equity	22,594,099.14
TOTAL LIABILITIES & EQUITY	27,706,399.76

3:27 PM

Grand Rapids-Kent County Convention/Arena Authority

Profit & Loss Budget vs. Actual

July through December 2008

01/08/09

Accrual Basis

	Jul - Dec 08	Budget	\$ Over Budget	% of Budget
Income				
4500 · Interest on Investments	259,080.82	370,998.00	-111,917.18	69.8%
4540 · Land Lease	86,736.35	70,608.00	16,128.35	122.8%
4545 · Parking Revenues	260,791.25	464,100.00	-203,308.75	56.2%
4550 · Miscellaneous Revenue	105,143.00			
Total Income	711,751.42	905,706.00	-193,954.58	78.6%
Expense				
6000 · Professional Services				
6001 · Accounting/Auditing Services	24,046.58	18,996.00	5,050.58	126.6%
6040 · Legal Services	56,066.20	17,496.00	38,570.20	320.5%
Total 6000 · Professional Services	80,112.78	36,492.00	43,620.78	219.5%
6060 · Other Contractual Services	56,300.78	144,498.00	-88,197.22	39.0%
6065 · Pedestrian Safety	15,227.71	43,614.00	-28,386.29	34.9%
6068 · Parking Management	66,425.00	140,742.00	-74,317.00	47.2%
6100 · Other Supplies & Expenses				
6010 · Bank Fees	145.51			
6020 · Computer Services	46.98			
6030 · Insurance-Property/Liability	20,673.00	22,000.00	-1,327.00	94.0%
6110 · Meeting Expense	8,089.79	4,998.00	3,091.79	161.9%
6120 · Supplies	3,181.77	2,496.00	685.77	127.5%
Total 6100 · Other Supplies & Expenses	32,137.05	29,494.00	2,643.05	109.0%
6160 · Facility Repair and Maintenance	0.00	16,496.00	-16,496.00	0.0%
6200 · Capital Replacement Projects	303,208.85	922,050.00	-618,841.15	32.9%
6210 · F&B Repair & Maintenance	7,213.78	22,500.00	-15,286.22	32.1%
6300 · Utilities Expense				
6301 · Electricity	560,105.23	528,606.00	31,499.23	106.0%
6310 · Natural Gas	5,563.88	6,414.00	-850.12	86.7%
6320 · Steam	144,845.29	433,054.00	-288,208.71	33.4%
6340 · Water & Sewer	44,904.10	56,250.00	-11,345.90	79.8%
Total 6300 · Utilities Expense	755,418.50	1,024,324.00	-268,905.50	73.7%
6500 · DID Assessment	53,138.59			
6600 · SMG Incentive Fees	308,100.00			
8000 · Personal Services				
8001 · Employee Wages	38,867.67	20,298.00	18,569.67	191.5%
8030 · Employee Benefits	6,250.00	10,230.00	-3,980.00	61.1%
Total 8000 · Personal Services	45,117.67	30,528.00	14,589.67	147.8%
Total Expense	1,722,400.71	2,410,738.00	-688,337.29	71.4%
Net Income	-1,010,649.29	-1,505,032.00	494,382.71	67.2%

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01/08/09

Accrual Basis

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

	Jul - Dec 08	Jul - Dec 07	\$ Change	% Change
Income				
4500 · Interest on Investments	259,080.82	524,415.00	-265,334.18	-50.6%
4540 · Land Lease	86,736.35	54,317.20	32,419.15	59.7%
4545 · Parking Revenues	260,791.25	334,643.50	-73,852.25	-22.1%
4550 · Miscellaneous Revenue	105,143.00	0.00	105,143.00	100.0%
Total Income	711,751.42	913,375.70	-201,624.28	-22.1%
Expense				
6000 · Professional Services				
6001 · Accounting/Auditing Services	24,046.58	21,404.74	2,641.84	12.3%
6040 · Legal Services	56,066.20	3,903.95	52,162.25	1,336.1%
Total 6000 · Professional Services	80,112.78	25,308.69	54,804.09	216.5%
6060 · Other Contractual Services	56,300.78	22,312.07	33,988.71	152.3%
6065 · Pedestrian Safety	15,227.71	17,303.09	-2,075.38	-12.0%
6068 · Parking Management	66,425.00	133,550.43	-67,125.43	-50.3%
6100 · Other Supplies & Expenses				
6010 · Bank Fees	145.51	499.09	-353.58	-70.8%
6020 · Computer Services	46.98	0.00	46.98	100.0%
6030 · Insurance-Property/Liability	20,673.00	20,258.00	415.00	2.1%
6110 · Meeting Expense	8,089.79	238.47	7,851.32	3,292.4%
6120 · Supplies	3,181.77	300.94	2,880.83	957.3%
Total 6100 · Other Supplies & Expenses	32,137.05	21,296.50	10,840.55	50.9%
6200 · Capital Replacement Projects	303,208.85	441,912.08	-138,703.23	-31.4%
6210 · F&B Repair & Maintenance	7,213.78	13,045.38	-5,831.60	-44.7%
6300 · Utilities Expense				
6301 · Electricity	560,105.23	495,330.58	64,774.65	13.1%
6310 · Natural Gas	5,563.88	3,773.19	1,790.69	47.5%
6320 · Steam	144,845.29	386,167.67	-241,322.38	-62.5%
6340 · Water & Sewer	44,904.10	67,141.63	-22,237.53	-33.1%
Total 6300 · Utilities Expense	755,418.50	952,413.07	-196,994.57	-20.7%
6500 · DID Assessment	53,138.59	0.00	53,138.59	100.0%
6600 · SMG Incentive Fees	308,100.00	300,000.00	8,100.00	2.7%
8000 · Personal Services				
8001 · Employee Wages	38,867.67	37,971.95	895.72	2.4%
8030 · Employee Benefits	6,250.00	10,123.50	-3,873.50	-38.3%
Total 8000 · Personal Services	45,117.67	48,095.45	-2,977.78	-6.2%
Total Expense	1,722,400.71	1,975,236.76	-252,836.05	-12.8%
Net Income	-1,010,649.29	-1,061,861.06	51,211.77	4.8%

10:39 AM

01/05/09

Accrual Basis

Grand Rapids-Kent County Convention/Arena Authority
Balance Sheet
 As of November 28, 2008

Item IV.B.ii.

	Nov 28, 08
ASSETS	
Current Assets	
Checking/Savings	
1040 · Cash - Operations - SMG	4,319,835.10
1050 · Operations - Cash	95,627.24
Total Checking/Savings	4,415,462.34
Other Current Assets	
1070 · Kent County - Operating	21,999,882.55
1200 · Accounts Receivable	1,227,456.17
1300 · Prepaid Expenses	189,100.35
1600 · Advances/Deposits Receivable	-550,000.07
Total Other Current Assets	22,866,439.00
Total Current Assets	27,281,901.34
Fixed Assets	
Buildings & Structures	
Depreciation	-83,557.38
Original Cost	322,431.00
Total Buildings & Structures	238,873.62
Equip	
Depreciation	-682,930.97
Original Cost	1,063,917.04
Total Equip	380,986.07
Vehicles	43,914.30
Total Fixed Assets	663,773.99
TOTAL ASSETS	27,945,675.33
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
2000 · Accounts Payable	178,209.42
2005 · Accounts payable - SMG	665,803.17
Total Accounts Payable	844,012.59
Other Current Liabilities	
2200 · Accrued Expenses	1,097,477.61
2210 · Advance Ticket Sales	1,882,333.73
2220 · Advance deposits	291,472.00
2500 · Deferred facility income	1,077,282.74
Total Other Current Liabilities	4,348,566.08
Total Current Liabilities	5,192,578.67
Total Liabilities	5,192,578.67
Equity	
3000 · Opening Bal Equity	37,035,584.45
3900 · Retained Earnings	-13,430,836.02
Net Income	-851,651.77
Total Equity	22,753,096.66
TOTAL LIABILITIES & EQUITY	27,945,675.33

10:44 AM

Grand Rapids-Kent County Convention/Arena Authority

01/05/09

Profit & Loss Budget vs. Actual

Accrual Basis

July 1 through November 28, 2008

	Jul 1 - Nov 28, 08	Budget	\$ Over Budget	% of Budget
Income				
4000 · State of Michigan Support	0.00	0.00	0.00	0.0%
4010 · City of Grand Rapids Support	0.00	0.00	0.00	0.0%
4020 · CCBA Capital Contributions	0.00	0.00	0.00	0.0%
4030 · Federal Support	0.00	0.00	0.00	0.0%
4040 · Private Support	0.00	0.00	0.00	0.0%
4050 · DDA Support	0.00	0.00	0.00	0.0%
4051 · DDA - capital replacement	0.00	0.00	0.00	0.0%
4052 · DDA - project support	0.00	0.00	0.00	0.0%
4060 · In-kind Support	0.00	0.00	0.00	0.0%
4065 · Transfer from Operating Fund	0.00	0.00	0.00	0.0%
4500 · Interest on Investments	194,949.85	305,042.80	-110,092.95	63.9%
4530 · Facility Operations	0.00	0.00	0.00	0.0%
4531 · Charges for services	0.00	0.00	0.00	0.0%
4540 · Land Lease	76,566.35	58,055.47	18,510.88	131.9%
4545 · Parking Revenues	192,126.25	381,593.33	-189,467.08	50.3%
4550 · Miscellaneous Revenue	99,920.00	0.00	99,920.00	100.0%
4570 · Transfers In	0.00	0.00	0.00	0.0%
4575 · From/(To) Fund Balance	0.00	0.00	0.00	0.0%
9993 · Transfer from Construction Fund	0.00	0.00	0.00	0.0%
9994 · Retainage Interest Income	0.00	0.00	0.00	0.0%
Total Income	563,562.45	744,691.60	-181,129.15	75.7%
Expense				
5000 · Architectural and Engineering	0.00	0.00	0.00	0.0%
5010 · Construction Material Testing	0.00	0.00	0.00	0.0%
5020 · Construction in Progress-GMP	0.00	0.00	0.00	0.0%
5030 · Equipment Rental	0.00	0.00	0.00	0.0%
5040 · Space Rental	0.00	0.00	0.00	0.0%
6000 · Professional Services	36,529.72	30,004.53	6,525.19	121.7%
6050 · Project Mgt/Owner's Rep	0.00	0.00	0.00	0.0%
6060 · Other Contractual Services	39,840.00	118,809.47	-78,969.47	33.5%
6065 · Pedestrian Safety	9,180.26	35,860.40	-26,680.14	25.6%
6068 · Parking Management	49,103.00	115,721.20	-66,618.20	42.4%
6070 · Facility Management Fees	0.00	0.00	0.00	0.0%
6100 · Other Supplies & Expenses	24,837.41	28,161.74	-3,324.33	88.2%
6125 · Transfer to Construction Acct	0.00	0.00	0.00	0.0%
6150 · Project-Related Travel	0.00	0.00	0.00	0.0%
6160 · Facility Repair and Maintenance	0.00	14,985.60	-14,985.60	0.0%
6200 · Capital Replacement Projects	221,959.49	758,130.00	-536,170.51	29.3%
6210 · F&B Repair & Maintenance	7,116.50	18,500.00	-11,383.50	38.5%
6300 · Utilities Expense	681,933.43	783,158.53	-101,225.10	87.1%
6410 · Interest & Paying Agent Fees	0.00	0.00	0.00	0.0%
6500 · DID Assessment	0.00	0.00	0.00	0.0%
6560 · Payroll Expenses	0.00	0.00	0.00	0.0%
6570 · Depreciation Expense	0.00	0.00	0.00	0.0%
6575 · Amortization Expense	0.00	0.00	0.00	0.0%
6600 · SMG Incentive Fees	308,100.00	0.00	308,100.00	100.0%
7000 · In-kind Expense	0.00	0.00	0.00	0.0%
7100 · Transfers Out	0.00	0.00	0.00	0.0%
8000 · Personal Services	36,614.41	25,100.80	11,513.61	145.9%
8500 · Loss on transfer of assets	0.00	0.00	0.00	0.0%
9995 · Retainage Disbursements	0.00	0.00	0.00	0.0%
9996 · Transfer to Retainage Account	0.00	0.00	0.00	0.0%
Total Expense	1,415,214.22	1,928,432.27	-513,218.05	73.4%
Net Income	-851,651.77	-1,183,740.67	332,088.90	71.9%

10:43 AM

Grand Rapids-Kent County Convention/Arena Authority
Profit & Loss Prev Year Comparison
July 1 through November 28, 2008

01/05/09

Accrual Basis

	Jul 1 - Nov 28, 08	Jul 1 - Nov 28, 07	\$ Change	% Change
Income				
4500 · Interest on Investments	194,949.85	355,804.20	-160,854.35	-45.2%
4540 · Land Lease	76,566.35	54,317.20	22,249.15	41.0%
4545 · Parking Revenues	192,126.25	231,794.00	-39,667.75	-17.1%
4550 · Miscellaneous Revenue	99,920.00	0.00	99,920.00	100.0%
Total Income	563,562.45	641,915.40	-78,352.95	-12.2%
Expense				
6000 · Professional Services				
6001 · Accounting/Auditing Services	14,523.52	21,294.18	-6,770.66	-31.8%
6040 · Legal Services	22,006.20	2,166.00	19,840.20	916.0%
Total 6000 · Professional Services	36,529.72	23,460.18	13,069.54	55.7%
6060 · Other Contractual Services	39,840.00	14,295.96	25,544.04	178.7%
6065 · Pedestrian Safety	9,180.26	17,303.09	-8,122.83	-46.9%
6068 · Parking Management	49,103.00	75,016.43	-25,913.43	-34.5%
6100 · Other Supplies & Expenses				
6010 · Bank Fees	33.34	481.09	-447.75	-93.1%
6030 · Insurance-Property/Liability	20,673.00	20,258.00	415.00	2.1%
6110 · Meeting Expense	1,412.69	86.94	1,325.75	1,524.9%
6120 · Supplies	2,718.38	260.95	2,457.43	941.7%
Total 6100 · Other Supplies & Expenses	24,837.41	21,086.98	3,750.43	17.8%
6200 · Capital Replacement Projects	221,959.49	389,614.08	-167,654.59	-43.0%
6210 · F&B Repair & Maintenance	7,116.50	13,045.38	-5,928.88	-45.5%
6300 · Utilities Expense				
6301 · Electricity	497,326.36	460,033.17	37,293.19	8.1%
6310 · Natural Gas	3,480.52	2,860.92	619.60	21.7%
6320 · Steam	144,845.29	98,801.29	46,044.00	46.6%
6340 · Water & Sewer	36,281.26	47,740.74	-11,459.48	-24.0%
Total 6300 · Utilities Expense	681,933.43	609,436.12	72,497.31	11.9%
6600 · SMG Incentive Fees	308,100.00	300,000.00	8,100.00	2.7%
8000 · Personal Services				
8001 · Employee Wages	32,075.91	31,389.85	686.06	2.2%
8030 · Employee Benefits	4,538.50	8,484.84	-3,946.34	-46.5%
Total 8000 · Personal Services	36,614.41	39,874.69	-3,260.28	-8.2%
Total Expense	1,415,214.22	1,503,132.91	-87,918.69	-5.9%
Net Income	-851,651.77	-861,217.51	9,565.74	1.1%

It has been an exciting year for the Diversification Committee as we worked towards development of our community outreach efforts to underserved communities in Grand Rapids. I wanted to take a moment to inform you of a few highlights of the many activities that SMG and the CAA Diversification Committee has engaged in over the past six months:

Diversity Initiatives (A working list of objectives)

- Reach out to nontraditional local and national meeting/convention groups and seek to raise interest in DeVos Place activities, ideally planting the seed for use of meeting and entertainment facilities.
- Build relationships with area organizations and universities to raise awareness of DeVos Place and the hospitality industry at large, to include setting up mentoring and internship programs.
- Partner with local organizations such as the Multiracial Association of Professionals (MAP), BL²END (Business Leaders Linked to Encourage New Directions) and the West Michigan Hispanic Chamber of Commerce, focusing on topics relevant to a diverse audience that highlights the accessibility of the venues to the community at large.

MAP Multiracial Association of Professionals (GRCC)

Multiracial Association of Professionals (MAP) a program of the Grand Rapids Area Chamber of Commerce. MAP creates a strong network of professionals of all races to help welcome people and celebrate racial diversity within the community. MAP services assist employers to welcome, retain and connect professionals of color and their family to the Greater Grand Rapids Area

BL²END (Business Leaders Linked to Encourage New Directions)

BL²END was established in 2006, by a group of young professionals who found themselves living and working in the Grand Rapids area upon graduation. The transition from college to the professional world brought challenges, including building a new personal and professional network, and connecting within the community.

West Michigan Hispanic Chamber of Commerce

The WM Hispanic Chamber is dedicated to working with all members of the community to increase the economic advancement of Hispanic owned businesses and to assist in the professional growth of Hispanic business leaders in West Michigan. Members of the West Michigan Hispanic Chamber of Commerce are businesses and organizations from the private and public sectors in the areas of automotive, business services, construction, retail industries, etc.

- Draft a Diversity Statement for adoption by the CAA
- Developing relationships in the broader community to raise the visibility of the CAA and the three venues in the community including future sponsorship of MAP and BL²END events in the 2nd quarter of 2009.
- Disseminating information regarding job opportunities to an ethnically diverse group of community organizations.
- Outreach was conducted with the Hospitality and Tourism Programs at both Grand Valley State University and Ferris State University to encourage volunteerism and promote internship opportunities with SMG.
- SMG/CAA developed two (2) paid and college internships both of which have the potential to develop into a sustainable career track. (SMG currently has one minority intern working at Van Andel Arena).
- SMG was a participant in the West Michigan Hispanic Chamber of Commerce Expo
- Event receptionist has been hired who is bilingual. Customer Service Area now has a bilingual person there for most events.
- Grand Rapids has submitted a bid to the National Organization of Black Law Enforcement Executives (NOBLE) to host their July 2014 Annual Training Conference & Exhibition (5,294 total room nights). Grand Rapids is a finalist going up against Long Beach. The Bureau and SMG has partnered with local law enforcement and garnered endorsements from the Grand Rapids Urban League and law enforcement agencies in both the County and the State.
- Eddie T.L Tadlock, Assistant General Manager for DeVos Place and Darius Quinn, Human Resource Manager for Kent County have been added to the Diversity Committee.

The Diversity Committee is hard at work. The information and input from various community groups gathered over the past year will enable the Committee to continue its efforts and focus on areas, such as diversity training for staff, which may foster an appreciation of the racial and ethnic differences of minority groups in the area and thereby increase the participation of a more diverse population in events and activities at the three venues. Through its projects, the Diversification Committee is working to instill the belief that diversity is an issue that the CAA is

addressing and that there is a real interest in reaching out to a broader cross-section of the community.



Diversity Statement

The future of our region depends on our ability to embrace change and leverage diversity through leadership, education, employment, suppliers, and continued community support. We believe that diversity is critical to our business strategy and will improve our competitiveness and prospects for long-term success.



Diversity Business Rationale

The demographics of West Michigan continue to change. Additionally, our client base is extending beyond our immediate area. West Michigan continues to change. It looks different than it did five, ten, or more years ago and it will continue to evolve over the next decade.

These differences mean substantial benefits for DeVos Place®, Van Andel Arena®, and DeVos Performance Hall. People of different backgrounds bring unique perspectives to the business challenges facing our community. Greater diversity enhances our ability to innovate and maintain a competitive edge. This ultimately benefits our employees, our valued customers, and our community.

Vision Statement

To foster an inclusive environment in which the unique talents and perspectives of each individual are respected, valued, understood, and leveraged.

Mission Statement

To guide the Grand Rapids-Kent County Convention/Arena Authority in establishing a visible commitment to diversity that will support our vision, our business strategies, our board behavior, relationships with customers, suppliers, and our communities in a manner that enables our organization to reach our full potential and, in so doing, maximizes value to our clients and the community we serve.

VAN ANDEL ARENA® WEEKLY

Item VI

DATE	EVENT	EC	MOD	ROOM	TIME	FUNCTION
Wed, Jan 21	Griffins vs Toronto	GC	JIM	Arena	10A-12:30P 6:00 PM 7P-9:30P	Teams practice Doors Hockey game
	Paradigm Design	MJD		Banquet B	6P-7P	Banquet
	Networking Night			Banquet C	6P-7P	Banquet
	Merrill Lynch			East Nest	6P-9:30P	Banquet
	Technical Energy Solutions			West Nest	6P-9:30P	Banquet
	Gordon Food Service			Talsma Terrace	6P-9:30P	Banquet
	Alticor			North Tunnel	6P-9:30P	Banquet
	Barnes & Thornburg			Suite 101A	6P-9:30P	Banquet
	Thur, Jan 22			AVP Beach Volleyball	RS	TODD
MJD		Banquet B/C	7A-7:30P		Backstage catering	
Fri, Jan 23		Griffins vs Quad City	GC		ROD	
	West Side Beer Northwest Airlines FedEx Freight Fitness Things BCBS	MJD	Banquet B	6P-7P		Team strip giveaway
			East Nest	6P-9:30P		Banquet
			West Nest	6P-9:30P		Banquet
			Talsma Terrace	6P-9:30P		Banquet
			North Tunnel	6P-9:30P		Banquet
			Suite 101A	6P-9:30P		Banquet
			Sat, Jan 24	Griffins vs Quad City		RS
Diamond Concrete Sawing Cintas West Ottawa Dance Team Aquinas College	MJD	Banquet All		5:30P-7P	Red Wings celeb autographs	
		East/West Nests		6P-10:15P	Banquet	
		Talsma Terrace		6P-10:15P	Banquet	
		North Tunnel		6P-10:15P	Banquet	
		Suite 101A		6P-10:15P	Banquet	
Sun, Jan 25	Harlem Globetrotters	RS	CHRIS	Arena	9:00 AM 12:00 PM 12:30 PM 1:00 PM 2P-4:30P 4:30P-5P 5:00 PM	Team arrival Globetrotter University doors/ Contest winners arrive & sent to announcer's table Globetrotter University starts Show doors Performance Autographs Load-out
	Jam @ the Van	MJD		Banquet B	1:25P-2P	Winner's meet-n-greet
		GC		Arena	5:30P-9:30P	One team practice per hour

Mon, Jan 26	Jam @ the Van	GC	CHRIS	Arena	5:00 PM 6:15P-8:15P 8:30P-9:45P	Doors Zeeland East v Zeeland West GR Catholic Central v Wayland
		MJD		Banquet B/C	7A-10:30P	Catering
Tue, Jan 27	Booth Family Services	RS	LYNNE	Banquet All, Lobby,Concourse, Arena	10A-3P	Project Homeless Connect
Wed, Jan 28	RCMA-New Shanghai Circus	RS	KATHY	Arena		Performance
Thur, Jan 29	Chris Tomlin	GC	EDDIE	Arena	7:00 PM	Performance
		MJD		Banquet C/D	7A-7:30P	Backstage catering
Fri, Jan 30	Griffins vs Rochester	RS	KATHY	Arena	10A-12:30P 6:00 PM 7P-9:30P	Teams practice Doors Hockey game
	One Communications	MJD		Banquet B	6P-7P	Jersey card giveaway
				East/West Nests Talsma Terrace	6P-9:30P	Banquet
				Suite 101A	7P-9:30P	Banquet
Sat, Jan 31	Griffins vs Rochester	GC	TODD	Arena	10A-11:30A 12P-5P 6:00 PM 7P-9:30P 9:30P-9:50P 9:50P-10:15P	Teams practice Cross Ice Jamboree Doors Hockey game Post-game autographs Post-game skate
One Communications	MJD	Banquet B/C		6P-7P	Banquet	
Regal Financial Group		East Nest		6P-10:15P	Banquet	
Summit Training Source		West Nest		6P-10:15P	Banquet	
Van Andel Institute		Talsma Terrace		6P-10:15P	Banquet	
W. Mich Sports Commission		Suite 101A		6P-10:15P	Banquet	
Sun, Feb 1	Available					
Mon, Feb 2	Available					
Tue, Feb 3	Available					
Wed, Feb 4	Available					
Thur, Feb 5	Rascal Flatts	RS		Arena	8:00 PM	Performance
	Arbor Mortgage	MJD		Arbor Mort Club	6:30P-11P	Contest winner's banquet
Fri, Feb 6	Griffins vs Chicago	GC		Arena	10A-12:30P 6:00 PM 7P-9:30P 9:30P-9:50P	Teams practice Doors Hockey game Post-game autographs
	West Side Beer	MJD		East Nest	6P-9:50P	Banquet
	Centennial Securities			West Nest	6P-9:50P	Banquet
	Griffins Properties			Talsma Terrace	6P-9:50P	Banquet
	Staffing, Inc.			Suite 101A	6P-9:50P	Banquet
Sat, Feb 7	Griffins vs Lake Erie	RS		Arena	10A-12:30P 2:30P-3:30P 4P-5P 6:00 PM 7P-9:30P 9:30P-9:50P	Teams practice Muskegon Chiefs hockey game Youth pre-game hockey game Doors Hockey game Post-game skate
	Steve Hunt	MJD		East Nest	6P-9:50P	Banquet
	Gilson Graphics			West Nest	6P-9:50P	Banquet
	Douglas J			North Tunnel	6P-9:50P	Banquet
	Emerald Leisure Source			Suite 101A	6P-9:50P	Banquet
Sun, Feb 8	Lipizzaner Stallions	GC		Arena	2:00 PM 6:00 PM	Performance Performance
		MJD		Banquet C/D	6A-6:30P	Backstage catering
Mon, Feb 9	Available					
Tue, Feb 10	Available					
Wed, Feb 11	Available					
Thur, Feb 12	Available					

Fri, Feb 13	Mötley Crüe	RS		Arena	6:00 PM	Performance
		MJD		Banquet B/C	6A-7P	Backstage catering
Sat, Feb 14	Available					
Sun, Feb 15	Celtic Woman	GC		Arena	7:30 PM	Performance
		MJD		Banquet C/D	7A-8P	Backstage catering
Mon, Feb 16	Available					
Tue, Feb 17	Available					
Wed, Feb 18	Available					
Thur, Feb 19	Dave Ramsey	RS		Arena	6P-9:30P	Total Money Makeover Live!
Fri, Feb 20	Griffins vs Manitoba	GC		Arena	10A-12:30P 6:00 PM 7P-9:30P	Teams practice Doors Hockey game
		MJD		Banquet C	6P-7P	Team strip giveaway
	Home Building Association			Banquet B	6P-7P	Banquet
	BCBS			East Nest	6P-9:30P	Banquet
	Northwest Airlines			West Nest	6P-9:30P	Banquet
	Michigan Group			Talsma Terrace	6P-9:30P	Banquet
	Douglas J			North Tunnel	6P-9:30P	Banquet
	Barnes & Thornburg			Suite 101A	6P-9:30P	Banquet
Sat, Feb 21	Griffins vs Lake Erie	RS		Arena	10A-12:30P 6:00 PM 7P-9:30P	Teams practice Doors Hockey game
		MJD		Banquet B/C	6P-7P	Jack Morris autograph session
	Lake Michigan Credit Union			East Nest	6P-9:30P	Banquet
	Summit Training Source			Talsma Terrace	6P-9:30P	Banquet
	Dance Team Performance			North Tunnel	6P-9:30P	Banquet
	Action Mold & Machining			Suite 101A	6P-9:30P	Banquet
Sun, Feb 22	Griffins vs San Antonio	GC		Arena	10A-11:30A 3:00 PM 4P-6:30P 6:30P-6:50P 6:50P-7:15P	Teams practice Doors Hockey game Post-game autographs Post-game skate
		MJD		East Nest	3P-7:15P	Banquet
	March of Dimes			Talsma Terrace	3P-7:15P	Banquet
	Talsma Furniture			Suite 101A	3P-7:15P	Banquet
	Scott Miedema					

DeVos Place® - February 2009

DATE	EVENT	ROOM	TIME	FUNCTION	EC	HOUSE STAFF	EMT'S	POLICE	SECURITY
SUN. FEB 1	BGR - BEATLES RAIN	DVPH	3:00PM-5:20PM 5:30PM-8:30PM	PERFORMANCE MOVE OUT	AK	HOUSE STAFF AS NEEDED 1:30PM - 5:30PM	2 EMT 1:30PM - 6:00PM	2 TRAFFIC 2PM - 6PM	1 SD 1 FOH 1 DOCK
	MI INTERNATIONAL AUTO SHOW	EH A-C GO A-H GG A-F	8AM-6PM	ARTCRAFT SET UP SHOW OFFICE SET UP	TJ				
MON. FEB 2	MI INTERNATIONAL AUTO SHOW	EH A-C GO A-H GG A-F	7AM-7PM	FREIGHT AND DISPLAY ASSEMBLY	TJ				
TUES. FEB 3	MI INTERNATIONAL AUTO SHOW	EH A-C GO A-H GG A-F	8AM-7PM	VEHICLE DELIVERY EXHIBITORS SET UP	TJ				
WED. FEB 4	SPECTRUM HEALTH - CENTER FOR EXCEPTIONAL EXPERIENCES EVENT	BALL A-D	TBD	SETUP					
	MI INTERNATIONAL AUTO SHOW	EH A-C GO A-H GG A-F	7AM-12PM 9AM 10AM-1PM 1PM-3PM 3PM-4PM 5:30PM-6:30PM 6:30PM-10PM 7PM-8PM	VEHICLE DETAILING GALA SET UP FIRE INSPECTION MEDIA PREVIEW PIANO TUNER VIP PARTY MSM CHARITY GALA WOOD TV LIVE	TJ	4pm-10:30pm (4) Coat check	2EMT 4:30p-10:30p	2 TRAFFIC 5:30P-10P	
THURS. FEB 5	SPECTRUM HEALTH - CENTER FOR EXCEPTIONAL EXPERIENCES EVENT	BALL A-D	TBD	SETUP					
	MI INTERNATIONAL AUTO SHOW	EH A-C GO A-H GG A-F	9AM-1PM 11AM-2PM 3PM-10PM	RESET/LOAD IN DEALER PREVIEW SHOW OPEN	TJ	2:30p-9:30p (5) Ticket Takers (1) Supervisor (1) Coat check	2 EMT 2:30p-10:30p	2 TRAFFIC 2:30P-10:30P	
FRI. FEB 6	GVSU PRESIDENT'S BALL	BALL A-D	8:00AM-11:59PM	DINNER / DANCE					
	MI INTERNATIONAL AUTO SHOW	EH A-C GO A-H GG A-F	11AM-10PM	SHOW OPEN	TJ	10:30a-9:30p (5) Ticket Takers (1) Supervisor (1) Coat check	2 EMT 10:30a-10:30p	2 TRAFFIC 10:30a-10:30P	
	GRAND RAPIDS SYMPHONY <i>THE MUSIC OF THE EAGLES</i>	DVPH	8:00AM - 1:00PM 3:00PM - 6:00PM 8:00PM - 10:00P 10:00PM - 12:00AM	MOVE IN REHEARSAL PERFORMANCE MOVE OUT	AK	AS NEEDED 6:30PM - 10:30PM	2 EMT 6:30PM - 10:30PM	2 TRAFFIC 7PM - 10:30PM (SHARE W AUTO SHOW)	1 SD 1 FOH 1 DOCK?
SAT. FEB 7	SCHWAN'S HOME SERVICE - NORTHERN MICHIGAN	BALL C	8:00AM-11:59PM	MEETING					
	MI INTERNATIONAL AUTO SHOW	EH A-C GO A-H GG A-F	10AM-10PM	SHOW OPEN	TJ	9:30a-9:30p (5) Ticket Takers (1) Supervisor (1) Coat check	2 EMT 9:30a-10:30p	2 TRAFFIC 9:30a-10:30P	
	GR OPERA - THE ELIXIR OF LOVE	DVPH/DOCK RECITAL HALL	8:00AM - 8:00PM 1:00PM-4:00PM	MOVE IN REHEARSAL	AK	0	0	0	1 SD 11:30AM - 4:30PM

DeVos Place® - February 2009

DATE	EVENT	ROOM	TIME	FUNCTION	EC	HOUSE STAFF	EMT'S	POLICE	SECURITY
SUN. FEB 8	GR OPERA - THE ELIXIR OF LOVE	DVPH/DOCK	8:00AM - 5:00PM 6:30PM - 10:30PM	MOVE IN REHEARSAL	AK	0	0	0	1 SD
	MI INTERNATIONAL AUTO SHOW	EH A-C GO A-H GG A-F	10AM-6PM 6:30PM-10PM	SHOW OPEN MOVE OUT	TJ	9:30a-5:30p (5) Ticket Takers (1) Supervisor (1) Coat check	2 EMT 9:30a-6:30p	2 TRAFFIC 9:30a-6:30p	
MON. FEB 9	GR OPERA - THE ELIXIR OF LOVE	DVPH	8:00AM - 6:00PM 7:30PM - 11:30PM	MOVE IN REHEARSAL	AK	0	0	0	1 SD
	MI INTERNATIONAL AUTO SHOW	EH A-C GO A-H GG A-F	8AM-5PM	FINAL TEAR DOWN	TJ				
TUES. FEB 10	GR OPERA - THE ELIXIR OF LOVE	DVPH/DOCK	8:00AM - 6:00PM 7:30PM - 10:30PM	MOVE IN REHEARSAL	AK	0	0	0	1 SD
WED. FEB 11	GR OPERA - THE ELIXIR OF LOVE	DVPH	8:00AM - 6:00PM 7:30PM - 10:30PM	MOVE IN OPEN REHEARSAL	AK	AS NEEDED 6:00PM - 10:30PM	2 EMT 6:00PM - 10:30PM	2 TRAFFIC 6:30PM - 10:30PM	1 SD 1 FOH
THURS. FEB 12	WEST MICHIGAN GOLF SHOW	EH A-B	8:00AM-11:59PM	SETUP					
	GR OPERA - THE ELIXIR OF LOVE	DVPH		DARK DAY					
	AUTO-WARES TECH EXPO	Ballroom A-D Exhibit Hall C Exhibit Hall C	8:00AM 8:00AM-5:00PM 7:30AM-5:00 PM 5:00PM-8:00PM	Client Arrival Production load in Exhibitor Load in Cont. Exhibitor Set up	CG				
FRI FEB 13	WEST MICHIGAN GOLF SHOW	EH A-B	8:00AM-11:59PM	EXHIBIT					
	GR OPERA - THE ELIXIR OF LOVE	DVPH	7:30PM - 10:30PM	PERFORMANCE	AK	AS NEEDED 6:00PM - 10:30PM	2 EMT 6:00PM - 11:00PM	2 TRAFFIC 6:30PM - 11:00PM	1 SD 1 FOH
	AUTO-WARES TECH EXPO	Exhibit Hall C Exhibit Hall C Grand Gallery Ballroom CD Exhibit Hall C	6:00 AM 7:00AM-9:00AM 7:00AM -4:00AM 7:00AM-9:00PM 9:00AM-5:00PM 5:00 PM-9:00 PM	Client arrival Breakfast Exhibitor Load in Registration Varied Sessions Exhibits Open/Preview	CG				
SAT. FEB 14	WEST MICHIGAN GOLF SHOW	EH A-B	8:00AM-11:59PM	EXHIBIT					
	GR OPERA - THE ELIXIR OF LOVE	DVPH DVPH/LYON DOCK	7:30PM - 10:30PM 10:30PM - 2:30AM	PERFORMANCE MOVE OUT	AK	AS NEEDED 6:00PM - 10:30PM	2 EMT 6:00PM - 11:00PM	2 TRAFFIC 6:30PM - 11:00PM	1 SD 1 FOH
SUN. FEB 15	WEST MICHIGAN GOLF SHOW	EH A-B	8:00AM-11:59PM	EXHIBIT					
	CHEMICAL BANK EMPLOYEE EVENT	BALL A-D SECCHIA LOBBY COAT CLOSET A	8:00AM-11:59PM 8:00AM-11:59PM 8:00AM-11:59PM	SETUP REGISTRATION STORAGE / OFFICE					
MON. FEB 16	CHEMICAL BANK EMPLOYEE EVENT	BALL A-D SECCHIA LOBBY COAT CLOSET A	8:00AM-11:59PM 8:00AM-11:59PM 8:00AM-11:59PM	SESSION REGISTRATION STORAGE / OFFICE					
TUES. FEB 17	GRAND RAPIDS SYMPHONY - CLASSICAL 6: THE PLANETS	DVPH	8:00AM - 1:00PM 3:30PM - 6:00PM	MOVE IN REHEARSAL	AK	0	0	0	1 SD
WED. FEB 18	GRAND RAPIDS SYMPHONY - CLASSICAL 6: THE PLANETS	DVPH	3:30PM - 6:00PM 7:30PM - 10:00PM	REHEARSAL REHEARSAL	AK	0	0	0	1 SD
THURS. FEB 19	GRAND RAPIDS SYMPHONY - CLASSICAL 6: THE PLANETS	DVPH	3:30PM - 6:00PM 7:30PM - 10:00PM	REHEARSAL REHEARSAL	AK	0	0	0	1 SD

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DATE	EVENT	ROOM	TIME	FUNCTION	EC	HOUSE STAFF	EMT'S	POLICE	SECURITY
FRI. FEB 20	GRAND RAPIDS SYMPHONY – CLASSICAL 6: THE PLANETS	RECITAL HALL DVPH	7:00PM – 7:30PM 8:00PM – 10:00PM	UPBEAT PERFORMANCE	AK	AS NEEDED 6:30PM – 10:30PM	2 EMT 6:30PM – 10:30PM	2 TRAFFIC 7PM – 10:30PM	1 SD 1 FOH
SAT. FEB 21	GRAND RAPIDS SYMPHONY – CLASSICAL 6: THE PLANETS	RECITAL HALL DVPH	7:00PM – 7:30PM 8:00PM – 10:00PM	UPBEAT PERFORMANCE	AK	AS NEEDED 6:30PM – 10:30PM	2 EMT 6:30PM – 10:30PM	2 TRAFFIC 7PM – 10:30PM	1 SD 1 FOH
SUN. FEB 22									
MON. FEB 23	THE VAN ANDEL INSTITUTE	BOARDROOM	12:00P-11:59PM	DINNER		None	None	None	Welsh Lobby Host Desk
TUES. FEB 24	GVSU JOB FAIR	BALL A-D	8:00AM-11:59PM	EXHIBIT					
	S. ABRAHAM & SONS	EH B-C	8:00AM-11:59PM	SETUP	RC	None	None	None	MI Dock Overnight (2)
	GRAND RAPIDS SYMPHONY – 5 TH GRADE CONCERTS	DVPH	9:40AM – 10:40AM 11:10AM – 12:10AM	PERFORMANCE PERFORMANCE	AK	AS NEEDED 8:30AM – 12:30PM	2 EMT 8:30AM – 12:30PM	2 TRAFFIC 8:45AM – 12:30PM	1 SD 2 MONROE 1 SCRIBNER?
WED. FEB 25	W. MICH. ASSOC. OF HEALTH UNDERWRITERS	RO A-C BAL A-D	8:00AM-11:50PM 8:00AM-11:59PM	SETUP SETUP					
	S. ABRAHAM & SONS	EH B-C	8:00AM-11:59PM	SETUP	RC	None	None	None	MI Dock (3) Host Desk Overnight (2)
	GRAND RAPIDS SYMPHONY – 5 TH GRADE CONCERTS	DVPH	9:40AM – 10:40AM 11:10AM – 12:10AM	PERFORMANCE PERFORMANCE	AK	AS NEEDED 8:30AM – 12:30PM	2 EMT 8:30AM – 12:30PM	2 TRAFFIC 8:45AM – 12:30PM	1 SD 2 MONROE 1 SCRIBNER?
THURS. FEB 26	W. MICH. ASSOC. OF HEALTH UNDERWRITERS	BALL A-B BALL C RO A-C	8:00AM-11:59PM 8:00AM-11:59PM 8:00AM-11:59PM	EXHIBIT LUNCH MEETING					
	S. ABRAHAM & SONS	EH B-C	8:00AM-11:59PM	EXHIBIT	RC	None	None	None	MI Dock (3) Host Desk Overnight (2) Badge Check
	THE POTTER'S HOUSE	GG A-B	8:00AM-5:00PM	LUNCH					
	GRAND RAPIDS SYMPHONY – 5 TH GRADE CONCERTS	DVPH	9:40AM – 10:40AM 11:10AM – 12:10AM	PERFORMANCE PERFORMANCE	AK	AS NEEDED 8:30AM – 12:30PM	2 EMT 8:30AM – 12:30PM	2 TRAFFIC 8:45AM – 12:30PM	1 SD 2 MONROE 1 SCRIBNER?
FRI. FEB 27	RPOA ANNUAL MEETING	G A-F	7:00AM-11:59PM	SETUP					
	S. ABRAHAM & SONS	GG D-F BALL A-D EH B-C	8:00AM-11:59PM 8:00AM-11:59PM 8:00AM-5:00PM	BREAKOUT ROOM DINNER EXHIBIT	RC	None	None	None	MI Dock Host Desk Overnight (2) Welsh Lobby Badge Check
	GRAND RAPIDS SYMPHONY – 5 TH GRADE CONCERTS	DVPH	9:40AM – 10:40AM 11:10AM – 12:10AM	PERFORMANCE PERFORMANCE	AK	AS NEEDED 8:30AM – 12:30PM	2 EMT 8:30AM – 12:30PM	2 TRAFFIC 8:45AM – 12:30PM	1 SD 2 MONROE 1 SCRIBNER?
	GRAND RAPIDS SYMPHONY - SYMPHONY WITH SOUL: LADYSMITHY BLACK MAMBAZO	DVPH	12:00PM – 5:00PM 7:30PM – 10:00PM	CHANGEOVER REHEARSAL	AK	0	0	0	1 SD
SAT. FEB 28	S. ABRAHAM & SONS	EH B-C	8:00AM-11:59PM	EXHIBIT	RC	None	None	None	MI Dock (3) Host Desk Badge Check
	RPOA ANNUAL MEETING	G A-F	7:00AM-11:59PM	GENERAL SESSION					

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DATE	EVENT	ROOM	TIME	FUNCTION	EC	HOUSE STAFF	EMT'S	POLICE	SECURITY
	GRAND RAPIDS SYMPHONY - SYMPHONY WITH SOUL. LADYSMITHY BLACK MAMBAZO	DVPH	3:30PM - 6:00PM 8:00PM - 10:00PM	REHEARSAL PERFORMANCE	AK	AS NEEDED 6:30PM - 10:30PM	2 EMT 6:30PM - 10:30PM	2 TRAFFIC 7PM - 10:30PM	1 SD