



Board of Directors

Wednesday, January 27, 2010
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

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

- | | |
|---|-------------|
| I. Call to Order | |
| II. Oath of Office for New Board Member Floyd Wilson, Jr. | |
| III. Wine & Food Festival Post-Event Report – ShowSpan | Information |
| IV. Approval of December 2, 2009, Minutes | Action |
| V. Committee Reports | |
| A. Operations Committee | Information |
| i. CVB Report | Information |
| B. Finance Committee | |
| i. SMG November 2009 Financial Statements
DeVos Place® and Van Andel Arena® | Action |
| ii. SMG December 2009 Financial Statements
DeVos Place® and Van Andel Arena® | Action |
| iii. CAA November & December 2009 | Action |
| VI. Financial Services Employment Agreement with
 Robert J. White | Action |
| VII. Marketing Services Agreement with Grand Rapids/Kent
 County Convention and Visitors Bureau | Action |
| VIII. SMG Report and Facilities Calendars | Information |
| IX. Public Comment | |
| X. Adjournment | |
| XI. Next Meeting Date: Friday, March 5, 2010, 8:30 a.m. | |



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



Grand Rapids International Wine & Food Festival

November 12-14, 2009

Recap

Statistics

Attendance Increased 26.2%

Guest Passes decreased 7.8%

Average Ticket Price

2008: 8.74

2009: 10.34

Total number of booths: increased from 160 to 213

Total number of wineries/beer booths: increased from 100 to 140

Wines to be tasted rose from 770 to 1100

Beers and craft brews rose from 70 to 145

Restaurants and Pairings doubled

Sampling Ticket System

The ticket system works:

- The ticket price (along with the measured pourer) controls the sample pour to be a sample.
- Assists in our effort to not have a "drunkfest" which can easily occur if you charge a single admission price and can drink all you want.
- Allows the distributors to "sell" their product which provides incentive to serve the best.
- We see this system as a key to our success versus other ways shows are done.

Pairings

- Pairings are popular and we may go to one more which will take us to five.
- We can seat a few more (18) at each pairing.
- We may need to raise the price to \$30-\$35 for the restaurants to recoup their investment.
- The beer pairing was successful. We created a beer pairing in response to a request from the distributors.

Restaurants

- We are probably at capacity with restaurants (10). Last year we had six.
- We don't want to water down the success that the restaurants have at the show

Wines and Beers

- We may be at a ceiling for the number of beer and wines. We went from 600 labels to over 1000. And, from 60 to 150 beers.
- The assortment is more than adequate at that level, and we want the exhibitors to get the most exposure for their products as possible
- Beers is definitely popular and we are looking to do a "Beer Garden" in the Welsh Lobby next year.

Pourers

- We have developed a great working relationship with Ferris State University. They provided 150 students each show day. We look forward to continuing this relationship.

Riverfront Market

- The Riverfront Market was very well received and have plans to expand this feature.

Features

Grand Rapids Sister Cities:

- This is a very successful feature and we will continue to work with them so that the public can learn about and taste products from our sister cities.

Wave Awards

- A really great kick-off to the show. Recognizes outstanding service in the hospitality industry and starts our pairings off with a bang.

Where we can improve

The distributors need to provide the pourers with better product information

We intend to get more active in encouraging the vendors to provide more handout info for the attendees also

We will encourage restaurants to coupon the attendees

We will work with all exhibitors more with Social Networking

We need to improve the sample ticket purchase lines on Friday night.

Improve the wine / beer seminar process

- Use the Grand Gallery rooms

Continue to work and improve the food seminars

Trade Hours:

- Possibly use just Thursday night
- Develop a sample ticket for trade

Growth areas

- Refinement of the displays
 - Accessories
 - Food prep
 - Market products
- Sponsors
- Seminars
- Features

Patron Survey observations 2009 Grand Rapids Wine & Food Festival

Many of the survey results indicate to us that we succeeded in attracting a higher demographic, educated person as targeted, while attracting a broad spectrum of ages.

Homeowners	83%
College degree or more	65%
Household income of \$80,000+	56%
Newspaper reader on a regular basis	75%

Our attendees are active in their lifestyle and regularly pursue life enhancing activities.

Attended the Show to try new wines	91%
Attended the show to try new foods	63%
Attended for the nights entertainment	46%
Dine at restaurants at least once a week	62%
Wine Festival experience included a hotel stay	11%

We've learned about our patrons wine enthusiasm.

Have toured a winery	77%
Currently has over 10 bottles of wine at home	44%
Typically drinks wine with dinner	43%
Typically buys wine in the \$10-\$20 range	77%
Primarily purchases wine at a grocery store	43%
Primarily buys wine at a wine/liquor store	31%
Primarily buys wine at wineries	18%

The top 4 radio stations listened to by our patrons tell us we are getting both 21-34 yr olds and upscale mature attendees:

HOT-FM	22%	WGRD	21%
WLAV	16%	WVGR –public	16%

MINUTES OF THE GRAND RAPIDS-KENT COUNTY CONVENTION/ARENA AUTHORITY BOARD OF DIRECTORS MEETING Wednesday, December 2, 2009

I. Call to Order

Steven R. Heacock, Chairperson, called the meeting to order at 8:05 a.m. Birgit Klohs, Secretary/Treasurer, recorded the meeting minutes. Chair Heacock added CAA meeting dates and committee structure as an agenda item.

Attendance

Members Present: Steve Heacock, Chairperson
Lew Chamberlin
George Heartwell
Birgit Klohs
Joe Tomaselli

Members Absent: Gary McInerney

Staff/Others:	Scott Atchison	Michigan Flashcard
	David Czurak	<i>Grand Rapids Business Journal</i>
	Jim Day	Kent County
	Daryl Delabbio	Kent County
	Pat Duperron	BDO Seidman, LLP
	George Helmstead	CVB
	Lynne Ike	SMG
	Chris Knap	<i>The Grand Rapids Press</i>
	Chris Machuta	SMG
	Rich MacKeigan	SMG
	Doug Small	CBVB
	Greg Sundstrom	City of Grand Rapids
	Eddie Tadlock	SMG
	Susan Waddell	CAA
	Richard Wendt	Dickinson Wright
	Robert White	Kent County

II. Minutes of Prior Meeting

Motion: Mr. Heartwell, supported by Mr. Tomaselli, moved to approve the Minutes of the October 28, 2009, meeting of the Grand Rapids-Kent County Convention/Arena Authority. The motion carried unanimously.

III. Committee Reports

a. Finance Committee.

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

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

ii. CAA Financial Statements

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

iii Financial Statements and Supplementary Information
for the Years Ended June 30, 2009 and 2008

Ms. Pat Duperron of BDO Seidman, LLP presented the CAA FY 2009 audited financial statements. Ms. Duperron reviewed the auditors' letter to the Board that explains the auditors' responsibilities, Significant Findings from the Audit, Internal Control Matters, and Independence. BDO made tests of management's accounting estimates and deemed them to be appropriate. There were no material corrected misstatements or unrecorded misstatements. The CAA's significant accounting practices, estimates, and financial statement disclosures were determined to be in accordance with generally accepted accounting principles. There were no significant difficulties encountered during the course of the audit. BDO did not issue a letter of recommendations to management regarding internal controls. Ms. Duperron presented an overview of the financial statements and footnotes.

Motion: Mr. Tomaselli, supported by Mr. Heartwell, moved to accept the Financial Statements and Supplementary Information for the Years Ended June 30, 2009 and 2008. The motion carried unanimously.

b. Operations Committee

Mr. Chamberlin stated that Operations Committee received an update from Jim Watt that the role for Todd Johnson, Director of Event Services, has been expanded to include the Arena's event staff. SMG corporate has launched a new operations website that includes information on best practices, safety procedures, contracted vendors, and a chat space. Guest services training for contracted staff (custodial, users, ticket takers, security) has been completed and will begin for SMG staff. A small group traveled to Auburn Hills last week to look at the Palace facility expansions. Matt Rossetti and Tom Wilson led a two-hour tour and the group saw both exterior expansions and an expansion built over the lobby. The Committee will work with Rossetti to refine their proposals. Mr. Tadlock presented an ArtPrize wrap-up and plans for next year. DeVos Place® hosted 29 artists and received over 15,000 visitors during the 18-day event.

Mr. Small stated that the CVB Board has approved the 2010 budget and marketing plan. Since the budget will be flat this year, staff will become more aggressive in pursuing convention business... The sales team expects to reach 95% of its goals. The CVB, hotels, and SMG are meeting monthly with the goal to book large conventions. Mr. Helmstead provided a brief overview of recent sales activities, marketing efforts, and major bid presentations. In the last two months, the CVB booked 30 meetings that will count for 12,000 room nights and \$10.5 million. The CVB was successful in booking the Fraternal Order of Eagles for July 2012. The FOE will bring more than 2,500 delegates to DeVos Place® and spend \$4.2 million over four days.

IV. Selection of Board Member from CVB List

Mr. Small presented a list of three candidates for CAA selection to replace Clif Charles: Kathleen Ponitz of Progressive AE, Floyd Wilson of Metro Health, and Carlos Sanchez of the West Michigan Hispanic Chamber of Commerce. The CVB Board requires that whoever is selected must also serve as a member of the CVB Board. The CVB Board refrained from making a recommendation. Mr. Chamberlin stated that he is statutorily prohibited from participating in the vote because he is also a CVB nominee.

Motion: Mr. Tomaselli, supported by Mr. Heartwell, to nominate Floyd Wilson, Jr. to the Grand Rapids-Kent County Convention/Arena Authority Board, to fill the seat vacated by Clif Charles. Abstain: Lew Chamberlin. Motion carried.

Ms. Klohs suggested that the other two candidates be considered for future appointments. Chair Heacock stated that he may invite them to join a committee as a stepping stone to the Board. Mr. Heartwell would like to assign Mr. Wilson to work on the health care industry for conventions. Chair Heacock stated that he would contact Mr. Wilson to schedule an orientation.

V. CAA Meeting Dates and Committee Restructure

Mr. MacKeigan stated that he has been working with Attorney Dick Wendt on a proposal for restructuring the CAA meeting schedules. Mr. MacKeigan recommended that the CAA Board meeting date be changed to the fourth Thursday of the month, a day that works for a majority of the Board members. The Finance and Operations Committees would alternate meeting immediately prior to the Board meeting, from 7:30 a.m. to 8:30 a.m. The Board would then meet from 8:30 a.m. to 9:30 a.m. The intent would be for the full Board to attend both the committee meetings, as well as the full Board meeting. Mr. MacKeigan suggested that the changes be instituted in February 2010, giving the committee chairs time to assess the current structure of their respective committees and make any necessary changes. Mr. Heartwell would have a conflict on Thursdays and may not be able to stay on the Board. Chair Heacock stated county representatives would be excluded, also, since the County Board meets on Thursday mornings. Ms. Klohs likes the format of the Board being involved with the committee meetings.

Motion by Mr. Heartwell, support by Ms. Klohs, to approve changes in the CAA Board and Committee structures, as proposed. Motion carried.

Chair Heacock instructed staff to send out a poll to CAA Board members, Daryl Delabbio, and Greg Sundstrom regarding their preferred meeting date(s) and time(s). There will be no changes for January.

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®.

VI. Public Comment

Scott Atchison of Michigan Flashcard distributed t-shirts promoting his concept of a downtown information kiosk. Mr. Tomaselli agreed with the merit of the idea; however, financing would be a problem.

VII. Next Meeting Date

The date for next CAA Board meeting is Wednesday, January 27, 2010, in the Kent County Commission Chambers, Kent County Administration Building, 300 Monroe Avenue, NW.

VIII. Adjournment

There being no other business, the meeting adjourned at 9:30 a.m.

DEVOS PLACE

DE VOS PLACE

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

Distribution:

Grand Rapids – Kent County Convention / Arena Authority

Robert White

Bob McClintock

Lewis Dawley

Gary McAneney

Howard Feldman

Richard MacKeigan

Chris Machuta



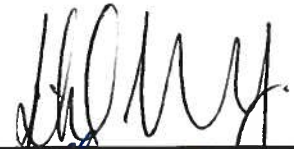
An SMG Managed Facility

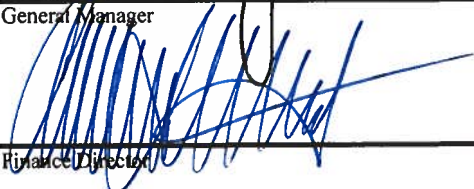
DE VOS PLACE
ROLLING FORECAST
FISCAL YEAR ENDING JUNE 30, 2010

	YTD Actual	Roll	TOTAL FYE	BUDGET FYE	VARIANCE
NO. EVENTS	195	356	551	564	(13)
ATTENDANCE	139,556	380,515	520,071	553,300	(33,229)
DIRECT EVENT REVENUE	762,515	1,503,366	2,265,881	2,263,000	2,881
ANCILLARY REVENUE	594,679	1,625,193	2,219,872	2,277,255	(57,383)
TOTAL EVENT REVENUE	1,357,194	3,128,559	4,485,753	4,540,255	(54,502)
TOTAL OTHER REVENUE	49,429	110,160	159,589	172,500	(12,911)
TOTAL OPERATING REVENUE	1,406,623	3,238,719	4,645,342	4,712,755	(67,413)
INDIRECT EXPENSES					
EXECUTIVE	62,569	105,655	168,224	173,304	5,080
FINANCE	85,475	131,599	217,074	224,296	7,222
MARKETING	16,323	81,664	97,987	107,726	9,739
OPERATIONS	561,066	898,488	1,459,554	1,529,250	69,696
EVENT SERVICES	337,979	546,342	884,321	889,147	4,826
BOX OFFICE	30,086	42,484	72,570	72,570	-
SALES	130,625	217,474	348,099	346,620	(1,479)
OVERHEAD	667,808	1,507,356	2,175,164	2,209,432	34,268
TOTAL OPERATING EXP.	1,891,930	3,531,062	5,422,993	5,552,345	129,352
NET REVENUE ABOVE EXPENSES	(485,307)	(292,343)	(777,651)	(839,590)	61,939
INCENTIVE FEE			-	0	-
NET OPERATING REVENUE OVER OPERATING EXPENSES	(485,307)	(292,343)	(777,651)	(839,590)	61,939

Comments:

DeVos Place performed consistent with expectations on the event side for the month of November, and came in ahead of budget overall due to a continued savings in expenses.


General Manager


Finance Director

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

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

MONTH	November Actual	November Budget	November FY 2009
Number of Events	33	35	46
Attendance	36,087	39,500	39,586
Direct Event Income	\$105,088	\$98,442	\$182,080
Ancillary Income	73,090	90,584	164,232
Other Income	17,218	12,333	24,101
Indirect Expenses	(372,343)	(462,698)	(425,403)
Net Income	(\$176,947)	(\$261,339)	(\$54,990)

YTD	YTD 2010 Actual	YTD 2010 Budget	YTD 2009 Prior Year
Number of Events	195	202	238
Attendance	139,556	152,442	151,107
Direct Event Income	\$762,515	\$633,551	\$685,866
Ancillary Income	594,679	717,083	685,158
Other Income	49,428	54,665	75,147
Indirect Expenses	(1,891,930)	(2,313,492)	(2,004,837)
Net Income	(\$485,309)	(\$908,193)	(\$558,666)

EVENT INCOME

Event income continues to come in at expected levels as compared to both budget and prior year.

ANCILLARY INCOME

Ancillary income was down slightly for the month in all categories with the shortfall in catering greater than the others.

INDIRECT EXPENSES

Indirect expenses came in under budget as has been the case throughout the fiscal year.

DeVos Place
Income Statement
For the Five Months Ending November 30, 2009

	Current Month Actual	Current Month Budget	Variance	Current Month Prior Year	Year to Date Actual	Year to Date Budget	Variance	Year to Date Prior Year
Event Income								
Direct Event Income								
Rental Income	\$102,360	\$99,223	\$3,137	\$196,431	\$761,193	\$702,986	\$58,207	\$747,759
Service Revenue	132,436	98,328	34,108	225,623	726,800	669,228	57,572	709,899
Service Expenses	(129,708)	(99,109)	(30,599)	(239,974)	(725,478)	(738,663)	13,185	(771,792)
Total Direct Event Income	105,088	98,442	6,646	182,080	762,515	633,551	128,964	685,866
Ancillary Income								
F&B Concession	2,113	4,380	(2,267)	3,231	26,556	31,512	(4,956)	18,899
F&B Catering	24,598	42,217	(17,619)	72,738	183,890	280,699	(96,809)	281,297
Novelty Sales	262	484	(222)	317	4,500	4,749	(249)	3,945
Booth Cleaning	2,461	5,699	(3,238)	6,575	49,166	49,804	(638)	48,789
Telephone/Long Distance	0	250	(250)	3,068	900	2,722	(1,822)	7,122
Electrical Services	7,509	12,593	(5,084)	18,802	132,830	144,662	(11,832)	134,906
Audio Visual	25,709	12,792	12,917	39,581	125,508	120,738	4,770	137,639
Internet Services	(567)	1,192	(1,759)	1,633	13,253	16,422	(3,169)	143
Equipment Rental	11,005	10,977	28	18,287	58,076	65,775	(7,699)	52,418
Total Ancillary Income	73,090	90,584	(17,494)	164,232	594,679	717,083	(122,404)	685,158
Other Event Income								
Ticket Rebates(Per Event)	14,823	9,500	5,323	19,814	38,003	42,500	(4,497)	57,326
Total Other Event Income	14,823	9,500	5,323	19,814	38,003	42,500	(4,497)	57,326
Total Event Income	193,001	198,526	(5,525)	366,126	1,395,197	1,393,134	2,063	1,428,350
Other Operating Income								
Luxury Box Agreements	1,733	2,000	(267)	2,600	8,667	8,000	667	13,000
Other Income	662	833	(171)	1,687	2,759	4,165	(1,406)	4,821
Total Other Operating Income	2,395	2,833	(438)	4,287	11,426	12,165	(739)	17,821
Adjusted Gross Income	195,396	201,359	(5,963)	370,413	1,406,623	1,405,299	1,324	1,446,171
Operating Expenses								
Salaries and Wages	209,044	223,027	(13,983)	261,231	1,069,708	1,115,137	(45,429)	1,074,107
Payroll Taxes and Benefits	44,601	61,340	(16,739)	76,721	263,574	306,700	(43,126)	299,294
Labor Allocations to Events	(103,693)	(119,103)	15,410	(176,516)	(594,664)	(595,515)	851	(605,523)
Net Salaries and Benefits	149,952	165,264	(15,312)	161,436	738,618	826,322	(87,704)	767,878
Contracted Services	22,279	21,200	1,079	20,994	116,746	106,000	10,746	141,825
General and Administrative	20,879	28,768	(7,889)	50,995	107,164	143,840	(36,676)	146,662
Operations	13,740	11,823	1,917	2,708	54,301	59,115	(4,814)	41,452
Repair and Maintenance	38,166	41,941	(3,775)	34,325	196,654	209,705	(13,051)	218,124
Operational Supplies	19,733	21,500	(1,767)	10,711	90,540	107,500	(16,960)	72,391
Insurance	15,857	17,463	(1,606)	16,596	72,048	87,315	(15,267)	74,216
Utilities	78,514	141,516	(63,002)	114,415	449,746	707,580	(257,834)	476,176
SMG Management Fees	13,223	13,223	0	13,223	66,113	66,115	(2)	66,113
Total Operating Expenses	372,343	462,698	(90,355)	425,403	1,891,930	2,313,492	(421,562)	2,004,837
Net Income(Loss) From Operations	(176,947)	(261,339)	84,392	(54,990)	(485,307)	(908,193)	422,886	(558,666)
Other Non-Operating Expenses								
Adjusted Net Income(Loss)	(176,947)	(261,339)	84,392	(54,990)	(485,307)	(908,193)	422,886	(558,666)

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

Event Type	Events/Days		Attendance		Total Event Income	
	Actual	Budget	Actual	Budget	Actual	Budget
Convention/Trade Shows	52	58	53,080	63,292	698,276	647,006
Consumer/Gated Shows	8	8	17,602	21,950	57,399	68,680
Devos Performance Hall	52	47	39,597	40,000	312,747	305,886
Banquets	14	14	9,684	10,000	120,061	143,967
Meetings	52	58	13,450	10,200	155,806	121,396
Other	17	17	6,143	7,000	50,906	106,199
GRAND TOTALS	195	202	139,556	152,442	1,395,197	1,393,134

As Percentage of Overall

Convention/Trade Shows	26.67%	28.71%	38.03%	41.52%	50.05%	46.44%
Consumer/Gated Shows	4.10%	3.96%	12.61%	14.40%	4.11%	4.93%
Devos Performance Hall	26.67%	23.27%	28.37%	26.24%	22.42%	21.96%
Ballroom Exclusive	7.18%	6.93%	6.94%	6.56%	8.61%	10.33%
Meetings	26.67%	28.71%	9.64%	6.69%	11.17%	8.71%
Other	8.72%	8.42%	4.40%	4.59%	3.65%	7.62%

DeVos Place
Balance Sheet
For the Five Months Ending November 30, 2009

ASSETS

Current Assets

Cash	707,670
Account Receivable	586,464
Prepaid Expenses	45,029

Total Current Assets		
		\$1,339,163

Total Assets

\$1,339,163

LIABILITIES AND EQUITY

Current Liabilities

Accounts Payable	47,445
Accrued Expenses	106,947
Deferred Income	66,916
Advanced Ticket Sales & Deposits	618,467

Total Current Liabilities		
		\$839,774

Other Liabilities

Equity

CY Funds Remitted to SEA	(150,000)
CY Exp. Paid Directly by City	417,398
Beginning Balance Equity	717,297
Current Year Equity	(485,308)

Total Equity		
		\$499,389

Total Liabilities and Equity

\$1,339,163

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

Current - Under 30 Days	
Food & Beverage	26,227
Ticketing	16,571
Merchandise	-
Decorating	2,461
Audio/Visual	21,861
Van Andel Arena	115,028
Operating	224,915
 Over 30 Days	 136,780
 Over 60 Days	 27,487
 Over 90 Days	
Donnell Productions	5,736
Paragon Leather	2,110
Saigon Entertainment	5,002
Grinder Promotions	2,286
 Total Accounts Receivable	 586,464

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

MANAGEMENT FEE SUMMARY

	Arena Estimate	DeVos Place Estimate	Total Estimate	FY 2009 Actual
Net Revenue above Expenses	1,156,176	(777,651)	378,525	863,953
Benchmark			700,000	700,000
Excess	1,156,176	(777,651)	(321,475)	163,953

Incentive Fee Calculation (Only if above greater than zero)

	Arena Estimate	DeVos Place Estimate	Total Estimate	Total Actual
Base Fee	158,672	158,671	317,343	317,343
Incentive Fee				
Revenue	4,999,609	4,645,342	9,644,951	9,587,496
Benchmark Revenue	4,750,000	4,150,000	8,900,000	8,800,000
Revenue Excess	249,609	495,342	744,951	787,496
Incentive Fee **	-	-	-	211,249
Total SMG Management Fee	158,672	158,671	317,343	528,592

** 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, 2009

Distribution:

Grand Rapids – Kent County Convention / Arena Authority

Robert White

Bob McClintock

Lewis Dawley

Gary McAneney

Howard Feldman

Richard MacKeigan

Chris Machuta



An SMG Managed Facility

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

	YTD	ROLL	TOTAL FYE	BUDGET FYE	VARIANCE
NO. EVENTS	32	71	103	105	(2)
ATTENDANCE	179,703	368,099	547,802	559,650	(11,848)
DIRECT EVENT INCOME	456,149	937,516	1,393,665	1,423,745	(30,080)
ANCILLARY INCOME	451,639	658,961	1,110,600	1,113,577	(2,977)
TOTAL EVENT INCOME	907,788	1,596,477	2,504,265	2,537,322	(33,057)
TOTAL OTHER INCOME	1,012,831	1,482,513	2,495,344	2,467,390	27,954
TOTAL INCOME	1,920,619	3,078,990	4,999,609	5,004,712	(5,103)
INDIRECT EXPENSES					
EXECUTIVE	67,531	121,335	188,866	187,074	(1,792)
FINANCE	74,827	146,716	221,543	233,925	12,382
MARKETING	102,568	163,300	265,868	275,280	9,412
OPERATIONS	544,885	1,076,488	1,621,373	1,644,844	23,471
BOX OFFICE	45,716	94,495	140,211	144,138	3,927
LUXURY SEATING	32,365	53,428	85,793	86,751	958
SKYWALK ADMIN	8,922	15,034	23,956	23,956	-
OVERHEAD	499,981	795,842	1,295,823	1,246,071	(49,752)
TOTAL INDIRECT EXP.	1,376,796	2,466,638	3,843,433	3,842,039	(1,394)
NET REVENUE ABOVE EXPENSES	543,823	612,352	1,156,176	1,162,673	(6,497)
LESS INCENTIVE FEE			0	-	-
NET REVENUE ABOVE EXPENSES AFTER INCENTIVE	543,823	612,352	1,156,176	1,162,673	(6,497)

Comments:

November continues a strong trend with shows selling very well with both a sold out Metallica concert and a very strong selling Radio City Music Hall event in which Van Andel was one of the very few return plays from 2008.


General Manager


Director of Finance

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

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

MONTH	November Actual	November Budget	November FY 2009
Number of Events	11	11	13
Attendance	69,606	57,000	667,260
Direct Event Income	\$169,392	\$141,377	166,008
Ancillary Income	182,330	124,065	130,096
Other Income	220,384	219,170	233,209
Indirect Expenses	(272,909)	(320,171)	(262,707)
Net Income	<u>\$299,197</u>	<u>\$164,441</u>	<u>\$266,606</u>

YTD	YTD 2010 Actual	YTD 2010 Budget	YTD 2009 Prior Year
Number of Events	32	35	34
Attendance	179,703	138,650	172,026
Direct Event Income	\$456,149	\$487,788	505,465
Ancillary Income	451,639	409,761	372,405
Other Income	1,012,831	1,005,160	1,095,217
Indirect Expenses	(1,376,796)	(1,600,855)	(1,523,329)
Net Income	<u>\$543,823</u>	<u>\$301,854</u>	<u>\$449,758</u>

EVENT INCOME

Event income came in ahead of budget due to the success of the sold out Metallica concert and strong sales for the return engagement of Radio City Music Hall.

ANCILLARY INCOME

Ancillary income came in higher than budget due to strong concessions and merchandise numbers for the Metallica concert and for higher than anticipated spending on a private event hosted during the month.

INDIRECT EXPENSES

Indirect expenses continue to come in under budget.

Van Andel Arena
Income Statement
For the Five Months Ending November 30, 2009

	Current Month Actual	Current Month Budget	Variance	Current Month Prior Year	Year to Date Actual	Year to Date Budget	Variance	Year to Date Prior Year
Event Income								
Direct Event Income								
Rental Income	\$206,936	\$210,004	(3,068)	\$224,742	\$572,884	\$645,869	(72,985)	\$624,209
Service Revenue	453,479	343,738	109,741	331,205	788,140	739,680	48,460	817,398
Service Expenses	(491,023)	(412,365)	(78,658)	(389,939)	(904,875)	(897,761)	(7,114)	(936,142)
Total Direct Event Income	169,392	141,377	28,015	166,008	456,149	487,788	(31,639)	505,465
Ancillary Income								
F&B Concession	159,373	101,342	58,031	103,195	377,229	331,668	45,561	278,827
F&B Catering	9,686	10,331	(645)	12,489	29,213	33,620	(4,407)	45,356
Novelty Sales	8,678	7,772	906	8,352	35,254	35,733	(479)	39,858
Booth Cleaning	0	0	0	0	0	0	0	94
Audio Visual	23	0	23	0	23	0	23	0
Other Ancillary	4,570	4,620	(50)	6,060	9,920	8,740	1,180	8,270
Total Ancillary Income	182,330	124,065	58,265	130,096	451,639	409,761	41,878	372,405
Other Event Income								
Ticket Rebates(Per Event)	44,654	34,770	9,884	49,181	123,644	113,580	10,064	150,676
Total Other Event Income	44,654	34,770	9,884	49,181	123,644	113,580	10,064	150,676
Total Event Income	396,376	300,212	96,164	345,285	1,031,432	1,011,129	20,303	1,028,546
Other Operating Income								
Luxury Box Agreements	125,713	96,816	28,897	129,217	606,107	453,660	152,447	645,723
Club Seat Agreements	0	26,500	(26,500)	0	0	132,500	(132,500)	0
Advertising	44,000	54,167	(10,167)	46,500	256,534	270,835	(14,301)	262,625
Other Income	6,017	6,917	(900)	8,311	26,546	34,585	(8,039)	36,193
Total Other Operating Income	175,730	184,400	(8,670)	184,028	889,187	891,580	(2,393)	944,541
Adjusted Gross Income	572,106	484,612	87,494	529,313	1,920,619	1,902,709	17,910	1,973,087
Operating Expenses								
Salaries and Wages	184,523	158,969	25,554	200,184	717,592	794,845	(77,253)	794,793
Payroll Taxes and Benefits	41,515	46,429	(4,914)	56,796	174,880	232,145	(57,265)	205,632
Labor Allocations to Events	(116,318)	(71,669)	(44,649)	(148,994)	(308,767)	(358,345)	49,578	(372,139)
Net Salaries and Benefits	109,720	133,729	(24,009)	107,986	583,705	668,645	(84,940)	628,286
Contracted Services	18,522	21,300	(2,778)	24,197	95,545	106,500	(10,955)	135,521
General and Administrative	21,051	27,965	(6,914)	32,751	118,737	139,825	(21,088)	149,522
Operations	4,148	5,183	(1,035)	2,682	10,088	25,915	(15,827)	14,451
Repair and Maintenance	9,648	18,662	(9,014)	6,880	67,794	93,310	(25,516)	93,169
Operational Supplies	19,509	18,342	1,167	8,533	52,097	91,710	(39,613)	65,773
Insurance	15,136	2,667	12,469	13,076	45,638	13,335	32,303	38,660
Utilities	61,952	79,100	(17,148)	53,379	337,078	395,500	(58,422)	331,834
SMG Management Fees	13,223	13,223	0	13,223	66,114	66,115	(1)	66,113
Total Operating Expenses	272,909	320,171	(47,262)	262,707	1,376,796	1,600,855	(224,059)	1,523,329
Net Income(Loss) From Operations	299,197	164,441	134,756	266,606	543,823	301,854	241,969	449,758
Other Non-Operating Expenses								
Adjusted Net Income(Loss)	299,197	164,441	134,756	266,606	543,823	301,854	241,969	449,758

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

Event Type	Events/Days		Attendance		Total Event Income	
	Actual	Budget	Actual	Budget	Actual	Budget
Family Show	6	7	22,059	23,000	52,560	60,396
Sporting Event	5	5	22,084	21,500	151,777	170,700
Concert	6	8	55,395	56,000	637,503	652,268
Team Home Games	11	12	59,465	66,000	129,716	144,348
Other	4	3	20,700	15,150	206,156	102,597
GRAND TOTALS	32	35	179,703	181,650	1,177,712	1,130,309

As Percentage of Overall

Family Show	18.75%	20.00%	12.28%	12.66%	4.46%	5.34%
Sporting Event	15.63%	14.29%	12.29%	11.84%	12.89%	15.10%
Concert	18.75%	22.86%	30.83%	30.83%	54.13%	57.71%
Team Home Games	34.38%	34.29%	33.09%	36.33%	11.01%	12.77%
Other	12.50%	8.57%	11.52%	8.34%	17.50%	9.08%

Van Andel Arena
Balance Sheet
For the Five Months Ending November 30, 2009

ASSETS

Current Assets

Cash	4,202,168
Account Receivable	184,983
Prepaid Expenses	202,394

Total Current Assets		\$4,589,545
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Total Assets		\$4,589,545
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LIABILITIES AND EQUITY

Current Liabilities

Accounts Payable	111,470
Accrued Expenses	1,042,205
Deferred Income	1,265,538
Advanced Ticket Sales & Deposits	1,654,185

Total Current Liabilities		\$4,073,398
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Other Liabilities

Equity

CY Funds Remitted to CAA	(800,000)
CY Exp. Paid Directly by CAA	309,838
Beginning Balance Equity	462,489
Current Year Equity	543,823

Total Equity		\$516,147
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Total Liabilities and Equity		\$4,589,545
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SMG - Van Andel Arena
Grand Rapids - Kent County Convention/Arena Authority
Summary of Accounts Receivable
Month Ending November 30, 2009

Current - Under 30 Days	
Food & Beverage	-
Ticketing	154,987
Merchandise	-
Permanent Advertising	-
DeVos Place	(112,478)
Operating	37,120
 Over 30 Days	 36,854
 Over 60 Days	 68,500
 Over 90 Days	
 Total Accounts Receivable	 184,983

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

MANAGEMENT FEE SUMMARY

	Arena Estimate	DeVos Place Estimate	Total Estimate	FY 2009 Actual
Net Revenue above Expenses	1,156,176	(777,651)	378,525	863,953
Benchmark			700,000	700,000
Excess	1,156,176	(777,651)	(321,475)	163,953

Incentive Fee Calculation (Only if above greater than zero)

	Arena Estimate	DeVos Place Estimate	Total Estimate	Total Actual
Base Fee	158,672	158,671	317,343	317,343
Incentive Fee				
Revenue	4,999,609	4,645,342	9,644,951	9,587,496
Benchmark Revenue	4,750,000	4,150,000	8,900,000	8,800,000
Revenue Excess	249,609	495,342	744,951	787,496
Incentive Fee **	-	-	-	211,249
Total SMG Management Fee	158,672	158,671	317,343	528,592

** 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 DECEMBER 31, 2009**

Distribution:

Grand Rapids – Kent County Convention / Arena Authority

Robert White

Bob McClintock

Lewis Dawley

Gary McAneney

Howard Feldman

Richard MacKeigan

Chris Machuta



An SMG Managed Facility

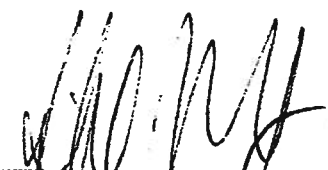
DE VOS PLACE
ROLLING FORECAST
FISCAL YEAR ENDING JUNE 30, 2010


	YTD Actual	Roll	TOTAL FYE	BUDGET FYE	VARIANCE
NO. EVENTS	233	318	551	564	(13)
ATTENDANCE	185,461	334,610	520,071	553,300	(33,229)
DIRECT EVENT REVENUE	950,055	1,312,130	2,262,185	2,263,000	(815)
ANCILLARY REVENUE	780,927	1,319,098	2,100,025	2,277,255	(177,230)
TOTAL EVENT REVENUE	1,730,982	2,631,228	4,362,210	4,540,255	(178,045)
TOTAL OTHER REVENUE	68,974	52,850	121,824	172,500	(50,676)
TOTAL OPERATING REVENUE	1,799,956	2,684,078	4,484,034	4,712,755	(228,721)
INDIRECT EXPENSES					
EXECUTIVE	78,840	89,416	168,256	173,304	5,048
FINANCE	105,764	108,347	214,111	224,296	10,185
MARKETING	26,774	67,085	93,859	107,726	13,867
OPERATIONS	684,191	802,367	1,486,558	1,529,250	42,692
EVENT SERVICES	429,877	479,469	909,346	889,147	(20,199)
BOX OFFICE	38,141	42,984	81,125	72,570	(8,555)
SALES	164,256	178,457	342,713	346,620	3,907
OVERHEAD	852,940	1,055,254	1,908,194	2,209,432	301,238
TOTAL OPERATING EXP.	2,380,783	2,823,379	5,204,162	5,552,345	348,183
NET REVENUE ABOVE EXPENSES	(580,826)	(139,301)	(720,128)	(839,590)	119,462
INCENTIVE FEE			-	0	-
NET OPERATING REVENUE OVER OPERATING EXPENSES	(580,826)	(139,301)	(720,128)	(839,590)	119,462

Comments:

December concludes the first half of the fiscal year for DeVos Place. Revenues have been at expected levels overall with catering being the only line item showing a large drop off. Expenses have continued to come in ahead of budget overall, most of the savings attributed to utilities.

We are anticipating the second half of the fiscal year to be more challenging as there continues to be some contraction in many of the consumer shows.


General Manager


Finance Director

**DE VOS PLACE
FINANCIAL STATEMENT HIGHLIGHTS
FOR MONTH ENDED DECEMBER 31, 2009**

The following schedule summarizes operating results for the current month ending December 31, 2009 and the YTD ending June 30, 2010, compared to budget and to the prior year:

MONTH	December Actual	December Budget	December FY 2009
Number of Events	38	49	35
Attendance	45,905	52,600	44,132
Direct Event Income	\$187,540	\$167,747	\$179,549
Ancillary Income	186,248	172,353	175,163
Other Income	19,544	18,333	17,305
Indirect Expenses	(488,851)	(462,698)	(445,731)
Net Income	(\$95,519)	(\$104,265)	(\$73,714)

YTD	YTD 2010 Actual	YTD 2010 Budget	YTD 2009 Prior Year
Number of Events	233	251	273
Attendance	185,461	205,042	195,239
Direct Event Income	\$950,055	\$801,298	\$865,417
Ancillary Income	780,928	889,436	860,321
Other Income	68,974	74,998	92,451
Indirect Expenses	(2,380,783)	(2,776,191)	(2,450,566)
Net Income	(\$580,826)	(\$1,010,459)	(\$632,377)

EVENT INCOME

Event income came in a little ahead of budget overall.

ANCILLARY INCOME

Ancillary income came in ahead of budget on the strength of audio/visual and electrical services associated with the Gordon Food Service event.

INDIRECT EXPENSES

Indirect expenses came in higher than budget for the month, however, consistent with what was expected considering the events hosted during the month.

DeVos Place
Income Statement
For the Six Months Ending December 31, 2009

	Current Month Actual	Current Month Budget	Variance	Current Month Prior Year	Year to Date Actual	Year to Date Budget	Variance	Year to Date Prior Year
Event Income								
Direct Event Income								
Rental Income	\$169,906	\$170,202	(\$296)	\$182,175	\$931,099	\$873,188	\$57,911	\$929,934
Service Revenue	322,995	213,611	109,384	245,184	1,049,795	882,839	166,956	955,084
Service Expenses	(305,361)	(216,066)	(89,295)	(247,810)	(1,030,839)	(954,729)	(76,110)	(1,019,601)
Total Direct Event Income	187,540	167,747	19,793	179,549	950,055	801,298	148,757	865,417
Ancillary Income								
F&B Concession	7,285	4,860	2,425	7,147	33,841	36,372	(2,531)	26,046
F&B Catering	54,148	66,928	(12,780)	67,632	238,039	347,627	(109,588)	348,928
Novelty Sales	1,440	484	956	0	5,940	5,233	707	3,945
Booth Cleaning	16,089	11,621	4,468	14,575	65,255	61,425	3,830	63,364
Telephone/Long Distance	113	0	113	2,186	1,013	2,722	(1,709)	9,308
Electrical Services	54,368	38,404	15,964	47,560	187,198	183,066	4,132	182,466
Audio Visual	29,794	25,786	4,008	14,948	155,302	146,524	8,778	152,587
Internet Services	1,283	1,993	(710)	863	14,536	18,415	(3,879)	1,006
Equipment Rental	21,728	22,277	(549)	20,252	79,804	88,052	(8,248)	72,671
Total Ancillary Income	186,248	172,353	13,895	175,163	780,928	889,436	(108,508)	860,321
Other Event Income								
Ticket Rebates(Per Event)	15,948	15,500	448	14,507	53,952	58,000	(4,048)	71,833
Total Other Event Income	15,948	15,500	448	14,507	53,952	58,000	(4,048)	71,833
Total Event Income	389,736	355,600	34,136	369,219	1,784,935	1,748,734	36,201	1,797,571
Other Operating Income								
Luxury Box Agreements	2,333	2,000	333	2,600	11,000	12,000	(1,000)	15,600
Other Income	1,263	833	430	198	4,022	4,998	(976)	5,018
Total Other Operating Income	3,596	2,833	763	2,798	15,022	16,998	(1,976)	20,618
Adjusted Gross Income	393,332	358,433	34,899	372,017	1,799,957	1,765,732	34,225	1,818,189
Operating Expenses								
Salaries and Wages	307,081	223,027	84,054	274,439	1,376,790	1,338,165	38,625	1,348,545
Payroll Taxes and Benefits	72,597	61,340	11,257	86,907	336,171	368,040	(31,869)	386,201
Labor Allocations to Events	(175,649)	(119,103)	(56,546)	(195,631)	(770,313)	(714,618)	(55,695)	(801,154)
Net Salaries and Benefits	204,029	165,264	38,765	165,715	942,648	991,587	(48,939)	933,592
Contracted Services	29,888	21,200	8,688	31,663	146,634	127,200	19,434	173,488
General and Administrative	33,301	28,768	4,533	29,336	140,465	172,608	(32,143)	175,998
Operations	60	11,823	(11,763)	1,902	54,361	70,938	(16,577)	43,353
Repair and Maintenance	37,035	41,941	(4,906)	44,727	233,689	251,646	(17,957)	262,851
Operational Supplies	21,306	21,500	(194)	8,886	111,846	129,000	(17,154)	81,277
Insurance	17,469	17,463	6	17,229	89,518	104,778	(15,260)	91,445
Utilities	132,540	141,516	(8,976)	133,050	582,286	849,096	(266,810)	609,226
SMG Management Fees	13,223	13,223	0	13,223	79,336	79,338	(2)	79,336
Total Operating Expenses	488,851	462,698	26,153	445,731	2,380,783	2,776,191	(395,408)	2,450,566
Net Income(Loss) From Operations	(95,519)	(104,265)	8,746	(73,714)	(580,826)	(1,010,459)	429,633	(632,377)
Other Non-Operating Expenses								
Adjusted Net Income(Loss)	(95,519)	(104,265)	8,746	(73,714)	(580,826)	(1,010,459)	429,633	(632,377)

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

Event Type	Events/Days		Attendance		Total Event Income	
	Actual	Budget	Actual	Budget	Actual	Budget
Convention/Trade Shows	59	71	69,280	76,292	831,988	786,899
Consumer/Gated Shows	8	8	17,602	21,950	57,399	68,680
Devos Performance Hall	71	66	62,758	59,000	431,833	426,004
Banquets	17	17	10,774	12,750	137,933	166,050
Meetings	56	62	13,900	15,200	164,925	132,432
Other	22	27	11,147	19,850	160,856	168,669
GRAND TOTALS	233	251	185,461	205,042	1,784,936	1,748,734

As Percentage of Overall

Convention/Trade Shows	25.32%	28.29%	37.36%	37.21%	46.61%	45.00%
Consumer/Gated Shows	3.43%	3.19%	9.49%	10.71%	3.22%	3.93%
Devos Performance Hall	30.47%	26.29%	33.84%	28.77%	24.19%	24.36%
Ballroom Exclusive	7.30%	6.77%	5.81%	6.22%	7.73%	9.50%
Meetings	24.03%	24.70%	7.49%	7.41%	9.24%	7.57%
Other	9.44%	10.76%	6.01%	9.68%	9.01%	9.65%

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DeVos Place
Balance Sheet
For Month Ending December 31, 2009

ASSETS

Current Assets

Cash	536,120
Account Receivable	852,470
Prepaid Expenses	32,307

Total Current Assets

\$1,420,896

Total Assets

\$1,420,896

LIABILITIES AND EQUITY

Current Liabilities

Accounts Payable	17,365
Accrued Expenses	325,584
Deferred Income	63,582
Advanced Ticket Sales & Deposits	528,693

Total Current Liabilities

\$935,225

Other Liabilities

Equity

CY Funds Remitted to CAA	(150,000)
CY Exp. Paid Directly by CAA	543,482
Beginning Balance Equity	673,015
Current Year Equity	(580,827)

Total Equity

\$485,672

Total Liabilities and Equity

\$1,420,897

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SMG - DeVos Place
Grand Rapids - Kent County Convention/Arena Authority
Summary of Accounts Receivable
As of December 31, 2009

Current - Under 30 Days	
Food & Beverage	61,453
Ticketing	-
Merchandise	742
Decorating	16,089
Audio/Visual	25,923
Van Andel Arena	163,008
Operating	435,264
 Over 30 Days	 98,457
 Over 60 Days	 36,400
 Over 90 Days	
Donnell Productions	5,736
Paragon Leather	2,110
Saigon Entertainment	5,002
Grinder Promotions	2,286
 Total Accounts Receivable	 852,470

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

MANAGEMENT FEE SUMMARY

	Arena Estimate	DeVos Place Estimate	Total Estimate	FY 2009 Actual
Net Revenue above Expenses	1,165,089	(720,128)	444,961	863,953
Benchmark			700,000	700,000
Excess	1,165,089	(720,128)	(255,039)	163,953

Incentive Fee Calculation (Only if above greater than zero)

	Arena Estimate	DeVos Place Estimate	Total Estimate	Total Actual
Base Fee	158,672	158,671	317,343	317,343
Incentive Fee				
Revenue	4,979,220	4,484,034	9,463,254	9,587,496
Benchmark Revenue	4,750,000	4,150,000	8,900,000	8,800,000
Revenue Excess	229,220	334,034	563,254	787,496
Incentive Fee **	-	-	-	211,249
Total SMG Management Fee	158,672	158,671	317,343	528,592

** 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, 2009**

Distribution:

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



An SMG Managed Facility

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

	YTD	ROLL	TOTAL FYE	BUDGET FYE	VARIANCE
NO. EVENTS	41	62	103	105	(2)
ATTENDANCE	224,954	314,650	539,604	559,650	(20,046)
DIRECT EVENT INCOME	501,350	882,400	1,383,750	1,423,745	(39,995)
ANCILLARY INCOME	530,653	569,600	1,100,253	1,113,577	(13,324)
TOTAL EVENT INCOME	1,032,003	1,452,000	2,484,003	2,537,322	(53,319)
TOTAL OTHER INCOME	1,144,377	1,350,840	2,495,217	2,467,390	27,827
TOTAL INCOME	2,176,380	2,802,840	4,979,220	5,004,712	(25,492)
INDIRECT EXPENSES					
EXECUTIVE	83,192	103,400	186,592	187,074	482
FINANCE	92,004	122,630	214,634	233,925	19,291
MARKETING	146,574	126,300	272,874	275,280	2,406
OPERATIONS	692,827	905,250	1,598,077	1,644,844	46,767
BOX OFFICE	59,747	80,765	140,512	144,138	3,626
LUXURY SEATING	40,593	39,754	80,347	86,751	6,404
SKYWALK ADMIN	11,103	12,425	23,528	23,956	428
OVERHEAD	642,080	655,487	1,297,567	1,246,071	(51,496)
TOTAL INDIRECT EXP.	1,768,116	2,046,011	3,814,131	3,842,039	27,908
NET REVENUE ABOVE EXPENSES	408,264	756,829	1,165,089	1,162,673	2,416
LESS INCENTIVE FEE			0	-	-
NET REVENUE ABOVE EXPENSES AFTER INCENTIVE	408,264	756,829	1,165,089	1,162,673	2,416

Comments:

Van Andel concludes the first half of the fiscal year performing well for the shows that are being hosted, but looking like it will fall short of the number of concerts expected. It is expected that this will continue through the balance of the fiscal year, and that savings in expenses will offset any shortfall in revenue.


General Manager


Director of Finance

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

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

MONTH	December Actual	December Budget	December FY 2009
Number of Events	9	8	19
Attendance	45,251	45,000	93,032
Direct Event Income	\$45,201	\$60,026	\$196,811
Ancillary Income	79,015	80,269	161,276
Other Income	131,546	173,575	272,217
Indirect Expenses	(391,323)	(320,171)	(357,448)
Net Income	(\$135,561)	(\$6,301)	\$272,856

YTD	YTD 2010 Actual	YTD 2010 Budget	YTD 2009 Prior Year
Number of Events	41	43	53
Attendance	224,954	183,650	265,058
Direct Event Income	\$501,350	\$547,814	\$702,275
Ancillary Income	530,653	490,030	533,680
Other Income	1,144,377	1,178,735	1,367,433
Indirect Expenses	(1,768,116)	(1,921,026)	(1,880,776)
Net Income	\$408,264	\$295,553	\$722,612

EVENT INCOME

Event income came in behind budget overall as a concert was expected to be hosted and was not.

ANCILLARY INCOME

Ancillary income was consistent with expectations overall due to strong numbers for Griffins games which helped offset the loss of a concert.

INDIRECT EXPENSES

Indirect expenses came in a little higher than budget for the month due to some one time purchases.

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Van Andel Arena
Income Statement
For the Six Months Ending December 31, 2009

	Current Month Actual	Current Month Budget	Variance	Current Month Prior Year	Year to Date Actual	Year to Date Budget	Variance	Year to Date Prior Year
Event Income								
Direct Event Income								
Rental Income	\$83,314	\$97,952	(14,638)	\$345,645	\$656,198	\$743,821	(87,623)	\$969,853
Service Revenue	43,941	85,736	(41,795)	346,182	832,080	825,416	6,664	1,163,580
Service Expenses	(82,054)	(123,662)	41,608	(495,016)	(986,928)	(1,021,423)	34,495	(1,431,158)
Total Direct Event Income	45,201	60,026	(14,825)	196,811	501,350	547,814	(46,464)	702,275
Ancillary Income								
F&B Concession	64,974	67,319	(2,345)	132,742	442,202	398,987	43,215	411,569
F&B Catering	5,016	5,164	(148)	10,886	34,229	38,784	(4,555)	56,242
Novelty Sales	0	3,166	(3,166)	11,385	35,254	38,899	(3,645)	51,242
Booth Cleaning	265	0	265	153	265	0	265	247
Audio Visual	0	0	0	0	23	0	23	0
Other Ancillary	8,760	4,620	4,140	6,110	18,680	13,360	5,320	14,380
Total Ancillary Income	79,015	80,269	(1,254)	161,276	530,653	490,030	40,623	533,680
Other Event Income								
Ticket Rebates(Per Event)	0	10,385	(10,385)	65,446	123,644	123,965	(321)	216,122
Total Other Event Income	0	10,385	(10,385)	65,446	123,644	123,965	(321)	216,122
Total Event Income	124,216	150,680	(26,464)	423,533	1,155,647	1,161,809	(6,162)	1,452,077
Other Operating Income								
Luxury Box Agreements	80,694	75,606	5,088	157,024	686,801	529,266	157,535	802,746
Club Seat Agreements	0	26,500	(26,500)	0	0	159,000	(159,000)	0
Advertising	44,000	54,167	(10,167)	46,500	300,534	325,002	(24,468)	309,125
Other Income	6,852	6,917	(65)	3,247	33,398	41,502	(8,104)	39,440
Total Other Operating Income	131,546	163,190	(31,644)	206,771	1,020,733	1,054,770	(34,037)	1,151,311
Adjusted Gross Income	255,762	313,870	(58,108)	630,304	2,176,380	2,216,579	(40,199)	2,603,388
Operating Expenses								
Salaries and Wages	164,749	158,969	5,780	199,140	882,341	953,814	(71,473)	993,933
Payroll Taxes and Benefits	35,801	46,429	(10,628)	64,670	210,681	278,574	(67,893)	270,301
Labor Allocations to Events	(45,143)	(71,669)	26,526	(112,175)	(353,911)	(430,014)	76,103	(484,314)
Net Salaries and Benefits	155,407	133,729	21,678	151,635	739,111	802,374	(63,263)	779,920
Contracted Services	22,077	21,300	777	25,747	117,622	127,800	(10,178)	161,268
General and Administrative	41,719	27,965	13,754	33,061	160,455	167,790	(7,335)	182,583
Operations	2,240	5,183	(2,943)	2,374	12,328	31,098	(18,770)	16,825
Repair and Maintenance	10,323	18,662	(8,339)	13,571	78,117	111,972	(33,855)	106,740
Operational Supplies	29,174	18,342	10,832	9,700	81,271	110,052	(28,781)	75,473
Insurance	22,167	2,667	19,500	16,039	67,805	16,002	51,803	54,699
Utilities	94,993	79,100	15,893	92,098	432,071	474,600	(42,529)	423,932
SMG Management Fees	13,223	13,223	0	13,223	79,336	79,338	(2)	79,336
Total Operating Expenses	391,323	320,171	71,152	357,448	1,768,116	1,921,026	(152,910)	1,880,776
Net Income(Loss) From Operations	(135,561)	(6,301)	(129,260)	272,856	408,264	295,553	112,711	722,612
Other Non-Operating Expenses								
Adjusted Net Income(Loss)	(135,561)	(6,301)	(129,260)	272,856	408,264	295,553	112,711	722,612

SMG - Van Andel Arena
Grand Rapids - Kent County Convention/Arena Authority
Event Summary
For Six Months Ending December 31, 2009

Event Type	Events/Days		Attendance		Total Event Income	
	Actual	Budget	Actual	Budget	Actual	Budget
Family Show	6	7	22,059	23,000	52,560	60,396
Sporting Event	5	5	22,084	21,500	151,707	170,700
Concert	6	9	55,395	63,000	637,503	725,036
Team Home Games	19	18	98,690	99,000	231,082	216,522
Other	5	4	26,726	20,150	229,076	117,045
GRAND TOTALS	41	43	224,954	226,650	1,301,928	1,289,699

As Percentage of Overall

Family Show	14.63%	16.28%	9.81%	10.15%	4.04%	4.68%
Sporting Event	12.20%	11.63%	9.82%	9.49%	11.65%	13.24%
Concert	14.63%	20.93%	24.63%	27.80%	48.97%	56.22%
Team Home Games	46.34%	41.86%	43.87%	43.68%	17.75%	16.79%
Other	12.20%	9.30%	11.88%	8.89%	17.60%	9.08%

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

ASSETS

Current Assets

Cash	4,704,448
Account Receivable	1,051,934
Prepaid Expenses	133,699

Total Current Assets		\$5,890,081
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Total Assets		\$5,890,081
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LIABILITIES AND EQUITY

Current Liabilities

Accounts Payable	283,773
Accrued Expenses	661,766
Deferred Income	1,844,130
Advanced Ticket Sales & Deposits	2,272,108

Total Current Liabilities		\$5,061,777
----------------------------------	--	--------------------

Other Liabilities

Equity

CY Funds Remitted to CAA	(800,000)
CY Exp. Paid Directly by CAA	400,015
Beginning Balance Equity	820,030
Current Year Equity	408,264

Total Equity		\$828,304
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Total Liabilities and Equity		\$5,890,081
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5

SMG - Van Andel Arena
Grand Rapids - Kent County Convention/Arena Authority
Summary of Accounts Receivable
As of December 31, 2009

Current - Under 30 Days	
Food & Beverage	194,620
Ticketing	797,486
Merchandise	-
Permanent Advertising	-
DeVos Place	(163,008)
Operating	135,662
 Over 30 Days	 18,674
 Over 60 Days	 68,500
 Over 90 Days	
 Total Accounts Receivable	 1,051,934

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

MANAGEMENT FEE SUMMARY

	Arena Estimate	DeVos Place Estimate	Total Estimate	FY 2009 Actual
Net Revenue above Expenses	1,165,089	(720,128)	444,961	863,953
Benchmark			700,000	700,000
Excess	1,165,089	(720,128)	(255,039)	163,953

Incentive Fee Calculation (Only if above greater than zero)

	Arena Estimate	DeVos Place Estimate	Total Estimate	Total Actual
Base Fee	158,672	158,671	317,343	317,343
Incentive Fee				
Revenue	4,979,220	4,484,034	9,463,254	9,587,496
Benchmark Revenue	4,750,000	4,150,000	8,900,000	8,800,000
Revenue Excess	229,220	334,034	563,254	787,496
Incentive Fee **	-	-	-	211,249
Total SMG Management Fee	158,672	158,671	317,343	528,592

** 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 2010

Re: CAA Financial Statements

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

	<i>1050: Operations</i>	<i>1070: Kent County Operating</i>
Beginning Balance	\$ 420,805.28	\$22,213,151.15
Cleared Transactions	<u>-283,949.37</u>	<u>28,874.73</u>
Cleared Balance	136,855.91	22,242,025.88
Uncleared Transactions	<u>-41,330.88</u>	<u>-0-</u>
Register Balance	<u>\$ 95,525.03</u>	<u>\$22,242,025.88</u>

1. Parking revenues, parking management, and pedestrian safety are behind schedule due to staff and timing issues. Once the public show season begins, parking revenue should increase.
2. Miscellaneous revenue includes the Clark Hill sponsorship of the wine and food festival Chairman's Reception.
3. The increase in meeting expense includes the sponsorship of receptions that were not budgeted initially.

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
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DEVOS PLACE

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

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01/13/10

Accrual Basis

Grand Rapids-Kent County Convention/Arena Authority

Balance Sheet

As of November 30, 2009

	Nov 30, 09
ASSETS	
Current Assets	
Checking/Savings	
1040 · Cash - Operations - SMG	5,310,756.10
1050 · Operations - Cash	95,525.03
Total Checking/Savings	5,406,281.13
Other Current Assets	
1070 · Kent County - Operating	22,242,025.88
1200 · Accounts Receivable	2,118,099.17
1300 · Prepaid Expenses	204,866.35
1600 · Advances/Deposits Receivable	-550,001.07
Total Other Current Assets	24,014,990.33
Total Current Assets	29,421,271.46
Fixed Assets	
Buildings & Structures	
Depreciation	-83,557.38
Original Cost	322,431.00
Total Buildings & Structures	238,873.62
Equip	
Depreciation	-817,407.58
Original Cost	1,063,917.04
Equip - Other	130,251.19
Total Equip	376,760.65
Vehicles	43,914.30
Total Fixed Assets	659,548.57
TOTAL ASSETS	30,080,820.03
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
2000 · Accounts Payable	128,755.54
2005 · Accounts payable - SMG	706,647.17
Total Accounts Payable	835,402.71
Other Current Liabilities	
2200 · Accrued Expenses	876,270.61
2210 · Advance Ticket Sales	3,033,935.73
2220 · Advance deposits	277,635.00
2400 · Accrued Compensated Absences	4,192.84
2500 · Deferred facility income	1,233,686.74
Total Other Current Liabilities	5,425,720.92
Total Current Liabilities	6,261,123.63
Total Liabilities	6,261,123.63
Equity	
3000 · Opening Bal Equity	37,035,584.45
3900 · Retained Earnings	-12,256,580.05
Net Income	-959,308.00
Total Equity	23,819,696.40
TOTAL LIABILITIES & EQUITY	30,080,820.03

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Grand Rapids-Kent County Convention/Arena Authority

01/13/10

Profit & Loss Budget vs. Actual

Accrual Basis

July through November 2009

	Jul - Nov 09	Budget	\$ Over Budget	% of Budget
Income				
4500 · Interest on Investments	129,404.39	281,250.00	-151,845.61	46.0%
4540 · Land Lease	56,145.00	56,146.25	-1.25	100.0%
4545 · Parking Revenues	147,521.05	357,338.75	-209,817.70	41.3%
4550 · Miscellaneous Revenue	8,236.52	0.00	8,236.52	100.0%
Total Income	341,306.96	694,735.00	-353,428.04	49.1%
Expense				
6000 · Professional Services				
6001 · Accounting/Auditing Services	9,782.51	15,833.38	-6,050.87	61.8%
6040 · Legal Services	15,863.55	14,583.38	1,280.17	108.8%
Total 6000 · Professional Services	25,646.06	30,416.76	-4,770.70	84.3%
6060 · Other Contractual Services	26,205.28	153,750.00	-127,544.72	17.0%
6065 · Pedestrian Safety	16,753.92	40,000.00	-23,246.08	41.9%
6068 · Parking Management	39,612.00	111,937.94	-72,325.94	35.4%
6100 · Other Supplies & Expenses				
6010 · Bank Fees	302.95	0.00	302.95	100.0%
6020 · Computer Services	240.00	0.00	240.00	100.0%
6030 · Insurance-Property/Liability	22,903.00	22,000.00	903.00	104.1%
6101 · Advertising/Promo/Publicity	7,938.70	0.00	7,938.70	100.0%
6110 · Meeting Expense	14,688.79	4,166.69	10,522.10	352.5%
6120 · Supplies	1,028.59	2,083.38	-1,054.79	49.4%
Total 6100 · Other Supplies & Expenses	47,102.03	28,250.07	18,851.96	166.7%
6160 · Facility Repair and Maintenance	8,820.41	4,166.69	4,653.72	211.7%
6200 · Capital Replacement Projects	241,983.57	810,500.00	-568,516.43	29.9%
6210 · F&B Repair & Maintenance	0.00	8,333.38	-8,333.38	0.0%
6300 · Utilities Expense				
6301 · Electricity	381,747.96	513,333.38	-131,585.42	74.4%
6310 · Natural Gas	2,693.77	7,500.00	-4,806.23	35.9%
6320 · Steam	165,118.63	470,375.00	-305,256.37	35.1%
6340 · Water & Sewer	38,563.22	46,875.00	-8,311.78	82.3%
Total 6300 · Utilities Expense	588,123.58	1,038,083.38	-449,959.80	56.7%
6500 · DID Assessment	53,175.29			
6600 · SMG Incentive Fees	211,249.00			
8000 · Personal Services				
8001 · Employee Wages	32,317.52	27,427.13	4,890.39	117.8%
8030 · Employee Benefits	9,626.30	8,840.44	785.86	108.9%
Total 8000 · Personal Services	41,943.82	36,267.57	5,676.25	115.7%
Total Expense	1,300,614.96	2,261,705.79	-961,090.83	57.5%
Net Income	-959,308.00	-1,566,970.79	607,662.79	61.2%

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Grand Rapids-Kent County Convention/Arena Authority

Profit & Loss Prev Year Comparison

01/13/10

Accrual Basis

July through November 2009

	Jul - Nov 09	Jul - Nov 08	\$ Change	% Change
Income				
4500 · Interest on Investments	129,404.39	259,080.82	-129,676.43	-50.1%
4540 · Land Lease	56,145.00	76,566.35	-20,421.35	-26.7%
4545 · Parking Revenues	147,521.05	192,126.25	-44,605.20	-23.2%
4550 · Miscellaneous Revenue	8,236.52	99,920.00	-91,683.48	-91.8%
Total Income	341,306.96	627,693.42	-286,386.46	-45.6%
Expense				
6000 · Professional Services				
6001 · Accounting/Auditing Services	9,782.51	14,523.52	-4,741.01	-32.6%
6040 · Legal Services	15,863.55	22,006.20	-6,142.65	-27.9%
Total 6000 · Professional Services	25,646.06	36,529.72	-10,883.66	-29.8%
6060 · Other Contractual Services	26,205.28	39,840.00	-13,634.72	-34.2%
6065 · Pedestrian Safety	16,753.92	9,180.26	7,573.66	82.5%
6068 · Parking Management	39,612.00	49,103.00	-9,491.00	-19.3%
6100 · Other Supplies & Expenses				
6010 · Bank Fees	302.95	33.34	269.61	808.7%
6020 · Computer Services	240.00	0.00	240.00	100.0%
6030 · Insurance-Property/Liability	22,903.00	20,673.00	2,230.00	10.8%
6101 · Advertising/Promo/Publicity	7,938.70	0.00	7,938.70	100.0%
6110 · Meeting Expense	14,688.79	1,412.69	13,276.10	939.8%
6120 · Supplies	1,028.59	2,718.38	-1,689.79	-62.2%
Total 6100 · Other Supplies & Expenses	47,102.03	24,837.41	22,264.62	89.6%
6160 · Facility Repair and Maintenance	8,820.41	0.00	8,820.41	100.0%
6200 · Capital Replacement Projects	241,983.57	226,907.68	15,075.89	6.6%
6210 · F&B Repair & Maintenance	0.00	7,116.50	-7,116.50	-100.0%
6300 · Utilities Expense				
6301 · Electricity	381,747.96	497,326.36	-115,578.40	-23.2%
6310 · Natural Gas	2,693.77	3,480.52	-786.75	-22.6%
6320 · Steam	165,118.63	144,845.29	20,273.34	14.0%
6340 · Water & Sewer	38,563.22	36,281.26	2,281.96	6.3%
Total 6300 · Utilities Expense	588,123.58	681,933.43	-93,809.85	-13.8%
6500 · DID Assessment	53,175.29	0.00	53,175.29	100.0%
6600 · SMG Incentive Fees	211,249.00	308,100.00	-96,851.00	-31.4%
8000 · Personal Services				
8001 · Employee Wages	32,317.52	32,075.91	241.61	0.8%
8030 · Employee Benefits	9,626.30	4,538.50	5,087.80	112.1%
Total 8000 · Personal Services	41,943.82	36,614.41	5,329.41	14.6%
Total Expense	1,300,614.96	1,420,162.41	-119,547.45	-8.4%
Net Income	-959,308.00	-792,468.99	-166,839.01	-21.1%



Memorandum

To: CAA Board Members

From: Susan Waddell, Administrative Manager

Date: January 22 2010

Re: CAA Financial Statements

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

	<i>1050: Operations</i>	<i>1070: Kent County Operating</i>
Beginning Balance	\$ 136,855.91	\$22,213,151.15
Cleared Transactions	<u>-46,454.01</u>	<u>28,874.73</u>
Cleared Balance	90,401.90	22,242,025.88
Uncleared Transactions	<u>135.25</u>	<u>-0-**</u>
Register Balance	<u>\$ 90,537.15</u>	<u>\$22,242,025.88</u>

1. Parking revenues, parking management, and pedestrian safety are behind schedule due to staff and timing issues. Once the public show season begins, parking revenue should increase.

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

** December statement not yet received.



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

DEVOS PLACE

DeVos Place®
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01/13/10

Accrual Basis

Grand Rapids-Kent County Convention/Arena Authority
Balance Sheet
As of December 31, 2009

	Dec 31, 09
ASSETS	
Current Assets	
Checking/Savings	
1040 · Cash - Operations - SMG	5,310,756.10
1050 · Operations - Cash	90,537.15
Total Checking/Savings	5,401,293.25
Other Current Assets	
1070 · Kent County - Operating	22,092,025.88
1200 · Accounts Receivable	2,118,099.17
1300 · Prepaid Expenses	204,866.35
1600 · Advances/Deposits Receivable	-550,001.07
Total Other Current Assets	23,864,990.33
Total Current Assets	29,266,283.58
Fixed Assets	
Buildings & Structures	
Depreciation	-83,557.38
Original Cost	322,431.00
Total Buildings & Structures	238,873.62
Equip	
Depreciation	-817,407.58
Original Cost	1,063,917.04
Equip - Other	130,251.19
Total Equip	376,760.65
Vehicles	43,914.30
Total Fixed Assets	659,548.57
TOTAL ASSETS	29,925,832.15
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
2000 · Accounts Payable	196,109.59
2005 · Accounts payable - SMG	706,647.17
Total Accounts Payable	902,756.76
Other Current Liabilities	
2200 · Accrued Expenses	876,270.61
2210 · Advance Ticket Sales	3,033,935.73
2220 · Advance deposits	277,635.00
2400 · Accrued Compensated Absences	4,192.84
2500 · Deferred facility income	1,233,686.74
Total Other Current Liabilities	5,425,720.92
Total Current Liabilities	6,328,477.68
Total Liabilities	6,328,477.68
Equity	
3000 · Opening Bal Equity	37,035,584.45
3900 · Retained Earnings	-12,256,580.05
Net Income	-1,181,649.93
Total Equity	23,597,354.47
TOTAL LIABILITIES & EQUITY	29,925,832.15

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01/13/10

Accrual Basis

Grand Rapids-Kent County Convention/Arena Authority
Profit & Loss Budget vs. Actual
July through December 2009

	Jul - Dec 09	Budget	\$ Over Budget	% of Budget
Income				
4500 · Interest on Investments	129,404.39	337,500.00	-208,095.61	38.3%
4540 · Land Lease	67,374.00	67,375.50	-1.50	100.0%
4545 · Parking Revenues	220,529.05	428,806.50	-208,277.45	51.4%
4550 · Miscellaneous Revenue	8,236.52	0.00	8,236.52	100.0%
Total Income	425,543.96	833,682.00	-408,138.04	51.0%
Expense				
6000 · Professional Services				
6001 · Accounting/Auditing Services	29,924.07	19,000.04	10,924.03	157.5%
6040 · Legal Services	19,469.05	17,500.04	1,969.01	111.3%
Total 6000 · Professional Services	49,393.12	36,500.08	12,893.04	135.3%
6060 · Other Contractual Services	35,973.28	184,500.00	-148,526.72	19.5%
6065 · Pedestrian Safety	24,687.18	48,000.00	-23,312.82	51.4%
6068 · Parking Management	62,576.00	134,325.52	-71,749.52	46.6%
6100 · Other Supplies & Expenses				
6010 · Bank Fees	340.92	0.00	340.92	100.0%
6020 · Computer Services	240.00	0.00	240.00	100.0%
6030 · Insurance-Property/Liability	22,903.00	22,000.00	903.00	104.1%
6101 · Advertising/Promo/Publicity	7,938.70	0.00	7,938.70	100.0%
6110 · Meeting Expense	14,883.52	5,000.02	9,883.50	297.7%
6120 · Supplies	1,028.59	2,500.04	-1,471.45	41.1%
Total 6100 · Other Supplies & Expenses	47,334.73	29,500.06	17,834.67	160.5%
6160 · Facility Repair and Maintenance	8,820.41	5,000.02	3,820.39	176.4%
6200 · Capital Replacement Projects	315,597.23	972,600.00	-657,002.77	32.4%
6210 · F&B Repair & Maintenance	0.00	10,000.04	-10,000.04	0.0%
6300 · Utilities Expense				
6301 · Electricity	437,575.58	616,000.04	-178,424.46	71.0%
6310 · Natural Gas	3,847.98	9,000.00	-5,152.02	42.8%
6320 · Steam	249,735.67	564,450.00	-314,714.33	44.2%
6340 · Water & Sewer	52,653.49	56,250.00	-3,596.51	93.6%
Total 6300 · Utilities Expense	743,812.72	1,245,700.04	-501,887.32	59.7%
6500 · DID Assessment	53,175.29	53,139.00	36.29	100.1%
6600 · SMG Incentive Fees	211,249.00			
8000 · Personal Services				
8001 · Employee Wages	42,742.52	32,912.54	9,829.98	129.9%
8030 · Employee Benefits	11,832.41	10,608.52	1,223.89	111.5%
Total 8000 · Personal Services	54,574.93	43,521.06	11,053.87	125.4%
Total Expense	1,607,193.89	2,762,785.82	-1,155,591.93	58.2%
Net Income	-1,181,649.93	-1,929,103.82	747,453.89	61.3%

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Grand Rapids-Kent County Convention/Arena Authority

01/13/10

Profit & Loss Prev Year Comparison

Accrual Basis

July through December 2009

	Jul - Dec 09	Jul - Dec 08	\$ Change	% Change
Income				
4500 · Interest on Investments	129,404.39	381,458.92	-252,054.53	-66.1%
4540 · Land Lease	67,374.00	86,736.35	-19,362.35	-22.3%
4545 · Parking Revenues	220,529.05	260,791.25	-40,262.20	-15.4%
4550 · Miscellaneous Revenue	8,236.52	105,143.00	-96,906.48	-92.2%
Total Income	425,543.96	834,129.52	-408,585.56	-49.0%
Expense				
6000 · Professional Services				
6001 · Accounting/Auditing Services	29,924.07	24,046.58	5,877.49	24.4%
6040 · Legal Services	19,469.05	56,066.20	-36,597.15	-65.3%
Total 6000 · Professional Services	49,393.12	80,112.78	-30,719.66	-38.4%
6060 · Other Contractual Services	35,973.28	56,300.78	-20,327.50	-36.1%
6065 · Pedestrian Safety	24,687.18	15,227.71	9,459.47	62.1%
6068 · Parking Management	62,576.00	66,425.00	-3,849.00	-5.8%
6100 · Other Supplies & Expenses				
6010 · Bank Fees	340.92	145.51	195.41	134.3%
6020 · Computer Services	240.00	46.98	193.02	410.9%
6030 · Insurance-Property/Liability	22,903.00	20,673.00	2,230.00	10.8%
6101 · Advertising/Promo/Publicity	7,938.70	0.00	7,938.70	100.0%
6110 · Meeting Expense	14,883.52	8,089.79	6,793.73	84.0%
6120 · Supplies	1,028.59	3,181.77	-2,153.18	-67.7%
Total 6100 · Other Supplies & Expenses	47,334.73	32,137.05	15,197.68	47.3%
6160 · Facility Repair and Maintenance	8,820.41	0.00	8,820.41	100.0%
6200 · Capital Replacement Projects	315,597.23	303,208.85	12,388.38	4.1%
6210 · F&B Repair & Maintenance	0.00	7,213.78	-7,213.78	-100.0%
6300 · Utilities Expense				
6301 · Electricity	437,575.58	560,105.23	-122,529.65	-21.9%
6310 · Natural Gas	3,847.98	5,563.88	-1,715.90	-30.8%
6320 · Steam	249,735.67	144,845.29	104,890.38	72.4%
6340 · Water & Sewer	52,653.49	44,904.10	7,749.39	17.3%
Total 6300 · Utilities Expense	743,812.72	755,418.50	-11,605.78	-1.5%
6500 · DID Assessment	53,175.29	53,138.59	36.70	0.1%
6600 · SMG Incentive Fees	211,249.00	308,100.00	-96,851.00	-31.4%
8000 · Personal Services				
8001 · Employee Wages	42,742.52	38,867.67	3,874.85	10.0%
8030 · Employee Benefits	11,832.41	6,250.00	5,582.41	89.3%
Total 8000 · Personal Services	54,574.93	45,117.67	9,457.26	21.0%
Total Expense	1,607,193.89	1,722,400.71	-115,206.82	-6.7%
Net Income	-1,181,649.93	-888,271.19	-293,378.74	-33.0%



Memorandum

To: CAA Board Members

From: Rich MacKeigan, Executive Director

Date: January 22, 2010

Re: Financial Services Employment Agreement

Convention

Arena

Authority

Steven Heacock,

Chairman

Birgit Klohs

Clif Charles

Gary McInerney

George Heartwell

Joseph Tomaselli

Lew Chamberlin

Last December, Bob White retired from the County as its Fiscal Services Director. Bob's involvement with the CAA has been possible through the willingness of the County to allow him to provide us his talents and services. With his retirement, we discussed the concept of engaging Bob White as a contracted part-time employee, ensuring his continued involvement.

Bob has been involved with the CAA since its inception in 2000 and his contributions to the organization have been significant. In addition to serving on the CAA Finance Committee, Bob has compiled consolidated financial statements, prepared the annual budget, created the sources and uses of construction funds, and assisted with CAA investments.

Generally, Bob's services to the CAA would include cash flow/investments; contract monitoring; staff liaison to city, county, and state agencies; budget monitoring; and maximizing the value of the sale tax exemption. Bob will be compensated at a rate of \$125/hour with an annual not to exceed amount of \$25K, based on the CAA's fiscal year (pro-rated amount for the remainder of this year). Bob will report jointly to the Chair of the Finance Committee (Birgit) for policy and long-term issues, as well as the Executive Director of the CAA (Rich) for day-to-day items.

Attorney Richard Wendt has drafted a resolution and employment agreement, both of which are attached. Once you have reviewed these documents, please feel free to contact us with your questions.

Action requested: CAA Board approval of the resolution and employment agreement for Robert White.



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

**RESOLUTION APPROVING A FINANCIAL SERVICES
EMPLOYMENT AGREEMENT WITH ROBERT J. WHITE**

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

WHEREAS, the Grand Rapids-Kent County Convention/Arena Authority (the "CAA")
has identified a need for certain enhanced financing, contract monitoring, budget and related
services; and

WHEREAS, Robert J. White ("White") has represented to the CAA that he is qualified
and willing to provide such services; and

WHEREAS, the CAA and White have agreed that such services shall be performed in
accordance with the terms of a Financial Services Employment Agreement (the "Agreement").

NOW, THEREFORE, BE IT RESOLVED THAT:

1. The Agreement in the form presented at this meeting is approved with such minor
modifications that are not materially adverse to the CAA approved as to content by the
Chairperson of the CAA Board of Directors and as to form by the CAA's legal counsel and that
the Chairperson is authorized and directed to execute such finally approved Agreement for and
on behalf of the Authority.

2. All resolutions and parts of resolutions insofar as they conflict with the provisions
of this resolution be and the same are hereby rescinded.

YEAS: Boardmembers _____

NAYS: Boardmembers _____

ABSTAIN: Boardmembers _____

ABSENT: Boardmembers _____

RESOLUTION DECLARED ADOPTED.

Dated: January 27, 2010

Susan M. Waddell
Administrative Manager

CERTIFICATION

I, the undersigned duly qualified and acting Administrative Manager of the Grand Rapids-Kent County Convention/Arena Authority (the "CAA"), do hereby certify that the foregoing is a true and complete copy of a resolution adopted by the Board of Directors of the CAA at a meeting held January 27, 2010, and that public notice of said meeting was given pursuant to Act 267 of the Public Acts of Michigan of 1976, as amended.

Dated: January 27, 2010

Susan M. Waddell
Administrative Manager

FINANCIAL SERVICES EMPLOYMENT AGREEMENT

THIS FINANCIAL SERVICES AGREEMENT (the "Agreement") is made as of January 1, 2010, by and between the **GRAND RAPIDS-KENT COUNTY CONVENTION/ARENA AUTHORITY**, an authority created pursuant to Act 203 of the Public Acts of Michigan of 1999 (the "CAA"), of 130 W. Fulton Street, Grand Rapids, Michigan 49503, and **ROBERT J. WHITE**, an individual ("White"), of 19__ Oakleigh Woods, N.W., Grand Rapids, Michigan 49504.

Section 1. Agreement. The CAA has identified a need for certain enhanced financing, contract monitoring, budgeting and related services as more specifically identified in Section 3 hereof (the "Services"). White has represented to the CAA that he is qualified and willing to provide such Services.

Section 2. Employee of CAA. Pursuant to the terms of this Agreement, White shall be an at-will employee of the CAA whose employment may be terminated by the CAA at any time in accordance with Section 6 hereof with or without cause. The CAA will withhold federal, state and local taxes and FICA (including Medicare) deductions from White's wages as required by law. The CAA will also provide workers' disability compensation insurance and unemployment compensation insurance, if required by law, the cost of which shall be deducted from amounts payable to White pursuant to Section 5 hereof. The CAA will provide no other benefits including, but not limited to, health insurance, life insurance, vacation leave and sick leave.

Section 3. Services. White will, at the request and direction of the CAA, provide the following services:

- A. Cash flow and investment matters including:
 - 1. compiling twelve month rolling forecasts;
 - 2. structuring, reviewing and making recommendations regarding a diversified/laddered investment portfolio;
 - 3. coordinating the investment schedule with the CAA facilities manager, SMG; and
 - 4. periodically reviewing and, as necessary, making recommendations related to the CAA's investment policy.
- B. Monitoring and keeping current CAA contracts including, but not limited to, the management services agreement, the food and beverage agreement, the parking services agreements, agreements with professional sports organizations, the legal services agreement, the accounting services agreement and the audit services agreement.

- C. Performing liaison services between the CAA and the City of Grand Rapids, the County of Kent and the State of Michigan, including monitoring state and local legislation affecting the CAA.
- D. Assisting in the preparation of the CAA's annual consolidated budget and long-range capital plan; monitoring the annual budget and expenditures and preparing monthly reports regarding the same; and preparing quarterly financial reports.
- E. Analyzing and making recommendations regarding the CAA's disbursement schedule to maximize the value of the CAA's State of Michigan sales tax exemption.
- F. Such other duties as directed by the CAA including review of the annual Downtown Improvement District assessment, review of the annual calculation of the CAA's contribution for pedestrian safety and attendance at CAA Board of Directors (the "Board") meetings and Board committee meetings.

Section 4. Direction and Reporting. White will receive direction and assignment of Services from, and report to, both the Executive Director of the CAA and the Chairperson of the Board's Finance Committee. White shall keep a written record of the time he devotes to performing the Services under this Agreement in a format acceptable to the CAA which he shall submit to the CAA's Executive Director for review and approval at the end of each calendar month during the term of this Agreement and which the CAA will use to determine White's compensation for such month.

Section 5. Compensation. White will be compensated for the Services he performs under this Agreement at the rate of \$125 per hour determined to the nearest quarter hour, *provided, however*, (i) during the first six months of the term of this Agreement, i.e., the period ending June 30, 2010, White will not work more than 100 hours and (ii) during each twelve-month period thereafter, White will not work more than 200 hours. The CAA shall deduct from the amounts payable to White workers' disability compensation insurance and unemployment compensation insurance coverage payments, if such insurance coverages are required by law. White will be compensated for his work on a monthly basis within fifteen days after he submits to the CAA Executive Director each monthly time report required by Section 4 hereof.

Section 6. Term and Termination. Subject to the provisions of this Section 6, this Agreement shall have a term commencing on the date set forth in the first paragraph of this Agreement and ending June 30, 2013, *provided, however*, the CAA may terminate this Agreement at any time, with or without cause, upon thirty days' written notice to White in accordance with Section 7 hereof. Similarly, White may terminate this Agreement at any time upon thirty days' written notice to the CAA in accordance with Section 7 hereof.

Section 7. Notices. All notices required to be given pursuant to this Agreement by one party to the other party shall be given by first-class mail or personal delivery at the addresses

shown in the first paragraph of this Agreement, or such other address as one party provides the other by notice given in compliance with this Section 7.

Section 8. Assignment. Since this Agreement is a personal services employment agreement for the services of White, he may not assign it. The CAA may, however, without White's consent, assign this Agreement to any successor or other entity who undertakes the duties and responsibilities of the CAA.

Section 9. Severability. The provisions of this Agreement are severable, and if any one or more of its provisions may be determined to be illegal, or otherwise unenforceable, in whole or in part, the remaining provisions, and any partially enforceable provisions, to the extent enforceable, shall nevertheless be binding and enforceable.

Section 10. Governing Law. This Agreement shall be governed by, and construed in accordance with, the laws of the State of Michigan.

Section 11. Complete Agreement. This Agreement contains the complete agreement between the CAA and White regarding the subject matter, and any and all prior agreements, arrangements, representations or understandings between the CAA and White are superseded by this Agreement. This Agreement may only be modified by an express written agreement executed by the CAA and White.

WHEREAS, the undersigned have executed this Agreement effective as of the day first written above.

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

By: _____
Steven R. Heacock, Chairperson

ROBERT J. WHITE

By: _____
Robert J. White



Memorandum

To: CAA Board Members

From: Rich MacKeigan, Executive Director

Date: January 20, 2010

Re: Marketing Services Agreement with CVB

Convention

Arena

Authority

Steven Heacock,

Chairman

Birgit Klohs

Clif Charles

Gary McInerney

George Heartwell

Joseph Tomaselli

Lew Chamberlin

Attorney Dick Wendt has prepared the attached Marketing Services Agreement. This is a continuation of our commitment and there is one minor change to the previous agreement relative to timing. The CVB's auditors recommended that the base and incentive time frames be clearly spelled out in the contract and that any changes be reviewed and documented. For 2007-2008, the base period (Payment amount) and incentive period (Additional payment amount) timeframes per the written contract differed from those actually observed.

Action requested: CAA Board approval of the Marketing Services Agreement.



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Fax 616.742.6590



MARKETING SERVICES AGREEMENT

THIS MARKETING SERVICES AGREEMENT (the "Agreement") made as of July 1, 2009, between the **GRAND RAPIDS-KENT COUNTY CONVENTION/ARENA AUTHORITY**, a Michigan authority created pursuant to Act 203 of the Public Acts of Michigan of 1999 (the "CAA"), whose current address is 245 Monroe Avenue, Grand Rapids, Michigan 49503 and the **GRAND RAPIDS/KENT COUNTY CONVENTION AND VISITORS BUREAU**, a Michigan non-profit corporation (the "CVB"), whose current address is 171 Monroe Avenue, N.W., Suite 700, Grand Rapids, Michigan 49503.

RECITALS

A. The CAA is the lessee and operator of the Van Andel Arena, DeVos Performance Hall and DeVos Place convention center (collectively, the "CAA Facilities").

B. The CVB is an entity that has been formed to promote tourist and convention business within the City of Grand Rapids and Kent County.

C. The CVB has pursuant to prior agreement with the CAA provided marketing services for the CAA Facilities and the CAA desires the CVB continue to market the CAA Facilities as sites for hosting of conventions, seminars, business meetings, trade shows and similar activities and events.

NOW, THEREFORE, in consideration of the respective representations and agreements contained herein, the parties hereto agree as follows:

Section 1. Services to be Provided by the CVB. The CVB shall perform, for the benefit of and on behalf of the CAA, marketing services to promote the utilization of the CAA Facilities for conventions, seminars, business meetings, trade shows and similar activities and events. The program of marketing services is expected to provide incentives to attract new business to the CAA Facilities including, but not limited to, (a) discounted facility rental fees, (b) reception or food service, (c) hosting industry events which lead to new business, (d) special set-ups and equipment rental and (e) marketing activities to promote unsold dates at the CAA Facilities. Prior to the payment by the CAA of the Payment Amount (as hereinafter defined), the CVB shall provide the CAA Executive Director with a written action plan for each applicable fiscal year of the CAA commencing with the fiscal year beginning July 1, 2009, and ending June 30, 2010 ("FY 2009/2010") acceptable to him, demonstrating how, with respect to each such fiscal year during the term of this Agreement, the Payment Amount and any Additional Payment Amount (as hereinafter defined) will be used to market the CAA Facilities including providing incentives to attract new business (the "Action Plan").

Section 2. Payment of the Payment Amount and Additional Payment Amount. Upon approval of the Action Plan for a fiscal year by the CAA Executive Director as provided in Section 1 hereof, the CAA shall pay the CVB \$50,000 for such fiscal year (the "Payment Amount") to assist in implementation of the Action Plan. In addition, the CAA shall pay the

CVB an additional \$25,000 for such fiscal year (the "Additional Payment Amount"), if the actual CVB initiated hotel/motel bookings exceed 94,500 room nights for the annual period commencing on January 1 prior to the applicable fiscal year and ending December 31 during the applicable fiscal year (e.g., January 1, 2009, through December 31, 2009, for the FY 2009/2010) as documented to the satisfaction of the CAA Executive Director.

Section 3. Carry-over of Payment Amount and Additional Payment Amount. If the Payment Amount and Additional Payment Amount, if applicable, are not expended or committed by the end of the fiscal year for which such payments were made, such unexpended or uncommitted amounts may be retained by the CVB and utilized in future fiscal years of the CAA in a matter consistent with the Action Plan.

Section 4. Quarterly Reporting. Within 15 days after the end of the each calendar quarter during the term of this Agreement and any carry-over period pursuant to Section 3 hereof until all of the Payment Amount and Additional Payment Amount, if applicable, are expended or committed, the CVB shall, upon request of the CAA Executive Director, provide the CAA Executive Director a written report indicating how the Payment Amount and, if applicable, the Additional Payment Amount, was utilized in implementing the Action Plan.

Section 5. Term and Extension. Except as otherwise provided in Section 3 hereof, this Agreement shall be for an initial term of one year commencing as of the date of this Agreement and ending June 30, 2010. Thereafter, this Agreement shall automatically be extended for successive one-year terms with such modifications, if any, as the parties may agree to in writing unless either party to this Agreement shall notify the other party to this Agreement in accordance with Section 13 hereof at least 60 days prior to the end of the current one-year term of its election not to extend the term of this Agreement for another successive one-year term.

Section 6. Amendment. This Agreement may not be amended except by written agreement signed by both parties hereto.

Section 7. Assignment. Neither party may assign its rights or obligations hereunder without the prior written consent of the other party.

Section 8. No Partnership or Joint Venture. It is understood that nothing in this Agreement is intended or shall in any way be construed to create or establish the relationship of partners or a joint venture between the CAA and the CVB.

Section 9. Non-Discrimination. The CVB agrees in connection with the performance of its duties and responsibilities under this Agreement that it will not discriminate against any employee or applicant for employment with respect to hire, tenure, terms, conditions, privilege of employment or any matter directly or indirectly related to employment because of race, color, religion, national origin, sex, height, weight, marital status, sexual orientation, or physical or mental disability. Breach of this covenant shall be a material breach of this Agreement as provided in the Handicapper's Civil Rights Act, Act 220 of the Public Acts of Michigan of 1976, as amended, and the Elliott-Larson Civil Rights Act, Act 453 of the Public Acts of 1976, as amended.

Section 10. Governing Law. This Agreement shall be construed in all respects in accordance with the laws of the State of Michigan.

Section 11. Binding Effect. The covenants herein contained shall bind, and the benefits shall inure to the respective successors and assigns of the parties hereto.

Section 12. Captions. The captions or headings in this Agreement are for convenience only and in no way define, limit or describe the scope or intent of any provisions or sections of this Agreement.

Section 13. Notices. All notices and other communications hereunder shall be sufficiently given and shall be deemed given when dispatched by regular mail, postage prepaid, or hand delivery, addressed as follows:

If to the CAA:

Grand Rapids-Kent County Convention/Arena Authority
303 Monroe Avenue, N.W.
Grand Rapids, Michigan 49503
Attention: Executive Director

If to the CVB:

Grand Raids/Kent County Convention and Visitors Bureau
171 Monroe Avenue, N.W., Suite 700
Grand Rapids, Michigan 49503
Attention: President

Section 14. Entire Agreement. This Agreement constitutes the entire agreement between the parties regarding the subject matter hereof and there are no other representations, warranties, promises, guarantees or agreement, oral or written, expressed or implied, between the parties hereto with respect to this Agreement.

IN WITNESS WHEREOF, the CAA and the CVB have caused these presents to be signed by their respective duly authorized officer as of the day and year first above written.

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

By: _____
Richard MacKeigan
Executive Director

**GRAND RAPIDS/KENT COUNTY
CONVENTION AND VISITORS
BUREAU**

By: 

Douglas Small, President

VAN ANDEL ARENA® WEEKLY
(Revised)

Item VIII

DATE	EVENT	EC	MOD	ROOM	TIME	FUNCTION
Wed, Jan 20	Available					
Thur, Jan 21	Available					
Fri, Jan 22	Griffins vs Toronto	RS	JIM	Arena	10A-12:30P 6:00 PM 7P-9:30P	Team practice Doors Hockey game
		MJD		Banquet B	5:30P-7P	Guaranteed giveaway
	GVSU Young Alumni Assn			East/West Nests	6P-9:30P	Banquet
	Chenard and Osborn			Talsma Terrace	6P-9:30P	Banquet
	East Kentwood Varsity Dance			North Tunnel	6P-9:30P	Staging area
	Great Lakes Chrysler/Jeep			Suite 101A	6P-9:30P	Banquet
	Tim Spehar			Suite 101B	6P-9:30P	Banquet
Sat, Jan 23	Brad Paisley	GC	ROD	Arena	8:00 AM 2:00 PM 3P-5:30P 6:00 PM 6:30 PM 7:30P-7:55P 7:55P-8:05P 8:05P-8:55P 8:55P-9:10P 9:10P-10:50P 10:30 PM	Load-in Chair set Sound check Usher meeting Doors Justin Moore Intermission Miranda Lambert Intermission Brad Baisley Load-out
		MJD		Arbor Mort Club	6P-10:50P	Contest winner's banquet
Sun, Jan 24	Harlem Globetrotters	RS	JIM	Arena	9:00 AM 12:00 PM 12:30 PM 1:00 PM 1:25 PM 2P-4:30P 4:30P-5P	Team arrival Magic Pass doors/Winners arrive Magic Pass starts Doors Winners' Meet-n-Greet Performance Post-game autographs
	Jam @ the Van	GC		Arena	6P-9P	Team practice (1 team/hour)
Mon, Jan 25	Jam @ the Van	GC	CHRIS	Arena	5:00 PM 6:15 PM 8:30P-9:45P	Doors East G.R. vs G.R. Christian Rockford vs Jenison
Tue, Jan 26	Available					
Wed, Jan 27	Available					
Thur, Jan 28	Available					
Fri, Jan 29	Griffins vs Chicago	RS	ROD	Arena	10A-12:30P 6:00 PM 7P-9:30P	Team practice Doors Hockey game
		MJD		Huntington Club	9:30P-9:50P	Post-game autographs
	GVSU Alumni			Banquet B	6P-9:50P	Banquet
	DP Fox			Banquet C	6P-9:50P	Speed dating event
	Data Strategy			Banquet D	6P-9:50P	Banquet
	One Communications			East-West Nests/ Talsma Terrace	6P-9:50P	Banquet
	Priority Health			North Tunnel	6P-9:50P	Banquet
	Blue Cross/Blue Shield			Suite 101A	6P-9:50P	Banquet
	Data Strategy			Suite 101B	6P-9:50P	Banquet

Sat, Jan 30	Griffins vs Rockford	GC	CHRIS	Arena	10A-12:30P 6:00 PM 7P-9:30P 9:30P-9:50P	Team practice Doors Hockey game Post-game jersey auction	
		MJD		Huntington Club	Banquet All	6P-7P	Ken Morrow autographs
	Huntington Bank			East Nest	6P-9:50P	Banquet	
	Summit Training Source			West Nest	6P-9:50P	Banquet	
	Michigan Office Solutions			Talsma Terrace	6P-9:50P	Banquet	
	TDS Metrocom			North Tunnel	6P-9:50P	Banquet	
	Investment Centers of America			Suite 101A	6P-9:50P	Banquet	
	Sun, Jan 31			Available		EDDIE	
Mon, Feb 1	Available						
Tue, Feb 2	Available						
Wed, Feb 3	Available						
Thur, Feb 4	Available						
Fri, Feb 5	Griffins vs Toronto	RS	TODD	Arena	10A-12:30P 6:00 PM 7P-9:30P	Team practice Doors Hockey game	
	West Side Beer	MJD		East Nest	6P-9:30P	Banquet	
	Centennial Securities			West Nest	6P-9:30P	Banquet	
	Cambridge Partners			Talsma Terrace	6P-9:30P	Banquet	
	Hicky Combs			East Terrace	6P-9:30P	Banquet	
	Grand Rapids Groove			North Tunnel	6P-9:30P	Staging area	
	CompuCraft, Inc.			Suite 101A	6P-9:30P	Banquet	
	Sat, Feb 6			Griffins vs Houston	GC	EDDIE	Arena
	MJD	Banquet All	6P-7P	Kirk Gibson autographs			
Gander Mountain		East Nest	6P-10:10P	Banquet			
The Printery		West Nest	6P-10:10P	Banquet			
Axios		North Tunnel	6P-10:10P	Banquet			
Powell Relocation		Suite 101A					
Sun, Feb 7		Available					
Mon, Feb 8		Available					
Tue, Feb 9	Available						
Wed, Feb 10	Available						
Thur, Feb 11	Super Bull	RS		Arena	8A-5P	Load-in	
Fri, Feb 12	Super Bull	RS	KATHY	Arena	7:30 PM	Performance	
Sat, Feb 13	Super Bull	RS	LYNNE	Arena	7:30 PM	Performance	
Sun, Feb 14	Available						
Mon, Feb 15	Available						
Tue, Feb 16	Available						
Wed, Feb 17	Available						
Thur, Feb 18	Available						
Fri, Feb 19	Griffins vs Hamilton	GC	LYNNE	Arena	10A-12:30P 6:00 PM 7P-9:30P	Team practice Doors Hockey game	
	BPA Leadership Conference	MJD		Banquet B	6P-7P	Banquet	
	Fraternal Order of Police			Banquet C	6P-7P	Banquet	
	Blue Cross Blue Shield			East Nest	6P-9:30P	Banquet	
	ASPE W. Mich Chapter			West Nest	6P-9:30P	Banquet	
	Priority Health			Talsma Terrace	6P-9:30P	Banquet	
	GVSU Poms			North Tunnel	6P-9:30P	Staging area	
	J & H Oil			Suite 101A	6P-9:30P	Banquet	

Sat, Feb 20	Griffins vs Peoria	GC	ROD	Arena	10A-12:30P 6:00 PM 7P-9:30P	Team practice Doors Hockey game
		MJD		Banquet All	5:30P-7P	Matt Giraud autographs
	Lake Michigan Credit Union			East Nest	6P-9:30P	Banquet
	Action Mold			West Nest	6P-9:30P	Banquet
	Tri County Pom and Cheer			North Tunnel	6P-9:30P	Staging area
	Powell Relocation			Suite 101A	6P-9:30P	Banquet
Sun, Feb 21	Griffins vs Texas	GC	KATHY	Arena	10A-12:30P 3:00 PM 4P-6:30P	Team practice Doors Hockey game
	Metro Health	MJD		East Nest	4P-6:30P	Banquet
	Dan Wiley			Suite 101A	4P-6:30P	Banquet

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DATE	EVENT	ROOM	TIME	FUNCTION	EC	HOUSE STAFF	EMT'S	POLICE	SECURITY
MON. FEB 1	MICHIGAN CAREER EDUCATION CONFERENCE	BALL A-B	7:00AM-7:00PM	FREIGHT & LABOR					
	MI INTERNATIONAL AUTO SHOW	EH A-C GG A-F GGO A-H	7:00AM-7:00PM	SETUP	DA	NONE	NONE	NONE	1 Scribner/ Michigan 3 Loading Dock 1 Overnight 1 24 hour Uniform 1 Supervisor 0
	BROADWAY GRAND RAPIDS: CIRQUE DREAMS: ILLUMINATION	DPH	TBD	HOUSE RESTORE	AK	0	0	0	
TUES. FEB 2	DFCU FINANCIAL WEST ANNUAL EMPLOYEE MEETING	BOARDROOM	7:00AM-10:00AM	MEETING					
	MI INTERNATIONAL AUTO SHOW	EH A-C GG A-F GGO A-H	8:00AM-7:00PM	VEHICLE LOAD IN	DA	NONE	NONE	NONE	1 24 Hour Uniform 1 Scribner/ Michigan 3 Loading Dock 1 Overnight 1 Director 1 Supervisor 1 SD 1 FOH 1 SMOKING
	GRAND RAPIDS SYMPHONY: THE MUSIC OF ELTON JOHN	DPH/LYON DOCK DPH	8AM-1PM 2:30PM-5:30PM 7:30PM-10PM 9:30PM-1AM	MOVE IN REHEARSAL PERFORMANCE MOVE OUT	AK	STAFF AS NEEDED 6PM-10PM	2 EMT 6PM- 10:30PM	2 TRAFFIC 6:30PM- 10PM	
WED. FEB 3	MI INTERNATIONAL AUTO SHOW	EH A-C GG A-F GGO A-H	7AM-12PM 1PM-3PM 6:30PM-10PM	FINAL DETAILING MEDIA PREVIEW CHARITY GALA	DA	4 Coat Check 4:00pm-10:30pm	2 EMT 4:30pm- 10:30pm	2 TRAFFIC 4:30pm- 10:30pm	1 24 hour Uniform 1 Overhead/ loading dock 1 Ex. Hall Roamer 1 Host Desk 1 Supervisor 1 M&M (uniform) 1 GG 1 Overnight
	MICH. RECREATION & PARK ASSOCIATION	BALL D- RO A-F BOARDROOM	8:00AM-11:59PM 8:00AM-11:59PM 8:00AM-11:59PM	EXHIBIT SETUP SETUP	JL	None	None	None	Welsh Lobby Host Desk
	GRAND RAPIDS SYMPHONY CLASSICAL 6: BEETHOVEN VIOLIN CONCERTO	DPH	8AM-12PM 3:30PM-6PM 7:30PM-10PM 3PM-10PM	MOVE IN REHEARSAL REHEARSAL SHOW OPEN	AK	0	0	0	1 SD
THURS. FEB 4	MI INTERNATIONAL AUTO SHOW	EH A-C GG A-F GGO A-H			DA	4 Ticket Takers, 1 Supervisor 2:30pm-9:30pm 1 Coat Check 3:00pm-9:30pm	2 EMT 2:30pm- 10:30pm	2 TRAFFIC 2:30pm- 10:30pm	1 24 Hour Uniform 1 Overhead/ loading dock 1 Host Desk 1 EX Hall Roamer 1 Supervisor 1 M&M 1 GG 1 Overnight

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DATE	EVENT	ROOM	TIME	FUNCTION	EC	HOUSE STAFF	EMT'S	POLICE	SECURITY
									4 Fire Doors
	MICH. RECREATION & PARK ASSOCIATION	BALL D-RO A-F BOARDROOM	8:00AM-11:59PM 8:00AM-11:59PM 8:00AM-11:59PM	EXHIBIT MEETING ROOMS MEETING	JL	None	None	None	Welsh Lobby Host Desk
	GRAND RAPIDS SYMPHONY CLASSICAL 6: BEETHOVEN VIOLIN CONCERTO	DPH	8AM-12PM 3:30PM-6PM 7:30PM-10PM	MOVE IN REHEARSAL REHEARSAL	AK	0	0	0	1 SD
FRI. FEB 5	MI INTERNATIONAL AUTO SHOW	EH A-C GG A-F GGO A-H	11AM-10PM	SHOW OPEN	DA	5 Ticket Takers, 1 Supervisor 10:30am-9:30pm 2 Coat Check 11:00am-9:30pm	2 EMT 10:30am-10:30pm	2 TRAFFIC 10:30am-10:30pm	1 24 Hour Uniform 1 Host Desk 1 EX Hall Roamer 1 Supervisor 1 M&M 1 GG 1 Overnight 4 Fire Doors
	GVSU PRESIDENT'S BALL	BALL A-D	8:00AM-11:59PM	DINNER	DA	NONE	2 EMT 8:00PM-1:00AM	NONE	1 Host Desk 1 Welsh Desk 1 Lyon Dock 1 W. GG Guard 8 Ticket Takers/ Entry Guards 2 Sechia Lobby Guards 1 Fire Watch 1 Welsh Exit Door Guard 1 GG Guard 3 Stage Guards 2 Ballroom Roamers
	GRAND RAPIDS SYMPHONY CLASSICAL 6: BEETHOVEN VIOLIN CONCERTO	RECITAL HALL DPH	7PM-7:30PM 8PM-10PM	UPBEAT PERFORMANCE	AK	STAFF AS NEEDED 6:30PM-10:30PM	2 EMT 6:30PM-10:30PM	2 TRAFFIC 7PM-10:30PM	1 SD 1 FOH
SAT. FEB 6	MI INTERNATIONAL AUTO SHOW	EH A-C GG A-F GGO A-H	10AM-10PM	SHOW OPEN	DA	5 Ticket Takers, 1 Supervisor 9:30am-9:30pm 2 Coat Check 10:00am-9:30pm	2 EMT 9:30am-10:30pm	2 TRAFFIC 9:30am-10:30pm	1 24 Hour Uniform 1 Host Desk 1 EX Hall Roamer 1 Supervisor 1 M&M 1 GG 1 Overnight 4 Fire Doors
	PROJECT COOL	BALL C	8:00AM-11:59PM	FUNDRAISER					
	OPERA GRAND RAPIDS: PAGLIACCI	RECITAL HALL	1PM-4PM	REHEARSAL	AK	0	0	0	1 SD
	GRAND RAPIDS SYMPHONY CLASSICAL 6: BEETHOVEN VIOLIN CONCERTO	RECITAL HALL DPH	7PM-7:30PM 8PM-10PM 10PM-12AM	UPBEAT PERFORMANCE MOVE OUT	AK	STAFF AS NEEDED 6:30PM-10:30PM	2 EMT 6:30PM-10:30PM	2 TRAFFIC 7PM-10:30PM	1 SD 1 FOH

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DATE	EVENT	ROOM	TIME	FUNCTION	EC	HOUSE STAFF	EMT'S	POLICE	SECURITY
SUN. FEB 7	MI INTERNATIONAL AUTO SHOW	EH A-C GG A-F GGO A-H	10AM-6PM 6:30PM-10PM	SHOW OPEN VEHICLE MOVE OUT	DA	4 Ticket Takers, 1 Supervisor 9:30am-5:00pm 1 Coat Check 10:00am-5:30pm	2 EMT 9:30am- 6:30pm	2 TRAFFIC 9:30am- 6:30pm	1 Uniform 1 MI Loading Dock 1 Host Desk 1 Ex Hall Roamer 1 Supervisor 1 MSM (uniform) 1 GG 4 Fire Doors 1 Overnight 2 Scribner/ Michigan 3 MI Loading Dock 1 Ex Hall/Dock Director TBD
MON. FEB 8	MI INTERNATIONAL AUTO SHOW	EH A-C GG A-F GGO A-H	8AM-5PM	FINAL TEAR DOWN	DA	NONE	NONE	NONE	
	OPERA GRAND RAPIDS: PAGLIACCI	DPH/L YON DOCK DPH	8PM-5PM 7:30PM-10:30PM	MOVE IN REHEARSAL	AK	0	0	0	1 SD
TUES. FEB 9	GVSU COLLEGIATE JOB FAIR	BALL B-D	8:00AM-11:59PM	EXHIBIT					
	DK / AXIOS JOINT TRAINING MEETING	GO A	4:00PM-9:00PM	MEETING					
	FIFTH THIRD BANK	GG A-C GG C-F	8:00AM-11:59PM 8:00AM-11:59PM	GENERAL SESSION BREAKOUT ROOM					
	OPERA GRAND RAPIDS: PAGLIACCI	DPH	8PM-5PM 7:30PM-10:30PM	MOVE IN REHEARSAL	AK	0	0	0	1 SD
WED. FEB 10	OPERA GRAND RAPIDS: PAGLIACCI	DPH	8PM-5PM 7:30PM-10:30PM	MOVE IN REHEARSAL	AK	STAFF AS NEEDED 6PM-10:30PM	2 EMT 6:30PM- 10:30PM	2 TRAFFIC 6:30PM- 10:30PM	1 SD 1 FOH
THURS. FEB 11	WEST MICHIGAN GOLF SHOW	EH A-B	8:00AM-11:59PM	SETUP	DA	NONE	NONE	NONE	3 MI Dock 1 Overnight
	AUTO-WARES CUSTOMER OUTING	RO A-F GG A-F GO A-H BOARDROOM EH C DPH	8:00AM-11:59PM 8:00AM-11:59PM 8:00AM-11:59PM 8:00AM-11:59PM 8:00AM-11:59PM	SETUP SETUP SETUP SETUP SETUP	JL	None	None	None	3 MI Dock Overnight
	OPERA GRAND RAPIDS: PAGLIACCI	DPH		DARK					
FRI. FEB 12	WEST MICHIGAN GOLF SHOW	EH A-B	8:00AM-11:59PM	EXHIBIT	DA	2 Ticket Takers 3:30pm-8:30pm	2 EMT 3:30pm- 9:30pm	2 TRAFFIC 3:30pm- 9:00pm	3 MI Dock 1 Freight Elevator 1 Grand Gallery 1 Box Office 2 Emergency Exit Doors 1 Overhead AB 1 Overnight
	AUTO-WARES CUSTOMER OUTING	RO A-F GG A-F	8:00AM-11:59PM 8:00AM-11:59PM	BREAKOUT ROOM BREAKOUT ROOM	JL	None	None	None	Welsh lobby Host Desk

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DATE	EVENT	ROOM	TIME	FUNCTION	EC	HOUSE STAFF	EMT'S	POLICE	SECURITY
		GO A-H BOARDROOM EH C BALL A-B BALL C-D MON B	8:00AM-11:59PM 8:00AM-11:59PM 8:00AM-11:59PM 8:00AM-11:59PM 8:00AM-11:00AM	BREAKOUT ROOM BREAKOUT ROOM EXHIBIT DINNER MEETING					3 MI Dock Freight Elevator 2 Airwall guards Overnight
	CITY OF GRAND RAPIDS			MEETING					
	OPERA GRAND RAPIDS: PAGLIACCI	DPH	6:30PM-7PM 7:30PM-9:30PM	PRE OPERA TALK PERFORMANCE	AK	STAFF AS NEEDED 6PM-10PM	2 EMT 6PM-10PM	2 TRAFIC 6:30PM- 10PM	1 SD 1 FOH
SAT. FEB 13	WEST MICHIGAN GOLF SHOW	EH A-B	8:00AM-11:59PM	EXHIBIT	DA	2 Ticket Takers 9:30am-6:30pm	2 EMT 9:30am- 7:00pm	2 TRAFFIC 9:30am- 7:00pm	1 MI Dock 1 Box Office 2 Emergency Exit Doors 1 Overhead AB 1 Overnight
	AUTO-WARES CUSTOMER OUTING	RO A-F GG A-F GO A-H BOARDROOM EH C BALL C-D BALL A-B	8:00AM-11:59PM 8:00AM-11:59PM 8:00AM-11:59PM 8:00AM-11:59PM 8:00AM-11:59PM 8:00AM-11:59PM	BREAKOUT ROOMS BREAKOUT ROOMS BREAKOUT ROOMS EXHIBIT MEETING DINNER	JL	None	None	None	Welsh Lobby Host Desk 2 Airwall Freight Elevator MI Dock
	OPERA GRAND RAPIDS: PAGLIACCI	DPH	6:30PM-7PM 7:30PM-9:30PM 9:30PM-1:30AM	PRE OPERA TALK PERFORMANCE MOVE OUT	AK	STAFF AS NEEDED 6PM-10PM	2 EMT 6PM-10PM	2 TRAFIC 6:30PM- 10PM	1 SD 1 FOH
SUN. FEB 14	WEST MICHIGAN GOLF SHOW	DPH/LYON DOCK EH A-B	8:00AM-11:59PM	EXHIBIT	DA	2 Ticket Takers 9:30am-4:30pm	2 EMT 9:30pm- 5:30pm	2 TRAFFIC 9:30am-6pm	3 MI Dock 1 Freight Elevator 1 Grand Gallery 1 Box Office 2 Emergency Exit Doors 1 Overhead AB
	GRAND RAPIDS BOAT SHOW	EH A-C GG A-F GGO A-H	8:00AM-11:59PM 8:00AM-11:59PM 8:00AM-11:59PM	SETUP SETUP SETUP	JL	None	None	None	4 MI Dock Scribner Overnight
MON. FEB 15	GRAND RAPIDS BOAT SHOW	EH A-C GG A-F GGO A-H	8:00AM-11:59PM 8:00AM-11:59PM 8:00AM-11:59PM	SETUP SETUP SETUP	JL	None	None	None	4 MI Dock Scribner 2 Overnight
TUES. FEB 16	GRAND RAPIDS BOAT SHOW	EH A-C GG A-F GGO A-H	8:00AM-11:59PM 8:00AM-11:59PM 8:00AM-11:59PM	SETUP SETUP SETUP	JL	None	None	None	3 MI Dock
	GRAND RAPIDS SYMPHONY CLASSICAL 7: A NIGHT OF ROMANCE	DPH	8AM-12PM 3:30PM-6PM 7:30PM-10PM	MOVE IN REHEARSAL REHEARSAL	AK	0	0	0	1 SD
WED. FEB 17	GRAND RAPIDS BOAT SHOW	EH A-C GG A-F GGO A-H	8:00AM-11:59PM 8:00AM-11:59PM 8:00AM-11:59PM	EXHIBIT EXHIBIT BREAKOUT ROOMS	JL	Coat Check Ticket Takers	Team of 2 3pm-9:30pm	Traffic Control 2:30pm-10pm	4 MI Dock 2 Overnight Roamer Supervisor Freight Service East GG West GG

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DATE	EVENT	ROOM	TIME	FUNCTION	EC	HOUSE STAFF	EMT'S	POLICE	SECURITY
	GRAND RAPIDS SYMPHONY CLASSICAL 7: A NIGHT OF ROMANCE	DPH	3:30PM-6PM 7:30PM-10PM	REHEARSAL REHEARSAL	AK	0	0	0	4 Fire door 1 SD
THURS. FEB 18	GRAND RAPIDS BOAT SHOW	EH A-C GG A-F GGO A-H	8:00AM-11:59PM 8:00AM-11:59PM 8:00AM-11:59PM	EXHIBIT EXHIBIT BREAKOUT ROOMS	JL	Coat Check Ticket Takers	Team of 2 3pm-9:30pm	Traffic Control 2:30pm-10pm	MI Dock 2 Overnight Supervisor East GG West GG 4 Fire door Roamer
	2010 BUILDING CHARACTER CELEBRATION DINNER	BALL A-D RO A BOARDROOM	8:00AM-11:59PM 8:00AM-11:59PM 8:00AM-11:59PM	BANQUET MEETING RECEPTION					
	GRAND RAPIDS SYMPHONY CLASSICAL 7: A NIGHT OF ROMANCE	DPH RECITAL HALL DPH	3:30PM-6PM 3:30PM-6PM 7:30PM-10PM	REHEARSAL REHEARSAL REHEARSAL	AK	0	0	0	1 SD
FRI. FEB 19	GRAND RAPIDS BOAT SHOW	EH A-C GG A-F GGO A-H	8:00AM-11:59PM 8:00AM-11:59PM 8:00AM-11:59PM	EXHIBIT EXHIBIT BREAKOUT ROOMS	JL	Coat Check Ticket Takers	Team of 2 11:30am- 9:30pm	Traffic Control 11:30am- 9:30pm	2 Overnight MI Dock Supervisor East GG West GG Roamer 4 Fire door
	W. MI WEDDING ASSOC. FEBRUARY BRIDAL SHOW	BALL A-D	8:00AM-11:59PM	SETUP / EXHIBIT	DA	2 Ticket Takers 4:30pm-8:30pm	2 EMT 5:00pm- 9:00pm	None	1 Welsh Lobby 2 Lyon Dock 2 Service Corridor Guards Fire Watch Overnight
	GRAND RAPIDS SYMPHONY CLASSICAL 7: A NIGHT OF ROMANCE	RECITAL HALL DPH	7PM-7:30PM 8PM-10PM	UPBEAT PERFORMANCE	AK	STAFF AS NEEDED 6:30PM-10:30PM	2 EMT 6:30PM- 10:30PM	2 TRAFFIC 7PM- 10:30PM	1 SD 1 FOH
SAT. FEB 20	GRAND RAPIDS BOAT SHOW	EH A-C GG A-F GGO A-H	8:00AM-11:59PM 8:00AM-11:59PM 8:00AM-11:59PM	EXHIBIT EXHIBIT BREAKOUT ROOMS	JL	Coat Check Ticket Takers	2 EMT 10am-9pm	Traffic Control 10am-9pm	2 overnight MI Dock Supervisor East GG West GG Roamer 4 Fire door
	W. MI WEDDING ASSOC. FEBRUARY BRIDAL SHOW	BALL A-D	8:00AM-11:59PM	EXHIBIT / TEAR DOWN	DA	2 Ticket Takers 9:30am-4:00pm	2 EMT 10am-4pm	None	1 Welsh Lobby 2 Lyon Dock 2 Service Corridor Guards Fire Watch Overnight
	GRAND RAPIDS SYMPHONY CLASSICAL 7: A NIGHT OF ROMANCE	RECITAL HALL DPH	7PM-7:30PM 8PM-10PM 10PM-12AM	UPBEAT PERFORMANCE MOVE OUT	AK	STAFF AS NEEDED 6:30PM-10:30PM	2 EMT 6:30PM- 10:30PM	2 TRAFFIC 7PM- 10:30PM	1 SD 1 FOH
SUN. FEB 21	GRAND RAPIDS BOAT SHOW	EH A-C GG A-F GGO A-H	8:00AM-11:59PM 8:00AM-11:59PM 8:00AM-11:59PM	EXHIBIT EXHIBIT BREAKOUT ROOMS	JL	Coat Check Ticket Takers	2 EMT 11am-6pm	Traffic 11am- 6pm	2 Overnight Roamer Supervisor East GG West GG

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DATE	EVENT	ROOM	TIME	FUNCTION	EC	HOUSE STAFF	EMT'S	POLICE	SECURITY
									4 Fire door 4 MI Dock 2 Scribner Service Freight
MON. FEB 22	GRAND RAPIDS BOAT SHOW	EH A-C GG A-F GGO A-H	8:00AM-11:59PM 8:00AM-11:59PM 8:00AM-11:59PM	TEARDOWN TEARDOWN TEARDOWN	JL	None	None	None	2 overnight Scribner Supervisor 4 MI Dock
TUES. FEB 23	S. ABRAHAM & SONS TRADE SHOW	EH B-C	8:00AM-11:59PM	SETUP					
	MICH. ASSOC. OF INSURANCE AGENTS	SECCHIA LOBBY BALL A-D	8:00AM-11:59PM 8:00AM-12:00AM	REGISTRATION EXHIBIT SETUP	DA	None	None	None	TBD
	GRAND RAPIDS SYMPHONY 5 TH GRADE CONCERTS	DPH	9:40AM-10:40AM 11:10AM-12:10PM	PERFORMANCE	AK	STAFF AS NEEDED 8:30AM-12:30PM	2 EMT 8:30AM- 12:30PM	2 TRAFFIC 8:30AM- 12:30PM	1 SD 2 MONROE 1 SCRIBNER
WED. FEB 24	S. ABRAHAM & SONS TRADE SHOW	EH B-C	8:00AM-11:59PM	SETUP					
	MICH. ASSOC. OF INSURANCE AGENTS	SECCHIA LOBBY BALL A-D	8:00AM-11:59PM 8:00AM-12:00AM	REGISTRATION EXHIBIT	DA	None	None	None	TBD
	GRAND RAPIDS SYMPHONY 5 TH GRADE CONCERTS	GG A-F DPH	8:00AM-5:00PM 9:40AM-10:40AM 11:10AM-12:10PM	BREAKOUT ROOMS PERFORMANCE	AK	STAFF AS NEEDED 8:30AM-12:30PM	2 EMT 8:30AM- 12:30PM	2 TRAFFIC 8:30AM- 12:30PM	1 SD 2 MONROE 1 SCRIBNER
THURS. FEB 25	S. ABRAHAM & SONS TRADE SHOW	GG E-F GG D EH B-C	8:00AM-11:59PM 8:00AM-11:59PM 8:00AM-11:59PM	BREAKOUT ROOM BREAkout ROOM EXHIBIT					
	MI POLITICAL LEADERSHIP PROGRAMS	BALL A	9:00PM-11:59PM	SETUP					
	GRAND RAPIDS SYMPHONY 5 TH GRADE CONCERTS	DPH	9:40AM-10:40AM 11:10AM-12:10PM 3:30PM-6PM 7:30PM-10PM	PERFORMANCE PERFORMANCE REHEARSAL REHEARSAL	AK	STAFF AS NEEDED 8:30AM-12:30PM	2 EMT 8:30AM- 12:30PM	2 TRAFFIC 8:30AM- 12:30PM	1 SD 2 MONROE 1 SCRIBNER
FRI. FEB 26	S. ABRAHAM & SONS TRADE SHOW	GG E-F BALL A-D EH B-C GG D EH A	8:00AM-11:59PM 8:00AM-11:59PM 8:00AM-11:59PM 8:00AM-11:59PM 8:00AM-11:59PM	BREAKOUT ROOM DINNER EXHIBIT BREAkout ROOM SETUP					
	W. MI MOTORCYCLE & ORV SHOW	BALL A	5:00AM-11:59PM	MEETING					
	MI POLITICAL LEADERSHIP PROGRAMS	DPH	9:40AM-10:40AM 11:10AM-12:10PM 12PM-5PM 7:30PM-10PM	PERFORMANCE PERFORMANCE CHANGEOVER REHEARSAL	AK	STAFF AS NEEDED 8:30AM-12:30PM	2 EMT 8:30AM- 12:30PM	2 TRAFFIC 8:30AM- 12:30PM	1 SD 2 MONROE 1 SCRIBNER
SAT. FEB 27	S. ABRAHAM & SONS TRADE SHOW	GG E-F EH B-C	8:00AM-11:59PM 8:00AM-11:59PM	BREAKOUT ROOM EXHIBIT					
	REAL ESTATE DISPOSITION CORP	BALL B GG D-F	8:00AM-11:59PM 8:00AM-11:59PM	HOME AUCTION SHOW OFFICE					
	W. MI MOTORCYCLE & ORV SHOW	EH A	8:00AM-11:59PM	EXHIBIT					
	GRAND RAPIDS SYMPHONY: TOO HOT TO HANDEL	DPH BALL C DPH	3:30PM-6PM 5PM-7:30PM 8PM-10:30PM	REHEARSAL RECEPTION/DINER PERFORMANCE	AK	STAFF AS NEEDED 6:30PM-10:30PM	2 EMT 6:30PM- 10:30PM	2 TRAFFIC 7PM- 10:30PM	1 SD 1 FOH 1 WELSH 1 HOST DESK