

## Agenda

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### Board of Directors

#### Remote Virtual Meeting

**Friday, January 8, 2021**

#### Following CAA Operations Committee Meeting

1. Call to Order Steve Heacock
2. Minutes of November 13, 2020, and December 4, 2020 Action
3. Reappointment of Board Member Floyd Wilson, Jr.
4. Committee Reports
  - A. Operations Committee
  - B. Finance Committee
    - i. Consolidated Financial Statement for Period Ending November 30, 2020 Action
    - ii. November 30, 2020 Financial Statements – DeVos Place® and Van Andel Arena® - SMG, a Division of ASM Global Information
5. Update from SMG, a Division of ASM Global
6. Public Comment
  - A. Downtown Information Booth
7. Board Member Comments
8. Adjournment

**Next Meeting Date: Friday, February 5, 2021**

**MINUTES OF THE GRAND RAPIDS-KENT COUNTY  
CONVENTION/ARENA AUTHORITY  
MEETING OF BOARD OF DIRECTORS  
REMOTE VIRTUAL MEETING  
Friday, November 13, 2020**

Attendance

Members Present: Steve Heacock, Chairperson  
Rosalynn Bliss  
Lew Chamberlin  
Birgit Klohs  
Floyd Wilson, Jr.  
Richard Winn

Members Absent: Charlie Secchia

Staff/Others:	Joe Agostinelli	Downtown Grand Rapids, Inc.
	Mercedes Barragan	Spectrum Health/CIG
	Kathy Bart	ASM
	Wayman Britt	Kent County
	Kate Carlson	<i>MIBiz</i>
	Hilarie Carpenter	ASM
	James Conner	Triangle, Inc.
	Omar Cuevas	Grand Rapids Chamber/CIG
	Eric DeLong	City of Grand Rapids
	Christa Ferguson	WOOD TV
	Alison Goodyke	ASM
	Scott Gorsline	DP Fox
	Tim Gortsema	Grand Rapids Griffins
	Braden Graham	Bluewater Technologies
	Jen Henkel	ASM
	Al Jano	Kent County
	Todd Johnson	ASM
	Jennifer Kasper	Grand Rapids Parking Services
	Andy Kursch	ASM
	J.J. Loew	Vicinity Energy
	Chris Machuta	ASM
	Rich MacKeigan	ASM
	Mary Manier	Experience Grand Rapids
	Cheri McConomy	McConomy Properties
	Brian McVicar	<i>MLive/The Grand Rapids Press</i>
	Angela Nelson	Experience Grand Rapids/CIG
	Evette Pittman	City of Grand Rapids/CIG
	Torrance Richardson	Gerald R. Ford International Airport
	Doug Small	Experience Grand Rapids
	Brett Smith	Bluewater Technologies
	Emilee Syrewicze	Opera Grand Rapids
	Eddie Tadlock	ASM
	Aaron Terpstra	City of Grand Rapids
	Brad Thomas	Progressive AE
	John Van Fossen	Meijer

John Van Houten  
Susan Waddell  
Mark Washington  
Richard Wendt  
Robert White  
Jessica Wood  
Paul Ymker

Progressive AE  
CAA  
City of Grand Rapids  
Dickinson Wright  
CAA  
Dickinson Wright  
Bluewater Technologies

## **1. Call to Order**

Steve Heacock, chairperson, called the remote virtual meeting to order at 8:57 a.m. Secretary/Treasurer, Richard Winn, recorded the meeting minutes.

## **2. Minutes of Prior Meeting**

*Motion by Ms. Klohs, support by Mr. Wilson, to approve the October 2, 2020, Minutes. Motion carried.*

## **3. Committee Reports**

### **A. Operations Committee**

Chair Lew Chamberlin stated that he had nothing further to add since the October meeting.

#### **i. Experience Grand Rapids Report**

Mary Manier reported that the sales team hosted three clients for site visits during October. Staff held its first virtual FAM, with ASM Sales Director Kathy Bart as a co-host on the talk show format. The FAM highlighted downtown hotels, DeVos Place®, and downtown activities. More than 20 state and national meeting planners tuned in and participated. The FAM will be repeated in November and December, and 65 participants have registered for November and 46 for December. The sales team has been attending virtual and in-person conventions, such as Destination Michigan that was held at DeVos Place®. Sales staff participated virtually in Luxury Meeting Summit that focused on working with CVBs. The in-person conventions focus on how it is possible to hold a safe meeting. The sales team booked Solution Tree for DeVos Place® and the conference will occur in June 2021, with 1,200 people.

Omar Cuevas, co-chair of the Community Inclusion Group (CIG), reported that the CIG met virtually at the end of October to discuss how to maintain relevancy during the pandemic. The CIG is pursuing virtual options that highlight community of colors. More information of those will be forthcoming.

### **B. Finance Committee**

#### **i. Acceptance of September 2020 Consolidated Financial Statements**

*Motion by Mr. Winn, support by Ms. Bliss, (i) to accept the September 2020 Consolidated Financial Statements (ii) to authorize increased budgeted revenue and expenses by \$1,985,817, to recognize the grant from Kent County; and (iii) to waive the Purchasing Policy requirement for use of competitive open market procedures in the acquisition of grant funding equipment and materials. Motion carried.*

Chair Heacock explained that a waiver of the Purchasing Policy was necessary, given the short time frame within which to complete the County contract requirements under the grant agreement.

- ii. SMG, a Division of ASM Global, September 2020 DeVos Place® and Van Andel Arena® Financial Statements

The SMG financial statements were included in the agenda packet as information items.

**4. Resolution Approving and Authorizing the Execution of a Memorandum of Understanding Related to the Relocation of a Portion of the Market Avenue Sanitary Trunk Sewer, the Potential Location of an Amphitheater at 201 Market Avenue, S.W. and Other Matters Related Thereto**

*Boardmember Birgit Klohs, supported by Boardmember Lew Chamberlin, moved the adoption of the following resolution:*

**WHEREAS**, the Grand Rapids – Kent County Convention/Arena Authority (the “CAA”) is exploring the feasibility of constructing an amphitheater on a portion of property owned by the City of Grand Rapids (the “City”) and located at 201 Market Avenue, S.W. (“201 Market”); and

**WHEREAS**, in order to utilize 201 Market for an amphitheater and/or other potential development, it is necessary to relocate a large sanitary trunk sewer that runs through 201 Market (the “Trunk Sewer”); and

**WHEREAS**, the CAA and City have agreed along with other owners of property through which the Trunk Sewer passes to share in the costs of relocating the Trunk Sewer; and

**WHEREAS**, the CAA and the City have agreed to the process by which a portion of 201 Market would be acquired and utilized as a site of an amphitheater; and

**WHEREAS**, the CAA and the City along with Amway Hotel Corporation and 63 Market Avenue Holdings, LLC, as the owners of other property along the west side of Market Avenue, S.W. through which the Trunk Sewer passes, have agreed to the terms of a Memorandum of Understanding (the “MOU”) addressing the relocation of the Trunk Sewer and the potential location of an amphitheater at 201 Market; and

**WHEREAS**, the MOU provides that the CAA shall assign to the City the Engineering Services Agreement it has with Progressive AE related to the relocation of the Trunk Sewer.

**RESOLVED:**

1. That the MOU in the form presented at this meeting is approved with such modifications not materially adverse to the CAA approved as to content by the Executive Director of the CAA and as to form by CAA legal counsel and the Chairperson of the Board is authorized and directed to execute the approved MOU for and on behalf of the CAA.

2. That the CAA shall assign the Engineering Services Agreement to the City pursuant to an assignment agreement approved as to content by the Executive Director of the CAA and as to form by CAA legal counsel and the Chairperson of the Board is authorized and directed to execute the approved agreement for and on behalf of the CAA.

3. *That all resolutions or parts of resolutions in conflict herewith shall be, and the same are hereby, rescinded.*

***Resolution Declared Adopted.***

**5. Resolution Approving and Authorizing the Execution of a Grant Agreement with Kent County Related to the Receipt of Grant Funds Under the Cares Act**

*Boardmember Hon. Rosalynn Bliss, supported by Boardmember Richard Winn, moved the adoption of the following resolution:*

***WHEREAS***, the Grand Rapids – Kent County Convention/Arena Authority (the “CAA”) has been advised by Kent County (the “County”) that funds are available through the County pursuant to Coronavirus Aid, Relief, and Economic Security Act (the “CARES Act”) for costs incurred by the CAA due to the public-health emergency with respect to the Coronavirus Disease 2019 (“COVID-19”); and

***WHEREAS***, the CAA applied for and received a grant from the County in the amount of \$1,985,817.00 to mitigate the spread of COVID-19 and implement certain environmental hygiene programs to prepare DeVos Place, DeVos Performance Hall and VanAndel Arena for safe reopening; and

***WHEREAS***, in order to receive such grant funds, it is necessary for the CAA to enter into a Grant Agreement with the County.

***RESOLVED:***

1. *That the Grant Agreement (the “Agreement”) between the CAA and the County in the form presented at this meeting is approved and any officer of the CAA Board is authorized and directed to execute the Agreement for and on behalf of the CAA.*

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

***Resolution declared adopted.***

**6. Resolution Clarifying Ownership of the East Half of the Gillett Bridge and Granting Easement Rights to the City for Work in Relation to River Restoration Project**

Although Chair Heacock did not have a technical conflict of interest, he turned over management of this action to Birgit Klohs, Vice Chair. Ms. Klohs requested a motion in support of clarifying ownership of the east half of Gillett Bridge and granting easement rights to the City of Grand Rapids. Attorney Richard Wendt explained this is a clean-up item with regards to the restore the rapids project. When the convention center was built and/or expanded 20 years ago, the City and the County transferred property to the CAA indirectly through the Building Authority and that transfer of property was silent to the ownership of the east half of the Gillett Bridge which touches and is adjacent to the CAA’s property. This motion would have the CAA convey any interest in the Gillett Bridge to the City, who owns the west half of the Gillett Bridge, and also provides an easement over the east half for access to the Gillett Bridge.

*Boardmember Birgit Klohs, supported by Boardmember Richard Winn, moved the adoption of the following resolution:*

**WHEREAS**, *the Grand Rapids-Kent County Convention Arena Authority (the “CAA”) is an authority created pursuant to Act 203 of the Public Acts of Michigan of 1999, as amended (“Act 203”), with such powers and responsibilities as provided in Act 203, its Articles of Organization and its Bylaws; and*

**WHEREAS**, *the City of Grand Rapids, a Michigan municipal corporation, with offices at 300 Monroe Ave. NW, Grand Rapids, MI 49503, (the “City”) conveyed the land on the east side of the Grand River to the CAA pursuant to a Quit Claim Deed dated June 30, 2000 (the “Deed”), and the Deed contained access easements to and across the Gillett Bridge, and the intent was for the City to retain ownership of the Gillett Bridge structure; and*

**WHEREAS**, *while it is clear that the City owns the west half of the Gillett Bridge structure, there is uncertainty as to the City’s ownership of the east half of the Gillett Bridge structure; and*

**WHEREAS**, *the City is in the process of establishing and confirming all property rights adjacent to the Grand River as part of its Restore the Rapids project and since the intent was for the City to retain ownership of the east half of the Gillett Bridge structure, the City is requesting a quit claim deed from the CAA clarifying the City’s ownership of the east half of the Gillett Bridge structure and granting easements to the City over a portion of CAA land adjacent to the Gillett Bridge, and*

**WHEREAS**, *the CAA’s engineers have reviewed and approved the easements.*

**RESOLVED:**

1. *That the CAA hereby quit claims to the City a quit claim deed conveying any interest it has in the property, and in particular, the east half of the Gillett Bridge and granting the requested easement in the form presented with such modifications not materially adverse to the CAA approved as to form by the CAA Executive Director and as to form by legal counsel.*

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

**Resolution declared adopted.**

**7. ASM Report – New Logos**

Mr. MacKeigan stated that the ASM marketing team developed new logos and introduced Hilarie Carpenter, Marketing Director. Ms. Carpenter provided an overview of the new logos, developed with local design firm DDM. The newly refreshed logos will be introduced as the marketing staff creates new materials to communicate the different safety protocols ASM is putting in place to reopen the buildings. There are no changes to the DeVos Place® logo. DeVos Performance Hall did not have a logo and new horizontal and stacked versions have been created. The Van Andel Arena® logo was completely updated and refreshed, with both stacked and horizontal versions. The CAA logo was also completely updated to give a nod to the three venues and the CAA’s own identity. Ms. Carpenter presented updated business card and letterhead designs that incorporated all of the new logos. Chair Heacock and Ms. Klohs commended Ms. Carpenter on the clean, contemporary designs.

Torrance Richardson, Gerald R. Ford International Airport, provided an airport update. Domestic sales for passenger tickets is down 82%. With the rise in Covid cases and several states strongly recommending not to travel during the holidays, we will see a negative impact on traffic through the airport. Ticket sales are down but passenger traffic has increased slightly. At the national level, passenger traffic has been averaging 34% while locally we are at 42%. The airport working closely with the Harvard TH Chan School of Public Health for a study on the pandemic and its impact on aviation. Two new routes to Newark and Dustin, Florida, will be announced next week.

#### **8. Public Comment**

Scott Gorsline, Grand Rapids Griffins, stated that indoor sports still present a challenge. The AHL start date is tentatively scheduled for February 5, 2021, and the league is working hard to make that happen.

#### **9. Board Member Comments**

Mayor Bliss thanked everyone for their hard work during the pandemic. Mr. Chamberlin stated expressed hope for some sort of baseball next summer. Mr. Winn stated that the MDRD, the new Spanish restaurant that replaced Cygnus, is now open.

#### **10. Adjournment**

The meeting adjourned at 9:35 a.m.

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Richard A. Winn, Recording Secretary

**MINUTES OF THE GRAND RAPIDS-KENT COUNTY  
CONVENTION/ARENA AUTHORITY  
JOINT MEETING OF  
BOARD OF DIRECTORS AND COMMITTEES  
REMOTE VIRTUAL MEETING  
Friday, December 4, 2020**

Attendance

Board Members: Steve Heacock, Chairperson  
Rosalynn Bliss  
Lew Chamberlin  
Birgit Klohs  
Charlie Secchia  
Floyd Wilson, Jr.  
Richard Winn

Finance Committee: Jeff Dood  
Jill Ferris  
Robert Herr  
Joe Jones  
Jay Preston  
Marvin Van Nortwick  
Jana Wallace

Operations Committee: Jim Conner  
Peter D'Arienzo  
Glenn Del Vecchio  
Al Jano  
Darius Quinn  
John Van Fossen

Community  
Inclusion Group: Connie Dang  
Darius Quinn

Staff/Others:	Joe Agostinelli	Downtown Grand Rapids, Inc.
	Scott Atchison	Info Center GR
	Mandy Bolter	Kent County
	Kathy Bart	ASM
	Wayman Britt	Kent County
	Kate Carlson	<i>MIBiz</i>
	Hilarie Carpenter	ASM
	Thomas Coomes	CitiGroup
	Bill Culhane	Progressive AE
	Eric DeLong	City of Grand Rapids
	Aaron Doty	Grand Rapids Symphony
	Christa Ferguson	WOOD TV
	Alison Goodyke	ASM
	Scott Gorsline	DP Fox
	Tim Gortsema	Grand Rapids Griffins
	Jen Henkel	ASM
	Jennifer Kasper	Grand Rapids Parking Services



Andy Kursch	ASM
Kim Lindsay	Rehmann
J.J. Loew	Vicinity Energy
Chris Machuta	ASM
Rich MacKeigan	ASM
Mary Manier	Experience Grand Rapids
Brian McVicar	<i>MLive/The Grand Rapids Press</i>
Mark Miller	Downtown Grand Rapids, Inc.
Jackie Morse	ASM
Torrance Richardson	Gerald R. Ford International Airport
Marcus Scott	ASM
Doug Small	Experience Grand Rapids
Emilee Syrewicze	Opera Grand Rapids
Eddie Tadlock	ASM
Aaron Terpstra	City of Grand Rapids
Brad Thomas	Progressive AE
John Van Houten	Progressive AE
Susan Waddell	CAA
Mark Washington	City of Grand Rapids
Richard Wendt	Dickinson Wright
Robert White	CAA
Robert Wilberding	Bluewater Technologies
Jessica Wood	Dickinson Wright
Paul Ymker	Bluewater Technologies

## **1. Call to Order and Opening Comments**

Steve Heacock, Chairperson, called the meeting to order at 8:00 a.m. Secretary/Treasurer Richard Winn recorded the meeting minutes. Joint Convention/Arena Authority (CAA) Board and Committee meetings are held in June and in December each year. Chair Heacock reflected on the nature of the organization and what that means regarding the CAA's status today. The county and city created the CAA to own and operate the Van Andel Arena®, DeVos Place®, and DeVos Performance Hall. The city had owned the properties that the CAA now manages, and the County controlled the hotel-motel tax and wanted to use that tax to encourage economic development. Experience Grand Rapids represents the private sector and acts as the marketing arm to book conventions at DeVos Place®. Since the pandemic has had an adverse impact on the CAA's fund balance, it is time that the parties consider the future together for the whole community. Mr. Heacock thanked the County for the CARES relief grant of \$1.9 million that will be used to reactivate the venues.

## **2. Kent County Update**

Mandy Bolter, Kent County Chair, provided a year in review. The county board has an 11-8 bipartisan split, and Ms. Bolter takes a bipartisan approach to accomplish the county's goals. Before the pandemic hit, the county was focused on board functionality. To that end, the board engaged in strategic planning, held a board retreat, and encouraged board members to become active in annual planning. The board approved a new parks office, a multi-purpose building in northern Kent County, and a service garage. Because of the county's strong financial position, it was able to pay cash for these projects. The county started addressing housing affordability, the PDR program and land use collaboration with local governments, and building a county tower downtown at 320 Ottawa. Once COVID-19 hit, the county received \$115 million in CARES federal funding that was distributed to local units of government, funding for essential needs and homeless shelters, nonprofits, small businesses, child care centers, and

schools. The county is in the process of creating county-wide, commercial grade wi-fi hotspot in areas of the community where there is no internet access. Throughout the pandemic, the county held on to its AAA bond rating. Dr. London at the health department has shined throughout the pandemic and is one of the best health officers in the nation. The county was able to pass a budget unanimously, despite the political tensions and contentious election cycle. The biggest challenge for the county in the upcoming year is the COVID-19 vaccination roll-out, which may begin as early as next week. The vaccine requires a very cold temperature and most likely will go into urban areas because, once it is removed from the freezer, there is only a six-hour window to use it. Most likely, Kent County will be regional hub to distribute the vaccine to other counties. The county caucus elected Ms. Bolter to be county chair, her third and final year. The county administrator has resigned and a search committee has been formed to find a replacement. The county will emphasize and support park usage, which has skyrocketed during the pandemic. The county is working with The Right Place to look at broadband infrastructure and highspeed internet throughout the county. Trying to improve the local economy, the county is supporting the city in weathering the pandemic storm.

### **3. City of Grand Rapids Update**

Mayor Bliss thanked Ms. Bolter for serving as co-chair of the housing stability alliance, which looks at the housing needs across the community, and for the County's support of the community with CARES relief funding. The pandemic this year has caused many challenges and the city has been able to shift gears quickly because of community partnerships. This past year has been about all of us coming together and figuring out, through public-private partnerships, what we needed to do in the city to support businesses and economic development within the city. Mayor Bliss thanked the city's internal team and city manager for identifying quickly what needed to be done internally to streamline processes and eliminate red tape, and, with the Chamber, push through legislation for social zones and social districts to transform public spaces in support of businesses. At the end of October, the city commission held a retreat to identify next year's priorities. Homelessness and housing continue to be top priorities for the city commission and a full-time position has been added to focus on homeless outreach coordination. One of the goals around housing is to build up a housing fund to \$20 million to build affordable housing. Public safety is also a top priority. The chief of police presented a strategic plan that contains a number of key elements to transform policing, including pushing towards a neighborhood policing model with the goal to eliminate racialized outcomes. Economic development will continue to be a focus next year, with an eye on how to incent and support economic development in the poorest neighborhoods. The city has 17 census tracts with high unemployment and families living in poverty, so the city will be intentional with its work. Despite navigating this global pandemic, the city's partnership with the county and the CAA has accomplished some incredible work. Some of these include moving the trunkline on Market Street to redevelop those properties, the transformation of the Van Andel Arena® plaza, and work ahead to recover from the pandemic. The river restoration project is moving forward and will be completed soon. If there is any city that can come out of this pandemic stronger and better and more equitable, and use this challenge to build-back better, I believe Grand Rapids can. The work being done by the city, the county, and the CAA will be instrumental in moving us forward.

Chair Heacock explained that the county, city, and Experience Grand Rapids are the three entities that appoint members to the CAA Board. The county's nominees are Chair Heacock and Rick Winn, the city's nominees are Mayor Bliss and Birgit Klohs, and Experience Grand Rapids' nominees are Lew Chamberlin and Floyd Wilson, Jr. The Governor has one appointment, and that is Charlie Secchia.

#### **4. Experience Grand Rapids Update**

When Doug Small, President and CEO, stated that for the past ten consecutive years, Grand Rapids has experienced record growth because of great collaborations with CAA, ASM, and the Amway Grand Plaza Hotel. The year 2020 has been the worst year for tourism anywhere. The CAA has provided support in the way of intellectual knowledge, staffing, and financial support through this tough time. Mr. Small thanked the county for the CARES relief funding the bureau received. The bureau is funded with hotel stays and, when there are no hotel stays, there is no revenue coming in and the CARES grant money allowed the bureau to produce business opportunities to help small businesses and hotel community to survive during the pandemic, as well as build programs for the future. Mr. Small thanked Mayor Bliss and Mark Washington for their support in keeping businesses alive and continuing to succeed as a destination. Mr. Small thanked Lew Chamberlin and Floyd Wilson, Jr., as the bureau's appointees to the CAA, for their support and service on the CAA Board. Mr. Small thanked Rick Winn, who has been a great mentor since he arrived in town, and continues to work closely with the bureau as a voice for the hotel community. Mr. Small congratulated Dr. Floyd Wilson, Jr., who co-authored a paper that was published in the *European Journal of Public Health* on the Affordable Cares Act and the inappropriate use of emergency room services. Mr. Small thanked the CAA for its efforts in continuing to build on infrastructure that will be needed when we come out of the pandemic. The amphitheater project is important for the leisure market. Mr. Small encouraged the CAA to keep working on the convention hotel project. Our competition is building them right now, as well as expanding convention centers.

#### **5. Committee Reports**

##### **A. Operations Committee**

##### **i. Experience Grand Rapids Report**

Ms. Manier reported that the sales staff, in partnership with ASM, continue to promote Grand Rapids for future conventions. Staff hosted called Destination Michigan that focused on Lansing-based meeting planners. The CVB's employee in Washington, D.C. hosted an educational webinar for meeting planners who plan for higher education associations. The CVB sponsored an industry insight with Conference Direct. Every month, the CVB hosts virtual FAMs. In November, 45 meeting planners attended and another 45 will be attending next week. Angela and Brandy attended the National Coalition of Black Meeting Professionals and met with clients. Tim Nelson hosted a meeting planner with the National Rural Water Association.

##### **B. Finance Committee**

##### **i. SMG, a Division of ASM Global Special Purpose Financial Statements as of and for the Years Ended June 30, 2020 and 2019 – Rehmann**

Kim Lindsay of Rehmann presented the Special Purpose Financial Statements for DeVos Place® and the Van Andel Arena®. The main purposes of the special purpose financial statements are (i) to calculate the incentive fee and (ii) to express an opinion on the DeVos Place® and Van Andel Arena® special purpose financial statements for the year ended June 30, 2020, in conformity with generally accepted accounting principles. Mr. Lindsay stated that Rehmann issued unmodified, clean audit opinions. Due to the shutdown of the venues and no activity, SMG, a Division of ASM Global, will not receive an incentive fee this year.

ii. Communication from Independent Auditors Concerning  
SMG, a Division of ASM Global, Special Purpose Financial Statements

Mr. Lindsay reviewed the management letter. There were no control deficiencies. During the year ended June 30, 2020, Rehmann was not aware of any significant changes in accounting policies or their application during the year. There were no uncorrected misstatements or disclosure items passed identified during the audit. Rehmann received the full cooperation of SMG's management staff and had unrestricted access to SMG's senior management in the performance of the audit.

iii. Financial Statements and Supplementary Information for the Years  
Ended June 30, 2020 and 2019 – Rehmann

Mr. Lindsay stated that Rehmann issued an unmodified, clean opinion for the CAA's FY 2020 Financial Statements. Because the CAA is a governmental entity, the audit contains a management discussion and analysis section at the beginning of the report. For the balance sheet, total assets at the end of the fiscal year totaled \$41.6 million. Liabilities were \$18.9 million. Mr. Lindsay referred to page 10, Statements of Net Position, and noted that the CAA concluded the year with \$22.6 million unrestricted fund balance. Operating revenues for the year totaled \$11.9 million, as compared to \$17.8 million in FY 2019. Expenses totaled \$15.8 million versus \$17.9 million for FY 2019. Expenses were reduced due to the shutdown.

iv. Audit Wrap-Up Letter for the Year Ended June 30, 2020

Mr. Lindsay stated that the management letter did not reveal any control deficiencies. During the year ended June 30, 2020, Rehmann was not aware of any significant changes in accounting policies or their application during the year. There were no uncorrected misstatements or disclosure items passed identified during the audit. Rehmann received the full cooperation of CAA staff. Mr. Lindsay concluded by stating the process was clean and he was pleased with the assistance provided to Rehmann staff.

*Motion by Mr. Winn, support by Mr. Wilson, to accept the SMG, a Division of ASM Global, Special Purpose Financial Statements as of and for the Years Ended June 30, 2020 and 2019, and the CAA Financial Statements and Supplementary Information for the Years Ended June 30, 2020 and 2019. Motion carried.*

v. Consolidated Financial Report, for the Year Ended  
June 30, 2020, Recap – Budget to Actual

Mr. White stated that the cover memo and Table D reconcile the budget adopted for the year ending June 30, 2020, with actual results. The FY 2020 budget, as adopted, forecasted a (\$3,302,492) draw on unrestricted fund balance. Upon completion of the fiscal year and release of the audited financial statements, the Authority had drawn (\$2,640,304) from unrestricted fund balance. The Van Andel Arena® original budgeted Operating Revenues, of \$6.3 million, was believed to be a reasonably achievable goal. At the six months "Roll," the updated forecast was looking at a number several hundred thousand higher. Unfortunately, with closure of the facility on and after March 14<sup>th</sup>, year-end operating revenues were reported at \$5.8 million. The decline in operating revenues, from original budget, was more than offset by decreased operating expenses resulting in a lapse of \$0.6 million from original budget. DeVos Place® FY2020 budgeted operating revenues/expenses were tracking at budget through the first eight months. Closure of the facility, on and after March 14<sup>th</sup>, resulted in a significant decline from originally budgeted revenues reflecting a balance \$1.7 million below the original forecast. Operating expenses came in \$0.6 million below the original authorization, partially offsetting the operating revenue decline. The FY2020 capital budget included a spending allowance of almost \$5.0 million. Thirteen "in progress" balances, totaling \$1.7 million, were carried over to the FY2021 capital

budget. All other projects were completed at a slight overrun (\$14,303) from budget. All these revenue/expenditure variances resulted in a lower draw on Unrestricted Fund Balance than anticipated in the original budget, from a forecasted draw of \$3.3 million to an actual draw of \$2.6 million. The Fiscal Year 2021 budget forecast a draw of \$11.1 million from Unrestricted Fund Balance. This draw is required as a result of an anticipated operating deficit of \$6.7 million and a capital budget (excluding restricted accounts) of \$4.4 million.

vi. Acceptance of October 2020 Consolidated Financial Statements

Mr. White presented the consolidated financial report for the period ended October 31, 2020. For the first four months of the prior fiscal year, the CAA generated positive net operating proceeds of \$25,000. During the first four months of this fiscal year, the CAA experienced an operating deficit of \$1.1 million. That is a swing of almost \$1.2 million from the first four months of the last fiscal year. In FY 2020, the CAA had a positive margin of \$658,000. The budget forecast is a loss of \$6.5 million, a swing of almost \$7 million forecast from last year actual to this year budget. The loss in the first four months was only \$1.2 million. The operating losses are being held down, primarily by the fact that SMG, a division of ASM Global, has been able to reduce fixed expenses by over 50% so far this fiscal year when compared to last year actual. Mr. White recommended a budget amendment regarding the state grant based on the MOU Agreement the CAA entered into with the City of Grand Rapids, that was approved at the November 13, 2020, meeting.

*Motion by Mr. Herr, support by Mr. Winn, to accept the October 2020 Consolidated Financial Statements and to authorize the budget transfer of \$115,143 from Administrative - Consulting Services to the Amphitheater Project budget to provide for administrative expense related to the feasibility phase of the project. Motion carried.*

vii. SMG – October 2020 Van Andel Arena® and DeVos Place®  
Financial Statements

The SMG, a Division of ASM Global, Financial Statements were included as information items.

**6. Resolution Approving and Authorizing Execution of an Engineering Services Agreement with Progressive AE Related to the Relocation of a Portion of the Market Avenue Sanitary Trunk Sewer**

*Boardmember Winn, supported by Boardmember Klohs, moved the adoption of the following resolution:*

**WHEREAS**, the Grand Rapids – Kent County Convention/Arena Authority (the "CAA") entered into an engineering services agreement with Progressive AE ("PAE") related to the relocation of a portion of the Market Avenue Sanitary Trunk Sewer (the "Trunk Sewer") in connection with its evaluation of the construction of an amphitheater; and

**WHEREAS**, subsequently, the CAA has entered into a Memorandum of Understanding (the "MOU") with the City of Grand Rapids (the "City"), Amway Hotel Corporation and 63 Market Avenue Holdings, LLC expanding the portion the Trunk Sewer to be relocated, agreeing to a sharing of the cost of such relocation and providing for the construction of certain Market Avenue roadway betterments in connection with such relocation, the cost of which will be the sole responsibility of the City; and

**WHEREAS**, it is necessary because of a change in the scope of the project that a revised engineering services agreement between the CAA and PAE be approved and executed; and

***WHEREAS, both the MOU and the CAA Board resolution adopted November 13, 2020, authorize and direct that the engineering services agreement be assigned to the City.***

***RESOLVED:***

1. *That the Professional Engineering Services Agreement (the "Agreement") with PAE in the form presented at this meeting is approved with such modifications not materially adverse to the CAA approved as to content by the Executive Director of the CAA and as to form by the CAA legal counsel and any officer of the Board is authorized and directed to execute the approved Agreement for and on behalf of the CAA.*

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

***RESOLUTION DECLARED ADOPTED.***

**7. Report of SMG, a Division of ASM Global**

Mr. MacKeigan stated that a number of convention and visitors' bureaus have abandoned their group efforts and have focused solely on tourism, which offered staff the opportunity to engage with the Michigan Society of Association Executives to strengthen our relationship. ASM will be sponsoring a virtual game with meeting planners that the Michigan Society of Association Executives is hosting, a perfect illustration of how we will be best positioned when business picks up again. A flurry of activity occurred last week to book events for the end of 2021 and 2022. The American Hockey League continues to look at a potential February 2021 start, either with or without fans. The ASM holiday gifts for clients this year included information on ASM's VenueShield program to open the venues safely, as well as a link to the Symphony's holiday pops concert. Progressive AE has been hired to reassess the Lyon Street project. The CARES funding granted by the County is required to be expended by the end of December and will be used for equipment that will have positive long-lasting health implications beyond COVID-19, such as treatments in the air handling system and touchless fixtures.

**8. Public Comment**

Scott Atchison, Info Center GR, spoke in support of an information center to be located at the corner of Pearl Street and Monroe Avenue, specific for downtown. The stand-alone structure would include a daily menu matrix that changes depending on downtown activities.

Mark Miller, Downtown Grand Rapids, Inc. presented an overview of the Van Andel Arena® plaza project, which is substantially complete and features more trees and seating opportunities. The donor bricks are in the process of being relocated.

**9. CAA Board and Committee Member Comments**

Board and committee members wished audience participants best wishes for the holidays.

**10. Adjournment**

The meeting adjourned at 9:39 a.m.

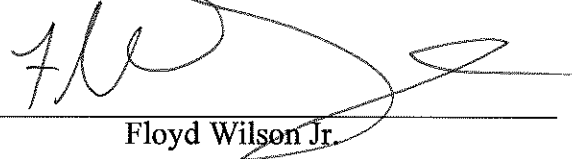
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Richard A. Winn, Recording Secretary

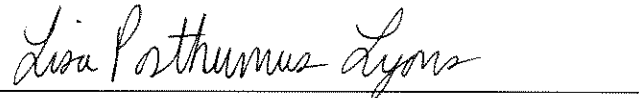
STATE OF MICHIGAN } ss  
County of Kent

I do solemnly swear (or affirm) that I will support the Constitution of the United States, and the  
Constitution of this State, and that I will faithfully perform the duties of the office of  
Board Member, Grand Rapids - Kent County Convention Arena Authority

in and for the County of Kent, State of Michigan, according to the best of my ability.

  
Floyd Wilson Jr.

Subscribed and Sworn to before me, this January 05, 2021



Lisa Posthumus Lyons, Kent County Clerk/Register  
Kent County, Michigan

My Commission Expires \_\_\_\_\_



**Consolidated Financial Report**  
**November 30, 2020**

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**Financial Dashboard**  
**Year-To-Date (5 Months)**  
**November 30, 2020**

<b>Van Andel Arena®</b>						
	<b>All Events</b>			<b>Concert</b>		
	<b>Prior Year</b>	<b>Budget</b>	<b>Actual</b>	<b>Prior Year</b>	<b>Budget</b>	<b>Actual</b>
<b>Events</b>	<b>36</b>	<b>-</b>	<b>5</b>	<b>16</b>	<b>-</b>	<b>-</b>
<b>Attendance</b>	<b>215,831</b>	<b>-</b>	<b>-</b>	<b>130,863</b>	<b>-</b>	<b>-</b>
<b>Event Income</b>	<b>\$ 1,575,072</b>	<b>\$ -</b>	<b>\$ 47,380</b>	<b>\$ 1,366,825</b>	<b>\$ -</b>	<b>\$ 959</b>
<b>DeVos Place®</b>						
	<b>All Events</b>			<b>Convention/Trade</b>		
	<b>Prior Year</b>	<b>Budget</b>	<b>Actual</b>	<b>Prior Year</b>	<b>Budget</b>	<b>Actual</b>
<b>Events</b>	<b>224</b>	<b>-</b>	<b>13</b>	<b>59</b>	<b>-</b>	<b>-</b>
<b>Attendance</b>	<b>179,435</b>	<b>-</b>	<b>464</b>	<b>55,613</b>	<b>-</b>	<b>-</b>
<b>Event Income</b>	<b>\$ 2,384,740</b>	<b>\$ -</b>	<b>\$ 6,314</b>	<b>\$ 885,144</b>	<b>\$ -</b>	<b>\$ (8,913)</b>
				<b>Prior Year</b>	<b>Budget</b>	<b>Actual</b>
<b>Operating Income (Loss)</b>				<b>\$ 332,123</b>	<b>\$ (2,459,318)</b>	<b>\$ (1,857,268)</b>
<b>Capital/Repair/Replacement</b>				<b>(1,831,780)</b>	<b>(1,259,864)</b>	<b>(1,245,761)</b>
<b>Net - To/(From) on Fund Balance</b>				<b>\$ (1,499,657)</b>	<b>\$ (3,719,182)</b>	<b>\$ (3,103,029)</b>

\*NOTES: (1):

Unrestricted Fund Balance @ June 30, 2020

\$21.6M

**Grand Rapids-Kent County Convention/Arena Authority**  
**Summary by Facility/Other**  
**Fiscal Year Ending June 30, 2021**

	<b>FY 2021</b>				<b>FY 2020</b>
	<b>7/1 - 11/30</b>				
	<b>Year-to-Date</b>	<b>Roll</b>	<b>Estimate<sup>(1)</sup></b>	<b>Budget</b>	<b>Prior Year</b>
<b>Van Andel Arena</b>					
Operating - Revenues	\$ 507,271	\$ 416,361	\$ 923,632	\$ 855,248	\$ 5,832,637
- Expenses - Facilities	(838,546)	(2,033,909)	(2,872,455)	(3,161,016)	(3,947,676)
- Base Management Fees	(75,141)	(105,199)	(180,340)	(182,848)	(179,263)
- Incentive Fee	-	-	-	-	-
Net Operating Income (Loss)	(406,416)	(1,722,747)	(2,129,163)	(2,488,616)	1,705,698
Parking	66,292	124,926	191,218	234,000	314,418
Pedestrian Safety	-	(13,700)	(13,700)	(13,700)	(82,159)
<b>Net Proceeds (Cost) of VAA</b>	<b>(340,124)</b>	<b>(1,611,521)</b>	<b>(1,951,645)</b>	<b>(2,268,316)</b>	<b>1,937,957</b>
<b>DeVos Place Convention Center</b>					
Operating - Revenues	42,441	697,036	739,477	975,759	4,966,722
- Expenses - Facilities	(1,484,293)	(2,810,346)	(4,294,639)	(4,606,032)	(6,340,580)
- Base Management Fees	(75,141)	(105,199)	(180,340)	(182,848)	(179,263)
- Incentive Fee	-	-	-	-	-
Net Operating Income (Loss)	(1,516,993)	(2,218,509)	(3,735,502)	(3,813,121)	(1,553,121)
Parking	157,286	237,714	395,000	395,000	907,156
Pedestrian Safety	-	(8,300)	(8,300)	(8,300)	(42,382)
<b>Net Proceeds (Cost) of DVP</b>	<b>(1,359,707)</b>	<b>(1,989,095)</b>	<b>(3,348,802)</b>	<b>(3,426,421)</b>	<b>(688,347)</b>
<b>Other</b>					
Revenues	82,905	115,117	198,022	198,022	1,015,744
Expenses	(240,342)	(919,764)	(1,160,106)	(1,044,963)	(1,606,877)
Net Other	(157,437)	(804,647)	(962,084)	(846,941)	(591,133)
<b>Total Net Proceeds/Operating</b>	<b>(1,857,268)</b>	<b>(4,405,263)</b>	<b>(6,262,531)</b>	<b>(6,541,678)</b>	<b>658,477</b>
Capital/Repair Expenditures	(1,245,761)	(3,160,563)	(4,406,324)	(4,420,427)	(3,298,781)
<b>Results Net of Capital/Repair Expenditures</b>	<b>\$ (3,103,029)</b>	<b>\$ (7,565,826)</b>	<b>\$ (10,668,855)</b>	<b>\$ (10,962,105)</b>	<b>\$ (2,640,304)</b>

Notes:

(1) Roll and year-end estimate will be next updated, on a quarterly basis, at the Board meeting of Feb. 5th.

(2) Includes budget amendment to provide for several capital project balances carried over from FY20. See June 2020 consolidated financial report for details.

**Grand Rapids-Kent County Convention/Arena Authority**  
**Budget Summary by Facility/Other**  
**Financial Trends for the Month of November 2020**

	<b>November Monthly</b>		
	<b>FY 2020</b>	<b>FY 2021</b>	<b>Change Positive (Negative)</b>
<b>Van Andel Arena</b>			
Operating - Revenues	\$ 551,659	\$ 27,475	(95.0)
- Expenses - Facilities <sup>(1)</sup>	(341,545)	(172,374)	49.5
- Base Management Fees	(14,939)	(15,028)	(0.6)
- Incentive Fee	-	-	-
Net Operating Income (Loss)	195,175	(159,927)	(181.9)
Parking	34,932	14,658	(58.0)
Pedestrian Safety	(15,013)	-	100.0
<b>Net Proceeds (Cost) of VAA</b>	<b>215,094</b>	<b>(145,269)</b>	<b>(167.5)</b>
<b>DeVos Place Convention Center</b>			
Operating - Revenues	678,633	14,139	(97.9)
- Expenses - Facilities <sup>(1)</sup>	(531,232)	(314,078)	40.9
- Base Management Fees	(14,939)	(15,028)	(0.6)
- Incentive Fee	-	-	-
Net Operating Income (Loss)	132,462	(314,967)	(337.8)
Parking	102,567	79,667	(22.3)
Pedestrian Safety	(4,607)	-	100.0
<b>Net Proceeds (Cost) of DVP</b>	<b>230,422</b>	<b>(235,300)</b>	<b>(202.1)</b>
<b>Other</b>			
Revenues	50,572	534	(98.9)
Expenses	(199,434)	(113,328)	43.2
Net Other	(148,862)	(112,794)	24.2
<b>Total Net Proceeds/Operating</b>	<b>296,654</b>	<b>(493,363)</b>	<b>(266.3)</b>
Capital/Repair Expenditures	(570,759)	(221,045)	61.3
<b>Results Net of Capital Expenditures</b>	<b>\$ (274,105)</b>	<b>\$ (714,408)</b>	<b>(260.6)</b>

Notes:

(1) Includes ASM line item - "Net Salaries and Benefits": Nov. 2019 (Actual) \$330K, Nov. 2020 (Budget) \$217K, and Nov. 2020 (Actual) \$207K, [a 38.5% reduction from Nov. 2019 (Actual)].

**Grand Rapids-Kent County Convention/Arena Authority**  
**Administrative - Operating / Capital Replacement Budget**  
**FY 2021 Budget**

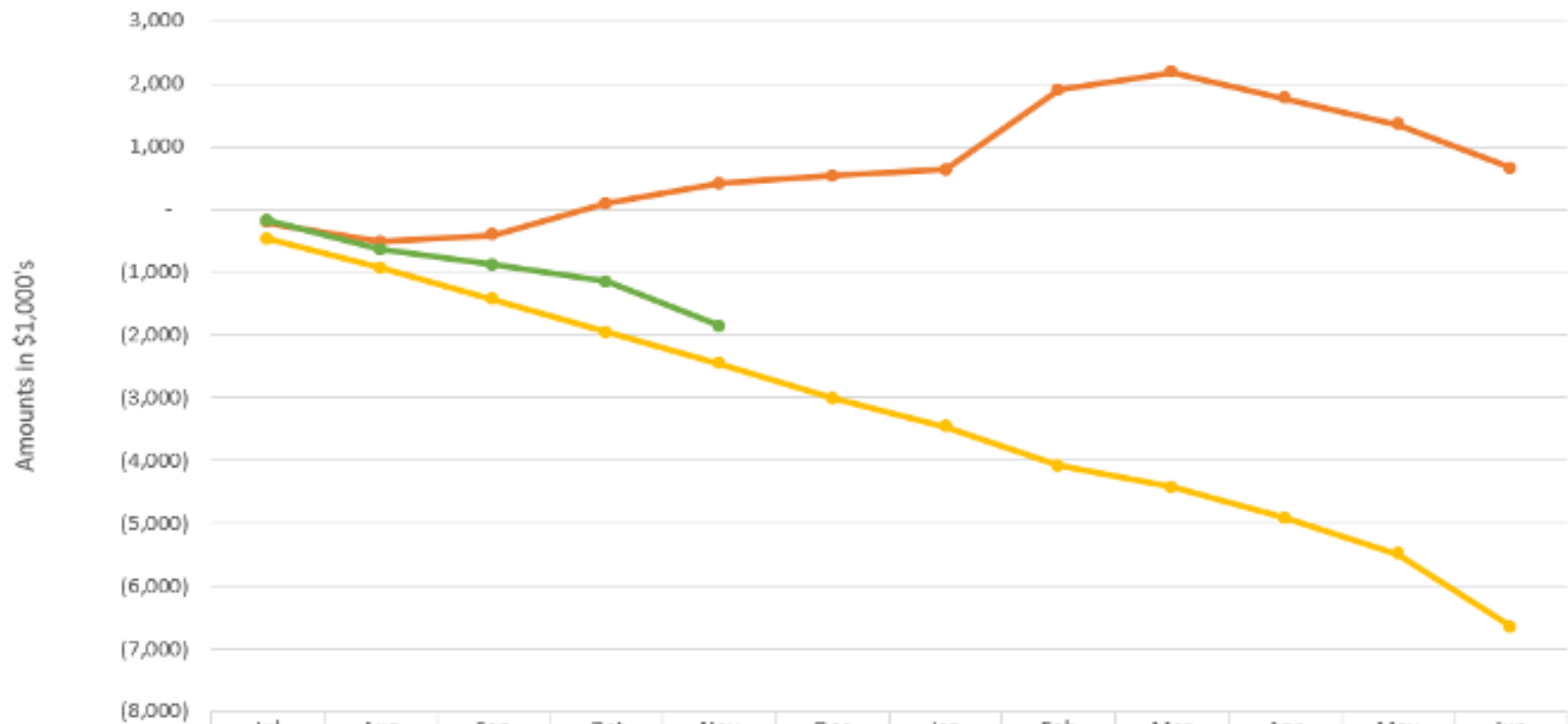
<b>FY 2021 Eligible Projects:</b>		<b>Budget</b>	<b>Actual 7/1-11/30</b>	<b>Roll</b>	<b>Full-Year Estimate</b>
<b>Van Andel Arena®</b>					
	Upper Bowl Seating	\$ 750,000	-	\$ 745,897	\$ 745,897
<b>Total VAA</b>		<b>750,000</b>	<b>-</b>	<b>745,897</b>	<b>745,897</b>
<b>DeVos Place®</b>					
	Building Management Software-HVAC	150,000	-	150,000	150,000
	Exterior Welsh Granite & Steps	300,000	165,523	134,477	300,000
	Fly Rail System	1,450,000	680,867	769,133	1,450,000
<b>Total DVP</b>		<b>1,900,000</b>	<b>846,390</b>	<b>1,053,610</b>	<b>1,900,000</b>
<b>Both Venues</b>					
	Box Office Speakers	<b>60,000</b>	<b>-</b>	<b>50,000</b>	<b>50,000</b>
<b>Carryover (FY20) Projects</b>					
DVP	Projection Theater Updates	200,000	-	200,000	200,000
DVP	Fly Rail System	114,604	114,604	-	114,604
DVP	Additional Furniture	33,000	-	33,000	33,000
DVP	Carpet: Keeler Lobby/Performance Hall	323,619	228,289	95,330	323,619
DVP	Airwall Fabric Replacement	42,015	42,015	-	42,015
DVP	OSHA Safety Changes	7,381	-	7,381	7,381
DVP	Lyon Street Landscaping	400,000	-	400,000	400,000
DVP	New Soft Start for Chiller	39,885	-	39,885	39,885
VAA	Suite Refresher	372,803	1,463	371,340	372,803
VAA	Security Upgrades	25,135	13,000	12,135	25,135
BOTH	Elevator Modernization	10,985	-	10,985	10,985
BOTH	New Computers	4,000	-	4,000	4,000
BOTH	New Phone System	137,000	-	137,000	137,000
<b>Total Carryover</b>		<b>1,710,427</b>	<b>399,371</b>	<b>1,311,056</b>	<b>1,710,427</b>
<b>Total Unrestricted Accounts</b>		<b>4,420,427</b>	<b>1,245,761</b>	<b>3,160,563</b>	<b>4,406,324</b>
<b>Amphitheater - State Grant (Restricted Account)</b>		<b>4,969,411</b>	<b>155,780</b>	<b>4,609,156</b>	<b>4,764,936</b>
<b>COVID-19 County Grant (Restricted Account)</b>		<b>1,985,817</b>	<b>46,486</b>	<b>1,939,331</b>	<b>1,985,817</b>
<b>Total FY 2021 Capital Budget</b>		<b>\$ 11,375,655</b>	<b>\$ 1,448,027</b>	<b>\$ 9,709,050</b>	<b>\$ 11,157,077</b>

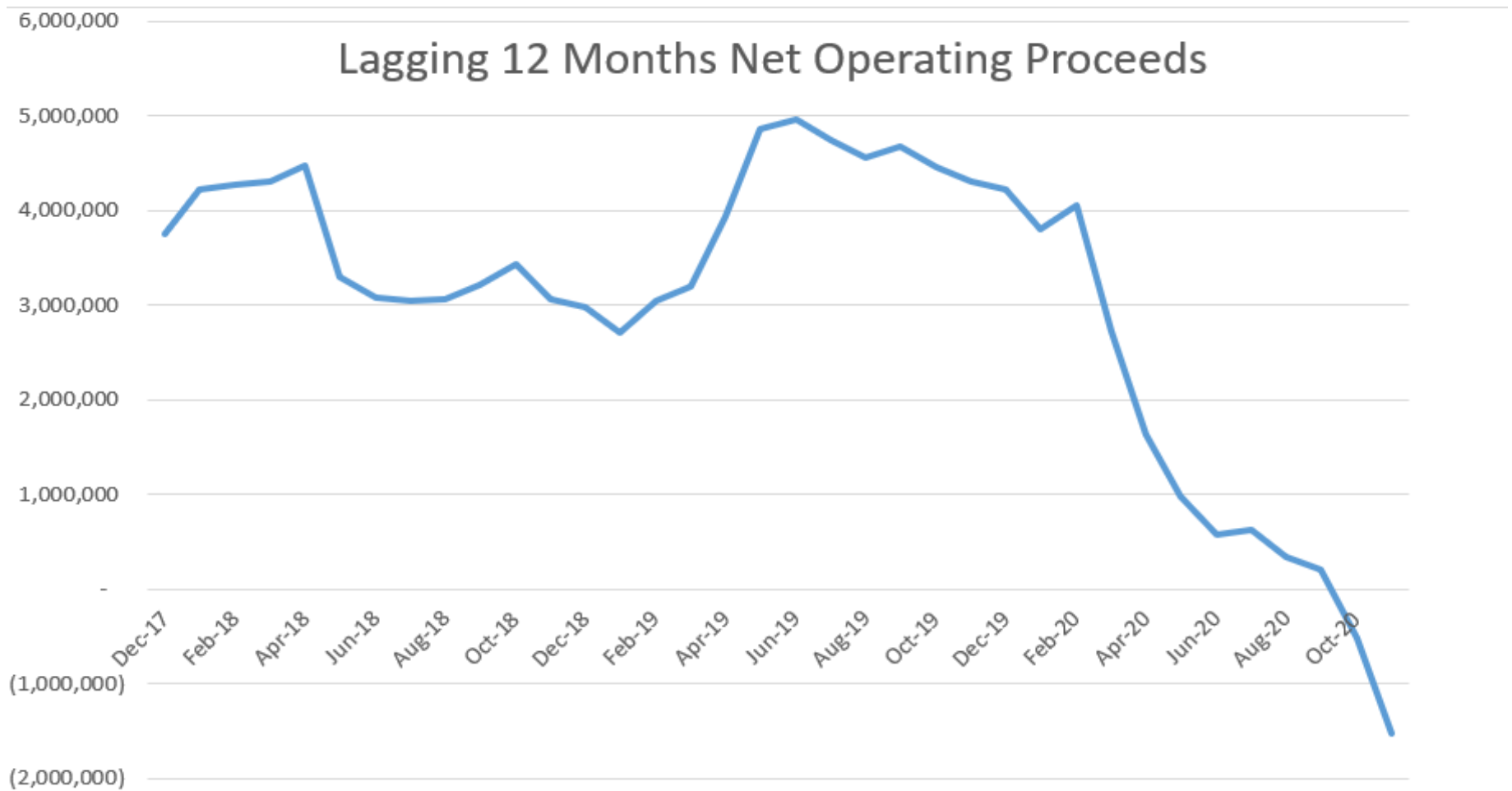
**Grand Rapids-Kent County Convention/Arena Authority**  
**Budget Summary by Facility/Other**  
**Financial Trends for Year Ending June 30, 2021**

	Annual			Year-To-Date		
	FY 2020 Final	FY 2021 Budget	Change Positive (Negative)	FY 2020 7/1-11/30	FY 2021 7/1 - 11/30	Change Positive (Negative)
<b>Van Andel Arena</b>						
Operating - Revenues	\$ 5,832,637	\$ 855,248	(85.3)	\$ 2,582,103	\$ 507,271	(80.4)
- Expenses - Facilities	(3,947,676)	(3,161,016)	19.9	(1,721,675)	(838,546)	51.3
- Base Management Fees	(179,263)	(182,848)	(2.0)	(74,693)	(75,141)	(0.6)
- Incentive Fee	-	-	-	-	-	-
Net Operating Income (Loss)	1,705,698	(2,488,616)	(245.9)	785,735	(406,416)	(151.7)
Parking	314,418	234,000	(25.6)	146,478	66,292	(54.7)
Pedestrian Safety	(82,159)	(13,700)	83.3	(22,121)	-	100.0
<b>Net Proceeds (Cost) of VAA</b>	<b>1,937,957</b>	<b>(2,268,316)</b>	<b>(216.5)</b>	<b>910,092</b>	<b>(340,124)</b>	<b>(137.4)</b>
<b>DeVos Place Convention Center</b>						
Operating - Revenues	4,966,722	975,759	(80.4)	2,413,145	42,441	(98.2)
- Expenses - Facilities	(6,340,580)	(4,606,032)	27.4	(2,798,944)	(1,484,293)	47.0
- Base Management Fees	(179,263)	(182,848)	2.0	(74,693)	(75,141)	(0.6)
- Incentive Fee	-	-	-	-	-	-
Net Operating Income (Loss)	(1,553,121)	(3,813,121)	(145.5)	(460,492)	(1,516,993)	(229.4)
Parking	907,156	395,000	(56.5)	381,627	157,286	(58.8)
Pedestrian Safety	(42,382)	(8,300)	80.4	(5,873)	-	100.0
<b>Net Proceeds (Cost) of DVP</b>	<b>(688,347)</b>	<b>(3,426,421)</b>	<b>(497.8)</b>	<b>(84,738)</b>	<b>(1,359,707)</b>	<b>(1,504.6)</b>
<b>Other</b>						
Revenues	1,015,744	198,022	(80.5)	265,836	82,905	(68.8)
Expenses	(1,606,877)	(1,044,963)	35.0	(759,068)	(240,342)	68.3
<b>Net Other</b>	<b>(591,133)</b>	<b>(846,941)</b>	<b>(43.3)</b>	<b>(493,232)</b>	<b>(157,437)</b>	<b>68.1</b>
<b>Total Net Proceeds/Operating</b>	<b>658,477</b>	<b>(6,541,678)</b>	<b>(1,093.5)</b>	<b>332,122</b>	<b>(1,857,268)</b>	<b>(559.2)</b>
Capital/Repair Expenditures	(3,298,781)	(4,420,427)	(34.0)	(1,831,780)	(1,245,761)	32.0
<b>Results Net of Capital Expenditures</b>	<b>\$ (2,640,304)</b>	<b>\$ (10,962,105)</b>	<b>(315.2)</b>	<b>\$ (1,499,658)</b>	<b>\$ (3,103,029)</b>	<b>(106.9)</b>

# CAA Trends

## Monthly Net Operating Proceeds through November 30, 2020





## Significant Notes

### Van Andel Arena®

- Page 1 - Zero concerts generated \$0.00 in event revenue, a decrease of (100.0%) from prior year (16 concerts) of \$1,366,825.
- Page 5 - Net proceeds of (\$340,124) decreased by (137.4%) from prior year of \$910,093.

### DeVos Place®

- Page 1 - Convention/trade show business generated \$0.00 in event revenue, a decrease of (100.0%) from prior year (attendance decreased from 55,613 to zero) of \$885,144.
- Page 5 - Net "proceeds" of (\$1,359,707) decreased by (1,504.6%) from prior year Net Proceeds of (\$84,738).



**Grand Rapids-Kent County Convention/Arena Authority**  
**Administrative Accounts**  
**Net Other Detail**  
**November 30, 2020**

	Annual			Actual		
	FY 2020 Final	FY 2021 Budget	Change Positive (Negative)	FY 2020 7/1-11/30	FY 2021 7/1/-11/30	Change Positive (Negative)
Other						
Revenues						
Interest/Capital Contr.	\$ 597,468	\$ 190,000	(68.2)	\$ 265,836	\$ 78,860	(70.3)
Miscellaneous	68,069	8,022	(88.2)	-	4,045	+100.0
	665,537	198,022	(70.2)	265,836	82,905	(68.8)
Expenses						
COVID-19 Preparedness Plan	-	300,000	(100.0)	-	-	-
Marketing (CVB/Sports)	200,000	200,000	-	-	66,667	(+100.0)
Diversity Initiative	140,468	100,000	28.8	131,195	-	100.0
Wages/Benefits	150,493	141,106	6.2	48,236	41,766	13.4
Professional Services	73,246	85,000	(16.0)	31,850	45,212	(42.0)
DID Assessment	65,284	33,000	49.5	65,284	32,110	50.8
Food & Beverage Repairs	-	40,000	(100.0)	-	-	-
Consulting Services	547,584	84,857 <sup>(1)</sup>	84.5	420,254	22,600	94.6
Landscaping	27,827	25,000	10.2	6,675	3,526	47.2
Procurement of Art	2,105	-	100.0	2,107	-	100.0
Insurance	17,429	26,000	(49.2)	29,712	24,836	16.4
Supplies/Other	25,791	10,000	61.2	23,755	3,625	84.7
	1,250,227	1,044,963	16.4	759,068	240,342	68.3
Net Proceeds - Operating	<u>\$ (584,690)</u>	<u>\$ (846,941)</u>	<u>(44.9)</u>	<u>\$ (493,232)</u>	<u>\$ (157,437)</u>	<u>68.1</u>

Notes:

<sup>(1)</sup> SMG-\$55,159 and \$144,841 proof of concept and general engineering, less \$115,143 transferred to amphitheater project on 12/4.

**Grand Rapids-Kent County Convention/Arena Authority**  
**Special Accounts**  
**Amphitheater Project**  
**Revenues/Expenses**  
**4/4/19 to 11/30/20**

	<b>FY 2020</b>	<b>FY 2021</b>	
	<b><u>Actual</u></b>	<b><u>7/1-11/30 Actual</u></b>	<b><u>11/1-1/31/2021 Estimated</u></b>
Revenues:			
State of Michigan Grant	\$ 350,207	\$ 155,780	\$ 4,494,013
Transfer from Operating Account-Consulting Services			115,143
Expenses:			
Progressive AE - Amphitheater Utility Project	(235,064)	(155,780)	(109,045)
- Feasibility Project	(73,126)	-	-
Other Grant Eligible Services	(42,017)	-	-
Contribution to City - Sewer Relocation	-	-	(4,500,111)
Net Balance	<u><u>\$ -</u></u>	<u><u>\$ -</u></u>	<u><u>\$ -</u></u>

NOTES:

- MEDC Grant - West Michigan Amphitheater - \$5M
- Grant Period: 1/1/19- 1/31/21 (Extended to 1/31/2023)
- Grant Activities: "Park/Playground Improvements"
- Interest credited to the operating account
- The unexpended balance of \$4,500,111 will be paid to the City of Grand Rapids, on or before 1/31/2021, based on an MOU approved at the CAA Board meeting held 12/4/2020.
- Transfer from Operating Account-Consulting Services - prior to entering into MOU, \$115,143 of eligible administrative costs had been expensed to the grant account. The MOU only references payments made to Progressive AE with the remainder of the \$5,000,000 paid over to the City.

**Grand Rapids-Kent County Convention/Arena Authority**  
**Special Accounts**  
**Federal CARES Allotment (County)**  
**Grant Period: 10/8/20 to 12/30/20**  
**Revenues/Expenses**  
**November 30, 2020**

	<u><b>Budget</b></u>	<u><b>Actual</b></u>
Revenues:		
County Grant	\$ 1,985,817	\$ 46,486
Expenses:		
	<u>(1,985,817)</u>	<u>(46,486)</u>
Net Balance	<u><u>\$ -</u></u>	<u><u>\$ -</u></u>

NOTES:

- County Board Approval - 10/8/2020
- CAA - Funds Received - 10/27/2020
- ASM - Purchase Orders Issued - 10/28/2020
- CAA Board - Grant Agreement Approved - 11/13/2020
- Timing Limitation - All Grant Funds Must Be Spent on or Before 12/30/2020.

# DEVOS PLACE

## DE VOS PLACE

### FINANCIAL STATEMENT FOR THE MONTH ENDED NOVEMBER 30, 2020

Distribution:

Grand Rapids – KentCounty Convention / Arena Authority  
Robert White  
Harry Cann  
Hope Parkin  
Howard Feldman  
Richard MacKeigan  
Chris Machuta



DE VOS PLACE  
ROLLING FORECAST  
FISCAL YEAR ENDING JUNE 30, 2021

	YTD Actual	Roll	TOTAL FYE	BUDGET FYE	VARIANCE
NO. EVENTS	13	-	13	0	13
ATTENDANCE	464	-	464	0	464
DIRECT EVENT INCOME	11,763	431,691	443,454	520,660	(77,206)
ANCILLARY INCOME	(5,449)	213,329	207,880	369,479	(161,599)
OTHER EVENT INCOME	0	15,333	15,333	37,620	(22,287)
TOTAL EVENT REVENUE	6,314	660,353	666,667	927,759	(261,092)
TOTAL OTHER REVENUE	36,127	36,683	72,810	48,000	24,810
TOTAL OPERATING REVENUE	42,441	697,036	739,477	975,759	(236,282)
INDIRECT EXPENSES					
EXECUTIVE	42,600	118,688	161,288	171,288	10,000
FINANCE	97,549	94,926	192,475	202,475	10,000
MARKETING	35,978	83,769	119,747	125,940	6,193
OPERATIONS	301,556	337,545	639,101	659,101	20,000
EVENT SERVICES	316,636	1,038,618	1,355,254	1,378,098	22,844
BOX OFFICE	55,561	34,727	90,288	90,288	-
SALES	125,455	257,497	382,952	405,660	22,708
OVERHEAD	584,099	949,775	1,533,874	1,756,030	222,156
TOTAL OPERATING EXP.	1,559,434	2,915,545	4,474,979	4,788,880	313,901
NET REVENUE ABOVE EXPENSES	(1,516,993)	(2,218,509)	(3,735,502)	(3,813,121)	77,619
INCENTIVE FEE		-	0	0	-
NET OPERATING REVENUE OVER OPERATING EXPENSES	(1,516,993)	(2,218,509)	(3,735,502)	(3,813,121)	77,619

Comments:

DeVos Place continues to be mostly dark. A couple of small meetings were hosted during November. Expenses continue to trend better than budget overall.

DocuSigned by:



7E6B040AF00F405...  
General Manager

DocuSigned by:



10DEBDB662E215A...  
Assistant General Manager

**DE VOS PLACE**  
**FINANCIAL STATEMENT HIGHLIGHTS**  
**FISCAL YEAR ENDING JUNE 30, 2021**

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

<b>MONTH</b>	November Actual	November Budget	November FY 2020
Number of Events	8	0	49
Attendance	238	0	78,115
Direct Event Income	\$6,677	\$0	\$379,858
Ancillary Income	1,113	0	204,431
Other Event Income	0	0	86,980
Other Operating Income	6,349	4,000	7,364
Indirect Expenses	(329,106)	(350,782)	(546,171)
Net Income	(\$314,967)	(\$346,782)	\$132,462

<b>YTD</b>	YTD 2021 Actual	YTD 2021 Budget	YTD 2020 Prior Year
Number of Events	13	0	224
Attendance	464	0	179,435
Direct Event Income	\$11,763	\$0	\$1,124,712
Ancillary Income	(5,449)	0	1,061,859
Other Event Income	0	0	198,169
Other Operating Income	36,127	20,000	28,404
Indirect Expenses	(1,559,434)	(1,724,331)	(2,873,637)
Net Income	(\$1,516,993)	(\$1,704,331)	(\$460,492)

**EVENT INCOME**

Venue hosted a couple of very small meetings during the month.

**ANCILLARY INCOME**

Very limited ancillary income for events hosted.

**INDIRECT EXPENSES**

Indirect expenses came in ahead of budget.

**DeVos Place**  
**Income Statement**  
**For the Five Months Ended November 30, 2020**

	Current Month Actual	Current Month Budget	Variance	Current Month Prior Year	Year to Date Actual	Year to Date Budget	Variance	Year to Date Prior Year
<b>Event Income</b>								
<b>Direct Event Income</b>								
Rental Income	\$5,650	\$0	\$ 5,650	\$380,851	\$13,300	\$0	\$ 13,300	\$1,313,708
Service Revenue	3,099	-	3,099	548,507	11,161	-	11,161	1,477,350
Service Expenses	(2,072)	-	(2,072)	(549,500)	(12,698)	-	(12,698)	(1,666,346)
<b>Total Direct Event Income</b>	<b>6,677</b>	<b>0</b>	<b>6,677</b>	<b>379,858</b>	<b>11,763</b>	<b>0</b>	<b>11,763</b>	<b>1,124,712</b>
<b>Ancillary Income</b>								
F&B Concession	18	-	18	29,243	18	-	18	79,222
F&B Catering	0	-	-	66,317	0	-	-	380,904
Novelty Sales	0	-	-	885	0	-	-	12,893
Booth Cleaning	0	-	-	18,264	0	-	-	103,971
Telephone/Long Distance	0	-	-	0	0	-	-	0
Electrical Services	1,360	-	1,360	18,887	1,360	-	1,360	160,585
Audio Visual	0	-	-	30,136	0	-	-	177,665
Internet Services	(695)	-	(695)	7,959	(7,491)	-	(7,491)	58,128
Equipment Rental	430	-	430	32,740	664	-	664	88,491
<b>Total Ancillary Income</b>	<b>1,113</b>	<b>0</b>	<b>1,113</b>	<b>204,431</b>	<b>(5,449)</b>	<b>0</b>	<b>(5,449)</b>	<b>1,061,859</b>
<b>Other Event Income</b>								
Ticket Rebates(Per Event)	-	-	-	86,980	-	-	-	198,169
<b>Total Other Event Income</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>86,980</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>198,169</b>
<b>Total Event Income</b>	<b>7,790</b>	<b>0</b>	<b>7,790</b>	<b>671,269</b>	<b>6,314</b>	<b>0</b>	<b>6,314</b>	<b>2,384,740</b>
<b>Other Operating Income</b>								
Luxury Box Agreements	775	0	775	942	3,875	0	3,875	4,708
Advertising	0	0	-	1,333	0	0	-	2,667
Other Income	5,574	4,000	1,574	5,089	32,252	20,000	12,252	21,029
<b>Total Other Operating Income</b>	<b>6,349</b>	<b>4,000</b>	<b>2,349</b>	<b>7,364</b>	<b>36,127</b>	<b>20,000</b>	<b>16,127</b>	<b>28,404</b>
<b>Adjusted Gross Income</b>	<b>14,139</b>	<b>4,000</b>	<b>10,139</b>	<b>678,633</b>	<b>42,441</b>	<b>20,000</b>	<b>22,441</b>	<b>2,413,145</b>
<b>Operating Expenses</b>								
Salaries and Wages	143,134	132,531	10,603	470,216	840,282	662,651	177,631	2,016,874
Payroll Taxes and Benefits	67,710	33,786	33,924	104,884	343,544	168,930	174,614	382,551
Labor Allocations to Events	(77,130)	(38,596)	(38,534)	(357,278)	(461,153)	(192,980)	(268,173)	(1,270,685)
<b>Net Salaries and Benefits</b>	<b>133,714</b>	<b>127,721</b>	<b>5,993</b>	<b>217,822</b>	<b>722,673</b>	<b>638,601</b>	<b>84,072</b>	<b>1,128,741</b>
Contracted Services	2,103	0	2,103	36,150	13,014	0	13,014	202,328
General and Administrative	41,223	21,375	19,848	47,238	100,497	106,875	(6,378)	275,789
Operations	3,719	11,946	(8,227)	3,258	18,743	59,730	(40,987)	95,012
Repair and Maintenance	43,315	47,100	(3,785)	51,129	162,899	235,500	(72,601)	290,494
Operational Supplies	1,742	17,244	(15,502)	20,346	24,932	81,515	(56,583)	102,654
Insurance	14,139	18,969	(4,830)	32,427	70,519	94,845	(24,326)	101,009
Utilities	74,124	91,190	(17,066)	122,863	371,014	431,080	(60,066)	602,918
SMG Management Fees	15,028	15,237	(209)	14,939	75,141	76,185	(1,044)	74,693
<b>Total Operating Expenses</b>	<b>329,106</b>	<b>350,782</b>	<b>(21,676)</b>	<b>546,171</b>	<b>1,559,434</b>	<b>1,724,331</b>	<b>(164,897)</b>	<b>2,873,637</b>
<b>Net Income(Loss) From Operatic</b>	<b>(314,967)</b>	<b>(346,782)</b>	<b>31,815</b>	<b>132,462</b>	<b>(1,516,993)</b>	<b>(1,704,331)</b>	<b>187,338</b>	<b>(460,492)</b>
<b>Other Non-Operating Expenses</b>								
<b>Adjusted Net Income(Loss)</b>	<b>(314,967)</b>	<b>(346,782)</b>	<b>31,815</b>	<b>132,462</b>	<b>(1,516,993)</b>	<b>(1,704,331)</b>	<b>187,338</b>	<b>(460,492)</b>

**SMG DeVos Place**  
**Grand Rapids - Kent County Convention/Arena Authority**  
**Year to Date Event Summary Report**  
**For the Five Months Ended November 30, 2020**

Event Type	Events/Days		Attendance		Total Event Income	
	Actual	Budget	Actual	Budget	Actual	Budget
Convention/Trade Shows	-	-	-	-	(8,913)	-
Consumer/Gated Shows	-	-	-	-	-	-
DeVos Performance Hall	-	-	-	-	-	-
Banquets	-	-	-	-	-	-
Meetings	3	-	75	-	5,533	-
Other	10	-	389	-	9,693	-
GRAND TOTALS	13	-	464	-	6,314	-

As Percentage of Overall

Convention/Trade Shows	0.00% #DIV/0!	0.00% #DIV/0!	-141.16% #DIV/0!
Consumer/Gated Shows	0.00% #DIV/0!	0.00% #DIV/0!	0.00% #DIV/0!
Devos Performance Hall	0.00% #DIV/0!	0.00% #DIV/0!	0.00% #DIV/0!
Ballroom Exclusive	0.00% #DIV/0!	0.00% #DIV/0!	0.00% #DIV/0!
Meetings	23.08% #DIV/0!	16.16% #DIV/0!	87.63% #DIV/0!
Other	76.92% #DIV/0!	83.84% #DIV/0!	153.52% #DIV/0!



**DeVos Place**  
**Balance Sheet**  
**As of November 30, 2020**

**ASSETS**

**Current Assets**

Cash	754,313
Account Receivable	97,615
Prepaid Expenses	294,722

<b>Total Current Assets</b>		<b>\$1,146,649</b>
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<b>Total Assets</b>		<b>\$1,146,649</b>
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**LIABILITIES AND EQUITY**

**Current Liabilities**

Accounts Payable	86,797
Accrued Expenses	173,813
Deferred Income	80,903
Advanced Ticket Sales & Deposits	1,362,164

Total Current Liabilities		\$1,703,678
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**Other Liabilities**

**Equity**

Funds Remitted to CAA	-
Funds Received by CAA	463,830
Expenses Paid Direct by CAA	341,733
Beginning Balance Equity	154,402
Current Year Equity	(1,516,993)

Total Equity		(\$557,028)
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<b>Total Liabilities and Equity</b>		<b>\$1,146,649</b>
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**SMG - DeVos Place**  
**Grand Rapids - Kent County Convention/Arena Authority**  
**Summary of Accounts Receivable**  
**As of November 30, 2020**

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Current - Under 30 Days	
Food & Beverage	-
Ticketing	1,280
Merchandise	12,529
Decorating	-
Audio/Visual	-
Van Andel Arena	23,118
Operating	
 Over 30 Days	
 Over 60 Days	60,688
 Over 90 Days	
 Total Accounts Receivable	97,615

**SMG - Van Andel Arena & DeVos Place  
Grand Rapids - Kent County Convention/Arena Authority  
Management Fee Summary  
Fiscal Year Ending June 30, 2021**

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**MANAGEMENT FEE SUMMARY**

	Arena Estimate	DeVos Place Estimate	Total Estimate	FY 2020 Audited
Net Revenue above Expenses	(2,129,263)	(3,735,302)	(5,864,565)	152,577
Benchmark++			1,050,000	1,050,000
Excess	(2,129,263)	(3,735,302)	(6,914,565)	(897,423)

Incentive Fee Calculation (Only if above greater than zero)

	Arena Estimate	DeVos Place Estimate	Total Estimate	Total Estimate
Base Fee	180,338	180,338	360,676	358,526
Incentive Fee				
Revenue	923,632	739,477	1,663,109	10,799,359
Benchmark Revenue	5,263,794	4,650,537	9,914,331	9,855,200
Revenue Excess	(4,340,162)	(3,911,060)	(8,251,222)	990,033
Incentive Fee **	-	-	-	-
Total SMG Management Fee	180,338	180,338	360,676	358,526

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

++ SMG will be eligible for an Incentive fee if Net Revenues exceed Expenses by the following amounts:

Equal to \$850,000 and less than \$950,000 shall be paid at 50% of calculated fee.

Equal to \$950,000 and less than \$1,050,000 shall be paid at 75% of calculated fee.

Equal to \$1,050,000 and above shall be paid at 100% of calculated fee.



## VAN ANDEL ARENA

### FINANCIAL STATEMENT FOR THE MONTH YEAR ENDED NOVEMBER 30, 2020

PROUD HOME OF THE GRAND RAPIDS GRIFFINS – TWO TIME CALDER CUPS CHAMPIONS



#### Distribution:

Grand Rapids – Kent County Convention / Arena Authority  
Robert White  
Harry Cann  
Hope Parkin  
Howard Feldman  
Richard MacKeigan  
Chris Machuta



**VAN ANDEL ARENA  
ROLLING FORECAST  
FISCAL YEAR ENDING JUNE 30, 2021**

	YTD	ROLL	TOTAL FYE	BUDGET FYE	VARIANCE
NO. EVENTS	-		0	0	-
ATTENDANCE	-		0	0	-
DIRECT EVENT INCOME	41,100	56,433	97,533	166,258	(68,725)
ANCILLARY INCOME	6,250	162,822	169,072	228,632	(59,560)
OTHER EVENT INCOME	969	26,974	27,943	112,125	(84,182)
<b>TOTAL EVENT INCOME</b>	<b>48,319</b>	<b>246,229</b>	<b>294,548</b>	<b>507,015</b>	<b>(212,467)</b>
<b>TOTAL OTHER INCOME</b>	<b>458,952</b>	<b>170,132</b>	<b>629,084</b>	<b>348,233</b>	<b>280,851</b>
<b>TOTAL INCOME</b>	<b>507,271</b>	<b>416,361</b>	<b>923,632</b>	<b>855,248</b>	<b>68,384</b>
INDIRECT EXPENSES					
EXECUTIVE	68,500	120,867	189,367	199,008	9,641
FINANCE	76,901	92,085	168,986	177,924	8,938
MARKETING	45,216	117,771	162,987	169,640	6,653
OPERATIONS	291,031	1,091,483	1,382,514	1,441,751	59,237
BOX OFFICE	45,575	72,903	118,478	165,862	47,384
LUXURY SEATING	-	-	-	-	-
SKYWALK ADMIN	12,757	19,108	31,865	54,096	22,231
OVERHEAD	373,706	624,892	998,598	1,135,583	136,985
<b>TOTAL INDIRECT EXP.</b>	<b>913,687</b>	<b>2,139,109</b>	<b>3,052,795</b>	<b>3,343,864</b>	<b>291,069</b>
<b>NET REVENUE ABOVE EXPENSES</b>	<b>(406,416)</b>	<b>(1,722,748)</b>	<b>(2,129,163)</b>	<b>(2,488,616)</b>	<b>359,453</b>
LESS INCENTIVE FEE			-	-	-
<b>NET REVENUE ABOVE EXPENSES AFTER INCENTIVE</b>	<b>(406,416)</b>	<b>(1,722,748)</b>	<b>(2,129,163)</b>	<b>(2,488,616)</b>	<b>359,453</b>

Comments:

The Arena continues to be mostly dark with the exception of Grand Rapids Symphony streaming events.

DocuSigned by:



7ECB940AF99F405...  
General Manager

DocuSigned by:



10BEB0B52E245A...  
Assistant General Manager

**VAN ANDEL ARENA  
FINANCIAL STATEMENT HIGHLIGHTS  
FOR FISCAL YEAR ENDING JUNE 30, 2021**

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

<b>MONTH</b>	November Actual	November Budget	November FY 2020
Number of Events	3	-	12
Attendance	-	-	66,276
Direct Event Income	\$19,335	\$0	\$71,292
Ancillary Income	6,250	0	212,260
Other Event Income	1,164	0	93,308
Other Operating Income	725	6,000	174,799
Indirect Expenses	(187,402)	(241,213)	(356,484)
Net Income	(\$159,927)	(\$235,213)	\$195,175

<b>YTD</b>	YTD 2021 Actual	YTD 2021 Budget	YTD 2020 Prior Year
Number of Events	5	-	36
Attendance	-	-	215,831
Direct Event Income	\$41,100	\$0	\$322,748
Ancillary Income	6,250	0	788,169
Other Event Income	969	0	464,155
Other Operating Income	458,952	30,000	1,007,032
Indirect Expenses	(913,687)	(1,187,407)	(1,796,368)
Net Income	(\$406,416)	(\$1,157,407)	\$785,736

**EVENT INCOME**

The Arena hosted Grand Rapids Symphony streaming event.

**ANCILLARY INCOME**

No Ancillary income due to no public in the facility.

**INDIRECT EXPENSES**

Indirect expenses came in ahead of budget overall.

**Van Andel Arena**  
**Income Statement**  
**For the Five Months Ended November 30, 2020**

	Current Month Actual	Current Month Budget	Variance	Current Month Prior Year	Year to Date Actual	Year to Date Budget	Variance	Year to Date Prior Year
<b>Event Income</b>								
<b>Direct Event Income</b>								
Rental Income	\$ 17,950	\$ -	\$ 17,950	\$ 231,008	\$ 37,200	\$ -	\$ 37,200	\$ 628,306
Service Revenue	24,238	-	24,238	226,077	62,683	-	62,683	1,257,208
Service Expenses	(22,853)	-	(22,853)	(385,793)	(58,783)	-	(58,783)	(1,562,766)
<b>Total Direct Event Income</b>	<b>19,335</b>	<b>0</b>	<b>19,335</b>	<b>71,292</b>	<b>41,100</b>	<b>0</b>	<b>41,100</b>	<b>322,748</b>
<b>Ancillary Income</b>								
F&B Concession	-	-	-	177,782	-	-	-	626,448
F&B Catering	-	-	-	14,913	-	-	-	65,013
Novelty Sales	-	-	-	19,241	-	-	-	96,090
Booth Cleaning	-	-	-	324	-	-	-	523
Audio Visual	-	-	-	-	-	-	-	95
Other Ancillary	6,250	-	6,250	-	6,250	-	6,250	-
<b>Total Ancillary Income</b>	<b>6,250</b>	<b>0</b>	<b>6,250</b>	<b>212,260</b>	<b>6,250</b>	<b>0</b>	<b>6,250</b>	<b>788,169</b>
<b>Other Event Income</b>								
Ticket Rebates(Per Event)	1,164	0	1,164	93,308	969	0	969	464,155
<b>Total Other Event Income</b>	<b>1,164</b>	<b>0</b>	<b>1,164</b>	<b>93,308</b>	<b>969</b>	<b>0</b>	<b>969</b>	<b>464,155</b>
<b>Total Event Income</b>	<b>26,749</b>	<b>0</b>	<b>26,749</b>	<b>376,860</b>	<b>48,319</b>	<b>0</b>	<b>48,319</b>	<b>1,575,072</b>
<b>Other Operating Income</b>								
Luxury Box Agreements	0	0	0	111,544	293,980	0	293,980	705,401
Advertising	0	0	0	56,680	144,466	0	144,466	267,088
Other Income	725	6,000	(5,275)	6,575	20,506	30,000	(9,494)	34,543
<b>Total Other Operating Income</b>	<b>725</b>	<b>6,000</b>	<b>(5,275)</b>	<b>174,799</b>	<b>458,952</b>	<b>30,000</b>	<b>428,952</b>	<b>1,007,032</b>
<b>Adjusted Gross Income</b>	<b>27,475</b>	<b>6,000</b>	<b>21,475</b>	<b>551,659</b>	<b>507,271</b>	<b>30,000</b>	<b>477,271</b>	<b>2,582,103</b>
<b>Operating Expenses</b>								
Salaries and Wages	61,360	72,550	(11,190)	151,352	285,586	362,750	(77,164)	1,038,717
Payroll Taxes and Benefits	27,067	16,613	10,454	20,347	132,429	83,065	49,364	142,735
Labor Allocations to Events	(19,445)	-	(19,445)	(59,680)	(50,238)	0	(50,238)	(461,473)
<b>Net Salaries and Benefits</b>	<b>68,982</b>	<b>89,163</b>	<b>(20,181)</b>	<b>112,019</b>	<b>367,777</b>	<b>445,815</b>	<b>(78,038)</b>	<b>719,979</b>
Contracted Services	2,103	-	2,103	36,050	10,624	0	10,624	131,982
General and Administrative	47,021	22,768	24,253	42,585	119,332	113,840	5,492	229,788
Operations	365	7,232	(6,867)	7,913	5,078	36,160	(31,082)	29,436
Repair and Maintenance	6,002	27,375	(21,373)	34,551	66,855	136,875	(70,020)	101,384
Operational Supplies	1,636	17,114	(15,478)	11,608	30,659	80,902	(50,243)	107,206
Insurance	6,394	11,036	(4,642)	21,893	29,578	55,180	(25,602)	78,854
Utilities	39,870	51,288	(11,418)	74,928	208,642	242,450	(33,808)	323,045
SMG Management Fees	15,028	15,237	(209)	14,939	75,141	76,185	(1,044)	74,693
<b>Total Operating Expenses</b>	<b>187,402</b>	<b>241,213</b>	<b>(53,811)</b>	<b>356,484</b>	<b>913,687</b>	<b>1,187,407</b>	<b>(273,720)</b>	<b>1,796,368</b>
<b>Net Income(Loss) From Operations</b>	<b>(159,927)</b>	<b>(235,213)</b>	<b>75,286</b>	<b>195,175</b>	<b>(406,416)</b>	<b>(1,157,407)</b>	<b>750,991</b>	<b>785,736</b>
<b>Other Non-Operating Expenses</b>								
<b>Adjusted Net Income(Loss)</b>	<b>(159,927)</b>	<b>(235,213)</b>	<b>75,286</b>	<b>195,175</b>	<b>(406,416)</b>	<b>(1,157,407)</b>	<b>750,991</b>	<b>785,736</b>

**SMG - Van Andel Arena**  
**Grand Rapids - Kent County Convention/Arena Authority**  
**Event Summary**  
**For the Five Months Ended November 30, 2020**

Event Type	Events/Days		Attendance		Total Event Income	
	Actual	Budget	Actual	Budget	Actual	Budget
Family Show	-	-	-	-	-	-
Sporting Event	-	-	-	-	-	-
Concert	-	-	-	-	939	-
Team Home Games	-	-	-	-	-	-
Other	5	-	-	-	47,380	-
GRAND TOTALS	5	-	-	-	48,319	-

As Percentage of Overall

Family Show	0.00%	#DIV/0!	#DIV/0!	#DIV/0!	0.00%	#DIV/0!
Sporting Event	0.00%	#DIV/0!	#DIV/0!	#DIV/0!	0.00%	#DIV/0!
Concert	0.00%	#DIV/0!	#DIV/0!	#DIV/0!	1.94%	#DIV/0!
Team Home Games	0.00%	#DIV/0!	#DIV/0!	#DIV/0!	0.00%	#DIV/0!
Other	100.00%	#DIV/0!	#DIV/0!	#DIV/0!	98.06%	#DIV/0!



**Van Andel Arena**  
**Balance Sheet**  
**As of November 30, 2020**

**ASSETS**

**Current Assets**

Cash	5,588,618
Account Receivable	913,329
Prepaid Expenses	199,503

<b>Total Current Assets</b>		<b>\$6,701,450</b>
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<b>Total Assets</b>		<b>\$6,701,450</b>
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**LIABILITIES AND EQUITY**

**Current Liabilities**

Accounts Payable	(144,698)
Accrued Expenses	48,468
Deferred Income	708,860
Advanced Ticket Sales & Deposits	6,593,513

Total Current Liabilities		\$7,206,143
---------------------------	--	-------------

**Other Liabilities**

**Equity**

Funds Remitted to CAA	0
Funds Received by CAA	618,817
Expenses Paid Direct by CAA	188,074
Beginning Balance Equity	(905,167)
Current Year Equity	(406,416)

Total Equity		(\$504,692)
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<b>Total Liabilities and Equity</b>		<b>\$6,701,450</b>
-------------------------------------	--	--------------------

**SMG - Van Andel Arena**  
**Grand Rapids - Kent County Convention/Arena Authority**  
**Summary of Accounts Receivable**  
**As of November 30, 2020**

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Current - Under 30 Days	
Food & Beverage	-
Ticketing	322,440
Merchandise	-
Permanent Advertising	593,484
DeVos Place	(23,118)
Operating	
 Over 30 Days	
 Over 60 Days	20,523
 Over 90 Days	
 Total Accounts Receivable	913,329

**SMG - Van Andel Arena & DeVos Place  
Grand Rapids - Kent County Convention/Arena Authority  
Management Fee Summary  
Fiscal Year Ending June 30, 2021**

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**MANAGEMENT FEE SUMMARY**

	Arena Estimate	DeVos Place Estimate	Total Estimate	FY 2020 Audited
Net Revenue above Expenses	(2,129,263)	(3,735,302)	(5,864,565)	152,577
Benchmark++			1,050,000	1,050,000
Excess	(2,129,263)	(3,735,302)	(6,914,565)	(897,423)

Incentive Fee Calculation (Only if above greater than zero)

	Arena Estimate	DeVos Place Estimate	Total Estimate	Total Estimate
Base Fee	180,338	180,338	360,676	358,526
Incentive Fee				
Revenue	923,632	739,477	1,663,109	10,799,359
Benchmark Revenue	5,263,794	4,650,537	9,914,331	9,855,200
Revenue Excess	(4,340,162)	(3,911,060)	(8,251,222)	990,033
Incentive Fee **	-	-	-	-
Total SMG Management Fee	180,338	180,338	360,676	358,526

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

++ SMG will be eligible for an Incentive fee if Net Revenues exceed Expenses by the following amounts:

Equal to \$850,000 and less than \$950,000 shall be paid at 50% of calculated fee.

Equal to \$950,000 and less than \$1,050,000 shall be paid at 75% of calculated fee.

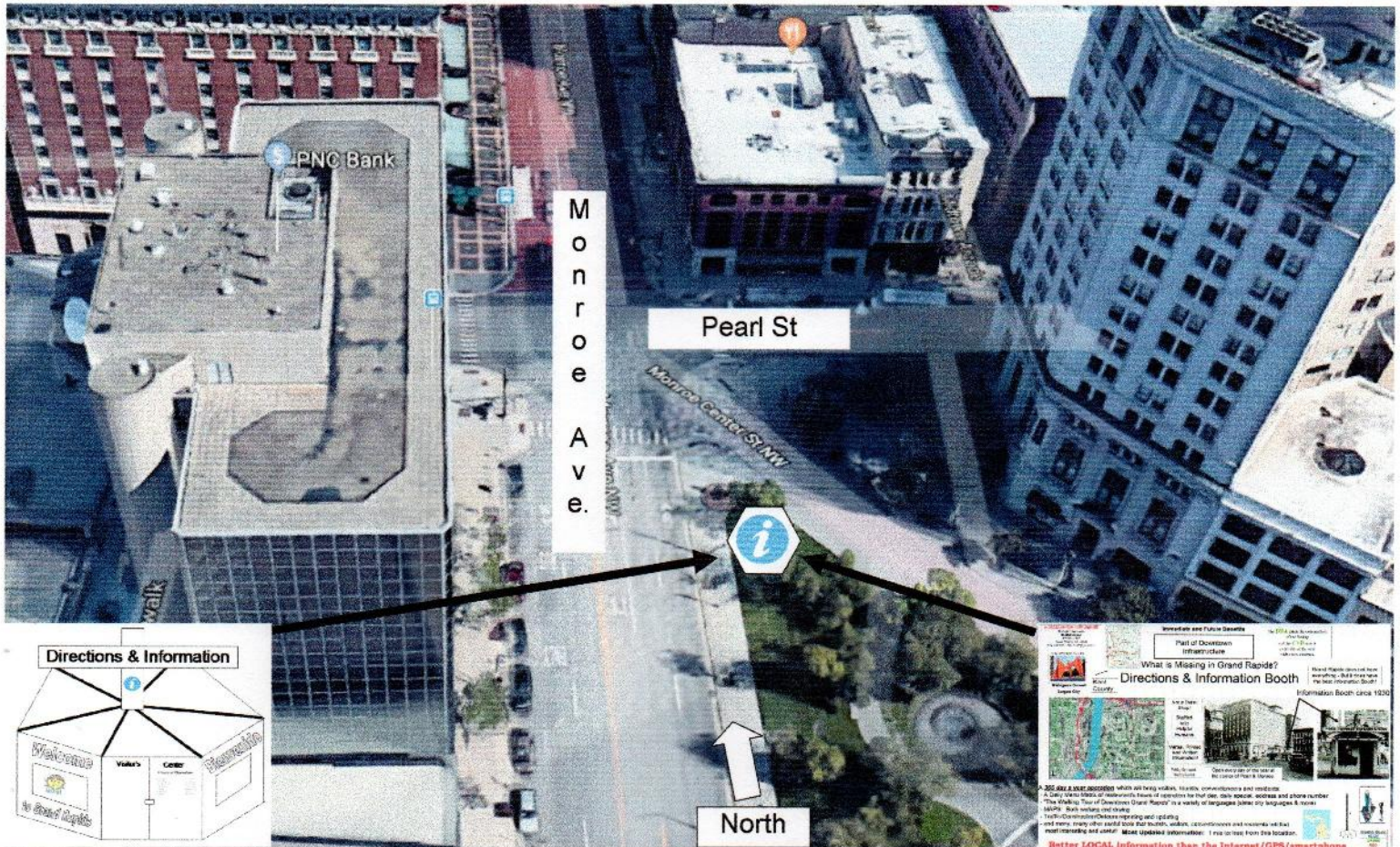
Equal to \$1,050,000 and above shall be paid at 100% of calculated fee.



**Scott Atchison**  
 Resident of Grand Rapids  
 Third Ward  
 616-293-9056  
 nativegr@gmail.com

Forward to:  
**Frey  
 Foundation  
 & DDA**

Note to Sue Waddell  
**Convention & Arena Authority (CAA)**  
 Administrative Manager:  
 Please place this 1 page communication  
 in the agenda packet(s)  
 for the CAA January 2021 meetings  
 for members to see.  
 I would like to use this  
 image during public comment.



The best location for an information center in downtown Grand Rapids, MI.  
 City of Grand Rapids property - "city park" - Rosa Parks Circle Plaza

**Great for  
 "DeVos Place" and  
 "Van Andel Arena"**

### Daily Menu Matrix (DMM)

to show what restaurants & bars  
 are open (that day),  
 when they open/close  
 with daily food specials with  
 address, phone number & website  
 linked on devices  
 with HTML.

**The DMM changes daily**

The **DDA** funds the construction  
 of the facility  
 and the **CVB** runs it  
 every day of the year  
 with a new contract.

Open everyday of the year at  
 the corner of Pearl & Monroe.

Location, location, location, .....

Why would anyone want to hide an informaiton center inside another building?

**Good for the city,  
 good for the county &  
 good for the state.**

Downtown  
 Grand Rapids  
 Michigan  
 Zip Code  
 49503

