

Meeting of Board of Directors

Wednesday, March 23, 2005
7:30 a.m. – 9:30 a.m.
Kent County Board Room, 3rd Floor
Grand Rapids, Michigan 49503

A G E N D A

I. Call to Order

II. Approval of February 23, 2005 Minutes

Action

III. Convention & Visitors Bureau Update – Joseph Tomaselli

Information

IV. DeVos Place Construction Update – Dale Sommers

Information

V. Committee Reports

a. Finance Committee

- i. Approval of SMG February 2005 Financial Statements - DeVos Place® and Van Andel Arena®
- ii. Approval of CAA February 2005 Financial Statements and Disbursements
- iii. Proposed FY 2006 Budget Calendar

Action

Action

Information

VI. SMG Report and Facilities Calendars

Information

VII. 2005 Initiatives

Information

- Booking Policy Review
- Long-Term Capital Plan
- CAA Relationship with City and County
- CAA Accessibility

VIII. Public Comment

IX. Next Meeting Date – April 27, 2005

X. Adjournment



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

DEVOS PLACE

DeVos Place®
303 Monroe Ave. NW
Grand Rapids, MI 49503-2233
616.742.6500
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**MINUTES OF THE GRAND RAPIDS-KENT COUNTY
CONVENTION/ARENA AUTHORITY
BOARD OF DIRECTORS MEETING
Wednesday, February 23, 2005**

I. Call to Order

Chairman Steve Heacock called the meeting to order at 7:35 a.m. Chairman Heacock presided and Secretary/Treasurer Birgit Klohs recorded.

Attendance

Members Present: Steve Heacock, Chairman
Lew Chamberlin
George Heartwell
Birgit Klohs
Joseph Tomaselli

Members Absent: Clif Charles
Gary McInerney

Staff/Others:	David Czurak	<i>Grand Rapids Business Journal</i>
	Jim Day	Kent County
	Daryl Delabbio	Kent County
	George Helmstead	CVB
	Chris Knape	<i>The Grand Rapids Press</i>
	Chris Machuta	SMG
	Rich MacKeigan	SMG
	Dale Sommers	CAA Owner Representative
	Susan Waddell	CAA
	Jim Watt	SMG
	Richard Wendt	Dickinson Wright
	Robert White	Kent County
	Steve Wilson	CVB

II. Minutes of Prior Meetings

Motion: Mr. Heartwell, supported by Ms. Klohs, moved to approve the Minutes of the January 26, 2005, meeting of the Authority. Motion carried unanimously.

III. DeVos Place® Construction Update

Mr. Sommers stated that work is progressing to have final project closeout by June 30, 2005. Staffing has dwindled to eight and, by the end of March, five on-site staff will be gone. When the building opened, 715 items were included on the closeout list; that number has decreased to 120. On February 1, there were 233 punch list items; as of last night that number was pared down to 160.

IV. Committee Reports

Operations Committee

Mr. Chamberlin reported that the websites for DeVos Place®, DeVos Performance Hall, and the Van Andel Arena® are being redeveloped and each building will have its own identity. Van Andel Arena® is West Michigan's entertainment destination with sports, family shows, and concerts. DeVos Place® is a \$211 million state of the art convention center. DeVos Performance Hall is the home of the "arts" in Grand Rapids. The City claims that ShowSpan's use of projection signage violates City ordinance. SMG is looking at interpretation of the ordinance and the possibility of obtaining a variance. In the meantime, ShowSpan is permitted to continue the projection signage. The charitable event guidelines were sent to the media and local nonprofit agencies. Proposals for this year's event are due back by March 7, 2005. The Arena was the site for the Salvation Army Tree of Lights this past holiday season, and the Salvation Army has asked permission to display the tree again this year.

Motion: Mr. Chamberlin, supported by Ms. Klohs, moved approval to display the Salvation Army Tree of Lights in front of the Van Andel Arena® for the 2005 holiday season. Motion carried unanimously.

Mr. Wilson reported that the CVB booked 112,000 room nights last year, a number that surpassed the CVB's goal by 8%. In future years, the CVB would like to book 120,000 room nights each year. A recent study on the convention industry done by PricewaterhouseCoopers reported that regional centers like DeVos Place® should host 38 events each year and buildings the size of DeVos Place® should attract 42 meetings annually. The local industry is on track with 38 on the books this year and four more that are possible. Mr. Helmstead reported that the CVB has booked 144 tradeshow, meetings, and conventions for DeVos Place® through 2011, events that will be worth nearly \$52 million to the local economy. Another 56 events are on the tentative list and those could be worth another \$27 million if each were closed. The CVB will be opening a remote office in southeast Michigan as part of an effort to expand sales. The CVB is expanding its scope in Washington, D.C. through a partnership with the bureaus in Pasadena, California, and Daytona Beach, Florida.

Finance Committee

Staff presented the Finance Committee reports.

- a. Approval of SMG Financial Statements for DeVos Place® and Van Andel Arena®

Motion: Mr. Heacock, supported by Mr. Tomaselli, moved to approve the SMG Financial Statements for DeVos Place® and the Van Andel Arena® for the period ended January 31, 2005. Motion carried unanimously.

- b. Approval of CAA Disbursements and Financial Statements

Motion: Mr. Heacock, supported by Ms. Klohs, moved to approve the CAA Disbursements and Financial Statements for the period ended January 31, 2005. Motion carried unanimously.

A note regarding fixed assets will be included in the CAA financial statements.

c. Approval of Bank Signature Cards

The departure of John Logie from the CAA board necessitates the approval of new bank signature cards. The signers will be Steve Heacock, Clif Charles, Birgit Klohs, Gary McInerney, and Joe Tomaselli.

Motion: Ms. Klohs, supported by Mr. Tomaselli, moved to approve the bank signature cards as requested. Motion carried unanimously.

d. Agreements for Interruptible Steam Service

Attorney Wendt stated that Kent County has offered to lock in its rate for steam services on CAA properties for three years. The properties include the skywalk, Grand Center, and DeVos Place®. The DPW Board recently approved a rate hike that will take effect on March 1, 2005. The advantage to the County will be long-term contract rate stabilization. SMG has reviewed the contracts from an economic standpoint and would like the County to extend the same rate for the Van Andel Arena® when its contract expires in 2006. The Arena is on a ten-year contract, which are no longer offered by the County.

Motion: Mr. Chamberlin, supported by Mr. Tomaselli, moved to approve the three Agreements for Interruptible Steam Service and grant staff the authority to negotiate the same rate for the Van Andel Arena®. Motion carried unanimously.

V. Committee Appointments

Chairman Heacock reported that he has appointed Birgit Klohs as Chair of the Finance Committee and has appointed Bob Mihos, Kent County Facilities Planning and Management Manager, to the Operations Committee. Mr. Mihos previously served on the Building Committee.

VI. SMG Report

Facilities Calendar

Mr. MacKeigan reported upcoming events at Van Andel Arena® include Sting, John Mellencamp, Kenny Chesney, Steven Curtis Chapman, Green Day, Motley Crue, Josh Groban, George Strait, Bulls 'N Broncs rodeo, Disney on Ice, NCAA Hockey, Rampage football, and Griffins hockey. Over at DeVos Place®, the area fifth graders will be attending Symphony performances over the next few days. The Home and Garden Show will be moving in for the first weekend of March, followed by the Women's Expo and the West Michigan Motorcycle & ORV show.

VII. Chairman's Comments

Chairman Heacock presented a state of the CAA address that included a review of 2004 and his agenda for the upcoming year. Highlights of the past year started with the inauguration of the brand new convention center and concluded with the opening of the Steelcase ballroom. In between, the CAA hosted a variety of events at the Van Andel Arena®, DeVos Performance Hall, and DeVos Place®, with a total usage of about 1.4 million people. DeVos Performance Hall closed for the summer to complete a \$5 million makeover. David Frey, the first member appointed to the CAA, was succeeded by Gary McInerney. John Logie retired and Mayor George Heartwell was appointed as his replacement.

Chairman Heacock's agenda for 2005 includes: review of the booking policy, development of 5-year and long-term capital plans, examination of the CAA's relationship with the City of Grand Rapids and Kent County, and addressing the needs of our diverse community.

VIII. Public Comment

None.

IX. Next Meeting Date

The next CAA Board meeting is Wednesday, March 23, 2005.

XIII. Adjournment

There being no other business, the meeting adjourned at 8:30 a.m.

Birgit M. Klohs, Recording Secretary

DEVOS PLACE

DE VOS PLACE

**FINANCIAL STATEMENT
FOR THE PERIOD ENDED FEBRUARY 28, 2005**

Distribution:

Grand Rapids – Kent County Convention / Arena Authority

Robert White

Glen Mon

Hank Abate

Gary McAneney

John Szudzik

Richard MacKeigan

Chris Machuta



An SMG Managed Facility

DE VOS PLACE
ROLLING FORECAST
FISCAL YEAR ENDING JUNE 30, 2005

	YTD Actual	Roll	TOTAL FYE	BUDGET FYE	VARIANCE
NO. EVENTS	285	162	447	376	71
ATTENDANCE	377,248	261,188	638,436	670,425	(31,989)
DIRECT EVENT REVENUE	1,222,780	794,135	2,016,915	1,987,844	29,071
ANCILLARY REVENUE	827,287	463,727	1,291,014	1,092,068	198,946
TOTAL EVENT REVENUE	2,050,067	1,257,862	3,307,929	3,079,912	228,017
TOTAL OTHER REVENUE	72,824	47,355	120,179	167,000	(46,821)
TOTAL OPERATING REVENUE	2,122,891	1,305,217	3,428,108	3,246,912	181,196
INDIRECT EXPENSES					
EXECUTIVE	78,620	49,407	128,027	127,132	(895)
FINANCE	136,014	68,065	204,079	201,022	(3,057)
MARKETING	38,514	21,562	60,076	61,260	1,184
OPERATIONS	546,895	450,583	997,478	1,000,395	2,917
EVENT SERVICES	474,859	400,790	875,649	884,638	8,989
BOX OFFICE	50,307	34,616	84,923	85,107	184
SALES	91,282	47,926	139,208	135,838	(3,370)
OVERHEAD	1,442,636	769,427	2,212,063	2,140,462	(71,601)
TOTAL OPERATING EXP.	2,859,128	1,842,376	4,701,503	4,635,854	(65,649)
NET REVENUE ABOVE EXPENSES	(736,236)	(537,159)	(1,273,395)	(1,388,942)	115,547
CAPITAL					
NET OPERATING REVENUE OVER OPERATING EXPENSES	(736,236)	(537,159)	(1,273,395)	(1,388,942)	115,547

Comments:

DeVos Place performed better than budget for the month. This was due to both the hosting of more events during the month, as well as, the shift of the Golf Show out of March and into February.


General Manager


Finance Director

**DE VOS PLACE
FINANCIAL STATEMENT HIGHLIGHTS
FOR MONTH ENDED FEBRUARY 28, 2005**

The following schedule summarizes operating results for the current month ending and the YTD ending June 30, 2005, compared to budget and to the prior year:

MONTH	February Actual	February Budget	February FY 2004
Number of Events	53	36	40
Attendance	82,777	63,650	159,710
Direct Event Income	\$286,383	\$229,217	\$364,940
Ancillary Income	186,900	122,104	164,171
Other Income	6,172	13,917	6,207
Indirect Expenses	(449,281)	(480,112)	(370,480)
Net Income	<u>\$30,174</u>	<u>(\$114,874)</u>	<u>\$164,838</u>

YTD	YTD 2005 Actual	YTD 2005 Budget	YTD 2004 Prior Year
Number of Events	285	228	206
Attendance	377,248	411,125	367,350
Direct Event Income	\$1,222,780	\$1,230,970	\$939,202
Ancillary Income	827,287	614,385	486,070
Other Income	72,824	111,336	76,341
Indirect Expenses	(2,859,127)	(3,113,896)	(2,219,695)
Net Income	<u>(\$736,236)</u>	<u>(\$1,157,205)</u>	<u>(\$718,082)</u>

EVENT INCOME

Event income came in higher than budget due to the hosting of more events than was called for in the budget. The Golf show also shifted out of March and into February. The Ballroom hosted more events, however, earned less revenue per event than budgeted.

ANCILLARY INCOME

Ancillary income continues to come in ahead of budget. Decorating revenue, which we had seen a per event decrease last fiscal year, appears to be rebounding back to pre DeVos Place levels. Audio/Visual income continues to come in ahead of projections.

INDIRECT EXPENSES

Indirect expenses came in lower than expected with most of the savings coming in labor and utilities.

DE VOS PLACE
FACILITY STATEMENT OF INCOME
PERIOD ENDING 02/28/05

	-----CURRENT-----			-----YTD-----		
	ACTUAL	BUDGET	LAST YEAR	ACTUAL	BUDGET	LAST YEAR
EVENT INCOME						

DIRECT EVENT INCOME						
RENTAL INCOME	281,287	222,010	336,091	1,186,335	1,168,071	885,032
SERVICES INCOME	5,096	7,207	28,850	36,445	62,899	54,170
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TOTAL DIRECT EVENT INCOME	286,383	229,217	364,940	1,222,780	1,230,970	939,202
ANCILLARY INCOME						

FOOD & BEVERAGE	55,727	47,592	57,524	267,746	220,086	146,188
NOVELTY	296	2,100	0	4,055	10,350	10,953
ELECTRICAL	47,075	38,062	41,436	193,323	177,387	132,719
OTHER ANCILLARY	83,803	34,350	65,211	362,164	206,562	196,210
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TOTAL ANCILLARY INCOME	186,900	122,104	164,171	827,287	614,385	486,070
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TOTAL EVENT INCOME	473,283	351,321	529,112	2,050,067	1,845,355	1,425,272
OTHER OPERATING INCOME	6,172	13,917	6,207	72,824	111,336	76,341
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ADJUSTED GROSS INCOME	479,456	365,238	535,318	2,122,891	1,956,691	1,501,614
INDIRECT EXPENSES						
EXECUTIVE	8,562	10,596	8,495	78,620	84,768	90,631
FINANCE	12,758	16,752	13,709	136,014	134,016	109,688
MARKETING	4,821	5,104	3,442	38,514	40,832	33,866
OPERATIONS	99,429	86,074	47,188	546,895	668,092	369,975
EVENT MANAGEMENT	72,215	76,470	52,922	474,859	590,760	346,925
BOX OFFICE	3,982	7,093	5,695	50,307	56,744	50,059
SALES	10,703	11,321	9,654	91,282	90,568	97,350
OVERHEAD	236,811	266,702	229,374	1,442,636	1,448,116	1,121,201
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INDIRECT EXPENSES	449,281	480,112	370,480	2,859,127	3,113,896	2,219,695
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NET OPERATING INCOME	30,175	<114,874>	164,838	<736,236>	<1,157,205>	<718,081>
OTHER EXPENSES						
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NET INCOME (LOSS)	30,175	<114,874>	164,838	<736,236>	<1,157,205>	<718,081>
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DE VOS PLACE
STATEMENT OF SERVICES INCOME
PERIOD ENDING 02/28/05

	-----CURRENT-----			-----YEAR TO DATE-----		
	ACTUAL	BUDGET	LAST YEAR	ACTUAL	BUDGET	LAST YEAR
Advertising Billed	4,171	0	1,916	6,053	0	33,308
Changeover Setup Billed	954	0	830	7,057	0	3,146
Stagehands Billed	104,511	61,900	33,290	553,285	424,015	485,589
Security Billed	30,197	14,670	28,515	95,745	53,410	57,619
Ushers & Tix Takers Billed	14,698	10,700	16,115	81,098	72,625	79,815
Box Office Billed	1,700	1,300	2,300	10,200	10,400	11,600
Ticketing Service Billed	15,964	11,175	49,936	87,259	85,300	128,339
Utilities Billed	0	0	0	0	0	825
City Police Fire Billed	4,708	2,000	5,670	20,217	4,150	14,694
Traffic Control Billed	2,305	7,850	17,265	14,636	13,775	20,243
EMT Medical Billed	3,594	2,600	5,188	18,575	14,641	17,091
Cleaning Billed	264	0	1,738	1,534	0	2,669
Insurance Billed	75	0	75	3,360	0	922
Telephone Billed	5,205	225	7,750	39,905	3,575	16,360
Damages Billed	275	0	600	275	0	2,976
Other Production Billed	18,419	0	2,775	44,065	0	17,785
TOTAL SERVICE INCOME	207,038	112,420	173,963	983,264	681,891	892,982
Advertising Expense	4,171	0	1,916	6,179	0	31,728
Contracted Changeover Setup Expense	0	0	0	0	0	1,274
Allocated Changeover & Setup Expense	0	0	3,727	0	0	4,284
Stagehand Wages	95,576	60,043	28,550	506,230	411,295	464,386
Security Wages	0	14,670	0	0	53,410	0
Contracted Security Expense	28,941	0	27,143	89,537	0	55,238
Ushers & T/T Wages	10,288	7,490	11,281	56,769	50,838	55,378
Ticket Sellers Wages	3,124	1,200	5,051	10,173	8,700	10,290
Ticket Service Charge Expense	2,977	4,470	7,284	24,640	33,483	39,098
Ticket Supplies	0	0	0	5,481	0	0
City Police Fire Expense	4,708	1,600	5,670	20,155	1,600	14,694
Traffic Control Expense	2,986	9,600	16,002	20,792	15,650	23,237
EMT Medical Expense	6,174	2,600	4,011	18,607	14,491	13,162
Production Materials	0	0	0	0	0	492
Cleaning Wages	0	3,540	0	0	29,525	14,146
Contracted Cleaning Expense	24,855	0	31,096	122,369	0	83,568
Contracted Exhibit Expense	0	0	0	0	0	3,000
Insurance Expense	75	0	75	2,571	0	1,024
Allocated Telephone Expense	1,180	0	1,938	9,969	0	4,090
Damage Expense	0	0	356	0	0	2,875
Production Expense	16,887	0	1,013	53,348	0	16,847
TOTAL SERVICE EXPENSE	201,941	105,213	145,113	946,819	618,992	838,812
NET SERVICE INCOME	5,096	7,207	28,850	36,445	62,899	54,170
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DE VOS PLACE
STATEMENT OF FINANCIAL POSITION
PERIOD ENDING 02/28/05

ASSETS

CURRENT ASSETS

CASH	1,930,404
ACCOUNTS RECEIVABLE	676,034
PREPAID EXPENSES	88,527

TOTAL CURRENT ASSETS	2,694,964

FIXED ASSETS

TOTAL ASSETS	2,694,964
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LIABILITIES & EQUITY

CURRENT LIABILITIES

ACCOUNTS PAYABLE	396,864
ACCRUED EXPENSES	112,706
ADVANCED TIX SALES & DEPOSITS	561,783

TOTAL CURRENT LIABILITIES	1,071,353

EQUITY

FUNDING RECEIVED	1,123,581
RETAINED EARNINGS	1,236,267
NET INCOME (LOSS)	<736,236>

TOTAL EQUITY	1,623,612

TOTAL LIABILITIES & EQUITY	2,694,964
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DE VOS PLACE
INDIRECT EXPENSE SUMMARY
PERIOD ENDING 02/28/05

	CURRENT			YTD		
	ACTUAL	BUDGET	LAST YEAR	ACTUAL	BUDGET	LAST YEAR
Salaries Administration	51,056	80,317	51,831	454,539	642,536	439,495
Part-Time	14,122	62,251	15,006	76,309	498,008	78,823
Wages-Trade	122,534	23,426	62,482	729,323	187,408	653,029
Auto Allowance	1,971	0	1,971	15,467	0	15,767
Auto Expense	0	2,121	150	1,200	16,968	1,200
Taxes & Benefits	51,072	43,818	36,433	324,159	350,544	282,652
Less: Allocation/Reimbursement	<125,958>	<79,161>	<65,013>	<709,795>	<633,288>	<675,492>
TOTAL LABOR COSTS	114,796	132,772	102,859	891,201	1,062,176	795,473
Contracted Security	18,359	19,000	17,856	156,928	152,000	96,416
Contracted Cleaning	3,552	0	0	5,249	0	0
Other Contracted Services	0	200	155	1,160	1,600	929
Travel & Entertainment	1,157	1,626	329	6,440	13,008	8,337
Corporate Travel	0	0	0	<221>	0	2,092
Meetings & Conventions	685	8,958	1,603	13,528	24,164	7,979
Dues & Subscriptions	300	417	145	2,407	3,336	4,643
Employee Training	0	833	0	7,021	6,664	0
Computer Expense	3,441	5,417	4,524	49,850	43,336	29,225
Professional Fees	2,490	2,625	3,447	24,853	21,000	39,547
Marketing & Advertising	2,126	2,467	2,132	24,659	19,736	38,695
Box Office Expenses	<76>	0	1,043	557	0	1,409
Small Equipment	0	0	0	2,163	0	1,482
Trash Removal	5,994	3,000	913	15,597	24,000	6,314
Equipment Rental	987	500	991	8,148	4,000	6,612
Snow Removal	0	0	0	0	0	481
Exterminating	3,331	500	0	10,269	4,000	1,125
Cleaning	0	0	0	0	6,000	0
Construction Costs	0	0	1,527	2,967	0	23,274
Repairs & Maintenance	27,486	21,721	3,659	135,040	173,768	27,149
Supplies	31,642	19,208	5,932	111,815	153,664	68,315
Bank Service Charges	1,388	750	1,431	7,605	6,000	6,733
Insurance	21,848	16,454	25,110	143,145	131,632	92,613
Licenses & Fees	0	0	875	99	0	1,905
Printing & Stationary	788	1,125	0	1,646	9,000	1,910
Office Supplies	1,961	625	858	8,351	5,000	7,474
Postage	116	417	0	1,235	3,336	1,152
Parking Expense	1,520	1,000	291	11,049	8,000	15,054
Telephone Long Distance	2,336	6,000	1,573	46,564	48,000	57,260
Utilities	184,756	215,550	175,812	1,018,921	1,038,900	725,354
Base Fee	19,935	19,780	19,354	160,060	158,240	154,835
Less: Allocated/Reimbursement	<1,635>	<833>	<1,938>	<10,424>	<6,664>	<4,090>
TOTAL MATERIAL AND SERVICES	334,485	347,340	267,621	1,966,683	2,051,720	1,424,223
TOTAL INDIRECT EXPENSES	449,281	480,112	370,480	2,857,885	3,113,896	2,219,695

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SMG - Van Andel Arena & DeVos Place
Grand Rapids - Kent County Convention/Arena Authority
Capital Expenditures & Management Fee Summary
Fiscal Year Ending June 30, 2005

CAPITAL IMPROVEMENTS

	Budget	Expended	Balance	Project Status
Arena				
Box Office - Electronic Signage	14,000		14,000	Open
Spotlights	125,000		125,000	Open
Security System Upgrades	39,489	39,489	-	Closed
Speaker System - Main Entrance	15,000	9,406	5,594	Closed
Total Arena	193,489	48,895	144,594	
DeVos Place				
Total DeVos Place	-	-	-	
Grand Total Capital Improvements	193,489	48,895	144,594	

MANAGEMENT FEE SUMMARY

	Arena Estimate	DeVos Place Estimate	Total Estimate	FY 2004 Act/Est
Net Revenue above Expenses	1,325,288	(1,273,395)	51,893	245,318
Benchmark	1,647,957	(1,388,942)	259,015	1,531
Excess	(322,669)	115,547	(207,122)	243,787

Incentive Fee Calculation (Only if above greater than zero)

	Arena Estimate	DeVos Place Estimate	Total Estimate	FY 2004 Act/Est
Base Fee	239,220	239,219	478,439	464,504
Incentive Fee				
Revenue	4,501,466	3,428,108	7,929,574	7,412,186
Benchmark Revenue	4,465,338	3,246,912	7,712,250	6,716,238
Revenue Excess	36,128	181,196	217,324	695,948
Incentive Fee **	-	-	-	139,190
Total SMG Management Fee	239,220	239,219	478,439	603,694

** Incentive fee is 20% of the first \$1 million in excess, 25% of remaining capped at base fee amount.

SMG - DeVos Place
Grand Rapids - Kent County Convention/Arena Authority
Summary of Accounts Receivable
Month Ended February 28, 2005

Current - Under 30 Days	
Food & Beverage	55,755
Ticketing	3,113
Decorating	38,125
Audio/Visual	47,317
Operating	358,663
 Over 30 Days	 158,341
 Over 60 Days	
Donnell Productions	5,736
Paragon Leather	1,696
Saigon Entertainment	5,002
Grinder Promotions	2,286
 Total Accounts Receivable @ 1/31/05	 676,034



VAN ANDEL ARENA

FINANCIAL STATEMENT FOR THE PERIOD ENDED FEBRUARY 28, 2005

Distribution:

Grand Rapids – Kent County Convention / Arena Authority
Robert White
Glen Mon
Hank Abate
Gary McAneney
John Szudzik
Richard MacKeigan
Chris Machuta



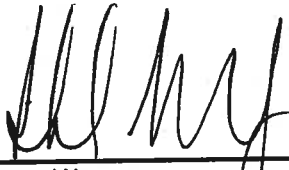
An SMG Managed Facility

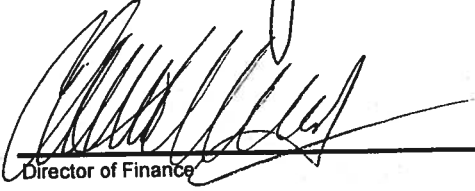
**VAN ANDEL ARENA
ROLLING FORECAST
FISCAL YEAR ENDING JUNE 30, 2005**

	YTD	ROLL	TOTAL FYE	BUDGET FYE	VARIANCE
NO. EVENTS	77	37	114	117	(3)
ATTENDANCE	395,746	246,657	642,403	709,200	(66,797)
DIRECT EVENT INCOME	684,296	438,498	1,122,794	1,278,171	(155,377)
ANCILLARY INCOME	829,519	497,314	1,326,833	1,535,524	(208,691)
TOTAL EVENT INCOME	1,513,815	935,812	2,449,627	2,813,695	(364,068)
TOTAL OTHER INCOME	1,411,428	640,411	2,051,839	1,985,000	66,839
TOTAL INCOME	2,925,243	1,576,223	4,501,466	4,798,695	(297,229)
INDIRECT EXPENSES					
EXECUTIVE	82,045	34,016	116,061	107,510	(8,551)
FINANCE	123,050	66,837	189,887	193,611	3,724
MARKETING	147,205	84,171	231,376	229,064	(2,312)
OPERATIONS	853,186	329,900	1,183,086	1,192,081	8,995
BOX OFFICE	66,401	37,716	104,117	107,120	3,003
LUXURY SEATING	79,004	25,625	104,629	113,597	8,968
SKYWALK ADMIN	29,154	8,724	37,878	36,941	(937)
OVERHEAD	881,881	327,263	1,209,144	1,303,597	94,453
TOTAL INDIRECT EXP.	2,261,926	914,252	3,176,178	3,283,521	107,343
NET REVENUE ABOVE EXPENSES	663,318	661,971	1,325,288	1,515,174	(189,886)
LESS ALLOCATION FOR CAPITAL REPLACEMENT					
NET REVENUE ABOVE EXPENSES AFTER CAPITAL	663,318	661,971	1,325,288	1,515,174	(189,886)

Comments:

The Arena performed ahead of budget for the month. This was due to hosting one additional concert during the month than was budgeted. However, the concerts hosted during the month were lower ancillary revenue producing events, decreasing the positive effect of the extra show.


General Manager


Director of Finance

**VAN ANDEL ARENA
FINANCIAL STATEMENT HIGHLIGHTS
FOR MONTH ENDED FEBRUARY 28, 2005**

The following schedule summarizes operating results for the current month ending and the YTD ending June 30, 2005, compared to budget and to the prior year:

MONTH	February Actual	February Budget	February FY 2004
Number of Events	18	15	22
Attendance	86,247	90,500	118,876
Direct Event Income	\$167,640	\$134,253	\$72,384
Ancillary Income	161,331	179,501	219,665
Other Income	193,975	165,416	155,670
Indirect Expenses	(284,601)	(280,502)	(304,835)
Net Income	<u>\$238,345</u>	<u>\$198,668</u>	<u>\$142,884</u>

YTD	YTD 2005 Actual	YTD 2005 Budget	YTD 2004 Prior Year
Number of Events	77	82	86
Attendance	395,746	478,700	465,167
Direct Event Income	\$684,296	\$896,416	\$671,421
Ancillary Income	829,519	1,100,207	994,563
Other Income	1,411,428	1,323,328	1,332,182
Indirect Expenses	(2,261,925)	(2,191,516)	(2,037,786)
Net Income	<u>\$663,318</u>	<u>\$1,128,435</u>	<u>\$960,380</u>

EVENT INCOME

Event income came in higher than budget due to hosting one more concert than was in the original budget. The Lipizzaner Stallions event hosted during the month was also not a part of the original budget, however, offsets the loss of the family show budgeted for last August.

ANCILLARY INCOME

Ancillary income fell below budgeted expectations as the concerts hosted during the month, while selling at or above projections, were below average ancillary events. Spending for the Monster Truck event was stronger and helped offset some of the shortfall.

INDIRECT EXPENSES

Indirect expenses came in at expected levels for the month.

VAN ANDEL ARENA
FACILITY STATEMENT OF INCOME
PERIOD ENDING 02/28/05

	CURRENT			YTD		
	ACTUAL	BUDGET	LAST YEAR	ACTUAL	BUDGET	LAST YEAR
EVENT INCOME						
DIRECT EVENT INCOME						
RENTAL INCOME	239,131	225,250	245,398	1,045,030	1,323,850	1,121,309
SERVICES INCOME	<71,491>	<90,997>	<173,013>	<360,734>	<427,434>	<449,888>
TOTAL DIRECT EVENT INCOME	167,640	134,253	72,384	684,296	896,416	671,421
ANCILLARY INCOME						
FOOD & BEVERAGE	126,569	144,829	196,538	686,732	907,192	854,984
NOVELTY	28,002	26,754	12,934	115,291	167,627	109,837
ELECTRICAL	600	0	0	600	0	0
OTHER ANCILLARY	6,160	7,918	10,192	26,895	25,388	29,742
TOTAL ANCILLARY INCOME	161,331	179,501	219,665	829,519	1,100,207	994,563
TOTAL EVENT INCOME	328,971	313,754	292,049	1,513,815	1,996,623	1,665,984
OTHER OPERATING INCOME	193,975	165,416	155,670	1,411,428	1,323,328	1,332,182
ADJUSTED GROSS INCOME	522,946	479,170	447,719	2,925,243	3,319,951	2,998,166
INDIRECT EXPENSES						
EXECUTIVE	8,568	10,334	9,681	82,045	72,172	77,219
FINANCE	10,365	17,509	13,389	123,050	129,572	104,467
MARKETING	10,861	20,463	13,266	147,205	153,204	127,526
LUXURY SEATING	12,668	9,467	6,922	79,004	75,736	56,942
OPERATIONS	80,310	102,089	111,333	853,186	795,712	721,206
BOX OFFICE	2,323	8,928	10,060	66,401	71,424	68,759
SKYWALK ADMINISTRATION	4,710	3,079	3,627	29,154	24,632	27,368
OVERHEAD	154,798	108,633	136,555	881,881	869,064	854,300
INDIRECT EXPENSES	284,601	280,502	304,835	2,261,925	2,191,516	2,037,786
NET OPERATING INCOME	238,345	198,668	142,884	663,318	1,128,435	960,380
OTHER EXPENSES						
NET INCOME (LOSS)	238,345	198,668	142,884	663,318	1,128,435	960,380

VAN ANDEL ARENA
STATEMENT OF SERVICES INCOME
PERIOD ENDING 02/28/05

	-----CURRENT-----			-----YEAR TO DATE-----		
	ACTUAL	BUDGET	LAST YEAR	ACTUAL	BUDGET	LAST YEAR
Advertising Billed	64,237	0	12,559	287,855	29,000	173,316
Sponsorship Income	0	0	0	20,000	0	0
Labor Billed	2,972	1,305	1,440	12,473	12,265	9,878
Changeover Setup Billed	20,405	8,950	9,295	84,186	82,900	71,992
Stagehands Billed	59,692	43,100	35,057	284,515	356,800	323,177
Security Billed	19,731	14,300	17,571	104,374	116,850	97,984
Ushers & Tix Takers Billed	12,099	12,100	11,314	67,942	85,000	75,178
Box Office Billed	1,527	800	581	9,299	8,950	5,612
Ticketing Service Billed	14,975	25,500	12,064	91,965	165,850	137,633
Utilities Billed	6,288	0	0	7,288	0	2,000
City Police Fire Billed	2,048	2,244	1,306	7,674	8,520	5,534
EMT Medical Billed	3,703	2,950	2,306	17,390	14,800	11,832
Cleaning Billed	11,184	9,200	7,045	57,995	80,900	61,563
Group Sales Commissions Billed	1,126	0	0	4,342	0	1,057
Telephone Billed	1,720	2,800	3,660	18,605	22,160	23,860
Damages Billed	0	0	0	0	0	350
Other Production Billed	14,072	10,000	31,127	115,045	143,800	212,888
TOTAL SERVICE INCOME	235,778	133,249	145,324	1,190,947	1,127,795	1,213,852
Advertising Expense	63,479	0	12,834	289,519	29,000	176,443
Sponsorship Expenses	0	0	0	10,000	0	0
Labor Wages	2,335	1,109	1,224	10,411	10,884	8,855
Contracted Changeover Setup Expense	39,260	34,377	44,081	183,581	172,454	167,831
Stagehand Wages	56,096	42,918	50,704	277,059	385,754	335,357
Contracted Security Expense	38,744	27,200	40,264	177,232	168,390	175,661
Contracted Ushers & T/T Expense	39,607	35,840	46,133	170,135	187,310	176,327
Ticket Sellers Wages	1,298	0	493	7,904	0	4,441
Ticket Sellers P/R Taxes Bene	0	0	0	0	0	329
Ticket Service Charge Expense	8,795	25,500	17,647	81,726	189,000	129,442
City Police Fire Expense	2,328	2,244	1,306	8,924	11,606	7,534
EMT Medical Expense	4,940	5,260	4,326	18,500	25,080	20,258
Contracted Cleaning Expense	36,089	39,163	44,828	172,177	213,516	178,159
Insurance Expense	0	0	13,712	0	0	26,528
Allocated Telephone Expense	516	635	1,220	5,462	5,935	8,003
Production Expense	13,784	10,000	39,566	139,051	156,300	248,572
TOTAL SERVICE EXPENSE	307,269	224,246	318,337	1,551,681	1,555,229	1,663,739
NET SERVICE INCOME	<71,491>	<90,997>	<173,013>	<360,734>	<427,434>	<449,888>
	=====	=====	=====	=====	=====	=====

VAN ANDEL ARENA
STATEMENT OF FINANCIAL POSITION
PERIOD ENDING 02/28/05

ASSETS

CURRENT ASSETS

CASH	3,519,046
ACCOUNTS RECEIVABLE	993,255
PREPAID EXPENSES	200,563

TOTAL CURRENT ASSETS	4,712,865
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FIXED ASSETS

TOTAL ASSETS	4,712,865
	=====

LIABILITIES & EQUITY

CURRENT LIABILITIES

ACCOUNTS PAYABLE	538,726
ACCRUED EXPENSES	481,558
DEFERRED INCOME	690,867
ADVANCED TIX SALES & DEPOSITS	2,408,063

TOTAL CURRENT LIABILITIES	4,119,215
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EQUITY

FUNDS REMITTED	<1,950,000>
FUNDING RECEIVED	416,964
RETAINED EARNINGS	1,463,368
NET INCOME (LOSS)	663,318

TOTAL EQUITY	593,650
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TOTAL LIABILITIES & EQUITY	4,712,865
	=====

VAN ANDEL ARENA
INDIRECT EXPENSE SUMMARY
PERIOD ENDING 02/28/05

	-----CURRENT-----			-----YTD-----		
	ACTUAL	BUDGET	LAST YEAR	ACTUAL	BUDGET	LAST YEAR
Salaries Administration	34,264	56,102	48,508	449,127	448,816	392,518
Part-Time	5,049	3,333	9,928	44,623	26,664	40,355
Wages-Trade	65,833	80,733	82,280	518,682	645,864	534,005
Wages-Trade Part-Time	0	0	0	5,219	0	0
Auto Allowance	577	0	577	4,617	0	4,617
Auto Expense	0	985	300	2,400	7,880	2,400
Taxes & Benefits	35,901	34,180	40,112	279,879	273,440	247,434
Less: Allocation/Reimbursement	<73,088>	<70,716>	<70,117>	<429,731>	<565,728>	<462,515>
TOTAL LABOR COSTS	68,537	104,617	111,588	874,816	836,936	758,814
Contracted Security	18,384	19,000	21,335	152,000	152,000	163,709
Contracted Cleaning	2,098	2,292	2,098	18,787	18,336	23,118
Other Contracted Services	314	300	349	3,167	2,400	2,547
Travel & Entertainment	586	558	529	4,454	4,464	6,028
Corporate Travel	0	625	0	0	5,000	0
Meetings & Conventions	565	7,850	0	5,139	10,300	1,071
Dues & Subscriptions	186	208	936	7,346	1,664	5,704
Employee Training	0	750	0	200	6,000	2,300
Computer Expense	4,809	5,417	11,967	52,184	43,336	40,936
Professional Fees	2,205	2,375	2,255	19,656	19,000	20,991
Marketing & Advertising	8,912	7,500	1,295	47,470	60,000	39,042
Box Office Expenses	<623>	0	231	<378>	0	<237>
Small Equipment	3,773	0	0	4,182	0	2,594
Trash Removal	2,505	1,250	1,703	13,756	10,000	11,056
Equipment Rental	1,167	1,300	862	10,005	10,400	8,852
Landscaping	0	292	0	0	2,336	0
Exterminating	248	333	248	1,980	2,664	1,733
Cleaning	0	900	0	4,050	7,200	9,083
Repairs & Maintenance	11,108	9,333	5,828	105,435	74,664	52,287
Supplies	10,781	12,841	17,621	104,526	102,728	72,313
Bank Service Charges	737	1,000	844	5,214	8,000	6,241
Rent Expense	0	0	0	0	0	307
Insurance	17,734	13,269	15,965	97,611	106,152	82,838
Licenses & Fees	0	0	72	0	0	72
Printing & Stationary	0	1,750	0	687	14,000	0
Office Supplies	1,498	1,000	2,461	10,832	8,000	7,377
Postage	409	1,000	3,438	7,206	8,000	9,925
Parking Expense	1,925	1,500	0	19,137	12,000	15,624
Telephone Long Distance	10,637	3,000	6,253	51,467	24,000	40,619
Utilities	100,864	63,567	82,042	513,413	508,536	528,983
Base Fee	19,935	19,780	19,354	158,899	158,240	154,835
Common Area Expense	<4,176>	<2,730>	<3,217>	<25,853>	<21,840>	<22,373>
Less: Allocated/Reimbursement	<516>	<375>	<1,220>	<5,462>	<3,000>	<8,606>
TOTAL MATERIAL AND SERVICES	216,064	175,885	193,247	1,387,110	1,354,580	1,278,972
TOTAL INDIRECT EXPENSES	284,601	280,502	304,835	2,261,925	2,191,516	2,037,786

SMG - Van Andel Arena & DeVos Place
Grand Rapids - Kent County Convention/Arena Authority
Capital Expenditures & Management Fee Summary
Fiscal Year Ending June 30, 2005

CAPITAL IMPROVEMENTS

	Budget	Expended	Balance	Project Status
Arena				
Box Office - Electronic Signage	14,000		14,000	Open
Spotlights	125,000		125,000	Open
Security System Upgrades	39,489	39,489	-	Closed
Speaker System - Main Entrance	15,000	9,406	5,594	Closed
Total Arena	193,489	48,895	144,594	
DeVos Place				
Total DeVos Place	-	-	-	
Grand Total Capital Improvements	193,489	48,895	144,594	

MANAGEMENT FEE SUMMARY

	Arena Estimate	DeVos Place Estimate	Total Estimate	FY 2004 Act/Est
Net Revenue above Expenses	1,325,288	(1,273,395)	51,893	245,318
Benchmark	1,647,957	(1,388,942)	259,015	1,531
Excess	(322,669)	115,547	(207,122)	243,787

Incentive Fee Calculation (Only if above greater than zero)

	Arena Estimate	DeVos Place Estimate	Total Estimate	FY 2004 Act/Est
Base Fee	239,220	239,219	478,439	464,504
Incentive Fee				
Revenue	4,501,466	3,428,108	7,929,574	7,412,186
Benchmark Revenue	4,465,338	3,246,912	7,712,250	6,716,238
Revenue Excess	36,128	181,196	217,324	695,948
Incentive Fee **	-	-	-	139,190
Total SMG Management Fee	239,220	239,219	478,439	603,694

** Incentive fee is 20% of the first \$1 million in excess, 25% of remaining capped at base fee amount.

SMG - Van Andel Arena
Grand Rapids - Kent County Convention/Arena Authority
Summary of Accounts Receivable
Month Ending February 28, 2005

Current - Under 30 Days	
Food & Beverage	317,016
Ticketing	432,541
Merchandise	-
Operating	85,386
 Over 30 Days	 128,660
 Over 60 Days	
Time Out for Women	29,652
 Total Accounts Receivable @ 1/31/05	 993,255

5:41 PM
03/10/05
Accrual Basis

Grand Rapids-Kent County Convention/Arena Authority
Balance Sheet
As of February 28, 2005

	<u>Feb 28, 05</u>
ASSETS	
Current Assets	
Checking/Savings	
1020 • Cash - Construction - Max Saver	2,427,575.98
1030 • Cash - Construction	724,581.46
1050 • Operations - Cash	1,028,568.94
9991 • Cash - Retainage	1,903,666.79
Total Checking/Savings	<u>6,084,393.17</u>
Other Current Assets	
1070 • Kent County - Operating	2,002,958.86
1080 • Kent County - Capital Replicmnt	14,020,712.02
Total Other Current Assets	<u>16,023,670.88</u>
Total Current Assets	22,108,064.05
Fixed Assets	
Vehicles	<u>23,470.00</u>
Total Fixed Assets	<u>23,470.00</u>
TOTAL ASSETS	<u>22,131,534.05</u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
2000 • Accounts Payable	194,176.40
Total Accounts Payable	<u>194,176.40</u>
Other Current Liabilities	
2200 • Accrued Expenses	124,447.00
9992 • Retainage Payable	1,903,666.79
Total Other Current Liabilities	<u>2,028,113.79</u>
Total Current Liabilities	<u>2,222,290.19</u>
Total Liabilities	2,222,290.19
Equity	
3000 • Opening Bal Equity	37,652,992.39
Net Income	-17,743,748.53
Total Equity	<u>19,909,243.86</u>
TOTAL LIABILITIES & EQUITY	<u>22,131,534.05</u>

Note: Negative Net Income a result of construction expenditures. These will be capitalized at year-end and will reverse the negative net income reported.

5:42 PM

03/10/05

Grand Rapids-Kent County Convention/Arena Authority Reconciliation Detail

1020 - Cash - Construction - Max Saver, Period Ending 02/28/2005

Type	Date	Num	Name	Cir	Amount	Balance
Beginning Balance						5,221,551.97
Cleared Transactions						
Checks and Payments - 1 item						
Transfer	2/9/2005			X	-2,800,000.00	-2,800,000.00
Total Checks and Payments					-2,800,000.00	-2,800,000.00
Deposits and Credits - 1 item						
Deposit	2/28/2005			X	6,024.01	6,024.01
Total Deposits and Credits					6,024.01	6,024.01
Total Cleared Transactions					-2,793,975.99	-2,793,975.99
Cleared Balance					-2,793,975.99	2,427,575.98
Register Balance as of 02/28/2005					-2,793,975.99	2,427,575.98
Ending Balance					<u>-2,793,975.99</u>	<u>2,427,575.98</u>

5:43 PM

03/10/05

Grand Rapids-Kent County Convention/Arena Authority Reconciliation Detail

1030 - Cash - Construction, Period Ending 02/28/2005

Type	Date	Num	Name	Clr	Amount	Balance
Beginning Balance						270,095.69
Cleared Transactions						
Checks and Payments - 16 items						
Bill Pmt -Check	1/28/2005	2052	J.P. Gray Consulting...	X	-6,365.00	-6,365.00
Bill Pmt -Check	1/28/2005	2050	CDW Government, I...	X	-17,311.48	-23,676.48
Bill Pmt -Check	1/28/2005	2053	Materials Testing Co...	X	-5,497.45	-29,173.93
Bill Pmt -Check	1/28/2005	2055	Nextel Communicati...	X	-62.62	-29,236.55
Bill Pmt -Check	1/28/2005	2049	AAA Fence Company	X	-2,592.00	-31,828.55
Bill Pmt -Check	1/28/2005	2054	Midstate Security	X	-22,774.05	-54,602.60
Bill Pmt -Check	2/14/2005	2065	Tele-Rad, Inc.	X	-9,317.18	-63,919.78
Bill Pmt -Check	2/14/2005	2066	Voice Data Systems	X	-5,032.47	-68,952.25
Bill Pmt -Check	2/14/2005	2064	NICHOLS	X	-16,995.00	-85,947.25
Bill Pmt -Check	2/14/2005	2063	HSBC Business Sol...	X	-7,179.68	-93,126.93
Bill Pmt -Check	2/14/2005	2062	GR-KC C/AA Retain...	X	-91,734.00	-184,860.93
Bill Pmt -Check	2/14/2005	2060	Eagle Star Equipment	X	-11,320.00	-196,180.93
Bill Pmt -Check	2/14/2005	2059	Dale H. Sommers	X	-15,680.00	-211,860.93
Bill Pmt -Check	2/14/2005	2058	Custer Office Enviro...	X	-265,157.50	-477,018.43
Bill Pmt -Check	2/14/2005	2057	Automated Business...	X	-1,201.12	-478,219.55
Bill Pmt -Check	2/14/2005	2061	Erhardt-Hunt/Joint V...	X	-1,752,251.00	-2,230,470.55
Total Checks and Payments					-2,230,470.55	-2,230,470.55
Deposits and Credits - 2 items						
Transfer	2/9/2005			X	2,800,000.00	2,800,000.00
Deposit	2/28/2005			X	2,836.48	2,802,836.48
Total Deposits and Credits					2,802,836.48	2,802,836.48
Total Cleared Transactions					572,365.93	572,365.93
Cleared Balance					572,365.93	842,461.62
Uncleared Transactions						
Checks and Payments - 4 items						
Bill Pmt -Check	2/28/2005	2067	Materials Testing Co...		-574.00	-574.00
Bill Pmt -Check	2/28/2005	2068	Nextel Communicati...		-68.81	-642.81
Bill Pmt -Check	2/28/2005	2069	Progressive AE		-17,237.35	-17,880.16
Bill Pmt -Check	2/28/2005	2070	SMG - Philadelphia		-100,000.00	-117,880.16
Total Checks and Payments					-117,880.16	-117,880.16
Total Uncleared Transactions					-117,880.16	-117,880.16
Register Balance as of 02/28/2005					454,485.77	724,581.46
New Transactions						
Deposits and Credits - 1 item						
Deposit	3/4/2005				600.00	600.00
Total Deposits and Credits					600.00	600.00
Total New Transactions					600.00	600.00
Ending Balance					455,085.77	725,181.46

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03/10/05

Grand Rapids-Kent County Convention/Arena Authority

Reconciliation Detail

1050 - Operations - Cash, Period Ending 02/28/2005

Type	Date	Num	Name	Clr	Amount	Balance
Beginning Balance						966,447.44
Cleared Transactions						
Checks and Payments - 18 items						
Bill Pmt -Check	1/28/2005	6065	Consumers Energy	X	-67,221.21	-67,221.21
Bill Pmt -Check	1/28/2005	6066	Dickinson Wright PL...	X	-1,315.20	-68,536.41
Bill Pmt -Check	1/28/2005	6070	Priority Health	X	-398.73	-68,935.14
Bill Pmt -Check	1/28/2005	6069	ICMA Retirement Co...	X	-50.00	-68,985.14
Bill Pmt -Check	1/28/2005	6068	ICMA Retirement Co...	X	-250.92	-69,236.06
Check	2/4/2005	10096	Susan M. Waddell	X	-1,383.93	-70,619.99
Check	2/4/2005	10096	Susan M. Waddell	X	-1,060.25	-71,680.24
Bill Pmt -Check	2/14/2005	6080	Susan Waddell	X	-33.11	-71,713.35
Bill Pmt -Check	2/14/2005	6079	Sound Concepts, Inc.	X	-99,644.50	-171,357.85
Bill Pmt -Check	2/14/2005	6078	Rapid Hot Coffee Se...	X	-19.20	-171,377.05
Bill Pmt -Check	2/14/2005	6076	ICMA Retirement Co...	X	-50.00	-171,427.05
Bill Pmt -Check	2/14/2005	6075	ICMA Retirement Co...	X	-250.92	-171,677.97
Bill Pmt -Check	2/14/2005	6074	Grand Rapids City T...	X	-9,484.98	-181,162.95
Bill Pmt -Check	2/14/2005	6073	Eastern Floral	X	-39.17	-181,202.12
Bill Pmt -Check	2/14/2005	6072	Consumers Energy	X	-32,611.51	-213,813.63
Bill Pmt -Check	2/14/2005	6077	Kent Count Dept of ...	X	-195,724.91	-409,538.54
Check	2/18/2005	10097	Susan M. Waddell	X	-1,383.93	-410,922.47
Check	2/18/2005	10097	Susan M. Waddell	X	-787.30	-411,709.77
Total Checks and Payments					-411,709.77	-411,709.77
Deposits and Credits - 4 items						
Deposit	1/31/2005			X	500,000.00	500,000.00
Deposit	2/4/2005			X	9,018.00	509,018.00
Deposit	2/10/2005			X	37,400.00	546,418.00
Deposit	2/28/2005			X	1,604.33	548,022.33
Total Deposits and Credits					548,022.33	548,022.33
Total Cleared Transactions					136,312.56	136,312.56
Cleared Balance					136,312.56	1,102,760.00
Uncleared Transactions						
Checks and Payments - 6 items						
Bill Pmt -Check	2/28/2005	6082	Dickinson Wright PL...		-170.50	-170.50
Bill Pmt -Check	2/28/2005	6083	ICMA Retirement Co...		-250.92	-421.42
Bill Pmt -Check	2/28/2005	6085	McConomy Propertie...		-1,075.00	-1,496.42
Bill Pmt -Check	2/28/2005	6086	Priority Health		-398.73	-1,895.15
Bill Pmt -Check	2/28/2005	6081	Consumers Energy		-72,245.91	-74,141.06
Bill Pmt -Check	2/28/2005	6084	ICMA Retirement Co...		-50.00	-74,191.06
Total Checks and Payments					-74,191.06	-74,191.06
Total Uncleared Transactions					-74,191.06	-74,191.06
Register Balance as of 02/28/2005					62,121.50	1,028,568.94
New Transactions						
Checks and Payments - 2 items						
Check	3/4/2005	10098	Susan M. Waddell		-762.57	-762.57
Check	3/4/2005	10098	Susan M. Waddell		-1,383.93	-2,146.50
Total Checks and Payments					-2,146.50	-2,146.50
Deposits and Credits - 1 item						
Deposit	3/4/2005				46,418.00	46,418.00
Total Deposits and Credits					46,418.00	46,418.00
Total New Transactions					44,271.50	44,271.50
Ending Balance					106,393.00	1,072,840.44

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Grand Rapids-Kent County Convention/Arena Authority

Reconciliation Detail

9991 - Cash - Retainage, Period Ending 02/28/2005

Type	Date	Num	Name	Cir	Amount	Balance
Beginning Balance						2,422,379.24
Cleared Transactions						
Checks and Payments - 1 item						
Bill Pmt -Check	2/14/2005	1203	Erhardt-Hunt/Joint V...	X	-614,807.00	-614,807.00
Total Checks and Payments					-614,807.00	-614,807.00
Deposits and Credits - 2 items						
Deposit	2/14/2005			X	91,734.00	91,734.00
Deposit	2/28/2005			X	4,360.55	96,094.55
Total Deposits and Credits					96,094.55	96,094.55
Total Cleared Transactions					-518,712.45	-518,712.45
Cleared Balance					-518,712.45	1,903,666.79
Uncleared Transactions						
Deposits and Credits - 1 item						
Deposit	12/14/2004					0.00
Total Deposits and Credits					0.00	0.00
Total Uncleared Transactions					0.00	0.00
Register Balance as of 02/28/2005					-518,712.45	1,903,666.79
Ending Balance					-518,712.45	1,903,666.79

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Accrual Basis

Grand Rapids-Kent County Convention/Arena Authority
Profit & Loss
July 2004 through February 2005

	Jul '04 - Feb 05
Income	
4030 • Federal Support	3,528,884.00
4040 • Private Support	2,204,000.00
4500 • Interest on Investments	262,279.92
4530 • Facility Operations	1,950,000.00
4540 • Land Lease	35,795.00
4545 • Parking Revenues	345,638.00
4550 • Miscellaneous Revenue	13,248.00
Total Income	8,339,844.92
Expense	
5000 • Architectural and Engineering	4,142,723.63
5010 • Construction Material Testing	64,760.62
5020 • Construction in Progress-GMP	17,876,887.00
6000 • Professional Services	
6001 • Accounting/Auditing Services	41,026.92
6040 • Legal Services	10,699.81
Total 6000 • Professional Services	51,726.73
6050 • Project Mgt/Owner's Rep	159,802.50
6060 • Other Contractual Services	1,783,909.28
6065 • Pedestrian Safety	14,218.71
6068 • Parking Management	128,507.00
6070 • Facility Management Fees	139,190.00
6100 • Other Supplies & Expenses	
6010 • Bank Fees	21.90
6020 • Computer Services	349.00
6030 • Insurance-Property/Liability	9,561.74
6110 • Meeting Expense	545.08
6120 • Supplies	5,704.57
6130 • Postage/Express	170.00
6100 • Other Supplies & Expenses - Other	113.37
Total 6100 • Other Supplies & Expenses	16,465.66
6200 • Capital Replacement Projects	139,133.25
6300 • Utilities Expense	
6301 • Electricity	761,786.80
6310 • Natural Gas	17,386.84
6320 • Steam	659,407.08
6330 • Telephone	751.88
6340 • Water & Sewer	78,480.64
Total 6300 • Utilities Expense	1,517,813.24
6410 • Interest & Paying Agent Fees	750.00
8000 • Personal Services	
8001 • Employee Wages	34,046.00
8030 • Employee Benefits	11,568.85
8000 • Personal Services - Other	2,091.00
Total 8000 • Personal Services	47,705.85
Total Expense	26,083,593.45
Net Income	-17,743,748.53

Grand Rapids-Kent County Convention/Arena Authority
Profit & Loss by Fund
July 2004 through February 2005

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Accrual Basis

	Convention Center (Construction)	Admin & Capital Replacement (Operations)	Unclassified	TOTAL
Income				
4030 · Federal Support	3,528,884.00	0.00	0.00	3,528,884.00
4040 · Private Support	2,204,000.00	0.00	0.00	2,204,000.00
4800 · Interest on Investments	239,682.93	22,596.99	0.00	262,279.92
4830 · Facility Operations	0.00	1,950,000.00	0.00	1,950,000.00
4840 · Land Lease	0.00	35,795.00	0.00	35,795.00
4846 · Parking Revenues	0.00	299,220.00	46,418.00	345,638.00
4850 · Miscellaneous Revenue	0.00	13,248.00	0.00	13,248.00
Total Income	5,972,566.93	2,320,859.99	46,418.00	8,339,844.92
Expense				
5000 · Architectural and Engineering	4,142,723.63	0.00	0.00	4,142,723.63
5010 · Construction Material Testing	64,760.62	0.00	0.00	64,760.62
5020 · Construction in Progress-GMP	17,876,887.00	0.00	0.00	17,876,887.00
6000 · Professional Services	350.00	51,376.73	0.00	51,726.73
6050 · Project Mgt/Owner's Rep	159,802.50	0.00	0.00	159,802.50
6060 · Other Contractual Services	1,763,077.78	20,831.48	0.00	1,783,909.26
6066 · Pedestrian Safety	0.00	14,218.71	0.00	14,218.71
6068 · Parking Management	0.00	128,507.00	0.00	128,507.00
6070 · Facility Management Fees	0.00	139,190.00	0.00	139,190.00
6100 · Other Supplies & Expenses	4,260.50	12,205.16	0.00	16,465.66
6200 · Capital Replacement Projects	0.00	139,133.25	0.00	139,133.25
6300 · Utilities Expense	28,563.21	1,489,250.03	0.00	1,517,813.24
6410 · Interest & Paying Agent Fees	0.00	750.00	0.00	750.00
8000 · Personal Services	0.00	47,705.85	0.00	47,705.85
Total Expense	24,040,425.24	2,043,168.21	0.00	26,083,593.45
Net Income	-18,067,858.31	277,691.78	46,418.00	-17,743,748.53

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Accrual Basis

Grand Rapids-Kent County Convention/Arena Authority
Profit & Loss Budget vs. Actual
July 2004 through February 2005

Admin & Capital Replacement (Operations)				
	<u>Jul '04 - Feb 05</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
Income				
4030 • Federal Support	0.00			
4040 • Private Support	0.00			
4500 • Interest on Investments	22,596.99	14,664.00	7,932.99	154.1%
4530 • Facility Operations	1,950,000.00	1,606,456.00	343,544.00	121.39%
4540 • Land Lease	35,795.00	82,000.00	-46,205.00	43.65%
4545 • Parking Revenues	299,220.00	431,000.00	-131,780.00	69.43%
4550 • Miscellaneous Revenue	13,248.00	10,000.00	3,248.00	132.48%
Total Income	<u>2,320,859.99</u>	<u>2,144,120.00</u>	<u>176,739.99</u>	<u>108.24%</u>
Expense				
5000 • Architectural and Engineering	0.00			
5010 • Construction Material Testing	0.00			
5020 • Construction in Progress-GMP	0.00			
6000 • Professional Services				
6001 • Accounting/Auditing Services	41,026.92	41,336.00	-309.08	99.25%
6040 • Legal Services	10,349.81	26,664.00	-16,314.19	38.82%
Total 6000 • Professional Services	<u>51,376.73</u>	<u>68,000.00</u>	<u>-16,623.27</u>	<u>75.55%</u>
6050 • Project Mgt/Owner's Rep	0.00			
6060 • Other Contractual Services	20,831.48			
6065 • Pedestrian Safety	14,218.71	57,336.00	-43,117.29	24.8%
6068 • Parking Management	128,507.00	171,343.00	-42,836.00	75.0%
6070 • Facility Management Fees	139,190.00			
6100 • Other Supplies & Expenses				
6010 • Bank Fees	0.00			
6020 • Computer Services	349.00			
6030 • Insurance-Property/Liability	9,561.74	4,565.00	4,996.74	209.46%
6110 • Meeting Expense	545.08	536.00	9.08	101.69%
6120 • Supplies	1,465.97	736.00	729.97	199.18%
6130 • Postage/Express	170.00			
6100 • Other Supplies & Expenses - Other	113.37			
Total 6100 • Other Supplies & Expenses	<u>12,205.16</u>	<u>5,837.00</u>	<u>6,368.16</u>	<u>209.1%</u>
6200 • Capital Replacement Projects	139,133.25	128,992.00	10,141.25	107.86%
6300 • Utilities Expense				
6301 • Electricity	733,975.47	718,664.00	15,311.47	102.13%
6310 • Natural Gas	17,386.84	50,000.00	-32,613.16	34.77%
6320 • Steam	659,407.08	664,698.00	-5,290.92	99.2%
6330 • Telephone	0.00			
6340 • Water & Sewer	78,480.64	88,936.00	-10,455.36	88.24%
Total 6300 • Utilities Expense	<u>1,489,250.03</u>	<u>1,522,298.00</u>	<u>-33,047.97</u>	<u>97.83%</u>

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03/10/05
Accrual Basis

Grand Rapids-Kent County Convention/Arena Authority
Profit & Loss Budget vs. Actual
July 2004 through February 2005

		Admin & Capital Replacement (Operations)			
		Jul '04 - Feb 05	Budget	\$ Over Budget	% of Budget
6410 • Interest & Paying Agent Fees	750.00				
8000 • Personal Services					
8001 • Employee Wages	34,046.00	36,224.00	-2,178.00	93.99%	
8030 • Employee Benefits	11,568.85	12,624.00	-1,055.15	91.64%	
8000 • Personal Services - Other	2,091.00				
Total 8000 • Personal Services	47,705.85	48,848.00	-1,142.15	97.66%	
Total Expense	2,043,168.21	2,002,654.00	40,514.21	102.02%	
Net Income	277,891.78	141,466.00	136,225.78	196.3%	



**FISCAL SERVICES DEPARTMENT
MEMORANDUM**

TO: Birgit Klohs
Chair- Convention/Arena Authority Finance Committee

FROM: Robert White
Fiscal Services Director

SUBJECT: Proposed FY2006 Budget Calendar

DATE: March 8, 2005

Attached following this cover memorandum you will find a suggested listing of dates and activities intended to provide the Convention/Arena Authority Finance Committee with financial projections which would serve as the basis for the Fiscal Year 2006 budget.

I will ask Sue Waddell, Administrative Manager, to place this memorandum on the Finance Committee Agenda of March 17th for discussion.

Convention/ Arena Authority
FY2006 Budget Calendar
March 8, 2005

Date

04/21/05	SMG to present updated FY 2005 Operating Budget Forecast for Facilities SMG to present FY2006 Operating Budgets, 5-Year Capital Programs and FY2006 Capital Replacement/Improvement Budgets for DeVos Place and VanAndel Arena.
05/19/05	Staff to present preliminary FY2006 Budget (Administrative)
05/26/05	City/County Liaison Committee meeting - Staff to provide overview of current CAA Financial position
06/16/05	Finance Committee to review and recommend SMG Operating Forecast and FY2006 Budget
06/22/05	Board to approve SMG Operating Forecast and adopt FY2006 Budget

VAN ANDEL ARENA® WEEKLY
(Revised)

Item VI

DATE	EVENT	EC	ROOM	TIME	FUNCTION
Thur, Mar 10	Available				
Fri, Mar 11	Griffins vs Manitoba	CL	Arena	10A-12:30P 6:30 PM 7:30P-10P	Teams practice Doors Hockey game
	Greenridge Realty	MW	Banquet D	2:00 PM 6:30P-7:30P	Set-up Dinner
Sat, Mar 12	Griffins vs Hamilton	AH	Arena	7:15A 7:45A-5:45P 6:30 PM 7:30P-10P	Doors GAHL finals Doors Hockey game
	Griffins	MW	Banquet B	5:00 PM 6:30P-7:30P	Set-up Souvenir redemption center
Sun, Mar 13	Rampage vs Chicago	CL	Arena	9:00 AM 10:00 AM 11:00 AM 12P-2:30P 2:30P-2:50P	Team practice Visiting team practice Doors Football game Post-game autographs
Mon, Mar 14	Rampage	CL	Arena	6P-9:30P	Women's Football Academy
Tue, Mar 15	Available				
Wed, Mar 16	Available				
Thur, Mar 17	Available				
Fri, Mar 18	Griffins vs Edmonton	CL	Arena	10A-12:30P 6:30 PM 7:30P-10P 10P-10:30P	Teams practice Doors Hockey game Post-game autographs
Sat, Mar 19	Available				
Sun, Mar 20	Griffins vs Edmonton	AH	Arena	10A-12:30P 12:30 PM 1P-3P 3:00 PM 4P-6:30P 6:30P-7P	Team practice Doors Youth hockey game Doors Hockey game Post-game skate
Mon, Mar 21	Griffins	CL	Arena	6:30P-8:30P	Season Ticket Holder Party
Tue, Mar 22	Available				
Wed, Mar 23	NCAA Hockey	AH	Arena	8:00 AM	Load-in
Thur, Mar 24	NCAA Hockey	AH	Arena	8:00 AM	Load-in/team practices
Fri, Mar 25	NCAA Hockey	AH	Arena	4:00 PM	Doors
				5:00 PM	Hockey game
				7:30 PM	Doors
				8:30 PM	Hockey game
Sat, Mar 26	NCAA Hockey	AH	Arena	4:00 PM 5:00 PM	Doors Championship game
Sun, Mar 27	Available				
Mon, Mar 28	Available				
Tue, Mar 29	Griffins vs Cleveland	CL	Arena	10A-12:30P 6:00 PM 7P-9:30P	Teams practice Doors Hockey game
	W.S. Reed Company	MW	Banquet C	3:00 PM 6P-7:30P	Set-up Product show
Wed, Mar 30	Kenny Chesney	AH	Arena	6:00 PM 7:30 PM	Doors Performance
Thur, Mar 31	Kenny Chesney	AH	Arena	6:00 PM 7:30 PM	Doors Performance
Fri, Apr 1	Griffins vs Utah	CL	Arena	10A-12:30P 6:30 PM 7:30P-10P	Teams practice Doors Hockey game

Sat, Apr 2	Griffins vs Utah	CL	Arena	10A-12:30P 6:30 PM 7:30P-10P	Teams practice Doors Hockey game
Sun, Apr 3	Rampage vs Nashville	AH	Arena	9:00 AM 10:00 AM 2:00 PM 3P-5:30P 5:30P-5:50P	Team practice Visiting team practice Doors Football game Post-game autographs
Mon, Apr 4	Available				
Tue, Apr 5	Disney on Ice	AH	Arena	8:00 AM	Load-in
Wed, Apr 6	Disney on Ice	AH	Arena	6:00 PM 7:00 PM	Doors Performance
Thur, Apr 7	Disney on Ice	CL	Arena	6:00 PM 7:00 PM	Doors Performance
Fri, Apr 8	Disney on Ice	AH	Arena	1:00 PM 2:00 PM 6:30 PM 7:30 PM	Doors Performance Doors Performance
Sat, Apr 9	Disney on Ice	CL	Arena	10:30 AM 11:30 AM 2:30 PM 3:30 PM 6:30 PM 7:30 PM	Doors Performance Doors Performance Doors Private performance for ECCU
Sun, Apr 10	Disney on Ice	AH	Arena	1:00 PM 2:00 PM	Doors Performance

DEVOSPLACE

WEEKLY - YEAR 2005

DATE	EVENT	ROOM	TIME	FUNCTION	EC	OPERATIONS/CONSTRUCTION
TUES. MARCH 15	GR BALLET PRESENTS CAN-CAN	DV RECITAL HALL DV	8A-5P 3:30P-6P 7P-10P	LIGHT CUES ORCHESTRA REH. REHEARSAL	AK	
	GR SPORT, FISHING & TRAVEL SHOW	EXHIBIT HALL B&C RIVER OVERLOOK	7:30AM (24 HRS) 11:00AM-6:00PM 5:30PM	STAGING ON SCRIBNER LIMITED LOAD-IN MTA LOAD-IN (SERVICE ELEVATOR)	MJ	
	GENERAL MOTORS NCR ROUNDTABLE - GRAD RAPIDS	MON A-D	8:00AM 10:00AM 1:00PM	BLUEWATER SETUP CLIENT ARRIVAL CUE TO CUE-TECH WITH CREW	MJ	Estimated Attendance: 100
	NACAC	EH A GG A-C EH A GG A-C EH A	3:00PM 7:00AM - 8:30AM 9:00AM - 12:00PM 9:30AM - 11:30AM 12:15PM - 5:30PM 5:30PM - 6:30PM 6:15PM - 8:00PM 6:30PM - 8:30PM 8:30PM - 11:00PM	REHEARSAL EH open to Exhibitors EH open to Public Sessions Break EH open to Exhibitors Sessions EH open to Public Load Out	AF	Estimated Attendance: 1200
WED. MARCH 16	GR SPORT, FISHING & TRAVEL SHOW	ALL ROOMS (ø ballrooms) GO G-H RIVER OVERLOOK DV	7:30 AM 8:00AM-9:00PM 9:00AM-9:00PM 9:01-FINISH	SHOW SPAN ARRIVAL MOVE-IN TAXIDERM REGISTRATION TAXIDERM JUDGING LIGHT CUES OPEN REHEARSAL	MJ	
	GR BALLET PRESENTS CAN-CAN	MONROE A-D REHEARSAL ROOM BALL C	8A-5P 7P-10P 8:00AM 10:00AM-12:00PM 12:00PM 6P-10P	CLIENT ARRIVAL AND IA MEETING LUNCH AV LOAD IN	AK	Estimated Attendance: 100
THUR. MARCH 17	GR SPORT, FISHING & TRAVEL SHOW	ALL ROOMS (ø ballrooms) DV	7:30AM 8:00AM-12:00PM 12:00PM-2:30PM 3:00PM-10:00PM	SHOW SPAN ARRIVAL MOVE-IN HAND CARRY MOVE-IN SHOW OPEN LIGHT CUES OPEN REHEARSAL	MJ	Estimated Attendance: 30,000
	GR BALLET PRESENTS CAN-CAN	BALL C, OL E-H BALL P-FUNC BALL C BALL P-FUNC BALL P-FUNC	8A-5P 7P-10P 6:30AM 7:45AM-8:30AM 8:00AM-12:00PM 8:00AM-8:30AM 9:45AM-10:00AM	CLIENT ARRIVES SOUND CHECK BREAKFAST GENERAL SESSION REGISTRATION BREAK-OPS REFRESH BALL C	AK	Estimated Attendance: 200

G A-F = Grand Gallery Meeting Rooms A-F
O A-H = Overlook Meeting Rooms A-H
GG = Grand Gallery Area
RO A-F = Rover Overlook A-F

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

DEVOSPLACE

WEEKLY - YEAR 2005

		BALL C. OL E-H	9:30AM-11:30AM 11:30AM 12:30PM-1:30PM	BREAKOUTS GUESTS DEPART LOAD-OUT		
FRI. MARCH 18	GR SPORT, FISHING & TRAVEL SHOW	ALL ROOMS (ø ballrooms) RIVER OVERLOOK P- FUNC GRAND GALLERY	9:00 AM 11:00AM-10:00PM 6:00PM-10:00PM 9:00PM-11:00PM	SHOW SPAN ARRIVAL SHOW TAXIDERM RECEPTION WINE AND CHEESE PARTY	MJ	Estimated Attendance: 30,000
	GR BALLET PRESENTS CAN-CAN	DV	5P-6:15P 6P 6:30P 7P 7:30P-9P	DANCERS ON STAGE OUTSIDE DOORS OPEN LOBBY OPEN SEATING OPEN PERFORMANCE	AK	Box Office Count: 712 (as of 3-15)
	BUSINESS PROFESSIONALS OF AMERICA	BALL A-D		SHOW	AF	
	MI BLACK EXPO PRESS CONFERENCE	BOARDROOM	8A-10:30A	PRESS CONFERENCE		THIS IS A NEW EVENT!!
SAT. MARCH 19	GR SPORT, FISHING & TRAVEL SHOW	ALL ROOMS (ø ballrooms) RIVER OVERLOOK P- FUNC	7:30 AM 9:00AM-9:00PM 5:30PM-11:00PM	SHOW SPAN ARRIVAL SHOW TAXIDERM BANQUET	MJ	Estimated Attendance: 30,000
	GR BALLET PRESENTS CAN-CAN	DV	5P-6:15P 6P 6:30P 7P 7:30P-9P	DANCERS ON STAGE OUTSIDE DOORS OPEN LOBBY OPEN SEATING OPEN PERFORMANCE	AK	Box Office Count: 485 (as of 3-15)
	BUSINESS PROFESSIONALS OF AMERICA	BALL A-D		SHOW	AF	
SUN. MARCH 20	GR SPORT, FISHING & TRAVEL SHOW	ALL ROOMS (ø ballrooms)	8:30AM 10:00-6:00PM 6:15PM-12:00AM 6:00PM (24 HRS)	SHOW SPAN ARRIVAL SHOW MOVE-OUT STAGING	MJ	Estimated Attendance: 30,000
	GR BALLET PRESENTS CAN-CAN	DV	11:30A-12:45P 12:30P 1P 1:30P 2P-3:30P 3:30P-7:30P	DANCERS ON STAGE OUTSIDE DOORS OPEN LOBBY OPEN SEATING OPEN PERFORMANCE MOVE OUT	AK	Box Office Count: 530 (as of 3-15)
	BUSINESS PROFESSIONALS OF AMERICA	BALL A-D		SHOW	AF	

G A-F = Grand Gallery Meeting Rooms A-F
O A-H = Overlook Meeting Rooms A-H
GG = Grand Gallery Area
RO A-F = Rover Overlook A-F

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

DEVOS PLACE

WEEKLY - YEAR 2005

MON. MARCH 21	GR SPORT, FISHING & TRAVEL SHOW	ALL ROOMS (ø ballrooms)	8A-3P	MOVE OUT	MJ	
TUES. MARCH 22	MI PETROLEUM ASSOCIATION	EH A-B BALL C-D	8:00AM-6:00PM	MOVE IN	KB	
WED. MARCH 23	MI SOCIETY FOR RESPIRATORY CARE	B A-C, G D-F, O G-H		MOVE IN	AF	
	STANDARD FEDERAL BANK CLIENT CONFERENCE	G B-F, O A-H	8A-7P	MEETING	AF	
	MI PETROLEUM ASSOCIATION	EH A-B, G A-C	8:00AM-3:00PM 3:00PM-8:00PM	LOAD-IN CONVENTION	KB	
	MLBMA TRADESHOW COMMITTEE MEETING	O A	8:30A-3:30P	MEETING	MJ	
THUR. MARCH 24	MI SOCIETY FOR RESPIRATORY CARE	BA-C, G D-F, O G-H		CONVENTION MOVE OUT	AF	
	MI PETROLEUM ASSOCIATION	EH A-B, G A-C	8:30AM-5:30PM	CONVENTION	KB	
	GRPS PROFESSIONAL DEVELOPMENT CONFERENCE	BALL A		MEETING		Estimated Attendance: 600 THIS IS A NEW EVENT!!
FRI. MARCH 25	MI PETROLEUM ASSOCIATION	EH A-B, G A-C	8:00AM-12:00PM	CONVENTION	KB	
SAT. MARCH 26						
SUN. MARCH 27						
MON. MARCH 28						
TUES. MARCH 29						
WED. MARCH 30						
THUR. MARCH 31	GEORGE CARLIN **RESCHEDULED FROM JAN. 30**	DV	1P-5P 7P-8:45P 9P-11P	MOVE IN PERFORMANCE MOVE OUT	AK	Box Office Count: 1437 (as of 3-15)
FRI. APRIL 1	SWEET ADELINE'S REGION 3 COMPETITION	DV	8A-10:30A 11A-12P 12P-12:30P 5:30P-10:30P 5:30P-10P	MOVE IN INSPECTION C&J MEETING WARM UPS COMPETITION	AK	

G A-F = Grand Gallery Meeting Rooms A-F
O A-H = Overlook Meeting Rooms A-H
GG = Grand Gallery Area
RO A-F = Rover Overlook A-F

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

DEVOS PLACE

WEEKLY - YEAR 2005

	DIVERSITY BUSINESS EXPO	BALL A RO A-D	8:00AM-6:00PM	EXHIBITS MEETINGS	MJ	
SAT. APRIL 2	SWEET ADELINES REGION 3 COMPETITION TEAM REGIONAL MEETING	DV RECITAL HALL BALL A	12P-5P 12P-5P	WARM UPS COMPETITION MEETING	AK	
SUN. APRIL 3	TEAM REGIONAL MEETING	BALL A		MEETING	AF	
MON. APRIL 4	THOROUGHLY MODERN MILLIE	DV	1P-5P 6P-10P	HOUSE STRIP PRE HANG	AK	
TUES. APRIL 5	THOROUGHLY MODERN MILLIE	DV RECITAL RM	7A-5P 7:30P-10P	MOVE IN PERFORMANCE	AK	Box Office Count: 801 (as of 3-15)
WED. APRIL 6	THOROUGHLY MODERN MILLIE	DV	7:30P-10P	PERFORMANCE	AK	Box Office Count: 758 (as of 3-15)
THURS. APRIL 7	THOROUGHLY MODERN MILLIE	DV	2P-4:30P 7:30P-10P	PERFORMANCE PERFORMANCE	AK	Box Office Count: 492 (as of 3-15) Box Office Count: 496 (as of 3-15)
FRI. APRIL 8	THOROUGHLY MODERN MILLIE SWEET ADELINES REGION 2 COMPETITION CITY MANAGER'S TOP MANAGEMENT MEETING	DV BALL A-B RO F O A	8P-10:30P 8:30A 9A 10:30A	PERFORMANCE COMPETITION REFRESHMENTS MEETING BEGINS MEETING ENDS	AK KB	Box Office Count: 719 (as of 3-15)
SAT. APRIL 9	THOROUGHLY MODERN MILLIE	DV	2P-4:30P 8P-10:30P	PERFORMANCE PERFORMANCE COMPETITION	AK KB	Box Office Count: 660 (as of 3-15) Box Office Count: 888 (as of 3-15)
SUN. APRIL 10	THOROUGHLY MODERN MILLIE	DV	3P-5:30P 5:30P-9:30P 6:00AM-6:00PM	PERFORMANCE MOVE OUT MOVE IN	AK MJ	Box Office Count: 837 (as of 3-15)
MON. APRIL 11	QUIXSTAR-NEW PLATINUM SEMINAR	BALL A		SET-UP, MEALS STORAGE	KB	
	HAIRCO PROGRESSIVE SHOW	G A-F, O A-H, GG	7:00AM-6:00PM	MEETING	MJ	

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Grand Rapids-Kent County Convention/Arena Authority Proposed 2005 Initiatives

1. Review of the Booking Policy

- The policy states that "The Authority Board Members will review and approve (with or without amendment) this Booking Policy one year following its adoption and every 3 years thereafter." The policy was adopted by the CAA Board on September 27, 2000, so the first 3-year review is several months overdue.
- We are to use the benefit of hindsight to ascertain that the Policy is operating as planned.
- A three person subcommittee made up of Rich MacKeigan, Sue Waddell, and Steve Heacock will review the operation of the policy (through interviews, informal surveys, and otherwise), determine whether changes are required and present to the Board any proposed changes to the Booking Policy.
- The subcommittee will report to the Board at the June CAA meeting

Convention
Arena
Authority

Steven Heacock,
Chairman

Birgit Klohs
Clif Charles

Gary McInerney
George Heartwell

Joseph Tomaselli
Lew Chamberlin

2. Long-Term Capital Plan

- Our unique arrangement with Grand Rapids and Kent County and our fiduciary obligations to the CAA demand that we carefully plan our financial future.
- Birgit and the Finance Committee will appoint a subcommittee to develop, with SMG's help, a proposed long-term capital plan for the Board's consideration and adoption.
- Gary McInerney has volunteered to lead an effort to determine how the CAA can enhance its revenues.
- The Building Committee will determine what, if any, involvement the CAA should have in a West Michigan outdoor amphitheater and the impact of an amphitheater on the CAA's long-term capital plan.
- At the November CAA meeting, the Finance Committee will present the long-term capital plan to the Board; the Building Committee will report its progress, but not necessarily its conclusions; and the Revenue Enhancement Committee will report its findings.

3. CAA Relationship with the City of Grand Rapids and Kent County

- The CAA is effectively a unique joint venture between Grand Rapids, Kent County, and the hospitality and business community. While we are an independent body with responsibilities and accountabilities defined by State law, the City and County together appoint a majority of our Board and could ultimately be responsible for the entities' financial survival.



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Fax 616.742.6197

DEVOS PLACE

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- While the CAA acts independently of the City and County, communications between the CAA and each local government must be open with both depth and breath.
- Mayor Heartwell and Birgit, the City appointees, and Joe Tomaselli and Steve Heacock, the County appointees, will design a process that assures that timely and open communications occur on a routine basis.
- The subcommittee will report to the Board at (or by) its September meeting.

4. CAA Accessibility

- The CAA's facilities are community assets, dedicated for the benefit of all citizens. The CAA and SMG desire to provide a diversity of activities and to serve all communities within Grand Rapids and Kent County.
 - Clif Charles has volunteered to lead a committee of CAA members, staff, and community representatives to examine the reach of our efforts and to prepare a plan (with a built-in evaluation matrix) that includes financially viable actions we can undertake to better address the needs of our diverse communities.
 - The subcommittee will report to the Board by its December meeting.
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