



Board of Directors

Wednesday, March 26, 2008

8:00 a.m. – 9:30 a.m.

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

A G E N D A

Convention
Arena
Authority

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

- | | |
|--|-------------|
| I. Call to Order | |
| II. Approval of February 27, 2008, Minutes | Action |
| III. Committee Reports | |
| a. Operations Committee | |
| i. Operations Committee Report | Information |
| ii. CVB Report | Information |
| b. Finance Committee | |
| i. SMG February 2008 Financial Statements
DeVos Place® and Van Andel Arena® | Action |
| ii. CAA February 2008 Financial Statements | Action |
| iii. Request for Proposals – Audit Services | Action |
| IV. 201 Monroe Request | Action |
| V. State of the CAA Address | Information |
| VI. SMG Report and Facilities Calendars | Information |
| VII. Public Comment | |
| VIII. Next Meeting Date: Wednesday, April 23, 2008 | |
| IX. Adjournment | |



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

DEVOS PLACE

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



**MINUTES OF THE GRAND RAPIDS-KENT COUNTY
CONVENTION/ARENA AUTHORITY
BOARD OF DIRECTORS MEETING
Wednesday, February 27, 2008**

I. Call to Order

Chair Steve Heacock called the meeting to order at 8:05 a.m. Chair Heacock presided and Treasurer/Secretary Birgit Klohs recorded the meeting minutes.

Attendance

Members Present: Steve Heacock, Chair
Clif Charles
George Heartwell
Birgit Klohs
Gary McInerney

Members Absent: Lew Chamberlin
Joe Tomaselli

Staff/Others:	Scott Atchison	Michigan Flashcard
	David Czurak	<i>Grand Rapids Business Journal</i>
	Jim Day	Kent County
	Daryl Delabbio	Kent County
	Brian Dykema	Interested Citizen
	Kurt Kimball	City of Grand Rapids
	Chris Knappe	<i>The Grand Rapids Press</i>
	Janet Korn	CVB
	Chris Machuta	SMG
	Rich MacKeigan	SMG
	Kathleen Ponitz	Progressive AE
	Susan Waddell	CAA
	Jana Wallace	City of Grand Rapids
	Jim Watt	SMG
	Richard Wendt	Dickinson Wright
	Robert White	Kent County
	Steve Wilson	CVB

II. Minutes of Prior Meeting

Motion: Mr. Heartwell, supported by Ms. Klohs, moved to approve the Minutes of the January 23, 2008, meeting of the Grand Rapids-Kent County Convention/Arena Authority. Motion carried unanimously.

III. Oath of Office

Mary Hollinrake, Kent County Clerk, performed the oath of office for Gary McInerney, whom Governor Jennifer Granholm has reappointed to the Board for a four-year term expiring February 29, 2012.

IV. Election of Officers

The Bylaws of the Grand Rapids-Kent County Convention/Arena Authority provide that officers are to be elected biannually after the first initial election that was held in April 2000. The current officers are Chairman, Steven R. Heacock; Vice Chairman Joseph A. Tomaselli; and Secretary/Treasurer Birgit M. Klohs. The current officers have agreed to serve another two-year term.

Motion: Mr. Heartwell, supported by Mr. Charles, moved to elect Steven R. Heacock as Chairman; Joseph A. Tomaselli as Vice Chairman; and Birgit M. Klohs as Secretary/Treasurer for terms expiring in January 2010. Motion carried unanimously.

V. Committee Reports

a. Operations Committee

Mr. MacKeigan presented the Operations Committee report in the absence of Lew Chamberlin and Joe Tomaselli. SMG has been working with the Rapid for over a year on the idea of a bus wrap advertising the Van Andel Arena®. Event advertising can be changed daily and can be targeted to specific neighborhoods. The bus will hit the streets next week. As a component of the CAA's diversity initiative, a car hopping event will be part of the Thunder Nationals this year and will take place in the Arena bowl 15 minutes before show time. The marketing department is working to renew suite and premium seat contracts that are due to expire this year.

Steve Wilson announced that he has resigned from the CVB to take a position as executive director of the Ruth Mott Foundation in Flint. George Helmstead has been promoted to executive vice president and will work with Janet Korn to lead the transition team. Kathleen Ponitz, CVB Board Chair, assured CAA members that the CVB was moving ahead with a thorough process to find Steve's replacement. Chair Heacock stated that it has been a tremendous pleasure and great fun working with Steve, who shares in a legacy of incredible progress. The CAA will miss Steve and wishes him great success.

Ms. Korn presented story boards of the various convention trade ads that are customized for each prospective client. The overriding theme of the ad campaign is "Urban Beat Meets Lakeside Retreat."

b. Finance Committee

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

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

Ms. Klohs stated that the investment policy is still under review and the Finance Committee will receive additional information at the March meeting.

ii. CAA Financial Statements

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

iii. Food & Beverage Revenue and Commission Report

Ms. Klohs stated that the per cap comparison for the Martina McBride concert increased 40.75% over her previous visit.

VI. Diversity Initiative Update

Mr. Charles reported that progress has been made in a couple of areas the diversity initiative has set as goals. An event receptionist has been hired who is bilingual and the customer service area now has a bilingual person for most events. SMG will be looking to initiate a new internship program once the current internships have expired. Another goal is additional investment for top level talent that appeals to African-Americans and Hispanics. SMG staff played a role in securing the Floyd Mayweather weekend events and staff continues to discuss major acts and assess their viability. SMG has provided its supplier list to consultants Joe Jones and Skot Welch, who will cross-reference with their resources to provide new bid options. Chair Heacock stated that he was tremendously pleased with the progress of the goals. Mr. Heacock added that Kurt Kimball is a member of the Mayweather Foundation's local advisory board and hope that he will encourage a long-term alliance with the CAA.

VII. SMG Report and Facilities Calendar

Mr. MacKeigan presented a summary of the upcoming events that will be held at DeVos Place® and the Van Andel Arena®. The annual Golf Show reported its highest ever attendance numbers. DeVos Place® is busy with the Home & Garden Show, fifth grade symphony concert, equipment training, the musical Rent, 12 Angry Men, and comedian Jeff Dunham. The Arena is also busy with Griffins hockey, Thunder Nationals, Stars on Ice, Disney on Ice, and several concerts.

VIII. Public Comment

None.

IX. Next Meeting Date

The date for next CAA Board meeting is Wednesday, March 26, 2008.

X. Adjournment

There being no other business, the meeting adjourned at 9:00 a.m.

Birgit M. Klohs, Recording Secretary

DEVOS PLACE

DE VOS PLACE

FINANCIAL STATEMENT
FOR THE PERIOD ENDED FEBRUARY 29, 2008

Distribution:

Grand Rapids – Kent County Convention / Arena Authority

Robert White

Bob McClintock

Lewis Dawley

Gary McAneney

Howard Feldman

Richard MacKeigan

Chris Machuta



An SMG Managed Facility

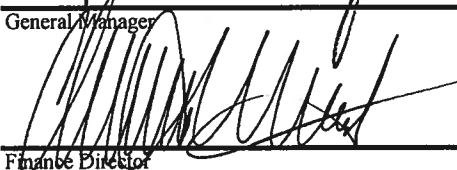
DE VOS PLACE
ROLLING FORECAST
FISCAL YEAR ENDING JUNE 30, 2008

	YTD Actual	Roll	TOTAL FYE	BUDGET FYE	VARIANCE
NO. EVENTS	382	239	621	647	(26)
ATTENDANCE	408,008	276,499	684,507	723,350	(38,843)
DIRECT EVENT REVENUE	1,655,158	872,630	2,527,788	2,541,693	(13,905)
ANCILLARY REVENUE	1,405,831	614,740	2,020,571	2,060,745	(40,174)
TOTAL EVENT REVENUE	3,060,988	1,487,370	4,548,359	4,602,438	(54,079)
TOTAL OTHER REVENUE	127,686	92,888	220,574	229,000	(8,426)
TOTAL OPERATING REVENUE	3,188,674	1,580,258	4,768,933	4,831,438	(62,505)
INDIRECT EXPENSES					
EXECUTIVE	96,547	64,629	161,176	166,596	5,420
FINANCE	141,595	62,560	204,155	208,548	4,393
MARKETING	44,414	60,243	104,657	104,657	-
OPERATIONS	891,427	469,870	1,361,297	1,385,380	24,083
EVENT SERVICES	671,274	272,537	943,811	944,447	636
BOX OFFICE	46,553	33,331	79,884	77,626	(2,258)
SALES	139,196	74,678	213,874	248,723	34,849
OVERHEAD	1,573,115	658,347	2,231,462	2,217,749	(13,713)
TOTAL OPERATING EXP.	3,604,121	1,696,195	5,300,316	5,353,726	53,410
NET REVENUE ABOVE EXPENSES	(415,447)	(115,937)	(531,383)	(522,288)	(9,095)
INCENTIVE FEE		153,300	153,300	153,300	-
NET OPERATING REVENUE OVER OPERATING EXPENSES	(415,447)	(269,237)	(684,683)	(675,588)	(9,095)

Comments:

DeVos Place performed consistent with budget overall for the month. Strong sales for the Motorcycle and Golf Shows (record) helped offset the Boat and Auto shows which saw a slight decline from expectations.


General Manager


Finance Director

**DE VOS PLACE
FINANCIAL STATEMENT HIGHLIGHTS
FOR MONTH ENDED FEBRUARY 29, 2008**

The following schedule summarizes operating results for the current month ending February 29, 2008 and the YTD ending June 30, 2008, compared to budget and to the prior year:

MONTH	February Actual	February Budget	February FY 2007
Number of Events	63	51	51
Attendance	110,509	117,050	92,008
Direct Event Income	\$366,519	\$341,440	\$339,063
Ancillary Income	223,287	224,515	267,923
Other Income	18,901	19,083	14,173
Indirect Expenses	(595,316)	(557,803)	(587,499)
Net Income	<u>\$13,391</u>	<u>\$27,235</u>	<u>\$33,660</u>

YTD	YTD 2008 Actual	YTD 2008 Budget	YTD 2007 Prior Year
Number of Events	382	438	414
Attendance	408,008	477,150	423,017
Direct Event Income	\$1,655,158	\$1,694,580	\$1,617,159
Ancillary Income	1,405,831	1,540,821	1,334,394
Other Income	127,686	152,664	146,698
Indirect Expenses	(3,604,121)	(3,625,844)	(3,438,846)
Net Income	<u>(\$415,447)</u>	<u>(\$237,779)</u>	<u>(\$340,594)</u>

EVENT INCOME

Event income came in slightly higher than budget for the month. Much of the overage was due to the Motorcycle show adding a day to the show.

ANCILLARY INCOME

Ancillary income came in at expected levels for the month overall with electrical revenue offsetting lower than expected food & beverage revenue.

INDIRECT EXPENSES

Indirect expenses came in over budget for the month due to an accrual error at the end of January in payroll & related expenses. Year to date is consistent with budget overall.

DE VOS PLACE
FACILITY STATEMENT OF INCOME
PERIOD ENDING 02/29/08

	CURRENT			YTD		
	ACTUAL	BUDGET	LAST YEAR	ACTUAL	BUDGET	LAST YEAR
EVENT INCOME						
DIRECT EVENT INCOME						
RENTAL INCOME	366,504	349,650	351,646	1,793,675	1,851,200	1,715,940
SERVICES INCOME	15	<8,210>	<12,583>	<138,517>	<156,620>	<98,781>
TOTAL DIRECT EVENT INCOME	366,519	341,440	339,063	1,655,158	1,694,580	1,617,159
ANCILLARY INCOME						
FOOD & BEVERAGE	58,260	67,681	85,379	531,354	580,222	498,623
NOVELTY	191	1,554	505	6,005	8,796	6,748
ELECTRICAL	47,077	39,762	48,248	313,515	303,603	270,636
OTHER ANCILLARY	117,760	115,518	133,791	554,957	648,200	558,388
TOTAL ANCILLARY INCOME	223,287	224,515	267,923	1,405,831	1,540,821	1,334,394
TOTAL EVENT INCOME	589,806	565,955	606,986	3,060,988	3,235,401	2,951,554
OTHER OPERATING INCOME	18,901	19,083	14,173	127,686	152,664	146,698
ADJUSTED GROSS INCOME	608,707	585,038	621,159	3,188,674	3,388,065	3,098,252
INDIRECT EXPENSES						
EXECUTIVE	14,492	13,884	11,954	96,547	111,072	88,424
FINANCE	23,848	17,379	18,113	141,595	139,032	143,323
MARKETING	4,288	8,722	5,553	44,414	69,776	45,266
OPERATIONS	124,196	113,287	115,686	891,427	914,016	870,173
EVENT MANAGEMENT	116,897	81,454	79,014	671,274	630,632	547,720
BOX OFFICE	7,993	6,469	7,641	46,553	51,752	54,987
SALES	13,660	20,728	18,020	139,196	165,824	144,876
OVERHEAD	289,942	295,880	331,518	1,573,115	1,543,740	1,544,078
INDIRECT EXPENSES	595,316	557,803	587,499	3,604,121	3,625,844	3,438,846
NET OPERATING INCOME	13,391	27,235	33,660	<415,447>	<237,779>	<340,594>
OTHER EXPENSES						
NET INCOME (LOSS)	13,391	27,235	33,660	<415,447>	<237,779>	<340,594>

DE VOS PLACE
STATEMENT OF SERVICES INCOME
PERIOD ENDING 02/29/08

	-----CURRENT-----			-----YEAR TO DATE-----		
	ACTUAL	BUDGET	LAST YEAR	ACTUAL	BUDGET	LAST YEAR
Advertising Billed	0	0	1,008	8,909	0	17,934
Changeover Setup Billed	93	0	384	9,743	0	4,240
Stagehands Billed	128,905	87,764	67,367	850,867	799,511	742,428
Security Billed	40,200	42,101	39,935	127,624	123,541	128,177
Ushers & Tix Takers Billed	22,945	21,030	17,112	96,334	86,985	95,074
Box Office Billed	2,900	3,500	2,150	10,600	12,900	11,150
Ticketing Service Billed	27,375	36,430	21,242	79,965	107,640	100,227
Utilities Billed	209	0	83	5,459	0	3,141
City Police Fire Billed	7,823	4,675	4,813	22,640	9,825	32,924
Traffic Control Billed	0	0	0	350	200	0
EMT Medical Billed	4,749	6,000	4,955	19,968	21,975	32,411
Cleaning Billed	2,596	0	240	10,655	0	10,371
Insurance Billed	557	0	250	3,876	0	4,786
Group Sales Commissions Billed	122	0	0	122	0	503
Telephone Billed	8,410	6,150	7,430	28,670	22,910	28,985
Damages Billed	2,000	0	0	3,793	0	3,730
Other Production Billed	3,131	0	6,060	50,369	0	56,358
TOTAL SERVICE INCOME	252,011	207,650	173,028	1,329,944	1,185,487	1,272,438
Advertising Expense	0	0	1,008	9,359	0	18,342
Stagehand Wages	118,288	85,132	62,910	793,931	775,526	698,985
Contracted Security Expense	52,017	47,001	47,937	209,412	174,286	188,684
Ushers & T/T Wages	16,061	14,721	11,979	63,575	60,892	66,552
Ticket Sellers Wages	4,776	4,800	4,116	11,784	34,550	12,395
Ticket Service Charge Expense	4,437	12,751	1,558	20,826	37,676	29,535
City Police Fire Expense	6,350	0	4,813	14,872	0	28,100
EMT Medical Expense	4,196	6,000	4,146	18,002	21,975	28,384
Cleaning Wages	0	0	0	7,172	0	2,418
Cleaning P/R Taxes Bene	0	0	0	677	0	0
Contracted Cleaning Expense	33,196	45,455	41,119	240,718	237,202	226,360
Insurance Expense	344	0	200	3,656	0	4,138
Group Sales Commissions	0	0	0	0	0	207
Allocated Telephone Expense	2,103	0	1,858	7,168	0	7,246
Equipment Rental Expense	0	0	0	1,025	0	0
Damage Expense	2,000	0	0	3,793	0	9,500
Production Expense	8,230	0	3,967	62,493	0	50,372
TOTAL SERVICE EXPENSE	251,997	215,860	185,611	1,468,461	1,342,107	1,371,219
NET SERVICE INCOME	15	<8,210>	<12,583>	<138,517>	<156,620>	<98,781>

SMG DeVos Place
Grand Rapids - Kent County Convention/Arena Authority
Year to Date Event Summary Report
For Month Ended February 29, 2008

Event Type	Events/Days		Attendance		Total Event Income	
	Actual	Budget	Actual	Budget	Actual	Budget
Convention/Trade Shows	113	109	137,155	151,800	1,521,384	1,552,520
Consumer/Gated Shows	35	39	107,619	127,400	628,323	620,667
Devos Performance Hall	92	103	109,106	128,750	443,535	451,749
Ballroom Exclusive	37	60	24,299	41,300	251,390	412,644
Other	105	127	28,829	27,900	216,356	197,821
GRAND TOTALS	382	438	407,008	477,150	3,060,988	3,235,401

As Percentage of Overall

Convention/Trade Shows	29.58%	24.89%	33.70%	31.81%	49.70%	47.99%
Consumer/Gated Shows	9.16%	8.90%	26.44%	26.70%	20.53%	19.18%
Devos Performance Hall	24.08%	23.52%	26.81%	26.98%	14.49%	13.96%
Ballroom Exclusive	9.69%	13.70%	5.97%	8.66%	8.21%	12.75%
Other	27.49%	29.00%	7.08%	5.85%	7.07%	6.11%

DE VOS PLACE
STATEMENT OF FINANCIAL POSITION
PERIOD ENDING 02/29/08

ASSETS

CURRENT ASSETS

CASH	1,329,797
ACCOUNTS RECEIVABLE	877,578
PREPAID EXPENSES	78,299

TOTAL CURRENT ASSETS	2,285,674
----------------------	-----------

FIXED ASSETS

TOTAL ASSETS	2,285,674
--------------	-----------

LIABILITIES & EQUITY

CURRENT LIABILITIES

ACCOUNTS PAYABLE	397,500
ACCRUED EXPENSES	325,296
DEFERRED INCOME	107,405
ADVANCED TIX SALES & DEPOSITS	1,058,720

TOTAL CURRENT LIABILITIES	1,888,921
---------------------------	-----------

EQUITY

FUNDS REMITTED	<2,600,000>
FUNDING RECEIVED	2,847,541
RETAINED EARNINGS	564,659
NET INCOME (LOSS)	<415,447>

TOTAL EQUITY	396,753
--------------	---------

TOTAL LIABILITIES & EQUITY	2,285,674
----------------------------	-----------

**SMG - DeVos Place
Grand Rapids - Kent County Convention/Arena Authority
Summary of Accounts Receivable
For Month Ended February 29, 2008**

Current - Under 30 Days	
Food & Beverage	47,068
Ticketing	85,456
Decorating	86,921
Audio/Visual	682
Operating	546,467
 Over 30 Days	 67,301
 Over 60 Days	 28,549
 Over 90 Days	
Donnell Productions	5,736
Paragon Leather	2,110
Saigon Entertainment	5,002
Grinder Promotions	2,286
 Total Accounts Receivable	 877,578

DE VOS PLACE
INDIRECT EXPENSE SUMMARY
PERIOD ENDING 02/29/08

	CURRENT			YTD		
	ACTUAL	BUDGET	LAST YEAR	ACTUAL	BUDGET	LAST YEAR
Salaries Administration	90,563	75,069	68,083	573,338	600,552	552,848
Part-Time	29,210	13,167	18,295	108,893	105,336	92,685
Wages-Trade	172,155	121,023	102,920	1,050,822	968,184	956,047
Sales Commissions Group Sales	48	0	348	216	0	719
Auto Allowance	1,721	2,271	2,121	16,567	18,168	16,967
Auto Expense	150	0	150	1,200	0	1,200
Taxes & Benefits	82,619	52,468	50,519	496,204	419,744	385,787
Less: Allocation/Reimbursement	<167,021>	<113,125>	<98,404>	<1,043,053>	<905,000>	<933,938>
TOTAL LABOR COSTS	209,445	150,873	144,031	1,204,187	1,206,984	1,072,316
Contracted Security	28,371	21,000	24,942	198,912	168,000	179,502
Contracted Cleaning	5,127	0	5,032	20,186	0	25,544
Other Contracted Services	199	200	186	1,551	1,600	1,633
Travel & Entertainment	407	1,209	3,157	10,904	9,672	8,482
Corporate Travel	0	417	0	0	3,336	0
Meetings & Conventions	748	8,958	2,410	14,621	24,164	14,413
Dues & Subscriptions	0	300	0	3,864	2,400	5,128
Employee Training	1,124	833	729	2,133	6,664	8,186
Computer Expense	5,702	6,250	10,808	43,143	50,000	43,908
Professional Fees	2,250	3,042	2,250	18,000	24,336	21,756
Marketing & Advertising	1,651	6,800	2,918	26,539	54,400	25,899
Box Office Expenses	<70>	0	<17>	<126>	0	4
Vehicle Maintenance	0	0	0	0	0	14
Trash Removal	2,316	2,500	2,865	20,361	20,000	17,591
Equipment Rental	1,075	1,000	1,010	10,762	8,000	11,304
Landscaping	0	833	0	5,308	6,664	8,337
Exterminating	814	1,000	814	28,143	30,220	25,936
Cleaning	0	0	0	5,250	12,000	4,500
Construction Costs	0	0	0	0	0	150
Repairs & Maintenance	38,980	39,792	38,194	380,270	318,336	290,050
Supplies	15,461	24,583	29,288	148,235	196,664	184,799
Bank Service Charges	2,174	1,500	2,377	13,852	12,000	11,125
Insurance	32,937	22,187	27,809	179,954	177,496	173,256
Licenses & Fees	0	0	2,000	2,165	0	3,138
Printing & Stationary	367	417	1,565	1,278	3,336	2,897
Office Supplies	2,719	750	89	9,832	6,000	7,578
Postage	500	417	500	2,906	3,336	2,775
Parking Expense	2,354	1,500	2,158	18,832	12,000	16,606
Telephone Long Distance	7,319	6,000	7,441	59,317	48,000	60,386
Utilities	222,614	244,500	264,301	1,078,247	1,132,700	1,118,880
Base Fee	12,838	12,775	12,500	102,700	102,200	100,000
Less: Allocated/Reimbursement	<2,103>	<1,833>	<1,858>	<7,205>	<14,664>	<7,246>
TOTAL MATERIAL AND SERVICES	385,871	406,930	443,468	2,399,934	2,418,860	2,366,530
TOTAL INDIRECT EXPENSES	595,316	557,803	587,499	3,604,121	3,625,844	3,438,846

**SMG - Van Andel Arena & DeVos Place
Grand Rapids - Kent County Convention/Arena Authority
Management Fee Summary
Fiscal Year Ending June 30, 2008**

MANAGEMENT FEE SUMMARY

	Arena Estimate	DeVos Place Estimate	Total Estimate	FY 2007 Actual
Net Revenue above Expenses	1,371,526	(531,383)	840,143	1,238,267
Benchmark			700,000	700,000
Excess	1,371,526	(531,383)	140,143	538,267

Incentive Fee Calculation (Only if above greater than zero)

	Arena Estimate	DeVos Place Estimate	Total Estimate	Total Estimate
Base Fee	153,300	153,300	306,600	300,000
Incentive Fee				
Revenue	5,141,375	4,768,933	9,910,308	10,411,774
Benchmark Revenue	4,650,000	4,050,000	8,700,000	8,600,000
Revenue Excess	491,375	718,933	1,210,308	1,811,774
Incentive Fee **	153,300	153,300	306,600	300,000
Total SMG Management Fee	306,600	306,600	613,200	600,000

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



VAN ANDEL ARENA

FINANCIAL STATEMENT FOR THE PERIOD ENDED FEBRUARY 29, 2008

Distribution:

Grand Rapids – Kent County Convention / Arena Authority

Robert White

Bob McClintock

Lewis Dawley

Gary McAneney

Howard Feldman

Richard MacKeigan

Chris Machuta



An SMG Managed Facility

VAN ANDEL ARENA
ROLLING FORECAST
FISCAL YEAR ENDING JUNE 30, 2008

	YTD	ROLL	TOTAL FYE	BUDGET FYE	VARIANCE
NO. EVENTS	70	37	107	116	(9)
ATTENDANCE	375,946	231,268	607,214	666,500	(59,286)
DIRECT EVENT INCOME	934,421	260,885	1,195,306	1,183,930	11,376
ANCILLARY INCOME	911,115	576,936	1,488,051	1,567,304	(79,253)
TOTAL EVENT INCOME	1,845,536	837,821	2,683,357	2,751,234	(67,877)
TOTAL OTHER INCOME	1,635,037	822,981	2,458,018	2,395,000	63,018
TOTAL INCOME	3,480,573	1,660,802	5,141,375	5,146,234	(4,859)
INDIRECT EXPENSES					
EXECUTIVE	110,165	40,405	150,570	146,498	(4,072)
FINANCE	131,279	65,941	197,220	204,274	7,054
MARKETING	166,460	103,983	270,443	282,151	11,708
OPERATIONS	979,617	478,781	1,458,398	1,487,583	29,185
BOX OFFICE	97,819	46,278	144,097	119,613	(24,484)
LUXURY SEATING	88,927	25,883	114,810	117,298	2,488
SKYWALK ADMIN	29,239	10,910	40,149	39,856	(293)
OVERHEAD	951,516	442,646	1,394,162	1,378,745	(15,417)
TOTAL INDIRECT EXP.	2,555,022	1,214,827	3,769,849	3,776,018	6,169
NET REVENUE ABOVE EXPENSES	925,551	445,975	1,371,526	1,370,216	1,310
LESS INCENTIVE FEE			153,300	153,300	-
NET REVENUE ABOVE EXPENSES AFTER INCENTIVE	925,551	445,975	1,218,226	1,216,916	1,310

Comments:

The Arena performed very well compared to budget, and showed an increase above forecast. The highlight of the month was the new one day concessions record during Kid Rock in which \$141,000 worth of concessions was sold. This helped offset higher than budgeted payroll & related expenses for the month.


General Manager


Director of Finance

**VAN ANDEL ARENA
FINANCIAL STATEMENT HIGHLIGHTS
FOR MONTH ENDED FEBRUARY 29, 2008**

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

MONTH	February Actual	February Budget	February FY 2007
Number of Events	12	10	17
Attendance	77,907	56,000	91,397
Direct Event Income	\$218,908	\$124,381	\$258,472
Ancillary Income	177,042	169,959	209,959
Other Income	236,420	199,583	240,212
Indirect Expenses	(407,378)	(351,544)	(408,473)
Net Income	<u>\$224,992</u>	<u>\$142,379</u>	<u>\$300,171</u>

YTD	YTD 2008 Actual	YTD 2008 Budget	YTD 2007 Prior Year
Number of Events	70	71	83
Attendance	375,946	388,000	420,315
Direct Event Income	\$934,421	\$761,483	\$1,068,609
Ancillary Income	911,115	1,049,979	1,133,330
Other Income	1,635,037	1,596,664	1,627,327
Indirect Expenses	(2,555,022)	(2,524,852)	(2,504,720)
Net Income	<u>\$925,551</u>	<u>\$883,274</u>	<u>\$1,324,546</u>

EVENT INCOME

Event income came in higher than budget for the month as the facility played host to sold out Kid Rock and Jonas Brothers concerts.

ANCILLARY INCOME

Ancillary income came in higher than budget for the month due to very strong per caps on concessions for Kid Rock, merchandise per caps for the Jonas Brothers, and very strong attended Griffins hockey games.

INDIRECT EXPENSES

Indirect expenses came in higher than budget due to payroll & related expenses as it relates to not being properly accrued at the end of January.

VAN ANDEL ARENA
FACILITY STATEMENT OF INCOME
PERIOD ENDING 02/29/08

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

DIRECT EVENT INCOME						
RENTAL INCOME	309,646	164,500	324,885	1,275,193	1,200,100	1,429,832
SERVICES INCOME	<90,738>	<40,119>	<66,412>	<340,772>	<438,617>	<361,223>

TOTAL DIRECT EVENT INCOME	218,908	124,381	258,472	934,421	761,483	1,068,609
ANCILLARY INCOME						

FOOD & BEVERAGE	162,373	138,509	170,755	772,423	854,734	949,130
NOVELTY	10,869	27,200	34,584	109,155	166,515	159,188
OTHER ANCILLARY	3,800	4,250	4,620	29,537	28,730	25,012

TOTAL ANCILLARY INCOME	177,042	169,959	209,959	911,115	1,049,979	1,133,330

TOTAL EVENT INCOME	395,950	294,340	468,432	1,845,536	1,811,462	2,201,939

OTHER OPERATING INCOME	236,420	199,583	240,212	1,635,037	1,596,664	1,627,327

ADJUSTED GROSS INCOME	632,370	493,923	708,644	3,480,573	3,408,126	3,829,266
INDIRECT EXPENSES						
EXECUTIVE	18,428	13,583	12,898	110,165	98,164	96,542
FINANCE	22,459	18,398	16,980	131,279	136,684	126,234
MARKETING	23,560	24,888	22,418	166,460	188,604	195,733
LUXURY SEATING	11,032	9,775	22,551	88,927	78,200	75,278
OPERATIONS	139,109	126,714	120,226	979,617	992,712	986,243
BOX OFFICE	20,624	9,968	11,169	97,819	79,744	85,598
SKYWALK ADMINISTRATION	5,170	3,322	5,183	29,239	26,576	28,016
OVERHEAD	166,996	144,896	197,048	951,516	924,168	911,076

INDIRECT EXPENSES	407,378	351,544	408,473	2,555,022	2,524,852	2,504,720

NET OPERATING INCOME	224,992	142,379	300,171	925,551	883,274	1,324,546
OTHER EXPENSES						

NET INCOME (LOSS)	224,992	142,379	300,171	925,551	883,274	1,324,546
=====				=====		

VAN ANDEL ARENA
STATEMENT OF SERVICES INCOME
PERIOD ENDING 02/29/08

	CURRENT			YEAR TO DATE		
	ACTUAL	BUDGET	LAST YEAR	ACTUAL	BUDGET	LAST YEAR
Advertising Billed	13,058	25,000	177,648	185,243	71,000	366,314
Sponsorship Income	0	0	0	0	0	121,593
Labor Billed	3,100	1,620	4,501	12,944	7,620	17,225
Changeover Setup Billed	34,039	9,900	18,994	106,240	47,400	75,339
Stagehands Billed	60,195	54,500	76,946	434,861	260,700	318,129
Security Billed	18,829	18,000	25,622	96,426	82,650	118,171
Ushers & Tix Takers Billed	12,976	12,000	19,169	69,143	62,230	80,539
Box Office Billed	387	1,200	1,935	1,161	5,316	6,478
Ticketing Service Billed	9,639	29,000	14,196	57,522	124,200	54,787
Utilities Billed	5,000	0	2,875	8,600	0	4,575
City Police Fire Billed	1,400	1,008	2,660	8,295	4,704	8,435
EMT Medical Billed	1,909	1,800	3,435	12,058	10,550	13,677
Cleaning Billed	20,686	10,800	18,270	75,978	51,950	83,617
Group Sales Commissions Billed	1,799	0	260	7,972	0	5,771
Telephone Billed	1,260	3,025	2,560	13,295	16,275	16,865
Damages Billed	400	0	0	400	0	1,079
Other Production Billed	26,737	21,900	31,146	136,146	93,100	188,477
TOTAL SERVICE INCOME	211,413	189,753	400,214	1,226,283	837,695	1,481,068
Advertising Expense	14,049	25,000	178,525	189,329	81,000	389,502
Sponsorship Expenses	0	0	0	0	0	1,653
Labor Wages	2,635	1,377	3,826	11,598	6,477	14,641
Contracted Changeover Setup Expense	46,623	21,850	40,220	155,966	146,240	142,019
Stagehand Wages	58,756	51,462	71,639	442,568	268,873	323,745
Contracted Security Expense	33,568	24,400	38,252	196,891	167,870	210,338
Contracted Ushers & T/T Expense	42,346	24,400	49,862	157,909	166,270	185,738
Ticket Sellers Wages	329	0	1,645	987	0	5,690
Ticket Service Charge Expense	28,483	25,250	9,175	76,873	125,920	53,689
City Police Fire Expense	658	1,008	995	4,483	5,454	5,079
EMT Medical Expense	3,556	3,015	4,894	21,370	20,823	24,570
Contracted Cleaning Expense	39,831	29,418	36,380	152,823	175,277	155,591
Group Sales Commissions	1,268	0	844	3,341	0	5,098
Allocated Telephone Expense	378	792	648	4,029	4,508	4,820
Production Expense	29,672	21,900	29,722	148,888	107,600	320,120
TOTAL SERVICE EXPENSE	302,151	229,872	466,627	1,567,055	1,276,312	1,842,291
NET SERVICE INCOME	<90,738>	<40,119>	<66,412>	<340,772>	<438,617>	<361,223>

SMG - Van Andel Arena
Grand Rapids - Kent County Convention/Arena Authority
Summary of Accounts Receivable
Month Ending February 29, 2008

Event Type	Events/Days		Attendance		Total Event Income	
	Actual	Budget	Actual	Budget	Actual	Budget
Family Show	15	22	52,267	87,000	217,809	361,571
Sporting Event	6	4	29,740	27,000	194,033	169,881
Concert	18	14	133,890	116,000	1,082,595	957,178
Team Home Games	29	29	145,919	145,000	317,974	304,538
Other	2	2	14,130	13,000	33,125	18,294
GRAND TOTALS	70	71	375,946	388,000	1,845,536	1,811,462

As Percentage of Overall

Family Show	21.43%	30.99%	13.90%	22.42%	11.80%	19.96%
Sporting Event	8.57%	5.63%	7.91%	6.96%	10.51%	9.38%
Concert	25.71%	19.72%	35.61%	29.90%	58.66%	52.84%
Team Home Games	41.43%	40.85%	38.81%	37.37%	17.23%	16.81%
Other	2.86%	2.82%	3.76%	3.35%	1.79%	1.01%

VAN ANDEL ARENA
STATEMENT OF FINANCIAL POSITION
PERIOD ENDING 02/29/08

ASSETS

CURRENT ASSETS

CASH	7,103,646
ACCOUNTS RECEIVABLE	877,577
PREPAID EXPENSES	174,412

TOTAL CURRENT ASSETS	8,155,635
----------------------	-----------

FIXED ASSETS

TOTAL ASSETS	8,155,635
--------------	-----------

LIABILITIES & EQUITY

CURRENT LIABILITIES

ACCOUNTS PAYABLE	1,165,989
ACCRUED EXPENSES	312,899
DEFERRED INCOME	1,679,809
ADVANCED TIX SALES & DEPOSITS	4,678,386

TOTAL CURRENT LIABILITIES	7,837,082
---------------------------	-----------

EQUITY

FUNDS REMITTED	<4,800,000>
FUNDING RECEIVED	1,579,751
RETAINED EARNINGS	2,614,943
NET INCOME (LOSS)	923,859

TOTAL EQUITY	318,553
--------------	---------

TOTAL LIABILITIES & EQUITY	8,155,635
----------------------------	-----------

SMG - Van Andel Arena
Grand Rapids - Kent County Convention/Arena Authority
Summary of Accounts Receivable
Month Ending February 29, 2008

Current - Under 30 Days	
Food & Beverage	253,795
Ticketing	356,906
Merchandise	-
Permanent Advertising	(4,627)
Operating	187,035
 Over 30 Days	 45,981
 Over 60 Days	 38,487
 Over 90 Days	
 Total Accounts Receivable	 877,577

CURRENT			YTD		
ACTUAL	BUDGET	LAST YEAR	ACTUAL	BUDGET	LAST YEAR
84,233	63,488	58,584	501,360	507,904	460,453
14,872	5,833	10,460	59,597	46,664	50,717
106,942	69,903	98,129	674,718	559,224	575,403
681	0	348	3,513	0	7,931
594	985	594	4,750	7,880	4,750
300	0	300	2,400	0	2,400
52,078	40,100	46,905	281,503	320,800	290,449
<87,305>	<59,022>	<97,769>	<590,824>	<472,176>	<485,045>
172,395	121,287	117,552	937,018	970,296	907,059
20,263	21,000	18,076	171,580	168,000	163,403
2,098	2,500	2,098	18,448	20,000	18,604
330	300	309	36,695	2,400	17,048
1,810	858	2,472	13,401	6,864	10,709
0	625	0	0	5,000	0
0	7,850	1,294	3,333	10,300	3,320
1,145	208	168	4,145	1,664	4,994
625	750	0	1,160	6,000	1,808
0	0	0	0	0	269
6,664	5,417	5,693	43,101	43,336	48,917
2,979	2,583	2,948	20,409	20,664	20,758
3,249	12,083	22,287	76,262	96,664	105,663
980	0	<710>	656	0	<1,714>
1,800	1,500	1,440	13,441	12,000	13,661
1,041	1,250	1,847	10,396	10,000	12,634
0	483	0	2,070	3,864	3,621
248	300	248	1,980	2,400	1,935
0	900	0	7,825	7,200	2,650
10,808	16,166	18,541	175,764	129,328	144,010
22,360	17,008	19,017	135,656	136,064	155,823
899	750	784	5,239	6,000	3,797
16,748	15,037	22,487	99,565	120,296	120,214
0	0	2,000	2,000	0	3,000
0	917	2,175	1,586	7,336	5,425
3,178	1,000	1,129	12,383	8,000	10,611
1,439	1,000	1,811	9,380	8,000	10,288
2,658	2,000	2,548	21,304	16,000	20,224
5,421	7,000	5,498	39,343	56,000	40,780
120,366	101,317	149,504	617,129	575,536	584,873
12,838	12,775	12,500	102,700	102,200	100,000
0	0	0	394	0	0
<4,585>	<2,945>	<4,597>	<25,929>	<23,560>	<24,844>
<378>	<375>	<648>	<3,989>	<3,000>	<4,820>
234,983	230,257	290,921	1,617,427	1,554,556	1,597,661
407,378	351,544	408,473	2,554,445	2,524,852	2,504,720

SMG - Van Andel Arena & DeVos Place
Grand Rapids - Kent County Convention/Arena Authority
Management Fee Summary
Fiscal Year Ending June 30, 2008

MANAGEMENT FEE SUMMARY

	Arena Estimate	DeVos Place Estimate	Total Estimate	FY 2007 Actual
Net Revenue above Expenses	1,371,526	(531,383)	840,143	1,238,267
Benchmark			700,000	700,000
Excess	1,371,526	(531,383)	140,143	538,267

Incentive Fee Calculation (Only if above greater than zero)

	Arena Estimate	DeVos Place Estimate	Total Estimate	Total Estimate
Base Fee	153,300	153,300	306,600	300,000
Incentive Fee				
Revenue	5,141,375	4,768,933	9,910,308	10,411,774
Benchmark Revenue	4,650,000	4,050,000	8,700,000	8,600,000
Revenue Excess	491,375	718,933	1,210,308	1,811,774
Incentive Fee **	153,300	153,300	306,600	300,000
Total SMG Management Fee	306,600	306,600	613,200	600,000

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



Memorandum

To: Members of the CAA Finance Committee

From: Susan Waddell, Administrative Manager

Date: March 20, 2008

Re: CAA Financial Statements

Convention
Arena
Authority

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

The following is a summary of financial activity in the two operating accounts as of February 29, 2008:

	<i>1050: Operations</i>	<i>1070: Kent County Operating</i>
Beginning Balance	\$347,267.66	\$20,793,183.49
Cleared Transactions	<u>226,086.94</u>	<u>84,859.93</u>
Cleared Balance	573,354.62	20,878,043.42
Uncleared Transactions	<u>37,719.07</u>	<u>0.00</u>
Ending Balance	<u>\$535,635.55</u>	<u>\$20,878,043.42</u>

- Interest on investments continues to exceed budgeted expectations.
- The pedestrian safety expense is below budget due to timing. We received and paid the November 2007-January 2008 invoices in March.

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



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

DEVOS PLACE

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

8:41 AM

03/19/08

Accrual Basis

Grand Rapids-Kent County Convention/Arena Authority
Balance Sheet
As of February 29, 2008

Item III.b.ii.

	Feb 29, 08
ASSETS	
Current Assets	
Checking/Savings	
1040 · Cash - Operations - SMG	4,068,974.10
1050 · Operations - Cash	535,635.55
Total Checking/Savings	4,604,609.65
Other Current Assets	
1070 · Kent County - Operating	20,878,043.42
1200 · Accounts Receivable	1,424,324.17
1300 · Prepaid Expenses	161,220.35
1600 · Advances/Deposits Receivable	-2,550,000.07
Total Other Current Assets	19,913,587.87
Total Current Assets	24,518,197.52
Fixed Assets	
Buildings & Structures	
Depreciation	-41,778.69
Original Cost	322,431.00
Total Buildings & Structures	280,652.31
Equip	
Depreciation	-589,296.08
Original Cost	969,236.60
Total Equip	379,940.52
Vehicles	43,914.30
Total Fixed Assets	704,507.13
TOTAL ASSETS	25,222,704.65
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
2000 · Accounts Payable	313,141.92
2005 · Accounts payable - SMG	598,094.17
Total Accounts Payable	911,236.09
Other Current Liabilities	
2200 · Accrued Expenses	803,918.61
2210 · Advance Ticket Sales	1,993,226.73
2220 · Advance deposits	291,205.00
2500 · Deferred facility income	906,555.74
Total Other Current Liabilities	3,994,906.08
Total Current Liabilities	4,906,142.17
Total Liabilities	4,906,142.17
Equity	
3000 · Opening Bal Equity	37,035,584.45
3900 · Retained Earnings	-14,931,143.70
Net Income	-1,787,878.27
Total Equity	20,316,562.48
TOTAL LIABILITIES & EQUITY	25,222,704.65

8:39 AM

03/19/08

Accrual Basis

Grand Rapids-Kent County Convention/Arena Authority
Profit & Loss Budget vs. Actual
 July 2007 through February 2008

	Jul '07 - Feb 08	Budget	\$ Over Budget	% of Budget
Income				
4500 · Interest on Investments	525,821.00	499,999.98	25,821.02	105.2%
4540 · Land Lease	81,007.00	84,272.00	-3,265.00	96.1%
4545 · Parking Revenues	526,993.00	575,274.64	-48,281.64	91.6%
4550 · Miscellaneous Revenue	557.50			
Total Income	1,134,378.50	1,159,546.62	-25,168.12	97.8%
Expense				
6000 · Professional Services				
6001 · Accounting/Auditing Services	23,750.46	20,000.00	3,750.46	118.8%
6040 · Legal Services	5,625.15	23,333.28	-17,708.13	24.1%
Total 6000 · Professional Services	29,375.61	43,333.28	-13,957.67	67.8%
6060 · Other Contractual Services	47,312.07	106,333.28	-59,021.21	44.5%
6065 · Pedestrian Safety	17,303.09	60,000.00	-42,696.91	28.8%
6068 · Parking Management	168,638.43	243,495.28	-74,856.85	69.3%
6100 · Other Supplies & Expenses				
6010 · Bank Fees	499.09			
6030 · Insurance-Property/Liability	20,258.00	21,000.00	-742.00	96.5%
6110 · Meeting Expense	295.45	6,666.64	-6,371.19	4.4%
6120 · Supplies	1,354.48	3,333.28	-1,978.80	40.6%
Total 6100 · Other Supplies & Expenses	22,407.02	30,999.92	-8,592.90	72.3%
6200 · Capital Replacement Projects	516,593.17	459,333.28	57,259.89	112.5%
6210 · F&B Repair & Maintenance	13,045.38	23,333.28	-10,287.90	55.9%
6300 · Utilities Expense				
6301 · Electricity	824,950.94	821,333.28	3,617.66	100.4%
6310 · Natural Gas	7,584.25	12,000.00	-4,415.75	63.2%
6320 · Steam	790,452.95	829,500.00	-39,047.05	95.3%
6340 · Water & Sewer	85,279.49	75,000.00	10,279.49	113.7%
Total 6300 · Utilities Expense	1,708,267.63	1,737,833.28	-29,565.65	98.3%
6500 · DID Assessment	51,350.58	34,047.28	17,303.30	150.8%
6600 · SMG Incentive Fees	300,000.00	204,400.00	95,600.00	146.8%
8000 · Personal Services				
8001 · Employee Wages	34,427.20	57,044.64	-22,617.44	60.4%
8030 · Employee Benefits	13,536.59	13,010.00	526.59	104.0%
Total 8000 · Personal Services	47,963.79	70,054.64	-22,090.85	68.5%
Total Expense	2,922,256.77	3,013,163.52	-90,906.75	97.0%
Net Income	-1,787,878.27	-1,853,616.90	65,738.63	96.5%

8:40 AM

03/19/08

Accrual Basis

Grand Rapids-Kent County Convention/Arena Authority
Profit & Loss Prev Year Comparison
July 2007 through February 2008

	Jul '07 - Feb 08	Jul '06 - Feb 07	\$ Change	% Change
Income				
4040 · Private Support	0.00	0.00	0.00	0.0%
4500 · Interest on Investments	525,821.00	647,401.25	-121,580.25	-18.8%
4540 · Land Lease	81,007.00	88,410.00	-7,403.00	-8.4%
4545 · Parking Revenues	526,993.00	526,838.84	154.16	0.0%
4550 · Miscellaneous Revenue	557.50	0.00	557.50	100.0%
Total Income	1,134,378.50	1,262,650.09	-128,271.59	-10.2%
Expense				
6000 · Professional Services				
6001 · Accounting/Auditing Services	23,750.46	23,902.77	-152.31	-0.6%
6040 · Legal Services	5,625.15	19,989.84	-14,364.69	-71.9%
Total 6000 · Professional Services	29,375.61	43,892.61	-14,517.00	-33.1%
6060 · Other Contractual Services	47,312.07	13,509.18	33,802.89	250.2%
6065 · Pedestrian Safety	17,303.09	24,837.59	-7,534.50	-30.3%
6068 · Parking Management	168,638.43	186,370.00	-17,731.57	-9.5%
6100 · Other Supplies & Expenses				
6010 · Bank Fees	499.09	9.00	490.09	5,445.4%
6020 · Computer Services	0.00	299.00	-299.00	-100.0%
6030 · Insurance-Property/Liability	20,258.00	19,196.86	1,061.14	5.5%
6110 · Meeting Expense	295.45	236.46	58.99	25.0%
6120 · Supplies	1,354.48	5,049.48	-3,695.00	-73.2%
6140 · Printing and Binding	0.00	4,470.00	-4,470.00	-100.0%
Total 6100 · Other Supplies & Expenses	22,407.02	29,260.80	-6,853.78	-23.4%
6200 · Capital Replacement Projects	516,593.17	1,264,636.59	-748,043.42	-59.2%
6210 · F&B Repair & Maintenance	13,045.38	44,815.04	-31,769.66	-70.9%
6300 · Utilities Expense				
6301 · Electricity	824,950.94	756,193.45	68,757.49	9.1%
6310 · Natural Gas	7,584.25	8,437.65	-853.40	-10.1%
6320 · Steam	790,452.95	845,971.06	-55,518.11	-6.6%
6340 · Water & Sewer	85,279.49	60,469.47	24,810.02	41.0%
Total 6300 · Utilities Expense	1,708,267.63	1,671,071.63	37,196.00	2.2%
6500 · DID Assessment	51,350.58	50,298.90	1,051.68	2.1%
6600 · SMG Incentive Fees	300,000.00	229,259.00	70,741.00	30.9%
8000 · Personal Services				
8001 · Employee Wages	34,427.20	35,318.39	-891.19	-2.5%
8030 · Employee Benefits	13,536.59	14,036.52	-499.93	-3.6%
Total 8000 · Personal Services	47,963.79	49,354.91	-1,391.12	-2.8%
Total Expense	2,922,256.77	3,607,306.25	-685,049.48	-19.0%
Net Income	-1,787,878.27	-2,344,656.16	556,777.89	23.8%



Memorandum

To: Birgit Klohs, Chair
Grand Rapids-Kent County Convention Arena/Authority
Finance Committee

From: Robert J. White, Fiscal Services Director, Kent County

Date: March 11, 2008

Re: Request for Proposals – Audit Services

Convention
Arena
Authority

Steven Heacock,
Chairman

Birgit Klohs
Clif Charles
Gary McInerney
George Heartwell
Joseph Tomaselli
Lew Chamberlin

A request for proposals ("RFP") was recently issued for the purpose of soliciting audit services bids. This RFP was intended to solicit proposals to provide auditing services for a three-year time period, including fiscal years ending June 30, 2008 through 2010.

The RFP was mailed to seven firms. Bids were received on February 22 from two local offices. A summary of the bids from respondents and list of others solicited is as follows:

- BDO Seidman, LLP:

June 30, 2008	\$15,100
June 30, 2009	\$15,700
June 30, 2010	\$16,200
- Andrews, Hooper & Pavlik PLC:

June 30, 2008	\$15,000
June 30, 2009	\$15,000
June 30, 2010	\$15,000
- Other firms solicited:
 - Plante & Moran
 - The Rehmann Group
 - Deloitte & Touche LLP
 - Hungerford, Aldrin, Nichols & Carter PC
 - Beene Garter LLP



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

DEVOS PLACE

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

The selection criteria identified in the RFP included, “....experience, qualifications, approach, and fee.” Both respondents appear to be well qualified in the area of governmental audits. The cumulative difference in fees amounts to 4.4% between the parties. The fee paid to BDO Seidman LLP for audit of the financial statements for the year ended June 30, 2007, totaled \$14,500.

It is my recommendation, given the proposals submitted by the respondents that BDO Seidman LLP be designated for the provision of auditing services to the Convention/Arena Authority and that the Chair of the Finance Committee be authorized to execute agreement letters with the firm of BDO Seidman LLP for the fiscal years ending June 30, 2008 through 2010.

Cc: Steven R. Heacock, Chairman
Grand Rapids-Kent County
Convention/Arena Authority



Memorandum

To: CAA Board
From: Richard MacKeigan – Executive Director
Date: March 21, 2008
Re: 201 Monroe Request

Convention
 Arena
 Authority

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

Our neighbor, 201 Monroe, will be undergoing some renovations over the next six to twelve months. They have requested we consider allowing them to place some of the HVAC/Mechanical Systems on the roof of DeVos Place, as well as an easement to allow them to install an elevator shaft/unit to service their building. They have expressed a willingness to compensate the CAA for the easement. You will recall, we went through a similar process for an easement granted the TallHouse project to the South East of the Arena.

I have provided a booklet of drawings illustrating their request.

Page 1 represents the construction of a grated floor on top of DeVos Place roof which would house their equipment. They are conscientious of sightlines and will set the equipment back from the street as demonstrated on Page 2.

Page 3 illustrates the basement level (parking garage) where their elevator shaft is located within DeVos Place footprint, within a storage room.

Page four illustrates the location on the ground floor and shows no impact to DeVos Place.

Page 5 illustrates the Skywalk level. There would be a proposed access point to the elevator from the skywalk.



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

DEVOS PLACE

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

The remaining pages show various illustrations of proposed construction as well as visuals of current building to allow for better orientation and appreciation of the request.

SMG has considered a number of operational items upon receiving this request, they include...

1. Impact the finished product would have on our business. We found this to be immaterial.
2. Impact on the facility from a structural perspective. Currently working with Progressive AE and others. Initial impressions are that this plan would not have a detrimental impact on our building.
3. Impact on warranties/service contracts for areas affected. In process of assessing impact.
4. Impact on the skywalk and foot traffic within the venue. As we are a public venue, do not feel this will be an issue.
5. Impact the construction schedule would have of our operation. We have received a willingness from ownership and construction team members to work with our team to assure minimal impact on our operation.
6. Impact on sound of construction bleeding through to DeVos Place. The areas of the facility that are impacted are the Monroe Meeting Rooms, we feel with coordination, this will not be an issue.

As you can see, we do not feel this will have a negative impact on the venue, or our business.

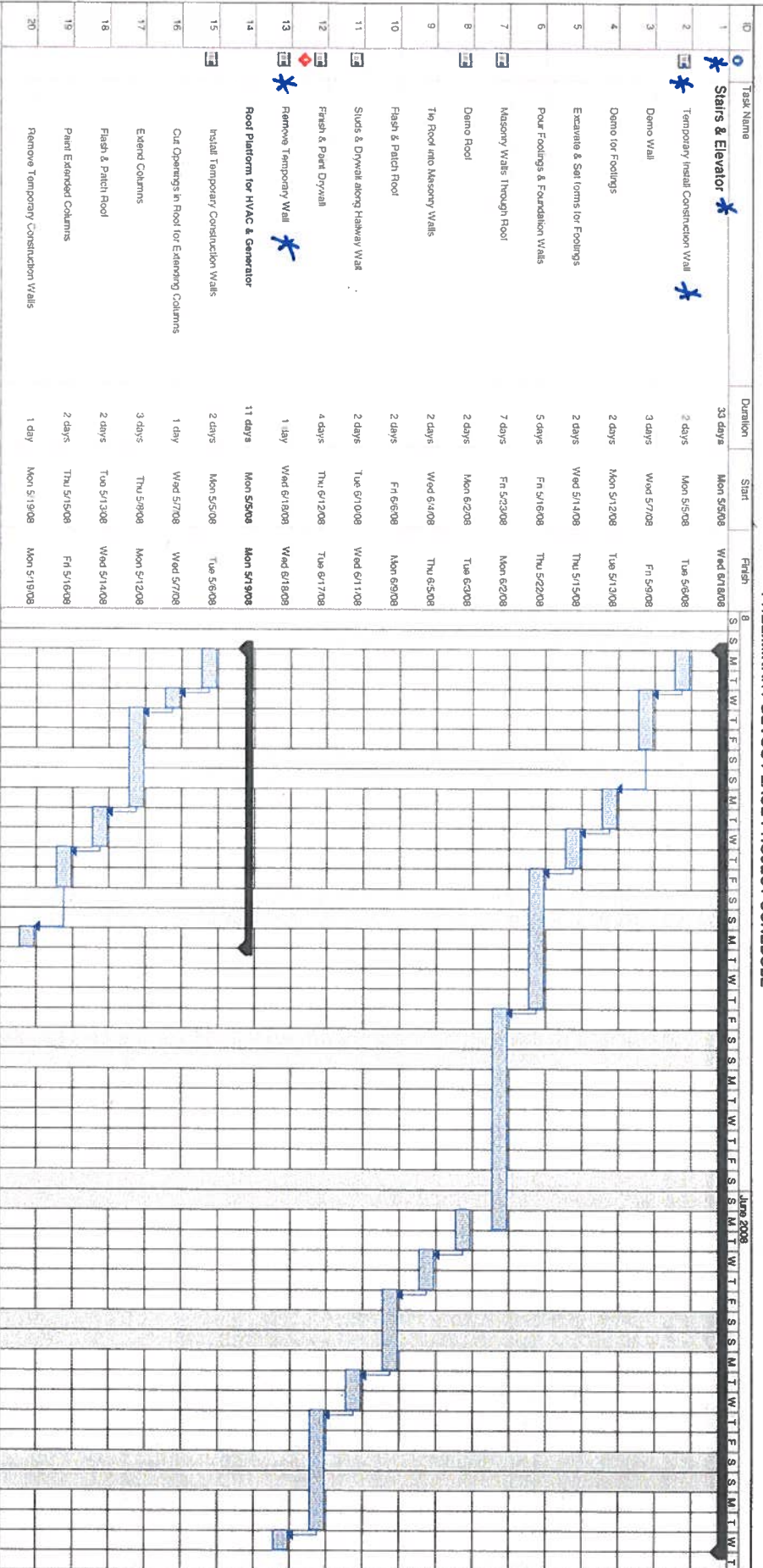
I would like to request the CAA approve my engagement of Dick Wendt to enter into negotiations with them in an effort to set a process by which a fair market price can be set for this easement, Additionally, I would like to submit a

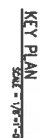
recommendation for approval to the Grand Rapids-Kent County Joint Building Authority as they currently hold the bonds for the venue.

All discussions to date have been very positive, and I would foresee a formal agreement being reached very shortly. By providing the approval above, the planning and construction process can move forward while the agreement is being formalized.

RIVER CITY BUILDING PRELIMINARY DEVOS PLACE PROJECT SCHEDULE

Updated: 3.10.08





GRAND RAPIDS-KENT COUNTY

CONVENTION / ARENA AUTHORITY
ENTERTAINMENT, CONVENTION, SHOW & SPORTS FACILITIES



DEVOS PLACE®

CHAIR'S ANNUAL REPORT

March 26, 2008

GRAND RAPIDS-KENT COUNTY

CONVENTION / ARENA AUTHORITY
ENTERTAINMENT, CONVENTION, SHOW & SPORTS FACILITIES



DEVOS PLACE®

- Established pursuant to P.A. 205 of 1999
- Created to encourage economic development within West Michigan by owning and operating convention, entertainment, and sports facilities

CAA Chair's Annual Report

Activity

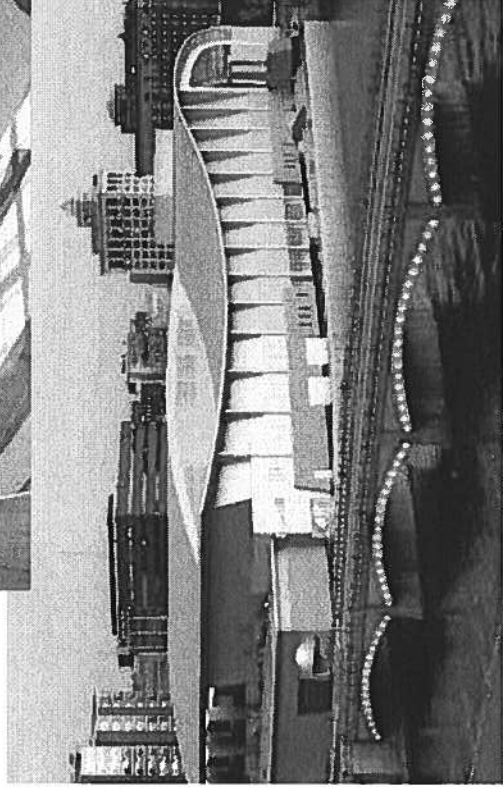
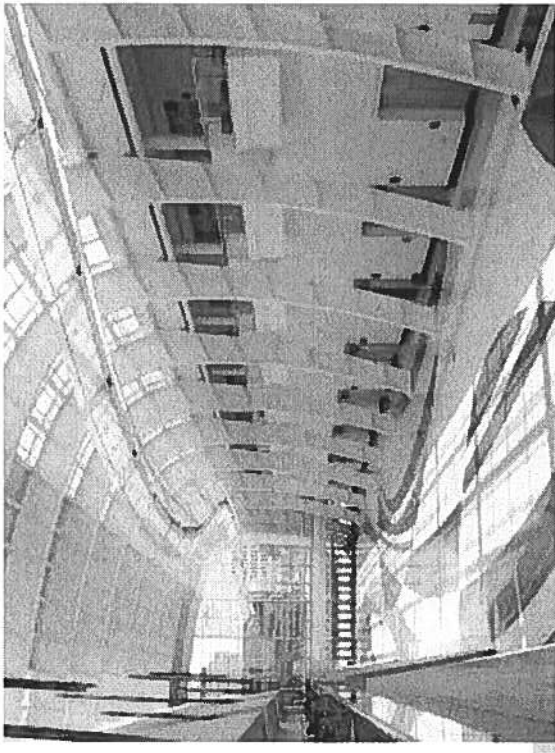
- DeVos Place Convention center
- Van Andel Arena

Initiatives

- Where are we at and
- Where are we going

DEVOS PLACE®

- Occupies 13 acres
- 1 million square feet of space
- Exhibit hall floor the size of 3 football fields
- Ballroom can accommodate up to 5,000 people

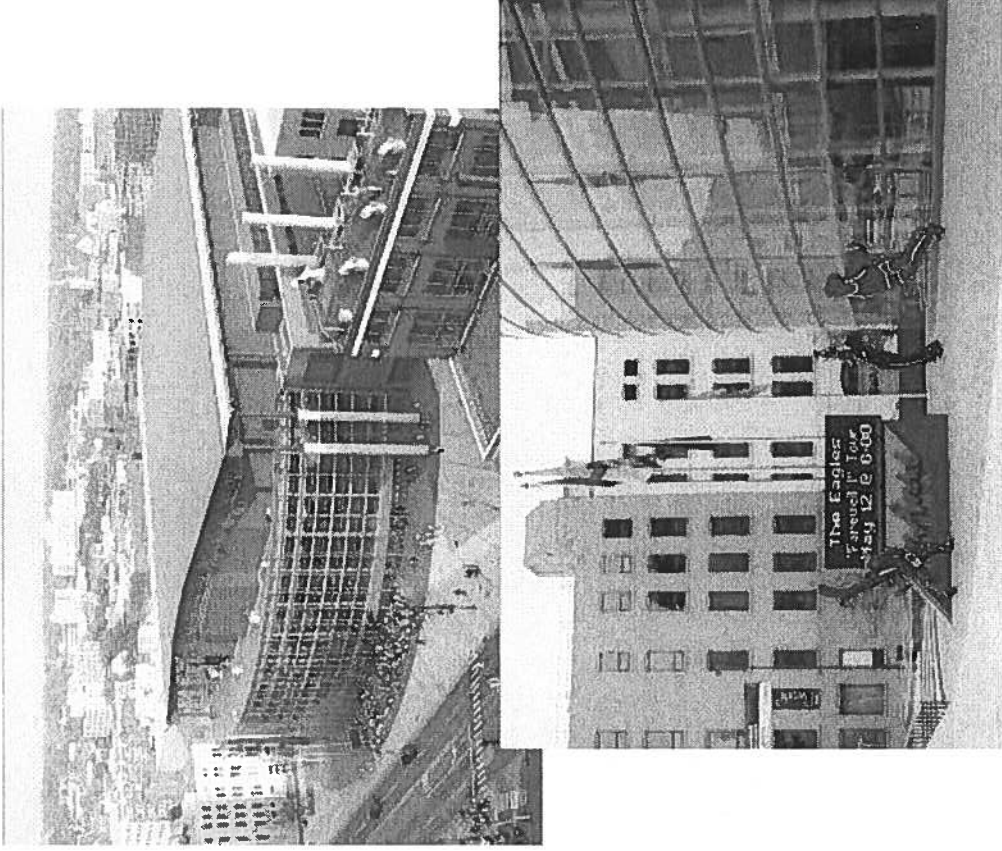


DEVOS PLACE®

Activity

- Exhibit halls were used as the staging area for the Gerald R. Ford funeral visitation
- Hosted the Abraham to Jesus tour for 3 consecutive weeks, which required round-the-clock security
- Red Orange Production Company shot a commercial for the Michigan lottery using the building's architecture
- Michigan Music Conference attracted middle and high school students from a large number of schools throughout the state
- The exhibit halls were converted to bowling alleys for the Professional Bowlers Association's world championship that was televised on ESPN
- The Van Andel Institute hosted a teleconference wherein scientists on the hill communicated directly with individuals down here at DeVos Place®

Van Andel Arena



- Opened October 1996
- Ranked Among Top 10 Arenas – 1997
- Number 1 Arena 1999, 2000, 2001, 2002, 2005
- Number 2 Arena 2003
- Prime Site Award 2004
- Number 37 Arena All-Size Venues Worldwide 2005
- Number 4 Arena – Venues 10,001-15,000 – Worldwide 2006
- Named Best Concert Venue by Grand Rapids Magazine 2007
- Voted a “Best of Michigan” Business by Corp! Magazine Readers 2008

Van Andel Arena Activity



- 678,754 attendance for the year
- From a high of 117,676 in March (22 events -- Disney on Ice, Freestyle Motocross, Stars on Ice, NCAA Division 1 Men's Hockey, Blue Man Group, WWE) to a low of 4,593 in July (1 event: Detroit Shock, WNBA)

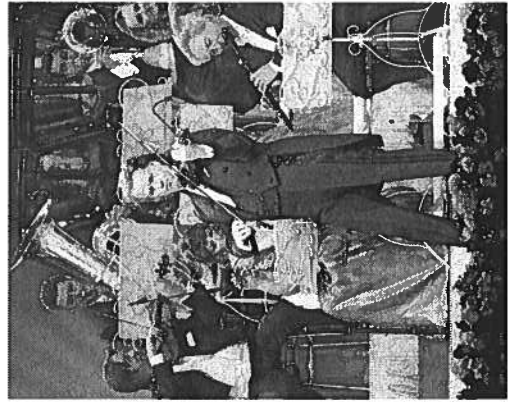
Van Andel Arena Activity



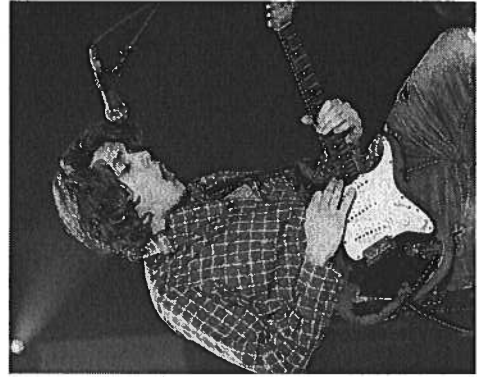
Kenny Chesney



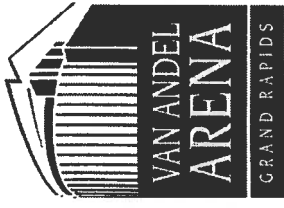
Josh Groban



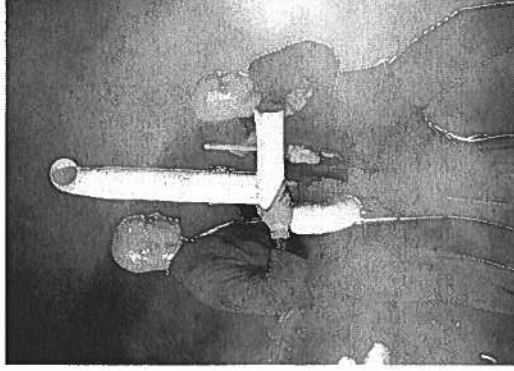
Andre Rieu



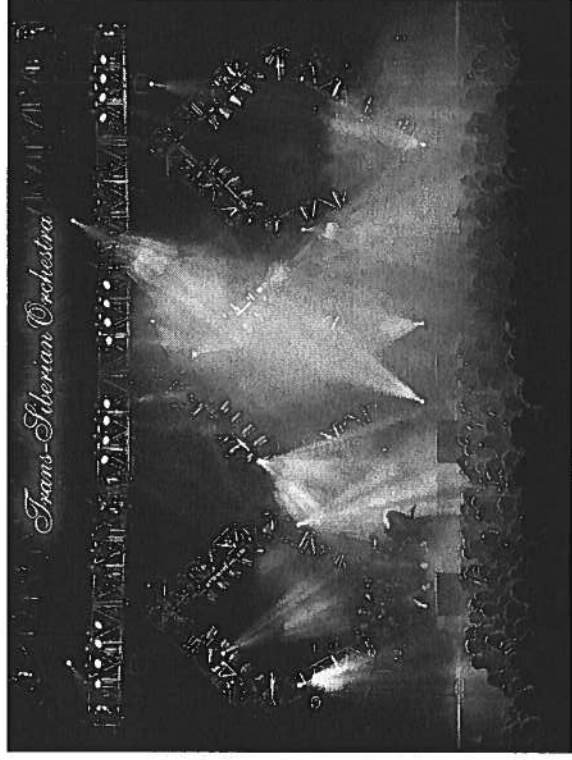
John Mayer



Photos by Jim Hill



Blue Man Group



GRAND RAPIDS-KENT COUNTY

CONVENTION / ARENA AUTHORITY
ENTERTAINMENT, CONVENTION, SHOW & SPORTS FACILITIES

DEVOS PLACE®



What's Next?

2008 Focus

Green Initiatives

- Green Certification
- Landscaping
- Green Meetings

Further Involvement with Downtown

- Buskers
- Incorporating
Downtown into
Buildings

Diversity Initiative

- Diversity Statement
- Diversity Event

Wine and Food Festival

- Logo Competition
- Annual Poster

Amphitheater Study

- Feasibility Study

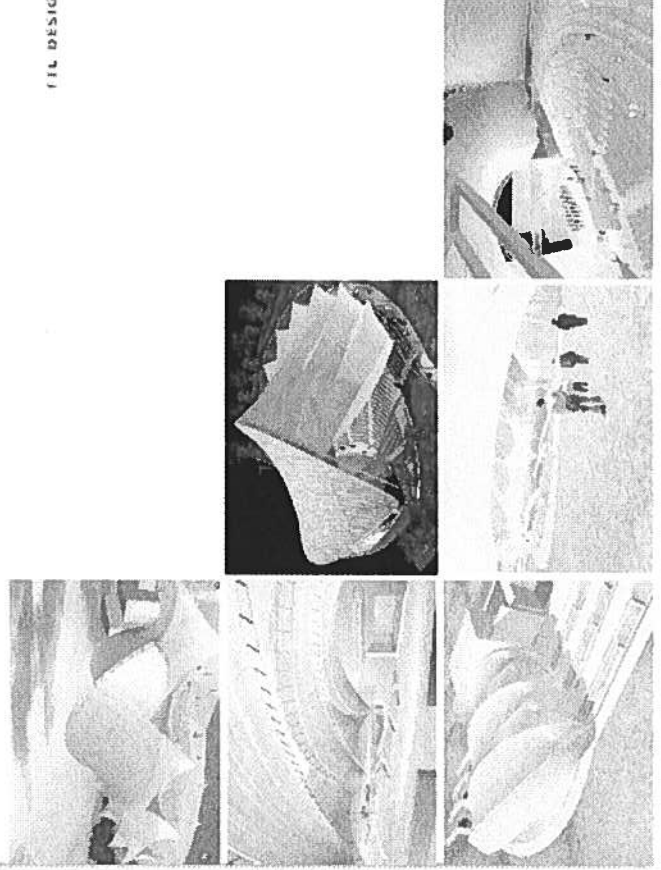
Millennium Park Amphitheater

Feasibility Study

Progressive **AE**

ff/

FIL DESIGN ENGINEERING STUDIO



Vision

- **Outdoor Amphitheater / music pavilion**
- **Catalyst for Economic Activity/Development**
- **Benefit downtown venues and entertainment district**
- **Enhance Millennium Park development**
- **Financially self supporting**

Venue

- **Flexible venue**
 1. **Symphonic music**
 2. **Stage shows**
 3. **Middle-of-the-road pop/rock**
- **5,000 – 6,000 covered seating**
- **6,000 – 7,000 lawn seating**
- **Parking for 3,500 - overflow to 4,500**
- **VIP amenities**
- **30+ performances/ year (May – Sept.)**
- **“Green” opportunity, reclaimed site & LEED buildings**

Four alternate sites within Millennium Park considered

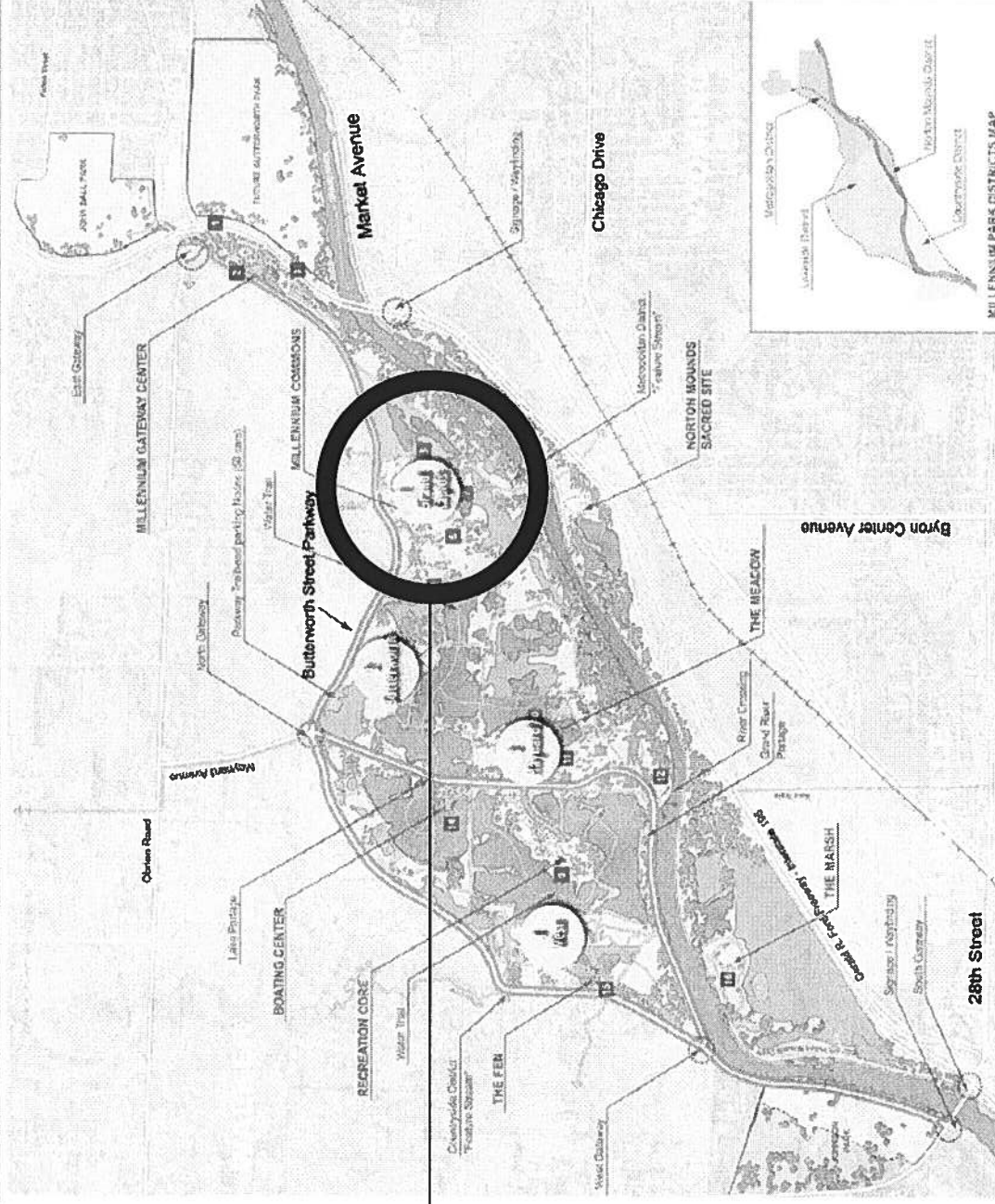
- Proximity to downtown
- Vehicle access and traffic
- Acoustical proximity to existing residential uses
- Topography, wetlands, flood plains
- Soils (past mining activity)



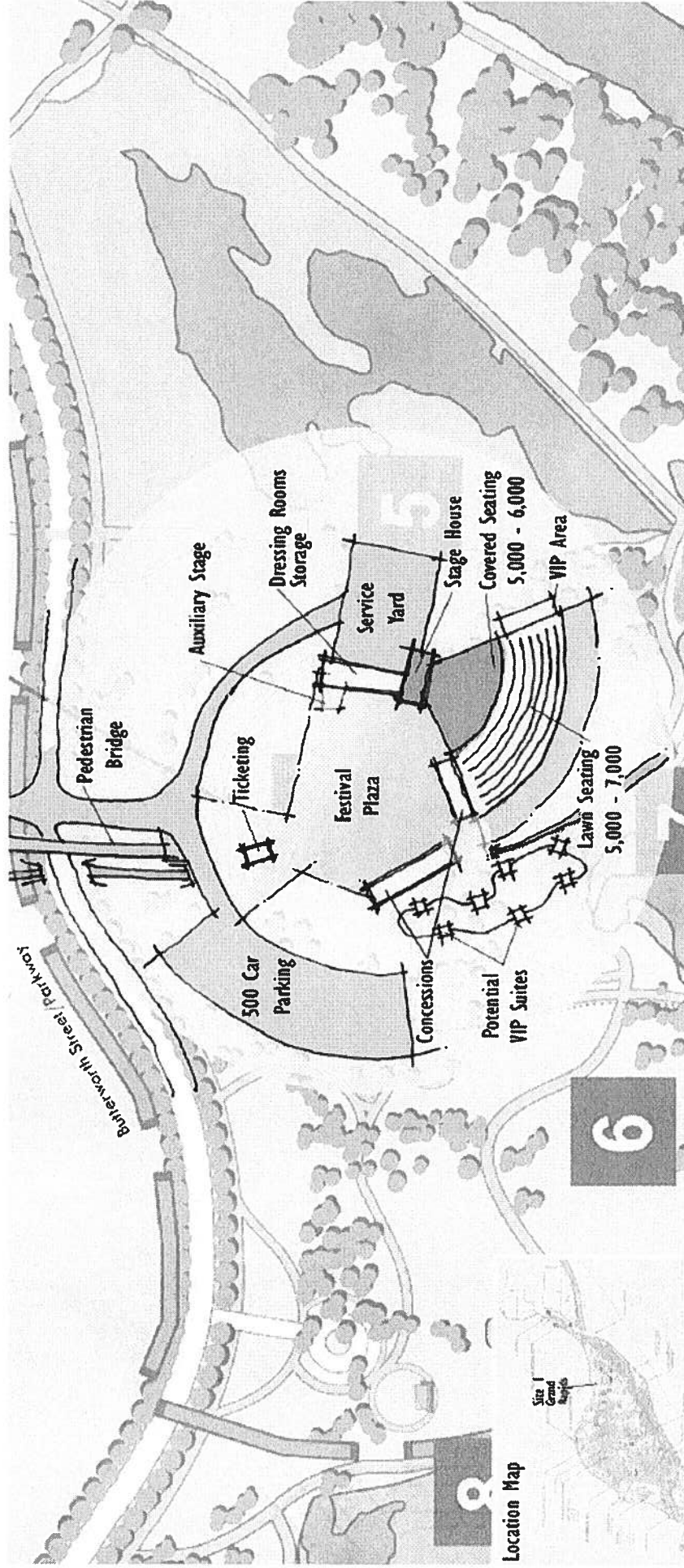
Preferred Site

- Closest to Grand Rapids
- Least impact to Residential Areas
- Best vehicular access

- **Closest to River
(possible river boat
landing)**
- **Low impact to wetlands**
- **Reclaimed marginal land**
- **Complements Millennium
Park Master plan**



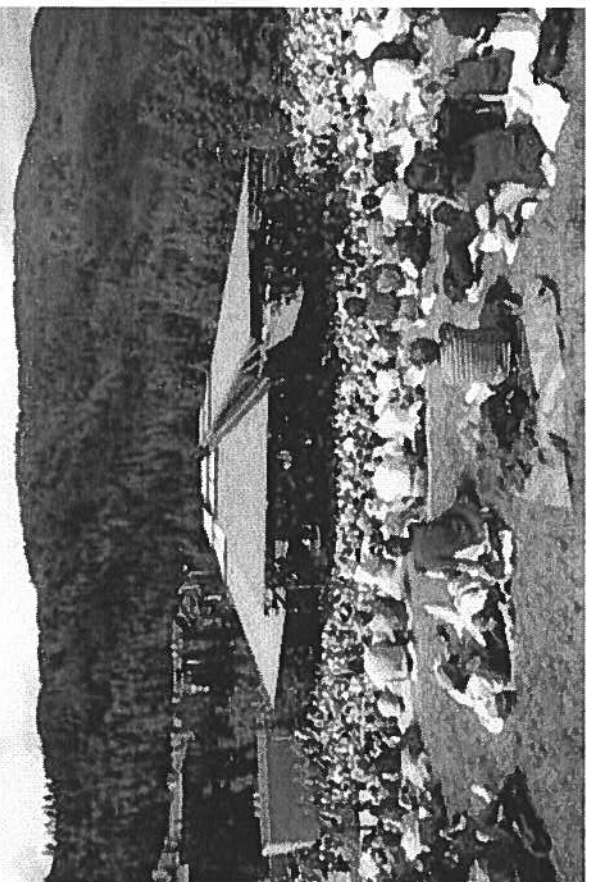
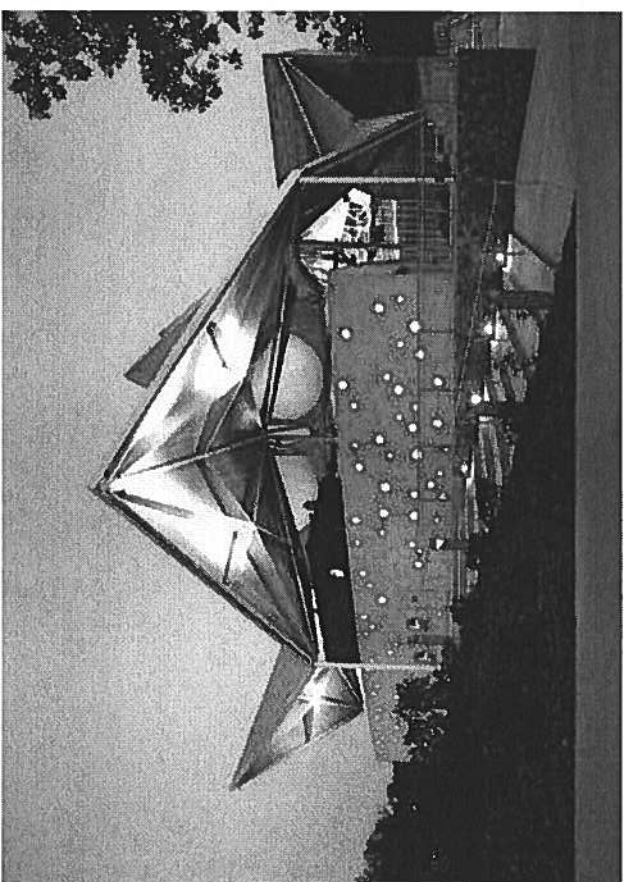
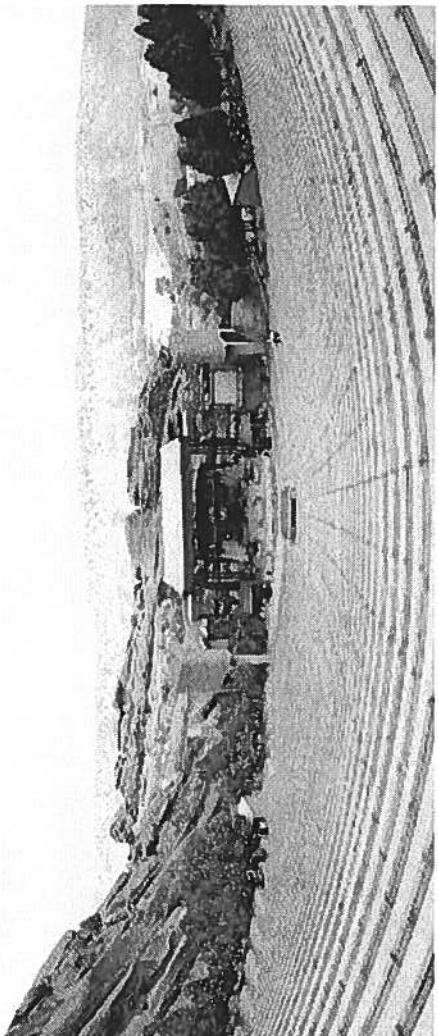
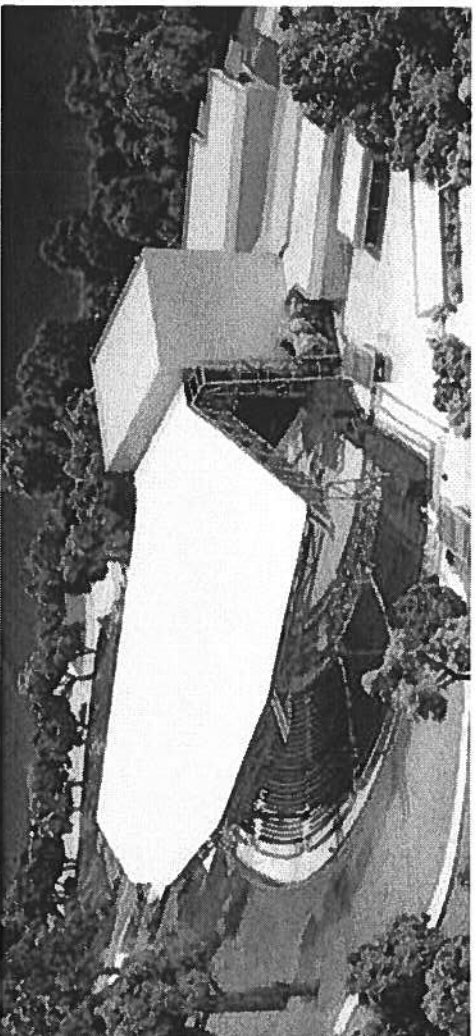
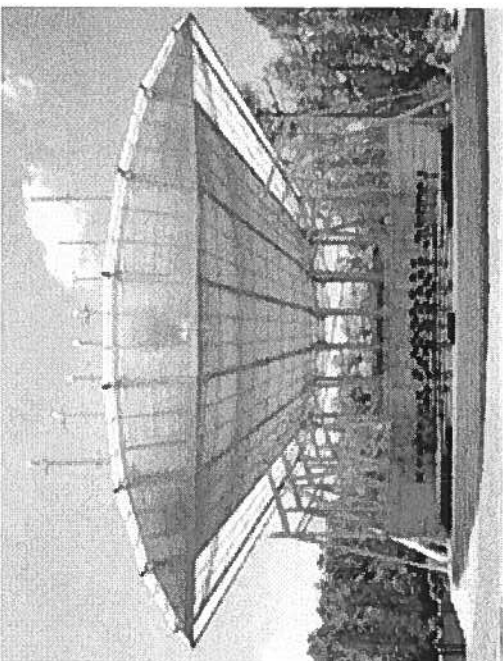
Concept Plan

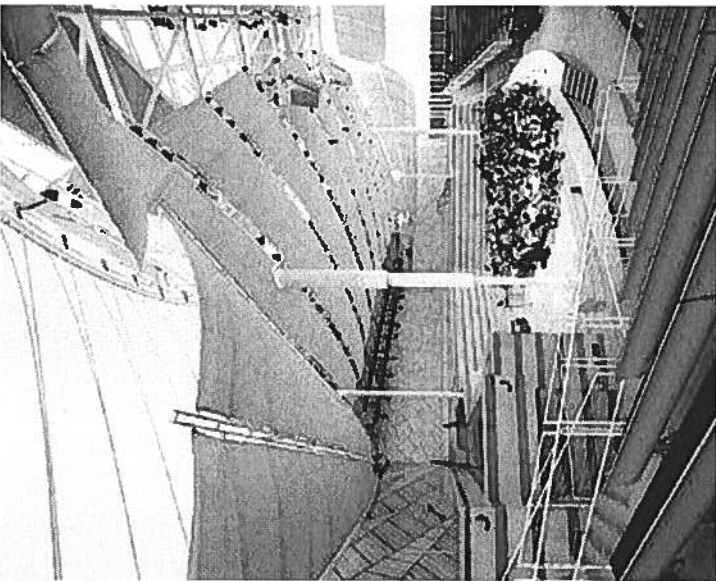
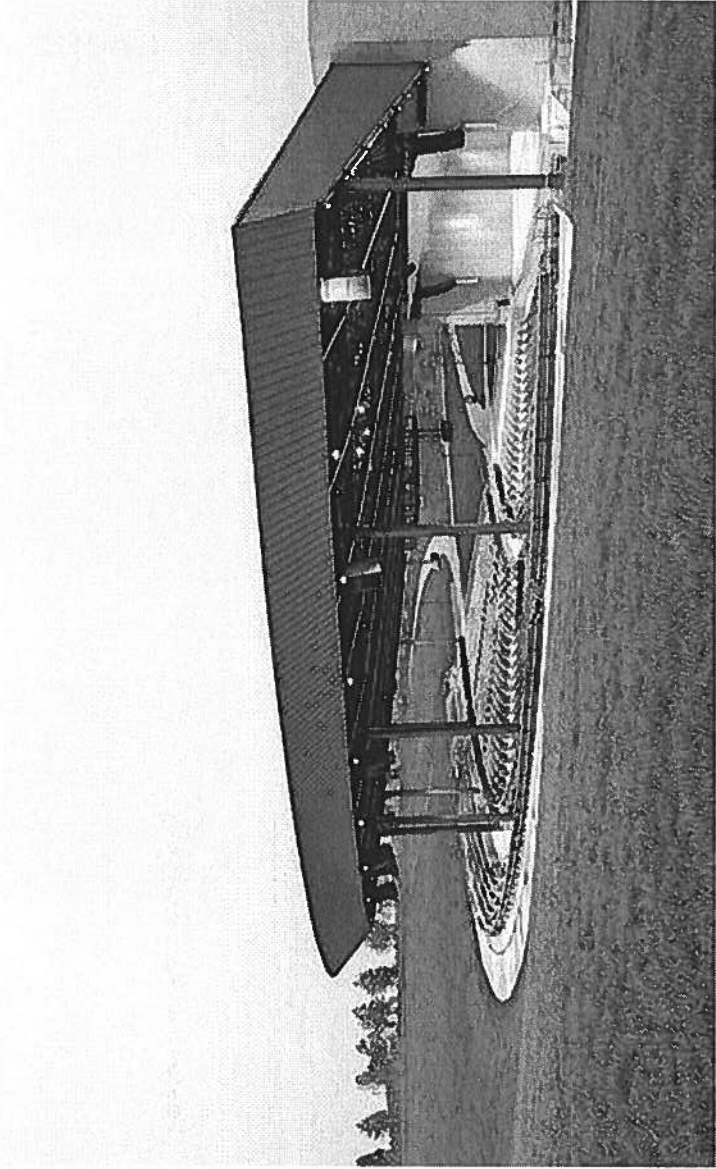
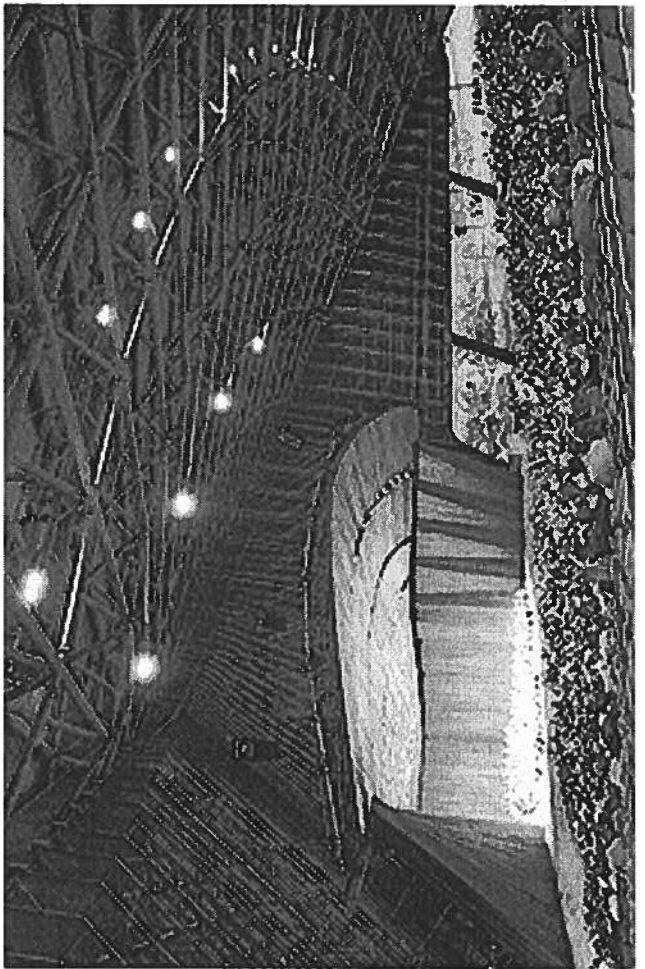
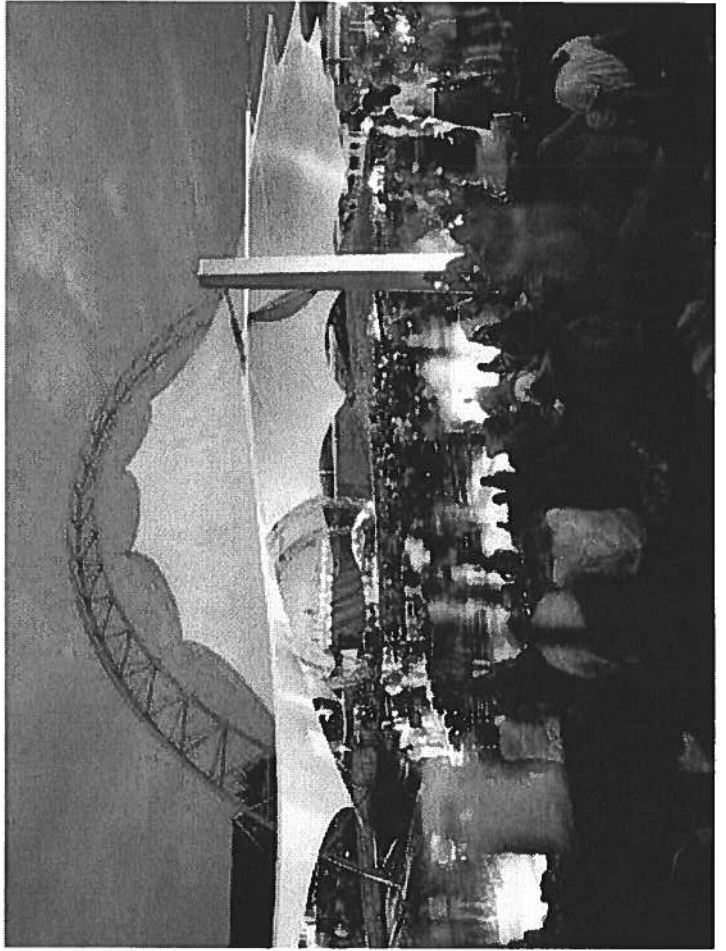


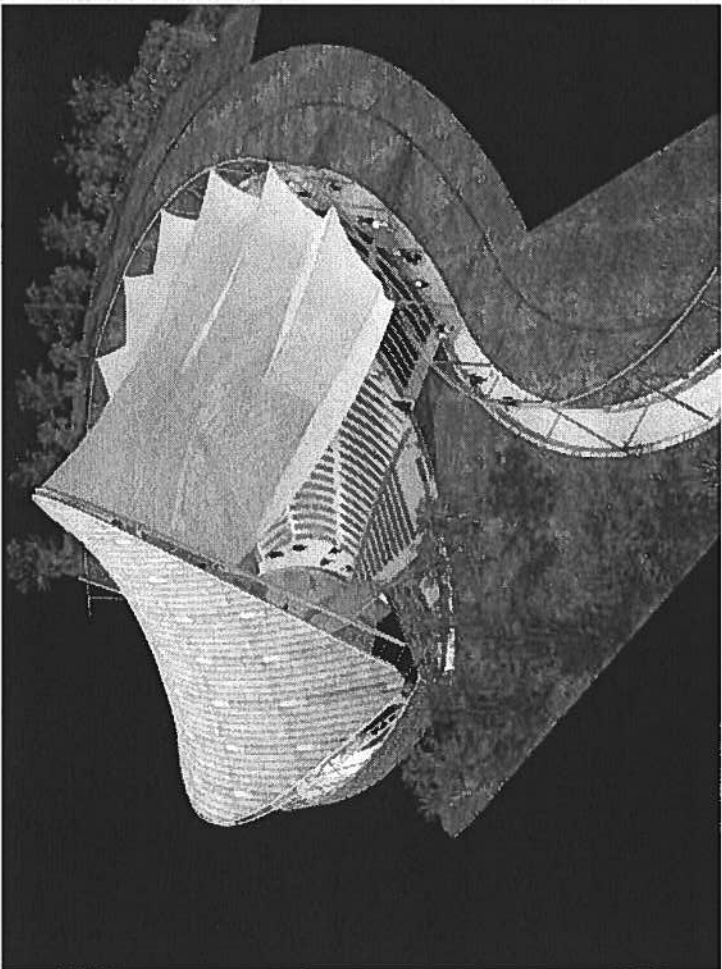
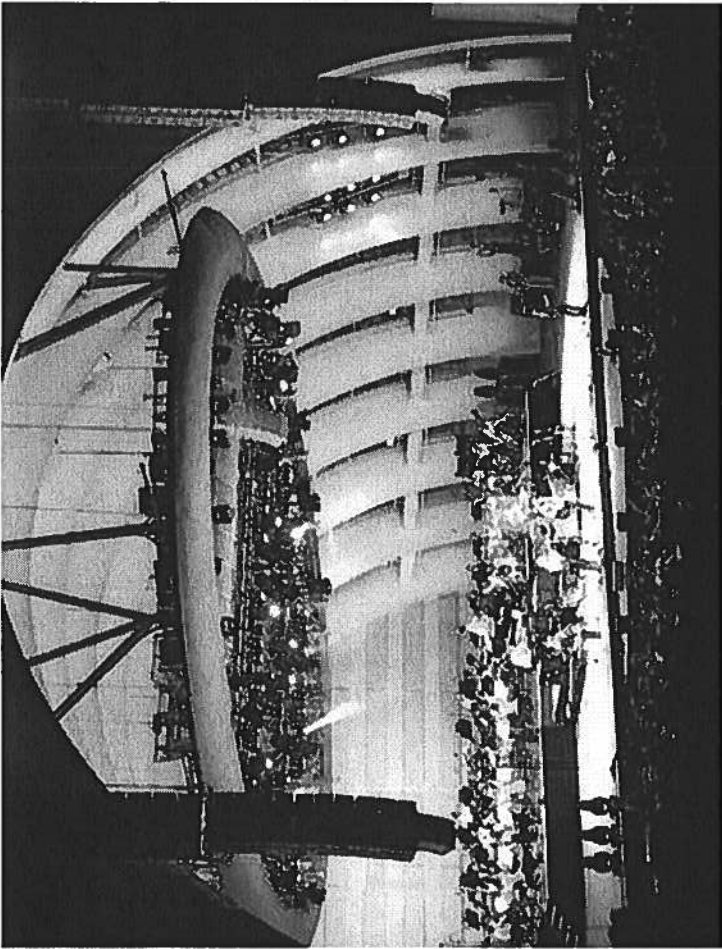
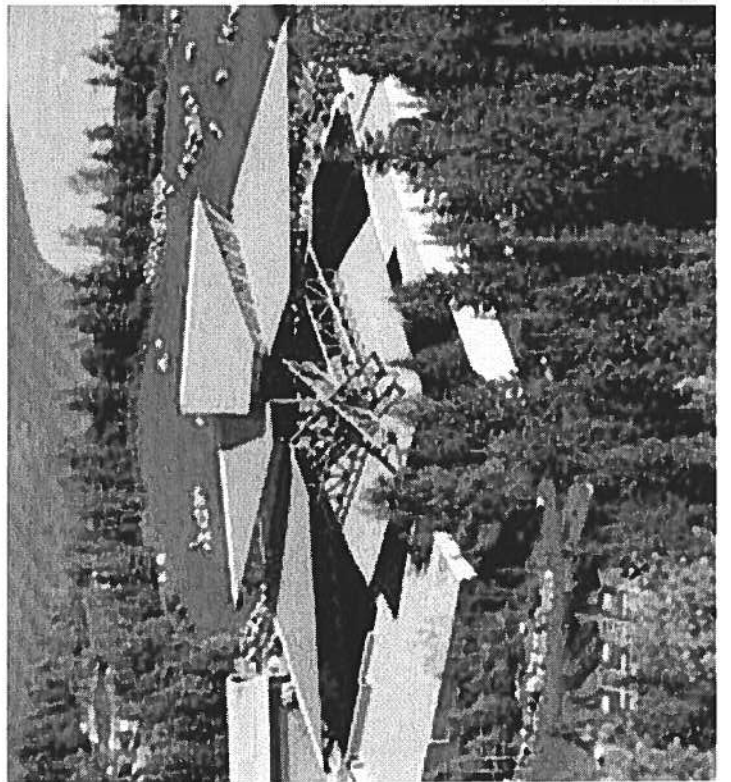
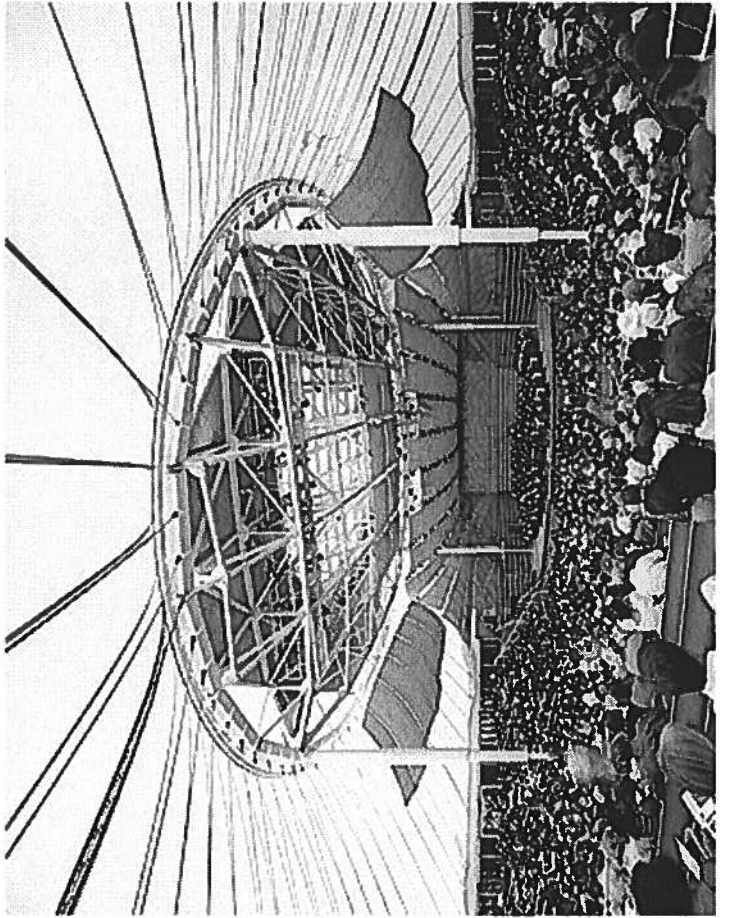
Progressive

Design Concepts

- Landmark quality structure – post card venue
- Complements Millennium Park
- Light, airy, cost effective structure (economic self sufficiency)
- Piazza pre-function gathering place – venue on it's own
- Plaza connects naturally into Millennium Park during non-event periods







Cost Considerations

- Covered Amphitheater and Stagehouse
- Lighting and sound systems
- Concessions, restrooms, backstage & support spaces
- Plaza development & VIP amenities
- Auxiliary Stage
- Earthwork, landscape, & utility infrastructure
- Wealthy St. Extension & Butterworth upgrades
- Design and specialty consultants
- Contingencies including mine remediation

For More Information Regarding
The Feasibility Study Contact
Brad Thomas at:

Progressive AE

616-361-2664

Progressive AE

Millennium Park plan calls for 12,000-seat amphitheater

Updated Mar 27, 2008; Posted Mar 26, 2008

By [Darin Estep](#)

GRAND RAPIDS -- Local officials want West Michigan music lovers to enjoy outdoor concerts in a setting similar to the DTE Energy Music Theater near Detroit. All the planned 12,000- to 14,000-seat amphitheater in Millennium Park needs is financial help from Lansing. The \$20 million to \$30 million venue would include 5,000 to 6,000 covered seats, with an open lawn area offering seating for 6,000 to 7,000.

The project is being developed by the Grand Rapids-Kent County Convention/Arena Authority in conjunction with Grand Action, the nonprofit group that helped develop and raise funds for the arena and convention center.

At least one company has expressed an interest in buying the naming rights for the new venue, Grand Action co-chairman David Frey said. CAA Chairman Steve Heacock was expected to outline amphitheater plans as part of his State of the CAA address this morning. The amphitheater would be within the city of Grand Rapids along Butterworth Drive, near what once was an entrance to a gypsum mine.

That site was chosen because of its proximity to downtown and relative ease of access from the Wealthy Street exit off U.S. 131. "We wanted it to be as close as possible to downtown and we were also deeply concerned about neighbors," Heacock said. The amphitheater project is expected to cost \$20 million to \$30 million. Lawmakers in Lansing are being asked for a \$10 million outlay, with private donors and possibly bond funds making up costs not covered by the state. But bringing home the bacon might prove difficult, since the project and millions of dollars in other similar requests are being tied to using money from the state's budget stabilization, or "rainy day" fund.

For now, Gov. Jennifer Granholm isn't supportive, said Leslee Fritz, a spokeswoman for the State Budget Office. "There's just not a lot of money to go around right now," she said. Rep. Robert Dean, D-Grand Rapids, said an initial request for \$15 million was scaled back to \$10 million before the Legislature broke for a two-week recess. He hopes that's where the cuts will stop.

"I think we're pretty much assured of it that it will happen," Dean said. "About \$10 million has been set aside, so I'm looking for that to happen shortly after we get back off this break." The money is part of negotiations that include proposed funding for John Ball Zoo, the Grand Rapids Art Museum, Public Museum of Grand Rapids, Grand Valley State University and Grand Rapids Community College, said Rep. Mike Sak, D-Grand Rapids.

"I'm cautiously optimistic overall about getting funding for our projects here in the West Michigan community," Sak said. "I think it would be difficult or challenging to pinpoint a

number at this time." Sak acknowledged critics might say the amphitheater funding is pork the cash-strapped state ill can afford. But he said other expenditures at places like the Detroit Zoo and Detroit Institute of Arts also are part of the same funding package.

"If we are going to fund projects like this across the state, I want to make sure Grand Rapids projects are part of the mix," he said.

Heacock said the venue would add to the symbiotic relationship between the arena and convention center, which also received substantial support from the state. The CAA uses profits from the arena to offset losses at the convention center. While the arena might lose some shows to the amphitheater, the area would experience an overall net gain of concerts. Because of the proposed amphitheater's larger size, officials are not concerned about cannibalizing business from the 1,800-seat amphitheater at Frederik Meijer Gardens and Sculpture Park.

The CAA and Grand Action would conduct a national search for an architect with experience designing such venues who could create a "landmark quality structure" with an environmentally-friendly design. Part of the plan would be to integrate the venue into Millennium Park on non-event days. A piazza would serve as a pre-function area for vendors and smaller events. There are few residents near the proposed site, which is buffered by woods, topography and extensive park and industrial land. "We really think this is the place to be," Heacock said. "It really does make active a part of the park that is not yet active."

The viability of the project depends on how much the state is willing to allocate.

"From Grand Action's perspective, we're feeling pretty good about the state's participation," said John Canepa, co-chairman of Grand Action with fellow businessmen Frey and Dick DeVos. "It would be well-founded" Frey said the group hopes to know what, if any, funding the project will get from Lansing by May. The feasibility study suggests adding parking for 3,500 to 4,500 cars, the bulk of which would be located north of Butterworth on city-owned land connected via a pedestrian bridge. Shuttle buses and possibly barges that travel between downtown and the venue via the Grand River also are under consideration.

VAN ANDEL ARENA® WEEKLY

DATE	EVENT	EC	MOD	ROOM	TIME	FUNCTION
Wed, Mar 19	Griffins vs Toronto	RS	ROD	Arena	10A-12:30P 6:00 PM 7P-9:30P	Teams practice Doors Hockey game
	Northwood University	DG		Huntington Club	4P-6P	Banquet
	Barnes & Thornburg	MJD		Suite 101A	6P-9:30P	Banquet
Thur, Mar 20	High School Musical	GC		Arena	8A-5P	Load-in
Fri, Mar 21	High School Musical	GC	LYNNE	Arena	7:00 PM	Performance
Sat, Mar 22	High School Musical	GC	CHRIS	Arena	11:00 AM 3:00 PM 7:00 PM	1 st performance 2 nd performance 3 rd performance
Sun, Mar 23	High School Musical	GC	TODD	Arena	1:00 PM 5:00 PM	1 st performance 2 nd performance
Mon, Mar 24	Available					
Tue, Mar 25	Griffins			Arena	9:45 AM	Team Picture
Wed, Mar 26	Griffins vs Lake Erie	GC	TODD	Arena	10A-12:30P 6:00 PM 7P-9:30P	Teams practice Doors Hockey game
Thur, Mar 27	Available					
Fri, Mar 28	Griffins vs Milwaukee	RS	CHRIS	Arena	10A-12:30P 6:00 PM 7P-9:30P	Teams practice Doors Hockey game
Sat, Mar 29	Griffins vs Rochester	RS	JIM	Arena	10A-12:30P 6:00 PM 7P-9:30P	Teams practice Doors Hockey game
	West Side Beer Distributing	MJD		East Nest and North Tunnel	6P-9:30P	Banquet
	Activa Travel LLC			Suite 101A	6P-9:30P	Banquet
Sun, Mar 30	Rampage vs Los Angeles	GC	JIM	Arena	1:00 PM 2P-4:30P 4:30P-4:50P	Doors Football game Post-game autographs
	Jenison High School	MJD		Banquet D	3:15 PM	Banquet
	Savor			E. TD Deck	1P-5P	Banquet
	Woodland Creek			W. TD Deck	1P-5P	Banquet
	Corporate Group			Talsma Terrace Suite 101B	1P-5P	Banquet
	UPS			Suite 101A	1P-5P	Banquet
Mon, Mar 31	Carrie Underwood	RS	CHRIS	Arena	6:30 PM 7:30 PM	Doors Performance
Tue, Apr 1	Available					
Wed, Apr 2	Available					
Thur, Apr 3	Available					
Fri, Apr 4	Griffins vs Houston	RS		Arena	10A-12:30P 6:00 PM 7P-9:30P	Teams practice Doors Hockey game
	West Side Beer Distributing	MJD		E. Nest/N. Tunnel	6P-9:30P	Banquet
Sat, Apr 5	Van Halen	GC		Arena	7:00 PM 8:00 PM	Doors Performance
		MJD		Arbor Mort Club	6:30P-10:30P	Contest winners banquet
Sun, Apr 6	Available					
Mon, Apr 7	Available					
Tue, Apr 8	Available					
Wed, Apr 9	Available					
Thur, Apr 10	Available					
Fri, Apr 11	Griffins vs Manitoba	GC		Arena	10A-12:30P	Teams practice

DEVOS-PLACE

REVISED WEEKLY - 2008

TUES. MARCH 18	BGR - TWELVE ANGRY MEN	DVPH	10:00AM-2:00PM	HOUSE STRIP	AK	
WED. MARCH 19	BGR - TWELVE ANGRY MEN	DVPH / LYON DOCK DVPH	8:00AM-5:00PM 6:00PM 6:30PM 7:00PM 7:30PM-9:05PM	MOVE IN OUTSIDE DOORS OPEN LOBBY OPEN SEATING OPEN PERFORMANCE	AK	EST. ATTENDANCE: 7500 OVER 8 SHOWS
	WISH BALL	BALL A	8:00AM-5:00PM 9:00AM 8:00AM-10:00PM	IA SETUP CLIENT ARRIVAL LANDSCAPE CASTLE SETUP DECORATOR HELIUM BALLOON SETUP	MJ	
	LEADERSHIP GRAND RAPIDS	BALL B / SECCHIA BALL B BALL B	9:30AM 5:30PM 5:30PM-6:15PM 6:15PM 6:30PM 8:30PM	CLIENT ARRIVAL / SETUP ATTENDEE ARRIVAL REGISTRATION, CASH BAR H'DOEUVRES DINNER PRESENTATION EVENT END TIME	BB	EST. ATTENDANCE: 300
	ASSOCIATION FOR CORPORATE GROWTH	BALL C-D	4:00PM 4:00PM 5:30PM-7:00PM 7:00PM-7:45PM 7:45PM-9:00PM	CLIENT ARRIVAL REHEARSAL WITH SPEAKER REGISTRATION PRESENTATION NETWORKING	SL	EST. ATTENDANCE: 400
	OK CONFERENCE LEADERSHIP INITIATIVE PROGRAM	GG A-C GO A-F	8:00AM 9:30AM-? ?-11:30AM 12:00PM	CLIENT ARRIVAL GENERAL SESSION BREAKOUTS EVENT ENDS	RC	EST. ATTENDANCE: 220
	HUB INTERNATIONAL MIDWEST	RO A-B RO P-FUNC RP A-B	7:00AM 8:30AM-9:00AM 8:00AM-12:00PM	CLIENT ARRIVAL REGISTRATION SESSION	BB	EST. ATTENDANCE: ?
THUR. MARCH 20	BGR - TWELVE ANGRY MEN	DVPH	TBD 12:30PM 1:00PM 1:30PM 2:00PM-3:35PM 6:00PM 6:30PM	WARDROBE WORK DAY? OUTSIDE DOORS OPEN LOBBY OPEN SEATING OPEN PERFORMANCE OUTSIDE DOORS OPEN LOBBY OPEN	AK	EST. ATTENDANCE: 7500 OVER 8 SHOWS

G A-F = Grand Gallery Meeting Rooms A-F
O A-H = Overlook Meeting Rooms A-H
GG = Grand Gallery Area
RO A-F = River Overlook A-F
MON A-D= Monroe Meeting Rooms

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

DEVOSPLACE

REVISED WEEKLY - 2008

					7:00PM 7:30PM-9:05PM	SEATING OPEN PERFORMANCE			
	WISH BALL			BALL A	8:00AM 10:00AM-12:00PM 2:30PM 3:00PM 6:00PM 6:30PM-7:15PM 7:30PM-8:00PM 7:15PM 7:35PM-8:30PM 8:30PM-9:30PM	CLIENT ARRIVAL CENTERPIECE ARRIVAL CREW CALL REHEARSAL GUEST ARRIVAL COCKTAILS CREW DINNER CALL TO THEIR SEATS DINNER PROGRAM	MJ	EST. ATTENDANCE: 300	
				SECCHIA LOBBY RO E-F					
FRI. MARCH 21	BGR - TWELVE ANGRY MEN			DVPH	TBD 6:30PM 7:00PM 7:30PM 8:00PM-9:35PM	WARDROBE WORK DAY? OUTSIDE DOORS OPEN LOBBY OPENS SEATING OPENS PERFORMANCE	AK	EST. ATTENDANCE: 7500 OVER 8 SHOWS	
	WISH BALL			BALL A	8:00AM-12:00PM 12:00PM	CASTLE / LANDSCAPE TEAR DOWN IA LOAD OUT	MJ		
	LAKEFRONT AND COTTAGE LIVING SHOW			EH A-B	8:00AM-6:00PM	LOG HOME CONSTRUCTION	SL		
SAT. MARCH 22	BGR - TWELVE ANGRY MEN			DVPH	TBD 12:30PM 1:00PM 1:30PM 2:00PM-3:35PM 6:30PM 7:00PM 7:30PM 8:00PM-9:35PM	WARDROBE DAY WORK? OUTSIDE DOORS OPEN LOBBY OPEN SEATING OPEN PERFORMANCE OUTSIDE DOORS OPEN LOBBY OPEN SEATING OPEN PERFORMANCE	AK	EST. ATTENDANCE: 7500 OVER 8 SHOWS	
	LAKEFRONT AND COTTAGE LIVING SHOW			EH A-B	8:00AM-6:00PM	LOG HOME CONSTRUCTION	SL		
SUN. MARCH 23	OPERATIONS			GRAND GALLERY	ALL DAY	REFINISH GG FLOOR			
	BGR - TWELVE ANGRY MEN			DVPH	TBD 12:30PM 1:00PM 1:30PM 2:00PM-3:35PM 6:00PM 6:30PM 7:00PM	WARDROBE WORK DAY? OUTSIDE DOORS OPEN LOBBY OPEN SEATING OPEN PERFORMANCE OUTSIDE DOORS OPEN LOBBY OPEN SEATING OPEN	AK	EST. ATTENDANCE: 7500 OVER 8 SHOWS	

G A-F = Grand Gallery Meeting Rooms A-F
O A-H = Overlook Meeting Rooms A-H
GG = Grand Gallery Area
RO A-F = River Overlook A-F
MON A-D = Monroe Meeting Rooms

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

DEVOS-PLACE

REVISED WEEKLY - 2008

		DVPH / LYON DOCK	7:30PM-9:05PM 9:00PM-1:00AM	PERFORMANCE MOVE OUT		
MON. MARCH 24	DON QUIXOTE	DVPH / LYON DOCK	8:00AM-5:00PM 7:00PM-10:00PM 10:00PM-10:30PM	MOVE IN REHEARSAL NOTES ON STAGE	AK	
	LAKEFRONT AND COTTAGE LIVING SHOW	EH A-B	8:00AM 8:00AM-ALL DAY	CLIENT ARRIVAL LOG HOME & GARDEN CONSTRUCTION	SL	
	OPERATIONS	EH B STORAGE GRAND GALLERY	8:00AM ALL DAY	SHOW OFFICE REFINISH GG FLOOR		
TUES. MARCH 25	DON QUIXOTE	DVPH	8:00AM-5:00PM 7:00PM-10:00PM 10:00PM-10:30PM	MOVE IN/FOCUS/CUES REHEARSAL NOTES ON STAGE	AK	
	OPERATIONS	GRAND GALLERY	ALL DAY	REFINISH GG FLOOR		
	LAKEFRONT AND COTTAGE LIVING SHOW	EH A-B	8:00AM 24 HOUR BUILD	CLIENT ARRIVAL LOG HOME & GARDEN CONSTRUCTION	SL	
		EH B STORAGE	8:00AM	SHOW OFFICE		
WED. MARCH 26	DON QUIXOTE	DVPH DVPH / LYON DOCK	8:00AM-5:00PM 8:00AM-12:00PM 7:00PM-10:00PM 10:00PM-11:00PM	MOVE IN / CUES ORCHESTRA MOVE IN REHEARSAL W/ ORCHESTRA NOTES ON STAGE	AK	
	LAKEFRONT AND COTTAGE LIVING SHOW	EH A-B	7:00AM 7:00AM-7:00PM 24 HOUR BUILD	CLIENT ARRIVAL MOVE IN LOG HOME CONSTRUCTION SCHEDULE DRIVE IN SHOW OFFICE	SL	
	AUTO-WARES ANNUAL CUSTOMER OUTING	EH B STORAGE MI DOCK	7:00AM ???	2 TRAILERS DROPPED OFF AT DOCK	MJ	
THURS. MARCH 27	AUTO-WARES ANNUAL CUSTOMER OUTING	EH C G A-F, O A-H, RO A-F, BROOM, HALL C, BALL C-D	8:00AM-5:00PM 8:00AM-5:00PM 5:00PM-8:00PM 8:00AM	ARTCRAFT SETUP AUTOWARES TRUCKS ARRIVE EXHIBITORS ALLOWED IN IA SETUP	MJ	
	DON QUIXOTE	DVPH	8:00AM-5:00PM 7:00PM-10:00PM 10:00PM-11:00PM	MOVE IN / CUES REHEARSAL W/ ORCHESTRA NOTES ON STAGE	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 = River Overlook A-F
MON A-D = Monroe Meeting Rooms

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

DEVOSPLACE REVISED WEEKLY - 2008

	LAKEFRONT AND COTTAGE LIVING SHOW	EH A-B 7:00AM 7:00AM-7:00PM 24 HOUR BUILD 7:00AM-10:00PM 7:00AM		CLIENT ARRIVAL MOVE IN LOG HOME CONSTRUCTION SCHEDULED DRIVE IN SHOW OFFICE	SL	
		EH B STORAGE				
FRI. MARCH 28	AUTO-WARES ANNUAL CUSTOMER OUTING	BOARDROOM EH C GG B GRAND GALLERY BALL C BALL A-B BALL C-D BALL C EH C 6:00AM 7:00AM-3:00PM 8:00AM-3:00PM 9:00AM-5:00PM 9:00AM-7:30PM 9:00AM-11:30AM 11:00AM-12:30PM 12:30PM-2:30PM 3:00PM-5:15PM 5:00PM-9:30PM 8:00PM-9:30PM 4:45PM-6:00PM 6:00PM 6:30PM 7:00PM 7:30PM-9:30PM		CLIENT ARRIVAL MEETING EXHIBITOR LOAD-IN COUNCIL MEETING REGISTRATION SESSION LUNCH GENERAL SESSIONS KEYNOTE SPEAKER TRADE SHOW PREVIEW TOP GUN COMPETITION WARM UPS ON STAGE OUTSIDE DOORS OPEN LOBBY OPEN SEATING OPEN PERFORMANCE	MJ	EST. ATTENDANCE: 600
	DON QUIXOTE	DVPH			AK	EST. ATTENDANCE: 3000 OVER 3 SHOWS
	LAKEFRONT AND COTTAGE LIVING SHOW	EH A-B 8:00AM TBD 8:00AM-2:00PM 3:00PM-9:00PM 8:00AM		CLIENT ARRIVAL FIRE INSPECTION EXHIBITOR LOAD IN SHOW OPEN SHOW OFFICE	SL	EST. ATTENDANCE: 10,000
	MI SOCIETY FOR RESPIRATORY CARE ANNUAL CONVENTION	EH B STORAGE		DELIVERY / STORAGE	RC	
		COATROOM D				
SAT. MARCH 29	AUTO-WARES ANNUAL CUSTOMER OUTING	GRAND GALLERY EH C BALL D BOARDROOM, BALL C, MEETING ROOMS BALL A-B EH C 6:00AM 6:30AM-8:00PM 7:00AM-4:00PM 8:00AM-5:00PM 1:00PM 8:30AM-3:30PM 8:30AM-5:15PM 11:15AM-3:00PM 5:00PM-8:00PM 5:00PM-10:00PM 4:45PM-6:00PM 6:00PM 6:30PM 7:00PM		CLIENT ARRIVAL BREAKFAST REGISTRATION TRADE SHOW TOP GUN COMPETITION SESSION VARIOUS TRAINING SESSIONS LUNCH EXHIBITOR LOAD OUT IA LOAD OUT WARM UPS ON STAGE OUTSIDE DOORS OPEN LOBBY OPEN SEATING OPEN	MJ	EST. ATTENDANCE: 2500
	DON QUIXOTE	DVPH			AK	EST. ATTENDANCE: 3000 OVER 3 SHOWS

G A-F = Grand Gallery Meeting Rooms A-F
O A-H = Overlook Meeting Rooms A-H
GG = Grand Gallery Area
RO A-F = River Overlook A-F
MON A-D= Monroe Meeting Rooms

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

DEVOSPLACE

REVISED WEEKLY - 2008

				7:30PM-9:30PM	PERFORMANCE		
	LAKEFRONT AND COTTAGE LIVING SHOW		EH A-B	8:00AM 9:00AM 10:00AM-9:00PM 8:00AM	CLIENT ARRIVAL EXHIBITORS ALLOWED IN SHOW OPEN SHOW OFFICE	SL	EST. ATTENDANCE: 10,000
			EH B STORAGE				
SUN. MARCH 30	DON QUIXOTE		DVPH	11:15AM-12:30PM 12:30PM 1:00PM 1:30PM 2:00PM-4:00PM 4:00PM-8:00PM	WARM UPS ON STAGE OUTSIDE DOORS OPEN LOBBY OPEN SEATING OPEN PERFORMANCE MOVE OUT	AK	EST. ATTENDANCE: 3000 OVER 3 SHOWS
	LAKEFRONT AND COTTAGE LIVING SHOW		DVPH / LYON DOCK EH A-B	8:00AM 10:00AM 11:00AM 5:00PM-10:00PM 6:30PM-10:30PM AFTER 5PM-MON. 8AM 8:00AM	CLIENT ARRIVAL EXHIBITORS ALLOWED IN SHOW OPEN LOAD OUT SCHEDULED DRIVE INS LOG HOME DECONSTRUCTION SHOW OFFICE	SL	EST. ATTENDANCE: 10,000
	MI SOCIETY FOR RESPIRATORY CARE ANNUAL CONVENTION		EH B STORAGE BALL C-D, SECCHIA BALL C-D, SECCHIA BALL C-D, SECCHIA	5:00PM 5:00PM 7:00PM-8:00PM	ARTCRAFT SETUP CLIENT ARRIVAL - SETUP EXHIBITOR SETUP	RC	EST. ATTENDANCE: 300
MON. MARCH 31	LAKEFRONT AND COTTAGE LIVING SHOW		EH A-B	7:00AM-4:00PM 8:00AM-TUESDAY 7:00AM	LOAD OUT LOG HOME DECONSTRUCTION SHOW OFFICE LUNCH	SL	
	ECONOMIC CLUB OF GRAND RAPIDS LUNCHEON		EH B STORAGE BALL A			BB	
	MI SOCIETY FOR RESPIRATORY CARE ANNUAL CONVENTION		SECCHIA LOBBY SECCHIA LOBBY BALL C-D SECCHIA LOBBY BALL C-D BALL C-D BALL C-D BALL C-D BALL C-D BALL B-C	6:00AM 6:30AM 6:30AM 78:00AM-8:00AM 8:00AM-9:30AM 10:00AM-12:00PM 12:00PM-1:00PM 100PM-3:00PM 3:00PM-5:00PM 5:00PM-6:00PM	CLIENT ARRIVAL REGISTRATION OPENS CONTINENTAL BREAKFAST VIP BREAKFAST SESSIONS SESSIONS LUNCH SESSIONS WORKSHOP EXHIBITORS TO MOVE	RC	EST. ATTENDANCE: 300
TUES. APRIL 1	GRSO CLASSICAL VIII		DVPH	3:30PM	REHEARSAL	AK	
	MPA CONFERENCE & TRADESHOW		EH B-C G A-F		SETUP MEETING	TJ	

G A-F = Grand Gallery Meeting Rooms A-F
O A-H = Overlook Meeting Rooms A-H
GG = Grand Gallery Area
RO A-F = River Overlook A-F
MON A-D= Monroe Meeting Rooms

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

DEVOSPLACE

REVISED WEEKLY - 2008

	MI SOCIETY FOR RESPIRATORY CARE ANNUAL CONVENTION	SECCHIA LOBBY SECCHIA LOBBY (D) BALL D BALL D, GO E-F, G-H BALL D, GO E-F, G-H BALL B GO E-F, G-H BALL D BALL B EH A	6:00AM 6:30AM 8:00AM-9:00AM 8:00AM-9:30AM 9:45AM-12:00PM 1:15PM-2:15PM 1:30PM-3:30PM 2:30PM-3:30PM 2:30PM-5:30PM 3:30PM-6:30PM 10:00AM-6:00PM	CLIENT ARRIVAL REGISTRATION OPENS CONTINENTAL BREAKFAST SESSIONS SESSIONS SESSIONS EXHIBITOR MOVE IN SESSIONS SESSIONS EXHIBITS OPEN SETUP	RC	EST. ATTENDANCE: 300
	VAN EERDEN CO. FOOD SHOW	EH A	10:00AM-6:00PM	SETUP	RC	
	LAKEFRONT AND COTTAGE LIVING SHOW	EH A-B	8:00AM-12:00PM	LOG HOME DECONSTRUCTION	SL	
WED. APRIL 2	GRSO CLASSICAL VIII	DVPH	3:30PM 7:30PM	REHEARSAL	AK	
	MPA CONFERENCE & TRADESHOW	EH B-C G A-F EH B-C	8:00AM-5:00PM 8:00AM-11:59PM 5:00PM-9:00PM	SETUP MEETING EXHIBIT	TJ	
	MI SOCIETY FOR RESPIRATORY CARE ANNUAL CONVENTION	SECCHIA LOBBY SECCHIA LOBBY BALL B BALL B BALL C BALL D, GO E-F, G-H BALL B-C BALL D, GO E-F, G-H BALL B	6:30AM 7:00AM-2:00PM 7:00AM-9:45AM 8:00AM-1:30PM 8:00AM-8:30AM 9:45AM-11:45AM 11:45AM-1:00PM 1:00PM-5:00PM 1:30PM-4:00PM 6:00AM-7:00PM	CLIENT ARRIVAL REGISTRATION OPENS CONTINENTAL BREAKFAST EXHIBITS OPEN SESSIONS SESSIONS LUNCH SESSIONS EXHIBITOR MOVE OUT EXHIBIT	RC	EST. ATTENDANCE: 300
	VAN EERDEN CO. FOOD SHOW	EH A	6:00AM-7:00PM	EXHIBIT	RC	
THURS. APRIL 3	GRSO CLASSICAL VIII	DVPH RECITAL HALL	3:30PM 7:30PM-10:00PM	REHEARSAL	AK	
	MPA CONFERENCE & TRADESHOW	EH B-C G A-F EH B-C BALL A-B	8:00AM-3:00PM 8:00AM-5:00PM 3:00PM-10:00PM	EXHIBIT MEETING TEAR DOWN SETUP	TJ	
	2008 20TH ANNUAL ERA TRADESHOW				BB	
FRI. APRIL 4	GRSO CLASSICAL VIII	DVPH	8:00PM-10:00PM 7:30PM	PERFORMANCE UPBEAT	AK	
	MPA CONFERENCE & TRADESHOW	EH B-C	8:00AM-12:00PM	TEARDOWN	TJ	
	GVSU HOSPITALITY & TOURISM	GO A-H	8:00AM-11:59PM	MEETING		

G A-F = Grand Gallery Meeting Rooms A-F
O A-H = Overlook Meeting Rooms A-H
GG = Grand Gallery Area
RO A-F = River Overlook A-F
MON A-D= Monroe Meeting Rooms

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

DEVOSPLACE

REVISED WEEKLY - 2008

	2008 20TH ANNUAL ERA TRADESHOW	BALL A-B	EXHIBIT	BB
SAT. APRIL 5	GRSO CLASSICAL VIII	DVPH	PERFORMANCE UPBEAT	AK
	2008 20TH ANNUAL ERA TRADESHOW	BALL A-B	EXHIBIT	BB
SUN. APRIL 6	2008 20 TH ANNUAL ERA TRADESHOW	BALL A-B	TEAR DOWN / LOAD OUT	BB
MON. APRIL 7	DARK			
TUES. APRIL 8	DARK			
WED. APRIL 9	2008 ANNUAL CONF. MI ASSC. FOR THE EDUCATION OF YOUNG CHILDREN	BALL A-D	SETUP	SL
THURS. APRIL 10	2008 ANNUAL CONF. MI ASSC. FOR THE EDUCATION OF YOUNG CHILDREN	BALL B-D GGO GH BALL A GGO A-B GGO C-D GGO E-F RO A-F	GENERAL SESSION BREAKOUT ROOM EXHIBIT BREAKOUT ROOM BREAKOUT ROOM BREAKOUT ROOM BREAKOUT ROOM	SL
	ENGINEERING EXAMS	GG A-F	SETUP	SL
	THE RIGHT PLACE, INC.	RECITAL HALL MON A-D	LUNCH MEETING	
FRI. APRIL 11	2008 ANNUAL CONF. MI ASSC. FOR THE EDUCATION OF YOUNG CHILDREN	GGO E-F GGO C-D GGO A-B BALL B-D BALL A GGO G-H RO A-F	BREAKOUT ROOM BREAKOUT ROOM BREAKOUT ROOM GENERAL SESSION EXHIBIT BREAKOUT ROOM BREAKOUT ROOM	SL
	ENGINEERING EXAMS	GG A-F	MEETING	SL
	CITY MANAGER'S MEETING	MON B	MEETING	RC

G A-F = Grand Gallery Meeting Rooms A-F
O A-H = Overlook Meeting Rooms A-H
GG = Grand Gallery Area
RO A-F = River Overlook A-F
MON A-D= Monroe Meeting Rooms

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

DEVOSPLACE

REVISED WEEKLY - 2008

SAT. APRIL 12	2008 ANNUAL CONF. MI ASSC. FOR THE EDUCATION OF YOUNG CHILDREN	GGO G-H BALL A BALL B-D RO A-F GGO A-B GGO C-D GGO E-F	8:00AM-5:00PM 8:00AM-5:00PM 8:00AM-5:00PM 8:00AM-5:00PM 8:00AM-5:00PM 8:00AM-5:00PM	BREAKOUT ROOM EXHIBIT GENERAL SESSION BREAKOUT ROOM BREAKOUT ROOM BREAKOUT ROOM	SL	
	ENGINEERING EXAMS	GG A-F MON B-C	8:00AM-11:59PM 8:00AM-11:59PM	MEETING MEETING	SL	
SUN. APRIL 13	JEFF DUNHAM	DVPH	9:00AM-2:00PM 3:00PM-5:00PM 7:00PM-9:00PM 9:00PM-11:00PM	MOVE IN PERFORMANCE PERFORMANCE MOVE OUT	AK	
MON. APRIL 14	COMMUNITY HEALTH RESEARCH DAY	RO A-F GO E-H EH A	8:00AM-6:00PM 8AM - 8PM	SETUP SETUP SETUP	MJ RC	
	ECONOMIC CLUB OF GRAND RAPIDS LUNCHEON	BALL A	8:00AM-11:59PM	LUNCH	TJ	
MON. APRIL 14	COMMUNITY HEALTH RESEARCH DAY	RO A-F GO E-H EH A	8:00AM - 6:00PM 8AM - 8PM	SETUP SETUP SETUP	MJ RC	
	ECONOMIC CLUB OF GRAND RAPIDS LUNCHEON	BALL A	8:00AM-11:59PM	LUNCH		
TUES. APRIL 15	MDA ANNUAL CONVENTION AND TRADESHOW	EH B-C GG	8:00AM-11:59PM 8:00AM-11:59PM	SETUP REGISTRATION	RC	
	NACAC SPRING COLLEGE FAIR	EH A GG A-C	9AM - 12PM 6:30PM - 8:30PM	EXHIBITS MEETINGS	RC	
	GRSO BERNADETTE PETERS	DVPH	8A-1P 1:30P-4:30P 7:30P-9:30P 9:30P-12A	MOVE IN REHEARSAL PERFORMANCE MOVE OUT	AK	
	COMMUNITY HEALTH RESEARCH DAY	RO A-F GO E-H BALL C	7:00AM - 5:00PM	EXHIBIT BREAKOUTS MEETING	MJ	
	AMERICAN CANCER SOCIETY	BOARDROOM	8:00AM-6:00PM	MEETING		

G A-F = Grand Gallery Meeting Rooms A-F
O A-H = Overlook Meeting Rooms A-H
GG = Grand Gallery Area
RO A-F = River Overlook A-F
MON A-D= Monroe Meeting Rooms

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

DEVOSPLACE

REVISED WEEKLY - 2008

WED. APRIL 16	MDA ANNUAL CONVENTION AND TRADESHOW	EH B-C GG BALL C-D GG A-F GO A-H BOARDROOM	8:00AM-4:30PM	SETUP REGISTRATION GENERAL SESSION BREAKOUTS BREAKOUTS BREAKOUTS	RC	
	GRSO CLASSICAL IX	DVPH	3:30P-6P 7:30P10P	REHEARSAL REHEARSAL	AK	
	KUYPER COLLEGE	BALL A-B RO A		BANQUET RECEPTION		
	PATIO, POOL & SPA SHOW	EH A	7:00AM - 7:00PM	SETUP	RC	
	AMERICAN CANCER SOCIETY	RO E-F	8:00AM-6:00PM	MEETING	MJ	
THURS. APRIL 17	MDA ANNUAL CONVENTION AND TRADESHOW	EH B-C GG BALL C-D GG A-F GO A-H BOARDROOM	8:00AM - 12:00PM 8:30AM - 11:30AM 12:00PM - 6:00PM 4:00PM - 6:00PM	EXHIBITOR LOAD IN MDA HOUSE DELEGATE MEETING EXHIBITS OPEN PRESIDENT'S RECEPTION	RC	
	GRSO CLASSICAL IX	DVPH	3:30P-6P 7:30P10P	REHEARSAL REHEARSAL	AK	
	PATIO, POOL & SPA SHOW	EH A	7:00AM - 7:00PM	SETUP	RC	
	KUYPER COLLEGE	BALL AB	8:00AM - 4:00PM 5:00PM - 10:00PM	SETUP DINNER	MJ	
	AMERICAN CANCER SOCIETY	MON A-D	8:00AM-6:00PM	MEETING	MJ	
FRI. APRIL 18	MDA ANNUAL CONVENTION AND TRADESHOW	EH B-C GG BALL C-D GG A-F GO A-H BOARDROOM BALL A	10AM - 6PM	EXHIBIT REGISTRATION GENERAL SESSION BREAKOUTS BREAKOUTS BREAKOUTS	RC	
	GRSO CLASSICAL IX	DVPH	7P-7:30P 8:00PM	UPBEAT PERFORMANCE	AK	
	PATIO, POOL & SPA SHOW	EH A	8:00AM - 2:00PM 3:00PM - 9:00PM	EXHIBIT	RC	
SAT. APRIL 19	MDA ANNUAL CONVENTION AND TRADESHOW	EH B-C GG	10:00AM - 5:00PM	EXHIBIT REGISTRATION	RC	

G A-F = Grand Gallery Meeting Rooms A-F
O A-H = Overlook Meeting Rooms A-H
GG = Grand Gallery Area
RO A-F = River Overlook A-F
MON A-D= Monroe Meeting Rooms

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

DEVOS-PLACE

REVISED WEEKLY - 2008

		BALL C-D GG A-F GO A-H BOARDROOM		GENERAL SESSION BREAKOUTS BREAKOUTS BREAKOUTS UPBEAT PERFORMANCE EXHIBIT		
	GRSO CLASSICAL IX	DVPH	7P-7:30P 8:00PM		AK	
	PATIO, POOL & SPA SHOW	EH A	10:00AM - 9:00PM		RC	
SUN. APRIL 20	MDA ANNUAL CONVENTION AND TRADESHOW	GG EH B-C	8:00AM-12:00PM 8:00AM-12:00PM 11:00AM - 4:00PM	REGISTRATION TEAR DOWN EXHIBIT	RC RC	
	PATIO, POOL & SPA SHOW	EH A				
MON. APRIL 21	PATIO, POOL & SPA SHOW	EH A	7:00AM - 7:00PM	TEAR DOWN	RC	NONE
	BDO SEIDMAN NATIONAL IT CONFERENCE	BOARDROOM	12:00PM - 5:00PM	MEETING MEETING	MJ	NONE
	MICHIGAN STATE UNIVERSITY	DVPH RECTAL HALL MON A-D DVPH	9A-1P 3:30P-6P 5P-5:30P 5:15P-6:45P 7P-9P 9P-12A	MOVE IN REHEARSAL GROUNDBREAKING RECEPTION PERFORMANCE MOVE OUT	AK	12-14 USHERS 6-8 TIX 2 COAT 5:30P-9:30P

G A-F = Grand Gallery Meeting Rooms A-F
O A-H = Overlook Meeting Rooms A-H
GG = Grand Gallery Area
RO A-F = River Overlook A-F
MON A-D= Monroe Meeting Rooms

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