

**Note:** Please bring sturdy shoes, such as hiking boots. In lieu of a presentation, a tour of the construction site will follow the meeting. Heels and street shoes will not be appropriate.

## Meeting of Board of Directors

Wednesday, September 25, 2002

7:30 a.m. – 9:30 a.m.

County Administration Building Board Room, 3<sup>rd</sup> Floor  
Grand Rapids, Michigan 49503

Convention

Arena

Authority

John Logie,

Chairman

Lew Chamberlin

Clif Charles

David Frey

Steven Heacock

Birgit Klohs

Joseph Tomaselli

### A G E N D A

- |   |             |
|---|-------------|
| <b>I. Call to Order</b>   |             |
| <b>II. Minutes of August 28, 2002 Board Meeting</b>   | Action      |
| <b>III. Public Comment</b>  |             |
| <b>IV. DeVos Place Construction Update - Erhardt/Hunt</b>   | Information |
| <b>V. Committee Reports</b>   |             |
| a. Building Committee   | Information |
| b. Operations Committee   | Information |
| - CVB Update  |             |
| c. Finance Committee  |             |
| i. Approval of Disbursements  | Action      |
| ii. Approval of SMG Financial Reports for<br>period ending August 31, 2002  | Action      |
| iii. Approval of CAA Financial Report for<br>period ending August 31, 2002  | Action      |
| <b>VI. SMG Report</b>   |             |
| - Facilities Calendar   | Information |
| <b>VII. Other Business</b>  |             |
| <b>VIII. Next Meeting Date - Wednesday, October 23, 2002, 7:30 a.m., Kent County<br/>Administration Building, Commission Board Room</b> |             |
| <b>IX. Adjournment</b>  |             |



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



Grand Center  
245 Monroe Ave. NW  
Grand Rapids, MI 49503  
616.742.6600  
Fax 616.742.6590



**MINUTES OF THE GRAND RAPIDS-KENT COUNTY  
CONVENTION/ARENA AUTHORITY  
BOARD OF DIRECTORS MEETING  
Wednesday, August 28, 2002**

**I.     Call to Order**

Chairman John Logie called the meeting to order at 7:30 a.m. Chairman Logie presided and Secretary/Treasurer Birgit Klohs recorded.

**Attendance**

Members Present:     John Logie, Chairman  
                              Lew Chamberlin  
                              Clif Charles  
                              David Frey  
                              Steve Heacock  
                              Birgit Klohs  
                              Joseph Tomaselli

Members Absent:     None

Staff/Others:	Matt Barnes	Erhardt/Hunt Joint Venture
	David Czurak	<i>Grand Rapids Business Journal</i>
	Jim Day	Kent County
	Daryl Delabbio	Kent County
	Joe Erhardt	Erhardt/Hunt Joint Venture
	Jim Gray	CAA Owner Representative
	George Helmstead	CVB
	Kurt Kimball	City of Grand Rapids
	Chris Machuta	SMG
	Rich MacKeigan	SMG
	Steve Miller	SMG
	Dale Sommers	CAA Owner Representative
	Al Vanderberg	Kent County
	Susan Waddell	CAA
	Jana Wallace	City of Grand Rapids
	Garrison Wells	<i>The Grand Rapids Press</i>
	Richard Wendt	Dickinson Wright
	Steve Wilson	CVB
	Tim Wondergem	Wondergem Consulting

**II.     Minutes of Prior Meetings**

*Motion: Mr. Frey, supported by Ms. Klohs, moved to approve the Minutes of the June 26, 2002 meeting of the Authority. Motion carried unanimously.*

**III.    Public Comment**

Scott Atchison, 2251 South Saulk Trail, Grand Rapids, Michigan, presented his plan for a City/County information booth. Billed as "something in it for everyone," an all-season, outdoor information booth would be placed by Rosa Parks Circle to assist conventioners, visitors, and tourists with information on "what to do" and "how to get there." Restaurant information would include a daily menu matrix featuring advertised specials with a price, menus, hours of operation, address, and telephone number. The information would also include a walking tour of downtown Grand Rapids translated into various

languages. Any business paying downtown development tax or a member of the CVB or Chamber of Commerce could have information presented.

Mr. Atchison suggested that *The Grand Rapids Press* publish a new magazine entitled "The Convention Weekly" that would be distributed at the information booth and in the *Sunday Press*. The new magazine would show the layout of the new convention center. The magazine would describe upcoming conventions showing the locations, times and describing the events and speakers. The magazine could contain articles about conventioners and the history of specific conventions. The magazine could also contain historical articles about Grand Rapids.

Mr. Atchison proposed that a new organization, Michigan Flashcard, process the information and coordinate the activities of the information booth. Mr. Atchison is seeking financial support from the City of Grand Rapids, Kent county, CVB, DDA, Grand Rapids Police, Kent County Sheriff, Chamber of Commerce, *The Grand Rapid Press*, and private contributions.

#### IV. Presentation

None.

#### V. DeVos Place Construction Update – Matt Barnes, Joe Erhardt

Mr. Erhardt reported that the Grand Gallery structural steel detailing and installation were completed in July. The subcontractors are installing the metal roof decking around the skylight openings. Elsewhere in the Grand Gallery, air-handling units are being installed in the penthouse and subcontractors are preparing to spray fireproofing. Mechanical and electrical trades continue to rough in on all levels and limestone cladding on the east stair tower is progressing well. The roofer has completed the roof membrane and is preparing to start the main roof installation. The Exhibit Hall consists primarily of steel and concrete work. The east box truss has been completed and the west box truss is well underway. Installation of the catwalk system above the floor has begun and preparations are underway to place concrete in the box truss.

Mr. Barnes stated construction documents for phase III were reviewed and are being edited for issuance of bids. Erhardt/Hunt, Progressive AE, and the Owner Representatives are working to establish a release timetable and bidding period. In answer to a question from Mr. Frey, Mr. Barnes stated that the north elevator in DeVos Performance Hall has been updated and approved by state officials. Renovation of the south elevator has begun. In answer to a question from Mayor Logie about wrapping the building for winter, Mr. Barnes stated the contractors plan to get the skin on by snowfall.

Mr. Barnes reported that only one lost-time accident has occurred with over 300,000 man hours worked and 250 trades people on the construction site. The construction manager is working diligently to maintain MBE/WBE interest in new work. Erhardt/Hunt was a sponsor of the annual M/WBE golf outing. In late September, Erhardt/Hunt will be conducting an in-reach program. Erhardt/Hunt will schedule interviews with interested parties to discuss opportunities for participation. Mr. Heacock stated that he has talked with Commissioner James Vaughn and Mr. Roosevelt Tillman about training opportunities for people of color. Mr. Heacock inquired about ways to encourage such training for apprentices. Mr. Barnes responded that currently the mix of workers is split 50/50 between union and non-union. The unions would have their own training programs. Mr. Barnes would be happy to approach the idea with the non-union workers. Mr. Heacock will set up a meeting with Messrs. Vaughn and Tillman to explore the idea further. Ms. Klohs suggested that officials from Grand Rapids Community College be included in the meeting. Today, the 90,000 square feet M-Tec center will be dedicated and one-third of the building will be devoted to building trades. One of the College's new programs will include a construction trades pre-apprenticeship program. Mr. Barnes will pursue the suggestion and report back to the CAA.

## VI. Committee Reports

### Building Committee

Mr. Sommers reported that the Committee has requested SMG to provide consulting services for FF&E as established by the Management Agreement. Last week the Committee reviewed the graphics/signage package for Phases II and III. Additionally, the Committee approved amendments to the consulting services agreement with Robert Duff Consulting, Inc. and Jim Hiashutter and Jerry Fellingner.

### Operations Committee

Mr. Chamberlin reported that the Committee received a legal opinion from Richard Wendt regarding scheduling the 2004 Auto Show. Mr. Wendt concluded that the only parameters required were those set forth in the CAA Booking policy. The booking policy provides that the CAA is responsible for final determinations regarding the booking and use of CAA facilities. In Mr. Wendt's opinion, the CAA is not restricted in its determination. The Committee referred the matter to Mr. MacKeigan since SMG operates the facility and has the most expertise dealing with these types of issues.

The Committee also discussed possibility of hosting charitable events at the Arena, such as "Breakfast with Santa" where children come to the Arena for breakfast at Christmastime. Down the road, the Committee may form a nonprofit foundation or link up with a local charity. Mr. MacKeigan will continue to develop the idea and report back with additional information.

SMG Assistant General Manager Jim Watt provided the Committee with an update on capital issues. Most significantly, the hockey league has required that protective netting be hung around the curved ends of the bowl. The netting will stretch 140 feet from corner to corner on each end of the rink. The netting will be attached to the top of the boards, just below the glass, and will rise 20 feet high. The price could range from \$35,000 to \$150,000, but Mr. Watt estimates that a netting system for the Arena will cost between \$60,000 - \$90,000.

Mr. Wilson announced that the CVB has booked 47 conventions for DeVos Place from 2003 through 2007, for an estimated economic impact of \$21.5 million. Recently booked is the Handweavers Guild for June 2006, which will bring in 2,500 participants from over 30 counties. The conventioners will use 3,755 room nights and have an economic impact of more than \$1 million. Also newly committed are the National Rural Letter Carriers for August 2007. This group will bring in more than 3,200 delegates and use more than 8,000 hotel rooms. Mr. Wilson introduced Lynn Swets from the Handweavers Guild, Dan and Jean Werner of the National Rural Letter Carriers Association, and the CVB sales team. In early September, the CVB is hosting a familiarization tour for 25 meeting planners. Rich DeVos will kick-off the tour with a welcome reception at the DeVos Performance Hall lobby.

### Finance Committee

Mr. Heacock presented the Finance Committee report.

- a. Approval of Disbursements for the Period June 14 – August 14, 2002

*Motion: Mr. Heacock, supported by Ms. Klohs, moved to approve payment of disbursements totaling \$11,695,124.11, as presented. Motion carried unanimously.*

- b. Approval of SMG Financial Statements for Periods Ending June 30, 2002 and July 31, 2002

Mr. Heacock indicated the June 30, 2002, year-end statement was preliminary pending completion of the audit. Mr. Heacock congratulated SMG on the tremendous outcome for the Grand Center. Construction was expected to interfere with events at the facility and the budget initially anticipated a loss in excess of \$500,000. Because SMG was successful in booking the venue, the loss was just \$70,000. Performance for July was much better than budgeted, as the Grand Center continued to host the airport training event. The Van Andel Arena year-end statements show 2002 to be the second most successful year for the building.

*Motion: Mr. Heacock, supported by Mr. Tomaselli, moved to approve the SMG Financial Statements for the Van Andel Arena and Grand Center for the periods ended June 30, 2002, and July 31, 2002, as presented. Motion carried unanimously.*

c. Approval of CAA Preliminary Financial Statements  
Prepared by Beene Garter LLP

*Motion: Mr. Heacock, supported by Ms. Klohs, moved to approve the Grand Rapids – Kent County Convention/Arena Authority Financial Statements for the periods ended June 30, 2002, and July 31, 2002, as presented. Motion carried unanimously.*

VII. Approval of Resolution Authorizing Execution of Agreements

Mr. Wendt recommended approval of a resolution authorizing execution of Van Andel Arena Premium Seat Agreements and Corporate Suite Agreements. Mr. Wendt explained that resolution provides general authority for the Chairman of the CAA, or his or her designee, to sign such agreements.

*Motion: Mr. Heacock, supported by Mr. Frey, moved to approve the Resolution Authorizing Execution of Van Andel Arena Premium Seat Agreements and Corporate Suite Agreements. Motion carried unanimously.*

VIII. Resolution Approving Amendment to Agreement for Consulting Services with Robert Duff Consulting, Inc. and Resolution Approving Amendment to Agreement for Consulting Services with Jim Hiashutter and Jerry Fellingner

Mr. Wendt recommended approval of a resolution approving amendment to agreement for consulting services with Robert Duff Consulting, Inc. Mr. Duff provides consulting services to the CAA in connection with the development of an information technology system for DeVos Place. In lieu of a total maximum compensation, Mr. Duff would be paid a consultant fee of \$95 per hour covering a specific period of time and approved in advance by the CAA's owner's representative.

Mr. Wendt also recommended approval of a resolution approving amendment to agreement for Consulting Services with Jim Hiashutter and Jerry Fellingner. These consultants provide services to the CAA in connection with the development of fire safety and security systems for DeVos Place. In lieu of a total maximum compensation, Messrs. Hiashutter and Fellingner would be paid a consultant fee of \$100 per hour covering a specific period of time and approved in advance by the CAA's owner's representative.

Mr. Heacock expressed concern about removing limitations on the total compensation. Mr. Sommers reassured the CAA that a work plan would be submitted to the Building Committee and scrutinized closely by the owner's representative. Mr. Logie stated that the CAA would like a regular report of fees paid to these consultants.

*Motion: Ms. Klohs, supported by Mr. Tomaselli, moved to adopt the Resolution Approving Amendment to Agreement for Consulting Services with Robert Duff Consulting, Inc. and the Resolution Approving Amendment to Agreement for Consulting Services with Jim Hiashutter and Jerry Fellingner. Motion carried unanimously.*

IX. SMG Report

Facilities Calendar

Mr. MacKeigan reported that The Who concert last night was very successful. The Who recorded the concert for charity and the CD is already available. More information can be found at the following website: [www.themusic.com](http://www.themusic.com). Styx and REO are playing tonight. September begins the busy season and many events have been booked, such as the Bill Gaither Homecoming concert, Redwings Red & White game, Dragon Tales, "I Still Do," and the Ringling Brothers Circus. Next Wednesday, the Department of Justice will hold a disaster preparedness exercise at the Arena. Representatives from the Symphony and the museum have approached Mr. MacKeigan to donate the Welsh Auditorium for a memorial event on September 11. Mr. MacKeigan recommended that the CAA approve waiving the rent. Expenses would be recouped.

*Motion: Mr. Heacock, supported by Ms. Klohs, moved to waive the rental fee for the September 11, 2002, event as recommended. Motion carried unanimously.*

XII. Adjournment

There being no other business, the meeting was adjourned at 8:40 a.m.

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Birgit M. Klohs  
Recording Secretary

**BUILDING COMMITTEE REPORT**  
**To**  
**Grand Rapids-Kent County Convention/Arena Authority**  
**September 18, 2001**

The month of August saw good progress of the Grand Gallery enclosure activities. Modern Roofing has completed the penthouse and mechanical level roof areas, leaving only the curved roof section, which will be completed following the skylight installation. Presently the upper skylight section is installed and the lower vaulted unit is due in early September. The East and West tensil truss and curtainwall components have arrived and Architectural Glass & Metal, Inc. has begun installation.

Thru-out the interior of the Grand Gallery, air-handling units are being hooked up in the penthouse, and Bouma Corp. and Cleveland Construction have continued spray fireproofing and metal studwork respectively. Spray Fireproofing is approximately 80% complete, and Cleveland is framing exterior studs, interior walls, and is hanging sheathing board on the Marque Wall.

The Exhibit Hall work still consist primarily of steel and concrete work. AZCO has completed the East Box Truss and the West Truss. They have also successfully detailed and decked out the east third of the roof over the Exhibit floor space. The Catwalk System installation above the floor continues and preparations are underway to place concrete in the West Box Truss. The East Box Truss floor slab was placed earlier this month.

Steel Service and AZCO continued erecting the West side Exhibit Hall roof section while roofing began on the East side. Lynn Masonry is installing concrete block walls on the East elevation beginning the critical enclosure element of the Exhibit Hall. Kent/Tillman placed another 13,200 sf of show space floor and a similar quantity of parking space floor.

Phase 3 work includes the continuation of the following elevator modernization. The first of two passed state inspection the first week of August, and the 2<sup>nd</sup> elevator is progressing well for a September inspection.

Construction documents for Phase 3 were reviewed and are being edited for issuance for bids. E/H, PAE and C.A.A. have established a release timetable and bidding period.

Committee approved contract with Mid-State Security for card access, alarm system, CCTV system, and security office console system.

Minority/Women Business Enterprise (MWBE)  
**One-to-One  
IN REACH  
Forum**

*for the*

**Grand Rapids Convention Center  
Expansion Project**  
September 24-26, 2002



The Erhardt/Hunt Construction Management team cordially invites City of Grand Rapids certified MWBE firms to meet one-to-one with us for the purpose of discussing contracting and supplier opportunities connected with Phase III (Final Phase) of the Convention Center project. Meetings will be conducted in 30-minute increments. Phase III Plans will be available for your review and discussion.

If you want to participate, please call Robin at 616-451-9481 to reserve a time. Due to meeting room limitations each firm should not bring more than three representatives.

If you have any additional questions or concerns please call Bill Edwards at 317-227-7800.

**Erhardt**  
CONSTRUCTION

Erhardt/Hunt J.V.  
201 Monroe Avenue NW  
Suite 100  
Grand Rapids, MI 49503  
616-451-9481  
Equal Opportunity Employers





# MEMORANDUM

CITY OF GRAND RAPIDS

DATE: September 11, 2002

TO: Steve Heacock  
Grand Rapids - Kent County Convention / Arena Authority  
Finance Committee Chair

FROM: Jana M. Wallace *JMW*  
Fiscal Services Analyst

SUBJECT: Monthly Disbursements Report

Attached for your review are the lists of invoices processed for payment during the most recent period. Expenditures for the period are summarized below.

Dates checks were issued	Operating Fund	Construction Fund
August 28, 2002	\$ 72,662.94	\$ 160,053.41
September 13, 2002	60,047.89	6,874,619.01
Payroll – 08/23/2002	1,920.76	--
Payroll – 09/06/2002	2,030.96	--
<b>Disbursements by Fund</b>	<b>\$ 136,662.55</b>	<b>\$7,034,672.42</b>

Total disbursements for the Grand Rapids - Kent County Convention / Arena Authority during the period August 23 through September 13, 2002, were \$7,171,334.97.

Please call me at 456-4514 if you need additional information.

Attachments

# GRAND RAPIDS - KENT COUNTY CONVENTION / ARENA AUTHORITY

List of Invoices Processed for Payment on August 28, 2002, as Authorized by the Current Bookkeeping Policy

Payee	Amount	Invoice Date	Description of materials acquired / services received
<b>Invoices Submitted by Project Manager</b>			
C Materials Testing Consultants Inc	\$ 31,524.07	08/16/2002	Construction phase services - July 2002
C Ottawa County Landfill	7,104.11	08/17/2002	Contaminated soil dumping - August 13 - 16, 2002
C Progressive AE	98,031.95	08/08/2002	Architectural design services - July 2002
C Progressive AE	7,967.20	08/08/2002	Owner requested changes - July 2002
C Progressive AE	14,040.00	08/08/2002	On-site architect's representative - July 2002
C Voice Data Systems	778.58	05/10/2002	Crossconnect phone / data lines according to customer
	<b>\$ 159,445.91</b>		<b>Sub-Total - Invoices Submitted by Project Manager</b>
<b>Invoices Submitted by City Engineer</b>			
C Scott Civil Engineering Company	99.00	08/01/2002	Engineering services re Michigan Street bridge
	<b>\$ 99.00</b>		<b>Sub-Total - Invoices Submitted by City Engineer</b>
<b>Invoices Submitted by City Fiscal Services</b>			
O Arthur J. Gallagher Risk Mgmt Serv	3,799.00	08/06/2002	General liability policy for 08/23/2002 - 08/23/2003
O Consumers Energy	29,672.33	08/06/2002	Electrical services for Grand Center - July 2002
O Dickinson Wright PLLC	270.00	07/31/2002	Legal services re Arena skywalk - June 2002
C Dickinson Wright PLLC	607.50	07/31/2002	Legal services re construction manager's agreement - June 2002
O Dickinson Wright PLLC	1,336.50	07/31/2002	Legal services re Area 2 parking operations & maint - June 2002
O Dickinson Wright PLLC	121.50	07/31/2002	Legal services re general matters - June 2002
O Grand Rapids City Treasurer - D.I.D.	36,983.61	07/01/2002	Annual downtown maintenance assessment for FY2003
O ICMA Retirement Corporation	240.00	07/26/2002	Admin mgr's 401A - employer/employee contribs for 07/26/02 payroll
O ICMA Retirement Corporation	240.00	08/09/2002	Admin mgr's 401A - employer/employee contribs for 08/09/02 payroll
	<b>\$ 73,270.44</b>		<b>Sub-Total Invoices - Invoices Submitted by City Fiscal Services</b>
	<b>\$ 160,152.41</b>		<b>Total Invoices Submitted for Payment from Construction Account</b>
	<b>\$ 72,662.94</b>		<b>Total Invoices Submitted for Payment from Operating Account</b>
	<b>\$ 232,815.35</b>		<b>Total Invoices Processed for Payment</b>

C = Construction related expenses  
O = Operating / non-construction expenses

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

List of Invoices Processed for Payment on September 13, 2002, as Authorized by the Current Bookkeeping Policy

Payee	Amount	Invoice Date	Description of materials acquired / services received
<b>Invoices Submitted by Project Manager</b>			
C Ehrhart - Hunt A Joint Venture	6,298,942.00	08/31/2002	Progress print # 21: Construction - ironwork/general/fabrication
C GFR-KC C/AA Retainage Account	516,345.00	08/31/2002	Retainage for progress payment # 21
C Jerry G Fellinger, Fire/Secur Sys	4,600.00	08/30/2002	Security system design and review -- August 2002
C J P Gray Consulting Inc	11,635.50	09/05/2002	Project management services - August 2002
C Materials Testing Consultants Inc	27,215.04	09/09/2002	Construction phase services - September 2002
C Ottawa County Landfill	4,352.67	08/31/2002	Contaminated soil dumping - August 21 - 30, 2002
C Sommers, Dale H	11,440.00	08/31/2002	Project management services - August 2002
	<u>\$6,874,530.21</u>		<b>Sub-Total - Invoices Submitted by Project Manager</b>
<b>Invoices Submitted by City Engineer</b>			
C Law Weathers & Richardson	12.60	08/19/2002	Legal services related to right-of-way - July 2002
C Law Weathers & Richardson	76.20	08/19/2002	Legal services related to Monroe Ave Improvements - July 2002
	<u>\$ 88.80</u>		<b>Sub-Total - Invoices Submitted by City Engineer</b>
<b>Invoices Submitted by City Fiscal Services</b>			
O Beene Garter LLP	3,743.00	08/27/2002	Bookkeeping & GASB 34 services for period ended Aug 26, 2002
O Consumers Energy	2,243.95	08/23/2002	Electrical services for Skywalk - August 2002
O Consumers Energy	33,041.80	08/26/2002	Electrical services for Arena - August 2002
O Grand Rapids City Treasurer	47.87	08/27/2002	Fire protection water line at Grand Center - Sept - Nov 2002
O Grand Rapids City Treasurer	29.92	08/27/2002	Fire protection water line at Grand Center - Sept - Nov 2002
O Grand Rapids City Treasurer	2,510.06	08/29/2002	Water and sewer services for Arena - August 2002
O Grand Rapids City Treasurer	217.96	08/29/2002	Water services for Arena - August 2002
O Grand Rapids City Treasurer	47.87	08/27/2002	Fire protection water line at Grand Center - Sept - Nov 2002
O Grand Rapids City Treasurer	47.87	08/27/2002	Fire protection water line at Grand Center - Sept - Nov 2002
O Grand Rapids City Treasurer	2,623.61	08/22/2002	Water and sewer services for Grand Center - August 2002
O Grand Rapids City Treasurer	29.92	08/27/2002	Fire protection water line at Grand Center - Sept - Nov 2002
O ICMA Retirement Corporation - 401A	240.00	08/23/2002	Admin mgr's 401A - employer/employee contribs for 08/23/02 payroll
O ICMA Retirement Corporation - 401A	240.00	09/06/2002	Admin mgr's 401A - employer/employee contribs for 09/06/02 payroll
O ICMA Retirement Corporation - 457	160.00	08/27/2002	Admin mgr's 457 - employee contrib for 08/23/02 payroll
O Illinois Mutual	1,689.00	09/01/2002	Annual life insurance premium for Administrative Manager
O Jackson National Life	287.00	09/01/2002	Annual disability premium for Administrative Manager
O Kent County Dept of Public Works	10.00	09/01/2002	Skywalk steam services - August 2002
O Kent County Dept of Public Works	2,089.54	09/01/2002	Grand Center steam services - August 2002
O Kent County Dept of Public Works	10,442.79	09/01/2002	Arena steam services - August 2002
O Priority Health	278.05	08/14/2002	Insurance benefits for administrative manager - Sept 1, 2002
O Rapid Hot Coffee Service	27.68	08/28/2002	Beverages / snacks for August 28, 2002 meeting
	<u>\$ 60,047.89</u>		<b>Sub-Total Invoices - Invoices Submitted by City Fiscal Services</b>
	<u>\$6,874,619.01</u>		<b>Total Invoices Submitted for Payment from Construction Account</b>
	<u>\$ 60,047.89</u>		<b>Total Invoices Submitted for Payment from Operating Account</b>
	<u><u>\$6,934,666.90</u></u>		<b>Total Invoices Processed for Payment</b>

C = Convention Center construction related expenses  
O = Non-construction / operating expenses



## VAN ANDEL ARENA

FINANCIAL STATEMENT  
FOR THE PERIOD ENDED AUGUST 31, 2002

Distribution:

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



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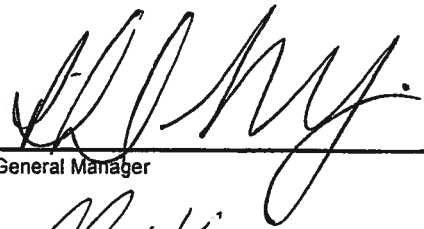
*An SMG Managed Facility*

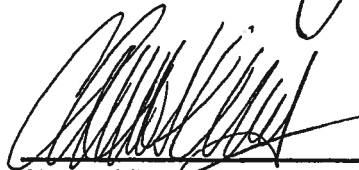
VAN ANDEL ARENA  
ROLLING FORECAST  
FISCAL YEAR ENDING JUNE 30, 2003

	YTD	ROLL	TOTAL FYE	BUDGET FYE	VARIANCE
NO. EVENTS	12	114	126	126	-
ATTENDANCE	78,485	693,565	772,050	772,050	-
DIRECT EVENT INCOME	253,231	871,492	1,124,723	1,124,723	-
ANCILLARY INCOME	230,312	1,072,636	1,302,948	1,302,948	-
TOTAL EVENT INCOME	483,543	1,944,128	2,427,671	2,427,671	-
TOTAL OTHER INCOME	316,583	1,598,417	1,915,000	1,915,000	-
TOTAL INCOME	800,126	3,542,545	4,342,671	4,342,671	-
INDIRECT EXPENSES					
EXECUTIVE	14,048	77,477	91,525	91,525	-
FINANCE	19,940	146,960	166,900	166,900	-
MARKETING	25,497	148,303	173,800	173,800	-
OPERATIONS	169,113	912,539	1,081,652	1,081,652	-
BOX OFFICE	12,111	105,989	118,100	118,100	-
LUXURY SEATING	13,591	102,939	116,530	116,530	-
SKYWALK ADMIN	5,099	31,801	36,700	36,700	-
OVERHEAD	181,147	1,136,170	1,317,317	1,317,317	-
TOTAL INDIRECT EXP.	440,546	2,661,978	3,102,524	3,102,524	-
NET REVENUE ABOVE EXPENSES	359,580	880,567	1,240,147	1,240,147	-
LESS ALLOCATION FOR CAPITAL REPLACEMENT	16,750	348,700	365,450	368,700	3,250
NET REVENUE ABOVE EXPENSES AFTER CAPITAL	342,830	531,867	874,697	871,447	(3,250)

Comments:

The Arena performed better than expectations for August due to higher than expected revenue generated from the three concerts hosted during the month, as well as, the Promise Keepers event. The highlight of the month was the near sold out The Who concert which was the second highest grossing one day event in Arena history.

  
General Manager

  
Director of Finance

**VAN ANDEL ARENA  
FINANCIAL STATEMENT HIGHLIGHTS  
FOR MONTH ENDED JAUGUST 31, 2002**

The following schedule summarizes operating results for the current month ending and the YTD ending June 30, 2003, compared to budget and to the prior year:

<b>MONTH</b>	<b>August Actual</b>	<b>August Budget</b>	<b>August FY 2002</b>
Number of Events	6	6	7
Attendance	39,867	47,700	45,805
Direct Event Income	\$125,832	\$113,244	\$32,502
Ancillary Income	134,036	120,252	82,611
Other Income	157,216	159,584	142,480
Indirect Expenses	(227,551)	(258,849)	(231,810)
Net Income	<u>\$189,533</u>	<u>\$134,231</u>	<u>\$25,783</u>

<b>YTD</b>	<b>YTD 2003 Actual</b>	<b>YTD 2003 Budget</b>	<b>YTD 2002 Prior Year</b>
Number of Events	12	11	13
Attendance	78,485	90,700	81,958
Direct Event Income	\$253,231	\$200,388	\$149,051
Ancillary Income	230,312	219,102	136,226
Other Income	316,583	319,168	276,330
Indirect Expenses	(440,546)	(517,528)	(480,230)
Net Income	<u>\$359,580</u>	<u>\$221,130</u>	<u>\$81,377</u>
Less Capital	\$16,750	\$20,000	\$41,600
Net Income after Capital	<u>\$342,830</u>	<u>\$201,130</u>	<u>\$39,777</u>

**EVENT INCOME**

Event income came in higher than expected due to the success of the concerts hosted during the month, with The Who concert being a higher revenue event than average.

**ANCILLARY INCOME**

Ancillary income came in above expected levels for the month due to higher per cap spending for Food & Beverage than expected.

**INDIRECT EXPENSES**

The Arena showed a savings in indirect expenses, mainly due to lower than expected utility expenses.

VAN ANDEL ARENA  
FACILITY STATEMENT OF INCOME  
PERIOD ENDING 08/31/02

	-----CURRENT-----			-----YTD-----		
	ACTUAL	BUDGET	LAST YEAR	ACTUAL	BUDGET	LAST YEAR
EVENT INCOME						
-----						
DIRECT EVENT INCOME						
RENTAL INCOME	120,824	115,000	46,725	246,123	211,452	154,345
SERVICES INCOME	5,009	<1,756>	<14,223>	7,108	<11,064>	<5,294>
	-----	-----	-----	-----	-----	-----
TOTAL DIRECT EVENT INCOME	125,832	113,244	32,502	253,231	200,388	149,051
	-----	-----	-----	-----	-----	-----
ANCILLARY INCOME						
-----						
FOOD & BEVERAGE	108,165	88,162	58,124	168,516	150,524	100,345
NOVELTY	25,870	32,090	22,297	60,256	66,950	32,232
OTHER ANCILLARY	0	0	2,190	1,540	1,628	3,650
	-----	-----	-----	-----	-----	-----
TOTAL ANCILLARY INCOME	134,036	120,252	82,611	230,312	219,102	136,226
	-----	-----	-----	-----	-----	-----
TOTAL EVENT INCOME	259,868	233,496	115,113	483,543	419,490	285,278
	-----	-----	-----	-----	-----	-----
OTHER OPERATING INCOME	157,216	159,584	142,480	316,583	319,168	276,330
	-----	-----	-----	-----	-----	-----
ADJUSTED GROSS INCOME	417,084	393,080	257,593	800,126	738,658	561,608
	-----	-----	-----	-----	-----	-----
INDIRECT EXPENSES						
EXECUTIVE	8,656	7,626	7,787	14,048	15,252	15,693
FINANCE	7,981	13,908	16,927	19,940	27,816	27,186
MARKETING	13,635	14,794	8,871	25,497	29,418	26,846
LUXURY SEATING	6,779	9,710	7,147	13,591	19,420	12,229
OPERATIONS	94,387	90,135	80,636	169,113	180,270	177,722
BOX OFFICE	5,611	9,842	10,648	12,111	19,684	16,285
SKYWALK ADMINISTRATION	1,304	3,058	3,042	5,099	6,116	5,610
OVERHEAD	89,197	109,776	96,753	181,147	219,552	198,661
	-----	-----	-----	-----	-----	-----
INDIRECT EXPENSES	227,551	258,849	231,810	440,546	517,528	480,230
	-----	-----	-----	-----	-----	-----
NET OPERATING INCOME	189,533	134,231	25,783	359,580	221,130	81,377
	-----	-----	-----	-----	-----	-----
OTHER EXPENSES						
OTHER EXPENSE (INCOME)	16,750	0	6,500	16,750	0	41,600
	-----	-----	-----	-----	-----	-----
OTHER EXPENSES	16,750	0	6,500	16,750	0	41,600
	-----	-----	-----	-----	-----	-----
NET INCOME (LOSS)	172,783	134,231	19,283	342,830	221,130	39,777
	=====	=====	=====	=====	=====	=====

VAN ANDEL ARENA  
STATEMENT OF SERVICES INCOME  
PERIOD ENDING 08/31/02

	-----CURRENT-----			-----YEAR TO DATE-----		
	ACTUAL	BUDGET	LAST YEAR	ACTUAL	BUDGET	LAST YEAR
Advertising Billed	17,074	0	47,560	57,860	0	60,649
Sponsorship Income	0	0	18,500	0	0	18,500
Labor Billed	2,160	2,190	1,620	3,832	3,290	2,700
Changeover Setup Billed	11,899	12,500	14,708	25,437	20,100	25,641
Stagehands Billed	50,773	44,200	51,317	132,893	94,700	74,784
Security Billed	28,168	16,500	12,222	49,921	26,800	23,581
Ushers & Tix Takers Billed	19,962	11,400	7,136	29,347	19,100	16,200
Box Office Billed	1,290	1,550	1,707	2,580	2,350	2,417
Ticketing Service Billed	28,422	21,250	11,161	51,394	40,250	30,192
City Police Fire Billed	2,072	1,008	1,400	3,528	2,352	2,520
EMT Medical Billed	2,363	900	2,835	5,763	1,400	5,385
Cleaning Billed	16,654	13,400	10,535	26,600	20,600	18,668
Insurance Billed	455	0	416	455	0	416
Telephone Billed	3,675	3,575	3,880	8,420	6,475	5,375
Other Production Billed	69,956	20,000	44,166	118,044	39,000	55,454
<b>TOTAL SERVICE INCOME</b>	<b>254,921</b>	<b>148,473</b>	<b>229,163</b>	<b>516,072</b>	<b>276,417</b>	<b>342,481</b>
Advertising Expense	17,074	0	46,414	55,303	0	59,525
Labor Wages	1,836	1,863	1,377	3,257	2,799	2,295
Contracted Changeover Setup Expense	14,478	14,964	24,806	36,576	26,964	33,694
Stagehand Wages	47,411	43,179	50,428	127,940	92,513	72,462
Contracted Security Expense	37,742	17,200	16,956	51,557	27,800	29,023
Contracted Ushers & T/T Expense	20,934	13,120	21,490	36,022	24,020	28,175
Ticket Sellers Wages	1,097	0	1,451	2,193	0	2,054
Ticket Service Charge Expense	23,361	21,250	10,827	42,119	40,250	28,173
City Police Fire Expense	2,072	1,008	1,120	3,528	2,352	1,120
EMT Medical Expense	1,785	1,281	1,894	4,335	2,315	3,774
Contracted Cleaning Expense	23,506	15,183	22,053	39,850	27,329	31,455
Insurance Expense	776	0	416	776	0	416
Allocated Telephone Expense	1,092	1,181	900	2,600	2,139	1,325
Production Expense	56,749	20,000	43,254	102,908	39,000	54,282
<b>TOTAL SERVICE EXPENSE</b>	<b>249,912</b>	<b>150,229</b>	<b>243,386</b>	<b>508,964</b>	<b>287,481</b>	<b>347,775</b>
<b>NET SERVICE INCOME</b>	<b>5,009</b>	<b>&lt;1,756&gt;</b>	<b>&lt;14,223&gt;</b>	<b>7,108</b>	<b>&lt;11,064&gt;</b>	<b>&lt;5,294&gt;</b>
=====						



**VAN ANDEL ARENA  
STATEMENT OF FINANCIAL POSITION  
AUGUST 31, 2002**

**ASSETS**

**CURRENT ASSETS:**

CASH	3,692,753	
ACCOUNTS RECEIVABLE	2,741,982	
PREPAID EXPENSES	<u>11,985</u>	
TOTAL CURRENT ASSETS		6,446,719

**INTANGIBLE ASSETS**

CONTRACT RIGHTS	<u>-</u>	
TOTAL INTANGIBLE ASSETS		-

TOTAL ASSETS		<u><u>6,446,720</u></u>
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**LIABILITY & EQUITY**

**CURRENT LIABILITIES:**

ACCOUNTS PAYABLE	1,282,541	
ACCRUED EXPENSES	421,565	
DEFERRED INCOME	1,961,551	
ADVANCED TICKET SALES	<u>730,575</u>	
TOTAL CURRENT LIAB.		4,396,232

**FUND EQUITY**

FUNDS REMITTED		
FUNDING RECEIVED FROM CAA	105,195	
CURRENT YEAR EARNINGS	342,830	
AMOUNT DUE CAA	<u>1,602,463</u>	
TOTAL FUND EQUITY		<u>2,050,488</u>

TOTAL LIAB & EQUITY		<u><u>6,446,720</u></u>
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VAN ANDEL ARENA  
INDIRECT EXPENSE SUMMARY  
PERIOD ENDING 08/31/02

	CURRENT			YTD		
	ACTUAL	BUDGET	LAST YEAR	ACTUAL	BUDGET	LAST YEAR
Salaries Administration	44,047	47,841	44,275	87,308	95,682	79,919
Part-Time	3,047	3,018	3,323	5,873	5,866	4,985
Wages-Trade	65,874	75,285	68,148	160,018	150,570	112,996
Auto Expense	777	810	777	1,554	1,620	1,308
Taxes & Benefits	28,745	31,364	19,761	58,854	62,728	38,500
Less: Allocation/Reimbursement	<65,597>	<71,668>	<53,702>	<159,293>	<143,336>	<77,150>
<b>TOTAL LABOR COSTS</b>	<b>76,894</b>	<b>86,650</b>	<b>82,582</b>	<b>154,315</b>	<b>173,130</b>	<b>160,559</b>
Contracted Security	18,802	17,083	17,527	37,097	34,166	35,111
Contracted Cleaning	0	2,167	2,017	4,196	4,334	4,035
Other Contracted Services	314	300	251	658	600	751
Travel & Entertainment	2,984	442	3,245	3,351	884	3,438
Corporate Travel	2,745	625	0	2,745	1,250	0
Meetings & Conventions	0	1,083	0	0	2,166	0
Dues & Subscriptions	0	108	0	0	216	0
Employee Training	0	1,000	0	0	2,000	0
Computer Expense	3,099	5,417	4,993	4,938	10,834	30,870
Professional Fees	494	2,167	1,512	1,994	4,334	3,640
Marketing & Advertising	2,601	8,250	3,594	6,044	16,500	13,983
Box Office Expenses	343	0	111	341	0	51
Trash Removal	1,513	1,250	911	3,115	2,500	1,790
Equipment Rental	1,789	1,300	1,296	2,975	2,600	2,440
Landscaping	0	292	0	0	584	3,561
Exterminating	0	333	248	248	666	495
Cleaning	8,739	450	2,810	8,739	900	2,810
Repairs & Maintenance	10,172	10,666	2,308	15,587	21,332	3,991
Supplies	11,932	15,091	14,478	20,549	30,182	43,222
Bank Service Charges	620	1,000	678	1,308	2,000	1,258
Insurance	7,881	11,967	16,093	17,243	23,934	17,128
Other Taxes	0	300	0	0	600	0
Printing & Stationary	0	1,917	0	0	3,834	0
Office Supplies	785	1,000	1,109	785	2,000	2,550
Postage	1,419	1,000	1,402	1,587	2,000	1,495
Parking Expense	1,538	1,592	1,510	3,886	3,184	1,595
Telephone Long Distance	5,271	4,583	4,268	10,874	9,166	6,932
Utilities	49,364	64,566	51,752	106,092	129,132	103,398
Base Fee	20,500	19,500	18,750	39,000	39,000	37,500
Amortization	0	0	1,963	0	0	3,927
Common Area Expense	<1,157>	<2,875>	<2,698>	<4,522>	<5,750>	<4,974>
Less: Allocated/Reimbursement	<1,092>	<375>	<900>	<2,600>	<750>	<1,325>
<b>TOTAL MATERIAL AND SERVICES</b>	<b>150,656</b>	<b>172,199</b>	<b>149,228</b>	<b>286,231</b>	<b>344,398</b>	<b>319,672</b>
<b>TOTAL INDIRECT EXPENSES</b>	<b>227,551</b>	<b>258,849</b>	<b>231,810</b>	<b>440,546</b>	<b>517,528</b>	<b>480,230</b>

**SMG - Van Andel Arena & Grand Center**  
**Grand Rapids - Kent County Convention/Arena Authority**  
**Capital Expenditures & Management Fee Summary**  
**Fiscal Year Ending June 30, 2003**

**CAPITAL IMPROVEMENTS**

	Budget	Expended	Balance	Project Status
<b>Arena</b>				
Lobby Duct Painting	35,000		35,000	Open
Skywalk Ice Melt System	42,000		42,000	Open
Terazzo Floor Repair	38,000		38,000	Open
Banquet Room Refurbishment	25,000		25,000	Open
Hydraulic Seating Section	70,000		70,000	Open
Hockey Glass	20,000	16,750	3,250	Closed
Floor Maintenance Equipment	18,500		18,500	Open
Security Gate System	120,200		120,200	Open
<b>Total Arena</b>	<b>368,700</b>	<b>16,750</b>	<b>351,950</b>	
<b>Grand Center</b>				
Refinish DeVos Stage Floor	50,000		50,000	Open
Cyclorama for DeVos Stage House	12,000		12,000	Open
<b>Total Grand Center</b>	<b>62,000</b>	<b>-</b>	<b>62,000</b>	
<b>Grand Total Capital Improvements</b>	<b>430,700</b>	<b>16,750</b>	<b>413,950</b>	

**MANAGEMENT FEE SUMMARY**

	Arena Budget	Grand Center Budget	Total Budget	FY 2002 Act/Est
Net Revenue above Expenses	1,240,147	(359,972)	880,175	1,642,788
Benchmark	1,550,000	(359,972)	1,190,028	1,043,839
Excess	(309,853)	-	(309,853)	598,949

Incentive Fee Calculation (Only if above greater than zero)

	Arena Budget	Grand Center Budget	Total Budget	FY 2002 Act/Est
Base Fee	234,000	234,000	468,000	450,000
Incentive Fee				
Revenue	4,462,922	1,991,859	6,454,781	6,993,519
Benchmark Revenue	4,367,910	1,991,859	6,359,769	5,969,444
Revenue Excess	-	-	-	1,024,075
Incentive Fee **				206,019
<b>Total SMG Management Fee</b>	<b>234,000</b>	<b>234,000</b>	<b>468,000</b>	<b>656,019</b>

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



## **GRAND CENTER**

**FINANCIAL STATEMENT  
FOR THE PERIOD ENDED AUGUST 31, 2002**

**Distribution:**

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



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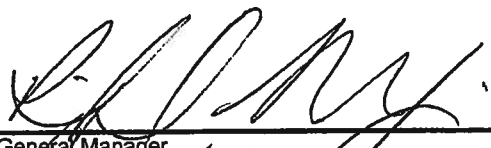
*An SMG Managed Facility*

GRAND CENTER  
ROLLING FORECAST  
FISCAL YEAR ENDING JUNE 30, 2003

	YTD Actual	Roll	TOTAL FYE	BUDGET FYE	VARIANCE
NO. EVENTS	39	266	305	305	-
ATTENDANCE	16,663	432,644	449,307	449,307	-
DIRECT EVENT REVENUE	206,656	1,091,149	1,297,805	1,297,805	-
ANCILLARY REVENUE	50,917	440,137	491,054	491,054	-
TOTAL EVENT REVENUE	257,573	1,531,286	1,788,859	1,788,859	-
TOTAL OTHER REVENUE	11,518	191,482	203,000	203,000	-
TOTAL OPERATING REVENUE	269,091	1,722,768	1,991,859	1,991,859	-
INDIRECT EXPENSES					
EXECUTIVE	14,067	71,997	86,064	86,064	-
FINANCE	24,024	118,826	142,850	142,850	-
MARKETING	6,222	140,625	146,847	146,847	-
OPERATIONS	59,598	421,381	480,979	480,979	-
EVENT SERVICES	72,084	375,529	447,613	447,613	-
BOX OFFICE	12,402	45,023	57,425	57,425	-
OVERHEAD	137,112	852,937	990,049	990,049	-
TOTAL OPERATING EXP.	325,509	2,026,318	2,351,827	2,351,831	-
NET REVENUE ABOVE EXPENSES	(56,416)	(303,550)	(359,968)	(359,972)	-
CAPITAL		62,000	62,000	62,000	-
NET OPERATING REVENUE OVER OPERATING EXPENSES	(56,416)	(365,550)	(421,968)	(421,972)	-

Comments:

The Grand Center performed better than expected for the month of August. Most of the success came from DeVos Performance Hall as it was host to sold out Statler Brothers concert, 2 sold out Wiggles shows, and an additional concert and comedy show.

  
General Manager

  
Finance Director

**GRAND CENTER  
FINANCIAL STATEMENT HIGHLIGHTS  
FOR MONTH ENDED AUGUST 31, 2002**

The following schedule summarizes operating results for the current month ending and the YTD ending June 30, 2003, compared to budget and to the prior year:

<b>MONTH</b>	<b>August Actual</b>	<b>August Budget</b>	<b>August FY 2002</b>
Number of Events	11	6	14
Attendance	11,263	4,500	4,723
Direct Event Income	\$62,120	\$26,442	\$21,084
Ancillary Income	27,500	8,627	11,316
Other Income	5,366	16,917	3,280
Indirect Expenses	(182,691)	(196,511)	(131,037)
Net Income	(\$87,704)	(\$144,525)	(\$95,357)

<b>YTD</b>	<b>YTD 2003 Actual</b>	<b>YTD 2003 Budget</b>	<b>YTD 2002 Prior Year</b>
Number of Events	39	14	36
Attendance	16,663	10,007	15,783
Direct Event Income	\$206,656	\$53,965	\$50,645
Ancillary Income	50,917	14,905	23,709
Other Income	11,518	33,834	10,001
Indirect Expenses	(325,509)	(393,022)	(286,103)
Net Income	(\$56,418)	(\$290,318)	(\$201,748)

Less Capital

Net Income after Capital	(\$56,418)	(\$290,318)	(\$201,748)
--------------------------	------------	-------------	-------------

**EVENT INCOME**

Event income came in above budgeted numbers for the month as DeVos Performance Hall held 5 events when the original budget only called for one, and three of the shows were sold out. The highlight being the Wiggles show that added a second show when the first sold out and DeVos ended up hosting two sold out shows in a matter of 5 hours.

**ANCILLARY INCOME**

Ancillary income came in above budget for the month due to high novelty per caps for the Wiggles show, and a much higher than anticipated catering spending for the Boy Scouts Convention hosted during the month.

**INDIRECT EXPENSES**

Indirect expenses came in at expected levels for the month.

GRAND CENTER  
FACILITY STATEMENT OF INCOME  
PERIOD ENDING 08/31/02

	CURRENT			YTD		
	ACTUAL	BUDGET	LAST YEAR	ACTUAL	BUDGET	LAST YEAR
EVENT INCOME						
DIRECT EVENT INCOME						
RENTAL INCOME	59,111	28,500	22,591	207,926	59,125	56,004
SERVICES INCOME	3,009	<2,058>	<1,507>	<1,270>	<5,160>	<5,359>
TOTAL DIRECT EVENT INCOME	62,120	26,442	21,084	206,656	53,965	50,645
ANCILLARY INCOME						
FOOD & BEVERAGE	13,354	4,167	5,076	18,946	5,242	10,699
NOVELTY	7,336	300	2,491	7,336	300	2,981
ELECTRICAL	570	300	554	654	500	554
OTHER ANCILLARY	6,241	3,860	3,194	23,981	8,863	9,474
TOTAL ANCILLARY INCOME	27,500	8,627	11,316	50,917	14,905	23,709
TOTAL EVENT INCOME	89,620	35,069	32,401	257,572	68,870	74,354
OTHER OPERATING INCOME	5,366	16,917	3,280	11,518	33,834	10,001
ADJUSTED GROSS INCOME	94,986	51,986	35,680	269,090	102,704	84,355
INDIRECT EXPENSES						
EXECUTIVE	7,207	7,172	3,991	14,067	14,344	7,456
FINANCE	13,003	11,904	7,640	24,024	23,808	15,645
MARKETING	3,774	12,236	2,170	6,222	24,472	5,578
OPERATIONS	34,880	40,083	29,776	59,598	80,166	97,330
EVENT MANAGEMENT	38,611	37,826	40,404	72,084	75,652	39,787
BOX OFFICE	7,050	4,785	3,118	12,402	9,570	6,124
OVERHEAD	78,165	82,505	43,939	137,112	165,010	114,184
INDIRECT EXPENSES	182,691	196,511	131,037	325,509	393,022	286,103
NET OPERATING INCOME	<87,705>	<144,525>	<95,357>	<56,418>	<290,318>	<201,748>
OTHER EXPENSES						
OTHER EXPENSE (INCOME)	0	0	44,391	0	0	44,391
OTHER EXPENSES	0	0	44,391	0	0	44,391
NET INCOME (LOSS)	<87,705>	<144,525>	<139,748>	<56,418>	<290,318>	<246,139>

GRAND CENTER  
STATEMENT OF SERVICES INCOME  
PERIOD ENDING 08/31/02

	CURRENT			YEAR TO DATE		
	ACTUAL	BUDGET	LAST YEAR	ACTUAL	BUDGET	LAST YEAR
Advertising Billed	6,217	0	8,675	6,217	0	13,028
Stagehands Billed	24,389	7,000	14,701	34,930	11,950	33,473
Security Billed	2,452	500	6,130	3,294	1,000	7,306
Ushers & Tix Takers Billed	3,553	800	2,135	5,551	800	6,052
Box Office Billed	200	100	300	1,150	100	600
Ticketing Service Billed	8,801	750	2,507	8,801	750	6,277
City Police Fire Billed	713	0	1,178	713	0	1,891
Traffic Control Billed	0	0	0	0	300	0
EMT Medical Billed	352	100	444	846	300	759
Insurance Billed	655	0	136	655	0	136
Telephone Billed	1,375	130	605	3,990	130	800
Other Production Billed	4,745	0	10,274	4,865	0	12,666
<b>TOTAL SERVICE INCOME</b>	<b>53,452</b>	<b>9,380</b>	<b>47,084</b>	<b>71,013</b>	<b>15,330</b>	<b>82,987</b>
Advertising Expense	6,372	0	7,485	6,372	0	11,838
Stagehand Wages	23,324	6,790	14,575	33,512	11,592	33,208
Security Wages	0	0	6,535	0	0	7,722
Contracted Security Expense	2,469	500	0	3,312	1,000	0
Ushers & T/T Wages	2,487	560	1,494	3,886	560	4,236
Ticket Sellers Wages	437	125	351	835	125	429
Ticket Service Charge Expense	3,241	263	967	3,241	263	2,379
City Police Fire Expense	713	0	1,178	713	0	1,891
Traffic Control Expense	529	600	294	875	950	842
EMT Medical Expense	277	100	291	646	300	547
Cleaning Wages	5,288	2,500	5,704	13,549	5,700	14,255
Insurance Expense	505	0	114	505	0	114
Production Expense	4,800	0	9,602	4,837	0	10,886
<b>TOTAL SERVICE EXPENSE</b>	<b>50,443</b>	<b>11,438</b>	<b>48,591</b>	<b>72,284</b>	<b>20,490</b>	<b>88,346</b>
<b>NET SERVICE INCOME</b>	<b>3,009</b>	<b>&lt;2,058&gt;</b>	<b>&lt;1,507&gt;</b>	<b>&lt;1,270&gt;</b>	<b>&lt;5,160&gt;</b>	<b>&lt;5,359&gt;</b>
	=====	=====	=====	=====	=====	=====



**GRAND CENTER  
STATEMENT OF FINANCIAL POSITION  
AUGUST 31, 2002**

**ASSETS**

**CURRENT ASSETS:**

CASH	1,762,661	
ACCOUNTS RECEIVABLE	538,229	
PREPAID EXPENSES	<u>27,883</u>	
TOTAL CURRENT ASSETS		2,328,774

**INTANGIBLE ASSETS**

CONTRACT RIGHTS	<u>                    </u>	
TOTAL INTANGIBLE ASSETS		

**TOTAL ASSETS**

2,328,774

**LIABILITY & EQUITY**

**CURRENT LIABILITIES:**

ACCOUNTS PAYABLE	1,014,952	
ACCRUED EXPENSES	161,354	
ADVANCED DEPOSITS	154,800	
REFUND LIABILITY	7,236	
ADVANCED TICKET SALES	54,684	
TOTAL CURRENT LIAB.		1,393,026

**FUND EQUITY**

FUNDING TO CITY - CASH	-	
FUNDING FROM CITY - NON CASH	65,094	
CURRENT YEAR EARNINGS	(56,418)	
AMOUNT DUE CAA	<u>927,072</u>	
TOTAL FUND EQUITY		<u>935,748</u>

**TOTAL LIAB & EQUITY**

2,328,774

GRAND CENTER  
INDIRECT EXPENSE SUMMARY  
PERIOD ENDING 08/31/02

	CURRENT			YTD		
	ACTUAL	BUDGET	LAST YEAR	ACTUAL	BUDGET	LAST YEAR
Salaries Administration	45,363	46,990	29,827	88,667	93,980	56,990
Part-Time	6,429	11,275	5,019	11,160	22,550	11,007
Wages-Trade	44,721	95,565	42,569	78,316	191,130	85,969
Auto Allowance	0	615	0	0	1,230	0
Auto Expense	1,521	1,201	1,371	3,042	2,402	2,692
Taxes & Benefits	25,425	30,108	16,231	42,236	60,216	32,825
Less: Allocation/Reimbursement	<47,223>	<104,176>	<32,317>	<78,421>	<208,352>	<70,394>
<b>TOTAL LABOR COSTS</b>	<b>76,235</b>	<b>81,578</b>	<b>62,699</b>	<b>145,000</b>	<b>163,156</b>	<b>119,089</b>
Contracted Security	3,988	5,000	6,770	10,080	10,000	8,939
Other Contracted Services	186	183	296	372	366	296
Travel & Entertainment	1,353	792	89	1,353	1,584	104
Corporate Travel	0	333	0	0	666	0
Meetings & Conventions	3,030	1,613	2,381	3,030	3,226	3,116
Dues & Subscriptions	0	160	83	0	320	83
Employee Training	0	833	0	0	1,666	0
Miscellaneous Expense	0	0	66	0	0	66
Computer Expense	3,666	5,417	3,009	6,095	10,834	5,001
Professional Fees	1,774	1,730	1,125	3,424	3,460	2,250
Marketing & Advertising	856	1,094	2,000	856	2,188	2,000
Box Office Expenses	17	0	3	71	0	189
Small Equipment	2,389	0	0	2,389	0	0
Trash Removal	1,117	2,800	16	1,233	5,600	31
Equipment Rental	36	375	0	189	750	0
Landscaping	0	0	0	<69>	0	0
Exterminating	375	368	750	750	736	750
Cleaning	0	1,250	0	0	2,500	0
Construction Costs	0	0	0	0	0	777
Repairs & Maintenance	4,679	9,013	8,277	11,081	18,026	16,277
Supplies	11,089	13,098	2,628	11,618	26,196	18,050
Bank Service Charges	643	750	768	1,233	1,500	1,445
Insurance	8,954	8,380	1,923	12,784	16,760	16,924
Other Taxes	0	300	0	0	600	0
Printing & Stationary	0	731	703	0	1,462	703
Office Supplies	341	500	462	1,237	1,000	551
Postage	222	200	222	0	400	240
Parking Expense	1,489	1,500	3,359	2,809	3,000	3,359
Telephone Long Distance	5,618	2,000	2,473	5,879	4,000	2,473
Utilities	34,385	43,000	26,310	65,094	86,000	44,820
Base Fee	20,250	19,500	4,092	39,000	39,000	37,500
Incentive Fee	0	0	535	0	0	1,070
Less: Allocated/Reimbursement	0	<5,987>	0	0	<11,974>	0
<b>TOTAL MATERIAL AND SERVICES</b>	<b>106,456</b>	<b>114,933</b>	<b>68,338</b>	<b>180,509</b>	<b>229,866</b>	<b>167,014</b>
<b>TOTAL INDIRECT EXPENSES</b>	<b>182,691</b>	<b>196,511</b>	<b>131,037</b>	<b>325,509</b>	<b>393,022</b>	<b>286,103</b>

**SMG - Van Andel Arena & Grand Center**  
**Grand Rapids - Kent County Convention/Arena Authority**  
**Capital Expenditures & Management Fee Summary**  
**Fiscal Year Ending June 30, 2003**

**CAPITAL IMPROVEMENTS**

	Budget	Expended	Balance	Project Status
<b>Arena</b>				
Lobby Duct Painting	35,000		35,000	Open
Skywalk Ice Melt System	42,000		42,000	Open
Terazzo Floor Repair	38,000		38,000	Open
Banquet Room Refurbishment	25,000		25,000	Open
Hydraulic Seating Section	70,000		70,000	Open
Hockey Glass	20,000	16,750	3,250	Closed
Floor Maintenance Equipment	18,500		18,500	Open
Security Gate System	120,200		120,200	Open
<b>Total Arena</b>	<b>368,700</b>	<b>16,750</b>	<b>351,950</b>	
<b>Grand Center</b>				
Refinish DeVos Stage Floor	50,000		50,000	Open
Cyclorama for DeVos Stage House	12,000		12,000	Open
<b>Total Grand Center</b>	<b>62,000</b>	<b>-</b>	<b>62,000</b>	
<b>Grand Total Capital Improvements</b>	<b>430,700</b>	<b>16,750</b>	<b>413,950</b>	

**MANAGEMENT FEE SUMMARY**

	Arena Budget	Grand Center Budget	Total Budget	FY 2002 Act/Est
Net Revenue above Expenses	1,240,147	(359,972)	880,175	1,642,788
Benchmark	1,550,000	(359,972)	1,190,028	1,043,839
Excess	(309,853)	-	(309,853)	598,949

Incentive Fee Calculation (Only if above greater than zero)

	Arena Budget	Grand Center Budget	Total Budget	FY 2002 Act/Est
Base Fee	234,000	234,000	468,000	450,000
Incentive Fee				
Revenue	4,462,922	1,991,859	6,454,781	6,993,519
Benchmark Revenue	4,367,910	1,991,859	6,359,769	5,969,444
Revenue Excess	-	-	-	1,024,075
Incentive Fee **				206,019
<b>Total SMG Management Fee</b>	<b>234,000</b>	<b>234,000</b>	<b>468,000</b>	<b>656,019</b>

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

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

*INTERIM FINANCIAL STATEMENTS*

*Two Months Ended August 31, 2002*



## ACCOUNTANTS' REPORT

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To the Board of Directors  
Grand Rapids - Kent County Convention / Arena Authority  
Grand Rapids, Michigan

We have compiled the accompanying statements of cash receipts and disbursements and cash receipts and disbursements - budget to actual for the operating account and construction accounts of the Grand Rapids - Kent County Convention / Arena Authority for the two month ended August 31, 2002, in accordance with Statements on Standards for Accounting and Review Services issued by the American Institute of Certified Public Accountants. These statements do not include the cash receipts and disbursements of the Van Andel Arena and Grand Center which are operated by the Authority. The financial statements presented have been prepared on the cash basis of accounting, which is a comprehensive basis of accounting other than U.S. generally accepted accounting principles.

A compilation is limited to presenting in the form of financial statements information that is the representation of management. We have not audited or reviewed the accompanying financial statements and, accordingly, do not express an opinion or any other form of assurance on them.

Management has elected to omit substantially all of the disclosures ordinarily included in financial statements prepared on the cash basis of accounting. If the omitted disclosures were included in the financial statements, they might influence the user's conclusions about the Authority's cash receipts and disbursements. Accordingly, these financial statements are not designed for those who are not informed about such matters.

*Beene Garter LLP*

September 12, 2002  
Grand Rapids, Michigan

BEENE GARTER LLP  
50 MONROE NW  
SUITE 600  
GRAND RAPIDS  
MICHIGAN  
49503-2679

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**INTERIM FINANCIAL STATEMENTS**

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## Statement A

### GRAND RAPIDS - KENT COUNTY CONVENTION / ARENA AUTHORITY Statement of Cash Receipts and Disbursements From July 1, 2002 to August 31, 2002

	<u>Operating Account</u>	<u>Construction Account</u>	<u>Retainage Account</u>
<b>RECEIPTS</b>			
Beginning Balance - July 1, 2002	\$ 2,042,014.54	\$ 43,080,910.05	\$ 1,939,476.91
CCBA Capital Contributions	-	11,630,000.00	-
Interest Deposits	13,800.75	213,579.49	10,163.63
Transfer from Operating Account	-	-	-
Transfer from Construction Account	-	-	717,697.00
Facility Operations	96,279.66	-	-
<b>Total Cash Receipts</b>	<u><u>2,152,094.95</u></u>	<u><u>54,924,489.54</u></u>	<u><u>2,667,337.54</u></u>
 <b>DISBURSEMENTS</b>			
Checks issued prior months	82,252.65	6,511,002.68	-
Checks issued 8/14/02	59,525.72	4,958,465.66	-
Checks issued 8/28/02	72,662.94	160,152.41	-
Payroll Expenditures	8,440.16	-	-
Expense Reimbursement	(8.00)	(13,574.36)	-
<b>Total Cash Disbursements</b>	<u><u>222,873.47</u></u>	<u><u>11,616,046.39</u></u>	<u><u>-</u></u>
 <b>Net Pooled Cash and Investments</b>	<u><u>\$ 1,929,221.48</u></u>	<u><u>\$ 43,308,443.15</u></u>	<u><u>\$ 2,667,337.54</u></u>



## Statement B

### GRAND RAPIDS - KENT COUNTY CONVENTION / ARENA AUTHORITY Statement of Cash Receipts and Disbursements - Budget to Actual (Operations) From July 1, 2002 to August 31, 2002

	OPERATING ACCOUNT			
	Facilities Operations		Capital Replacement	
	Budget	Actual	Budget	Actual
<b>RECEIPTS</b>				
Facility Operations	\$ 2,170,975	\$ 96,280	\$ -	\$ -
Parking Revenues	107,772	-	-	-
Interest on Investments	34,880	8,694	25,120	5,107
Capital Replacement Reserve Transfer	184,418	-	(184,418)	-
<b>TOTAL RECEIPTS</b>	<b>2,498,045</b>	<b>104,974</b>	<b>(159,298)</b>	<b>5,107</b>
<b>DISBURSEMENTS</b>				
Accounting / Auditing Services	25,635	240	-	-
Insurance - Property and Liability	33,050	3,999	-	-
Legal Services	33,550	2,282	-	-
Other Contractual Services	43,000	36,984	-	-
Meeting Expense	890	28	-	-
Supplies	1,350	61	-	-
Transfer to Construction Account	1,000,000	-	-	-
<b>Sub-total Service Disbursements</b>	<b>1,137,475</b>	<b>43,593</b>	<b>-</b>	<b>-</b>
Electricity	727,000	131,607	-	-
Steam	471,000	27,475	-	-
Water and Sewer	92,800	10,491	-	-
<b>Sub-total Utility Disbursements</b>	<b>1,290,800</b>	<b>169,573</b>	<b>-</b>	<b>-</b>
Building Additions and Improvements	-	-	380,200	-
Facility Equipment Acquisition	-	-	50,500	-
<b>Sub-total Capital Disbursements</b>	<b>-</b>	<b>-</b>	<b>430,700</b>	<b>-</b>
Employee Wages	52,240	8,000	-	-
Employee Benefits	17,530	1,708	-	-
<b>Sub-total Payroll Disbursements</b>	<b>69,770</b>	<b>9,708</b>	<b>-</b>	<b>-</b>
<b>TOTAL DISBURSEMENTS</b>	<b>2,498,045</b>	<b>222,874</b>	<b>430,700</b>	<b>-</b>
<b>Excess / (Deficit) of Funds</b>	<b>\$ -</b>	<b>\$ (117,900)</b>	<b>\$ (589,998)</b>	<b>\$ 5,107</b>
	See Comments 1 and 2		See Comments 1 and 2	

**Comment 1:** Facilities Operations and Capital Replacement budgets were approved by the GR-KC Convention / Arena Authority at its regularly scheduled meeting on June 26, 2002.

**Comment 2:** Facilities Operations and Capital Replacement columns include receipts and disbursements processed by the C/AA. SMG receipts and disbursements are reported separately in the Van Andel Arena and Grand Center financial statements prepared by SMG.



# Statement C

## GRAND RAPIDS - KENT COUNTY CONVENTION / ARENA AUTHORITY Statement of Cash Receipts and Disbursements - Budget to Actual (Construction) From July 1, 2002 to August 31, 2002

	CONSTRUCTION ACCOUNT			
	Monroe Ave Relocation Budget	Actual	Convention Center Construction Budget	Actual
<b>RECEIPTS</b>				
State of Michigan	\$ -	\$ -	\$ 2,138,974	\$ -
City / County Bldg Authority Capital Contrib.	3,071,036	14,574	52,381,302	11,615,426
Transfer from Operating Fund	-	-	1,000,000	-
Interest on Investments	55,000	12,813	698,455	200,765
<b>TOTAL RECEIPTS</b>	<b>3,126,036</b>	<b>27,387</b>	<b>56,218,731</b>	<b>11,816,191</b>
<b>DISBURSEMENTS</b>				
Architectural and Engineering Services	1,744,046	-	4,000,000	880,748
Construction Material Testing	-	-	600,000	62,523
Construction - GMP Contractor	1,133,925	14,560	47,063,549	10,498,760
<b>Sub-total Contractor Disbursements</b>	<b>2,877,971</b>	<b>14,560</b>	<b>51,663,549</b>	<b>11,442,030</b>
Insurance - Property / Liability	-	-	53,338	77,660
Legal Services	10,000	113	10,000	608
Owner's Representatives	-	-	270,870	46,893
Other Contractual Services	238,065	-	4,215,724	33,818
<b>Sub-total Service Disbursements</b>	<b>248,065</b>	<b>113</b>	<b>4,549,932</b>	<b>158,978</b>
Advertising / Promotion / Publicity	-	-	2,500	-
Supplies	-	-	500	-
Postage / Express	-	-	150	-
Telephone	-	-	2,100	364
<b>Sub-total Supplies Disbursements</b>	<b>-</b>	<b>-</b>	<b>5,250</b>	<b>364</b>
<b>TOTAL DISBURSEMENTS</b>	<b>3,126,036</b>	<b>14,673</b>	<b>56,218,731</b>	<b>11,601,372</b>
<b>Excess / (Deficit) of Funds</b>	<b>\$ -</b>	<b>\$ 12,714</b>	<b>\$ -</b>	<b>\$ 214,819</b>
	See Comment		See Comment	

**Comment:** Convention Center Construction budget was approved by the Grand Rapids - Kent County Convention / Arena Authority at its regularly scheduled meeting on June 26, 2002.

# VAN ANDEL ARENA WEEKLY

# Item VI

DATE	EVENT	EC	ROOM	TIME	FUNCTION
Thur, Sep 19	DP Fox/Red Wings	MS	Arena	3:00 PM 5:00 PM 6:30 PM 7:30P-10:15P	Rampage workshop Teams arrive (approximately) Doors Red/White game
	DP Fox	JS	Banquet D	2:30P-6P	Sponsorship workshop
	DP Fox	JS	Powerplay Area	6P-7:30P	Sponsorship reception
	DP Fox/Red Wings	JS	Banquet All	6:15P-7:30P	VIP reception
Fri, Sep 20	I Still Do	AH	Arena	6:30 AM 9A-5P 3:00 PM 7P-8P	Merchandise Load-in Load-in Chair set Volunteers working
	I Still Do	JS	Banquet C/D	5:30A-7P	Catering
Sat, Sep 21	I Still Do	AH	Arena	8:00 AM 9A-10:50A 10:50A-11:10A 11:10A-12:15P 12:15P-1:15P 1:15P-2:55P 2:55P-3:15P 3:15P-5:15P 5:00 PM	Doors open (sooner if possible) Session Break Session Lunch break Session Break Session Load-out
	I Still Do	JS	Banquet C/D	5A-3P	Catering
Sun, Sep 22	Available				
Mon, Sep 23	Ringling Bros. Circus	AH	Arena	9:00 AM 3:00 PM 5:00 PM 10:00 PM	Dumpster delivered to Area #2 Gray water tanks to trailers Pre-rig Train arrives
Tue, Sep 24	Ringling Bros. Circus	AH	Arena	6:00 AM 8:00 AM 9:00 AM 1:00 PM 4:00 PM	Pre-rig/Load-in Spot light load-in Animal walk Health Dept. walk-thru Sells Floto Walk-thru
Wed, Sep 25	Ringling Bros. Circus	AH	Arena	3:00 PM 6:30 PM 7:30P-9:35P	Pyro test Doors Show #1
Thur, Sep 26	Ringling Bros. Circus	AH	Arena	6:30 PM 7:30P-9:35P	Doors Show #2
Fri, Sep 27	Ringling Bros. Circus	MS	Arena	6:30 PM 7:30P-9:35P	Doors Show #3
Sat, Sep 28	Ringling Bros. Circus	MS	Arena	10:30 AM 11:30A-1:35P 2:30 PM 3:30P-5:35P 6:30 PM 7:30P-9:35P	Doors Show #4 Doors Show #5 Doors Show #6
Sun, Sep 29	Ringling Bros. Circus	AH	Arena	1:00 PM 2P-4:05 4:05 PM	Doors Show #7 Load-out
Mon, Sep 30	Available				
Tue, Oct 1	Available				
Wed, Oct 2	Available				
Thur, Oct 3	Available				
Fri, Oct 4	Available				
Sat, Oct 5	Available				

Sun, Oct 6	Available				
Mon, Oct 7	Available				
Tue, Oct 8	Available				
Wed, Oct 9	Available				
Thur, Oct 10	Available				
Fri, Oct 11	Available				
Sat, Oct 12	Griffins vs Cleveland	MS	Arena	10A-12:30P 6:30 PM 7:30P-10P	Team practice Doors Hockey season opener
Sun, Oct 13	Available				
Mon, Oct 14	Available				
Tue, Oct 15	Available				
Wed, Oct 16	Available				
Thur, Oct 17	Rotary Club	JS	Banquet	11:30A-1P	Luncheon
Fri, Oct 18	Griffins vs Houston	MS	Arena	10A-12:30P 6:30 PM 7:30P-10P 10P-10:30P	Team practice Doors Hockey game Post-game skate
Sat, Oct 19	Griffins vs Chicago	AH	Arena	6:30 PM 7:30P-10P	Doors Hockey game
Sun, Oct 20	Available				

**GRAND CENTER WEEKLY - YEAR 2002**

DATE	EVENT	ROOM	TIME	FUNCTION	EC	OPERATIONS/CONSTRUCTION
FRI. SEPT 20	GRSO - POPS I MAUREEN MCGOVERN	DV/	8P-10:30P	PERFORMANCE	ST	
SAT. SEPT 21	GRSO - POPS I MAUREEN MCGOVERN	DV/	8P-10:30P	PERFORMANCE	ST	
SUN. SEPT 22	GRSO - POPS I MAUREEN MCGOVERN	DV/	3P-5:30P 5:30P-8:30P 7P-APPROX. 11P	PERFORMANCE MOVE OUT HOUSE STRIP & ADVANCE MOVE IN (HOUSE EQUIPMENT)	ST	
MON. SEPT 23						
TUES. SEPT 24	DEFENDING THE CAVEMAN - BTG	DV/	9A-5P 7:30P-9:30P	MOVE IN PERFORMANCE	ST	
WED. SEPT 25	DEFENDING THE CAVEMAN - BTG	DV/	7:30P-9:30P	PERFORMANCE	ST	
THURS. SEPT 26	DEFENDING THE CAVEMAN - BTG	DV/	2P-4P 7:30P-9:30P	PERFORMANCE PERFORMANCE	ST	AC SETTING CARPET IN GH FOR METROPOLITAN FOUNDATION.
FRI. SEPT 27	DEFENDING THE CAVEMAN - BTG	DV/	8P-10P	PERFORMANCE	ST	
	METROPOLITAN FOUNDATION	GH/		MOVE IN	MF	
SAT. SEPT 28	METROPOLITAN FOUNDATION	GH,KR/		MOVE IN BANQUET MOVE OUT	MF	
	DEFENDING THE CAVEMAN - BTG	DV/	2P-4P 8P-10P	PERFORMANCE PERFORMANCE	ST	
SUN. SEPT 29	DEFENDING THE CAVEMAN - BTG	DV/	3P-5P 5P-9P	PERFORMANCE MOVE OUT HOUSE RESTORE	ST	
MON. SEPT 30	DEFENDING THE CAVEMAN - BTG	DV/	8A-NOON	HOUSE RESTORE	ST	
TUES. OCT 1	GRSO - CLASSICAL II HOUGH PLAYS CHOPIN	DV/	8A-1P 7:30P-10P	MOVE IN REHEARSAL	ST	
WED. OCT 2	HOME SHOW	GH,W/A/	8A-5P	MOVE IN	SM	
	GRSO - CLASSICAL II HOUGH PLAYS CHOPIN	DV/	3:30P-6P 7:30P-10:30P	REHEARSAL REHEARSAL	ST	
THURS. OCT 3	HOME SHOW	GH,W/A/	7:30A-11A NOON-9P	MOVE IN SHOW	SM	
	GRSO - CLASSICAL II HOUGH PLAYS CHOPIN	DV/	4P-7P 7:30P-10:30P	MIC HANG REHEARSAL	ST	
FRI. OCT 4	HOME SHOW	GH,W/A/	NOON-9P	SHOW	SM	
	GRSO - CLASSICAL II HOUGH PLAYS CHOPIN	DV/	7P-7:30P 8P-10:15P	UPBEAT PERFORMANCE	ST	
SAT. OCT 5	HOME SHOW	GH,W/A/	10A-8P 8P-11P	SHOW MOVE OUT	SM	
	GRSO - FAMILY I JACK AND THE BEANSTALK	DV/	NOON-1P 1P-4P 4P-5P	CHANGE TO FAMILY REHEARSAL CHANGE TO CLASSICAL	ST	
	GRSO - CLASSICAL I HOUGH PLAYS CHOPIN	DV/	7P-7:30P 8P-10:15P 10P-11P	UPBEAT PERFORMANCE MIN. MOVE OUT	ST	
SUN. OCT 6	HOME SHOW	GH,W/A/	8A-5P	MOVE OUT	SM	
	GRSO - FAMILY I JACK AND THE BEANSTALK	DV/	9A-1P 1:15P-2:30P 3P-4:15P 4P-6P	CHANGE OVER REHEARSAL PERFORMANCE MOVE OUT	ST	
MON. OCT 7	SPARTAN STORES	GH,W/A/ KR,BL/	7A-5P	MOVE IN	MF	

DATE	EVENT	ROOM	TIME	FUNCTION	EC	OPERATIONS/CONSTRUCTION
	GR CHAMBER OF COMMERCE RECEPTION	DV LOBBY/	NOON-5P 5P-7P 7P-9P	MOVE IN RECEPTION MOVE OUT	ST	
	THE FALL FESTIVAL OF DANCE - BALLET	DV/	8A-5P 6P-11P	MOVE IN REHEARSAL	ST	
TUES. OCT 8	SPARTAN STORES	GH,WA/ KR,BL/	7A-4P	MOVE IN	MF	
	THE FALL FESTIVAL OF DANCE - BALLET	DV/	8A-5P 6P-11P	MOVE IN CONT'D REHEARSAL	ST	
WED. OCT 9	SPARTAN STORES	GH,WA/ KR,BL,MR/	8A-5P	SHOW	MF	
	THE FALL FESTIVAL OF DANCE - BALLET	DV/	8A-5P 6P-11P	MOVE IN CONT'D REHEARSAL	ST	
THURS. OCT 10	SPARTAN STORES	GH,WA/ KR,BL,MR/	8A-4P 4P-8P	SHOW MOVE OUT	MF	
	THE FALL FESTIVAL OF DANCE - BALLET	DV/	8A-5P 6P-11P	MOVE IN CONT'D REHEARSAL	ST	
FRI. OCT 11	CITY MEETING	BR/	8A-NOON	MEETING	RS	
	THE FALL FESTIVAL OF DANCE - BALLET	DV/	4P 7:30P-9:30P	CLASS/WARM-UP PERFORMANCE	ST	
SAT. OCT 12	HOWARD AMWAY	GH/	8A-NOON 1P-11P 11P-1A	MOVE IN MEETING MOVE OUT	SM	
	THE FALL FESTIVAL OF DANCE - BALLET	DV/	4P 7:30P-9:30P	CLASS/WARM-UP PERFORMANCE	ST	
SUN. OCT 13	VARSITY SPIRIT COMPETITION	WA/	6A-8A 8A 8:30A-3P 3P-6P	MOVE IN DOORS PERFORMANCE MOVE OUT	SM	
	THE FALL FESTIVAL OF DANCE - BALLET	DV/	11:30A 2P-4P 4P-8P	CLASS/WARM-UP PERFORMANCE MOVE OUT	ST	
MON. OCT 14	ASSOCIATION OF COLLEGE STORES	GH/	7:30A-4:30P 6P-7:30P	MOVE IN RECEPTION	MF	
TUES. OCT 15	ASSOCIATION OF COLLEGE STORES	GH/	7A-9A 9A-5:30P	MOVE IN SHOW	MF	
WED. OCT 16	ASSOCIATION OF COLLEGE STORES	GH/	7A-NOON NOON-5P	SHOW MOVE OUT	MF	
	VIVA 35 - OPERA	DV/	8A-5P 7P-11P	MOVE IN REHEARSAL	ST	
	FIRE TEST	WH/		MOVE IN TEST MOVE OUT	RS	
THURS. OCT 17	BENEATH THE WREATH	2/3 GH/	NOON-10P	MOVE IN	MF	
	RMS	WA/		MOVE IN	RS	
	VIVA 35 - OPERA	DV/	8A-5P 7P-11P	MOVE IN REHEARSAL	ST	
FRI. OCT 18	BENEATH THE WREATH	2/3 GH/	9A 10A-6P 6P-8P	VENDORS ARRIVE SHOW COCKTAIL PARTY	MF	
	RMS	WA/		MEETING	RS	
	VIVA 35 - OPERA	KR/ DV/	6:30P-7P 7:30P-10P	UPBEAT PERFORMANCE	ST	
SAT. OCT 19	BENEATH THE WREATH	2/3 GH/	9A 10A-6P	VENDORS ARRIVE SHOW	MF	
	RMS	WA,EH/		MEETING	RS	

DATE	EVENT	ROOM	TIME	FUNCTION	EC	OPERATIONS/CONSTRUCTION
	VIVA 35 - OPERA	KR/ DV/	6:30P-7P 7:30P-10P 10P-MID	UPBEAT PERFORMANCE MOVE OUT	ST	
SUN. OCT 20	BENEATH THE WREATH	2/3 GH/	10A 11A-4P 4P-7P	VENDORS ARRIVE SHOW MOVE OUT	MF	
	WORLDWIDE CHRISTIAN SCHOOLS	DV,BL/	8A-3P 3P-5P 5P 6P-8:30P 8:30P-MID	MOVE IN SOUND CHECK DOORS OPEN PERFORMANCE MOVE OUT	ST	
	RMS	W/A/		MEETING MOVE OUT	RS	
MON. OCT 21	2002 STATE OF MI CARPENTER MILLWORK APPRENTICESHIP CONTEST	W/A/	8A-5P	MOVE IN	SM	
TUES. OCT 22	2002 STATE OF MI CARPENTER MILLWORK APPRENTICESHIP CONTEST	W/A/	8A-6P 6P-8P	COMPETITION MOVE OUT	SM	
	FIFTH THIRD BUSINESS OUTLOOK LUNCHEON	2/3 GH/		MOVE IN LUNCH MOVE OUT		
WED. OCT 23						
THURS. OCT 24	ASSOCIATION OF MI BASKETMAKERS	W/A/	6A-6P	MOVE IN	MF	
	EXAMINERS FOR ENGINEERING & SURVEYING	WH/		MOVE IN	MF	
FRI. OCT 25	ASSOCIATION OF MI BASKETMAKERS	W/A/	6:30A-9P	CONVENTION	MF	
	EXAMINERS FOR ENGINEERING & SURVEYING	WH/		EXAM	MF	
SAT. OCT 26	ASSOCIATION OF MI BASKETMAKERS	W/A/	8A-10P	CONVENTION	MF	
	EXAMINERS FOR ENGINEERING & SURVEYING	WH/		EXAM MOVE OUT	MF	
	TEMPTATIONS - GRSO	DV/	8A-1P 3P-6P 7:30P 8P-10:15P 10P-MID	MOVE IN REHEARSAL DOORS TO SEATING PERFORMANCE MOVE OUT	ST	
	ANGEL VISIONS	BL/	8A-11A 11A-7P 7P-9P	MOVE IN CONFERENCE MOVE OUT	RS	
SUN. OCT 27	ASSOCIATION OF MI BASKETMAKERS	W/A/	8A-NOON NOON-4P	CONVENTION MOVE OUT	MF	
	THE GEORGIAN STATE DANCE COMPANY	DV/	8:30A-12:30A 2:30P 3P-5P 5P-9P	MOVE IN DOORS PERFORMANCE MOVE OUT	ST	
MON. OCT 28	ECONOMIC CLUB LUNCHEON	W/A/		MOVE IN LUNCH MOVE OUT		
TUES. OCT 29	MI LIBRARY ASSOC.	W/A/		MOVE IN	MF	
	GRSO - CLASSICAL III WILLIAM TELL OVERTURE	DV/	8A-1P 3:30P-6P 7:30P-10P	MOVE IN REHEARSAL REHEARSAL	ST	
WED. OCT 30	NATIONAL ASSOC. OF CAMPUS ACTIVITIES	GH, EH/		MOVE IN	SM	
	MI LIBRARY ASSOC.	W/A/		CONVENTION	MF	

DATE	EVENT	ROOM	TIME	FUNCTION	EC	OPERATIONS/CONSTRUCTION
		BL,MR/				
	GRSO - CLASSICAL III WILLIAM TELL OVERTURE	DV/	3:30P-6P 7:30P-10:30P	REHEARSAL REHEARSAL CONVENTION	ST SM	
THURS. OCT 31	NATIONAL ASSOC. OF CAMPUS ACTIVITIES	GH, EH/				
	MLIBRARY ASSOC.	W/A/ BL,MR/		CONVENTION MOVE OUT	MF	
	GRSO - CLASSICAL III WILLIAM TELL OVERTURE	DV/	4P-7P 7:30P-10:30P	MIC HANG REHEARSAL	ST	