

Dodge City/Ford County CFAB Advisory Board Meeting
City Hall City Commission Chambers
Wednesday, November 5, 2014
6:00 P.M.
Agenda

Welcome: Chair Justin Banning

Roll Call

Call to Order: Chair Justin Banning

Visitors

(Limit of five minutes per individual and fifteen minutes per topic. Final action may be deferred until the next CFAB meeting unless an emergency situation does exist).

Consent Calendar

1. Approval of Minutes from September 24, 2014 Meeting
2. "Why Not Dodge" Sales Tax Fund Monthly Financial Report

Report:

1. Cavalier Field Turf Project-Report by Director of Parks and Recreation-Paul Lewis
2. CFAB Organizational Funding Progress Reports-Report by Project Development Coordinator-Melissa McCoy

New Business

1. Recommend Aquatics Park Contractor- Report by Director of Parks and Recreation-Paul Lewis
2. United Wireless Arena and Conference Center Manager/Operator-Report by Director of Parks and Recreation-Paul Lewis
3. Other

Next Meeting Date(s):

1. Joint Commission Meeting-Monday, November 10, 6:00 pm City Commissioners' Chambers, City Hall
2. CFAB Meeting-Wednesday, November 19, 6:00 PM City Commissioners' Chambers, City Hall

Adjournment

*Community Facilities Advisory Board Minutes
City Hall, Commission Chambers
Wednesday, September 24, 2014*

*City Commission Chambers
6:00 p.m.*

WELCOME: Justin Banning, Chair

ROLL CALL: Dan Schenkein, Dr. Perak, Justin Banning, Michael Martinez, Ryan Rabe, Commissioner Rick Sowers, City Manager Cherise Tieben, County Administrator Ed Elam, City Legal Counsel Strobel and County Legal Counsel Kerbs

Visitor's Section: Cherise Tieben introduced Chris Ragland began last Thursday excited about the community and the staff.

APPROVAL OF CONSENT CALENDAR:

1. Approval of CFAB August 27, 2014 Meeting Minutes- Michael Martinez moved to approve the consent calendar as presented, Dan Schenkein seconded the motion. The motion carried 5-0.
2. "Why Not Dodge" Sales Tax Fund Monthly Financial Report- City Director of Finance, Nannette Pogue commented on the Sales Tax Organizational Funding portion of the report and why the actual amount is more than the budget reflects.

REPORT:

1. Southwest Sports Association, Inc. Update -Report by Director, Ed Kimminau
Mr. Kimminau reported that the Association had a great season and included a lot of out of state teams. As for the youth teams, Mr. Kimminau reported that there were 95 teams from Kansas, 27 from Texas, 25 from Colorado, 16 from Oklahoma and 5 from Nebraska. There were also 71 adult teams and the total number of teams in tournaments was 292. He added that he was very thankful for the funding that comes from CFAB, the City and County. Chairman Banning commended Mr. Kimminau on the number of out of state attendees for the tournaments.

NEW BUSINESS:

1. 2015 "Why Not Dodge" Sales Tax Budget-Report by Director of Finance-Nannette Pogue. Mrs. Pogue reported that the total Sales Tax Budget is \$5,709,180. This includes Field Sports Operations in the amount of \$624,930; Administration of \$3,802,600, including bond payments for the event center in the amount of \$2,570,000 and transfer to the Depreciation and Replacement fund in the amount of \$345,000; Special Events Center Operation and Capital Outlay in the amount of \$956,100; and Facilities Maintenance in the amount of \$26,450. In addition, \$137,000 is budgeted in the Depreciation and Replacement Fund for fencing the soccer fields at St. Mary's.

Dan Schenkein made a motion to approve 2015 "Why Not Sales Tax Budget as presented and Michael Martinez seconded the motion passed 5-0.

2. Review Committee for RFQ for United Wireless Arena and Conference Center (UWACC)-Report by Director of Parks and Recreation-Mr. Lewis provided a brief update on the progress of the Request for Qualifications for the operation/management of the UWACC. It was then discussed that a sub-committee of CFAB be formed for the review of the proposals and interview process. Chairman Banning recommend the appointment of a selection committee that would include

the Chair and Vice-Chair of CFAB, the two Ex-officios from the City and the County and one additional CFAB member. The CFAB board reviewed the tentative schedule for the selection process. Ryan Rabe and Dan Schenkein were unable to participate. Bill Turley was not present at the meeting and Dr. Perak and Michael Martinez agreed to check their schedule of availability and follow up with Melissa McCoy.

UPCOMING MEETINGS:

1. Joint Commission Meeting-Monday, October 13, 6:00 pm City Hall Center-
2. CFAB Meeting-Wednesday, October 22, 6:00 PM City Commissioners' Chambers, City Hall

ADJOURNMENT: Ryan Rabe made a motion to adjourn the meeting. Dr. Perak seconded. The motion passed unanimously.

SALES TAX PROJECT FUND
STATEMENT OF REVENUE AND EXPENDITURES
BUDGET PERFORMANCE
September, 2014

	Current Month (September 2014) Actual	Current Month (September 2014) Budget	Current YTD (Jan-Sept 2014) Actual	Current YTD (Jan-Sept 2014) Budget	Annual FY 2014 Budget	
OPERATING FUND-SALES TAX PROJECTS						
Revenues						
Sales Tax	509,977.51	466,666.00	4,542,806.95	4,199,994.00	5,600,000.00	81.12%
Transfer from general Fund	0.00	0.00	0.00	0.00	0.00	0.00%
Investment Earnings	100.38	416.00	1,111.76	3,744.00	5,000.00	22.24%
Field Sports Revenues	-760.00	1,499.00	27,848.42	13,491.00	18,000.00	154.71%
Racetrack Revenues	0.00	0.00	0.00	0.00	0.00	0.00%
Sale of Advertising	0.00	583.00	2,000.00	5,247.00	7,000.00	28.57%
Miscellaneous	<u>509,317.89</u>	<u>0.00</u>	<u>275.00</u>	<u>0.00</u>	<u>0.00</u>	0.00%
		469,164.00	4,574,042.13	4,222,476.00	5,630,000.00	81.24%
Expenditures						
Field Sports						
Personnel Services	42,962.47	18,929.00	164,598.07	170,361.00	227,185.00	72.45%
Contractual Services	19,888.93	8,181.00	76,002.25	73,629.00	98,250.00	77.36%
Commodities	9,667.22	7,109.00	83,671.18	63,981.00	85,350.00	98.03%
Capital	0.00	1,250.00	5,390.00	11,250.00	15,000.00	35.93%
Field Sports-Concessions	0.00	0.00	0.00	0.00	0.00	
Field Sports-Tournaments	<u>7,500.00</u>	<u>11,333.00</u>	<u>115,000.00</u>	<u>101,997.00</u>	<u>136,000.00</u>	84.56%
Total-Field Sports	80,018.62	46,802.00	444,661.50	421,218.00	561,785.00	79.15%
Administration						
Contractual Services	861,316.50	73,774.00	872,258.95	663,966.00	885,300.00	98.53%
Commodities	0.00	25.00	0.00	225.00	300.00	0.00%
Capital	0.00	0.00	13,959.87	0.00	0.00	0.00%
Bond Payment Transfers	215,122.08	210,833.00	2,137,804.16	1,897,497.00	2,530,000.00	84.50%
Transfer to Depr & Repl	345,000.00	28,750.00	345,000.00	258,750.00	345,000.00	100.00%
Other	<u>0.00</u>	<u>166.00</u>	<u>800.00</u>	<u>1,494.00</u>	<u>2,000.00</u>	40.00%
Total-Administration	1,421,438.58	313,548.00	3,369,822.98	2,821,932.00	3,762,600.00	89.56%

Transfer from Operating Funds		
Total Revenues	<u>215,122.08</u>	<u>1,922,682.08</u>
Expenditures		
Principal Payments	0.00	825,000.00
Interest Payments	<u>0.00</u>	<u>858,107.50</u>
Total Expenditures	0.00	1,683,107.50
Revenue Over/Under Expenditures	215,122.08	462,290.20

BALANCE SHEET
SALES TAX PROJECT FUNDS
ENDING September 30, 2014

	Operating Fund	Organizational Funding Fund	ST-Depr. & Replacement Fund	Event Fund	SEC Project Fund	Debt Service Account	TOTAL SALES TAX PROJECTS FUNDS
ASSETS							
Assets							
Cash	2,953,638.00	254,059.17	4,993,773.57	235,065.80	0.00	1,298,374.75	9,734,911.29
Cash - Reserve						3,427,488.01	3,427,488.01
Miscellaneous Receivable	331.10						331.10
Sales Tax Receivable	378,748.34	0.00	0.00	0.00	0.00	0.00	378,748.34
Deferred Bond Issuance Costs	0.00	0.00	0.00	0.00	0.00	831,124.81	831,124.81
TOTAL ASSETS	3,332,717.44	254,059.17	4,993,773.57	235,065.80	0.00	5,556,987.57	14,372,603.55
LIABILITIES & FUND BALANCE							
Liabilities							
Accounts Payable	212,281.24	13,964.30	0.00	0.00	0.00	0.00	226,245.54
Salaries Payable	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Sales Tax Payable		4.02					4.02
Compensated Absences Payable	7,660.95	2,298.90	0.00	0.00	0.00	0.00	9,959.85
Accrued Interest Payable	0.00	0.00	0.00	0.00	0.00	141,986.67	141,986.67
Bond Premium	0.00	0.00	0.00	0.00	0.00	60,244.84	60,244.84
Bonds Payable-Current	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Bonds Payable-Non-Current	0.00	0.00	0.00	0.00	0.00	37,070,000.00	37,070,000.00
TOTAL LIABILITIES	219,942.19	16,267.22	0.00	0.00	0.00	37,272,231.51	37,508,440.92
Total Current Liabilities							
FUND BALAN	3,112,775.25	144,759.25	4,993,773.57	235,065.80	0.00	5,975,387.06	14,461,760.93
Reserve for Encumbrances		93,032.70					93,032.70
Net Capital Assets-Related Debt						-37,895,000.00	-37,895,000.00
Unused debt proceeds						204,369.00	204,369.00
Total Fund Equity						-31,715,243.94	-23,135,837.37
TOTAL LIABILITIES AND FUND EQUITY	3,332,717.44	254,059.17	4,993,773.57	235,065.80	0.00	5,556,987.57	14,372,603.55

**Organizational Funding Progress Report
2014 Funding Year
Due Friday, October 3, 2014**

Summary of Allocated Funds for Depot Theater Company:

<u>Eligible Cost Activities</u>	<u>Amount</u>
Insurance	\$37,968.00
Repairs and Maintenance	\$29,450.00
Utilities	\$84,720.00
Maintenance Salaries and Payroll Taxes	\$36,190.00
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TOTAL	\$150,000.00

(Dollar amounts as setout above may be transferred between the stated Eligible Cost Activities with the prior approval of the CFAB Chairperson)

Section 1: Budget Expenditures for Project:

Part A: Please list purchases or expenses for which the requested funds have been used. Copies of paid receipts must be attached. These expenditures must be in accordance with the Organizational Funding Application that was recommended by CFAB and approved by the Joint Commissions of the City of Dodge City and Ford County (an attachment may be used if necessary).

<i>Insurance</i>	<i>16,626.71</i>
<i>Repairs & Maintenance</i>	<i>23,130.51</i>
<i>Utilities</i>	<i>56,208.19</i>
<i>Maintenance Salaries & Payroll Taxes</i>	<i>33,210.70</i>
	<i>129,176.11</i>

(If all the required information is complete in Section 1 Part A, skip Part B and complete Section 2).

See Attached Sheet

Part B: If the allocated CFAB funds have not been utilized please provide a detailed explanation including a time line for their use or implementation. Projects must be complete before an application may be filed for the next Organizational Funding cycle. A follow up Progress Report will be required to demonstrate use of allocated funds for specified projects and expenses.

The balance of the funds remaining should be used by December 31, 2014.

Section 2: Certification:

I/We hereby certify that the data reported in this document are correct and agreement with the approved Organizational Funding Application.

Date: 9-5-14

Name: Ronald C. Herrman

Signature: Ronald C. Herrman

Title: Business Manager

Organization: Depot Theater Company

August 29, 2014

**Organizational Funding Progress Report
2014 Funding Year
Due Friday, October 3, 2014**

Summary of Allocated Funds for Dodge City Area Arts Council:

<u>Eligible Cost Activities</u>	<u>Amount</u>
<i><u>From 2013 Funding Request Cycle</u></i>	
New Tables	\$2,575.00
Repair of Interior Damage	\$3,700.00
Misc. Repairs for Interior	\$750.00
<i><u>From 2014 Funding Request Cycle</u></i>	
Utilities	\$4,716.13
Elevator Maintenance	\$700.00
Total	\$12,441.13

Section 1: Budget Expenditures for Project:

Part A: Please list purchases or expenses for which the requested funds have been used. Copies of paid receipts must be attached. These expenditures must be in accordance with the Organizational Funding Application that was recommended by CFAB and approved by the Joint Commissions of the City of Dodge City and Ford County (an attachment maybe used if necessary).

New Round Collapsible tables (\$2575.00) were purchased by the Dr. Cornitius and family. The tables were donated to the Carnegie. The following breakdown includes restricted funds spent on utilities from time of the grant award through October 2nd, 2014

\$1152.99—Victory Electric

\$1163.72-- Black Hills

\$251.72--Water Department

\$2568.43—Total utilities paid

(If all the required information is complete in Section 1 Part A, skip Part B and complete Section 2).

Part B: If the allocated CFAB funds have not been utilized please provide a detailed explanation including a time line for their use or implementation. Projects must be complete before an application may be filed for the next Organizational Funding cycle. A follow up Progress Report will be required to demonstrate use of allocated funds for specified projects and expenses.

Interior Repair (\$3,700.00) has not been completed. Plans have been made for a work day to complete simple repairs through volunteers from the board and community. CFAB will be notified when these repairs are completed. A portion of the repairs cannot be done by anyone other than a certified historical contractor.

Funds raised through the Windows of Opportunity Campaign will allow the Carnegie to complete the remaining plaster repair through a certified historical contractor. Construction is expected to be completed by April of 2015.

Elevator will be repaired within the next month. The remaining \$750 is being help for miscellaneous repairs as needed.

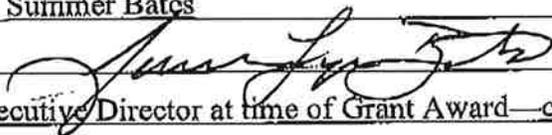
Remaining for utilities \$2147.70 to be used for the rest of 2014

Section 2: Certification:

I/We hereby certify that the data reported in this document are correct and agreement with the approved Organizational Funding Application.

Date: 10/02/2014

Name: Summer Bates

Signature: 

Title: Executive Director at time of Grant Award—current volunteer

Organization: Dodge City Area Arts Council

August 29, 2014

**Organizational Funding Progress Report
2014 Funding Year
Due Friday, October 3, 2014**

Dodge City 300

Summary of Allocated Funds for [REDACTED]:

<u>Eligible Cost Activities</u>	<u>Amount</u>
Event Insurance	\$3,000.00
Motorcycle Races/Purses/Promotions/Trophies	\$19,965.00
Historic Marker for Original Raceway	\$2,035.00
<hr/>	
TOTAL	\$25,000.00

(Dollar amounts as setout above may be transferred between the stated Eligible Cost Activities with the prior approval of the CFAB Chairperson)

Section 1: Budget Expenditures for Project:

Part A: Please list purchases or expenses for which the requested funds have been used. Copies of paid receipts must be attached. These expenditures must be in accordance with the Organizational Funding Application that was recommended by CFAB and approved by the Joint Commissions of the City of Dodge City and Ford County (an attachment maybe used if necessary).

Attached please find a current financial statement (balance sheet) from our accountant (Smoll & Banning). Also a statement of Revenues and Expenses – Cash Basis for 2014 and 2012. Finally, our General Ledger for January 1, 2014 to Sep 30, 2014.

(If all the required information is complete in Section 1 Part A, skip Part B and complete Section 2).

Part B: If the allocated CFAB funds have not been utilized please provide a detailed explanation including a time line for their use or implementation. Projects must be complete before an application may be filed for the next Organizational Funding cycle. A follow up Progress Report will be required to demonstrate use of allocated funds for specified projects and expenses.

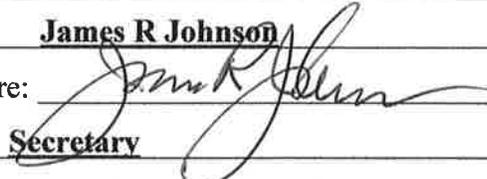
The balance of the unused grant funds amounts to \$1,454.26 which represents the remainder of the grant funds after subtracting the \$6,000 from private donors and from ticket proceeds at the race. It will be carried over as seed money for the next event.

Section 2: Certification:

I/We hereby certify that the data reported in this document are correct and agreement with the approved Organizational Funding Application.

Date: 10/3/2014

Name: James R Johnson

Signature: 

Title: Secretary

Organization: Dodge City 300, Inc.

August 29, 2014

**Organizational Funding Progress Report
2014 Funding Year
Due Friday, October 3, 2014**

Summary of Allocated Funds for Dodge City Roundup Rodeo:

PRCA Xtreme Bulls Event \$20,000.00

TOTAL \$20,000.00

(Dollar amounts as setout above may be transferred between the stated Eligible Cost Activities with the prior approval of the CFAB Chairperson)

Section 1: Budget Expenditures for Project:

Part A: Please list purchases or expenses for which the requested funds have been used. Copies of paid receipts must be attached. These expenditures must be in accordance with the Organizational Funding Application that was recommended by CFAB and approved by the Joint Commissions of the City of Dodge City and Ford County (an attachment maybe used if necessary).

Attached

Harry Vold Rodeo CD - \$82,467 (includes \$10,000 for Extreme Bulls)

PRCA - \$60,000 (includes \$12,500 for Extreme Bulls)

Payment for Event Complete

(If all the required information is complete in Section 1 Part A, skip Part B and complete Section 2).

Part B: If the allocated CFAB funds have not been utilized please provide a detailed explanation including a time line for their use or implementation. Projects must be complete before an application may be filed for the next Organizational Funding cycle. A follow up Progress Report will be required to demonstrate use of allocated funds for specified projects and expenses.

N/A

Section 2: Certification:

I/We hereby certify that the data reported in this document are correct and agreement with the approved Organizational Funding Application.

Date: 9-9-14

Name: R.C. Trotter Elaine Gall

Signature:  Elaine Gall

Title: Pres. Admin. Asst.

Organization: Dodge City Roundup, Inc.

August 29, 2014

**Organizational Funding Progress Report
2014 Funding Year
Due Friday, October 3, 2014**

Summary of Allocated Funds for Dodge City Trail of Fame:

<u>Eligible Cost Activities</u>	<u>Amount</u>
Funding Contract for Charlie Mead	\$15,000.00
Marketing for Doc Holliday Statue	\$1,000.00
TOTAL	<u>\$16,000.00</u>

(Dollar amounts as setout above may be transferred between the stated Eligible Cost Activities with the prior approval of the CFAB Chairperson)

Section 1: Budget Expenditures for Project:

Part A: Please list purchases or expenses for which the requested funds have been used. Copies of paid receipts must be attached. These expenditures must be in accordance with the Organizational Funding Application that was recommended by CFAB and approved by the Joint Commissions of the City of Dodge City and Ford County (an attachment maybe used if necessary).

Six months Contract Labor @ \$1,250/mo \$7,500

True West magazine Ad for Doc Sculpture \$525

200 bi-fold brochures for Doc Sculpture \$238

(If all the required information is complete in Section 1 Part A, skip Part B and complete Section 2).

Part B: If the allocated CFAB funds have not been utilized please provide a detailed explanation including a time line for their use or implementation. Projects must be complete before an application may be filed for the next Organizational Funding cycle. A follow up Progress Report will be required to demonstrate use of allocated funds for specified projects and expenses.

\$236.30 For Doc marketing Will be spent on more brochures in November

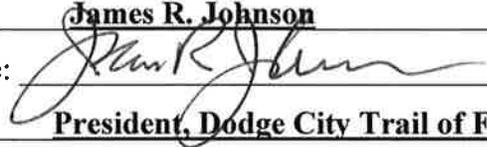
\$7,500 For next six months Contract Labor at \$1,250/mo

Section 2: Certification:

I/We hereby certify that the data reported in this document are correct and agreement with the approved Organizational Funding Application.

Date: 9/28/2014

Name: James R. Johnson

Signature: 

Title: President, Dodge City Trail of Fame, Inc.

Organization: Dodge City Trail of Fame, Inc.

August 29, 2014

**Organizational Funding Progress Report
2014 Funding Year
Due Friday, October 3, 2014**

Summary of Allocated Funds for Ford County Historical Society:

<u>Eligible Cost Activities:</u>	<u>Amount</u>
Summer Tour Guides	\$10,000
<u>TOTAL:</u>	\$10,000.00

(Dollar amounts as setout above may be transferred between the stated Eligible Cost Activities with the prior approval of the CFAB Chairperson)

Section 1: Budget Expenditures for Project:

Part A: Please list purchases or expenses for which the requested funds have been used. **Copies of paid receipts much be attached.** These expenditures must be in accordance with the Organizational Funding Application that was recommended by CFAB and approved by the Joint Commissions of the City of Dodge City and Ford County (an attachment maybe used if necessary).

\$ 11,969.00 used in June, July, August. Some additional weekends will be staffed until the end of the year.

All monies used for salaries of guides and on-site manager. We had guides seven days a week, and always two at a time for security. I've attached a copy of a typical two-week period of salaries. If more information is wanted, please have our treasurer bring you records. Due to privacy issues, I've cover the workers names on the salary page.

Part B: If the allocated CFAB funds have not been utilized please provide a detailed explanation including a time line for their use or implementation. Projects must be complete before an application may be filed for the next Organizational Funding cycle. A follow up Progress Report will be required to demonstrate use of allocated funds for specified projects and expenses.

Additional tours on week-ends will be continued as requested. We also use help to check on building during cold weather,etc.

Section 2: Certification:

I/We hereby certify that the data reported in this document are correct and agreement with the approved Organizational Funding Application.

Date: 02 Oct 2014

Name: George Laughead

Signature: _____

A handwritten signature in cursive script, reading "George Laughead", written over a horizontal line.

Title: President,

Organization: Ford County Historical Society

August 29, 2014

**Organizational Funding Progress Report
2014 Funding Year
Due Friday, October 3, 2014**

Summary of Allocated Funds for Kansas Teachers Hall of Fame:

<u>Eligible Cost Activities</u>	<u>Amount</u>
Parking lot and Cement Work for Authentic One Room School House	\$19,000.00
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TOTAL	\$19,000.00

(Dollar amounts as setout above may be transferred between the stated Eligible Cost Activities with the prior approval of the CFAB Chairperson)

Section 1: Budget Expenditures for Project:

Part A: Please list purchases or expenses for which the requested funds have been used. Copies of paid receipts must be attached. These expenditures must be in accordance with the Organizational Funding Application that was recommended by CFAB and approved by the Joint Commissions of the City of Dodge City and Ford County (an attachment maybe used if necessary).

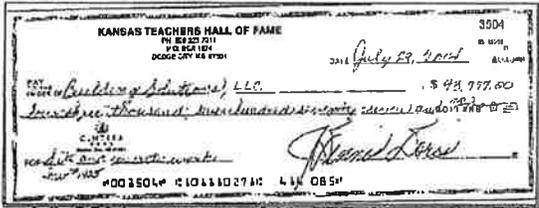
The Kansas Teachers' Hall of Fame has completed the "parking and cement" work on the Pleasant Hill Project to the immediate west of the KTHF building and has paid Building Solutions for the work. Enclosed is a copy of the check.

The Kansas Teachers' Hall of Fame has fulfilled its commitment by participating at The Kansas Sampler in Wamego, KS, and at the Kansas State Fair in Hutchinson as well as serving on the Dodge City Convention and Visitors Bureau Coalition.

The Kansas Teachers' Hall of Fame Board of Directors wishes to "Thank You" for your support the last few years on the front signage and the cement

work on the Pleasant Hill Project. We do feel that we have a role in keeping visitors in Dodge City for an extended stay.

Without your help, we would not have been able to do this project.



Ck#:3504, Amount:\$43,777.00, Date:7/30/2014

(If all the required information is complete in Section 1 Part A, skip Part B and complete Section 2).

Part B: If the allocated CFAB funds have not been utilized please provide a detailed explanation including a time line for their use or implementation. Projects must be complete before an application may be filed for the next Organizational Funding cycle. A follow up Progress Report will be required to demonstrate use of allocated funds for specified projects and expenses.

N/A

Section 2: Certification:

I/We hereby certify that the data reported in this document are correct and agreement with the approved Organizational Funding Application.

Date: 9-15-2014

Name: Dennis Doris, President

Signature: Dennis Doris

Title: President KTHF

Organization: Kansas Teachers' Hall of Fame



Parks and Recreation

PO Box 880 • Dodge City KS 67801 • Phone: 620/225-8160 • Fax: 620/225-8144

Memorandum

To: Community Facilities Advisory Board
From: Paul Lewis, Parks & Recreation Director
Date: October 30, 2014
Cc: Cherise Tieben, City Manger
Ed Elam, Ford County Administrator
Melissa McCoy, Project Development Coordinator
Subject: UWACC Management Contract
Agenda Item: New Business

A handwritten signature in black ink, appearing to be "P. Lewis", is located to the right of the "From:" field.

RECOMMENDATION: Staff asks that CFAB ratify the recommendation of the Review Committee selecting VenuWorks as the provider for management services at the United Wireless Arena and Convention Center (UWACC).

BACKGROUND: Recently staff published a Request for Qualifications seeking proposals from qualified management firms to promote and operate the UWACC. Four firms submitted proposals: Global-Spectrum; VenuWorks; Leisure Hotels LLC; and Frontier Venue Management.

The committee conducted interviews with all four firms on Friday, Oct. 17th and a follow-up meeting was held on Tuesday the 23rd to further discuss the proposers, their qualifications, and additional research staff was asked to complete. Based on this work, the committee recommends pursuing an agreement with VenuWorks to continue operating the UWACC.

JUSTIFICATION: The recommendation for VenuWorks was based on several factors including new executive management retained by VenuWorks, organizational changes designed to provide enhanced services, and an attractive compensation proposal. Furthermore VenuWorks has agreed to solicit additional professional support for marketing and promoting the facility and events. VenuWorks has also improved their relationships with ticketing providers and event promoters that should help drive more events.

FINANCIAL CONSIDERATIONS: VenuWorks has proposed compensation arrangements which could significantly improve financial performance at UWACC. Annual management fees would be reduced by approximately half and they have proposed other incentives based on improved

performance. VenuWorks also committed to purchasing naming rights for the Conference Center in the event they are not able to sell those rights within a specific time frame.

LEGAL CONSIDERATIONS: Once ratified by CFAB, this recommendation will go to the Joint City/County Commissions for their consideration. If the recommendation is accepted, negotiations will begin on specific contract language for the management agreement with VenuWorks which will be presented to a future Joint Commission meeting for final approval.

ATTACHMENTS: N/A
