

MINUTES
AMARILLO-POTTER EVENTS VENUE DISTRICT
BOARD OF DIRECTORS
MARCH 6, 2012, 9:30 A.M.
CITY HALL, CITY COMMISSION CONFERENCE ROOM
509 S. E. SEVENTH AVENUE, THIRD FLOOR, ROOM 303

Members

Glenn McMennamy, President	Yes
Terry Wright, Vice President	Yes
Tom Bivins, Secretary	Yes
Bill Brewer	Yes
Butch Collard	Yes
Vance Reed	Yes
Dean Roper	No

Also Present

Dean Frigo	Assistant City Manager of Financial Services
Marcus Norris	City Attorney
Donna DeRight	City Secretary
Virgil Bartlett	Tri-State Fair Exposition
Janie Arnold	Connor, McMillon, Mitchell, Shennum

ITEM 1: The meeting was called to order by Mr. McMennamy.

ITEM 2: Mr. McMennamy presented the minutes of October 6, 2011. Motion was made by Mr. Bivins, seconded by Mr. Collard, and unanimously carried, to approve the minutes.

ITEM 3: Ms. Arnold appeared to present the Annual Financial Report for 2011. She stated that it was a clean audit. She stated that the hotel tax was the best year over the last ten years and the motor vehicle tax increased over last year. Motion was made by Mr. Collard, seconded by Mr. Brewer, and unanimously carried, to approve the Financial Report.

ITEM 4: Mr. Frigo presented the financial reports for the period ending January 31, 2012. He stated that the hotel tax and auto rental tax receipts look good.

ITEM 5: Mr. McMennamy and Mr. Bartlett presented the footprint for the Amarillo National Center. They explained that some renovations are needed in the Amarillo National Center and the Bill Cody building. They advised that the project in the Cody building will include, renovations to the restrooms, installation of a vestibule at the west doors, renovation of the foyer and concession area, and rebuild the base of the arena floor. The Amarillo National Center will have a new ticket booth, two new heaters installed, painting the inside and outside of the building and repairs to the parking lot and driveway. It was stated that the Contingency Fund is approximately \$44,000 short of the proposed cost of the project and therefore funds would need

to be transferred to this account. Motion was made by Mr. Reed, seconded by Mr. Brewer, to approve the transfer of \$100,000 from the Reserve Fund to the Contingency Fund. The motion was approved unanimously.

ITEM 6: Mr. Frigo explained that a policy should be set out regarding the monies received from the Texas Events Trust or other show reimbursement from the State. He stated that in order to receive the Texas Events Trust monies, the event would be one that could go out of the State. The additional funding from the State would provide the assistance to help keep the event in Texas. Mr. Frigo recommended the policy set out that the amount designated for the event be reimbursed to the Venue District, any offset costs be paid and any remaining funds be given to the event. A motion was made by Mr. Wright, seconded by Mr. Collard, and unanimously carried, to approve the policy as presented.

ITEM 7: Mr. McMennamy presented for consideration the attached payments for the Amarillo National Center. Motion was made by Mr. Reed, seconded by Mr. Collard, and unanimously carried to approve the payments as presented.

ITEM 8: There were no comments from the public.

Mr. McMennamy announced the meeting was adjourned.


Glenn McMennamy, President