

STATE OF TEXAS
COUNTIES OF POTTER
AND RANDALL
CITY OF AMARILLO

On the 5th day of March, 2018, the Amarillo-Potter Events Venue District Board of Directors met at 8:30 a.m. in regular session in the Council Conference Room, located on the third floor of City Hall at 509 Southeast 7th Avenue, Amarillo, Texas.

VOTING MEMBERS	PRESENT	NO. OF MEETINGS ATTENDED	NO. OF MEETINGS HELD SINCE APPOINTMENT
Terry Wright, President	Yes	39	41
Dale Williams, Vice-President	Yes	5	7
Paul Christy, Secretary	Yes	4	4
Vance Reed	Yes	23	41
Dean Roper	Yes	30	39
Tod Mayfield	Yes	1	1
Vacant – Potter County Appointment			

Also in attendance were the following:

Michelle Bonner	Deputy City Manager, City of Amarillo
Leslie Schmidt	Senior Assistant City Attorney, City of Amarillo
Sherman Bass	Civic Center Manager, City of Amarillo
Laura Storrs	Finance Director, City of Amarillo
Jan Sanders	Assistant City Secretary, City of Amarillo
Virgil Bartlett	General Manager, Amarillo Tri-State Exposition
Janie Arnold	CPA, Connor, McMillon, Mitchell & Shennum, PLLC

Mr. Wright established a quorum, called the regularly scheduled meeting of the Amarillo-Potter Events Venue District Board of Directors to order at 8:30 a.m. and the following items of business were conducted:

ITEM 1: Consider Minutes. Mr. Wright presented the minutes from the last meeting held September 7, 2017. A motion was made by Mr. Reed and seconded by Mr. Williams to approve the minutes as written. Voting AYE were Board members Wright, Christy, Mayfield, Reed, and Williams; voting NO were none; the motion carried by a 5:0 vote of the Board.

ITEM 2: Presentation and Consideration of Annual Financial Report. Mr. Roper was present for this item and following. Ms. Arnold presented the District’s Annual Financial Report at September 30, 2017 and reported the financial statements presented a clean, unmodified opinion. She explained there were no issues or findings while conducting the audit. A motion was made by Mr. Williams and seconded by Mr. Roper to approve the Annual Financial Report as presented. Voting AYE were Board members Wright, Christy, Mayfield, Reed, Roper and Williams; voting NO were none; the motion carried by a 6:0 vote of the Board.

ITEM 3: Presentation of Quarterly Financials. Ms. Storrs presented the Amarillo-Potter Events Venue District Balance Sheet and Income Statement at December 31, 2017. She reviewed total assets of \$4,292,194.84, which is almost all in cash and investments. The investments are mainly in CDARS (6 month certificates of deposit), and all FIDC insured. Ms. Storrs reported there are no outstanding liabilities as of December 31, 2017.

ITEM 4: Discussion and Consideration of Event Support Contract for 2018 Adequan Select World Championship Show. Ms. Bonner presented an Event Support Contract for the 2018 Adequan Select World Championship Show being held in Amarillo from August 24, 2018 to September 1, 2018. She reviewed that the contract was almost identical to previous years and is used to offset some of the expenses associated with the show. Mr. Roper made a motion to approve the Event Support Contract as presented. The motion was seconded by Mr. Williams. Voting AYE were Board members Wright, Christy, Mayfield, Reed, Roper and Williams; voting NO were none; the motion carried by a 6:0 vote of the Board.

ITEM 5: Discussion and Consideration of Payments to the Amarillo National Center. Ms. Bonner presented an analysis at February 23, 2018, of projects funded at the Amarillo National Center with a total dollar amount of \$81,088. No action was needed.

Mr. Bartlett gave a brief presentation detailing the exposition projects of \$607,941.58.

President Wright advised Item 7 would be considered next on the agenda.

ITEM 7: Consideration of Proposed Budget Amendment. Ms. Bonner presented the expenses listed under the Amarillo Tri-State Participation line item advising a budget amendment is needed in order to fund the proposed exposition projects. Total expenditures for the fiscal year 2017-2018 will increase from \$2,963,475 to \$3,384,417. President Wright suggested increasing the Other line item within the Amarillo Tri-State Participation line item from \$37,000 to \$50,000 for any additional expenses.

A motion to approve the budget amendment with an increase of \$420,942 to the Amarillo Tri-State Participation line item, adjusting the Other line item from \$37,000 to \$50,000 was made by Mr. Williams, and seconded by Mr. Mayfield. Voting AYE were Board members Wright, Christy, Reed, and Roper; voting NO were none; the motion carried by a 6:0 vote of the Board.

A motion to approve the new exposition projects and expenses presented in Item 5 was made by Mr. Williams, and seconded by Mr. Mayfield. Voting AYE were Board members Wright, Christy, Reed, and Roper; voting NO were none; the motion carried by a 6:0 vote of the Board.


ITEM 6: Discussion and Consideration of Events at the Amarillo National Center. Ms. Bonner reviewed all payments that had been made to-date by the Venue District from the event development budget to the Amarillo National Center for fiscal year 2017/2018. She added that there were no new events to consider.

ITEM 8: Public Forum. Mr. Bass advised he would be presenting a couple of projects before the end of the year.

There, being no further business, Mr. Reed made a motion to adjourn the meeting. The motion was seconded by Mr. Roper, and carried by a 6:0 vote to adjourn the meeting at 9:30 a.m. This meeting was recorded and all comments are on file with the City Secretary's Office.


Terry Wright, President

ATTEST:


Paul Christy, Secretary