

STATE OF TEXAS
COUNTIES OF POTTER
AND RANDALL
CITY OF AMARILLO

On the 28th day of August, 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	42	44
Dale Williams, Vice-President	Yes	8	10
Paul Christy, Secretary	No	6	7
Vance Reed	No	24	44
Dean Roper	Yes	32	42
Tod Mayfield	Yes	3	4
Cliff Bickerstaff	Yes	1	1

Also in attendance were the following:

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| 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 | Director of Finance, City of Amarillo |
| Jan Sanders | Assistant City Secretary, City of Amarillo |
| Virgil Bartlett | General Manager, Amarillo Tri-State Exposition |
| Jim Jennings | President of Board of Directors, Amarillo Tri-State Exposition |
| Dan Quandt | Vice-President, Amarillo Convention and Visitor Council |

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 June 26, 2018. A motion was made by Mr. Williams and seconded by Mr. Roper to approve the minutes as written. Voting AYE were Board members Wright, Bickerstaff, Mayfield, Roper and Williams; voting NO were none; the motion carried by a 5:0 vote of the Board.

ITEM 2: Election of officers. Mr. Roper nominated Terry Wright to serve another term as President. Motion was seconded by Mr. Williams. Voting AYE were Board members Wright, Bickerstaff, Mayfield, Roper and Williams; voting NO were none; the motion carried by a 5:0 vote of the Board. Mr. Roper nominated Dale Williams to serve another term as Vice-President. Motion was seconded by Mr. Bickerstaff. Voting AYE were Board members Wright, Bickerstaff, Mayfield, Roper and Williams; voting NO were none; the motion carried by a 5:0 vote of the Board. Mr. Roper nominated Paul Christy to serve another term as Secretary. Motion was seconded by Mr. Williams. Voting AYE were Board members Wright, Bickerstaff, Mayfield, Roper and Williams; voting NO were none; the motion carried by a 5:0 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 June 30, 2018. Total assets were \$5,053,044.87, which is almost all in

cash and investments. Ms. Storrs stated the investments are mainly in CDARS (6 month certificates of deposit). Total liabilities were \$750,000.00, which leaves a balance in fund equity of \$4,303,044.87.

ITEM 4: Discuss and consider the 2018/2019 Amarillo-Potter Events Venue District budget. Ms. Bonner presented the proposed budget, advising \$4,387,044 is projected as the beginning available reserve balance. She reviewed total expected revenues of \$3,094,361 versus total projected expenses of \$3,044,312 for a decrease in the Reserve Balance of \$172,921. Ms. Bonner reported an anticipated ending Reserve Balance of \$4,214,123, which includes \$500,000 as a targeted reserve, \$1,037,092 for the Amarillo National Center and \$2,677,031 for the Civic Center facility based on the 60/40 split from the original project. Mr. Bartlett discussed the 13 items from the proposed projects at the Amarillo National Center totaling \$1,119,960.00. The projects discussed were the following: 1) ANC concrete floors; 2) Dragmaster; 3) Eight 16' HVLS fans; 4) new Emergency Management System on HVAC in ANC; 5) ANC north concession remodel and enlargement; 6) install 16 LED Walpacks; 7) remove and replace pole light arms on 4 existing poles in the food court; 8) one 22' diesel forklift; 9) replace handicap doors; 10) Elevator on East end of ANC, renovation of seating arena in four corners and 2nd floor seating; 11) general repairs to HVAC, electrical and plumbing; 12) freight elevators inspection; and 13) three additional pad-mount transformers to existing electrical, remove all overhead primary wiring and bury primary cable, reinstall secondary wiring. Motion was made by Mr. Williams to approve the budget as presented. Mr. Mayfield seconded the motion. Voting AYE were Board members Wright, Bickerstaff, Mayfield, Roper and Williams; voting NO were none; the motion carried by a 5:0 vote of the Board.

ITEM 5: Presentation on the Populous Long Range Study. Mr. Wright stated Populous was hired to prepare a study of proposed future needs at the Fair Grounds. The preliminary information has been submitted, but a complete study has not been presented as of this date. Mr. Bartlett stated the study consists of preliminary drawings, prior to any engineering, with a long range plan for the renovation of some buildings as well as possibly the removal of a building. Mr. Jennings stated the renovations will help Amarillo become more competitive in attracting new shows and events.

ITEM 6: Discuss and consider payments to the Amarillo National Center. Ms. Bonner presented an analysis of projects funded at the Amarillo National Center. The budget is \$1,095,942.00 for this year and payments through August total \$807,222.28. The remaining balance on the ANC Video Board is scheduled for payment next week. Motion was made by Mr. Mayfield to approve the payments as presented. Mr. Bickerstaff seconded the motion. Voting AYE were Board members Wright, Bickerstaff, Mayfield, Roper and Williams; voting NO were none; the motion carried by a 5:0 vote of the Board.

ITEM 7: Discuss and consider events at the Amarillo National Center. Ms. Bonner reviewed the payments of \$100,092.00 that had been made to-date by the Venue District from the event development budget of \$356,517.00 for fiscal year 2017/2018. Ms. Bonner advised the Adequan payment of \$157,267.00 has not been made as of this date. Motion was made by Mr. Mayfield to approve the payments as presented. Mr. Bickerstaff seconded the motion. Voting AYE were Board members Wright, Bickerstaff, Mayfield, Roper and Williams; voting NO were none; the motion carried by a 5:0 vote of the Board.

ITEM 8: Public Forum. Sherman Bass extended an invitation to the Board to attend the Civic Center's 50th Anniversary celebration on August 31st at 4:00 p.m. There, being no further business, Chairman Wright adjourned the meeting at 9:25 a.m. This meeting was recorded and all comments are on file with the City Secretary's Office.

ATTEST:



Paul Christy, Secretary



Terry Wright, President