

APRIL 20, 1988

The Manatee County Civic Center Authority met in REGULAR SESSION at the Civic Center, Palmetto, Florida, Wednesday, April 20, 1988, at 7:33 a.m.

Present were Members:

W. Stuart Gregory, Chairman
O. M. Griffith, Vice-Chairman
A. Robert Hynton
P. Allen Schofield
Thomas W. Harrison
Eugene Wiseman

Russell A. McInerney entered during the meeting.

Also present were:

John Graham, Director
Peter H. Ramsden, representing R. B. Shore,
Clerk of Circuit Court

Representatives of the various news media were present.

The meeting was called to order by Chairman Gregory.

MINUTES

Motion was made by Mr. Griffith, seconded by Mr. Wiseman and carried unanimously, to approve the minutes of March 16, 1988.

CONSENT AGENDA

Motion was made by Mr. Harrison, seconded by Mr. Hynton and carried unanimously, to approve the Consent Agenda for March 1988. Items APPROVED:

Expenditures Over \$1,000

Florida Power and Light	\$8,151.35
Gregory Haller	\$1,503.00
Parks & Recreation - Manatee County	\$1,000.00

FINANCIAL REPORT

John Graham, Director, reported that Richard Webb, Supervisor of Accounting and Records, had resigned for health reasons. He stated Suzanne Quick will be handling those duties for the summer.
(Enter Mr. McInerney)

Discussion: Filling position in September; Event Coordinator laid off; equipment/building need maintenance; liability account, etc.

Motion was made by Mr. Schofield to approve the financial report, for information, as presented by the Director. Motion was seconded by Mr. Wiseman and carried unanimously.

UTILIZATION REPORT

The Director presented the Utilization Report for March 1988.

INSURANCE COVERAGE

Dick Johnston, County Risk Management Director, was present to discuss insurance requirements for the meeting rooms. He submitted a copy of Ordinance 86-08 regarding the County's Self-Insurance Program stating the Authority is covered under certain portions of the policy.

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Discussion: Organized group use vs private use; name Civic Center as additional insured; allocation formula; event policy available for \$75; coverage under homeowners policy; insurance (liquor liability) of Diversified Food Service;

Disposition: Policy to be formulated at next meeting.

ADVERTISING CAMPAIGN - TULLY-MENARD

Pat Jones, Tully-Menard, previewed a lay-out of a brochure which could be used in marketing the conference wing and arena stage.

Kathy Rippley, Promotions Coordinator, stated the current packet being used to Market the facility is cumbersome for people interested in using the conference wing. The cost would be \$2,000 for 3,500 brochures.

DIVERSIFIED FOOD SERVICE - CONTRACT

Mr. Schofield reported on the work session held to discuss financing a buy out of Diversified Food Service (DFS), stating there did not appear to be any legal impediments. He recommended proceeding with the appraisal of DFS by Laventhol and Horwath.

Discussion: Approval of expenditure by County Commission; financing through local bank; Director prepare position paper.

Motion was made by Mr. McInerney to go to the County Commission for approval for the study by Laventhol and Horwath and the Authority be prepared to go forward with the study upon approval by the Board. Motion was seconded by Mr. Harrison and carried unanimously.

(Depart Mr. Schofield)

ACCRUED COMPENSATED BALANCES

Mr. Hynton questioned the "accrued compensated absences" as it appeared on the Balance Sheet.

Peter Ramsden, Finance Director, advised that figure was the current year unused vacation balances.

(Enter Mr. Schofield)

EVENTS

The Director reported that booking Louis Grizzard (see 3/16/88 meeting) would cost \$18,000 plus expenses. Roy Clark would cost \$25,000 plus production for a routed date.

Discussion: What the market would bear for ticket costs; promotion costs, etc.

NATIONAL MISS PRE-TEEN PAGEANT

Mr. Graham stated the National Miss Pre-Teen Pageant had given a verbal commitment to Terri Kiel, Convention & Visitors Bureau, to hold the pageant at the Civic Center.

REFRIGERATORS

The Director stated that Vulcan Manufacturing had inspected the panels in the refrigerators for repairs.

MARQUEE

Mr. Graham referred to a letter from Cliff Walters, Authority Counsel, to Hugh McGuire, City of Palmetto Counsel, regarding selling advertising space on the Marquee. He suggested an Authority member meet with the Mayor of Palmetto for final authorization.

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ROOF

The Chair advised that he and Greg Haller, Construction Counsel, had reviewed the roofing problems with Jack Olsen, Manasota Consultants, Inc. Mr. Gregory read a letter from Mr. Olsen recommending roof repairs and roof flashing work to be done by Florida Horizons, Inc. for an amount of \$1,350.


Motion was made by Mr. Griffith to approve the recommendation of Mr. Olsen. Motion was seconded by Mr. Schofield and carried unanimously.


MEETING ADJOURNED

There being no further business, the meeting was adjourned.

Attest:

APPROVED:


Clerk


Chairman 5/18/88

Adj: 8:55 a.m.
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