

MAY 17, 1989

The Manatee County Civic Center Authority met in REGULAR SESSION at the Civic Center, Palmetto, Florida, Wednesday, May 17, 1989, at 7:30 a.m.

Present were Members:

Russell A. McInerney, Chairman  
P. Allen Schofield, Vice-Chairman  
Walter Grace  
Eugene Wiseman

Absent were Members:

William Orr  
Barbara Turner

One seat vacant due to resignation of Patricia Holland

Also present were:

John Graham, Director  
Kim Umana, representing R. B. Shore,  
Clerk of Circuit Court

Representatives of the various news media were present.

The meeting was called to order by Chairman McInerney.

MINUTES

Motion was made by Mr. Grace, seconded by Mr. Schofield and carried unanimously, to approve the Minutes of April 12 and 24, 1989.

CONSENT AGENDA

Motion was made by Mr. Schofield, seconded by Mr. Grace and carried unanimously, to approve the Consent Agenda. Items Approved:

Florida Power & Light - March electric bill	\$9,498.48
Ground Maintenance - March	\$1,000.00
Florida Door System - Repair Roll-Up Door	\$1,427.00
Sexton & Company - Groceries	\$1,078.70
Sexton & Company - Groceries	\$1,188.07
Pepsi - Pepsi Products	\$1,780.00

FINANCIAL REPORT

John Graham, Director, reviewed the Revenue and Expense Statement and Balance Sheet for April, 1989.

Kim Umana, Finance Director, advised that the Statements were done on an accrual basis as opposed to a cash basis. It was determined to have an accrual report done quarterly. She stated there was a \$67,849 cash deficit.

Motion was made by Mr. Wiseman, seconded by Mr. Grace and carried unanimously, to approve the reports.

UTILIZATION REPORT

Mr Graham submitted and reviewed the Utilization Report for April, 1989.

TOURIST DEVELOPMENT COUNCIL FUNDS

The Chair requested Authority members attend the May 24, 1989 meeting of the Tourist Development Council (TDC) to request a share of excess revenue received.

Mr. Schofield requested a legal opinion as to the authority of the TDC to disburse funds for purposes other than those approved by referendum in 1980.

Discussion: Newspaper article with misleading headlines (hinting of closing of Center); distribute future excess funds 75 percent to beach restoration and 25 percent to Civic Center.

Note: Further action later in the meeting.

**FOOD SERVICE - CATERING**

Ron Jarvis, Harbor House Restaurant, offered suggestions to implement use of caterers to handle the food service for the Civic Center. He suggested hiring a food and concessions manager to coordinate concessions and an arrangement with four to six caterers to provide meals. Menus could be sent to the caterers for bids.

Discussion: Civic Center offers china and silverware; add on percentage to bid for profit; billing; not using kitchen for all meals (only larger ones); staffing.

Mr. Graham stated that the food service is the most profitable department. If various caterers are used or if the service is put out for bid there would be less profit to pay back the loan from the County.

Discussion: Develop specifications for caterers to bid on jobs; try caterers for a few events.

Recess/Reconvene. All members present except Ms. Turner and Mr. Orr.

Mr. Graham stated that the food service must be a two-person department due to the lengthy hours.

It was the consensus of the Authority to continue the food service under the present system, however, Mr. Graham will work with several caterers to determine what type of bids would be received.

**TOURIST DEVELOPMENT COUNCIL FUNDS**

Mr. Schofield reiterated his request for a legal opinion regarding the use of TDC funds for items other than those voted upon in referendum.

Motion was made by Mr. Schofield to write a letter requesting a legal opinion if the funds (TDC) may be used for other than those three purposes set forth in the referendum approved by the voters, and authorize Mr. Graham to send the letter. Motion was seconded by Mr. Wiseman and carried unanimously.

The Chair requested an accounting of TDC funds collected and the amount of funds received by the Civic Center.

**LAWN MAINTENANCE**

Mr. Graham submitted a proposal for \$25,858 from the Parks and Recreation Department for grounds maintenance in the next fiscal year. He advised that the present cost is \$12,000.

He submitted a specification sheet and recommended that the services be put out for bid.

Motion was made by Mr. Schofield, seconded by Mr. Wiseman and carried unanimously, to put the services out for bid.

**PATRICIA HOLLAND - RESIGNATION**

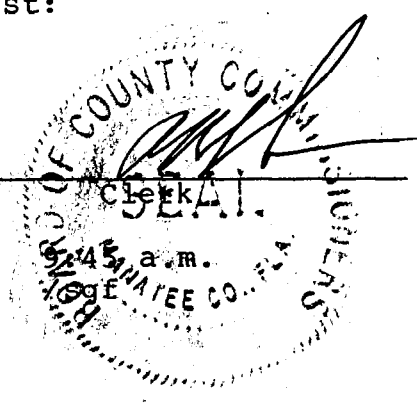
The Chair advised that Patricia Holland had resigned from the Authority.

**MEETING ADJOURNED**

There being no further business, the meeting was adjourned.

Attest:

APPROVED:



*Russell M. [Signature]*  
Chairman 5/21/89

Adj: 9:45 a.m.