

OCTOBER 17, 1990

The Manatee County Convention and Civic Center Authority met in REGULAR SESSION at the Convention and Civic Center, Palmetto, Florida, Wednesday, October 17, 1990, at 5:36 p.m.

Present were Members:

P. Allen Schofield, Chairman  
Donald Brittain, Vice Chairman  
Russell A. McInerney  
Gerald Gordon  
Van Brown, Jr.  
Tom Nolan

Absent was Member: John Stephens

Also present were:

Walter Golby, Interim Director  
Wanda McBrearty, Assistant Finance Director,  
representing R. B. Shore, Clerk of Circuit Court

Representatives of the various news media were present.

The meeting was called to order by Chairman Schofield.

MINUTES

Walter Golby, Interim Director, stated that in the minutes of September 19, 1990, the amount owed by D'Anca Productions should read \$8,193.62.

Motion was made by Mr. Brittain, seconded by Mr. Nolan and carried unanimously, to approve the minutes of August 22, 1990, September 19, 1990, and October 2, 1990, with the change mentioned for the September 19, 1990, minutes.

CONSENT AGENDA

The Consent Agenda was presented, however, concerns were raised regarding the County Attorney's fee.

Florida Power and Light - August	\$9,851.14
Florida Power and Light - September	8,272.40
Hawn Amex, Inc - September Lawn Maintenance	1,568.50
Blalock, Landers, Walters & Vogler - D'Anca Lawsuit	1,138.20
County Attorney Fees - September	
1) Litigation by former employees	
2) Review of legislation to sign Civic Center over to Commissioners	2,910.00
Air & Energy - New Air Conditioning unit	2,349.88

Motion was made by Mr. McInerney and seconded by Mr. Brittain, to approve the Consent Agenda with the exception of the County Attorney fees.

Discussion: No background attached to County Attorney fees regarding the litigation item; why the Center is being billed; Center covered under County self-insurance policy; refuse payment for County Attorney fees until breakdown of bill is acquired.

Mr. Golby was directed to obtain more information and report back.

Motion carried unanimously.

UTILIZATION REPORT

Mr. Golby reviewed the August 1990, Utilization Report.

Discussion: Gross/net revenue; Project U.S.A.; alcohol sales for Chamber of Commerce After Hours Trade Fair (10/16/90).

REVISED BUDGET FY 1990-1991

Mr. Golby reviewed the basic FY 1990-1991 budget regarding expenditures and revenues. He referred to each line item including a column in which adjustments were referenced.

Discussion: Decrease in full time employees; County's general fund (\$100,000); promotions; current budget 1990; estimated 1991 budget column; recommended 1991; requested \$529,000 from Tourist Development Council (TDC); TDC funds.

Recess/Reconvene. All members present except Mr. Stephens.

Discussion: Food service gross income through August 31 (\$354,000); adjusted amount for advertising (\$25,000); marquee advertising; actual figures for last fiscal year; building and equipment rental amounts.

Mr. Brittain presented the amounts of the "estimated 1990" for each line item of revenue detail:

Building Rental	\$165,000
Parking	10,500
Equipment Rental	33,175
Promotions (Events Only)	34,000
Vending	6,000
Food and Beverage	206,000
Concessions	54,000
Alcoholic Beverages	61,000
Contract Riders	0
Reimbursables	44,300
Miscellaneous Food Service	27,800
Ticket Sales Commissions	4,500
Merchandise Commissions	5,600
Advertising	3,000
Miscellaneous	600
TOTAL	\$658,000

Discussion: Promotions; projections for food and beverage; catering; decrease the adjusted amount for food and beverage to zero; place coffee and donuts under miscellaneous food service and change the amount to \$10,000; value of marquee; equipment rental.

(Note: Further discussion later in meeting)

PROMOTIONS

Mr. Golby requested his adjusted promotions figure (\$110,000) remain in the revised FY 1990-1991 budget (for co-promotions).

(Mr. McInerney absent for portion of discussion)

Concerns were addressed regarding past history of the Center for promotions in that the type of concerts did not conform with the size of the building and improper methods of advertising were utilized.

A co-promotion package is available with the following performers: Tanya Tucker & Travis Tritt (March 7-10); Kathy Mattea and Desert Rose Band (April 12 or 13); and Waylon Jennings and Holly Dunn (May 9 or 12). Through the William Morris Agency, the total price of the package is \$30,000 per concert including sound and lights with ticket price of \$17.50. In order to break even, 2,400 tickets must be sold. A radio station could buy co-sponsorship for \$5,000 per concert, which would be used for advertising.

Discussion: Profit/loss figures for Hank Williams Jr. show; opposed to promotions due to economic downturn; if entertainers included in the package are appearing in the proximity of the Center; no funds allocated for promotions in the approved budget; items in excess of \$5,000 must be approved by the County Commissioners.

(Mr. Nolan absent for a portion of discussion)

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(Cont'd)

**Motion - Failed**

Mr. Gordon moved to delete the promotions line item from the revised budget. Motion was seconded by Mr. McInerney. Upon discussion, voting "Aye" was Mr. Gordon. Voting "Nay" were Mr. Schofield, Mr. Brittain, Mr. McInerney, Mr. Nolan and Mr. Brown. Motion failed.

**Motion - Withdrawn**

Mr. Brown moved to sponsor all three events. Motion was seconded by Mr. Nolan. Upon question whether other options should be available to negotiate, motion was withdrawn.

**Motion - Negotiate Three Events**

Mr. Brown moved to give Mr. Golby the option to negotiate all three of the events. Motion was seconded by Mr. Nolan. Voting "Aye" were Mr. Schofield, Mr. Brittain, Mr. McInerney, Mr. Nolan and Mr. Brown. Voting "Nay" was Mr. Gordon. Motion carried.

**REVISED BUDGET FY 1990-1991**

(Continued from earlier in meeting)

It was noted that the promotions amount of \$110,000 would remain the same in the revised budget. Mr. Golby was directed to revisit the expenditures and report back with the revised figures.

Three line item changes were: Food and Beverage - 0; Miscellaneous Food Service - \$10,000; Advertising - \$6,000.

**LEGAL REPRESENTATION**

Mr. Golby referred to letter (10/17/90) from Cliff Walters, legal counsel, as to the proposed legal representation agreement (10/15/90), which includes litigation against D'Anca Productions. The agreement reflects \$90 per hour fee, increased from \$75 per hour.

Direction was given to Mr. McInerney to discuss the agreement with Mr. Walters and determine if a cap could be set for the D'Anca lawsuit.

**CARDIOVASCULAR CONFERENCE**

Mr. Schofield gave a brief report regarding the Cardiovascular Conference. After a delay in providing the lessee with certain information prior to the event, a letter of dissatisfaction had been written to the Interim Director. He concluded the event was a success after the problems were resolved.

**DONZI**

Mr. Golby reviewed the letter from Robert S. Romano, Corporate Counsel, Outboard Marine Corporation (OMC) parent company of Donzi, requesting that Donzi recover a \$5,500 deposit for an event scheduled, then cancelled. He stated that Donzi may consider a portion of the deposit for another date to schedule another event.

It was requested that a portion of the Donzi deposit be used for the scheduled Chris Craft event. Mr. Golby proposed that no more than \$3,000 (\$1,000 per event up to three) be allowed.

Discussion: Concern regarding Chris Craft event; allow percentage credit; 20 percent decrease until credit is depleted.

Mr. McInerney moved to allow OMC up to 20 percent refund or decrease in price on any event with a maximum of \$1,000 per event, no more than \$3,000 total, over any extended period of time. Motion was seconded by Mr. Nolan and carried unanimously.

In reference to the revised budget, Wanda McBrearty, Assistant County Finance Director, noted the importance of taking the \$3,000 from revenues and placing it into a deposit account.

Motion was made by Mr. Brittain, seconded by Mr. Nolan and carried unanimously, to take \$3,000 out of income and place into deposit from FY 1990 actual expenditures/income and back into FY 1991; and carry it forward on balance sheet as \$3,000 deposit.

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(Cont'd)

(Depart Mr. Nolan)

ROOM AND EQUIPMENT RENTAL RATES

This item was tabled until the next meeting.

COST OF LIVING INCREASE

At the beginning of the fiscal year, Mr. Golby authorized a three percent cost of living increase for individuals employed at the Center over one year. He was not aware Authority approval was necessary.

Ms. McBrearty advised that the Board of County Commissioners did not approve cost of living raises this year.

Discussion: Seven to eight employees affected; reversing the action.

The item was tabled until overall budget expenditures are addressed.

REFUND - JOHN MCKAY LUNCHEON

Mr. Golby reported that the John McKay luncheon (scheduled 10/18/90) had been cancelled due to the main speakers not being available. He recommended retaining the deposit (\$175) and refunding \$286.17, which included table and chair set up, insurance, etc.

Motion was made by Mr. Brittain and seconded by Mr. Brown to approve the request. Mr. McInerney declared a conflict of interest. Motion carried unanimously.

PERSONNEL - MICHAEL BLACK

Mr. Golby referred to memo (10/5/90), which was sent to staff advising budget restraints. He also referred to letter (10/15/90) and time sheet attachment from Michael Black, Building/Grounds Superintendent, requesting payment for compensatory hours accrued over sixty hours.

Discussion: Grievance procedure; overtime rate; no specific authorization given to Mr. Black for overtime; concern Mr. Golby signed time sheet with overtime; request by Mr. Black that the Authority override Mr. Golby's decision; questioned the overtime policy if employees accumulate 60 hours of compensatory time.

Disposition: Mr. Golby to place grievance procedures on next agenda.

TOURIST DEVELOPMENT COUNCIL LIAISON

The Chairman advised that Mr. Gordon agreed to be the liaison to the Tourist Development Council.

COUNTY COMMISSION MEETINGS

The Chairman requested a procedure be established to inform the Authority when the County Commission discusses Civic Center items, and also to obtain an agenda for all County Commissioner meetings.

Discussion: County Administrator policy in advertising for Civic Center and Convention and Visitors Bureau Director; installing intercom for listening to meetings.

Disposition: Explore suggestions and discuss at the next meeting.

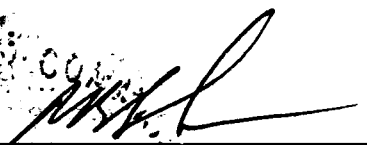
SPECIAL MEETING - BUDGET

A special meeting to discuss the budget will be scheduled Wednesday, October 24, 1990, at 5:30 p.m.

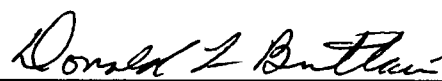
MEETING ADJOURNED

There being no further business, the meeting was adjourned.

Attest:

  
Clerk  
Adj: 9:05 p.m.  
dmo

APPROVED:

  
Chairman 11/7/90