

Conference Center

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GRAND RIVER CONFERENCE CENTER

Budget Highlights	FY 2014/15 Actual	FY 2015/16 Adopted	FY 2015/16 Amended	FY 2016/17 Recomm'd	% Change from Adopted FY 2015/16
Supplies and Services	293,789	291,500	291,500	383,301	31.5%
Total	293,789	291,500	291,500	383,301	31.5%
Debt on Conference Center Improvements Paid with Sales Tax Fund 20%	5,940	5,848	5,848	5,719	32.4%
Property Tax Support	293,789	291,500	291,500	383,301	91,801
Percent Increase (Decrease)					31.5%

Improvement Package Summary

1 of 1

This improvement package would provide funding for 15 security cameras to be placed inside and outside the Grand River Center (GRC). Currently GRC has cameras on the loading dock and an internal system for the employee service area back of house. The safety and security of the many citizens and visitors to the Grand River Center is of utmost importance. No security monitoring system is in place for all the public areas as well as entrances and exits to the building.

The City Council has a high priority goal of surveillance camera funding under their Social/Cultural Vibrancy five-year goal. There will be a recurring cost of approximately \$4,100 a year for the maintenance contract on the cameras starting in FY 2018. The first year is included in the purchase price.

Related Cost: \$66,000 – Tax Funds – Non-Recurring
 Property Tax Impact: +\$.0028/+.25%
 Activity: City Clerk

Recommend - No

Significant Line Items at Maintenance Level

Supplies & Services

1. Platinum Hospitality privately manages the Grand River Center. The following expenses are the responsibility of the City based on the Facility Management Agreement:
 - 50% of energy costs (gas and electric) are estimated to be \$166,588 in FY 2016 and are projected at \$181,516 in FY 2017 due to a projected 8% increase in electricity costs.
 - Insurance costs (property, boiler and general liability) are estimated to be \$36,624 in FY 2016 and are projected at \$35,746 in FY 2017. Property Insurance is projected to decrease 2% from FY 2016 actual.

- Data Processing Maintenance Contracts is estimated to be \$10,500 and represents the associated costs computer network support and server maintenance. (Previously budgeted in the Grand River Center – Technology Replacement Capital Improvement Program and moved to the operating budget in FY 2017).
- Fiscal Years 2005 through 2013 required a payment of 50% of the actual Hotel/Motel tax generated by the Grand Harbor Hotel in the previous 12 months period to be distributed annually. During FY 2013 the agreement was renegotiated to require a payment of 25% of the actual Hotel/Motel Tax generated by the Grand Harbor Hotel. Payments made to date are as follows:

FY 2005 – \$196,400
 FY 2006 – \$197,971
 FY 2007 – \$188,682
 FY 2008 – \$181,352
 FY 2009 – \$167,958
 FY 2010 – \$159,505
 FY 2011 – \$154,598
 FY 2012 – \$149,498
 FY 2013 – \$156,602
 FY 2014 – \$163,630
 FY 2015 – \$ 87,342
 FY 2016 – \$ 78,288 (Budgeted)
 FY 2017 – \$ 88,216 (Projected)

2. The City is responsible for repairs and maintenance in excess of \$1,000 individually and \$15,00 in aggregate in any fiscal year. As per the new Management Agreement the limit and aggregate will increase by the CPI as of July 1, 2015. The first years increase resulted in a change so that the City is now responsible for repairs and maintenance in excess of \$1,014 individually and \$15,239 in aggregate for the fiscal year. The City created a five year maintenance schedule for painting, replacing carpet, and furniture. This schedule was moved from the Maintenance Capital Improvement Project to the Operating Budget in FY 2017. Historical actual maintenance costs have been as follows:

FY 2007 - \$ 82,966
 FY 2008 - \$330,836
 FY 2009 - \$ 82,966
 FY 2010 - \$104,140
 FY 2011 - \$ 68,679
 FY 2012 - \$ 70,763
 FY 2013 - \$ 48,811
 FY 2014 - \$ 74,885
 FY 2015 - \$ 36,368
 FY 2016 - \$106,205 (Budgeted)
 FY 2017 - \$ 70,000 (Projected)

Equipment

3. The City is responsible for computer replacements and the security computer will need to be replaced in FY 2017 at a cost of \$2,375.

Debt Service

4. In FY 2013 GO Bonds were issued for various Conference Center improvements with annual debt service of \$5,719 abated with Sales Tax Construction (20%).

Recommended Operating Revenue Budget - Department Total
33 - CONF CENTER OPERATION

Fund	Account	Account Title	FY14 Actual Revenue	FY15 Actual Revenue	FY16 Adopted Budget	FY17 Recomm'd Budget
100	43235	PLATINUM HOLDINGS LEASE	73,364	69,089	70,156	72,332
43 - USE OF MONEY AND PROPERTY			73,364	69,089	70,156	72,332
400	59350	FR SALES TAX CONSTRUCTION	6,020	5,940	5,848	5,719
59 - TRANSFER IN AND INTERNAL			6,020	5,940	5,848	5,719
33 - CONF CENTER OPERATION TOTAL			79,384	75,029	76,004	78,051

Recommended Operating Expenditure Budget - Department Total
33 - CONF CENTER OPERATION

Fund	Account	Account Title	FY14 Actual Expense	FY15 Actual Expense	FY16 Adopted Budget	FY 17 Recomm'd Budget
100	62061	DP EQUIP. MAINT CONTRACTS	0	0	10,000	10,500
100	62206	PROPERTY INSURANCE	24,860	29,078	31,113	30,363
100	62207	BOILER INSURANCE	4,210	4,210	4,374	4,432
100	62208	GENERAL LIABILITY INSURAN	1,084	1,072	1,137	951
100	62411	UTILITY EXP-ELECTRICITY	128,344	122,857	128,344	132,685
100	62412	UTILITY EXP-GAS	47,805	48,831	38,244	46,154
100	62431	PROPERTY MAINTENANCE	0	0	0	70,000
100	62664	LICENSE/PERMIT FEES	0	400	0	0
100	62761	PAY TO OTHER AGENCY	163,630	87,342	78,288	88,216
62 - SUPPLIES AND SERVICES			369,933	293,789	291,500	383,301
102	71550	MISCELLANEOUS EQUIPMENT	6,808	0	0	0
71 - EQUIPMENT			6,808	0	0	0
400	74111	PRINCIPAL PAYMENT	4,300	4,300	4,300	4,300
400	74112	INTEREST PAYMENT	1,720	1,640	1,548	1,419
74 - DEBT SERVICE			6,020	5,940	5,848	5,719
33 - CONF CENTER OPERATION TOTAL			382,761	299,729	297,348	389,020

Recommended Expenditure Budget Report by Activity & Funding Source
33 - CONF CENTER OPERATION

GRC WINDOW CLEANING SYS - 2497

FUNDING SOURCE: DRA DISTRIBUTION

Account	FY14 Actual Expense	FY15 Actual Expense	FY16 Adopted Budget	FY17 Recomm'd Budget
EQUIPMENT	6,808	0	0	0
GRC WINDOW CLEANING SYS	6,808	0	0	0

CONF CENTER OPERATIONS - 33300

FUNDING SOURCE: GENERAL

Account	FY14 Actual Expense	FY15 Actual Expense	FY16 Adopted Budget	FY17 Recomm'd Budget
SUPPLIES AND SERVICES	369,933	293,789	291,500	383,301
CONF CENTER OPERATIONS	369,933	293,789	291,500	383,301

DEBT SERVICE - 33400

FUNDING SOURCE: DEBT SERVICE

Account	FY14 Actual Expense	FY15 Actual Expense	FY16 Adopted Budget	FY17 Recomm'd Budget
DEBT SERVICE	6,020	5,940	5,848	5,719
DEBT SERVICE	6,020	5,940	5,848	5,719
CONF CENTER OPERATION TOTAL	\$382,760.79	\$299,728.72	\$297,348.00	\$389,020.00

Capital Improvement Projects by Department/Division

CONF CENTER OPERATION					
CIP Number	Capital Improvement Project Title	FY 14 Actual Expense	FY 15 Actual Expense	FY 16 Adopted Budget	FY 17 Recomm'd Budget
1002390	GRC - SL AND BN CONCRETE	5,700	0	0	0
1012392	GRC - SECURITY CAMERAS	8,587	0	0	0
1012466	GRC FLOOR VACUUMS	9,734	0	0	0
1012468	GRC COPY MACHINE	8,000	0	0	0
1022113	GRC - REPLACE CARPET	0	0	0	200,000
1022306	GRC - OUTDOOR FURN REPL	13,963	0	0	0
1022307	GRC - RIVER RM COOL STUDY	0	0	0	0
1022389	GRC - UPGRDE AV EQUIP	49,858	0	8,000	6,000
1022467	GRC RECYCLING CONTAINERS	4,170	0	0	0
1022521	HVAC HANDLING UNITS	0	12,946	0	0
1022522	BOOKDROP	0	16,078	0	0
1022523	LIBRARY SANITARY LINE	0	9,891	0	0
1022588	GRC KITCHEN EQUIPMENT	0	0	44,000	0
1022589	GRC PAINT BRIDGE	0	0	30,000	0
1022651	GRC REPLC ELECTR FLR BOX	0	0	0	33,000
3501598	GRAND RIVER CTR MAINTENAN	74,885	36,368	70,000	0
3501990	GRAND RIVER CTR CHAIRS	29,345	0	30,000	52,700
3501991	GRAND RIVER CTR LVL FLOOR	39,659	0	0	0
3501993	GRAND RIVER CTR PAINT ENT	0	0	0	100,000
3502110	GRC - PAINT BALLROOMS	2,460	0	0	0
3502112	GRC-FABRIC WALL COVERING	27,737	0	100,000	0
3502113	GRC - REPLACE CARPET	0	0	80,000	0
3502388	GRC OUTDOOR SIGN	78,745	0	0	0
3502391	GRC - PAINT OFFICE	0	0	35,000	15,000
3502465	GRC RPLC SINK URINAL CONT	29,233	0	0	0
3502519	GRC TECH REPLC SUPPORT	0	55,558	2,700	25,000
3502520	GRC MAIN EQUIP RPLC	0	0	26,000	26,000
3502590	GRC ENERGY EFFICIENCY IMP	0	0	20,000	20,000
3502591	GRC LANDSCAPE IMPROVEMENT	0	0	15,000	0
3502649	GRC REPLACE PATIO CAULK	0	0	0	20,000
3502650	GRC PORTABLE BAR REPLACEM	0	0	0	15,000
CONF CENTER OPERATION	TOTAL	382,075	130,841	460,700	512,700

**City of Dubuque
Recommended Capital Improvement Program Summary
Fiscal Year 2017-2021**

PROGRAM/DEPT	PROJECT DESCRIPTION	SOURCE OF FUNDS	FY 2017	FY 2018	FY 2019	FY 2020	FY 2021	TOTAL	PAGE
CONFERENCE CENTER									
General Government									
	Grand River Center - Replace Carpet	Greater Downtown TIF, Sales Tax Fund (20%), DRA Distribution	\$ 200,000	\$ -	\$ 166,000	\$ 173,000	\$ -	539,000	94
	Grand River Center - Paint Exterior Metal	Sales Tax Fund (20%)	\$ 100,000	\$ -	\$ -	\$ -	\$ -	100,000	95
	Grand River Center - Replace Electric Floor Boxes	DRA Distribution	\$ 33,000	\$ -	\$ 33,000	\$ -	\$ -	66,000	96
	Grand River Center - Maintenance Equipment Replacement	Sales Tax Fund (20%)	\$ 26,000	\$ -	\$ 32,000	\$ -	\$ -	58,000	97
	Grand River Center - Network Switch Upgrade Phase 2	Sales Tax Fund (20%)	\$ 25,000	\$ -	\$ -	\$ -	\$ -	25,000	98
	Grand River Center - Energy Efficiency Improvements	Sales Tax Fund (20%)	\$ 20,000	\$ 20,000	\$ 20,000	\$ -	\$ -	60,000	99
	Grand River Center - Replace Patio Caulk	Sales Tax Fund (20%)	\$ 20,000	\$ -	\$ -	\$ -	\$ -	20,000	100
	Grand River Center - Paint Interior Rooms and Areas	Sales Tax Fund (20%)	\$ 15,000	\$ 15,000	\$ 15,000	\$ -	\$ -	45,000	101
	Grand River Center - Portable Bar Replacement	Sales Tax Fund (20%)	\$ 15,000	\$ 15,000	\$ -	\$ -	\$ -	30,000	102
	Grand River Center - Table/Chair/Podium Replacement	Sales Tax Fund (20%)	\$ 52,700	\$ -	\$ -	\$ -	\$ -	52,700	103
	Grand River Center - Upgrade AV Equipment	DRA Distribution	\$ 6,000	\$ -	\$ 90,000	\$ -	\$ 10,000	106,000	104
	Grand River Center - Kitchen Equipment Replacement / Rebuild	DRA Distribution	\$ -	\$ 30,000	\$ -	\$ 139,000	\$ 50,000	219,000	105
	Grand River Center - Replace Fabric Wall Covering	Sales Tax Fund (20%), DRA Distribution	\$ -	\$ 20,000	\$ 35,000	\$ -	\$ -	55,000	106
	Grand River Center - Reupholster Furniture	Sales Tax Fund (20%)	\$ -	\$ -	\$ 27,500	\$ -	\$ -	27,500	107
	Grand River Center - Market Study and Facility Assessment	GDTIF	\$ -	\$ -	\$ -	\$ 65,000	\$ -	65,000	108
	Grand River Center - Landscape Renovation	Sales Tax Fund (20%)	\$ -	\$ -	\$ -	\$ 15,000	\$ -	15,000	109
	Total - Conference Center Division		\$ 512,700	\$ 100,000	\$ 418,500	\$ 392,000	\$ 60,000	1,483,200	