Conference Center
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### GRAND RIVER CONFERENCE CENTER

#### Budget Highlights

<table>
<thead>
<tr>
<th>Expenses</th>
<th>FY 2017 Actual</th>
<th>FY 2018 Budget</th>
<th>FY 2019 Requested</th>
<th>% Change From FY 2018 Budget</th>
</tr>
</thead>
<tbody>
<tr>
<td>Supplies and Services</td>
<td>366,569</td>
<td>357,129</td>
<td>411,307</td>
<td>15.2%</td>
</tr>
<tr>
<td>Machinery and Equipment</td>
<td>—</td>
<td>14,000</td>
<td>129,500</td>
<td>825.0%</td>
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<tr>
<td>Total Expenses</td>
<td>366,569</td>
<td>371,129</td>
<td>540,807</td>
<td>45.7%</td>
</tr>
<tr>
<td>Debt on Projects paid with Sales Tax Fund (20%)</td>
<td>5,720</td>
<td>9,890</td>
<td>18,564</td>
<td>87.7%</td>
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<tr>
<td>Property Tax Support</td>
<td>366,569</td>
<td>371,129</td>
<td>540,807</td>
<td>169,678</td>
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<tr>
<td>Percent Increase (Decrease)</td>
<td></td>
<td></td>
<td></td>
<td>45.7%</td>
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</table>

#### Improvement Package Summary

1 of 3

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 these cameras. The first-year license cost is included in the purchase price.

- Related Cost: $70,000 Tax Funds Non-Recurring Recommend - No
- Property Tax Impact: $ 0.028 0.26%
- Activity: Conference Center

2 of 2

This decision package provides for the purchase of a rotary ironing press for GRC linens. The Center does not have an iron, thus linens laundered at GRC are used on tables unpressed with many wrinkles.

- Related Cost: $13,500 Tax Funds Non-Recurring Recommend - Yes
- Property Tax Impact: $ 0.0054 0.05%
- Activity: Conference Center

3 of 3

This decision package provides for the purchase of two (2) LED stage lights. These lights provide extra lighting for keynote and other speakers on stage. These lights can be used for lighting of speaker programs to be videotaped and aired later.

- Related Cost: $3,000 Tax Funds Non-Recurring Recommend - Yes
- Property Tax Impact: $ 0.0012 0.01%
- Activity: Conference Center
Significant Line Items

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 $158,157 in FY 2018 and are projected to be $173,466 in FY 2019. Electric increased from $129,221 in FY 2018 to $143,314 in FY 2019 based on FY 2017 actual plus 12.50%. Natural Gas increased from $28,936 in FY 2018 to $30,152 in FY 2019 based on FY 2017 actual plus 5.00%.

   ➢ Insurance costs (property and general liability) are estimated to be $26,446 in FY 2018 and are projected to be $40,776 in FY 2019. An appraisal of all city buildings was completed during FY 2018. Property insurance cost is now allocated to departments based on the appraised value of the building and square footage used by each department.

   ➢ Data Processing Maintenance Contracts is estimated to be $10,710 in FY 2018 and are projected to be $0 in FY 2019. It has been determined that the contract is not necessary.

   ➢ During FY 2013 an agreement was renegotiated to require a payment of 25% instead of 50% of the actual Hotel/Motel Tax generated by the Grand Harbor Hotel. Payments and budget are as follows:

     FY 2016 - $88,101
     FY 2017 - $88,664
     FY 2018 - $89,616 (Budgeted)
     FY 2019 - $88,664 (Projected)

2. As per the new Management Agreement, the repairs and maintenance limit and aggregate will increase by the CPI as of July 1 each year. The City is responsible for repairs and maintenance in excess of $1,090 individually and $16,351 in aggregate for the fiscal year. Historical actual maintenance costs have been as follows:

     FY 2016 - $86,869
     FY 2017 - $88,664
     FY 2018 - $71,400 (Budgeted)
     FY 2019 - $95,644 (Projected)

Equipment

3. The following equipment will be replaced in FY 2019 ($129,500):

<table>
<thead>
<tr>
<th>Equipment</th>
<th>Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>Truck</td>
<td>$48,000</td>
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<tr>
<td>Audio Visual Equipment</td>
<td>$65,000</td>
</tr>
<tr>
<td><strong>Recommended Improvement Packages</strong></td>
<td><strong>$16,500</strong></td>
</tr>
<tr>
<td><strong>Total Equipment</strong></td>
<td><strong>$129,500</strong></td>
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</tbody>
</table>
## Debt Service

4. FY 2019 Debt Service is as follows ($18,564):

<table>
<thead>
<tr>
<th>Amount</th>
<th>Debt Series</th>
<th>Payment Source</th>
<th>Purpose</th>
<th>Final Payment</th>
<th>Call Date</th>
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<tr>
<td>$9,632</td>
<td>2012D G.O.</td>
<td>Sales Tax 20%</td>
<td>Conference Center Improvements</td>
<td>2027</td>
<td>2019</td>
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<tr>
<td>$8,932</td>
<td>Planned</td>
<td>Sales Tax 20%</td>
<td>Energy Improvements</td>
<td>2039</td>
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<td>$18,564</td>
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<td></td>
<td>Total Conference Center Debt Service</td>
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*For Conference Center Performance Measures see Five Flags Civic Center Outline*
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## Recommended Operating Revenue Budget - Department Total

### 33 - CONF CENTER OPERATION

<table>
<thead>
<tr>
<th>Fund</th>
<th>Account</th>
<th>Account Title</th>
<th>FY16 Actual Revenue</th>
<th>FY17 Actual Revenue</th>
<th>FY18 Adopted Budget</th>
<th>FY19 Recommm'd Budget</th>
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<tbody>
<tr>
<td>100</td>
<td>43235</td>
<td>PLATINUM HOLDINGS LEASE</td>
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<td><strong>43 - USE OF MONEY AND PROPERTY</strong></td>
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<tr>
<td>100</td>
<td>53605</td>
<td>MISCELLANEOUS REVENUE</td>
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<tr>
<td></td>
<td></td>
<td><strong>53 - MISCELLANEOUS</strong></td>
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<tr>
<td>400</td>
<td>59350</td>
<td>FR SALES TAX CONSTRUCTION</td>
<td>5,840</td>
<td>5,720</td>
<td>9,890</td>
<td>18,564</td>
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<td><strong>59 - TRANSFER IN AND INTERNAL</strong></td>
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<td></td>
<td></td>
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<tr>
<td>33</td>
<td></td>
<td><strong>33 - CONF CENTER OPERATION TOTAL</strong></td>
<td>75,682</td>
<td>64,306</td>
<td>82,109</td>
<td>90,264</td>
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<td>Fund</td>
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<td>Account Title</td>
<td>FY16 Actual Expense</td>
<td>FY17 Actual Expense</td>
<td>FY18 Adopted Budget</td>
<td>FY 19 Recomm'd Budget</td>
</tr>
<tr>
<td>------</td>
<td>---------</td>
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<tr>
<td>100</td>
<td>62061</td>
<td>DP EQUIP. MAINT CONTRACTS</td>
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<td>100</td>
<td>62208</td>
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<td>942</td>
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<td>127,390</td>
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<td>62431</td>
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<td>71,400</td>
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<td>62,614</td>
<td>EQUIP MAINT CONTRACT</td>
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<tr>
<td>100</td>
<td>62,663</td>
<td>SOFTWARE LICENSE EXP</td>
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<tr>
<td>100</td>
<td>62664</td>
<td>LICENSE/PERMIT FEES</td>
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<td>800</td>
<td>800</td>
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<tr>
<td>100</td>
<td>62761</td>
<td>PAY TO OTHER AGENCY</td>
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<td>89,616</td>
<td>88,664</td>
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<tr>
<td>62</td>
<td>71116</td>
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<td>62</td>
<td>71314</td>
<td>TRUCK-REPLACEMENT</td>
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<td>62</td>
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<td>71</td>
<td>73,411</td>
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<td>113,000</td>
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<td>74111</td>
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<td>73</td>
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<td>74</td>
<td></td>
<td></td>
<td>5,840</td>
<td>5,720</td>
<td>9,890</td>
<td>18,564</td>
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<tr>
<td>33</td>
<td></td>
<td></td>
<td>279,939</td>
<td>372,289</td>
<td>381,019</td>
<td>559,371</td>
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</table>
## Recommended Expenditure Budget Report by Activity & Funding Source

### 33 - CONF CENTER OPERATION

#### CONF CENTER OPERATIONS - 33300

**FUNDING SOURCE: GENERAL**

<table>
<thead>
<tr>
<th>Account</th>
<th>FY17 Actual Expense</th>
<th>FY18 Adopted Budget</th>
<th>FY19 Recomm'd Budget</th>
</tr>
</thead>
<tbody>
<tr>
<td>CIP EXPENDITURES</td>
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<td>—</td>
<td>16,500</td>
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<tr>
<td>EQUIPMENT</td>
<td>—</td>
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<td>113,000</td>
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<tr>
<td>SUPPLIES AND SERVICES</td>
<td>366,569</td>
<td>357,129</td>
<td>411,307</td>
</tr>
<tr>
<td><strong>CONF CENTER OPERATIONS</strong></td>
<td>366,569</td>
<td>371,129</td>
<td>540,807</td>
</tr>
<tr>
<td><strong>DEBT SERVICE - 33400</strong></td>
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**FUNDING SOURCE: DEBT SERVICE**

<table>
<thead>
<tr>
<th>Account</th>
<th>FY17 Actual Expense</th>
<th>FY18 Adopted Budget</th>
<th>FY19 Recomm'd Budget</th>
</tr>
</thead>
<tbody>
<tr>
<td>DEBT SERVICE</td>
<td>5,720</td>
<td>9,890</td>
<td>18,564</td>
</tr>
<tr>
<td><strong>DEBT SERVICE</strong></td>
<td>5,720</td>
<td>9,890</td>
<td>18,564</td>
</tr>
<tr>
<td><strong>CONF CENTER OPERATION TOTAL</strong></td>
<td>372,288.97</td>
<td>381,019.00</td>
<td>559,371.00</td>
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<tr>
<td>CIP Number</td>
<td>Capital Improvement Project Title</td>
<td>FY 16 Actual Expense</td>
<td>FY 17 Actual Expense</td>
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<tr>
<td>------------</td>
<td>---------------------------------------------------</td>
<td>----------------------</td>
<td>----------------------</td>
</tr>
<tr>
<td>1022113</td>
<td>GRC - REPLACE CARPET</td>
<td>—</td>
<td>120,530</td>
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<td>1022389</td>
<td>GRC - UPGRADE AV EQUIP</td>
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<td>1022588</td>
<td>GRC KITCHEN EQUIPMENT</td>
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<td>3002710</td>
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<td>GRC PARKING LOT REPAIRS</td>
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<td>GRAND RIVER CTR CHAIRS</td>
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<td>3502112</td>
<td>GRC-FABRIC WALL COVERING</td>
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<td>3502113</td>
<td>GRC - REPLACE CARPET</td>
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<td>79,971</td>
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<td>AUDIO-VIS &amp; SOUND EQUIP</td>
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<td>GRC - OUTDOOR FURN REPL</td>
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<td>GRC - REPLACE CARPET</td>
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</table>

**CONF CENTER OPERATION TOTAL**

<table>
<thead>
<tr>
<th>FY 16 Actual Expense</th>
<th>FY 17 Actual Expense</th>
<th>FY 18 Adopted Budget</th>
<th>FY 19 Recomm'd Budget</th>
</tr>
</thead>
<tbody>
<tr>
<td>143,991</td>
<td>421,827</td>
<td>195,000</td>
<td>417,382</td>
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<tr>
<td>PROGRAM /DEPT</td>
<td>PROJECT DESCRIPTION</td>
<td>FY 2019</td>
<td>FY 2020</td>
</tr>
<tr>
<td>---------------</td>
<td>--------------------------------------</td>
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</tr>
<tr>
<td>CONFERENCES CENTER</td>
<td>General Government</td>
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<tr>
<td></td>
<td>Energy Efficiency Improvements</td>
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<tr>
<td></td>
<td>Replace Carpet</td>
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<td></td>
<td>Sound Control System Upgrade</td>
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<td>Upgrade AV Equipment</td>
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<tr>
<td></td>
<td>Market Study and Facility Assessment</td>
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<td>$ —</td>
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<tr>
<td></td>
<td>Total - Conference Center</td>
<td>$ 417,382</td>
<td>$ 181,000</td>
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