

Mayo Civic Center Commission Meeting
Wednesday, September 9, 2015 – 3:00 PM
Mayo Civic Center

- A. Call to Order
- B. Approve Agenda
- C. Open Comment Period

This agenda section is for the purpose of allowing citizens to address the Commission. Comments are limited to 2 minutes per person, and total comment period shall be limited to 15 minutes. Any speakers not having the opportunity to be heard will be the first to present at the next Commission meeting.

- D. Consent Agenda
 - a. Council Item Review
 - a. None
 - b. Meeting Minutes
 - a. August 12, 2015
 - c. Monthly Financial Report
 - a. July 2015
 - d. Strategic Plan Goals Update
- E. Sales Reports
- F. New Business
 - a. None
- G. Unfinished Business
 - a. MCC Food & Beverage Management Agreement One-Year Contract Extension
- H. Construction Update
- I. New Business
 - a. Overview of MCC Annual Operating Budget Process
- J. Director's Report
- K. Other Business
- L. Adjournment

Next Meeting: Wednesday, October 14, 2015 – 3:00 PM

Commission Attendees: John Beltz, John Eischen, Shannon Knoepke, Marv Mitchell
Absent: Jerrie Hayes, Heidi Mestad, Dan Nelson

Attendees: Donna Drews (Mayo Civic Center (MCC)), Brad Jones (Rochester Convention and Visitor's Bureau), Julie Gay (Self), Dave Goslee (City Attorney's Office), Chad Koehler (Lancer Hospitality), Andy Krogstad (MCC), Gary Neumann (City Administration Office), Jo Oeltjen (MCC), Pete Virnig (Lancer Hospitality)

A. Call to Order

Meeting was called to order by John Beltz at 3:04 PM

B. Approve Agenda

Motion was made by Marv Mitchell to approve the Meeting Agenda, Second by Shannon Knoepke. Motion unanimously carried.

C. Open Comment Period

John Eischen said he has been working on arrangements for the 2017 Builders Home Show, and due to construction, needs to make preparations for the best possible utilization of the Arena. John mentioned he has been discussing these arrangements with Paul Sund, MCC stagehand, and while the Midwest Energy Assn. (MEA) Gas Operations Conference was in town, Paul contacted John and suggested he drop by to see their booth set up in the Arena. John commented that Paul provided great customer service and he appreciated the extra effort.

D. Consent Agenda

a. Council Item Review

a. Convention Center Expansion Change Order #2

b. Meeting Minutes

a. July 8, 2015

c. Monthly Financial Report

a. June 2015

d. MCC Booking Pace Report

e. Strategic Plan Goals Update

Comment was made that any consent item may be "pulled" from the Consent Agenda if anyone wants to have additional discussion/input on that item.

A motion was made by Marv Mitchell to approve the Consent Agenda, Second by Shannon Knoepke. Motion unanimously carried.

E. New Business

a. MCC Food & Beverage Management Agreement One-Year Contract Extension

MCC has a three-year agreement with Lancer Hospitality and this is the final year of that contract.

According to the IRS regulations, we are able to extend this agreement for two one-year terms. Donna will email a copy of the current Food and Beverage Management Agreement, and Commission members are invited to comment.

F. Unfinished Business

a. Review of 2016 Operating Budget

A copy of the proposed 2016 MCC operating budget was emailed to MCC Commission members, and Andy Krogstad asked for comments. Andy said that this budget preliminary, and includes the costs associated with funding four proposed new full time employee positions: Custodial Crew Chief, Custodian, Technical Audiovisual Supervisor, and Event Coordinator. The wages and benefits for these four positions total is approximately \$200,000; with two positions to be filled in January, and two in September. Andy commented that a large portion of the MCC annual operating budget is determined by the City Finance Department, e.g. s for wages and benefits, utilities, insurance, etc. The City Council will set the tax levy limit in September, and the overall 2016 budget will most likely be approved in December. 2008 was the last time that any new employees were added to the MCC staff. The 2016 operating budget request is due on August 21. A motion was made by John Eischen to approve the preliminary budget, Second by Shannon Knoepke. Marv Mitchell suggested an informational session on the budget, and this topic will be added to the MCC Commission's September Agenda. Motion carried unanimously.

G. Construction Update

Construction is going very, very well. Pile driving is finished in the front, and only 20 piles are left to do on the east side of the building for the kitchen. CPMI has indicated that once we are "out of the ground", there are usually fewer surprises. As planned, the skyway connection is targeted to reopen in December. Also, the new Arena locker rooms are nearly finished and will be available for use during the MSHSL Section One Volleyball Tournament scheduled in late October, early November.

H. New Business

- a. Discussion: How do we prepare for MCC to be 50% booked in 2017 by January 1, 2017?
Currently there is \$355,887 in revenue of confirmed/contracted in 2017, and another \$1.8M is in the pipeline. Brad Jones estimates the CVB conversion rate is between 65-70% so as of today, approximately \$1.526M is on the books, and another \$1.574 is needed in order to achieve the overall revenue goal of \$3.1M in 2017. Brad offered to provide the Commission with a lost business report with information on why business is not converted. John Beltz asked for comments on any trends that have been tracked. He suggested we monitor new business and determine why they chose us.

I. Director's Report

On August 17, City Department Heads will present the 5-year Staffing Plan to the Rochester City Council at their Committee of the Whole Meeting. Included in this plan, is MCC's request for additional staffing. This weekend will be the seventh and final 2015 CCJW District Convention. Also, we should know soon if the MEA Gas Operations Conference will be returning in August 2016. This group met in Rochester last week, and customer response was very favorable. There are two weekends remaining of Down by the Riverside, and a large country-rock concert will be announced shortly.

J. Other Business

No other business

K. Adjournment

Meeting adjourned at 4:10 PM

Next Meeting: Wednesday, September 9, 2015

**Mayo Civic Center
Payments for Operations By Department
7/1/2015 - 7/31/2015**

<u>Post Date</u>	<u>Payee</u>	<u>Purchase or Service Description</u>	<u>GL Account Description</u>	<u>Amount</u>
07/07/2015	Culligan of Rochester	Cooler Rental	Equipment Rent	15.00
07/07/2015	Verizon Wireless	Call Phone Charges 5/22to6/19	Cellular phone charges	40.01
07/16/2015	A+ Imaging Systems Inc	Copier Charges 6/5 - 7/4	Ofc Equip Contr Mtce & Repair	7.71
07/16/2015	Beckleys Inc	Office Supplies	Office Supplies	8.69
07/16/2015	Beckleys Inc	Office Supplies	Office Supplies	20.34
07/17/2015	Beckleys Inc	Office Supplies	Office Supplies	5.52
07/17/2015	League of MN Cities Ins Trust	GL-2190-14 Soderberg	Judgmnts/Penalties/Settlements	1,000.00
07/21/2015	Olm Co Telecomm-Finance Dept 5071112144 JUN WATS		Telephone/Fax/Computer line	14.00
07/21/2015	Olm Co Telecomm-Finance Dept 5071112145 JUN WATS		Telephone/Fax/Computer line	14.00
07/21/2015	Olm Co Telecomm-Finance Dept 5071112146 JUN WATS		Telephone/Fax/Computer line	14.00
07/21/2015	Olm Co Telecomm-Finance Dept 5071112147 JUN WATS		Telephone/Fax/Computer line	14.00
07/21/2015	Olm Co Telecomm-Finance Dept 5071112148 JUN WATS		Telephone/Fax/Computer line	14.00
07/21/2015	Olm Co Telecomm-Finance Dept 5071112149 JUN WATS		Telephone/Fax/Computer line	14.00
07/21/2015	Olm Co Telecomm-Finance Dept 5071112150 JUN WATS		Telephone/Fax/Computer line	14.00
07/21/2015	Olm Co Telecomm-Finance Dept 5071112151 JUN WATS		Telephone/Fax/Computer line	14.00
07/21/2015	Olm Co Telecomm-Finance Dept 5071112152 JUN WATS		Telephone/Fax/Computer line	7.00
07/21/2015	Olm Co Telecomm-Finance Dept 5072816277 JUN WATS		Telephone/Fax/Computer line	28.94
07/21/2015	Olm Co Telecomm-Finance Dept 5073282120 JUN WATS		Telephone/Fax/Computer line	16.57
07/21/2015	Olm Co Telecomm-Finance Dept 5073282121 JUN WATS		Telephone/Fax/Computer line	20.03
07/21/2015	Olm Co Telecomm-Finance Dept 5073282125 JUN WATS		Telephone/Fax/Computer line	37.94
07/21/2015	Olm Co Telecomm-Finance Dept 5073282137 JUN WATS		Telephone/Fax/Computer line	14.00
07/21/2015	Olm Co Telecomm-Finance Dept 5073282133 JUN WATS		Telephone/Fax/Computer line	14.00
07/21/2015	Olm Co Telecomm-Finance Dept 5073282145 JUN WATS		Telephone/Fax/Computer line	15.03
07/21/2015	Olm Co Telecomm-Finance Dept 5073282220 JUN WATS		Telephone/Fax/Computer line	46.17
07/27/2015	Ungerboeck Systems Intl, Inc.	Software Maint Agreement-9	Comptr Sftwr/HrdwrMtce	3,939.68
	MCC Administration			5,348.63
07/16/2015	A+ Imaging Systems Inc	Copier Charges 6/5 - 7/4	Ofc Equip Contr Mtce & Repair	7.71
07/21/2015	Olm Co Telecomm-Finance Dept 5073282134 JUN WATS		Telephone/Fax/Computer line	14.00
07/21/2015	Olm Co Telecomm-Finance Dept 5073282135 JUN WATS		Telephone/Fax/Computer line	14.00
07/21/2015	Olm Co Telecomm-Finance Dept 5073282127 JUN WATS		Telephone/Fax/Computer line	16.48
07/21/2015	Olm Co Telecomm-Finance Dept 5073282222 JUN WATS		Telephone/Fax/Computer line	22.88
07/27/2015	Ungerboeck Systems Intl, Inc.	Software Maint Agreement-9	Comptr Sftwr/HrdwrMtce	1,313.22
07/31/2015	AT & T	800 Number Jul 30 - Aug 19	Telephone/Fax/Computer line	160.32
07/31/2015	Ticketing Services Group	TSG Membership/Woolworth	Membership Dues	30.00
	MCC Box Office			1,578.61
07/07/2015	All Pest Exterminating LLC	Pest Control June 2015	Other Expert & Professnl Srvc	99.00
07/07/2015	Express Personnel Services Inc	General Custodial	Other Expert & Professnl Srvc	1,128.44
07/07/2015	Verizon Wireless	Call Phone Charges 5/22to6/19	Cellular phone charges	99.36
07/07/2015	Waste Management Inc	Recycling Acct 2760-8	Rubbish&Brush	282.20
07/10/2015	Cintas Corporation 2	First Aid Supplies July 2105	First Aid supplies	63.54
07/10/2015	Cintas Corporation 2	Service Charge	Other Expert & Professnl Srvc	9.95
07/10/2015	Express Personnel Services Inc	General Custodial	Other Expert & Professnl Srvc	915.47
07/10/2015	G & K Services Inc	Dust Mops	Laundry & Linen	31.51
07/10/2015	G & K Services Inc	Uniforms	Clothing/Uniforms	277.61

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07/10/2015	Herc-U-Lift	Seal Kit FG30	Veh & Mach Contr Mtce &	820.06
07/10/2015	Herc-U-Lift	Prev Maint FG30K	Veh & Mach Contr Mtce &	111.80
07/10/2015	Herc-U-Lift	Annual Testing/CO2 FG30K	Veh & Mach Contr Mtce &	43.00
07/14/2015	Roch Public Utilities-Electric	300000513099@30SE2Av	Electricity	40,840.58
07/14/2015	Roch Public Utilities-Electric	300000513099@30SE2Av	Water	57.53
07/14/2015	Roch Public Utilities-Electric	300000513099@30SE2Av	Water	511.67
07/14/2015	Roch Public Utilities-Electric	300000513099@30SE2Av	Sanitary Sewer	1,131.63
07/14/2015	Roch Public Utilities-Electric	300000513099@30SE2Av	Storm Water	253.04
07/16/2015	A+ Imaging Systems Inc	Copier Charges 6/5 - 7/4	Ofc Equip Contr Mtce & Repair	7.71
07/16/2015	Beckleys Inc	Office Supplies	Office Supplies	41.82
07/16/2015	Dalco Corp	Bldg Maint Supplies	Building/Grounds Mtce Supplies	2,607.90
07/16/2015	Dalco Corp	Bldg Maint Supplies	Building/Grounds Mtce Supplies	476.74
07/16/2015	G & K Services Inc	Uniforms	Clothing/Uniforms	299.85
07/16/2015	Menards Inc - South	Plumbing Fittings/Reflectors	Building/Grounds Mtce Supplies	25.46
07/17/2015	Express Personnel Services Inc	General Custodial	Other Expert & Professnl Srvc	1,182.25
07/17/2015	Fastenal	Fastners/Electrical Boxes	Building/Grounds Mtce Supplies	62.42
07/17/2015	Fastenal	Fasteners	Building/Grounds Mtce Supplies	17.45
07/17/2015	WM LampTracker, Inc.	Large/Compact Lamp Tracker	Rubbish&Brush	179.90
07/21/2015	Olm Co Telecomm-Finance Dept	5073282124 JUN WATS	Telephone/Fax/Computer line	14.06
07/21/2015	Olm Co Telecomm-Finance Dept	5073282126 JUN WATS	Telephone/Fax/Computer line	16.62
07/21/2015	Olm Co Telecomm-Finance Dept	5073282129 JUN WATS	Telephone/Fax/Computer line	15.32
07/21/2015	Olm Co Telecomm-Finance Dept	5073282130 JUN WATS	Telephone/Fax/Computer line	14.00
07/21/2015	Olm Co Telecomm-Finance Dept	5073282131 JUN WATS	Telephone/Fax/Computer line	14.00
07/21/2015	Olm Co Telecomm-Finance Dept	5073282132 JUN WATS	Telephone/Fax/Computer line	14.00
07/21/2015	Olm Co Telecomm-Finance Dept	5073282136 JUN WATS	Telephone/Fax/Computer line	14.00
07/21/2015	Olm Co Telecomm-Finance Dept	5073282138 JUN WATS	Telephone/Fax/Computer line	14.00
07/21/2015	Olm Co Telecomm-Finance Dept	5073282139 JUN WATS	Telephone/Fax/Computer line	14.00
07/21/2015	Olm Co Telecomm-Finance Dept	5073282140 JUN WATS	Telephone/Fax/Computer line	14.00
07/21/2015	Olm Co Telecomm-Finance Dept	5073282141 JUN WATS	Telephone/Fax/Computer line	14.00
07/21/2015	Olm Co Telecomm-Finance Dept	5073282142 JUN WATS	Telephone/Fax/Computer line	14.00
07/21/2015	Olm Co Telecomm-Finance Dept	5073282143 JUN WATS	Telephone/Fax/Computer line	14.00
07/21/2015	Olm Co Telecomm-Finance Dept	5073282144 JUN WATS	Telephone/Fax/Computer line	14.00
07/21/2015	Olm Co Telecomm-Finance Dept	5075294968 JUN WATS	Telephone/Fax/Computer line	28.80
07/21/2015	Olm Co Telecomm-Finance Dept	5075294969 JUN WATS	Telephone/Fax/Computer line	28.80
07/21/2015	Olm Co Telecomm-Finance Dept	5075294970 JUN WATS	Telephone/Fax/Computer line	28.80
07/21/2015	Olm Co Telecomm-Finance Dept	5075294972 JUN WATS	Telephone/Fax/Computer line	28.80
07/21/2015	Olm Co Telecomm-Finance Dept	5075294973 JUN WATS	Telephone/Fax/Computer line	28.80
07/21/2015	Olm Co Telecomm-Finance Dept	5075294974 JUN WATS	Telephone/Fax/Computer line	28.80
07/21/2015	Olm Co Telecomm-Finance Dept	5073282154 JUN WATS	Telephone/Fax/Computer line	14.00
07/23/2015	G & L Insurance Group Inc	Boiler & Machinery Policy	Insurance - Misc others	1,841.00
07/27/2015	Express Personnel Services Inc	General Custodial	Other Expert & Professnl Srvc	1,676.87
07/27/2015	G & K Services Inc	Uniforms	Clothing/Uniforms	316.95
07/27/2015	Graybar Electric Co Inc	Multi Vapor Lamp	Building/Grounds Mtce Supplies	117.30
07/27/2015	Menards Inc - South	TableSticks/Screws/MiscSupplie	Building/Grounds Mtce Supplies	43.05
07/27/2015	Olm Co Solid Waste Utilities	Steam June 2015	Steam Heat	7,381.61
07/27/2015	Roch Plumbing & Heating Co Inc	RPZ Testing	Misc Equip Contr Mtce & Repair	1,610.00

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07/27/2015	Schumacher Elevator Inc	Scheduled Elev Maint July 2015	Bldg & Grnds Contr Mtce & Rpr	428.90
07/27/2015	Silker, David B	TennantEquipExpo/7-	Travel and training	103.80
07/27/2015	Ungerboeck Systems Intl, Inc.	Software Maint Agreement-9	Comptr Sftwr/HrdwrMtce	2,626.44
07/27/2015	WHV Inc	Prev Maint/Temp Control Auto	Bldg & Grnds Contr Mtce & Rpr	1,865.00
07/30/2015	Intl Chemtex Corporation	Cooling Treatment	Chemicals and Fertilizers	3,331.42
07/31/2015	All Pest Exterminating LLC	Pest Control July 2015	Other Expert & Professnl Srvc	99.00
07/31/2015	Arnold's Supply & Kleenit Co	Bldg Maint Supplies	Building/Grounds Mtce Supplies	523.50
07/31/2015	Arnold's Supply & Kleenit Co	Bldg Maint Supplies	Building/Grounds Mtce Supplies	46.00
07/31/2015	Arnold's Supply & Kleenit Co	Bldg Maint Supplies	Building/Grounds Mtce Supplies	188.00
07/31/2015	Arnold's Supply & Kleenit Co	Liners	Building/Grounds Mtce Supplies	522.50
07/31/2015	Cintas Corporation 2	First Aid Supplies 7/22/15	First Aid supplies	94.56
07/31/2015	Cintas Corporation 2	Service Charge	Other Expert & Professnl Srvc	9.95
07/31/2015	Collins Feed & Seed	Salt for Softner	Chemicals and Fertilizers	372.40
07/31/2015	Dalco Corp	Bldg Maint Supplies	Building/Grounds Mtce Supplies	2,607.90
07/31/2015	Dalco Corp	Bldg Maint Supplies	Building/Grounds Mtce Supplies	469.99
07/31/2015	Dalco Corp	Bldg Maint Supplies	Building/Grounds Mtce Supplies	84.96
07/31/2015	Dalco Corp	Bldg Maint Supplies	Building/Grounds Mtce Supplies	94.40
07/31/2015	Federal Express Corp	Anderson Ladd	Postage	15.71
07/31/2015	Ferrellgas	LP for Fork Trucks	Gasoline and Vehicle LP	52.00
07/31/2015	Menards Inc - South	Coupling/Silicone Caulk	Building/Grounds Mtce Supplies	51.87
07/31/2015	Menards Inc - South	Bldg Supplies	Building/Grounds Mtce Supplies	100.44
07/31/2015	MN Energy Resources Corp	Natural Gas 6/12 to 7/14	Natural Gas	341.53
07/31/2015	Pauls Lock & Key Shop Inc	Keys	Building/Grounds Mtce Supplies	23.00
07/31/2015	Sherwin Williams Co Inc	Paint/Rollers-Admin Office	Building/Grounds Mtce Supplies	81.33
07/31/2015	Summit Fire Protection Inc	Repair Leak in Pipe	Bldg & Grnds Contr Mtce & Rpr	1,130.00
07/31/2015	TEC Industrial Inc	V-Belt/C-Section Belt	Parts for Equipment	538.14
	MCC Building Operations			80,754.21
07/16/2015	A+ Imaging Systems Inc	Copier Charges 6/5 - 7/4	Ofc Equip Contr Mtce & Repair	7.71
07/16/2015	Beckleys Inc	Office Supplies	Office Supplies	20.66
07/16/2015	Beckleys Inc	Office Supplies	Office Supplies	27.81
07/21/2015	Olm Co Telecomm-Finance Dept	5073282122 JUN WATS	Telephone/Fax/Computer line	23.65
07/21/2015	Olm Co Telecomm-Finance Dept	5073282123 JUN WATS	Telephone/Fax/Computer line	18.12
07/27/2015	Ungerboeck Systems Intl, Inc.	Software Maint Agreement-9	Comptr Sftwr/HrdwrMtce	2,626.44
	MCC Sales & Marketing			2,724.39
07/07/2015	Ameripride Services	Chef Coats	Clothing/Uniforms	13.40
07/07/2015	Hy-Vee, Inc.	Product for Resale	Food Products for Resale	39.15
07/07/2015	Hy-Vee, Inc.	Product for Resale	Non-alcoholic Beverages-Resale	6.38
07/10/2015	Ameripride Services	Chef Coats	Clothing/Uniforms	9.20
07/10/2015	Ameripride Services	Towels	Laundry & Linen	12.18
07/10/2015	Ameripride Services	Linens	Laundry & Linen	163.14
07/16/2015	A+ Imaging Systems Inc	Copier Charges 6/5 - 7/4	Ofc Equip Contr Mtce & Repair	7.71
07/16/2015	Beckleys Inc	Office Supplies	Office Supplies	10.70
07/16/2015	Hy-Vee, Inc.	Product for Resale	Food Products for Resale	40.80
07/16/2015	Hy-Vee, Inc.	Product for Resale	Non-alcoholic Beverages-Resale	9.00

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07/16/2015	Hy-Vee, Inc.	Product for Resale	Alcoholic Beverages for Resale	40.47
07/16/2015	Pepsi Cola Bottling Co of Roch	Product for Resale	Non-alcoholic Beverages-Resale	2,536.20
07/16/2015	Pepsi Cola Bottling Co of Roch	Product for Resale	Non-alcoholic Beverages-Resale	138.95
07/16/2015	Schott Distributing Co	Product for Resale	Alcoholic Beverages for Resale	505.40
07/17/2015	Ameripride Services	Chef Coats	Clothing/Uniforms	13.40
07/17/2015	Hy-Vee, Inc.	Product for Resale	Food Products for Resale	40.99
07/17/2015	Hy-Vee, Inc.	Product for Resale	Food Products for Resale	36.79
07/17/2015	Hy-Vee, Inc.	Product for Resale	Non-alcoholic Beverages-Resale	75.87
07/17/2015	Hy-Vee, Inc.	Supplies	Other Supplies	6.28
07/17/2015	Pepsi Cola Bottling Co of Roch	Product for Resale	Non-alcoholic Beverages-Resale	138.95
07/17/2015	Schott Distributing Co	Product for Resale	Alcoholic Beverages for Resale	563.30
07/17/2015	Swisher Hygiene Franchise Corp	X Strength Plus Solid	Other Supplies	97.66
07/17/2015	US Foods, Inc.	Product for Resale	Food Products for Resale	2,076.58
07/17/2015	US Foods, Inc.	Supplies	Other Supplies	72.49
07/21/2015	Olm Co Telecomm-Finance Dept	5073282172 JUN WATS	Telephone/Fax/Computer line	22.23
07/21/2015	Olm Co Telecomm-Finance Dept	5073282173 JUN WATS	Telephone/Fax/Computer line	14.00
07/21/2015	Olm Co Telecomm-Finance Dept	5073282174 JUN WATS	Telephone/Fax/Computer line	14.00
07/27/2015	Ferrellgas	LP Gas	Gasoline and Vehicle LP	20.72
07/27/2015	Hy-Vee, Inc.	Product for Resale	Food Products for Resale	78.02
07/27/2015	Pepsi Cola Bottling Co of Roch	Product for Resale	Non-alcoholic Beverages-Resale	94.00
07/31/2015	Ameripride Services	Chef Coats	Clothing/Uniforms	6.70
07/31/2015	Ameripride Services	Towels	Laundry & Linen	12.40
07/31/2015	Ameripride Services	Chef Coats	Clothing/Uniforms	5.77
07/31/2015	Ameripride Services	Linens	Laundry & Linen	22.87
07/31/2015	Ferrellgas	LP for Grill & Fryer	Gasoline and Vehicle LP	31.44
07/31/2015	Grainger Inc	Filter Housing	Vehicle/Mach Parts & Supplies	136.58
07/31/2015	Hy-Vee, Inc.	Product for Resale	Food Products for Resale	5.98
07/31/2015	Hy-Vee, Inc.	Product for Resale	Food Products for Resale	40.56
07/31/2015	Hy-Vee, Inc.	Product for Resale	Non-alcoholic Beverages-Resale	17.94
07/31/2015	Johnson Brothers Liquor Co.	Product for Resale	Alcoholic Beverages for Resale	332.52
07/31/2015	Schott Distributing Co	Product for Resale	Alcoholic Beverages for Resale	732.90
07/31/2015	US Foods, Inc.	Product for Resale	Food Products for Resale	234.88
07/31/2015	US Foods, Inc.	Supplies	Other Supplies	72.44
07/31/2015	US Foods, Inc.	Product for Resale	Food Products for Resale	1,075.71
07/31/2015	US Foods, Inc.	Product for Resale	Non-alcoholic Beverages-Resale	31.43
07/31/2015	US Foods, Inc.	Supplies	Other Supplies	99.72
07/31/2015	US Foods, Inc.	Product for Resale	Food Products for Resale	73.00
07/31/2015	US Foods, Inc.	Product for Resale	Food Products for Resale	1,381.43
07/31/2015	US Foods, Inc.	Supplies	Other Supplies	183.77
07/31/2015	Viking Electric Supply Inc	AHD/Flanged Out/120/208V	Building/Grounds Mtce Supplies	62.51
	MCC Food & Beverage			11,458.51
07/07/2015	Culligan of Rochester	Supplies	Other Supplies	705.00
07/07/2015	Express Personnel Services Inc	Restroom Attendant	Other Expert & Professnl Srvc	949.56
07/07/2015	Express Personnel Services Inc	Restroom Attendant	Other Expert & Professnl Srvc	92.64
07/07/2015	Express Personnel Services Inc	Post Event Cleanup	Other Expert & Professnl Srvc	963.93

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07/10/2015	Ameripride Services	Linens	Laundry & Linen	182.51
07/10/2015	Express Personnel Services Inc	Post Event Cleanup	Other Expert & Professnl Srvc	462.42
07/10/2015	Express Personnel Services Inc	Restroom Attendants	Other Expert & Professnl Srvc	324.24
07/10/2015	Express Personnel Services Inc	Restroom Attendants	Other Expert & Professnl Srvc	54.04
07/10/2015	G & K Services Inc	Stagehand Uniforms	Clothing/Uniforms	181.29
07/10/2015	Waste Management Inc	Roll Off - CCJW 1st Week	Rubbish&Brush	628.62
07/10/2015	Waste Management Inc	Crt7/10PV482276-s/b Sub	Rubbish&Brush	(628.62)
07/10/2015	Waste Management Inc	Crt7/10PV482276-was Sub	Rubbish&Brush	628.62
07/16/2015	A+ Imaging Systems Inc	Copier Charges 6/5 - 7/4	Ofc Equip Contr Mtce & Repair	7.70
07/16/2015	G & K Services Inc	Stagehand Uniforms	Clothing/Uniforms	181.29
07/16/2015	Lanier Parking Meter Services,	Validated Parking Chgs June 15	Other Contractual Services	9.50
07/21/2015	Olm Co Telecomm-Finance Dept 5072877991	JUN WATS	Telephone/Fax/Computer line	28.80
07/21/2015	Olm Co Telecomm-Finance Dept 5072877992	JUN WATS	Telephone/Fax/Computer line	28.80
07/21/2015	Olm Co Telecomm-Finance Dept 5072877993	JUN WATS	Telephone/Fax/Computer line	28.80
07/21/2015	Olm Co Telecomm-Finance Dept 5073282151	JUN WATS	Telephone/Fax/Computer line	14.00
07/21/2015	Olm Co Telecomm-Finance Dept 5073282152	JUN WATS	Telephone/Fax/Computer line	14.00
07/21/2015	Olm Co Telecomm-Finance Dept 5073282153	JUN WATS	Telephone/Fax/Computer line	14.00
07/21/2015	Olm Co Telecomm-Finance Dept 5075294971	JUN WATS	Telephone/Fax/Computer line	28.80
07/21/2015	Olm Co Telecomm-Finance Dept 5075294851	JUN WATS	Telephone/Fax/Computer line	28.80
07/21/2015	Olm Co Telecomm-Finance Dept 5075294853	JUN WATS	Telephone/Fax/Computer line	28.80
07/21/2015	Olm Co Telecomm-Finance Dept 5075294857	JUN WATS	Telephone/Fax/Computer line	28.80
07/21/2015	Olm Co Telecomm-Finance Dept 5073282181	JUN WATS	Telephone/Fax/Computer line	14.00
07/21/2015	Olm Co Telecomm-Finance Dept 5073282182	JUN WATS	Telephone/Fax/Computer line	14.00
07/21/2015	Olm Co Telecomm-Finance Dept 5073282183	JUN WATS	Telephone/Fax/Computer line	14.00
07/21/2015	Olm Co Telecomm-Finance Dept 5073282184	JUN WATS	Telephone/Fax/Computer line	14.00
07/21/2015	Olm Co Telecomm-Finance Dept 5073282185	JUN WATS	Telephone/Fax/Computer line	14.00
07/21/2015	Olm Co Telecomm-Finance Dept 5073282186	JUN WATS	Telephone/Fax/Computer line	14.00
07/21/2015	Olm Co Telecomm-Finance Dept 5073282187	JUN WATS	Telephone/Fax/Computer line	14.00
07/21/2015	Olm Co Telecomm-Finance Dept 5073282188	JUN WATS	Telephone/Fax/Computer line	14.00
07/21/2015	Olm Co Telecomm-Finance Dept 5073282189	JUN WATS	Telephone/Fax/Computer line	14.00
07/21/2015	Olm Co Telecomm-Finance Dept 5073282190	JUN WATS	Telephone/Fax/Computer line	14.00
07/21/2015	Olm Co Telecomm-Finance Dept 5073282191	JUN WATS	Telephone/Fax/Computer line	14.00
07/21/2015	Olm Co Telecomm-Finance Dept 5073282192	JUN WATS	Telephone/Fax/Computer line	14.00
07/21/2015	Olm Co Telecomm-Finance Dept 5073282193	JUN WATS	Telephone/Fax/Computer line	14.00
07/21/2015	Olm Co Telecomm-Finance Dept 5073282194	JUN WATS	Telephone/Fax/Computer line	14.00
07/21/2015	Olm Co Telecomm-Finance Dept 5073282195	JUN WATS	Telephone/Fax/Computer line	14.00
07/21/2015	Olm Co Telecomm-Finance Dept 5073282196	JUN WATS	Telephone/Fax/Computer line	14.00
07/21/2015	Olm Co Telecomm-Finance Dept 5073282197	JUN WATS	Telephone/Fax/Computer line	14.00
07/21/2015	Olm Co Telecomm-Finance Dept 5073282198	JUN WATS	Telephone/Fax/Computer line	14.00
07/21/2015	Olm Co Telecomm-Finance Dept 5073282199	JUN WATS	Telephone/Fax/Computer line	14.00
07/21/2015	Olm Co Telecomm-Finance Dept 5073282212	JUN WATS	Telephone/Fax/Computer line	14.00
07/21/2015	Olm Co Telecomm-Finance Dept 5073282155	JUN WATS	Telephone/Fax/Computer line	14.00
07/21/2015	Olm Co Telecomm-Finance Dept 5073282156	JUN WATS	Telephone/Fax/Computer line	14.00
07/21/2015	Olm Co Telecomm-Finance Dept 5073282157	JUN WATS	Telephone/Fax/Computer line	14.00
07/21/2015	Olm Co Telecomm-Finance Dept 5073282158	JUN WATS	Telephone/Fax/Computer line	14.00
07/21/2015	Olm Co Telecomm-Finance Dept 5073282159	JUN WATS	Telephone/Fax/Computer line	14.00

**Mayo Civic Center
 Payments for Operations By Department
 7/1/2015 - 7/31/2015**

<u>Post Date</u>	<u>Payee</u>	<u>Purchase or Service Description</u>	<u>GL Account Description</u>	<u>Amount</u>
07/21/2015	Olm Co Telecomm-Finance Dept	5073282160 JUN WATS	Telephone/Fax/Computer line	14.00
07/21/2015	Olm Co Telecomm-Finance Dept	5073282161 JUN WATS	Telephone/Fax/Computer line	14.00
07/21/2015	Olm Co Telecomm-Finance Dept	5073282162 JUN WATS	Telephone/Fax/Computer line	14.00
07/21/2015	Olm Co Telecomm-Finance Dept	5073282163 JUN WATS	Telephone/Fax/Computer line	14.00
07/21/2015	Olm Co Telecomm-Finance Dept	5073282164 JUN WATS	Telephone/Fax/Computer line	14.00
07/21/2015	Olm Co Telecomm-Finance Dept	5073282165 JUN WATS	Telephone/Fax/Computer line	14.00
07/21/2015	Olm Co Telecomm-Finance Dept	5073282166 JUN WATS	Telephone/Fax/Computer line	14.00
07/21/2015	Olm Co Telecomm-Finance Dept	5073282167 JUN WATS	Telephone/Fax/Computer line	14.00
07/21/2015	Olm Co Telecomm-Finance Dept	5073282168 JUN WATS	Telephone/Fax/Computer line	14.00
07/21/2015	Olm Co Telecomm-Finance Dept	5073282169 JUN WATS	Telephone/Fax/Computer line	14.00
07/21/2015	Olm Co Telecomm-Finance Dept	5073282170 JUN WATS	Telephone/Fax/Computer line	14.00
07/21/2015	Olm Co Telecomm-Finance Dept	5073282171 JUN WATS	Telephone/Fax/Computer line	14.00
07/23/2015	MN Dept of Employment &	K Simonson/MCC	Unemployment Compensation	15.06
07/23/2015	MN Dept of Employment &	T Fox/MCC	Unemployment Compensation	15.58
07/23/2015	MN Dept of Employment &	S Talbott/MCC	Unemployment Compensation	6.19
07/27/2015	AVVR Inc.	Equipment Rental	Audiovisual Equipment Rental	7,828.00
07/27/2015	Charter Communications LLC	HD Boxes	Equipment Rent	55.99
07/27/2015	Charter Communications LLC	Internet	Telephone/Fax/Computer line	1,070.00
07/27/2015	Express Personnel Services Inc	Post Event Cleanup	Other Expert & Professnl Svc	1,248.01
07/27/2015	Express Personnel Services Inc	Restroom Attendants	Other Expert & Professnl Svc	528.82
07/27/2015	Express Personnel Services Inc	Restroom Attendants	Other Expert & Professnl Svc	61.76
07/27/2015	G & K Services Inc	Stagehand Uniforms	Clothing/Uniforms	194.23
07/27/2015	Knutson Construction Co Inc	4 Deadman Blocks - DBTR	Equipment (not capitalized)	900.00
07/27/2015	Ungerboeck Systems Intl, Inc.	Software Maint Agreement-9	Comptr Sftwr/HrdwrMtce	1,313.22
07/27/2015	Wells Fargo Bank	Monthly Transaction Fee	Credit Card Percentage Fee	59.95
07/31/2015	Ameripride Services	Linens	Laundry & Linen	48.06
07/31/2015	AVVR Inc.	Equipment Rental	Audiovisual Equipment Rental	1,813.00
07/31/2015	AVVR Inc.	Equipment Rental	Audiovisual Equipment Rental	453.00
07/31/2015	G & K Services Inc	Uniforms	Clothing/Uniforms	316.95
07/31/2015	G & K Services Inc	Stagehand Uniforms	Clothing/Uniforms	194.23
07/31/2015	Waste Management Inc	Rubbish Removal/Recycling	Rubbish&Brush	855.74
	MCC Events			22,482.13
	Total All Departments			\$ 124,346.48

**Mayo Civic Center
 Payments for Capital Improvements
 7/1/2015 - 7/31/2015**

<u>Proj Id</u>	<u>Post Date</u>	<u>Payee</u>	<u>Purchase or Service Description</u>	<u>GL Account Description</u>	<u>Amount</u>
3541	07/16/2015	A+ Imaging Systems Inc	Copier Charges 6/5 - 7/4	Ofc Equip Contr Mtce & Repair	50.00
3541	07/16/2015	Knutson Construction Co Inc	Conv Ctr Expansion Pay App		702,973.00
3541	07/16/2015	Knutson Construction Co Inc	Conv Ctr Expansion Pay App 3L Contractual New Construction		1,029,516.90
3541	07/22/2015	CPMI Inc	Owner's Representative Service	Other Expert & Professnl Srvc	25,891.23
3541	07/27/2015	Custom Communications Inc	On Site Service - Door 12	Other Expert & Professnl Srvc	158.75
3541	07/27/2015	Sign Here Inc	Signage	Other Misc Office Supplies	645.00
3541					<u>1,759,234.88</u>
Total					<u><u>1,759,234.88</u></u>

Mayo Civic Center
Income Statement Summary By Department
For the 1 Month and 7 Months Ended July 31, 2015

	Period to Date					Year to Date					Annual			
	Budget	Actual	Actual Variance with Budget		Prior Year Actual	Budget	Actual	Actual Variance with Budget		Prior Year Actual	Budget	Actual	Remaining Budget	Percent of Budget
			Amount	Percent				Amount	Percent					
Revenues														
Administration	\$ 5,105	\$ 4,760	\$ (345)	-6.8%	\$	\$ 33,272	\$ 32,710	\$ (562)	-1.7%	\$ 25,494	\$ 57,199	\$ 32,710	\$ 24,489	57.2%
Sales and Marketing	500		(500)	-100.0%	205	1,500	2,703	1,203	80.2%	3,493	2,000	2,703	(703)	135.1%
Box Office	5,003	1,589	(3,414)	-68.2%	1,721	89,224	55,147	(34,077)	-38.2%	74,426	166,050	55,147	110,903	33.2%
Facility Operations										83				
Event Operations	55,835	64,552	8,717	15.6%	29,303	432,710	413,907	(18,803)	-4.3%	451,683	837,500	413,907	423,593	49.4%
Space Rental	63,334	82,280	18,946	29.9%	39,211	490,834	507,851	17,017	3.5%	507,867	950,000	507,851	442,150	53.5%
Food and Beverage	34,259	24,582	(9,677)	-28.2%	19,024	468,934	401,519	(67,415)	-14.4%	532,799	724,800	401,519	323,281	55.4%
Total Revenues	164,036	177,763	13,727	8.4%	89,464	1,516,474	1,413,835	(102,639)	-6.8%	1,595,844	2,737,549	1,413,835	1,323,714	51.6%
Expenditures														
Administration	48,327	45,857	(2,470)	-5.1%	52,267	307,043	333,438	26,395	8.6%	327,165	584,589	333,438	251,151	57.0%
Sales and Marketing	2,720	586	(2,134)	-78.5%	560	20,073	3,340	(16,733)	-83.4%	9,040	34,780	3,340	31,440	9.6%
Box Office	12,146	10,533	(1,613)	-13.3%	8,333	89,850	93,941	4,091	4.6%	86,281	165,016	93,941	71,075	56.9%
Facility Operations	120,501	124,640	4,139	3.4%	104,190	890,422	863,580	(26,842)	-3.0%	905,121	1,699,880	863,580	836,300	50.8%
Event Operations	61,003	45,280	(15,724)	-25.8%	1,120	388,651	401,563	12,912	3.3%	439,482	731,518	401,563	329,955	54.9%
Space Rental														
Food and Beverage	41,351	30,444	(10,907)	-26.4%	32,034	351,136	333,775	(17,361)	-4.9%	395,149	620,058	333,775	286,283	53.8%
Total Expenditures	286,048	257,340	(28,708)	-10.0%	198,504	2,047,175	2,029,637	(17,538)	-0.9%	2,162,238	3,835,841	2,029,637	1,806,204	52.9%
Excess (Deficiency) of Revenues Over Expenditures	(122,012)	(79,577)	42,435	-34.8%	(109,040)	(530,701)	(615,802)	(85,101)	16.0%	(566,394)	(1,098,292)	(615,802)	(482,490)	56.1%
Other Financing Sources (Uses)														
Lodging Tax Investment	96,050	99,601	3,551	3.7%	86,356	441,830	370,459	(71,371)	-16.2%	321,206	1,152,602	370,459	782,143	32.1%
Other State Aids		2,290	2,290		2,290	4,580	4,580		0.0%	2,290	4,580	4,580		100.0%
Interest	(152)	(410)	(258)	170.0%	63	(1,187)	(1,538)	(351)	29.5%	(11)	(2,320)	(1,538)	(782)	66.3%
Total Other Financing Sources (Uses)	95,898	101,481	5,583	5.8%	88,709	445,223	373,501	(71,722)	-16.1%	323,486	1,154,862	373,501	781,361	32.3%
Gain (Loss) before Transfers	(26,114)	21,904	48,018	-183.9%	(20,332)	(85,478)	(242,301)	(156,823)	183.5%	(242,908)	56,570	(242,301)	298,871	-428.3%
Operating Transfers In (Out)	(2,760)		2,760	-100.0%		(36,559)	(56,570)	(20,011)	54.7%	(41,401)	(56,570)	(56,570)	(0)	100.0%
Net Gain (Loss)	\$ (28,874)	\$ 21,904	\$ 50,778	-175.9%	\$ (20,332)	\$ (122,037)	\$ (298,871)	\$ (176,834)	144.9%	\$ (284,309)	\$ 0	\$ (298,871)	\$ 298,871	

Mayo Civic Center
Income Statement Summary By Function
For the 1 Month and 7 Months Ended July 31, 2015

	Period to Date					Year to Date					Annual			
	Budget	Actual	Actual Variance with Budget		Prior Year Actual	Budget	Actual	Actual Variance with Budget		Prior Year Actual	Budget	Actual	Remaining Budget	Percent of Budget
			Amount	Percent				Amount	Percent					
Revenues														
Facility Rental	\$ 67,359	\$ 86,286	\$ 18,927	28.1%	\$ 39,211	\$ 518,639	\$ 535,619	\$ 16,980	3.3%	\$ 529,552	\$ 997,930	\$ 535,619	\$ 462,311	53.7%
Event Services	33,654	26,169	(7,485)	-22.2%	18,312	308,023	252,567	(55,456)	-18.0%	301,509	586,300	252,567	333,733	43.1%
Food and Beverage - Catering	25,726	15,970	(9,756)	-37.9%	9,319	195,280	135,093	(60,187)	-30.8%	144,316	369,500	135,093	234,407	36.6%
Food and Beverage - Concessions	19,950	18,733	(1,217)	-6.1%	10,903	363,723	309,760	(53,963)	-14.8%	427,388	533,600	309,760	223,840	58.1%
Equipment Rental	14,667	29,332	14,665	100.0%	11,514	113,667	165,105	51,438	45.3%	175,872	220,000	165,105	54,895	75.0%
Advertising	500		(500)	-100.0%	205	1,500	703	(798)	-53.2%	1,493	2,000	703	1,298	35.1%
Other	2,180	1,272	(908)	-41.7%		15,642	14,989	(653)	-4.2%	15,716	28,219	14,989	13,230	53.1%
Total Revenues	164,036	177,763	13,727	8.4%	89,464	1,516,474	1,413,835	(101,986)	-6.7%	1,595,845	2,737,549	1,413,835	1,323,714	51.6%
Expenditures														
Employee Services	108,345	120,123	11,778	10.9%	111,067	838,569	889,839	51,271	6.1%	904,688	1,620,738	889,839	730,899	54.9%
Rents and Leases	8,146	10,165	2,019	24.8%	7,632	62,516	76,129	13,613	21.8%	65,925	120,740	76,129	44,611	63.1%
Professional Services	34,979	30,828	(4,151)	-11.9%	(6,736)	267,409	294,074	26,665	10.0%	302,886	523,455	294,074	229,381	56.2%
Advertising and Promotions	2,714	623	(2,091)	-77.0%	560	18,031	2,876	(15,155)	-84.0%	9,119	30,705	2,876	27,829	9.4%
Maintenance and Repair	32,627	17,099	(15,528)	-47.6%	23,733	106,127	66,626	(39,501)	-37.2%	102,840	146,745	66,626	80,119	45.4%
Event Services	713		(713)	-100.0%	174	5,414	734	(4,680)	-86.4%	6,577	10,250	734	9,516	7.2%
Travel, Training, Business Meals	4,292	(912)	(5,204)	-121.3%	1,398	16,042	12,992	(3,050)	-19.0%	5,584	22,090	12,992	9,098	
Utilities	47,251	50,518	3,267	6.9%	43,000	366,196	368,562	2,366	0.6%	376,832	708,758	368,562	340,196	52.0%
Supplies and Materials	28,674	19,293	(9,381)	-32.7%	9,983	193,903	179,329	(14,574)	-7.5%	228,491	344,600	179,329	165,271	52.0%
Equipment	208	2,573	486			2,456	2,871	415		17,055	6,000	2,871	3,129	
Communications	2,991	3,022	31	1.1%	1,931	22,449	21,126	(1,323)	-5.9%	19,519	41,915	21,126	20,789	
Insurance	6,880	2,211	(4,669)	-67.9%	1,328	53,380	9,400	(43,980)	-82.4%	10,426	103,260	9,400	93,860	9.1%
City of Rochester Charges	4,362	797	(3,565)	-81.7%	960	59,492	87,257	27,765	46.7%	88,082	91,105	87,257	3,848	95.8%
Depreciation														
Taxes and Licenses	200		(200)	-100.0%	183	4,775	504	(4,271)	-89.4%	4,179	6,480	504	5,976	7.8%
Other	3,667	1,000	(2,667)	-72.7%	2,802	30,417	17,318	(13,099)	-43.1%	20,038	59,000	17,318	41,682	29.4%
Total Expenditures	286,048	257,340	(28,708)	-10.0%	198,504	2,047,175	2,029,637	(17,538)	-0.9%	2,162,238	3,835,841	2,029,637	1,806,204	52.9%
Excess (Deficiency) of Revenues														
Over Expenditures	(122,012)	(79,577)	42,435	-34.8%	(109,040)	(530,701)	(615,802)	(85,101)	16.0%	(566,393)	(1,098,292)	(615,802)	(482,490)	56.1%
Other Financing Sources (Uses)														
Lodging Tax Investment	96,050	99,601	3,551	3.7%	86,356	441,830	370,459	(71,371)	-16.2%	321,206	1,152,602	370,459	782,143	32.1%
Other State Aids		2,290	2,290		2,290	4,580	4,580			2,290	4,580	4,580		100.0%
Interest	(152)	(410)	(258)	170.0%	63	(1,187)	(1,538)	(351)	29.5%	(11)	(2,320)	(1,538)	(782)	66.3%
Total Other Financing Sources (Uses)	95,898	101,481	5,583	5.8%	88,709	445,223	373,501	(71,722)	-16.1%	323,486	1,154,862	373,501	781,361	32.3%
Gain (Loss) before Transfers	(26,114)	21,904	48,018	-183.9%	(20,332)	(85,478)	(242,301)	(156,823)	183.5%	(242,908)	56,570	(242,301)	298,871	-428.3%
Operating Transfers In (Out)	(2,760)	-	2,760	-100.0%	-	(36,559)	(56,570)	(20,011)	54.7%	(41,401)	(56,570)	(56,570)	(0)	100.0%
Net Gain (Loss)	\$ (28,874)	\$ 21,904	\$ 50,778	-175.9%	\$ (20,332)	\$ (122,037)	\$ (298,871)	\$ (176,834)	144.9%	\$ (284,309)	\$ -	\$ (298,871)	\$ 298,871	

MCC Department Goals

Monthly Update – August 2015

Operations – David Silker

August represents the final full month of the summer season, and as the days start to wane, a couple of our annual events drew to a close – Down by the Riverside Concert Series and Christian Congregation of Jehovah's Witnesses (CCJW) District Conventions. At the same time, staff focused on completing annual building maintenance projects needed prior to our busy fall season.

Most impressive for the month of August was the recovery and quick turnover as we transitioned from the MEA Gas Operations Conference, August 11-13, into the final weekend of CCJW, August 13-16. In eight hours, we moved out a huge convention and tradeshow, and reset the Arena, Auditorium and all meeting rooms for our CCJW guests. The operations staff did a marvelous job working together, and we heard positive compliments from both of our valued customers. This was an excellent practice - our busiest season is September through November.

Management – Donna Drews

Historically, August has not been real busy, but this year was an exception. We hosted back to back events during through August 26th, and we expect all of this activity to have a positive effect on our revenue and economic impact goals.

All MCC managers and several head ushers participated in our semi-annual CPR/AED/First Aid training. Even though this is not required, as a staff we are committed to being prepared. This training is part of our action plan, and nearly completes our 2015 training initiatives.

On August 17, City Department Heads presented their five-year staffing plan to the City Council. The plan was created to assist the Council in resolving the challenges associated with funding for additional staffing as the City continues to grow in population and service needs. MCC's request for four new full time employees was included the plan. This request addresses a key objective to seek and maintain optimal staffing levels.

Dave Silker and I attended the International Association of Venue Managers VenueConnect International Convention in early August. Our intended goal to meet with convention equipment, e.g. tables, chairs, staging, etc. and technology related vendors was accomplished. There are some great products available, and plenty of competition. Early in 2016 we will plan to create specs, and begin the process of bidding and purchasing new equipment for the MCC Convention Center. I also had the opportunity to meet with several agents in the entertainment business. This too addresses one of 2015 tactics.

Marketing and Website Management – Erin Okins

In August, we started looking into redesigning our e-blast notifications. We have been using the same templates for some time, so we are in need a refresh. Ungerboeck's digital team will assist us in creating the HTML templates. The subscribe-to-email notification page lives on our website so we would like the look of these to mirror the new site. Initial creative talks are underway and once artwork is approved, these will start going out to our subscribers.

We continue to highlight the convention center expansion via our social media pages using the hashtag #opening2017. Mary Gastner from the RCVB is updating Twitter and MCC is updating Facebook.

The website updates continue. Last month, we added an image scrolling feature on the homepage. Information was added and restructured including a #opening2017 news feed, event planner sub-pages, handicapped parking information, and a calendar view of events.

Event Services and Coordination – Matt Esau

In August we welcomed Midwest Energy Association Gas Operations Summit for the third year in a row. This is a regional group with attendees from 8 different states. It required many months of planning due to construction variables. A combined effort by our audio-visual, operations, and guest service staff helped make this a very successful event. During their convention, I attended both the executive committee and vendor committee meetings to gauge feedback and make my best effort to assure the group's return to Rochester and Mayo Civic Center in future years. All signs indicate that this group will be coming back 2016 or 2017.

A great deal of time in August was spent coordinating the NPC Bodybuilding Competition and the Sinkhole and Ground Water Association events scheduled in September. On a regular basis, I continue to support the efforts of the RCVB Sales and Service Teams by attending weekly sales meetings, answering questions about proposals, and assisting with site tours. Erin and I attended a client appreciation event put on by the RCVB at Lake Minnetonka in August. There, we were able to connect with over 40 current and potential clients. Continuing to build working relationships is important in maintaining a solid base of business for Mayo Civic Center now and into the future.



Booking Detail by Event Start Date Booked in August 2015 for Calendar Years 2015-2019

Event Description	Event Class	Start Month Year	Estimated Attendance	New Event	Event Status	Revenue Forecast				Hotel Room Nights	Estimated Econ Impact
						Facility	F&B	Services	Total		
(19935) TSP / Armstrong Vendor Demonstration Trailer	Meeting (MTG)	Aug 2015	50	Yes	Definite (40)	0	0	0	0	0	0
(19946) BIOMEDIS - MEROP	Social (SOC)	Sep 2015	64	Yes	Definite (40)	310	2,200	610	3,120	60	22,491
(19924) Confidential Event	Entertainment/Arts (ENT)	Dec 2015	1,600	Yes	Hold (23)	2,250	1,500	2,200	5,950	0	104,000
(19936) Confidential Event	Entertainment/Arts (ENT)	Dec 2015	700	Yes	Hold (23)	1,625	1,000	3,000	5,625	0	0
(19948) Confidential Event	Entertainment/Arts (ENT)	Dec 2015	900	Yes	Hold (23)	1,625	1,500	3,500	6,625	0	0
(19927) MedCity Mafia Roller Derby	Entertainment/Arts (ENT)	May 2016	450	No	Hold (23)	2,250	2,500	1,800	6,550	0	15,750
(19945) Confidential Event	Entertainment/Arts (ENT)	May 2016	2,000	Yes	Hold (23)	6,000	2,600	6,500	15,100	0	0
(19949) Confidential Event	Entertainment/Arts (ENT)	May 2016	800	Yes	Hold (23)	1,625	1,500	3,500	6,625	0	0
(19928) MedCity Mafia Roller Derby	Entertainment/Arts (ENT)	Jun 2016	450	No	Hold 2 (22)	2,250	2,500	1,800	6,550	0	15,750
(19930) Rochester Public High Schools Graduations	Social (SOC)	Jun 2016	7,500	No	Hold (23)	5,915	1,804	14,500	22,219	0	30,216
(19934) Perez Quinceanera	Social (SOC)	Jul 2016	250	Yes	Contracted (35)	1,500	1,050	300	2,850	0	2,929
(19926) National Beard and Moustache Championship	Convention: Hobby (CNH)	Sep 2016	500	Yes	Hold 2 (22)	4,980	2,025	3,120	10,125	500	489,522
(19939) Post Bulletin Emergency Preparedness Expo	Tradeshows/Consumer Show (TRD)	Sep 2016	2,500	Yes	Confirmed (30)	3,350	1,650	2,385	7,385	0	184,470
(19923) Midwifery Works! 2016	Convention: Medical (non-Mayo) (CNM)	Oct 2016	350	Yes	Hold (23)	7,035	24,000	13,447	44,482	1,100	1,245,250
(19919) Rochester On Tap	Tradeshows/Consumer Show (TRD)	Dec 2016	2,500	No	Hold (23)	2,800	2,750	3,975	9,525	0	60,312
(19920) Mayo Clinic Internal Medicine Board Reviews	Mayo Clinic (MAY)	Jun 2017	350	No	Hold (23)	21,940	10,000	9,600	41,540	260	295,109
(19922) Minnesota Association of Physician Assistants Fall Conference	Convention: Medical (non-Mayo) (CNM)	Sep 2017	100	Yes	Hold (23)	4,000	1,426	919	6,345	75	36,743
(19933) Minnesota Association of Physician Assistants Fall Conference	Convention: Medical (non-Mayo) (CNM)	Oct 2017	100	No	Hold 2 (22)	4,000	1,426	919	6,345	75	36,743
(19944) International Behavioural and Neural Genetics Society (IBANGS) Annual Meeting	Convention: Medical (non-Mayo) (CNM)	May 2018	150	Yes	Hold 2 (22)	7,500	9,500	2,500	19,500	670	223,015
(19931) American Spinal Injury Association Annual Scientific Meeting	Convention: Medical (non-Mayo) (CNM)	May 2018	400	Yes	Hold (23)	22,900	21,000	9,000	52,900	960	652,346
(19942) International Behavioural and Neural Genetics Society (IBANGS) Annual Meeting	Convention: Medical (non-Mayo) (CNM)	May 2018	150	No	Hold (23)	7,500	9,500	2,500	19,500	670	223,015
(19921) Mayo Clinic Internal Medicine Board Reviews	Mayo Clinic (MAY)	Jun 2018	350	No	Hold (23)	21,940	10,000	9,600	41,540	260	295,109
Grand Total			22,214			\$ 133,295	\$ 111,431	\$ 95,675	\$ 340,401	4,630	\$ 3,932,769

Statistics of Booked Events							
New Events	14	Convention: Agriculture (CNA)	0				
Repeat Events	8	Convention: Education (CNU)	0				
Total Events	22	Convention: Energy (CNE)	0				
		Convention: Environment (CNV)	0				
Confirmed or Higher - Repeat	0	Convention: Food (CNF)	0				
Confirmed or Higher - New	4	Convention: Government (CNG)	0				
		Convention: Hobby (CNH)	1				
		Convention: Law Enforcement (Fraternal) (0				
		Convention: Medical (non-Mayo) (CNM)	6				
		Convention: Other (CNO)	0				
		Convention: Religious (CNR)	0				
		Entertainment/Arts (ENT)	7				
		Mayo Clinic (MAY)	2				
		MCC Internal Use (INT)	0				
		Meeting (MTG)	1				
		Social (SOC)	3				
		Sports (SPT)	0				
		Tradeshows/Consumer Show (TRD)	2				
Financial Summary of Booked Events							
		Revenue	Hotel Room	Estimated			
		Facility	F&B	Services	Total	Nights	Econ Impact
New Events Total	\$ 64,700	\$ 70,951	\$ 50,981	\$ 186,632	3,365	\$ 2,960,766	
Repeat Events Total	\$ 68,595	\$ 40,480	\$ 44,694	\$ 153,769	1,265	\$ 972,004	
Confirmed or Higher Total	\$ 5,160	\$ 4,900	\$ 3,295	\$ 13,355	\$ 60	\$ 209,890	



Booking Pace Summary

Forecast and Actual Revenue as of August 31, 2015

Calendar Years 2015 - 2019

Month Year	FORECAST REVENUE by Event Status						ACTUAL REVENUE			
	Confirmed/Contracted/Definite		Hold/Tentative		Total All Statuses		YTD - All Statuses		Variance w/ Forecast-All Statuses	
	Facility Rent	All Sources	Facility Rent	All Sources	Facility Rent	All Sources	Facility Rent	All Sources	Facility Rent	All Sources
January 2015	43,635	124,588			\$ 43,635	\$ 124,588	\$ 42,795	\$ 128,408	\$ (840)	\$ 3,820
February 2015	92,721	375,982			\$ 92,721	\$ 375,982	\$ 73,056	\$ 227,770	\$ (19,665)	\$ (148,212)
March 2015	90,423	317,774			\$ 90,423	\$ 317,774	\$ 99,758	\$ 339,721	\$ 9,335	\$ 21,947
April 2015	86,953	244,305			\$ 86,953	\$ 244,305	\$ 70,513	\$ 153,055	\$ (16,440)	\$ (91,250)
May 2015	48,425	121,766			\$ 48,425	\$ 121,766	\$ 63,235	\$ 177,325	\$ 14,810	\$ 55,559
June 2015	80,465	209,919			\$ 80,465	\$ 209,919	\$ 76,214	\$ 178,741	\$ (4,251)	\$ (31,178)
July 2015	112,610	180,073			\$ 112,610	\$ 180,073	\$ 82,280	\$ 173,003	\$ (30,330)	\$ (7,070)
August 2015	114,490	366,220			\$ 114,490	\$ 366,220	\$ 82,225	\$ 53,304	\$ (32,265)	\$ (312,916)
September 2015	115,901	285,793		4,400	\$ 115,901	\$ 290,193				
October 2015	112,196	318,331	11,220	27,183	\$ 123,416	\$ 345,514				
November 2015	82,515	184,703	3,775	8,337	\$ 86,290	\$ 193,040				
December 2015	43,373	133,433	25,635	56,597	\$ 69,008	\$ 190,030				
Annual Total	1,023,707	2,862,887	40,630	96,517	\$ 1,064,337	\$ 2,959,404	\$ 590,076	\$ 1,431,327	\$ (79,646)	\$ (509,300)
Revenue Goals										
Revenue Projection	1,085,073	2,782,843			\$ 1,085,073	\$ 2,782,843				
Variance Amount	(61,366)	80,044			\$ (20,736)	\$ 176,561				
Variance Percent	-6%	3%			-2%	6%				
Budget *										
Approved Budget							\$ 950,000	\$ 2,737,729		
Over / (Under) Budget \$							\$ (359,924)	\$ (1,306,402)		
Over / (Under) Budget %							-38%	-48%		
January 2016	14,575	27,534	53,865	129,248	\$ 68,440	\$ 156,782				
February 2016	49,060	58,896	60,540	436,730	\$ 109,600	\$ 495,626				
March 2016	74,610	125,365	27,448	54,550	\$ 102,058	\$ 179,915				
April 2016	51,530	85,412	24,183	66,689	\$ 75,713	\$ 152,101				
May 2016	38,735	89,641	30,120	72,968	\$ 68,855	\$ 162,609				
June 2016			33,670	79,455	\$ 33,670	\$ 79,455				
July 2016	40,115	61,003	40,230	71,334	\$ 80,345	\$ 132,337				
August 2016	58,525	125,119		7,000	\$ 58,525	\$ 132,119				
September 2016	38,355	118,368	46,810	116,405	\$ 85,165	\$ 234,773				
October 2016	37,790	83,954	54,793	224,644	\$ 92,583	\$ 308,598				
November 2016	14,500	23,900	23,380	82,188	\$ 37,880	\$ 106,088				
December 2016	21,200	26,180	5,370	15,495	\$ 26,570	\$ 41,675				
Annual Total	438,995	825,372	400,409	1,356,706	\$ 839,404	\$ 2,182,078	\$	\$	\$	\$
Revenue Goals										
Revenue Projection	1,085,073	2,782,843			\$ 1,085,073	\$ 2,782,843				
Variance Amount	(646,078)	(1,957,471)			\$ (245,669)	\$ (600,765)				
Variance Percent	-60%	-70%			-23%	-22%				



Booking Pace Summary

Forecast and Actual Revenue as of August 31, 2015

Calendar Years 2015 - 2019

Month Year	FORECAST REVENUE by Event Status						ACTUAL REVENUE			
	Confirmed/Contracted/Definite		Hold/Tentative		Total All Statuses		YTD - All Statuses		Variance w/ Forecast-All Statuses	
	Facility Rent	All Sources	Facility Rent	All Sources	Facility Rent	All Sources	Facility Rent	All Sources	Facility Rent	All Sources
January 2017			31,250	76,237	\$ 31,250	\$ 76,237				
February 2017			75,735	456,359	\$ 75,735	\$ 456,359				
March 2017			77,985	132,444	\$ 77,985	\$ 132,444				
April 2017	3,600	10,635	39,900	73,399	\$ 43,500	\$ 84,034				
May 2017			73,555	127,602	\$ 73,555	\$ 127,602				
June 2017	58,405	92,295	21,940	45,540	\$ 80,345	\$ 137,835				
July 2017	36,130	46,150	11,600	48,474	\$ 47,730	\$ 94,624				
August 2017	79,200	79,200	52,875	88,725	\$ 132,075	\$ 167,925				
September 2017	11,000	15,200	87,380	167,555	\$ 98,380	\$ 182,755				
October 2017	38,220	88,667	181,666	407,487	\$ 219,886	\$ 496,154				
November 2017	10,740	23,740	88,710	173,068	\$ 99,450	\$ 196,808				
December 2017			26,850	26,850	\$ 26,850	\$ 26,850				
Annual Total	237,295	355,887	769,446	1,823,740	\$ 1,006,741	\$ 2,179,627	\$	\$	\$	\$
<u>Revenue Goals</u>										
Revenue Projection	1,256,892	3,130,269			\$ 1,256,892	\$ 3,130,269				
Variance Amount	(1,019,597)	(2,774,382)			\$ (250,151)	\$ (950,642)				
Variance Percent	-81%	-89%			-20%	-30%				
January 2018			7,340	28,764	\$ 7,340	\$ 28,764				
February 2018			191,795	584,392	\$ 191,795	\$ 584,392				
March 2018	13,560	13,560	56,950	152,880	\$ 70,510	\$ 166,440				
April 2018	12,000	20,100	162,985	325,809	\$ 174,985	\$ 345,909				
May 2018			92,695	183,770	\$ 92,695	\$ 183,770				
June 2018	14,000	20,120	78,040	131,840	\$ 92,040	\$ 151,960				
July 2018	73,830	99,194	36,400	61,278	\$ 110,230	\$ 160,472				
August 2018	79,200	127,694	24,145	42,845	\$ 103,345	\$ 170,539				
September 2018			58,615	134,615	\$ 58,615	\$ 134,615				
October 2018			178,436	413,397	\$ 178,436	\$ 413,397				
November 2018			79,170	143,778	\$ 79,170	\$ 143,778				
December, 2018						\$				
Annual Total	192,590	280,668	966,571	2,203,368	\$ 1,159,161	\$ 2,484,036	\$	\$	\$	\$
<u>Revenue Goals</u>										
Revenue Projection	1,505,270	3,478,646			\$ 1,505,270	\$ 3,478,646				
Variance Amount	(1,312,680)	(3,197,978)			\$ (346,109)	\$ (994,610)				
Variance Percent	-87%	-92%			-23%	-29%				



Booking Pace Summary

Forecast and Actual Revenue as of August 31, 2015

Calendar Years 2015 - 2019

Month Year	FORECAST REVENUE by Event Status						ACTUAL REVENUE			
	Confirmed/Contracted/Definite		Hold/Tentative		Total All Statuses		YTD - All Statuses		Variance w/ Forecast-All Statuses	
	Facility Rent	All Sources	Facility Rent	All Sources	Facility Rent	All Sources	Facility Rent	All Sources	Facility Rent	All Sources
January 2019			7,340	29,407	\$ 7,340	\$ 29,407				
February 2019			52,685	446,665	\$ 52,685	\$ 446,665				
March 2019	16,800	29,600	62,700	114,910	\$ 79,500	\$ 144,510				
April 2019	36,555	81,555	97,180	223,292	\$ 133,735	\$ 304,847				
May 2019			19,795	42,370	\$ 19,795	\$ 42,370				
June 2019	39,000	54,100	39,000	73,000	\$ 78,000	\$ 127,100				
July 2019						\$				
August 2019			70,441	176,953	\$ 70,441	\$ 176,953				
September 2019			58,615	134,615	\$ 58,615	\$ 134,615				
October 2019			91,355	168,302	\$ 91,355	\$ 168,302				
November 2019			35,055	107,385	\$ 35,055	\$ 107,385				
December 2019			17,000	50,000	\$ 17,000	\$ 50,000				
Annual Total	92,355	165,255	551,166	1,566,899	\$ 643,521	\$ 1,732,154	\$	\$	\$	\$
<u>Revenue Goals</u>										
Revenue Projection	1,659,097	3,731,062			\$ 1,659,097	\$ 3,731,062				
Variance Amount	(1,566,742)	(3,565,807)			\$ (1,015,576)	\$ (1,998,908)				
Variance Percent	-94%	-96%			-61%	-54%				
Grand Total	\$ 1,984,942	\$ 4,490,069	\$ 2,728,222	\$ 7,047,230	\$ 4,713,164	\$ 11,537,299	\$ 590,076	\$ 1,431,327	\$ (79,646)	\$ (509,300)

* Budget as approved by City Council



**Booking Pace Summary
Current to Previous Month Comparison
Calendar Years 2015 - 2019**

Month Year	8/31/2015		7/31/2015		Increase (Decrease)	
	All Statuses		All Statuses		All Statuses	
	Facility Rental	All Revenue	Facility Rental	All Revenue	Facility Rental	All Revenue
January 2015	\$ 43,635	\$ 124,588	\$ 43,635	\$ 124,588	\$	\$
February 2015	\$ 92,721	\$ 375,982	\$ 92,721	\$ 375,982	\$	\$
March 2015	\$ 90,423	\$ 317,774	\$ 90,423	\$ 317,774	\$	\$
April 2015	\$ 86,953	\$ 244,305	\$ 86,953	\$ 244,305	\$	\$
May 2015	\$ 48,425	\$ 121,766	\$ 48,425	\$ 121,766	\$	\$
June 2015	\$ 80,465	\$ 209,919	\$ 80,465	\$ 209,919	\$	\$
July 2015	\$ 112,610	\$ 180,073	\$ 112,610	\$ 179,973	\$	\$ 100
August 2015	\$ 114,490	\$ 366,220	\$ 117,800	\$ 378,060	\$ (3,310)	\$ (11,840)
September 2015	\$ 115,901	\$ 290,193	\$ 117,395	\$ 289,628	\$ (1,494)	\$ 565
October 2015	\$ 123,416	\$ 345,514	\$ 112,490	\$ 342,738	\$ 10,926	\$ 2,776
November 2015	\$ 86,290	\$ 193,040	\$ 65,575	\$ 168,825	\$ 20,715	\$ 24,215
December 2015	\$ 69,008	\$ 190,030	\$ 60,158	\$ 160,480	\$ 8,850	\$ 29,550
Annual Total	\$ 1,064,337	\$ 2,959,404	\$ 1,028,650	\$ 2,914,038	\$ 35,687	\$ 45,366
January 2016	\$ 68,440	\$ 156,782	\$ 71,790	\$ 160,132	\$ (3,350)	\$ (3,350)
February 2016	\$ 109,600	\$ 495,626	\$ 109,600	\$ 495,626	\$	\$
March 2016	\$ 102,058	\$ 179,915	\$ 102,058	\$ 179,915	\$	\$
April 2016	\$ 75,713	\$ 152,101	\$ 75,713	\$ 152,101	\$	\$
May 2016	\$ 68,855	\$ 162,609	\$ 69,880	\$ 145,334	\$ (1,025)	\$ 17,275
June 2016	\$ 33,670	\$ 79,455	\$ 32,730	\$ 66,050	\$ 940	\$ 13,405
July 2016	\$ 80,345	\$ 132,337	\$ 78,845	\$ 129,487	\$ 1,500	\$ 2,850
August 2016	\$ 58,525	\$ 132,119	\$ 58,525	\$ 132,119	\$	\$
September 2016	\$ 85,165	\$ 234,773	\$ 75,210	\$ 205,485	\$ 9,955	\$ 29,288
October 2016	\$ 92,583	\$ 308,598	\$ 103,113	\$ 288,496	\$ (10,530)	\$ 20,102
November 2016	\$ 37,880	\$ 106,088	\$ 37,880	\$ 106,088	\$	\$
December 2016	\$ 26,570	\$ 41,675	\$ 23,770	\$ 32,150	\$ 2,800	\$ 9,525
Annual Total	\$ 839,404	\$ 2,182,078	\$ 839,114	\$ 2,092,983	\$ 290	\$ 89,095
January 2017	\$ 31,250	\$ 76,237	\$ 31,250	\$ 76,237	\$	\$
February 2017	\$ 75,735	\$ 456,359	\$ 75,735	\$ 456,359	\$	\$
March 2017	\$ 77,985	\$ 132,444	\$ 77,985	\$ 132,444	\$	\$
April 2017	\$ 43,500	\$ 84,034	\$ 43,500	\$ 84,034	\$	\$
May 2017	\$ 73,555	\$ 127,602	\$ 52,560	\$ 94,716	\$ 20,995	\$ 32,886
June 2017	\$ 80,345	\$ 137,835	\$ 71,040	\$ 111,735	\$ 9,305	\$ 26,100
July 2017	\$ 47,730	\$ 94,624	\$ 36,130	\$ 62,150	\$ 11,600	\$ 32,474
August 2017	\$ 132,075	\$ 167,925	\$ 132,075	\$ 167,925	\$	\$
September 2017	\$ 98,380	\$ 182,755	\$ 69,615	\$ 151,645	\$ 28,765	\$ 31,110
October 2017	\$ 219,886	\$ 496,154	\$ 245,925	\$ 515,873	\$ (26,039)	\$ (19,719)
November 2017	\$ 99,450	\$ 196,808	\$ 132,450	\$ 229,808	\$ (33,000)	\$ (33,000)
December 2017	\$ 26,850	\$ 26,850	\$ 26,850	\$ 26,850	\$	\$
Annual Total	\$ 1,006,741	\$ 2,179,627	\$ 995,115	\$ 2,109,776	\$ 11,626	\$ 69,851
January 2018	\$ 7,340	\$ 28,764	\$ 7,340	\$ 28,764	\$	\$
February 2018	\$ 191,795	\$ 584,392	\$ 191,795	\$ 584,392	\$	\$
March 2018	\$ 70,510	\$ 166,440	\$ 70,510	\$ 166,440	\$	\$
April 2018	\$ 174,985	\$ 345,909	\$ 174,985	\$ 345,909	\$	\$
May 2018	\$ 92,695	\$ 183,770	\$ 54,795	\$ 91,870	\$ 37,900	\$ 91,900
June 2018	\$ 92,040	\$ 151,960	\$ 70,100	\$ 110,420	\$ 21,940	\$ 41,540
July 2018	\$ 110,230	\$ 160,472	\$ 73,830	\$ 99,194	\$ 36,400	\$ 61,278
August 2018	\$ 103,345	\$ 170,539	\$ 103,345	\$ 170,539	\$	\$
September 2018	\$ 58,615	\$ 134,615	\$ 58,615	\$ 134,615	\$	\$
October 2018	\$ 178,436	\$ 413,397	\$ 190,925	\$ 426,232	\$ (12,489)	\$ (12,835)
November 2018	\$ 79,170	\$ 143,778	\$ 79,170	\$ 143,778	\$	\$
December, 2018	\$	\$	\$	\$	\$	\$
Annual Total	\$ 1,159,161	\$ 2,484,036	\$ 1,075,410	\$ 2,302,153	\$ 83,751	\$ 181,883
January 2019	\$ 7,340	\$ 29,407	\$ 7,340	\$ 29,407	\$	\$
February 2019	\$ 52,685	\$ 446,665	\$ 52,685	\$ 446,665	\$	\$
March 2019	\$ 79,500	\$ 144,510	\$ 79,500	\$ 144,510	\$	\$
April 2019	\$ 133,735	\$ 304,847	\$ 133,735	\$ 304,847	\$	\$
May 2019	\$ 19,795	\$ 42,370	\$ 19,795	\$ 42,370	\$	\$
June 2019	\$ 78,000	\$ 127,100	\$ 78,000	\$ 127,100	\$	\$
July 2019	\$	\$	\$	\$	\$	\$
August 2019	\$ 70,441	\$ 176,953	\$ 56,145	\$ 142,045	\$ 14,296	\$ 34,908
September 2019	\$ 58,615	\$ 134,615	\$ 58,615	\$ 134,615	\$	\$
October 2019	\$ 91,355	\$ 168,302	\$ 91,355	\$ 168,302	\$	\$
November 2019	\$ 35,055	\$ 107,385	\$ 35,055	\$ 107,385	\$	\$
December 2019	\$ 17,000	\$ 50,000	\$ 17,000	\$ 50,000	\$	\$
Annual Total	\$ 643,521	\$ 1,732,154	\$ 629,225	\$ 1,697,246	\$ 14,296	\$ 34,908
Grand Total	\$ 4,713,164	\$ 11,537,299	\$ 4,567,514	\$ 11,116,196	\$ 145,650	\$ 421,103



**Booking Pace Summary
Current to Previous Month Comparison
Calendar Years 2015 - 2019**

Month Year	6/30/2015		5/31/2015		Increase (Decrease)	
	All Statuses		All Statuses		All Statuses	
	Facility Rental	All Revenue	Facility Rental	All Revenue	Facility Rental	All Revenue
January 2015	\$ 43,635	\$ 124,588	\$ 43,635	\$ 124,588	\$	\$
February 2015	\$ 92,721	\$ 375,982	\$ 92,721	\$ 375,982	\$	\$
March 2015	\$ 90,423	\$ 317,774	\$ 90,423	\$ 317,774	\$	\$
April 2015	\$ 86,953	\$ 244,305	\$ 86,953	\$ 244,305	\$	\$
May 2015	\$ 48,425	\$ 121,766	\$ 48,425	\$ 121,766	\$	\$
June 2015	\$ 80,465	\$ 209,919	\$ 80,465	\$ 209,919	\$	\$
July 2015	\$ 112,940	\$ 180,303	\$ 112,790	\$ 180,110	\$ 150	\$ 193
August 2015	\$ 117,275	\$ 381,835	\$ 117,275	\$ 381,835	\$	\$
September 2015	\$ 112,630	\$ 285,297	\$ 112,060	\$ 283,859	\$ 570	\$ 1,438
October 2015	\$ 115,285	\$ 344,933	\$ 113,660	\$ 337,158	\$ 1,625	\$ 7,775
November 2015	\$ 64,460	\$ 167,710	\$ 64,310	\$ 167,460	\$ 150	\$ 250
December 2015	\$ 60,283	\$ 160,605	\$ 60,283	\$ 160,241	\$	\$ 364
Annual Total	\$ 1,025,495	\$ 2,915,017	\$ 1,023,000	\$ 2,904,997	\$ 2,495	\$ 10,020
January 2016	\$ 71,790	\$ 160,132	\$ 71,790	\$ 160,132	\$	\$
February 2016	\$ 114,100	\$ 500,126	\$ 114,100	\$ 500,126	\$	\$
March 2016	\$ 106,928	\$ 184,785	\$ 103,553	\$ 180,095	\$ 3,375	\$ 4,690
April 2016	\$ 81,313	\$ 169,755	\$ 81,313	\$ 169,755	\$	\$
May 2016	\$ 68,085	\$ 143,539	\$ 47,860	\$ 109,775	\$ 20,225	\$ 33,764
June 2016	\$ 47,220	\$ 113,913	\$ 47,220	\$ 110,413	\$	\$ 3,500
July 2016	\$ 78,845	\$ 129,487	\$ 78,845	\$ 129,487	\$	\$
August 2016	\$ 58,525	\$ 132,119	\$ 58,525	\$ 132,119	\$	\$
September 2016	\$ 75,210	\$ 215,165	\$ 75,210	\$ 215,165	\$	\$
October 2016	\$ 112,775	\$ 298,158	\$ 111,825	\$ 296,508	\$ 950	\$ 1,650
November 2016	\$ 60,995	\$ 137,653	\$ 60,995	\$ 137,653	\$	\$
December 2016	\$ 23,770	\$ 32,150	\$ 23,770	\$ 32,150	\$	\$
Annual Total	\$ 899,556	\$ 2,216,982	\$ 875,006	\$ 2,173,378	\$ 24,550	\$ 43,604
January 2017	\$ 31,250	\$ 76,237	\$ 31,250	\$ 76,237	\$	\$
February 2017	\$ 75,735	\$ 456,359	\$ 75,735	\$ 456,359	\$	\$
March 2017	\$ 77,985	\$ 132,444	\$ 77,985	\$ 132,444	\$	\$
April 2017	\$ 43,500	\$ 84,034	\$ 43,500	\$ 84,034	\$	\$
May 2017	\$ 52,560	\$ 94,716	\$ 52,560	\$ 94,716	\$	\$
June 2017	\$ 58,405	\$ 96,295	\$ 58,405	\$ 96,295	\$	\$
July 2017	\$ 36,130	\$ 62,150	\$ 36,130	\$ 62,150	\$	\$
August 2017	\$ 120,875	\$ 160,395	\$ 120,875	\$ 160,395	\$	\$
September 2017	\$ 69,615	\$ 151,645	\$ 69,615	\$ 151,645	\$	\$
October 2017	\$ 183,215	\$ 462,212	\$ 145,715	\$ 406,992	\$ 37,500	\$ 55,220
November 2017	\$ 77,930	\$ 174,888	\$ 77,930	\$ 174,888	\$	\$
December 2017	\$ 26,850	\$ 26,850	\$ 26,850	\$ 26,850	\$	\$
Annual Total	\$ 854,050	\$ 1,978,225	\$ 816,550	\$ 1,923,005	\$ 37,500	\$ 55,220



**Booking Pace Summary
Current to Previous Month Comparison
Calendar Years 2015 - 2019**

Month Year	6/30/2015		5/31/2015		Increase (Decrease)	
	All Statures		All Statures		All Statures	
	Facility Rental	All Revenue	Facility Rental	All Revenue	Facility Rental	All Revenue
January 2018	\$ 7,340	\$ 28,764	\$ 7,340	\$ 28,764	\$	\$
February 2018	\$ 191,795	\$ 584,392	\$ 191,795	\$ 584,392	\$	\$
March 2018	\$ 70,510	\$ 166,440	\$ 70,510	\$ 166,440	\$	\$
April 2018	\$ 174,985	\$ 345,909	\$ 174,985	\$ 345,909	\$	\$
May 2018	\$ 54,795	\$ 91,870	\$ 54,795	\$ 91,870	\$	\$
June 2018	\$ 90,525	\$ 157,845	\$ 90,525	\$ 157,845	\$	\$
July 2018	\$ 73,830	\$ 99,194	\$ 73,830	\$ 99,194	\$	\$
August 2018	\$ 103,345	\$ 170,539	\$ 103,345	\$ 170,539	\$	\$
September 2018	\$ 58,615	\$ 134,615	\$ 58,615	\$ 134,615	\$	\$
October 2018	\$ 123,400	\$ 358,707	\$ 123,400	\$ 358,707	\$	\$
November 2018	\$ 17,000	\$ 92,008	\$ 17,000	\$ 92,008	\$	\$
December, 2018	\$	\$	\$	\$	\$	\$
Annual Total	\$ 966,140	\$ 2,230,283	\$ 966,140	\$ 2,230,283	\$	\$
January 2019	\$ 7,340	\$ 29,407	\$ 7,340	\$ 29,407	\$	\$
February 2019	\$ 52,685	\$ 446,665	\$ 52,685	\$ 446,665	\$	\$
March 2019	\$ 79,500	\$ 144,510	\$ 79,500	\$ 144,510	\$	\$
April 2019	\$ 133,735	\$ 304,847	\$ 97,180	\$ 223,292	\$ 36,555	\$ 81,555
May 2019	\$ 19,795	\$ 42,370	\$ 19,795	\$ 42,370	\$	\$
June 2019	\$ 78,000	\$ 127,100	\$ 78,000	\$ 127,100	\$	\$
July 2019	\$	\$	\$	\$	\$	\$
August 2019	\$ 56,145	\$ 142,045	\$ 56,145	\$ 142,045	\$	\$
September 2019	\$ 58,615	\$ 134,615	\$ 58,615	\$ 134,615	\$	\$
October 2019	\$ 91,355	\$ 168,302	\$ 79,355	\$ 136,855	\$ 12,000	\$ 31,447
November 2019	\$ 35,055	\$ 107,385	\$ 35,055	\$ 107,385	\$	\$
December 2019	\$ 17,000	\$ 50,000	\$ 17,000	\$ 50,000	\$	\$
Annual Total	\$ 629,225	\$ 1,697,246	\$ 580,670	\$ 1,584,244	\$ 48,555	\$ 113,002
Grand Total	\$ 4,374,466	\$ 11,037,753	\$ 4,261,366	\$ 10,815,907	\$ 113,100	\$ 221,846

SECOND AMENDMENT TO
FOOD AND BEVERAGE OPERATIONS MANAGEMENT AGREEMENT

THIS AGREEMENT is made as of the ____ day of _____, 2015, by and between the City of Rochester, a Minnesota municipal corporation, ("City") and Blue Bell Services, LLC ("Food and Beverage Manager").

WHEREAS, City and Food and Beverage Manager entered into and Food and Beverage Operations Management Agreement ("Agreement") effective January 1, 2013, for services to be performed at the City's Mayo Civic Center; and

WHEREAS, the Food and Beverage Manager and City entered into an amendment to that Agreement earlier in 2015 adding a new Section 2.61 to the Agreement; and

WHEREAS, both parties would like to extend the Agreement for an additional one-year period.

NOW, THEREFORE, THE CITY AND FOOD AND BEVERAGE MANAGER MUTUALLY AGREE that the January 1, 2013, Food and Beverage Operations Management Agreement is amended by revising Section 6.1 to read as follows:

6.1 The term (referred to herein as the "Term") of this Agreement shall commence on January 1, 2013 (referred to herein as the "Effective Date") and remain in full force and effect until December 31, 2016 (referred to herein as the "Expiration Date"), unless terminated earlier or extended as provided herein. Provided that this Agreement has not been terminated earlier, this Agreement may be extended upon mutual written consent of the City and Food and Beverage Manager, for an additional one-year period commencing the day after the Expiration Date (the one year extension shall be referred to herein as the "Extended Term"). The Extended Term shall be governed by the same terms and conditions contained in this Agreement, unless otherwise agreed to in writing by the City and Food and Beverage Manager. If the City and the Food and Beverage Manager do not mutually agree in writing to extend the Term as provided in this Section 6.1 before the Expiration Date, this Agreement and all rights and interests therein, shall immediately terminate at 11:59 p.m. Central time on the Expiration Date.

BE IT FURTHER AGREED that, except for the above identified amendments, the remainder of the January 1, 2013, Agreement remains in effect and binding upon the parties.

IN WITNESS WHEREOF, City and Food and Beverage Manager executed this Amendment as of the date first written above.

CITY OF ROCHESTER, MINNESOTA

BLUE BELL SERVICES, INC.

By _____
Its Mayor

By _____
Its _____

Attest _____
Its Clerk

By _____
Its _____

This document prepared by:

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KAmend2.Blue.Bell.Agr