



**MINUTES FOR PUBLIC MEETING
OF THE ARIZONA SPORTS AND TOURISM AUTHORITY'S
FINANCE COMMITTEE MEETING**

Wednesday, March 1, 2017
1:00 PM

Arizona Sports & Tourism Authority | 1 Cardinals Drive, Glendale, AZ 85305

Attendance

Committee Members

David Eberhart - Chair
Debbie Johnson
Jeff Meyer

Staff

Tom Sadler, CEO
Kevin Daniels, CFO
Robin Lea-Amos, Office Manager

Other Board Members Attending

Jeff Overton

Guests

Andy Gorchoy – SMG
John Drum – Arizona Cardinals

Melissa Wasson – SMG

1. **Call to Order.** A public meeting of the Arizona Sports & Tourism Authority's (the "Authority") Finance Committee (the "Committee") was held at the offices of Arizona Sports & Tourism Authority | 1 Cardinals Drive, Glendale, AZ 85305. A quorum being present and the meeting having been duly noticed, Chair David Eberhart called the meeting to order at 1:04 pm.
2. **Consideration of Minutes from January 17, 2017 Committee Meeting.** Chair Eberhart called for a motion to approve the minutes of the Committee meeting held January 17, 2017, **attached hereto as Exhibit A.** Upon motion duly made by Member Meyer and seconded by Member Johnson the minutes were unanimously approved.
3. **ACTION ITEM: Review of and Consideration to Approve Revised 2017 Capital Budget** Chair Eberhart asked Tom Sadler to review the Revised 2017 Capital Projects and Budget **attached hereto as Exhibit B.** Mr. Sadler reminded the Committee that the Board had approved a plan including ten projects anticipated to be done in FY2017. Some of those items were completed and some were reprioritized resulting in the presented revised plan. Mr. Andy Gorchoy explained that some of the projects that were postponed needed to wait until the club level renovations were completed and other technical consultants were engaged to ensure the best price for the items needed to be completed. There is also an assessment of the field tray corrosion issues which will impact the FY2018 capital project list. Mr. Eberhart asked if there is a list of items being prepared for the FY2018 capital project list. Mr. Gorchoy answered that yes, a list is being developed and a budget will be submitted with the full project in June.

Upon no further discussion or questions, Committee Chair Meyer called for a motion to approve the revised 2017 Capital Budget. Upon motion duly made by Member Johnson and seconded by Member Meyer, the motion was approved.

4. Announcement of future meetings and events – Robin Lea-Amos reminded the Committee of the upcoming Youth & Amateur Sports Committee meeting March 8th and the upcoming Board meeting in April.
5. Adjournment - There being no further business of the committee, Chair Eberhart called for a motion to adjourn the meeting. Upon motion duly made by Member Meyer and seconded by Member Johnson the meeting was adjourned at.

Q3 FY2017 CAPITAL BUDGET UPDATE: FINANCE COMMITTEE

#	AREA	PROJECT	DESCRIPTION	STATUS	APPROVED	ACTUAL	VARIANCE
1	Cleaning Equipment	M30 Scrubber Purchase	Replace existing 11+ year old riding scrubber. Used on concourses, plaza, and main floor.	COMPLETE	\$67,850.00	\$67,883.15	(\$33.15)
2	Energy Efficiency	LED Lighting: Lot 'A'	Replace existing metal halide lamps with upgraded LED fixtures. Better light for ramp, field tray + reduces electrical consumption.	POSTPONED	\$35,000.00		\$35,000.00
3	HVAC	HVAC Controls System	Replace original bldg. management system that has become obsolete: can no longer get replacement parts + is @ 100% capacity.	POSTPONED	\$200,000.00		\$200,000.00
4	Lighting	Lighting Control System Replacement	Replace existing Micro Light Systems that have become obsolete. Controls all interior and exterior lighting; with the exception of the sports lights.	POSTPONED	\$100,000.00		\$100,000.00
5	Mechanical	Redundant Water Supply	Secondary water source to directly feed water towers with the ability to valve into the stadium should the primary water line go down	POSTPONED	\$75,000.00		\$75,000.00
6	Security	Magnometers - Phase II	Phase II (final) purchase 85 megs (6 ADA + 28 reg), generators, lighting & protective covers.	COMPLETE	\$240,000.00	\$248,646.57	(\$8,646.57)
7	Security	Digital Radio Upgrade	Replace 140 analog radios with digital. Includes radio repeater upgrade to digital, chargers, extra batteries, and accessories.	COMPLETE	\$200,000.00	\$164,116.60	\$35,881.40
8	Security	Man Gate - Top of Lot A Ramp	To create a pedestrian entry, alleviate the use of the full access gate	COMPLETE	\$25,000.00	\$25,463.00	(\$463.00)
9	Security	Card Reader Installation	Replace manual key locks with security card readers on doors for new electrical / mechanical spaces to track personnel entering those key areas.	COMPLETE	\$145,340.00	\$185,762.09	\$22,410.91
10	Security	Truss Structures	Purchase & installation of new 'Truss Canopy Structures' at all stadium screening & access control points at the 100' Perimeter.	COMPLETE	\$208,173.00	\$691,873.41	\$604,489.59
				SUBTOTAL	\$1,296,363.00	\$691,873.41	\$129,636.00
				10% CONTINGENCY (original budget)	\$129,636.00		\$129,636.00
				FY2017 APPROVED Capital Budget	\$1,425,999.00	\$691,873.41	\$734,125.59
CAPITAL PROJECT ADDITIONS							
11		Carpet Replacement - various	Replace carpet in Visitors' LR, Show Promoter Offices (2), Family Room, Officials Room, Broadcast Lounge. \$72,927	Awaiting Approval	\$0.00	\$0.00	\$0.00
12	Plumbing / Mechanical	Sewage Ejection Pumps (2)	Replace 2 sewage ejection pumps due to failures: \$21,505.30	COMPLETE	\$0.00	\$21,505.39	(\$21,505.39)
13	Security	Lot A Camera Modification	Upgrade / modification of Lot A security camera to improve viewing capabilities: \$5,021	Awaiting Approval	\$0.00	\$0.00	\$0.00
				SUBTOTALS	\$0.00	\$21,505.39	(\$21,505.39)
				"ADJUSTED" SUBTOTALS	\$1,296,363.00	\$713,378.80	\$582,984.20
				10% CONTINGENCY (original budget)	\$129,636.00		\$129,636.00
				TOTALS: vs APPROVED FY2017 Capital Budget	\$1,425,999.00	\$713,378.80	\$712,620.20