

**MINUTES
GWCCA PERSONNEL COMMITTEE MEETING**

August 21, 2012

10:00 a.m.

GWCC Sales & Event Services Board Room

Committee Members Present:

David Allman
Jeff Anderson
Glenn Hicks, Chair
Lee Hunter
Tim Lowe

GWCCA Staff Present:

Dale Aiken
Kevin Duvall
Jennifer LeMaster
Frank Poe
Sherrie Spinks

Committee Members Absent:

Bill Hamrick, Legislative Advisor
Dee Yancey

Guests:

Pargen Robertson, Legal Counsel

Chair Hicks called the GWCCA Personnel Committee meeting to order at 10:05 a.m.

Chair Hicks asked for a motion to approve the May 8, 2012 meeting minutes.

A motion to approve the May 8, 2012 GWCCA Employee Compensation Committee meeting minutes as presented was made by Jeff Anderson, seconded by Lee Hunter and unanimously approved.

Today is the annual review the Authority's financial position. Electronic copies of facility performance and financial reports were sent to Committee members prior to today for review. The Committee will be asked to take action of the proposed merit increase, which is in the FY13 budget. A Committee report will be presented to the full Board during Executive Session at the August Board meeting.

Campus-wide Year-End Highlights include:

- Completed a campus-wide salary survey;
- Implemented the 1% marketing fund;
- Changed to a new event management software system and electronic applicant system;
- Received a substantial water credit from the City of Atlanta for the Congress Center and the Park for years of incorrect meter readings;
- Implemented a rolling forecast;
- Hosted our first annual vendor conference; and
- Generated \$93,162 in revenue through our recycling program.

Authority Consolidated Financials:

In FY12 the Authority budgeted \$102,507,095 in total revenue. Actual revenue of \$111,255,431 was 8.53% better than forecast. This is primarily due to the \$44 million received as a result of the marketing fund and the addition of other events which were added over the course of the year. Expenditures were \$96,394,402 against a budget of \$92,514,380 or 4.19% over budget. Net profit before depreciation was \$14,861,029 against a budget of \$9,992,715, which is a positive variance of \$4,868,314 or 48.72%.

The Committee would like to receive a list of potential future revenue streams.

GWCC Year-End Highlights include:

- A positive net gain against budget;
- Sales process review due to key retirements;
- Working towards a pouring rights partnership with Coca-Cola. Final contract should be complete in next thirty days.
- Implementation of 1% Atlanta marketing fund;
- Exhibit hall lighting upgrade – received \$2.4 million from GSFIC to replace/upgrade all exhibit hall lighting fixtures; and
- Completed Building A restroom and sound system renovations – received \$1.2 million in State bond funds for these projects.

GWCC Financials

Total FY12 revenue for the Congress Center was \$47,453,600 against a budget of \$41,114,867. This was \$6,338,733 or 15.42% ahead of budget. Expenses were \$48,247,208 against a budget of \$45,267,316, which was 6.58% over budget. Net profit before depreciation was (\$793,608) against a budget of \$(4,152,449), which was a positive variance of \$3,358,841 or 80.89%.

Georgia Dome Year-End Highlights include:

- A financially successful year;
- The Dome's first self-promoted concert;
- Installation of a new turf system;
- Mid-season key hires at senior management level;
- Ranked in the second quartile of all NFL stadiums as a result of the NFL's surprise audit of our security best practices operations; and
- Provided our 20-year annual customers (the Corky Kell classic, The Bank of America Atlanta Football Classic, Chick-fil-A Bowl, and Monster Jam) special recognition and appreciation events and gifts.

Georgia Dome Financials

Total FY12 revenue for the Georgia Dome was \$61,275,428 against a budget of \$58,252,256, an increase of 5.19%. Expenses were \$45,282,029 against a budget of \$43,970,202, an increase of 2.98%. Net profit before depreciation was \$15,993,399 against a budget of \$14,282,054, a positive variance of \$1,711,345 or 11.98%.

Centennial Olympic Park Year-End Highlights include:

- Retirement of the General Manager;
- Self-promoted *Party in the Park* concert;
- Visioning session with AECOM;
- In two years of full operation, the Googie Burger increased the year over year sales by \$66,000 or 11%;
- Working towards a pouring rights partnership with Coca-Cola. Final contract should be complete in next thirty days.

Park Financials

Total FY12 revenue was \$2,526,403 against a budget of \$3,139,972 or a decrease of 19.54%. Expenses were \$2,865,165 against a budget of \$3,276,862 or a decrease of 12.56%. This is mainly due to the water credit. Net loss before depreciation was (\$338,762) against a budget of (\$136,890), a negative variance of \$201,872.

A prior years' comparison of net profit/loss before depreciation for each facility was included in the financial reports.

This concluded the facility performance and financial reports. Mr. Poe noted that the entire staff performed at optimum levels and therefore, staff recommends the Committee approve an average 3% merit increase for all employees. As a comparison to other like agencies, it was noted that the Georgia Ports Authority is giving an average 3% merit increase for FY12. The Committee was reminded that last year the merit increase pool did not reflect on Short-Term Deferred Compensation Plan participants.

Mr. Poe, Kevin Duvall, Jennifer LeMaster, Sherrie Spinks, and Dale Aiken were excused from the meeting to allow committee deliberation. Upon the return of Mr. Poe, Mr. Duvall, Ms. LeMaster, Ms. Spinks, and Ms. Aiken, Chairman Hicks reported the committee unanimously voted to make the following recommendation, which will be brought to the full Board at the August 28, 2012 Board meeting for action:

1. The Board approve a 3% merit based fund, which was authorized in the FY13 adopted budget.

A motion to recommend approving a 3% merit based fund, which was adopted in the FY13 budget, was made by Lee Hunter, seconded by David Allman, and unanimously approved.

The Committee also discussed the extension of Frank Poe's agreement and will undertake the process to extend it for five more years.

There being no further business to discuss, the meeting adjourned at 11:30 a.m.

Respectfully submitted:

Approved:

Dale Aiken, Assistant Secretary

Glenn Hicks, Chair