

STATE OF TEXAS  
COUNTIES OF POTTER  
AND RANDALL  
CITY OF AMARILLO

On the 20th day of March, 2023, the Amarillo-Potter Events Venue District Board of Directors met at 8:30 a.m. in the Council Conference Room, located on the third floor of City Hall at 601 South Buchanan Street, Amarillo, Texas.

VOTING MEMBERS	PRESENT	NO. OF MEETINGS ATTENDED	NO. OF MEETINGS HELD SINCE APPOINTMENT
Terry Wright, President	Yes	61	64
Dale Williams, Vice-President	Yes	22	30
Tod Mayfield, Secretary	Yes	22	24
Vance Reed	Yes	41	64
Cliff Bickerstaff	Yes	14	21
Alberto Rios	Yes	15	17
Dipak Patel	Yes	10	17

Also in attendance were the following:

- |                   |  |
|-------------------|--|
| Laura Storrs      | Assistant City Manager, City of Amarillo         |
| Leslie Schmidt    | Senior Assistant City Attorney, City of Amarillo |
| Stephanie Coggins | City Secretary, City of Amarillo                 |
| Brady Ragland     | General Manager, Amarillo Tri-State Exposition   |
| Bo Fowlkes        | General Manager, Amarillo Civic Center Complex   |
| Kashion Smith     | Executive Director of Convention Visitors Bureau |
| Matt Poston       | Finance Director, City of Amarillo               |
| Katrina Owen      | CPA, CMMS CPAs and Advisors PLLC                 |
| Janie Arnold      | CPA, CMMS CPAs and Advisors PLLC                 |

Mr. Wright established a quorum, called the regularly scheduled meeting of the Amarillo-Potter Events Venue District Board of Directors to order at 8:34 a.m. and the following items of business were conducted:

Public Address: There were no comments.

**ITEM 1:** *Consider Minutes.* Mr. Wright presented the minutes from the November 15, 2022 meeting. A motion was made by Mr. Bickerstaff to approve the minutes as written. The motion was seconded by Mr. Williams, and it carried unanimously.

**ITEM 2:** *Presentation and Consideration of Annual Financial Report.* Ms. Owen presented an overview of the District's Annual Financial Report from September 30, 2022 and 2021 and reported the financial statements presented a clean, unmodified opinion. A motion was made by Mr. Reed, and seconded by Mr. Bickerstaff, to approve the Annual Financial Report as presented. The motion carried unanimously.

ITEM 3: *Discuss and Consider Award of Demolition and Abatement of the Baseball Field at Tri-state Fairgrounds.* Ms. Storrs presented the item and stated the Board had previously approved \$805,000 for the demolition and abatement of the baseball field. The highest evaluated bidders were Lloyd Nabors for Lot 1 at \$175,000.00 and Arlo Environmental for Lot 2 at \$23,507.00, with a total award of \$198,507.00 for the project. A motion was made by Mr. Mayfield to approve the award of the demolition and abatement of the Baseball Field at Tri-state Fairgrounds. The motion was seconded by Mr. Bickerstaff, and it carried unanimously.

ITEM 4: *Consider the Request to Participate in the Event Trust Fund by the Cowboy Mounted Shooting Association (CMSA) and the Economic Impact Research Proposal.* Ms. Storrs advised that the 2022 events application was approved, and attendance records have been submitted along with a local share of \$4,934. Ms. Storrs advised for the 2022 event, \$35,770 was approved through the Event Trust Fund for the CMSA. The current request is to move forward with 2023 application for CMSA. The request includes paying Angie Highland \$7,500 for application submittals and providing the economic impact research proposal. A motion was made by Mr. Mayfield, and seconded by Mr. Rios, to approve the participation request and economic impact research proposal as presented. The motion carried unanimously.

ITEM 5: *Consider the Request to Participate in the Event Trust Fund by the United States Team Penning Association (USTPA) Finals and the Economic Impact Research Proposal.* Ms. Storrs advised that the 2022 events application was approved, and attendance records have been submitted along with a local share of \$6,222. Ms. Storrs advised for the 2022 event, \$45,107 was approved through the Event Trust Fund for the USTPA. The current request is to move forward with 2023 application for USTPA. The request includes paying Angie Highland \$7,500 for application submittals and providing the economic impact research proposal. A motion was made by Mr. Mayfield, and seconded by Mr. Williams, to approve the participation request and economic impact research proposal as presented. The motion carried unanimously.

ITEM 6: *Consider the Coors Cowboy Club Ranch Rodeo Event Development Request.* Chairman Wright stated that the event is increasing from 2 days to 3 days so would like to request an additional \$5,000 support for the event. Ms. Storrs stated the funding for this item could come from the \$62,000 allocated for Other Events in the Event Development line item in the budget. A motion was made by Mr. Williams, and seconded by Mr. Patel, to approve the additional funding for the event as presented. The motion carried unanimously.

ITEM 7: *Consider Fencing and Grounds Maintenance Project Request.* Chairman Wright presented the item which is a reallocation of funds from the baseball demolition project budget for additional needs for fencing and grounds maintenance and improvements at the Tri-State Fairgrounds. Ms. Storrs stated the funding is available in the current budget, and the Board can reallocate the funds to another line without an official amendment to the budget. Mr. Williams made a motion to move the total remaining budget of \$606,493 to a new line item for fencing and grounds maintenance, seconded by Mr. Mayfield, and carried unanimously.

ITEM 8: *Presentation of Quarterly Financials.* Mr. Poston presented the unaudited December 31, 2022 Amarillo-Potter Events Venue District balance sheet and income statement. Total assets of \$6,425,702 and liabilities totaled \$1,000, left a fund equity balance of \$6,425,702. Revenues totaled \$943,185, and

expenditures totaled \$321,592. There were transfers to the debt service fund of \$158,000, leaving net income after transfers of \$463,593.

ITEM 9: *Discuss and consider events at the Amarillo National Center.* Ms. Storrs presented a summary of the events that have been paid for at the Tri-State Fairgrounds through January 9, 2023, stating \$78,156 had been spent out of the \$355,000 budget. A motion was made by Mr. Mayfield to approve the item as presented. Mr. Patel seconded the motion, and the motion carried unanimously.


ITEM 10: *Discuss and consider payments to the Amarillo National Center.* Ms. Storrs presented the item and stated there was no overall spending through January 9, 2023 with a budget of \$998,500. There were no payments made to the Amarillo National Center during the period, and therefore no action was necessary.

ITEM 11: *Update on Projects at the Fairgrounds and Civic Center.* Mr. Ragland did not give a further update on projects at the Fairgrounds due to some of them being addressed earlier in the meeting. Mr. Fowlkes gave an update on the Civic Center projects. The restroom upgrades are moving slowly due to the discovery of cast iron pipe failures. The lighting project should go out to bid soon and they may utilize the LED rebate program.

There being no further business, Mr. Wright adjourned the meeting at 9:21 a.m.

ATTEST:

  
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Tod Mayfield, Secretary

  
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Terry Wright, President

