



## Amarillo-Potter Events Venue District Board Regular Meeting

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May 12, 2025  
8:30 AM  
City Hall - Room 1500  
623 S. Johnson, First Floor  
Amarillo, Texas 79101

### MINUTES

#### 1. Welcome and Introductions

On the 12th day of May, 2025 the Amarillo-Potter Events Venue District Board of Directors met at 8:30 AM for a regular meeting held in room 1015, located on the first floor of City Hall at 623 South Johnson Street, Amarillo, Texas. President Wright called the meeting to order at 8:36 AM.

VOTING MEMBERS	PRESENT	NO. OF MEETINGS ATTENDED	NO. OF MEETINGS HELD SINCE APPOINTMENT
Terry Wright, President	YES	70	73
Dale Williams, Vice President	YES	28	39
Tod Mayfield, Secretary	YES	30	33
Vance Reed	YES	50	73
Cliff Bickerstaff	NO	21	30
Dipak Patel	NO	15	26
Mark Zimmer	YES	6	6

Also in attendance were the following:

- Laura Storrs, Assistant City Manager and CFO
- Stephanie Coggins, City Secretary
- Leslie Schmidt, Senior Assistant City Attorney
- Bo Fowlkes, General Manager of Amarillo Civic Center Complex
- Brady Ragland, General Manager of Amarillo Tri-State Exposition
- Katrina Owens, Finance Director
- Todd Stavenhagen, Assistant Director of Facilities

- #### 2. Public Comment
- Citizens who desire to address the Amarillo-Potter Events Venue District Board of Directors with regard to matters on the agenda or having to do with the City's policies, programs, or services will be received at this time. Each speaker will be limited to three minutes. The Board may not discuss items not on this agenda, but may respond with factual, established policy information, or refer to staff. The Board may

choose to place the item on a future agenda. (Texas Attorney General Opinion JC-0169.)

President Wright opened public comment. No one presented to speak. President Wright closed public comment.

3. **Approval of Minutes** The Board will consider approval of the minutes from the last meeting of the Board of Directors held March 24, 2025.

President Wright introduced the item. Mr. Mayfield motioned to approve the minutes as presented. Mr. Reed seconded, and the motion carried by a 5-0 vote.

#### 4. **Regular Meeting Items**

##### 4.A. **Presentation of Quarterly Financials**

The Board will review the District's quarterly financials at March 31, 2025.

President Wright introduced the item, and Ms. Storrs presented the unaudited March 31, 2025 Amarillo-Potter Events Venue District balance sheet and income statement. Total assets of \$9,376,328 equaled total and total liabilities equaled \$230,144, leaving a fund equity balance of \$9,146,184. Revenues for the period totaled \$1,798,747 and expenditures totaled \$806,935. There were transfers to the debt service fund of \$356,000; leaving net income after transfers of \$635,811.

##### 4.B. **Discuss and Consider Events at the Amarillo National Center**

The Board will discuss and consider events at the Amarillo National Center.

President Wright introduced the item, and Ms. Storrs presented a summary of the events that were paid for at the Tri-State Fairgrounds through March 7, 2025. She stated that \$122,500 had been spent out of the budget of \$440,750.

Mr. Ragland discussed a project that Tri-State is trying to put a proposal together for. It may require from \$30,000 to \$50,000 in event development funding for the 2025/2026 budget. The event is a six-day event with 1,000 stalls. The Board gave consensus to move forward with pursuing this event.

Mr. Mayfield moved to approve the item as presented. Mr. Reed seconded the motion, and it passed 5-0.

##### 4.C. **Discuss and Consider Payments to the Amarillo National Center**

The Board will discuss and consider past and future payments to the Amarillo National Center.

President Wright introduced the item, and Ms. Storrs presented a summary of the payments made for the Amarillo National Center through May 7, 2025. She

stated that \$226,956.59 had been spent out of the budget of \$879,950. Mr. Ragland asked if Project 14 - Demo Asphalt & Install Concrete Driveway can be added to the list for \$160,000. Ms. Storrs confirmed that the budget amendment had been approved by both the Potter County Commissioners Court and the City of Amarillo, and therefore the project will be added to this list.

Mr. Reed moved to approve the item as presented. Mr. Williams seconded the motion, and it passed 5-0.

**4.D. Update on Projects at the Fairgrounds and Civic Center**

The Board will receive an update on the status of the approved fiscal year 2024-2025 projects at the Tri-State Fairgrounds and Amarillo Civic Center.

Mr. Stavenhagen shared a presentation with updates on Civic Center projects, specifically the restroom remodel project.

**4.E. Announcement - Next Meeting**

The board gave consensus on holding the next meeting on August 18, 2025 at 8:30 a.m.

**5. Discuss Items for Future Agendas**

The budget will be discussed at the next meeting. This meeting was adjourned at 9:55 a.m.

ATTEST:

  
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Tod Mayfield, Secretary

  
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Terry Wright, President

