

REGULAR MEETING

SACRAMENTO COMMUNITY CENTER AUTHORITY

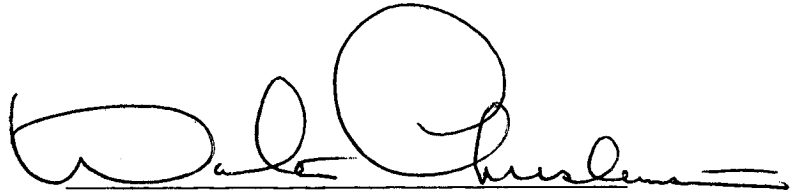
TUESDAY

MARCH 6, 1979

4:00 P.M.

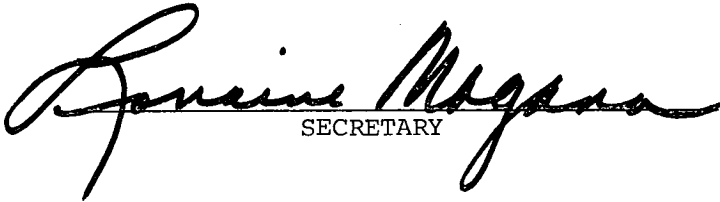
I HEREBY CALL a Regular Meeting of the Sacramento Community Center Authority to be held at the hour of 4:00 p.m., on Tuesday, March 6, 1979, in the conference room of the Community Center, 1100 - 14th Street, for the purpose of considering and acting upon the following subjects:

1. Approval of minutes, November 2, 1978
2. Introduction of Thomas P. Friery, City Treasurer
3. Correction on Resolution No. 78-1



CHAIRMAN

ATTEST:



SECRETARY



# CITY OF SACRAMENTO

## OFFICE OF THE CITY CLERK

915 I STREET

CITY HALL ROOM 203

SACRAMENTO, CALIFORNIA 95814

TELEPHONE (916) 449-5426

LORRAINE MAGANA  
CITY CLERK

HUBERT F. ROGERS  
CHIEF DEPUTY CITY CLERK

March 15, 1979

Security Pacific National Bank  
c/o Mr. Gary Nelson,  
Asst. Corp. Trust Officer  
P.O. Box 7762  
San Francisco, CA 94120

Dear Mr. Nelson:

On March 6, 1979, the Sacramento Community Center Authority adopted Resolutions 79-1 and 79-2 relating to expenditure of funds from the Community Center Authority Construction and/or Surplus Funds.

The resolutions and attachments are enclosed for your information.

Sincerely,

  
Lorraine Magana  
City Clerk

LM:td

Enclosure

CITY OF SACRAMENTO

APPLICATION FOR APPOINTMENT

Application for appointment to GOVERNING BOARD OF SACRAMENTO COMMUNITY CENTER AUTHORITY; the time and place of meetings are on call of the Chairman, Council Chambers; there is no compensation for meetings attended; members need not be residents of the City for appointment.

\*\*\*\*\*

NAME: Jean Kauffman

AGE: \_\_\_\_\_

ADDRESS: Business: \_\_\_\_\_

~~Inside~~ / Outside City  
(Cross out one)

Residence: 619 La Sierra Drive

~~Inside~~ / Outside City  
(Cross out one)

TELEPHONE: Business: \_\_\_\_\_

Residence: 489-1478

COUNCILMANIC DISTRICT NO. \_\_\_\_\_

(If applicable)

If appointed, will you be able to attend meetings regularly and devote the time necessary to fulfill your duties as a member of this body? YES: XX NO: \_\_\_\_\_

EDUCATION: Master's Degree: Public School Administration

RECEIVED  
CITY CLERKS OFFICE  
CITY OF SACRAMENTO  
JUN 15 10 25 AM '76

PRESENT OCCUPATION: Consultant/Representative for Scholastic Publications

SPOUSE EMPLOYMENT:

RESUME: Brief resume of experience and qualifications that would be helpful to the Council in evaluating your application. Use additional sheets if necessary.

See attached

Jean Mangum  
619 La Sierra Dr.  
Sacramento, Calif. 95825

Probably my strongest qualification for this appointment is a strong desire to extend cultural offerings in Sacramento and, in so doing, to utilize fully our Community Center. The Center fills a long-felt need. Everybody's proud of it. But it's empty so much of the time. I have no magic solutions but I'd like to work with others on the board who are interested in finding one.

Having lived in Arden Park for 25 years I think the residents of suburban county areas like this no doubt outnumber city people in their attendance at cultural events. Thus you need input from this sector.

I have done a great deal of volunteer work for KVIE Channel 6.

I'm a member of the Sacramento Civic Theater Guild (formerly Eaglet Theater Auxiliary) and will serve as secretary during the ensuing year.

I work part-time in public relations.

I'll be glad to furnish references upon request.

Alan + Helen Post

HS 4711 -

445-4656

Flight  
Kapalle  
Chapman  
get the good one

Benj. Frantz

Dr. Fred Schroeder -

Nick Horatos -

Rio Linda

P.D. Aught

991 1704

SCHEDULE OF FEES  
FOR SERVICES AS  
TRUSTEE AND/OR FISCAL AGENT, REGISTRAR AND PAYING AGENT  
(SECURED ISSUES)

---

1. AS TRUSTEE - ACCEPTANCE FEE (including review and execution of the Indenture and the authentication and delivery of the securities)

On the first \$ 5,000,000 principal amount -	\$ 500.00 per million
On the next \$ 20,000,000 principal amount -	350.00 per million
On the next \$ 75,000,000 principal amount -	200.00 per million
On each million in excess of \$100,000,000 principal amount -	100.00 per million
Minimum charge for each transaction -	1,000.00

2. AS FISCAL AGENT - ACCEPTANCE FEE

Minimum charge - each issue	500.00
-----------------------------	--------

3. AS TRUSTEE - ANNUAL CHARGE (for administrative services)

On the first \$ 5,000,000 principal amount -	300.00 per million
On the next \$ 5,000,000 principal amount -	200.00 per million
On the next \$ 25,000,000 principal amount -	100.00 per million
On each million in excess of \$35,000,000 principal amount -	50.00 per million
Minimum annual charge -	750.00

The annual charge is based on the principal amount of securities outstanding at the beginning of each annual period.

4. AS FISCAL AGENT - ANNUAL CHARGE (for administrative services - each issue)

* On the first \$ 5,000,000 principal amount -	250.00 per million
On the next \$ 5,000,000 principal amount -	150.00 per million
On each million in excess of \$10,000,000 principal amount -	50.00 per million

5. FOR HANDLING MONEYS IN THE CONSTRUCTION FUND -

Each issue	1/10th of 1% of amt. involved
------------	-------------------------------

6. FOR INVESTMENT OF FUNDS - (through purchase and/or exchange)

Each item -	10.00
-------------	-------

7. PAYMENT OF INTEREST -

Per coupon paid -	.15
Per check issued for registered interest -	.25
Minimum charge for each interest maturity (each issue) -	25.00

8. PAYMENT OF PRINCIPAL-

At maturity or by call as a whole - each piece	2.50
Upon redemption in part by call or tender - each piece	3.25
Minimum charge for each principal payment -	25.00

9. CHARGE FOR HANDLING DEBENTURES (BONDS) & COUPONS PAID BY CO-AGENTS (2)

Annual charge - each issue \$ 100.00

NOTE: If more than 2 co-agents are required, an annual charge of \$50.00 per issue will be made for each additional co-agent. ACTUAL FEES CHARGED BY CO-AGENTS NOT INCLUDED.

10. AUTHENTICATION OF COUPON PIECES each .25

11. REGISTRATION AND DISCHARGE FROM REGISTRATION

Per piece registered - .75  
 Per piece discharged from registration - .25  
 Minimum annual charge for registration & deregistration services - 150.00

12. FOR MAILING SECURITIES - each package .30

13. FOR DELIVERING SECURITIES AGAINST RECEIPT - per item .10

14. FOR PROCESSING ADDRESS CHANGES - each .50

15. FOR MAINTAINING STOP TRANSFER ORDERS - each, per annum 1.00

16. FOR RESEARCHING INQUIRIES AND COMMUNICATING WITH SECURITY HOLDERS

Per inquiry - 3.00

17. FOR PROCESSING IRREGULAR TRANSFER & BONDS OF INDEMNITY - each item 3.00

18. MAINTENANCE OF ACCOUNTS - each issue

For each account maintained (based on number of accounts at beginning of year and all accounts opened during the year) - .50

Minimum annual charge for account maintenance - 10.00

19. FOR EACH ITEM POSTED (DEBIT OR CREDIT) - .20

20. CONVERSIONS OF SECURITIES -

Per \$1,000 principal amount converted - 1.00

Minimum annual charge, beginning with the date of the first conversion - 25.00

21. CERTIFIED LISTS OF SECURITY HOLDERS

Per 1,000 accounts - 30.00

Additional copies of lists, per 1,000 accounts - 5.00

22. DELIVERY OF REGISTERED PIECES IN EXCHANGE FOR COUPON PIECES & VICE VERSA - per transaction

For the first 100 pieces - each .50

For pieces in excess of 100 - each .10

23.	<u>EXAMINATION AND RECORDING OF PIECES SURRENDERED FOR CANCELLATION WITHOUT PAYMENT (including pieces converted other than through us)</u>	
	For the first 1,000 pieces - each	\$ .20
	For each piece in excess of 1,000	.10
24.	<u>REPORTS TO SECURITY HOLDERS</u>	
	For each 1,000 reports (or fraction thereof) -	50.00
	Minimum charge for each report prepared -	50.00
25.	<u>RELEASES, EXCHANGES AND SUBSTITUTIONS OF PROPERTY</u>	
	Based on the value of the property being released -	1/10th of 1%
	Minimum charge -	25.00
26.	<u>CUSTODY OF UNISSUED "BEARER" PIECES</u>	
	For each \$1,000 principal amount of unauthenticated pieces -	.0125
	For each \$1,000 principal amount of authenticated pieces -	.025
27.	<u>FOR MAINTENANCE "LIVE" OF COUPON PIECES SURRENDERED FOR REGISTERED PIECES</u>	
	For each piece - per annum	.10
	Minimum annual charge -	50.00
28.	<u>FOR MAINTENANCE "LIVE" OF SERIES OF COUPONS (IF DETACHABLE) APPLICABLE TO A SPECIFIC PIECE</u>	
	For each coupon sheet - per annum	.025
	Minimum annual charge	10.00
29.	<u>DESTRUCTION OF DEBENTURES ( BONDS) AND COUPONS</u>	
	Per 1,000 Debentures (Bonds) -	25.00
	Per 1,000 coupons -	10.00
	Minimum charge per destruction -	10.00
30.	<u>SOLICITING AND REPORTING TAX INFORMATION</u>	
	Compiling tax information data (per account per disbursement) -	.02
	Preparing and filing Federal 1099 forms (per account) -	.05
	Preparing and filing California 599 forms (per account) -	.05
	Preparing and mailing Payee Copy of form 1099 showing amount of interest paid to security holders - each	.05
	Minimum charge per annum for above services -	50.00
	(Above charges include fees for filing reports to other states unless special forms are required by such state.)	
31.	<u>CLOSING FEE</u>	
	Will be based on an appraisal of the work and responsibility involved.	
	Minimum charge - Trustee	500.00
	Minimum charge - Fiscal Agent	250.00

32. SPECIAL SERVICES

Charges for any services not contemplated herein will be based on an appraisal of the work and responsibility involved.

33. OUT-OF-POCKET EXPENSES

Charges for postage, insurance, telephone calls, etc., will be in addition to the foregoing and will be charged for at cost.

\*\*\*\*\*

SCHEDULE OF FEES FOR OPTIONAL SERVICES

ACCOUNTING, STORAGE AND DESTRUCTION OF DEBENTURES (BONDS) AND COUPONS

Coupons - each	\$ .025
Debentures (Bonds) - each	.10

NOTE: Storage for 1 year is included in the above rates. An additional charge of \$0.02 per debenture (bond) and \$0.0025 per coupon per annum will be made if longer storage is required.

The above rates also contemplate that coupons destroyed will be listed only by quantity and maturity date (no serial numbers of debentures (bonds) will be shown).

Minimum annual charge for accounting, storage and destruction services -	50.00
--	-------



**COMMUNITY/CONVENTION CENTER**

CITY OF SACRAMENTO  
SAM J. BURNS, GENERAL MANAGER

March 6, 1979

Community Center Authority  
Sacramento, California

Members in Session:

CORRECTION OF RESOLUTION NO. 78-1  
November 2, 1978

Resolution No. 78-1 authorizing the Director of Finance to expend \$108,800.00 from the Community Center Authority Construction and/or Surplus Fund(s) was in error of the calculated total.

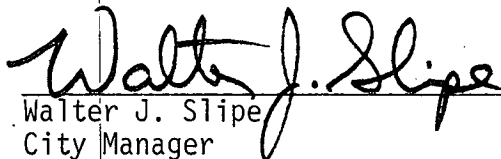
The Resolution which gave the Director of Finance the authority to expend \$108,000.00, should have been in the amount of \$201,800.00, and should have been reflected in the Resolution as that amount.

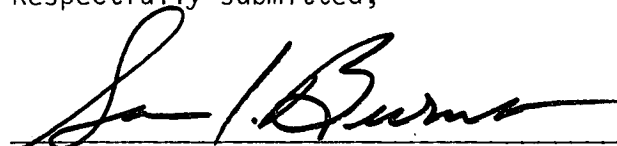
In researching this mistake we cannot determine if this was a typographical error or an addition error. The Community Center administration apologizes for this mistake and requests at this time that the Authority rescind the original Resolution and pass a new Resolution to reflect the total amount.

I must point out that there are no changes in the per item requests but rather in the grand total.

Recommendation approved,

Respectfully submitted,

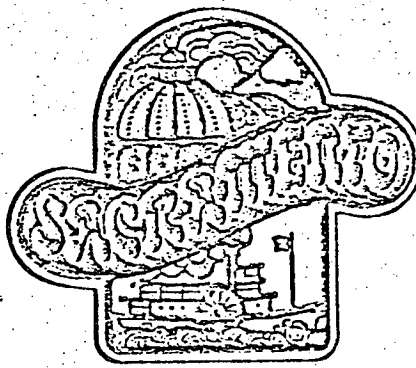
  
Walter J. Slipe  
City Manager

  
Sam J. Burns  
Community Center General Manager

SJB/bjt

SACRAMENTO, CALIFORNIA 95814 • (916) 449-5291





**COMMUNITY/CONVENTION CENTER  
CITY OF SACRAMENTO  
SAM J. BURNS, GENERAL MANAGER**

November 2, 1978

Community Center Authority  
Sacramento, California

Members in Session:

PROPOSED CONSTRUCTION FUND EXPENDITURES

Since the opening of the Community Center, June 29, 1974, there have been certain items that have either failed or have been found to be inadequate for the type of events staged in the facility. Management has found, after four years of operation, there are certain modifications and equipment purchases that will make the Community Center safer, more economic, and more versatile.

The three factors stated above have prompted us to request that the Community Center Authority fund the following projects out of the Community Center Construction Fund.

Projects that were approved by the Sacramento Community Center Authority October 14, 1976, and are being instituted:

Correct House Curtain Movement	\$ 6,000.00
Correct Freezer System	unknown
Modify South Elevator	1,000.00
Modification of all locks	18,000.00
Handrail, Activity Building	3,500.00
Power Cart Modification	6,500.00
Communication System (\$20,000.00)	
Central Paging System (\$ 6,000.00)	26,000.00
Steel Gates, Patio	3,000.00
	<u>\$74,153.00</u>
(less Freezer)	

- more -

SACRAMENTO, CALIFORNIA 95814 • (916) 449-5291



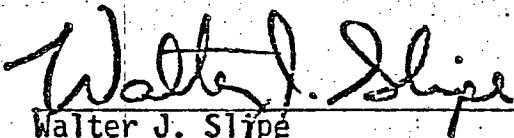
Projects that have come up since October, 1976, and Community Center Administration feels should be done.

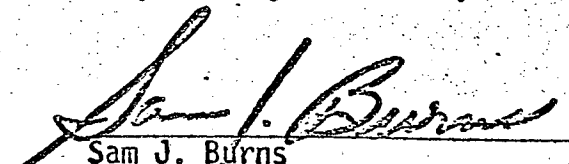
Replace all roof flashing	\$70,000.00
Replace valves destroyed by electrolysis	2,000.00
A-C5, Theatre Box Office heating/cooling	2,500.00
Theatre ticket window lights	6,000.00
Stainless steel wall covering and brazier	7,500.00
Corridor 145 security doors	5,000.00
Mechanical Room airway louvers	9,000.00
Exhibit Hall temperature controls	5,000.00
Kitchen automatic door operating equipment	6,000.00
Stage rail lowering(Theatre)	3,000.00
Dock leveling device or ramp	7,500.00
Raceway for stage controls	6,000.00
Chair cart modification	4,500.00
Convertomatic ZOE Electric Floor Scrubber	1,200.00
Re-roof cooling tower (Theatre)	4,000.00
Re-design well lights (under trees)	1,500.00
Boiler, safety devices(required)	600.00
Modification stage risers (safety)	5,000.00
Chiller - condenser water surging	3,500.00
Low voltage system	1,500.00
Electrical systems (trade show hook-ups)	40,000.00
Electrical truck to move equipment	2,500.00
Two (2) strong super troopers (\$4,000.00 @)	8,000.00
	<del>108,800.00</del>

These modifications and equipment will be made within the next six months. <sup>201,800.00</sup>  
Management would like the latitude of transferring any savings on specific items that savings are made to items where possible under-estimates are made.

Recommendation Approved:

Respectfully submitted,

  
Walter J. Slips  
City Manager

  
Sam J. Burns  
Community Center General Manager

SJB/bjt



**COMMUNITY/CONVENTION CENTER**

CITY OF SACRAMENTO  
SAM J. BURNS, GENERAL MANAGER

March 6, 1979

Community Center Authority  
Sacramento, California

Members in Session:

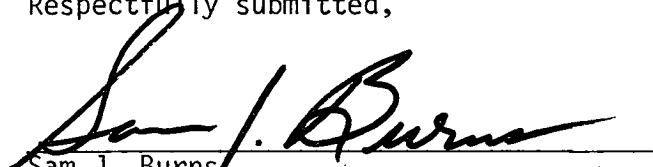
PROPOSED CONSTRUCTION FUND EXPENDITURES

Since the committee meeting of November 2, 1978, further evaluation of the Community Center facility has been made by the maintenance and operations staff of the Community Center.

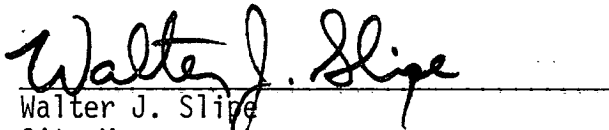
As we had stated in our November communication, there were certain modifications and equipment purchases which will make the Community Center facility safer, more economical and versatile. The list of items with their justifications is attached to this proposal and we are requesting of the Community Center Authority that these additional expenditures be made to enhance the flexibility and safety of the Community Center facility.

Some of these modifications are determined by OSHA, while others are an extension of the original design of the building that we have found inadequate creating undue operational costs.

Respectfully submitted,

  
\_\_\_\_\_  
Sam J. Burns  
General Manager

Recommendation approved,

  
\_\_\_\_\_  
Walter J. Slive  
City Manager

SJB/bjt  
Attachment

SACRAMENTO, CALIFORNIA 95814 • (916) 449-5291



(ATTACHMENT SHEET)

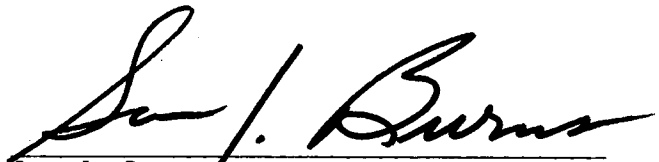
CONSTRUCTION FUND PROJECTS

Projects that have come up since November 2, 1978, and that the Community Center administration feels should be done.

1. Exhibit Hall B Panic Hardware	\$ 3,250.00
2. Exhibit Hall C Service Access	5,000.00
3. Exhibit Hall and Activities Building Movable Partition Modification	54,240.00
4. Activities Building Exit Door Modification	7,231.00
5. Theater Box Office Sound Soak Paneling	2,700.00
6. Theater Catwalks Modifications	2,000.00
7. Theater Ceiling Lights	7,500.00
8. Theater Chandelier Modifications	12,120.00
9. Electric Battens. (Relocate Junction Boxes, Theater)	<u>10,000.00</u>

Total: \$104,041.00

Your favorable consideration will be appreciated. Justifications are attached.

  
\_\_\_\_\_  
Sam J. Burns  
Community Center General Manager

SJB/bjt

(ATTACHMENT SHEET)

JUSTIFICATIONS FOR CONSTRUCTION FUND PROJECTS

1. Exhibit Hall B Panic Hardware

Install panic hardware on 12 doors leading from the J Street Lobby to Exhibit Hall B to provide greater security during events.

2. Exhibit Hall C Service Access

A service access to the patio area from Exhibit Hall C would give greater flexibility of use to the building.

3. Exhibit Hall and Activities Building Movable Partition Modifications

The movable partitions are presenting a safety hazard as evidenced by the third failure of a trolley wheel assembly. Should an employee be struck by the falling defective parts, it would easily result in serious injury. There are 226 panels in the facility, all of which may be subject to this failure.

The damage occurs to the wheel assembly when the partitions are switched from the operating track to the storage track. Since the partitions weigh approximately 900 pounds each, it is difficult to switch tracks without the wheel assembly being placed under severe stress.

An inspection of 26 partitions in the Exhibit Hall was conducted February 20, 1979, revealing that 33% of the partitions were about to suffer trolley wheel assembly failure, and the remaining partitions showed failure warning signs.

4. Activities Building Exit Door Modification

The exit doors from the Activities Building towards the Theater do not close properly because of weak doors and framing, posing a security problem. Correction will require installation of a heavy duty door frame that is wider and higher than the existing one, with balanced doors or floor mounted closures designed to withstand rough use.

5. Theater Box Office Sound Soak Paneling

Sound soak acoustical paneling is needed to reduce noise levels.

6. Theater Catwalks Modification

When stage lights are hung from either the canopy or glass catwalks, the mid-rail must be removed, leaving a large gap through which a person might fall. A portable barrier is needed to close the gap, and must comply with CAL-OSHA regulations.

7. Theater Ceiling Lights

There are 15 lights which may only be changed by walking across a suspended plaster ceiling which is neither intended for nor capable of supporting a person's weight. This is a serious CAL-OSHA violation, and before any of these lights may be changed, a series of catwalks must be designed and installed.

*13*

8. Theater Chandelier Modifications

The Theater chandelier was designed with an insufficient number of supporting cables resulting in it sagging under its own weight. The factory has provided additional cables, but refuse to specify where the cables should be placed and to provide any assistance with the job.

9. Electric Battons. (Relocate Junction Boxes, Theater)

The power supply lines for the 5 electric battons in the Theater were improperly suspended resulting in damage to these cables. One has completely shorted out, and two others have lost several circuits. The replacement cost for the cable runs \$1,000.00 for each two cable set. However, replacement of the cables is not the answer as they will be subject to the same stresses.

The proposed solution is to relocate the junction boxes from the grid area to the loading bridge intercepting the existing raceway leading to the grid and then run horizontally to the respective pipes. This would shorten the cable run by approximately 50 feet each and would subject the cables to less strain from flexing.



REGULAR MEETING

SACRAMENTO COMMUNITY CENTER AUTHORITY


TUESDAY

MARCH 7, 1978

4:30 P.M.

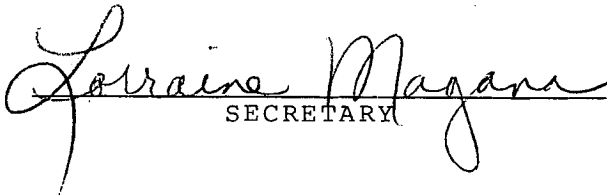
I HEREBY CALL a Regular Meeting of the Sacramento Community Center Authority to be held at the hour of 4:30 p.m., on Tuesday, March 7, 1978, in the conference room of the Community Center, 1100 - 14th Street, for the purpose of considering and acting upon the following subjects:

1. Approval of minutes, March 1, 1977
2. Trustee Financial Status Reports for period ending December 31, 1977
3. Verbal progress report regarding the Community Center - Sam Burns



CHAIRMAN

ATTEST:



SECRETARY

SPECIAL MEETING

SACRAMENTO COMMUNITY CENTER AUTHORITY

THURSDAY

NOVEMBER 2, 1978

4:00 P. M.

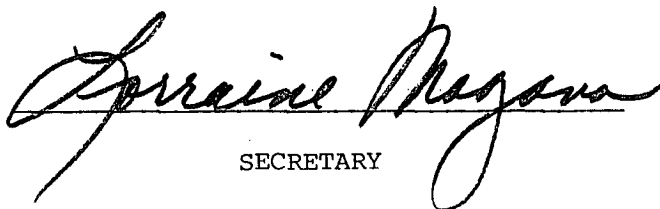
I HEREBY CALL a Special Meeting of the Sacramento Community Center Authority to be held at the hour of 4:00 p.m., Thursday, November 2, 1978, in the Community Center Conference Room, for the purpose of considering and acting upon the following subjects:

1. Approval of minutes, March 7, 1978
2. "Year 4" Annual Report - Sam Burns
3. Discussion regarding fund transaction

A handwritten signature in cursive script, appearing to read "Sam Burns", written over a horizontal line.

CHAIRMAN

ATTEST:

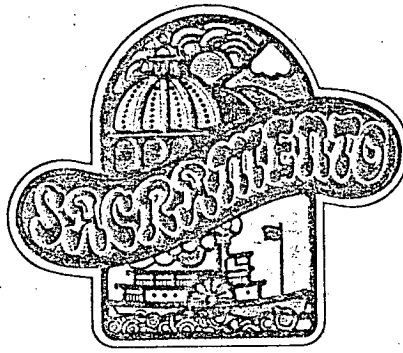
A handwritten signature in cursive script, appearing to read "Spraine Nagano", written over a horizontal line.

SECRETARY

Community Center Authority  
 Financial Statement  
 Ending Dec. 31, 1977

		1	2	3	4	5
			Receipts		Disbursements	
1	Bond Sale Aug. 27, 1971					19,122,000.00
2	Acc. Int.		86,648.84			
3	Interest Earned on Invest.		1,921,025.63			
4	Hotel-Motel Tax		1,445,000.00			
5	Bid Deposit		250,000.00			
6	2-31-76. Reimbursement <sup>overpayment</sup> Trustee Fee		38,102.9			
7	Trustee's Fee		8,016.6			
8	Refund due <sup>to</sup> Cancellation of Builders					
9	Risk Policy		1,504.00			
10	1974/77 Rental (over payment) <sup>5,534,250.00</sup> - 14,000.00		5,520,250.00			
11				9,229,040.42		
12	Site Acquisition & Closing Costs				3,725,052.00	
13	Title Fee				27,279.83	
14	Return of Bid Check				250,000.00	
15	Financial Consultant Fees				31,795.88	
16	Bond Atty's				96,000.00	
17	Tax Council Fee				9,856.03	
18						4,141,983.74
19	Requisitions				865,340.50	
20	Progress Payments to Contractors				13,107,780.20	
21	Adj. on Overpayment of Interest				2,530.64	
22	Purchase of Investments over Par				7,058.13	
23	Principal thru 8-1-77				575,000.00	
24	Interest thru 8-1-77				716,000.00	
25	Co-Paying & Trustee Fee				102,126	
26	Overpayment of Fees				49,530	
27	Investment Sold over cost				-21,250.21	21,719,013.53
28						25,860,997.27
29						24,680,431.5
30			CASH		SECURITIES	
31	Redemption Fund		4,535		22,442,779	
32	Surplus Revenue Fund		3,124		5,453,605	
33	Construction Fund		46,787.77		3,037,930.4	
34	Working Capital Fund		3,236		256,758	
35	Insurance Reserve		19,390		725,131.61	
36	Interest Fund		-		1,152,605.47	
37			4,981.62		2,463,061.54	24,680,431.6

4806 - Burt  
8806 - Green



**COMMUNITY/CONVENTION CENTER**  
CITY OF SACRAMENTO  
SAM J. BURNS, GENERAL MANAGER

November 2, 1978

Community Center Authority  
Sacramento, California

Members in Session:

PROPOSED CONSTRUCTION FUND EXPENDITURES

Since the opening of the Community Center, June 29, 1974, there have been certain items that have either failed or have been found to be inadequate for the type of events staged in the facility. Management has found, after four years of operation, there are certain modifications and equipment purchases that will make the Community Center safer, more economic, and more versatile.

The three factors stated above have prompted us to request that the Community Center Authority fund the following projects out of the Community Center Construction Fund.

Projects that were approved by the Sacramento Community Center Authority October 14, 1976, and are being instituted:

Correct House Curtain Movement	\$ 6,000.00
Correct Freezer System	unknown
Modify South Elevator	1,000.00
Modification of all locks	18,000.00
Handrail, Activity Building	3,500.00
Power Cart Modification	6,500.00
Communication System (\$20,000.00)	
Central Paging System (\$ 6,000.00)	26,000.00
Steel Gates, Patio	3,000.00
(less Freezer)	<u>\$74,153.00</u>

- more -

SACRAMENTO, CALIFORNIA 95814 • (916) 449-5291



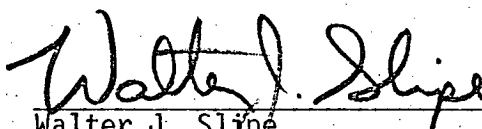
Projects that have come up since October, 1976, and Community Center Administration feels should be done.

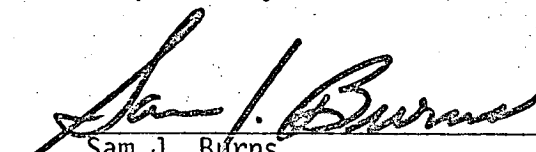
Replace all roof flashing	\$70,000.00
Replace valves destroyed by electrolysis	2,000.00
A-C5, Theatre Box Office heating/cooling	2,500.00
Theatre ticket window lights	6,000.00
Stainless steel wall covering and brazier	7,500.00
Corridor 145 security doors	5,000.00
Mechanical Room airway louvers	9,000.00
Exhibit Hall temperature controls	5,000.00
Kitchen automatic door operating equipment	6,000.00
Stage rail lowering(Theatre)	3,000.00
Dock leveling device or ramp	7,500.00
Raceway for stage controls	6,000.00
Chair cart modification	4,500.00
Convertomatic ZOE Electric Floor Scrubber	1,200.00
Re-roof cooling tower (Theatre)	4,000.00
Re-design well lights (under trees)	1,500.00
Boiler, safety devices(required)	600.00
Modification stage risers (safety)	5,000.00
Chiller - condenser water surging	3,500.00
Low voltage system	1,500.00
Electrical systems (trade show hook-ups)	40,000.00
Electrical truck to move equipment	2,500.00
Two (2) strong super troopers (\$4,000.00 @)	8,000.00
	<u>\$108,800.00</u>

These modifications and equipment will be made within the next six months. Management would like the latitude of transferring any savings on specific items that savings are made to items where possible under-estimates are made.

Recommendation Approved:

Respectfully submitted,

  
\_\_\_\_\_  
Walter J. Slipe  
City Manager

  
\_\_\_\_\_  
Sam J. Burns  
Community Center General Manager

SJB/bjt



**SACRAMENTO  
COMMUNITY/CONVENTION CENTER**

**YEAR 4**

**ANNUAL REPORT**

**JULY 1, 1977 — JUNE 30, 1978**

Y E A R 4

SACRAMENTO COMMUNITY/CONVENTION CENTER

ANNUAL REPORT

JULY 1, 1977 - JUNE 30, 1978

PREPARED BY  
LEONARD ZERILLI

CITY OF SACRAMENTO

Mayor: Phillip L. Isenberg

Council: Robert T. Matsui  
John Roberts  
Blaine H. Fisher  
Douglas N. Pope  
Anne Rudin  
Daniel E. Thompson  
Lloyd Connelly  
Thomas R. Hoerber

City Manager: Walter J. Slipe

Community Center Administration:

General Manager:	Sam J. Burns
Assistant Manager:	Leonard Zerilli
Operations Supervisor:	Frank Puccinelli
Box Office Supervisor:	Norma B. Ricketts
Events Coordinator:	Michael Stauffer
Booking Coordinator:	Toni Ellingson

## TABLE OF CONTENTS

INTRODUCTION	1
ORGANIZATIONAL CHART	2
PROFILE	
Booking and Event Coordination	3
Box Office	3
Operations	4
Food-Beverage and Miscellany	4
Facilities	4
SUMMARY	6
USAGE PER BUILDING	7
USAGE BY TYPE OF EVENT	8
SOLD OUT EVENTS	9
SUMMARY OF BUILDING AND EQUIPMENT RENTAL	10
CATERING, CONCESSIONS AND MISCELLANEOUS INCOME	11
CATERING AND CONCESSION EVENT DAYS	12
BOX OFFICE REPORT	13
FISCAL SUMMARY	14
REVENUE SUMMARY	15
PRELIMINARY EXPENDITURES SUMMARY	16

## INTRODUCTION

This report provides the reader with an analysis of the Community/Convention Center operation for fiscal year 1977-78. Although these figures are unaudited, they do provide the same information as the previous three years and an at-a-glance comparison to fiscal year 1976-77.

The facts and figures presented in this annual report, as in others, does not tell the whole story about its value to the community--of unmeasurable benefits, both in the direct financial impact to the local economy, as well as the intangible benefit in the quality of life to its citizens.

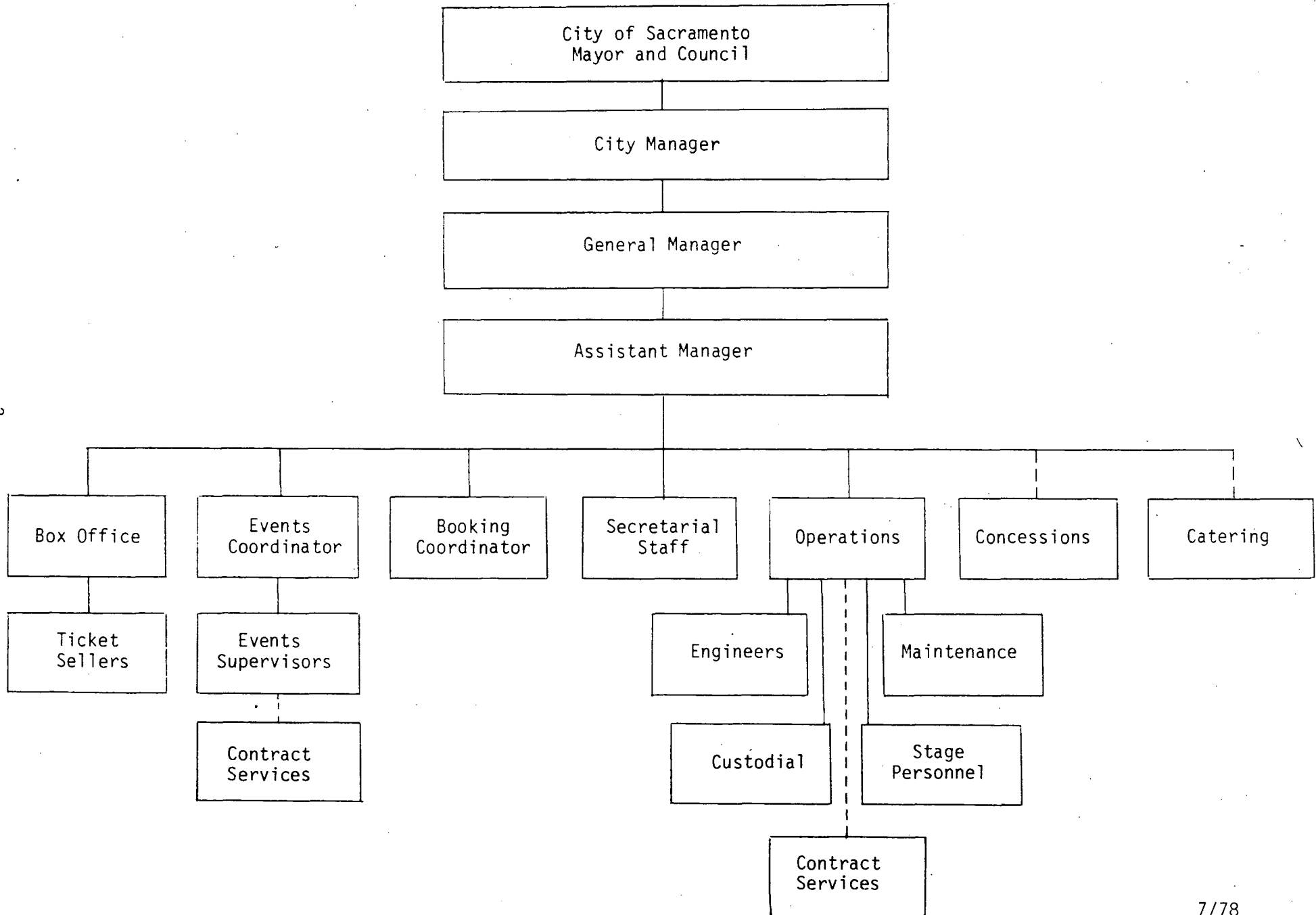
Enclosed are detailed operating statistics for the various functions of the Community/Convention Center. As in the past year-end reports, we have tried to provide all revenues and a summary of expenses.

As discussed in YEAR 3, attempts would be made to broaden the use of buildings with new events. This was accomplished with expanded use of each building through booking more varieties of events (i.e. more service, fraternal, and religious use of the Theater; new events such as the Casino International Public Dances, and disco type dances plus consumer trade shows in the Exhibit Hall as well as the return of roller derby to the Auditorium).

Attempts to increase banquet activity were not realized. The department was, however, able to increase revenue from concessions and the sale of programs, novelties, and reimbursable charges substantially.

Again this year, the Community/Convention Center is pleased to present a report that indicates increases in almost all areas. The following data will analyze the operation as you continue through the report.

Sacramento Community/Convention Center  
ORGANIZATIONAL CHART



2

## PROFILE

Throughout this reporting period, the Center was "dark" only 34 days. During the remainder of the year, the Center had 1,108 event days, which represents an increase of 8.4% over 1976-77. Again, the coordinated efforts of the staff working with the licensee provided for the needs of each organization and the comfort of the 836,573 guests attending events.

### Booking and Event Coordination

The diversification of type use is noted herein. During this year, 491 contracts were issued and consummated for rentals and another 87 for catering activity. The contracts issued are up by 64 from the same period during 1976-77.

These contracts issued represent 987 actual event days, an increase of 9.3% and 121 move-in and move-out days with a slight increase of 1.7%. What this means is that more events are scheduled without additional requirements for rehearsal of "in" and "out" time, which is a savings to the Center. This is brought about due to the consciousness of the event staff in helping the licensee in advance planning.

### Box Office

The central Box Office of the Community Center handles all admission events in the Community/Convention Center. This year, the staff sold over two-and-one-half million dollars in tickets for all events. This was done through the 45 community outlets as well as the computerized network of B.A.S.S. and Ticketron outlets.

For this year, 251 events were scheduled. Of these, 44 received the "SRO sign" with such attractions as Ice Follies, Nutcracker Ballet, boxing with local favorite Pete Ranzany, tennis with Billie Jean King versus Martina Navratilova, and concert artists Roberta Flack, Steve Martin, The Limelitters and Glenn Yarbrough, and Benny Goodman, leading the way.

Box Office gross was up 15.9% for a total of \$104,662 and admission tax of \$55,417, a jump of 10.8%. This revenue source is not only helpful overall to the Community Center operation, but the service provided is invaluable to the promoter as well as our citizens.

Admission events through the Box Office have contributed to the direct payment by promoters of \$250,000 in payroll fees to local labor (i.e. stagehands, house staff, and security) in addition to the fees paid to the City.

## Operations

While assuming the total maintenance and upkeep responsibility during 1976-77, the Center this year was told that all extra services through Public Works would be withdrawn except for emergencies.

Although the custodial, setup details, and preventive maintenance programs are handled with less confusion and more efficiency, the latest directive has been more costly. It is required that the Center contract for jobs that heretofore were handled through City Engineering or Facility Maintenance.

## Food-Beverage and Miscellany

The revenue from food-beverage and miscellaneous sources, i.e. programs, records, and novelty sales, amounted to \$155,246 or a 4.3% increase.

Volume Services has again increased sales by 3.8%, giving back to the City \$110,864 from food and beverage receipts.

Catering, on the other hand, still is not doing anywhere close to our projections. In fact, to give added incentive to these bookings, rent was reduced by fifty percent of the applicable rate for catered events. Even with this, revenue was down 12.5% this year. A total of \$29,795 was received from the five caterers on the Center's qualified list, down from over \$34,000 last year.

One problem that exists with the open catering concept is that there is no aggressive sales program for these functions. Caterers are not bringing business in as anticipated. They have become order takers bidding on events sent to them from the Center.

Attempts to correct this situation will be made during this next year with the anticipation of reversing this downward trend.

## Facilities

Building and equipment rental for the first time exceeded one-half million dollars. The \$557,658 collected is 13.6% better than last year. A review of each building shows that the major increase was that for meeting space in the Activity Building, and with all others being up, except a slight decrease for Exhibit Hall rentals.

As the reader will note, some areas of activity are the same or slightly higher in use but with an appreciable increase in rent. This is due to the greater number of commercial events over local nonprofit usage.

Further analysis will show that convention event days are down from 1976-77 by 58.8%. A year ago 19 conventions were hosted compared to the 10 this year in the Center. While convention business is up in the city, some concern is expressed here for the booking of larger events into the Center. As hotels become more available in the downtown area, this should happen. With the re-booking of conventions that have already met in the Center since it opened, next year should improve this statistic.

This year, in addition to rental income, a concerted effort was made to get reimbursed for equipment and labor not ordinarily provided. This year these receipts were \$33,189 in extra revenue, up 33.4% over last year. Since we have equipment and professional staff in particular areas, the Center will continue to provide what is needed by the licensee at the established reimbursable rate.

## SUMMARY

A concerted effort was made in YEAR 4 to increase the use of space and thereby increase revenue from all available sources. For the most part, the Community/Convention Center did this. Revenue is up 11.9%. In addition, the transient occupancy tax from hotel and motel occupancy is up 21.5%.

This fiscal year does require a general fund contribution but less than originally expected since revenue is up and expenditures are down from those budgeted.

As mentioned earlier, the principal concern for YEAR 5 is an attempt to increase catering business and the convention solicitation for the near future while maintaining our other bookings.

The City Council has directed this department to prepare a 1978-79 budget without general fund contribution. YEAR 5 should mark the first time the Center will be self supporting. To accomplish this, rental fees were raised for the first time in four years and the admission tax and transient occupancy taxes were increased. The box office will provide some greater services to the citizens in also selling tickets to other than Center events, thus increasing additional revenue.

The Community Center Department is proud of our record after four years and thanks you for your help and cooperation and contributions. The staff will continue to service the licensee and provide to the citizens of Sacramento the best in meeting facilities and entertainment for you to enjoy.

Sacramento Community Center

USAGE PER BUILDING  
1977-78

<u>Month</u>	<u>Memorial Auditorium</u>	<u>Theater</u>	<u>Activity Building</u>	<u>Exhibit Hall</u>	<u>Monthly Total</u>
July	35	7	14	8	64
August	25	5	21	11	62
September	6	8	29	16	59
October	19	12	48	31	110
November	19	17	47	30	113
December	9	29	34	7	79
January	15	10	31	14	70
February	11	21	42	12	86
March	13	21	63	22	113
April	17	16	55	33	121
May	17	14	64	20	115
June	25	16	57	18	116
<hr/>					
TOTAL USES PER BUILDING	211	176	505	222	1108
<hr/>					
COMPARISON 1976-77	209	158	422	233	1022

Sacramento Community Center

USAGE BY TYPE OF EVENT  
1977-78

"A" Actual Event Day  
"B" Move In/Out, Rehearsal

	Exhibit Hall		Activity Bldg.		Theater		Mem. Aud.		Totals	
	A	B	A	B	A	B	A	B	A	B
Banquets/ Receptions	74	0	117	0	10	2	12	0	213	2
Classical: Ballet, Symphony, Opera, Etc.	1	0	0	0	34	16	2	1	37	17
Contemporary	0	1	0	0	58	1	12	0	70	2
Conventions	22	9	21	7	12	1	6	2	61	19
Country	0	0	0	0	0	0	2	0	2	0
Family	0	0	1	0	4	0	37	40	42	40
Government	20	0	128	1	5	0	0	0	153	1
Rock	2	0	0	0	0	0	20	0	22	0
Service: Fraternal/ Religious	26	11	212	1	29	4	29	1	296	17
Sports	6	0	0	0	0	0	40	1	46	1
Trade Shows	34	16	11	6	0	0	0	0	45	22
<b>TOTAL</b>	<b>185</b>	<b>37</b>	<b>490</b>	<b>15</b>	<b>152</b>	<b>24</b>	<b>160</b>	<b>45</b>	<b>987</b>	<b>121</b>
<b>COMPARISON 1976-77</b>	<b>192</b>	<b>41</b>	<b>410</b>	<b>12</b>	<b>141</b>	<b>17</b>	<b>160</b>	<b>49</b>	<b>903</b>	<b>119</b>

Sacramento Community Center

SOLD OUT EVENTS  
1977-78

<u>Date</u>	<u>Event</u>	<u>Building</u>
Ju1. 20	ROBERTA FLACK	Theater
Ju1. 27 - Aug. 14	ICE FOLLIES (7 performances)	Memorial Auditorium
Sep. 16	MARSHALL TUCKER BAND	Memorial Auditorium
Oct. 15-16	SACRAMENTO SYMPHONY	Theater
Oct. 21	BOXING, RANZANY vs. SHIELDS	Memorial Auditorium
Nov. 5-6	SACRAMENTO SYMPHONY	Theater
Nov. 18	FRANK ZAPPA	Memorial Auditorium
Nov. 29	THE LIMELITERS & GLENN YARBROUGH	Theater
Dec. 5	STEVE MARTIN (2 performances)	Theater
Dec. 9-13	NUTCRACKER BALLET (7 performances)	Theater
Dec. 13	BOXING, RANZANY vs. MUNIZ	Memorial Auditorium
Dec. 31	CASINO INTERNATIONAL PUBLIC DANCE	Exhibit Hall
Jan. 14	ROSE ROYCE	Memorial Auditorium
Jan. 17	GRATEFUL DEAD	Memorial Auditorium
Jan. 18-19	HARLEM GLOBETROTTERS	Memorial Auditorium
Jan. 20	HAL HOLBROOK IN "MARK TWAIN TONIGHT"	Theater
Feb. 11	MANHATTAN TRANSFER	Theater
Feb. 11	CHARLEY PRIDE	Memorial Auditorium
Feb. 14	BOXING, RANZANY vs. SHIELDS	Memorial Auditorium
Feb. 17	FERRANTE & TEICHER	Theater
Feb. 17	FACES OF FREEDOM (AMWAY)	Memorial Auditorium
Mar. 12	HEART	Memorial Auditorium
Apr. 3	TENNIS, BILLIE JEAN KING vs. MARTINA NAVRATILLOVA	Memorial Auditorium
Apr. 6	AMERICA	Memorial Auditorium
Apr. 7	EBONY FASHION FAIR SHOW	Theater
Apr. 11	ART GARFUNKEL	Theater
Apr. 29	SATURDAY'S WARRIOR (2 performances)	Theater
May 2	BOXING, RANZANY vs. RODRIGUEZ	Memorial Auditorium
Jun. 13	LITTLE FEAT	Theater
Jun. 20	BENNY GOODMAN	Theater

Sacramento Community Center

SUMMARY OF BUILDING AND EQUIPMENT RENTAL  
1977-78

<u>Month</u>	<u>Attendance</u>	<u>Equipment/ Labor</u>	<u>Memorial Auditorium</u>	<u>Theater</u>	<u>Activity Building</u>	<u>Exhibit Hall</u>	<u>Monthly Total</u>
July	43,646	\$2,559.45	\$ 8,000.00	\$6,054.71	\$6,372.00	\$7,732.82	\$30,718.98
August	77,923	838.64	45,848.08	3,250.00	4,778.00	6,320.33	61,035.05
September	29,157	502.50	6,845.76	4,128.50	5,232.00	8,474.99	25,183.75
October	93,371	1,844.78	14,238.87	7,086.92	6,461.50	9,300.64	38,932.71
November	94,845	4,963.22	23,260.78	8,845.08	6,510.50	10,642.50	54,222.08
December	77,065	1,688.92	12,554.81	16,064.51	8,896.50	6,521.56	45,726.30
January	61,216	1,478.64	17,711.47	5,958.34	4,757.80	13,925.00	43,831.25
February	68,535	3,259.95	15,136.56	10,011.70	7,900.50	6,990.00	43,298.71
March	81,502	3,575.80	8,354.92	8,346.22	12,106.50	14,531.10	46,914.54
April	81,778	3,583.84	16,354.59	13,541.90	10,556.00	12,562.00	56,598.33
May	59,831	2,875.90	21,450.71	8,710.11	13,024.00	9,633.08	55,693.80
June	67,704	4,017.36	9,947.43	17,532.61	12,864.25	11,141.61	55,503.26
<b>TOTAL</b>	<b>836,573</b>	<b>\$31,189.00</b>	<b>\$199,703.98</b>	<b>\$109,530.60</b>	<b>\$99,459.55</b>	<b>\$117,775.63</b>	<b>\$557,658.76</b>
<b>COMPARISON 1976-77</b>	<b>939,843</b>	<b>\$23,380.00</b>	<b>\$183,734.00</b>	<b>\$92,027.00</b>	<b>\$66,349.00</b>	<b>\$125,363.00</b>	<b>\$490,853.00</b>

Sacramento Community Center

CATERING, CONCESSIONS AND MISCELLANEOUS INCOME  
1977-78

<u>Month</u>	<u>Concessions</u>	<u>Misc. Concessions</u>	<u>Catering Fees</u>	<u>Misc. Income</u>	<u>Monthly Total</u>
July	\$ 6,808.40	\$ 56.00	\$ 142.42	\$ 118.73	\$ 7,125.55
August	13,388.64	3,675.46	920.95	1,454.24	19,439.29
September	3,441.69	184.05	834.60	60.51	4,520.85
October	14,730.26	24.05	3,388.86	474.59	18,617.76
November	10,441.22	237.40	2,043.19	280.99	13,002.80
December	10,664.24	76.97	2,590.29	493.85	13,825.35
January	9,582.50	185.50	1,867.04	1,166.00	12,801.04
February	9,331.06	282.04	2,351.43	358.74	12,323.27
March	6,703.02	190.01	3,533.29	1,374.28	11,800.60
April	9,704.68	332.50	4,366.34	1,227.05	15,630.57
May	10,318.05	716.99	5,506.06	894.24	17,435.34
June	5,749.98	355.80	2,250.66	366.88	8,723.32
<hr/>					
TOTAL	\$110,863.74	\$6,316.77	\$29,795.13	\$8,270.10	\$155,245.74
<hr/>					
COMPARISON 1976-77	\$106,779.00	\$1,822.00	\$34,034.00	\$6,171.00	\$148,806.00

Sacramento Community Center

CATERING AND CONCESSION EVENT DAYS  
1977-78

Month	Conc.	Misc. Conc.	Catering	Total Catering Revenue	DeI Prado Catering	Dole's Catering	Dorman's Catering	Kato's Katering	Candle- rock Catering	Volume Service Catering	Volume Service Coffee
Jul.	14	1	3	\$142.42						3	2
Aug.	19	5	6	920.95	1			1		4	6
Sep.	11	4	5	834.60			1			4	7
Oct.	35	2	12	3,388.86			4	2		6	8
Nov.	35	4	15	2,043.19			3	2		10	14
Dec.	23	2	9	2,590.29		1		2		6	13
Jan.	31	3	10	1,867.04		1	2	1		6	4
Feb.	32	5	12	2,351.43			1	1		10	10
Mar.	27	3	13	3,533.27			3	3		7	5
Apr.	32	4	18	4,366.34	1			1		16	15
May	34	12	32	5,506.06				8		24	4
Jun.	26	7	17	2,250.66	2		3			12	5
<b>TOTAL</b>	<b>319</b>	<b>52</b>	<b>152</b>	<b>\$29,795.11</b>	<b>4</b>	<b>2</b>	<b>17</b>	<b>21</b>	<b>0</b>	<b>108</b>	<b>93</b>
<b>COMPARISON</b> 1976-77	<b>335</b>	<b>35</b>	<b>233</b>	<b>\$34,034.00</b>	<b>3</b>	<b>7</b>	<b>25</b>	<b>7</b>	<b>2</b>	<b>104</b>	<b>85</b>

Sacramento Community Center

BOX OFFICE REPORT  
1977-78

<u>Month</u>	<u>Ticket Gross Income</u>	<u>Box Office Gross</u>	<u>Taxes</u>	<u>Number of Shows</u>
July	\$ 72,344.00	\$ 3,101.00	\$1,419.00	12
August	493,227.00	11,745.00	9,628.00	24
September	63,350.00	2,413.00	1,235.00	6
October	197,024.00	9,755.00	3,726.00	20
November	280,240.00	11,684.00	5,800.00	19
December	338,850.00	14,302.00	6,601.00	26
January	218,186.00	9,892.00	4,254.00	25
February	222,421.00	8,277.00	4,309.00	20
March	150,310.00	6,146.00	2,900.00	19
April	202,526.00	8,207.00	3,754.00	20
May	254,205.00	11,703.00	4,844.00	30
June	155,157.00	7,437.00	6,947.00	30
<hr/>				
TOTAL	\$2,647,840.00	\$104,662.00	\$55,417.00	251
<hr/>				
COMPARISON 1976-77	\$2,350,120.00	\$90,288.00	\$50,028.00	219

Sacramento Community Center

FISCAL SUMMARY  
1977-78

<u>Month</u>	<u>Building/ Equipment Rental</u>	<u>Concessions, Catering, Misc. Income</u>	<u>Box Office (Net)</u>	<u>Admission Tax</u>	<u>Event Days</u>	<u>Attendance</u>
July	\$30,718.98	\$ 7,125.55	\$ 3,100.98	\$1,418.68	64	43,646
August	61,035.05	19,439.29	11,745.00	9,628.26	62	77,923
September	25,183.75	4,520.85	2,412.86	1,235.34	59	29,157
October	38,932.71	18,617.76	9,755.66	3,726.48	110	93,371
November	54,222.08	13,002.80	11,684.43	5,800.01	113	94,845
December	45,726.30	13,825.35	14,301.61	6,600.70	79	77,065
January	43,831.25	12,801.04	9,892.38	4,254.11	70	61,216
February	43,298.71	12,323.27	8,276.98	4,308.77	86	68,535
March	46,914.54	11,800.60	6,146.10	2,900.36	113	81,502
April	56,598.33	15,630.57	8,206.96	3,753.72	121	81,778
May	55,693.80	17,435.34	11,702.66	4,843.82	115	59,831
June	55,503.26	8,723.32	7,436.61	6,946.76	116	67,704
<b>TOTAL</b>	<b>\$557,658.76</b>	<b>\$155,245.74</b>	<b>\$104,662.03</b>	<b>\$55,417.01</b>	<b>1,108</b>	<b>836,573</b>
<b>COMPARISON 1976-77</b>	<b>\$409,853.00</b>	<b>\$148,806.00</b>	<b>\$90,288.00</b>	<b>\$50,028.00</b>	<b>1,022</b>	<b>939,843</b>

Sacramento Community Center

REVENUE SUMMARY

	<u>1976-77</u>	<u>1977-78</u>
Rental, Buildings and Equipment	\$490,853.00	\$557,659.00
Concessions	106,779.00	110,864.00
Catering	34,034.00	29,795.00
Miscellaneous Concessions	1,822.00	6,317.00
Miscellaneous Income	6,171.00	8,270.00
Box Office	90,288.00	104,662.00
Admission Tax	50,028.00	55,417.00
<hr/>		
TOTAL	\$779,975.00	\$872,984.00
<hr/>		

Transient Occupancy Tax (City and County Contribution)	\$1,099,028.00	\$1,335,376.00
---	----------------	----------------

Sacramento Community Center

PRELIMINARY EXPENDITURES SUMMARY

	1976-77	1977-78	
	<u>Actual Expenditures</u>	<u>Budget</u>	<u>June 30 Expenditures</u>
Employee Services	\$ 576,877.00	\$ 723,012.00	\$ 643,733.00
Other Services, Supplies	1,855,902.00	2,119,060.00	2,097,271.00
Equipment	21,994.00	22,615.00	17,141.00
<hr/>			
OPERATING TOTAL	\$2,454,773.00	\$2,864,687.00	\$2,758,145.00
<hr/>			
Rental, Real Property	\$1,373,500.00	\$1,384,500.00	\$1,384,500.00