



Board of Directors

Kristin Muchow, Jim C. Walker, Jody B. Olson, Chase Erkins, Tiam Rastegar

# **PUBLIC NOTICE**

## **NOTICE OF SPECIAL BOARD MEETING GREATER BOISE AUDITORIUM DISTRICT**

**Tuesday, September 26th 2023  
2:00pm MDT  
Boise Centre Room 200 Conference Room**



Board of Directors  
 Kristin Muchow, Jim C. Walker, Jody B. Olson, Chase Erkins, Tiam Rastegar

**NOTICE OF REGULAR MEETING  
 GREATER BOISE AUDITORIUM DISTRICT**

Thursday, September 26, 2023  
 2:00 P.M. MDT  
 Boise Centre West - Room 200

Board and Public Zoom Meeting Access:  
 Join Zoom Meeting: <https://zoom.us/j/3192905355>  
 Meeting ID: 319 290 5355  
 OR  
 Dial by Phone: 1 253 215 8782 US  
 Meeting ID: 319 290 5355

**AGENDA**

<ul style="list-style-type: none"> <li>I. Call to Order</li> <li>II. Roll Call</li> <li>III. Changes or Additions to the Agenda</li> <li>IV. Agenda:           <ul style="list-style-type: none"> <li>A. Chairman's Remarks – Kristin Muchow</li> <li>B. Approval of Minutes –               <ul style="list-style-type: none"> <li>i. Regular Minutes, August 17, 2023</li> </ul> </li> <li>C. Monthly Activity and Financial Report – Pat Rice, Anne Marie Downen</li> <li>D. 2024 Draft Auditorium District and Boise Centre budgets – Finance Committee</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>Action Item</li> <li>Action Item</li> <li>Discussion Item</li> <li>Action Item</li> <li>Action Item</li> <li>Discussion Item</li> </ul>
<ul style="list-style-type: none"> <li>V. Other Business:           <ul style="list-style-type: none"> <li>A. Discussion of Proposed Projects– Chase Erkins, Pat Rice, Cody Lund</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>Discussion Item</li> </ul>
<ul style="list-style-type: none"> <li> <ul style="list-style-type: none"> <li>B. Idaho Competitive Aquatics – Ryan Stratton</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>Discussion Item</li> </ul>
<ul style="list-style-type: none"> <li>VI. Adjournment</li> </ul>	

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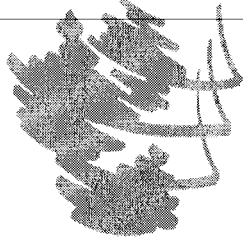
**THE DISTRICT**  
 GREATER BOISE AUDITORIUM DISTRICT

Head of Directors  
 Kristin Muchow, Jim E. Walker, Jody B. Otten, Chase Erkins, Tim Rastegar

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 GREATER BOISE AUDITORIUM DISTRICT**

Tuesday, September 26, 2023  
 2:00 am MDT  
 Boise Centre West - Room 200



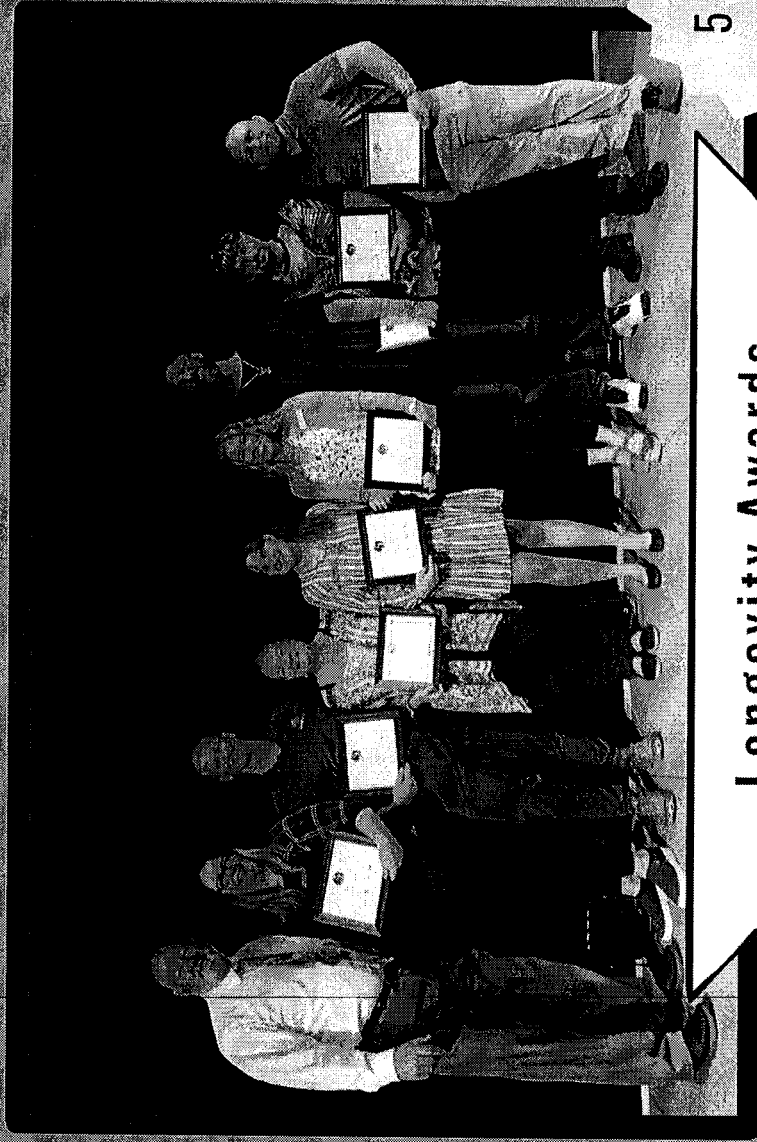
**boise | centre**



EXECUTIVE DIRECTOR REPORT  
AUGUST 2023

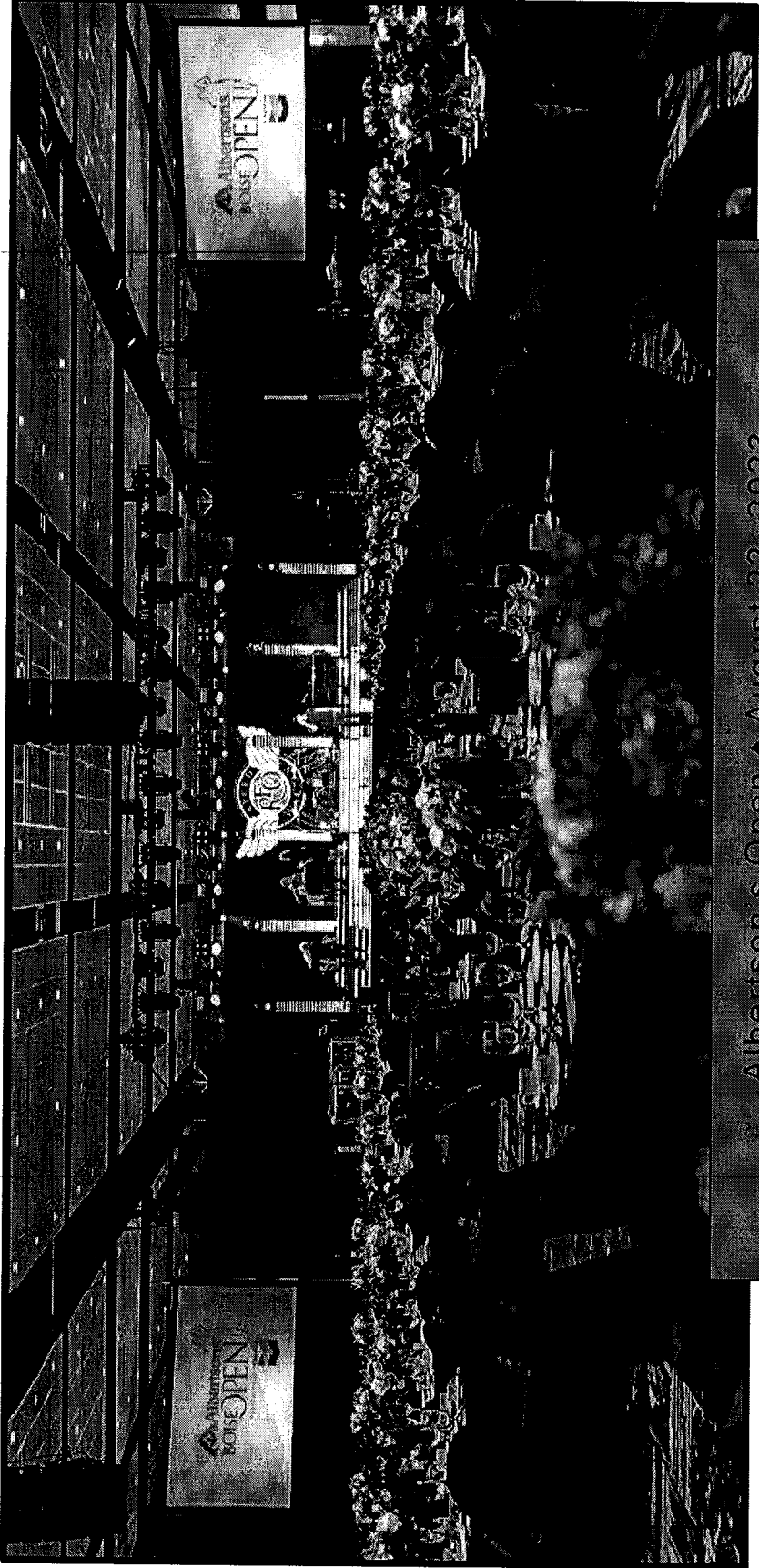
# ACTIVITIES

- 2024 Budget and Marketing Plan are being developed
- Meetings with Cody and community members is going well
- Q4 is looking to be extremely busy
- Staffing levels are very strong
- Ongoing staff training in CPR and First Aid is scheduled
- All staff meeting held August 25 and several longevity awards presented, especially Lori Brown with 30 years combined service with the CVB and Centre



5 10 20  
Years

**Longevity Awards**



Albertson's Open ♦ August 22, 2023  
Reception Dinner and Entertainment  
for 800 Guests

# GOALS

## *Fiscal Management: Boise Centre Subsidy*

in 000's	Actual-YTD	Goal-FYE	%	Remaining
Controllable (P&L and CapX)	\$ 2,102	\$ 6,856	31%	\$ 4,754
Fixed (Fees)	\$ 228	\$ 364	63%	\$ 136
Fixed (Lease Payments)	\$ 1,077	\$ 1,724	62%	\$ 647
Total	\$ 3,407	\$ 8,944	38%	\$ 5,537

## *Cash Position – Governmental Fund*

Dollars (in 000's)	Actual	Budget FYE	Variance	
Cash	\$ 23,397	\$ 15,038	\$ 8,359	Priorities
Restricted Funds	\$ (250)	\$ (250)	\$	*Health & Safety of guests/employees
Stabilization Fund	\$ (6,000)	\$ (6,000)	\$	*Economic Impact
Aquatics Facility Commitment	\$ (20)	\$ (2,889)	\$	*Reputation
Additional Capital Needs*	\$ (10,000)		\$	*Subsidy
Cash to Invest	\$ 7,127	\$ 5,899	\$	

"Cash" is the current amount on hand. Budget FYE "Cash to Invest" is the forecasted amount at the end of the fiscal year based on budget.

\*With aging of the Boise Centre East, projected capital needs have increased over the amounts in the stabilization fund and are reflected here. Boise Centre West ceiling for \$4 million was added in February 2022.



*Facility Utilization*

	Actual-YTD	Goal-FYE	%	Forecast	Variance To Goal
<b>Number of Events</b>					
Events: Local	124	160	78%	183	23
Events: Convention	44	60	73%	73	13
Events: Total	168	220	76%	256	36
<b>Event Days</b>					
Events: Days	283	420	67%	459	39

*Economic Impact*

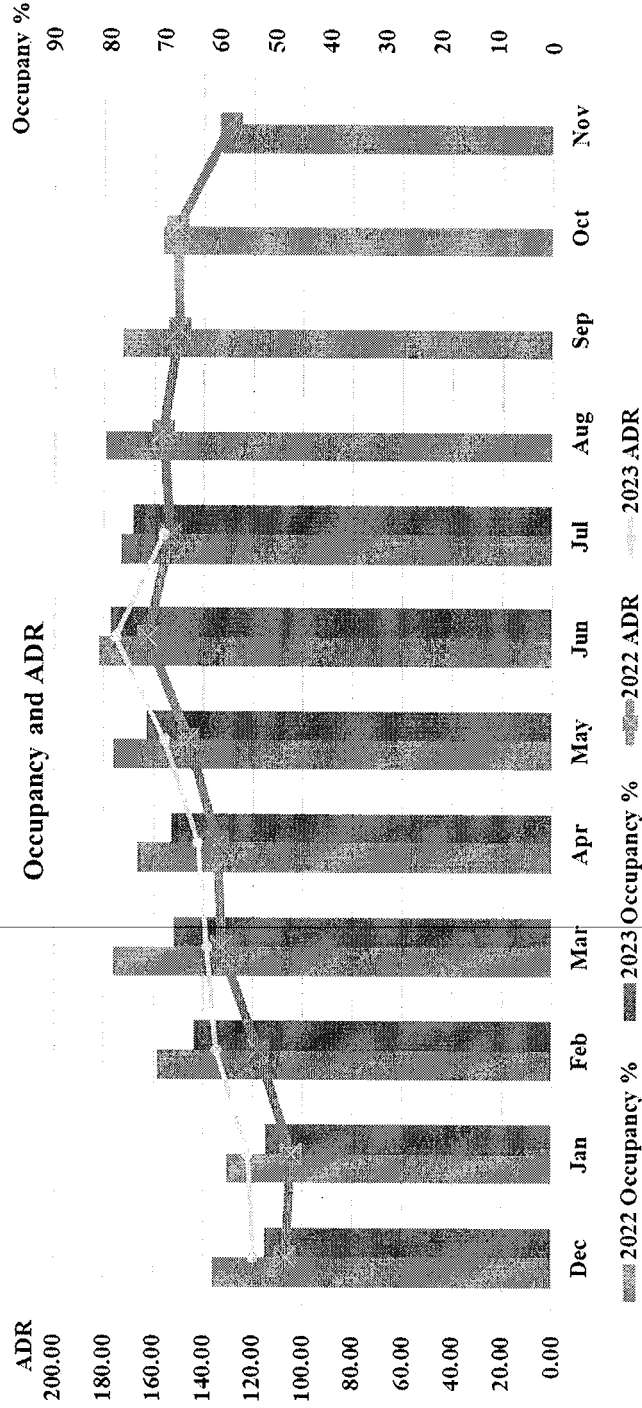
	Actual-YTD	Goal-FYE*	%	Forecast	Variance to Goal
Dollars (in 000's)	\$ 28,704	\$ 27,000	69%	\$ 38,539	\$ 11,539
<b>Attendance by Locality</b>					
Attendance: Out of Town	29,634	30,000	99%	38,143	8,143
Attendance: Local	75,797	145,000	52%	132,378	(12,622)
Attendance: Total	105,431	175,000	60%	170,521	(4,479)

# Hotel Statistics\* – Occupancy and ADR

## Market Core

Occupancy decreased 400 bp to 75.9%, still top 10  
 ADR decreased \$19.60, highest rate for July at \$156

Decline in ADR  
 decreased tax  
 revenue by \$133K

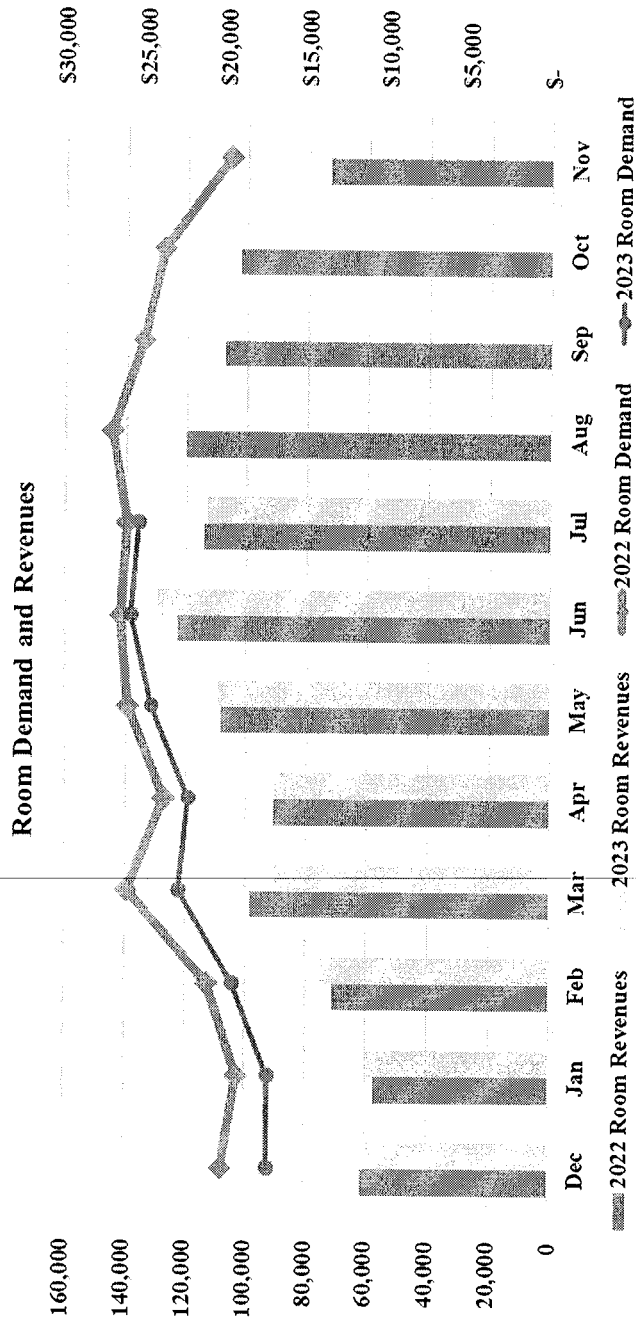


\*Source: STR

# Hotel Statistics - Room Demand and Revenues

## Market Core

Room demand declined 2% and room revenues decreased 13% due to decline in ADR and occupancy, but at similar level as PY.



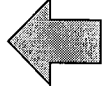
# Boise Centre Convention Pipeline & Monthly Highlights

Convention Pipeline

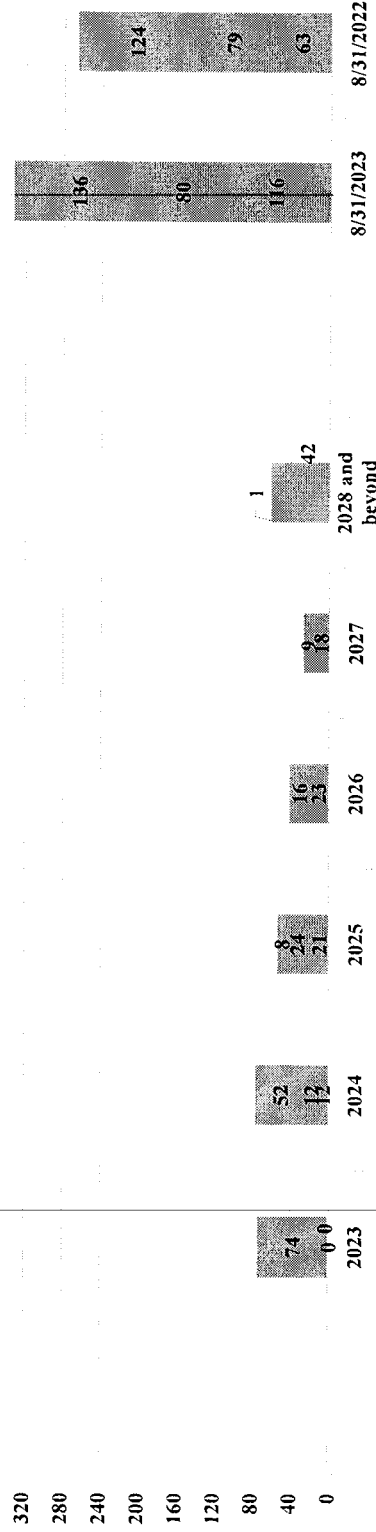
## Convention Contracts Confirmed in YTD: 66

Goal: 60 / 110% of Goal

- August Highlights:
  - Convention contracts confirmed in August are valued at \$673,168 in future forecasted revenue, making it the second most successful contracting month for future conventions in the last two years
  - Association for Computing Machinery / CIKM confirmed for October 2024; estimated 1,500 room nights, \$119K forecasted revenue, \$704K EI



66



All Conventions on the Books by Status

	2023	2024	2025	2026	2027	2028 and beyond
Total	74	76	53	41	27	61
Confirmed	74	52	8	2	0	0
Tentative	0	12	24	16	9	19
Tracking	0	12	21	23	18	42

# FINANCIAL REPORT

(green is favorable, yellow is watch, red is unfavorable)

**Combined revenues > expenses \$3.3 million favorably over budget**

- Centre \$1.9 million favorably ahead of budget
- District \$1.6 million favorably ahead of budget
- Aquatics \$0.1 million slightly behind budget

## Combined Revenue and Expense\* (000's)

Year to Date	Boise Centre		District	Aquatics	Combined		Combined	Year over Year
			8/31/2023				8/31/2022	2023-2022
Revenues	\$ 7,366	\$ 8,201	\$ 161	\$ 151	\$ 15,728	\$ 13,055	\$ 2,673	
Expenses	\$ 12,492	\$ 155	\$ 10	\$ 242	\$ 12,657	\$ 11,178	\$ 1,478	
Revenues > Expenses	\$ (5,125)	\$ 8,045	\$ 151	\$ 242	\$ 3,072	\$ 1,877	\$ 1,195	
Budget	\$ (6,976)	\$ 6,467	\$ 242	\$ (266)				
Variance	\$ 1,850	\$ 1,578	\$ (91)	\$ 3,338				

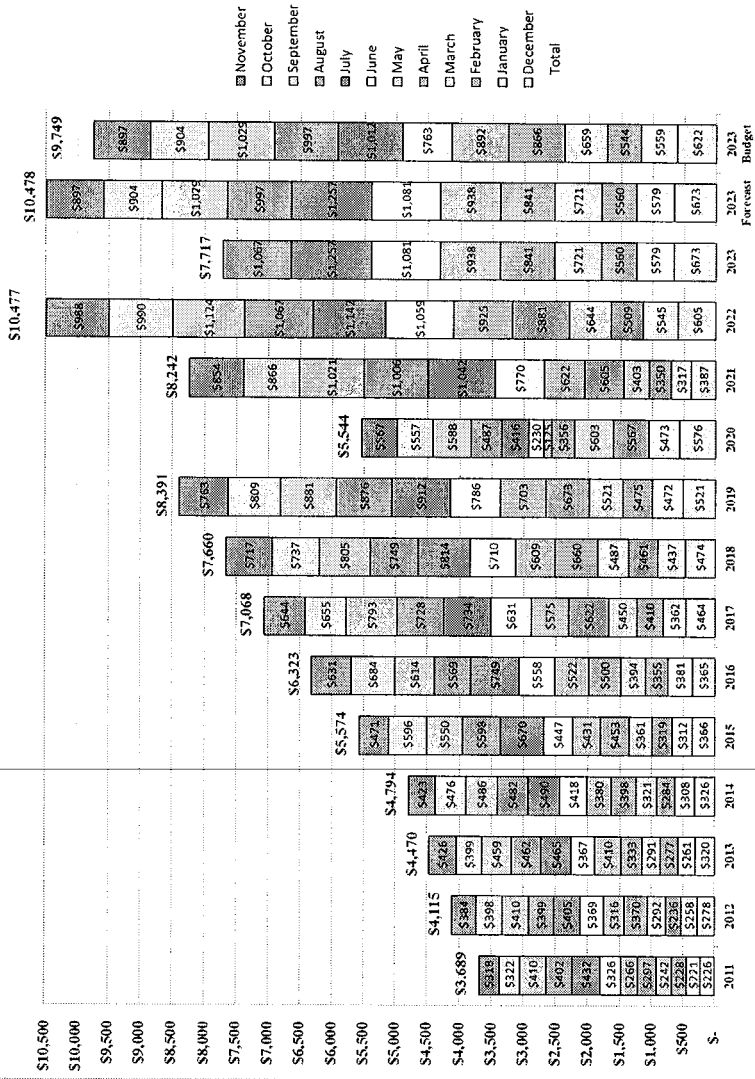
\* Above does include \$2.3 million in depreciation, amortization and interest (\$0.3 million per month)

Above totals may not equal due to rounding.

# Financial Highlights - District

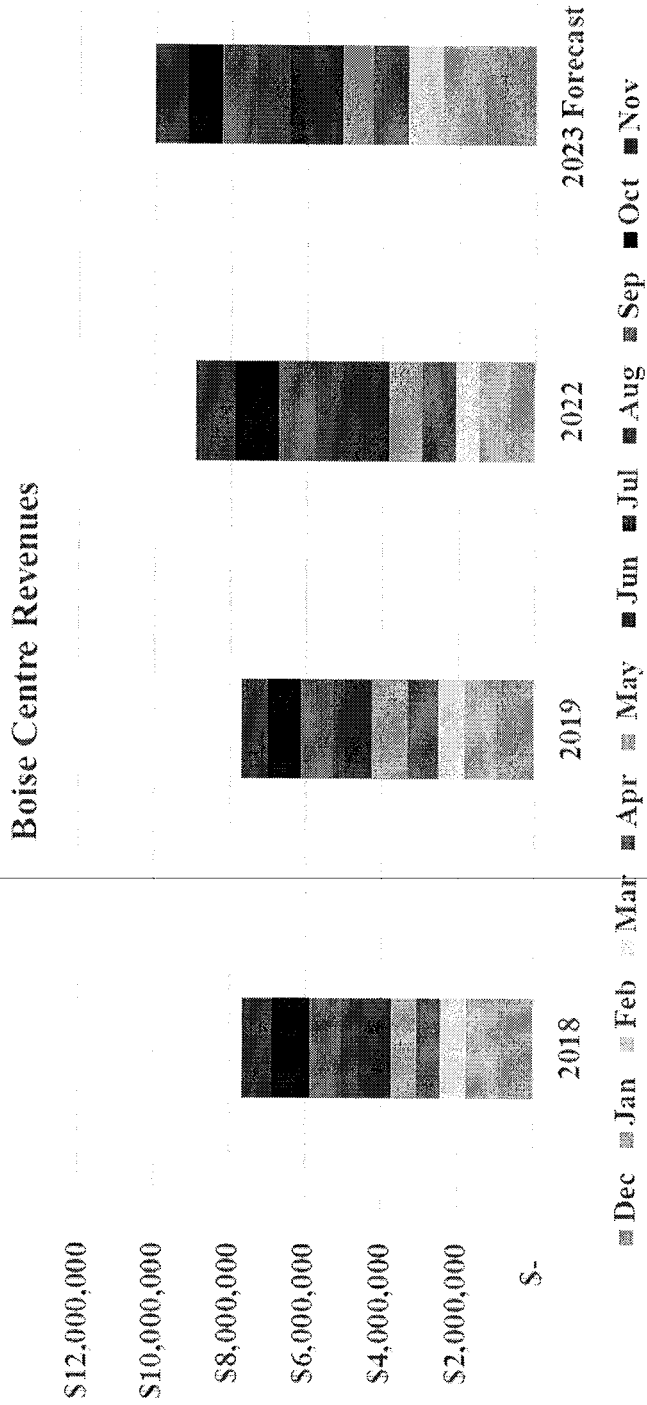
- Tax revenues broke \$1 million record twice in 2023 YTD
- Government management fees increased due to more funds under management offset by increased interest income

MONTHLY (IN 000'S) Forecast matches 2022 actuals



# Revenue Trends – Boise Centre

11 of 12 past months are record operating revenues (same period/prior years)  
 Revenues YTD \$1.6 million over prior year and 20% over budget  
 FYE forecast \$10 million  
 12 month rolling revenue remains steady at \$10.4 million



# Variations – Boise Centre

## Favorable

- Revenues exceed budget by \$148K and \$1.2 million YTD
- Gross margin is 173 bp ahead of prior year
- Net loss \$1.9 million lower than budget
- Transfers \$3 million lower than budget: \$1 million related to timing of capital projects

## March

- Direct labor and costs underbudget as a % of revenue
- Since July, food costs have declined due to menu pricing changes, now below 10% of revenues for 2nd month

## Unfavorable

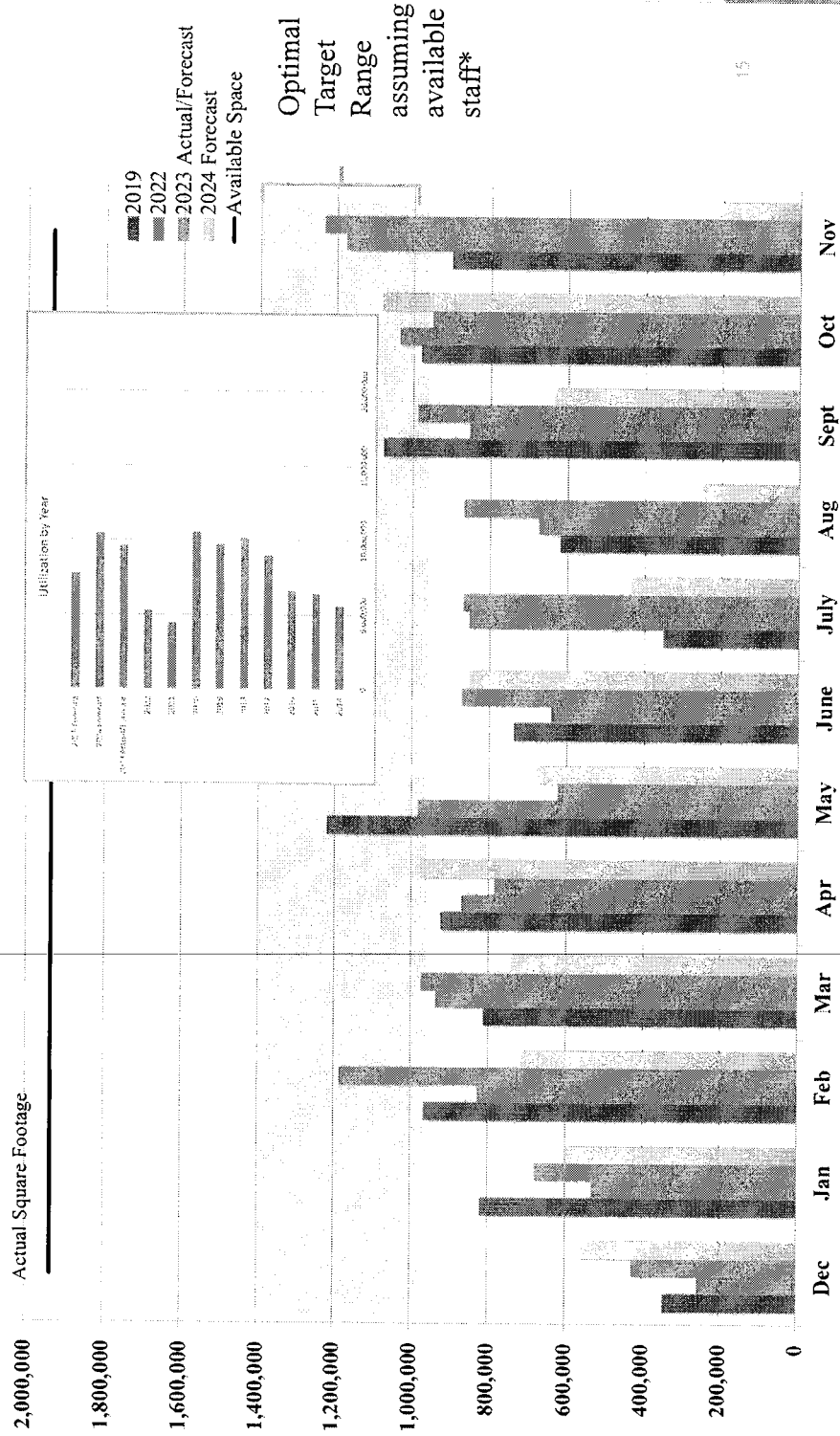
- Repairs and maintenance due to increased capitalization threshold and guidance for capitalization
- Parking and employee search costs above budget due to Director level searches and parking costs for PT employees
- Insurance over budget due to higher coverage with increasing building values



# Square Foot Utilization by Month\*\*

\*\*340 days (excludes federal holidays, the weeks of Christmas and 4th of July.)

- Forecast for December 2022 thru November 2023 increased by 200 bp: 108% of 2022
- Utilization increased 8%, revenues increased 12%



\* Source: 50%-70% based on CSL Feasibility Study, Dec 2017

# Aquatics Center

- MTD Rental revenue is overbudget due to increased funding of project resulting in increased rent
- YTD Rental revenue down due to delays in occupancy permit; will remain underbudget for rest of year



Rent received of \$40K compared to budget of \$29K, will help reduce negative YTD variance, but not completely by FYE



Investment in Aquatics building: \$9,582,788



Final \$20K funded in September

# Leading Economic Indicators - Recession Looming? LEI continues to signal a recession

Most components were negative or neutral in July

The Conference Board Leading Economic Index® and Component Contributions (Percent)

	6 mo. ending Jul. '23	6 mo. ending Jul. '22	June 2023	Change
<b>LEI Change</b>				
	-4.0	-4.0	-4.2	Improved
<b>Financial Components</b>				
Leading Credit Index™	-0.8	-0.8	-0.8	Stable
S&P 500® Index of Stock Prices	-0.42	-0.42	-0.37	Improved
Interest Rate Spread, 10-year T-bonds less Fed Funds	0.54	0.54	0.44	Improved
<b>Non-Financial Components</b>				
Avg. Consumer Expectations for Business Conditions	-2.7	-2.7	-3.0	Improved
ISM® Index of New Orders	-1.33	-1.33	-1.43	Improved
Building Permits, Private Housing	-1.30	-1.30	-1.40	Improved
Average Weekly Hours, Mfg.	0.19	0.19	0.06	Improved
Manufacturers' New Orders, Nondurable Capital Goods excl. aircraft**	-0.18	-0.18	0.06	Worsened
Manufacturers' New Orders, Consumer Goods & Materials**	-0.03	-0.03	-0.02	Stable
Average Weekly Initial Claims, Unemp. Insurance**	0.10	0.10	0.02	Improved
	-0.18	-0.18	-0.25	Improved

Source: The Conference Board  
 \* Revised series; a negative change in this component makes a positive contribution.  
 \*\* Statistical Imputation  
 LEI change might not equal sum of its contributors due to application of trend adjustments factor

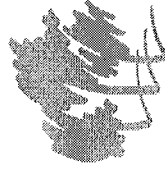
The US LEI continues to signal a recession ahead  
<https://www.conference-board.org/topics/us-leading-indicators>

Warning: October board meeting may be longer than usual

**Board Meetings, 2:00 p.m., Boise Centre West, Room 200, unless otherwise noted**

**Upcoming Dates:**

Tuesday, October 24, 2023	Budget and Marketing Plan Approval/Lease Renewal, Investment Review
Thursday, November 16, 2023	
Tuesday, December 19, 2023	
Thursday, January 18, 2024	
Wednesday, February 21, 2024	
Monday, March 18, 2024	Audit Presentation
Tuesday, April 23, 2024	
Tuesday, May 21, 2024	<i>Boise Centre East, Room 430</i>
Tuesday, June 18, 2024	
Thursday, July 25, 2024	
Tuesday, August 20, 2024	Investment Review
Tuesday, September 24, 2024	Preliminary Budget Approval
Wednesday, October 23, 2024	Approve budget and Marketing Plan; renewal of lease
Tuesday, November 19, 2024	
Thursday, December 19, 2024	



**boise | centre**



## **II. Roll Call**

Mrs. Mills took attendance by voice roll call:

Ms. Muchow – Present

Mr. Olson - Present

Mr. Walker – Present

Mr. Erkins – Present

Mr. Rastegar – Present

## **III. Changes or Additions to Agenda:**

None

### **A. Chairman's Remarks – Kristin Muchow**

### **B. Approval of Minutes**

#### **i. Special Board Minutes for July 18, 2023**

A motion was made by Mr. Erkins to approve the regular Board Meeting Minutes of July 18, 2023. Mr. Olson seconded the motion. The motion was approved unanimously.

**Timestamped 2:09pm**

### **C. Executive Director and Financial Report - Pat Rice and Anne Marie Downen**

Mr. Rice provided a summary of current events and Boise Centre updates. Mr. Rice and Ms. Downen presented the Executive Director and Financial Report by PowerPoint presentation.

**Timestamped 2:38pm**

## **IV. Other Business:**

### **A. Idaho Competitive Aquatics -Ryan Stratton**

Mr. Stratton joined to discuss the success of the Western Zone Age Group Championship as well as preparations for the Sawtooth Invitational in January. **Timestamped 2:55pm**

### **B. Sales Update- Ali Ribordy & Carrie Westergard**

Mrs. Ribordy shared performance targets, 2023 team goals and FY 2024 outlook with the board.

Ms. Westergard gave a presentation on Visit Boise Rebrand. **Timestamped 3:26pm**

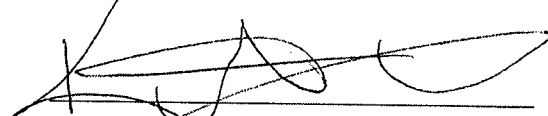
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## **Adjournment**

There being no further business to come before the Board, the meeting is adjourned.

**Timestamped 3:27pm**

**The meeting was adjourned at 3:27pm**



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Kristin Muchow, Board Chair

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Jody Olson, Vice Chairman

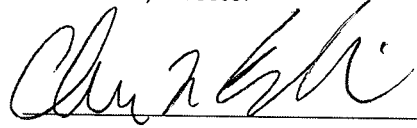
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Jim Walker, Director



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Tim Rastegar, Director



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Chase Erkins, Secretary

Note: the following materials will be attached to and provided with these minutes: Meeting material for September 26, 2023:

- Regular Minutes for August 17, 2023
- Executive Director's Report August 2023